

## **Council Meeting Minutes**

**10<sup>th</sup> December 2024**

**Bothwell Council Chambers**

## Notice of Meeting of Council – Tuesday 10<sup>th</sup> December 2024

To Councillors,

In accordance with the Local Government (Meeting Procedures) Regulations 2015, Notice is hereby given, that an Ordinary Meeting of Central Highlands Council is scheduled to be held in the Council Chamber, **Bothwell** on **Tuesday 10<sup>th</sup> December 2024**, commencing at **9.00am** with the business of the meeting to be in accordance with the following agenda paper.

In accordance with the Local Government (Meeting Procedures) Regulations 2015 Part 2, Division 1, a notice of the meeting was published on the Council website on 1 August 2024.

### General Manager's Certification

PURSUANT to Section 65 (1) of the Local Government Act 1993, I hereby certify, with respect to the advice, information and/or recommendation provided for the guidance of Council in this Agenda, that:

- A. such advice, information and/or recommendation has been given by a person who has the qualifications or experience necessary to give such advice; and
- B. where any advice is given by a person who does not have the required qualifications or experience, that person has obtained and taken into account the advice from an appropriately qualified or experienced person.

Section 65(2) forbids Council from deciding any matter which requires the advice of a qualified person without considering that advice.

Dated at Hamilton this 5<sup>th</sup> day of **December 2024**.



Stephen Mackey  
**Acting General Manager**

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The meeting commenced at 9.05 a.m.

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## **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.

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## **ACKNOWLEDGEMENT OF COUNTRY**

I acknowledge and pay respect to the Tasmanian Aboriginal Community as the traditional and original owners and continuing custodians of this land on which we gather today and acknowledge and pay respect to Elders, past, present and emerging.

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## **CONDUCT OF COUNCIL MEETING**

Central Highlands Council takes safety seriously. We have a duty to ensure that we provide a safe workplace for our Employees, Councillors, Contractors and members of the public while present at Council's workplaces.

These premises form part of the Council's workplace, and it is expected that everyone who attends Council meetings will behave in a polite and respectful manner. People should refrain from using offensive or derogatory language or comments and not be aggressive, threatening or speak in a hostile manner.

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## **1. 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

### **1.1 IN ATTENDANCE**

Mr Stephen Mackey (Acting General Manager), Mr Graham Rogers (Manager - Development and Environmental Services), Ms Kat Cullen (Community Development Officer) and Mrs Katrina Brazendale (Minute Secretary).

### **1.2 APOLOGIES**

Nil

## 2. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

### RESOLUTION 01/12.2024/C

**Moved:** Cr J Honner

**Seconded:** Cr R Cassidy

*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.*

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*.

#### 21.1 Community Donation Request – Cooper Smythe

**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.

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## 3. DECLARATION OF PECUNIARY INTEREST AND CONFLICT OF INTEREST BY COUNCILLORS AND STAFF

### 3.1 DECLARATIONS OF PECUNIARY INTEREST

#### **PURPOSE**

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

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### 3.2 DECLARATIONS OF CONFLICT OF INTEREST

#### **PURPOSE**

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.

The following declarations were recorded:

Cr Y Miller – CLOSED Session Item 4.3 Employee Contract

Cr Y Miller – Item 15.2 Community Requests For Usage of Ouse Hall

Cr Y Miller – Item 15.4 Financial Support for Hall of Industries Upgrade Hamilton Show Grounds

Katrina Brazendale – CLOSED Session Item 4.2 Australia Day Awards

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## **4. MINUTES**

### **4.1 CONFIRMATION OF DRAFT ORDINARY COUNCIL MEETING MINUTES – 15 OCTOBER 2024**

#### **RESOLUTION 02/12.2024/C**

**Moved:** Cr Y Miller

**Seconded:** Cr J Honner

**THAT** the Draft Minutes of the Ordinary Meeting of Council held on Tuesday 15 October 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.

#### **Attachment – Draft Minutes**

#### **PURPOSE**

The purpose of the report is to confirm the Council Minutes of the previous month. Copies of the minutes have been previously circulated to Councillors prior to the meeting.

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### **4.2 RECEIVAL OF DRAFT OF PLANNING COMMITTEE MEETING MINUTES – 12 NOVEMBER 2024**

#### **RESOLUTION 03/12.2024/C**

**Moved:** Cr R Cassidy

**Seconded:** Cr J Hall

**THAT** the Draft Minutes of the Planning Committee Meeting of Council held on Tuesday 12 November 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.



**Attachment – Draft Minutes****PURPOSE**

The purpose of the report is to receive the Planning Committee Minutes. Copies of the minutes have been previously circulated to Councillors prior to the meeting.

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**5. NOTIFICATION OF COUNCIL WORKSHOP(S) HELD**

Nil

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**5.1 FUTURE WORKSHOP(S)****PURPOSE**

The purpose of the report is for Councillors to note the Council Workshop date(s).

The proposed next Council Workshop will be held on the following date(s).

- 12<sup>th</sup> December 2024

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**6. CLOSURE OF THE MEETING TO THE PUBLIC****RESOLUTION 04/12.2024/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 an absolute majority, close the meeting to the public to consider the following matters in Closed Session:

<b>Item Number</b>	<b>Matter</b>	<b>Outcome</b>
<b>2.1</b>	<i>Confirmation of the Minutes - Closed Session of the Ordinary Meeting of Council held on 19 November 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>
<b>4.1</b>	<i>Tender – 1000 Acre Lane</i>	<i>Regulation 15 (2)(d) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal).</i>
<b>4.2</b>	<i>Australia Day Awards</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>

<b>4.3</b>	<i>Employment Contract</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>
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**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.

**PURPOSE**

Under 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.

**MEETING CLOSED** to the public at 9.12 am.

## 7. RE-OPEN MEETING TO THE PUBLIC

*Jason Branch, Works & Services Manager and Graham Rogers, Manager DES were in attendance when the meeting resumed*

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.

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## 8. PUBLIC RELEASE ANNOUNCEMENT(S)

The Chairperson announced that pursuant to Regulation 15(8)(9) of the Local Government (Meeting Procedures) Regulations 2015 and having considered privacy and confidential issues, the Council authorised the release to the public of the following discussions, decisions, reports or documents relating to the closed meeting:

<b><i>Item Number</i></b>	<b><i>Matter</i></b>	<b><i>Decision</i></b>
<b><i>2.1</i></b>	<i>Confirmation of the Minutes - Closed Session of the Ordinary Meeting of Council held on 19 December 2024.</i>	<b><i>THAT the Minutes of the Closed Session of the Ordinary Meeting of Council held on 19 November 2024 be confirmed</i></b>
<b><i>4.1</i></b>	<i>Tender – 1000 Acre Lane</i>	<b><i>THAT Council accept the tender of AWC PTY LTD for stage 4 of Thousand Acre Lane</i></b>
<b><i>4.2</i></b>	<i>Australia Day Awards</i>	<b><i>THAT the information be noted</i></b>
<b><i>4.3</i></b>	<i>Employment Contract</i>	<b><i>THAT the information be noted</i></b>

## 9. 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.

Damian Bester – Steve Loring

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## **10. PETITIONS / DEPUTATIONS / PRESENTATIONS**

### **10.1 PETITIONS**

Nil

### **10.2 DEPUTATIONS**

Nadine Cove will attend the meeting to provide an update on the Highlands Bushfest 2024

### **10.3 PRESENTATIONS**

Nil

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## **11. NOTICE OF MOTIONS**

### **PURPOSE**

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.*

**11.1 NOTICE OF MOTION – CR R CASSIDY****RESOLUTION 05/12.2024/C****Moved:** Cr R Cassidy**Seconded:** Cr Y Miller

**THAT** Council Change the two 100km/h Speed Limit Signs opposite Lodge to 80km/h. Relocate the 100km/h Speed Limit signs relocated to the straight section of Highland Lakes Road beginning approximately South 42.395553 / East 147.058937 (see map). Request GM and Mayor contact State Roads to facilitate these safety initiatives:

**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

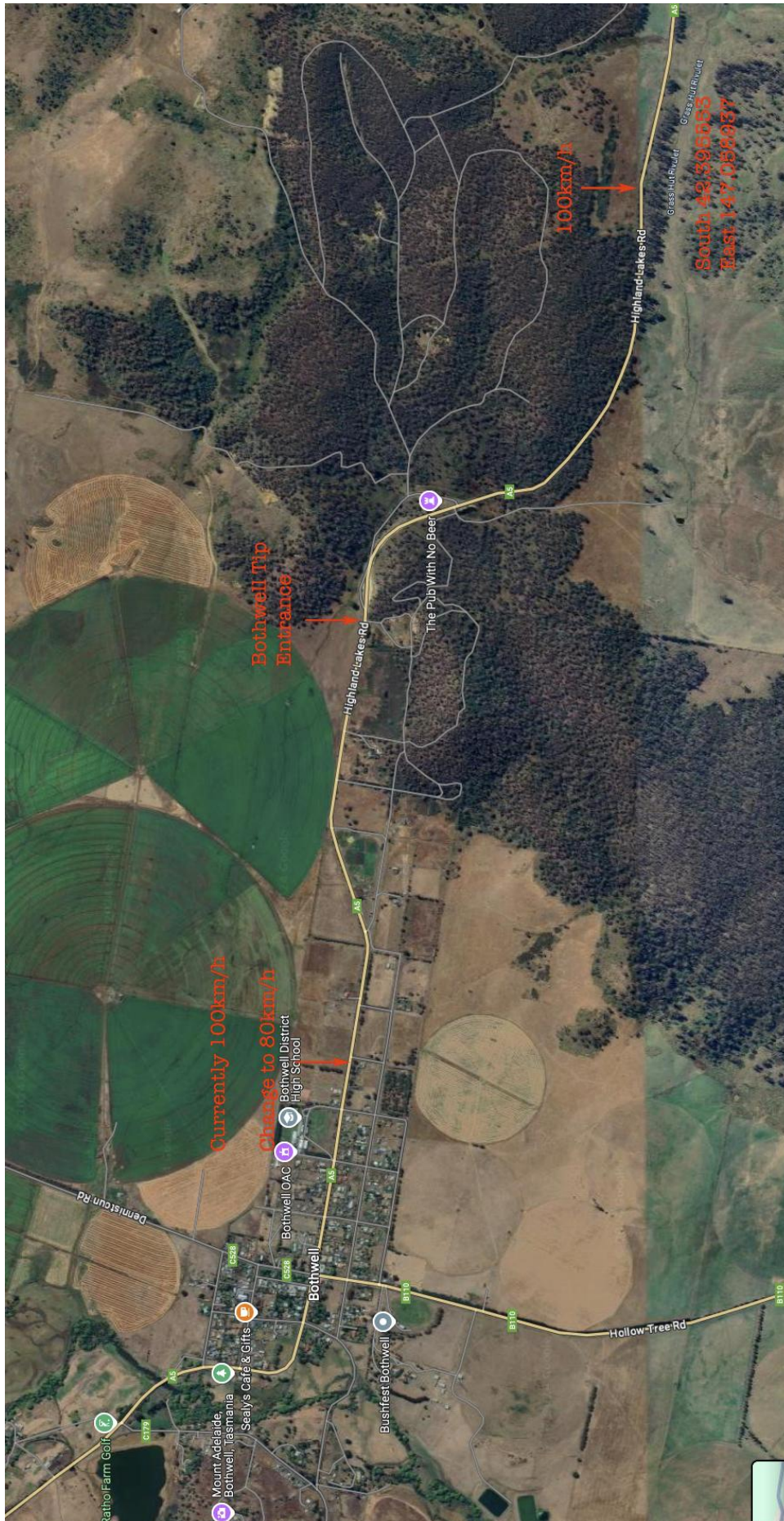
<b>Date of Meeting:</b>	10 December 2024
<b>Councillor Name:</b>	Robert L. Cassidy
<b>Proposed Motion:</b>	Change the two 100km/h Speed Limit Signs opposite Lodge to 80km/h. Relocate the 100km/h Speed Limit signs relocated to the straight section of Highland Lakes Road beginning approximately South 42.395553 / East 147.058937 (see map). Request GM and Mayor contact State Roads to facilitate these safety initiatives.
<b>Background Details:</b>	<p>Road Safety: "Speed Kills"</p> <p>Between Bagdad and the Pontville Roundabout, the Midland Highway is <b>14.0m wide</b>, to include two sealed shoulders 2.0m wide, a 3.0m wide centre turning lane, plus two 3.5m wide traffic lanes (northbound and southbound) . . . All of the entrances to residential properties, paddocks, two service stations, infrastructure facilities and a school necessitated a speed limit reduction from 100km/h to 80km/h</p> <p>Bothwell's Patrick Street/Highland Lakes Road (A5) is approximately a <b>6.0m wide</b> sealed road surface.</p> <p>East of the Bothwell District School, the speed limit is 60km/h and jumps to 100km/h in approximately, with no transition speed, where I have observed vehicles aggressively accelerating or aggressively accelerating to pass a slower vehicle, creating loud engine/exhaust nuisance noise and a potential safety risk to any westbound oncoming vehicles, including the School Bus and two more properties on the North side of entering Patrick Street/Highland Lakes Road, beyond the 100km/h side. For further consideration, there are young children who walk and bicycle between the house(s) aforementioned. Please refer to the attached photos. This will serve to enhance road safety for traffic and pedestrians, by reducing</p>



	speed to the East of the Bothwell Tip entrance and the curves in the vicinity of "Pub With No Beer" to 80km/h.
<b>Signature:</b>	
<b>Date:</b>	21 November 2024









**11.2 NOTICE OF MOTION – CR J HALL AND CR D MEACHEAM****RESOLUTION 06/12.2024/C****Moved:** Cr J Hall**Seconded:** Cr D Meacheam**THAT** Council as a matter of urgency act to hasten the replacement of the Waddamana bridge**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.

<b>Date of Meeting:</b>	December 10, 2024
<b>Councillor Names:</b>	John Hall, David Meacheam
<b>Proposed Motion:</b>	That Council as a matter of urgency act to hasten the replacement of the Waddamana bridge
<b>Background Details:</b>	On Monday, December 3, we met with state MP Jen Butler and about a dozen local landholders and businessmen at the site of the collapsed Waddamana bridge. All present expressed their frustration at the slow progress towards the replacement of the Waddamana bridge. On a day-to-day basis numerous workers go from the Waddamana village to the Cattle Hill windfarm. They, and all local landholders, have to cope with the probability that for 42 days a year they will not be able to make the ford crossing. It has been proposed to add additional culverts to the concrete crossing. The view of those present was that this is unlikely to substantially lessen the number of days that the ford will be usable
<b>Signature:</b>	<i>John Hall, David Meacheam</i>
<b>Date:</b>	03/12/24

## 12. COUNCIL ACTING AS A PLANNING AUTHORITY PURSUANT TO THE LAND USE PLANNING AND APPROVALS ACT 1993 AND COUNCIL'S STATUTORY LAND USE PLANNING SCHEME

Nil

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## 13. ORDINARY COUNCIL MEETING RESUMED

Not Required

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## 14. MONTHLY MAYORAL AND ELECTED MEMBERS ACTIVITY

### RESOLUTION 07/12.2024/C

**Moved:** Cr J Honner

**Seconded:** Cr Y Miller

**THAT** the Council notes the Mayoral and Elected Members Activities.

**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.

## IMPLICATIONS AND FINANCIALS

<b>Strategic Plan</b>	6.2 Ensure that Council members have the resources and skills development opportunities to effectively fulfil their responsibilities
<b>Council Policy</b>	Councillor Code of Conduct Policy
<b>Legislative Context</b>	Local Government Act 1993 Local Government (General) Regulations 2015 Local Government (Model Code of Conduct) Order 2024
<b>Consultation</b>	The community and stakeholders.
<b>Impact on Budget/Resources</b>	Not applicable.
<b>Risk</b>	Allocations for Councillor Conference attendance are included in the operational budget.

## PURPOSE

This report aims to provide an overview of the Mayor and Elected Member's monthly activities.

## BACKGROUND

The Mayor and Elected members can provide an activity report each month summarising any civic events they attend.

## DISCUSSION

The Mayor and Elected Members represent the council at public and civic events and are the political interface between other bodies, governments, and the Council. In accordance with the Local Government Act 1993, the Mayor is designated as the spokesperson for the Council as well as a representative for the Council on regional organisations and at intergovernmental forums at regional, state, and federal levels. Reports below are provided outside the general functions of a Councillor, whereby Councillors meet with ratepayers and attend workshops.

### **Mayor Loueen Triffitt**

18 November 2024	Bushfest Interview
19 November 2024	Ordinary Council Meeting (Bothwell)
20 November 2024	LGAT Mayors & Deputy Mayors Meeting
21 November 2024	LGAT General Meeting
23 November 2024	Highlands Bushfest
24 November 2024	Highlands Bushfest
27 November 2024	ILU Inspections Ouse & Bothwell
2 December 2024	Australia Day Meeting
3 December 2024	Bothwell District High School Awards Assembly

- Business of Council x 5
- Ratepayer and community members – communications x 0
- Elected Members - communications x 2
- Council Management communications x 5

### **Deputy Mayor J Allwright**

19 November 2024	Ordinary Council Meeting (Bothwell)
20 November 2024	LGAT Mayors & Deputy Mayors Meeting
21 November 2024	LGAT General Meeting
9 December 2024	Audit Panel Meeting (Hamilton)

### **Cr A Archer**

19 November 2024	Ordinary Council Meeting (Bothwell)
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### **Cr A Bailey**

19 November 2024	Ordinary Council Meeting (Bothwell)
2 December 2024	Australia Day Meeting

### **Cr R Cassidy**

12 November 2024	Planning Meeting (Bothwell)
12 November 2024	Workshop (Bothwell)
19 November 2024	Ordinary Council Meeting (Bothwell)
23 November 2024	Highlands Bushfest
24 November 2024	Highlands Bushfest

### **Cr J Hall**

13 November 2024	Camera Surveillance Early warning fire protection (Bothwell Fire Station)
19 November 2024	Ordinary Council Meeting (Bothwell)
23 November 2024	Highlands Bushfest
24 November 2024	Highlands Bushfest
27 November 2024	Bush Watch Meeting (Gretna)

### **Cr J Honner**

19 November 2024	Ordinary Council Meeting (Bothwell)
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### **Cr D Meacheam**

19 November 2024	Ordinary Council Meeting (Bothwell)
3 December 2024	Meeting with MP Jen Butler at Waddamana
9 December 2024	Audit Panel Meeting (Hamilton)

### **Cr Y Miller**

19 November 2024	Ordinary Council Meeting (Bothwell)
2 December 2024	Australia Day Meeting

## 15. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – COMMUNITY WELL-BEING)

### Build capacity to enhance community spirit and sense of wellbeing

- 1.1 Continue to upgrade existing public open spaces and sporting facilities and encourage community use
- 1.2 Advocate for improved health, education, transport and other government and non-government services within the Central Highlands
- 1.3 Continue to strengthen partnerships with all tiers of government
- 1.4 Support and encourage social and community events within the Central Highlands
- 1.5 Provide support to community organisations and groups
- 1.6 Foster and develop an inclusive and engaged community with a strong sense of ownership of its area
- 1.7 Foster and support youth activities in the Central Highlands

## 15.1 HEALTH AND WELLBEING PLAN 2020-2025 – MONTHLY PROGRESS REPORT

### RESOLUTION 08/12.2024/C

**Moved:** Cr J Honner

**Seconded:** Cr Y Miller

*THAT the Health and Wellbeing report 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.

**REPORT BY** Kat Cullen, Community Development Officer

### **BACKGROUND**

The following activities were performed during **October and November 2024**.

### **Grants and funding**

Completed collaborative grant application with B. Harback – establishment of new change rooms at Gretna Cricket Club via Federal Growing Regions Grant.

Completed two collaborative State Government Response and Recovery grant application with K. Brazendale for equipment to support communities during and following an emergency event – 1: supporting isolated communities grant and 2: supporting recovery centres.

Completed activities as part of assessment panel for Cattle Hill Community Grant. Assessment

meeting held 4 October. Outcomes to be announced by end of year.

### **Health and Wellbeing**

#### **Ouse Community Health Centre**

Commenced meetings with Primary Health Tas to discuss their recent federally funded Innovative Models of Care project at Ouse over next for three years. As part of support for this, meetings have also been held with Corumbene Rural Health, and Tas Health Service.

#### **HATCH collaboration**

Support for HATCH mental health week event at Ouse Hall. Well attended community event, which included BlazeAid volunteers.

Delivery of presentation “Community Development in the Central Highlands” during a workshop to upskill members working towards establishing a Neighbourhood House in Ouse.

### **Community Engagement and Communication**

Assisted with engagement and for these Council and external events and projects:

- Structure Plan draft consultation
- Australia Day Awards
- BlazeAid volunteer program
- Weasel Plains Solar farm proposal consultation
- Telstra Bus visit – Bothwell
- Government Services Bus Visit – Bothwell and Ouse
- State Roads Lyell Highway strategic planning consultation
- HydroTas Community Day

### **Children and young people**

#### **Communities for Children**

Completed activities as part of role in C4C steering committee. Ongoing engagement of Bothwell school students in “Roving Reporter” project which will see local young people interviewing people during Bush Fest. This is part of a wider strategic project aimed at capturing the voices, needs, and aspirations of young people locally.

#### **Playgroup**

Continued support of Bothwell Community Playgroup each week at the Bothwell Football Club.

### **Community training**

#### **License training**

Ongoing coordination of free driver training for locals through RACT, which has been funded through a Cattle Hill Grant. The first of 51 lessons will be shortly delivered in Bothwell to school students, and promotion of program across LGA will follow.

#### **Disability support**

Ongoing support of NDIS funded pre-employment training course for locals at Ouse, with the aim of increasing disability services, and employment opportunities locally.

### **Keep Australia Beautiful Awards**

Facilitation of nomination and site visit of Great Lake Community centre to be nominated for KABs sustainable community award.

### **Communications**

Administration of Council's facebook page.

Progressing update to new Residents Guide.

Assist in new public noticeboards at Gretna and Ellendale, including community consultation.

Bi-monthly email update about grants, events, opportunities sent to local community groups

**Council facility activation****Ouse Hall**

There have several community ideas put forward for increased use of the Ouse Community Hall. Feasible suggestions being considered and will be put forward to Council.

**Liaison with new Ellendale Hall Committee.**

Coordination of Cattle Hill Grant-funded shade structure install at Ouse Recreation Ground.

**Council Grants**

Administration of Council Grants and student bursary program. An updated draft of new version of the community grants application and guidelines will be included with next report.

**Additional meetings attended**

LGAT Health and Wellbeing Network meeting.

Municipal Emergency Management committee meeting

Southern Emergency Management committee meeting

LGAT Measuring What matters in Community Development workshop

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Cr Y Miller declared an interest and left the meeting at 10.29 a.m.

**15.2 COMMUNITY REQUESTS FOR USAGE OF OUSE HALL****RESOLUTION 09/12.2024/C**

**Moved:** Cr J Honner

**Seconded:** Cr R Cassidy

1. **THAT** Council grant Ouse Table Tennis Club a one-year hire agreement, without cost, and in accordance with Policy No. 2013-02 USE OF COUNCIL HALLS, including provisions made for third party and Council use.
2. **THAT** Council grant Health Action Team Central Highlands a one-year hire agreement, without cost, and in accordance with Policy No. 2013-02 USE OF COUNCIL HALLS, including provisions made for third party and Council use.

**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 and Cr D Meacheam.

**REPORT BY** Kat Cullen, Community Development Officer

**BACKGROUND****1. Request from Ouse Table Tennis Association**

Ouse Table Tennis Club established two years ago, and have grown into a popular local group, with up to 12 people attending their practice nights. They are an affiliated club with Table Tennis Tasmania and have their own public liability insurance. The Club does not charge for playing, and relies on donations, and in-kind support.

They are currently based at the Ouse School; however, the club has no assurances with long-term use of this building. With the Ouse Hall being refurbished, and after viewing it recently, they have requested to use this as their base.

The Club meets regularly Tuesday mornings and Wednesday nights, and irregularly Saturday and Sunday nights. They have four tables, which they would prefer to leave standing, but they are willing to pack up at Council's request. They are happy to share with the exercise class – please see below request.

## **2. Request from HATCH Exercise Classes**

HATCH currently run well attended exercise and yoga classes every Tuesday at the Ouse School. HATCH have their own public liability insurance, and the exercise and yoga instructors have insurance for their activities. They have requested to hold their classes in the Ouse Hall.

They have requested for their large equipment (stationary bikes, treadmill) be set up alongside the Hall, to be moved and stored in a side room when the Hall is required for other activities. Other equipment (e.g. dumbbells / steps / mats) can be stored in room off the main Hall, with HATCH to organise a suitable storage method agreed by Council.

HATCH is aware that the Ouse Table Tennis Club would also like to set up their tables in the Hall. The two groups have agreed that they will work together regarding use of Hall.

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Cr Y Miller returned to the meeting at 10.34 a.m.

## **15.3 DONATION – HOBART WORLD FESTIVAL OF MAGIC**

### **RESOLUTION 10/12.2024/C**

**Moved:** Cr R Cassidy

**Seconded:** Cr J Honner

**THAT** Council contribute \$280 to the Rotary Club of Tasmania for the 2024 Hobart Annual Magic Show.

**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.

**REPORT BY** Kat Cullen, Community Development Officer

### **BACKGROUND**

I'm delighted to introduce, hosted by The Rotary Club of Hobart Inc have requested that Council support the 2024 Hobart World Festival of Magic. Featuring Australian performers, this event will be performed at the Federation Concert Hall, and live streamed for those who cannot attend.

Council contributed \$280 towards this event in 2023, which is the cost of two tickets.

[Attachment - sponsorship letter.](#)

Cr Y Miller declared an interest and left the meeting at 10.34 a.m.

## **15.4 FINANCIAL SUPPORT FOR HALL OF INDUSTRIES UPGRADE HAMILTON SHOW GROUNDS**

### **RESOLUTION 11/12.2024/C**

**Moved:** Cr J Honner

**Seconded:** Cr A Bailey

That council advise the Hamilton Agricultural Show Society that if they are successful in their application for grant funding for the upgrade of the Hall of Industries building at the Hamilton Show Grounds, council will meet the shortfall of \$2,100.

**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 and Cr D Meacheam.

**REPORT BY** Stephen Mackey, Acting General Manager

#### **BACKGROUND**

Funds will be utilised to regenerate Hamilton Show's Hall of industries building which is a classic timber shed. It is structurally sound but has detreated over the years and needs a small amount of work. These are as follows:

- 1) Structural works of a minor nature to preserve it for the future.
- 2) Removal of trip hazards and other works to meet current safety standards.
- 3) Refreshing the interior to enhance amenity.

The alternative would be to replace the shed with a new steel shed, which would be vastly more expensive and lose a classic piece of mid-20<sup>th</sup> century bush architecture.

The current hall of industries is a beautiful old building but has deteriorated to the point where it may pose a safety risk. It either needs to be replaced or repaired.

The Hamilton Show Committee has sought quotes for a new steel shed to replace the hall of industries. Quotes range from \$65,000 to \$75,000 for materials, and we are advised we should budget the same again for a concrete slab and the same again for construction, if this was the chosen option the spend would be in the order of \$200,000

Our much-preferred course of action is to regenerate the existing structure, in line with our philosophy of being sustainable and make the best possible use of the existing asset. We propose engaging a Hamilton local Maintenance contractor to do the refurbishment work to ensure the funds stay in the community. If we take the preferred option, we will spend \$22,000 and preserve a piece of Central Highlands history to be admired by future local and urban patrons.



## 16. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – INFRASTRUCTURE AND FACILITIES)

### Manage Council's physical assets in an efficient and effective manner

- 2.1 Develop and implement a 10 year Asset Management Plan for all classes of assets
- 2.2 Continue to lobby at regional and state levels to improve transport and infrastructure
- 2.3 Seek external funding to assist with upgrading of existing infrastructure and funding of new infrastructure and facilities
- 2.4 Ensure that the standard of existing assets and services are maintained in a cost effective manner

Cr Y Miller returned to the meeting at 10.35 a.m.

### 16.1 WORKS & SERVICES MONTHLY REPORT – NOVEMBER 2024

#### RESOLUTION 12/12.2024/C

**Moved:** Cr R Cassidy

**Seconded:** Cr J Honner

*THAT the Works & Services monthly report for October 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 Meacham and Cr Y Miller.

**REPORT BY** Jason Branch, Works & Services Manager

#### **BACKGROUND**

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

<b>Grading &amp; Sheeting</b>	Wash out section of Gowen Brea Road
<b>Maintenance Grading</b>	Dennistoun Road
<b>Potholing / shouldering</b>	Interlaken Road, Wihareja Road, Victoria Valley Road, Browns Marsh Road, Bronte Lagoon Road
<b>Spraying:</b>	Roadside Spraying Hollow Tree Road Ellendale Road Mark Tree Road Victoria Valley Road Dennistoun Road Tor Hill Road

<b>Culverts / Drainage:</b>	Repair squashed storm water pipe Ellendale
<b>Occupational Health and safety</b>	<ul style="list-style-type: none"> <li>• Monthly Toolbox Meetings</li> <li>• Day to day JSA and daily prestart check lists completed.</li> <li>• Monthly workplace inspections completed.</li> <li>• Playground inspections</li> </ul>
<b>Bridges:</b>	
<b>Refuse / recycling sites:</b>	Cover Hamilton Tip twice weekly
<b>Other:</b>	Replace stolen signs Hollow Tree Road Set up and pack up for Bushfest Replace give way sign Thousand Acre Lane Replace Dawson Road sign Bulky rubbish run Clean Miena waste transfer station Clean Bothwell waste transfer station Install new swings and chains, Bothwell, Ouse and Hamilton parks Repair defects Hollow Tree and Dennistoun Roads Upgrade soft fall area Queens Park Bothwell Stabilization works Hollow Tree Road Replace stolen taps and shower Hamilton toilets Vegetation removal Thousand Acre Lane Remove fallen tree Woodward's Bay Road Nursery Expansion earthworks
<b>Slashing:</b>	Victoria Valley Road Lanes Tier Road
<b>Municipal Town Maintenance:</b>	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
<b>Buildings:</b>	
<b>Plant:</b>	PM687 Western Star truck tyre rotation PM717 Dog trailer new tyres and tyre rotation PM756 Kenworth truck service PM801 John Deer mower, replace tyres PM705 Mack truck water pump replacement PM841 Toyota Hilux serviced PM824 Toyota Hilux side lifter repairs Pressure washer new battery PM676 Kobelco excavator new batteries
<b>Private Works:</b>	Mathew Mayne gravel Bev Armstrong mowing Compass Agri Australia, slashing

	Annalea Beatie gravel delivery Jones River Pty Ltd-slashing John Webb gravel Tony Sutcliffe gravel Gayleen McCarthy mowing Nathan Lovell dry hire spray unit Wetheron Pastrol grading David Eccles water delivery.
<b>Casuals</b>	Toilets, rubbish and Hobart Hamilton general duties
<b>Program for next 4 weeks</b>	Christmas break Preparation Thousand Acre Lane Cramps Bay junction Backhoe replacement

## 16.2 POLICY NO. 2015-39 GRADING OF SNOW OFF COUNCIL ROADS POLICY

### RESOLUTION 13/12.2024/C

**Moved:** Cr J Honner

**Seconded:** Cr D Meacheam

**THAT** Council adopt Policy No 2015-39 Grading Of Snow Off Council Roads Policy

**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.

## IMPLICATIONS AND FINANCIALS

<b>Strategic Plan</b>	2.4 Ensure that the standard of existing assets and services are maintained in a cost effective manner.
<b>Council Policy</b>	Policy No. 2015-39 Grading of snow off Council roads
<b>Legislative Context</b>	Local Government Act 1993 Local Government (Highways) Act 1982
<b>Consultation</b>	Council's Senior Management Team
<b>Impact on Budget/Resources</b>	May have an impact on the Council approved roads maintenance budget, as additional resources maybe required to meet the increased service level with the draft grading of snow off Council roads policy.
<b>Risk</b>	Council will only grade snow off municipal roads during normal working hours only if the relevant State road access is open and if it does not pose a safety risk for Council staff and equipment

**REPORT BY** Jason Branch, Works and Service Manager

**Attachments - Policy No 2015-39 Grading Of Snow Off Council Roads Policy (DRAFT)**

## **BACKGROUND**

The previous Grading of Snow Off Council Roads Policy was approved by Council in September 2020 and the intent of this revised policy is to review any required changes. The policy outlines Council's commitment to determine when it is appropriate for Council to grade snow off municipal roads maintained by Council.

Council will only grade snow off municipal roads during normal working hours only if the relevant State road access is open and if it does not pose a safety risk for Council staff and equipment; and one of the following criteria is met:

- if there is a medical emergency – a medical emergency is defined as a situation where a person is required to have immediate medical attention; or
- in exceptional circumstances where snow levels reach a depth in excess of 30 centimetres and remains after 24 hours; and the road is deemed by Tasmania police to be impassable by four wheel drive vehicles.

Where there is a medical emergency outside of council working hours, Ambulance Tasmania and/or Tasmania Police may request assistance by contacting Council's Works & Services Manager or Central Highlands Emergency Management Coordinator, who are authorised to provide that assistance.

At the 19 November Council Meeting, Council agreed to the following:

### **RESOLUTION 13/11.2024/C**

#### **AMENDMENT BECAME THE MOTION**

**Moved:** Cr R Cassidy

**Seconded:** Cr Y Miller

***THAT*** this item be deferred until the December ordinary meeting of Council.

**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.

### 16.3 SILVER PLAINS ROAD INTERLAKEN

#### RESOLUTION 14/12.2024/C

**Moved:** Cr J Honner

**Seconded:** Deputy Mayor J Allwright

**THAT** Council invite representative from the Inland Fisheries Service to the Council workshop in January 2025 to discuss options for the future management of Silver Plains.

**CARRIED 8/1**

**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.

**Against the Motion**

Cr A Archer

**REPORT BY** Stephen Mackey, Acting General Manager

#### **DISCUSSION**

At the Council meeting on the 17<sup>th</sup> February 2009 Mayor D E Flint asked if there has been any progress on Silver Plains Road.

The Manager of Developmental Services advised that the original lease agreement back in 1994 was never activated but Dobson Mitchel and Allport advised that if Council is maintaining the road, then it should remain as an open public road.

The manager of Developmental and Environmental Services asked Council how much research they want Dobson Mitchell and Allport to do on Silver Plains Road. The Manager of Development and environmental Services asked with regard to the camping ground as to whether it is going to be made available for the public to use.

The General Manager said that there was an agreement that the costs be 50/50 between Inland Fisheries and Council.

Clr Herbert suggested that Council talk to the property owners about allowing fishermen to access the area during the fishing season.

The Manager of Development and Environmental Services suggested that a letter be sent to Mr P Downie to arrange a meeting regarding Silver Plains Road.

At the Council Meeting 17<sup>th</sup> March 2009

Clr R G Bowden advised that the gate should be opened during the fishing season which was agreed by the Minister and that the road maintenance is to be done on a 50/50 basis.

The General Manager advised that the Agreement for Silver Plains Road is null-in-void.

The Manager of Development and Environmental Services also said that the ratepayers advised that Mr Downie is actually looking at moving the road, which means that the access road to their property may only be a track, so they have asked if Council can acquire the road.

The Manager of Works and Services advised that there has been works done on this road for the amount of \$10,000 this financial year. The General Manager advised that Inland Fisheries had paid \$5,000 towards these works.

Clr R G Bowden advised that it is an existing use, and that he is astounded that the Minister and Inland Fisheries would not allow an agreement to go ahead.

The General Manager asked if the agreement has any mention of the road being a reserve.

Mayor D E Flint said that a meeting needs to be arranged with Mr Downie, General Manager and the Manager of Development and Environmental Services.

The Manager of Development and Environmental Services advised that Council's Lawyers advised that it is classified as a private road.

Clr R G Bowden said that he was astounded that there was no mention of access to the ratepayers on their titles.

At the Council Meeting 21<sup>st</sup> April 2009 Public Question Time

Mr Hazelwood said that he would like to address Council on the locked gate at Silver Plains Road.

The Manager of Development and Environmental Services advised that it is his understanding that the road is a private road, and that after discussions at the last Council Meeting a letter had been sent to Mr Peter Downie requesting a meeting to discuss this matter, but to date he has not responded.

Mr Hazelwood said that this road has also been locked by Gunns Limited.

Clr R G Bowden advised that this road has been maintained by Council for many years.

Clr L Burke said that there was \$10,000 spent on maintenance of this road this financial year.

Clr R G Bowden asked if there was any other legal access to Mr Hazelwood's property.

Mr Hazelwood said no, this is the only access.

Clr A J Downie said that there should be a right of way showing on the Interlaken title, and asked Mr Hazelwood if he still gets access to Silver Plains Road.

Mr Hazelwood said yes, we still have access and handed Mayor D E Flint a letter from Crown Law regarding Silver Plains Road.

The Manager of Development and Environmental Services asked Mr and Mrs Hazelwood if their proposal is for Council to take possession of the road?

Mr Hazelwood said that is what he was requesting from Council.

Council Meeting 19<sup>th</sup> May 2009 Public Question Time

Mr Hazelwood asked if Council had contacted Mr Peter Downie over the locking of the gate on Silver Plains Road.

The Manager of Development and Environmental Services said that he had spoken to Mr Peter Downie on the telephone regarding the concerns of Mr and Mrs Hazelwood and that Mr Downie advised that he contact the Hazelwoods in person.

The Manager of Development and Environmental Services said that on the titles Silver Plains Road shows as a reserved road and that if Council gets legal advice, we may be able to take possession of the road.

The following motion was carried at the meeting

*That Council seek legal advice to take possession of Silver Plains Road on the basis that Council have done the maintenance of this road.*

Clr R G Bowden said that years ago that Silver Plains Road was opened during the fishing season but locked the remainder of the year.

Clr G Herbert said that Council should try and negotiate this with Mr Downie.

The Manager Development and Environmental Services said that a decision needs to be made as this road actually goes through 3 titles and that a decision needs to be made on the camping ground as well as to who will look after it.

Clr Herbert said that he would discuss the issue of the camping ground at the next Recreational Lakes Committee meeting.

Clr J M Monks said that back in the early seventies Silver Plains Road was maintained by Council.

Ordinary Meeting of Council 21<sup>st</sup> July 2009

**Moved** Clr G Herbert

**Seconded** Clr L A Burke

*That Council claims Silver Plains Road as a Municipal Road and That council will remove all locked gates.*

**Carried**

Ordinary meeting 18<sup>th</sup> August 2009

Business Arising

10.11 Michael Williams Works and Services Manager reported on Silver Plains Road – Letter has been sent to all property owners from the road.

Ordinary Meeting 15 September 2009

Status Report

314 Silver Plains Road – Gates still unlocked no complaints.

Ordinary Meeting 8 December 2009

Status Report

Remove item 314 – Silver Plains Road

Ordinary Meeting 19 October 2010

Business Arising

Silver Plains Road- That Council keep maintaining Silver Plains Road.

Letter 6<sup>th</sup> August 2012

MacGregor Enterprises P/L - Property Development Consultants

Re: Silver Plains Road, Interlaken

The Tasmanian Land Conservancy has engaged my services to assist with the development of a Management Plans for their Silver Plains Property at Interlaken.

Access to the property is achieved via the Silver Plains Road, as shown on the attached copy of Survey Plan P43771.

We are unsure as to the legal status of the Silver Plains Road and seek your advice as to Whether it is a Council Road.

Council's response to this letter is as follows:

Council is in receipt of your letter of the 8<sup>th</sup> August 2012 regarding Silver Plains Road, and I apologise for the lengthy delay in responding.

The status of Silver Plains Road was discussed at an ordinary meeting of Council held on Tuesday 12<sup>th</sup> July 2009 and following resolution was passed:

THAT Council claims Silver Plains Road as a Municipal Road, and that Council will remove all locks on gates.

A letter was sent to all property owners along this road following the July Council Meeting and at an ordinary meeting of Council held on 19<sup>th</sup> October 2010 it was discussed in Business Arising and noted that Council would keep maintaining Silver Plains Road.

Council is aware that the gate is currently locked due to the lake being closed to fishing because of the Carp but under normal circumstances the gates are to remain unlocked during the fishing season.

I hope this clarifies the status of Silver Plains Road.

Inland Fisheries Service wrote to Council on the 13<sup>th</sup> November 2024 advising as follows:

Prior to the discovery of European carp in Lake Sorell in 1995, Silver Plains was a popular area for anglers to access the lake. Silver Plains was managed under a deed between the Parks and Wildlife Service, Central Highlands Council and the private landowners.

Due the successful eradication of carp, and positive signs of a recovering fishery in Lake Sorell, the Inland Fisheries Service (IFS) has started exploring options to restore public access to Silver Plain. To this end, the IFS has had discussions with the owner of Silver Plains (Tasmanian Land Conservancy), and the owner of Interlaken Estate (Peter Downie0 regarding options for future access and management of the site.

Access to Silver Plains Road is Currently controlled by a locked gate at the intersection with the C527. Access is only provided to the keyholders.

The IFS is seeking advice from Central Highlands Council as to the legal status of Silver Plains Road.

At the Council meeting of 21<sup>st</sup> July 2009, a motion was passed 'That Council claims Silver Plains Road as a Municipal Road and that Council will remove all locks on gates.

When the status of the road is confirmed, we would like to meet with Council to discuss options for the future management of Silver Plains.

The map of the Silver Plains Area shows that the road in question is owned by Council and that its length is approximately 1.914 Kms.



## 17. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – FINANCIAL SUSTAINABILITY)

### Manage Council's finances and assets to ensure long term viability and sustainability of Council

- 3.1 Manage finances and assets in a transparent way to allow the maximisation of resources to provide efficient and consistent delivery of services
- 3.2 Review annually, Council's Long Term Financial Management Plan and Council's Long Term Asset Management Plan
- 3.3 Where efficiency gains can be identified, resource share services with other local government councils
- 3.4 Endeavour to, and continue to lobby for, an increase in the level of grant income
- 3.5 Encourage development to expand Council's rate base
- 3.6 Identify revenue streams that could complement/substitute for existing resources
- 3.7 Develop and maintain sound risk management processes

### 17.1 MONTHLY FINANCE REPORT TO 30 NOVEMBER 2024

#### RESOLUTION 15/12.2024/C

**Moved:** Cr Y Miller

**Seconded:** Cr J Honner

**THAT** the Monthly Finance Report to 30 November 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.

### IMPLICATIONS AND FINANCIALS

<b>Strategic Plan</b>	3.1 Manage finances and assets in a transparent way to allow the maximisation of resources to provide efficient and consistent delivery of services
<b>Council Policy</b>	Not applicable
<b>Legislative Context</b>	The council's decision-making is under the provisions of the Local Government Act 1993, and the report details the basis for the recommendation
<b>Consultation</b>	The financial statements form part of the public record within the Council minutes
<b>Impact on Budget/Resources</b>	As attached

<b>Risk</b>	The council must ensure that it meets its financial obligations. This report captures the ongoing financial performance
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**REPORT BY**

Zeeshan Tauqeer, Accountant

**BACKGROUND**The following Finance reports are tabled for period ending **30 November 2024**.***Bank Reconciliation as at 30th Nov 2024***

	2023	2024
Balance Brought Forward	\$9,068,765.75	\$6,034,740.13
Receipts for month	\$885,112.68	\$1,363,268.97
Expenditure for month	\$1,377,348.08	\$1,320,609.75
	<hr/>	<hr/>
<b>Balance</b>	<b>\$8,576,530.35</b>	<b>\$6,077,399.35</b>
	<hr/>	<hr/>
<b>Represented By:</b>		
Balance Commonwealth Bank	\$1,243,911.16	\$1,646,607.59
Balance Westpac Bank	\$913,188.00	\$97,418.10
Investments	\$6,418,881.21	\$4,332,823.66
Petty Cash & Floats	\$550.00	\$550.00
	<hr/>	<hr/>
	<b>\$8,576,530.37</b>	<b>\$6,077,399.35</b>
Plus Unbanked Money		
	<hr/>	<hr/>
	<b>\$8,576,530.37</b>	<b>\$6,077,399.35</b>
Less Unpresented Cheques	\$0.00	\$0.00
Unreceipted amounts on bank statements	\$0.00	
	<hr/>	<hr/>
	<b>\$8,576,530.37</b>	<b>\$6,077,399.35</b>
	<hr/>	<hr/>

	BUDGET 2024/2025	ACTUAL TO 30-Nov-23	ACTUAL TO 30-Nov-24	% OF BUDGET SPENT	BALANCE OF BUDGET
<b>CORPORATE AND FINANCIAL SERVICES</b>					
ADMIN HAMILTON	\$1,870,264	\$766,222	\$860,571	46.01%	\$1,009,693
ELECTED MEMBERS EXPENDITURE (AMEH)	\$256,040	\$102,136	\$128,370	50.14%	\$127,670
MEDICAL CENTRES (MED)	\$127,141	\$34,790	\$41,010	32.26%	\$86,131
STREET LIGHTING (STLIGHT)	\$34,357	\$12,707	\$15,775	45.92%	\$18,582
ONCOSTS	(\$498,049)	(\$127,410)	(\$236,158)	47.42%	(\$261,891)
COMMUNITY & ECONOMIC DEVELOPMENT & RELATIONS (COR+EDEV)	\$460,441	\$157,943	\$215,387	46.78%	\$245,054
<b>TOTAL CORPORATE &amp; FINANCIAL SERVICES</b>	<b>\$2,250,194</b>	<b>\$946,388</b>	<b>\$1,024,955</b>	<b>45.55%</b>	<b>\$1,225,239</b>
<b>DEVELOPMENT AND ENVIRONMENTAL SERVICES</b>					
				314.07%	
ADMIN BOTHWELL	\$321,446	\$129,090	\$173,507	53.98%	\$147,939
ENVIRON HEALTH SERVICES (EHS)	\$33,455	\$12,733	\$11,619	34.73%	\$21,836
ANIMAL CONTROL (AC)	\$11,375	\$5,181	\$4,341	38.16%	\$7,034
PLUMBING/BUILDING CONTROL (BPC)	\$182,083	\$58,874	\$71,391	39.21%	\$110,692
SWIMMING POOLS (POOL)	\$30,241	\$5,446	\$10,412	34.43%	\$19,829
DEVELOPMENT CONTROL (DEV)	\$351,850	\$70,133	\$130,974	37.22%	\$220,876
WASTE SERVICES	\$928,956	\$347,970	\$406,220	43.73%	\$522,736
ENVIRONMENT PROTECTION (EP)	\$41,357	\$4,786	\$1,807	4.37%	\$39,550
<b>TOTAL DEVELOPMENT &amp; ENVIRONMENTAL SERVICES</b>	<b>\$1,900,763</b>	<b>\$634,213</b>	<b>\$810,270</b>	<b>42.63%</b>	<b>\$1,090,493</b>
<b>WORKS AND SERVICES</b>					
PUBLIC CONVENIENCES (PC)	\$287,145	\$72,412	\$73,942	25.75%	\$213,203
CEMETERY (CEM)	\$16,732	\$8,487	\$4,288	25.63%	\$12,444
HALLS (HALL)	\$80,732	\$36,337	\$62,984	78.02%	\$17,748
PARKS AND GARDENS (PG)	\$97,057	\$44,656	\$62,743	64.65%	\$34,314
REC. & RESERVES (Rec+tennis)	\$119,900	\$67,026	\$46,012	38.38%	\$73,888
TOWN MOWING/TREES/STREETSCAPES (MOW)	\$193,285	\$118,100	\$81,158	41.99%	\$112,127
HOUSING (HOU)	\$116,424	\$59,616	\$84,675	72.73%	\$31,749
CAMPING GROUNDS (CPARK)	\$18,884	\$5,325	\$5,544	29.36%	\$13,340
LIBRARY (LIB)	\$2,346	\$1,852	\$1,687	71.90%	\$659
ROAD MAINTENANCE (ROAD)	\$1,056,382	\$691,311	\$616,663	58.37%	\$439,719
FOOTPATHS/KERBS/GUTTERS (FKG)	\$13,813	\$8,830	\$12,745	92.27%	\$1,068
BRIDGE MAINTENANCE (BRI)	\$23,026	\$2,986	\$3,031	13.16%	\$19,995
PRIVATE WORKS (PW)	\$50,743	\$29,893	\$11,578	22.82%	\$39,165
SUPER. & ID OVERHEADS (SUPER)	\$812,468	\$263,720	\$385,397	47.44%	\$427,071
QUARRY/GRAVEL (QUARRY)	(\$181,998)	(\$64,074)	(\$49,507)	27.20%	(\$132,491)
NATURAL RESOURCE MANAGEMENT (NRM)	\$128,847	\$47,067	\$69,498	53.94%	\$59,349
SES (SES)	\$2,000	\$502	\$130	6.49%	\$1,870
PLANT MTCE & OPERATING COSTS (PLANT)	\$640,571	\$344,777	\$311,488	48.63%	\$329,083
PLANT INCOME	(\$756,571)	(\$507,616)	(\$508,362)	67.19%	(\$248,209)
DRAINAGE (DRAIN)	\$42,124	\$30,683	\$35,514	84.31%	\$6,610
OTHER COMMUNITY AMENITIES (OCA)	\$40,559	\$19,350	\$18,764	46.26%	\$21,795
WASTE COLLECTION & ASSOC SERVICES (WAS)	\$0	\$7,972	\$4,471		(\$4,471)
FLOOD REPAIRS		\$0	\$0		
<b>TOTAL WORKS &amp; SERVICES</b>	<b>\$2,804,469</b>	<b>\$1,289,212</b>	<b>\$1,334,441</b>	<b>47.58%</b>	<b>\$1,470,028</b>
<b>DEPARTMENT TOTALS OPERATING EXPENSES</b>					
Corporate Services	\$2,250,194	\$946,388	\$1,024,955	45.55%	\$1,225,239
Dev. & Environmental Services	\$1,900,763	\$634,213	\$810,270	42.63%	\$1,090,493
Works & Services	\$2,804,469	\$1,289,212	\$1,334,441	47.58%	\$1,470,028
<b>Total All Operating</b>	<b>\$6,955,426</b>	<b>\$2,869,813</b>	<b>\$3,169,666</b>	<b>45.57%</b>	<b>\$3,785,760</b>

	BUDGET 2024/2025	ACTUAL TO 30-Nov-23	ACTUAL TO 30-Nov-24	% OF BUDGET SPENT	BALANCE OF BUDGET
<b>CAPITAL EXPENDITURE</b>					
<b>CORPORATE AND FINANCIAL SERVICES</b>					
Computer Purchases	\$41,500	\$0	\$28,584	68.88%	\$12,916
Equipment	\$5,000	\$1,577	\$0	0.00%	\$5,000
Miscellaneous	\$5,000	\$0	\$0	0.00%	\$5,000
	\$51,500	\$1,577	\$28,584	55.50%	\$22,916
<b>DEVELOPMENT &amp; ENVIRONMENTAL SERVICES</b>					
Swimming Pool	\$5,000	\$9,182	\$1,530	30.60%	\$3,470
	\$5,000	\$9,182	\$1,530	30.60%	(\$4,182)
<b>WORKS &amp; SERVICES</b>					
Plant Purchases	\$760,000	\$212,269	\$76,712	10.09%	\$683,288
Camping Grounds	\$0	\$0	\$0		\$0
Public Conveniences	\$150,000	\$128,368	\$0	0.00%	\$150,000
Bridges	\$0	\$1,249	\$0	0.00%	\$0
Road Construction & Reseals	\$2,918,000	\$400,291	\$550,051	18.85%	\$2,367,949
Drainage	\$20,000	\$175,138	\$0	0.00%	\$20,000
Parks & Gardens Capital	\$11,440	\$17,903	\$239	2.09%	\$11,201
Infrastructure	\$82,145	\$40,209	\$28,235	34.37%	\$53,910
Footpaths, Kerbs & Gutters	\$40,000	\$16,410	\$13,474	33.68%	\$26,526
Rec Grounds	\$570,000	\$449	\$25,570	4.49%	\$544,430
Halls	\$60,000	\$2,623	\$11,755	19.59%	\$48,245
Buildings	\$449,000	\$712,471	\$121,749	27.12%	\$327,251
	\$5,060,585	\$1,707,380	\$827,784	16.36%	\$4,232,801
<b>TOTAL CAPITAL WORKS</b>					
Corporate Services	\$51,500	\$1,577	\$28,584	55.50%	\$22,916
Dev. & Environmental Services	\$5,000	\$9,182	\$1,530	30.60%	\$3,470
Works & Services	\$5,060,585	\$1,707,380	\$827,784	16.36%	\$4,232,801
	\$5,117,085	\$1,718,139	\$857,898	16.77%	\$4,259,187

**Rates Reconciliation as at 30 NOV 2024**

	<b><u>2023</u></b>	<b><u>2024</u></b>
<b><i>Rates in Debit 30th June</i></b>	\$135,606.82	\$196,877.36
<b><i>Rates in Credit 30th June</i></b>	<b><i>-\$171,244.88</i></b>	<b><i>-\$145,341.00</i></b>
<b><i>Balance 30th June</i></b>	<b><i>-\$35,638.06</i></b>	<b><i>\$51,536.36</i></b>
Rates Raised	\$4,473,690.61	\$4,716,976.66
Penalties Raised	\$15,306.58	\$20,479.32
Supplementaries/Debit Adjustments	\$7,273.14	\$16,566.74
Total Raised	<b>\$4,496,270.33</b>	<b>\$4,754,022.72</b>
<b><i>Less:</i></b>		
Receipts to Date	\$2,684,284.57	\$2,832,639.44
Pensioner Rate Remissions	\$117,916.83	\$128,681.50
Remissions/Supplementary Credits	\$10,691.62	\$13,527.36
<b><i>Balance</i></b>	<b><i>\$1,647,739.25</i></b>	<b><i>\$1,830,710.78</i></b>

**Comprehensive Income Statement**

30/11/2024

	Budget 2023-2024	Actual to date prior year	Actual to Date	Budget 2024-2025	Variation from YTD Budget %	Comments
<b>Recurrent Income</b>						
Rates Charges	\$4,469,863	\$4,469,305	\$4,716,977	\$4,682,233	1%	
User Fees	\$355,450	\$95,772	\$113,915	\$494,250	(19)%	
Grants - Operating	\$124,860	\$169,591	\$272,170	\$30,000	866%	
Other Revenue	\$453,200	\$300,820	\$342,090	\$704,366	7%	
Grants received in Advance	\$2,998,566	\$3,031,386	\$2,782,241	\$3,206,515		FAGs received Jun 2024 for 2024/25
<b>Total Revenues</b>	<b>\$8,401,939</b>	<b>\$8,066,874</b>	<b>\$8,227,392</b>	<b>\$9,117,364</b>	<b>49%</b>	
<b>Expenditure</b>						
Employee Benefits	\$2,553,663	\$949,544	\$1,156,440	\$2,584,261	3%	
Materials and Services	\$2,012,016	\$1,003,888	\$1,175,907	\$2,447,768	6%	
Other Expenses	\$1,715,852	\$909,851	\$957,243	\$1,892,738	9%	
Depreciation and Amortisation	\$2,260,000	\$1,014,314	\$1,052,392	\$2,327,800	4%	
<b>Total Expenditure</b>	<b>\$8,541,531</b>	<b>3,877,597</b>	<b>4,341,984</b>	<b>9,252,567</b>	<b>5%</b>	
<b>Operating Surplus(Deficit)</b>	<b>(139,592)</b>	<b>4,189,277</b>	<b>3,885,408</b>	<b>(135,203)</b>		
Capital Grants & Other	\$2,407,078	\$330,100	\$635,370	\$2,424,996		
<b>Surplus(Deficit)</b>	<b>2,267,486</b>	<b>4,519,377</b>	<b>4,520,778</b>	<b>2,289,793</b>		
<b>Capital Expenditure</b>	<b>\$8,107,503</b>	<b>\$1,741,845</b>	<b>\$857,898</b>	<b>\$5,117,085</b>		

### BANK ACCOUNT BALANCES AS AT 30 NOV 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				1,243,911.16	1,646,607.59
11106	Bank 02 - Westpac - Direct Deposit Account				913,188.00	97,418.10
11110	Petty Cash				350.00	350.00
11115	Floats				200.00	200.00
11199 TOTAL CASH AT BANK AND ON HAND					2,157,649.16	1,744,575.69
11200 Investments						
11207	Bank 6	0	0.00		1,076,521.37	0.00
11207	Bank 5	0	0.00		3,067,638.05	0.00
11115	Bank 04	35	4.51%	2/01/2025	-	1,706,018.75
11110	Tascorp	120Days	4.81%	29/01/2025	80,346.47	85,276.81
11115	Bank 16	60	4.75%	20/01/2025	2,194,375.32	2,541,528.10
11299 TOTAL INVESTMENTS					6,418,881.21	4,332,823.66
TOTAL BANK ACCOUNTS AND CASH ON HAND					8,576,530.37	6,077,399.35

## 18. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – NATURAL ENVIRONMENT)

### Encourage responsible management of the natural resources and assets in the Central Highlands.

- 4.1 Continue to fund and support the Derwent Catchment Project
- 4.2 Continue with existing waste minimisation and recycling opportunities
- 4.3 Promote the reduce, reuse, recycle, recover message
- 4.4 Continue the program of weed reduction in the Central Highlands
- 4.5 Ensure the Central Highlands Emergency Management Plan is reviewed regularly to enable preparedness for natural events and emergencies
- 4.6 Strive to provide a clean and healthy environment
- 4.7 Support and assist practical programs that address existing environmental problems and improve the environment

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### 18.1 DERWENT CATCHMENT PROJECT

#### RESOLUTION 16/12.2024/C

**Moved:** Cr J Honner

**Seconded:** Cr Y Miller

**THAT** the Derwent Catchment Project Report for November 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.





## Derwent Catchment Project End of Year Report December 2024

### General business

Charles and Josie met with Minister Howlett and submitted a pitch for State Government funding. We were encouraged to submit a state budget submission and the Minister also suggested that we pursue federal funding with the federal election soon to take place. We will submit both before the end of this year.

### Events

#### **DCP annual general meeting**

The Derwent Catchment Project AGM was held on Saturday, 9th November at Curringa Farm. The AGM was delayed due to the previous flooding in the catchment, so it was great to have a clear day with the sun shining for the meeting. It was a smaller event due to the timing and rescheduling but thanks to all those who made it along. We ran a panel discussion which included 3 different types of members/stakeholders. Sarah Barrington (farmer), Vicky Bonwick (paddling Willow Warrior) and Thomas Webster (TasNetworks) with whom we discussed their reasons for involvement and future hopes and directions for the Derwent Catchment Project. It was encouraging to hear their positive stories and a desire to see us continue to expand our reach. All panel members identified education and awareness raising as a critical area for improvement for the DCP.

#### **TasNetworks launch**

It is exciting that TasNetworks has committed to \$80k for the catchment management partnership which was celebrated by a media launch on 5<sup>th</sup> December. The event was held in New Norfolk on the Avenue (our ideal site at the Lachan was too wet!). The Mercury attended and will publish an article.

### Bushfest

Saturday was a bumper day with lots of plants sales and some good conversations with a range of people across the two days. We had record plant sales for an event as well – well done to the crew for preparing a great looking stall and staffing the event over the weekend.



## Weed Management Programs

### Central Highlands Weed Management Plan

While the DCP has a large focus on roadside management for the Central Highlands Council, the NRM programs for government stakeholders remain critical to the program's success on a landscape scale.

Recent weed control activities:

- Hamilton, Ellendale and Ouse townships have been sprayed in addition to our roadside program.
- Lyell Hwy from Ouse to Gretna has been treated for State Growth.
- Dee Lagoon has had extensive treatment of both roads and state-owned land with TasNetworks, STT and Hydro tenure treated.

### Orange hawkweed

*Hydro, Sustainable Timbers Tasmania, Entura, Hobart City Council, State Growth, Property Services, Parks and Wildlife Service*

Morgan has completed most of the detailed survey work in the highlands. Unfortunately, OHW control seems to be increasing. Some success has been identified at the Shannon Village where most of the infestation has been controlled. There is an extended distribution at Butlers Gorge. Unfortunately, earthworks in the area have increased the risk of spread. The DCP crew completed control at Butlers village. The Miena sub-population remains in some areas, whilst in other locations the treatment has been effective. The State Growth road population at Poatina remains at a similar density.

## Tarraleah broom

*Hydro, Parks and Wildlife Services, State Growth, Sustainable Timbers Tasmania, NRM North*

The broom control at Tarraleah is part of a blind-cross tenure collaboration to eradicate English broom across multiple sites. The site has received ad hoc funding over previous years however, this grant has an ongoing commitment from stakeholders for the next five years with an understanding that any excess money can be shifted to support the greater *Weed Action Plan: English broom in the Central Highlands* program.

The ground crew have carried out extensive spraying at Tarraleah following on from last year's works. Treatment has been mostly successful with only minor follow up on previously treated areas. Discussions are underway on managing the fire risk associated with the dead material.

## River Management

### Ouse township and Platypus Walk

Our ground crew has been hard at work controlling willow regrowth, thistles and infilling plantings as part of our ongoing efforts to maintain Platypus Walk along the Clyde River.

In Ouse we have been managing the blackberries and maintaining the plantings through the township. Teatree and juncus survived the recent flooding events and will hopefully support the lower banks of the river.

### Tyenna River Recovery Program

The Tyenna River Recovery Plan, a collaborative effort involving the Inland Fisheries Service, SFM/Lenah Estates, TASSAL, the local community and the DCP, is making significant strides in removing willows and restoring the Tyenna River. To help with a heavily degraded site, a comprehensive river recovery plan has been developed and implemented by the DCP, focusing on a two-kilometre stretch of the upstream Tyenna River. Key actions include the removal of large woody debris to improve water flow and habitat quality, expansion of the riparian zone, and the planned removal of pine plantations.

The willow warriors have had 2 working bees already this season the first had a focus on follow up treatment and targeting missed willows near National Park. The second working bee carried on the revegetation program at Maydena along the degraded riverbanks of the Tyenna.



## Hamilton Native Plant Nursery

### Nursery expansion and production

The nursery expansion is well underway with the new hot house and recently excavated hardening off area and carpark completed. Karen is on track for producing 50,000 plants and has been very busy pricking out into the tube stock pots with Tim helping 2 days a week. The irrigation installation is still underway, but a plan has been developed and now that the pad has been excavated works can be completed.



## Agri-best Practice Programs

The pasture network work focuses on long-term trial sites to monitor pasture species' persistence, plant vigor, and responses to grazing and fertilization. Below are some key observations:

**Species performance:** Tasmanian cocksfoot lines are showing promise in terms of presence and persistence, especially on arable, north-facing slopes. Phalaris cultivars, although initially poor, demonstrated notable winter-spring growth potential this season. However, mixed plots with cocksfoot and phalaris showed less favorable outcomes.

**Grazing and grub interaction:** Phalaris has shown significant tolerance to grubs, unlike cocksfoot, which suffered severe defoliation.

**Fertilisation impact:** Fertiliser test strips have helped enhance clover content, influencing grass response through nitrogen stimulus.

**Multi-species challenges:** Maintaining balance in multi-species pastures remains complex, with shifting species dominance over time.

**Field engagement:** Field days at demonstration sites, like Bothwell, provide opportunities to share findings with stakeholders.

This ongoing research aims to refine pasture management practices for better resilience and productivity.

## Grant Applications

### *Disaster Ready Fund – Australian Government through DPAC Tasmania - \$1.97 million - **successful***

The project under this grant application will build on significant stormwater upgrades in Bothwell and two bridge infrastructure projects on the Clyde River being undertaken by Central Highlands 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 on farming land. 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.

### *Urban Rivers and Catchments Program – Jordan River Project - \$200,000 – **pending***

DCP partnered with council to submit a funding application to implement water sensitive urban design at Cheswick Creek and river restoration on Jordan River. DCP prepared the Jordan River component to remove willow and woody weeds and restore the riparian buffer between Ford Road and Polonia Bridge and work with Parks and Wildlife Service and Threatened Plants Tasmania to undertake weed control in the Jordan Nature Reserve. The plant community at the reserve is listed as a threatened ecological community under the Environmental Protection and Biodiversity Act. DCP component funding requested \$199,298

### *Qantas Regional Grants – Breathe Easy Brighton - \$40,000 – **unsuccessful***

A funding application was submitted to promote DCP through a project trialling the use of low irritant native plants in streetscapes and parklands, working with Asthma Australia to support people with asthma to get involved in environmental plantings. The Breathing Easy in Brighton project activities include asthma-friendly street tree plantings and community activities within the Brighton municipality.

A key component of the proposal is a media campaign to showcase the important role the Derwent Catchment Project plays in supporting strategic outcomes for community wellbeing whilst tackling environment issues on a landscape scale. It also included a request for support for DCP to present at conferences and forums. Funding requested \$35,500 plus \$4,500 flight contra and additional marketing support.

Yours Sincerely,

The Derwent Catchment Team

## Strategic Plan Progress

The following table outlines the programs and impacts, actions, dates and targets as outlined in the DCP strategic plan 2022-2027 with an additional column applying traffic light colours to indicate the stage of completion. Definitions for the progress codes are below.

Progress code	Definition
	Actions (and any associated targets) have been completed within the proposed timeframe.
	Progress has been made against the action, one or part of a target has been completed or foundational work has been undertaken.
	There has been no progress on this action or work has stalled due to resourcing/staff.

Programs and Impacts	Actions	Dates	Targets	Progress
<b>PLAN FOR THE FUTURE</b>				
	Develop a catchment plan for the Derwent	June-25	Plan adopted by members and stakeholders	
	Develop a business plan for adding carbon and biodiversity services	Jun-24	Plan developed	
	Develop a business plan for delivering Environmental, Social, and Governance (ESG) projects and services	Jun-27	Plan developed	
	Develop a DCP communications plan	Jun-24	Plan developed	
<b>DO THE WORK</b>				
• <b>Agriculture</b>	Maintain and grow a strong agriculture program, including dryland, cropping & horticulture by trialing and promoting 'best practice' approaches to increasing productivity	Jun-27	We have grown the program by 20% as measured by participation and funding	
• <b>River restoration</b>	Continue to deliver existing programs and maintenance and expand to new rivers	Jun-28	We continue to deliver existing programs as projected and attract additional funding to activities in river restoration	
• <b>Weed Management</b>	Continue to implement and fund key actions to reduce the extent and spread of weeds in the catchment	Ongoing	Increasing the reach of programs across all tenures on key weeds. Improving education on weeds and management	

Programs and Impacts	Actions	Dates	Targets	Progress
• Conservation	Develop programs which support biodiversity conservation	Jun-28	Work with land managers and farmers to increase condition of high priority remnant vegetation and improve threatened species management	
• Restoration	Continue to grow the trees on farms program	Jun-27	Increase the number of trees planted into the region by 20%	
<b>PROMOTE OUR WORK</b>				
	Promote the work we have done to boost recognition (via advertising, social media)	Jun-24	Implement an ongoing communications strategy	
	Develop 'top five' investment packages	Jun-24	Investment packages developed and one funded	
	Promote courses in best practice Ag and reach more producers in the Catchment	Dec-24	Increase by 20% over 2 years.	
	Deliver professional annual reports that display the work underway	Annually	Develop a comprehensive and engaging report for members	
<b>MEASURING &amp; REVIEWING OUR IMPACTS</b>	Monitor, measure and evaluate the impacts and outcomes of existing programs	Jun-24	Undertake an evaluation of the Past 5 years of DCP activity	
	Follow up existing programs to measure impacts	Annually	Undertake an annual review of impacts	
	Do an outstanding job on current projects	Ongoing	Review activities with key participants	



Programs and Impacts	Actions	Dates	Targets	Progress
EXPAND FUNDING SOURCES	Actively seek out longer term funding in the form of grants, longer-term contracts, and/or service delivery agreements.	Annually	10% increase annually	
	Include line items for administration / project management in all grant applications, quotes and tenders	Ongoing	Admin and project management costs covered and accounted for	
	Actively seek to deliver programs to new clients and industries		Growth in reach is achieved annually	
	Increase donations and philanthropic investment from individuals and organisations by promoting DCP's Deductible Gift Recipient status	June-28	DGR achieved and donations received	
MANAGE FINANCES RESPONSIBLY				
	Develop a plan for embarking on a slow transition towards:	Jun-26	In-kind reporting included in financials	
	<ul style="list-style-type: none"> <li>Increasing the proportion of income from commercial activities</li> </ul>		20 % increase in commercial work	
	<ul style="list-style-type: none"> <li>A strategic agenda for investment into landscape outcomes across the catchment that is well funded and ongoing</li> </ul>		Plan produced and initial funding secured	

	Expand the services delivered for Councils	Jun-26	10% increase in scope of services	
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Reputation and Relationships	Actions	Dates	Targets	Progress
<b>BUILD OUR REPUTATION</b>				
	Promote DCP's availability to manage and deliver on-ground projects that could be used to offset corporate environmental impacts	Jun-26	Expand ESG investment into programs. Complete at least one ESG project by Jun-25	
	Continue to prioritise and grow catchment partnerships	Ongoing	A clear growth in community awareness and partnerships of the DCP	
	Build community awareness of our role in the catchment	Jul-26	Implement at least 80% of actions from our Communications Plan	
<b>INTERNAL OPERATIONS</b>				
	Develop a succession plan for key individuals	Annually	Develop an operational plan for staff training and development	
	Develop business plan for increased staffing, including additional works crew, administration resources and a communications officer	Jun-25	Business cases developed	

	Focus on staff development, including identifying current skills and future training and development needs.	Annually	Develop an operational plan for staff training and development	
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Reputation and Relationships	Actions	Dates	Targets	Progress
<b>INTERNAL OPERATIONS CONT.</b>				
<ul style="list-style-type: none"> <li><b>Improve our efficiency</b></li> </ul>	Develop overarching workplans for the coming year for the organisation, sub-units i.e., nursery, on-ground works, facilitation etc. and teams	Annually	Workplans developed	
	Continue to develop and tighten our policies and procedures, including relating to HR.	Annually	HR Workshops held with staff and HR Manual regularly updated	
<ul style="list-style-type: none"> <li><b>Recruit and retain the best people</b></li> </ul>	Run a whole staff workshop to build culture and values in the organisation	Jun-24	Articulate organisational values and support a positive work culture	
<ul style="list-style-type: none"> <li><b>Focus on high quality Governance</b></li> </ul>	Focus on building a consistent culture that is supportive, promotes innovation and high levels of client service	Ongoing	Regular team meetings and provide professional development opportunities	
<b>We exceed all ACNC governance standards particularly:</b>	<ul style="list-style-type: none"> <li>The Committee &amp; operational staff work towards DCPs charitable purpose and provide information about its purposes to the public.</li> </ul>	Jun-24	Board charter adopted and training provided on governance	
	<ul style="list-style-type: none"> <li>The Committee &amp; operational staff take reasonable steps to be accountable to members and provide them with adequate opportunity to raise concerns about how the charity is governed</li> </ul>	Ongoing	Regular executive meetings held and information is available on the website with options for contacting the CEO and President	

## 19. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – ECONOMIC DEVELOPMENT)

### Encourage economic viability within the municipality

- 5.1 Encourage expansion in the business sector and opening of new market opportunities
- 5.2 Support the implementation of the Southern Highlands Irrigation Scheme
- 5.3 Continue with the Highlands Tasmania and Bushfest branding
- 5.4 Encourage the establishment of alternative industries to support job creation and increase permanent residents
- 5.5 Promote our area's tourism opportunities, destinations and events
- 5.6 Support existing businesses to continue to grow and prosper
- 5.7 Develop partnerships with State Government, industry and regional bodies to promote economic and employment opportunities
- 5.8 Work with the community to further develop tourism in the area

### 19.1 DEVELOPMENT & ENVIRONMENTAL SERVICES

#### RESOLUTION 17/12.2024/C

**Moved:** Cr J Honner

**Seconded:** Cr Y Miller

**THAT** the Development & Environmental Services Report 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 Meacham and Cr Y Miller.

**REPORT BY** Graham Rogers, Manager DES

#### PLANNING PERMITS ISSUED UNDER DELEGATION

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

#### PERMITTED

DA NO.	APPLICANT	LOCATION	PROPOSAL
2024/58	D P R Super Fund	106 Jones Road, Miena	Visitor Accommodation

**DISCRETIONARY**

DA NO.	APPLICANT	LOCATION	PROPOSAL
2024/46	Charlie Ellis Architecture	16 & 18 Alexander Street, Bothwell	Alterations & Additions to Dwellings in Bothwell Heritage Precinct
2024/45	R H Architecture	60 Basils Road, Pelham	Single Dwelling & Removal of Vegetation in Priority Vegetation Overlay
2024/50	J Dunn	485 Rockmount Road, Ellendale	Five (5) Storage Outbuildings Ancillary to Meadowbank Water Ski Club

**ANIMAL CONTROL**

Total Number of Dogs Registered in 2023/2024 Financial Year – 998

Total Number of Kennel Licences Issued for 2023/2024 Financial Year – 29

2024/2025 Dog Registration Renewal have been issued and were due by 31 July 2024.

<b>Statistics as of 03 December 2024</b>	
Number of Dogs Impounded during last month	1
Number of Dogs Currently Registered	923
Number of Dogs Pending Re-Registration	11
Number of Kennel Licence Renewals	33

## 20. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – GOVERNANCE AND LEADERSHIP)

### **Provide governance and leadership in an open, transparent, accountable and responsible manner in the best interests of our community**

- 6.1 Ensure Council fulfils its legislative and governance responsibilities and its decision making is supported by sustainable policies and procedures
- 6.2 Ensure that Council members have the resources and skills development opportunities to effectively fulfil their responsibilities
- 6.3 Ensure appropriate management of risk associated with Council's operations and activities
- 6.4 Provide a supportive culture that promotes the well-being of staff and encourages staff development and continuous learning
- 6.5 Provide advocacy on behalf of the community and actively engage government and other organisations in the pursuit of community priorities
- 6.6 Consider Council's strategic direction in relation to resource sharing with neighbouring councils and opportunities for mutual benefit
- 6.7 Support and encourage community participation and engagement
- 6.8 Ensure that customers receive quality responses that are prompt, accurate and fair
- 6.9 Council decision making will be always made in open council except where legislative or legal requirements determine otherwise.

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### 20.1 POLICY NO. 2013-14 MANUAL HANDLING POLICY

#### **RESOLUTION 18/12.2024/C**

**Moved:** Cr J Honner

**Seconded:** Cr Y Miller

**THAT** Council adopt Policy No 2013- 14 Manual Handling Policy.

**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.

**IMPLICATIONS AND FINANCIALS**

<b>Strategic Plan</b>	6.1 Ensure Council fulfils its legislative and governance responsibilities and its decision making is supported by sustainable policies and procedures
<b>Council Policy</b>	Policy No 2014-24 Work Health & Safety Policy Policy No. 2013-14 Manual Handling Policy
<b>Legislative Context</b>	Local Government Act 1993 Work Health and Safety Act 2012
<b>Consultation</b>	Council's Senior Management Team
<b>Impact on Budget/Resources</b>	As per Council's approved budget
<b>Risk</b>	The council must ensure that it meets its legislative and governance responsibilities as per the Local Government Act 1993 and Work Health and Safety Act 2012.

**REPORT BY** Jason Branch, Works and Service Manager

[Attachments - Policy No 2013-14 Manual Handling Policy \(DRAFT\)](#)

**BACKGROUND**

The previous Manual Handling Policy was approved by Council in September 2021.

Central Highlands Council has a responsibility to provide, as far as reasonably practicable, to eliminate risks to health and safety, and if it is not reasonably practicable to eliminate risks to health and safety, to minimise those risks as far as is reasonably practicable, as stated in the Work Health & Safety Act, and the Work Health and Safety Regulations.

This policy applies to all employees in all workplaces in relation to manual handling activities involving patients/clients or material objects.

Central Highlands Council is committed to ensure that working environments, equipment, systems of work and training programs are appropriate for the prevention of manual handling injuries to employees. This will include conducting manual handling risk assessments and implementing task specific manual handling training.

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**20.2 POLICY NO. 2013-19 ASBESTOS POLICY****RESOLUTION 19/12.2024/C**

**Moved:** Cr Y Miller

**Seconded:** Cr J Honner

**THAT** Council adopt Policy No 2013- 19 Asbestos Policy.

**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.

## IMPLICATIONS AND FINANCIALS

<b>Strategic Plan</b>	6.1 Ensure Council fulfils its legislative and governance responsibilities and its decision making is supported by sustainable policies and procedures
<b>Council Policy</b>	Policy No 2014-24 Work Health & Safety Policy Policy No. 2013-14 Manual Handling Policy
<b>Legislative Context</b>	Local Government Act 1993 Local Government (General) Regulations 2015; Work Health and Safety Act 2012; Work Health and Safety Regulations 2022;
<b>Consultation</b>	Council's Senior Management Team
<b>Impact on Budget/Resources</b>	As per Council's approved budget
<b>Risk</b>	The council must ensure that it meets its legislative and governance responsibilities as per the Local Government Act 1993 and Work Health and Safety Act 2012.

**REPORT BY** Jason Branch, Works and Service Manager

**Attachments -** Policy No 2013-19 Asbestos Policy (DRAFT)

## BACKGROUND

The previous asbestos policy was approved by Council in September 2021.

This policy applies to all employees of the Central Highlands Council (Council) and has been developed to ensure the effective management of asbestos on properties under the control of Council, as well as providing a documented process to ensure compliance with legislative requirements.

The purpose of this policy is to ensure compliance with, and support of, legislative and departmental requirements relating to the management of asbestos under the control of Council.

Council is committed to providing a safe environment for staff, visitors, contractors, and the public. This policy provides a structure for the on-going management of asbestos-related risks within Council.

## 20.3 POLICY NO. 2014- 27 DONATIONS AND FINANCIAL ASSISTANCE POLICY

### RESOLUTION 20/12.2024/C

**Moved:** Cr J Honner

**Seconded:** Cr Y Miller

**THAT** Council adopt Policy No 2014 – 27 Donations and Financial Assistance Policy

**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.



**IMPLICATIONS AND FINANCIALS**

<b>Strategic Plan</b>	6.1 Ensure Council fulfils its legislative and governance responsibilities and its decision making is supported by sustainable policies and procedures
<b>Council Policy</b>	Policy No 2014 – 27 Donations and Financial Assistance Policy
<b>Legislative Context</b>	Local Government Act 1993
<b>Consultation</b>	Council's Senior Management Team
<b>Impact on Budget/Resources</b>	As per Council's approved Community & Economic Development donations expense budget
<b>Risk</b>	The council must ensure that it meets its legislative and governance responsibilities in accordance with the Local Government Act 1993.

**REPORT BY** Adam Wilson, Deputy General Manager

[Attachments - Policy No 2014 – 27 Donations and Financial Assistance Policy \(DRAFT\)](#)

**BACKGROUND**

The previous donations and financial assistance policy was approved by Council in November 2021.

This policy applies to various forms of financial assistance provided by Council to assist organisations and individuals within the Central Highlands by providing assistance, which may comprise cash or 'in kind', support.

The policy aims to support local clubs & organisations, local educational facilities, and individuals in an open, equitable and accountable manner.

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**20.4 POLICY NO. 2015-32 FIRE ABATEMENT POLICY****RESOLUTION 21/12.2024/C**

**Moved:** Cr J Honner

**Seconded:** Cr R Cassidy

**THAT** Council adopt Policy No. 2015-32 Fire Abatement Policy.

**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.

**IMPLICATIONS AND FINANCIALS**

<b>Strategic Plan</b>	6.1 Ensure Council fulfils its legislative and governance responsibilities and its decision making is supported by sustainable policies and procedures
<b>Council Policy</b>	Policy No. 2015-32 Fire Abatement Policy
<b>Legislative Context</b>	Local Government Act 1993
<b>Consultation</b>	Council's Senior Management Team
<b>Impact on Budget/Resources</b>	As per Council's approved budget
<b>Risk</b>	The council must ensure that it meets its legislative and governance responsibilities as per the Local Government Act 1993.

**REPORT BY** Graham Rogers, D.E.S. Manager and Building/Plumbing Control Officer

[Attachments - Policy No. 2015-32 Fire Abatement Policy \(DRAFT\)](#)

**BACKGROUND**

The previous Fire Abatement Policy was approved by Council in October 2021.

The purpose of this Policy is to state the Council's position in regard to dealing with fire abatement issues as they relate to nuisance provisions within the Local Government Act. The Policy has been reviewed and no changes are being proposed.

**20.5 AMENDMENT TO FEBRUARY 2025 COUNCIL MEETING DATE****RESOLUTION 22/12.2024/C**

**Moved:** Cr J Honner

**Seconded:** Cr D Meacheam

***THAT*** Council, amend the February ordinary meeting date to be held on 11 February 2025

**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.

**REPORT BY** Stephen Mackey, Acting - General Manager

**BACKGROUND**

Council had previously set the meeting dates at the November Council meeting; It's been brought to my attention that the original date of 18<sup>th</sup> February is not suitable for all councillors to attend.

It is suggested that the meeting be moved forward by 1 week to allow everyone to attend.

## 21. CONSIDERATION OF SUPPLEMENTARY AGENDA ITEMS TO THE AGENDA

### 21.1 COMMUNITY DONATIONS REQUEST – COOPER SMYTHE

#### **RESOLUTION 23/12.2024/C**

**Moved:** Cr J Honner

**Seconded:** Cr A Bailey

**THAT** Council provide a donation of \$250 to assist Cooper Smythe attend the 2024 Australian All Schools Track and Field Championships.

**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 All Schools Track and Field Championships.

#### **BACKGROUND**

Cooper has been selected to represent Tasmania at the 2024 Australian All Schools Track and Field Championships in Brisbane on the 06-08 December 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 100m sprint and the U18 4 x 100m relay.

The total request is for \$250

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*Nadine Cove – Events Officer attended the meeting at 11.09 a.m. and provided Councillors with an update on the Highlands Bushfest Event.*

## 22. CLOSURE

Mayor Triffitt thanked everyone for their contribution and declared the meeting closed at 11.34 **am**.