

# **AGENDA ATTACHMENTS**

17 MAY 2022

ORDINARY COUNCIL MEETING

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# Central Highlands Council

## MINUTES – ORDINARY MEETING – 12 APRIL 2022

Minutes of an Ordinary Meeting of Central Highlands Council held in the Bothwell Town Hall, Bothwell on Tuesday 12 April 2022, commencing at 9am.

### 1.0 OPENING

The Mayor advises the meeting and members of the public that Council Meetings, not including Closed Sessions, are audio recorded and published on Council's Website.

### 2.0 ACKNOWLEDGEMENT OF COUNTRY

### 3.0 PRESENT

Mayor L Triffitt, Deputy Mayor J Allwright, Cllr A Archer, Cllr A W Bailey, Cllr A Campbell, Cllr R Cassidy, Cllr J Honner, Cllr J Poore

### 3.1 IN ATTENDANCE

Mr Adam Wilson (Acting General Manager), Mrs Janet Monks (Minute Secretary)

### 4.0 APOLOGIES

Cllr S Bowden – Leave of Absence

### 5.0 PECUNIARY INTEREST DECLARATIONS

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

### 6.0 CLOSED SESSION OF THE MEETING

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

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



**Moved:** Cllr A Campbell**Seconded:** Cllr A Bailey

**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	<i>Local Government (Meeting Procedures) Regulations 2015</i>
1	Confirmation of the Minutes of the Closed Session of the Ordinary Meeting of Council held on 15 March 2022	Regulation 15 (2)(g) – information of a personal and confidential nature or information provided to Council on the condition it is kept confidential
2	Legal Advice	Regulation 15 (4)(a)(b) legal action taken by, or involving council; or possible future legal action that may be taken, or may involve the Council
3	Purchase of Land	Regulation 15 (2) (f) – proposals for council to acquire land or an interest in land or for the disposal of land
4	Confidential Matter	Regulation 15 (2)(g) - information of a personal and confidential nature or information provided to the council on the condition it is kept confidential
5	Consideration of Matters for Disclosure to the Public	Regulation 15 (8) - While in a closed meeting, the Council, or Council Committee, is to consider whether any discussions, decisions, reports or documents relating to that closed meeting are to be kept confidential or released to the public, taking into account privacy and confidentiality issues

**CARRIED****FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Cllr A Archer, Cllr A Bailey, Cllr A Campbell, Cllr R Cassidy, Cllr J Honner, Cllr J Poore

**6.1 MOTION OUT OF CLOSED SESSION****Moved:** Cllr A Campbell**Seconded:** Cllr J Honner**THAT** the Council:

- (1) Having met and dealt with its business formally move out of the closed session; and
- (2) Resolved to report that it has determined the following:
- (3)

Item Number	Matter	Outcome
1	Confirmation of the Minutes of the Closed Session of the Ordinary Meeting of Council held on 15 March 2022	Minutes of the Closed Session of the Ordinary Meeting of Council held on 15 March 2022 were confirmed

2	Legal Advice	Noted
3	Purchase of Land	Noted
4	Confidential Matter	Noted
5	Confidential Matter	The matter was discussed and noted
6	Personnel Matter	The matter was discussed and noted
7	Consideration of Matters for Disclosure to the Public	Matters were considered

**CARRIED****FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Cllr A Archer, Cllr A Bailey, Cllr A Campbell, Cllr R Cassidy, Cllr J Honner, Cllr J Poore

*Closed Session Meeting closed at 10.16am and adjourned for morning tea.*

*Graham Rogers Manager DES attended the meeting at 10.30*

*Jason Branch Manager Works & Services attended the meeting at 10.30*

*Louisa Brown (Planning Officer) attended the meeting at 10.30*

**OPEN MEETING TO PUBLIC**

Due to COVID-19 a limit of 4 members of the public, at any one time will be applied.

**7.0 DEPUTATIONS**

10.30am Suzanne Curry & Paul Crew - Hobart Legacy

1. Legacy 100 years – Centenary of Service — Suzanne Curry (2023 Centenary Committee) addressed Council highlighting a significant project the 'Legacy Flame' to commemorate the Centenary. The Grevillea 'LegacyFlame' has been specifically chosen to resonate with the symbology of the Torch. It is a National Program in recognition of the sacrifices made by soldiers and their families. Legacy is asking Council to consider making a pledge to purchase a certain amount the plants for planting out over 2022-2024. Plants can be purchased for \$11.60 with 70cents being the price of the plant and the balance going to Legacy for its core programs.
2. Torch Relay 2023 - Paul Crew addressed Council highlighting the concept and the important role Ouse will play, being the birthplace of Sir John Gellibrand. The township of Ouse will be included in the Torch Relay which will be a National Program. Paul requested that Council consider organising some activities to be held at Ouse to coincide with the Torch Relay. Additional information will be available as plans are progressed.

**RESOLVED THAT** the Legacy 100 Centenary of Service National Program commemorative activities 1 & 2 be discussed at a future Council Meeting.

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10.40am Will Bignell – Owner of the property where the ‘Pub with No Beer’ is situated.

- The property is undergoing transition into Will’s ownership,
- Will raised the following points. Signage needs to be erected on the highway highlighting the historical relevance of the monument and indicating that the property is private, is a stock route and that no camping is permitted.
- Will also stressed that no picnic tables, rubbish bins, toilets or other amenities encouraging camping to be installed, however a couple of bench seats is acceptable.

**RESOLVED THAT** a decision be made addressing the outlined points and comments at a future Council Meeting.

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10.50am Yvonne Miller – Hall of Industries – Hamilton Show Society

Yvonne advised that the Hamilton Show Society Committee has agreed that a new fit for purpose building is the best option. A sketch of the proposed building was tabled. Further discussion and location to be decided keeping in mind possible future flood events. Funding options are being investigated including suitable grants

The existing Hall of Industries building – there is some community discussion around possible use of the existing building.

**RESOLVED THAT** the Hamilton Show Committee keep Council updated on progress

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## 7.1 PUBLIC QUESTION TIME

Question from Mr Neil Laughlin received on Thursday the 7th April 2022, questions are in relation to E13.7.2 Buildings and Works other than Demolition of The Central Highlands Interim Planning Scheme 2015 and are as follows:

Louisa Brown – (Planning Officer) responded to points 1 & 2

- Why are development applications that do not comply with the above section allowed to go ahead when the planning scheme clearly states there is “No Acceptable Solution”?

*Response - In the Heritage Code, there are “Acceptable Solutions” as development and/or works are not permitted, but Discretionary. Therefore, the Performance Criteria must be relied upon for assessment.*

- Is there a policy to allow any non – compliant application covered by this section to be approved if there are no objections?

*Response - I am assuming that the term “non- compliant” relates to my answer for the above question. If so, then the term is “Discretionary Applications”. Yes, Council’s Planning Officer is delegated to make decisions on any Discretionary Applications that have received no representations.*

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*Applications which have received representations and Subdivisions/Boundary reorganisations will go to the Council's Planning Committee, who then act as Planning Authority*

Mr Adam Wilson (Acting General Manager) responded to point 3

- Are individual councillors prepared to state whether they are opposed to or approve of the substitution of non – compliant Colourbond cladding and aluminium windows in development applications in the Heritage precinct of the village of Bothwell?

*Response - As a Planning Authority Councillors consider the information presented to them and listen to the 'for and against' comments before making a decision.*

## 8.0 MAYORAL COMMITMENTS

### 9 March 2022 to 6 April 2022

10 March 2022	Citizenship Ceremony – Great Lake Community Centre
10 March 2022	Onsite meeting - Tods Corner
13 March 2022	Central Highlands Shackowners meeting – Miena
15 March 2022	Ordinary Meeting of Council – Hamilton
16 & 17 March 2022	Mayors Professional Workshop - Launceston
18 March 2022	LGAT Meeting - Launceston
20 March 2022	Lake Crescent Shackowners meeting
21 March 2022	ABC Interview
05 April 2022	Special Planning Committee Meeting
05 April 2022	Bothwell Bicentennial Workforce Group Meeting

- Business of Council x 9
- Ratepayer and community members - communications x 13
- Elected Members - communications x 20
- Central Highlands Council Management - communications x 4

## 8.1 COUNCILLOR COMMITMENTS

### ***Deputy Mayor J Allwright***

15 March 2022	Ordinary Meeting of Council – Hamilton
05 April 2022	Special Planning Committee Meeting

### ***Clr A Archer***

15 March 2022	Ordinary Meeting of Council – Hamilton
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### ***Clr A Bailey***

15 March 2022	Ordinary Meeting of Council – Hamilton
05 April 2022	Special Planning Committee Meeting

### ***Clr A Campbell***

15 March 2022	Ordinary Meeting of Council – Hamilton
01 April 2022	Tele meeting with Stuart Archer to discuss Hamilton Show Grounds
05 April 2022	Special Planning Committee Meeting
05 April 2022	Bothwell Bicentennial Workforce Group Meeting

### ***Clr R Cassidy***

15 March 2022	Ordinary Meeting of Council – Hamilton
05 April 2022	Special Planning Committee Meeting

**Clr J Honner**

15 March 2022

05 April 2022

05 April 2022

Ordinary Meeting of Council – Hamilton

Special Planning Committee Meeting

Bothwell Bicentennial Workforce Group Meeting

**Clr J Poore**

15 March 2022

Ordinary Meeting of Council – Hamilton

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**STATUS REPORT COUNCILLORS**

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**8.2 GENERAL MANAGER'S COMMITMENTS**

15 March 2022

Ordinary Meeting of Council – Hamilton

On Annual Leave return on 26 April 2022

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**8.3 DEPUTY GENERAL MANAGER'S COMMITMENTS**

15 March 2022

Ordinary Meeting of Council – Hamilton

18 March 2022

Meeting with Spirit Superannuation

05 April 2022

Bi-Centennial Workforce Group Meeting

08 April 2022

Meeting with Telstra

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**9.0 NOTIFICATION OF COUNCIL WORKSHOPS HELD**

Nil

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**9.1 FUTURE WORKSHOPS**

(1) iPad/IT Workshop – Friday - date to be confirmed

iPad Workshop - Simon Josie from the Ouse Online Access Centre is available to undertake the iPad training for Councillors, provide it is on a Friday and at the Hamilton Hall. Simon is not available the first Friday of every month due to the Highland Digest.

Defer locking in a date until the Ordinary Meeting of Council scheduled for June

(2) Budget Workshop – Date Tuesday 26<sup>th</sup> April or Wednesday 27<sup>th</sup> April – date to be confirmed**RESOLVED THAT** Tuesday 26 April, 10am at Hamilton - confirmed for the 2022/23 Budget Workshop

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**10.0 MAYORAL ANNOUNCEMENTS**

Name change for the Central Highlands General Practice to Highland Rural Health

Mayor Triffitt advised Council that Dr Meg McKeown is taking over the GP practice at Ouse with the practice being renamed to 'Highland Rural Health'.

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## 11.0 MINUTES

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### 11.1 RECEIVAL DRAFT MINUTES ORDINARY MEETING 15<sup>th</sup> MARCH 2022

**Moved:** Cllr J Honner

**Seconded:** Cllr A Campbell

**THAT** the Draft Minutes of the Ordinary Meeting of Council held on Tuesday 15<sup>th</sup> March 2022 be received.

**CARRIED**

**FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Cllr A Archer, Cllr A Bailey, Cllr A Campbell, Cllr R Cassidy, Cllr J Honner, Cllr J Poore

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### 11.2 CONFIRMATION OF DRAFT MINUTES ORDINARY MEETING 15<sup>th</sup> MARCH 2022

**Moved:** Cllr A Bailey

**Seconded:** Cllr J Honner

**THAT** the Draft Minutes of the Ordinary Meeting of Council held on Tuesday 15<sup>th</sup> March 2022 be confirmed.

**CARRIED**

**FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Cllr A Archer, Cllr A Bailey, Cllr A Campbell, Cllr R Cassidy, Cllr J Honner, Cllr J Poore

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### 11.3 RECEIVAL DRAFT MINUTES BOTHWELL BICENTENNIAL WORKFORCE GROUP MEETING 8<sup>th</sup> March 2020

**Moved:** Cllr A Campbell

**Seconded:** Cllr J Honner

**THAT** the Draft Minutes of the Bothwell Bicentennial Workforce Group Meeting held on Tuesday 8<sup>th</sup> March 2022 be received

**CARRIED**

**FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Cllr A Archer, Cllr A Bailey, Cllr A Campbell, Cllr R Cassidy, Cllr J Honner, Cllr J Poore

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### 11.4 RECEIVAL DRAFT SPECIAL PLANNING MEETING 5<sup>TH</sup> APRIL 2022

**Moved:** Deputy Mayor J Allwright

**Seconded:** Cllr A Campbell

**THAT** the Draft Minutes of the Special Planning Committee Meeting held on Tuesday 5<sup>th</sup> March 2022 be received.

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**CARRIED****FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Cllr A Archer, Cllr A Bailey, Cllr A Campbell, Cllr R Cassidy, Cllr J Honner, Cllr J Poore

**12.0 BUSINESS ARISING:**

- 15.1 Correspondence sent by General Manager;
- 15.2 Correspondence sent by Planning Consultant;
- 15.3 Correspondence sent by Development & Environmental Services Manager;
- 15.4 Correspondence sent by Development & Environmental Services Manager;
- 15.5 Correspondence sent by Development & Environmental Services Manager;
- 15.6 Correspondence sent by Development & Environmental Services Manager;
- 15.8 Deferred to budget deliberation;
- 15.9 Correspondence sent by Development & Environmental Services Manager;
- 15.10 Deferred to budget deliberation;
- 16.1 Correspondence sent by Works and Service Manager;
- 16.2 Correspondence sent by Works and Service Manager;
- 16.3 Correspondence sent by General Manager;
- 17.3 Correspondence sent by Deputy General Manager;
- 17.4 Correspondence sent by Deputy General Manager;
- 17.5 Correspondence sent by General Manager;
- 17.6 Correspondence sent by General Manager;
- 17.7 Correspondence sent by Deputy General Manager;
- 17.10 Correspondence sent by General Manager;
- 17.11 Correspondence sent by Deputy General Manager;
- 17.13 Correspondence sent by General Manager;
- 18.1 Correspondence sent by General Manager.

**13.0 DERWENT CATCHMENT PROJECT REPORT****Moved:** Cllr J Honner**Seconded:** Cllr A Bailey

**THAT** the Derwent Catchment Project Monthly Report be received. (Separate attachment)

**CARRIED****FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Cllr A Archer, Cllr A Bailey, Cllr A Campbell, Cllr R Cassidy, Cllr J Honner, Cllr J Poore

**14.0 FINANCE REPORT****Moved:** Cllr A Bailey**Seconded:** Cllr A Campbell

**THAT** the Finance Reports be received.

**FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Cllr A Archer, Cllr A Bailey, Cllr A Campbell, Cllr R Cassidy, Cllr J Honner, Cllr J Poore

**15.0 DEVELOPMENT & ENVIRONMENTAL SERVICES**

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

**Moved:** Cllr J Honner

**Seconded:** Cllr J Poore

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

**CARRIED**

**FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Cllr A Archer, Cllr A Bailey, Cllr A Campbell, Cllr R Cassidy, Cllr J Honner, Cllr J Poore

**15.1 DA2022/04 : SUBDIVISION (1 LOT & BALANCE) : 18 PATRICK STREET, BOTHWELL****RECOMMENDATION FROM PLANNING COMMITTEE**

**Moved:** Deputy Mayor J Allwright

**Seconded:** Cllr A Bailey

**THAT** the Planning Authority:

**1. Approve in accordance with the Recommendation: -**

In accordance with section 57 of the Land Use Planning and Approvals Act 1993 the Planning Authority **Approve** the Development Application DA2022/4 Subdivision (1 Lot & Balance) 18 Patrick Street, Bothwell CT28244/8, subject to conditions in accordance with the Recommendation.

**Recommended 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) This permit shall not take effect and must not be acted on until 15 days after the date of receipt of this permit unless, as the applicant and the only person with a right of appeal, you notify Council in writing that you propose to commence the use or development before this date, in accordance with Section 53 of the Land Use Planning and Approvals Act 1993.

**Easements**

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

**Endorsements**

- 4) The final plan of survey must be noted that Council cannot or will not provide a means of drainage to all lots shown on the plan of survey.



- 5) 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 General Manager.

### **Services**

- 6) 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.

### **Stormwater**

- 7) The developer is to provide a piped stormwater property connection to each lot capable of servicing the entirety of each lot by gravity in accordance with Council standards and to the satisfaction of Council's Manager Works and Services.

### **Access**

- 8) A separate vehicle access must be provided from William Street to Lot 1. Access must be sealed with a minimum width of 3.6 metres at the property boundary to meet the existing Council sealed road reserve.
- 9) The access must be constructed in accordance with the construction and sight distance standard drawings prepared by the IPWE Aust. (Tasmania Division) and to the satisfaction of Council's Manager Works and Services.

### **TasWater**

- 10) The development must meet all required Conditions of approval specified by Tas Water Submission to Planning Authority Notice, TWDA 2022/00223-CHL, dated 18/02/2022.

### **Final Plan**

- 11) A final approved plan of survey and schedule of easements as necessary, together with one copy, must be submitted to Council for sealing. 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.
- 12) A fee in accordance with Council's adopted fee schedule, must be paid to Council for the sealing of the final approved plan of survey.
- 13) 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.
- 14) 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.

### **Public Open Space**

- 15) As insufficient provision has been made for recreational space, and having formed the opinion that such a provision should be made in respect of the proposal, Council requires that an amount equal to five percent (5%) of the unimproved value of both subdivision lots and must be provided as cash-in-lieu of public open space in accordance with the provisions of Section 117 of the Local Government (Building & Miscellaneous Provisions) Act 1993. The subdivider must obtain a valuation for the unimproved value of the subdivision from a registered Valuer.

- 16) 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.

### **Telecommunications and Electrical Reticulation**

Electrical and telecommunications services must be provided to Lot 1 in accordance with the requirements of the responsible authority and to the satisfaction of Council's Manager Works and Services.

- 17) Prior to the work being carried out a drawing of the electrical reticulation and street lighting and telecommunications reticulation and in accordance with the appropriate authority's requirements and relevant Australian Standards must be submitted to and endorsed by the Council's Manager Works and Services.

### **Construction**

- 18) The subdivider must provide not less than forty eight (48) hours written notice to Council's Manager Works and Services before commencing construction works on-site or within a council roadway.

### **Construction amenity**

- 19) The development must only be carried out between the following hours unless otherwise approved by the Council's Manager Environment and Development Services:

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

- 20) All subdivision 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 -

- (a) 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.
- (b) Transport of materials, goods or commodities to or from the land.
- (c) Appearance of any building, works or materials.

- 21) Any accumulation of vegetation, building debris or other unwanted material must be disposed of by removal from the site in an approved manner. No burning of such materials on site will be permitted unless approved in writing by the Council's Municipal Engineer.

- 22) 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 project during the construction period.

### **THE FOLLOWING ADVICE APPLIES TO THIS PERMIT: -**

- A. This permit does not imply that any other approval required under any other legislation or by-law has been granted.
- B. This permit does not take effect until all other approvals required for the use or development to which the permit relates have been granted.
- C. 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.

- D. The proposed works are located within The Bothwell Heritage Precinct. Separate planning approval is required for any works, or development, including vegetation removal.

**CARRIED**

**FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Cllr A Archer, Cllr A Bailey, Cllr A Campbell, Cllr R Cassidy, Cllr J Honner, Cllr J Poore

**15.2 DA2022/10: REPLACEMENT WINDOWS, FENCE AND WEATHERBOARDS, DEMOLITION OUTBUILDING & REPLACEMENT OUTBUILDING (SHIPPING CONTAINER) AND CONSTRUCTION OF COVERED AREA: 4 DENNISTOUN ROAD, BOTHWELL**

**RECOMMENDATION FROM PLANNING COMMITTEE:**

**Moved:** Deputy Mayor J Allwright

**Seconded:** Cllr R Cassidy

**THAT** the Planning Authority:

**2. Approve with altered conditions:-**

In accordance with section 57 of the Land Use Planning and Approvals Act 1993 the Planning Authority **Approve** the Development Application DA2022/10: Replacement Windows, Fence and Weatherboards, Demolition Outbuilding & Replacement Outbuilding (shipping container) and construction of covered area: 4 Dennistoun Road, Bothwell, subject to conditions as specified below.

**Recommended Conditions**

**General**

- 1) The use or development must be carried out substantially in accordance with the application for planning approval the endorsed drawings (except where modified by conditions below), and with the conditions of this permit and must not be altered or extended without the further written approval of Council.
- 2) This permit shall not take effect and must not be acted on until 15 days after the date of receipt of this letter or the date of the last letter to any representor, whichever is later, in accordance with Section 53 of the *Land Use Planning and Approvals Act 1993*.

**Heritage**

- 3) The replacement of the windows and weatherboards is not approved as proposed. Prior to commencement of works to the dwelling a report must be submitted to the satisfaction of Council's General Manager and will form part of this Permit once approved.
- 4) The report must explore all feasible alternative building materials and make a recommendation, taking into account the heritage significance of the streetscapes and landscapes of the town and the requirements of the Bothwell Heritage Precinct.

**Approved Use**

- 5) The outbuilding is approved as ancillary to the Residential use only and must not be used for any other purpose unless in accordance with a permit issued by Council or as otherwise permitted by Council's planning scheme.

**Front Fence**

- 6) Front fences must comply with all of the following:
  - (a) fences, walls and gates of greater height than 1.5 m must not be erected within 4.5 m of the frontage;
  - (b) fences along a frontage must be at least 50% transparent above a height of 1.2 m;

- (c) fences and gates must be sympathetic in design, (including height, form, scale and materials) to the style, period and characteristics of the precinct.

### Amenity

- 7) The external metal building surfaces of the outbuilding (shipping container) and covered area must be clad in non-reflective pre-coated metal sheeting or painted to the satisfaction of the Council's Planning Officer.

### Services

- 8) The developer must pay the cost of any alterations and/or reinstatement to existing services, Council infrastructure or private property incurred as a result of the development. Any work required is to be specified or undertaken by the authority concerned.

### Stormwater

- 9) Drainage from the proposed development must be retained on site or drain to a legal discharge point to the satisfaction of Councils Manager Development & Environmental Services and in accordance with a Plumbing permit issued by the Permit Authority in accordance with the Building Act 2016.

### Construction Amenity

- 10) The development must only be carried out between the following hours unless otherwise approved by the Council's Manager of Development and Environmental Services:
- |                                       |                         |
|---------------------------------------|-------------------------|
| Monday to Friday                      | 7:00 a.m. to 6:00 p.m.  |
| Saturday                              | 8:00 a.m. to 6:00 p.m.  |
| Sunday and State-wide public holidays | 10:00 a.m. to 6:00 p.m. |
- 11) All works associated with the development of the land shall be carried out in such a manner so as not to unreasonably cause injury to, or 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 of noise, artificial light, vibration, odour, fumes, smoke, vapour, steam, ash, dust, waste water, waste products, grit or otherwise.
  - The transportation of materials, goods and commodities to and from the land.
  - Obstruction of any public footway or highway.
  - Appearance of any building, works or materials.
  - Any accumulation of vegetation, building debris or other unwanted material must be disposed of by removal from the site in an approved manner. No burning of such materials on site will be permitted unless approved in writing by the Council's Manager of Development and Environmental Services.
- 12) 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 project during the construction period.
- 13) The developer must make good and/or clean any footpath, road surface or other element damaged or soiled by the development to the satisfaction of the Council's Manager of Works and Technical Services.

### The following advice applies to this permit:

- This Planning Permit does not imply that any other approval required under any other legislation has been granted.
- This Planning Permit is in addition to the requirements of the Building Act 2016. Approval in accordance with the Building Act 2016 may be required prior to works commencing. A copy of the Directors Determination – categories of Building Work and Demolition Work is available via the CBOS website: Director's Determination - Categories of Building and Demolition Work (PDF, 504.4 KB) or for Low Risk Building Work information go to: Consumer Guide to Low Risk Building and Plumbing Work.
- If you notify Council that you intend to commence the use or development before the date specified above you forfeit your right of appeal in relation to this permit.
- This planning approval shall lapse at the expiration of two (2) years from the date of the commencement of planning approval if the development for which the approval was given has not been substantially commenced. Where a planning approval for a development has lapsed, an application for renewal of a planning approval for that development shall be treated as a new application.

**CARRIED**

**FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Cllr A Archer, Cllr A Bailey, Cllr A Campbell, Cllr R Cassidy, Cllr J Honner, Cllr J Poore

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### **15.3 DA2022/01: VISITOR ACCOMMODATION (3 UNITS): 1 CRAMPS BAY ESPLANADE, CRAMPS BAY (See supporting documents as a separate attachment)**

**RECOMMENDATION FROM PLANNING COMMITTEE****Moved:** Cllr R Cassidy**Seconded:** Cllr J Poore**THAT** the Planning Authority:**1. Approve in accordance with the Recommendation:-**

In accordance with section 57 of the Land Use Planning and Approvals Act 1993 the Planning Authority **Approve** the Development Application DA2022/01 for Visitor accommodation (3 units) at 1 Cramps Bay Esplanade, Cramps Bay, subject to conditions in accordance with the Recommendation.

**Recommended Conditions****General**

- 1) The use 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) This permit shall not take effect and must not be acted on until 15 days after the date of receipt of this letter or the date of the last letter to any representor, whichever is later, in accordance with section 53 of the Land Use Planning And Approvals Act 1993.

**Approved Use**

- 3) The development is approved for use as *Visitor accommodation* only and must not be used for any other purpose unless in accordance with a permit issued by Council or as otherwise permitted by Council's planning scheme.

**Management Plan**

- 4) A management plan including emergency procedures and contact information for the site operator is to be kept on the premises at all times and provided to Council prior to first use of the approved use and development.

**Amenity**

- 5) The proposed colours and materials for the walls and roof as shown on the approved drawings are accepted. Any variation in the colours and materials must be submitted to and approved by Council's General Manager.
- 6) All external metal building surfaces must be clad in non-reflective pre-coated metal sheeting or painted to the satisfaction of the Council's General Manager.
- 7) External lighting must be designed and baffled to ensure no light spill to surrounding properties to the satisfaction of the Council's General Manager.

**Landscaping**

- 8) Prior to building approval being issued by Council, a landscape plan is to be submitted, to the satisfaction of the Council's General Manager. The landscaping plan is to provide suitable landscape screening and visual softening of the outbuilding from adjoining properties to the south and from Wilburville Road. Plant numbers and species (common and botanical names) are to be described in the plan.

- 9) The landscaping works must be completed in accordance with the endorsed landscape plan, per condition 5 of this permit, within three (3) months of the date of this permit and to the satisfaction of the Planning Officer. All landscaping must continue to be maintained to the satisfaction of Council.

#### Parking & Access

- 10) At least six (6) parking spaces must be provided on the land at all times for the use of the occupiers in accordance with Standards Australia (2004): Australian Standard AS 2890.1 - 2004 – Parking Facilities Part 1: Off Street Car Parking; Standards Australia, Sydney.
- 11) The internal driveway and areas set-aside for parking and associated access and turning must be provided in accordance with Standards Australia (2004): Australian Standard AS 2890.1 - 2004 – Parking Facilities Part 1: Off Street Car Parking; Standards Australia, Sydney and Tasmanian Municipal Standard Specifications and Drawings to the satisfaction of Council's General Manager, and must include all of the following;
  - a. Constructed with a durable all weather gravel pavement;
  - b. Appropriately drained, avoiding concentrated flows to the road; and
  - c. Be in accordance with an approved bushfire management plan.
- 12) All areas set-aside for parking and associated turning, and access must be completed before the use commences and must continue to be maintained to the satisfaction of the Council's General Manager.
- 13) Prior to construction of the access, design drawings to the satisfaction of the Council's General Manager, must be submitted to and approved by Council before any works associated with development of the land commence.
- 14) The developer must provide not less than forty eight (48) hours written notice to Council's Works Manager before commencing construction works on-site or within a council roadway.
- 15) Before any work begins in a public road reserve, a Traffic Management Plan prepared by a suitably qualified person in accordance with current Department of State Growth standards must be submitted to Council. The Traffic Management Plan shall form part of the permit when approved.

#### Services

- 16) The developer must pay the cost of any alterations and/or reinstatement to existing services, Council infrastructure or private property incurred as a result of the development. Any work required is to be specified or undertaken by the authority concerned.

#### Stormwater

- 17) Drainage from the proposed development must be retained on site or drain to a legal discharge point to the satisfaction of Council's General Manager and in accordance with any requirements of the Building Act 2016.

#### Wastewater

- 18) Wastewater from the development must discharge to an on-site waste disposal system in accordance with a Plumbing permit issued by the Permit Authority in accordance with the Building Act 2016.

#### Weed management

- 19) Prior to or in conjunction with lodgment of a building application, a weed management plan prepared by a suitably qualified person (or as otherwise approved) must be submitted to the satisfaction of Council's General Manager.
- 20) The approved weed management plan will form part of this permit and is to be implemented during and after construction to the satisfaction of Council's General Manager.

#### Soil and Water Management

- 21) Before any work commences a soil and water management plan (SWMP) prepared in accordance with the guidelines Soil and Water Management on Building and Construction Sites, by the Derwent Estuary Programme and NRM South, must be approved by Council's General Manager before development of the land commences. The SWMP shall form part of this permit when approved.
- 22) Before any work commences install temporary run-off, erosion and sediment controls in accordance with the recommendations of the approved SWMP and maintain these controls at full operational

capacity until the land is effectively rehabilitated and stabilised after completion of the development in accordance with the guidelines Soil and Water Management on Building and Construction Sites, by the Derwent Estuary Programme and NRM South and to the satisfaction of Council's General Manager.

#### Construction Amenity

- 23) The development must only be carried out between the following hours unless otherwise approved by the Council's Manager of Development and Environmental Services:  
Monday to Friday 7:00 a.m. to 6:00 p.m.  
Saturday 8:00 a.m. to 6:00 p.m.  
Sunday and State-wide public holidays 10:00 a.m. to 6:00 p.m.
- 24) All works associated with the development of the land shall be carried out in such a manner so as not to unreasonably cause injury to, or 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:
- 25) Emission of noise, artificial light, vibration, odour, fumes, smoke, vapour, steam, ash, dust, waste water, waste products, grit or otherwise.
- 26) The transportation of materials, goods and commodities to and from the land.
  - a. Obstruction of any public roadway or highway.
  - b. Appearance of any building, works or materials.
  - c. Any accumulation of vegetation, building debris or other unwanted material must be disposed of by removal from the site in an approved manner. No burning of such materials on site will be permitted unless approved in writing by the Council's Manager of Development and Environmental Services.
- 27) The developer must make good and/or clean any road surface or other element damaged or soiled by the development to the satisfaction of the Council's Manager of Works and Technical Services.

#### The following advice applies to this permit:

- A. This Planning Permit does not imply that any other approval required under any other legislation has been granted.
- B. This Planning Permit is in addition to the requirements of the Building Act 2016. Approval in accordance with the Building Act 2016 may be required prior to works commencing. A copy of the Directors Determination – categories of Building Work and Demolition Work is available via the Customer Building and Occupational Services (CBOS) website.
- C. This planning approval shall lapse at the expiration of two (2) years from the date of the commencement of planning approval if the development for which the approval was given has not been substantially commenced. Where a planning approval for a development has lapsed, an application for renewal of a planning approval for that development shall be treated as a new application.
- D. The issue of this permit does not ensure compliance with the provisions of the *Threatened Species Protection Act 1995* or the *Commonwealth Environmental Protection and Biodiversity Protection Act 1999*. The applicant may be liable to complaints in relation to any non-compliance with these Acts and may be required to apply to the Threatened Species Unit of the Department of Primary Industry, Parks, Water & Environment or the Commonwealth Minister for a permit.
- E. This permit does not ensure compliance with the *Aboriginal Heritage Act 1975*. It is recommended that you conduct a property search with Aboriginal Heritage Tasmania prior to commencing works – see this website for further details: <https://www.aboriginalheritage.tas.gov.au/assessment-process>
- F. The prevention of spread of any declared weeds from your site is legal requirement under the Weed Management Act 1999. Follow the guidelines of the *Weed and Disease Planning and Hygiene Guidelines - Preventing the spread of weeds and diseases in Tasmania* to ensure you are meeting this requirement. This can be found at [www.dpipwe.tas.gov.au](http://www.dpipwe.tas.gov.au).

**CARRIED 7/1**

#### **FOR the Motion**

Deputy Mayor J Allwright, Cllr A Archer, Cllr A Bailey, Cllr A Campbell, Cllr R Cassidy, Cllr J Honner, Cllr J Poore

#### **AGAINST the Motion**

Mayor L Triffitt

## 15.4 BUSHFIRE PRONE AREA MAPPING

### NOTED

*Louisa Brown (Planning Officer) left the meeting at 11.45*

## 15.5 TRANSITION TO PRIVATE BUILDING SURVEYORS

**Moved:** Clr J Poore

**Seconded:** Deputy Mayor J Allwright

### THAT:

1. Central Highlands Council cease to provide Building Surveying Services from 1 July 2022;
2. All current permit holders, issued under Council's Building Surveyor, be notified of the change and the expiry date of their permit by letter; and
3. Advertise the changes.

**CARRIED 5/3**

### **FOR the Motion**

Deputy Mayor J Allwright, Clr A Bailey, Clr A Campbell, Clr J Honner, Clr J Poore

### **AGAINST the Motion**

Mayor L Triffitt, Clr A Archer, Clr R Cassidy,

*Mayor Triffitt left the room at 11.42am and Deputy Mayor Allwright took the chair.*

*Mayor Triffitt returned to the room at 11.45am.*

## 15.6 COVID 19 INFORMATION UPDATE

### NOTED

## 15.7 WASTE LEVY AND RESOURCE RECOVERY

**Moved:** Clr J Honner

**Seconded:** Clr J Poore

### THAT

- Council allocate \$5000 annually for a Volumetric Survey of the Hamilton Landfill as required by section 36 of the *Waste and Resource Recovery Bill 2021*;
- Council allocate in this years budget \$2000 for the production of a *Compliance Plan*; and
- Council allocate \$5000 in the budget for training and record keeping requirements.

**CARRIED**



**FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr A Campbell, Clr R Cassidy, Clr J Honner, Clr J Poore

**15.8 DES BRIEFING REPORT****PLANNING PERMITS ISSUED UNDER DELEGATION**

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

**NO PERMIT REQUIRED**

DA NO.	APPLICANT	LOCATION	PROPOSAL
2022 / 00020	J L Hampton	10635 Highland Lakes Road, Doctors Point	Dwelling Alterations & Addition
2022 / 00027	K H Cooke	371 Tods Corner Road, Tods Corner	Outbuilding (Shipping Container)
2022 / 00029	Pettit Designs	7 Robertson Road, Miena	Dwelling Addition

**PERMITTED USE**

DA NO.	APPLICANT	LOCATION	PROPOSAL
2022 / 00009	Dept Of Police, Fire & Emergency Management	3457 Lyell Highway, Gretna	Extension
2022 / 00019	A L Ford	47 Bronte Estate Road, Bronte Park	Outbuilding
2022 / 00026	S R Fry, A Djuric	4 Barrack Street, Bothwell	Change of Use to Visitor Accommodation

**DISCRETIONARY USE**

DA NO.	APPLICANT	LOCATION	PROPOSAL
2022 / 00016	Design To Live Pty Ltd	55 Dolerite Crescent, Flintstone	Deck
2022 / 00017	Telstra Corporation	Meadsfield Road, Bothwell	Utility Upgrade
2022 / 00012	Engineering Plus	752 Arthurs Lake Road, Arthurs Lake	Outbuilding

2022 / 00008	L G Urquhart	Lot 4 Holmes Road, Ellendale (CT 11291/4)	Dwelling and Outbuilding
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## ANIMAL CONTROL

### IMPOUNDED DOGS

No dogs have been impounded during the past month.

### STATISTICS AS OF 6 APRIL 2022

#### **Registrations**

Total Number of Dogs Registered in 2020/2021 Financial Year – 978

2021/2022 renewal have been issued.

- Number of Dogs Currently Registered - 926
- Number of Dogs Pending Re-Registration – 29

#### **Kennel Licences**

Total Number of Kennel Licences Issued for 2020/2021 Financial Year – 29

2021/2022 Renewal have been Issued.

- Number of Licences Issued –30
- Number of Licences Pending – 0

*Graham Rogers (Manager DES) left the meeting at 12.08*

## 16.0 WORKS & SERVICES

**Moved:** Clr A Bailey

**Seconded:** Clr J Honner

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

**CARRIED**

### **FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr A Campbell, Clr R Cassidy, Clr J Honner, Clr J Poore

## 16.1 TARGA TASMANIA 2022 – CORRESPONDENCE RECEIVED

**NOTED**

## 16.2 CAPITAL PLANT REPLACEMENT

**Moved:** Clr A Bailey

**Seconded:** Clr A Campbell

1, **THAT** Council allocates an extra \$18,085 for the purchase of a McConnel PA6075 Reach Mower

2, **THAT** Council accepts the quote from International Mowers of \$98,085

**FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Cllr A Archer, Cllr A Bailey, Cllr A Campbell, Cllr R Cassidy, Cllr J Honner, Cllr J Poore

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**16.3 ELECTRONIC SCORE BOARD – BOTHWELL RECREATION GROUND**

**NOTED**

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**CENTRAL HIGHLANDS OUTDOOR WORKFORCE**

Jason Branch Works & Services Manager informed the meeting that the current workforce has done some exceptional work recently that needs to be acknowledged. The enthusiasm and talent shown has been a credit to them, the Central Highlands cover a large area with numerous assets to maintain.

**Moved:** Cllr J Poore

**Seconded:** Cllr A Campbell

THAT Mayor Triffitt draft a letter to each Council employee thanking them and commending their outstanding efforts during an extremely difficult time.

**CARRIED**

**FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Cllr A Archer, Cllr A Bailey, Cllr A Campbell, Cllr R Cassidy, Cllr J Honner, Cllr J Poore

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**17.0 ADMINISTRATION**

**Moved:** Cllr A Campbell

**Seconded:** Cllr J Honner

THAT Council move to Agenda item 17.5

**CARRIED**

**FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Cllr A Archer, Cllr A Bailey, Cllr A Campbell, Cllr R Cassidy, Cllr J Honner, Cllr J Poore

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**17.5 BLUE FARMER BOTHWELL**

**RESOLVED THAT** the concept and discussions around positive mental health is ongoing and not lost once the Blue Farmer is removed from its current location. Cllr A Campbell to bring ideas on how this can be achieved back to Council.

**Moved:** Cllr R Cassidy

**Seconded:** Cllr J Honner

THAT Council move back to Agenda item 17.1

**CARRIED**

**FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr A Campbell, Clr R Cassidy, Clr J Honner, Clr J Poore

**17.1 CONSULTATION ON NEW ABORIGINAL CULTURAL HERITAGE LEGISLATION**

**Moved:** Clr J Honner

**Seconded:** Clr A Bailey

**THAT** Councillors provide their comments on the consultation paper on the new Aboriginal Cultural Heritage legislation to the Deputy General Manager by Friday the 15 April 2022 so that Council can provide comments to the Department of Natural Resources and Environment.

**CARRIED**

**FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr A Campbell, Clr R Cassidy, Clr J Honner, Clr J Poore

*Jason Branch Works & Services Manager left the meeting at 12.23*

**17.2 CONSULTATION ON STAGE 2 REFORMS OF THE DISABILITY STANDARDS - TRANSPORT (See supporting documents as a separate attachment)**

**NOTED**

**17.3 COMMUNITY GRANT APPLICATION – CAMPDRAFTING TASMANIA INC**

**Moved:** Clr J Honner

**Seconded:** Clr A Bailey

**THAT** Council provide a community donation to Campdrafting Tasmania Inc of \$300

**CARRIED**

**FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr A Campbell, Clr R Cassidy, Clr J Honner, Clr J Poore

**17.4 HAMILTON SHOW GROUND**

The Hamilton Show Committee attend the March Council meeting requesting that Council undertake the following work on the Hall of Industry Building in the 22/23 financial year due to damage for the October 2021 floods:

**Moved:** Clr J Honner

**Seconded:** Clr A Bailey

**THAT** Council defer this item until the Ordinary Council Meeting scheduled for May.

**CARRIED**

**FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr A Campbell, Clr R Cassidy, Clr J Honner, Clr J Poore

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**17.6 LOCAL GOVERNMENT ASSOCIATION TASMANIA CALL FOR MOTIONS AND NOTICE OF MEETING**

**Moved:** Clr J Honner

**Seconded:** Clr J Poore

**THAT** Councillors provide their request for motions to the General Manager by Tuesday the 26 April 2022 so that Council can consider the proposed Local Government Association Tasmania motion at the May Council Meeting.

**CARRIED**

**FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr A Campbell, Clr R Cassidy, Clr J Honner, Clr J Poore

---

**17.8 COMMUNITY DONATIONS PROGRAM APPLICATION COOPER SMYTHE**

**Moved:** Clr A Campbell

**Seconded:** Clr A Bailey

**THAT** Council provide a community donation to Cooper Smythe of \$500.

**CARRIED**

**FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr A Campbell, Clr R Cassidy, Clr J Honner, Clr J Poore

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**17.9 DRAFT BIOSECURITY REGULATIONS**

**Moved:** Clr R Cassidy

**Seconded:** Clr J Honner

**THAT** Councillors provide their comments to the General Manager by Friday the 29 April 2022 so that Council can consider a submission on the draft of the Biosecurity Regulations 2022.

**CARRIED**

**FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr A Campbell, Clr R Cassidy, Clr J Honner, Clr J Poore

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**17.10 GREAT SOUTHERN BIOBLITZ****NOTED****17.11 NOMINATIONS FOR LOCAL GOVERNMENT REPRESENTATIVES TO THE STATE FIRE COMMISSION****NOTED****17.12 POLICY NO 2016- 43 PAYMENT OF COUNCILLORS EXPENSES AND PROVISION OF FACILITIES POLICY****Moved:** Clr R Cassidy**Seconded:** Clr A Archer

THAT Council review Policy No 2016-43 in line with LGAT recommendations.

**CARRIED 6/2****FOR the Motion**

Mayor L Triffitt, , Clr A Archer, Clr A Bailey, Clr R Cassidy, Clr J Honner, Clr J Poore

**AGAINST the Motion**

Deputy Mayor J Allwright, Clr A Campbell,

**17.13 GAMBLING HARM MINIMISATION TECHNOLOGIES****Moved:** Clr J Honner**Seconded:** Clr A Campbell**THAT** Councillors provide their comments to the questions on implementing these specific harm minimisation technologies in Tasmanian casinos, hotels and clubs to the General Manager by Friday the 29 April 2022 so that Council can consider a submission to the Tasmanian Liquor and Gaming Commission.**CARRIED****FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr A Campbell, Clr R Cassidy, Clr J Honner, Clr J Poore

**17.14 POLICE OFFENCES AMENDMENT BILL**

:

**Moved:** Clr J Honner**Seconded:** Clr A Bailey**THAT** Councillors provide their comments to the Acting General Manager by Thursday 14 April 2022 so that Council can consider a submission on the draft Police Offences Amendment Bill 2022.**CARRIED**

**FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr A Campbell, Clr R Cassidy,  
Clr J Honner, Clr J Poore

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## **18.0 SUPPLEMENTARY AGENDA ITEMS**

**Moved:** Clr J Poore

**Seconded:** Clr J Honner

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

**CARRIED**

**FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr A Campbell, Clr R Cassidy,  
Clr J Honner, Clr J Poore

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## **18.1 TASMANIAN COMMUNITY SPORT AND ACTIVE RECREATION INFRASTRUCTURE STRATEGY**

**Moved:** Clr J Honner

**Seconded:** Clr J Poore

**THAT** Councillors provide their comments on the Draft Tasmanian Community Sport and Active Recreation Infrastructure Strategy to the Acting General Manager by Wednesday the 20 April 2022 so that Council can consider a submission to the Department of Communities Tasmania.

**CARRIED**

**FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr A Campbell, Clr R Cassidy,  
Clr J Honner, Clr J Poore

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## **18.2 NOMINATIONS FOR THE WASTE AND RESOURCE RECOVERY BOARD**

**NOTED**

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## **18.3 AUTOMATIC MUTUAL RECOGNITION SCHEME FOR OCCUPATIONAL LICENSING**

**Moved:** Clr J Poore

**Seconded:** Clr J Honner

**THAT** Councillors provide their comments on the Occupational licensing (Automatic Mutual Recognition Consequential Amendments) Bill 2022 to the Acting General Manager by Wednesday the 20 April 2022 so that Council can consider a submission to the Department of Justice.

**CARRIED**

**FOR the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Cllr A Archer, Cllr A Bailey, Cllr A Campbell, Cllr R Cassidy, Cllr J Honner, Cllr J Poore

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**18.4 PRE-FORMAL EARLY ENGAGEMENT 10 YEAR SALMON PLAN**

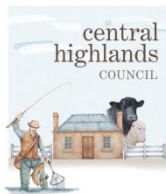
**NOTED**

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**19.0 CLOSURE**

Mayor Lou Triffitt thanked everyone for their contribution and closed the meeting at 12.36pm





# Central Highlands Council

## DRAFT MINUTES AUDIT PANEL MEETING – 9<sup>TH</sup> MAY 2022

**Draft Minutes of the Central Highlands Audit Panel Meeting held at the Hamilton Council Chambers, Hamilton on Monday 9 May 2022 commencing 9.00am.**

### 1.0 OPENING

Ian McMichael (Chair) opened the meeting at 9.00 a.m.

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### 2.0 PRESENT

Ian McMichael (Chair), Deputy Mayor J Allwright, Cllr A Bailey, Lyn Eyles (General Manager), Adam Wilson (Deputy General Manager) David Doyle (Accountant) and Katrina Brazendale

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### 3.0 APOLOGIES

Cllr A Campbell

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### 4.0 CONFIRMATION OF MINUTES

**Moved** Deputy Mayor J Allwright      **Seconded** Cllr A Bailey

**THAT** the minutes of the previous meeting held on Monday, 28 February 2022 be confirmed.

**Carried**

**For the motion:** I V McMichael (Chair), Deputy Mayor J Allwright, Cllr A Bailey

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### 5.0 PECUNIARY INTEREST DECLARATIONS

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

**NIL**

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## 6.0 BUSINESS ARISING

### 6.1 Internal Compliance Assessment Plan report – Izaak De Winter will attend by Zoom meeting to discuss his report

Mr Izaak de Winter attended the meeting at 9.25 a.m. to 10.05 a.m. via zoom and discussed the outcomes of the Internal Compliance Assessment Plan report to the committee.

**A summary of the report to be forwarded to the Ordinary Meeting on Council in June**

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## 7.0 STANDING ITEMS

- Statutory Financial Requirements Report - **Noted**
  - Financial Reports - **Noted**
  - Risk Management Register – **Noted changes that have been made, have been approved by Council**
  - Policy Review - **Noted**
- 

## 8.0 NEW BUSINESS

### 8.1 Budget for discussion

**Moved** Deputy Mayor J Allwright      **Seconded** Cllr A Bailey

**THAT** the waste costs should be recovered through the waste rate charge.

**Carried**

**For the motion:** I V McMichael (Chair), Deputy Mayor J Allwright, Cllr A Bailey

### 8.2 Tas Audit Information session Senior Management & Audit Panel Members

Ian McMichael will be attending in person and David Doyle will be attending via zoom.

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## 9.0 OTHER BUSINESS

Ouse Medical Operations / Agreement

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## 10.0 NEXT MEETING

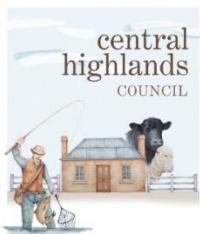
Monday 22<sup>nd</sup> August 2022 9.00 a.m.

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## 11.0 CLOSURE

Meeting closed at 10.35 a.m.

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# MINUTES OF THE PLANNING COMMITTEE MEETING OF THE CENTRAL HIGHLANDS COUNCIL HELD AT THE BOHTWELL TOWN HALL, AT 9.00AM ON TUESDAY 10<sup>TH</sup> MAY 2022

## 1.0 PRESENT

Deputy Mayor Allwright (Chairperson), Mayor Triffitt, Clr Cassidy & Clr Archer

## IN ATTENDANCE

Clr Honner, Mrs L Eyles (General Manager), Ms J Tyson (Senior Planning Officer) Mr G Rogers (Manager DES), Ms L van Amstel, Mr P Sasse, Mr D Steers, Mr J Smith, Mr S Thorpe & Mrs K Bradburn (Minutes Secretary)

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## 2.0 APOLOGIES

Clr Bailey

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## 3.0 PECUNIARY INTEREST DECLARATIONS

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

Nil

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## 4.0 CONFIRMATION OF MINUTES

Moved **Clr Cassidy**

Seconded **Mayor Triffitt**

**THAT** the Draft Minutes of the Planning Committee Meeting of Council held on Tuesday 5<sup>th</sup> April 2022 to be confirmed.

***Carried***

**For the Motion:** Deputy Mayor Allwright, Mayor Triffitt, Clr Cassidy & Clr Archer

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## 5.0 QUESTION TIME & DEPUTATIONS

Item 6.0 – Mr J Smith

- This is a Car Club and they do a lot of charity work, like Speak Up Stay Chatty.
- Will only be holding burnouts twice a year.
- Family orientated group.
- Non-alcoholic events & no anti-social behaviour will be tolerated.
- Have relevant insurances.
- Low Fire Risk. Have enquired and was told that a report was not required.
- Fencing around whole facility.
- Have had a Traffic Impact Assessment undertaken and a slip lane is required.

- There will be smoke but happy to work with Council to only hold when wind is blowing away from residences.
- There will be economic benefits for the Ouse Township.
- These types of facilities are mostly located in rural areas. There is one located 500m from the livestock facility at Powranna.
- Concrete area is over 500m from the nearest house.
- There is some tree screening to help reduce noise.
- Carpark has the capability of holding 500 cars but in reality there will be nowhere near that many cars attending events.
- Rang Council on numerous occasions and was told we had enough information. Happy to provide any information required.

Item 6.0 – Ms L van Amstel

- Adjoining property owner.
- Concerned about anti-social behaviour.
- Concerned about noise, pollution, impact on her animals, impact on wildlife.
- There is a Wedgetail Eagle next nearby.
- Main concerns are environmental issues and the effect on herself.

Item 6.0 – Mr D Steers

- Owner of property opposite the proposed site.
- Have built a dwelling on his land as a second home.
- Support the recommended refusal due to the impacts on surrounding land.
- Noise, light, odour, anti-social behaviour concerns.
- Non-compliance with the Environmental Protection Authority.
- Lack of information and conflicting information about parking.
- Out of character for the area.
- Invited Council to visit his property to help understand the concerns.

## 6.0 DA2021/61: MOTOR RACING FACILITY: 8735 LYELL HIGHWAY, OUSE (CT 236669/1)

### Report by

Louisa Brown (Planning Officer)

### Applicant

S Thorpe

### Owner

S B & P A Knight

### Discretions

26.3.3 Discretionary Use

26.4.2 A2 (b) Building Setbacks

26.4.3 A2 Design

E5.5.1 A2 Existing Road Access

E6.7.2 A1 Design of Vehicular Access & Junctions

E6.7.3 A1 Vehicular Passing Areas

E6.7.5 Layout of Parking Areas

E8.7.1 Development within the electricity transmission corridor

### Proposal

The Motorsport Complex application proposes to provide a Concrete Burnout Pad for monthly events/competitions one day during the weekend, operating between the hours of 10am and 6pm (extended to 10pm occasionally). It is estimated that 50 to 100 people/cars will be attending the events.

Development & Works include;

- 1,480m<sup>2</sup> Concrete 'Burnout' Pad;
- 4 Grandstands (location only shown on plans, no elevations provided);
- Scrutineering Bay (10m x 10m concrete pad);
- Two toilet blocks (12m x 2.5m, location only shown on plans, no elevations provided);
- 500 car parking Spaces;
- Two new access from the existing access track; and
- Upgrade to the existing junction with the Lyell Highway and the property access.

An organisation called Tas Skidders will run the facility. The applicant Mr Thorpe represents the organisation and has several years of experience running similar events and promoting events at Powranna.

### **Application**

An application for Planning Approval was received by Council for a Motorsport Complex on 20<sup>th</sup> July 2021, by the applicant. However, the application did not include Crown Consent for lodging of the Development Application. This was later received on 16<sup>th</sup> December 2021.

The invoice for the Development Application was issued and paid on 5<sup>th</sup> December 2021, the application became "live" and was referred to the Department of State Growth (DSG) on 7<sup>th</sup> January 2022. A Request for Further Information asking for a Traffic Impact Assessment (TIA) was sent to the applicant on the 12<sup>th</sup> January 2022 as requested by DSG. The TIA was received by Council in March and accepted by DSG. The findings of the TIA are discussed later in this report.

### **Subject site and Locality.**

The site is located 18km north west of Ouse on the Lyell Highway and 40m west of the junction with Black Bobs Road. The property is zoned Rural Resource, as is the surrounding land. Areas of Private Timber Reserves are located 700m to the south of the property. Forestry Tasmania have large land holdings in the area, including land adjacent to the western property boundary and to the North of the Lyell Highway. Please refer to Figure 1 below.

Dwellings are located within properties to the eastern and northern site boundaries. The closest dwelling to the site is 217m from the northern site boundary.

The site is level and sits at the top of a hill. Rural Resource properties to the east and south east are toward the valley that follows Black Bobs Rivulet and the Lyell Highway.

An Electricity Transmission Infrastructure Protection area falls under existing Transmission Lines to an area of the site running parallel to the northern boundary. This protection area ranges in width between 80 – 120m on the site and also includes the majority of the access road to the property. A proposed 200m x 50m parking area and new access is proposed under the Transmission Wires and within the corridor.

The site is clear of vegetation to the centre, with areas of trees to the periphery. Some dense areas of trees are located to the western section of the property access and to the eastern and south eastern boundary. Please refer to Figures 2 & 3 below. An area of Threatened Native Vegetation, (*Eucalyptus viminalis*) wet forest is located on the property to the south east corner. Please refer to Figure 4 below.

The site is vacant and contains numerous tyres and a vehicle.



**Fig 1.** Location and zoning of the subject land in the Rural Resource zone (Cream), site area is shown in blue. Black stripe and blue lines indicate Transmission Lines and Electricity Transmission Infrastructure Protection Code. Brown stripe lines indicate Landslide Code (Source: LISTmap)



**Fig 2.** Aerial photo of the subject land and surrounding area, site area is shown in blue. (Source: LISTmap)





**Fig 3.** Topography of the site in the context of the nearby surrounding landscape, site area is shown in blue (Source: LISTmap)



**Fig 4.** Threatened Native Vegetation Community (TNVC 2020), site area is shown in blue (Source: LISTmap)

### **Exemptions**

Nil

### **Special Provisions**

Nil

### **Use standards**

**Within the Central Highlands Interim Planning Scheme 2015 Motor Racing Facility is defined as;**

*“use of land (other than public roads) to race, rally, scramble or test vehicles, including go-karts, motor boats, and motorcycles, and includes other competitive motor sports.”*

## **The status of the use within the Rural Resource Zone is Discretionary.**

### **Development standards for Rural Resource Zone**

The proposal must satisfy the requirements of the following Zone Purpose and Development Standards, relevant to Motor Racing Facility.

#### **26.1.1 Rural Resource Zone Purpose Statements**

26.1.1.1 To provide for the sustainable use or development of resources for agriculture, aquaculture, forestry, mining and other primary industries, including opportunities for resource processing.

26.1.1.2 To provide for other use or development that does not constrain or conflict with resource development uses.

26.1.1.3 To provide for non-agricultural use or development, such as recreation, conservation, tourism and retailing, where it supports existing agriculture, aquaculture, forestry, mining and other primary industries.

26.1.1.4 To allow for residential and other uses not necessary to support agriculture, aquaculture and other primary industries provided that such uses do not:

- (a) fetter existing or potential rural resource use and development on other land;
- (b) add to the need to provide services or infrastructure or to upgrade existing infrastructure;
- (c) contribute to the incremental loss of productive rural resources.

26.1.1.5 To provide for protection of rural land so future resource development opportunities are not lost.

Within the Rural Resource Zone, Motor Racing Facility is a discretionary use and is therefore assessed against the following discretionary use standards and development standards of the scheme.

<b>26.3.3 Discretionary Use</b> To ensure that discretionary non-agricultural uses do not unreasonably confine or restrain the agricultural use of agricultural land.		
<b>Acceptable Solutions</b>	<b>Performance Criteria</b>	<b>OFFICER COMMENT</b>
A1  No acceptable solution.	P1  A discretionary non-agricultural use must not conflict with or fetter agricultural use on the site or adjoining land having regard to all of the following:  (a) the characteristics of the proposed non-agricultural use;  (b) the characteristics of the existing or likely agricultural use;	The proposal does not meet the Acceptable Solution and must be assessed against the Performance Criteria.  (a) Information not provided to enable assessment against the characteristics of the proposed non-agricultural use.  (b) Information not provided to enable assessment against the characteristics of existing or future agricultural use on adjoining properties or the proposed site. Several properties to the northern and eastern site boundary contain dwellings and some keep livestock or could keep livestock.



	<p>(c) setback to site boundaries and separation distance between the proposed non-agricultural use and existing or likely agricultural use;</p> <p>(d) any characteristics of the site and adjoining land that would buffer the proposed non-agricultural use from the adverse impacts on amenity from existing or likely agricultural use.</p>	<p>(c) Information not provided regarding setbacks and separation distances between the Motor Racing Facility and existing or future agricultural use on adjacent properties.</p> <p>d) Information not provided regarding any site characteristics that may buffer the proposed use from nearby agricultural use.</p>
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## 26.4 Development Standards for Buildings and Works

### 26.4.1 Building Height

To ensure that building height contributes positively to the rural landscape and does not result in unreasonable impact on residential amenity of land.

Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<p><b>A1</b></p> <p>Building height must be no more than:</p> <p>8.5 m if for a residential use.</p> <p>10 m otherwise.</p>	<p><b>P1</b></p> <p>Building height must satisfy all of the following:</p> <p>(a) be consistent with any Desired Future Character Statements provided for the area;</p> <p>(b) be sufficient to prevent unreasonable adverse impacts on residential amenity on adjoining lots by overlooking and loss of privacy;</p> <p>(c) if for a non-residential use, the height is necessary for that use.</p>	<p>Information not provided to enable assessment against the Acceptable Solutions.</p> <p>(a) There are no Desired Future Character Statements for the area.</p> <p>(b) Information not provided to enable assessment against the impacts on residential amenity on adjoining lots.</p> <p>(c) Information not provided to enable assessment Council to make an assessment.</p>

### 26.4.2 Setback

To minimise land use conflict and fettering of use of rural land from residential use, maintain desirable characteristics of the rural landscape and protect environmental values in adjoining land zoned Environmental Management.

Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<p><b>A1</b></p> <p>Building setback from frontage must be no less than:</p> <p>20 m.</p>	<p><b>P1</b></p> <p>Building setback from frontages must maintain the desirable characteristics of the surrounding landscape and protect the amenity of adjoining lots, having regard to all of the following:</p> <p>(a) the topography of the site;</p>	<p>Complies with the Acceptable Solution.</p>

	<p>(b) the size and shape of the site;</p> <p>(c) the prevailing setbacks of existing buildings on nearby lots;</p> <p>(d) the location of existing buildings on the site;</p> <p>(e) the proposed colours and external materials of the building;</p> <p>(f) the visual impact of the building when viewed from an adjoining road;</p> <p>(g) retention of vegetation.</p>	
<p><b>A2</b></p> <p>Building setback from side and rear boundaries must be no less than:</p> <p>50 m.</p>	<p><b>P2</b></p> <p>Building setback from side and rear boundaries must maintain the character of the surrounding rural landscape, having regard to all of the following:</p> <p>(a) the topography of the site;</p> <p>(b) the size and shape of the site;</p> <p>(c) the location of existing buildings on the site;</p> <p>(d) the proposed colours and external materials of the building;</p> <p>(e) visual impact on skylines and prominent ridgelines;</p> <p>(f) impact on native vegetation.</p>	<p>The proposal does not meet the Acceptable Solution and must be assessed against the Performance Criteria.</p> <p>(a) Information not provided to enable assessment.</p> <p>(b) Complies – the size and shape of the site is comparable to rural lots.</p> <p>(c) NA – the site is clear and contains no permanent structures.</p> <p>(d) Information not provided to enable assessment regarding the materials and colours of buildings.</p> <p>(e) Information not provided to enable assessment of the visual impact.</p> <p>(f) Information not provided to enable assessment. Although Council notes that a car park is proposed in a location of Threatened Native Vegetation.</p>
<p><b>A3</b></p> <p>Building setback for buildings for sensitive use must comply with all of the following:</p> <p>(a) be sufficient to provide a separation distance from a plantation forest, Private Timber Reserve or State Forest of 100 m;</p>	<p><b>P3</b></p> <p>Building setback for buildings for sensitive use (including residential use) must prevent conflict or fettering of primary industry uses on adjoining land, having regard to all of the following:</p> <p>(a) the topography of the site;</p>	<p>The proposal meets the Acceptable Solution:</p> <p>(a) the Private Timber Reserve is over 500m from the Property;</p> <p>(b) NA – there is no land zoned Significant Agricultural in the area.</p>

(b) be sufficient to provide a separation distance from land zoned Significant Agriculture of 200 m.	(b) the prevailing setbacks of existing buildings on nearby lots; (c) the location of existing buildings on the site; (d) retention of vegetation; (e) the zoning of adjoining and immediately opposite land; (f) the existing use on adjoining and immediately opposite sites; (g) the nature, frequency and intensity of emissions produced by primary industry uses on adjoining and immediately opposite lots; (h) any proposed attenuation measures; (i) any buffers created by natural or other features.	
<b>A4</b> Buildings and works must be setback from land zoned Environmental Management no less than: 100 m.	<b>P4</b> Buildings and works must be setback from land zoned Environmental Management to minimise unreasonable impact from development on environmental values, having regard to all of the following: (a) the size of the site; (b) the potential for the spread of weeds or soil pathogens; (c) the potential for contamination or sedimentation from water runoff; (d) any alternatives for development.	The proposal meets the Acceptable Solution, land zoned Environmental Management is over 2km to the west of the site.

#### 26.4.3 Design

To ensure that the location and appearance of buildings and works minimises adverse impact on the rural landscape.

Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<b>A1</b> The location of buildings and works must comply with any of the following: (a) be located within a building area, if provided on the title;	<b>P1</b> The location of buildings and works must satisfy all of the following: (a) be located on a skyline or ridgeline only if:	The proposal does not meet the Acceptable Solution and must be assessed against the Performance Criteria. (a) the proposal is on a skyline;

<p>(b) be an addition or alteration to an existing building;</p> <p>(c) be located in an area not require the clearing of native vegetation and not on a skyline or ridgeline.</p>	<p>(i) there are no sites clear of native vegetation and clear of other significant site constraints such as access difficulties or excessive slope, or the location is necessary for the functional requirements of infrastructure;</p> <p>(ii) significant impacts on the rural landscape are minimised through the height of the structure, landscaping and use of colours with a light reflectance value not greater than 40 percent for all exterior building surfaces;</p> <p>(b) be consistent with any Desired Future Character Statements provided for the area;</p> <p>(c) be located in an area requiring the clearing of native vegetation only if:</p> <p>(i) there are no sites clear of native vegetation and clear of other significant site constraints such as access difficulties or excessive slope, or the location is necessary for the functional requirements of infrastructure;</p> <p>(ii) the extent of clearing is the minimum necessary to provide for buildings, associated works and associated bushfire protection measures.</p>	<p>(i) Information not provided to enable assessment on alternative site locations for the Motor Racing Facility or other site constraints such as the location of the electricity transmission lines.</p> <p>(ii) Information not provided to enable assessment against the Performance Criteria.</p> <p>(b) NA – there is no Desired Future Character Statement in the Planning Scheme.</p>
<p><b>A2</b></p> <p>Exterior building surfaces must be coloured using colours with a light reflectance value not greater than 40 percent.</p>	<p><b>P2</b></p> <p>Buildings must have external finishes that are non-reflective and coloured to blend with the rural landscape.</p>	<p>Information not provided to enable assessment.</p>
<p><b>A3</b></p> <p>The depth of any fill or excavation must be no more than 2 m from natural ground level, except where required for building foundations.</p>	<p><b>P3</b></p> <p>The depth of any fill or excavation must be kept to a minimum so that the development satisfies all of the following:</p> <p>(a) does not have significant impact on the rural landscape of the area;</p> <p>(b) does not unreasonably impact upon the privacy of adjoining properties;</p>	<p>The proposal meets the Acceptable Solution, the site is level and excavation and or fill of more than 2m from ground level is not required.</p>

	(c) does not affect land stability on the lot or adjoining areas.	
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## **Codes**

The following Code Overlays of the Scheme apply to the proposed Motor Racing Facility.

### ***E5.0 Road and Railway Assets Code***

The purpose of this provision is to:

- (a) protect the safety and efficiency of the road and railway networks; and
- (b) reduce conflicts between sensitive uses and major roads and the rail network.

This Code applies to the development of land that intensifies the use of an existing access.

<b>E5.5 Use Standards</b> <b>E5.5.1 Existing road accesses and junctions</b> To ensure that the safety and efficiency of roads is not reduced by increased use of existing accesses and junctions.		
<b>Acceptable Solutions</b>	<b>Performance Criteria</b>	<b>OFFICER COMMENT</b>
<b>A1</b>  The annual average daily traffic (AADT) of vehicle movements, to and from a site, onto a category 1 or category 2 road, in an area subject to a speed limit of more than 60km/h, must not increase by more than 10% or 10 vehicle movements per day, whichever is the greater.	<b>P1</b>  Any increase in vehicle traffic to a category 1 or category 2 road in an area subject to a speed limit of more than 60km/h must be safe and minimise any adverse impact on the efficiency of the road, having regard to:  (a) the increase in traffic caused by the use;  (b) the nature of the traffic generated by the use;  (c) the nature of the road;  (d) the speed limit and traffic flow of the road;  (e) any alternative access to a road;  (f) the need for the use;  (g) any traffic impact assessment; and  (h) any written advice received from the road authority.	Not applicable – The Lyell Highway is a Category 3 Highway.
<b>A2</b>	<b>P2</b>	

<p>The annual average daily traffic (AADT) of vehicle movements, to and from a site, using an existing access or junction, in an area subject to a speed limit of more than 60km/h, must not increase by more than 10% or 10 vehicle movements per day, whichever is the greater.</p>	<p>Any increase in vehicle traffic at an existing access or junction in an area subject to a speed limit of more than 60km/h must be safe and not unreasonably impact on the efficiency of the road, having regard to:</p> <p>(a) the increase in traffic caused by the use;</p> <p>(b) the nature of the traffic generated by the use;</p> <p>(c) the nature and efficiency of the access or the junction;</p> <p>(d) the nature and category of the road;</p> <p>(e) the speed limit and traffic flow of the road;</p> <p>(f) any alternative access to a road;</p> <p>(g) the need for the use;</p> <p>(h) any traffic impact assessment; and</p>	<p>The proposal does not meet the Acceptable Solution and must be assessed against the Performance Criteria. The Traffic Impact Assessment (TIA) provided with the Development Application states the following response;</p> <p>(a) Complies – traffic generation will increase by 50-100 vehicles on event days, which are one day a month on weekends. This will not unreasonably impact on the road.</p> <p>(b) Complies – the facility will generate light vehicles which can be catered for on the surrounding road network.</p> <p>(c) Complies - site observations show that the existing access and road operates well. If the proposals are approved, then vehicles are expected to enter and exit site efficiently.</p> <p>(d) Complies - the proposed development is not expected to have a significant impact on the Highway due to its low traffic activity in the vicinity of the site.</p> <p>(e) Complies - Improvements to the Basic left Turn (BAL) have been recommended and are detailed in the TIA. If installed the BAL will reduce possible obstruction to through traffic, preserving the flow of traffic at the AM peak hour on event days.</p> <p>PM peak hour on event days is expected to remain safe and efficient access to the proposed development.</p> <p>(f) Complies - there is no alternative access;</p> <p>(g) Information not provided to enable assessment.</p> <p>(h) Complies - The TIA concludes that the proposed Motor Racing Facility is not expected to have major impacts on the safety and operation of the road network; and</p>
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	(i) any written advice received from the road authority.	(i) Complies- DSG requested the preparation of the TIA and have assessed the document and the Development Application. DSG have requested 3 conditions be added to any Planning Permit. These include:  1) Upgrading the site access in line with the recommendations of the TIA.  2) The installation of warning signs (temporary) on event days.  3) A permit for works within the Highway be obtained from DSG prior to any work.
A3  The annual average daily traffic (AADT) of vehicle movements, to and from a site, using an existing access or junction, in an area subject to a speed limit of 60km/h or less, must not increase by more than 20% or 40 vehicle movements per day, whichever is the greater.	P3  Any increase in vehicle traffic at an existing access or junction in an area subject to a speed limit of 60km/h or less, must be safe and not unreasonably impact on the efficiency of the road, having regard to:  (a) the increase in traffic caused by the use;  (b) the nature of the traffic generated by the use;  (c) the nature and efficiency of the access or the junction;  (d) the nature and category of the road;  (e) the speed limit and traffic flow of the road;  (f) any alternative access to a road;  (g) the need for the use;  (h) any traffic impact assessment; and  (i) any written advice received from the road authority.	Not applicable – The Lyell Highway is a Category 3 Highway.

## **E5.6 Development Standards**

### **E5.6.1 Development adjacent to roads and railways**

To ensure that development adjacent to category 1 or category 2 roads or the rail network:

- (a) ensures the safe and efficient operation of roads and the rail network;
- (b) allows for future road and rail widening, realignment and upgrading; and
- (c) is located to minimise adverse effects of noise, vibration, light and air emissions from roads and the rail network.

Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<p><b>A1.1</b></p> <p>Except as provided in A1.2, the following development must be located at least 50m from the rail network, or a category 1 road or category 2 road, in an area subject to a speed limit of more than 60km/h:</p> <p>(a) new buildings;</p> <p>(b) other road or earth works; and</p> <p>(c) building envelopes on new lots.</p> <p><b>A1.2</b></p> <p>Buildings, may be:</p> <p>(a) located within a row of existing buildings and setback no closer than the immediately adjacent building; or</p> <p>(b) an extension which extends no closer than:</p> <p>(i) the existing building; or</p> <p>(ii) an immediately adjacent building.</p>	<p><b>P1</b></p> <p>The location of development, from the rail network, or a category 1 road or category 2 road in an area subject to a speed limit of more than 60km/h, must be safe and not unreasonably impact on the efficiency of the road or amenity of sensitive uses, having regard to:</p> <p>(a) the proposed setback;</p> <p>(b) the existing setback of buildings on the site;</p> <p>(c) the frequency of use of the rail network;</p> <p>(d) the speed limit and traffic volume of the road;</p> <p>(e) any noise, vibration, light and air emissions from the rail network or road;</p> <p>(f) the nature of the road;</p> <p>(g) the nature of the development;</p> <p>(h) the need for the development;</p> <p>(i) any traffic impact assessment;</p> <p>(j) any recommendations from a suitably qualified person for mitigation of noise, if for a habitable building for a sensitive use; and</p> <p>(k) any written advice received from the rail or road authority.</p>	<p>The proposal meets the Acceptable Solution, the Motor Racing Facility is over 50m from the Highway.</p>

## E5.6 Development Standards

### E5.6.4 Sight distance at accesses, junctions and level crossings

To ensure that accesses, junctions and level crossings provide sufficient sight distance between vehicles and trains to enable safe movement of traffic.

Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<b>A1</b>	<b>P1</b>	



<p>Sight distances at:</p> <p>(a) an access or junction must comply with the Safe Intersection Sight Distance shown in Table E5.1; and</p> <p>(b) rail level crossings must comply with AS1742.7 Manual of uniform traffic control devices - Railway crossings, Standards Association of Australia.</p>	<p>The design, layout and location of an access, junction or rail level crossing must provide adequate sight distances to ensure the safe movement of vehicles, having regard to:</p> <p>(a) the nature and frequency of the traffic generated by the use;</p> <p>(b) the frequency of use of the road or rail network;</p> <p>(c) any alternative access;</p> <p>(d) the need for the access, junction or level crossing;</p> <p>(e) any traffic impact assessment;</p> <p>(f) any measures to improve or maintain sight distance; and</p> <p>(g) any written advice received from the road or rail authority.</p>	<p>The proposal meets the Acceptable Solution A1, recorded sight distances at the site access are equal to or in excess of the requirements.</p>
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## E6.0 Parking and Access Code

The purpose of this provision is to ensure enough parking is provided for a use or development to meet the reasonable requirements of users and are designed in conformity with recognised. This code applies to all use and development.

### E6.6 Use Standards

#### E6.6.1 Number of Car Parking Spaces

To ensure that:

- (a) there is enough car parking to meet the reasonable needs of all users of a use or development, taking into account the level of parking available on or outside of the land and the access afforded by other modes of transport.
- (b) a use or development does not detract from the amenity of users or the locality by:
- (i) preventing regular parking overspill;
  - (ii) minimising the impact of car parking on heritage and local character.

Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<p>A1</p> <p>The number of on-site car parking spaces must be:</p> <p>(a) no less than the number specified in Table E6.1;</p> <p>except if:</p> <p>(i) the site is subject to a parking plan for the area adopted by Council, in which case parking provision (spaces or cash-in-lieu) must be in accordance with that plan;</p>	<p>P1</p> <p>The number of on-site car parking spaces must be sufficient to meet the reasonable needs of users, having regard to all of the following:</p> <p>(a) car parking demand;</p> <p>(b) the availability of on-street and public car parking in the locality;</p> <p>(c) the availability and frequency of public transport within a 400m walking distance of the site;</p>	<p>The proposal complies with the Acceptable Solution A1. The TIA assess that the proposed number of car parking spaces, 500, is in excess of the requirements.</p>

	<p>(d) the availability and likely use of other modes of transport;</p> <p>(e) the availability and suitability of alternative arrangements for car parking provision;</p> <p>(f) any reduction in car parking demand due to the sharing of car parking spaces by multiple uses, either because of variation of car parking demand over time or because of efficiencies gained from the consolidation of shared car parking spaces;</p> <p>(g) any car parking deficiency or surplus associated with the existing use of the land;</p> <p>(h) any credit which should be allowed for a car parking demand deemed to have been provided in association with a use which existed before the change of parking requirement, except in the case of substantial redevelopment of a site;</p> <p>(i) the appropriateness of a financial contribution in lieu of parking towards the cost of parking facilities or other transport facilities, where such facilities exist or are planned in the vicinity;</p> <p>(j) any verified prior payment of a financial contribution in lieu of parking for the land;</p> <p>(k) any relevant parking plan for the area adopted by Council;</p> <p>(l) the impact on the historic cultural heritage significance of the site if subject to the Local Heritage Code;</p>	
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#### **E6.7.1 Number of Vehicular Accesses**

To ensure that:

- (a) safe and efficient access is provided to all road network users, including, but not limited to: drivers, passengers, pedestrians, and cyclists, by minimising:
  - (i) the number of vehicle access points; and
  - (ii) loss of on-street car parking spaces;
- (b) vehicle access points do not unreasonably detract from the amenity of adjoining land uses;
- (c) vehicle access points do not have a dominating impact on local streetscape and character.

Acceptable Solutions	Performance Criteria	OFFICER COMMENT
A1	P1	

The number of vehicle access points provided for each road frontage must be no more than 1 or the existing number of vehicle access points, whichever is the greater.	<p>The number of vehicle access points for each road frontage must be minimised, having regard to all of the following:</p> <p>(a) access points must be positioned to minimise the loss of on-street parking and provide, where possible, whole car parking spaces between access points;</p> <p>(b) whether the additional access points can be provided without compromising any of the following:</p> <p>(i) pedestrian safety, amenity and convenience;</p> <p>(ii) traffic safety;</p> <p>(iii) residential amenity on adjoining land;</p> <p>(iv) streetscape;</p> <p>(v) cultural heritage values if the site is subject to the Local Historic Heritage Code;</p> <p>(vi) the enjoyment of any 'al fresco' dining or other outdoor activity in the vicinity.</p>	The proposal complies with the Acceptable Solution A1. The proposal has an existing vehicular access point.
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#### E6.7.2 Design of Vehicular Accesses

To ensure safe and efficient access for all users, including drivers, passengers, pedestrians and cyclists by locating, designing and constructing vehicle access points safely relative to the road network.

Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<p>A1</p> <p>Design of vehicle access points must comply with all of the following:</p> <p>(a) in the case of non-commercial vehicle access; the location, sight distance, width and gradient of an access must be designed and constructed to comply with section 3 – “Access Facilities to Off-street Parking Areas and Queuing Areas” of AS/NZS 2890.1:2004 Parking Facilities Part 1: Off-street car parking;</p> <p>(b) in the case of commercial vehicle access; the location, sight distance, geometry and gradient of an access must be designed and constructed to comply with all access driveway provisions in section 3 “Access Driveways and Circulation Roadways” of AS2890.2 - 2002 Parking facilities Part 2: Off</p>	<p>P1</p> <p>Design of vehicle access points must be safe, efficient and convenient, having regard to all of the following:</p> <p>(a) avoidance of conflicts between users including vehicles, cyclists and pedestrians;</p> <p>(b) avoidance of unreasonable interference with the flow of traffic on adjoining roads;</p> <p>(c) suitability for the type and volume of traffic likely to be generated by the use or development;</p> <p>(d) ease of accessibility and recognition for users.</p>	<p>The proposal does not comply with the Acceptable Solution A1, as no designs for the vehicular access have been provided.</p> <p>However the proposal could meet the Performance Criteria through Conditions in the planning Permit. The access is from the Lyell Highway which is a DSG road. DSG have requested a condition to any permit which states the following:</p> <p>1) Upgrading the site access in line with the recommendations of the TIA.</p> <p>2) The installation of warning signs (temporary) on event days.</p>

street commercial vehicle facilities.		3) A permit for works within the Highway be obtained from DSG prior to any work.
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### E6.7.3 Vehicular Passing Areas Along an Access

To ensure that:

- (a) the design and location of access and parking areas creates a safe environment for users by minimising the potential for conflicts involving vehicles, pedestrians and cyclists;
- (b) use or development does not adversely impact on the safety or efficiency of the road network as a result of delayed turning movements into a site.

Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<p>A1</p> <p>Vehicular passing areas must:</p> <p>(a) be provided if any of the following applies to an access:</p> <p>(i) it serves more than 5 car parking spaces;</p> <p>(ii) is more than 30 m long;</p> <p>(iii) it meets a road serving more than 6000 vehicles per day;</p> <p>(b) be 6 m long, 5.5 m wide, and taper to the width of the driveway;</p> <p>(c) have the first passing area constructed at the kerb;</p> <p>(d) be at intervals of no more than 30 m along the access.</p>	<p>P1</p> <p>Vehicular passing areas must be provided in sufficient number, dimension and siting so that the access is safe, efficient and convenient, having regard to all of the following:</p> <p>(a) avoidance of conflicts between users including vehicles, cyclists and pedestrians;</p> <p>(b) avoidance of unreasonable interference with the flow of traffic on adjoining roads;</p> <p>(c) suitability for the type and volume of traffic likely to be generated by the use or development;</p> <p>(d) ease of accessibility and recognition for users.</p>	<p>The proposal does not comply with the Acceptable Solution A1. Therefore assessment against the Performance Criteria is required;</p> <p>(a) Complies – four passing bays are proposed, conflicts are expected to be avoided.</p> <p>(b) Complies – four passing bays are proposed. The Lyell Highway has a low volume of traffic at the site, therefore it is unlikely that the flow of traffic will be affected.</p> <p>(c) Complies – as the proposal is to meet once a month on a weekend, the number of passing bays is suitable.</p> <p>(d) Complies – the passing bays are easily accessible.</p>

### E6.7.4 On-Site Turning

To ensure safe, efficient and convenient access for all users, including drivers, passengers, pedestrians and cyclists, by generally requiring vehicles to enter and exit in a forward direction.

Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<p>A1</p> <p>On-site turning must be provided to enable vehicles to exit a site in a forward direction, except where the access</p>	<p>P1</p> <p>On-site turning may not be required if access is safe, efficient and convenient, having regard to all of the following:</p>	<p>Complies with Acceptable Solution A1. There is adequate space and access roads for vehicular turning.</p>

<p>complies with any of the following:</p> <p>(a) it serves no more than two dwelling units;</p> <p>(b) it meets a road carrying less than 6000 vehicles per day.</p>	<p>(a) avoidance of conflicts between users including vehicles, cyclists, dwelling occupants and pedestrians;</p> <p>(b) avoidance of unreasonable interference with the flow of traffic on adjoining roads;</p> <p>(c) suitability for the type and volume of traffic likely to be generated by the use or development;</p> <p>(d) ease of accessibility and recognition for users;</p> <p>(e) suitability of the location of the access point and the traffic volumes on the road.</p>	
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#### **E6.7.5 Layout of Parking Areas**

To ensure that parking areas for cars (including assessable parking spaces), motorcycles and bicycles are located, designed and constructed to enable safe, easy and efficient use.

<b>Acceptable Solutions</b>	<b>Performance Criteria</b>	<b>OFFICER COMMENT</b>
<p><b>A1</b></p> <p>The layout of car parking spaces, access aisles, circulation roadways and ramps must be designed and constructed to comply with section 2 "Design of Parking Modules, Circulation Roadways and Ramps" of AS/NZS 2890.1:2004 Parking Facilities Part 1: Off-street car parking and must have sufficient headroom to comply with clause 5.3 "Headroom" of the same Standard.</p>	<p><b>P1</b></p> <p>The layout of car parking spaces, access aisles, circulation roadways and ramps must be safe and must ensure ease of access, egress and manoeuvring on-site.</p>	<p>The proposal does not comply with the Acceptable Solution A1 and must therefore be assessed against the Performance Criteria.</p> <p>Information not provided to enable assessment against the Performance Criteria.</p>

#### **E.6.7.6 Surface Treatment of Parking Areas**

To ensure that parking spaces and vehicle circulation roadways do not detract from the amenity of users, adjoining occupiers or the environment by preventing dust, mud and sediment transport.

<b>Acceptable Solutions</b>	<b>Performance Criteria</b>	<b>OFFICER COMMENT</b>
<p><b>A1</b></p> <p>Parking spaces and vehicle circulation roadways must be in accordance with all of the following;</p> <p>(a) paved or treated with a durable all-weather pavement where within 75m of a property boundary or a sealed roadway;</p>	<p><b>P1</b></p> <p>Parking spaces and vehicle circulation roadways must not unreasonably detract from the amenity of users, adjoining occupiers or the quality of the environment through dust or mud generation or sediment transport, having regard to all of the following:</p>	<p>The proposal complies with the Acceptable Solution A1. The surface will be gravel and cement wash base.</p>

(b) drained to an approved stormwater system, unless the road from which access is provided to the property is unsealed.	(a) the suitability of the surface treatment; (b) the characteristics of the use or development; (c) measures to mitigate mud or dust generation or sediment transport.	
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## **E8.0 Electricity Transmission Infrastructure Protection Code**

The purpose of this provision is to:

- (a) Ensure protection of use and development against hazard associated with proximity to electricity transmission infrastructure;
- (b) Ensure that use and development near existing and future electricity transmission infrastructure does not adversely affect the safe and reliable operation of that infrastructure;
- (c) Maintain future opportunities for electricity transmission infrastructure.

This code applies to use and development within an electricity transmission corridor.

### **E8.7 Development Standards for Buildings and Works**

#### **E8.7.1 Development within the electricity transmission corridor**

To ensure that development is located appropriate distances from electricity transmission infrastructure to:

- (a) ensure operational efficiencies, access and security of existing or future electricity transmission infrastructure;
- (b) protect against a safety hazard associated with proximity to existing or future electricity transmission infrastructure

<b>Acceptable Solutions</b>	<b>Performance Criteria</b>	<b>OFFICER COMMENT</b>
<b>A1</b>  Development is not within: (a) an inner protection area; or (b) a registered electricity easement.	<b>P1</b>  Development must be located an appropriate distance from electricity transmission infrastructure, having regard to all of the following:  (a) the need to ensure operational efficiencies of electricity transmission infrastructure;  (b) the provision of access and security to existing or future electricity transmission infrastructure;  (c) safety hazards associated with proximity to existing or future electricity transmission infrastructure;  (d) the requirements of the electricity transmission entity.	The proposal does not meet the Acceptable Solution and must be assessed against the Performance Criteria.  (a) Complies – the Motor racing facility is proposed to operate on a weekend, one day a month.  (b) Complies – Access to the existing infrastructure may be sought from the property.  (c) Information not provided to enable assessment against the Performance Criteria.  (d) Information not provided to enable assessment against the Performance Criteria.

## **Representations**

The proposal was advertised for the statutory 14 days period from 21 March until the 4 April 2022. A total of four (4) representations were received during this time.

The representations are discussed in the table below.

Representation Received	Officer Comment
<p>Representation 1</p> <p>Accuracy of description. The application is for development of a "motorsport facility". In reality, the "sport" involved is doing burnouts; that is, spinning car wheels and creating smoke, noise and rubber debris. The application states that 100/150 people are anticipated to be in attendance at any one time, but the plan proposes car parking for up to 500 vehicles. Although the proposal states that these events will be held on a monthly basis, there appears to be no way of ensuring that it won't occur more frequently, e.g. every weekend.</p> <p>Environmental impacts. There will be a loss of trees, plus the proposed activity could impact on nearby conservation areas. Cars doing burnouts will also generate sparks, creating a risk of bushfire.</p> <p>Excess noise. The noise generated from a large number of cars doing burnouts over a period ranging from between 8 hours to 12 hours will be excessive, especially at night. Add to this the noise from hundreds of spectators and it will be intolerable. People are not going to sit quietly and simply observe what the cars are doing. They are going to be cheering, shouting, etc. This is predominantly a quiet rural area, and the noise from this facility will override everything else. Noise carries in open spaces, especially at night.</p> <p>Highway safety and road access. As stated in the application, the traffic volume in this area is not high. However, many of the vehicles using the highway are log trucks, campervans/caravans, delivery trucks and tour buses. If a turning lane from the highway is built, as proposed, this will cause traffic disruption. The turning lane itself will most likely impact on use of my driveway. This will affect not only the people who live here but also visitors to the farm and Tas Networks staff who regularly access the power lines and pylons near the driveway and also on, and across, the boundary between my property and where the burnout facility is proposed to be built.</p> <p>Impact on the peace of the rural community. There are half a dozen residences within a kilometre of the proposed facility. All of us chose to live here because it is a quiet rural area.</p> <p>Antisocial behaviour. The kind of event proposed is widely known to attract irresponsible young men in particular. They are the ones who perform illegal burnouts on public roads. This application states that it will provide a designated area for doing burnouts, but if you factor in alcohol consumed (legally or illegally) over several hours, you have a recipe for disaster. Imagine over 100 excited drivers - some intoxicated - making their way back towards Hobart. Are some of them not going to continue doing burnouts along the way? It would take a very large police presence to control that kind of behaviour over many kilometres of highway. There is also likely to be rubbish and drink cans left on the ground, not only on the development site but also along the access road and the highway.</p>	<p>The Central Highlands Interim Planning Scheme 2015 (the Scheme) defines Motor Racing Facility as  <i>"use of land (other than public roads) to race, rally, scramble or test vehicles, including go-karts, motor boats, and motorcycles, and includes other competitive motor sports."</i>  Burnouts are considered included under "other competitive motor sports".</p> <p>There appears to be a discrepancy in the information provided with the Development Application (50-100 people/cars) and the latest Site Plan in the Traffic Impact Assessment which allows car parking for 500 cars.</p> <p>Frequency of use of the facility, if approved would be defined within the Conditions of any Planning Permit, if granted. Further information provided by the applicant states that the events will be patrolled by security and any anti-social behaviour will not be tolerated.</p> <p>Information not provided to enable Council to assess the noise levels. Noise levels could conflict with adjacent existing residential and agricultural land uses. The applicant has stated that noise levels are anticipated to be 95db or below.</p> <p>A Traffic Impact Assessment has been prepared by a suitably qualified person. This assessment concludes that the proposed upgrades to the access, will not impact on traffic flow.</p> <p>No application for the sale of Food or Drink on the site has been received to Council. This would require additional Permits from Council and other Licenses from organisations.</p>



<p>Loss of privacy. I am concerned that visitors to the development site will trespass property. According to the plan, the site is to be fenced, but it is not a boundary fence so it will not prevent people accessing property from outside the fenced-in area., so privacy and noise concerns are even greater than would be experienced inside a house 500 metres from the burnout site.</p> <p>Use of hazardous materials. I am assuming a supply of petrol will need to be kept on hand, as the nearest service station is in Ouse, as well as possibly other hazardous chemicals. Despite the application mentioning firefighting crews, there is no guarantee that they would be able to control a major chemical spill or fire.</p> <p>Air pollution. There will be a large number of vehicles burning rubber and creating acrid smoke. I am an asthmatic and also have damaged lungs, so I am concerned about the effect of air pollution. It is one of the reasons I chose to buy a property in this area, away from urban pollution.</p> <p>Impact on native marsupials. There is abundant wildlife in this area. At night there are many pademelons, wallabies, possums, bettongs and quolls that come down from the southern part of my property (and presumably the proposed development site) to eat the vegetation growing on the farm. There is also a wombat that walks down from the same area during the day to drink from the creek near the Lyell Highway, and there are several Tasmanian devils living on or close to my property. If the development went ahead they would be at risk due to habitat disturbance, noise pollution and traffic. There is already too much roadkill along the Lyell Highway.</p> <p>Impact on native birds. There are regular sightings of both wedge-tailed eagles and goshawks in this area, particularly above farmland on either side of the highway. Eagles have been seen on the highway itself, feasting on roadkill, and goshawks are often spotted in tall trees. Eagles, in particular, are very sensitive to noise: "If a nesting eagle perceives a disturbance as a threat, even from hundreds of metres away, it may leave its eggs or chicks at risk of cold, heat and predation. It may desert its nest site for years and long after the disturbance has ceased. A disturbance is more likely to disrupt breeding if: visible; louder; more intense; closer (either vertically or horizontally); over a longer period; more frequent; across a larger area; earlier in the breeding season; above the nest; people are visible; people are looking towards the nest; during the day; helicopters are involved; during extreme weather." (<a href="https://www.threatenedspecieslink.tas.gov.au/Pages/Wedge-tailed-Eagle.aspx">https://www.threatenedspecieslink.tas.gov.au/Pages/Wedge-tailed-Eagle.aspx</a>)</p> <p>Danger to farm animals. There are free-ranging goats and poultry. The goats especially like to graze close to the boundaries. I am concerned that these animals may be harmed. The goats in particular have shown that they are afraid of loud noises and, if spooked, they will run fearfully and have been known to injure themselves when panicked.</p> <p>Property values. Having a car burnout site right next to my farm will be detrimental to property value, and will also affect other properties in the area.</p> <p>Peripheral activity. I did not notice on the proposed plan that any accommodation has been made for supplying food and drink to patrons. I am concerned that there will be increased traffic (and</p>	<p>There is no indication that the storage of hazardous materials will take place on site.</p> <p>Information not provided to enable Council to assess odour and airborne particles. These could conflict with adjacent existing/future residential and agricultural land uses.</p> <p>Comments regarding native animals in the area have been noted.</p> <p>Comments regarding potential dangers to all animals in the area have been noted. It is anticipated that the property will be adequately fence for security reasons.</p> <p>Property Values are not taken into consideration during Planning Assessments, as there is no standard in the scheme which applies.</p> <p>No application for accommodation on the site has been received to Council. This would require additional Permits from Council.</p>
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<p>increased noise) due to people driving to Ouse and back again for food and drinks, as well as fuel.</p> <p>The proposed facility would be totally out of place in a rural area comprised of farmlands and protected forests, and I urge the council to reject the development application.</p>	
<p>Representation 2</p> <p>We own property it is an operational rural farm approximately 2000ha in size and involved in sheep and cattle production together with private forestry. It comprises of open grazing land, private forestry together with vast amounts of native vegetation and forests which is home to numerous native species including the wedge tailed eagle.</p> <p>It is of the highest concern that within 200 meters of the boundary that there could be a "burn out pad" where it is proposed that vehicle tyres are spun until burnt out.</p> <p>It is a significant risk to our property that a fire could easily start due to the proposed use of the land in question and cause massive amounts of damage to surrounding properties including ours and potentially the entire Derwent Valley.</p> <p>The Upper Derwent Valley is considered one of Australia's highest risk areas for bush fire. It would not be appropriate to have the risk of this activity in this area and unfair on our personnel operating already stretched resources at peak times. Black Bobs is a pristine tiny town in a very environmentally sensitive area. There are significant water ways in the area that all lead into the Derwent River system where Hobart and its surrounds is supplied with fresh drinking water.</p> <p>Black Bobs is a peaceful and quite town/community. To have unusually very noisy, smoking, burning vehicles there, with hundreds of people from 10am until 10pm will destroy the peace and quite not only for people but the native and farmed animals within the vicinity. Not only is this cruel but would cause significant economic losses to the surrounding farms. I would question the suitability of such an activity within a rural agricultural zone. This development would impact on future residential and rural/grazing development.</p> <p>There are plenty of existing motorsport facilities located around the state to undertake this activity. There is the Hobart Race Way, located at Sorell Creek, 1159 Lyell Hwy, in the Lower Derwent Valley. A far more appropriate place to have such an activity with minimal fire risk and already set up facilities. There is Baskerville Raceway, located at Old Beach. This is another far more appropriate venue for such an activity and again with all the facilities and minimal risks.</p> <p>Thank you for the opportunity to raise our concerns.</p>	<p>A Bushfire Assessment is not required for the Development, as no storage of Hazardous materials, such as fuel, is proposed on site. The applicant has stated that a Trained Fire Crew will be attending all events, with suitable equipment. The applicant has also stated that the property will be maintained to reduce the risk of Bushfire.</p> <p>Information not provided to enable Council to assess the noise, odour and airborne particles. These could conflict with adjacent existing residential and agricultural land uses. The applicant has stated that noise levels are anticipated to be 95db or below.</p> <p>The Scheme allows for Motor Racing Facility within the Rural resource Zone, where such development does not constrain or conflict with resource development uses (agricultural).</p>
<p>Representation 3</p> <p>I act for .....who owns property</p> <p>This representation is made pursuant to s.57(5) of the Land Use Planning and Approvals Act 1993 (LUPA Act) on their behalf and concerns the proposed "Motor Racing Facility" on the property at 8735 Lyell Highway, Ouse. My client has further sought input from a planning consultant, Ireneinc, in this matter and I attach the report which I have been provided.</p> <p>This representation is not provided as a complete review of the application but rather seeks to highlight the key concerns that my</p>	<p>Information not provided to enable Council to assess the noise, odour and airborne particles. These could conflict with adjacent existing/future residential and agricultural land uses. The applicant has stated that noise levels are anticipated to be 95db or below.</p>

client holds in relation to the application. Those concerns may be summarised as follows:

(a) Conflict with existing residential use: The proposed activity is located approximately 508m and 575m from the 2 nearest dwellings. My client's dwelling is located approximately 600m from the proposed activity (measured by reference to what has been described as the Concrete Burnout Pad). There are a further 3 dwellings within 3km of the facility. The noise from the proposed activity has not been quantified however it is submitted that such noise readily understood to be incompatible with the bucolic amenity of the area.

(b) Conflict with surrounding agricultural activity. The site sits within a land use context that accommodates both residential use and existing agricultural activity. The residences enjoy a bucolic amenity that is based on this context. The impact of the proposal upon the underlying agricultural use of the surrounding land, and indeed the capacity for agricultural use on those adjoining sites, has not been assessed. The agricultural capacity of the subject site has not been assessed.

(c) The application provides insufficient information to enable an assessment of the proposed use and development under the Central Highlands Interim Planning Scheme 2015 (Scheme) or to enable a permit to provide effective regulation if the application were to be approved.

#### 1 Conflict with Residential Use

A motor racing facility is a discretionary use within the Rural Resource zone. The planning authority accordingly has the discretion to grant or refuse to grant the permit; cl.8.8.1(a). This discretion arises independently of an assessment of the proposal's compliance or non-compliance with standards under the Scheme, noting of course that non-compliance with a standard will necessitate refusal of the application in any event. A discretionary use requires assessment in accordance with cl.8.10.2 which identifies a list of considerations that the planning authority must "have regard to". Cl.8.10.2 provides a series of mandatory considerations however does not otherwise operate to limit the considerations that inform the exercise of the discretion.

In undertaking an assessment of the discretionary use, the purpose statements and other considerations listed are matters to which the planning authority must have regard, however, they are not elevated to the status of a standard as to be statements of criteria that must be met.

The purpose of the Rural Resource zone describes a focus on providing and protecting agricultural type use and uses that support agricultural activity. Recreation and tourism uses are identified to be supported where they support agriculture, aquaculture, forestry, mining and other primary industries; cl.26.1.1.3.

Residential use is identified to be allowed where it does not fetter rural resource use or lead to the loss of productive rural land;

cl.26.1.1.4.

When reviewing the Use Table under cl.26.2, it is immediately apparent that opportunities for land use conflict are created by the divergent list of discretionary uses. There is no standard within the zone that provides a direct test to manage and protect against land use conflict. The zone purpose statements identify that priority is to be given to primary industry and agricultural use, allowance is made for residential use, and other uses such as

Information not provided to enable Council to assess the conflict with existing or future agricultural uses and residential uses on adjacent properties.

There appears to be a discrepancy in the information provided with the Development Application (50-100 people/cars) and the latest Site Plan in the Traffic Impact Assessment which allows car parking for 500 cars.

<p>tourism and recreation may be facilitated to support primary industry. Outside of this general approach, the purpose statement does not provide a framework to manage conflict between incompatible uses.</p> <p>S.5 of the LUPA Act should be noted insofar that it requires that the planning authority exercise its functions and powers so as to further the objectives of the Resource Management and Planning System.</p> <p>Those objectives include providing for the fair, orderly and sustainable use and development of land. It is plainly contrary to those objectives to exercise the discretion under cl.8.8.1(a) and cl.26.2 in a way that creates land use conflict.</p> <p>It is my understanding that the proposed motorsport facility, that is based on observing motorists undertaking burnouts, is likely to produce noise emissions that have the potential to lead to land use conflict. Conflict is particularly likely to arise with existing residential uses. The application contains no information to enable an assessment of the type and intensity of the emissions, including noise. There is no assessment from an acoustic engineer that details what the emissions are likely to be and whether those emissions could be considered reasonable.</p> <p>Taking some guidance from available sources, it is observed that the Tasmanian Planning Scheme requires an attenuation distance of 3,000m between a motor racing facility and the nearest sensitive receiver.</p> <p>Encroachment requires demonstration that nuisance does not arise. A further example is found in relation to the Baskerville Raceway, where the Specific Area Plan excludes sensitive uses from establishing within approximately 650m of the track. These references provide a reasonable basis to conclude that there is a risk of conflict arising from noise emissions.</p> <p>Further, it may reasonably be concluded that the noise from a burnout exceeds the noise from track racing. Noise emissions are an incident of racing however an intended outcome of burnouts.</p> <p>The application proposes the introduction of a use that will create land use conflict or at the very least fails to provide the planning authority with any information that enables a conclusion to be drawn that the proposed use would not give rise to land use conflict.</p> <p>2 Conflict with surrounding agricultural activity</p> <p>As a discretionary use, the proposed motorsport facility is to be considered by reference to the purpose of the Rural Resource zone. The zone makes express provision for tourism and recreation type uses where these support primary industry. There is no information in the application that enables a conclusion to be drawn that the proposed use provides such support.</p> <p>The purpose of the zone further focuses on the protection of agricultural use and protection of agricultural land. This necessarily requires a consideration of both existing and future potential use of the land.</p> <p>Cl.26.3.3 provides a further standard to guide the assessment of the impact upon agricultural use.</p> <p>The application contains no information that enables an assessment of whether the proposal fetters or adequately</p>	
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protects agricultural use and agricultural land. At the very least some form of assessment from an agronomist would be required.

There is no information to demonstrate how noise from motorists may impact the surrounding agricultural activity, such as startling livestock. There is no information that demonstrates how the proposal impacts the agricultural use or potential agricultural use of the subject land.

### 3 Inadequate Application

I record that the proposal is not accurately described as a Motor racing facility. There is no contention that this is not the appropriate use classification, however, the application document describes a "Motor Sport Facility" with the plans depicting a "Concrete burnout pad". This is something that is quite different from racing. As I understand it, when racing, motorists drive around a track, often at high speeds. This may give rise to noise. Conversely, when undertaking a burnout, in competition or display, the objectives include creating noise. The 2 uses and their associated impacts are distinctly different and it may reasonably be concluded that noise emissions from a burnout pad will exceed those from a racing venue.

The application discloses that 1 "event" per month is proposed with 50-100 people/cars in attendance.

The plans however provide parking for 500 cars in addition to 2.5ha of separate parking and pits for participants.

The application discloses that "events" would operate between 10am-10pm or 10am to 6pm on weekends. There is no indication of whether lighting is proposed.

The application proposes 4 grandstands (height unknown), each located approximately 30m from the burnout pad. Given the size of the grandstands, assuming an area of 1m<sup>2</sup> per person, 160 people could be accommodated as spectators alone.

No information is provided regarding the use of amplified audio equipment for announcers or music.

The application provides no description of the activity that will occur on the site. If we assume that the Concrete burnout pad is to be used for burnouts, we are still left with no information regarding the frequency of burnouts – are we to assume 1 every 10-minutes over the course of the 12hours of operation? One might also ask how the participant parking and pits are to be used, will there be revving of engines for display or other activity within this area?

The application contains no information concerning the noise that may be generated by the proposed activity on the site. There is no information in the application to enable others to make an informed judgment as to what the noise might be.

Doing the best we can with the information that we have been given, it is our submission that the application can only be refused. The discretionary use is likely to give rise to land use conflict with both the surrounding residential and agricultural uses. The lack of information detailing the proposed use and the conflicting information as to the intensity (number of people proposed compared to parking and spectator provision) combine to suggest that if approved, the use will be incapable of effective regulation. Detailed permit conditions would be required to ensure noise emissions and patronage were capped. However, given the absence of information, I would suggest that any such conditions would be tantamount to a refusal as the planning authority simply cannot be satisfied that reasonable noise limits could be set that could be complied with.

We submit that the application should be refused.

#### Representation 4

This submission is an objection to the above development application. I am the user of a property in the Black Bobs area for both recreational and residential purposes.

It is difficult to submit a detailed submission due to the lack of particulars provided on the application. Accordingly, if the matter is returned to the applicant to request further information I request that I am given the opportunity to expand on this submission.

The reasons for my objection are numbered below.

1. Central Highlands Planning Scheme 26.3.3 - Discretionary P1(a) the application does not meet characteristics of the area due to:

- Black Bobs area is mainly residential and grazing land the proposed development area is in a valley therefore sound from the motor racing facility would echo through the valley, significantly impacting the existing residents and amenity of the area. This may be more prominent in colder months. An acoustic/sound assessment should be sought in this regard. A more appropriate location for this type of development would be in an open area (not a valley) with heavily vegetated buffer surrounding the motor racing.

P1(b) This type of development would remove the opportunity for both residential and grazing use on a parcel of land that is similar size (15ha) to nearby neighbouring properties in the Black Bobs community (see also E9.7.2). There are 15 properties that make up this community with 9 of those currently being used for residential and/or grazing purposes. The proposed development and use are completely out-of-character for this community. In the map in P1(a) above the cluster of smaller properties that make up the community is shown.

P1(c) The setback is proposed to be 500m to existing residences. It is within this distance to the residence at number 8731 Lyell Highway. Further, this does not take into consideration the future potential of residential and grazing development to undeveloped properties to the south. The vegetation surrounding the proposed development is sparse and is believed to not be sufficient to suppress or buffer the noise from the motor racing facility. The valley and cold dense air in the area would keep sound in the valley and would echo off surrounding mountains exacerbating the noise and amenity for the existing residential use in the community. Refer to P1(a).

P1(d) Refer to P1(a), (b) and (c). The development is only around 300 metres from the northern boundary of the property 'Cooma' which is currently used for sheep and cattle grazing.

2. Central Highland Planning Scheme E9.0 Attenuation Code

The application fails to address how it complies with E9.6 Use Standards – use with potential to cause environmental harm:

P1 (a) the operational characteristics of the development (ie a facility for performing burnouts) does not correspond with the general amenity of the area which is made up of residential and farming land.

P1 (b) the scale and intensity of the development is difficult to determine as the proposed number of users of the facility is given as 50 to 100, yet parking is provided for 500 cars. This will result in a mass increase in the number of users of the local area; an area which is ordinarily occupied by perhaps 12-15 people over a number of properties. Does the 50 to 100 people include the personnel required to run the operation? Does it

Information not provided to enable Council to assess the noise, odour and airborne particles. These could conflict with adjacent existing/future residential and agricultural land uses. The applicant has stated that noise levels are anticipated to be 95db or below.

No details regarding flood lights has been provided with the Development Application. However, if a Planning Permit was granted, light could form part of the conditions.

A Bushfire Assessment is not required for the Development, as no storage of Hazardous materials, such as fuel, is proposed on site.

The applicant has stated that a Trained Fire Crew will be attending all events, with suitable equipment. The applicant has also stated that the property will be maintained to reduce the risk of Bushfire.

Comments regarding potential dangers to all animals in the area have been noted. It is anticipated that the property will be adequately fence for security reasons.

If a decision to grant a Planning Permit was made, Wastewater treatment would be Conditioned in line with the requirements of a Plumbing Permit.

The applicant has stated that a St John's Ambulance team and Fire Crew will be in attendance at all events.

Information not provided to enable Council to assess the requirements of the Electricity Transmission Infrastructure Protection Code.



include participants as well or is it just 'spectators'? Such questions raise issues regarding the intensity of the proposal. P1 (c) the fire risk for the area will significantly increase during times of operation of the proposed activity. Operating a vehicle to the point that the tyres blow out causes significant emissions of heat from various sections of the vehicle including the rubber tyres. Hot, exploding rubber being thrown into the air will significantly increase bush fire risk. The area contains significant areas of forest, scrub and areas of grasslands that due to their remote location and limited use may not always be kept maintained/slashed. Particulates from the tyres as they are 'burnt out' will be added to the surrounding atmosphere. Air pollutants such as carbon monoxide, nitrogen oxides, particulate matter, volatile organic compounds and benzene are all emitted into the environment by motor vehicles which will be significantly increased during times of operation of the facility.

P1 (d) Any hours of operation and frequency of use should be listed as a condition if the application is approved. The breeding seasons of engaged species identified in the area (see point 3 below) should be addressed accordingly. Note the operation of motor vehicles for a purpose other than moving in and out of residential premises is prohibited after 6pm on Saturdays, Sundays and public holidays – refer to Environmental Management and Pollution Control (Noise) Regulations 2016 Regulation 6. This suggests the proposed hours are in contravention of this legislation.

P1 (e) and (f) light, noise and odour impacts – see P1(c) above. Further, the proposed development area is in a valley and in particular during colder months sound from the motor racing facility would echo through the valley, significantly impacting the existing residents and amenity of the area. Anlighting, but given the proposed hours of operation, it is assumed that this will be a requirement.

Accordingly, an assessment regarding the impact of light pollution on surrounding residences and farming land should be obtained. Only natural lighting is currently available in the area; there are no street lights or similar.

P1 (g) Measures to eliminate, mitigate or manage emissions – the application fails to address such criteria. Consideration should be given to the noise standards in the Environmental Management and Pollution Control (Noise) Regulations 2016.

3. There are threatened species in this area. I have observed wedge-tailed eagles at an adjacent property in recent times. The shading in the map below shows the likelihood of wedge-tailed eagle nests in the area. Council should request that the applicant obtains a report from a suitably qualified professional to determine the impact on the eagles and any other threatened species. A vast increase in people and of course significant increases in noisy activities will disturb the species and will be particularly concerning during breeding/nesting season. This may result in death of the species by abandoning eggs/nests which may further endanger the species.

4. The development will impact on nature values such as eucalyptus vegetation which is on the land. Again, a report from a suitably qualified professional should be sought to determine the impact on threatened vegetation.

5. Very little information is provided regarding bush fire management. A Bushfire Management Report should be provided to Council for consideration. The Bush Fire Attack level is required to then determine the scope of any development and to develop any emergency management policies and storage is

noted on the included plans in the DA. Given that the proposed activities will introduce fire hazards it is critical that sound policies and procedures are in place before any development is considered. It is assumed that fuels and oils will be at least temporarily, if not, permanently stored on the site. There is no mention as to the type of materials to be used for the structures such as grandstands – will they consist of any timbers or similar combustible materials?

6. No environmental assessment was included with the development application. Such assessment will outline the requirements for disposal of sewage to ensure that it does not affect adjoining properties. The design of the sewage system is an assessable item at the DA stage.

7. The lack of a business case and failure to provide a clear intent of use is of concern. The commentary provided in the application refers to 'we' yet only one person is listed as the applicant. It is not clear if there is a committee, corporation or other entity behind or involved in the proposed activity. This leads to such questions as:

- How is the proposed activity funded?
- Will a fee be charged to attend? If so, will it be operated on a for-profit basis or are proceeds being offered to the community/a charity?
- How will the operator enforce the suggested capacity limits and do these numbers include staff/personnel?
- Will it operate with appropriate insurances such as personal injury, public liability etc?
- Will signage on Lyell Highway be erected? This may constitute a separate application.
- If approved, how will Council enforce the proposed times of operation?
- Consideration should be given regarding the use of the facility for a 'public event' compared to when it may be used for private use. Any 'use' should be consistent with the suggested hours of operation
- If 50 to 100 people/cars are expected, why is parking proposed for 500 vehicles?
- Will food and drink/alcohol be served or available for purchase at the facility? If so, is it the intention of the applicant to apply to Council for appropriate permits?
- It is anticipated that users of the site will stay/camp overnight after an event at the facility. This will continue the impact on neighbouring properties past the proposed operational hours
- Does the applicant or any proposed users of the site hold membership in a motor racing accreditation body? Generally, a Motorsport Australia General Officials Licence or similar would be required to conduct such activities at a professional level.
- Will electricity be connected to the site?
- What safety barriers, if any, are required around the 'burnout' pad to reduce the chance of injury to spectators and therefore reduce potential impact on emergency services?
- Will the proposed structures including concrete pad require a Building Application?
- Are there any emergency evacuation plans?
- Will the site have adequate security measures in place for when the facility is not in use to prevent unauthorised access/use of the facility?
- Will security guards be engaged during events?

8. The above questions seek to determine that the proposed activity is being offered at a professional level, which is what the applicant seems to suggest when he refers to adding value to

the local community. Council needs to be satisfied that the activity is of value to the community.

9. The applicant makes a false representation in the commentary by referring to 'a block of land we have purchased'. The title to the property which is included in the application shows that the owners of the property are Stephen Brian Knight and Peter Andrew Knight; neither are the applicant.

10. The remote location of the site means it has limited access to emergency services. Given the nature of the proposed activity, there will be an increased likelihood for police to attend if there is a disturbance, for ambulance to attend to an injury or fire brigade in case of fire, than the current demand.

11. The area of the development is a very peaceful community which is used by residents and visitors predominantly for its relaxed environment. The introduction of such an activity will radically transform the character of the area. It may impact land values which are already low compared to other areas of the LGA and indeed greater Tasmania. It may also introduce people of poor character to the area which may impose a security risk to residents and land owners if any anti-social behaviour is evident. The proposed activity is an illegal activity when it is conducted on a public road and tends to be performed by those that have an ignorance to the law.

12. Further information is also required regarding any odours that will be generated from the proposed activity. Smells such as burning rubber will impact neighbouring properties and have affect on residences and livestock.

13. The application makes no mention regarding the disposal of waste generated on site such as garbage and blown tyres.

14. There are overhead transmission (electricity) lines on the property of the proposal. They are not marked on the plans therefore any distance and potential is not addressed. The figure below shows the electricity transmission corridor on the property. Information from Tas Networks should be sought in this regard. It appears the proposed access road passes through/under this zoning.

In summary, the proposal is in conflict with the general amenity of the area which is made up of residential and farming land. Introducing such a facility will impact the peaceful character of the area and have natural environmental impacts as outlined above. It will reduce the potential for or even prevent further suitable development in the area such as hobby farms, residential and grazing. I feel the development is far suited to an area outside the applicable attenuation zones and where there is less risk to other users in terms of fire hazard, less impact on community members such as noise and pollution and where there will be reduced effect on natural values such as vegetation and wildlife including endangered species. It should be suggested to the applicant that a more appropriate location for this type of development would be in an open area (not a valley) with heavily vegetated buffer surrounding the motor racing. For the reasons explained above, Council should reject the development application. If Council sees fit to approve the application, consideration should be given to conditions such as frequency of use, hours of operation and to the environmental concerns highlighted above.



I welcome any questions you may have in respect to my submission and can expand further at a planning committee meeting if I am given the opportunity.	
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### **Conclusion**

The proposal for a Motorsport Complex to hold monthly events/competitions one day during the weekend, operating between the hours of 10am and 6pm has been assessed against the applicable standards of the Rural Resource Zone and the relevant codes of the *Central Highlands Interim Planning Scheme 2015* as outlined in the body of this report.

This report concludes that information has not been provided to enable Council to assess the Development Application against the Central Highlands Interim Planning Scheme 2015.

In addition, several representations were received which also raise objections regarding potential land use conflict between the proposal and existing/future residential and agricultural uses. Representors have raised concerns regarding noise levels, odour, the effect on the natural environment and an increase in anti-social behaviour in the quite community.

It is recommended that the Development Application be refused a Planning Permit.

#### **Reasons :-**

1. The application provides insufficient information to enable Council to assess the Motor Racing Facility against the Central Highlands Interim Planning Scheme 2015.
2. Due to the insufficient information provided to Council, Council is not satisfied that the proposal does not create a land use conflict between the proposed Motor Racing Facility and the existing or future residential use and surrounding agricultural activity.

### **Legislative Context**

The purpose of the report is to enable the Planning Authority to determine the Development Application DA2021/61 in accordance with the requirements of the Land Use Planning and Approvals Act 1993 (LUPAA). The provisions of LUPAA require a Planning Authority to take all reasonable steps to ensure compliance with the Planning Scheme.

This report details the reasons for the officers Refusal. The Planning Authority must consider the report but is not bound to adopt the Recommendation. Broadly, the Planning Authority can either: (1) adopt the Recommendation for refusal, or (2) replace a refusal with approval.

Any decision that is an alternative to the Recommendation requires a full statement of reasons to ensure compliance with the *Judicial Review Act 2000* and the *Local Government (Meeting Procedures) Regulations 2015*. Section 25 (2) of the *Local Government (Meeting Procedures) Regulations 2015* states:

*25 (2): The general manager is to ensure that the reasons for a decision by a council or council committee acting as a planning authority are recorded in the minutes of the meeting.*

### **Options**

The Planning Authority must determine the Development Application DA2021/61 in accordance with one of the following options:

#### **1. Refuse to grant a permit:-**

In accordance with section 57 of the Land Use Planning and Approvals Act 1993 the Planning Authority Refuse the Development Application DA2021/61 for a Motor Racing Facility at 8734 Lyell Highway, for the reasons detailed below.

Reasons :-

1. The application provides insufficient information to enable Council to assess the Motor Racing Facility against the Central Highlands Interim Planning Scheme 2015.
2. Due to the insufficient information provided to Council, Council is not satisfied that the proposal does not create a land use conflict between the proposed Motor Racing Facility and the existing or future residential use and surrounding agricultural activity.

**2. Approve to grant a permit:-**

In accordance with section 57 of the Land Use Planning and Approvals Act 1993 the Planning Authority Approve the Development Application DA2021/61 for a Motor Racing Facility at 8734 Lyell Highway, with conditions, for the reasons detailed below.

*Should the Planning Authority opt to grant a permit contrary to the officers Recommendation, the reasons for the decision should be recorded below, as required by Section 25(2) of the Local Government (Meeting Procedures) Regulations 2015:*

**RECOMMENDATION**

Moved **Mayor Triffitt**

Seconded **Clr Cassidy**

**THAT** the following recommendation be made to Council:

**1. Refuse to grant a permit:-**

In accordance with section 57 of the Land Use Planning and Approvals Act 1993 the Planning Authority Refuse the Development Application DA2021/61 for a Motor Racing Facility at 8734 Lyell Highway, for the reasons detailed below.

Reasons :-

1. The application provides insufficient information to enable Council to assess the Motor Racing Facility against the Central Highlands Interim Planning Scheme 2015.
2. Due to the insufficient information provided to Council, Council is not satisfied that the proposal does not create a land use conflict between the proposed Motor Racing Facility and the existing or future residential use and surrounding agricultural activity.

***Carried 3/1***

**For the Motion:** Mayor Triffitt, Clr Cassidy & Clr Archer

**Against the Motion:** Deputy Mayor Allwright

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Mr J Smith & Mr S Thorpe left the Meeting at 9.57am  
Ms Lyn van Amstel & Mr P Sasse left the Meeting at 9.58

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**6.1 DA2022/15 : REPLACEMENT ROOF & CLADDING : 36 HIGH STREET, BOTHWELL (CT:233745/7)**

**Report by**

Louisa Brown (Planning Officer)

**Owner**

W Dexter

**Purpose**

The purpose of this report is to provide further information to Council regarding DA2022/15 Replacement Cladding & Roof at 36 High Street, Bothwell.

Planning Permit DA2022/15 was granted by Council acting as planning Authority on 6 April 2022. Condition 3 & 4 (Heritage) of the permit requires that a report be submitted to the satisfaction of Council's General Manger. The report must explore all feasible alternative building materials and make a recommendation, taking into account the heritage significance of the streetscapes and landscapes of the town and the requirements of the Bothwell Heritage Precinct. The report and quote are attached.

### **Streetscape & Landscape**

The report submitted by the property owner provides information regarding the streetscape and landscape of the town. It is observed that there are a range of dwelling types and materials on High Street. Colourbond and zinc alum are existing materials on the street, several colourbond outbuildings are located on a property opposite 36 High Street. However it is noted that the property opposite is not within the Heritage Precinct.

### **Feasible Alternative Materials**

The owner has explored two alternative materials. These are treated pine weatherboards and cement sheet weatherboards. A quote to replace the cladding with pine weatherboards has also been provided. The cost to use these materials are around \$30,000 which are out of budget for the owner.

Colourbond offers an affordable alternative, with additional low maintenance benefits.

### **Bothwell Heritage Precinct**

Communication with/from the owner does not include any requirements of the Bothwell Heritage Precinct.

The Central highlands Interim planning Scheme defines the Heritage Precinct as *"an area shown on the planning scheme maps as a heritage precinct and described in Table E13.2 as having particular historic cultural heritage significance because of the collective heritage value of individual places as a group for their streetscape or townscape values."*

The Bothwell Heritage Precinct is defined as follows:

*Table E13.2 Heritage Precincts, Bothwell Heritage Precinct*

*Development must satisfy all of the following:*

- (a) Respect the townscape qualities of the settlement through appropriate building form, design and finishes which are consistent with the historical heritage values of the town setting;*
- (b) Ensure that new development including additions and adaptations to existing buildings are undertaken in a manner sympathetic to the heritage significance of the streetscapes and landscapes of the town;*
- (c) Maintain the visual amenity of historic buildings when viewed from streets and public spaces within the settlement;*
- (d) Scale, roof pitch, building height, form, bulk, rhythm, materials and colour of new buildings and additions to existing buildings must be sympathetic to the character of the town;*
- (e) New buildings must not visually dominating neighbouring historic buildings; and*
- (f) Where feasible, additions and new buildings must be confined to the rear of existing buildings.*

It should be noted that the existing PVC weatherboards have been removed and that the dwelling currently has no cladding at all.

In assessing the replacement cladding and roof for 36 High Street, Bothwell the following development standards apply:

**E13.8 Development Standards for Heritage Precincts****E13.8.1 Demolition**

Objective: To ensure that demolition in whole or in part of buildings or works within a heritage precinct does not result in the loss of historic cultural heritage values unless there are exceptional circumstances.

Acceptable Solutions	Performance Criteria	Officer Comment
<b>A1</b>  No Acceptable Solution.	<b>P1</b>  Demolition must not result in the loss of any of the following:  (a) buildings or works that contribute to the historic cultural heritage significance of the precinct;  (b) fabric or landscape elements, including plants, trees, fences, paths, outbuildings and other items, that contribute to the historic cultural heritage significance of the precinct;  unless all of the following apply;  (i) there are, environmental, social, economic or safety reasons of greater value to the community than the historic cultural heritage values of the place;  (ii) there are no prudent or feasible alternatives;  (iii) opportunity is created for a replacement building that will be more complementary to the heritage values of the precinct.	There are no Acceptable Solutions, the proposal must be assessed against the Performance Criteria P1;  (a) Information has not been provided to demonstrate compliance with P1.  (b) Information has not been provided to demonstrate compliance with P1.  (i) Complies. The previous PVC weatherboards have been removed and the dwelling currently has no cladding. The proposal is to replace these with colourbond as this is achievable within the owners budget. In this situation economic reasons are of greater value to the community and the heritage values. (ii) Complies. Council is satisfied that the owner has explored feasible alternatives.  (iii) Not applicable, as the dwelling is not being replaced, only the cladding.

**Conclusion**

The information provided by the owner satisfies in most part the Heritage Conditions 3 & 4 of Planning Permit DA2022/15. Additional assessment against E13.8 Development Standards for Heritage Precincts, 13.8.1 Demolition of the Scheme concludes that the proposal meets the Performance Criteria P1.

**RECOMMENDATION**

**Moved:** Mayor Triffitt

**Seconded:** Deputy Mayor Allwright

**THAT** the following recommendation be made to Council:

In accordance with Condition 3 & 4 (Heritage) on Planning Permit DA2022/15 Council approve the use of Colourbond for the replacement cladding and roof for 36 High Street, Bothwell.

***Motion Lost 2/2***

**For the Motion:** Mayor Triffitt & Deputy Mayor Allwright

**Against the Motion:** Cllr Cassidy & Cllr Archer

It was agreed that the Manager Development & Environmental Services obtain a costing for weatherboard profile colourbond prior to the May Council Meeting.

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## **6.2 ASSESSMENT OF ST PATRICKS PLAIN WINDFARM**

As you are aware Council Resource Shares Planning Officers from Southern Midlands Council, with a Planner working from the Bothwell Office one day per week.

The assessment of the St Patricks Plain Windfarm has been discussed by the Planning Officers and they have decided, with the support of the General Manager from Southern Midlands Council, that assessment of the St Patricks Plain Windfarm should be undertaken by an external consultant.. They have advised they are happy to assist with the admin processing side of the application if required.

This decision has been made based on a number of factors including the expected work load it will represent, Councillors as land owners and the need for full confidence of Council in the independence of the assessment and recommendation.

The cost to engage an external consultant is difficult to calculate as the amount of time required to undertake the assessment and any subsequent appeal, if required, is unknown.

It is being recommended that Council engage a Consultant Planner to undertake the assessment of any future application for the St Patricks Plain Windfarm and that an amount of \$25,000 be allocated in the 2022/2023 Budget.

### **RECOMMENDATION**

**Moved:** Cllr Archer

**Seconded:** Mayor Triffitt

**THAT** the following recommendation be made to Council:

THAT a review of Council's Planning Services be undertaken.

***Carried***

**For the Motion:** Deputy Mayor Allwright, Mayor Triffitt Cllr Cassidy & Cllr Archer

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Mr D Steers left the Meeting at 10.34am

Cllr Archer left the Meeting at 10.35am and returned at 10.38am

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## **6.3 PROPOSED BOTHWELL, OUSE AND HAMILTON STRUCTURE PLANNING PROJECTS**

### **Report By:**

Council Planning Consultant (SMC) Damian Mackey

### **Attachments:**

1. Funding offer from the State Planning Office, 29 April 2022.
2. Draft Project Plan - 3 May 2022.

**Purpose:**

The purpose of this report is to progress an initiative to develop 'structure plans' for the townships of Bothwell, Ouse, Hamilton and Gretna, and possibly Miena.

**Background:**

The feedback received during last year's public notification of the Central Highlands Draft Local Provisions Schedule has brought into focus a need to undertake strategic land use planning exercises for the townships of Bothwell and Ouse, with several of the representations raising potential rezoning issues.

In considering the Bothwell and Ouse representations, Council noted the following:

*Council intends to pursue a structure plan for Bothwell once the LPS work is completed, potentially with financial support from the State Government. This should follow completion of the Local Provisions Schedule development process and is to set out the preferred future development of the town and any subsequent zoning changes that ought to be made.*

and

*A structure plan for the township of Ouse, with input from the local community should be developed. This should follow completion of the Local Provisions Schedule development process and is to set out the preferred future development of the town and any subsequent zoning changes that ought to be made.*

As Councillors are aware, the public exhibition of the Draft Local Provisions Schedule included planning scheme zone maps. However, the zoning of our townships had been directed by the State to simply be a direct transition from the current planning scheme zones. In other words, no fundamental zone changes were able to be considered. Nevertheless, members of the community lodged representations requesting such changes.

In addition to the matters raised in the representations, Council has been aware of other zoning issues in and around the towns for some time. It has been many years since whole-of-town future-looking strategic planning exercises have been undertaken for the towns in the municipality. There are also issues at Hamilton and the settlements of Gretna and Miena would also benefit from strategic land use planning.

It is now standard practice for the Tasmanian Planning Commission to require that proposed planning scheme amendments within towns are supported by wholistic strategic planning. In other words: 'structure plans'.

At the February 2022 meeting, Council determined the following:

**THAT:**

- A. *Submissions be prepared and sent to the State Planning Office outlining the potential structure planning projects initially for Bothwell, Ouse, Hamilton and Gretna, with other settlements to follow, requesting 50% contributions from the State Government, based on a total cash budget for each project of approximately \$60,000.*
- B. *Draft project plans be prepared for the potential structure planning projects initially for Bothwell, Ouse, Hamilton and Gretna, with other settlements to follow, for consideration by Council. These are to include proposed steering committee arrangements.*
- C. *A report on the above points be provided to a future Council meeting, including budgetary implications for the coming financial year.*
- D. *Engage the services of Mr Damian Mackey (through the resource-sharing*

*protocols with Southern Midlands Council) to facilitate the process on behalf of Council.*

To pursue the above, a submission and draft project plan was prepared and forwarded to the State Planning Office, (formerly the State Planning Policy Unit), now within the Department of Premier and Cabinet, which has advised it has funds available to assist Councils with this kind of work. A total budget of \$240,000 was foreshadowed, with \$140,000 of this requested from the State.

## **THE STRUCTURE PLANNING PROCESS**

The development of a structure plan is generally undertaken by suitable qualified and experienced independent consultants appointed by Council and working under the direction of a Council-appointed Project Steering Committee. At Central Highlands, this could potentially be the existing Planning Committee or specific steering committees set up for each town.

Prior to seeking quotes from potential consultants, Council would finalise the Project Plans setting out the key parts of the project, such as membership of the steering committee, community consultation components, any specific matters that it believes need to be addressed, specific and general outputs and the project budget.

Substantial community involvement is essential to ensure the vision developed for a town is the best it can be, and the local community ultimately have a level of ownership of it. There are usually two phases of community involvement. The first phase is a structured process run by the consultants calling for all manner of ideas, issues, problems, risks, opportunities, etc, from the community. This usually involves a community workshop and a submission process for those unable to attend. The second phase of community consultation is undertaken after the consultants (with Council endorsement) have developed a draft of the structure plan which is then put out to the community for comment.

Other inputs besides that from the community include research on population growth forecasts, residential land demand & supply analysis, demographic trends, gaps in social services, key infrastructure issues and system capacities (water, sewer, roads, etc.), employment trends including existing and future industry sectors and a range of other issues.

All inputs contribute to a collective 'visioning' phase of the process

## **BENEFITS**

The final structure plans will set out an agreed vision for each town. Desirable zone changes will be highlighted and the strategic planning rationale underpinning these changes explained. Recommendations may also go to community infrastructure and/or facilities that may be missing or inadequate and where there is a demonstrated need. Where such facilities are within Council's purview, these recommendations can inform Council's future works program and budgeting and/or support grant applications to State or Federal Government. Where such facilities are State-level responsibilities, then the structure plan can be used to form the basis of Council's lobbying efforts.

## **DRAFT PROJECT BRIEF**

A draft 'Project Brief' is attached for Councillors' consideration. This sets out how the project would unfold and includes the proposed membership for the Project Steering Committee.

To pursue this project, the first tasks for Council are to, firstly, confirm that it will proceed with the project, secondly to commit the budget and thirdly to appoint the Project Steering Committee.

The Project Steering Committee will then finalise the Project Brief and provide high level governance and direct. The Steering Committee will report back to full Council at key decision points, which will be specified in the Project Brief. The Steering Committee will also oversee the process to seek proposals from interested consultants to undertake the project, interview those on a short-listed and appoint the successful consultant.

Day-to-day liaison with the project consultants will be through a Project Manager, who will report to the Project Steering Committee.

It is proposed that Council's Planning Consultant (on Resource-Share from Southern Midlands) act as Project Manager.



## FINANCIAL COMMITMENT

In its February 2022 determination Council foreshadowed that, subject to budgetary considerations, it wishes to embark on the project to undertake structure planning for the four towns of Bothwell, Ouse, Hamilton, and Gretna assuming an average cost for each town of \$60,000 with the State Government providing 50% of this.

For the four towns the total budget would therefore potentially be \$240,000, with the State and the Council each providing 50%. This could be split across two financial years, both for budgeting reasons and the practicalities of doing four structure plans.

Following officer-level discussions with the State Planning Office, an amended idea for developing the structure plans was developed. The key differences to that relayed at the February Council meeting are:

- Adding Miena. (So; the full list would be Bothwell, Ouse, Hamilton, Gretna and Miena.)
- Undertaking the initial components of the work collectively, as 'Part 1' of the project:
  - The background research: population growth forecasts, residential land demand & supply analysis, demographic trends, gaps in social services, key infrastructure issues and system capacities (water, sewer, roads, etc.), employment trends including existing and future industry sectors and a range of other issues., and
  - Identifying the issues and opportunities for each of the settlements. This would include the first phase of the public consultation for each town.
- Drafting the structure plans, undertaking the second phase public consultation, and finalising the structure plans as 'Part 2' of the project.
  - The Part 1 work would inform the scope and breadth of Part 2.
  - For example, it may be determined that one or more of the towns do not need a full structure planning process – but something less. (Noting that Bothwell, Hamilton and Ouse would almost certainly be identified as needing the full process).

By undertaking the initial work collectively, it was considered that the fifth town, Miena, could effectively be added for no additional cost.

As per Attachment 1, the State Planning Office has advised that it is prepared to provide \$70,000 this coming financial year, to assist with Part 1 of the project. This represents half of the \$140,000 requested by Council. The remainder would be provided in the following financial year for Part 2, and would be up to the remaining \$70,000, depending on the scope and breadth of the Part 2.

## BUDGET CONSIDERATIONS

As outlined above, it is proposed that the project be split into Part 1 and Part 2 with each part occurring in each of the two coming financial years. The total cost of the project is anticipated to be \$240,000, with the State providing \$140,000 and Council providing \$100,000, across the two financial years.

Subject to any alternative split that might be put forward by tendering consultants, it is assumed that the two parts would be evenly split: \$120,000 each for each part.

This would require Council committing \$50,000 this coming financial year and a further \$50,000 in the next. The State Planning Office has confirmed its commitment of \$70,000 this coming financial year for Part 1, and up to \$70,000 in the next (subject to the outcomes of Part 1).

So; for each part of the project in each of the two financial years, the budget would be \$70,000 from the State and \$50,000 from Council: \$120,000.

## RECOMMENDATION

**Moved:** Cllr Cassidy

**Seconded:** Mayor Triffitt



**THAT:**

- A. Council initiate a project to undertake structure planning projects for Bothwell, Ouse, Hamilton, Gretna and Miena, as outline in the Draft Project Brief, attached, (to be finalised by the Project Steering Committee).
- B. Recommend a budget commitment of \$50,000 for each of the two coming financial years, (noting the commitment from the State of \$70,000 in the first financial year and up to \$70,000 in the second).

AND the appointment of the Project Steering Committee be determined at a later date.

***Carried***

**For the Motion:** Deputy Mayor Allwright, Mayor Triffitt Clr Cassidy & Clr Archer

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**7.0 OTHER BUSINESS**

Ms J Tyson advised that she had attended the LPS Hearing on behalf of Council with Damian Mackey last week. Further work has to be undertaken on the rural / agriculture zones which will be discussed at a future hearing.

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**8.0 CLOSURE**

There being no further business the Chairperson thanked everyone for attending and closed the meeting at 10.52am.

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# The Derwent Catchment Project

Increasing Productivity. Restoring Landscapes

## Derwent Catchment Project Monthly Report for Central Highlands Council

**May 2022**

### General

We were excited to hear that the partnership with Brighton Council is going to continue into the new financial year. The addition of the Brighton Council extends and strengthens the partnership providing support for key program in weed management, agri-best practice and conservation.

Recent rainfall events have been causing damage to some of our river restoration sites and we are just reviewing what clean up is needed and how to improve outcomes at these sites in the future. Platypus walk has had some damage to plantings. We are now coordinating a clean up program for these sites which will occur over the winter months.

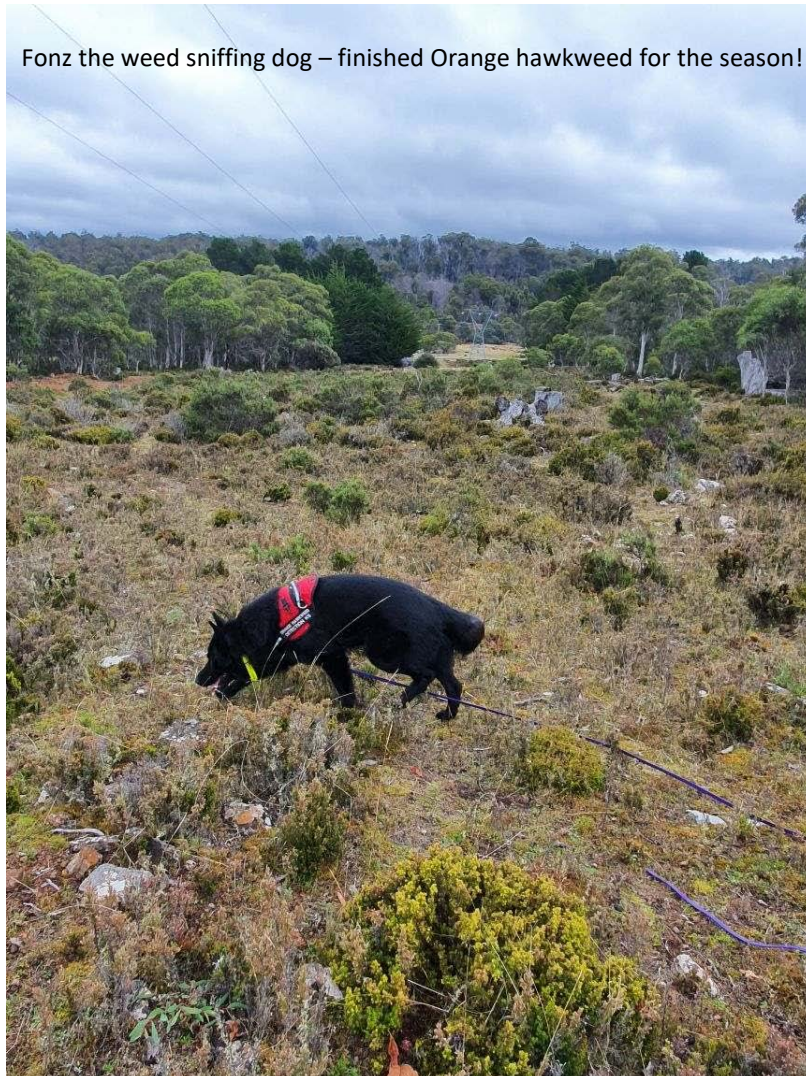


## Central Highlands weeds program

The program is coming to an end for the season with over 400km of roadside control occurring as well as target programs for Orange Hawkweed and Broom being undertaken. Hydro also supported a Californian thistle and ragwort control program around Great Lake. We are continuing to work with key partners in delivering a coordinated weed program and securing investment into next years program of works in the Highlands.

### Tas Rail

We have been successful in winning the tenure to perform weed and slash work in sections of the non-operating train line between Boyer and Maydena. We hope to continue to undertake this work for Tas Rail to reduce the weed burden on the rail lines and reduce its risk as a core infestation site and risk factor for weed spread.



Fonz the weed sniffing dog – finished Orange hawkweed for the season!

### Blackberry control in collaboration with Horticultural growers

This is part of the Biosecurity program and network program. Building on success of the last 2 years of blackberry control along the Lyell Hwy (Gretna to Granton) with funding from both private landholders and State Growth funding aiming to reduce biosecurity threats.

## **Agri-best practice programs**

### **Derwent Pasture Network**

#### *Demonstration sites and case studies*

Prior to the break of season, assessments at our pasture species trials indicated sufficient establishment of the perennial grasses at our spring-sown Westerway site, with rows of dormant cocksfoot and phalaris plants apparent. The companion red clover and lucerne were less visible at this time but had been encouraging at earlier assessments. The sites at Ouse and Bothwell, now in their second year, have started to show some differences in plant vigour. Each of the sites will be re-assessed following the recent rainfall event.

Seedling recruitment on a bare north facing slope has also been assessed following surface sowing in early spring. Recruitment and establishment to December was initially very encouraging, however recent assessment prior to the break of season suggested few summer/autumn survivors were evident. Further monitoring will now be undertaken following the recent rain and will inform a plan to potentially use drone applications of seed on some of the harshest and most exposed sites.

Two sites have been prepared for ongoing monitoring of fertiliser test strip and legume responses, in order to build on the success of last season's nutrient response and sub clover growth demonstrations.

#### *Pasture Course*

We are preparing for the final Grazing Time course session for this year and have put out a call for participants for the next year's round of our dryland tailored pasture course.

### **Biodiversity Plans for farmers**

We are undertaking our first biodiversity plan for a large farming enterprise in the region. We are building services to support farmers and land managers to better understand what natural assets they have in the form of remnant native vegetation (such as patches of forest, woodlands, non-eucalypt woodland and grasslands), native vegetation along rivers and creeks, wetlands, and rocky outcrops. The biodiversity plans offer a prioritisation of natural assets to access premiums and market opportunities that reward activities that improve vegetation condition.



## Drought Hub

DCP has been successful in a one-year cross-drought hub collaboration project working with Uni of Melbourne, Southern Farming Systems and local producer groups in VIC and SA to around containment feeding and trigger points and will undertake calibrations for satellite pasture forecasting tools. This will support additional extension work in the Central Highlands around drought resilience.

Eve has also been developing an Expression of Interest in collaboration with Rural Business Tasmania (RBT) on a drought risk assessment project which will be submitted as part of the current call for projects. So hopefully this will be successful and contribute to increased support for the farming sector in the Highlands.

We continue to provide input into the development of the Tasmanian Drought Hub, as key partners and stakeholders in the Hub.

## Tyenna River Recovery - Willow warriors

A willow warrior day on the Tyenna was held at the end of last week. The volunteers helped do critical follow up willow treatment in Westerway. Each event sees at least one new volunteer joining the program with a strong community following.





## Nursery

Karen is busy taking orders with the forecasted rain and the onset of planting time! We have a series of jobs to supply, plant, and maintain native shelterbelts. We are also growing plants for our ongoing river restoration programs.

### Inspecting Planting sites

Karen has been out looking at all of our plantings from last year. There has been mixed success across the valley. Large wet events have proved challenging in some areas and highly beneficial in others.

The Pelham land slip has been treated with hydro-mulch and has stood up reasonably well to the rain.

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

Yours Sincerely,



Josie Kelman, Executive Officer, The Derwent Catchment Project 0427 044 700

Eve Lazarus, NRM Co-ordinator, The Derwent Catchment Project 0429 170 048

W P Dexter  
36 High Street  
BOTHWELL, TAS 7030

**Your Ref: DA 2022/15**

**PLANNING PERMIT (DA 2022/15): REPLACEMENT ROOF & CLADDING**

Dear Lyn Eyles,

This letter is in reply to the correspondence received from Louisa Brown dated the 6 April 2022.

As requested, I will address the requirements listed in the Planning Permit DA 2022/15 under the heading, Heritage, points 3 and 4.

**Streetscapes and landscapes of the town.**

Currently in High Street there are 35 homes, 9 of these homes are modern brick veneer with aluminum windows, one with a corrugated colour bond fence. Across the street from my house is a business, this business has 5 colour bond and 1 zinc alum buildings on its property. One of these building is a shed that has been constructed in the last two months, it is approximately the same size as my house. Also in Bothwell is another house that has used colour bond for its exterior similar to my proposed cladding.

The building materials that I propose to use are already in existence in the Bothwell Heritage Precinct and I am confident would comply with the Council's Planning Officers satisfaction. The materials to be used are non-reflective pre-coated metal sheeting. The new materials are in the basic pallet of Surf mist (white) and Manor Red (dull red). Manor Red is a traditional red with subtle brownish undertone that is suited for traditional homes, it will pair beautifully with the white of the Surf mist.

**Alternative building materials.**

As you will see from the attached documentation, I have already explored the feasibility of using alternative building materials. The quotes for weatherboards or cement sheet weather boards are too expensive. These alternate materials are many times over the cost of the materials I propose to use. If required to use these alternate materials my replacement project would be ceased as the cost would be prohibitive to my planned budget. My reasoning for wanting to use the colour bond materials is that they will be maintenance free at a cost-efficient price.

## **Summary**

In summary I would just like to add that, there has been no objections to my development by any other residents in High Street, or Bothwell in general. It is my desire to make a run-down home a better place to live. The home is in need of some major work and insulation, the old cladding, which is plastic PVC weatherboard is in bad condition and the roof needs replacing. I believe that the materials and colour pallet will enhance the building and not be out of place within the Bothwell area. The proposed replacement will not decrease the value of any house in the street and will not be detrimental to the environment.

All works will be confined to my property and will not impact on any other resident or person within the vicinity. I am able to comply with all other conditions of the Planning Permit and I submit for your consideration the recommendation that the request that I have made to replace the roof and weatherboards be approved.

Yours Sincerely

Wesley Dexter  
**Tas-Jet Plumbing**

Mob 0407 256 026

Contractors Lic: 1304062



# QUOTE

Tas-jet Plumbing  
36 High St  
BOTHWELL TAS 7030  
AUSTRALIA  
ABN: 58997237364

**Date**  
8 Sep 2021

**Expiry**  
8 Oct 2021

**Quote Number**  
QU-0174

**Reference**  
36 High Street Bothwell  
Re Clad

**ABN**  
63 375 994 375

Wilton Family Trust  
Licence Number  
718444847  
8 Macquarie Court  
New Norfolk, TAS, 7140

Description	Quantity	Unit Price	GST	Amount AUD
Quote to replace exterior cladding at 36 High Street Bothwell as requested by owner. *Remove Existing cladding. *Re clad with pre primed baltic pine weather boards. *New corner stops. *Stops to enclose around windows. *New seat flashings on top stop above window. *Patch and paint to owners recommended Colour.	1.00	28,552.00	10%	28,552.00
Subtotal				28,552.00
TOTAL GST 10%				2,855.20
TOTAL AUD				31,407.20

## Terms

Quotes valid for 30 days only.

A deposit of 30% will be needed prior to commencing.

## **ATTACHMENT 1**

### **Funding Offer from the State Planning Office**

Fri 29/04/2022, 10:58 AM

Hi Damian,

Thanks for providing the draft project brief earlier in the month. Apologies for the delay into getting this to you.

We've had the chance to consider the proposal and are supportive of it being split into separate stages. We wonder whether the project can be split into two discrete parts which we can fund over the two financial years.

Part 1 is doing the background work, gathering data, and undertaking the demand and supply analysis. This could also include a more detailed look at the issues and opportunities for the settlements in the municipality as summarised in sections 3.3 to 3.7 of the project. This seems to roughly cover the work identified for Stages 1-3 in the project brief. There are some matters summarised in sections 3.3 to 3.7 for the various settlements that appear to pre-empt the outcomes of this work, such as identifying particular areas of land for rezoning or increasing supply in particular locations. It is probably best to avoid this in the brief.

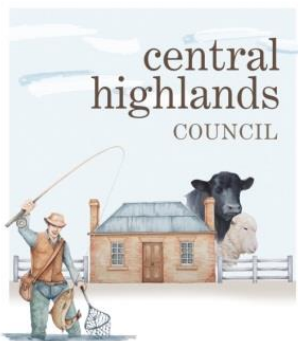
Part 1 would then inform Part 2 of the project, including the preparation of structure plans for relevant settlements as needed. At this point we are not fully convinced that structure plans are necessary for each of the five settlements, however this should really be guided by the work from Part 1 of the project. The three larger settlements in Central Highlands (Bothwell, Hamilton and Ouse) could probably benefit from structure plans.

We can provide the initial \$70,000 (of the \$140,000 being sought) to commence Part 1 of the project. From here we would like to be more across the outputs of Part 1 before committing to any additional funding.

Let me know if this causes any concerns with the arrangements that you had in mind. More than happy to discuss further.

Regards,  
Sean

**Sean McPhail** | Assistant Director  
State Planning Office  
Department of Premier and Cabinet  
Level 7 / 15 Murray Street, Hobart TAS 7000 | GPO Box 123, Hobart TAS 7001



# **DRAFT PROJECT BRIEF**

## **CENTRAL HIGHLANDS TOWNSHIP STRUCTURE PLANS**

**BOTHWELL**

**HOUSE**

**HAMILTON**

**GRETNNA**

**MIENA**

Prepared by Damian Mackey

Draft 3 - 3 May 2022

## **1. INTRODUCTION:**

The Central Highlands Council intends to undertake a single coordinated project over two financial years to develop structure plans for the townships of Bothwell, Ouse, Hamilton, Gretna, and Miena.

The work will involve an initial collective analysis of all relevant background information, including developing a municipal-wide residential demand & supply analysis. This will inform revised growth management strategies for the individual settlements, within the context of the expected revision of relevant components of the Southern Tasmania Regional Land Use Strategy, (STRLUS).

This, along with an initial public consultation phase involving the individual communities to identify issue and opportunities, will constitute Part 1 of the project and is expected to be completed in the first financial year.

Part 2 of the project, to be undertaken and completed in the second financial year, will involve the drafting of the structure plans, public consultation, and finalisation.

The individual structure plans will take into account the characteristics and issues of the particular townships, with full community and stakeholder consultation.

The plans will take the form of written documents that will include detailed maps and design plans with measures to be actioned and implemented as demand increases and funding is available.

The recommendations are to constitute a coherent set of coordinated actions and strategies for Central Highlands Council and other stakeholders to pursue. All recommendations are to be realistic, implementable, and achievable and meet the needs of key stakeholders and the community.

Recommendations of particular interest to Council will include desirable planning scheme amendments (with articulated supporting material), town improvement priorities and community goals.

The project will be managed by a Project Manager under general guidance and direction from a Project Steering Committee comprised of Council Officers and Elected Members. Key decision points will be referred to full Council by the Steering Committee.

## 2. BACKGROUND:

### 2.1 Catalyst for the Project

Feedback received during the recent public notification of the Central Highlands Draft Local Provisions Schedule brought into focus a need to undertake strategic land use planning exercises for the townships of the municipality, with several of the representations raising potential rezoning issues.

In considering Bothwell and Ouse representations, Council noted the following:

*Council intends to pursue a structure plan for Bothwell once the LPS work is completed, potentially with financial support from the State Government. This should follow completion of the Local Provisions Schedule development process and is to set out the preferred future development of the town and any subsequent zoning changes that ought to be made.*

and

*A structure plan for the township of Ouse, with input from the local community should be developed. This should follow completion of the Local Provisions Schedule development process and is to set out the preferred future development of the town and any subsequent zoning changes that ought to be made.*

The public exhibition of the Draft Local Provisions Schedule included planning scheme zone maps. However, the zoning of the municipality's townships had been directed by the State to simply be a direct transition from the current planning scheme zones. In other words, no fundamental zone changes were able to be considered. Nevertheless, members of the community lodged representations requesting such changes.

In addition to the matters raised in the representations, Council has been aware of a number of other zoning issues in and around the towns for some time. It has been decades since whole-of-town future-looking strategic planning exercises have been undertaken for the towns in the municipality.

It is now standard practice for the Tasmanian Planning Commission to require that proposed planning scheme amendments within towns are supported by wholistic strategic planning: 'structure plans'.

Finally, whilst no representations were received regarding zone changes in Hamilton, Miena and Gretna, Council believes that those towns would also benefit from a strategic planning process.

## **2.2 Existing Documents**

- *Southern Tasmania Regional Land Use Strategy 2010-2035*. This major statutory instrument is now significantly out-of-date, having been largely based on the 2006 census data and prepared prior to the housing boom and subsequent shortage of the land three years. Key aspects are about to be reviewed, including those components relevant to outlying township such as those in Central Highlands.
- *Joint Land Use Planning Initiative- Settlement and Open Space Strategy*, July 2010. This sub-regional strategic work spanned four municipal areas; Central Highlands, Southern Midlands, Derwent Valley and Brighton.
- *Central Highlands Strategic Plan*.
- *Central Highlands Interim Planning Scheme 2015*.
- *Central Highlands Draft Local Provisions Schedule* and the State Planning Provisions.
- ...
- ...

## **3. OBJECTIVES & ISSUES**

### **3.1 Project Outputs**

- The final structure plans will set out an agreed vision for each town. Desirable zone changes will be highlighted and the strategic planning rationale underpinning these changes explained.
- The process of developing the structure plans is to fully involve the local communities, ensuring that the recommendations reflect agreed visions for each town and instilling a sense of shared community purpose and action.
- Recommendations will also relate to community infrastructure and/or facilities that may be missing or inadequate and where there is a demonstrated need. Where such facilities are within Council's purview, these recommendations can inform Council's future works program and budgeting and/or support grant applications to State or Federal Government. Where such facilities are State-level responsibilities, then the structure plan can be used to form the basis of Council's lobbying efforts.

### 3.2 Project Objectives

- Growth of population through greater retention of existing population and encouragement of new residents.
- Support for local business and service providers through improved town amenity, greater visitor numbers, residential and business growth.
- Greater visitor numbers stopping in the towns and staying for longer.
- Maximise the use of space and linkages between key areas, including safe and efficient traffic management for major roads passing through the towns.
- Alignment of future growth with current state and regional strategies where necessary.
- Attraction of further investment and funding for infrastructure, including for water, sewer, power and roads.
- Identification and recommendations for the reinforcement of each town's unique points of difference.

It is expected that other relevant issues will be raised through the community and stakeholder consultation process.

### 3.3 Issues to be Addressed – Bothwell potentially include but are not limited to:

- Capacity of the town's water and sewer services.
- Potential reinstatement of Village Zone area along northern boundary of town (removed in the 2015 scheme) for which a live subdivision approval exists.
- Increasing town capacity through potential rezoning of existing serviced Low Density Residential land to Village.
- Increasing town capacity through potential rezoning of existing Rural Living land to smaller lot size and/or Low Density Residential.
- Increasing town capacity through potential rezoning of existing rural living use lots, that effectively form part of the town, from Rural/Agriculture to Rural Living Zone.
- Strengthening the town's visitor potential as the gateway to the Highlands Lakes' fishing, bushwalking and hunting areas, and the birthplace of golf in Australia.
- Improving pedestrian/cycle linkages within the town between the town's facilities, attractions and open space areas.
- Improving linkages to key adjacent visitor attractions such as Ratho and Nant.

- Improving safety at the main junction in the town (Highlands Lakes Road / William Street, Market Place / Queen Street).
- ...
- ...

**3.4 Issues to be Addressed – Ouse** potentially include but are not limited to:

- Capacity of the town’s water and sewer services.
- Potential rezoning of former Education Department land next to school from Rural/Agriculture to Village.
- The apparent lack of vacant lots in the town and potential town expansion areas (i.e. potential extension of the Village Zone).
- Improving pedestrian/cycle linkages between the town’s facilities, attractions and open space areas, including Department of Health and Human Services facilities.
- Strengthening the town’s visitor potential as the gateway to the ‘western wilds’ fishing and bushwalking areas.
- Pedestrian safety across the Lyell Highway.
- ...

**3.5 Issues to be Addressed – Hamilton** potentially include but are not limited to:

- Capacity of the town’s water and sewer services.
- Potential relocation of the town’s sewerage treatment facility, which is currently too close to the town.
- Appropriate zoning of the existing small lots south and east of the town currently zoned Rural.
- Improving pedestrian/cycle linkages between the town’s facilities, attractions and open space areas, including the Hamilton Showgrounds 1 km west of the town.
- Strengthening the town’s visitor potential as a beautifully preserved Georgian sandstone village.
- Pedestrian safety across the Lyell Highway.
- ...
- ...



### **3.6 Issues to be Addressed – Gretna** potentially include but are not limited to:

- Capacity of the town's water services.
- Potential expansion of the Rural Living Zone, taking advantage of exiting patterns of development and relative proximity to Greater Hobart.
- Future road layout plan
- Appropriate zoning of the existing small rural living use lots west of the town currently zoned Rural.
- Pedestrian safety across the Lyell Highway.
- Improving pedestrian/cycle linkages between the town's facilities and open space areas, including the war memorial.
- ...
- ...

### **3.7 Issues to be Addressed – Miena** potentially include but are not limited to:

- The appropriate spatial allocation and zoning of the heart of the town, currently Local Business. Alternatives include Village Zone and/or the Community Purpose and Recreation Zones.
- Strengthening the town's visitor potential as the heart of the Highlands Lakes' fishing and bushwalking areas.
- Examining the relationship with, and linkages to, the business hub to the north at the junction of Highland Lakes Road and Marlborough Road.
- Assessing the supply of Low Density Residential land in the vicinity.
- Improving pedestrian/cycle linkages between the town's facilities, attractions and open space areas, including to/from the mooted Great Lake circuit.
- ...
- ...

## **4. PROJECT BRIEF**

### **4.1 General**

The focus of the project is for the Consultant to prepare and finalise the initial collective analysis, including the municipal-wide residential demand analysis and revised growth management strategies for the individual settlements, and then to progress with the individual structure plans over the course of two financial years.

The structure plans will take the form of a written document that will include detailed maps and design plans to be adopted and implemented as demand increase and funding is available.

The Consultant will work under the broad direction of the Steering Committee and in regular consultation with the Project Manager.

Initiatives identified and recommended in the structure plans have a far greater chance of succeeding where they are supported by the community and form a part of a bigger strategic viewpoint.

### **4.2 Response to Project Brief**

In their response to the Project Brief, potential consultants are to provide a costed and itemised project plan. Council is flexible in terms of how the project may unfold and is willing to consider alternative suggestions. The following outline is provided as a guide:

#### **PART 1**

To be completed in the first year of the project.

##### **Stage 1 Background and data gathering/understanding scope/needs**

- Provide a draft snapshot of Central Highlands generally and the five townships in particular. This would include population data, business data, trends and strategic direction (from the Strategic Plan, Planning Scheme, Southern Tasmanian Regional Land Use Strategy, Joint Land Use Planning Initiative, etc):
  - Gather further background information to gain a full understanding of the issues and context, as agreed with the Steering Committee.
  - Undertake a needs analysis and scrutiny of the project objectives and issues.

**Stage 2 Residential demand and supply analysis across the municipality and revised draft growth management strategies for the individual settlements.**

- In concert with the expected revision of relevant components of the Southern Tasmania Regional Land Use Strategy.
- This will form the first major deliverable of the project.
- The development of each of the five structure plans will follow their own pathway following this point.

**Stage 3 First Round of Public Consultation (Repeated for each town)**

- Undertake Public and Stakeholder Consultation
  - Develop an agreed methodology for the initial consultation. It is envisaged this will include a community township workshop, involving SWOT analysis, vision-forming, etc.
  - Provide timeframes for consultation
  - Provide objectives for consultation
  - Identify/confirm the drivers for change (i.e. the catalysts for the Project).
  - Compile and consider the feedback and direction of the Structure Plan with the Steering Committee.

**Stage 4 Part 1 Report**

- Compile the outcomes of the above into a Part 1 Report.
- In addition to the learnings and from the first three stages, the report will include specific recommendations regarding the structure planning work for the five townships.
- Part 2, the structure planning process, will be informed by this work, including whether any settlements need a full structure plan or if something less would suffice.
- The consultants will liaise with the Steering Committee in drafting the report, and the Steering Committee will refer it to full Council for endorsement before Part 2 of the project commences.

## **PART 2**

To be completed in the second year of the project.

### **Stage 5 Draft Structure Plan Document (For each town)**

- Prepare draft Structure Plan for review by the Steering Committee.

### **Stage 6 Second Round of Public Consultation: Exhibition of Draft Structure Plans (For each town)**

- Commence second round of public and stakeholder consultation on the draft Structure Plan- and:
  - Compile and consider the feedback
  - Input into the draft Structure Plan or amend otherwise
  - Report back to the Steering Committee with changes.

### **Stage 7 Finalise the Structure Plan for Endorsement (For each town)**

- Finalise the Plan with the Steering Committee to prepare for Council endorsement.

## **4.3 Communications and Governance**

The Steering Committee will guide the project as well provide a sounding board and tool for the Consultant. The Consultant's primary point of contact will be the Project Manager. The Consultant will, at times, be required to discuss the development of the plans with the Steering Committee and possibly full Council.

Communications with media will be undertaken by the Mayor per Council's existing *Communications Policy*.

Day-to-day communications from the community or stakeholders will be filtered by the Project Manager and/or Administration staff. Some communications will be directed to the Consultant where required.

Communications between Council representatives and the Consultant will be largely email and telephone with face to face as required and for key development meetings.

Communications through the community and stakeholder consultation will be agreed between the Steering Committee and the Consultant.

## **4.4 Timeframes & Reporting Requirements**

### **Part 1**

#### **Stage 1** (estimate: 8 weeks)

The Consultant is to first meet with the Project Manager and Steering Committee to map out the way forward and any modifications to the proposed project plan. Then to prepare the first output and beginnings of the Structure Plan i.e. background analysis and snapshot of the municipality and the townships.

#### **Stage 2** (estimate 4 weeks)

The Consultant to undertake the residential demand analysis across the municipality and produce revised draft growth management strategies for the individual settlements.

#### **Stage 3** (estimate 4 weeks for each town, occurring consecutively)

First round of public consultation envisaged as including a township community planning workshop. Compile outcomes and feedback.

#### **Stage 4** (estimate 4 weeks)

Development of the Stage 1 Report and submission to the Steering Committee, (which will then forward it to full Council for endorsement).

### **Part 2**

#### **Stage 5** (estimate 12 weeks for all five structure plans)

Prepare the first draft of the five Structure Plans and report to Steering Committee for agreement to proceed to community consultation.

#### **Stage 6** (estimate 4 weeks for each town: 20 weeks)

Conduct community consultation of each Structure Plan and compile. Report to Steering Committee to debrief and seek agreement on amendments and to proceed to completion of the Plan.

#### **Stage 7** (estimate 2 weeks for each town: 10 weeks)

Complete the draft Structure Plan and report to Steering Committee to commence endorsement process from Council.

### **Variation to above**

As indicated above, Council is open to consider alternative proposals that achieve the same ends, if put forward by prospective Consultants.

## 5. EVALUATION CRITERIA & BUDGET

The successful Consultant will be selected on the basis of the following criterion:

- Ability to meet desired consultancy tasks and deliver desired project outcomes and outputs;
- Experience in public consultation including face-to-face meetings with the public including public meetings or group sessions;
- Suitability of the Consultant's proposed public consultation and engagement program – including:
  - Modern day best practice;
  - Lessons learned from previous engagement processes;
  - Is open and includes meetings and face to face;
  - Is respectful of the values and uniqueness of a rural community;
- Suitability of the Consultant's proposed project methodology. The Consultant is to provide methodology and a project plan that takes into account the stages of the project as outlined above for undertaking the services;
- Relevant skills, qualifications & experience, including of any sub-consultants proposed to be engaged by the Consultant;
- The Consultant's understanding and experience in strategic land use planning, economic development, development of public open spaces and community engagement;
- The ability for the Consultant to travel and meet face-to-face and costs associated with travel;
- Any further initiative taken by the Consultant to identify alternative methodology or expansion of objectives and outputs;
- The Consultant's ability to deliver project outputs on time in accordance with the above timeline requirements including of any sub-consultants proposed to be engaged by the Consultant;
- Value for money.

## 6. PROJECT BUDGET

The proposed Project Budget (excluding GST) shall not exceed:

Part 1, (Stages 1 -4):	\$120,000
Part 2 (Stages 5 to 7):	\$120,000
<b>Total:</b>	<b>\$240,000</b>

It is anticipated that Parts 1 and 2 will each span a financial year.

## 7. PROJECT STEERING COMMITTEE

Council has appointed a Project Steering Committee to provide high-level management and direction. The Steering Committee will liaise with full Council at key decision points.

Chair:	Councillor ...?
Deputy Chair:	Councillor ....?
Member:	Councillor ...?
Member:	Councillor ...?
Member:	Councillor ...?
Council Officer:	?
Council Officer:	?
Project Manager	Damian Mackey

Directions from the Steering committee will be implemented by the Project Manager, who will liaise with the Project Consultants on a day-to-day level.

## 8. CONTACT DETAILS

Further information regarding the consultancy can be obtained from:

Damian Mackey  
Special Projects Officer  
Central Highlands Council  
Phone: 0499 782 584  
Email: [dmackey@southernmidlands.tas.gov.au](mailto:dmackey@southernmidlands.tas.gov.au)

# RENEWABLE ENERGY COORDINATION FRAMEWORK







We have reached  
100 per cent thanks  
to our nation-leading  
**energy policies** and by  
making Tasmania attractive  
for industry investment





# Ministerial message

**In November 2020, Tasmania reached the world-leading status of being 100 per cent self-sufficient in renewable electricity generation. We reached this milestone thanks to our nation-leading energy policies, which are attracting new energy projects to the State. Importantly, these policies mean not only more jobs in regional areas and a cleaner world, but also downward pressure on electricity prices for Tasmanians. Our State has among the lowest power prices in the nation and we want to keep it that way.**

We are determined to build on our achievements and to harness opportunities for the future. Our Tasmanian Renewable Energy Target (TRET) demonstrates our commitment to the continued growth of our renewable energy sector. The TRET is one of the most ambitious statutory renewable energy targets globally: to double our renewable generation to 200 per cent of our current needs by 2040. This means more clean, reliable and affordable renewable energy for businesses and consumers.

The need for more renewable energy has never been more important, with the National Energy Market (NEM) undergoing significant transformation to replace coal-powered generation, together with industry and Government commitments to achieve emissions reduction. Tasmania, as the nation's renewable energy powerhouse, is well positioned to support this transition to a more renewable and sustainable energy future.

Tasmania is already geared toward greater sustainability. It is what we are known for. Thanks to a century of hard work, invention, and innovation we have been at net zero emissions for six of the past seven years,

providing Tasmania with a strong renewable energy advantage.

Building and promoting this renewable advantage through the way we deliver our targets will benefit our existing industry. It will help support new industry attraction, including a renewable hydrogen industry and advanced manufacturing, to our State.

The Government's vision for renewable energy growth will be guided by this Framework and requires achieving a balance between its four key pillars. It will be together with our community and industry that we will build a successful Tasmanian renewable economy we all want to see.

Our strategy is to support renewable opportunities through successful coordination regimes attributed to planning, policy and partnerships that maximise the benefits from a strong pipeline of development while being sensitive to communities.

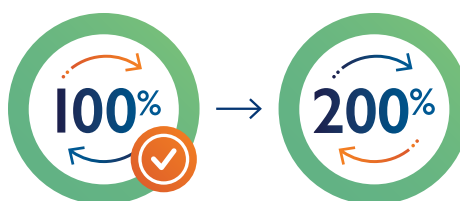
This work will be led by Renewables, Climate and Future Industries Tasmania (ReCFIT) to strategically grow renewables and ensure we do so in a way that considers our unique environment and the interests of Tasmanians.

Central to this outcome will be the announcement of the State's first Renewable Energy Zone later in 2022 - to be informed by several actions in the Framework that will guide development in the right place, at the right time, to benefit Tasmanians.

We look forward to working together with you on the hugely important task of defining the future of renewable energy in Tasmania.

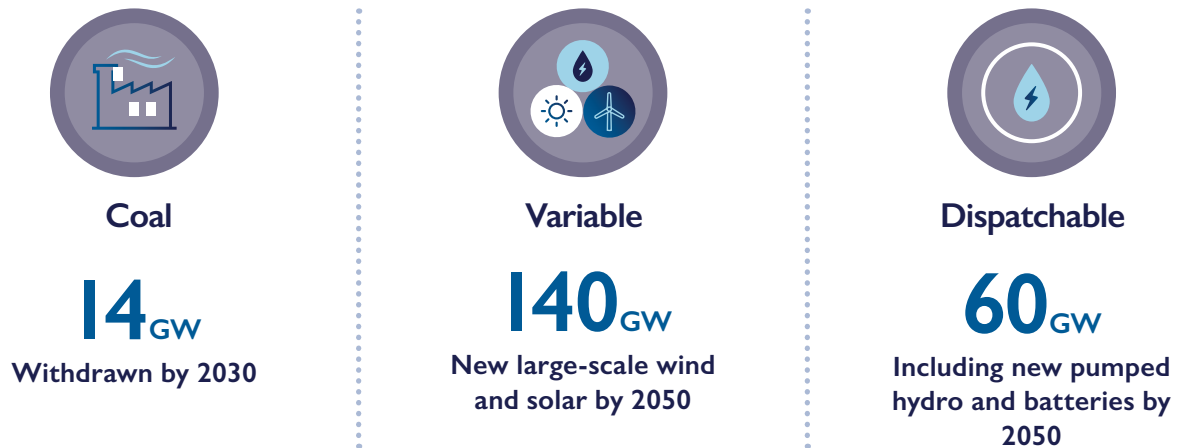
**Hon Guy Barnett MP**

Minister for Energy and Renewables



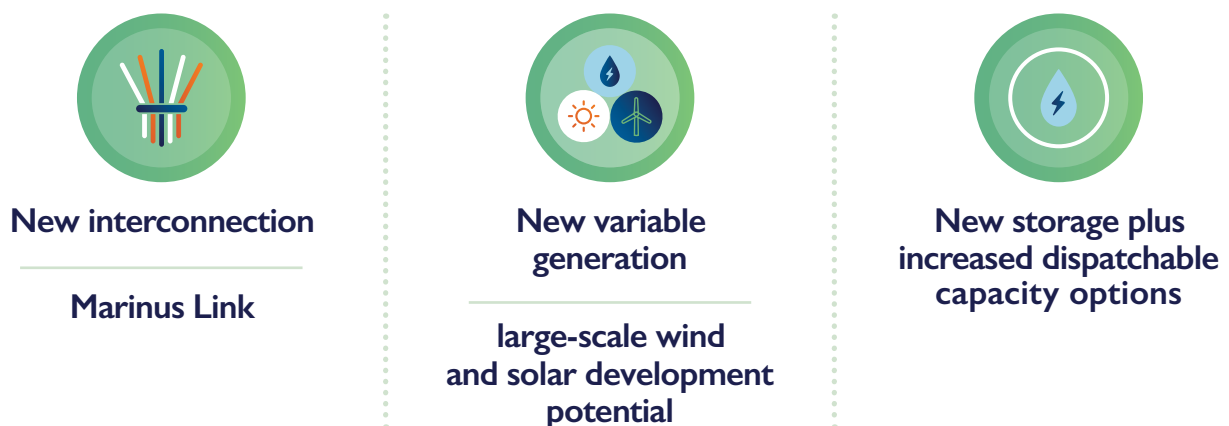
# Australia's rapid transition to renewable energy

The Australian Energy Market Operator's Draft 2022 Integrated System Plan<sup>1</sup> projects an accelerated transition away from coal-fired generation and substantially increased demand through electrification of other sectors. This is summarised in the most likely 'Step Change' scenario as:



## Tasmania's competitive advantage in renewable energy development

We can unlock further renewable generation and transmission to support the nation's transition to a renewables future and achieve our 200 per cent Tasmanian Renewable Energy Target by 2040.



# Tasmania: a renewable energy powerhouse

Globally, renewable energy is transforming industry sectors and diversifying career opportunities.

Realising Tasmania's renewable energy potential will lead to increased jobs, skills development and support Tasmania's clean economy over many years.

**\$7.1 billion**

Up to \$7.1 BILLION<sup>1</sup> in new renewables investment as an economic contribution to Tasmania.

**4 600 jobs**

Over the period 2021 to 2027, 4 600 jobs are estimated to be created in Tasmania's renewable energy projects<sup>2</sup>

**70 million tonnes of CO2 by 2040<sup>3</sup>**

Decarbonising the energy sector requires action on a global scale. While energy production and use patterns are changing, the shift to renewable resources needs to happen faster to reduce emissions and mitigate the effects of climate change. Marinus Link will cut at least 70 million tonnes of CO2 by 2040, the equivalent of taking approximately half a million cars off the road.

**\$16.1 million investment**

Energising Tasmania is a \$16.1 MILLION program set up to support developing a skilled workforce for the renewable energy and related sectors in our State. Find out more at Skills Tasmania ([https://www.skills.tas.gov.au/about/current\\_projects/energising\\_tasmania](https://www.skills.tas.gov.au/about/current_projects/energising_tasmania)).

The Clean Energy Council commissioned a national study that highlights the boom in renewables related investment creates diversity in employment opportunities. Key occupations include:<sup>4</sup>



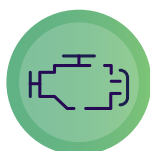
**Trades & Technicians**  
**24.8%**



**Labourers**  
**23.5%**



**Professionals**  
**22.6%**



**Machine Ops & Drivers**  
**7.2%**



**Managers**  
**14.6%**



**Administration Workers**  
**7.3%**

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# Introduction

## HARNESSING OUR CLEAN ENERGY SUSTAINABLY.

Managing the scale and pace of renewable energy growth envisaged in our objective of ‘Transforming Tasmania into a Renewable Energy Powerhouse’<sup>1</sup> requires forward thinking, planning and coordination.

The development of a Renewable Energy Coordination Framework (Framework) is a direct action of the Tasmanian Renewable Energy Action Plan (TREAP).

Having reached our 100 per cent renewable electricity target, our challenge is to build from this success to achieve the Tasmanian Renewable Energy Target (TRET) of 200 per cent of our 2020 baseline of 10,500 GWh of generation per year, through renewable sources, by 2040.

The pipeline of current large-scale renewable energy projects in Tasmania is around 2 800 megawatts<sup>2</sup> and represents a significant investment value. These projects, mostly wind, are not yet operational as they are either in the feasibility phase, approval system or have approval. While the Framework is not a substitute for the rigorous approvals process that renewable projects are already subject to, it will provide greater clarity on where development is optimal for both the community and the renewable energy sector.

Based on a foundation of four key pillars, the Framework sets out several critical actions which, once completed, will be integral to the renewable energy expansion and load growth required to achieve TRET and deliver shared benefits to Tasmanians.

A key driver of our energy load growth strategy is to coordinate the additional electricity supply that will be enabled through Project Marinus and as a result of greater on-island load. Project Marinus has been identified by the Australian Energy Market Operator's Integrated System Plan (AEMO ISP) 2022<sup>3</sup> as part of the optimal development path for the National Electricity Market (NEM) and also confirms that Tasmania's Battery of the Nation Projects and wind offerings represent among the most cost effective options for the transitioning NEM.

AEMO's ISP also reinforces that early planning is critical to ensure the timing of new electricity infrastructure aligns to retirement of aging base-load fossil fuel generation as it helps reduce costs to the consumer, enhances economic opportunity and ensures infrastructure is located in the right places. Under the Framework, the Government will assume a greater role in strategic planning for the timing and location of new electricity infrastructure that strikes the right balance between economic efficiency, technical requirements and community acceptance. As part of this role, the Government will also consider the most appropriate investment signal(s) to send to industry that ensures the cost to Tasmanian electricity customers and taxpayers is minimised.

The scale of Tasmania's renewable energy projects, timeframes for delivery, technological composition and social implications for our communities represent significant complexity, opportunities and challenges – particularly in the context of a target to double electricity generation through renewable resources. Accessing these resources also means there is the potential overlap with other land uses, be they mining, agriculture, or tourism, and the

likelihood to intersect with communities as hosts or indirectly as infrastructure passes by them. This requires the Framework to remain adaptive to external influences (e.g. technological change). However, it also further substantiates the urgency to identify areas where new renewable energy infrastructure can co-exist with other land uses and areas where it is incompatible with current or future uses.

Renewable energy growth is recognised as a key economic driver for Tasmania. The Government wants to ensure that communities can benefit through local jobs and supply chain opportunities. The Framework includes a number of initiatives to enhance these opportunities, which will seek to provide tangible and intangible value to Tasmanians over the long-term planning horizon of projects. This will complement the \$16 million Energising Tasmania program underway to build skills and training capabilities for our State's workforce to meet demand in the renewable energy sector.

New infrastructure development is necessary to achieve growth in the renewables sector and should be well planned and considered.

The Government is committed to Tasmania's unique sustainability values which encompass broader environmental, social, cultural and Aboriginal heritage strategies as well as climate action initiatives. Collaboration with industry, communities and inter-governmental agencies is integral to delivering sustainable outcomes that demonstrate best practice to enhance Tasmania's reputation globally as a leader in renewables.

The Government strongly encourages all proponents, existing and potential, to follow the Australian Energy Infrastructure Commissioner (AEIC) recommendations in relation to large scale renewable development. Detailed recommendations can be found in the 2020 AEIC Annual Report and relate to a range of matters, including:

- Host landowner matters
- Neighbour matters
- Community engagement
- Planning permits
- Governance and compliance
- Use and selection of experts
- Complaint handling
- Site selection
- Health and safety

ReCFIT will use AEIC resources when designing, managing and reviewing actions related to large scale renewable energy projects.

At the heart of the Framework is the pillar of 'Community', to give a greater voice to what matters most to Tasmanians, delivered through development and co-design of Community Partnerships. This approach will ensure genuine engagement aimed at delivering benefits in communities across a full spectrum of opportunities - from local training; jobs and supply chain prospects; and community benefit funds (which could extend to community co-investment or co-ownership models).



The Government's vision for Tasmania is an investment in our communities to help shape the benefits from our State's renewable energy future.



# Renewable Energy Roadmap

The Framework will assist in delivering the first phase of the broader growth roadmap, which includes establishing a first Tasmanian Renewable Energy Zone, concluding the design and approvals phase of Project Marinus, taking a final investment decision on the Project and developing a local hydrogen production industry. In addition, the mid-range and longer-range goals will continue progression towards the delivery of the TRET.

## PHASE I 2022-2024 Strategic priorities



Framework  
Implementation  
Plan



Establish first  
Renewable  
Energy Zone



Marinus Link –  
final investment  
decision



Local  
hydrogen  
production

## PHASE 2 2025-2030 Mid-range goals



Commence  
hydrogen  
export



Marinus Link  
constructed &  
commissioned



New  
variable  
renewable  
generation



New storage  
plus increased  
dispatchable  
capacity

## PHASE 3 TO 2040 Long-range goals



Tasmanian  
Renewable  
Energy Target



Net zero  
emissions



Global producer/  
exporter hydrogen

# Achieving the Vision:

## Four pillars key to success

The Framework has four pillars pivotal to guiding renewable energy growth:

1. **Integrated Infrastructure** – to deliver the least cost and optimally located generation and transmission to meet load where it is needed.
2. **Environment** – to protect and enhance our State's environmental values – biodiversity, cultural and aboriginal heritage.
3. **Economic** – to stimulate job creation and business growth through renewable energy investment to build a skilled workforce for generations.
4. **Community** – to engage communities to ensure benefits are tangible and valued and make positive contributions to shaping their future.





Achieving a  
successful balance  
and engagement  
between all four  
**pillars** will give  
confidence to  
industry, investors and  
community

# Implementation Strategy

## FOR TASMANIA TO REMAIN GLOBALLY RENOWNED AS A LEADER IN RENEWABLE ENERGY.

The significance of reaching 100 per cent net self-sufficiency in electricity generation in 2020 established a new era for our State, followed swiftly by the legislation of our world-leading 200 per cent Tasmanian Renewable Energy Target which requires additional generation, transmission and load.

Our Government's vision is to ensure Tasmanians and Australians have access to clean, affordable, and reliable electricity and to develop investment strategies that create the best possible environment for the private sector to innovate and invest.

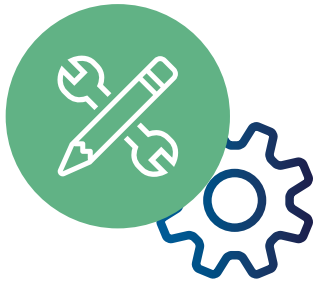
In pursuit of this vision, the Framework will support the next phase of renewable energy development in Tasmania and contribute to Tasmania's and the nation's emissions reduction and sustainable development outcomes.

The Framework promotes and supports this development occurring in a way that:

- Helps to deliver the lowest electricity prices for Tasmanians.
- Better co-ordinates investment in transmission, generation, storage and firming infrastructure required to support Tasmania's contribution to a low cost, renewable energy sector.
- Encourages new private investment in the Tasmanian electricity system.
- Supports job creation and community benefits in our regions.
- Supports industry sectors to reduce electricity emissions pursuant to Tasmania's net zero emissions by 2030 target.
- Promotes shared responsibility for resource management and planning for renewable energy between Government, industry and the community
- Provides for fair, orderly and sustainable use and development within Tasmania's Renewable Energy Zones (REZ).
- Enables current projects to continue to progress through the existing rigorous and independent planning and approvals processes.

The key activities and mechanisms required over the next 12 to 18 months to support the delivery of the Framework has actions grouped under each key pillar, and where actions are closely interrelated, there is a reference to related pillars.

# Pillar I: Integrated Infrastructure



## STRATEGY

To optimise existing system resources and adopt an integrated infrastructure planning approach that coordinates the required investment for an infrastructure foundation for the future.

## OUTCOME

An electricity system that meets our on-island needs and supports NEM transition requirements at the lowest cost.

## ACTION 1: SCENARIO PLANNING

Development of generation at the scale required to deliver the TRET will require the transmission network to be augmented. It is critical for the optimisation of existing system resources to conduct analysis that considers the scale of projects and initiatives in the development pipeline, cumulative impacts, locational and timing variables and organic load growth. While it makes sense to utilise existing network capacity where it exists, these may not be the areas where new generation projects will be best sited.

Undertaking scenario system planning is complex as additional renewable generation aims to meet many objectives – providing systems services locally, new generation and storage functions for the NEM and to meet emerging on-island load opportunities such as hydrogen. This requires balancing the needs of investors with those of the Tasmanian community, and the desire for increased economic activity to be shared in regional areas of the State.

## AUSTRALIA'S ACCELERATED TRANSITION TO RENEWABLES

The Australian Energy Market Operator (AEMO) has published the Draft 2022 Integrated System Plan (ISP), proposing a 30-year 'optimal development path' for electricity investment in the National Electricity Market (NEM).

Since September 2020, AEMO has consulted with stakeholders, including policy makers, consumers and industry representatives, in preparing the Draft ISP.

After 18 months of consultation, stakeholders overwhelmingly nominated 'Step Change' as the most likely future scenario. This scenario meets Australia's net zero policy commitments, along with reflecting technology advancements, government ambitions and consumer preferences.

Scenario planning analysis will guide complex decisions on how best to promote and incentivise investment in priority areas, fairly allocate risk to market participants, minimise electricity prices and maximise economic returns for Tasmanians.

## ACTION 2: ESTABLISH A RENEWABLE ENERGY ZONE COORDINATOR

The scale of investment and number of renewable energy projects in Tasmania (and globally) is unprecedented.

Coordination across Government, industry and communities is critical to support and manage this rapidly growing renewable energy sector and achieve the Government's energy objectives – the development of



## WHAT ARE RENEWABLE ENERGY ZONES (REZ)?

AEMO, as part of its system planning approach – the Integrated System Plan – identifies the optimal areas within the National Electricity Market for the efficient development of renewable energy sources and associated electricity infrastructure – known as candidate Renewable Energy Zones (REZ). In Tasmania, there are three on-island REZ (North East Tasmania, North West Tasmania and Central Highlands) and one offshore REZ (the North West Tasmanian Coast) identified in the Draft 2022 Integrated System Plan (ISP).

The North West REZ comprises the landing point for Tasmania's second interconnector – Project Marinus, and the supporting North West Transmission Developments. It is also the location of Hydro Tasmania's preferred pumped hydro site – Lake Cethana and several existing and announced wind farms and a proposed solar farm project. The area also offers diversification opportunities for the agricultural, forestry, manufacturing, mining and resource sectors already operational in this region.

The Central Highlands REZ has strong network infrastructure, one of the highest capacity factors for new wind in the NEM

(>50 per cent), and quality wind resources in proximity to the existing transmission network. This REZ is the location of existing and proposed wind farms and is important to complement Marinus Link.

The North East REZ is the location for the existing Basslink interconnector, Musselroe wind farm, and several announced wind and solar projects. It is also in proximity to the Bell Bay Advanced Manufacturing Zone, earmarked for potential large scale hydrogen production.

The Bass Strait has been identified as one of the top options off offshore wind energy generation in Australia by the national Blue Economy Cooperative Research Centre. The Offshore Wind zone represents existing project interest off the coast of Tasmania for an offshore wind farm.

The Tasmanian Government will build on the existing analysis under AEMO's ISP and TasNetworks' REZ strategic transmission plans, which provide transmission expansion blueprints for Tasmania to support the transition of the NEM. This work will provide further state-level detail to drive optimal generation siting within the network.

a hydrogen industry by 2024, more NEM interconnection, and the 200 per cent Tasmanian Renewable Energy Target by 2040.

Renewable Energy Zone (REZ) coordination helps to inform planning pathways for proponents who are committed to building new energy generation and storage projects and want certainty that the electricity grid has enough capacity to transport the power

they propose to produce.

A REZ Coordinator will be established as an important first step. The Coordinator's form and function will be determined based on the scale of investment required, but must also complement the transmission planning elements of a REZ undertaken by TasNetworks.

The initial requirement will be the planning and design for Tasmania's first REZ. This process will involve multiple stages with

consultation a key component that will enable local issues to be considered early in the strategic infrastructure planning process. This input can influence the identified zone area, as well as network infrastructure corridors.

The successful implementation of Tasmania's REZ planning will require effective community consultation processes, particularly in considering impacts and opportunities for rural and regional communities (Action 9). Irrespective of the formation of a specific REZ and any applicable Government policy or guidelines, developers will continue to be responsible for project level engagement in accordance with best practice.

### **ACTION 3: MAJOR RENEWABLE ENERGY PROJECT COORDINATION AND CASE MANAGEMENT ROLE**

In combination with designing the architecture to optimise the build out of renewables, there is coordination required with proponents and relevant state agencies to case manage new renewable projects.

This is important so that greater private sector involvement will continue to occur as part of delivery of the Government's renewable energy vision, particularly through new load and renewable generation projects.

Major projects are subject to rigorous statutory approval processes and associated administrative processes, with the processes often complex and requiring significant time to adequately address all sustainable development matters (e.g social, land use, natural values, environment). Better outcomes can be achieved if engagement starts early in the planning stage (i.e. prior to the lodgement of applications with the

relevant regulator) and throughout the delivery and management of infrastructure and services.

ReCFIT will be tasked with offering major renewable energy generation and energy producing load proponents an initial and ongoing contact point in Government. In this context, ReCFIT will assume some of the industry attraction functions of the Coordinator General, but with a focus on renewable energy projects.

This coordination and case management function role is independent of the regulatory system and does not have any assessment or approval responsibilities. ReCFIT's role is to provide project facilitation services appropriate to the nature and complexity of the project; ability to respond to specific issues that may need to be addressed or identify early policy implications raised during the project development. It also seeks to promote whole of government consistency and use of best practice approaches.

#### **WHAT WE HEARD...**

“

“WWF has heard some concern in the community that this review could reduce the environmental assessment requirements for renewable energy projects and associated infrastructure. WWF believes that the most expedient way to deliver best practice renewable energy projects is by ensuring they undertake robust environmental assessment projects, as this gives confidence to the community, government and the developer that a project (or series of projects) is an appropriate and well sited development.”

**World Wildlife Fund (WWF)**

# Pillar 2: Environment



## STRATEGY

Optimal siting of renewable energy projects and associated infrastructure to inform greater policy alignment that protects and enhances Tasmania's core sustainability values.

## OUTCOME

The best places to develop renewables are identified and communicated. Aligned regulatory planning and approvals processes to support renewable energy development.

## ACTION 4: SPATIAL MAPPING

Infrastructure development is necessary to achieve the TRET and should be delivered sustainably. The Government is committed to Tasmania's unique sustainability values which encompasses the broader environmental, social, cultural and heritage strategies as well as climate action initiatives. Collaboration with industry, communities and intergovernmental agencies is integral to delivering sustainable outcomes that demonstrate or go beyond best practice to enhance Tasmania's reputation globally as a leader in renewables.

ReCFIT has been tasked with better understanding the suitability of potential sites for renewable energy generation that ensures support from communities and delivers cost-effective renewable energy development. This work will take into account topography, land use designations and environmental and cultural heritage values through adopting a geographical information system (GIS) multi-criteria analysis (MCA) approach to identify and compare different renewable energy policy options. This will provide a systematic

approach for supporting the complex decisions required to be made in regard to achieving our renewable energy vision.

This approach will ensure that future renewables policy relating to REZ are consistent with our environmental credentials and Tasmanian brand. It also ensures that environmental, land use, heritage and cultural values and the relationship between renewable energy and climate change are considered at an early stage as part of the policy response.

The outputs from this process will be used to:

- highlight priority renewable energy development areas
- send clear market signals to direct growth and development in optimal locations
- assist with focused community & stakeholder consultation
- provide for the protection and enhancement of Tasmania's core sustainability values
- inform potential future policy development, for example, co-location of renewables and other resources.

## WHAT WE HEARD...

“

“this framework should provide the opportunity for a planned expansion of the grid to enable future energy generation assets to have access to the power grid in locations that are optimal to the generator's required input resources (e.g., wind or water) and locations where the project may have the least impact on nearby communities and the environment”

**National Wind Farm  
Commissioner**



## ACTION 5: REVIEW EXISTING POLICY AND LEGISLATION RELATING TO RENEWABLES DEVELOPMENT

Proponents of major renewable energy projects are required to undertake a substantive number of technical assessments and regulatory approvals. These are undertaken in accordance with the requirements of Tasmania's Resource Management and Planning System (RMPS), which consists of numerous legislation and supporting policies, and seeks to further Tasmania's sustainable development objectives.

ReCFIT will be tasked to work across Tasmanian Government agencies to ensure processes that are as clear, efficient and consistent as possible, whilst not compromising our existing robust and independent regulatory assessment processes. This review will seek to identify areas where there is unnecessary complexity and duplicative processes, lengthy timeframes, lack of certainty or transparency, conflicting policy objectives, inadequate consultation or gaps. This review will be specific to major renewable energy projects and will prioritise, but not be limited to, a review of Crown land, heritage and environmental approvals processes.

ReCFIT will also continue to work with the State Planning Office on important initiatives such as the Tasmanian Planning Policy development and implementation.

“

### WHAT WE HEARD...

“A Framework which balances all the stakeholders' needs, rather than predominantly suiting the needs of developers is an important element in ensuring future developments provide the optimum outcomes and transparency required by communities and businesses.”

**Tasmanian Minerals,  
Manufacturing & Energy  
Council (TMEC)**

# Pillar 3: Economic



## STRATEGY

For Government to be an enabler of renewables investment, business growth and a workforce for generations to come (supporting role).

## OUTCOME

Economic opportunity is enhanced for Tasmanians and investing in Tasmania.

## ACTION 6: ESTABLISH TASMANIA'S FIRST RENEWABLE ENERGY ZONE

With an ambitious target of doubling electricity generation in the State by 2040 through renewable sources, REZ are expected to play a key role in minimising the cost of build out for Tasmanian customers and connecting generators through optimising the design of the power system. In addition, by coordinating new generation, storage and associated transmission in areas where there is not only an excellent renewable energy resources and investment interest, but that have the least impacts on other important values (e.g. land use, heritage, environment or tourism), REZ can provide for sustainable and supported community development

The Tasmanian REZ will be informed by a number of actions under the Framework, including Action 1 (Scenario Planning), Action 4 (Spatial mapping), Action 9 (Community engagement guidelines and benefit sharing), and a Register of Interest (ROI) process (Action 7). This work will culminate in the announcement of a first Tasmanian REZ in Q4 2022.

Establishing a first Tasmanian REZ will provide a signal to the market of a step change for large-scale renewable development being accommodated. Future build out will be informed by the work under Action 7 (Investigation of market mechanisms), which may lead to incentives for those proposing to locate in the REZ. Engagement with community in this first REZ design and development enable a pilot opportunity to learn from that will help inform the design and development of future REZ.

Importantly, establishing a first Tasmanian REZ does not preclude the development of energy projects in other areas of the network, particularly those which may already have enough grid capacity to allow connection. The existing rigorous planning and environmental approvals processes will continue to assess existing projects that have already invested significantly.

It is envisaged that there will need to be more than one REZ to deliver on all of the State's renewable energy objectives. There will be a rolling approach to establishing additional REZ, dependent on variables like the commitment and construction of Marinus Link, the rate of development of a hydrogen industry and organic load growth in the State. The funding models determined for REZ will also impact on their pace of roll out.

The appointment of a REZ Coordinator (Action 2), and model, is being considered in the context of what other Australian jurisdictions have announced, with the likely steps to establishing a REZ to:

- Identify Government's key objectives and desired scale of a REZ (Scenario planning)
- Define geographically suitable areas (Informed by geospatial mapping & registration of interest processes)
- Establish consultation expectations (guidelines)

- Investigate transmission infrastructure requirements (design, route identification, environmental and social impacts, cost estimates, and engagement)
- Deliver in accordance with design and planning (model varies depending on circumstances but could involve the Coordinator running a tender process)
- Ensure customer protections are considered as part of any cost recovery model

## **ACTION 7: INVESTIGATE MARKET MECHANISMS TO SUPPORT RENEWABLES DEVELOPMENT**

Support mechanisms provided by governments are being more commonly used to achieve policy objectives, including renewable energy supply, emissions reduction and system security or reliability standards. Mechanisms can also provide for a consistent approach to renewable energy developments, whether this is through a reverse auction (as has been used in Victoria and ACT), or a formal application process subject to independent assessment (as in Queensland through CleanCo or applications for Long Term Energy Service Agreements through the Consumer Trustee in NSW).

While Tasmania has a competitive advantage in renewable energy, some form of support mechanism may be required to ensure TRET is achieved.

If needed, well-designed competitive processes can drive significant cost reductions in achieving government policy – ultimately benefiting consumers. As we seek to maintain our economic recovery from COVID, such mechanisms may be important as electricity is a key input to industry productivity and household consumption. Such initiatives can also incentivise other objectives, such as requiring local jobs and procurement, engagement and benefit sharing, and other social and environmental outcomes.

“

### **WHAT WE HEARD...**

“Developing market structures and incentives to encourage timely investment in new generation while promoting transparency and minimise financial risk to state- owned energy businesses and taxpayers will be important, especially during the transition to the proposed post-2025 market design.”

**University of Tasmania (UTAS)**

The Framework will investigate mechanisms to support the TRET implementation in Tasmania. The options will be integrated with the commercial interest identified from an ROI process aimed at quantifying the generation and load interest in Tasmania and potential pathways to achievement of Government’s objectives considered as part of the scenario analysis (Action 1).

## **ACTION 8: ASSIST LOCAL ECONOMIC OPPORTUNITY**

Renewable energy can be a key economic driver for Tasmania which can provide multiple benefits from which communities can prosper and grow.

Up to \$7 billion<sup>1</sup> of new direct investment in major projects is planned over the next ten years. While this figure is based on an indicative development pathway modelled for Project Marinus, the impact is likely to be particularly important to regional areas of the State, such as the North East, North West and Central Highlands of Tasmania, which experience indicators of disadvantage in education rates, incomes, and labour force participation.

To maximise the employment opportunities renewables can offer, the labour force will need to be ready. This will involve existing businesses being aware and connected to the opportunities and having the skills to participate in large scale procurement processes, as well as individuals being trained and ready to take up new job opportunities.

Training takes time and is an immediate priority. Creating skills readiness will build trust in communities that they will be able to take up real and tangible opportunities from the renewable energy development in their area. The \$16 million Energising Tasmania initiative has been established to work in partnership with Tasmania's education and training sector to deliver the right skills when needed as identified in the workforce development plan. This will deliver up to 2,500 fully subsidised training places.

In addition to Energising Tasmania, the Government is working on a range of communication and education actions related to emerging opportunities for communities. These are linked to the initiatives under the Tasmanian Renewable Energy Action Plan to 'Maximise local Tasmanian business and employment opportunities for renewable energy projects'.

Actions include setting clear standards and expectations around delivering tangible local economic benefits through a guideline (Action 9).

As part of a first REZ establishment, a round table forum will be convened involving developers, local business, local government and regional development organisations to commence the process of local economic coordination within renewable energy zone(s).

Economic opportunities also include creating local jobs, increasing local business revenue using local contractors, or offering innovative management and financial opportunities such as community co-ownership or co-investment. These major electricity infrastructure projects also bring other benefits, including infrastructure upgrades such as road improvements.

Consistent with the vision for achieving the TRET set out through scenario planning (Action 1), ReCFIT will be tasked with undertaking an analysis of the economic opportunities associated with the vision.

This will include understanding at a regional and local level the opportunities for community and business involvement in project supply chains and any social impacts that may need to be managed such as accommodation pressures or increased use of local services or infrastructure.

### WHAT WE HEARD...

“

“Local communities seek a tangible return for the changes in their area”

**Circular Head Council**

# Pillar 4: Community



## STRATEGY

Build strong partnerships with community to share the benefits of Tasmania's renewables future.

## OUTCOME

A shared vision is developed with communities and lasting value delivered to them.

### ACTION 9: A GUIDELINE TO COMMUNITY ENGAGEMENT, LOCAL PROCUREMENT AND BENEFIT SHARING PRACTICE

The world is in a rapid transition to renewables to reduce dependency on fossil fuels. Tasmania has clearly demonstrated its capacity and leadership in renewables with an ambitious 200 per cent TRET. This places our communities at the heart of this once-in-a generation opportunity, including the challenge of adapting to change which is inevitable when such significant transformation is required.

Submissions to the Draft Framework were supportive of renewable energy generally (as an idea or aspiration), however specific renewable energy projects can face opposition. This indicates that people's support for and approval of specific renewable energy projects – and policies – is contingent on how they are developed, the level of investment and engagement, and how to deliver the project while ensuring benefits can be valued (over a life-time) by communities.

#### SUMMARY OF AUSTRALIAN ENERGY INFRASTRUCTURE COMMISSIONER'S INDUSTRY BEST PRACTICE RECOMMENDATIONS

- » Community engagement – start early and remain active in the local community; consider employing locally based community engagement staff.
- » Complaint handling – an effective complaints handling procedure should remain in place through development, construction and operational phases.
- » Ensure transparency and accessibility for communities, including regular project updates, up-to-date accessible website, and consider establishing local shopfront(s).
- » Use plain English in communications, such as for landholder correspondence, regular updates provided to affected communities, media releases and relations, and when explaining technical information to stakeholders.
- » Consult widely on your construction plan (landholders, local communication, council, state and federal MPs, stakeholder groups/associations, other local industries).
- » Recognise that a large-scale transmission project will lead to changes and divisions in communities - decide how best to proactively address these changes.

Essential to the realisation of an expanded renewable energy sector is genuine, two-way engagement with community underpinned by comprehensive guidelines and principles. That is why the Government is committed to the

application of best practice communication engagement – guided by the Australian Energy Infrastructure Commissioner’s (AEIC) Community Engagement recommendations<sup>2</sup>. This includes the development of a Tasmanian guideline to set clear standards and expectations around how renewable energy projects engage, consult and benefit local communities in Tasmania.

The AEIC is responsible for identifying and promoting best practices for industry in relation to the planning and operation of energy infrastructure including wind farms, solar farms, energy storage facilities and new major transmission projects and improving information access and transparency about projects.

Industry bodies, such as the Clean Energy Council (CEC), also have a key role in leading promotion of best practice for the industry and continue to promote effective community engagement. The Best Practice Charter for Renewable Energy Projects is a voluntary set of commitments for Clean Energy Council members designed to

### WHAT WE HEARD...

“

“TasCOSS commends Renewables Tasmania’s aim: “the heart of this Framework is communities and fostering partnerships to develop and deliver our plan for growth”. We look forward to seeing how this aspiration is put into action in authentic ways.””

**Tasmanian Council of Social Service Inc (TasCOSS)**

clearly communicate the standards that the signatories will uphold in the development of current and new clean energy.

ReCFIT has already appointed an experienced consultant in this field to progress engagement with communities in the development of a Guideline that reflects Tasmanian-centric values and consider the recommendations of the AEIC and CEC.

### WHAT WE HEARD...

“

“most of the opportunities for community energy projects are at a much smaller scale and we hope that the final version of the Renewable Energy Coordination Framework can spell out in more detail what mechanisms will be used to support community energy projects at all scales.”

**Tasmanian Renewable Energy Alliance**

## **ACTION 10: EDUCATION AND UNDERSTANDING OF RENEWABLE ENERGY ZONES**

A desire from the community to better understand the renewables vision was identified through consultation on the Draft Framework, and is a necessary action for Government. It is intended for the Future Energy Hub in Burnie to be further activated and partnering established with Local Councils (prioritised in likely future REZ areas) with the intent of providing a physical presence where the public can access more information and get updates as REZ are planned, consulted upon and delivered.

An example of how this can occur is through engaging communities in the outputs of the spatial mapping exercise (Action 4), and in understanding the opportunities for local economic stimulus (Action 8).

As these local presences are developed, the Government will explore further ways to engage with Tasmania's communities, workforce, and industry in terms that resonate with them and fosters positive social outcomes.

## **ACTION 11: ENHANCE OPPORTUNITIES FOR COMMUNITY BENEFIT SHARING**

A Community Partnership approach to implementation of the renewables vision can genuinely deliver community benefits from a full spectrum of channels including local training, jobs, and procurement; sponsorship grants and community benefit funds; community co-investment or co-ownership; education; awareness raising; and more.

The current benefit-sharing model of proponent driven Community Benefit Funds can be used to deliver a range of programs, including but not limited to community grants

programs. Such programs can also include in-kind contributions, staff volunteerism, neighbourhood benefit schemes, tourism programs, education initiatives, scholarships, innovative energy products, community co-investment and co-ownership. Importantly, best practice benefit sharing needs to involve active community participation in its design, governance, and delivery – and it must be aligned and integrated with a quality approach to community engagement for the project.

With the scale of the renewables vision, there may be an opportunity within REZ to leverage and add to the proponent programs to deliver on other community and social aims, for example adding to public housing stock. Options for maximising community benefit as the scale of renewables pipeline investment grows will be investigated and consulted upon as part of this Framework of actions.



---





Community partnerships also have the potential to take engagement practice from 'inform' and 'consult' modes to deeper and more participatory modes of 'collaboration' and 'empowerment'



Chantel Hodgson  
Image courtesy Granville Harbour Wind Farm



# Implementation Plan Actions

PILLARS	ACTIONS	TIMEFRAMES
 <b>INTEGRATED INFRASTRUCTURE</b>	1. Complete scenario planning to identify the renewable generation and network investment required to meet existing and future load and to achieve the TRET. This will include consideration of social, environmental and economic drivers.	Q2 2022
	2. Establish a Renewable Energy Zone Coordinator to progress the planning, design and ultimate development of future REZ to support the achievement of the Tasmanian Renewable Energy Target. The Coordinator will lead community engagement regarding REZ development and benefit sharing.	Q2 2022
	3. A Major Renewable Energy Projects Coordination and Case Management function will be established within ReCFIT to provide a single point of contact for generation and energy creating load (e.g. hydrogen) proponents. ReCFIT will also collaborate with responsible State agencies to ensure a more seamless experience for proponents.	Q2 2022
 <b>ENVIRONMENT</b>	4. Complete spatial mapping to identify optimal siting of renewable energy growth, taking into consideration natural and heritage values, overlapping land uses (e.g. renewables, mining, tourism), and community values to ensure future policy initiatives developed align with the Government's sustainability objectives and Tasmania's brand.	Q3 2022
	5. Review energy and land use, environmental and social legislation, policies and strategies to enable appropriate development in pursuit of renewable policy objectives.	Q4 2022
 <b>ECONOMIC</b>	6. Establish Tasmania's first Renewable Energy Zone.	Q4 2022
	7. Investigate market mechanisms that may be necessary to help deliver new renewables projects and which could be used as a means of incentivising the location and timing of the project pipeline.	Q3 2022
	8. Assist industry readiness through training and education, facilitating contractor networks and providing greater visibility of pipeline timing so that local businesses can take advantage of increased economic activity as renewable energy project work ramps up.	Q1 2023
 <b>COMMUNITY</b>	9. Implement standards for best practice community engagement and benefit-sharing in Tasmania consistent with the recommendations of the Australian Energy Infrastructure Commissioner.	Q2 2022
	10. Establish ways to increase communication, education, networks, and relationships with communities within each Renewable Energy Zone that encourages and supports renewable energy uptake.	Q3 2022
	11. Enhance opportunities for community partnerships to expand benefit sharing schemes or community co-investment projects.	Q4 2022

# How to get involved

Developing our Framework is a long-term commitment that will require ongoing consideration and collaborative effort.

Within our stakeholders, there is unique knowledge and valuable experience that needs to inform our strategic actions.

Therefore, to ensure our Framework creates meaningful and sustainable change, we seek your support.

To be involved with the ongoing implementation of our Framework, we invite you to register your interest on our website:

[www.ReCFIT.tas.gov.au/register](http://www.ReCFIT.tas.gov.au/register)



# Appendix A.

## What we heard (stakeholder consultation)

The Framework has been informed by a comprehensive consultation process that has significantly influenced the final published version. The feedback reinforces the need to balance community-focused engagement and environmental sustainability principles with strategic coordination and planning of integrated infrastructure to maximise economic benefits to Tasmania.

The consultation resulted in four themes being identified, which form the pillars of the Framework. The interrelationship between each theme is critical to getting the right outcomes – for our communities and how best to develop and deliver energy from renewable resource areas to where it is needed to maximise shared benefits to Tasmanians.

THEME	CONSULTATION SUMMARY AND SUB THEMES
 <b>Integrated infrastructure</b>	<p><b>Coordination &amp; Approach</b></p> <p>There is overwhelming support for coordination and planning, but consistent mentions to better articulate how the strategic approach to renewable energy growth will be flexible and adaptable to reflect unique regional circumstances and community impacts.</p> <hr/> <p><b>Planning and Policy</b></p> <p>Several submissions sought further clarity on how the Government's Renewable Energy Vision aligns (and will evolve with) National and State Policies and the regulatory environment.</p> <p>This sub-theme also encompasses the importance of other broader generation (e.g., solar, bioenergy, green hydrogen, wave technology) and sought information on how the Framework will respond and integrate such technology and complement emissions reduction and climate change policy drivers.</p>
 <b>Environment</b>	<p><b>Values of sustainability, heritage, cultural and climate change</b></p> <p>Several submissions voiced their concern regarding Tasmania's natural environment covering climate change topics, sustainability, protection of the States biodiversity and consideration of the State's cultural values.</p> <p>There was a strong theme that these values need to be maintained and a call for assurance that the Framework would not erode the current robust approvals processes.</p>
 <b>Economic</b>	<p><b>Jobs and growth</b></p> <p>Strong support for renewable energy as a key economic driver, however evidence of Tasmanian costs and benefits associated with the Renewables Vision need to be further quantified and communicated. Related topics included:</p> <ul style="list-style-type: none"><li>• Many respondents supported Government led mechanisms as an effective tool to deliver the TRET and local benefits.</li></ul>

## THEME

## CONSULTATION SUMMARY AND SUB THEMES



### Social

A central theme arising from the consultation was the importance of community and authentic, meaningful engagement as we embark on achieving our renewable energy future. This includes:

- Providing Tasmanian communities with accessible and inclusive forms of engagement
- Valuing community interests equally with the views and interests of other stakeholders (proponents /government)
- Support for coordinated Community Benefit Schemes and building broader community partnerships
- A need for spatial data and analysis to identify values and support decision making

### Tasmanian Value Proposition

We heard that the draft Framework did not clearly set out the value proposition of the Renewable Energy Vision to Tasmanians. Further, there is a need to communicate the key strategic drivers for the Framework, with most commentary related to:

- Tasmanian benefits from major renewable energy projects (cost-benefits analysis);
- Preserving environmental and cultural values;
- Job and growth opportunities evidence;
- Fair pricing (who pays); and
- Why do we need more when we are already 100% renewable?

Disclaimer: **“What we heard”** is a themed summary of feedback received through the consultation process on the Draft Renewable Energy Coordination Framework. For context of verbatim call- outs referenced in this published Framework please refer to the individual submission available at [www.ReCFIT.tas.gov.au](http://www.ReCFIT.tas.gov.au)

# Appendix B.

## Tasmania's Renewable Energy Profile

Our production capability that contributed to achieving 100 per cent self-sufficiency in renewable electricity generation in 2020<sup>1</sup>.



Hydro<sup>2</sup>

**2,287**<sub>MW</sub>  
Capacity

Around 85 per cent of electricity generation in Tasmania is provided by hydroelectricity.

**30**  
Hydro power stations

An average of 9,000 GWh<sup>3</sup> per annum of electricity is generated by hydroelectricity in Tasmania.



Wind<sup>4</sup>

**572.95**<sub>MW</sub>  
Capacity

An average of 1,720 GWh<sup>5</sup> per annum of electricity may be generated by wind in Tasmania.

**5**  
Wind farms

Wind capacity figure calculated on installed capacity of 5 wind farms at: Cattle Hill, Granville Harbour, Musselroe, Studland Bay, Bluff Point.

A snapshot of Tasmania's distribution network and solar up-take.



Solar

**157**<sub>MW</sub>  
Rooftop solar

Approximately 40,000 solar installations (17% of homes in Tasmania)<sup>6</sup>.



Interconnection

**500**<sub>MW<sup>7</sup></sub>  
Basslink capacity

As a net exporter of energy, over the last year 1,130 GWh of electricity was imported and 1,416 GWh of electricity was exported via Basslink.<sup>8</sup>



Transmission

**3,500**<sub>CIRCUIT  
KMs</sub>  
Transmission lines  
and underground  
cables

The transmission network provides for the transfer of electricity throughout Tasmania.

# Notes

## AUSTRALIA'S RAPID TRANSITION TO RENEWABLE ENERGY (PAGE 2)

1. Australian Energy Market Operator's Draft 2022 Integrated System Plan

## TASMANIA: A RENEWABLE ENERGY POWERHOUSE (PAGE 3)

1. <https://www.marinuslink.com.au/2020/09/pm-announces-marinus-link-as-critical-project/>
2. Renewable Energy Jobs in Australia | Institute for Sustainable Futures
3. [marinuslink.com.au](https://www.marinuslink.com.au)
4. <https://www.cleanenergycouncil.org.au/advocacy-initiatives/workforce-development/clean-energy-at-work> Page 18

## INTRODUCTION (PAGES 5-7)

1. Tasmanian Renewable Energy Action Plan, Page 18
2. TasNetworks Annual Planning Report 2021, Page 36
3. Australian Energy Market Operator's Draft Integrated System Plan 2022

## IMPLEMENTATION STRATEGY (PAGES 11-22)

1. Figures sourced from: Ernst & Young, The Economic Contribution of Marinus Link and Supporting Transmission, November 2019.
2. Based on the Commissioner's 2020 Annual Report, Appendix A Observations & Recommendations, Section 3. Community Engagement (pp 34-38)

## APPENDIX B (PAGE 28)

1. [https://renewabletasmania.tas.gov.au/100\\_target\\_achievement](https://renewabletasmania.tas.gov.au/100_target_achievement)
2. Hydro Tasmania, Powering a stronger Tasmania – Annual Report 2020
3. [https://recfit.tas.gov.au/renewables/100\\_target\\_achievement](https://recfit.tas.gov.au/renewables/100_target_achievement)
4. AEMO Generation information spreadsheets for Tasmania dated 29/07/2020
5. [https://recfit.tas.gov.au/renewables/100\\_target\\_achievement](https://recfit.tas.gov.au/renewables/100_target_achievement)
6. Clean Energy Council, total solar installations (at 31 December 2020)  
<https://www.cleanenergycouncil.org.au/resources/technologies/solar-energy>
7. <http://www.basslink.com.au/basslink-interconnector/operations/>
8. [Opennem.org.au](https://www.opennem.org.au)
9. <https://www.tasnetworks.com.au/Poles-and-wires/Pricing/Our-prices>  
(click on Frequently asked questions, What drives the cost of running the electricity network?)













6 May 2022

Dear Damian

Thank you for the opportunity to provide input into the allocation of rural and agriculture zones within the Central Highlands draft local provisions schedule.

Given our involvement in the initial State Government commissioned, State-wide Agricultural Land Mapping Project (ALMP), extensive experience in property and development assessments for their agricultural impact and planning scheme compliance and a strong understanding of agricultural production within the Central Highlands Council region, we believe we are in a position to offer an efficient, high quality service.

Our understanding of the project is as follows:

- The Central Highlands Council has progressed the Draft LPS through the public notification process and has submitted its S.35 report to the Commission. The Commission has issued a 'Directions Schedule' which, in part, requests the following:

*(a) Further to the planning authority's discussion on pages 46-47 and maps on pages 48-65 of the section 35F report, provide an explanation of the methodology used and process undertaken by the planning authority in recommending that all land outside the 'thick blue line' that is identified within the Land Potentially Suitable for Agriculture Zone mapping be modified from Agriculture Zone to the Rural Zone (i.e. the reliance upon the AK Consulting Decision Tree). This explanation must be peer reviewed by a suitably qualified person.*

*(b) Provide a peer review of the application of the methodology outlined at (a) above. The review should be from a suitably qualified person establishing:*

- (i) Any limitations in the approach;*
- (ii) How consistent the approach is with the Guideline No.1: LPS Zone and Code Application; and*
- (iii) Whether the approach is supported*

Essentially Pinion Advisory would be undertaking a review of the Central Highlands approach and application of the Agriculture and Rural zoning of land within the municipality.

The following document outlines our budget, timeframes, approach and our proposed team. If you require any further details or clarification of material in our proposal, please do not hesitate to contact me directly on 0459 031 311 or [jlynch@pinionadvisory.com](mailto:jlynch@pinionadvisory.com)

Yours sincerely,

**Jason Lynch**  
**Senior consultant**

## Our approach

1. Review documentation and inception meeting
  - a. Review current Central Highlands Draft Local Provisions Schedule, associated attachments and correspondence with Tasmanian Planning Commission.
  - b. Inception meeting with Central Highlands Council to confirm draft approach and steps to ensure methodology has a state-wide consistency in interpretation.
  - c. Review of the Central Highlands Council application of the AK Consulting Decision and associated methodology with respect to the consideration and subsequent application of Agriculture and Rural zoning of land within the municipality.
2. Methodology developed
  - a. Using the AK Consulting Decision Tree as a base, develop a state-wide consistent approach to the application and allocation of the relevant areas of land subject to the proposed Rural and Agriculture Zone in the Central Highlands Draft Local Provisions Schedule.
  - b. As required include additional aspects of land suitability information, such as land capability, access to irrigation water, altitude and current and likely future land use activity. This additional approach would be required to provide clarification of those “grey areas” which would require a more localised approach and consideration.
  - c. Compile the relevant spatial datasets required for application of methodology.
3. Apply methodology to Central Highlands Council region (area outside “thick blue line”), including:
  - a. As required grouping of multiple titles into similar local groups or clusters for analysis.
  - b. Where gaps in spatial data exist, broad based field survey used to confirm key contentious variable and areas (*2 days allocated, only if required*)
4. Draft report compiled including methodology and analysis of Central Highlands Council area outside “think blue line”.
5. Revision of draft report
  - a. Feedback provided by Central Highlands Council and appropriate changes made to draft report.
6. Final report submitted

<b>Timeframes</b>
-------------------

The timelines below are proposed and open to negotiation.

Inception meeting	Early May 2022
-------------------	----------------

Final report	Early June 2022
--------------	-----------------

## Project personnel

Our team will consist of two key people, however there will be the opportunity to utilise expertise from within the broader Pinion Advisory team as/if required. Below is a summary of qualifications and experience of key personnel, and the role each person is expected to play in project delivery.



43 Formby Rd  
Devonport  
TAS 7310

**Mick Lehman** (Dip App Science)

***Role in project: Project manager, GIS consultant and agricultural planning support***

E: [mlehman@pinionadvisory.com](mailto:mlehman@pinionadvisory.com) M: 0419 671 000

Mick is the General Manager of the Sustainable Management Services business area for Pinion Advisory, which includes Water Resources and Environmental Sustainability. Mick has 20 years' experience in managing a wide and varied range of projects within the Australian agricultural landscape.

He is an experienced project manager, with technical expertise in environmental and water resource planning and regulation, as well as property management planning, geospatial information systems and remote sensing.

Mick is passionate about Australian agriculture and working with the Pinion Advisory Team to deliver real outcomes, on time, that make a real difference.

Mick's areas of expertise relevant to this project include:

- Mapping of land suitable for inclusion within the draft Tasmanian Planning Scheme's Agriculture Zone
- Property and development assessments for their agricultural impact and planning scheme compliance
- Delivery of Farm Water Access Plans, including land capability and biodiversity assessments for the Southern Highlands irrigation scheme.
- Tasmania Irrigation - Demand, enterprise mix & margin assessment for the proposed Tranche 3 new Irrigation projects



43 Formby Rd  
Devonport  
TAS 7310

**Jason Lynch** (Bachelor of App Sci (horticulture), CPAg)

***Role in project: Primary agricultural planning consultant***

E: [jlynch@pinionadvisory.com](mailto:jlynch@pinionadvisory.com) M: 0459 031 311

Jason is a Senior Consultant at Pinion Advisory, with over 20 years' experience in production agronomy, various aspects of grazing management and property development. He works with clients to improve the profitability and sustainability of a diverse range of agricultural production systems including pastoral, cropping and horticultural enterprises.

Jason provides advice to clients on crop protection, integrated pest management practices, soil health management, plant and soil nutrition, and soil moisture and irrigation management. He has well developed communication skills and has extensive experience in the delivery of presentations and group facilitation for both small and large audiences. Jason's client mix includes small and large-scale businesses, and both family farms and corporate enterprises.

Jason's areas of expertise relevant to this project include:

- Property and development assessments for their agricultural impact and planning scheme compliance
- Farm Water Access Plan land capability assessments for the Southern Highlands irrigation scheme.
- Western Water Irrigation - Enterprise gross margin review, soils assessment, report preparation and landowner liaison
- GRDC - Business and enterprise financial analysis



## Fee proposal

The following summarises the estimated proposed fees, including all travel time and associated expenses. Please note all costings are GST exclusive and include travel costs.

Task	Days	Fees cost
1. Review of documentation and inception meeting	1	\$3,200
2. Develop methodology	2	\$3,200
3. Application of methodology to Central Highlands Council region	6	\$9,600
4. Draft report compiled including methodology and analysis of Central Highlands Council area outside “think blue line”.	2	\$3,200
5. Revision of draft report	0.5	\$800
6. Final report submitted	0.5	\$800
<b>TOTAL</b>	<b>14</b>	<b>\$20,800</b>
<i>Field survey, only required if gaps in key spatial data exist</i>	<i>2</i>	<i>\$3,200</i>



20 April 2022

THE GENERAL MANAGER, CENTRAL HIGHLANDS COUNCIL  
PO BOX 20  
**HAMILTON TAS 7140**

**Ref: THR 10**

Dear Sir/ Madam

**Notification of an amendment to an entry in the Tasmanian Heritage Register**

The Tasmanian Heritage Council has recently completed an extensive work program to improve the location and boundary details of places entered in the Tasmania Heritage Register. The information in the Register now better reflects any changes to property details that have occurred since the place was first entered in the Register.

This letter is to let you know that an amendment has been made to the Heritage Register entry for your property. No action is required by you regarding this amendment.

The Heritage Council amends or updates Heritage Register entries to reflect changes to the address or land title/s, to correct errors, to update information in the entry's datasheet, or to reflect changes from physical events such as a fire.

This work contributes to the Heritage Council's objective to strengthen the Register as an authoritative resource for Tasmania's heritage places and to help provide improved public access to the Register.

You can now access the Heritage Register and download the Register datasheet and boundary plan (where applicable) for your property through the Land Information System Tasmania (LIST). Instructions and links are available on the Heritage Tasmania website at <https://heritage.tas.gov.au/heritage-listed-places/search-the-register>.

If you have any questions, please contact Heritage Tasmania by email: [enquiries@heritage.tas.gov.au](mailto:enquiries@heritage.tas.gov.au) or by phone: (03) 6165 3700.

Yours sincerely

Ms Brett Torossi  
**Chair**  
**Tasmanian Heritage Council**

Tasmanian Heritage Council  
GPO Box 618 Hobart Tasmania 7000  
Tel: 1300 850 332  
[enquiries@heritage.tas.gov.au](mailto:enquiries@heritage.tas.gov.au)  
[www.heritage.tas.gov.au](http://www.heritage.tas.gov.au)

20 April 2022

THE GENERAL MANAGER, CENTRAL HIGHLANDS COUNCIL  
PO BOX 20  
**HAMILTON TAS 7140**

**Ref: THR 48**

Dear Sir/ Madam

**Notification of an amendment to an entry in the Tasmanian Heritage Register**

The Tasmanian Heritage Council has recently completed an extensive work program to improve the location and boundary details of places entered in the Tasmania Heritage Register. The information in the Register now better reflects any changes to property details that have occurred since the place was first entered in the Register.

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If you have any questions, please contact Heritage Tasmania by email: [enquiries@heritage.tas.gov.au](mailto:enquiries@heritage.tas.gov.au) or by phone: (03) 6165 3700.

Yours sincerely



Ms Brett Torossi  
**Chair**  
**Tasmanian Heritage Council**

Tasmanian Heritage Council  
GPO Box 618 Hobart Tasmania 7000  
Tel: 1300 850 332  
[enquiries@heritage.tas.gov.au](mailto:enquiries@heritage.tas.gov.au)  
[www.heritage.tas.gov.au](http://www.heritage.tas.gov.au)

2 May 2022

THE GENERAL MANAGER, CENTRAL HIGHLANDS COUNCIL  
PO BOX 20  
**HAMILTON TAS 7140**

**Ref: THR 859**

Dear Sir/Madam

**Notification of an amendment to an entry in the Tasmanian Heritage Register**

The Tasmanian Heritage Council has recently completed an extensive work program to improve the location and boundary details of places entered in the Tasmania Heritage Register. The information in the Register now better reflects any changes to property details that have occurred since the place was first entered in the Register.

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If you have any questions, please contact Heritage Tasmania by email: [enquiries@heritage.tas.gov.au](mailto:enquiries@heritage.tas.gov.au) or by phone: (03) 6165 3700.

Yours sincerely

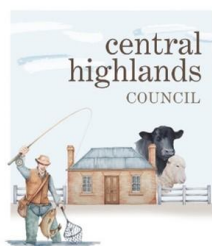


Ms Brett Torossi  
**Chair**  
**Tasmanian Heritage Council**

# Landfill Levy Readiness Grant Scheme

## Application Summary Form

This Application Summary Form is to accompany an application which addresses the Project Assessment Criteria in more detail.



<b>Applicant Business Name and Registered Business Address</b> Central Highlands Council Alexander Street Bothwell Tasmania 7030
<b>Applicant ABN</b> 30 472 494 899
<b>Contact Name</b> Beverley Armstrong or Graham Rogers
<b>Contact Phone Number</b> (03) 62595503

**Contact Email**

[barmstrong@centralhighlands.tas.gov.au](mailto:barmstrong@centralhighlands.tas.gov.au)

GRogers@centralhighlands.tas.gov.au

**Title of Project (<10 Words)**

Hardware Upgrade

Waste Levy Compliance Management Plan

Staff Training

**Facility Type**

☒ Landfill facility

☐ Resource Recovery facility

(Tick both if both apply)



## Project Location and Description of Landfill Site and/or Resource Recovery Centre

Location: Hamilton Waste Depot Landfill



PremiumPropertyRe  
port-163079-1.pdf

Address:

<b>Property Address</b>	'HAMILTON WASTE DISPOSAL SITE' - MOUNT RD HAMILTON TAS 7140
<b>Property ID</b>	<u>5466280</u>
<b>Title Reference</b>	<u>163079/1</u>
<b>Authority</b>	Local Government Authority
<b>Owner Name(s)</b>	CENTRAL HIGHLANDS COUNCIL
<b>Postal Address</b>	TARLETON ST HAMILTON TAS 7140

Description:

### Landfill Operation

The Hamilton Waste Depot (HWD) is currently licensed to operate as a waste disposal site. The current environmental conditions are in the form of an EPN dated 17 March 1999. EMP reviews have occurred in 2008 and 2013. Another EPN (7211/1) was issued requiring reporting of waste data. This was then superseded by EPN 7211/2

As was reported annually, and as is required by an EPN issued on 20 April 2006, Council has been reporting its waste disposal trends. The reports indicated an average of 1071 tonnes per annum of waste were landfill at Hamilton for the last 6 years. Data since 2015 was no available. It is apparent that the waste entering the site has been increasing slightly over this period, despite the population has being relatively static. Also Council have moved to just 3 waste transfer stations, these being Bothwell, Miena and Bronte Park. There is an extended garbage collection and integrated kerbside recycling service at the towns of Hamilton, Bothwell, Ellendale, Ouse, and Gretna and the houses along these routes.

### Tyres

Tyres are stored on site and sent to a tyre wholesaler and are generally stored in small piles (< 3m3).

### Green Waste

Green waste is actively stored and shredded on site using contractors. The shredder can take up to 300mm wood and materials are shredded every fortnight. Approximately 2 m3 of mulched green waste is available for free

### White Goods

White goods are stored on site and they are removed periodically for reuse,

### Beverge Containers

There are 3 bins on site for steel and mixed beverage containers which are periodically collected by Councils contractor and taken for recycling.

<p><b>Summary of how the Project meets the Assessment Criteria</b> (Approx. 100 words each, on this form. Further details should also be attached.)</p> <p><b>1. Design and merit of the project to deliver on the scheme objective (30% weighting)</b>  <b>The Objective is to be able to accurately report waste to landfill, recycling to recovery and resource recovery.</b></p> <ul style="list-style-type: none"> <li>• The site currently operates without a weighbridge, deliveries to the site are recorded by vehicle type and waste to landfill estimated. The project will allow for capturing data on landfilled waste, using the estimated quantities when approved under the <a href="#">Draft estimation of weight for waste by vehicle type</a>. The site also does not have a resource recovery centre however, this is something that Council will be investigating into the future.</li> <li>• The project will also allow for capturing data on recovered materials recording how much recovered material is sent to recycling centre.</li> <li>• It will also allow the capture of data on excluded, and rebated materials and allow for generating monthly waste levy returns and annual returns submitting data to NRE Tas in the approved form.</li> </ul>
<p><b>2.Financial contribution and value for money (30% weighting)</b>  Central Highlands Council will contribute up 50% of the grant request . Council have agreed that this is good value as the project will allow for accurate reporting and training of staff in the use of the system for current and future requirements. Council do have the capacity to fund this requirement.</p>
<p><b>3. Technical feasibility and longevity (20% weighting)</b></p> <ul style="list-style-type: none"> <li>• The Hamilton landfill has currently been assessed and plans to be operational for at least the next 25 years and the technology proposed has longevity in that it will be able to be used to sustain the information required and provided by this project, for the useful life of the infrastructure. The use of an IPad to record all waste into the landfill and the technology to direct record this information allow for accuracy and efficiency in in reporting</li> </ul>
<p><b>3.Project Management (20% weighting)</b>  The project will be manages by the Environmental Health Officer who also has a Cert IV in Project Management and Quality and Assurance and Graduate Diploma in Environmental Planning.</p>
<p><b>WorkCover and public liability insurance is provided?</b></p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>

<b>Project costs</b>			
• Amount Requested from this Grant Scheme		\$17,000.00	
• Financial and In-Kind Contribution from applicant		\$8,000.00	
• TOTAL PROJECT COSTS		\$25,000.00.	
<b>Project Proposal and costs by Eligible Project category</b>			
Category	Brief description of project	Funding	
Infrastructure to weigh materials, or upgrades to that infrastructure		Amount Requested	\$.....
		In-Kind Contribution	\$.....
		TOTAL ITEM COST	\$.....
Hardware upgrades	Ipad to record clients to the landfill, and associated technology hook up to main office. Wi fi to be installed at the Landfill to allow direct reporting. Also soft ware program for direct reporting.	Amount Requested	\$5000.00
		In-Kind Contribution	\$4000.00
		TOTAL ITEM COST	\$9000.00
Staff Training	So that Waste facility staff are capable of using the systems and software to ensure appropriate collection of data and are able to report directly to main Council Officer for monthly figures to be collated and waste levy assessed. Also so that staff can be trained in the use of the new system, policies and procedures in accordance with the developed Compliance Plan.	Amount Requested	\$2000.00
		In-Kind Contribution	\$2000.00
		TOTAL ITEM COST	\$4000.00
Utilities		Amount Requested	\$.....
		In-Kind Contribution	\$.....
		TOTAL ITEM COST	\$.....
Traffic control		Amount Requested	\$.....
		In-Kind Contribution	\$.....
		TOTAL ITEM COST	\$.....

Development of a Waste Levy Compliance Management Plan, policies and/or procedures	A Compliance Plan to be developed so that Policy and Procedure can be developed and put in place to ensure future operators can be trained in the correct compliance procedures for the landfill reporting.	Amount Requested	\$2000.00
		In-Kind Contribution	\$2000.00
		TOTAL ITEM COST	\$4000.00
Other			
<b>Please attach further details to assist the assessment process</b>			

**For any queries, please contact:**

Waste Initiatives  
Natural Resources and Environment Tasmania  
Phone (03) 6165 4529  
Email: [Waste.Initiatives@nre.tas.gov.au](mailto:Waste.Initiatives@nre.tas.gov.au)

**To submit your application, email to:**

[Waste.Initiatives@nre.tas.gov.au](mailto:Waste.Initiatives@nre.tas.gov.au)  
by COB 29 April 2022  
relevant supporting documentation.

# Review of Tasmania's Explosives Regulations



Tasmania's *Explosives Regulations 2012* (the Regulations) are currently under review. The *Subordinate Legislation Act 1992* requires all regulations to be reviewed every ten years. The review provides an opportunity for the community and stakeholders to have their say on the future regulation of explosives in Tasmania.

## Background

The *Explosives Act 2012* (the Act) provides for the safe handling of explosives, for the safe management of places where explosives are handled, and for the safe management of incidents and emergencies involving explosives.

The Regulations support the Act by providing clarity and further detail for duty holders on how to fulfil their obligations.

The Regulations include regulations for the use and management of explosives, including fireworks, and also include detail for shot-firing and blasting activities including associated permits and plans.



## Use of Fireworks in Tasmania

Fireworks, in particular, have long been the subject of public interest, with divided views regarding the use of fireworks in Tasmania. Changes to the legislative framework for the administration of Type 2 fireworks were announced by the Government in 2016 and implemented in 2018.

This revised framework provided additional restrictions on Type 2 fireworks to ensure a more balanced approach in protecting people, animals and the environment, whilst still enabling Tasmanian to enjoy Commonwealth Day, better known to Tasmanians as "Cracker Night".

To hold a fireworks display for Cracker Night, you must obtain a permit from WorkSafe Tasmania. Anyone 18 years or older can apply for a Cracker Night fireworks permit. If a permit is issued, it allows Type 2 fireworks to be used for up to 30 minutes on the night.

Not all locations are suited for a fireworks display. Most urban properties will not meet the safe firing distances required to obtain the permit. All applications that do not meet the distance requirements are refused.



## Sensitive areas where fireworks displays are not permitted

Some locations are unsuitable for a fireworks display because of the potential to cause significant risks to the surrounding environment. This may be due to the native animals or livestock.

Permits are not issued in suburbs with a concentration of private horse ownership and previous community complaints (this includes Acton Park, Allen's Rivulet, Carlton, Devon Hills, Dodges Ferry, Orielson, Roches Beach and Sandford).

A distance of 1 kilometre may be required from commercial boarding kennels and commercial horse businesses due to the significant risk to animals.

A distance of 3 kilometres may be required from a sanctuary or conservation area, such as Bonorong Wildlife Sanctuary, Tasmania Zoo and Trowunna Wildlife due to the risk to native animals.

## Shot-firing permits and training courses

The Regulations also specify requirements for shot-firing permits issued by WorkSafe Tasmania (or an interstate shot-firing authority recognised by WorkSafe Tasmania) to prime or fire explosives in Tasmania.

In almost all cases, a Security-sensitive Dangerous Substances permit from WorkSafe Tasmania is also required. A permit is valid for 3 years unless cancelled, revoked, or issued for a shorter period. Permits to undertake shot-firing are only be issued to people that are 18 years of age or older; have a legitimate need for the permit; and are a 'fit and proper person' as determined by a National Police Record Check.

## Consultation

The Tasmanian Government is seeking the community and stakeholder views on the *Explosives Regulations 2012*, including the framework for the use of fireworks in Tasmania.

Stakeholders, including the general public, will be consulted throughout May 2022 as an initial opportunity to provide input into any amendments to the existing Regulations.

Further opportunity for input will be offered to stakeholders once any draft amendments to the Regulations are made.

**Department of Justice**  
**WorkSafe Tasmania**  
**Phone:**(03) 6166 4602  
**Email:** [worksafepolicy@justice.tas.gov.au](mailto:worksafepolicy@justice.tas.gov.au)  
[www.justice.tas.gov.au](http://www.justice.tas.gov.au)



**City of Hobart  
(ABN 39 055 343 428)**

and

**Central Highlands Council  
(ABN 79 198 223 277)**

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**Southern Tasmania Regional  
Recycling Processing Services**

**Participating Councils Deed**

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Date	The	day of	2022
Parties	City of Hobart and Council		

## Background

- ## Agreed terms

### 1.1 Definitions

**Agreed Terms** means these terms and conditions, excluding the Schedules.

**Background** means the section of this deed entitled “Background”.

**Business Day** means any week day on which banks are generally open for business in Hobart, Tasmania.

**City of Hobart** means the party referred to as such in the Details.

**Commencement Date** means the date that Services are to commence as set out in Item 1.

**Confidential Information** means this deed, any information (regardless of form) disclosed or otherwise made available by a disclosing party to the party receiving the information, for, or in connection with this deed, including information which:

- (a) is marked as being proprietary or confidential to the disclosing party;
- (b) in the circumstances surrounding disclosure, or because of the nature of the information, ought in good faith be treated as confidential;

whether the information was:

- (c) disclosed or created before, or after the date of this deed; or
- (d) disclosed as a result of discussions between the parties concerning or arising out of this deed.

**Contract Details** mean the details set out in Schedule 1.

**Contract Material** has the meaning given in clause 0.

**Contractor** means the contractor engaged under the Services Agreement to provide the Services for the benefit of the Participating Councils.

**Council** means the party described as such in the Details and where the context requires includes any of the Council Personnel.

**Council Personnel** means all employees, subcontractors, contractors, volunteers and invitees of the Council.

**Details** mean the section of this deed headed ‘Details’.

**Expiry Date** means the expiry date of this deed as specified in the Details.

**Further Term** means the period agreed under clause 2.2 and listed in Schedule 1.

**GST** has the meaning given in the GST Act.

**GST Act** means the *A New Tax System (Goods and Services Tax) Act 1999* (Cth) and the related imposition Acts of the Commonwealth.

**Intellectual Property Rights** includes all present and future intellectual and industrial property rights conferred by statute, at civil, common law or in equity including:

- (a) copyright;
- (b) design, patent, trademark, semiconductor or circuit layout rights (whether registered, unregistered or applied for);
- (c) trade, business, company or domain name; and
- (d) know how or inventions, processes (whether in writing or recorded in any form),  
and includes any right to licence and sub-licence any of the above.

**Item** means an item in Schedule 1.

**Joint Authority** means an authority to be established by the Participating Councils under section 30 of the *Local Government Act 1993* (Tas).

**Kerbside Collection Services** means the services procured by the Council for the collection of recyclable materials from residential and commercial premises within the Council’s local government area.

**Kerbside Collection Vehicles** means the vehicles used by contractors of Council to collect recyclable materials from within the Council’s local government area for delivery to the Site.

**KPIs** means the key performance indicators set out in section 10.4 of the Specification attached to the Services Agreement.

**Law** means any act, regulation, statute, by-law, ordinance, order or proclamation whether Federal, State or local.

**Loss** includes any damage, loss, cost, claim, liability or expense.

**Materials** means the content of deliveries to the Contractor's Site from the Kerbside Collection Vehicles.

**Participating Council** means each Council listed in Schedule 2.

**PCG Responsibilities** are defined in clause 4.4.

**Representative** means the City of Hobart representative and the Council's representative as set out in the Details.

**Schedule** means the schedules to this deed.

**Service Fees** means the service fees payable to the Contractor under the Services Agreement.

**Services** means the services required to be carried out and completed by the Contractor under the Services Agreement as specified in Schedule 2 of the Services Agreement and includes any variation to the Services agreed between the Contractor and the City of Hobart under the Services Agreement.

**Services Agreement** means the Southern Tasmania Regional Recycling Processing Services Agreement dated on or around the date of this deed between the City of Hobart and the Contractor on the terms set out in Schedule 3.

**Services Schedule** means the services schedule for delivery of the Services by the Contractor in respect of each Participating Council as set out in Appendix 2 of Schedule 2 of the Services Agreement.

**Site** means 127 Derwent Park Road, Derwent Park, Tasmania 7009.

**Specification** means the specification for the Services set out in Schedule 2 of the Services Agreement.

**Term** means the term referred to in clause 2 (Term) and includes the Further Term where the context requires.

## 1.2 Interpretation

- (a) A reference to:
  - (i) the singular includes the plural and the plural includes the singular;
  - (ii) a person includes a body corporate or unincorporate;
  - (iii) a party includes the party's executors, administrators, successors and permitted assigns;
  - (iv) a statute, regulation or provision of a statute or regulation (**Statutory Provision**) includes:
    - (A) that Statutory Provision as amended or re-enacted from time to time;
    - (B) a statute, regulation or provision enacted in replacement of that Statutory Provision; and
    - (C) another regulation or other statutory instrument made or issued under that Statutory Provision; and
  - (v) money is to Australian dollars, unless otherwise stated.
- (b) "Including" and similar expressions are not words of limitation.
- (c) A reference to a clause or schedule is a reference to a clause of or a schedule to this deed.
- (d) A reference to a document (including, without limitation, a reference to this deed) is to that document as amended, novated or replaced.
- (e) Where a word or expression is given a particular meaning, other parts of speech and grammatical forms of that word or expression have a corresponding meaning.
- (f) Headings and any table of contents or index are for convenience only and do not form part of this deed or affect its interpretation.
- (g) A provision of this deed must not be construed to the disadvantage of a party merely because



that party was responsible for the preparation of this deed or the inclusion of the provision in this deed.

- (h) If an act must be done on a specified day which is not a Business Day, it must be done instead on the next Business Day.
- (i) All references to time are to Australian Eastern Standard time.
- (j) If there is any inconsistency between the Agreed Terms and the Schedules, the order of precedence will be:
  - (i) the Agreed Terms; then
  - (ii) the Schedules,to the extent of any inconsistency.

### **1.3 Parties**

- (a) If a party is made up of more than one person, or a term is used in this deed to refer to more than one party, then:
  - (i) a reference to a party includes each and every person;
  - (ii) those persons are bound separately; and
  - (iii) any two or more persons are bound jointly and severally.

---

## **2 Term**

### **2.1 Term**

This deed commences on the Commencement Date and, subject to clause 2.2 (Further Term) and clause 7 (Termination), continues until the Expiry Date (**Term**).

### **2.2 Further Term**

- (a) The City of Hobart may extend the Term of this deed for the Further Term commencing on the day after the Expiry Date on providing written notice to the Council (**Extension Notice**) not less than 6 months before the Expiry Date.
- (b) Any such extension will be on the same terms and conditions as set out in this deed, with the exception of this clause 2.2 which will be deleted.
- (c) Notwithstanding anything in this clause 2.2, City of Hobart is under no obligation to extend this deed for the Further Term.

---

## **3 Services Agreement**

### **3.1 Acknowledgement**

- (a) The Council acknowledges that:
  - (i) the City of Hobart has entered into the Services Agreement on behalf of itself and the other Participating Councils; and
  - (ii) under the Services Agreement, the Contractor has agreed to provide the Services for the benefit of all Participating Councils.
- (b) The Council agrees to:
  - (i) comply with all relevant obligations of the City of Hobart under the Services Agreement;
  - (ii) take all reasonable steps to ensure that it assists the City of Hobart to comply with its obligations under the Services Agreement; and
  - (iii) ensure that all relevant Council Personnel having any involvement in connection with the Services (including contractors engaged by Council to operate Kerbside Collection Vehicles on behalf of the Council), are aware of and comply with the delivery requirements set out in the Services Agreement including the Services Schedule.

### **3.2 Reporting**

The Council will provide any reports to the City of Hobart's Representative which the City of Hobart reasonably requires during the Term.

### **3.3 Records**

The Council must keep daily records of:

- (a) delivery schedules of Kerbside Collection Vehicles to the Site;
- (b) any interaction with the public (including any complaints made by the public) and any actions taken in respect of the public;
- (c) any work health and safety events or incidents; and
- (d) any environmental pollution events.

---

## **4 Project Control Group**

### **4.1 Establishment**

The Participating Councils may establish a Project Control Group (**PCG**) for the purposes of collectively managing the Services Agreement and monitoring the performance of the Contractor under the Services Agreement. The responsibilities of the PCG are set out in clause 4.4.

### **4.2 Composition of PCG**

The PCG may comprise a representative of each Participating Council.

### **4.3 Meetings**

- (a) The PCG may meet at least once every calendar month or such other times as agreed between the Participating Councils.
- (b) A quorum for any meeting of the PCG will be a representative from 6 Participating Councils. If a quorum is not present within 30 minutes the meeting will be adjourned for one week.
- (c) PCG meetings will be held in person or via telephone, telephone conference, video conferencing and any other electronic device.
- (d) The City of Hobart will circulate:
  - (i) a meeting agenda at least 2 Business Days prior to each PCG meeting; and
  - (ii) minutes of the PCG and actions arising as soon as practicable after each PCG meeting.
- (e) Each Participating Council must notify the City of Hobart at least 4 Business Days prior to the PCG meeting if there are items to be included in the meeting agenda.

### **4.4 PCG Responsibilities**

PCG Responsibilities may include:

- (a) reviewing the progress of the Services in the context of the Specification, and in particular, the Contractor's achievement of the KPIs for the purposes of the performance review to be undertaken under clause 13 of the Services Agreement;
- (b) considering the operation and adequacy of the Services Schedule and whether it is working effectively for each Participating Council or whether any changes to the Services Schedule are required;
- (c) considering any plans proposed by the Contractor in respect of the use, sale and disposal of any Materials (whether before or after processing);
- (d) reviewing any requests from the Contractor for variations to the Service Fees;
- (e) considering any variations required to the scope of the Services and the applicable pricing for any such variations in accordance with clause 12 of the Services Agreement;
- (f) considering any work health and safety incidents occurring at the Site;
- (g) discussing any potential breach or other default by the Contractor under the Services Agreement and the steps that may be taken to seek remedy of any such breach or default;
- (h) discussing any other issues raised by the Contractor under the Services Agreement;
- (i) reviewing any reporting required under the Services Agreement; and
- (j) any other matter agreed by the Participating Councils from time to time.

---

## **5 Payment**

### **5.1 Invoices issued to Council**

The Contractor acknowledges that under the Services Agreement, the Contractor will issue invoices for the Service Fees to each Participating Council in respect of the Services provided to that Participating Council by the Contractor under the Services Agreement.

### **5.2 Payment**

The Council agrees to pay to the Contractor, the amount set out in each invoice received from the Contractor within 30 days of receipt provided that the invoice complies with the requirements set out in clause 8 of the Services Agreement and subject to the due performance of the Contractor's obligations under the Services Agreement.

### **5.3 Disputed invoices**

If the Council wishes to dispute any invoice received from the Contractor, it must raise any issues directly with the Contractor as soon as practicable.

---

## **6 Indemnity**

The Council agrees to indemnify the City of Hobart against all Loss in connection with:

- (a) a breach by the Council of this deed;
- (b) a breach by the Council of any relevant obligations of the City of Hobart under the Services Agreement;
- (c) any act or omission of the Council which causes the City of Hobart to be in breach of the Services Agreement,

except to the extent that the relevant Loss was contributed to by the City of Hobart.

---

## **7 Termination**

### **7.1 Convenience**

- (a) The Council acknowledges that the City of Hobart may on 12 months' written notice to the Contractor, reduce the scope of the Services to be provided under the Services Agreement, by withdrawing any one or more Participating Councils from the scope of the Services Agreement, provided that the reduction in scope will not result in less than 75% of the originally contracted Services under the Services Agreement being required to be provided by the Contractor following the reduction.
- (b) Accordingly, if the Council wishes to withdraw from this deed and from receiving benefits under the Services Agreement, it must notify the City of Hobart not less than 18 months prior to the intended withdrawal and must provide the City of Hobart with reasons for the decision to withdraw.
- (c) The Council will not be permitted to withdraw from this deed or from receiving benefits under the Services Agreement where to do so would result in there being a reduction in scope of the Services equivalent to more than 25% of the originally contracted Services as at the commencement of the Services Agreement.
- (d) Where the Council is permitted to withdraw from this deed and from receiving benefits under the Services Agreement, the City of Hobart will notify the Contractor by giving the Contractor not less than 12 months' notice in writing.

### **7.2 Default**

- (a) Where the Council believes that the Contractor may be in default or breach under the Services Agreement, the Council will notify the City of Hobart as soon as practicable after the relevant default or breach arises and will provide the City of Hobart with relevant details.
- (b) Where the City of Hobart agrees that there has been a relevant default or breach under the Services Agreement, the City of Hobart will notify the Contractor in accordance with the procedures outlined in the Services Agreement and seek a rectification for the relevant default or breach.
- (c) Where rectification is not achieved in accordance with clause 14 of the Services Agreement

or where rectification is not possible, the City of Hobart may exercise a right to terminate the Services Agreement where permitted under the terms of the Services Agreement.

### **7.3 Termination due to termination of Services Agreement**

This deed automatically terminates if the Services Agreement ends for any reason.

### **7.4 Termination of deed due to novation**

This deed automatically terminates on the novation of the Services Agreement to the Joint Authority.

### **7.5 General obligations after termination**

Upon termination of this deed for any reason the Council must:

- (a) deliver to City of Hobart without any further demand, documents in the Council's possession or control relating in any way to any Confidential Information and any property of City of Hobart; and
- (b) return all documents and other materials received from City of Hobart in relation to this deed.

---

## **8 Intellectual Property**

### **8.1 Ownership**

Ownership of all material produced by a party in the course of performing obligations under this deed (**Contract Material**) will vest in that party immediately on its creation.

### **8.2 Licence**

Each party grants to the other party a non-exclusive, royalty-free licence for the Term to use the Contract Material only for the purposes of performing its obligations under this deed.

### **8.3 Rights to pre-existing Intellectual Property**

Nothing in this clause 8 affects the ownership of any Intellectual Property Rights created before the date of this deed or created by either party otherwise than in accordance with this deed.

### **8.4 Warranty**

Each party warrants that:

- (a) the licence granted pursuant to clause 8.2 does not infringe any Intellectual Property Rights of any party; and
- (b) it is entitled, and will be entitled at all relevant times, to deal with the Intellectual Property Rights as required under this clause 8.

---

## **9 Insurance**

The Council must either take out and maintain, or procure that Council's contractor providing Kerbside Collection Services takes out and maintains, the following insurances policies:

- (a) public liability insurance in the amount specified in Item 4 for any one claim;
- (b) workers' compensation insurance as required under any applicable Laws; and
- (c) motor vehicle insurance as specified in Item 5.

---

## **10 GST**

- (a) Unless otherwise stated in this deed, all amounts payable by one party to another party are exclusive of GST.
- (b) If GST is imposed or payable on any supply made by a party under this deed, the recipient of the supply must pay to the supplier, in addition to the GST exclusive consideration for that supply, an additional amount equal to the GST exclusive consideration multiplied by the prevailing GST rate. The additional amount is payable at the same time and in the same manner as the consideration for the supply.

---

## **11 Confidentiality**

### **11.1 Non-disclosure**

Both parties agree, in respect of any Confidential Information:

- (a) subject to clause 11.2, not to disclose such information to any person, without the prior written consent of the disclosing party, unless and until:
  - (i) such information becomes generally available to the public in printed publications in general circulation in Australia, through no action, default or other breach by the recipient party; or
  - (ii) the recipient party is required by law to make disclosure (including disclosures required to be made pursuant to the *Local Government (General) Regulations 2015* (Tas)), and then only to such extent; and
- (b) to keep such documents and any other material containing or incorporating any Confidential Information, in safe custody.

### **11.2 Representatives**

Each party may, notwithstanding clause 11.1, disclose Confidential Information to such of its representatives who may need such information and only to the extent so needed, to enable such party to fulfil its obligations under this deed.

---

## **12 Conflict of interest**

The Council must immediately notify the City of Hobart of the existence or likelihood of a conflict of interest or potential conflict of interest in relation to this deed or the Services Agreement as soon as it becomes apparent to the Council and cooperate with the City of Hobart to resolve such conflict of interest.

---

## **13 Entire agreement**

This deed constitutes the entire agreement between the parties in relation to its subject matter and supersedes all previous agreements, negotiations and understandings between the parties in relation to its subject matter.

---

## **14 Notices**

### **14.1 Form**

Any notice, consent, approval, waiver and other communications to be given under or in connection with this deed must be in writing, signed by the sender and marked for the attention as set out or referred to in the Details or, if the recipient has notified otherwise, then marked for attention in the way last notified.

### **14.2 Delivery**

They must be:

- (a) sent by email to the email address set out or referred to in the Details; or
- (b) left at the address set out or referred to in the Details; or
- (c) sent by prepaid post to the address set out or referred to in the Details; or

However, if the intended recipient has notified a changed email address or changed postal address, then the communication must be to that email address or postal address.

### **14.3 When effective**

They take effect from the time they are received unless a later time is specified in them.

### **14.4 Receipt – email**

If sent by email, they are taken to be received at the time the email message is sent, unless:

- (a) the sender receives automated email notification that the email transmission has failed or has been delayed within 12 hours of sending the notice; or

- (b) the sender receives automated email notification to the effect that the recipient is not likely to receive the notice until a later date, which will then become the deemed date of receipt.

#### **14.5 Receipt – postal**

If sent by post, they are taken to be received 6 days after posting (or 10 days after posting if sent to or from a place outside Australia).

#### **14.6 Receipt - general**

Despite clauses 14.4 (Receipt - email), and 14.5 (Receipt - postal), if they are received after 5pm in the place of receipt or on a non-Business Day, they are taken to be received at 9am on the next Business Day.

---

### **15 Negation of employment and agency**

The parties acknowledge and agree that this deed and the performance of this deed does not represent or imply a partnership, agency, fiduciary relationship, employment relationship, joint venture, distribution or any other category of commercial or personal relationship between the parties recognised at law or in equity as giving rise to forms of specific rights and obligations.

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### **16 Approval and consent**

Where this deed calls for the consent or approval of a party, that consent or approval will be deemed to have been granted or denied as the case may be only if:

- (a) it is in writing; and
- (b) it is given by party's Representative or such other duly authorised representative of the party.

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### **17 General**

#### **17.1 Amendments**

An amendment or variation to this deed is not effective unless it is in writing and signed by the parties.

#### **17.2 Assignment**

A party cannot assign or otherwise transfer any of its rights under this deed without the prior written consent of each other party.

#### **17.3 Consents**

Unless this deed expressly provides otherwise, a consent under this deed may be given or withheld in the absolute discretion of the party entitled to give the consent and to be effective must be given in writing.

#### **17.4 Counterparts**

- (a) This deed may be entered into in any number of counterparts.
- (b) A party may execute this deed by signing any counterpart.
- (c) All counterparts, taken together, constitute one deed.

#### **17.5 Costs**

Each party will bear its own costs and disbursements of or incidental to the negotiation, preparation, execution, stamping and registration of this deed, and all other matters and agreements referred to in this deed.

#### **17.6 Further acts and documents**

Each party must promptly do all further acts and execute and deliver all further documents (in a form and content reasonably satisfactory to that party) required by law or reasonably requested by another party to give effect to this deed.

#### **17.7 Waivers**

The non-exercise of, or delay in exercising, any power or right of a party does not operate as a waiver of that power or right, nor does any single exercise of a power or right preclude any other exercise of it or the exercise of any other power or right. A power or right may only be waived in writing, signed by the party to be bound by the waiver.



### **17.8 Severance**

- (a) If anything in this deed is unenforceable, illegal or void then it is severed and the rest of this deed remains in force, unless the severance would change the underlying commercial purpose or effect of this deed.
- (b) If two or more provisions of this deed are inconsistent or contradictory the numerical position of those provisions must not be a determinative factor in any decision, order or ruling that results in the severance of any conflicting provision.

### **17.9 Civil Liability Act 2002 (Tas)**

The operation of Part 9A of the *Civil Liability Act 2002* (Tas) is excluded in relation to any and all rights, obligations and liabilities under this deed, whether such rights, obligations or liabilities are sought to be enforced as a claim in contract, tort (including negligence), equity, under statute or otherwise at law.

### **17.10 Survival**

The following clauses survive the expiry or termination of this deed: clauses 6, 7.5 and 11.

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## **18 Governing law and jurisdiction**

### **18.1 Governing law**

The laws of Tasmania govern this deed.

### **18.2 Jurisdiction**

The parties submit to the non-exclusive jurisdiction of the courts of Tasmania.

## Signing page

**Executed** as a deed

**Executed** for and on behalf of **CITY OF HOBART )**  
**(ABN 39 055 343 428)** in the presence of: **)**

.....  
Signature of General Manager

.....  
Name of General Manager (print)

.....  
Signature of witness

.....  
Name of witness (print)

**Executed** for and on behalf of **Central Highlands Council (ABN )**  
**79 198 223 277)** in the presence of: **)**

.....  
Signature of General Manager

.....  
Name of General Manager (print)

.....  
Signature of witness

.....  
Name of witness (print)

**Schedule 1**  
**Contract Details**

Item 1	<b>Commencement Date:</b>	The date of execution of this deed
Item 2	<b>Expiry Date:</b>	10 years after the Commencement Date
Item 3	<b>Further Term:</b>	5 years
Item 4	<b>Public Liability Insurance</b>	\$20,000,000 per event
Item 5	<b>Motor Vehicle Insurance</b>	Comprehensive and third party property for all motor vehicles used in connection with the Kerbside Collection Services and the Services Agreement, to be maintained for the Term
Item 6	<b>Workers' Compensation Insurance</b>	As required by law

## **Schedule 2**

### **Participating Councils**

City of Hobart;  
Glenorchy City Council;  
Clarence City Council;  
Kingborough Council;  
Sorell Council;  
Derwent Valley Council;  
Glamorgan Spring Bay Council;  
Tasman Council;  
Brighton Council;  
Huon Valley Council;  
Central Highlands Council; and  
Southern Midlands Council.

DRAFT

**Schedule 3**  
**Services Agreement**

[insert copy of Services Agreement between City of Hobart and the Contractor]

DRAFT

5/1/2021

Malcolm Scott  
8 Nielsen Crescent,  
Morass Bay,  
Arthurs Lake, 7030.

Central Highlands Council,  
6 Tarleton Street,  
Hamilton, 7140.

**Sealing of the section of road to Woods Lake which passes the Morass Bay Shacks.**

I am writing to the Central Highlands Council on behalf of the Shack Owners of Morass Bay, Arthurs Lake requesting the road from the Arthurs Lake Dam (End of the current Sealed Section) to the last shack on the Road to Woods Lake be sealed due to the dust from that section of road contaminating the Drinking Water Tanks of those shacks on and near the road to Woods Lake.

This section of road has at least 50 cars towing boat trailers going in and out to Woods Lake every day during the fishing season.

Please find attached a petition signed by the majority of the Morass Bay Shack Owners (Many of the Shack Owners who could not sign the petition as they are not currently in the State have indicated that they would support the petition if they were here).

Please find also a letter from the Council previously stating they would consider the sealing of this section of road as part of the 2008/2009 budget.

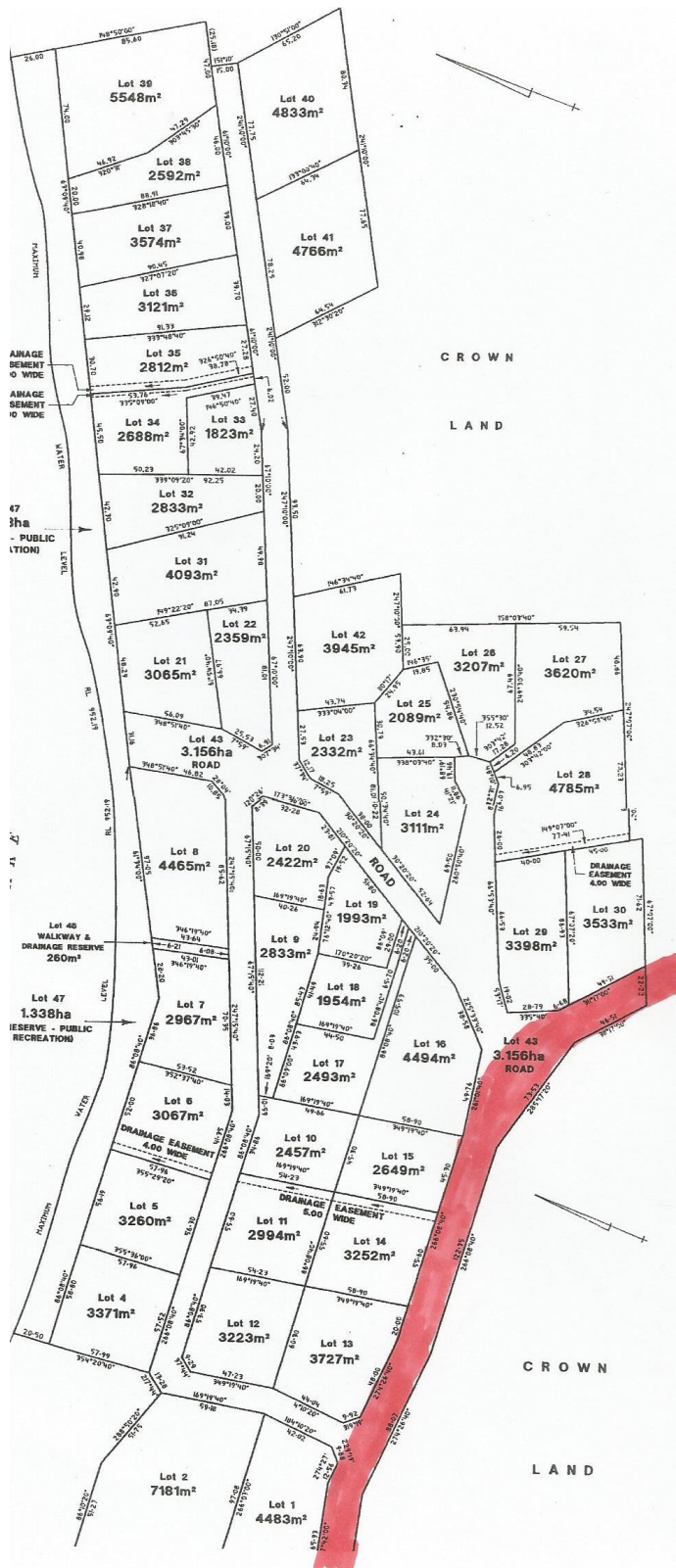
**Thanks You.**

Malcolm Scott  
On behalf of the [Type the sender company name]

0419 356 765

The section of road in question has been highlighted in red in the following Morass Bay Subdivision map.

The length of this section of road from the existing bitumen to past the last shack on the road to Woods Lake is approximately 1.25 Km.



Existing Gravel road from Bitumen near Dam



**CERTIFICATION OF THE RULES OF THE  
SOUTHERN TASMANIAN REGIONAL WASTE AUTHORITY  
PURSUANT TO SECTION 32 OF THE LOCAL GOVERNMENT ACT 1993 (TAS)**

I, KATHRYN SPEED, of 179 Murray Street, Hobart in Tasmania, qualified legal practitioner,  
HEREBY CERTIFY that the Rules of the Southern Tasmanian Regional Waste Authority (a copy  
of which is annexed to this certification) are in accordance with the law.

This certificate is given in accordance with Section 32(2) of the *Local Government Act 1993*  
(Tas).

DATED this                      day of                      2021

SIGNED by KATHRYN SPEED

in the presence of:

Witness Signature:.....

Print full name:.....

Occupation:.....

Full Address:.....

**CERTIFICATION OF THE RULES OF THE  
SOUTHERN TASMANIAN REGIONAL WASTE AUTHORITY  
PURSUANT TO SECTION 32 OF THE LOCAL GOVERNMENT ACT 1993 (TAS)**

I, [INSERT NAME], of [insert address] in Tasmania, [insert role of signatory and name of relevant Council], (a Participating Council of the Authority), HEREBY CERTIFY that the Rules of the Southern Tasmanian Regional Waste Authority (a copy of which are annexed to this certification) have been made in accordance with the *Local Government Act 1993* (Tas).

This certificate is given in accordance with Section 32(3)(b) of the *Local Government Act 1993* (Tas).

DATED this                      day of                      2021

SIGNED by [INSERT NAME]

in the presence of:

Witness Signature:.....

Print full name:.....

Occupation:.....

Full Address:.....

# Rules of the Southern Tasmanian Regional Waste Authority

## 1. Establishment and commencement

- 1.1 The Southern Tasmanian Regional Waste Authority (**STRWA**) is a joint authority established pursuant to section 30 of the *Local Government Act 1993* (Tas) (the **Act**).
- 1.2 The STRWA is a body corporate with perpetual succession and has the powers and functions specified in the Act and these Rules.
- 1.3 These Rules come into effect on and from the commencement date agreed to by resolution of the STRWA as constituted immediately before the coming into effect of these Rules.

## 2. Definitions and interpretation

2.1 In these Rules, unless the contrary intention is expressed, defined terms have the meanings set out below:

**Act** has the meaning given in Rule 1.1.

**AGM** has the meaning given in Rule 7.1.

**Annual Plan** has the meaning given in Rule 11.1.

**Board** means the Board of Directors of the STRWA appointed in accordance with Rule 8.

**Budget** has the meaning given in Rule 14.2.a.

**Chair** means the Chair of the Board appointed in accordance with Rule 8.6.

**Close Associate** has the meaning given in section 51 of the Act.

**Council** means a Council established under section 18 of the Act.

**Corporations Act** means the *Corporations Act 2001* (Cth).

**Director** means a person appointed under these Rules as the Chair or as a member of the Board.

**Financial Contribution** means the annual financial contribution of each Member for its membership of the STRWA as determined in accordance with Rule 14.2.

**Forum** has the meaning given in Rule 6.1.

**General Manager** means the General Manager or Chief Executive Officer of a Council or the General Manager's or Chief Executive Officer's nominee.

**Member** means a Participating Council.

**Officer** has the same meaning as given in the Corporations Act.

**Participating Council** means those Councils that established the STRWA in accordance with the Act or were admitted to the STRWA after its establishment in accordance with these Rules but does not include a Council that has withdrawn from the STRWA or has been expelled from the STRWA in accordance with these Rules.

**Representative** means a natural person appointed by a Member to be the representative of the Member in accordance with Rule 6.

**Rules** means these Rules of the Southern Tasmanian Regional Waste Authority as altered or added to from time to time.

**Special Resolution** means a resolution that is passed by 75 percent of the votes cast by Members entitled to vote on the resolution where a Member has the number of votes set out opposite their name in Schedule 1.

**Strategic Plan** has the meaning given in Rule 10.1.

**STRWA** has the meaning given in Rule 1.1.

**STRWA Chief Executive Officer** or **STRWA CEO** means the Chief Executive Officer of the STRWA appointed under Rule 9.

**Treasurer** means the Treasurer for the State of Tasmania.

**Waste Action Plan** means the Tasmanian Government's Draft Waste Action Plan Consultation Draft, June 2019 as may be amended or finalised.

**Yearly Member Contribution Budget** means the aggregate Financial Contributions required to be paid by all Members in a financial year as determined in accordance with Rule 14.2.

**Yearly Member Contribution Cap** means \$360, 170.

## 2.2 Interpretation

In these Rules, a reference to:

- a. words and phrases which are defined in the Act have the same meaning in these Rules;
- b. the singular includes the plural and the plural includes the singular;
- c. a person includes a body corporate or unincorporate;
- d. a party includes the party's executors, administrators, successors and permitted assigns;

- e. a statute, regulation or provision of a statute or regulation (**Statutory Provision**) includes:
  - (A) that Statutory Provision as amended or re-enacted from time to time;
  - (B) a statute, regulation or provision enacted in replacement of that Statutory Provision; and
  - (C) another regulation or other statutory instrument made or issued under that Statutory Provision;
- f. “including” and similar expressions are not words of limitation;
- g. a reference to a Rule or schedule is a reference to a Rule of or a schedule to these Rules;
- h. a reference to a document (including, without limitation, a reference to these Rules) is to that document as amended, novated or replaced;
- i. where a word or expression is given a particular meaning, other parts of speech and grammatical forms of that word or expression have a corresponding meaning; and
- j. headings and any table of contents or index are for convenience only and do not form part of these Rules or affect their interpretation.

### **3. Purpose**

3.1. The purpose of the STRWA is to coordinate local government’s resource recovery and management of solid waste in the southern region for a more sustainable future.

3.2. The objectives and goals of the STRWA are to:

- a. Foster sustainable use of resources
- b. Deliver efficient collection and reprocessing of resources
- c. Support opportunities for the circular economy to reduce environmental impact and grow Tasmania’s economy
- d. Provide a collective voice for Member Councils on the circular economy, resource recovery and waste management.

### **4. Functions and Powers**

4.1. The functions of the STRWA are to:

- a. Support Members to deliver on their Council’s resource recovery and waste management strategies or objectives.
- b. Manage resource recovery or waste management contracts on behalf of Members, ensuring contract compliance and timely, on-budget delivery of contract outcomes and output.
- c. Develop a Strategic Plan, and subsidiary plans, for the region to deliver upon its purpose and objectives.

- d. Identify and implement, with partners, opportunities to recover more resources from waste.
- e. Identify and seek external funding opportunities and partnerships to support the objectives of the STRWA.
- f. Partner with the Tasmanian Government on delivery of the Waste Action Plan, or future similar strategy, where appropriate.
- g. Support Members to engage their communities through resource education and behaviour change programs.
- h. Support the development of policies and guidance for Members in their resource recovery and waste management activities.
- i. Undertake reasonably incidental actions in achieving its purpose and objectives that are not explicitly identified.
- j. Advocate for policy or legislative change in collaboration with the Local Government Association of Tasmania that will support the achievement of the STRWA's objectives.

4.2. The powers of the STRWA in performing its functions include:

- a. Anything the Act authorises a joint authority to do.
- b. Anything that a Member Council is empowered to do under statute<sup>1</sup> and that the Council could otherwise perform in relation to the functions of the STRWA.
- c. Anything the STRWA is otherwise empowered to do specifically, or generally under statute.
- d. Raising of revenue by:
  - i. calling for contributions from all or some Members additional to annual Financial Contributions;
  - ii. applying for and receiving grants or contributions from the Tasmanian Government or Australian Government;
  - iii. sourcing funds from service agreements for regional resource recovery or waste management.
- e. Acquiring land to deliver the STRWA's purpose, objectives and functions provided that such acquisition is approved by a Special Resolution of Members at a Forum meeting or AGM.
- f. To acquire, hold, dispose of or otherwise deal with property.
- g. To enter into contracts for the performance or exercise of any of its functions or powers.

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<sup>1</sup> An Act, Regulation or By-law made by State of Tasmania, Commonwealth of Australia or by a participating Council

- h. To set fees, charges, terms and conditions relating to work done, or services, goods or information supplied by it, except any fee or charge referred to in section 205(2) of the Act or any rate or charge referred to in Part 9 of the Act.
- i. To make by-laws under Part 11 of the Act as if it were a Council.

## 5. Members

5.1. Councils able to participate as Members of the STRWA are listed in Schedule 1.

5.2. Councils are Members when a Council:

- a. resolves to agree to these Rules and Council provides written notification of such resolution to the STRWA Chief Executive Officer (**STRWA CEO**); and
- b. pays their respective annual Financial Contribution (if any), amended by yearly notice.

5.3. Subject to any requirements of the Act and of these Rules, Member Councils may withdraw their membership by providing a notice of intent to withdraw to the STRWA CEO at least six months prior to the commencement of the new financial year, provided that:

- a. the Member provides written notice of its intention to withdraw, detailing reasons, addressed to the STRWA CEO; and
- b. such withdrawal does not take effect until the completion of the STRWA's financial year following the STRWA's financial year in which written notice of the intention to withdraw is provided; and
- c. until the period referred to in Rule 5.3(b) expires, the Member pays the Financial Contributions as determined by the STRWA in accordance with these Rules; and
- d. prior to withdrawal the Member pays to the STRWA all sums of money (if any) presently payable by that Member to the STRWA whether on account of Financial Contributions or otherwise.

5.4. A Member ceases to be a member of the STRWA at the completion of the period referred to in Rule 5.3(b).

5.5. Where the STRWA has entered into a contract with a third party on behalf of, or for the benefit of, a Member and that Member ceases to be a Member of the STRWA in accordance with Rule 5.3 (**Exiting Council**), that Exiting Council will, unless otherwise agreed by the STRWA, be required to enter into a contract individually with the third party on the same terms and conditions as the STRWA contract, for the balance of the term of the STRWA contract in order to continue the scope of services provided by the third party for the benefit of the Exiting Council.

5.6. A Member may, in writing to the STRWA CEO, withdraw a notice of intention to withdraw at any time.



## 6. Member Representatives

- 6.1. Member Councils are to appoint one Representative to attend meetings of the STRWA Local Government Forum (**Forum**) (Rule 6.8) and the Annual General Meetings (Rule 7).
- 6.2. Subject to clause 6.3, the Member Council Representative is the only person authorised to vote on behalf of a Member Council.
- 6.3. Member Councils are to appoint one substitute Representative who may vote if the Representative is unable.
- 6.4. Member Councils may appoint an observer to attend Forum meetings and the Annual General Meeting.
- 6.5. A Member Representative must be an elected representative of the Council<sup>2</sup> or an employee of the Council. Where the Representative ceases to be either an elected representative of the Council or an employee of the Council, they will cease to be a member of:
  - a. The Forum; or
  - b. Any of the Forum's subsidiary groups, except if approved by the Forum.
- 6.6. Representatives may be changed when:
  - a. A Representative provides notice to the Member Council's General Manager;
  - b. A Member Council terminates an appointment and appoints a new Representative; or
  - c. A Member Council's General Manager temporarily appoints a substitute Representative if the Representative is unable to act as a Representative.
- 6.7. Changes to a Member Council's Representative are effective when the STRWA CEO has been advised in writing.
- 6.8. STRWA Local Government Forum
  - a. The role of the Forum is to:
    - i. Elect a Chief Member Representative and Deputy Chief Member Representative from within Forum members.
    - ii. Elect Directors of the STRWA in accordance with Rule 8.5.
    - iii. Receive information from, and provide feedback to, the Board and STRWA CEO on performance of the STRWA against its objectives, functions and Strategic Plan.
  - b. Members of the Forum

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<sup>2</sup> Includes Mayor, Deputy Mayor, Alderman, or Councillor.

- i. Each Participating Council will have one Representative and may have a Council observer as part of the Forum.
- ii. Members of the Forum will vote on the Chief Member Representatives and Deputy Chief Member Representatives on a three yearly basis. The Chief Member Representative and the Deputy Chief Member will also be Directors of the Board.
- iii. Member votes will carry the number of votes opposite their name in Schedule 1.
- c. The Chief Member Representative will be the Chair of the Forum.
- d. The Forum will meet at least three times a year.
- e. In addition to the three Forum meetings per year, the Board may provide notice to Members of a Special Forum in accordance with Rule 6.9.
- f. The STRWA will provide secretariat to the Forum.
- g. The Forum may, following consultation with the STRWA, develop working groups where these will help to deliver on the objectives of the STRWA or to deliver particular projects or programs.
- h. The Local Government Association of Tasmania may have an observer at Forum meetings.

#### 6.9. Special Forums

- a. The Board may, at its discretion, convene a Special Forum of the STRWA at any time.
- b. A Special Forum means any Forum of the STRWA that is not one of the three Forums provided for in Rule 6.8.
- c. The Board, on the requisition in writing of at least 25% of Members of the STRWA, is to convene a Special Forum of the STRWA.
- d. A requisition for a Special Forum is to state the objects of the Special Forum.
- e. Where the nature of the business proposed to be dealt with at a Special Forum requires a Special Resolution of the STRWA, the Board must, at least 14 days before the date fixed for the holding of the Special Forum, cause notice to be sent to each Member specifying the intention to propose a resolution as a Special Resolution.

### 7. Annual General Meeting of Members and Forum meetings

#### 7.1. Annual General Meeting

The STRWA must hold an Annual General Meeting (**AGM**) within four months after the end of the financial year.

#### 7.2. Purpose of AGM

The purpose of the AGM is for Members to:

- a. Receive the annual report

- b. Receive the annual financial statements
- c. Be updated on the performance of the STRWA against its objectives and Annual Plan for the financial year just ended.

### **7.3. Convening an AGM or Forum meeting**

An AGM or Forum meeting may be convened by resolution of the Board whenever they think fit and must be convened if required to do so under these Rules or the Act.

### **7.4. Notice of meeting**

Notice of an AGM or Forum meeting must be provided to Members, Directors and an auditor of the STRWA. It must specify the date, time and place and the general nature of the business and must be provided in writing at least 14 days before the meeting.

### **7.5. Cancellation or postponement of meeting**

The Board may, whenever they think fit, postpone, cancel or change the venue for an AGM or Forum meeting by giving notice as follows:

- a. The notice must be provided not later than five business days before the time the AGM or Forum meeting was to be held to Members, directors, the auditor of the STRWA.
- b. A notice postponing or changing the venue for an AGM or Forum meeting must specify the date, time and place of the meeting.

7.6. Directors may attend an AGM or Forum meeting.

7.7. At least 50 per cent of the Members by number are a quorum at an AGM or Forum meeting. A quorum must be present to conduct any business, except to adjourn the meeting by an elected Chair.

### **7.8. Decisions at an AGM or Forum meeting**

- a. Except if a Special Resolution is required under these Rules, a resolution at the AGM or a Forum meeting is taken to be carried if 50% by number of the total votes as set out in Schedule 1 is cast by the Members present at the meeting are in favour of it and that decision is for all purposes a decision of the STRWA.
- b. In the case of an equality of votes upon any proposed resolution:
  - i. the chair of the meeting does not have a second or casting vote; and
  - ii. the proposed resolution is taken as having been lost.

### **7.9. Electronic technology to conduct meetings**

- a. Any meeting of the STRWA may be conducted by video conference or other means of communication that gives the Members a reasonable opportunity to participate.
- b. A Member who participates in a meeting as permitted under this Rule is taken to be present at the meeting.

## **8. Board**

### **8.1. Board to manage STRWA**

The STRWA is governed by the Board which shall have the responsibility to manage the business and other affairs of the STRWA, ensuring that the STRWA acts in accordance with these Rules. The Board is a board of management for the purposes of the Act.

### **8.2. Decisions of Board**

A question arising at a meeting of Directors is to be decided by a majority of votes of Directors present and entitled to vote with each Director having one vote.

### **8.3. Meetings of the Board**

- a. The Board shall meet at such times and places, which includes by electronic means, as are determined by the Board as often as is necessary to properly discharge its responsibilities and functions under these Rules, and shall meet at least ten times each year.
- b. The Chair, after giving each Director reasonable notice of a meeting, may convene a meeting at any time.
- c. A Director may participate in a meeting of the Board by telephone or any electronic means of communication. A Director who participates by such means shall be taken to have been present in person at the meeting.
- d. The number of Directors whose presence in person is necessary to constitute a quorum for a meeting of Directors is more than half of the Directors by number.
- e. A quorum must be present to conduct any business, except to adjourn the meeting by the Chair.
- f. The STRWA CEO shall attend meetings of the Board and shall provide information as required.

### **8.4. Composition**

- a. The Board of the STRWA will comprise five Directors one of who will be appointed as Chair.
- b. Directors are appointed based on merit, through a transparent process, and in alignment with the purpose and strategy, and ability to manage the financial and strategic affairs of the STRWA.
- c. The Chief Member Representative and Deputy Chief Member Representative appointed by the Forum will be Directors of the Board (refer to Rule 6.8).

- d. Directors are appointed for terms of up to three years, and may be reappointed provided that no Director shall be appointed for more than six consecutive years.
- e. Director recruitment is to balance renewal of Board, knowledge and perspective, and corporate knowledge.

#### **8.5. Appointment of the Board**

- a. Members of the Forum appoint, or reappoint, Directors to the Board through a Special Resolution of the Forum. The Forum appoints a total of five Directors as follows:
  - i. the Chief Member Representative and Deputy Chief Member Representative in accordance with Rule 6.8.a; and
  - ii. three Directors at a Forum meeting.
- b. In making the Board appointments, Forum members and the Chair are to:
  - i. consider the skills and experience and personal attributes needed of the Chair and Directors to deliver on the Board's functions
  - ii. consider the gender, social and cultural diversity of the Board
  - iii. take into account any likely or perceived conflict of interest(s) arising from employment or association with other organisations
  - iv. consult with the Chair regarding desirable skills, experience and diversity required in Director(s) appointment
  - v. consult with the Chair to set terms of appointment that support continuity of knowledge and skills within the Board and respond to the Director's personal circumstances, in line with this Rule 8.5.

#### **8.6. The Chair of the Board**

- a. The Directors may elect one of their number as Chair and may also determine the period for which the person elected as chairman is to hold office.
- b. Directors are to consider the skills and experience and personal attributes needed of the Chair.
- c. The Chair is to be appointed for a term of between one and three years and may be reappointed provided that no Chair is appointed for more than six consecutive years.

#### **8.7. Eligibility as Chair or Director**

- a. Persons are ineligible for appointment as Chair or Director if they:

- i. are an elected representative<sup>3</sup> of a Member Council, except the local government Representatives appointed by the Forum; or an administrator appointed by the Tasmanian Government;
  - ii. are an undischarged bankrupt;
  - iii. have entered into a personal insolvency agreement under the *Bankruptcy Act 1966* (Cth) and failed to fully comply with the terms of the agreement;
  - iv. have been banned by ASIC or a court from managing corporations under the Corporations Act;
  - v. have been convicted of dishonesty-related offences, such as fraud; or
  - vi. are suspending payment to creditors, or compounding with, or assigning, their estate for the benefit of creditors.
- b. Persons will immediately cease to be the Chair or Director if they:
- i. become ineligible by meeting one of the conditions detailed in Rule 8.7a;
  - ii. for the local government representative(s) appointed by the Forum, cease to be an elected representative, or for an Officer, are no longer be employed within the local government sector;
  - iii. die;
  - iv. become of unsound mind;
  - v. are physically or mentally incapable of acting as Director;
  - vi. fail to attend Board meetings for a continuous period of 3 meetings without first obtaining a leave of absence;
  - vii. are not permitted under the Corporations Act to be a Director;
  - viii. resign by notice in writing; or
  - ix. fail to be appointed by the Forum.

#### **8.8. Suspension or removal of Chair or Director**

- a. Members may, by Special Resolution suspend the Chair or a Director where there is reasonable suspicion that they are not fulfilling their Directors' duties (see Rule 8.10).
- b. Suspension may be for a period of up to three months while an investigation in relation to the Chair or Director is undertaken.
- c. Whether or not a period of suspension has occurred or is occurring, Members may without prior notice, by Special Resolution, immediately remove the Chair or Director where Members form the reasonable view that they are guilty of grave misconduct, or are wilfully negligent in the discharge of their duties.

#### **8.9. Functions of the Board**

Functions of the Board are to:

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<sup>3</sup> Includes Mayor, Deputy Mayor, Alderman, or Councillor.

- a. ensure the business and affairs of the STRWA and other functions and powers are conducted in a manner that is commercially sound, is consistent with the STRWA's strategic and business plans and objectives, and in accordance with its approvals, permits, licences and statute.
- b. approve the annual Budget and annual Financial Contributions.
- c. declare dividends in accordance with Rule 14.8.
- d. provide advice, information and assistance to the STRWA on its functions and powers as needed.
- e. consult with Members on the strategic direction of the STRWA.
- f. have regard to the economic and social wellbeing of its customers, employees and the community generally.
- g. follow environmentally sound principles in its development and resource management activities.
- h. prepare the Strategic Plan for the STRWA.
- i. manage annual reporting.
- j. appoint the STRWA CEO.
- k. ensure appropriate risk management and policy frameworks are in place.
- l. ensure a safe and healthy workplace through the implementation and monitoring of appropriate systems, in line with legislative requirements.
- m. brief Members on the performance of the Board's functions from time to time.

#### **8.10. Directors' duties**

Directors' duties are to:

- a. act honestly, lawfully and ethically.
- b. exercise a degree of care and diligence that a reasonable person in a like position would exercise in the circumstances.
- c. not make improper use of information acquired through the position on the Board to gain, directly or indirectly, an advantage for themselves or another person, or to cause direct or indirect damage to the STRWA or any other person, or similarly a disadvantage.
- d. avoid and declare conflicts of interest.
- e. prevent insolvent trading.
- f. disclose to the STRWA CEO any direct or indirect pecuniary or other interest in a matter being considered by the STRWA.

#### **8.11. Directors' remuneration and expenses**



- a. The Chair and Directors are to be remunerated in accordance with the Tasmanian Government Board Fee Policy<sup>4</sup> and escalated in line with increases to the Tasmanian State Service Award.
- b. The relevant category under Rule 8.11.a is Regional/state-wide (narrow focus), the competitive situation Category C Full Monopoly/Non-competitive; and turnover is the total value of the contracts let in the applicable financial year.
- c. Directors' remuneration may be increased by up to 20 per cent to attract particular skills with the approval of the Chair.
- d. The Chair's remuneration may be increased through a Special Resolution at the Forum.
- e. Directors will be reimbursed for all reasonable travel, accommodation and other expenses they incur while engaged on the business of the STRWA.

## 9. Chief Executive Officer and employees

- 9.1. The Board may appoint a STRWA CEO to be responsible for the operation and administration of the STRWA.
- 9.2. The CEO may be removed by the Board at any time.
- 9.3. The Board may delegate to the STRWA CEO, any of the STRWA's powers, discretions and duties as they think fit, and may resolve to delegate any powers, discretions and duties vested in, or exercisable by the directors to the STRWA CEO in writing.
- 9.4. The Board may withdraw, suspend or vary any of the powers, discretions and duties to the STRWA CEO at any time.
- 9.5. The Board may authorise the STRWA CEO to delegate all or any of the powers, discretions and duties conferred on the STRWA CEO.
- 9.6. The Board may require the STRWA CEO to attend meetings of the Board, or leave any part of a Board meeting.
- 9.7. The STRWA CEO may appoint, or remove, staff as necessary to fulfil the objectives, functions and strategic aims of the STRWA.
- 9.8. The STRWA CEO is to keep a register of interests of the Board of the STRWA in accordance with section 53B of the Act.

## 10. Strategic Plan

- 10.1. The STRWA is to prepare a strategic plan that sets out the strategic priorities of the STRWA (**Strategic Plan**).
- 10.2. Each Strategic Plan is to be for at least a three to five year period.
- 10.3. In preparing a proposed Strategic Plan, the STRWA will consult with each Member and any other organisations that it considers appropriate.

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<sup>4</sup> Available at:

[http://www.dpac.tas.gov.au/divisions/People Performance and Governance/Executive Services/tasmanian government boards](http://www.dpac.tas.gov.au/divisions/People%20Performance%20and%20Governance/Executive%20Services/tasmanian-government-boards)

- 10.4. The STRWA CEO is to make a copy of a proposed Strategic Plan available for public inspection at the STRWA's office during ordinary office hours and online on the STRWA's website.

## **11. Annual Plan**

- 11.1. The STRWA is to prepare an annual plan for each financial year (**Annual Plan**).
- 11.2. Each Annual Plan is to:
- a. Be consistent with the Strategic Plan;
  - b. Include a statement of the manner in which the STRWA is to meet the goals and objectives of the Strategic Plan; and
  - c. Include a summary of the major strategies to be used in relation to the STRWA's objectives and goals outlined in Rule 3.2.

## **12. Annual reporting**

- 12.1. The STRWA will provide an annual report no later than 30 October each year to Members and publish the report on its website following its adoption at the Annual General Meeting.
- 12.2. The annual report is to include at a minimum:
- a. A summary of the STRWA's activities for the preceding year and performance against the authority's overall goals and objectives, as set in any Strategic Plan.
  - b. Performance of contracts let for resource recovery, waste management or other activities.
  - c. Financial statements for the preceding year and accompanying audit opinion.
  - d. Any other information it considers appropriate or necessary to inform the Member Councils of its performance and progress during the financial year.

## **13. Quarterly reporting**

- 11.1 The STRWA must provide a report to Members as soon as practicable after the end of March, June, September and December in each year.
- 11.2 The quarterly report must include:
- a. A statement of the STRWA's general performance; and
  - b. A statement of the STRWA's financial performance.

## **14. Finance, accounts and audit**

- 14.1. Financing of the STRWA
- a. The STRWA's expenses are to be met or defrayed from:

- i. Financial Contributions and other Member contributions
- ii. Fees charged for services or facilities provided by the STRWA, including to Members
- iii. Other revenue received by the STRWA
- iv. Loans taken by the STRWA from a financial institution with the authorisation of the Board
- v. Loans taken by the STRWA from one or more Member Councils with the prior written consent of all Member Councils.

#### 14.2. Member contributions

- a. The budget of the STRWA for each financial year (**Budget**), which includes the Yearly Member Contribution Budget (if any, depending on the external sources of revenue available to the STRWA), will be determined by the Board not less than 60 days prior to the end of the previous financial year. The Yearly Member Contribution Budget will not exceed the Yearly Member Contribution Cap unless the proposed Yearly Member Contribution Budget is first approved by a Special Resolution of the Board.
- b. If Annual Member Financial Contributions are required, they will be required in proportion to the contribution percentage for each Member Council as set out in Schedule 1. The Board will give written notice to each Member of the Member's required Financial Contribution for each financial year.
- c. Each Member must pay its Financial Contribution within 30 days of receiving the written notice under rule 14.2**Error! Reference source not found..**

#### 14.3. The STRWA may only invest money in a manner in which a trustee is authorised by law to invest trust funds.

#### 14.4. Borrowing

- a. The Board, for the purpose of raising a loan or obtaining any form of financial accommodation may decide by an absolute majority to provide any of the following forms of security:
  - i. debentures
  - ii. mortgages , security interests or other charges
  - iii. guarantees
  - iv. any other document evidencing indebtedness other than bearer instruments.
- b. The STRWA may not raise a loan in any financial year exceeding any amount the Treasurer determines for that financial year.

14.5. The STRWA is to keep accounting records that correctly record and explain its transaction and financial position and keep those records in line with standards detailed by the Australian Accounting Standards Board and Australian law.

14.6. Financial statements

- a. Within the time prescribed by the Tasmanian Audit Office, the Board is to prepare the financial statements of the STRWA relating to that financial year including statements of:
  - i. financial performance for the financial year
  - ii. financial position as at the end of the financial year
  - iii. cash flows for the financial year
  - iv. reports and notes attached to, or intended to be read with, the financial statements.

14.7. Audit

- a. The accounts and financial reports of the STRWA are subject to the *Audit Act 2008* (Tas).
- b. The Board shall keep accounting records that correctly record and explain its transactions and financial position.
- c. The accounts and financial reports of the STRWA may be audited by private auditors with the approval of, and subject to any terms and conditions determined by the Auditor-General.
- d. The Member Representatives are to appoint and review the appointment of the auditor.
- e. The auditor is to report to the Board.

14.8. Dividends

- a. The Board may declare a dividend in respect of the results of the financial transactions of the STRWA during each financial year, that is to be distributed to the Members. The dividend is to be paid by the end of the following financial year.
- b. The dividend may be paid only out of profits and after payment of fees and taxes and must be distributed in proportion to the percentage contribution of each Member as set out in Schedule 1.
- c. The Board may:

- i. before paying any dividend, set aside out of the profits of the STRWA such sums as they think proper as a reserve, to be applied, at the discretion of the Directors, for any purpose for which the profits of the STRWA may be properly applied; and
- ii. carry forward so much of the profits remaining as they consider ought not to be distributed as dividends without transferring those profits to a reserve.

Pending application, any sum set aside as a reserve may, at the discretion of the Directors, be used in the business of the STRWA or be invested as the Directors think fit.

- d. The Directors may deduct from any dividend payable to a Member all sums of money (if any) presently payable by that Member to STRWA whether on account of Financial Contributions or otherwise.

## **15. Winding Up**

- 15.1. The STRWA may only be wound up in accordance with section 37 of the Act.
- 15.2. Winding up will be triggered when Member Councils resolve by majority of Member Councils that the STRWA will be wound up.
- 15.3. Winding up is to be notified in the Gazette by one of the STRWA's Members.

### **15.4. Distribution of surplus - subject to these Rules**

If the STRWA is wound up and the property of the STRWA is more than sufficient to pay all of its debts and liabilities; and the costs, charges and expenses of the winding up, then the excess must be divided among the Members in accordance with the equity proportions of each member set out in Schedule 1 of these Rules, irrespective of the amounts paid or credited as paid on the shares; and for the purpose of calculating the excess referred in previous point, any amount unpaid on an annual Financial Contribution is to be treated as property of the STRWA.

### **15.5. Division of property**

If the STRWA is wound up, the liquidator may divide among the Members the whole or any part of the property of the STRWA in accordance with the proportions as set out in Schedule 1 of these Rules.

- 15.6. In the case of insolvency, Member Councils are responsible for the net liabilities of the STRWA in proportion to the contributions as listed in Schedule 1. This also includes former Member Councils that have withdrawn within the last two years of the decision to wind up.

## **16. Indemnity and insurance**

**16.1. Applicable persons for rules 16.2 and 16.4**

- a. Each person who is, or has been, a Director or STRWA CEO of the STRWA.
- b. Other Officers or former Officers of the STRWA that the Directors determine on a case-by-case basis.
- c. Any auditor or former auditor of the STRWA determined by the Directors.

**16.2. Indemnity**

The STRWA must indemnify to the extent permitted by law each person to whom this Rule applies for all losses or liabilities incurred by the person as an Officer, or an auditor of the STRWA if the Directors so determine, including, but not limited to, a liability for negligence and for legal costs on a full indemnity basis.

**16.3. Extent of indemnity**

The indemnity in Rule 16.2:

- a. is a continuing obligation and is enforceable by a person whom Rule 16.2 applies even though that person may have ceased to be an Officer or auditor of the STRWA;
- b. applies to losses and liabilities incurred both before and after the date of adoption of that rule; and
- c. operates only to the extent that the loss or liability is not covered by insurance.

**16.4. Insurance**

The STRWA may, to the extent permitted by law:

- a. purchase and maintain insurance; or
- b. pay or agree to pay a premium for insurance

for any person to whom this Rule applies against any liability incurred by the person as an Officer or auditor of the STRWA including, but not limited to, a liability for negligence and for legal costs.

**17. Dispute resolution**

17.1. This Rule applies to dispute between:

- a. Any or all of the Member Councils; or
- b. Any or all of the Member Councils and the Representatives or the Board; or
- c. The Representatives and the Board; or
- d. Any withdrawn Member Council and the STRWA, the Board or the Representatives.

17.2. This Rule does not apply where a dispute has arisen from a Member Council in its capacity as a customer of the STRWA.

- 17.3. The dispute resolution process is:
- a. Negotiation in good faith;
  - b. If negotiation do not resolve the dispute, then mediation;
  - c. If mediation does not resolve the dispute then arbitration, if rule 17.8 applies.
- 17.4. Other parties may require that they join a dispute resolution process as a party.
- 17.5. If a dispute arises, the disputed party must give written notice to the other, and to the STRWA.
- 17.6. If after 30 days of the dispute notice, any party that considers that the dispute, or part of, is unlikely to be resolved through negotiation may give written notice to the other and the STRWA that mediation is required.
- 17.7. Mediation rules
- a. If within 14 days of receiving the notice of mediation the parties do not agree on:
    - i. the selection and compensation of an appropriate mediator; or
    - ii. another dispute resolution technique and procedures; or
    - iii. an actual resolution of the dispute;
- then the dispute must be mediated in accordance with the mediation rules of the Law Society of Tasmania. The mediator is to be selected by the President of the Local Government Association of Tasmania who may determine the mediator's remuneration.
- 17.8. Arbitration
- a. If the mediator appointed under 17.7 certifies that the mediation has been unable, and is unlikely, to resolve the dispute, or any part of it, then the dispute, or that part that is unresolved is to be referred to arbitration under the *Commercial Arbitration Act 2011* (Tas). If the parties cannot agree on an arbitrator, the arbitrator is to be selected by the President of the Local Government Association of Tasmania.
  - b. Rule 17.8(a) only applies if the unresolved dispute is one where the party had a right enforceable in a Court of law and that party wishes to enforce that right.

## **18. Adverse developments**

- 18.1. The Board shall notify Members as soon as practicable after becoming aware of any development which, in the opinion of the STRWA may:
- a. significantly affect the financial viability or operating ability of the STRWA; or
  - b. significantly affect the STRWA in an adverse manner.



## **19. Disclosure of interests**

- 19.1. A Member, Representative or Director shall disclose to the STRWA CEO a direct or indirect pecuniary or other interest in a matter being considered or about to be considered by the STRWA.
- 19.2. At any meeting of the STRWA or the Board, a Representative or Director shall not participate in any discussion or vote on any matter in respect of which the Representative or Director has an interest or is aware or ought to be aware that a Close Associate has an interest.
- 19.3. A Member, Representative or Director shall declare any interest in a matter before any discussion on that matter commences.
- 19.4. On declaring an interest, a Representative or Director is to leave the room in which the meeting is being held.
- 19.5. A Member, Representative or Director shall advise the STRWA CEO in writing of the details of any interest declared in accordance with these Rules within 7 days.
- 19.6. The STRWA CEO must ensure that an employee of the STRWA notifies them in writing of any interest (pecuniary or otherwise ) of the employee in any matter in respect of which they:
- a. provide advice to the STRWA or to the Board;
  - b. make a decision or determination; or
  - c. make a recommendation to the STRWA or to the Board.
- 19.7. The STRWA CEO must advise the Board of the existence of any interest notified under Rule 19.6.
- 19.8. The STRWA CEO shall:
- a. ensure that the declaration of interest of any Representative or Director is recorded in the minutes of the meeting at which it is made; and
  - b. keep a register of interests of Members, Representatives, Directors and employees of the STRWA in accordance with sections 48A, 53B and 55A of the Act.

## **20. Seal and Execution of Sealed Documents**

- 20.1. The STRWA is a body corporate with a common seal.
- 20.2. The seal of the STRWA is to be in the form of a rubber stamp, inscribed with the name of the Southern Tasmanian Regional Waste Authority and the words "common seal".
- 20.3. The seal may be affixed to documents requiring execution under seal and where affixed must be witnessed by two Board Directors.
- 20.4. The seal must not be affixed to a document except to give effect to a resolution of the Board.

- 20.5. The Board may, by instrument under seal, authorise a person to execute documents on behalf of the STRWA.

## **21. Amendment of Rules**

- 21.1. These Rules may be amended by a resolution of a majority of Member Councils.
- 21.2. Amendment of these Rules must comply with sections 31 and 32 of the Act in respect to publishing a notice and approval.
- 21.3. These Rules must be reviewed at least every five years and updated to reflect contemporary best practice and the requirements of Members.

## Schedule 1

<b>Council</b>	<b>Population (2019-20 estimate)</b>	<b>% Population</b>	<b>Contribution % of relevant part of budget</b>	<b>Votes</b>
Brighton (M)	18,123	6%	% population x budget	2
Central Highlands (M)	2,166	1%	"	1
Clarence (C)	58,729	21%	"	3
Derwent Valley (M)	10,518	4%	"	1
Glamorgan-Spring Bay (M)	4,750	2%	"	1
Glenorchy (C)	47,963	17%	"	3
Hobart (C)	55,250	20%	"	3
Huon Valley (M)	17,966	6%	"	2
Kingborough (M)	38,628	14%	"	3
Sorell (M)	16,030	6%	"	2
Southern Midlands (M)	6,400	2%	"	1
Tasman (M)	2,479	1%	"	1
<b>TOTAL Southern Region</b>	<b>279,002</b>	<b>100%</b>	<b>\$yearly member contribution budget</b>	<b>23</b>



*In the trenches of the Western Front during World War I, a soldier said to his dying mate 'I'll look after the missus and kids'. This became known as The Promise – and it is still kept today.*

## PLEDGE FORM

In 2023 Legacy will commemorate 100 years of voluntary service to the families of Defence Force personnel who died or have lost their health as result of their military service. Across the nation, Australians will be given the opportunity to acknowledge this proud milestone in Legacy's history. Legacy is particularly significant in Tasmanian as one of the two founding fathers of Legacy, Sir John Gellibrand, was born in Ouse. The development of a new *Grevillea* cultivar (*Grevillea* 'LegacyFlame') has been developed to commemorate this significant event and will be launched nationally from Hobart in March 2023.

Pledger name:

Program: Centenary of Legacy 2023 - *Grevillea* 'LegacyFlame'

Address:

Phone:

Email:

Pledge Description: The purchase of .....*Grevillea* 'LegacyFlame' plants over the two financial years 2022-2023 and 2023-2024. Cost to Council (from Wholesale Nursery Westland Nurseries) is \$11.60 per 140 mm pot.

Signature:

Date:

Project Coordinator: Suzanne Curry, Hobart Legacy 2023 Centenary Committee

[suzannecurrydesigns@gmail.com](mailto:suzannecurrydesigns@gmail.com)

0438 853 557

*In the trenches of the Western Front during World War I, a soldier said to his dying mate 'I'll look after the missus and kids'. This became known as The Promise – and it is still kept today.*

In 2023 Legacy will commemorate 100 years of voluntary service to the families of Defence Force personnel who died or have lost their health as result of their military service. Across the nation, Australians will be



given the opportunity to acknowledge this proud milestone in Legacy's history. Legacy is particularly significant in Tasmanian as one of the two founding fathers of Legacy, Sir John Gellibrand, was born in Ouse. There will be significant commemorative projects across Australia beginning in late 2022 to 2024.

Many Australian's recognise the symbol of Legacy – its Torch and Wreath of Laurel. The Torch signifies the undying flame of service and sacrifice of those who gave their lives for Australia. The Wreath of Laurel with its points inverted is the symbol of our remembrance of them.

One significant project to commemorate the Centenary will be the national release of a new cultivar of the plant genus *Grevillea*. *Grevillea* 'LegacyFlame' has been specifically chosen to resonate with the symbology

of the Torch as it has an abundance of long flowering red/orange flower spikes. Hobart Legacy has carriage of this national project and the official launch of the *Grevillea* will be in Hobart in early 2023.

G. 'LegacyFlame' is easy care, water wise, small in size, beautifully coloured, bird attracting and will grow across most of Australia's plant hardiness zones. The cultivar is being developed in New South Wales by Bywong Nursery, experts in the development of *Grevillea* cultivars.

Propagation continues with tube stock arriving in wholesale nurseries in Victoria (Greenhills Propagation Nursery, Tynong, Victoria) and Westland Nurseries, Seven Mile Beach, Tasmania). The process of developing tube stock to propagation partners to wholesale growers around Australia is approximately 18 months (but may vary markedly between states). By Spring of 2022, all states bar Northern Territory will be receiving tube stock from propagators. We will be encouraging all Legacy Clubs across Australia (bar NT) to approach their major Councils in relation to purchasing our *Grevillea*.

We are currently going through the process of Plant Breeders Rights (PBR) which will ratify the name and protect the plant once it is in circulation (i.e. no other nursery is allowed to lawfully grow and distribute G. 'LegacyFlame').

In March 2021 we approached Angus Stewart, seeking his support at our proposed national launch in Hobart in March 2023. Angus is a well-known Australian horticulturist who now lives in Tasmania. He has been in the industry over 40 years and worked on Gardening Australia for many years. Furthermore, he has worked with both Bywong and Westland Nurseries. We were delighted he said yes.

In May 2021, we approached Gill Lomas, Executive Producer, Gardening Australia, asking if our *Grevillea* could be launched nationally from Hobart in March 2023. Ms Lomas indicated some interest and we are now following this up by approaching the Chair of the ABC, Ita Buttrose.

In preparation for the launch we are delighted that Mark Van der Staay, Director of Westland Nurseries has agreed to grow and sponsor 200 mature plants for the launch. They are the wholesale propagators for the whole of Tasmania. These plants will provide a significant, colourful and beautiful backdrop to many of our 2023 activities: at the official launch, at the Cenotaph, Legacy Park, Tasmanian Museum and Art Gallery, St David's Cathedral, Government House, etc.

The development of the *Grevillea* is for three reasons:

- to give people the opportunity to thank Legacy by the purchase of the plant/s
- to increase awareness of the work of Legacy
- to raise money for Legacy's core business. The royalty to Legacy is 80 cents and that will be directed to the Legacy Clubs in the state where they plants are sold to help them continue their work.

Hobart Legacy is now approaching Tasmanian Councils, RSL's, Botanical Gardens, schools etc. asking if they would consider inclusion of G. 'LegacyFlame' in planting programs in 2022-2023 and 2023-2024. For Councils, we are suggesting 250 plants for each year (i.e. total of 500 plants over 2 years). Plant spacing is approx. 2 per square metre. Wholesale cost to councils per plant is \$11.60 per 140mm pot. When planted in mass they will make a beautiful show.

Our purpose in approaching you now relates to propagation/growing timeframes. Westland Nurseries needs to commence its propagation program over the next 6 months to guarantee that our *Grevillea* will be ready for early 2023. Therefore, we are seeking pledges to purchase the *Grevillea* now. We would love to see Tasmania ablaze with G. 'LegacyFlame'.

We are hoping that with your help this will become a reality. Of course, past our Centenary, we will continue to market our *Grevillea* so it can continue to assist Legacy's core work into the future.



Please don't hesitate to contact Suzanne Curry, National Project Coordinator for this project on 0428 853 557, email [suzannecurrydesigns@gmail.com](mailto:suzannecurrydesigns@gmail.com) if you need further information.

Paul Crew  
Chair  
Hobart Legacy 2023 Centenary Committee  
6 March 2022



*Tony Voss, Westland Nurseries Production Manager with the very first Grevillea LegacyFlame plants in Tasmania August 2021*



Mrs Debbie Chaplin  
232 Boyer Road  
DROMEDARY TAS 7030

PH: 0438 614997

26 April, 2022

The Mayor & Councillors  
Central Highlands Council  
PO Box 20  
HAMILTON TAS 7140

Dear Mayor & Councillors,

My name is Debbie Chaplin. I write on behalf of my uncle, Mr George Rumley, of 130 Meadowbank Road, Glenora, where he has resided his entire life.

Since 2015, you have very kindly removed the yearly fee from Mr Rumley's rates as he ceased using waste transfer stations within the Central Highlands Municipality in 2015.

Derwent Valley Council allocated Mr Rumley two wheelie bins, which are collected and they have invoiced him for these and will continue to do so in the 2022 - 2023 Financial Year. I am not sure if I sent a letter requesting removal of fees for the 2021 - 2022 Financial Year. Are you able to check his rates for that financial year please and if he has been charged the fee, is it possible for him to be reimbursed?

Could I please ask that the fee be removed from his Central Highlands Council rates in the 2022 - 2023 Financial Year once again as he will continue to use the bins supplied by Derwent Valley Council.

I look forward to hearing from you.

Yours sincerely,

*debbie*

Debbie Chaplin

Adam May Agenda

# LIONS CLUB OF BOTHWELL & DISTRICTS inc.



April 4, 2022

PO Box 12  
BOTHWELL TAS 7030

The General Manager – Lyn Eyles  
Central Highlands Council  
19 Alexander Street  
BOTHWELL TAS 7030

Dear Ms Eyles

## **Notice of Intention to Cease Catering for Council Morning Tea/Lunch**

On behalf of the Bothwell Lions Club, it is with sadness that we wish to advise that we are no longer able to provide the catering service of Morning Tea and Lunch for your Council meetings held bi-monthly at the Bothwell Council Chambers, effective from 1 July 2022.

It has been an honour and a pleasure working with the Central Highlands Council and their Members over the past years. Should an occasion or special event arise in the future where our Club may be able to provide you with assistance, please do not hesitate to contact us.

Over the next months, it will be our intention to remove our catering equipment from your kitchen. However, should you be interested in hiring this equipment from us for future activities then we would welcome the discussion.

Yours faithfully,  
**LIONS CLUB OF BOTHWELL & DISTRICTS inc.**

  
**LYNNE GARDNER**  
**SECRETARY**

# River Clyde

## Flood Study and Flood Management

Central Highlands Regional Council

24 December 2021

→ The Power of Commitment



**GHD Pty Ltd | ABN 39 008 488 373**


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Burnie, Tasmania 7320, Australia

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<b>Author</b>	David Cundall
<b>Project manager</b>	Kate Reilly
<b>Client name</b>	Central Highlands Regional Council
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<b>Revision version</b>	Rev 0
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			Signature	Name	Signature	Date
	0	K. Kiseleva D. Cundall		S. Sneddon		24/12/2021

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# Executive summary

The Central Highlands Council flood map for the township of Bothwell was developed over 50 years ago. The town and surrounding district has experienced several large flood events since that time, resulting in, major infrastructure damage, property loss, destruction of crops, loss of livestock, health conditions owing to waterborne diseases and ramifications for the social fabric of the community.

We understand that the Central Highlands Council is seeking to gain a better understanding of flood behaviour, establish the flooding extent, likely water levels, velocities and depths within the study area.

This will inform a revised floodplain management strategy to improve the community's understanding of flood risk and hazard of the River Clyde floodplain and inform emergency response planning and mitigation measures.

## Our strengths

To deliver this project successfully, we offer a robust process led by an experienced team comprising:

- Available, local people that can 'hit the ground running' and provide a fully integrated in-house solution.
- Proven experience in hydrological and hydraulic model development.

## Critical Success Factors

We believe the following four factors will be critical to this project's success:

- An agile team supported by highly experienced engineers with experience to resolve challenges specific to this study.
- Diligent and accurate information collection to underpin a robust data set.
- Strong project management skills to meet critical project timeframes; and
- Ongoing Client engagement to identify early any additional works or matters that may require further investigation. We talk openly with you and work through issues in a thorough and robust way.

## Our Key Principles

Our key principles are to provide quality and robust delivery in an efficient manner. Modelling is an iterative task, which requires dedicated and focussed resources, both personnel and digital. While being a relatively straight forward task, the robustness of the data collected is key to a quality data set. Accordingly, we have incorporated the following key principles into our approach for this project.

**Go slow to go fast** – We have set up a robust approach committing to establishing a sound platform from which to take the task forward. We will ensure that we have Client agreement prior to briefing our team and commencing assessments. We will ensure close technical review on the initial model runs to ensure that the system is responding as expected.

**Quality methodology** - We want to see success for your project and believe that our methodology framework achieves this. We appreciate that timely delivery is key, but there is no room for taking shortcuts in establishing a quality dataset. We understand that this data will underpin key decision making on future asset management.

## Our Tasmanian offices

GHD is an integral part of the Tasmanian consulting industry and has been operating within the state for 84 years. From our beginnings, as a consulting engineering firm in Melbourne in 1928 and establishment in Tasmania in the 1930's, we have been a stalwart of the local Tasmanian engineering scene, providing continuous service to our clients and the communities we live and work with across the State.

We provide engineering, architecture, planning, stakeholder engagement, environmental, digital and advisory services to the private sector, state and local governments to shape a better future for Tasmania. We remain committed to this goal and to creating a sustainable future for Tasmania through the work we do.

We are an employee-owned business and approximately 30% of our employees in Tasmania are shareholders in the business.

As residents in Tasmania, all 150+ people are passionate and invested in the success of our business, to enable the flow on benefits to the communities we live in and the long-term sustainability and enhancement of our beautiful state.

As such we are personally invested in the outcomes of local projects, in both a professional and a community capacity.

To find out more about us visit **[www.ghd.com](http://www.ghd.com)**.



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# 1. Introduction

GHD's strong experience, proven methodology, leading edge technology and established workflows, as well as our project management and delivery expertise will provide value for money and timely project outcomes. This proposal includes our project understanding, proposed methodology, project delivery method, key personnel, project experience, referees and commercial offer.

Please note that we have carefully considered the project requirements described in Council's Brief and have put some effort into preparing a detailed methodology. However, please don't hesitate to contact our Project Team should you have any queries in relation to this tender, or if you would like us to provide a presentation in support of this submission. We welcome the opportunity to develop a strong collaborative relationship with Central Highlands Council (CHC).

## 2. Understanding of the Project

### 2.1 Catchment Characteristics

GHD understands the Central Highlands Council (Council) is required to undertake a flood study of the River Clyde for the township of Bothwell. The Clyde River rises in the reservoirs of Lake Sorell and Lake Crescent, near Interlaken and flows generally west by south, through the settlements of Bothwell and Hamilton, joined by nine minor tributaries before reaching its mouth and emptying into the River Derwent at Lake Meadowbank. The river drains a catchment area of 1,120 km sq in an agricultural region of Tasmania and descends 744 metres over its 97 km course.

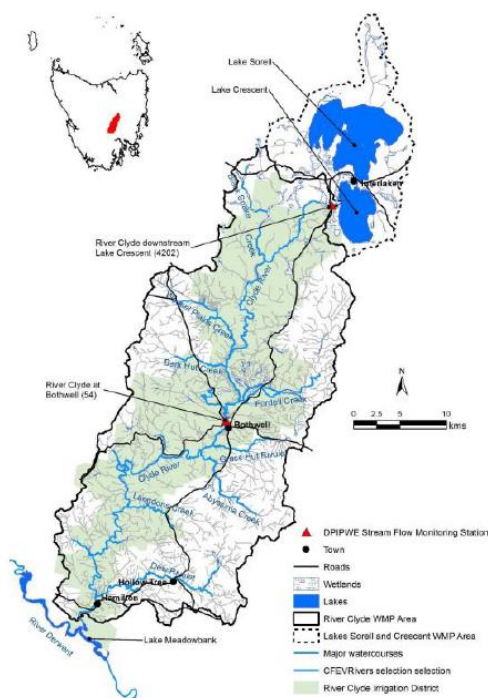


Figure 1 River Clyde Catchment

## 2.2 Purpose and Objectives

We understand that the objectives of the project are:

- a. To provide the Central Highlands Council with an understanding of the risk of flooding within the Bothwell township and surrounding River Clyde area.
- b. To provide data and recommendations that will assist Council in updating their Stormwater System Management Plan (SSMP) per the requirements of the *Urban Drainage Act 2013*.
- c. To update flood prone area mapping.
- d. Provide a basis of land use planning decisions and future development.
- e. Provide improved emergency management planning.
- f. Better decision making in emergency flood situations.
- g. Provide community consultation/education.
- h. Provide improved Asset Management and Planning.
- i. To better manage and mitigate flooding in townships.
- j. To reduce cost of flood damage.

Our approach has therefore been developed with these objectives in mind, and in particular the relative importance of accuracy in the flood modelling approach.

The current floodplain mapping for River Clyde for the township of Bothwell is based on hydraulic modelling from 1970, which predated current industry standards and does not capture many significant historical flood events (e.g. 2016).

The proposed flood study would provide Council with a better understanding of the flood behaviour, set to establish the flooding extent, water levels, velocities, depths within the study area, which will ultimately inform a revised floodplain management strategy within the study area, improve the community's understanding of flood risk/hazard of the River Clyde floodplain (to guide land use planning and development) and recommend a flood risk management strategy for the floodplain, emergency response planning and increase community awareness of flood risk.

The catchments are primarily rural, with townships of Bothwell and Hamilton located along the River Clyde and the smaller locality of Hollow Tree situated on the Dew Rivulet.

Floodwater in catchments have been known to rise quickly and isolate communities, livestock, properties, and high value agriculture. While flood peaks can recede quickly, properties and farmlands at times can remain isolated for several days. Many farmlands can be inundated in flood events necessitating livestock evacuations and destruction of crops and livestock.

### 3. Methodology

We understand that the entire output must provide an understanding of, and information on flood action and related risks to give the means to the Council to make informed decisions in relation to the following activities (but not limited to):

- Floodplain investment;
- Flood risk management in the study area through prevention, preparedness, response and recovery activities; and
- Informing and educating the community on risk of flood and how to respond to floods.

This section provides details and clarifications on how GHD will satisfy the scope of work. The scope of work of the modelling studies include:

- Review and assess existing data
- Data collection (survey of hydraulic features such as river cross sections, bridges, culverts and levees).
- A site visit
- Community consultation
- Catchment hydrology assessment and develop rainfall-runoff models for current and future design rainfall events
- Develop a coupled 1D/2D hydraulic model
- Design events - the hydraulic model will be simulated for design flood events with AEPs of 5% and 1%, qualitative consideration of the impact of climate change to flooding of River Clyde will be given in accordance with the ARR2019
- Perform sensitivity analysis, calibration and validation of the models (assume that rainfall and river gauging data in the catchment is not limited)
- Perform analysis of design flows and water levels for current and design rainfall events
- Produce flood risk/hazard maps suitable for emergency response planning and increase community awareness of flood risk
- Land Use Planning analysis
- Undertake Natural Values Assessment
- Undertake landowner, Council and stakeholder engagement
- Provide flood mitigation options in a final report to Council; and
- Cost/Benefit Analysis into the feasibility of a flood levy or related dam works
- Land Use Planning input and analysis (feasibility of works under the Resource Management and Planning System Tasmania)

#### 3.1 Inception meeting

A project inception meeting will be held at Council's offices to confirm the required scope of work and GHD's proposed delivery method. The project inception meeting will be attended by GHD's Project Technical Lead (Fiona Haynes), Hydrologic Modeller (Kate Kiseleva) and Engagement Team Leader (Bridget Hickman). One of the key goals of the kick-off meeting is to develop a clear understanding of the Council's needs, concerns and opinions relating to the study that cannot otherwise be gained from the brief. GHD will work closely with the Council, and we consider regular formal and informal liaison with the Council project team to be an important aspect of a successful project outcome. By working closely with Council there will be a shared vision of the project goals, and knowledge gained will be readily transferred to the project group.

## 3.2 Data Collection

Data and information available from previous studies/flood events will be collated and examined. A search for any additional relevant data will also be performed. It is assumed that the available Digital Elevation Model (Elvis website) will be of sufficient quality to construct the hydrologic and hydraulic model.

Allowance was made to capture critical topographic features of the river such as bends and flow paths, and sufficient details of hydraulic features such as river cross sections, bridges, culverts and levees.

A brief progress report will be provided at this stage, to summarise the data available and quality of the data and confirm the methodologies of the hydrologic/hydraulic analyses based on the quality of the data, it is proposed that agreement/acceptable of the level of accuracy of the model also be established as a hold point at this stage to progress with the hydrologic and hydraulic analyses.

## 3.3 Site Visit

A two (2) day site visit is proposed for two (2) persons to perform a thorough field inspection of the study area. The field inspection will focus on reconnaissance of River Clyde, specifically key hydraulic features such as bridges/culverts/levees, features of the floodplain such as surrounding land use, downstream discharge points, and any stream/rainfall gauging stations relevant to the study area. Additionally, it is proposed that the greater upper catchment of River Clyde is traversed for an overall appreciation of the wider catchment topography, land uses, special features such as storage locations, which are relevant to the hydrologic analysis. It is envisaged that the site visit will occur during the initial stages of the study, at a stage after data has been collated and examined, and when sufficient knowledge is gained to better inform the site visit and for time efficiency.

## 3.4 Community Consultation

We consider community consultation to be critical to the outcome of the study. The aim of community involvement is to achieve a high level of community awareness about the project, collect local information and insights that will help to inform the study. The proposed community activities for this study will be discussed at the inception meeting. Our aims for this engagement program are to:

- Gather information and local insights from the community
- Develop and maintain community confidence and involvement
- Obtain community input on flood behaviour
- Report on outcomes.

Our local stakeholder engagement team have well-developed working knowledge of Tasmanian communities and have a passion for engaging stakeholders and community members in meaningful ways in planning, environmental, engineering and property development projects. The importance of managing this risk to the success of projects is embedded in our operations, and our experience can help Council to deliver outcomes of the study with broad community participation.

The key objective of the consultation program for this project will be to create inclusive forums that foster and encourage active input, capture the valuable knowledge of local people and facilitate a sense of ownership of project outcomes. The benefits of having a stakeholder engagement team integrated within our project team has been key to successful outcomes on other major projects, such as the Upper Tamar River Sediment, TasWater's Lower Reservoir Dam - Geotechnical Investigations, and stakeholder assistance for Hydro Tasmania's Trevallyn Dam dewatering conduits and valve refurbishment project.

We propose to utilise the International Association of Public Participation's (IAP2) framework for the study. With approval of the Consultation Program from Council, we will implement the appropriate activities in line with the IAP2 spectrum of public participation (**Error! Reference source not found.**) that will be tailored to various stakeholder groups based on the outcome required.

## IAP2 Public Participation Spectrum

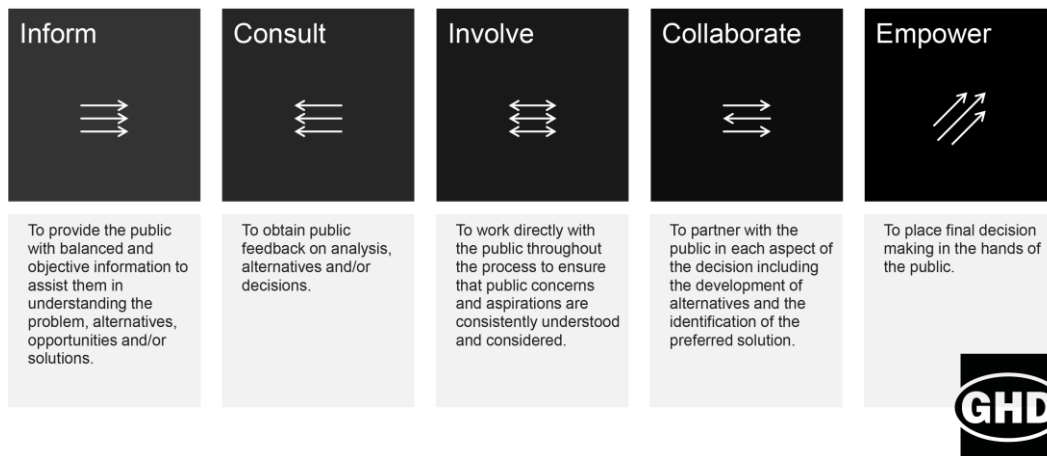


Figure 2 IAP2 spectrum of public participation (Source: IAP2.org.au)

Our proposed consultation approach will be to:

- Prepare a Consultation Program to guide activities that will cover:
  - Key messaging for the project.
  - An Action Plan for activities to be carried out for each stakeholder group including:
    - Proposed consultation with Council including regular briefings and workshop to Council Aldermen
    - Meetings with key stakeholders and landowners to understand flood behaviour
    - Community Drop-in Sessions
    - Outline the mechanisms by which the wider community will be informed and can participate in the study.
    - Identify opportunities to increase community reach and input via existing Council communication channels such as Council's website, regular newsletters to ratepayers and/or on Council social media channels.
    - Outline how input from the community will be demonstrably incorporated into the revised floodplain management strategy.
- We have allowed for:
  - Attendance and Project Kick Off meeting
  - Up to Three Council meetings
  - One workshop with Council Aldermen
  - Consultation with five (5) landowners (assuming each meeting is two (2) hours per landowner). If additional landowners are identified during the project, we can undertake these meetings at hourly rates following agreement with Council.
  - Preparation of materials for and attendance at up to three (3) public information sessions
  - Meetings with five (5) business owners and five (5) utility/infrastructure providers (assuming each meeting is two (2) hours per organisation)
  - Development of communication materials for website, Facebook, newsletters
  - Community Consultation and Feedback Report

We are happy to respond flexibly within these hours to support the Council in achieving successful outcomes for the project. While we have a suggested methodology, we would be happy to work within our budget allocation to modify the approach to best support the project. GHD will document all interactions with key stakeholders and provide a summary of this as appropriate throughout the project. Any additional community/stakeholder consultation other than included above, can be undertaken at an hourly rate basis.

## 3.5 Hydrologic Analysis

Build and simulate a combined hydrologic and hydraulic rain-on-grid model for the site catchments. Estimate surface roughness and losses based on aerial imagery. Peak flows for the 1% and 5% AEP storm events will be derived from the model. The critical duration and median temporal pattern will be selected in accordance with ARR2019.

### 3.5.1 Design Event Hydrologic Analysis

Hydrologic modelling will be undertaken for the following Annual Exceedance Probabilities (AEPs): 5% and 1% (to be confirmed with council). Design rainfall values and temporal patterns will be determined using the ensemble approach outlined in ARR 2019. Using this approach, an 'ensemble' of ten (10) temporal patterns will be used for each storm duration in each event. The critical storm duration will be selected based on the duration that produces the highest average peak discharge or water level as it may be critical at the location of interest. A sub-set of AEPs will be utilised for the existing flooding conditions (i.e. 5% AEP and 1% AEP), whilst others will be retained for the final set of runs. GHD recommends this approach in order to mitigate excessive computational requirements that have the potential to impact project schedule. Climate change rainfall scenarios will be undertaken based on climate change factors provided by the Council. GHD has allowed for incorporation of one (1) climate change projection only. These rainfall events will be modelled for the 1% and 5% AEP flood events.

### 3.5.2 Modelling Hold-Points

GHD will schedule key hold points through the modelling process in order to discuss progress with Council and provide an opportunity for review. The exact details of the hold-points will be agreed with Council; however, GHD envisages that the following will likely be necessary:

- Initial model establishment – discuss general model setup and inputs.
- Preliminary model validation – a review of first-pass model results for a limited range of storm events in order to assess the performance of the model.

### 3.5.3 Hydraulic analysis of the overland flow paths

Baseline modelling outputs will be produced and used to prepare flood inundation maps of peak flood depths, peak water surface levels, peak velocities and hazard maps for each AEP design event. Flood afflux maps illustrating the change in flood extent and levels will also be prepared for each of the sensitivity cases. Flood hazard mapping will be undertaken in accordance with ARR2019. GHD are highly experienced in the development of flood hazard maps and have a range of automated 2D mapping techniques that apply a range of flood hazard matrices to flood depth and velocity model outputs.

### 3.5.4 Model validation

The hydraulic model will be validated against historical flood events where records exist (e.g. recorded flood extents, impacted properties, etc).

During the validation process, key model parameters such as the Manning's 'n' roughness coefficient, storage routing coefficient and loss rates will be adjusted within acceptable limits to obtain an acceptable level of agreement between modelled and any available anecdotal behaviour.

GHD will undertake a sensitivity analysis on key model parameters. Additionally, we will also compare the design event calculated from hydrologic models to the peak design flows calculated by stream gauging for the Clyde using a Flood Frequency Analysis.

### 3.5.5 Sensitivity analysis

A sensitivity analyses will be undertaken on the 1% AEP design events (for a selected critical storm duration) to assess the impact of three key hydraulic modelling parameters to be determined in consultation with Council. The following scenarios are proposed for independent assessment (to be discussed and agreed with Council):

- Increase Manning's 'n' values by 20%.

- Increase in tailwater level by 0.5 m.
- The above scenarios will require two (2) additional hydrologic and hydraulic model simulations.

If required, GHD would be pleased to assess alternate scenarios.

For each sensitivity case, an afflux map will be developed to illustrate the change in flood extent and change in flood levels. A discussion on the results of the sensitivity analysis will also be provided in the final report.

## **3.6 Options analysis for flood management and mitigation**

GHD team will meet with Council's technical staff to discuss information gained and agree on possible solutions to be developed with Council.

The options of any infrastructure upgrade will include any required staging, taking into consideration the constructability of any new infrastructure presents. In this case, those solutions will depend largely on available space, existing underground services, and the existing infrastructure condition, historical value, and alignment.

Particular attention will be paid to the options that incorporate the principles of best practice flood management, beginning with an understanding that flooding is a natural process that needs to be integrated into rural landscape rather than ignored and eliminated through feats of engineering.

A brief options assessment section will be provided in the final report along with maps of the outputs in Esri compatible format, supporting tables, graphs and high-level cost breakdowns will be provided.

The options analysis will include a natural values assessment and a land use planning assessment. These assessments will inform the options and highlight any risks in the options. Advice and guidance on future works and land use planning will be included.

## **3.7 Consequences of Flooding on the Community**

A brief assessment section will be provided in the final report of the consequences of flooding on people, economy, environment, public administration, and social setting will be provided as part of the study, and on the basis of the historical and anecdotal information, modelling outputs and flood emergency response planning classifications. The key objective will be to better inform the management of flood risk in the area, and how risk can be reduced. The assessment will outline consequences that may include flood warning, fatalities, major roads cut, services that may become disrupted, business areas that may become disrupted, areas flooded, flood free and evacuation routes, recovery times, environmental outcomes and properties affected.

## **3.8 Hydrology and hydraulic capacity report**

A technical report will be prepared in accordance with Council guidelines to outline the methodology, assumptions and results of the hydrologic and hydraulic assessment. The report will be accompanied by the ESRI compatible flood maps and plans to illustrate the stormwater constraints. The draft report will be provided to Council for review and if required a presentation of the study can also be made. The delivery of the draft report will represent a hold point in the project while Council prepares feedback and raises any matters requiring further attention. However, it is hoped that by working closely with Council throughout the project, the effort required by Council in reviewing the draft report will be minimised.



## 4. Deliverables

Following the submission of the final report Council will have the opportunity to confirm all deliverables have been provided in the appropriate formats before the study is concluded.

GHD will submit the following deliverables:

- One draft and one final report, addressing the content requested in the brief
- Desktop Natural Values Assessment for recommended works
- Land Use Planning Assessment and Options for mapping flood areas
- Flood maps
- Catchment plans
- GIS data of flood extents
- Model output data
- Maps of the outputs in PDF format
- Consultation program
- Community Consultation and Feedback Report

## 5. Project Delivery

### 5.1 Collaboration

We look forward to partnering with Council to deliver this important scope of work and believe that collaboration with Council and the Community will successfully deliver this project. The successful delivery of a range of recent similar projects are evidence of our commitment to achieve 'best for project' outcomes, delivered to scope, on time and within budget.

### 5.2 Project schedule

GHD's preliminary project schedule is provided in Table 1. Our project schedule ensures that sufficient time has been allowed for internal review process. The draft schedule will be discussed and agreed with Council at the inception meeting.

Table 1 *Project Schedule (Timeframe for Delivery of Tasks)*

Task		Description
Data Collection and Review	3 weeks	
Community Consultation	2 months	
Hydrologic Analysis	3 months	
Model calibration	3 weeks	
Sensitivity Analysis	3 weeks	
Options Analysis	1 month	
Flood study Report	1 month	
Land Use Planning input and analysis	2 weeks	
Natural value Assessment		2 weeks

## 6. Key Personnel

### 6.1 Local, Experienced Team

We have assembled a team of local people for this project working primarily from our Hobart office. Although, we plan to use a local team we are supported by offices throughout Tasmania and Australia in the event additional resources and specialists are required.

**Figure 3**      **GHD Project Team**



**Fiona Haynes**  
**Senior Hydrologist & Hydraulic Engineer**

Fiona has twenty years' experience working in both New South Wales and Tasmania on a variety of civil engineering projects ranging from subdivision design to dam design including hydrology, hydraulics, site works and contract administration experience, flood assessments, integrated water management, water sensitive urban design, and risk assessments.

**Fiona will provide technical review and guidance and be the primary technical contact**



**Kate Kiseleva**  
**Hydraulic Engineer**

Kate has been involved in the water industry for the past 5 years, working in various roles in local government agencies. During this time, Kate has gained experience in the management of urban water from a range of perspectives including construction project management, strategic planning, integrated catchment management, asset management, performance monitoring and riparian restoration. Kate has excellent interpersonal and communication abilities and possess a wide range of technical skills. Strong history in meeting budgeting requirements and timeline targets.

**Kate will deliver the GIS data processing and modelling**

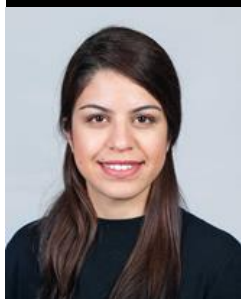


**Elizabeth Saunders**  
**Water Resource Engineer**

Elizabeth is a water resources engineer with 2.5 years' experience working on range of projects involving civil infrastructure, drainage design, catchment modelling and water management. She has undertaken numerous Failure Impact Assessments and Consequence Category Assessments for both water and tailings dams as well water balance modelling for mine infrastructure and water dams.

Elizabeth is proficient with a large variety of hydrologic, hydraulic and water balance modelling software, including GoldSim, TUFLOW, FLO-2D, RORB, XP-RAFTS, HEC-RAS, HEC-HMS, AutoCAD, and Civil3D, as well as geospatial and automation packages including Python, ArcMap, and QGIS. Elizabeth is also well versed in HEC-LifeSim, a software capable of estimating life loss from potential dam failures.

**Elizabeth will provide assistance with GIS Mapping and Hazard Assessment aspects of the project**



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**Mehrnoosh Hosseini**  
**Hydraulic Engineer**

Mehrnoosh joined GHD in 2017 as a Graduate Civil Engineer upon completing her Master of Professional Engineering degree at University of Tasmania. Mehrnoosh has worked at GHD on a variety of hydrology and hydraulics projects.

**Mehrnoosh will assist with the 2D modelling, model set-up and data processing.**



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**David Cundall**  
**Senior Planner**

David joined GHD in 2021. He has 12 years experience in strategic and technical town planning in Local Government in Tasmania. He has worked for multiple Councils in the South East and has also practiced as a consultant planner for the past 2 years. David specialises in management, project management, waste management, contract management and land use planning.

David is familiar with the River Clyde area and the asset management and planning issues faced by the Central Highlands Council. He is passionate about rural Tasmania and connecting communities. He brings a practical working knowledge of Local Government and the issues faced in delivering quality planning outcomes in Tasmania.



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**Mickey Dwyer**  
**Environmental Scientist**

Mickey is an environmental scientist with an ecology background. Having previously across state government including DPIPW in Tasmania and DWER in Western Australia, with experience in Environmental Impact Assessment (EIA), natural values surveys, spatial analysis and data capture, local, state and federal approvals and environmental management.

**Mickey will be involved in the assessment of the natural values of the site.**



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**Bridget Hickman DipHort, IAP2 Certificate of Engagement**  
**Stakeholder Engagement Team Lead**

Bridget has over 20 years' experience in senior administration roles involving collaboration with a range of stakeholders. More recently, Bridget has taken on the role of Team Leader for the Stakeholder Engagement group. Bridget supports the development of stakeholder and community engagement strategies, planning, program delivery, reviews and evaluations for a range of road and renewable energy infrastructure projects, infrastructure planning studies, master plan and area development strategies.

**Bridget will develop the Stakeholder Engagement strategy and provide guidance on this. Bridget will also assist Kate in the delivery of engagement activities.**

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**Kate Reilly BCom, IAP2 Certificate of Engagement  
Stakeholder Engagement Consultant**

Kate is a North West Coast local with strong community ties and 10 years' experience in engagement, project management and communication roles. Kate's experience working in both consultancy and local government gives her a strong understanding of broad stakeholder objectives. With strong written and oral communication skills, she competently designs and implements engagement methods that influence positive outcomes.

**Kate will assist in the strategy development and lead the delivery activities for the stakeholder engagement aspects**

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## **6.2 Subconsultants**

We propose to obtain survey of key infrastructure as determined in scope of the works. The survey will be undertaken by a subconsultant. GHD works with several survey consultants on a regular basis. Subject to the scope of information to be gathered and availability, GHD may engage:

- UDM,
- Veris, or
- Another consultant nominated by Council.

## 7. Experience

### 7.1 Project experience

GHD has extensive experience in flood modelling, hazard assessments, and design of flood mitigation infrastructure from concept all the way through to construction. We have assembled several projects below which our team members have been personally involved in.



#### **Roches Beach Stormwater System Management Plan**

**Clarence City Council | 2020 | \$160,000**

**This project involved 1D/2D Rain on Grid Modelling of the large catchment between Roches Beach and Opossum Bay leading to Detailed Design Flood Mitigation Projects**

GHD was commissioned by Clarence City Council (CCC) to develop a Stormwater System Management Plan (SSMP) for sub-catchments located between (and including) the suburbs of Roches Beach to Opossum Bay, Tasmania.

A 2D rain-on-grid model of the Roches Beach to Opossum Bay catchment was developed to assess the existing flooding issues and related flood hazards. Twenty-two (22) locations were identified as flooding/drainage hot-spots within the catchment in consultation with Council.

#### **Rosny to Otago Stormwater System Management Plan**

**Clarence City Council | 2020 | \$112,000**

**This project involved 1D/2D Rain on Grid Modelling of the catchments between Rosny and Otago Bay over a mixed bushland and built up urban areas. Flood Mitigation concepts were developed and modelled.**

GHD completed the Stormwater Systems Management Plan for Rosny to Otago. This includes stormwater modelling of the catchment including Montagu Bay, Lindisfarne, Geilston Bay, and Otago. Mitigation measures were developed including consideration of both flood flows and water quality. The purpose of the Catchment Management Plan was to provide information for prioritisation of stormwater upgrades as well as planning controls for future development.



#### **North Terrace Hydraulic Impact Assessment**

**Clarence City Council | 2021 | \$41,000**

**This project demonstrates recent 1D/2D flood modelling and flood mitigation optioneering**

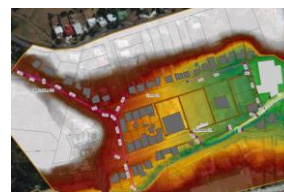
GHD was engaged by Clarence City Council (Council) to undertake a preliminary hydraulic impact assessment for a proposed residential development along North Terrace, Lauderdale

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## McRobies Gully Flood Management Plan

City of Hobart | 2019 | \$100,000

**This project demonstrates GHD's flood modelling and flood mitigation optioneering including concept designs of streetscapes, detention basins, and incorporating existing Council activities (in the Landfill catchment) into mitigation options**



GHD undertook a flood study and developed a flood study and developed a flood management plan for the McRobies Gully catchment with a particular focus on reducing flood impacts to people, property and infrastructure within:

- The McRobies Waste Management Centre (WMC) precinct; and
- The residential area located in the vicinity of Syme and Degraes Streets.



## Huonville Main Drain

Huon Valley Council | 2018 | \$140,000

**This project demonstrates GHD's ability to design and deliver to construction phase a major flood mitigation project with a local government**

GHD were engaged by Huon Valley Council to develop a detailed design of considered mitigation option by Council for divert flows from Main Drain through a proposed division and into Skinners Creek at Sale Street. The concept includes augmentation of Skinners Creek to reduce the frequency of overtopping of the banks upstream of Sales Street, and augmentation of Skinners Creek downstream of Sale Street to convey the increased flows.

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## McCoys Creek Flood Study

Bundaberg Regional Council | 2013 | \$36,000

**Relevance:** Project team has strong record in urban flood modelling using both 1D and 2D components in XPSWMM

BRC engaged GHD to undertake a flood study of the McCoys Creek catchment. The study has also been completed to assist BRC to develop a local planning instrument to manage future development and reconstruction across the region; as well as assisting meeting recommendations under the State Planning Policy 1/03





## 8. Fee and Terms Fees

Our fee to undertake the full scope of works as outlined in this proposal is **\$247,360** (excluding GST) on a lump sum basis. We propose to execute this scope of work in accordance with our standard Q1150 Consultancy Agreement which accompanies this proposal. If Council have alternative terms they would prefer to use for this scope of work we will need to present them for legal review, with the likelihood of departures and clarifications, prior to entering into an agreement. **including GST)**

This is provided in the Fee Breakdown

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Table **Error! Bookmark not defined.** Fee breakdown

Item	Scope of work	Fee (excl. GST)
	Project Management	\$25,240
	Flood Modelling and Recommendations	\$103,345
	Land Use Planning Analysis	\$19,380
	Stakeholder and Community Engagement	\$60,645
	Natural Values Assessment	\$10,800
	Survey	\$27,950
	<b>Fee Total:</b>	<b>247,360</b>

### 8.1 Hourly Rates

The hourly rates for the key people are below.

Table SEQ Table \\* Hourly Rates

Person	Rate (ex GST)
Quality Assurance	\$160
Health Safety and Environment	\$160
Senior Hydrologist	\$255
Hydrologist	\$225
Water Resources Engineer	\$225
GIS / Mapper	\$190
Planner	\$255
Stakeholder Engagement Lead	\$255
Stakeholder Engagement Consultant	\$225
Engineer	\$190
Senior Engineer	\$255
Project Manager	\$330
Project Director	\$330

## 8.2 Assumptions and Exclusions

1. Council to provide copies of land titles where requested by GHD team.
2. Council to provide access to GIS data, Asset and related mapping data for area.
3. Council to provide input and details into Stakeholder register; and
4. Council to provide list of land owners and land occupiers in the subject area.
5. Council to provide any supporting reports and previous studies that may be in Council's possession to be identified by Council or Project Team
6. Council to provide printing of consultation material and brochures where requested by GHD Team
7. Council facilitate and organise mail outs
8. Council to provide organise a meeting venue if community workshop/information session is required (including any refreshments and materials) and pay associated costs
9. Council distribute website and newsletter material
10. Council input into plans for asset location and capacity (and any site history and known issues)
11. Council provide draft report input on other known issues with area i.e. drainage issues, statutory non-compliance or land use conflicts, vegetation clearance or landscape modifications etc
12. Changes in strategic and legislative requirements outlined above may result in further assessment or report modifications.
13. A single review and comment to documents has been allowed, extensive and multiple versions may result in additional costs.
14. In regard to, the ongoing COVID-19 coronavirus pandemic, GHD would like to stress that the health and safety of our people, and the clients and communities we work with, remains our number one priority and that we are taking all prudent measures to prevent the spread of COVID-19 in the community. With this in mind, GHD notes that as the COVID-19 situation develops, it is possible that there may be disruption caused to GHD's business operations that adversely affects our ability to perform the proposed services in an efficient and timely manner. This may be because of actions imposed on us by governmental authorities or third parties that are outside of our direct control, or perhaps due to the requirement for us to implement prudent risk management practice to protect the health and safety of our people. In any event, we trust that you will understand that it is not reasonably possible for us to foresee the timing and quantum of any such potential disruption and its associated costs. It follows that this is not something which we can reasonably include for within our offer. As such, we regret that our offer is subject to reasonable adjustment in terms of both time and cost to reflect the occurrence of any disruption to the performance of the services as outlined above. We understand this is a very challenging time for any business and we would welcome the opportunity to explore with you alternative and practicable delivery strategies to minimise the risks to your project.

## 8.3 Invoicing

Invoicing will be undertaken on monthly basis towards the end of each month on the basis of effort expended on the project...

## 8.4 Approach to variations

We are confident this fee proposal offers a robust and detailed methodology that encompasses the scope of works derived in the tender. During tender development, our nominated fee and program is developed from the anticipated tasks needed to achieve the project outcomes, and thereby avoid variations wherever possible. We do not actively seek or pursue 'hidden' variations.

If a change in project scope does occur, we commit to a no surprises and best for project approach. We will openly discuss any potential variations with the project team at the earliest opportunity, with the ultimate aim of 'adjusting' our task allocation to avoid the need for additional time or funds. We also take every opportunity to mitigate extensions of time, utilising additional resources if needed, to avoid impact to key milestone dates wherever

possible. If variations beyond the agreed scope of work do arise, these will be discussed and agreed with Council prior to commencement of works. Should GHD staff utilise their own vehicles, mileage will be charged at 78 cents per kilometre (excl. GST).

## **9. Occupational Health and Safety**

A commitment to Health, Safety and Environment (HSE) is the hallmark of GHD's approach. It means embedding HSE into every aspect of our operations, and protecting the safety of our people, our clients and the communities and environments in which we operate. GHD maintains an HSE system that embraces core standards while recognising the flexibility required to implement controls in different jurisdictions and cultures. The system consists of:

GHD Group Health, Safety and Environment Policy;

- HSE Manual;
- HSE Risk Assessment and Legal Registers;;
- HSE Management System Procedures and Programs;
- HSE Guides including GHD Hazard Guides;
- Job HSE Plans and Job HSE Plan Reviews; and
- JSEAs and Pre-Work Assessments

GHD's HSE Management System complies with OHSAS 18001, AS 4801 and ISO 14001. For this engagement we will operate under GHD and CoGC's HSE Management Systems. Where there is a discrepancy between the requirements of the respective systems, we will implement the higher standard for this engagement.

### **9.1 COVID-19 update**

Due to the current climate, GHD is adhering to advice from the Federal and State Governments, and has already taken significant action in relation to addressing impacts of COVID19. The majority of staff are now working from home. Our systems have been/are being improved to cater for the substantial increase in external communications and operations on our network.

We have introduced software packages to increase our capacity to collaborate and to improve our efficiency in working on large files/models remotely.





# Q1150 Consultancy Agreement (Australia)

## General details

Relevant clause		
2	GHD's Project Director is	Ed Gruber 23 Paterson Street, Launceston, TAS. 7250 03 6210 0783 Ed.gruber@ghd.com
8	The agreed time for payment is	14 days
30	The project is	River Clyde Flood Mapping Study
30	"you" and "the client" means	Central Highlands Regional Council ABN 79 198 223 277
30	"we" and "GHD"	GHD Pty Ltd ABN 39 006 488 373 2 Salamanca Square, Hobart, TAS. 7000

This agreement incorporates and is varied by special conditions set out in the attached documents as described below.

Special conditions
N/A

Fees
As defined in proposal dated 24/12/2021

Services
As defined in proposal dated 24/12/2021

Hourly rates and disbursements
As defined in proposal dated 24/12/2021

**Executed on behalf of GHD**

-----  
Signature

-----  
Print name

-----  
Date

**Executed on behalf of the client**

-----  
Signature

-----  
Print name

-----  
Date

## Services

1. We will undertake the services in accordance with the agreement and using due skill, care and diligence.
2. Any questions you have in relation to our services can be directed to our Project Director.
3. You will ensure that you and your employees, agents and contractors:
  - a) cooperate with us; and
  - b) do not interfere with or delay the services.

## Information and documents

4. To help us understand your requirements in connection with the services and the project, you will:
  - a) tell us any specific requirements you have;
  - b) provide any information and documents we ask you to provide;
  - c) answer any questions we ask you; and
  - d) provide in writing any comments you (or your employees, agents or contractors) have on any document on which we ask for your comments.
5. You confirm that information you (or your employees, agents or contractors) provide to us is complete and accurate. You understand that we will not check, and we do not accept any liability in connection with, any information you provide to us unless checking that information is part of the services.

## Payment

6. You will pay the fees, other amounts payable under the agreement and applicable tax in accordance with the procedure detailed below.
7. We will invoice you for the fees relating to the services undertaken, and other amounts due under the agreement, during the period covered by the invoice.
8. Within the agreed time for payment set out in the agreement details (or otherwise, 14 days) after we send you an invoice, you will pay the invoice in full and without set off, deduction, counterclaim or withholding. If we ask you to do so, you will pay our final invoice in full and without set off, deduction, counterclaim or withholding before we deliver the final version of our reports or other documents.
9. If you fail to pay any amount due under the agreement in full by the date due:
  - a) you will pay interest at the rate of 1.5% per month on all overdue amounts, including unpaid interest, accruing daily until the amount is paid in full; and
  - b) we may keep any documents we have prepared in connection with the services and:
    - i) stop undertaking the services; or
    - ii) end the agreement by giving you written notice.
10. You will pay for any additional services we undertake, and any liability, cost or expense we incur, if:
  - a) the scope or timing of the services or project change;
  - b) any information you (or your employees, agents or contractors) provide to us is not complete and accurate;

- c) part or all of the services are delayed or suspended (other than as a result of our breach of the agreement);
- d) during or after completion of the services, we or any of our employees are required to give evidence before, or provide any information to, a court or other competent authority;
- e) you fail to pay an amount due under the agreement; or
- f) you end the agreement before we have completed the services.

11. All amounts in the agreement and other documents we give you that relate to the fees or amounts payable under the agreement are exclusive of GST, VAT or other applicable service tax unless expressly included.
12. The amount you will pay for any additional services will be the amount we agree with you (or otherwise, the amount calculated by multiplying the number of hours our employees spend undertaking the additional services by the hourly rates and any amount due to our subconsultants or subcontractors plus 12.5%). We may ask you to confirm in writing that you will pay for any additional services, in which case, we are not required to commence the relevant additional services until we receive your written confirmation.

## Insurance

13. We will maintain professional indemnity and public liability insurance. We will give you certificates of currency if you ask us for them at any time before we complete the services.

## Liability

14. To the maximum extent permitted by law, any liability we have to you is limited (in the aggregate) to the lesser of AUD 2 million or five times the fees paid under the agreement, and you release us from any further liability. We will not be liable to you for any consequential losses.
15. To the extent that we are not permitted by law to limit our liability as detailed in the previous clause, any liability we have to you is limited to re-supplying the services at our cost. If you wish to make a claim under this clause, you must contact our Project Director.

Our services come with guarantees that cannot be excluded under the Australian Consumer Law. For major failures with the service, you are entitled:

  - a) to cancel your service contract with us; and
  - b) to a refund for the unused portion, or to compensation for its reduced value.

You are also entitled to be compensated for any other reasonably foreseeable loss or damage. If the failure does not amount to a major failure you are entitled to have problems with the service rectified in a reasonable time and, if this is not done, to cancel your contract and obtain a refund for the unused portion of the contract.

The benefits provided to you in this clause are applicable if the failure appears within one year after the date we have issued our final invoice to you, and are in addition to other rights and remedies available to you under law in relation to the services to which the warranty in this clause relates.



16. On the date that is one year after the date we send you our final invoice for the services, you release us and our servants, employees, agents and subconsultants from all liability. For the purposes of this clause, we contract on our own behalf and also on behalf of each of our servants, employees, agents and subconsultants.

### Intellectual property

17. We own all intellectual property arising from or in connection with the services. We grant you a royalty free licence to use our intellectual property for the purposes of the project.

### Confidentiality, documents and information

18. All information a party provides is confidential and must not be disclosed to any other person (unless the disclosure is authorised or required by law). You:
- a) will not alter in any way or copy any report or document we prepare to any other person without our prior written consent; and
  - b) will only use any report or document we prepare for the purposes of the project; and
  - c) authorise us to disclose any information you provide to our employees, subconsultants and others involved with the services.

### Ending the agreement

19. Subject to the next clause, either party may end the agreement at any time by giving the other party at least 7 days notice. If the agreement is ended, we will send you an invoice for services undertaken to the date the agreement is ended.
20. The sections headed "payment", "liability", "intellectual property", "confidentiality, documents and information" and "general matters" continue to operate after this agreement is ended.

### General matters

21. The agreement applies to all services we undertake (including any additional services and any services undertaken before you executed the agreement).
22. If there is any inconsistency between these terms and any other document or agreement between the parties, these terms will prevail.
23. The agreement is the entire agreement. The only duties, obligations and responsibilities we have arising from or in connection with the subject matter covered by the agreement (including the services) are those expressly set out in the agreement and any other duties, obligations and responsibilities we might have are excluded.
24. You authorise us to destroy documents we prepare or hold in connection with the services or the project 7 years after the date we send you our final invoice for the services.
25. If any of these terms would be invalid, unenforceable or void, the relevant term must be read down to the maximum extent possible to prevent that occurring.
26. The agreement can only be amended or varied in a written document signed by both parties. We can only waive our rights under or in connection with the agreement by a written document signed by one of our directors.
27. You will indemnify us against any claim by, or liability to, a third party arising from, in respect of or in connection with

the services and all expenses we incur defending or settling such claim or liability.

28. Neither party may assign or transfer the agreement or any right or obligation under the agreement without the other party's written consent.

29. You agree that we can publish articles, photographs and other illustrations relating to the services and the project unless you tell us in writing otherwise within 7 days of executing the agreement.

### Definitions

30. Unless the context otherwise requires, in the agreement:

**"agreement"** means the agreement executed by the parties in connection with the services, including these terms, the agreement details and our proposal

**"consequential losses"** means any consequential or indirect loss or damage, loss of profit or anticipated profit, business interruption losses, production losses, loss of revenue or loss of use

**"document"** includes a written or electronic document

**"fees"** means the amount set out in the agreement details including disbursements

**"hourly rate(s)"** means the relevant hourly rate(s) set out in the agreement details (or otherwise the rate(s) that GHD normally charges for work undertaken by the relevant GHD employee(s) at the time the work is undertaken)

**"information"** includes documents and information provided before execution of the agreement

**"liability"** means liability for loss or damage, whether arising under, in connection with or for breach of the agreement, or in connection with the performance or non-performance of the services and any additional services, whether such liability arises in contract, in tort (including negligence), under statute or otherwise, and whether arising in connection with one or more events

**"project"** means the project(s) that the services relate to

**"proposal"** means any proposal (and if more than one, the final proposal) we gave you in relation to the services

**"services"** means the services set out in the agreement details (or otherwise the services we undertake)

**"third party"** means a person who is not a party, but does not include our employees, agents, subcontractors and subconsultants

**"we", "us" and "GHD"** means the GHD company set out in the agreement details

**"you" and "the Client"** means the person(s) set out in the agreement details (and if more than one person, "you" means each of those persons severally and all of them jointly, except for the purposes of clauses 14 and 15 where "you" means all of those persons) including that person's permitted successors



## **CENTRAL HIGHLANDS COUNCIL COMMUNITY GRANTS PROGRAM APPLICATION FORM**

Please ensure you have read and understand the Program Guidelines prior to completing this form.

### **1. APPLICATION & ORGANISATION DETAILS**

**Name of Project:** Morass Bay Defibulator Pad and Battery Maintenance

**Amount of Grant Requested:** \$483.45

**Estimated Total Project Cost:** \$483.45

**Applicant Organisation:** Morass Bay Shack Owners, Arthurs Lake

**Contact Person's Name:** Malcolm Scott

**Contact Details**

**Address:** 8 Nielsen Crescent, Morass Bay, Arthurs Lake, 7030

**Phone: (Business hours)**

**Mobile:** 0419 356 765

**Fax:**

**Email:** scott77y@hotmail.com

**Signature**

**Name**

**Position in Organisation**

**Shack Owners Co-Ordinator**

**Date** 02/05/2022

**What is the overall aim/purpose of the applying organisation?**

**Maintenance of the Public Defibulator, New Pads and Battery.**

**What is the membership of the organisation?**

President

Secretary

Treasurer

Public Officer/s

## **2. ELIGIBILITY** *(see Community Grant Program Guidelines)*

**Is the organisation:**

**X Representative of the interests of the Central Highlands Community**

☐ Incorporated

**X Not for Profit**

**X Unincorporated**

☐ A Hall Committee

**OR**

☐ An individual community member

**Have you previously received funding from the Central Highlands Council?** *(Please attached additional pages if required)*

**If yes;**

**Name of Project:**

**Date Grant received:**

**Amount of Grant:**

## **3. PROJECT DETAILS**

**Project Start Date:**

**Project Completion Date:**

**Project Objectives:**

## **4. COMMUNITY SUPPORT**

**What level of community support is there for this project?**

**The Morass Bay has at least 40 shacks in the area, who all contributed to the purchase of the Defibulator which is stored outside, attached to the front of the garage at 8 Nielsen Crescent, Morass Bay and is well sign posted from the road. The Defibulator along with a support kit if required is available for public use 24 hours a day and is also on the**

**Ambulance Tasmania Defibulator web page.**  
**It has been taken to two separate incidents in the last 12 months.**

**This Defibulator is the closest to Woods Lake.**

**Does the project involve the community in the delivery of the project?**  
**Taking the Defibulator to St Johns and have the new battery and pads fitted and checking to ensure Battery is not flat and pads are in date ready for use.**

**How will the project benefit the community or provide a community resource?**  
**We are hoping it will not be needed but is available for all to use if there is an incident in the area.**

## **5. COUNCIL SUPPORT**

**Are you requesting other Council support? E.g. parks, halls, telephones, fax, photocopying, computers, office accommodation, cleaning facilities, street closure.**  
**If yes, please give details.**

**Are you requesting participation by Councillors or Council Staff?**  
**If yes, please give details.**

**If your application is successful, how do you plan to acknowledge Council's contribution?**  
**Thank you letter to the Central Highlands Council, receipts will be supplied to the Council and I will write an article for the Highlands**

**Digest.**

**Contact all the Shack Owners acknowledge the Contribution by the Central Highlands Council.**

## **6. FUTURE APPLICATIONS AND THE SUCCESS THIS PROJECT**

**Do you anticipate the organisation will apply for funding in future years?**

**The Pads have to be changed every 2 years and the battery every 4.**

**How will you monitor/evaluate the success of this project?**

**The Defibulator is ready to be used in the case of an incident.**

## **7. PROJECT BUDGET**

**Note: Amount from Council must not exceed half the project cost**

<b>Please provide a breakdown of the project expenditure and income:</b>			
<b>Expenditure</b>	<b>Amount \$</b>	<b>Income</b>	<b>Amount \$</b>
<b>Capital</b>		<b>Guarantee</b>	
Refurbishment		Government Grants	
Equipment		Trust/Foundations	
Premises		Donations from Business	
Vehicles		Special Funding	
Other: Maintenance	\$483.45	Gifts in Kind	
Other:		Other:	
<b>Subtotal</b>	\$483.45	Other	
		<b>Subtotal</b>	
<b>Revenue</b>		<b>Anticipated</b>	
Salaries (including super)		Government Grants	
Short-term contract fees		Central Highlands Grant	
Running costs		Trust/Foundations	
Production of information		Donations from Businesses	

PR materials			
Training staff/volunteers		Special Fundraising	
Travel		Gifts in kind (details)	
Rent		Cash Reserves	
Reference materials		Other:	
Other:			
<b>Subtotal</b>		<b>Subtotal</b>	
<b>TOTAL</b>	\$483.45	<b>TOTAL</b>	

We also have a well maintained first aid kit below the Defibulator for public use.



## **Policy No. 2018-53**

# **Central Highlands Council Asset Management Policy**

Document:	Start Date: 17 May 2022	Page Reference:
Asset Management Policy	Review Date: 17 May 2022	Page 1 of 5



**1.0 Purpose** To set guidelines for implementing consistent asset management processes throughout the Central Highlands Council.

**2.0 Objective** To ensure provision is made for the long-term replacement of major assets by:

- Ensuring that Council's services and infrastructure are provided in a sustainable manner, with the appropriate levels of service to residents, visitors and the environment.
- Safeguarding Council assets including physical assets and employees by implementing appropriate asset management strategies and appropriate financial resources for those assets.
- Creating an environment where all Council employees take an integral part in the overall management of Council assets by creating and sustaining an asset management awareness throughout the organisation by training and development.
- Meeting legislative requirements for asset management.
- Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated.

**3.0 Scope** This policy applies to all Council activities.

**4.0 Policy** **4.1 Background**

4.1.1 Council is committed to implementing a systematic asset management methodology across all areas of the organisation. This includes ensuring that assets are planned, created, operated, maintained, renewed and disposed of in accordance with Council's priorities for service delivery.

4.1.2 Council owns and uses a significant quantity of non-current assets to support its core business of delivery of service to the community.

4.1.3 Asset management practices impact directly on the core business of the organisation and appropriate asset management is required to achieve our strategic service delivery objectives.

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4.1.4 A strategic approach to asset management will ensure that the Council delivers an appropriate level of service through its assets. This will provide positive impact on;

- Members of the public and staff;
- Council's financial position;
- The ability of Council to deliver the expected level of service and infrastructure;
- The political environment in which Council operates; and
- The legal liabilities of Council.

## 4.2 Principles

4.2.1 A consistent Asset Management Strategy must exist for implementing appropriate asset management throughout all Departments of Council.

4.2.2 Relevant legislative requirements together with political, social and economic environments are to be taken into account in asset management.

4.2.3 Asset management principles will be integrated within existing planning and operational processes to meet the required level of service in the most effective and efficient manner now and into the future.

4.2.4 Asset Management Plans will be developed for major service/asset categories

4.2.5 An inspection regime will be used as part of asset management to ensure agreed service levels are maintained and to identify asset renewal priorities.

4.2.6 Asset renewals required to meet agreed service levels and identified in adopted asset management plans and long term financial plans will form the basis of annual budget estimates.

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Asset Management Policy	Review Date: 17 May 2022	Page 3 of 5

4.2.7 Service levels agreed through the budget process and defined in adopted Asset Management Plans will be fully funded in the annual budget estimates.

4.2.8 Asset renewal plans will be prioritised and implemented progressively based on agreed service levels and the effectiveness of the current assets to provide that level of service.

4.2.9 Systematic and cyclic reviews will be applied to all asset classes and are to ensure that the assets are managed, valued and depreciated in accordance with appropriate and applicable Australian Standards.

4.2.10 Future life cycle costs will be reported and considered in decisions relating to new services and assets and upgrading of existing services and assets.

4.2.11 Future service levels will be determined in consultation with the community.

4.2.12 Training in asset and financial management will be provided for councillors and relevant staff.

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<b>5.0 Legislation</b>	Local Government Act 1993. Regulations under the Act.
<b>6.0 Related Documents</b>	Asset Management Strategy and associated Asset Management Plans.
<b>Responsibility</b>	<p><b>Councillors</b> are responsible for adopting the policy and ensuring that sufficient resources are applied to manage the assets.</p> <p>The <b>General Manager</b> has overall responsibility for developing an asset management strategy, plans and procedures and reporting on the status and effectiveness of asset management within Council.</p>
<b>Review Date</b>	This policy has a life of 4 years.

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Asset Management Policy	Review Date: 17 May 2022	Page <b>5</b> of <b>5</b>



## **Policy No. 2018- 55**

# **Code of Conduct for Members of the Audit Panel**

Document:	Start Date: 17 May 2022	Page Reference:
Code of Conduct for Members of the Audit Panel	Review Date: 30 June 2024	Page <b>1</b> of <b>3</b>

This code of conduct sets out the standards of behaviour expected of the Central Highland Council's Audit Panel members (members). The standards support the characteristics of good governance outlined in the *Good Governance Guide for Local Government in Tasmania* (reference below).

As an independent source of scrutiny in the interests of the community, the Audit Panel provides checks and balances on key Council activities and a means of highlighting issues that require strategic attention.

Councillors who are members of the Audit Panel are in a unique position and having an obligation to maintain an Audit Panel perspective in the interests of the community when they discharge their duties as Audit Panel members, ie they must display independence of mind, separate from their role as a Councillor.

In performing their role on the Central Highlands Council's Audit Panel, and in acting in the best interests of the community, all members of the Central Highlands Council Audit Panel commit to the following standards.

## **1. Effective management of conflicts of interest**

Members avoid conflicts of interest that arise between their personal interests and their public duty as an Audit Panel member, as far as reasonably possible. This includes pecuniary and non-pecuniary conflicts of interest (actual, potential or perceived). Where avoidance is not possible, members appropriately manage conflicts of interest. Members are responsible for acting in good faith and exercising reasonable judgment to manage conflicts of interest, including the offer or receipt of gifts and benefits.

Council members may at times deal with conflicts of interest as a consequence of their dual roles as an audit panel member and a councillor. This may present as a conflict between the interests of the community (as seen from the Audit Panel perspective).

All members will regularly provide advice of their actual, potential and perceived conflicts to the panel.

## **2. Proper use of Council information**

Members maintain the confidentiality of any information, documents and communication that the Council or panel has designated as being in confidence. Members only access Council

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Code of Conduct for Members of the Audit Panel	Review Date: 30 June 2024	Page <b>2</b> of <b>3</b>

information needed for them to perform their role as a panel member and not for personal interests or reasons.

### 3. Proper use of position

Members perform their role in the best interests of the Council and the community. Members operate within the intended scope of the Audit Panel (as outlined in the Audit Panel Charter) and adhere to relevant Council policies and procedures.

### 4. Appropriate interactions

Members act ethically and treat all persons with fairness and respect. Members conduct themselves in a way that positively represents the panel, and is in the best interests of the Council and the community. Members interact appropriately with fellow members, Councillors, council staff and the community, and give full respect and consideration of to all relevant information known to them. Members should not interact directly with council staff without the prior approval of the panel and the general manager.

The Council has policies and procedures to provide additional guidance for members.

Further information on the ethical standards covered in this code of conduct, and the terminology used, can be found in the *Good Governance Guide for Local Government in Tasmania*:

[http://www.dpac.tas.gov.au/divisions/local\\_government/councillor\\_resources/good\\_governance\\_guide](http://www.dpac.tas.gov.au/divisions/local_government/councillor_resources/good_governance_guide)

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## **Policy No. 2020 - 57**

# **Financial Hardship Assistance Model Policy**

Document:	Start Date: 17 May 2022	Page Reference:
Financial Hardship Assistance Model Policy	Review Date: 30 June 2023	Page <b>1</b> of <b>14</b>

## Document Control

Policy Name	Financial Hardship Assistance Policy
First issued/approved	21 April 2020
Source of approval/authority	Council Meeting
Last reviewed	17 May 2022
Next review date	30 June 2023
Version number	1.1
Responsible Officer	General Manager
Department responsible for policy development	Corporate & Financial Services
Strategic Plan reference	
Related policies	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1993</i>, Part 9 – Rates and Charges</li> <li>• Rates and Charges Policy</li> </ul>
Publication of policy	<a href="http://www.centralhighlands.tas.gov.au">www.centralhighlands.tas.gov.au</a>

Document:	Start Date: 17 May 2022	Page Reference:
Financial Hardship Assistance Model Policy	Review Date: 30 June 2023	Page <b>2</b> of <b>14</b>

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# 1 Introduction

## 1.1 Purpose

The purpose of this policy is to enable Council to provide assistance to community members who are suffering financial hardship by providing an appropriate level of relief from Local Government rates.

## 1.2 Scope

### 1.2.1 Application and Intent

This policy applies to ratepayers experiencing genuine and serious financial hardship and needing assistance to meet both their basic needs and their rate payment obligations to Council. It is not intended to be used to maintain financial positions for those who do not need it and are not genuinely impacted by serious financial hardship.

This policy applies only to Council rates and charges levied in accordance with Part 9 – Rates and Charges of the *Local Government Act 1993*. This policy does not apply to rates or fees collected on behalf of other authorities in accordance with section 88 of the *Local Government Act 1993*, such as fire service contributions collected pursuant to section 79B of the *Fire Service Act 1973*.

### 1.2.2 Background

This policy was developed and implemented during the 2020 COVID-19 coronavirus pandemic that is spreading across the world. To respond to the disease, governments around the world are shutting down social activities and interaction to prevent transmission, which is necessarily causing significant impacts on many economic activities and transactions. As a result, many people have lost jobs, their clients or their business, destroying incomes and spending. Council is determined to assist those most critically impacted by the economic slowdown caused by the pandemic with a robust and fair hardship policy.

Despite this, serious financial hardship can occur at any time, so this policy is designed to address a range of circumstances.

## 1.3 Principles

This policy will be applied in accordance with the following principles:

- (1) Consistent, equitable and respectful treatment of all residents and ratepayers that is sensitive to their specific circumstances.
- (2) Maintaining Council's ability to provide essential services to our community through appropriately applied rating.

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- (3) Assisting ratepayers who are suffering serious financial hardship, so that they may overcome these circumstances and return to financial stability and contributing equitably to local services.
- (4) Ensuring that those able to contribute to local services, continue to do so.
- (5) Minimising the opportunity for misuse, exploitation or fraud by ensuring decisions made to provide special relief or assistance are supported by sufficient evidence.
- (6) Maintaining confidentiality and privacy of applicants and ratepayers, their applications and any information provided.

## 1.4 Related Policies and Legislation

This policy relates to and depends on other Council policies, as well as Tasmanian Government legislation, including:

- *Local Government Act 1993*, Part 9 – Rates and Charges<sup>1</sup>, particularly:
  - Section 86A – General principles in relation to making or varying rates
  - Sections 125-127 – Postponement of payment
  - Section 128 – Late payments
  - Section 129 – Remission of rates
- *COVID-19 Disease Emergency (Miscellaneous Provisions) Act 2020*<sup>2</sup>
- Rates and Charges Policy (pursuant to section 86B of the *Local Government Act 1993*).

## 1.5 Policy Review and Update Cycle

This policy is to be reviewed initially in June 2023 and thereafter, every year.

# 2 Policy

## 2.1 Genuine Financial Hardship

According to the Australian Taxation Office (ATO)<sup>3</sup>, individuals are considered to be in serious hardship when they are unable to provide the following for themselves, their family or other dependants:

- (1) Food;
- (2) Accommodation;
- (3) Clothing;
- (4) Medical treatment;
- (5) Education;
- (6) Other basic necessities.

<sup>1</sup> See: <https://www.legislation.tas.gov.au/view/html/inforce/current/act-1993-095#HP9@HD9@EN>

<sup>2</sup> See: <https://www.legislation.tas.gov.au/view/whole/html/inforce/current/act-2020-011>

<sup>3</sup> See: <https://www.ato.gov.au/General/Financial-difficulties-and-serious-hardship/Individuals-with-serious-hardship/>

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A number of factors can contribute to or trigger serious financial hardship, including:

- (1) Loss of employment of the property owner, family member or household primary income earner;
- (2) Serious illness, including physical incapacity, hospitalization, or mental illness of the property owner or family member;
- (3) A natural disaster;
- (4) A public health emergency or declared state of emergency;
- (5) Family tragedy;
- (6) Family breakdown;
- (7) Financial misfortune;
- (8) Other serious or complicating circumstances.

Community wide issues and circumstances, such as the COVID-19 pandemic, may impact financial hardship, but hardship is always assessed at an individual level, and requires reviewing personal circumstances.

Serious financial hardship involves both low income/cash flow and a low asset base. Personal property portfolios beyond a primary residence [or a business's primary operating space] can be employed to improve an applicant's cash flow and financial sustainability. Applications for assistance on residential investment properties will not be considered.

## 2.2 Evidence of Financial Hardship

Applicants will need to provide evidence of their circumstances of financial hardship to justify Council's special consideration of their case. The type of evidence required will depend on your circumstances and may include, for example, one or more of the following:

- Assessment by an independent accredited financial counsellor demonstrating an inability to both pay rates and to rearrange asset portfolios to facilitate payment;
- A statutory declaration from an appropriate and independent professional, familiar with the applicant's circumstances (e.g. a family doctor for health-related evidence, a bank official, insurance policy manager, etc.);
- Pending disconnection of essential services, like water, electricity, gas (does not include mobile phone or internet bills);
- Notice of impending legal action;
- Letter from charitable organisation regarding loss of employment or inability to provide for basic necessities;
- Bank notice for example, overdraft call or mortgaged property repossession;
- Employer notice of redundancy or termination of employment;
- Overdue medical bills;
- Letter from doctor verifying the inability to earn an income due to illness or caring for a sick family member;
- Final notice from school regarding payment of mandatory fees;
- Funeral expenses;
- Repossession notice of essential items, like a car or motorcycle.

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## 2.3 How Council can Help

The *Local Government Act 1993* provides Council with three methods of rate relief:

- (1) Postponing rate payments (sections 125-127)
- (2) Remission of late payment penalties or interest (section 128)
- (3) Remission of rates (section 129)

### 2.3.1 Postponing Rate Payments – Deferral Arrangements

In confirmed cases of financial hardship, Council may choose deferral of individual rates payments within a defined period, in whole or in part, to be paid back at a later date, subject to any conditions Council determines. The deferral arrangement applies to specified payments and other rate payments are not affected and continue to accrue as normal.

The terms of rate deferral arrangements will be proportionate to the applicant's demonstrated financial hardship circumstances, so supplying sufficient evidence of these circumstances is important for developing the appropriate terms.

Rate payment deferrals approved under this section are typically deferred by 3 months. However, rate deferral arrangements can only defer individual payments up to a maximum of two (2) years and only in the most serious circumstances.

All deferred payments must be repaid as specified in accordance with the deferral arrangement, otherwise regular late payment penalties and/or interest will apply.

Ratepayers who are subject to a deferral arrangement who overcome their financial hardship circumstances are encouraged to begin repaying their deferred rates payments as early as they are able.

Note that Council may revoke any postponement of rates payments at any time, in accordance with section 127 of the *Local Government Act 1993*, by giving 60 days notice in writing to the ratepayer.

### 2.3.2 Remitting Late Payment Penalties and Interest

For typical circumstances that are not of financial hardship, rates must be paid by the due date and Councils may charge a penalty or daily interest or both for each late payment. However, for confirmed cases of financial hardship, Council may waive either the applicable late payment penalties, or the interest accumulated, or both, for a specified period that relates to the period of financial hardship.

### 2.3.3 Remitting Rates

Remission of any rates, late payment penalties or interest, in part or in full, is reserved only for the most serious and exceptional of financial hardship cases. Even in these cases, deferral of rate

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payments must be applied for and granted first, before an application for rates remission can be considered.

After the applicant has entered into a deferral arrangement with Council, the applicant may apply for remission of rates. The application must demonstrate:

- (1) Financial hardship;
- (2) Exceptional and serious circumstances;
- (3) How the applicant's exceptional financial hardship circumstances make the maximum term deferral arrangement under section 2.3.1 unfeasible and unreasonable to fulfil; and
- (4) How enforcing fulfilment of the maximum term deferral arrangement would only deepen the seriousness of applicant's financial hardship and critically impact their ability to provide for the basic living necessities (food, accommodation, clothing, medical treatment) of the applicant and dependents.

In the interests of community fairness and equity, wherever possible and appropriate in determining rates remission applications:

- (1) Deferral arrangements are preferable to rates remission;
- (2) Amounts or proportions of rates to be remitted are to be minimised, for example, below \$1000 or 50%; the remainder subject to payment arrangements;
- (3) Instances of rates remission are to be minimised to no more than one rates remission per applicant.

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## 3 Applications

### 3.1 Applying for Financial Hardship Assistance

To seek financial hardship assistance from Council, **an application for financial hardship assistance form** must be completed, and submitted as follows:

- Emailed to [council@centralhighlands.tas.gov.au](mailto:council@centralhighlands.tas.gov.au); or
- Mailed to the General Manager, PO Box 20, Hamilton Tas 7140.

Applications must:

- Demonstrate and provide evidence for financial hardship and circumstances (see section 2.2 – [Evidence of Financial Hardship](#));
- Describe the type of assistance sought, being:
  - Postponing rate payments (a deferral arrangement);
  - Postponing or waiving late payment penalties or interest;
  - Remitting rates, late payment penalties or interest, in part or in full;
- Address the requirements of the relevant subsections of section 2.3 – [How Council can Help](#)

### 3.2 Assessing Applications

Applications for deferral arrangements will be decided by the General Manager.

Applications for remission of any rates or late payment penalties or interest charges must be decided by Council and require absolute majority to be approved.

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## Application for Financial Hardship Assistance

If you are a Central Highlands Council ratepayer you may be eligible for hardship assistance in the payment of overdue rates and charges<sup>4</sup> where you are experiencing genuine and serious financial hardship due to the COVID-19 Pandemic.

Ratepayers and tenants are encouraged to apply for assistance as soon as possible<sup>5</sup>.

For further information, see Central Highlands Council Financial Hardship Assistance Policy.

### Applicant Information

This application is to apply the following concession(s) on the basis of financial hardship (**please select at least one**):

- ☐ Postponing rate payments (extension of time)
- ☐ Waiver of late payment penalties or interest for the period of financial hardship
- ☐ Rates remission.

Remission of any rates, late payment penalties or interest, in part or in full, is reserved only for the most serious and exceptional of financial hardship cases. Even in these cases, deferral of rate

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<sup>4</sup> This application applies only to Council rates and charges levied in accordance with Part 9 – Rates and Charges of the *Local Government Act 1993*.

<sup>5</sup> Applications for assistance on residential investment properties will not be considered.

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payments must be applied for and granted first, before an application for rates remission can be considered.

If you are applying for assistance for more than one property you must complete an application for each property, as the nature, type and ownership of each may differ.

**Name of the Property Owner(s):**

--

**Name of Applicant:**

--

Are you the owner of the property?

Yes ☐

No ☐

For what type of property are you applying?

Residential ☐

Commercial ☐

Is the property a rental property?

Yes ☐

No ☐

**Property Address:**

Street Address

--

Address Line 2

--

Suburb

	Postcode	
--	----------	--

**Please provide details of how we can contact you:**

Name

--

Phone number/s

--

Email address

--

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**Please tell us why you are applying for hardship assistance:**

**To assist with the assessment process, please attach documentary evidence to assist us to review and assess your hardship application.**

**Please include one or more of the following:**

- ☐ Assessment by an independent accredited financial counsellor demonstrating an inability to both pay rates and to rearrange asset portfolios to facilitate payment
- ☐ Evidence of your business qualifying for the Job Keeper support package
- ☐ A statutory declaration from an independent professional, familiar with the applicant's circumstances (e.g. a family doctor for health-related evidence, a bank official, insurance policy manager)
- ☐ Pending disconnection of essential services, like water, electricity, gas (does not include mobile or internet bills)
- ☐ Notice of impending legal action
- ☐ Letter from charitable organisation regarding loss of employment or inability to provide for basic necessities

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- ☐ Evidence of you qualifying for Job Seekers support
- ☐ Bank statements or notice, for example, an overdraft call or mortgaged property repossession
- ☐ Employer notice of redundancy or termination of employment
- ☐ Overdue medical bills
- ☐ Letter from doctor verifying the inability to earn an income due to illness or caring for a sick family member
- ☐ Final notice from school regarding payment of mandatory fees
- ☐ Funeral expenses
- ☐ Repossession notice of essential items, like a car or motorcycle
- ☐ Other documentation demonstrating that you are experiencing financial hardship

Please describe below:

Please make sure your application and documentary evidence is addressed to the General Manager, and submitted as follows:

- Emailed to [council@centralhighlands.tas.gov.au](mailto:council@centralhighlands.tas.gov.au)
- Mailed to General Manager, PO Box 20, Hamilton Tas 7140

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Please use the title '**Hardship Assistance Application**' to assist our staff to identify your application quickly. We will be in contact with you as soon as possible to acknowledge your application and provide advice regarding the assessment process.

**Declaration and signature**

I confirm that the information provided within this Application for Financial Hardship is accurate, and there have been no misrepresentations or omissions of fact that would otherwise influence the review and decision of Central Highlands Council

Signature \_\_\_\_\_

Name \_\_\_\_\_

Date \_\_\_\_\_

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## **Policy No. 2020 - 58**

# **Commercial Addendum to Financial Hardship Assistance Model Policy**

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## Document Control

<b>Policy Name</b>	<b>Commercial Addendum to Financial Hardship Assistance Model Policy</b>
<b>First issued/approved</b>	16 June 2020
<b>Source of approval/authority</b>	Council Meeting
<b>Last reviewed</b>	17 May 2022
<b>Next review date</b>	30 June 2023
<b>Version number</b>	1.1
<b>Responsible Officer</b>	General Manager
<b>Department responsible for policy development</b>	Corporate & Financial Services
<b>Strategic Plan reference</b>	
<b>Related policies</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1993</i>, Part 9 – Rates and Charges</li> <li>• Rates and Charges Policy</li> </ul>
<b>Publication of policy</b>	<a href="http://www.centralhighlands.tas.gov.au">www.centralhighlands.tas.gov.au</a>

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# 1 Introduction

## 1.1 Purpose

The Financial Hardship Assistance Policy ('Hardship Policy') enables Council to assist community members who are suffering financial hardship by providing an appropriate level of relief from Local Government rates.

An Addendum to the Hardship Policy has been provided to achieve a consistent approach to rates assistance for commercial operators across the municipality.

This Addendum is intended to be supplementary to any other public benefit concessions policy or any other economic relief measure that Council may implement.

## 1.2 Scope

The Commercial Addendum applies to commercial/business ratepayers within the Valuer General land use code – 'Commercial' who are experiencing hardship due to the loss of operating revenue or reduced disposable income..

It is not intended to be used to maintain financial positions for those who do not need it and are not genuinely impacted by serious financial hardship.

## 1.3 Principles

The principles, as outlined in the Hardship Policy are:

- (1) Consistent, equitable and respectful treatment of all residents and ratepayers that is sensitive to their specific circumstances.
- (2) Maintaining Council's ability to provide essential services to our community through appropriately applied rating.
- (3) Assisting ratepayers who are suffering serious financial hardship, so that they may overcome these circumstances and return to financial stability and contributing equitably to local services.
- (4) Ensuring that those able to contribute to local services continue to do so.
- (5) Minimising the opportunity for misuse, exploitation or fraud by ensuring decisions made to provide special relief or assistance are supported by sufficient evidence.
- (6) Maintaining confidentiality and privacy of applicants and ratepayers, their applications and any information provided.

One additional principle applies to this Commercial Addendum. That is, the principle of proportionality – namely, that any agreed arrangements will take into account both individual and community wide circumstances (such as the COVID-19 pandemic) on commercial ratepayers, with specific regard to their revenue, expenses, and profitability.

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## 1.4 Related Policies and Legislation

- This Addendum relates to and depends on other Council policies, as well as Tasmanian Government legislation, including:
- Local Government Act 1993, Part 9 – Rates and Charges<sup>1</sup>, particularly:
- Section 86A – General principles in relation to making or varying rates
- Sections 125-127 – Postponement of payment
- Section 128 – Late payments
  - Section 129 – Remission of rates
- *COVID-19 Disease Emergency (Miscellaneous Provisions) Act 2020*
- *COVID-19 Disease Emergency (Commercial Leases Code) Act 2020*
- Rates and Charges Policy (pursuant to section 86B of the *Local Government Act 1993*).

## 2 Addendum

### 2.1 How Council Can Help

The Local Government Act 1993 provides Council with three methods of rate relief:

1. Postponing rate payments (sections 125-127);
2. Remission of late payment penalties or interest (section 128); and
3. Remission of rates (section 129).

Remission of any rates is reserved only for the most serious and exceptional of financial hardship cases. Even in these cases, deferral of rate payments must be applied for and granted first, before an application for rates remission can be considered – see the Hardship Policy for further information.

### 2.2 Options for Implementation

The Hardship Policy and Addendum were developed and implemented in response to the 2020 COVID-19 pandemic. The circumstances surrounding the pandemic were unprecedented. However, serious hardship can occur at any time.

With this in mind, Council may choose any one or more of the following approaches (i.e. relief by rates category, a hardship lens to all, and/or scale of rates relief) in providing commercial rates relief (i.e. deferral arrangements and remissions).

#### 2.2.1 Hardship Lens to All

Providing assistance to commercial ratepayers who are able to supply evidence of financial hardship.

Evidence may include, for example, one or more of the following:

- Details of closure - including Government enforced closure as a requirement of COVID-19;
- Tenant correspondence requesting relief (if applicable);

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- Accountant Statement;
- Statutory Declaration; and
- Other documentation demonstrating that your business is experiencing financial hardship.

All arrangements to support businesses will be proportionate to the evidence of hardship provided.

**Businesses eligible for the JobKeeper Program will automatically be treated as experiencing genuine financial hardship.**

### 2.2.2 Scale of Rates Relief

The following sets out an eligibility scale of rates relief measures based on a business's loss of revenue (due to COVID-19).

Council will apply the following to businesses experiencing loss of revenue (compared to the same period in the previous year):

- Between 75-100% - a rates waiver;
- Between 50-75% - a rates deferral, negotiated payment terms and/or waiver of penalty and interest charges;
- Between 30-50% - negotiated payment terms and/or waiver of penalty and interest charges;
- Between 0-30% - would prima facie receive no benefit unless they show individual cause<sup>1</sup>.

The value of any waiver will be capped at \$1000.

## 3 Applications

### 3.1 Applying for Commercial Financial Hardship Assistance

To seek Commercial financial hardship assistance from Council, an application must be made in writing, addressed to the General Manager, and submitted as follows:

- Submitted via online form at: <http://centralhighlands.tas.gov.au/>
- Emailed to Council@Centralhighlands.tas.gov.au; or
- Mailed to PO Box 20, Hamilton TAS 7140.

Applications must:

- Demonstrate and provide evidence for financial hardship and circumstances;
- Describe the type of assistance sought, being:
  - Postponing rate payments (a deferral arrangement);
  - Remission of late payment penalties or interest; and/or
  - Remission of rates (in the most serious and exceptional of financial hardship cases);
- Address the requirements of the relevant subsections of the Hardship Policy (e.g. How Council Can Help – deferral with the intention of remission).

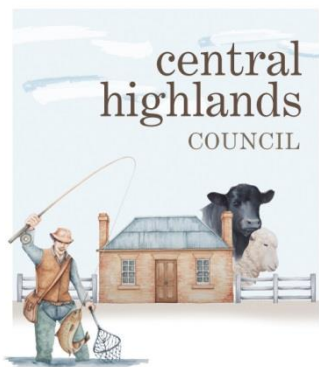
<sup>1</sup> Aligned with the JobKeeper Program

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See Policy No. 2020 – 57 Financial Hardship Assistance Model Policy for information on the assessment of applications.

If Councillors have any questions or concerns the General Manager will refer the questions to the Chief Executive Officer from the Local Government Association of Tasmania.

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## Application for Financial Hardship Assistance

If you are a Central Highlands Council ratepayer, you may be eligible for hardship assistance in the payment of overdue rates and charges where you are experiencing genuine and serious financial hardship due to the COVID-19 Pandemic.

Ratepayers and tenants are encouraged to apply for assistance as soon as possible.

### Applicant Information

This application is to apply the following concession(s) on the basis of financial hardship (**please select at least one**):

- ☐ Postponing rate payments (extension of time);
- ☐ Waiver of late payment penalties or interest for the period of financial hardship; or
- ☐ Rates remission.

Remission of any rates is reserved only for the most serious and exceptional of financial hardship cases. Even in these cases, deferral of rate payments must be applied for and granted first, before an application for rates remission can be considered.

If you are applying for assistance for more than one property you must complete an application for each property, as the nature, type and ownership of each may differ.

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The following questions are designed to provide the Council with as much information as possible to assist in the application assessment process.

**Name of the Property  
Owner(s):**

**Name of Applicant:**

**Please tell us why you are applying for hardship assistance:**

Are you the owner of the property?

Yes ☐

No ☐

For what type of property are you applying?

Residential ☐

Commercial ☐

Is the property a rental property?

Yes ☐

No ☐

**Rateable Property Details (information as it appears on your rates notice):**

Account Number

Street Address

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Suburb		Postcode

**Please provide details of how we can contact you:**

Name	
Phone number	
Email address	

**For Residential Property Applications ONLY:**

**Current Weekly Income Details:**

Pension or other government benefit (complete details below)	\$
Compensation/Superannuation/Insurance or Retirement income	\$
Spouse or partners income (if applicable)	\$
Other income (rental income, child support)	\$
Interest from banks and financial institutions	\$
Total weekly income	\$

**Pension/Benefit details (if applicable):**

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Type of Pension/Benefit	<input type="text"/>
DVA or CRN Number	<input type="text"/>
Date of Issue	<input type="text"/>
Expiry	<input type="text"/>
Do you have a current pensioner remission on your rates?	Yes <input type="checkbox"/> No <input type="checkbox"/>

**Current Weekly Expenses:**

Mortgage(s)	<input type="text" value="\$"/>
Other loans/credit cards	<input type="text" value="\$"/>
Utilities	<input type="text" value="\$"/>
Insurance(s)	<input type="text" value="\$"/>
Other living expenses	<input type="text" value="\$"/>
Total weekly expenses	<input type="text" value="\$"/>

**Please attach documentary evidence to assist us to review and assess your hardship application** (noting that as much supporting documentation as possible should be provided).

- ☐ Evidence of you qualifying for Job Seekers support.
- ☐ Assessment by an independent accredited financial counsellor demonstrating an inability to both pay rates and to rearrange asset portfolios to facilitate payment.
- ☐ A statutory declaration from an independent professional, familiar with your circumstances.
- ☐ Notice of impending legal action.

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- ☐ Employer notice of redundancy or termination of employment.
- ☐ Letter from charitable organisation regarding loss of employment or inability to provide for basic necessities.
- ☐ Accountant or bank statements and notices.
- ☐ Overdue medical bills.
- ☐ Letter from doctor verifying inability to earn an income due to illness or carer responsibilities.
- ☐ Funeral expenses.
- ☐ Final notice from school regarding payment of mandatory fees.
- ☐ Repossession notice of essential items, like a car or motorcycle.
- ☐ Other documentation demonstrating that you are experiencing financial hardship (please describe below):

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**For Commerical Property Applications ONLY:**

Company Name:

Who is currently paying rates for this property?

**Please attach documentary evidence to assist us to review and assess your hardship application**  
(noting that as much supporting documentation as possible should be provided).

- ☐ Evidence of your business qualifying for the JobKeeper support package – this alone will qualify as evidence of experiencing genuine financial hardship.
- ☐ Assessment by an independent accredited financial counsellor demonstrating an inability to both pay rates and to rearrange asset portfolios to facilitate payment.
- ☐ Accountant or bank statements and notices.
- ☐ Details of closure - including Government enforced closure as a requirement of COVID-19.
- ☐ Tenant correspondence requesting relief (if applicable).
- ☐ Commerical and leasing arrangements as a direct result of the COVID-19 pandemic;
- ☐ A statutory declaration from an independent professional, familiar with your circumstances.
- ☐ Notice of impending legal action.

**Please describe and provide other documentation demonstrating the quantum of revenue lost (compared to the same period in the previous year):**

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## Submission and Assessment

Please make sure your application and documentary evidence is addressed to the General Manager, and submitted as follows:

- Emailed to [council@centralhighlands.tas.gov.au](mailto:council@centralhighlands.tas.gov.au) ; or
- Mailed to PO Box 20, Hamilton TAS 7140.

Please use the title '**Hardship Assistance Application**' to assist our staff to identify your application quickly. We will be in contact with you as soon as possible to acknowledge your application and provide advice regarding the assessment process. If you have any enquiries or need assistance completing your application, please contact the General Manager.

## Declaration and signature

I confirm that the information provided within this Application for Financial Hardship is accurate, and there have been no misrepresentations or omissions of fact that would otherwise influence the review and decision of Central Highlands Council.

Signature \_\_\_\_\_

Name \_\_\_\_\_

Date \_\_\_\_\_

## Personal Information Protection Statement

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The personal information that Council is collecting from you is deemed personal information for the purposes of the *Personal Information Protection Act 2004*. The supply of the information by you is voluntary. However, if you cannot provide or do not wish to provide the information sought, Council may be unable to process your application or request.

You may make application for access or amendment to your personal information held by the Council. Enquiries concerning this matter can be addressed to the General Manager.

Document:	Start Date: 17 May 2022	Page Reference:
Commercial Addendum to Financial Hardship Assistance Model Policy	Review Date: 30 June 2023	Page <b>15</b> of <b>15</b>



Country Women's Association in Tasmania  
Bothwell Branch  
8 Alexander Street  
Bothwell TAS 7030

Mrs Lyn Eyles  
General Manager  
Central Highlands Council  
19 Alexander Street  
Bothwell TAS 7030

9th May 2022

Dear Mrs Eyles,

Please find enclosed a grant application for the requisition of a new laptop computer and printer for the Bothwell CWA Branch.

Our secretary has been using her own personal computer for all correspondence and printing of notices for the branch but this has now stopped working and she has been borrowing her son's laptop to complete these tasks.

Unfortunately the branch is not in a position to fund a new computer for her and we would appreciate you considering a community grant to cover this expense.

We enclose a quotation from Harvey Norman, Moonah for the equipment we require.

Please do not hesitate to contact us if you require any further information.

Yours faithfully

Jane Norrish  
Treasurer



## CENTRAL HIGHLANDS COUNCIL COMMUNITY GRANTS PROGRAM APPLICATION FORM

Please ensure you have read and understand the Program Guidelines prior to completing this form. Please enclose your group/club's current financial statement.

### 1. APPLICATION & ORGANISATION DETAILS

Name of Project: N/A.

Amount of Grant Requested: \$3,000

Estimated Total Project Cost: \$3,000

Applicant Organisation: COUNTRY WOMENS ASSOCIATION IN  
TASMANIA BOTHWELL BRANCH.

Contact Person's Name: JANE NORRISH.

Contact Details

Address: 10 ALEXANDER STREET  
BOTHWELL TAS 7030.

Phone: (Business hours) 0410 310173.

Mobile:

Fax:

Email: janenorrish@gmail.com

Signature

Name JANE NORRISH  
Position in Organisation TREASURER.  
Date 9-5-2022.

What is the overall aim/purpose of the applying organisation?

COMMUNITY SUPPORT & WELL BEING.

What is the membership of the organisation?

President MAXINE WALKER.

Secretary KAREN JOHNSON.

Treasurer JANE NORRISH

Public Officer/s JUNE PINCHER, NOREEN MONKS.



## 2. ELIGIBILITY (see Community Grant Program Guidelines)

Is the organisation:

- ☒ Representative of the interests of the Central Highlands Community
- ☒ Incorporated
- ☒ Not for Profit
- ☐ Unincorporated
- ☐ A Hall Committee

OR

- ☐ An individual community member

Have you previously received funding from the Central Highlands Council? (Please attached additional pages if required)

If yes;

Name of Project:

Date Grant received:

Amount of Grant:

## 3. PROJECT DETAILS

Project Start Date: ASAP.

Project Completion Date: ONGOING.

Project Objectives:

TO PROVIDE THE SECRETARY OF BOTHWELL CWA WITH A LAPTOP COMPUTER AND PRINTER TO CARRY OUT HER DUTIES.

## 4. COMMUNITY SUPPORT

What level of community support is there for this project?

N/A.

Does the project involve the community in the delivery of the project?

N/A.

How will the project benefit the community or provide a community resource?

WILL ENABLE US TO RECEIVE AND  
PRINT EMAILS AND COMMUNICATIONS TO  
THE ASSOCIATION.

#### 5. COUNCIL SUPPORT

Are you requesting other Council support? E.g. parks, halls, telephones, fax, photocopying, computers, office accommodation, cleaning facilities, street closure.  
If yes, please give details.

No

Are you requesting participation by Councillors or Council Staff?  
If yes, please give details.

No.

If your application is successful, how do you plan to acknowledge Council's contribution?

PUBLIC ACKNOWLEDGEMENT  
AND FORMAL LETTER FROM THE  
BRANCH.

#### 6. FUTURE APPLICATIONS AND THE SUCCESS THIS PROJECT

Do you anticipate the organisation will apply for funding in future years?

How will you monitor/evaluate the success of this project?

## 7. PROJECT BUDGET

Note: Amount from Council must not exceed half the project cost

Please provide a breakdown of the project expenditure and income:			
Expenditure	Amount \$	Income	Amount \$
<b>Capital</b>		<b>Guarantee</b>	
Refurbishment		Government Grants	
Equipment	\$3,000	Trust/Foundations	
Premises		Donations from Business	
Vehicles		Special Funding	
Other:		Gifts in Kind	
Other:		Other:	
<b>Subtotal</b>	\$3,000	Other	
		<b>Subtotal</b>	
<b>Revenue</b>		<b>Anticipated</b>	
Salaries (including super)		Government Grants	
Short-term contract fees		Central Highlands Grant	
Running costs		Trust/Foundations	
Production of information PR materials		Donations from Businesses	
Training staff/volunteers		Special Fundraising	
Travel		Gifts in kind (details)	
Rent		Cash Reserves	
Reference materials		Other:	
Other:			
<b>Subtotal</b>		<b>Subtotal</b>	
<b>TOTAL</b>	\$3,000	<b>TOTAL</b>	

MOONAVIT PTY LTD A.C.N. 624 126 816 / A.B.N. 26 907 159 334  
as Trustee of the Moonavit No 2 Trust  
trading as

**Harvey Norman AV/IT Moonah**

191-197 Main Road

Moonah Tasmania 7009

Phone: 03 6277 7777

Fax: 03 6277 7767

=====

Assistant : 2045/30 Apradhan	Date : 28/04/22
Operator : 2045/30 Apradhan	Time : 17:03:43
Customer : 0488286526	Location : 235
Sales Type: CASH ON DELIVERY	Transaction : 2279753

**QUOTE**

**QUOTE MODIFY 1067707**

KAREN JOHNSON  
1225 MIDLANDS HWY  
MANGALORE TAS 7030

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Product	Qty	Price	Total
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- |   |   |         |            |
|---|---|---------|------------|
| * 4Z205PA   | 1 |         |            |
| HP LAPTOP 15S-EQ2138AU NBK SLV                        |   |         |            |
| Pickup to be Advised                                  |   |         |            |
| STOCK from Store/Store                                |   |         |            |
| Offer expires on 15/05/22                             |   |         |            |
| Manufacturer Warranty of 12 Months                    |   |         |            |
| See Manufacturers documentation for Warranty Details. |   |         |            |
| Including 36 Months Product Care Replace              |   |         |            |
| Product Care Number: PC-0123500359629                 |   |         |            |
| Total: 4Z205PA Including Product Care                 |   |         | \$1,967.00 |
| * T2HDECLINED   | 1 | \$0.00  | \$0.00     |
| T2H PHONE SUPPORT DECLINED                            |   |         |            |
| Pickup to be Advised                                  |   |         |            |
| STOCK from Store/Store                                |   |         |            |
| Offer expires on 15/05/22                             |   |         |            |
| * G4610   | 1 |         |            |
| CANON G4610 MEGATANK CISS DNX                         |   |         |            |
| Pickup to be Advised                                  |   |         |            |
| STOCK from Store/Store                                |   |         |            |
| Offer expires on 15/05/22                             |   |         |            |
| Manufacturer Warranty of 12 Months                    |   |         |            |
| See Manufacturers documentation for Warranty Details. |   |         |            |
| Including 36 Months Product Care Replace              |   |         |            |
| Product Care Number: PC-0123500359630                 |   |         |            |
| Total: G4610 Including Product Care                   |   |         | \$787.00   |
| * GI-690Y   | 1 | \$24.00 | \$24.00    |
| CANON GI690Y YELLOW INK BOTTLE                        |   |         |            |
| Manufacturer Warranty of 12 Months                    |   |         |            |
| See Manufacturers documentation for Warranty Details. |   |         |            |
| Pickup to be Advised                                  |   |         |            |
| STOCK from Store/Store                                |   |         |            |
| Offer expires on 15/05/22                             |   |         |            |
| * GI-690M   | 1 | \$24.00 | \$24.00    |
| CANON GI690M MAGENTA INK BOTTLE                       |   |         |            |
| Manufacturer Warranty of 12 Months                    |   |         |            |
| See Manufacturers documentation for Warranty Details. |   |         |            |
| Pickup to be Advised                                  |   |         |            |
| STOCK from Store/Store                                |   |         |            |

Offer expires on 15/05/22

GI-690C	1	\$24.00	\$24.00
---------	---	---------	---------

CANON GI690C CYAN INK BOTTLE  
Manufacturer Warranty of 12 Months  
See Manufacturers documentation for Warranty Details.  
Pickup to be Advised  
STOCK from Store/Store  
Offer expires on 15/05/22

* GI-690BK	1	\$28.00	\$28.00
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CANON GI690BK BLACK INK BOTTLE  
Manufacturer Warranty of 12 Months  
See Manufacturers documentation for Warranty Details.  
Pickup to be Advised  
STOCK from Store/Store  
Offer expires on 15/05/22

* 910-003384	1	\$28.00	\$28.00
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LOGITECH M235 WLS MOUSE GRY  
Manufacturer Warranty of 12 Months  
See Manufacturers documentation for Warranty Details.  
Pickup to be Advised  
STOCK from Store/Store  
Offer expires on 15/05/22

* 9337694073210	1	\$68.00	\$68.00
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TREND MICRO DEVICE SECURITY PRO 1D 1Y  
Card Not Activated  
Pickup to be Advised  
STOCK from Store/Store  
Offer expires on 12/05/22

Thankyou for purchasing Your Product with Product Care. Your Product Care is subject to terms and conditions, including exclusions. A copy of these terms and conditions can be found at:  
<https://www.productcareclaims.com/Online-Claims-Country-Selection/australia/cover>.

This Quotation is provided to the Customer by Moonavit Pty Ltd, is valid until 12/05/22 and is for the type and quantity of goods and/or services listed above. The goods and/or services are available for order/purchase as at the date and time of this Quotation. Any changes to the type or quantity of the goods and/or services may change this Quotation price and/or the availability of the goods and/or services. It is the Customer's responsibility to determine the suitability of the goods and/or services.

#### Notes

\*\*\*\*\*  
Quotes for Bothwell CWA  
Customer  
: Karen Johnson  
0488286526  
Secretary  
\*\*\*\*\*

G.S.T. CONTENT	\$268.18
INV PENDING	\$2,950.00
BALANCE OWING	\$2,950.00

THANK YOU FOR SHOPPING LOCALLY  
PLEASE RETAIN RECEIPT FOR WARRANTY

Customer Signature: \_\_\_\_\_ # Pieces: \_\_\_\_\_

-----  
For consumer enquiries please contact 1300 GO HARVEY  
(1300 464 278) or the store phone number listed on this  
invoice.  
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E&OE.

V2022.03



**Australian Government**  
**Department of Industry, Science,**  
**Energy and Resources**

Your reference no: SCVIALS000007

Mrs Irene Glover  
 Secretary

CENTRAL HIGHLANDS COUNCIL  
 Wihareja 4244 Waddamana Rd  
 STEPPES TAS 7030

10 Binara Street  
 CANBERRA ACT 2601  
 GPO Box 2013  
 CANBERRA ACT 2601  
 p: 13 28 46  
 e: [SCP7contracts@industry.gov.au](mailto:SCP7contracts@industry.gov.au)  
 w: [business.gov.au](http://business.gov.au)  
 abn: [74 599 608 295](http://74.599.608.295)

Dear Mrs Irene Glover

#### Letter of Agreement

#### Your application is successful

As outlined in your Stronger Communities Programme application and the grant opportunity guidelines, on receipt of this letter you are a party to a grant agreement (Agreement). You must contact us immediately if your circumstances have changed and you are no longer able to carry out your project.

#### The Agreement

This Agreement is a binding agreement between CENTRAL HIGHLANDS COUNCIL ABN 30472494899 (Grantee/you) and the Commonwealth of Australia as represented by the Department of Industry, Science, Energy and Resources on behalf of the Department of

Energy and Resources on behalf of the Department of Infrastructure, Transport, Regional Development and Communications (Commonwealth/we).

The Agreement includes:

- .this letter
- .the grant schedule (attachment A)
- .the letter of agreement terms and conditions (attachment B)
- .your application
- .the grant opportunity guidelines applicable on the date you submitted your application.

We may use information contained in this Agreement for public reporting purposes, including the grantee name and grant amount.

#### What you must do

<b>1</b>	Complete your project in line with this Agreement.	<b>2</b>	Submit your End of Project report via the grant portal.
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You must undertake the project in line with this Agreement. You must only spend the grant on the project or on eligible activities to undertake the project.

If you spend any amount of the grant on activities not identified in the project, or if you have a grant amount unspent at the project end date, you will need to repay those amounts to the Commonwealth.

You must provide an end of project report in line with the grant schedule at attachment A. A sample report template is at attachment C. You must complete and submit your report on the grant [portal](#).

We may, at our absolute discretion, unilaterally extend the project end date, the final report due date and the agreement end date, by notice where we consider it appropriate to enable you to complete your project. The extension will take effect from your receipt of the notice. For the avoidance of doubt such notification will act to vary the agreement despite clause 15.2 of the grant terms and conditions.

You must ensure that anyone who has direct, unsupervised contact with children as part of your project under this Agreement has undertaken and passed a working with children check, if required under relevant state or territory legislation. You are also responsible for assessing the suitability of the people you engage as part of your project to ensure children are kept safe.

You must provide us with a statement of compliance with working with children legislation if requested.

If you make a public statement, publish any material or erect signage in relation to your project you must acknowledge the funding you received from this grant. You must use any form of acknowledgement the Commonwealth reasonably specifies. You must notify us about events relating to the project and provide an

us about events relating to the project and provide an opportunity for the Minister or their representative to attend.

### **Project sponsors**

If you are entering into this Agreement as a project sponsor of another organisation (Sponsee) (pursuant to paragraph 4.2 of the grant opportunity guidelines), you acknowledge and agree that you will be legally responsible for ensuring all requirements under the Agreement are met – this includes, but is not limited to:

- reporting on the project in accordance with the terms of the Agreement;
- provision of statements of compliance with working with children legislation in accordance with the Agreement; and
- repayment of any Grant amounts, if required by clause 6 of the letter of agreement terms and conditions (attachment B).

You acknowledge Grant amounts can be paid into an account held in the name of a representative of the Sponsee. In such cases where the sponsee bank account is provided for grant payments, you give authority for this representative to receive Grant amounts on your behalf.



**What we will do**

We will pay the grant into your nominated bank account within 28 days of the grant execution date.

**Any questions?**

If you have any questions please contact 13 28 46 or email [SCP7contracts@industry.gov.au](mailto:SCP7contracts@industry.gov.au).

Yours sincerely

**Stronger Communities Programme**

30 March 2022

Stronger Communities Programme Round 7

Approval Letter Grant Agreement October 2021 1 of 7

**Attachment A - Grant schedule**

Program	Stronger Communities Programme Round 7
Grantee	CENTRAL HIGHLANDS COUNCIL
Grantee ABN	ABN 30472494899
Project title	Installation of Fencing
Application ID	SCVIALS000007
Project description (Grant Activity)	As set out in the Project information and Project budget sections of your application.
Project start date	31 January 2022
Grantee's anticipated completion	31 December 2022

portal.business.gov.au

Grantee's anticipated completion	31 December 2022
Total eligible expenditure	\$12,000
Grant percentage	Up to 45.46 per cent
Total/maximum grant	\$5,455 (plus GST where applicable)
Capped amount in financial year 2021/22	\$5,455 (plus GST where applicable)
Capped amount in financial year 2022/23	\$0 (plus GST where applicable)
End of Project Report due date	30 January 2023
Project End Date	31 December 2022
Agreement end date	09 June 2023

**Attachment B - Letter of Agreement Terms and Conditions****1. Undertaking the Grant Activity**

The Grantee agrees to use the Grant and undertake the Grant Activity in accordance with this Agreement.

**2. Acknowledgements**

The Grantee agrees to acknowledge the Commonwealth's support in any material published in connection with this Agreement and agrees to use any form of acknowledgment the Commonwealth reasonably specifies.

**3. Notices**

The Grantee agrees to promptly notify the Commonwealth of anything reasonably likely to affect the performance of the Grant Activity, including any actual, perceived or potential conflict of interest which could affect the Grantee's performance of this Agreement and to take action to resolve the conflict.

**4. Payment of the Grant**

4.1 The Commonwealth agrees to pay the Grant to the Grantee in accordance with this Agreement.

4.2 The parties agree that the amount of the Grant is inclusive of any GST payable and the Grantee agrees to pay all taxes, duties and government charges in connection with the performance of this Agreement. The Grantee must on request provide the Commonwealth with a tax invoice before the Commonwealth is obliged to pay any amount under this Agreement.

4.3 Where applicable, the parties acknowledge and agree that they are each registered for GST purposes, have each quoted their Australian Business Number to the other and must notify the other of any changes in their GST status. The Grantee agrees that the Commonwealth will issue the Grantee with a recipient created tax invoice, and the Grantee will not issue any tax invoices, for any taxable supply the Grantee makes under this Agreement.

**5. Spending the Grant**

The Grantee agrees to spend the Grant for the sole purpose of undertaking the Grant Activity, and to provide

**5. Spending the Grant**

The Grantee agrees to spend the Grant for the sole purpose of undertaking the Grant Activity, and to provide a statement, in the form required by the Commonwealth and signed by the Grantee, verifying that the Grant Activity has been undertaken and the Grant was spent in accordance with this Agreement.

**6. Repayment**

If any of the Grant amount has been spent other than in accordance with this Agreement or on expiration or termination of this Agreement is additional to the requirements of the Grant Activity, the Grantee agrees to repay that amount to the Commonwealth, unless the Commonwealth agrees in writing otherwise.

**7. Record keeping**

The Grantee agrees to maintain records of the performance of the Grant Activity and the expenditure of the Grant for two years after completing the Grant Activity and to make them available to the Commonwealth on request.

**8. Privacy**

When dealing with Personal Information (as defined in the *Privacy Act 1988*) in carrying out the Grant Activity, the Grantee agrees not to do anything which, if done by the Commonwealth, would be a breach of the *Privacy Act 1988*.

**9. Grant Activity material**

The Grantee gives (or procures for) the Commonwealth a non-exclusive, irrevocable, royalty-free licence to use, reproduce, communicate, publish and adapt all material that is provided to the Commonwealth under this Agreement. This includes a right to sub-license that material.

**10. Confidentiality**

A party agrees not to disclose the other's confidential information without its prior written consent unless required or authorised by law or Parliament.

**11. Insurance**

The Grantee agrees to maintain adequate insurance for the duration of this Agreement and provide the Commonwealth with proof when requested.

**12. Licences and approvals**

The Grantee must ensure that all persons engaged to work on the Grant Activity obtain and maintain all relevant licences, registrations or other approvals required by applicable laws or as directed by the Commonwealth, including but not limited to police checks, Working With Children checks and Working with Vulnerable People checks.

**13. Dispute resolution**

13.1 The parties agree not to initiate legal proceedings in relation to a dispute unless they have tried and failed to resolve the dispute by negotiation.

13.2 The parties agree to continue to perform their respective obligations under this Agreement where a dispute exists.

13.3 The procedure for dispute resolution does not apply to action relating to termination or urgent litigation.

**14. Termination for default**

The Commonwealth may terminate this Agreement by notice where it reasonably believes the Grantee:

- (a) has breached this Agreement; or
- (b) has provided false or misleading statements in their application for the Grant; or
- (c) has become bankrupt or insolvent, entered into a scheme of arrangement with creditors, or come under any form of external administration.

The Commonwealth will not be required to make any further payments of the Grant after the termination of the Agreement.

**15. General provisions**

15.1 A party is not by virtue of this Agreement an employee, agent or partner of the other party.

**15. General provisions**

15.1 A party is not by virtue of this Agreement an employee, agent or partner of the other party.

15.2 This Agreement may only be varied by the parties' signed written agreement.

15.3 Clauses 5 (Spending of the Grant), 6 (Repayment), 7 (Record keeping), and 9 (Grant Activity material) survive the expiry or termination of this Agreement.

15.4 This agreement is governed by the law of the Australian Capital Territory.

Stronger Communities Programme Round 7

Approval Letter Grant Agreement

October 2021

1 of 7

**Attachment C – Reporting requirements**

Stronger Communities Programme Round 7 -  
end of project report requirements

You will need to provide the following information in your end of project report. The Commonwealth reserves the right to amend or adjust the requirements.

You must complete and submit your report on the [portal](#). You can enter the required information in stages and submit when it is complete.

**Project outcomes**

a. Did you complete all project activities in line with your grant agreement? *Yes or No.*

*If no, explain why.*

b. Did your project (*select below*)

- Encourage and support participation in local projects
- Improve local community participation
- Contribute to vibrant and viable communities

*If no, explain why.*

**Project benefits**

#### Project benefits

- c. On average, how many people are expected to utilise the upgraded facilities/equipment purchased through your project per year?
- d. Is there any other information you wish to provide about your project, for example, lessons learnt and/or unexpected outcomes? *Yes or No.*

*If yes, provide details.*

#### Total eligible project expenditure

- e. Have you spent the entire grant amount to undertake your approved project? *Yes or No*
- If No, provide more detail*
- f. If you are a local governing body, have you spent your total financial contribution required (matched funding) to undertake the approved project? *Yes, No or Not Applicable.*

#### Attachments

Please attach up to three photographs to evidence your completed project activities as specified in your grant agreement.

#### Certification

You must ensure an authorised person completes the report and can certify the following:

- The information in this report is accurate, complete and not misleading and that I understand the giving

## Department of Industry Remittance [SEC=UNCLASSIFIED]

A remittance advice from the Department of Industry, Innovation and Science is attached.

If you have any queries, contact the Department's Accounts Payable Team on (02) 6213 6300, or via e-mail at [AccountsPayable@industry.gov.au](mailto:AccountsPayable@industry.gov.au).



Australian Government

#### Remittance Advice

ABN: 74 599 608 295

CENTRAL HIGHLANDS COUNCIL  
Whareja  
4244 Waddamana Rd  
STEEPES

TAS

7030

**Payment No.:** HEFT015364  
**Date:** 20/04/2022  
**Creditor Id:** C435300

**Page :** 1 of 1

Date	Reference	Description	Amount
13 Apr 2022	HAP017542	Stronger Communities Programme Round 7 - 0427 598 143-Mrs Irene Glover fabeswick@gmail.com	5,455.00
<b>Payment Amount: AUD:</b>			<b>\$5,455.00</b>

## Department of Industry Remittance...



CENTRAL HIGHLANDS COUNCIL  
Wihareja  
4244 Waddamana Rd  
STEPPEES

TAS

7030

**Payment No.:** HEFT015364

**Date:** 20/04/2022

**Creditor Id:** C435300

**Page :** 1 of 1

<b>Date</b>	<b>Reference</b>	<b>Description</b>	<b>Amount</b>
13 Apr 2022	HAP017542	Stronger Communities Programme Round 7 - 0427 598 145-Mrs Irene Glover fabeswick@gmail.com	5,455.00
<b>Payment Amount: AUD:</b>			\$5,455.00

*The Total Amount has been transferred direct to your bank account*

**BSB:** 067-404

**Bank Account:** 10044544

**Amount:** \$5,455.00

**Payment No.:** HEFT015364

**Date:** 20/04/2022

**E-Mail:** fabeswick@gmail.com

For Enquiries Please Phone : 02 6213 6300 or via e-mail at [AccountsPayable@industry.gov.au](mailto:AccountsPayable@industry.gov.au).



## Adam Wilson

---

**From:** Adam Wilson  
**Sent:** Thursday, 16 December 2021 4:52 PM  
**To:** Aherne, Shannan (B. Mitchell, MP)  
**Cc:** Lyn Eyles; Lou Triffitt; Jim Allwright; Anthony Archer; Anita Campbell; Scott Bowden; Tony Bailey; Robert Cassidy; Julie Honner; Jim Poore  
**Subject:** Steppes Community Caretaker Committee

Good afternoon Shannan

I will discuss with the General Manager on Monday to see if we can support this grant application for the Steppes Community Caretaker Committee, to undertake work on a Council property.

I understand that you need to know by the close of business Monday that Council will support the grant application with \$6000 in funding from our capital works budget.

Regards

Adam

**Adam Wilson** | Deputy General Manager | **Central Highlands Council**  
P: 03 6286 3202 | F: 03 6286 3334 | E: [AWilson@centralhighlands.tas.gov.au](mailto:AWilson@centralhighlands.tas.gov.au)  
6 Tarleton Street, Hamilton, TAS 7140



---

**From:** Aherne, Shannan (B. Mitchell, MP) <Shannan.Aherne@aph.gov.au>  
**Sent:** Thursday, 16 December 2021 4:31 PM  
**To:** Adam Wilson <AWilson@centralhighlands.tas.gov.au>  
**Subject:** Steppes Community Caretaker Committee

Good afternoon Adam,

As per our discussion earlier, in order for the Steppes Community Caretaker Committee to proceed with their application, the council will need to be willing to fund their project.

Given that this organisation is a Local Governing Body and the Committee's project is for the amount of \$12,000, the council would need to contribute half of the amount (\$6,000 from the council and \$6,000 from the Department).

If you could let me know the council decision on this at your earliest convenience, it will be much appreciated.

Kind regards,

**Shannan Aherne**  
*Electorate Officer*

# Brian Mitchell MP

Labor

Federal Member for Lyons | (03) 6263 3721  
brian.mitchell.mp@aph.gov.au | www.brianmitchell.com.au  
Authorised by Brian Mitchell MP (ALP, Tasmania)  
28 Green Point Road Bridgewater TAS 7030



All electoral communications authorised by Brian Mitchell MP ALP Bridgewater

## NOTICE TO RECIPIENT:

All electoral communications authorised by Brian Mitchell MP, ALP, Bridgewater

The Information in this e-mail is for the use of the addressee only.

The Contents of this communication may be privileged. If you have received this e-mail in error please advise by return e-mail. You must not copy or re-send this e-mail without the prior permission of Brian Mitchell MP. Any privilege relating to any communication is not waived.

I am not responsible for virus checking of any attached file. Access of any attached file is at the risk of the addressee. I will not accept any liability for damage howsoever caused as a consequence of the failure to determine whether any attached file is infected by viruses or any corruption howsoever caused.

## Adam Wilson

---

**From:** Lyn Eyles  
**Sent:** Monday, 20 December 2021 10:42 AM  
**To:** Shannan.Aherne@aph.gov.au  
**Cc:** Adam Wilson; Lou Triffitt  
**Subject:** FW: Steppes Community Caretaker Committee grant application requires Council support in funding

Good Morning Shannan

I refer to your email to Adam Wilson below.

I wish to advise that Central Highlands Council will contribute the \$6,000 being 50% of the total project cost of \$12,000 for the fencing at the Steppes Hall.

Regards

*Lyn Eyles*

General Manager  
Central Highlands Council  
6 Tarleton Street, Hamilton. 7140.  
Phone: 0362 863202, Fax: 0362 863334  
Email: [leyles@centralhighlands.tas.gov.au](mailto:leyles@centralhighlands.tas.gov.au)



---

**From:** Aherne, Shannan (B. Mitchell, MP) <[Shannan.Aherne@aph.gov.au](mailto:Shannan.Aherne@aph.gov.au)>  
**Sent:** Thursday, 16 December 2021 4:31 PM  
**To:** Adam Wilson <[AWilson@centralhighlands.tas.gov.au](mailto:AWilson@centralhighlands.tas.gov.au)>  
**Subject:** Steppes Community Caretaker Committee

Good afternoon Adam,

As per our discussion earlier, in order for the Steppes Community Caretaker Committee to proceed with their application, the council will need to be willing to fund their project.

Given that this organisation is a Local Governing Body and the Committee's project is for the amount of \$12,000, the council would need to contribute half of the amount (\$6,000 from the council and \$6,000 from the Department).

If you could let me know the council decision on this at your earliest convenience, it will be much appreciated.

Kind regards,

**Shannan Aherne**  
*Electorate Officer*

# Brian Mitchell MP



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