



Central Highlands Council

AGENDA – ORDINARY COUNCIL MEETING – 12 DECEMBER 2023

Dear Councillors,

Notice is hereby given, that an Ordinary Meeting of Central Highlands Council is scheduled to be held in the Bothwell Town Hall, **Bothwell** on **Tuesday 12 December 2023**, commencing at **9.00am**.

I certify under Section 65 of the *Local Government Act 1993*, that the matters to be discussed under this Agenda have been, where necessary, subject of advice from a suitably qualified person and that such advice has been taken into account in providing advice to the Council.

Dated at Hamilton this **7th** day of **December 2023**.

Kim Hossack
General Manager

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1. OPENING

2. AUDIO RECORDING DISCLAIMER

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

The Mayor advises the meeting and members of the public that Council Meetings, not including Closed Sessions, are audio recorded and published on Council's Website in accordance with Council's Policy 2017-50.

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

3. ACKNOWLEDGEMENT OF COUNTRY

4. PRESENT

5. IN ATTENDANCE

6. APOLOGIES

7. LEAVE OF ABSENCE

At the November Ordinary Council Meeting, Cr A Archer was recorded as an apology in error when in fact he had formally applied for a Leave of Absence. The recommendation below is to endorse this correction.

RECOMMENDATION: 01/12.2023/C

Moved: Cr

Seconded: Cr

THAT Cr A Archer be recorded as having a Leave of Absence from the 21 November 2023 Ordinary Council Meeting.

8. PECUNIARY INTEREST DECLARATIONS

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

9. PERCEIVED INTEREST DECLARATIONS

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

PART 2 – Conflict of Interest that are not Pecuniary

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

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

10. CLOSED SESSION OF THE MEETING

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

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

RECOMMENDATION: 02/12.2023/C

Moved: Cr

Seconded: Cr

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

Item Number	Matter	Outcome
1	Confirmation of the Minutes of the Closed Session of the Ordinary Meeting of Council held on 21 November 2023.	Regulation 15 (2)(G) of the <i>Local Government (Meeting Procedures) Regulations 2015</i> – information of a personal and confidential nature or information provided to Council on the condition it is kept confidential.
2	Deputations	Regulation 15 (2)(C) of the <i>Local Government (Meeting Procedures) Regulations 2015</i> – Commercial information of a confidential nature.
3.1	Tender CHC 12-23 - Thousand Acre Lane Road Stabilisation and Reseal Contract	Regulation 15 (2) (D) contracts and tenders for the supply of goods and services and their terms, conditions, approval, and renewal.
4	Supplementary Agenda Items	Part 2 Regulation 8 (6) of the <i>Local Government (Meeting Procedures) Regulations 2015</i> .
5	Other Business	Part 2 Regulation 8 (6) of the <i>Local Government (Meeting Procedures) Regulations 2015</i> .
6	Consideration of Matters for Disclosure to the Public.	Regulation 15 (8) of the <i>Local Government (Meeting Procedures) Regulations 2015</i> - While in a closed meeting, the Council, or Council Committee, is to consider whether any discussions, decisions, reports or

		<i>documents relating to that closed meeting are to be kept confidential or released to the public, taking into account privacy and confidentiality issues.</i>
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MEETING CLOSED to the public at ____ am.

11. MOTION OUT OF CLOSED SESSION

12. RE-OPEN MEETING TO THE PUBLIC

The meeting re-opened to the public at ____ am. 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.

13. DEPUTATIONS

Derwent Valley & Central Highlands Tourist Association Inc.

Michael Smith, the President; Lisa West, the Secretary; and business owner, Susie Parsons from 28 Gates will address Council concerning Tasmania Autumn Festival sponsorship.

14. PUBLIC QUESTION TIME

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

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

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

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

1. Once Question Time commences the Chairman will determine the order in which questions are heard.
2. Questions may relate to any business of the Council capable of being discussed in the open portion of the meeting, and which is not listed as an item for consideration on the Agenda for the Council Meeting.
3. Members of the public proposing a question are required to be present at the Council Meeting at which their question is to be read. Where a person submits a question for Public Question Time but fails to

attend the meeting, the question will be treated as general correspondence and a written response will be provided at the earliest opportunity.

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

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

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

15. NOTICE OF MOTION

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

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

15.1 NOTICE OF MOTION – CR R CASSIDY

A Notice of Motion has been received from **Cr R Cassidy** on **5 December 2023**, for inclusion on this Agenda and provides the following supporting information and reasons for this motion: -

I discovered TasWater does not provide fluoride within the Bothwell Town Water supply. It is the only place I have lived without it. Dental care is poor in Tasmania and fluoride prevents dental decay and disease. I can provide contact details to Council.

The following motion has been proposed –

RECOMMENDATION: 03/12.2023/C

Moved:

Seconded: Cr

THAT Council write to the Tasmania Health Service Fluoridation Committee; Minister Guy Barnett, Chair of this Committee; and TasWater to expedite the introduction of fluoride in Bothwell Town Water for the long-term health / dental benefit.

1. COMMITMENTS

16.1 MAYORAL COMMITMENTS

15 November 2023 to 6 December 2023

20 November 2023	STCA Meeting – Hobart
21 November 2023	Ordinary Council Meeting, Hamilton
22 November 2023	Tas Primary Health Meeting, Brighton
24 November 2023	Interviews re Bushfest with 3FM, LAFM and ABC Radios; and The Mercury.
25 November 2023	Highlands Bushfest, Bothwell
26 November 2023	Highlands Bushfest, Bothwell
30 November 2023	Citizenship Ceremony, Hamilton
05 December 2023	Planning Committee meeting, Bothwell
05 December 2023	Council Workshop, Bothwell

- Business of Council **x 12**
- Ratepayer and community members - communications **x 10**
- Elected Members - communications **x 14**
- Central Highlands Council Management - communications **x 7**

FOR INFORMATION

16.2 COUNCILLOR COMMITMENTS

Deputy Mayor J Allwright

21 November 2023	Ordinary Council Meeting, Hamilton
29 November 2023	DM Workshop, Launceston
4 December 2023	Audit Panel Meeting, Hamilton
5 December 2023	Planning Committee Meeting, Bothwell
5 December 2023	Council Workshop, Bothwell
5 December 2023	Cattle Hill Community Fund

Cr A Archer

25 November 2023 Highlands Bushfest, Bothwell
 26 November 2023 Highlands Bushfest, Bothwell

Cr A Bailey

21 November 2023 Ordinary Council Meeting, Hamilton
 5 December 2023 Planning Committee Meeting, Bothwell
 5 December 2023 Council Workshop, Bothwell

Cr R Cassidy

21 November 2023 Ordinary Council Meeting, Hamilton
 24 November 2023 Attended with Mayor Triffitt, Bothwell Recreation Grounds
 25 November 2023 Highlands Bushfest, Bothwell
 26 November 2023 Highlands Bushfest, Bothwell
 5 December 2023 Planning Committee Meeting, Bothwell
 5 December 2023 Council Workshop, Bothwell

Cr J Hall

21 November 2023 Ordinary Council Meeting, Hamilton
 5 December 2023 Planning Committee Meeting, Bothwell
 5 December 2023 Council Workshop, Bothwell

Cr J Honner

21 November 2023 Ordinary Council Meeting, Hamilton
 5 December 2023 Planning Committee Meeting, Bothwell
 5 December 2023 Council Workshop, Bothwell

Cr D Meacheam

21 November 2023 Ordinary Council Meeting, Hamilton
 22 November 2023 TasWater AGM, Launceston
 Local Government Learning and Development Framework website for the Office of Local Government,
 Tasmanian Department of Premier and Cabinet
 05 December 2023 Council Workshop, Bothwell

Cr Y Miller

21 November 2023 Ordinary Council Meeting, Hamilton
 5 December 2023 Planning Committee Meeting, Bothwell
 5 December 2023 Council Workshop, Bothwell

FOR INFORMATION**16.3 GENERAL MANAGER'S COMMITMENTS**

Date	With Whom	Subject / Comment
26 Nov 2023	Highlands Bushfest Event	Attended along with other Staff
27 Nov 2023	Council's Events Coordinator	Debriefing meeting concerning the Bushfest Event
27 Nov 2023	ASU and Council's Solicitor	Council's new Enterprise Agreement
30 Nov 2023	Mayor and residents	Australian Citizenship Ceremony
4 Dec 2023	Works & Services Manager	Opening of Tenders
4 Dec 2023	Council and Management Members	Audit Panel Meeting
5 Dec 2023	Council and Management Members	Planning Committee Meeting
5 Dec 2023	Council and Management Members	Council Workshop
6 Dec 2023	State Government & Council Officers	Bashan Wind Farm Briefing

FOR INFORMATION

16.4 DEPUTY GENERAL MANAGER COMMITMENTS

4 December 2023	Chairperson Audit Panel, Councillors, General Manager, Managers and Officers	Audit Panel Meeting
5 December 2023	Councillors, General Manager, and Managers.	Council Workshop
12 December 2023	Councillors, General Manager, Managers and general public.	AGM
12 December 2023	Councillors, General Manager, Managers and general public.	Council Meeting

FOR INFORMATION

17. NOTIFICATION OF COUNCIL WORKSHOPS HELD

A Council Workshop was held on **5 December 2023**. The following items were discussed –

- Presentation – Bothwell St Michael's Anglican Church
 - Council Meeting Dates and Times for 2024
 - Committee Representatives
 - Australia Day Awards and Presentations
 - National Volunteer Week 2024
 - New Child and Youth Safe Organisation Act 2023 and Framework
-

18. FUTURE WORKSHOPS

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

- 9 January 2024
-

19. MAYORAL ANNOUNCEMENTS

20. MINUTES

20.1 CONFIRMATION OF DRAFT MINUTES ORDINARY MEETING – 21 NOVEMBER 2023

RECOMMENDATION: 04/12.2023/C

Moved: Cr

Seconded: Cr

***THAT** the Draft Minutes of the Ordinary Meeting of Council held on Tuesday 21 November 2023 be confirmed.*

20.2 RECEIVAL OF DRAFT MINUTES AUDIT PANEL MEETING – 4 DECEMBER 2023

RECOMMENDATION: 05/12.2023/C

Moved: Cr

Seconded: Cr

THAT the Draft Minutes of the Audit Panel Meeting held on Monday 4 December 2023 be received and the three Recommendations be endorsed by Council :–

1. The review Fraud Control Policy 2023-03 be approved;
 2. The draft Annual Report 2022-2023 be endorsed by Council;
 3. The Employee Recruitment and Selection Policy 2023-08 be approved with no changes and be table at the January Council Meeting.
-

20.3 RECEIVAL OF DRAFT MINUTES PLANNING COMMITTEE MEETING – 5 DECEMBER 2023

RECOMMENDATION: 06/12.2023/C

Moved: Cr

Seconded: Cr

THAT the Draft Minutes of the Planning Committee Meeting held on Tuesday 5 December 2023 be received.

21. BUSINESS ARISING – NOVEMBER 2023 COUNCIL MEETING

Business Arising - actions undertaken.

15.1	NOTICE OF MOTION – DEPUTY MAYOR – DONATION OF \$2,700 FOR SECURITY CAMERAS ON THE GRETNA FIRE SHED	Actioned
23	REPORT TO COUNCIL REGARDING THE DEVELOPMENT ASSESSMENT PANEL (DAP) DISCUSSION PAPER	Actioned – one Councillor provided comments by 27 November 2023
25	BOTHWELL SWIMMING POOL FEES	Actioned
26.4	COUNCIL HOUSE – 2 CUMBERLAND STREET, HAMILTON	Actioned
26.5	ASH COTTAGE – 6899 LYELL HIGHWAY, OUSE	Actioned
27.3	REQUEST FOR RATES REMISSION	Actioned
27.4	STATE GRANTS COMMISSION DISCUSSION PAPER DP23-01 – REVIEW OF FINANCIAL ASSISTANCE BASE GRANT METHODOLOGY	Waiting to action, with Councillor comments to be provided by 15 December 2023
27.5	DRAFT TASMANIA FIRE AND EMERGENCY SERVICE BILL	Actioned – no comments received from Councillors by 1 December 2023
27.6	YOUTH NETWORK OF TASMANIA	Actioned – no comments received from Councillors by 27 November 2023

27.7	TASMANIAN AUTUMN FESTIVAL – SPONSORSHIP	Actioned – Representatives will be attending the December Council Meeting
27.8	DONATION – OATLANDS MULTI-PURPOSE CENTRE	Actioned
27.9	DONATION – DEMENTIA CENTRE UTAS HOBART	Actioned
27.10	DONATION – CANCER RESEARCH CENTRE	Actioned
27.11	COMMUNITY GRANT – GREYNA FIRE BRIGADE	Actioned
29	COUNCIL LOGO JACKET OR VEST FOR ELECTED MEMBERS	Actioned

FOR INFORMATION

22. DERWENT CATCHMENT PROJECT



General Business

Bushfest 2023

The team had a successful Bushfest this year despite the weather being a little inclement. Quality conversations were had, even though there were fewer attendees. A weeds display brought people in to ask questions and native plant sales were steady. We were excited to have our new DCP tent which showcases the work that we are doing in a more eye-catching way.

Clyde River Restoration Grant Opportunity

The guidelines for the Australian Government's *Urban Rivers and Catchments Program* have recently been released.



<https://www.dcceew.gov.au/environment/biodiversity/conservation/urban-rivers-catchments-program>.

Disappointingly, the ABS criteria for 'urban catchment' means that Bothwell does not qualify. The initial grant

expression suggested regional towns would be eligible, however further information has outlined there needs to be a minimum population of 10,000 in the town area. Eve will be in touch in the New Year with some alternative ideas around developing a Clyde River Willow Removal Program.

Tas Local Govt Climate Capability Program

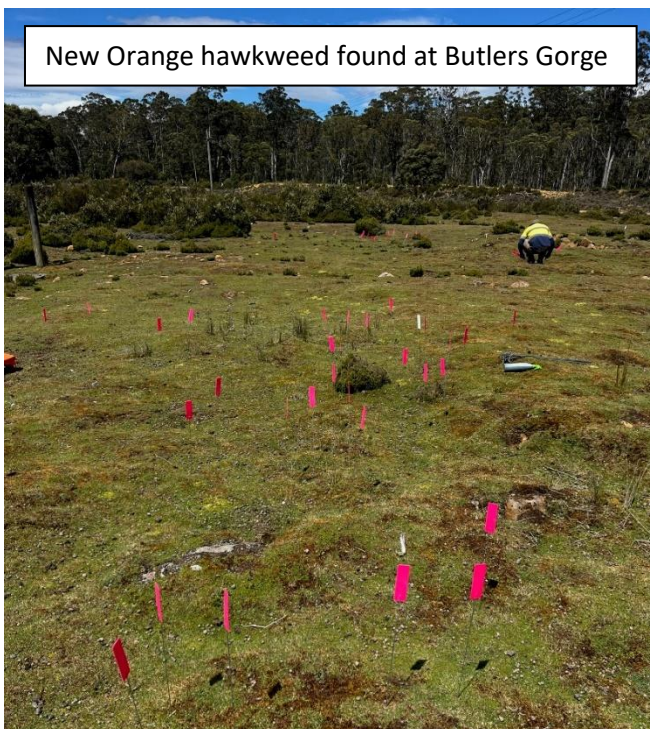
Josie attended a workshop run by the Tas Climate Change Office (TCCO) in partnership with the Local Government Association of Tasmania (LGAT) who are seeking to work in partnership with Councils, promote incorporation of climate action into policy and planning and build capacity to respond to impacts. This project is part of the Tas Climate Change Action Plan 2023-25 (Action 3.3.1 “work with local govt to co-design and implement statewide action” and recognises local government as critical for managing impacts and adaptation, particularly in emergency response.

Central Highlands Weeds Program

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

The weed management program focuses on implementing the Central Highlands Weed Management Plan and addressing weed control priorities.

We held our annual weed meeting for the Derwent Catchment with all the large stakeholders such as Hydro, TasNetworks, Parks and Wildlife Services, Property Services, State Growth, Biosecurity Tasmania and Sustainable Timbers Tasmania (STT) present. As part of the commitments to the Weed Action Fund Grant Program we also hosted Hobart City, Kingborough and Huon Valley Councils, and NRM North for the joint weed management programs on Karamu, African feathergrass and Orange hawkweed. The meeting was a great success and projects were expanded upon and further cross-tenure collaboration developed. As a result of the meeting the DCP met with STT to discuss possible management approaches the Central Highlands, with a focus on Orange hawkweed around the Butlers Gorge region.



New Orange hawkweed found at Butlers Gorge

The ground crew began the Orange hawkweed monitoring and treatment program this week and were onsite when STT came to discuss management plans with Morgan and Stuart from DCP. The work involves using a scent detection dog to find the plants and the ground crew to carry out treatment on plants that can be as small as a fingernail. Due to a high density of plants and history of treatment DCP and STT are looking at all options to help develop a sustainable weed management program at Butlers Gorge. There are also concerns with the large number of earthworks going on in the area due to the Hydro/Tarraleah development. Discussions are being had with Hydro.

The ground crew have begun the roadside weed control program starting with Hollow Tree Road. The road is a challenging site to work on due to the lack of sight lines and frequent use by large vehicles. To minimise risk, we are now using external traffic management contractors along the high-risk

sections. The contracted works for State Growth which included spraying the Lyell Highway between Granton and Ouse have been completed. The team will now continue with the eradication zones as per the Central Highlands Weed Management Plan 2023-2026.

Central Highlands Township Spraying

As per the request of Council operations, the ground crew have begun spraying within the Ouse and Ellendale townships. We have allocated two days per township.

Agri-Best Practice Programs

Strategic Actions 4.7 Support and assist practical programs that address existing environmental problems and improve the environment.

Derwent Pasture Network - funded by the Derwent Catchment Project

Recent activity in the Derwent Pasture Network has been focused on monitoring a range of field sites. Pasture cuts have been taken at fertiliser test strips at Bothwell and Bushy Park. Whilst the season has very clearly constrained growth, there are still some results to interpret. At the Bushy Park site where soil fertility was extremely low, a fertiliser response was still evident. Between 36 and 48% less growth was observed compared to last year, with the control growing only 2,974 kgDM/ha. Plots fertilised with phosphorus and potassium grew up to 4,084kgDM/ha but suffered the greatest reduction. These results were introduced in an article in the New Norfolk and Derwent Valley News. Other results are being processed.

Pasture condition and growth stage have also been monitored in spring and now in summer, at four Farming Forecaster probe sites, in order to link pasture state to the observed soil moisture. Visual assessments are being made at our species persistence sites, where there are stories to observe and track as the pastures face the challenge of this dry period.

Forage Shrub Monitoring Project - funded by Meat & Livestock Australia (MLA)

A five-hectare block of saltbush at Nareen, Hamilton has been monitored pre and post grazing using a series of fixed photo points and individual plant assessments. The plants have been grazed to bare stems over a period of 3.5 weeks and are now being rested. Reshooting is already apparent, as is considerable between plant variability in vigour, bud density, and apparent palatability. This project will produce a technical note and video to showcase the forage shrub establishment and response to grazing.

Containment feeding/drought lotting project - funded by the Tas Farm Innovation Hub and Farming Forecaster through NRM South

DCP continues working on a Statewide containment project that is training Tasmanian experts in containment feeding nutrition, annual health management and design and set up. Sam Bye (DCP), veterinarian Sarah White, Maria Ortiz (Tas Farm Innovation Hub) and consultants from Pinion Advisory have now undertaken the training delivered by livestock expert Deb Scammell and South Australian experts. A workshop is scheduled at Bothwell for the 13th of December which will work with farmers on complex decision making around containment management, the Farming Forecaster tool and to offer a Q&A around containment feeding more broadly.

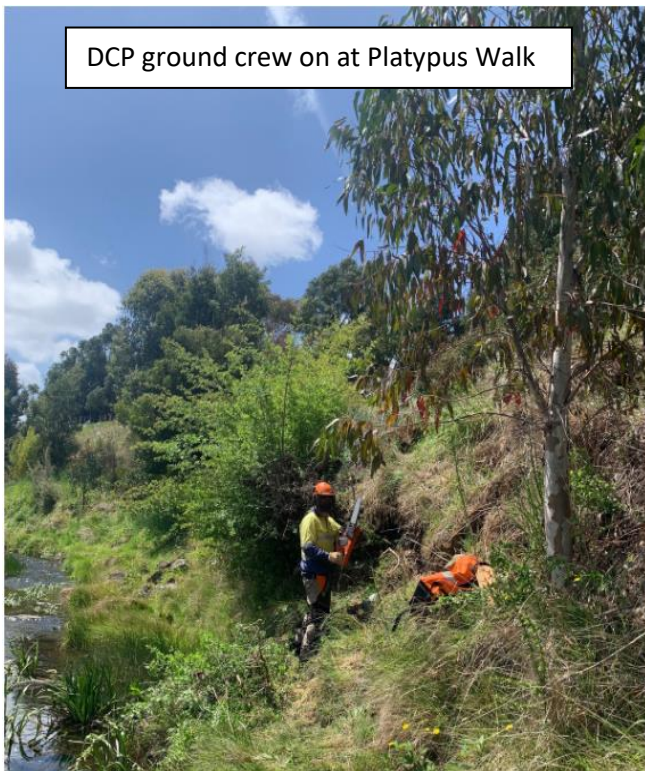
Restoration and Conservation

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

Nursery Update

It's the busy season for the nursery. All of the seed has been sown and pricking out has begun. The new heat mat has been fantastic with most seed germinating very quickly with bottom heat. The benches are slowly

filling up with new stock for the coming season. Karen and her volunteer Ros pricked out 900 seedlings in a day!



Platypus Walk

As part of our ongoing maintenance at Platypus walk the ground crew have been back working along the water's edge controlling any willow regrowth and other weeds. The work is slow going but important.

Ouse River Maintenance

The ground crew have spent two days on the banks of the river in Ouse carrying out manual control work on weeds which are along the boundary of the restoration site and brush cutting around native vegetation.

Tyenna River Recovery – willow warriors – supported by IFS, SFM, DV council and Tassal

We held a Willow Warrior working bee on the 1st of December, the final willows on the remaining tributaries near the National Park site were treated. The ground crew then went onto remove a log jam further downstream which already had over 20 cubic metres of debris caught. The log jam was creating erosion points on either side of the riverbank and was impacting on the ability of the landholder to continue to treat willows. The ground crew will also be removing a large dead tree from the river in Westerway this month.



Grant Applications

There are no current grant applications awaiting approval.

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

Yours sincerely,
The Derwent Catchment Team

Key Contacts:

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

RECOMMENDATION: 07/12.2023/C

Moved: Cr

Seconded: Cr

THAT the Derwent Catchment Project Report for November be received.

23. COUNCIL ACTING AS A PLANNING AUTHORITY

In accordance with Regulation 25(1) of the *Local Government (Meeting Procedures) Regulations 2015*, the Mayor advises that the Council intends to act as a Planning Authority under the *Land Use Planning and Approvals Act 1993*, to be noted.

In accordance with Regulation 25, the Council will act as a Planning Authority in respect to those matters appearing under Item 23 on this agenda, inclusive of any supplementary items.

RECOMMENDATION: 08/12.2023/C

Moved: Cr

Seconded: Cr

THAT Council now act as a Planning Authority.

23.1 Development Application (DA2023/50) for Subdivision (8 Lots & Balance Lot) at 937 Ellendale Road, Ellendale owned by J & A Dalley

Author

Lousia Brown, Senior Planning Officer

Authorised By

Graham Rogers, Development & Environmental Services Manager

ATTACHMENTS

Development Application documents

- Bushfire Assessment
- Wastewater Report
- Copy of Title
- Site plan/plan of subdivision
- Representation

PROPOSAL

The owners J & A Dalley, have applied to the Central Highlands Council for a Permit under the *Land Use Planning and Approvals Act 1993* ("the Act") to subdivide the land at 937 Ellendale Road, Ellendale.

The existing property is made up of one title (CT: 170358/1) with a total area of 2.010ha and includes a dwelling and outbuildings. Vehicular access is from Ellendale Road.

The application seeks to subdivide the site to create a total of eight lots in the following arrangement:

Lot 1 – 1742.13m², existing shed to be removed, 27m of frontage, new vehicular access from The Avenue;

Lot 2 – 1364.5m², vacant, 24m of frontage, new vehicular access from The Avenue;

Lot 3 – 1414.83m², vacant, 24m of frontage, new vehicular access from The Avenue;

Lot 4 – 1440.00 m², vacant, 24m of frontage, new vehicular access from The Avenue;

Lot 5 – 5035.78m², vacant, 7m of frontage, new vehicular access from The Avenue;

Lot 6 – 4007.90m², vacant, 6.5m of frontage, new vehicular access from Ellendale Road;

Lot 7 – 1611m², vacant, 14m of frontage, new vehicular access from Ellendale Road, easement for existing wastewater for Town Hall;

Lot 8 – 2003.94m², vacant, 29.32m of frontage, new vehicular access from Ellendale Road; and

Balance Lot – 1494.06m², includes existing dwelling, outbuilding, and vehicular access from Ellendale Road.

The proposal is to stage the development as follows:

Stage 1. Balance lot to be divided.

Stage 2. Divide lots 1 to 4 and 7

Stage 3. Divide lots 5,6 and 8

The land is currently used for residential purposes. There is a dwelling, outbuildings, fencing, gardens and associated infrastructure on the land.

The application has been lodged under the *Tasmanian Planning Scheme – Central Highlands* ("the Planning Scheme") and the property is zoned Village within the Planning Scheme.

Under the Planning Scheme subdivision is defined as development. The proposal is to be assessed against the development standards of the zone and the development standards of the applicable Codes. These matters are described and assessed in this report.

This is a discretionary application under the Planning Scheme. The Council gave notice of the application for public comment as required by the Act. During the notification period no representations were received.

This report will assess the proposal against the relevant provisions of the Act and the Scheme. It is recommended that Council grant a permit for the subdivision subject to conditions.

THE SITE

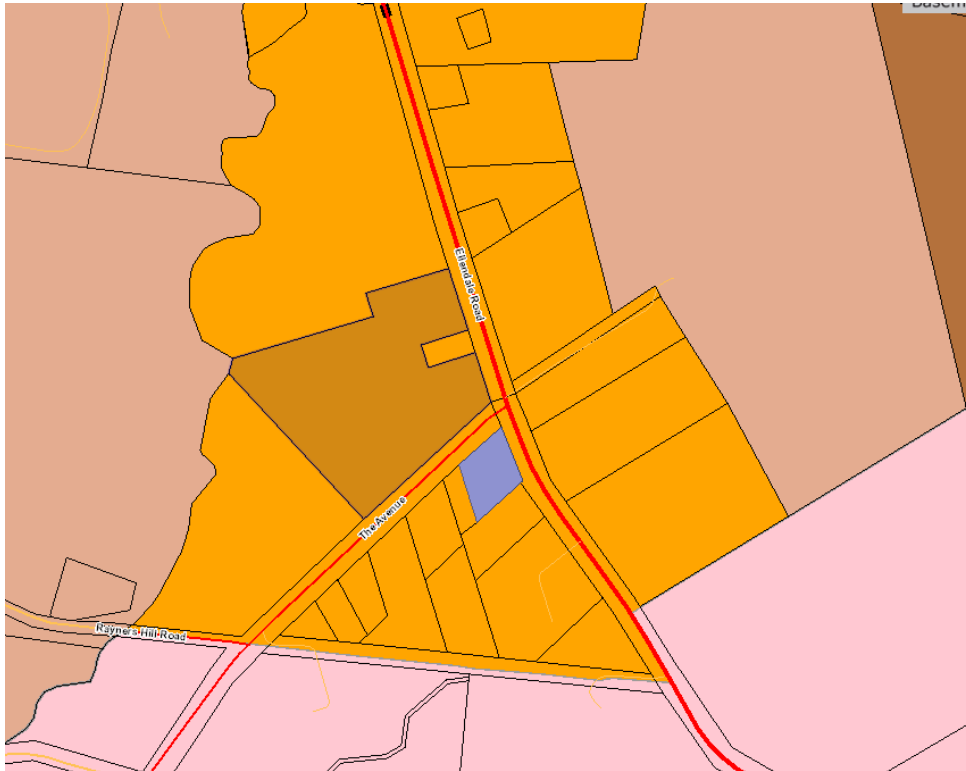
The property is located within the settlement of Ellendale, on the corner of Ellendale Road and The Avenue. The Ellendale Town Hall is situated towards the centre of the property to the Ellendale Frontage. The Town Hall is on a separate title and does not form a part of this application. Ellendale Recreation Ground is situated on the opposite side to the property on Ellendale Road.

The surrounding landscape is characterised by grasslands with some scattered native vegetation and forests. Land use adjacent to the proposal comprises residential development on lots of various sizes and grassland vegetation.

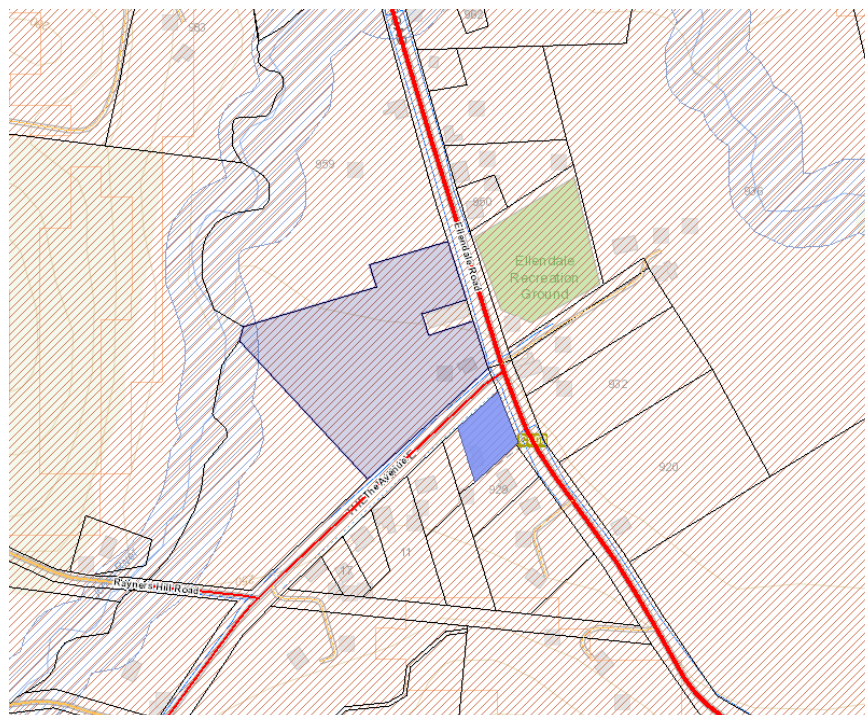
The land is relatively level to gently sloping with an average slope of 4% to the Northeast.

Map 1 below shows the land zoning and location of the property.

Map 2 shows the planning overlays and Map 3 an aerial image of the property and surrounds.



Map 1_ The subject land and most surrounding properties are in the Village Zone (orange). Adjoining land to the west and further east is in the Rural Zone (light brown). The pink colour represents the Rural Living Zone. The subject title is identified by the blue line. Source: LISTmap (28/11/23)



Map 2_The land is subject to the following overlays: Bushfire-prone areas (brown stripe), Waterway and coastal protection area (light blue stripe). Source: LISTmap (28/11/23)



Map 3 _ Aerial image of the subject land and surrounding area. Subject titles marked with blue line. Source: LISTmap (28/11/23)

THE APPLICATION

The Applicant has submitted the attached Plans and reports to accompany the Development Application form.

A cover letter detailing the proposed subdivision and staging plan have been provided by owner. In addition a Wastewater Report and Bushfire Hazard Report have also been prepared by a qualified persons.

Specific matters relevant to the application are discussed below.

Access

All proposed lots will require new access crossovers and the balance lot will use the existing access.

Stormwater and Sewer

Reticulated sewer is not available in this location; therefore all proposed lots are sized sufficiently for wastewater to be managed onsite. This will be assessed as part of any future proposals to develop the vacant lots.

A new Stormwater connection will serve all lots and connect to an existing pit on Ellendale Road.

Bushfire

The entirety of the land is identified as bushfire prone.

As such, a Bushfire Hazard Report and Management Plan has been provided to address the requirements of the Bushfire Prone Areas Code (assessed below).

In summary, the proposed subdivision is able to meet the requirements of the Code.

Public Open Space

No land will be provided for Public Open Space in this subdivision. A condition requiring payment of cash in lieu of 5% of the value in accordance with the *Local Government (Building and Miscellaneous Provisions) Act 1994* is included in the recommendation.

TASwater

Water reticulation is available to the land, with the main running along The Avenue and Ellendale Road.

The developer will need to provide a new water connection for all lots and in accordance with the requirements of TASwater.

USE/DEVELOPMENT DEFINITION

The proposed use and development is defined, under the Planning Scheme, as development for Subdivision, which is Discretionary in accordance with the *Tasmanian Planning Scheme – Central Highlands*.

Use/Development Status under the Planning Scheme

As a discretionary development, the application was advertised in accordance with Section 57 of the Act.

Council has the discretion to grant a permit for this proposal with or without conditions or refuse to grant a permit.

PUBLIC NOTIFICATION AND REPRESENTATIONS

The application was advertised from the 13 November 2023 until the 27 November 2023.

No representations were received during the 14 days, however a late representation was received which Council's Planning Committee has accepted.

Representation received	Planning Officer Comments
There is a lane way owned by council that joins The Avenue and was originally surveyed to access the Western side block however it was never used because access to the block from Rayner's Rd to my knowledge this lane way is still valid and half of it is included in this DA?	There are no Rights of Way or easements other than the Wastewater Treatment System Easement for the Town Hall on the property.
What is the fencing plan for the subdivision?	The Subdivision does not include details of fences, nor is this a requirement at this stage.
What are the sewage requirements?	An on-site wastewater Assessment prepared by GES GEO- Environment, has been prepared and submitted with the Development Application documents. This assessments confirms that Scheme standards for subdivision in the Village Zone can be met. This is all that is required at this stage of the development.
I also Have a submitted DA and have been requested by council to contribute to the upgrade to TasWater infrastructure I contacted Tas Water and they said to request council to request Tas Water to conduct hydraulic modeling can this be done please prior to approval of this DA.	Council will not discuss other DA's at this Planning Committee meeting. Please make a time to discuss your DA with Council's Planning Officer if you seek clarification on the requirements for your Development Application.

ASSESSMENT – TASMANIAN PLANNING SCHEME – Central Highlands

Village Zone

The subject site is in the Village Zone. The proposal must satisfy the requirements of the following relevant development standards of this zone:

Development Standards – Village Zone		
12.5.1 Lot Design		
<p>Objective: That each lot has an appropriate area and dimensions for use and development consistent with the purpose of this specific area plan.</p>		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<p>A1 Each lot, or a lot proposed in a plan of subdivision, must:</p> <p>(a) have an area of not less than 600m² and:</p> <p>(i) be able to contain a minimum area of 10m x 15m, with a gradient of not more than 1 in 5, clear of:</p> <p>a. all setbacks required by clause 12.4.3 A1 and A2; and</p> <p>b. easements or other title restrictions that limit or restrict development; and</p> <p>(ii) existing buildings are consistent with the setback required by clause 12.4.3 A1 and A2;</p> <p>(b) be required for public use by the Crown, a council or a State authority;</p> <p>(c) be required for the provision of Utilities; or</p> <p>(d) be for the consolidation of a lot with another lot provided each lot is within the same zone.</p>	<p>P1 Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must have sufficient useable area and dimensions suitable for its intended use, having regard to:</p> <p>(a) the relevant requirements for development of existing buildings on the lots;</p> <p>(b) the intended location of buildings on the lots;</p> <p>(c) the topography of the site;</p> <p>(d) the presence of any natural hazards;</p> <p>(e) adequate provision of private open space; and</p> <p>(f) the pattern of development existing on established properties in the area.</p>	<p><i>Each of the proposed lots are significantly larger than the minimum lot size of 600m².</i></p> <p><i>The Acceptable Solution A1 is satisfied.</i></p>
<p>A2 Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must have a frontage not less than 10m.</p>	<p>P2 Each lot, or a lot proposed in a plan of subdivision, must be provided with a frontage or legal connection to a road by a right of carriageway, that is sufficient for the intended use, having regard to:</p> <p>(a) the number of other lots which have the land subject to the right of carriageway as their sole or principal means of access;</p> <p>(b) the topography of the site;</p> <p>(c) the functionality and useability of the frontage;</p>	<p><i>Lots 5 and 6 have frontage less than 10m. Lot 5 frontage is to The Avenue and Lot 6 is to Ellendale Road. Therefore the proposal meets Performance Criteria (a), (c), (d), (e), (f) and access are more than 3.6m wide.</i></p>

	<p>(d) the anticipated nature of vehicles likely to access the site;</p> <p>(e) the ability to manoeuvre vehicles on the site;</p> <p>(f) the ability for emergency services to access the site; and</p> <p>(g) the pattern of development existing on established properties in the area,</p> <p>and is not less than 3.6m wide.</p>	
<p>A3 Each lot, or a lot proposed in a plan of subdivision, must be provided with a vehicular access from the boundary of the lot to a road in accordance with the requirements of the road authority.</p>	<p>P3 Each lot, or a lot proposed in a plan of subdivision, must be provided with reasonable vehicular access to a boundary of a lot or building area on the lot, if any, having regard to:</p> <p>(a) the topography of the site;</p> <p>(b) the distance between the lot or building area and the carriageway;</p> <p>(c) the nature of the road and the traffic; and</p> <p>(d) the pattern of development existing on established properties in the area.</p>	<p><i>Each of the proposed lots will be provided with a vehicular access in accordance with Council requirements, satisfying Acceptable Solution A3.</i></p> <p><i>Conditions to this effect are included in the recommendation.</i></p>

Development Standards – Village Zone 12.5.3 Services Objective: That the subdivision of land provides services for the future use and development of the land.		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<p>A1 Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must:</p> <p>(a) be connected to a full water supply service if the frontage of the lot is within 30m of a full water supply service; or</p> <p>(b) be connected to a limited water supply service if the frontage of the lot is within</p>	<p>P1 No Performance Criteria.</p>	<p><i>The proposed lots will all be connected to a full water supply service, complying with part (a) of the Acceptable Solution A1.</i></p>

30m of a connection to a limited water supply service, unless a regulated entity advises that the lot is unable to be connected to the relevant water supply service.		
A2 Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must have a connection to a reticulated sewerage system.	P2 Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must be capable of accommodating an on-site wastewater treatment system adequate for the future use and development of the land.	<i>Ellendale does not have a reticulated sewerage system. Assessment against the Performance Criteria is necessary.</i> <i>The balance lot is serviced by an existing wastewater system. Each of the additional lots are sized generously and will be adequate for provision of on-site wastewater treatment for future development, with detailed design to be undertaken at the time of development. In addition, a Wastewater report has been provided with the documentation.</i> <i>The proposal complies with the Performance Criteria.</i>
A3 Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must be capable of connecting to a public stormwater system.	P3 Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must be capable of accommodating an on-site stormwater management system adequate for the future use and development of the land, having regard to: (a) the size of the lot; (b) topography of the site; (c) soil conditions; (d) any existing buildings on the site; (e) any area of the site covered by impervious surfaces; and (f) any watercourse on the land.	<i>The proposal includes connections from all new lots to the existing Stormwater connection on Ellendale Road.</i>

C2.0 Parking and Sustainable Transport Code

The proposed subdivision provides for adequate parking to be retained on the balance lot to serve the existing development and vehicle access for each lot will be provided in accordance with the requirements of this Code.

C7.0 Natural Assets Code

Part of the land is within a Waterway and coastal protection area identified under this Code.

The applicable standards of the Code are addressed in the following table:

Development Standards – Subdivision		
C7.7.1 Subdivision within a waterway and coastal protection area or a future coastal refugia area Objective: That: (a) works associated with subdivision within a waterway and coastal protection area or a future coastal refugia area will not have an unnecessary or unacceptable impact on natural assets; and (b) future development likely to be facilitated by subdivision is unlikely to lead to an unnecessary or unacceptable impact on natural assets.		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
A1 Each lot, or a lot proposed in a plan of subdivision, within a waterway and coastal protection area or a future coastal refugia area, must: (a) be for the creation of separate lots for existing buildings; (b) be required for public use by the Crown, a council, or a State authority; (c) be required for the provision of Utilities; (d) be for the consolidation of a lot; or (e) not include any works (excluding boundary fencing), building area, services, bushfire hazard management area or vehicular access within a waterway and coastal protection area or future coastal refugia area.	P1 Each lot, or a lot proposed in a plan of subdivision, within a waterway and coastal protection area or a future coastal refugia area, must minimise adverse impacts on natural assets, having regard to: (a) the need to locate building areas and any associated bushfire hazard management area to be outside a waterway and coastal protection area or a future coastal refugia area; and (b) future development likely to be facilitated by the subdivision.	<i>The proposed lots will all have sufficient area outside of the waterway protection area such that works are not necessary within the overlay, complying with part (e) of the Acceptable Solution A1.</i>

C13.0 Bushfire-Prone Area Code

The Code applies to the development as the land falls within a bushfire-prone area as identified by the overlay in the Scheme.

A Bushfire Hazard Assessment Report - *Bushfire Hazard Report, Proposed Subdivision 8 Lots & Balance, 937 Ellendale Road, Ellendale (Mark Van den Berg, GES) J9025v2 dated October 2023*, was provided with the Development Application.

The assessment against the development standards of the code is provided in the following tables.

Development Standards - Subdivision**C13.6.1 Subdivision: Provision of hazard management areas**

Objective:

That subdivision provides for hazard management areas that:

- (a) facilitate an integrated approach between subdivision and subsequent building on a lot;
- (b) provide for sufficient separation of building areas from bushfire-prone vegetation to reduce the radiant heat levels, direct flame attack and ember attack at the building area; and
- (c) provide protection for lots at any stage of a staged subdivision.

Acceptable Solutions	Performance Criteria	OFFICER COMMENT
A1 (a) TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant the provision of hazard management areas as part of a subdivision; or (b) The proposed plan of subdivision: (i) shows all lots that are within or partly within a bushfire-prone area, including those developed at each stage of a staged subdivision; (ii) shows the building area for each lot; (iii) shows hazard management areas between bushfire-prone vegetation and each building area that have dimensions equal to, or greater than, the separation distances required for BAL 19 in Table 2.4.4 of Australian Standard AS 3959 – 2009 Construction of buildings in bushfire-prone areas; and (iv) is accompanied by a bushfire hazard management plan that addresses all the individual lots and that	P1 A proposed plan of subdivision shows adequate hazard management areas in relation to the building areas shown on lots within a bushfire-prone area, having regard to: (a) the dimensions of hazard management areas; (b) a bushfire risk assessment of each lot at any stage of staged subdivision; (c) the nature of the bushfire-prone vegetation including the type, fuel load, structure and flammability; (d) the topography, including site slope; (e) any other potential forms of fuel and ignition sources; (f) separation distances from the bushfire-prone vegetation not unreasonably restricting subsequent development; (g) an instrument that will facilitate management of fuels located on land external to the subdivision; and (h) any advice from the TFS.	<i>A Bushfire Hazard Assessment Report is provided with a Certificate under Section 51 (2) (d) of the Act that requires the Planning Authority <u>must accept</u> any certificate issued by an accredited person that certifies the plans provided are acceptable to manage/mitigate risk or that the development will result in an insufficient risk from the hazard.</i> <i>The provided Certificate and Report demonstrates that Hazard Management Areas can be provided to a BAL-19 risk level for all lots including the balance.</i> <i>The proposal therefore complies with A1 (b) and sub criteria.</i> <i>There is no need to extend hazard management areas into the adjoining land and therefore A1 (c) is not applicable.</i>

<p>is certified by the TFS or accredited person, showing hazard management areas equal to, or greater than, the separation distances required for BAL 19 in Table 2.4.4 of Australian Standard AS 3959 – 2009 Construction of buildings in bushfire-prone areas; and</p> <p>(c) If hazard management areas are to be located on land external to the proposed subdivision the application is accompanied by the written consent of the owner of that land to enter into an agreement under section 71 of the Act that will be registered on the title of the neighbouring property providing for the affected land to be managed in accordance with the bushfire hazard management plan.</p>		
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Development Standards - Subdivision C13.6.2 Subdivision: Public and fire-fighting access		
<p>Objective:</p> <p>Access roads to, and the layout of roads, tracks and trails, in a subdivision:</p> <p>(a) allow safe access and egress for residents, firefighters and emergency service personnel;</p> <p>(b) provide access to the bushfire-prone vegetation that enables both property to be defended when under bushfire attack and for hazard management works to be undertaken;</p> <p>(c) are designed and constructed to allow for fire appliances to be manoeuvred;</p> <p>(d) provide access to water supplies for fire appliances; and</p> <p>(e) are designed to allow connectivity, and where needed, offering multiple evacuation points.</p>		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<p>A1</p> <p>(a) TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant specific measures for public access in the</p>	<p>P1</p> <p>A proposed plan of subdivision shows access and egress for residents, fire-fighting vehicles and emergency service personnel to enable protection from bushfires, having regard to:</p>	<p>The provided Report/Certificate states that the access will comply with the relevant standards for road access.</p>

<p>subdivision for the purposes of fire-fighting; or</p> <p>(b) A proposed plan of subdivision showing the layout of roads, fire trails and the location of property access to building areas is included in a bushfire hazard management plan that:</p> <p>(i) demonstrates proposed roads will comply with Table E1, proposed private accesses will comply with Table E2 and proposed fire trails will comply with Table E3; and</p> <p>(ii) is certified by the TFS or an accredited person.</p>	<p>(a) appropriate design measures, including:</p> <p>(i) two way traffic;</p> <p>(ii) all weather surfaces;</p> <p>(iii) height and width of any vegetation clearances;</p> <p>(iv) load capacity;</p> <p>(v) provision of passing bays;</p> <p>(vi) traffic control devices;</p> <p>(vii) geometry, alignment and slope of roads, tracks and trails;</p> <p>(viii) use of through roads to provide for connectivity;</p> <p>(ix) limits on the length of cul-de-sacs and dead-end roads;</p> <p>(x) provision of turning areas;</p> <p>(xi) provision for parking areas;</p> <p>(xii) perimeter access; and</p> <p>(xiii) fire trails;</p> <p>(b) the provision of access to:</p> <p>(i) bushfire-prone vegetation to permit the undertaking of hazard management works; and</p> <p>(ii) fire-fighting water supplies; and</p> <p>(c) any advice from the TFS.</p>	<p><i>The proposal therefore complies with A1 (b) and sub criteria.</i></p>
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Development Standards - Subdivision

C13.6.3 Subdivision: Provision of water supply for fire-fighting purposes

Objective:

Adequate, accessible and reliable water supply for the purposes of fire-fighting can be demonstrated at the subdivision stage and allow for the protection of life and property associated with the subsequent use and development of bushfire-prone areas.

Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<p>A1 In areas serviced with reticulated water by the water corporation:</p> <p>(a) TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant the provision of a water supply for fire-fighting purposes;</p> <p>(b) A proposed plan of subdivision showing the layout of fire hydrants, and building areas, is included in a bushfire hazard management plan approved by the TFS or accredited person as being compliant with Table E4; or</p> <p>(c) A bushfire hazard management plan certified by the TFS or an accredited person demonstrates that the provision of water supply for fire-fighting purposes is sufficient to manage the risks to property and lives in the event of a bushfire</p>	<p>P1 No Performance Criterion.</p>	<p><i>The provided Report/Certificate states that the reticulated water supply complies with Table E4.</i></p> <p><i>The proposal therefore complies with Performance Criteria.</i></p>
<p>A2 In areas that are not serviced by reticulated water by the water corporation:</p> <p>(a) The TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant provision of a water supply for fire-fighting purposes;</p> <p>(b) The TFS or an accredited person certifies that a proposed plan of subdivision demonstrates that a static water supply, dedicated to fire-fighting, will be provided and located compliant with Table E5; or</p> <p>(c) A bushfire hazard management plan certified by the TFS or an accredited person</p>	<p>P2 No Performance Criterion.</p>	<p><i>Insufficient increase in risk (lots 1 to 4 and 7 and 8 and balance lot).</i></p> <p><i>Static water supply complies with relevant Table (lots 5 and 6).</i></p> <p><i>The proposal therefore complies with Performance Criteria.</i></p>

demonstrates that the provision of water supply for fire-fighting purposes is sufficient to manage the risks to property and lives in the event of a bushfire.		
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CONCLUSION

The report has assessed a Development Application for **Development Subdivision (8 Lots & Balance Lot) at 937 Ellendale Road, Ellendale owned by J & A Dalley.**

No representations were received during the 14 days, however a late representation was received which Council's Planning Committee has accepted.

The proposal has been found to comply with all the relevant standards of the Village Zone and the applicable Codes.

It is recommended that the Application be approved, and a Permit issued with conditions and advice.

PLANNING COMMITTEE CONSIDERATION

This item was considered at the Planning Committee Meeting held on Tuesday 5th December 2023 with the Planning Committee making the following recommendation to Council acting as the Planning Authority.

RECOMMENDATION: 09/12.2023/C

Moved: Cr

Seconded: Cr

THAT the Planning Committee make the following recommendation to Council acting as the Planning Authority:

THAT, in accordance with the provisions of the *Tasmanian Planning Scheme – Central Highlands* and section 57 of the *Land Use Planning & Approvals Act 1993*, Council **APPROVE** the Development Subdivision (8 Lots & Balance Lot) at 937 Ellendale Road, Ellendale owned by J & A Dalley subject to conditions detailed below.

CONDITIONS

General

1. The subdivision layout or development must be carried out substantially in accordance with the application for planning approval, the endorsed drawings and with the conditions of this permit and must not be altered or extended without the further written approval of Council.
2. The development and works must be carried out in accordance with:
Bushfire Hazard Report, Proposed Subdivision 8 Lots & Balance, 937 Ellendale Road, Ellendale (Mark Van den Berg, GES) J9025v2 dated October 2023.
3. Prior to Council sealing the final plan of survey for any stage the developer must provide certification from a suitably qualified person that all works required by the approved Bushfire Hazard Management Plan has been complied with.

Agreements

4. Agreements made pursuant to Part 5 of the *Land Use Planning and Approvals Act 1993* must be prepared by the applicant on a blank instrument form to the satisfaction of the Council and registered with the Recorder of Titles. The subdivider must meet all costs associated with the preparation and registration of the Part 5 Agreement.

Easements

5. Easements must be created over all drains, pipelines, wayleaves and services in accordance with the requirements of the Council's Manager Environment and Development Services. The cost of locating and creating the easements shall be at the subdivider's full cost.

Public Open Space

6. In accordance with the provisions of Section 117 of the *Local Government (Building and Miscellaneous Provisions) Act 1993*, payment of a cash contribution for Public Open Space must be made to the Council prior to sealing the Final Plan of Survey.

The cash contribution amount is to be equal to 5% of the value of the land (excluding the balance lot) at the date of lodgement of the Final Plan of Survey.

The value is to be determined by a Land Valuer within the meaning of the Land Valuers Act 2001 at the developers' expense.

7. The cash-in-lieu of public open space must be in the form of a direct payment made before the sealing of the final plan of survey or, alternatively, in the form of a Bond or Bank guarantee to cover payment within ninety (90) days after demand, made after the final plan of survey has taken effect.

Covenants

8. Covenants or other similar restrictive controls that conflict with any provisions or seek to prohibit any use provided within the planning scheme must not be included or otherwise imposed on the titles to the lots created by this permit, either by transfer, inclusion of such covenants in a Schedule of Easements or registration of any instrument creating such covenants with the Recorder of Titles, unless such covenants or controls are expressly authorised by the terms of this permit or the consent in writing of the Council's Development & Environmental Services Manager.

Final Plan

9. A final approved plan of survey and schedule of easements as necessary, together with two (2) copies, must be submitted to Council for sealing for each stage. The final approved plan of survey must be substantially the same as the endorsed plan of subdivision and must be prepared in accordance with the requirements of the Recorder of Titles.
10. A fee of \$45.00 per lot (minimum fee \$225.00), or as otherwise determined in accordance with Council's adopted fee schedule, must be paid to Council for the sealing of the final approved plan of survey for each stage.
11. All conditions of this permit, including either the completion of all works and maintenance or payment of security in accordance with this permit, must be satisfied before the Council seals the final plan of survey for each stage. It is the subdivider's responsibility to notify Council, in writing that the conditions of the permit have been satisfied and to arrange any required inspections.
12. The subdivider must pay any Titles Office lodgment fees direct to the Recorder of Titles.

Services

13. Property services must be contained wholly within each lots served or an easement to the satisfaction of the Council's Development & Environmental Services Manager or responsible authority.
14. The Subdivider must pay the cost of any alterations and/or reinstatement to existing services, Council infrastructure or private property incurred as a result of the proposed subdivision works. Any work required is to be specified or undertaken by the authority concerned.
Advice: Any redundant services under the subject land are to be removed.

Access

15. A separate vehicle access must be provided from the road carriageway to the 8 proposed Lots. Accesses must be located and constructed in accordance with the standards shown on standard drawings Standard Drawings TSD-R09-v2 Urban Roads Driveways, or as otherwise agreed by Council's Works & Services Manager.

Water

16. Each lot must be connected to a reticulated potable water supply.

Tas Water

17. The development must meet all required Conditions of approval specified by Tas Water Submission to Planning Authority Notice, TWDA 2023/01317-CHL, dated 26/09/2023.

Telecommunications and Electrical Reticulation

18. Electrical and telecommunications services must be provided to each lot in accordance with the requirements of the responsible authority and to the satisfaction of the Council's General Manager.

Construction

19. The subdivider must provide not less than forty-eight (48) hours written notice to Council's Works & Services Manager before commencing construction works on-site or within a council roadway.
20. The subdivider must provide not less than forty-eight (48) hours' written notice to Council's Works & Services Manager before reaching any stage of works requiring inspection by Council unless otherwise agreed by the Council's Works & Services.

Construction Amenity

21. The development must only be carried out between the following hours unless otherwise approved by the Council's General Manager –
- | | |
|---|---------------------|
| • Monday to Friday | 7:00 AM to 6:00 PM |
| • Saturday | 8:00 AM to 6:00 PM |
| • Sunday and State-wide public holidays | 10:00 AM to 6:00 PM |
22. All works associated with the development of the land must be carried out in such a manner so as not to unreasonably cause injury to, or unreasonably prejudice or affect the amenity, function and safety of any adjoining or adjacent land, and of any person therein or in the vicinity thereof, by reason of –
- emission from activities or equipment related to the use or development, including noise and vibration, which can be detected by a person at the boundary with another property; and/or
 - transport of materials, goods or commodities to or from the land; and/or
 - appearance of any building, works or materials.
23. Any accumulation of vegetation, building debris or other unwanted material must be disposed of by removal from the land in an approved manner. No burning of such materials on-site will be permitted unless approved in writing by the Council's General Manager.
24. Public roadways or footpaths must not be used for the storage of any construction materials or wastes, for the loading/unloading of any vehicle or equipment; or for the carrying out of any work, process or tasks associated with the subdivision during the construction period.

THE FOLLOWING ADVICE APPLIES TO THIS PERMIT: -

- This permit does not imply that any other approval required under any other legislation has been granted.
- This permit does not take effect until all other approvals required for the use or development to which the permit relates have been granted.
- This planning approval shall lapse at the expiration of two (2) years from the date of the commencement of planning approval unless the development for which the approval was given has been substantially commenced or extension of time has been granted. Where a planning approval for a development has lapsed, an application for renewal of a planning approval for that development may be treated as a new application.



Submission to Planning Authority Notice

Council Planning Permit No.	DA 2023/50	Council notice date	20/09/2023
TasWater details			
TasWater Reference No.	TWDA 2023/01317-CHL	Date of response	26/09/2023
TasWater Contact	Phil Papps	Phone No.	0474 931 272
Response issued to			
Council name	CENTRAL HIGHLANDS COUNCIL		
Contact details	kbradburn@centralhighlands.tas.gov.au		
Development details			
Address	937 ELLENDALE RD, ELLENDALE	Property ID (PID)	3122492
Description of development	Subdivision (8 Lots+ Balance) - 3 Stages		
Schedule of drawings/documents			
Prepared by	Drawing/document No.	Revision No.	Date of issue
Unknown	Plan of Subdivision / 21031-C01	C	28/07/2023
GES	Staging Plan / A01	—	22/08/2023
Conditions			
Pursuant to the <i>Water and Sewerage Industry Act 2008</i> (TAS) Section 56P(1) TasWater imposes the following conditions on the permit for this application:			
CONNECTIONS, METERING & BACKFLOW			
<ol style="list-style-type: none"> 1. A suitably sized water supply with metered connections to each lot of the development must be designed and constructed to TasWater's satisfaction and be in accordance with any other conditions in this permit. 2. Any removal/supply and installation of water meters and/or the removal of redundant and/or installation of new and modified property service connections must be carried out by TasWater at the developer's cost. 3. Prior to commencing use of the development, any water connection utilised for the development must have a backflow prevention device and water meter installed, to the satisfaction of TasWater. 			
DEVELOPER CHARGES			
<ol style="list-style-type: none"> 4. Prior to TasWater issuing a Consent to Register a Legal Document, the applicant or landowner as the case may be, must pay a developer charge totalling \$14,056.00 to TasWater for water infrastructure for 8.0 additional Equivalent Tenements, indexed by the Consumer Price Index All groups (Hobart) from the date of this Submission to Planning Authority Notice until the date it is paid to TasWater. 5. In the event Council approves a staging plan, prior to TasWater issuing a Consent to Register a Legal Document for each stage, the developer must pay the developer charges commensurate with the number of Equivalent Tenements in each stage, as approved by Council. 			
DEVELOPMENT ASSESSMENT FEES			
<ol style="list-style-type: none"> 6. The applicant or landowner as the case may be, must pay a development assessment fee of \$389.86 and a Consent to Register a Legal Document fee of \$248.30 to TasWater, as approved by the Economic Regulator and the fees will be indexed, until the date paid to TasWater. 			



The payment is required within 30 days of the issue of an invoice by TasWater.

7. In the event Council approves a staging plan, a Consent to Register a Legal Document fee for each stage, must be paid commensurate with the number of Equivalent Tenements in each stage, as approved by Council.

Advice

General

For information on TasWater development standards, please visit <https://www.taswater.com.au/building-and-development/technical-standards>

For application forms please visit <https://www.taswater.com.au/building-and-development/development-application-form>

Developer Charges

For information on Developer Charges please visit the following webpage - <https://www.taswater.com.au/building-and-development/developer-charges>

Service Locations

Please note that the developer is responsible for arranging to locate the existing TasWater infrastructure and clearly showing it on the drawings. Existing TasWater infrastructure may be located by a surveyor and/or a private contractor engaged at the developers cost to locate the infrastructure.

- (a) A permit is required to work within TasWater's easements or in the vicinity of its infrastructure.

Further information can be obtained from TasWater.

- (b) TasWater has listed a number of service providers who can provide asset detection and location services should you require it. Visit <https://www.taswater.com.au/building-and-development/service-locations> for a list of companies.

Declaration

The drawings/documents and conditions stated above constitute TasWater's Submission to Planning Authority Notice.

TasWater Contact Details

Phone	13 6992	Email	development@taswater.com.au
Mail	GPO Box 1393 Hobart TAS 7001	Web	www.taswater.com.au

24.0 ORDINARY COUNCIL MEETING RESUMED

RECOMMENDATION: 10/12.2023/C

Moved: Cr

Seconded: Cr

THAT Council no longer act as a Planning Authority and resume the Ordinary Council Meeting.

25. DEVELOPMENT & ENVIRONMENTAL SERVICES

25.1 Tasmanian Planning Commission Decisions regarding the 'Substantial Modifications' to the Central Highlands Local Provisions Schedule: Planning Scheme Amendments 2023/01, 2023/02 & 2023/03

Author

Damian Mackey, Planning Consultant (SMC)

Attachments

Correspondence from the Planning Commission, 21 November 2023:

- Covering letters,
- Decisions,
- Final Amendment documents,

for Planning Scheme Amendments 2023/01, 2023/02 and 2023/03.

Purpose

The purpose of this report is to advise of the final decisions of the Tasmanian Planning Commission in regard to the three 'Substantial Modification' planning scheme amendments required by the Commission following its approval of the Central Highlands Local Provisions Schedule earlier this year. These decisions constitute the end of the process of moving the Central Highlands into the Tasmanian Planning Scheme.

Background

The Local Provisions Schedule (LPS) together with the State Planning Provisions form the new planning scheme for the Central Highlands municipal area, which is now a component of the state-wide Tasmanian Planning Scheme.

In January this year the Planning Commission issued its determination on the draft LPS, thereby bringing it into effect, with a number of changes. These fell into two categories: those changes that were essentially 'immediate' and those that were deemed to be 'substantial modifications' and therefore required to be subject to a further public notification and hearing process.

As directed by the Commission, these 'substantial modifications' were formatted into Draft Planning Scheme Amendments, which were re-advertised for public comment. The comments received were considered by Council (acting as the Planning Authority) and then subjected to the usual public hearing process at the Commission.

The Commission has now handed down its final decision on the three amendments, and directed that they come into effect, as altered, on 28 November 2023.

It is important to note that the changes required by draft amendments have been in effect since the original Planning Commission decision earlier this year, due to a quirk of the legislation established to transition the local council planning schemes into the Tasmanian Planning Scheme. These have now been further amended by the new Planning Commission hearings, which has essentially finalised them.

Three Planning Scheme Amendments

The three planning scheme amendments, as modified by the new Planning Commission decision are attached. They can be summarised as follows:

Amendment 2023/01

This amendment applies to the area within the Meadowbank Lake Specific Area Plan overlay. This Specific Area Plan replaced the original Specific Area Plan under the previous Interim Planning Scheme. It is largely the same as the previous Specific Area Plan, but with strengthened protections for Aboriginal Heritage, improvements in the referral system for Hydro Tasmania and an assortment of wording improvements in other sections.

Amendment 2023/02

This amendment deletes the Rural Zone and applies the Landscape Conservation Zone to six titles at Marked Tree Road, Bullock Hills.

Amendment 2023/03

This amendment deletes the Agriculture Zone and applies the Rural Zone and the Priority Vegetation Area overlay to various lots within Liawenee, Tods Corner, Little Pine Lagoon, Bronte Park, St Patricks Plains, Steppes, Waddamana, Hermitage, Interlaken, Bothwell, Lower Marshes, Bronte Park, London Lakes, Bradys Lake, Victoria Valley, Strickland, Osterley, Ouse, Wayatinah, Ellendale, Meadowbank, Fentonbury, Hamilton, Gretna and Pelham.

Tasmanian Planning Commission Decisions

The decisions of the Planning Commission for each of the three planning scheme amendments are set out in the attached documents. In summary they are:

Decision for Amendment 2023/01

The Meadowbank Lake Specific Area Plan has been approved with only minor modifications to the text, which were considered appropriate to improve its operation.

No substantive changes were ordered.

Decision for Amendment 2023/02

The application of the Landscape Conservation Zone to six titles at Marked Tree Road, Bullock Hills, has been approved by the Planning Commission largely as proposed.

The only change ordered by the Commission relates to the land described in Certificate of Title 166564/1. This is to now be split-zoned so that the Landscape Conservation Zone only applies to the portion of the title subject to a Conservation Covenant whilst the portion outside the covenant is to have the Rural Zone applied to it. This is in accordance with the wishes of the landowner.

Decision for Amendment 2023/03

This amendment deletes the Agriculture Zone and applies the Rural Zone and the Priority Vegetation Area overlay to several hundred titles within multiple localities around the municipality, being the area outside Council's 'blue line' on the working maps.

Substantive changes were required by the Commission: Twelve titles at Ellendale, in two separate ownerships, are to be zoned Agriculture rather than Rural, and the Priority Vegetation Overlay is to be removed accordingly.

Concluding Remarks

The Planning Commission has made the necessary changes to the Local Provisions Schedule and the Tasmanian Planning Scheme maps, and directed that the changes come into effect on 28 November 2023.

This marks the end of the process to move the Municipality into the Tasmanian Planning Scheme, which began in 2019.

RECOMMENDATION: 11/12.2023/C

Moved: Cr

Seconded: Cr

THAT Council received the report.

25.2 TOWNSHIP STRUCTURE PLANNING PROJECT – PROGRESS UPDATE

Author

Damian Mackey, Planning Consultant (SMC)

Attachments

Community Consultation Strategy, 16 November 2023

Council's original Project Plan, 9 May 2023

Project flyers / posters (three)

Background

Feedback received during last year's public notification of the Central Highlands Draft Local Provisions Schedule brought into focus the need to undertake strategic land use planning exercises for the townships of Bothwell, Hamilton and Ouse. It has been many years since the future of these towns were considered in an holistic, forward-looking process.

Furthermore, the State Government has commenced its review of the three Regional Land Use Strategies, which are now twelve years old. This is being done through the State Planning Office and the three regional groupings of Councils. Structure planning for our towns is timely in that relevant outcomes will be able to feed into the review of the Southern Tasmania Regional Land Use Strategy.

Finally, it is noted that proposed zone changes and other planning scheme amendments have a greater chance of success through Tasmanian Planning Commission if they are supported by holistic strategic planning. In other words: 'structure plans'.

In response to these needs, Council appointed a 'Project Steering Group' in November 2022, through which a Project Plan and a Project Brief were developed.

Consultants Appointed

A call for Expressions of Interest from suitable consultants was advertised in mid-2023. After an assessment and interview process, the project was awarded Niche Studio, who has partnered with Entura and Urban Enterprise for this project.

Progress Update

A Project Inception Meeting was held with the consultants on 23 October 2023. Key matters for discussion included the broad scope of the project and finer details of the initial community consultation. Attached is the Community Consultation Strategy, as of 16 November 2023.

Whilst the bulk of the work will occur through the course of 2024, the first stage of the project has now commenced. This involves introducing the project to the community and starting to gather the details of all those

who wish to be involved in the more substantial consultation processes to come, such as the community workshops. Basic research is also included in Stage 1, such as demographics, population trends, existing economic drivers, and physical & social infrastructure capacities and deficiencies.

Niche have provided the following update on Stage 1 of the project, current as of 30 November 2023:

Key Tasks and Outputs	Status	Date completed/estimated
Inception Meeting with PSG and Councillors	Complete	23 October 2023
Consultation Strategy	Complete	16 November 2023
Site Visit	Complete	23 October 2023
Informing Community: <ul style="list-style-type: none"> Bushfest Communications: copy for Mayor's article Poster with QR code to collect community details; seven flyers posted around the towns. 	Complete	25 November 2023
Key Stakeholder Consultation: <ul style="list-style-type: none"> Community Organisations Government Departments/Agencies 	In progress	ETA 7 December 2023
Preliminary economic technical memo	In progress	ETA 15 December 2023
Draft Issues and Opportunities Background Summary	In progress	ETA 15 December 2023
Draft plans for Background Summary	In progress	ETA 15 December 2023
Draft Initial Stakeholder Engagement Summary Memo	In progress	ETA 15 December 2023
Final Issues and Opportunities Background Summary, including plans and economic input	Not started	ETA late January 2024

The Council stall at Bushfest included introductory project information and a registration sheet where interested members of the public were able to leave their contact details.

Project information, including a link to where members of the public can register to be kept informed, is being established on Council's website and social media.

Attached are information flyers / posters developed for the project.

RECOMMENDATION: 12/12.2023/C

Moved: Cr

Seconded: Cr

THAT Council receive the progress update on the Central Highlands Township Structure Planning Project.

25.3 HAMILTON AMENITIES BUILDING & BBQ SHELTER

Report By

Graham Rogers, Development & Environmental Services Manager

Background

The Mayor has requested in writing to Staff, pricing for the possible placement of screens on the newly constructed amenities building at the Hamilton Bicentennial Park.

Below are some photo's showing the amenities building and the BBQ Shelter. The BBQ Shelter does have windbreak screens attached.



Below is a picture, supplied by Modus, showing screen on a similar style building.



A quotation has been supplied by Modus for screens of a similar type, suitable for the new amenities building, being \$29,500 (plus GST). A further \$3,000 would also need to be allocated for the installation.

Approximate total for the purchase and installation being \$35,000 (plus GST).

FOR DISCUSSION

25.4 SOLAR PANELS ON COUNCIL BUILDINGS

Report By

Graham Rogers, Development & Environmental Services Manager

Background

Councillors have requested an update on the installation of solar panels on Council buildings across the Municipality.

An amount of \$10,000 has been allocated within the 2023/2024 Budget to investigate the installation of solar panels for Council Offices, Depots and other buildings if applicable.

As Council are aware both the Bothwell and Hamilton Office are Heritage Listed buildings, which could be problematic.

In the new year, advice and quotations will be sought from suppliers for consideration.

FOR INFORMATION

25.5 SOUTHERN TASMANIAN REGIONAL WASTE AUTHORITY – ANNUAL REPORT

Report By

Beverley Armstrong, Environmental Health Officer

Background

The Southern Tasmanian Regional Waste Authority (STRWA) is a joint authority established pursuant to section 30 of the *Local Government Act 1993*.

The following Councils are members of the STRWA:

- Brighton
- Central Highlands
- Clarence City
- Derwent Valley
- Glamorgan Spring Bay
- Glenorchy City
- Hobart City
- Huon Valley
- Kingborough
- Sorell
- Southern Midland
- Tasman

The STRWA 2022/23 Annual Report has been received and included in the attachments for information.

FOR INFORMATION

25.6 DEVELOPMENT & ENVIRONMENTAL SERVICES (DES) MONTHLY REPORT

Reports By

Graham Rogers, Development & Environmental Services Manager

PLANNING PERMITS ISSUED UNDER DELEGATION

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

NO PERMIT REQUIRED

DA NO.	APPLICANT	LOCATION	PROPOSAL
2023 / 00061	S D H Steers	29 Drysdale Road, Miena	Change of Use of Outbuilding to Dwelling & Addition (Deck x 2)

PERMITTED

DA NO.	APPLICANT	LOCATION	PROPOSAL
2023 / 00060	C G Cole	11 Berry Drive, Miena	Visitor Accommodation
2023 / 00062	Longview Design & Drafting	56 Woodmoor Road, Ouse	Dwelling Addition

DISCRETIONARY

DA NO.	APPLICANT	LOCATION	PROPOSAL
2023 / 00057	J J Brearley	2 Thiessen Crescent, Miena	Dwelling Addition (Deck) & Outbuilding
2023 / 00055	R A & M L Clark	25 Dolerite Crescent, Flintstone	Outbuilding

ANIMAL CONTROL

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

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

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

2023/2024 Statistics as of 06 December 2023	
Number of Dogs Impounded during last month	1
Number of Dogs Currently Registered	961
Number of Dogs Pending Re-Registration	12
Number of Kennel Licences Issued	33
Number of Kennel Licences Pending	2

RECOMMENDATION: 13/12.2023/C

Moved: Cr

Seconded: Cr

THAT the Development & Environmental Services monthly report for November 2023 be received.

26. WORKS & SERVICES

26.1 WORKS & SERVICES MONTHLY REPORT – NOVEMBER 2023

Report By

Jason Branch, Works & Services Manager

Background

The following activities were performed during **November 2023** by Works & Services –

Grading & Sheeting	<ul style="list-style-type: none"> • Meadsfield Road
Maintenance Grading	<ul style="list-style-type: none"> • Nant Lane
Potholing / shouldering	<ul style="list-style-type: none"> • Jones Road, Victoria Valley Road
Spraying:	<ul style="list-style-type: none"> • Ouse township • Ellendale township
Culverts / Drainage:	<ul style="list-style-type: none"> • Install culverts Cramps Bay Road
Occupational Health and safety	<ul style="list-style-type: none"> • Monthly Toolbox Meetings • Day to day JSA and daily prestart check lists completed. • Monthly workplace inspections completed. • Playground inspection
Bridges:	
Refuse / recycling sites:	<ul style="list-style-type: none"> • Cover Hamilton Tip twice weekly
Other:	<ul style="list-style-type: none"> • Tidy up around the new Hamilton toilet block and install pay station. • Repair and rectify irrigation lines Hamilton Park • Remove graffiti from toilet door at new Hamilton toilets. • Install signs Victoria Valley Road • Conduct bulky rubbish run around the Municipality over 3 days. • Pack up from Bushfest. • Remove Bushfest signs and change variable messaging boards. • Completed all tree removal at Thousand Acre Lane • Repair edge board and top up soft fall Ouse playground. • Repair toilet and septic line Ouse rec ground • Concrete slab for Ouse basketball ring • Repair broken toilet and shower Bothwell toilets.

	<ul style="list-style-type: none"> • Cold mix holes Hollow Tree Road and Lower Marshes Road • Rectify some storm water problems from the storm water upgrade at Bothwell. • Construction of new v drain and asphalt footpath High Street Bothwell • Brush cutting and mowing Wayatinah. • Level all topsoil and push up green waste at Bothwell Waste Transfer Station. • Vac trailer storm water pits
Slashing:	<ul style="list-style-type: none"> • Mark tree Road
Municipal Town Maintenance:	<ul style="list-style-type: none"> • Collection of town rubbish twice weekly • Maintenance of parks, cemetery, recreation ground and Caravan Park. • Cleaning of public toilets, gutters, drains and footpaths. • Collection of rubbish twice weekly • Cleaning of toilets and public facilities • General maintenance • Mowing of towns and parks • Town Drainage
Buildings:	
Plant:	<ul style="list-style-type: none"> • PM687 Western star truck repairs to coolant leak and engine brake. • PM705 Mack truck serviced. • PM753 has a blown head gasket and will be repaired in the new year. • PM757 JCB backhoe replace hoses. • PM676 Kobelco excavator hitch repairs • PM816 Toyota Hilux serviced. • PM768 Triton Ute new tyres • New Toyota Hilux Ute arrived at Hamilton Works Depot
Private Works:	<ul style="list-style-type: none"> • Kelvin Triffett plant hire • Edward Sonners plant hire • Riley frost plant hire • Shannon Harvey plant hire • Justin Townsend plant hire • Jason Branch plant hire • Nathan Lovell plant hire • Sam Branch plant hire • Michael Archer plant hire
Casuals	<ul style="list-style-type: none"> • Toilets, rubbish and Hobart • Hamilton general duties

Program for next 4 weeks	<ul style="list-style-type: none"> • Grading and sheeting Meadowbank Road • Slashing Victoria Valley Road and Meadowbank Road • Lay asphalt in new footpath Bothwell • Mow all towns before Christmas.
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RECOMMENDATION: 14/12.2023/C

Moved: Cr

Seconded: Cr

THAT the Works & Services monthly report for November 2023 be received.

27. ADMINISTRATION SERVICES

27.1 HEALTH AND WELLBEING PLAN 2020-2025 – MONTHLY PROGRESS REPORT FOR NOVEMBER 2023

Report by

Katrina Brazendale, Senior Administration/Community Relations Officer

Background

- Bothwell Playgroup

Playgroup Tasmania have commenced the Small Talk Program, this will conclude on 12 December 2023. Bothwell Playgroup has been well support by families regularly attending which helps being able to bring programs like this to the Central Highlands Region.

- Supporting School with Breakfast Club

Breakfast Club at the Bothwell District High School is continuing with the support of the school parents who are coming in to assist on a weekly basis. Council is also supporting Westerway Primary School with deliveries happening every week.

- Youth and Adults Mental Health Community Sports

The Bothwell District High School along with the assistance from the Bothwell Golf Club will commence the weekly golf sessions facilitated by the Golf Club members in Term 4. This will be held on Thursdays with 10-12 students participating in this program. Council in conjunction with the Goldwind Grant has purchased new adult golfing equipment to better support the older students.

- RACT Driver Training

Discussions have been undertaken with the Bothwell District High School, various parents throughout the Municipality and RACT to undertake driver training in the Municipal area. This could possibly commence next year. This will be funded through the Goldwind Grant.

- Citizenship

A citizenship ceremony was undertaken on 30th November which was held at Hamilton, Council has another one scheduled for 15th December at Bothwell.

RECOMMENDATION: 15/12.2023/C

Moved: Cr

Seconded: Cr

THAT the Health & Wellbeing Plan 2020-2025 monthly progress report for November 2023 be received.

27.2 COUNCIL AND COMMITTEE MEETING DATES AND TIMES FOR 2024

Report by

Kim Hossack, General Manager

Background

Council is to consider the times of commencement of Ordinary Council meetings after each ordinary election. This is occurred back in November 2022 and again in June 2023. Council now needs to consider these for 2024.

Under the *Local Government (Meeting Procedures) Regulations 2015* the following applies:

6. Times of Meetings

(1) *A meeting is not to start before 5:00 p.m. unless otherwise determined by the council by absolute majority or by the council committee by simple majority.*

(2) *After each ordinary election, a council and a council committee are to review the times of commencement of their meetings.*

Ordinary Council meetings are currently held on the third Tuesday of each month alternating between Bothwell and Hamilton and commencing at 9.00am; with the Closed Session meeting of the meeting and then opened to the public from 10.00am. The December Council meeting is generally held on the first Tuesday, preceded by the Annual General Meeting.

Another matter which Councillors may consider, is the timing of the Closed Session Meeting. It may be more convenient for the Public and Staff attendance, for this to be held at the end of each Ordinary Meeting instead of at the beginning where time is limited.

The following is the proposed schedule of Council Meeting and Planning Committee Meeting dates for Council in 2024, subject to review of the times of commencement of the meetings as required under Regulation 6 (2) of the *Local Government (Meeting Procedures) Regulations 2015*:

Ordinary Council & Committee Meetings for 2024

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

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

Ordinary Meeting of Council:

Tuesday 16 January 2024 - Hamilton
 Tuesday 20 February 2024 - Bothwell
 Tuesday 19 March 2024 - Hamilton
 Tuesday 16 April 2024 - Bothwell
 Tuesday 21 May 2024 - Hamilton

Tuesday 18 June 2024 - Bothwell
 Tuesday 16 July 2024 – Hamilton
 Tuesday 20 August 2024 – Bothwell
 Tuesday 17 September 2024 – Hamilton
 Tuesday 15 October 2024 – Bothwell
 Tuesday 19 November 2024 – Hamilton
 Tuesday 10 December 2024 – Bothwell

Annual General Meeting – Tuesday 10 December 2024 – Bothwell at 8.45 am.

Planning Committee Meeting of Council:

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

Tuesday 9 January 2024
 Tuesday 13 February 2024
 Tuesday 12 March 2024
 Tuesday 9 April 2024
 Tuesday 14 May 2024
 Tuesday 11 June 2024
 Tuesday 9 July 2024
 Tuesday 13 August 2024
 Tuesday 10 September 2024
 Tuesday 8 October 2024
 Tuesday 12 November 2024
 Tuesday 3 December 2024

Council Workshops:

All Council Workshops will be held after each Planning Committee and approximately commence at 10.00am. Additional Workshops will be held as and when required and are not open to the Public.

The schedule of meeting dates is available on Council's website. It should be noted that should there be any variation to the schedule, such variation will be advertised.

Ordinary Council and Committee Meetings will be advertised at least four (4) days prior to each meeting and copies of agendas will be available from Council Offices or on Council's website -

www.centralhighlands.tas.gov.au

RECOMMENDATION: 16/12.2023/C

Moved: Cr

Seconded: Cr

***THAT** Council, by Absolute Majority, approve the below meeting dates and times for the Ordinary Council Meetings and the Planning Committee Meetings for 2024 -*

Ordinary Council & Committee Meetings for 2024

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

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

Ordinary Meeting of Council:

Tuesday 16 January 2024 - Hamilton
 Tuesday 20 February 2024 - Bothwell
 Tuesday 19 March 2024 - Hamilton
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 Tuesday 21 May 2024 - Hamilton

Tuesday 18 June 2024 - Bothwell
 Tuesday 16 July 2024 – Hamilton
 Tuesday 20 August 2024 – Bothwell
 Tuesday 17 September 2024 – Hamilton
 Tuesday 15 October 2024 – Bothwell
 Tuesday 19 November 2024 – Hamilton
 Tuesday 10 December 2024 – Bothwell

Annual General Meeting – Tuesday 10 December 2024 – Bothwell at 8.45 am.

Planning Committee Meeting of Council:

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

Tuesday 9 January 2024
 Tuesday 13 February 2024
 Tuesday 12 March 2024
 Tuesday 9 April 2024
 Tuesday 14 May 2024
 Tuesday 11 June 2024
 Tuesday 9 July 2024
 Tuesday 13 August 2024
 Tuesday 10 September 2024
 Tuesday 8 October 2024
 Tuesday 12 November 2024
 Tuesday 3 December 2024

Council Workshops:

All Council Workshops will be held after each Planning Committee and approximately commence at 10.00am. Additional Workshops will be held as and when required and are not open to the Public.

27.3 COUNCILLOR REPRESENTATIVES ON COMMITTEES 2023-24

Report by

Kim Hossack, General Manager

Background

At the Ordinary Council Meeting held on **15th November 2022**, the following Council Representatives were formerly appointed and other subsequent appointments since that time. Now that 12 months have passed for our new Councillors; with newly appointed Cr A Archer returning to Council, it is timely to review these, if any changes are required.

The current Representatives are as follows –

Council Committee	Representatives	Meeting Schedule
Audit Panel	Deputy Mayor J Allwright Cr A Bailey Cr D Meacheam (Proxy)	Quarterly
Australia Day Committee	Cr A Bailey (Chair) Mayor L Triffitt Cr Y Miller	Annually
Bothwell Cemetery Committee	Mayor L Triffitt (Chair) Cr J Honner Cr R Cassidy	As required

Bothwell Football Club & Community Centre Committee	Cr J Honner (Chair) Cr A Bailey Cr J Hall Vacant (Proxy)	As required
Bothwell Swimming Pool Committee	Mayor L Triffitt (Chair) Cr J Honner	Yearly
Central Highlands Visitor Centre Management Committee	Cr J Honner (Chair) Cr R Cassidy Mayor L Triffitt (Proxy)	As required
Derwent Catchment Project	Cr A Bailey Cr D Meacheam	As required
Health Action Team Central Highlands (HATCH)	Mayor L Triffitt Cr Y Miller Cr J Honner (Proxy)	As required
Highlands Tasmania Tourism Committee	Mayor L Triffitt (Chair) Deputy Mayor J Allwright Cr R Cassidy (Proxy)	As required
Independent Living Units Committee	Mayor L Triffitt (Chair) Cr A Bailey Cr Y Miller	As required
Local Government Association of Tasmania (LGAT)	Mayor L Triffitt Deputy Mayor J Allwright (Proxy)	Quarterly
Southern Tasmanian Councils Authority (STCA)	Mayor L Triffitt Deputy Mayor J Allwright (Proxy)	Quarterly
South Central Sub-Region (SCS) Working Group	Mayor L Triffitt Deputy Mayor J Allwright (Proxy)	Quarterly
Planning Committee	Cr R Cassidy (Chair) Mayor L Triffitt Deputy Mayor J Allwright Cr J Hall Cr A Bailey (Proxy)	Monthly
Southern Tasman Regional Waste Authority	Deputy Mayor J Allwright Cr D Meacheam (Proxy)	Quarterly
TasWater Owner Representative	Deputy Mayor J Allwright Cr D Meacheam (Proxy)	Quarterly
Township Structure Planning Project Steering Committee	Deputy Mayor J Allwright (Chair) Cr R Cassidy (Deputy Chair) Mayor L Triffitt Cr A Bailey Cr J Honner Cr Y Miller	As required
Waste Committee	Deputy Mayor J Allwright Cr J Honner Cr J Hall Vacant	As required

**Waste Strategy South	Deputy Mayor J Allwright Vacant (Proxy)	Quarterly
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External Committee Name	Representative/s	Meeting Schedule
*Bothwell Spin-In Committee	Mayor L Triffitt Cr J Honner (Proxy)	As required
Australasian Golf Museum	Mayor L Triffitt Cr R Cassidy Cr J Hall	As required
Central Highlands Men's Shed Steering Committee	Cr A Bailey Deputy Mayor J Allwright (Proxy)	As required

*Currently not active

** Disbanded and now known as the Southern Tasmanian Regional Waste Authority – this will be removed.

RECOMMENDATION: 17/12.2023/C

Moved: Cr

Seconded: Cr

THAT Council approve the following Councillors Representatives on Committee for 2024 –

Council Committee	Representatives	Meeting Schedule
Audit Panel	Deputy Mayor J Allwright Cr A Bailey Cr D Meacheam (Proxy)	Quarterly
Australia Day Committee	Cr A Bailey (Chair) Mayor L Triffitt Cr Y Miller	Annually
Bothwell Cemetery Committee	Mayor L Triffitt (Chair) Cr J Honner Cr R Cassidy	As required
Bothwell Football Club & Community Centre Committee	Cr J Honner (Chair) Cr A Bailey Cr J Hall Vacant (Proxy)	As required
Bothwell Swimming Pool Committee	Mayor L Triffitt (Chair) Cr J Honner	Yearly
Central Highlands Visitor Centre Management Committee	Cr J Honner (Chair) Cr R Cassidy Mayor L Triffitt (Proxy)	As required
Derwent Catchment Project	Cr A Bailey Cr D Meacheam	As required
Health Action Team Central Highlands (HATCH)	Mayor L Triffitt Cr Y Miller Cr J Honner (Proxy)	As required
Highlands Tasmania Tourism Committee	Mayor L Triffitt (Chair) Deputy Mayor J Allwright	As required

	Cr R Cassidy (Proxy)	
Independent Living Units Committee	Mayor L Triffitt (Chair) Cr A Bailey Cr Y Miller	As required
Local Government Association of Tasmania (LGAT)	Mayor L Triffitt Deputy Mayor J Allwright (Proxy)	Quarterly
Southern Tasmanian Councils Authority (STCA)	Mayor L Triffitt Deputy Mayor J Allwright (Proxy)	Quarterly
South Central Sub-Region (SCS) Working Group	Mayor L Triffitt Deputy Mayor J Allwright (Proxy)	Quarterly
Planning Committee	Cr R Cassidy (Chair) Mayor L Triffitt Deputy Mayor J Allwright Cr J Hall Cr A Bailey (Proxy)	Monthly
Southern Tasman Regional Waste Authority	Deputy Mayor J Allwright Cr D Meacheam (Proxy)	Quarterly
TasWater Owner Representative	Deputy Mayor J Allwright Cr D Meacheam (Proxy)	Quarterly
Township Structure Planning Project Steering Committee	Deputy Mayor J Allwright (Chair) Cr R Cassidy (Deputy Chair) Mayor L Triffitt Cr A Bailey Cr J Honner Cr Y Miller	As required
Waste Committee	Deputy Mayor J Allwright Cr J Honner Cr J Hall Vacant	As required

External Committee Name	Representative/s	Meeting Schedule
*Bothwell Spin-In Committee	Mayor L Triffitt Cr J Honner (Proxy)	As required
Australasian Golf Museum	Mayor L Triffitt Cr R Cassidy Cr J Hall	As required
Central Highlands Men's Shed Steering Committee	Cr A Bailey Deputy Mayor J Allwright (Proxy)	As required

*Currently not active

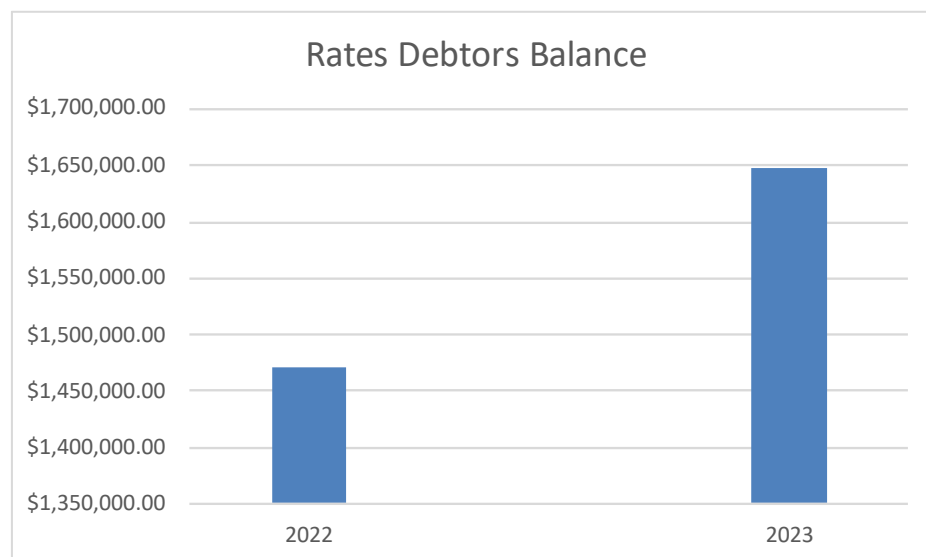
27.4 MONTHLY FINANCE REPORT TO 30 NOVEMBER 2023

Report by

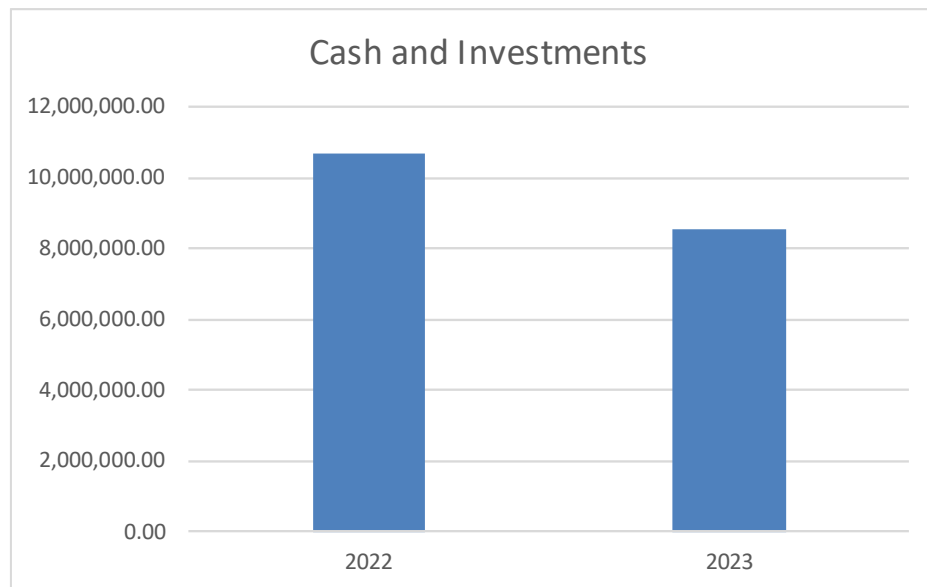
David Doyle, Contract Accountant

Background

<i>Rates Reconciliation as at 30 November 2023</i>			
		<u>2022</u>	<u>2023</u>
<i>Rates in Debit 30th June</i>		\$100,036.35	\$135,606.82
<i>Rates in Credit 30th June</i>		-\$139,127.10	-\$171,244.88
<i>Balance 30th June</i>		-\$39,090.75	-\$35,638.06
Rates Raised		\$4,088,619.14	\$4,473,690.61
Penalties Raised		\$13,296.33	\$15,306.58
Supplementaries/Debit Adjustments		\$8,676.57	\$7,273.14
Total Raised		\$4,071,501.29	\$4,496,270.33
<i>Less:</i>			
Receipts to Date		\$2,483,776.02	\$2,684,284.57
Pensioner Rate Remissions		\$109,745.13	\$117,916.83
Remissions/Supplementary Credits		\$6,519.31	\$10,691.62
<i>Balance</i>		\$1,471,460.83	\$1,647,739.25



BANK ACCOUNT BALANCES AS AT 30 NOVEMBER 2023						
					BALANCE	
No.	Bank Accounts	Investment Period	Current Interest Rate %	Due Date	2022	2023
11100	Cash at Bank and on Hand					
11105	Bank 01 - Commonwealth - General Trading Account				1,955,487.15	1,243,911.16
11106	Bank 02 - Westpac - Direct Deposit Account				88,411.95	913,188.00
11110	Petty Cash				350.00	350.00
11115	Floats				200.00	200.00
11199	TOTAL CASH AT BANK AND ON HAND				2,044,449.10	2,157,649.16
11200	Investments					
11207	Bank 05	87 Days	4.69%	22/12/2023	2,515,730.36	3,067,638.05
11207	Bank 06	30 Days	4.23%	4/12/2023	2,018,308.90	1,076,521.37
11214	Tascorp	183 Days	4.75%	21/12/2023	78,294.58	80,346.47
11216	Bank 16	60 Days	4.38%	13/12/2023	4,033,133.59	2,194,375.32
11299	TOTAL INVESTMENTS				8,645,467.43	6,418,881.21
	TOTAL BANK ACCOUNTS AND CASH ON HAND				10,689,916.53	8,576,530.37



Bank Reconciliation as at 30 November 2023			
	2022		2023
Balance Brought Forward	\$10,540,786.63		\$9,068,765.75
Receipts for month	\$1,272,272.99		\$885,112.68
Expenditure for month	\$1,123,143.09		\$1,377,348.06
Balance	\$10,689,916.53		\$8,576,530.37
Represented By:			
Balance Commonwealth Bank	\$2,041,134.11		\$1,243,911.16
Balance Westpac Bank	\$100,022.99		\$913,188.00
Investments	\$8,645,467.43		\$6,418,881.21
Petty Cash & Floats	\$550.00		\$550.00
	\$10,787,174.53		\$8,576,530.37
Plus Unbanked Money	\$1,513.07		\$0.00
	\$10,788,687.60		\$8,576,530.37
Less Unpresented Cheques	\$10,617.75		\$0.00
Unreceipted amounts on bank statements	\$88,153.32		\$0.00
	\$10,689,916.53		\$8,576,530.37

	BUDGET	ACTUAL TO	ACTUAL TO	% OF BUDGET	BALANCE OF
	2023/2024	30-Nov-22	30-Nov-23	SPENT	BUDGET
CORPORATE AND FINANCIAL SERVICES					
ADMIN HAMILTON	\$1,697,621	\$768,234	\$766,222	45.14%	\$931,399
ELECTED MEMBERS EXPENDITURE(AMEH)	\$181,554	\$71,681	\$102,136	56.26%	\$79,418
MEDICAL CENTRES(MED)	\$121,900	\$33,327	\$34,790	28.54%	\$87,110
STREET LIGHTING(STLIGHT)	\$41,000	\$11,930	\$12,707	30.99%	\$28,293
ONCOSTS	(\$279,933)	\$71,294	(\$127,410)	45.51%	(\$152,522)
COMMUNITY & ECONOMIC DEVELOPMENT & RELATIONS(CDR+EDEV)	\$323,750	\$69,407	\$157,943	48.79%	\$165,807
TOTAL CORPORATE & FINANCIAL SERVICES	\$2,085,892	\$1,025,873	\$946,388	45.37%	\$1,139,505
DEVELOPMENT AND ENVIRONMENTAL SERVICES					
				300.59%	
ADMIN BOTHWELL	\$286,795	\$89,522	\$129,090	45.01%	\$157,705
ENVIRON HEALTH SERVICES (EHS)	\$31,300	\$7,632	\$12,733	40.68%	\$18,567
ANIMAL CONTROL(AC)	\$11,300	\$2,572	\$5,181	45.85%	\$6,119
PLUMBING/BUILDING CONTROL (BPC)	\$204,463	\$51,408	\$58,874	28.79%	\$145,589
SWIMMING POOLS (POOL)	\$53,151	\$5,377	\$5,446	10.25%	\$47,705
DEVELOPMENT CONTROL (DEV)	\$192,000	\$54,343	\$70,133	36.53%	\$121,867
WASTE SERVICES	\$874,519	\$264,490	\$347,970	39.79%	\$526,549
ENVIRONMENT PROTECTION (EP)	\$49,440	\$123,916	\$4,786	9.68%	\$44,654
TOTAL DEVELOPMENT & ENVIRONMENTAL SERVICES	\$1,702,968	\$599,259	\$634,212	37.24%	\$1,068,756
WORKS AND SERVICES					
PUBLIC CONVENIENCES (PC)	\$160,734	\$55,902	\$72,412	45.05%	\$88,323
CEMETERY (CEM)	\$23,800	\$6,858	\$8,487	35.66%	\$15,313
HALLS (HALL)	\$56,969	\$25,894	\$36,337	63.78%	\$20,632
PARKS AND GARDENS(PG)	\$75,329	\$32,975	\$44,656	59.28%	\$30,673
REC. & RESERVES(Rec+tennis)	\$100,745	\$38,357	\$67,026	66.53%	\$33,719
TOWN MOWING/TREES/STREETSCAPES(MOW)	\$152,400	\$76,194	\$118,100	77.49%	\$34,300
HOUSING (HOU)	\$100,258	\$54,290	\$59,616	59.46%	\$40,642
CAMPING GROUNDS (CPARK)	\$17,580	\$4,413	\$5,325	30.29%	\$12,255
LIBRARY (LIB)	\$1,267	\$1,020	\$1,852	146.18%	(\$585)
ROAD MAINTENANCE (ROAD)	\$1,037,200	\$653,753	\$691,311	66.65%	\$345,889
FOOTPATHS/KERBS/GUTTERS (FKG)	\$9,580	\$5,145	\$8,830	92.17%	\$750
BRIDGE MAINTENANCE (BRI)	\$23,316	\$185	\$2,986	12.81%	\$20,330
PRIVATE WORKS (PW)	\$44,600	\$36,350	\$29,893	67.02%	\$14,707
SUPER. & I/D OVERHEADS (SUPER)	\$757,839	\$178,211	\$263,720	34.80%	\$494,119
QUARRY/GRAVEL (QUARRY)	(\$194,500)	(\$34,484)	(\$64,074)	32.94%	(\$130,426)
NATURAL RESOURCE MANAGEMENT(NRM)	\$136,000	\$58,166	\$47,067	34.61%	\$88,933
SES (SES)	\$2,000	\$359	\$502	25.11%	\$1,498
PLANT MTCE & OPERATING COSTS (PLANT)	\$500,000	\$269,400	\$344,777	68.96%	\$155,223
PLANT INCOME	(\$710,000)	(\$403,980)	(\$507,616)	71.50%	(\$202,384)
DRAINAGE (DRAIN)	\$32,000	\$19,575	\$30,683	95.88%	\$1,317
OTHER COMMUNITY AMENITIES (OCA)	\$28,553	\$19,271	\$19,350	67.77%	\$9,204
WASTE COLLECTION & ASSOC SERVICES (WAS)	\$37,000	\$18,683	\$7,972	21.55%	\$29,028
FLOOD REPAIRS		\$40,563	\$0		
TOTAL WORKS & SERVICES	\$2,392,672	\$1,157,100	\$1,289,212	53.88%	\$1,103,460

DEPARTMENT TOTALS OPERATING EXPENSES					
Corporate Services	\$2,085,892	\$1,025,873	\$946,388	45.37%	\$1,139,505
Dev. & Environmental Services	\$1,702,968	\$599,259	\$634,212	37.24%	\$1,068,756
Works & Services	\$2,392,672	\$1,157,100	\$1,289,212	53.88%	\$1,103,460
Total All Operating	\$6,181,531	\$2,782,232	\$2,869,812	46.43%	\$3,311,720
CAPITAL EXPENDITURE					
CORPORATE AND FINANCIAL SERVICES					
Computer Purchases	\$10,000	\$21,084	\$0	0.00%	\$10,000
Equipment	\$5,000	\$5,578	\$1,577	31.54%	\$3,423
Miscellaneous	\$5,000	\$0	\$0	0.00%	\$5,000
	\$20,000	\$26,662	\$1,577	7.88%	\$18,423
DEVELOPMENT & ENVIRONMENTAL SERVICES					
Swimming Pool	\$15,000	\$0	\$9,182	61.21%	\$5,818
	\$15,000	\$0	\$9,182	61.21%	\$15,000
WORKS & SERVICES					
Plant Purchases	\$940,000	\$342,711	\$212,269	22.58%	\$727,731
Camping Grounds	\$0	\$0	\$0		\$0
Public Conveniences	\$333,334	\$65,007	\$128,368	38.51%	\$204,966
Bridges	\$648,000	\$9,315	\$1,249	0.19%	\$646,751
Road Construction & Reseals	\$2,818,000	\$537,986	\$400,291	14.20%	\$2,417,709
Drainage	\$780,000	\$0	\$175,138	0.00%	\$604,862
Parks & Gardens	\$73,000	\$0	\$17,903	24.53%	\$55,097
Infrastructure	\$184,000	\$0	\$63,915	34.74%	\$120,085
Footpaths, Kerbs & Gutters	\$443,000	\$6,833	\$16,410	3.70%	\$426,590
Rec Grounds	\$810,000	\$0	\$449	0.06%	\$809,551
Halls	\$198,000	\$0	\$2,623	1.32%	\$195,377
Buildings	\$845,169	\$83,594	\$712,471	84.30%	\$132,698
	\$8,072,503	\$1,045,447	\$1,731,087	21.44%	\$6,341,416
TOTAL CAPITAL WORKS					
Corporate Services	\$20,000	\$26,662	\$1,577	7.88%	\$18,423
Dev. & Environmental Services	\$15,000	\$0	\$9,182	61.21%	\$5,818
Works & Services	\$8,072,503	\$1,045,447	\$1,731,087	21.44%	\$6,341,416
	\$8,107,503	\$1,072,109	\$1,741,845	21.48%	\$6,365,658

	Budget 2022-2023	Actual to date prior year	Actual to Date	Budget 2023-2024	Variation from YTD Budget %	Comments
Recurrent Income						
Rates Charges	\$4,088,847	\$4,088,619	\$4,469,305	\$4,469,863	(0)%	
User Fees	\$370,250	\$133,981	\$95,772	\$355,450	(15)%	
Grants - Operating	\$928,852	\$421,185	\$169,591	\$124,860	94%	
Other Revenue	\$354,200	\$198,810	\$300,820	\$453,200	25%	
Grants received in Advance	\$2,044,477		\$3,031,386	\$2,998,566		FAGs received Jun 2023 for 2023/24
Total Revenues	\$7,786,626	\$4,842,595	\$8,066,873	\$8,401,939	54%	
Expenditure						
Employee Benefits	\$2,005,037	\$867,091	\$949,544	\$2,553,663	(4)%	
Materials and Services	\$2,089,353	\$1,120,565	\$1,003,888	\$2,012,016	8%	
Other Expenses	\$1,699,645	\$818,965	\$909,851	\$1,715,852	11%	
Depreciation and Amortisation	\$2,130,000	\$903,367	\$1,014,314	\$2,260,000	3%	
Total Expenditure	\$7,924,035	3,709,988	3,877,597	8,541,531	4%	
Operating Surplus(Deficit)	(137,409)	1,132,607	4,189,277	(139,593)		
Capital Grants & Other	\$2,379,150	\$847,376	\$330,100	\$2,407,078		
Surplus(Deficit)	2,241,741	1,979,983	4,519,377	2,267,485		
Capital Expenditure	\$5,561,522	\$1,126,092	\$1,741,845	\$8,107,503		

[illegible]

RECOMMENDATION: 18/12.2023/C

Moved: Cr

Seconded: Cr

THAT the Monthly Finance Report to 30 November 2023 be received.

27.5 GREAT LAKE TIE-IN COMMUNITY GRANT APPLICATION

Author

Adam Wilson, Deputy General Manager

Attachment

Great Lake Tie-in Committee community grant application.

Background

Council has received a community grant application from the Great Lake Tie-in Committee. Ms Anna Bellette the Secretary for the Great Lake Tie-in Committee has written to Council seeking funding under the Central Highlands Community Grants program for 2023-24.

She believes the Great Lake Tie-in Committee do fit the criteria for eligibility. The Great Lake Tie-In is incorporated, incorporation number IA12677. The event runs for one day per year, generally in October. It promotes fly fishing/tying and most of all, encourages kids to come along and tie a fly.

The Committee aims to include and promote the event to the community of the Central Highlands as it has a direct flow on effect towards businesses in the area through accommodation, meals, fuel etc.

Ms Bellette has been involved in the tie in since the relaunch in 2016, it was revived by Graham Blight who attended the old Bronte Tie in. The event is held at the Great Lake Community Hall. It is a public event, which only runs by donations each year to our silent auction that lets us cover costs to return each year.

This year they incurred a few more costs due to the relocation at the Liawenee site due to the clash of the Yes/No Referendum, but on a positive note this allowed them to run the event on the same day and interstate travellers to the event were not left out of pocket.

The Secretary states that the Great Lake Tie-in Committee would like to apply for the maximum grant available to them of \$1,000 for this year event which would cover some of the costs they lost undertaking this year's event.

RECOMMENDATION: 19/12.2023/C

Moved: Cr

Seconded: Cr

THAT Council donate \$1,000 to the Great Lake Tie-in Committee for the 2024 Great Lake Tie-in.

27.6 ROTARY CLUB OF HOBART FUNDING SUPPORT FOR ANNUAL MAGIC SHOW 2024

Author

Adam Wilson, Deputy General Manager

Background

The Rotary Club of Hobart are seeking Council support towards the 2024 Magic Show, this event gives children a day of happiness. It is the 32nd year of the event and the last event saw a fantastic live and online streamed show, all thanks to the wonderful generosity of the Southern Tasmania business community.

Rotary are planning this year to present both the live (Federation Concert Hall – Hotel Grand Chancellor) and the streamed show for the families of the Hobart area to enjoy.

Should any audience members be unable to attend the live event due to their circumstances, they have also continued to provide a pre-recorded online show made available to the audience.

Those attending the live show will have access to this recorded show (they are different), so those families will be able to watch a large group of magic performers both live and streamed.

This year, they are aiming to get as many disabled and disadvantaged young and adult Tasmanians, their carers and families involved as we can.

Funds raised last year went towards the Rotary club's support of Rotary's End Polio Program, True Trails Equine Learning Facility, Windeward Bound, Dark Fringe Hobart, Rostrum Voice of Youth, Bicycle Network, Blind Cricket Association and educational resources for Hobart inner city schools. This year the Club will support similar programs benefitting local, national, and international causes.

Your continued support will enable many thousands of disabled and disadvantaged Tasmanians and their families to enjoy the annual 'magic' of the show. At the same time, you have helped our club raise valuable funds, all of which are spent in our local and national communities.

Sponsorship this year is \$140.00 (including GST) for a 'show pass', which entitles a child and their carer access to the event. A single ticket can be sponsored at \$70 (including GST). There are a lot of children who are hoping to see this Magic Show and have some groups wanting to attend as well. Group ticket prices are below -

6 Tickets = \$420
5 Tickets = \$350
4 Tickets = \$280

The Rotary Club of Hobart would like Council to consider donating \$280, \$350 or \$420 towards the event.

FOR DISCUSSION

27.7 CHILD AND YOUTH SAFE ORGANISATIONS FRAMEWORK & DRAFT POLICY

Author

Adam Wilson, Deputy General Manager

Attachment

Draft Safeguarding Children and Young People Policy.

Background

As the Central Highlands Council engages with children and young people, it is required to comply with the Child and Youth Safe Organisations Framework from 2024 onwards.

The Tasmanian State Government suggests that all Tasmanian organisations should work to be safe for children and young people — even those that aren't legally required to follow the Framework. By 'organisation', they also mean sole traders that engage with children and young people. A child or young person in this context means someone under 18 years of age.

Each organisation will be required to make their own assessment of whether or not they will be required to comply with the Framework (including complying with the *Child and Youth Safe Organisations Act 2023*).

Under the law, Tasmanian Local Government Councils will have to comply with:

- The Child and Youth Safe Standards, which are a list of things organisations must do to protect the wellbeing and safety of children they come into contact with.
- The Reportable Conduct Scheme, which requires leaders of organisations to:

- report concerns about conduct related to child abuse involving a worker to an independent body, and
- do investigations.

This type of organisation must comply if they provide services specifically for children and/or young people OR facilities specifically for use by children/and or young people who are under the supervision of the organisation. By services specifically for children and/or young people, we mean services and/or programs that are:

- aimed at children and young people, and/or
- applied to children and young people in a deliberate way (even if they are infrequent in nature).

For example:

- This might look like a Council operating a childcare facility.
- This is unlikely to look like a Council holding a market for the community, in which families attend with their children.

By facilities specifically for use by children/and or young people who are under the supervision of the organisation, we mean that some, or all of the facilities:

- are specifically aimed at, or have specific application to, children in the manner of form in which they are provided.
- warrant workers of the organisation watching over or minding children and young people using the facilities.

For example:

This might look like a Council providing swimming lessons for children at the Council's pool. This is unlikely to look like the Council providing a pool for public use where children can attend under supervision of a guardian.

When will Council have to start complying with the new law? 1 January 2024.

As Council is required to comply with the Child and Youth Safe Organisations Framework, this means the whole organisation is required to comply – all Staff, Contractors and Elected Members. However, these changes will be different across the organisation, as areas that work with children may be different to the changes needed to other parts of your organisation that don't work with children.

As part of the Child and Youth Safety Standards, of which there are ten (10), Council must have a policy and procedure document on how the organisation is safe for children and young people.

Attached for Councillors information is a copy of the draft Safeguarding Children and Young People Policy for consideration.

RECOMMENDATION: 20/12.2023/C

Moved: Cr

Seconded: Cr

THAT Council adopt the Safeguarding Children and Young People Policy.

27.8 RELATED PARTY DECLARATIONS – QUARTERLY UPDATE

Report by

Kim Hossack, General Manager

Background

As part of Council's legislative requirements under the AASB 124 Related Party Disclosures, local governments must disclose related party relationships, transactions and outstanding balances, including commitments, in the annual financial statements.

All Councillors and Senior Managers must declare any close family member or any entities that they control or jointly control, which have any transactions between them and Council; whether it is monetary or not, needs to be identified and disclosed.

These declarations are completed on an annual basis but from time to time, circumstances may change throughout any one year and therefore, a new updated declaration must be completed.

FOR ACTIONING (if required)

27.9 CHRISTMAS CLOSURE NOTIFICATION FOR OFFICES & FACILITIES

Report by

Katrina Brazendale, Senior Administration/Community Relations Officer

Please see information that will be advertised in the Mercury for details of the Central Highlands Council Office Closure detail for Christmas/New Year period.

Office Closure Council Offices Close at 12pm on Thursday 21st December 2023 and re-open 8am Tuesday 2nd January 2024.

Emergency Contact Number 0428 770 194

Waste Transfer Stations & Hamilton Refuse Disposal Site Closed Christmas Day, All other days remain unchanged

Garbage & Recycling Collection – Collection scheduled for Monday 25th December 2023 will be collected on Tuesday 26th December 2023. Collection scheduled for Monday 1st January 2024 will be collected on Tuesday 2nd January 2024.

Bothwell Swimming Pool - Closed Christmas Day

FOR INFORMATION

28. SUPPLEMENTARY AGENDA ITEMS

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

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

RECOMMENDATION: 21/12.2023/C

Moved: Cr

Seconded: Cr

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.

29. OTHER BUSINESS

30. CLOSURE

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