



Council Meeting Agenda

18th March 2025

Hamilton Council Chambers

Notice of Meeting of Council – Tuesday 18th March 2025

To Councillors,

In accordance with the Local Government (Meeting Procedures) Regulations 2015, Notice is hereby given, that an Ordinary Meeting of Central Highlands Council is scheduled to be held in the Council Chamber, **Hamilton** on **Tuesday 18th March 2025**, commencing at **9.00am** with the business of the meeting to be in accordance with the following agenda paper.

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

General Manager's Certification

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

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

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

Dated at Bothwell this **13th** day of **March 2025**.



Stephen Mackey
Acting General Manager

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The meeting commenced at ____ a.m.

AUDIO RECORDING DISCLAIMER

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

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

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

ACKNOWLEDGEMENT OF COUNTRY

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

CONDUCT OF COUNCIL MEETING

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

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

1. PRESENT

1.1 IN ATTENDANCE

1.2 APOLOGIES

2. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

RECOMMENDATION 01/03.2025/C

Moved: Cr

Seconded: Cr

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

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

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

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

3.1 DECLARATIONS OF PECUNIARY INTEREST

PURPOSE

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

3.2 DECLARATIONS OF CONFLICT OF INTEREST

PURPOSE

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

PART 2 – Conflict of Interest that are not Pecuniary.

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

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

4. MINUTES

4.1 CONFIRMATION OF DRAFT ORDINARY COUNCIL MEETING MINUTES – 11 FEBRUARY 2025

RECOMMENDATION 02/03.2025/C

Moved: Cr

Seconded: Cr

THAT the Draft Minutes of the Ordinary Meeting of Council held on Tuesday 11 February 2025 be confirmed.

Attachment – Draft Minutes

PURPOSE

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

4.2 RECEIVAL OF DRAFT OF AUDIT PANEL MEETING MINUTES – 17 FEBRUARY 2025

RECOMMENDATION 03/03.2025/C

Moved: Cr

Seconded: Cr

THAT the Draft Minutes of the Planning Committee Meeting of Council held on Monday 17 February 2025 be received.

Attachment – Draft Minutes

PURPOSE

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

5. NOTIFICATION OF COUNCIL WORKSHOP(S) HELD

- 15th February 2025 (Saturday) **Ellendale**
- 18th February 2025 and 25th February 2025

RECOMMENDATION 04/03.2025/C

Moved: Cr

Seconded: Cr

THAT the Council notes the following Council Workshop(s) conducted by Council since its last ordinary Council meeting.

Date	Attendance	Purpose
15/02/2025 (Ellendale)	<p>Present: Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Archer; Cr A Bailey; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.</p> <p>Mr Stephen Mackey (Acting General Manager), Mrs Katrina Brazendale (Executive Assistant) and Kat Cullen (Community Development Officer).</p> <p>Apologies: Cr R Cassidy</p>	<p><i>For Council to better understand the needs and aspirations of Ellendale and surrounds, and for this to be considered in Strategic Plan</i></p>
18/2/2025	<p>Present: Deputy Mayor J Allwright; Cr A Archer; Cr A Bailey; Cr R Cassidy; Cr J Hall; Cr J Honner and Cr D Meacheam</p> <p>Mr Stephen Mackey (Acting General Manager)</p> <p>Apologies: Mayor L Triffitt and Cr Y Miller</p>	<p><i>Discussions undertaken on the following item(s):-</i></p> <ul style="list-style-type: none"> • <i>Local Government Act Review</i>
25/2/2025	<p>Present: Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Archer; Cr A Bailey; Cr J Hall; Cr J Honner; Cr D Meacheam; Cr R Cassidy and Cr Y Miller.</p> <p>Mr Stephen Mackey (Acting General Manager) and Mrs Katrina Brazendale (Executive Assistant).</p> <p>Apologies: Nil</p>	<p><i>Discussions undertaken on the following items:-</i></p> <ul style="list-style-type: none"> • <i>Council Committee and Council Representatives</i> • <i>General Managers Performance Review</i>

5.1 FUTURE WORKSHOP(S)

PURPOSE

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

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

- 22nd March 2025 (Saturday) **Miena**
- 1st April 2025 **Bothwell**

Budget Workshops Schedule

Tuesday, 8th April

Tuesday, 29th April

Tuesday, 13th May

Tuesday, 27th May

Tuesday, 10th June (only if required)

These workshops would take place at the Bothwell Council Chambers, starting at 10:00 am.

6. CLOSURE OF THE MEETING TO THE PUBLIC

RECOMMENDATION 05/01.2025/C

Moved: Cr

Seconded: Cr

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

Item Number	Matter	Outcome
2.1	<i>Confirmation of the Minutes - Closed Session of the Ordinary Meeting of Council held on 11 February 2025.</i>	<i>Regulation 15 (2)(G) of the Local Government (Meeting Procedures) Regulations 2015 – information of a personal and confidential nature or information provided to Council on the condition it is kept confidential.</i>
4.1	<i>Notice of Motion – Cr R Cassidy</i>	<i>Regulation 15 (2)(G) of the Local Government (Meeting Procedures) Regulations 2015 – information of a personal and confidential nature or information provided to Council on the condition it is kept confidential.</i>

PURPOSE

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

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

MEETING CLOSED to the public at ____ am.

7. RE-OPEN MEETING TO THE PUBLIC

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

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

8. PUBLIC RELEASE ANNOUNCEMENT(S)

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

<i>Item Number</i>	<i>Matter</i>	<i>Decision</i>
<i>2.1</i>	<i>Confirmation of the Minutes - Closed Session of the Ordinary Meeting of Council held on 11 February 2025.</i>	
<i>4.1</i>	<i>Notice of Motion – Cr R Cassidy</i>	

9. PUBLIC QUESTION TIME

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

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

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

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

1. Once Question Time commences the Chairman will determine the order in which questions are heard.
2. Questions may relate to any business of the Council capable of being discussed in the open portion of the meeting, and which is not listed as an item for consideration on the Agenda for the Council Meeting.
3. Members of the public proposing a question are required to be present at the Council Meeting at which their question is to be read. Where a person submits a question for Public Question Time but fails to attend the meeting, the question will be treated as general correspondence and a written response will be provided at the earliest opportunity.
4. A person asking a question, when called upon by the Chairman is requested to:
 - Stand,
 - State their name and address,
 - Read out their question.
5. The Chairman retains the right to accept or decline questions and to determine if the question is to be answered at the meeting by the appropriate Councillor or employee or written down and taken on notice. The decision to take the question on notice may also be taken by the Councillor or employee to whom the question is directed. Questions taken on notice will be answered at a later meeting.
6. The Chairman may rule a question inappropriate, and thus inadmissible if in his or her opinion it has already been asked, is unclear, irrelevant, insulting, improper or relates to any matter which would normally be discussed in the closed portion of the meeting as defined in the *Local Government (Meeting Procedures) Regulations 2015*.
7. Public Question Time forum will be limited to a maximum of 15 minutes in duration and will be declared closed following the expiration of the allocated time period, or where all valid questions have been dealt with, whichever is the sooner.
8. Each question is to be asked by the proponent who will be allowed a maximum of three minutes in which to put the question.
9. The Chairman will **not allow** any discussion or debate on either the question or the response.
10. Where a person proposes more than one question at any one forum, and there are a number of persons wishing to lodge questions, the Chairman may take the questions in such order so as to hear as many members of the public as practical during the time allocated.

11. The minutes of the Council Meeting will contain a summary of each question asked by members of the public and the response given.
12. Public Statements (as opposed to questions) **will not** be accepted for the reason that statements could be considered a form of participation.

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

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

10. PETITIONS / DEPUTATIONS / PRESENTATIONS

10.1 PETITIONS

Nil

10.2 DEPUTATIONS

Nil

10.3 PRESENTATIONS

Nil

11. NOTICE OF MOTIONS

PURPOSE

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

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

Nil

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

Nil

13. ORDINARY COUNCIL MEETING RESUMED

Not Required

14. MONTHLY MAYORAL AND ELECTED MEMBERS ACTIVITY

RECOMMENDATION 06/03.2025/C

Moved: Cr

Seconded: Cr

THAT the Council notes the Mayoral and Elected Members Activities.

IMPLICATIONS AND FINANCIALS

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

PURPOSE

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

BACKGROUND

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

DISCUSSION

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

Mayor Loueen Triffitt

8 February 2025	CWA Show (Bothwell)
11 February 2025	Ordinary Council Meeting (Bothwell)
12 February 2025	CWA Meeting (Bothwell)
15 February 2025	Workshop (Ellendale)
17-19 February 2025	Women in Leadership (Hobart)
24 February 2025	Minister Palmer Meeting (Ouse School)
25 February 2025	Workshop (Bothwell)
26 February 2025	Education Representatives Meeting (Ouse School)
1 March 2025	Hamilton Show (Hamilton)
9 March 2025	Miena Shack Owners Meeting (Meina)

- Business of Council **x 8**
- Ratepayer and community members – communications **1**
- Elected Members - communications **20**
- Council Management communications **11**

Cr A Bailey

11 February 2025	Ordinary Council Meeting (Bothwell)
15 February 2025	Workshop (Ellendale)
17 February 2025	Audit Panel Meeting (Hamilton)
18 February 2025	Workshop (Bothwell)
25 February 2025	Workshop (Bothwell)

Cr R Cassidy

11 February 2025	Ordinary Council Meeting (Bothwell)
18 February 2025	Workshop (Bothwell)
25 February 2025	Workshop (Bothwell)

Cr J Hall

11 February 2025	Ordinary Council Meeting (Bothwell)
15 February 2025	Workshop (Ellendale)
18 February 2025	Workshop (Bothwell)
25 February 2025	Workshop (Bothwell)
26 February 2025	Bushwatch Meeting (Westerway)
9 March 2025	Miena Shack Owners Meeting (Meina)

Cr J Honner

11 February 2025	Ordinary Council Meeting (Bothwell)
15 February 2025	Workshop (Ellendale)
18 February 2025	Workshop (Bothwell)
22 February 2025	Seisiun Event (Miena)
23 February 2025	Great Lake Community Centre AGM
25 February 2025	Workshop (Bothwell)

Cr D Meacheam

11 February 2025	Ordinary Council Meeting (Bothwell)
15 February 2025	Workshop (Ellendale)
17 February 2025	Audit Panel Meeting (Hamilton)
17 February 2025	Hatch Meeting (Ouse)
18 February 2025	Workshop (Bothwell)
25 February 2025	Workshop (Bothwell)

Cr Y Miller

11 February 2025	Ordinary Council Meeting (Bothwell)
15 February 2025	Workshop (Ellendale)
18-19 February 2025	Women in Leadership (Hobart)
25 February 2025	Workshop (Bothwell)

14.1 MAYORAL ANNOUNCEMENTS

Nil

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

Build capacity to enhance community spirit and sense of wellbeing

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

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

RECOMMENDATION 07/03.2025/C

Moved: Cr

Seconded: Cr

THAT the Health and Wellbeing monthly report be received.

IMPLICATIONS AND FINANCIALS

Strategic Plan	1.5 Provide support to community organisations and groups
Council Policy	Health & Wellbeing Plan 2020-2025
Legislative Context	<i>Local Government Act 1993</i>
Consultation	As required
Impact on Budget/Resources	As per Council's approved budget
Risk	The council must ensure that it meets its legislative and governance responsibilities in accordance with the Local Government Act 1993.

REPORT BY Kat Cullen, Community Development Officer

BACKGROUND

The following activities were performed during **February and March 2025**.

COUNCIL CORE BUSINESS

Council Community Grant Program

Administration of Community Grants Program and School support funding.

Grant Applications – the TAS Active infrastructure grants are currently open and close 30 April. Projects are currently being scoped which will be suitable grant applications.

Events

- 22 March Community Workshop – Miena
- 26 March International Women's Day – Tas Government grant application not successful. Event will now be held 26 March, in partnership with Gretna Green Hotel, and featuring Health and Wellbeing presenters, and a panel of local speakers.
- 25 April ANZAC day – planning for event underway with event details being finalised
- 17-25 May Volunteer Week – working with Rural Business Tasmania to develop workshop for local volunteering groups, and Volunteer Week Event.

Digital Inclusion Needs – working with Ouse Online Access Centres and Libraries Tasmanian to look at digital inclusion needs in community.

Tasmanian Tourism Showcase – investigating Council participating in this event 26 July.

Community thanks received – thankyou email and grant acquittal received from Bothwell School Association for previous year's community grant for Breakfast Club at school. Thankyou email received from Meina Seisun for Community Grant for recent event.

COMMUNITY ENGAGEMENT

- Promotions of Ellendale and Miena Community workshops. Facilitation of Ellendale Community workshop with around 30 community members attending.
- Assistance with obtaining Community feedback for Structure Plan draft.

Meetings attended

Meeting with Atmos Renewables regarding Cattle Hill Wind Farm Community fund, Communities for Children reference committee meeting, Central Highlands Health and Wellbeing Network meeting, Tasmanian Council of Social Services policy workshop, HATCH meeting and Bothwell Playgroup attendance

STRATEGIC PROJECTS

1. Bothwell Childcare

Meetings have been held with Communities for Children, Bothwell High School, Playgroup Tasmania, Family Daycare Australia, and Ouse Daycare to discuss options for establishing long-day care in Bothwell. Childcare investment was also discussed at a meeting at the School with Atmos Renewables, the new owners of Cattle Hill Windfarm.

Three potential models for long-daycare in Bothwell have been identified so far:

- Family Daycare – establishing in an existing home, or building, in the community.
- Establishment of long Daycare at Bothwell School – would require instigation by DCYP and retrofitting of buildings, and potential new buildings. Potential to be co-located alongside after and before school care.

- Establishment of new facility – requiring funding through State or Federal Gov.

2. Central Highlands Community Health Centre – Innovative Model of Care Project

Primary Health Tasmania has received federal funding for three years to trial an Innovative Model of Care project at the Health Centre at Ouse.

Meeting have been held with following partners to discuss strategic direction of project: Corumbene Rural Health, Tasmanian Health Service and HATCH. The roll-out of this project has slowed due to re-hiring of Project Coordinator at Primary Health Tasmania.

3. Ouse School

Attendance at Community drop-in session with Department of Education, Children and Young People at Ouse 26 March. Promotion of flyer requesting feedback regarding school. Meeting with General Manager and DECYP representatives scheduled for 22 March.

COMMUNICATION

Council social media (Facebook) update - 06 February – 11 March 2025

Audience: 2,649 followers. Net followers increase: 22 in last 28 day; 581 in the last year.

Posts: Community workshop at Ellendale; Online Access Centre coordinator advertisement, profiling of Australia Day award recipients; free hazardous waste collection service; Bothwell swimming pool update; Miena Seisun (recipient of Community Grant) promotion; Hamilton Show promotions; Miena Community Workshop promotion; Bulky Waste collection; RAW Mental Health First Aid promotion; Ouse District School community consultation promotion; Women of the Highlands (IWD) Event.

15.2 ORAL HEALTH ACTION PLAN

RECOMMENDATION 08/03.2025/C

Moved: Cr

Seconded: Cr

THAT the Central Highlands Council supports oral health promotion by integrating oral health initiatives into Councils' respective Strategic Plans.

BACKGROUND

Why promote oral health?

A healthy mouth is important to the overall health and wellbeing to Tasmanian people of all ages. Poor oral health can lead to pain, impact quality of life, and has connections to systemic conditions such as cardiovascular disease, type 2 diabetes, respiratory disease, adverse pregnancy outcomes, cognitive decline and inflammatory bowel diseases. Many oral diseases are preventable and linked to modifiable risk factors like tobacco use, alcohol consumption, and excessive sugar intake, which are common to other chronic diseases.

Oral health is about the health of the whole mouth, not just the teeth and gums. The main diseases, dental caries (tooth decay), periodontal disease (gum disease), oral cancer and trauma are mostly preventable yet remain some of the most common and costly chronic health problems experienced by Australians. Poor oral health has an economic impact comparable to other common chronic diseases including heart disease and diabetes.

Oral diseases serve as a significant indicator of disadvantage in Tasmania. Communities that face particular challenges with oral health include those who are socially disadvantaged or on low incomes, Aboriginal and Torres Strait Islander people, people living in regional and remote areas and people with additional or specialised health care needs.

Local councils in Tasmania have an opportunity to make an impact by creating and supporting environments and settings that promote oral health and prevent oral diseases within their communities. This guide presents a variety of evidence-based actions that Councils can consider incorporating in their Plans and Strategies.

Statistics

Although largely preventable, poor oral health still affects many Tasmanian children and adults. 40 percent of children aged 5-10 years have signs of tooth decay. 1 in 4 children aged 6–14 have experienced decay in their permanent teeth. About 37 percent of tooth decay in high- risk preschoolers is in early stages, and is preventable. More than 90 percent of adults are also affected by tooth decay, with one in three experiencing untreated tooth decay.

Opportunities for Councils to improve oral health outcomes

Acknowledge and embed oral health as an integral part of overall health and wellbeing when preparing Municipal Public Health and Wellbeing plans, Children and Families Strategy, and other plans and policies.

Promote fluoridated tap water as the preferred drink of choice

Improve access to drinking water in public places through further installation of drinking water fountains.

Create additional smoke and vape-free areas in public spaces which are not covered by state legislation.

Promote healthy foods and drinks at Council led functions and settings.

Embed healthy food and drink choices and low sugar choices in policies and plans Encourage local workplaces, health services, sport and recreation centres, parks and other public settings to increase access to healthy food and drinks through their retail outlets, vending machines and catering

Build capacity for oral health promotion in Council Programs

Promote oral health by celebrating events such as

Dental Health Week

World Oral Health Day

Sharing consistent evidence-based oral health messages.

Summary

The Local Government Council Oral Health Action Plan aims to enhance oral health and reduce disparities within Tasmania by implementing evidence-based strategies at the community level. By promoting oral health education and encouraging healthy behaviours, local councils can play a pivotal role in addressing oral health challenges. This plan provides a framework for councils to incorporate oral health considerations into their policies and initiatives, ultimately contributing to the overall wellbeing of their communities.

Prepared by:

Dr Gavin Quek

BDS (Adel), FPFA, FIML, FIADFE, MAICD

Secretary, Councillor, ADA Tasmania

Chair, Oral Health Promotion Committee, ADA Tasmania

Chair, Federal Oral Health Committee, Australian Dental Association Ltd

Supported by

Oral Health Services Tasmania (OHST)

Australian Dental and Oral Health Therapists' Association (ADOHTA) Dental Hygienists Association of Australia (DHAA)

Australian Dental Prosthetists Association (ADPA)

17.3 COMMUNITY GRANT REQUEST - GREтна CRICKET CLUB**RECOMMENDATION 09/01.2025/C****Moved:** Cr**Seconded:** Cr

THAT Council contribute \$250 to Gretna Cricket Club for the 2025 Junior and Senior Trophy Presentations from the Community Grants allocation.

REPORT BY Kat Cullen, Community Development Officer

Attachments – Letter dated 12th February 2025

BACKGROUND

Council have received a Community Grant Application from Gretna Cricket Club.

The Club is currently seeking support for their upcoming Junior and Senior Trophy Presentations. The club has requested Council donating towards the purchase of the trophies.

The club has not requested a particular amount for this donation; however, Council contributed \$250 in the 2024-25 financial year for this purpose. There is sufficient allocation remaining in the Community and Economic Development Budget for this donation.

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

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

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

16.1 WORKS & SERVICES MONTHLY REPORT – FEBRUARY 2025

RECOMMENDATION 10/03.2025/C

Moved: Cr

Seconded: Cr

THAT the Works & Services monthly report for February 2025 be received.

REPORT BY Jason Branch, Works & Services Manager

BACKGROUND

The following activities were performed during **February 2025** by Works & Services –

Grading & Sheeting	Silver Planes Road
Maintenance Grading	Shoulder Grade Dennistoun Road
Potholing / shouldering	
Spraying:	Spray Gorse Rotherwood Road
Culverts / Drainage:	Replace Culverts Meadowbank Road Clean culverts Meadowbank Road Drainage Waddamana Road Drainage Rother wood Road Install Culverts Cramps Bay Repair culverts Glovers Road Repair Culverts Silver Plains Road Drainage Cramps Bay Culverts Wood springs
Occupational Health and safety	<ul style="list-style-type: none"> • Monthly Toolbox Meetings • Day to day JSA and daily prestart check lists completed. • Monthly workplace inspections completed. • Playground Inspections
Bridges:	

Refuse / recycling sites:	Cover Hamilton Tip twice weekly
Other:	Remove dangers tree limbs Dawsons Road Clean up land slip 14 Mile Replace signs Morrass Bay Repair and paint gates Bothwell Recreation Ground Paint flagpole Bothwell Recreation Ground Repair washouts Siver Planes Road Clean stock grids Interlaken Road Install Sign Jean Banks Road Continue Thousand Acre Lane Repairs and maintenance on informatician Booth Queens Park Gide post Holow Tree Road Hamilton Recreation Ground Power upgrade Repair Bothwell toilet block Repair power stand Bothwell Caravan Park Hamilton Show set up Clean up Bronty Waste Transfer Station Dig footings Gretna Change room facilities' Drum muster collections Paint edge line Bothwell intersection
Slashing:	Slash Hamilton Recreation Ground Slash Ouse Recreation Ground
Municipal Town Maintenance:	<ul style="list-style-type: none"> • Collection of town rubbish twice weekly • Maintenance of parks, cemetery, recreation ground and Caravan Park. • Cleaning of public toilets, gutters, drains and footpaths. • Collection of rubbish twice weekly • Cleaning of toilets and public facilities • General maintenance • Mowing of towns and parks • Town Drainage
Buildings:	
Plant:	Air valve replacement dog trailer PM605 PM774 cat grader service PM709 Cat loader investigate engine miss PM723 Cat traxavater hose repair PM801 John Deere mower new tyres PM838 Kubota mower new tyres PM839 Kubota mower new tyres PM821 Komatsu Grader new tyres PM840 Toyota Hilux service PM863 Mitsubishi Triton service
Private Works:	Water delivery x 3 Gravel delivers Pip Allwright
Casuals	Toilets, rubbish and Hobart Hamilton general duties
Program for next 4 weeks	Stage 4 Thousand Acre Lane Reconstruction Pothole Municipal roads Town mowing and brush cutting Culverts Victoria Valley Road Tunnel erosion drain Victoria Valley Road Drain Curlys Lane Clean up Osterley Cemetery Drainage and culverts

16.2 TRAFFIC COUNTER DATA

Councils' decision to install traffic counters on all Municipal roads over the next few years to gain data to help support Councils decision making when prioritising capital works commenced last year and so far, 16 roads have had data taking from them.

Councils Works Manager and Supervisor have first had data collected from two of Councils highest volume sealed roads and majority of Councils profound unsealed roads.

Typically, the traffic counters are installed for 3 weeks to gain sufficient data.

Please see reports on the following roads so far.

Arthurs Lake Road (sealed)

- The total vehicle movements were 1329 (averaging 63/day).
- 73.5% of vehicle movements were cars, with 10.6 towing trailers. The most common heavy vehicle types were two axle trucks (16.6%) and three axle articulated vehicles (7.6%).
- Assuming an 80km/h speed limit (gravel), only two cars (0.2% overall) were non-compliant. This is likely due to the counter being placed at a bridge, passively slowing vehicles. Only 24 vehicles (1.8%) travelled over 60km/h.
- There was no clear pattern of peak travel times. Unusually, Friday-Sunday (75-82.5) had higher average traffic than weekdays (48.7-58) – likely due to weekend recreational use.

Bashan Road (unsealed)

- The total vehicle movements were 653, averaging 30/day.
- 89.9% of vehicles were cars, with 9.8% towing trailers. The most common heavy vehicle types were two axle trucks (4.4%) and six axle articulated vehicles (2.9%).
- For a speed limit of 80km/h, only 5% of vehicles were non-compliant (all were cars).
- There was no clear pattern of travel days/times. There was less of a drop in travel over Christmas/Boxing Day compared to Waddamana.

Dennistoun Road (sealed)

- The total vehicle movements were 5551 (averaging 264/day).
- 57.3% of vehicle movements were cars, with 0.7% towing trailers. The most common heavy vehicle types were two axle trucks (32.1%) and three axle trucks (5.1%).
- Only 1.2% of vehicles were non-compliant for a 100km/h limit (0.2% cars, 1% heavy vehicles).
- There was no strong pattern of peak travel times, with the bulk of travel being between 6am-7pm. Weekend traffic was lower than weekday traffic. Friday traffic appeared slightly higher than other weekdays (avg 326 compared to 280-293), but with only two full day records it's difficult to confirm a pattern.

Ellendale Road (sealed)

- The total vehicle movements were 9473 (averaging 451/day).
- 77.8% of vehicle movements were cars, with 5.7% towing trailers. The most common heavy vehicle type was two axle trucks (11.6%).
- Only 2% of vehicles were non-compliant at 100km/h (1.5% cars, 0.5% heavy vehicles). 6 cars and 3 heavy vehicles were recorded in the 120-130 bin, 2 cars in 130-140 and 1 car each in 140-150 and 150-160 – at around 4pm and 8pm respectively, so not even late-night hooning.
- The morning peak was in the 11am-12pm range for every weekend during the recording period. There was no strong pattern of peak travel times otherwise, with the bulk of travel being between 6am-7pm. Weekend traffic was again lower than weekday traffic.

Fourteen Mile Road (unsealed)

- The total vehicle movements were 1316, averaging 63/day.
- 75.1% of vehicles were cars, with 5.9% towing trailers. The most common heavy vehicle type was two axle trucks (19.1%).
- For a speed limit of 80km/h, 14.9% of vehicles were non-compliant (10.0% cars and 4.9% heavy vehicles). 8 vehicles were in the 100-110 bin (4 cars, 4 two axle trucks) and one car was recorded at 154km/h between 10-11am – hopefully nothing else was around then.
- There was no clear pattern of travel days/times aside from lower travel on Saturdays. Unlike Bashan Rd, traffic was lower on Australia Day than other Sundays.

Hollow Tree Road (sealed)

- The total vehicle movements were 5863 (averaging 279/day).
- 94.5% of vehicles were cars, with 6.6% towing trailers. The most common heavy vehicle types were two axle trucks (1.8%) and six axle articulated vehicles (1.4%).
- At a speed limit of 80km/h (assumed), 5.8% of vehicles are non-compliant. Only 1 heavy vehicle exceeded 80km/h, and only 3 vehicles (0.1%) exceeded 100km/h. The relatively lower speeds at this site are likely due to the counter's location near a bridge and recommended 55km/h bend.
- Average Monday travel (271) seemed slightly lower than other weekdays (299-310), and weekend numbers (233-237) were distinctly lower than weekday travel.
- Peak travel times varied throughout the day, with the bulk of travel occurring between 5am-6pm.
 - A distinct shift was visible at the start of daylight savings, showing that the traffic counters do not automatically adjust. It looks like the Highlands counters run on AEDT by default, so previous counts may be an hour off. Given how low travel typically is around 11pm-1am this is unlikely to notably change daily numbers and should only matter if travel timing is important.

Interlaken (Highlands Road End, unsealed)

- The total vehicle movements were 4727, averaging 225/day.
- 76.5% of vehicles were cars, with 8.3% towing trailers. The most common heavy vehicle type was two axle trucks (18%).
- For a speed limit of 80km/h, 7.4% of vehicles were non-compliant (6.4% cars and 1% heavy vehicles). Only three vehicles were recorded over 100km/h (2 cars and 1 three axle truck).
- Weekend travel was generally lower than weekday traffic. Higher vehicle movements were recorded during the Hobart Regatta Day long weekend (and the Friday before it).

Strickland Road (unsealed)

- The total vehicle movements were 1764 (averaging 84/day).
- 73.4% of vehicle movements were cars, with 4.5% towing trailers. The most common heavy vehicle type was two axle trucks (13.3%).
- Also assuming 80km/h speed limit, 1.2% of vehicles (20 cars, 1 two axle truck) were non-compliant. 10% of vehicles travelled over 70km/h, and 37.8% of vehicles travelled between 60-70km/h.
- There was no clear pattern of peak travel times. Weekends (46.7-48.3) had notably lower average traffic than weekdays (92-107).

Thousand Acre Lane (sealed)

- The total vehicle movements were 4466 (averaging 213/day).
- 84.8% of vehicles were cars, with 7.9% towing trailers. The most common heavy vehicle types were two axle trucks (5.2%) and B-doubles (4.1%). One vehicle was registered as a triple road train in the 30-40km/h bin – this may be an error with registering tyre patterns, which appears to be more likely at lower speeds. There were also 4 double road trains recorded, all in the 50-60km/h bin.
- At a speed limit of 80km/h, 28.8% of vehicles are non-compliant. There was a higher non-compliance rate for cars (33%) than heavy vehicles (12.1%). 0.9% of vehicles exceeded 100km/h (which some vehicles may have assumed to be the speed limit as the 80 sign had fallen down when I was last up).
- Aside from lower traffic volumes on weekends, there was no distinct pattern in recorded vehicle movements on different days. Peak travel times were similar to Hollow Tree Rd.

Victoria Valley Road (sealed)

- The total vehicle movements were 2525, averaging 126/day.
- 92.2% of vehicles were cars, with 4.2% towing trailers. The most common heavy vehicle type was two axle trucks (5.2%).
- For the speed limit of 100km/h, only four vehicles (2 cars and 2 two axle trucks) were non-compliant. The counter's location at a bridge on and near curves would have helped with this compliance level.
- There was no clear pattern to travel times. Weekdays (123.3-147.7) higher average travel than weekends (103-108.7), though there were some weekday records lower than weekend records.

Wadamana Road (Cross Roads to Ouse River, unsealed)

- The total vehicle movements were 1204, averaging 57/day.
- 81.1% of vehicles were cars, with 6.6% towing trailers. The most common heavy vehicle types were two axle trucks (6.6%) and three axle trucks (5.0%).
- Assuming a speed limit of 80km/h, only 2.5% of vehicles were non-compliant (11 cars and 19 heavy vehicles). No vehicles were recorded over 100km/h.
- There was no clear pattern of travel days/times aside from slightly lower travel on Saturdays. Travel was high on Australia Day (26th), but also on Mon 20th.

Wadamana Road (South Hermitage, unsealed)

- The total vehicle movements were 610, averaging 28/day.
- 77.2% of vehicles were cars, with 6.9% towing trailers. The most common heavy vehicle type was two axle trucks (19.7%).
- For a speed limit of 80km/h, 23% of vehicles were non-compliant (13.8% cars, 9.2% heavy vehicles). At a limit of 100km/h, the non-compliance rate is 2.9% (0.8% cars, 2.1% heavy vehicles).
- There was no clear pattern of travel days/times aside from slightly higher travel on Fridays. There was also a notable drop in travel on Christmas/Boxing Day, understandably.

Wayatinah Road (sealed)

- The total vehicle movements were 4727, averaging 225/day.
- 76.5% of vehicles were cars, with 8.3% towing trailers. The most common heavy vehicle type was two axle trucks (18%).
- For a speed limit of 60km/h, (Traffic Counter was installed 60mtrs inside the 60 zone from the end of the 100 zone) a concerning **60.1% of vehicles were non-compliant** (43.6% cars and 16.5% heavy vehicles). 4.3% of vehicles were travelling over 100km/h (98 cars, 106 heavy vehicles). 2 two axle trucks were recorded between 140-150km/h.
- Weekend travel was generally lower than weekday traffic. Higher vehicle movements were recorded during the Hobart Regatta Day long weekend (and the Friday before it).

Wihareja Road (unsealed)

- The total vehicle movements were 3095, averaging 155/day.
- 64.9% of vehicles were cars, with 10.3% towing trailers. The most common heavy vehicle types were two axle trucks (21.1%) and three axle articulated trucks (6.4%).
- For the speed limit of 80km/h, 14.3% of vehicles were non-compliant (4.3% cars, 10.1% heavy vehicles). 1.8% of vehicles were over 100km/h. Three heavy vehicles were recorded at 130-140, and one car recorded at 140-150.
- There was no clear pattern to travel times. Vehicle movements were inconsistent across the days – Fri 6th-Sat 7th had notably higher vehicle movements than the other days.

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

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

17.1 MONTHLY FINANCE REPORT TO 28 FEBRUARY 2025

RECOMMENDATION 11/01.2025/C

Moved: Cr

Seconded: Cr

THAT the Monthly Finance Report to 28 February 2025 be received.

IMPLICATIONS AND FINANCIALS

Strategic Plan	3.1 Manage finances and assets in a transparent way to allow the maximisation of resources to provide efficient and consistent delivery of services
Council Policy	Not applicable
Legislative Context	The council’s decision-making is under the provisions of the Local Government Act 1993, and the report details the basis for the recommendation
Consultation	The financial statements form part of the public record within the Council minutes
Impact on Budget/Resources	As attached
Risk	The council must ensure that it meets its financial obligations. This report captures the ongoing financial performance

REPORT BY Zeeshan Tauqeer, Accountant

BACKGROUND

Financial Expenditure Analysis Report - For the Period Ended 28 February 2025

Executive Summary

As of 28 February 2025, the overall operational expenditure for the fiscal year 2024-2025 stands at **\$4.90 million**, representing **70.38%** of the annual budgeted figure of **\$6.96 million**.

Capital expenditure utilization is substantially lower, with **\$1.81 million** spent against a total capital budget of **\$5.12 million**, equating to **35.31%** of the available funds.

This mid-year review identifies areas of both fiscal discipline and potential budgetary risk. While operational spending trends appear broadly consistent with forecasted targets, several functional areas have exceeded budget allocations.

1. Operating Expenditure Performance

Summary Table – Department Operating Expenditure

Department	Budget (\$)	Actual Expenditure (\$)	% of Budget Spent	Balance Remaining (\$)
Corporate & Financial Services	2,250,194	1,542,005	68.53%	708,189
Development & Environmental Services	1,900,763	1,281,264	67.41%	619,499
Works & Services	2,804,469	2,072,266	73.89%	732,203
Total Operating Expenditure	6,955,426	4,895,536	70.38%	2,059,890

Key Insights and Variance Analysis

- **Corporate & Financial Services**
 - Overall expenditure is within acceptable parameters at **68.53%** of the budget.
 - The **Medical Centres** program shows underutilization (**55.65%**).
- **Development & Environmental Services**
 - The **Swimming Pools** function has exceeded its budget by **18.80%**, representing an unfavourable variance of **\$5,686**, likely due to unforeseen maintenance or increased operating costs.
 - **Development Control** remains underutilized at **50.11**.
 - **Environment Protection** expenditure is critically low at **5.68%**.
- **Works & Services**
 - Expenditure is slightly above the two-thirds benchmark at **73.89%**; however, multiple cost centres are significantly overspent:
 - **Parks & Gardens (108.41%)**
 - **Halls (105.36%)**
 - **Footpaths, Kerbs & Gutters (115.48%)**
 - Conversely, **Bridge Maintenance** expenditure is well below budget at **25.42%**,

2. Capital Expenditure Performance

Summary Table – Capital Expenditure

Department	Budget (\$)	Actual Expenditure (\$)	% of Budget Spent	Balance Remaining (\$)
Corporate & Financial Services	51,500	28,584	55.50%	22,916
Development & Environmental Services	5,000	1,870	37.40%	3,130
Works & Services	5,060,585	1,776,175	35.10%	3,284,410
Total Capital Expenditure	5,117,085	1,806,629	35.31%	3,310,456

Capital Investment Analysis

- **Corporate & Financial Services**
 - Capital expenditure is at **55.50%**, with notable investments in computer purchases. However, **equipment** and **miscellaneous** capital allocations remain fully unutilized.
- **Development & Environmental Services**
 - Minimal capital investment (**37.40%**) has been made, primarily in swimming pool upgrades.
- **Works & Services**
 - Expenditure is concentrated in **Plant Purchases (61.48%)** and **Road Construction & Reseals (28.74%)**.
 - Projects such as **Public Conveniences** and **Bridges** require urgent progress monitoring, with **\$150,000** and **\$18,065**.
 - Low spend rates in **Drainage (0% of budget allocated)** and **Parks & Gardens Capital (2.09%)**

3. Conclusion

In summary, the financial analysis of year-to-date expenditures (July 2024 – Feb 2025) reveals a generally well-managed **operating budget** with overall spending slightly ahead of schedule, and a **capital program** that is substantially behind schedule. With around 30% of operating funds and 65% of capital funds still available, there is capacity to deliver remaining services and projects.

Grant and Community Support Report

For the Period Ending February 2025

Overview

This report outlines the grants, donations, and community support contributions allocated and expended by the **Community & Economic Development Department** during the 2024-2025 financial year up to February 2025.

The total **budget** for Grants and Community Support for 2024-2025 is **\$157,100**. Year-to-date expenditure stands at **\$41,957.89** as of February 2025.

Budget Summary

Category	Budget Allocation	Year to Date Expenditure
Community & Economic Development Support	\$5,000	\$180.00
Support/Donations	\$9,500	\$280.00
Further Education Bursaries	\$1,800	\$1,000.00
Central Highlands School Support	\$3,000	\$400.00
ANZAC Day	\$6,000	
Hamilton Show	\$5,000	\$13,134.90
Australia Day	\$2,500	\$3,503.28
Church Grants	\$5,000	
Suicide Prevention Program	\$2,000	
Anglers Alliance Sponsorship	\$3,000	
Royal Flying Doctor Service	\$1,000	
Youth Activities	\$5,000	\$500.00
Australasian Golf Museum Power Contribution	\$5,000	
South Central Region Projects	\$5,000	
Local Govt Shared Services Project	\$2,000	
200 Years of Hamilton Celebration	\$20,000	
Health & Wellbeing Plan Implementation	\$5,000	
Visitors Centre	\$5,000	
Grant Assistance	\$15,000	
Design/Concept Contractors - Grants	\$25,000	

Category	Budget Allocation	Year to Date Expenditure
Healthy Connect Project	\$10,000	
Highlands Digest Support	\$10,800	\$10,859.26
Children's Services - Bothwell	\$500	

Grants and Donations Issued

Below is a summary of specific grants and donations provided during the reporting period:

Date	Recipient/Project	Amount (\$)
31/07/2024	Brighton Family Day Care	5,000.00
07/08/2024	Lions Club of Bothwell	500.00
07/08/2024	Community Grant - Miena Seisun	1,500.00
07/08/2024	Great Lake Community Centre - Heating System	2,000.00
07/08/2024	Bothwell Golf Club	900.00
03/08/2024	Westway Community Hall Association	1,500.00
27/01/2025	Hamilton District Agricultural Show Society	500.00
31/10/2025	Catherine Watson - 50% Travel Reimbursement	225.90
02/12/2024	Rotary Club of Hobart - Magic Show	254.55

Notable Contributions and Projects Supported

- **Hamilton Show:** \$13,134.90 allocated for event support.
 - **Australia Day Celebrations:** \$3,503.28 towards festivities and awards.
 - **Highlands Digest:** \$10,859.26 contribution supporting community information dissemination.
 - **Youth Activities:** \$500 allocated to youth-centered programs.
 - **Further Education Bursaries:** \$1,000 to support local education initiatives.
 - **Central Highlands School Support:** \$400 allocated for school-related support.
-

Remaining Budget

- **Total Budget:** \$157,100
- **Expenditure to Date:** \$41,957.89
- **Remaining Funds:** \$115,142.11

Bank Reconciliation as at 28 Feb 2025

	2024	2025
Balance Brought Forward	\$7,178,586.99	\$5,505,552.40
Receipts for month	\$648,115.40	\$1,502,244.63
Expenditure for month	\$1,062,382.15	\$1,843,766.99
	<hr/>	<hr/>
Balance	\$6,764,320.24	\$5,164,030.04
	<hr/> <hr/>	<hr/> <hr/>
Represented By:		
Balance Commonwealth Bank	\$1,211,747.75	\$1,269,324.28
Balance Westpac Bank	\$140,400.41	\$245,496.01
Investments	\$5,411,622.08	\$3,648,659.75
Petty Cash & Floats	\$550.00	\$550.00
	<hr/>	<hr/>
	\$6,764,320.24	\$5,164,030.04
Plus Unbanked Money		
	<hr/>	<hr/>
	\$6,764,320.24	\$5,164,030.04
Less Unpresented Cheques	\$0.00	\$0.00
Unreceipted amounts on bank statements	\$0.00	
	<hr/>	<hr/>
	\$6,764,320.24	\$5,164,030.04
	<hr/> <hr/>	<hr/> <hr/>

Rates Reconciliation as at 28 Feb 2025

	<u>2024</u>	<u>2025</u>
Rates in Debit 30th June	\$135,606.82	\$196,877.36
Rates in Credit 30th June	-\$171,244.88	-\$145,341.00
Balance 30th June	-\$35,638.06	\$51,536.36
Rates Raised	\$4,486,365.49	\$4,729,920.23
Penalties Raised	\$28,420.94	\$36,021.97
Supplementaries/Debit Adjustments	\$18,894.84	\$25,577.02
Total Raised	\$4,533,681.27	\$4,791,519.22
Less:		
Receipts to Date	\$3,476,427.32	\$3,460,748.41
Credit Journals	\$0.00	\$19,188.78
Pensioner Rate Remissions	\$119,626.72	\$129,513.82
Remissions/Supplementary Credits	\$17,862.55	\$10,566.41
Balance	\$884,126.62	\$1,223,038.16

	BUDGET 2024/2025	ACTUAL TO 28-Feb-25	% OF BUDGET SPENT	BALANCE OF BUDGET
CORPORATE AND FINANCIAL SERVICES				
ADMIN HAMILTON	\$1,870,264	\$1,374,582	73.50%	\$495,682
ELECTED MEMBERS EXPENDITURE(AMEH)	\$256,040	\$188,472	73.61%	\$67,568
MEDICAL CENTRES(MED)	\$127,141	\$70,752	55.65%	\$56,389
STREET LIGHTING(STLIGHT)	\$34,357	\$22,388	65.16%	\$11,969
ONCOSTS	(\$498,049)	(\$543,926)	109.21%	\$45,877
COMMUNITY & ECONOMIC DEVELOPMENT & RELATIONS(CDR+EDEV)	\$460,441	\$429,738	93.33%	\$30,703
TOTAL CORPORATE & FINANCIAL SERVICES	\$2,250,194	\$1,542,005	68.53%	\$708,189
DEVELOPMENT AND ENVIRONMENTAL SERVICES				
ADMIN BOTHWELL	\$321,446	\$242,214	75.35%	\$79,232
ENVIRON HEALTH SERVICES (EHS)	\$33,455	\$20,896	62.46%	\$12,559
ANIMAL CONTROL(AC)	\$11,375	\$10,535	92.61%	\$840
PLUMBING/BUILDING CONTROL (BPC)	\$182,083	\$110,990	60.96%	\$71,093
SWIMMING POOLS (POOL)	\$30,241	\$35,927	118.80%	(\$5,686)
DEVELOPMENT CONTROL (DEV)	\$351,850	\$176,314	50.11%	\$175,536
WASTE SERVICES	\$928,956	\$682,040	73.42%	\$246,916
ENVIRONMENT PROTECTION (EP)	\$41,357	\$2,349	5.68%	\$39,008
TOTAL DEVELOPMENT & ENVIRONMENTAL SERVICES	\$1,900,763	\$1,281,264	67.41%	\$619,499
WORKS AND SERVICES				
PUBLIC CONVENIENCES (PC)	\$287,145	\$117,955	41.08%	\$169,190
CEMETERY (CEM)	\$16,732	\$11,264	67.32%	\$5,468
HALLS (HALL)	\$80,732	\$85,061	105.36%	(\$4,329)
PARKS AND GARDENS(PG)	\$97,057	\$105,216	108.41%	(\$8,159)
REC. & RESERVES(Rec+Tennis)	\$119,900	\$74,457	62.10%	\$45,443
TOWN MOWING/TREES/STREETSCAPES(MOW)	\$193,285	\$152,009	78.65%	\$41,276
HOUSING (HOU)	\$116,424	\$98,973	85.01%	\$17,451
CAMPING GROUNDS (CPARK)	\$18,884	\$10,480	55.50%	\$8,404
LIBRARY (LIB)	\$2,346	\$1,687	71.90%	\$659
ROAD MAINTENANCE (ROAD)	\$1,056,382	\$789,420	74.73%	\$266,962
FOOTPATHS/KERBS/GUTTERS (FKG)	\$13,813	\$15,951	115.48%	(\$2,138)
BRIDGE MAINTENANCE (BRI)	\$23,026	\$5,853	25.42%	\$17,173
PRIVATE WORKS (PW)	\$50,743	\$14,174	27.93%	\$36,569
SUPER. & I/D OVERHEADS (SUPER)	\$812,468	\$762,007	93.79%	\$50,461
QUARRY/GRAVEL (QUARRY)	(\$181,998)	(\$12,432)	6.83%	(\$169,566)
NATURAL RESOURCE MANAGEMENT(NRM)	\$128,847	\$84,485	65.57%	\$44,362
SES (SES)	\$2,000	\$305	15.23%	\$1,696
PLANT MTCE & OPERATING COSTS (PLANT)	\$640,571	\$390,678	60.99%	\$249,893
PLANT INCOME	(\$756,571)	(\$702,786)	92.89%	(\$53,785)
DRAINAGE (DRAIN)	\$42,124	\$39,644	94.11%	\$2,481
OTHER COMMUNITY AMENITIES (OCA)	\$40,559	\$23,324	57.51%	\$17,235
WASTE COLLECTION & ASSOC SERVICES (WAS)	\$0	\$4,542		(\$4,542)
FLOOD REPAIRS		\$0		
TOTAL WORKS & SERVICES	\$2,804,469	\$2,072,266	73.89%	\$732,203
DEPARTMENT TOTALS OPERATING EXPENSES				
Corporate Services	\$2,250,194	\$1,542,005	68.53%	\$708,189
Dev. & Environmental Services	\$1,900,763	\$1,281,264	67.41%	\$619,499
Works & Services	\$2,804,469	\$2,072,266	73.89%	\$732,203
Total All Operating	\$6,955,426	\$4,895,536	70.38%	\$2,059,890

	BUDGET 2024/2025	ACTUAL TO 28-Feb-25	% OF BUDGET SPENT	BALANCE OF BUDGET
CAPITAL EXPENDITURE				
CORPORATE AND FINANCIAL SERVICES				
Computer Purchases	\$41,500	\$28,584	68.88%	\$12,916
Equipment	\$5,000	\$0	0.00%	\$5,000
Miscellaneous	\$5,000	\$0	0.00%	\$5,000
	\$51,500	\$28,584	55.50%	\$22,916
DEVELOPMENT & ENVIRONMENTAL SERVICES				
Swimming Pool	\$5,000	\$1,870	37.40%	\$3,130
	\$5,000	\$1,870	37.40%	(\$4,182)
WORKS & SERVICES				
Plant Purchases	\$760,000	\$467,215	61.48%	\$292,785
Camping Grounds	\$0	\$0		\$0
Public Conveniences	\$150,000	\$0	0.00%	\$150,000
Bridges	\$0	\$18,065	0.00%	(\$18,065)
Road Construction & Reseals	\$2,918,000	\$838,643	28.74%	\$2,079,357
Drainage	\$20,000	\$4,898	0.00%	\$15,102
Parks & Gardens Capital	\$11,440	\$239	2.09%	\$11,201
Infrastructure	\$82,145	\$28,235	34.37%	\$53,910
Footpaths, Kerbs & Gutters	\$40,000	\$28,185	70.46%	\$11,815
Rec Grounds	\$570,000	\$188,601	33.09%	\$381,399
Halls	\$60,000	\$11,755	19.59%	\$48,245
Buildings	\$449,000	\$190,339	42.39%	\$258,661
	\$5,060,585	\$1,776,175	35.10%	\$3,284,410
TOTAL CAPITAL WORKS				
Corporate Services	\$51,500	\$28,584	55.50%	\$22,916
Dev. & Environmental Services	\$5,000	\$1,870	37.40%	\$3,130
Works & Services	\$5,060,585	\$1,776,175	35.10%	\$3,284,410
	\$5,117,085	\$1,806,629	35.31%	\$3,310,456

BANK ACCOUNT BALANCES AS AT 28 Feb 2025

No.	Bank Accounts	Investment Period	Current Interest Rate %	Due Date	BALANCE	
					2024	2025
11100 Cash at Bank and on Hand						
	11105 Bank 01 - Commonwealth - General Trading Account				1,211,747.75	1,269,324.28
	11106 Bank 02 - Westpac - Direct Deposit Account				140,400.41	245,496.01
	11110 Petty Cash				350.00	350.00
	11115 Floats				200.00	200.00
	11199 TOTAL CASH AT BANK AND ON HAND				1,352,698.16	1,515,370.29
11200 Investments						
	11207 Bank 6	0	0.00		0.00	0.00
	11207 Bank 5	0	0.00		3,101,930.88	0.00
	11115 Bank 04	30	4.41%	3/03/2025	-	1,000,000.00
	11110 Tascorp	90	4.49%	29/04/2025	82,259.93	86,625.35
	11115 Bank 16	60	4.70%	21/03/2025	2,227,431.27	2,562,034.40
	11299 TOTAL INVESTMENTS				5,411,622.08	3,648,659.75
TOTAL BANK ACCOUNTS AND CASH ON HAND					6,764,320.24	5,164,030.04

Comprehensive Income Statement

28/02/2025

Recurrent Income	Budget 2023-2024	Actual to date prior year	Actual to Date	Budget 2024-2025	Comments
Rates Charges	\$4,469,863	\$4,477,140	\$4,717,569	\$4,682,233	
User Fees	\$355,450	\$176,611	\$201,959	\$494,250	
Grants - Operating	\$124,860	\$274,432	\$437,256	\$30,000	
Other Revenue	\$453,200	\$495,910	\$413,729	\$704,366	
Grants received in Advance	\$2,998,566	\$3,031,386	\$2,782,241	\$3,206,515	FAGs received Jun 2024 for 2024/25
Total Revenues	\$8,401,939	\$8,455,479	\$8,552,754	\$9,117,364	
Expenditure					
Employee Benefits	\$2,553,663	\$1,607,560	\$1,857,125	\$2,584,261	
Materials and Services	\$2,012,016	\$1,852,594	\$1,823,192	\$2,447,768	
Other Expenses	\$1,715,852	\$1,212,771	\$1,295,645	\$1,892,738	
Depreciation and Amortisation	\$2,260,000	\$1,606,545	\$1,473,349	\$2,327,800	
Total Expenditure	\$8,541,531	6,279,470	6,449,311	9,252,567	
Operating Surplus(Deficit)	(139,592)	2,176,009	2,103,443	(135,203)	
Capital Grants & Other	\$2,407,078	\$330,100	\$1,101,244	\$2,424,996	
Surplus(Deficit)	2,267,486	2,506,109	3,204,687	2,289,793	
Capital Expenditure	\$8,107,503	\$2,868,410	\$1,806,629	\$5,117,085	

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

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

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

18.1 DERWENT CATCHMENT PROJECT

RECOMMENDATION 12/03.2025/C

Moved: Cr

Seconded: Cr

THAT the Derwent Catchment Project Report for March 2025 be received.



Derwent Catchment Project March 2025

General business

The final components of the technological upgrade at the Hamilton community centre has been completed as part of the FRRR Grant. These upgrades will allow community groups to carry out presentations on digital displays and connect via video conference calls. With support from David Meacheam and his role as the Central Highlands Representative to the DCP, we were successful in securing funding from the Cattle Hill Community Grant Program. The funding will allow easier access to weed treatment equipment for the community and ensure it is kept in a safe and secure location.

Weed Management Programs

Central Highlands Weed Management Plan

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

The team have finished off their survey and treatment of Ragwort around the Poatina region. Further spray work has been carried out at Dee Lagoon. The team have worked their way through the lagre infestations and will be working on individual plants within the native bush next year. As per the request by the council, the team have also been treating a large gorse infestation along Rotherwood Road and the adjoining side roads. The primary treatment has gone well.



Treated gorse along Rotherwood Road

Hamilton Native Plant Nursery

Karen was at the Hamilton show providing an opportunity for the public to look at and purchase native plants. This time of year, is great opportunity for people to be asking questions about establishing plants and preparing for an autumn planting. Karen will also be at the New Norfolk weekend markets every Saturday this month.

Agri-best practice programs

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

Derwent Pasture Network

The Derwent Catchment Projects Pasture Network, in partnership with NRM South, has secured funding to deliver a four-year program of activity that aims to support our farming communities to increase sustainable production and climate resilience. This project will allow us to continue our work with dryland pastures and grazing within the Derwent catchment and further develop a program of activities that support grazing managers and their enterprises. A new element of this project will be engagement and information sharing with producers with similar issues across the East Coast, Southern Midlands and Coal River Valley. Planning and prioritising is now being undertaken following signing of the delivery contract in February.

Activity planning begins with an Integrated Pest Management (IPM) workshop at the Hamilton Resource Centre on March 13. Experts Paul Horne and Rebecca Addison will cover IPM principles for local pasture pests like diamond back moth, pasture grubs, and red legged earth mite. Peter Ball from Derwent Catchment Project will also share insights from local demonstration sites.

Meanwhile, pasture species trial results were presented at a walk and talk in Westerway, attended by seven producers. They observed differences in Phalaris and cocksfoot across two trial blocks, with the oldest trial now four years in. Tracking these trials over time offers valuable insights, with the Derwent Catchment Project ensuring continued engagement to maximise project investments.

Restoration and Conservation

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

Rivers

Tyenna River Recovery

Morgan went over the work done so far with landholders and was happy with how things are going. However, log jams are causing problems by trapping live willow, leading to in-stream infestations. Managing woody

debris is also challenging, especially in tough-to-reach spots. The DCP is looking into the dense willow infestations and working with the lead volunteers to come up with a plan.

Clyde River – Flood Resilience

We have completed the Clyde River 3-year implementation plan, which has been sent to the National Emergency Management Agency (NEMA) for review. A contract is expected by April to begin the planning phase.

Miena Cider Gum

As part of the work funded by Hydro Tasmania, the DCP has been undertaking a comprehensive health assessment and census. This program is collecting the accurate (~15 cm) location of each tree and their health status of the remaining Miena cider gums. The goal of this program to gain a thorough understanding of how many trees are in good enough condition to set seed and provide natural recruitment opportunities. The results will be published in a conservation status assessment.

Yours Sincerely,

The Derwent Catchment Team

Key Contacts:

Josie Kelman (CEO) 0427044700

Eve Lazarus (Program Manager) 0429170048

Morgan McPherson (Operations Manager) 0418 667 426

Karen Phillips (Nursery Manager) 0400 039 303

18.2 NRE TAS LAKES SORELL AND CRESCENT WATER LEVEL OPERATING PROCEDURES

RECOMMENDATION 13/03.2025/C

Moved: Cr

Seconded: Cr

THAT the report be received for information.

IMPLICATIONS AND FINANCIALS

Strategic Plan	4.7 Support and assist practical programs that address existing environmental problems and improve the environment.
Management Plans	Lakes Sorell and Crescent Water Management Plan (2005)
Legislative Context	Local Government Act 1993
Consultation	Council's Senior Management Team
Impact on Budget/Resources	May have an impact on the Council approved budget, as additional resources maybe required to meet the increased service level with the NRE Tas Lakes Sorell and Crescent Water Level Operating Procedures.
Risk	May pose a safety risk to the environment and council resources during flood events.

REPORT BY Adam Wilson, Deputy General Manager

Attachments

- Letter from Department of Natural Resources and Environment Tasmania dated 3 March 2025.
- NRE Tas Lakes Sorell and Crescent Water Level Operating Procedures.

BACKGROUND

The NRE Tas Lakes Sorell and Crescent Water Level Operating Procedures is a document outlines a set of water level operating procedures for Lake Sorell and Lake Crescent to support delivery of management objectives in the Lakes Sorell and Crescent Water Management Plan (2005) (Lakes Plan).

NRE Tas as the 'Water Manager' is responsible for administration and oversight of the Lakes Plan including operational oversight at the Lakes. These Procedures support NRE Tas to meet their responsibilities, as well as supporting the River Clyde Trust to fulfil their obligations as the owner and operator¹ of their water supply infrastructure in the Lakes Plan area in accordance with the Lakes Plan as the Water. Entity Responsible for water supply in the River Clyde Irrigation District. The Procedures has been produced to support open communication and information sharing between water managers and other key groups including Central Highlands Council, TasWater, Lakeside property owners and Inland Fisheries Service.

The NRE Tas Lakes Sorell and Crescent Water Level Operating Procedures states there is a need for collaborative management is critical in the small number of years (typically less than one in ten years) when lake levels are approaching levels that could present a risk to one or more values. In these years the Plans' rules and greater levels of collaboration is necessary to support coordinating and prioritising water management to minimise risk to a range of important values. In most years it is likely that the management considerations will be easily applied under the Lakes Plan rules and will support all management objectives. In the small number of years where there may be a need to prioritise access in accordance with the Plan rules. These procedures will also support greater understanding and efficient and collaborative management of water resources by all key stakeholders with water management and other related resource management responsibilities.

These procedures only relate to arrangements under the 2005 Lakes Sorell and Crescent Water Management Plan. The purpose of these procedures is to:

- Set out clear arrangements to plan for and coordinate achievement of monthly, seasonal and annual operational strategies and Water Management Plan requirements in relation to water level management and water releases from and between the lakes.
- Define the operational roles and responsibilities for decision making and communications and operations in the Lakes Plan area.

Ms Amanda Locatelli, Director Water at Department of Natural Resources and Environment Tasmania, Primary Industries and Water has written to Council on the 3 March 2025 regarding the NRE Tas Lakes Sorell and Crescent Water Level Operating Procedures (the Procedures).

Ms Locatelli states that the Department of Natural Resources and Environment Tasmania is pleased to advise that the Procedures have been approved and include some minor revisions to take account of feedback and to update contact details. The approved Procedures are included in the attachments.

The key revisions include:

- Interim operational arrangement until 30 September 2025 reflecting the Inland Fisheries Service (with support from NRE Tas) continuing to maintain operational control of the Lakes Sorell outlet gates, in place of the River Clyde Trust.
- Revisions to simplify the Procedures to only contain operational details and remove the supporting information as this information is largely duplicated and already available in the Lakes Plans and in other NRE Tas documents.

Ms Locatelli states that prior to the start of the 2025/26 irrigation season, NRE Tas will be undertaking further work to clarify operational responsibilities and arrangements related to dams and related water supply infrastructure at the lakes. This work may then inform consideration of any further updates to the Procedures at that time.

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

Encourage economic viability within the municipality

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

19.1 DEVELOPMENT & ENVIRONMENTAL SERVICES

RECOMMENDATION 14/03.2025/C

Moved: Cr

Seconded: Cr

THAT the Development & Environmental Services Report be received.

REPORT BY Graham Rogers, Manager DES

PLANNING PERMITS ISSUED UNDER DELEGATION

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

DISCRETIONARY

DA NO.	APPLICANT	LOCATION	PROPOSAL
2025/01	Philip Lighton Architects Pty Ltd	14 Allport Road, Brandum	Demolition and Dwelling (Retrospective)
2024/65	J Batchelor	3 Trout Crescent, MIENA	Outbuilding
2024/66	M C Planners	Last Street, Bothwell	Water Treatment Plant & Associated Works
2024/17	Charlie Ellis Architecture	2246 Tunbridge Tier Road, Interlaken	Boat Shed & Jetty

PERMITTED

DA NO.	APPLICANT	LOCATION	PROPOSAL
2025/07	A E R Dunstan	67 Jones Road, Miena	Change of Use to Visitor Accommodation
2025/10	L J Beveridge	4 Berry Drive, Miena	Visitor Accommodation

NO PERMIT REQUIRED

DA NO.	APPLICANT	LOCATION	PROPOSAL
2025/06	Tierney Law	Fenwick Street, Hamilton	Adhesion Order
2025/11	PDA Surveyors	15352 Lyell Highway, Derwent Bridge	Strata
2025/04	CPB UGL JV	379 Ellendale Road, Fentonbury	Subdivision of Land For use of Utilities

ANIMAL CONTROL

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

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

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

Infringement Notices have now been issued for the 10 unregistered dogs.

Statistics as of 11 March 2025	
Number of Dogs Impounded during last month	0
Number of Dogs Currently Registered	933
Number of Dogs Pending Re-Registration	10
Number of Kennel Licence Renewals	33

19.2 LAKE CRESCENT BOAT RAMP WALKWAY / LANDING**RECOMMENDATION 15/03.2025/C**

Moved: Cr

Seconded: Cr

THAT Council give approval to Inland Fisheries to construct Boat Ramp Walkway/ Landing on Council owned property at Lake Crescent, and that council make application to the State Government for a lease on the portion of crown land over which the structure will be built;

THAT Council contribute \$5,000 towards the construction of the Walkway/Landing on the condition that the contribution be made in the 2025/26 financial year; and

THAT council take over the ownership and maintenance of the walkway/Landing after any defect's liability period in the construction contract has expired.

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

Trout fishing is a key economic driver of the Central Highlands economy and is an important recreational activity for over 26,000 licensed anglers. Lake Crescent ranked as the 9th most popular trout fishery in the State in 2022-23 and is drawing large numbers of anglers seeking the trophy sized fish which Lake Crescent contains. (Refer photo of boat ramp car park.)

In addition to the much-needed recent upgrading of the vehicle/trailer parking area at Lake Crescent, a need was also identified to improve access and amenity for anglers when getting into and out of their boats. The Council owned boat ramp is the only public access point for boaters to the lake.

To assess options, a joint site visit was undertaken by Marine and Safety Tasmania (MAST), the Inland Fisheries Service (IFS) and Anglers Alliance Tasmania (AAT). It was resolved that the most effective way to make it easier for boaters and their passengers to enter and leave their craft was to construct a timber and Fibreglass reinforced plastic (FRP) walkway/landing along the side of the boat ramp allowing boat users safe access to their craft irrespective of the water level.

As a result of this meeting:

- Mast has advised that the principal component of the construction costs could be met through the MAST Small Craft Boating Fund.
- IFS has provided \$5000 for Project Design Drawings – copy attached.
- IFS has agreed to make a financial contribution towards construction.
- AAT has agreed to a \$5000 contribution towards the project.

Matters to consider and determine:

- The proposed structure will be predominantly on Council owned land with a small portion on Crown Land.
- Landowner (Council) permission is required for an application for funding to be submitted to MAST for the structure to be built.
- A licence application will be required for the portion of the jetty on Crown Land.
- If MAST approves funding a Development Application will need to be submitted to Council.
- An owner of the facility, responsible for ongoing maintenance is required and needs to be determined (See discussion below).
- MAST's costing estimate for completion of the project is approximately \$85,000 with these costs being met by MAST, IFS and AAT.
- Council may want to consider a financial contribution towards the project.

DISCUSSION

As the existing boat ramp and car park is owned by Council and the structure will be situated almost entirely on Council land, it would be preferable that the structure become the property of Council and Council licences or leases the adjoining Crown Land required.

Maintenance: MAST have many years' experience with the construction and maintenance of similar facilities regarding construction method, materials used and expected service life. It should also be noted that the MAST Small Boating Fund is available for any future maintenance work required.

'The proposed walkway to be built alongside the Lake Crescent Boat Ramp is predominantly constructed using treated pine framing with a fiberglass grating (FRP) deck. It is attached to the ramp with a concrete abutment. This type of construction has been widely used by Councils and Hydro Tasmania throughout the state at both fresh and saltwater sites.

Treated pine was chosen for the framing as it can be easily fabricated and installed to suit the constraints and aesthetics of the site. This is an important consideration at the more remote and secluded sites. Fiberglass grating is now the predominant material specified by MAST and other authorities like the Tasmanian Parks and Wildlife Service for outdoor structures as it provides a great non-slip surface with minimal trip hazards and has a long service life (30 years +). There can be ongoing maintenance issues using other types of material.

The proposed construction should provide a facility with a service life of at least 25-30 years with minimal maintenance required apart from regular inspections for checking fixings and for impact damage.'

MANAGEMENT COMMENT

At this stage there has been no communication with the Clyde Water Trust regarding the development of this structure. Conversation with Mr Byard suggests that there will be no impediments to the trust in this structure being placed in this location.

Council will need to apply to the Crown (State Government) for a lease on the portion of Crown land on which the structure will be crossing. There may be some costs associated with this, but I would suggest that a lease payment would be in the order of a dollar if demanded as per many Crown Land Leases.

The matter of long-term maintenance is an unknown save to say an annual inspection to see that there are no trip hazards, and that all balustrading is in good order and all fixings are secure.

Discussion have been held with representative of the River Clyde Trust regarding the installation of the jetty. They have written to council advising as follows:

The River Clyde Trust is aware of a proposal by the Inland Fisheries Service, MAST and the Anglers 'Alliance to build a jetty alongside the Lake Crescent boat ramp into the canal that supplies the Clyde River.

Over time silt builds up in the canal. At low lake levels during dry periods this has to be cleaned out in order to maintain a supply for town, stock and domestic water to Bothwell and the river. The River Clyde Trust was concerned that a structure in the canal could make desilting difficult. After reviewing the plans and the site we have no reservations.

The River Clyde Trust supports the jetty proposal.

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

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

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

20.1 CONSIDERATION OF AMENDMENTS TO THE CENTRAL HIGHLANDS COUNCIL SCHEDULE OF FEES AND CHARGES (2024-2025) FOR PLANNING SCHEME AMENDMENT – DEVELOPMENT AND ENVIRONMENTAL SERVICES

RECOMMENDATION 16/03.2025/C

Moved: Cr

Seconded: Cr

THAT Council amend the Schedule of Fees and Charges (2024-2025) - Development and Environmental Services for Amendments to the Planning Scheme as follows:

- Planning Scheme Amendment Assessment - \$6,000
- Statutory Advertising - \$1,876
- Tasmanian Planning Commission Fee (payable to TPC if amendment initiated) – Current fee as set by TPC

REPORT BY, Louisa Brown (Senior Planning Officer – Contracted Planner)

Attachment – Investigation of other LGA's Schedule of Fees and Charges

Issue

Council to consider increasing the fee for Planning Scheme Amendment of the current *Schedule of Fees and Charges 2024-2025*.

Currently the fee for Amendments to the Planning Scheme are;

- \$1,741 assessment fee (plus DA fee for combined applications)
- \$938 advertising fee for 2 adverts, as required
- \$374 current fee set by the TPC as of July 2024

An Investigation of other similar LGA's Schedule of Fees and Charges document is provided. It is evident that the current fees for Central Highlands Council are low in comparison. Additionally, the current fee may not cover the cost to council of the work involved.

Background

A Planning Application for Planning Scheme Amendment is a significant process which requires a substantial level of Council staff involvement. The process of making a planning scheme amendment may take 12 months and requires hearings with the Tasmanian planning Commission.

Although Central Highlands Council has not undergone a Planning Scheme Amendment for possibly over 15 years, it is highly likely that Council will be approached to consider a Scheme Amendment in the near future to enable significant development in the area. With this in mind, Council has undertaken a review of Planning Scheme Amendment Schedule of Fees and Charges for similar Councils.

Methodology

Council Officers have reviewed the schedule of fees and charges for Planning Scheme Amendments for other similar Councils. These Councils were chosen based on the following similarities.

- Neighbouring LGA's; and
- Rural LGA's.

Discussion

The matter is subject to Council decision, based on the information provided.

20.2 COUNCIL COMMITTEES AND COUNCIL REPRESENTATIVES**RECOMMENDATION 17/02.2025/C**

Moved: Cr

Seconded: Cr

THAT Council consider the development of the following committee structure to undertake specific function of Councils operations with the following councillors nominated to these committees.

It should also be noted that nominations will also be sought from members of the community to be on the Economic Development Special Committee and the Economic Development Special Committee, nominations for community representatives will be for a two-year period

REPORT BY Stephen Mackey, Acting General Manager

DISCUSSION

There has been some discussion over the past few months regarding the number of committees are whether they are still appropriate or if there should be less those that meet infrequently or if there should be more to undertake other functions.

Council Committee	Representative	Meeting Schedule
Audit Panel	Deputy Mayor J Allwright Cr A Bailey Cr (Dr) Meacheam (Proxy)	Quarterly
Derwent Catchment Project	Deputy Mayor J Allwright Cr R Cassidy (Proxy)	As required
Health Action Team Central Highlands (HATCH)	Mayor L Triffitt Cr Y Miller Cr J Honner (Proxy)	As required
Independent Living Units	Mayor L Triffitt (Chair) Cr A Bailey Cr Y Miller Cr J Hall	As Required
Local Government of Tasmania (LGAT)	Mayor L Triffitt Deputy Mayor J Allwright (Proxy)	Quarterly
Southern Tasmanian Council Authority (STCA)	Mayor L Triffitt Deputy Mayor J Allwright (Proxy)	Quarterly
South Central Sub-Regional (SCS) Working Group	Mayor L Triffitt Deputy Mayor J Allwright (Proxy)	Quarterly
Plant Committee	Cr A Archer (Chair) Cr A Bailey Cr J Hall	As required
Economic Development Special Committee	Cr (Dr) Meacheam (Chair) Deputy Mayor J Allwright Cr R Cassidy Community Member (4)	As Required
Community Development Special Committee	Mayor L Triffitt (Chair) Cr J Honner Cr Y Miller Community Members (4)	As required

Finance Committee

Cr (Dr) Meacheam
Cr A Archer
Deputy Mayor J Allwright
Cr J Hall (Proxy)

Quarterly

20.3 LGAT GENERAL MEETING – NOTICE OF MOTIONS

RECOMMENDATION 18/03.2025/C

Moved: Cr

Seconded: Cr

THAT Council agree / disagree with the motion Funding for the Line Marking on Local Government Roads from Hobart City Council

REPORT BY Stephen Mackey, Acting General Manager

DISCUSSION

Council has received notification from the Local Government Association of Tasmania with regard to the upcoming General Meeting on the 2 April 2025 on motions that have been put forward.



Details of Motion

Motion Title **Funding for Line Marking on Local Government Roads**

Decision Sought

The Local Government Association of Tasmania lobby the Tasmanian Government to urgently increase the allocation of State-based funds for line marking on Local Government roads to more closely align with the quantum required to meet safe operating standards

Background Comment

In the past, the State Government was responsible for the maintenance of line marking with little or no involvement from Local Government. However, over the last decade and a half, there has been a progressive movement by the State Government to make Local Government more responsible for line marking on Local Government control.

The intent of providing line marking on our roads is fundamentally to guide and improve safety for all road users. It is critical that adequate funding is provided to ensure that roads are suitably line marked to meet current road safety standards.

Road line marking is an important function which must be adequately funded and resourced. Indeed, the *Towards Zero Tasmanian Road Safety Strategy 2017-2026* includes a direction to 'Reduce serious casualties through improved delineation (e.g. line marking).

Although a nominal amount of \$850,000 has been allocated, currently the State Government only provides between \$400,000-\$450,000 in funding to Local Government for line marking which is sourced from the State's Road Safety Levy.

There is clearly a need for the State Government, who collect or receive fees and taxes for road maintenance and improvements, to allocate adequate funding for Local Government to ensure the requirements for adequate road line markings met current safety standards.

Given this is a statewide issue for the Local Government sector, the City of Hobart has requested that this motion be presented to the next LGAT meeting requesting that a formal approach be made to the State Government seeking an urgent increase to line marking funding.

The City of Hobart recently completed a line marking inventory analysis, which has identified that the City requires a catch-up spend of \$500,000 per year over three years and then an annual spend of \$250,000 thereafter to maintain our line markings. These figures are based on an assessment that 20% of line markings should be renewed each year for the next three years (to catch-up) and, after that time, 10% of line marking should be replaced each year.

RECOMMENDATION 19/03.2025/C

Moved: Cr

Seconded: Cr

THAT Council agree / disagree with the motion Adoption of 7-star Energy Efficiency Requirements from Hobart City Council

REPORT BY Stephen Mackey, Acting General Manager

DISCUSSION

Council has received notification from the Local Government Association of Tasmania with regard to the upcoming General Meeting on the 2 April 2025 on motions that have been put forward.



Details of Motion

Motion Title Adoption of 7-star Energy Efficiency Requirements

Decision Sought

The Local Government Association of Tasmania lobby the Tasmanian Government to adopt the 7-star energy efficiency requirements of the National Construction Code 2022 to provide more comfortable homes with lower energy running costs for Tasmanians.

Background Comment

The 2022 National Construction Code (NCC) requires all new Australian houses and apartments to meet a minimum energy efficiency rating of 7 stars under the Nationwide House Energy Rating Scheme (NatHERS). With all States (with WA beginning 1 May 2025) and the ACT rolling out 7-star efficiency requirements since then, Tasmania continues to lag behind this vital requirement.

Energy efficient design is about creating homes that are comfortable for people to live in all year round. That is, naturally cool in summer and warm in winter without the need for costly energy sources. Temperature and light are maintained at comfortable levels with a minimum requirement for active systems such as heaters, air conditioners and daytime lighting.

Energy efficiency is of particular importance in Tasmania, given our weather extremes between our cold winters and hot summer days. Tasmania also has a large amount of poorly-insulated and inefficient housing stock that results in significantly higher energy bills over the lifetime of the building.

The results of setting a minimum energy efficiency rating of 7 stars are homes that are considerably cheaper for homeowners to run, with a higher capital value, and with a lower demand on the energy grid resultant emissions; It is expected that this will offset the additional construction cost that is associated with the 7-star requirement.

The 7-star energy efficiency ratings in the NCC have also been combined with initial condensation provisions set in NCC 2019, further measures in NCC 2022, and additional refinements and measures are anticipated for NCC 2025. Building elements that will assist in meeting 7 stars, such as improved insulation and double-glazing, are expected to reduce condensation risk.

In 2022, the then Tasmanian Minister for Workplace Safety and Consumer Affairs Elise Archer said that the Tasmanian Government would be "deferring consideration of the compulsory 7 Star energy efficiency rating until the next iteration of the NCC in 2025". More recent communications suggest that this has been deferred again with a commitment to an implementation date unclear. Given the impending 2025 update of the NCC, it is timely that the Tasmanian Government agrees to the existing national standards.

RECOMMENDATION 20/03.2025/C

Moved: Cr

Seconded: Cr

THAT Council agree / disagree with the motion Public Open Space Contributions from Brighton Council

REPORT BY Stephen Mackey, Acting General Manager

DISCUSSION

Council has received notification from the Local Government Association of Tasmania with regard to the upcoming General Meeting on the 2 April 2025 on motions that have been put forward.

Motion Title Public Open Space Contributions**Decision Sought**

That LGAT lobbies the Minister for Housing, Planning and Consumer Affairs and the State Planning Office to work with Councils to introduce an Open Space Policy that includes contribution requirements for all forms of subdivision including strata developments.

Background Comment

Recently the Minister for Housing, Planning and Consumer Affairs, Felix Ellis MP announced plans to repeal the *Local Government (Building and Miscellaneous Provisions) Act 1993* (LGBMP) to streamline the approvals of subdivisions. This has presented an opportunity to look at addressing the issue of Public Open Space (POS) contributions, specifically for the inclusion of strata developments.

Under the current provisions, Councils have the ability to require land or payment in lieu of an open space land contribution for subdivisions [Division 8, ss116 and 117 LGBMP]. However, there has been no such requirement for Strata Developments. This raises the issue of equity and fairness as strata developments generally being of a higher residential density create a greater demand for open space than a standard subdivision.

It is well known that POS contributions are crucial for sustainable urban development, enhancing community amenities and supporting balanced growth. Infrastructure planning is essential for a community's economic and social well-being. New developments must provide cost-efficient and appropriate infrastructure such as roads, electricity, telecommunications and POS. POS offers recreational opportunities and green spaces for residents, visitors, and workers, serving various purposes like recreation, nature, events, and drainage.

Furthermore, in most growth areas around Tasmania, the share of residential development that is made up of medium density strata development rather than traditional broad acre subdivision, is much higher than in the past.

As new residential lots increase housing demands, so too does the need for POS. Meeting or upgrading POS needs is a joint responsibility of the government and developers. This has been recognised across other states in Australia and Policy decisions have reflected this. For instance, the Western Australian Government have a draft policy position that '*all forms of land subdivision, that increase the demand for POS, can be subject to a contribution requirement, including all types of strata subdivision*'. It is noted that the POS contribution requirements vary in each state and range from 5% up to 12.5%.

This is a matter that concerns all councils, and a consistent approach is vital. The intention with the advocacy would be to develop a Policy which addresses the current fairness and equality issues and provides clear requirements for developers and Councils in relation to POS contributions.

20.4 PROPOSED CHANGES TO THE LOCAL GOVERNMENT (GENERAL) REGULATIONS 2025

RECOMMENDATION 21/03.2025/C

Moved: Cr

Seconded: Cr

THAT Council support the proposed changes to the Local Government (General) Regulations 2025.

REPORT BY Stephen Mackey, Acting General Manager

DISCUSSION

Below are the detailed changes sought by the Local Government Division to the Local Government (General) Regulations

37 Prescribed matters for annual report (AMENDED)

For the purposes of section 72(1)(e) of the Act, The following matters are prescribed as matters that must be contained in an annual report prepared by a council:

- (a) A statement of the number of disputes in respect of the council, subject to a dispute resolution process, that –
 - (i) Were received in the financial year to which the report relates: and
 - (ii) Were determined or withdrawn in the financial year to which the report relates;
- (b) A statement of the number of disputes in respect of the council that are on foot but not yet determined or withdrawn in the financial year to which the report relates;
- (c) A statement of the total costs to the council in relation to all disputes in respect of that council, dealt with by a dispute resolution process, in the financial year to which the report relates;
- (d) A statement of the core learning and development activities, as determined by the Director, that each councillor has completed in the financial year to which the report relates.

Schedule 4 Allowances for elected members (AMENDED)

Column 1 Council	Column 2 Allowance for Councillors	Column 3 Additional Allowance for Deputy Mayor	Column 4 Additional Allowance for Mayor
Central Highlands	\$11,599	\$12,177	\$28,842

Schedule 6 Questions

Part 1 – Statutory Notices and Orders

Part 12 of the Local Government Act 1993

No Question

1. Fencing and land repair notices under Division 2 of Part 12 of Act
 - (a) Has the council a record of having served a notice under Division 2 of Part 12 of the Act in relation to the specified land and the notice has not been satisfied?
 - (b) If YES (a), provide particulars

2. Abatement notice under section 200 of Act
 - (a) Has the council a record of having served an abatement notice on the owner under section 200 of the Act in relation to a nuisance affecting the specified land and the notice has not been satisfied?
 - (b) If YES to (a), has the council decided to take action to abate the nuisance at the owner's expense?
 - (c) If YES to (b), provide particulars.

3. Court order for abatement of nuisance
 - (a) Has the council a record showing that a nuisance still exists affecting the specified land in contravention of a Court order made under section 203 of the Act?

20.5 PROPOSED CHANGES TO THE LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2025

RECOMMENDATION 22/03.2025/C

Moved: Cr

Seconded: Cr

THAT Council support the proposed changes to the Local Government (Meeting Procedures) Regulations 2025.

REPORT BY Stephen Mackey, Acting General Manager

DISCUSSION

Below are the detailed changes sought by the Local Government Division to the Local Government (Meeting Procedures) Regulations

Convening Council Meetings Was **regulation 4 now Regulation 5**

New Wording is as Follows:

(1) In this regulation –

Majority, of councillors at a meeting, means a majority of councillors other than-

(a) The Mayor: or

(b) In the absence of the Mayor, the Deputy Mayor acting as the Mayor.

Regulation 8 Statement to be made at meetings (NEW)

The chairperson of a meeting is to make a verbal statement at the beginning of a meeting, so far as is practicable, to the effect of-

- (a) That an audio or audio visual recording is being made of the meeting; and
- (b) That all persons attending the meeting are to be respectful of, and considerate towards, other persons attending the meeting; and
- (c) That language and conduct at the meeting that could be perceived as offensive, defamatory or threatening to a person attending the meeting, or listening to the recording, is not acceptable.

Regulation 10 Agenda (AMENDED)

(e) notification of a leave of absence for parental leave;

(f) declaration of a pecuniary interest of a councillor: **(or close associate has been**

removed)

New Regulation (7)

- (7) For the purposes of subregulation (1), a copy of an advice of a qualified person under section 65 of the act is an associated report and document.

Regulation 13 Quorum New section 4

- (4) A councillor who participates in a meeting by audio link, or audio visuals link, is taken to be part of the quorum.

New Section (6)

- (6) if a permission under subregulation (5) is given, the general manager is to record the details of that permission in the minutes of that meeting.

Regulation 17 Closed meetings (AMENDED)

- (b) Industrial relations matter;
(h) information that is –

- (i) Of a personal and confidential nature; or
(ii) Provided to the council on the condition that it is kept confidential;(

- (j) notification by councillors of a leave of absence for parental leave;

18 Motions generally (RESTRUCTURED AND AMENDED IN PART)

- (1) The chairperson of a meeting is not to allow a motion to be debated or otherwise dealt with unless it has been moved and seconded by one councillor and seconded by another councillor.
- (2) The chairperson of a council committee meeting may waive the requirement for a motion to be seconded.
- (3) A councillor moving a motion for an adjournment of the debate on another motion is to include in the motion the reason for the adjournment.
- (4) If a councillor, who has given notice of a motion in accordance with regulation 19 (1), that has not been refused under subregulation (6), does not move the motion at the meeting, the motion lapses.
- (5) A councillor who has moved a motion, whether it is being debated or not, may only withdraw the motion –
- (a) With the consent of the seconder, if a seconder was required; or
(b) With the consent of the meeting.
- (6) The chairperson of a meeting may refuse to accept a motion under regulation 19 or 20 if, in the opinion of both the general manager and the Mayor, the motion –
- (a) Is defamatory; or
(b) Contains offensive language; or
(c) Is unlawful; or
(d) Does not relate to the activities, or functions, of the council.

19 Written notice of motion (RESTRUCTURED AND AMENDED IN PART)

- (1) A councillor may give to the general manager, at least 7 days before a meeting-
- (a) Written notice of a motion; and
(b) Supporting information and reasons for the inclusion of the motion on the next meeting agenda.

- (2) If a councillor gives to the general manager written notice of a motion less than 7 days before a meeting, or during a meeting, the chairperson, in consultation with the general manager, may –
 - (a) Permit the councillor to debate the motion at the meeting; or
 - (b) Set aside the motion for inclusion in the agenda of a later meeting.
- (3) The general manager is to include a motion with notice on the agenda of the next meeting if the motion –
 - (a) Was given in accordance with subregulation (1); and
 - (b) Was not refused under regulation 18 (6).
- (4) A period referred to in subregulation (1) or (2) includes Saturdays, Sundays and statutory holidays, but does not include –
 - (a) The day on which notice is given under that subregulation; and
 - (b) The day of the meeting.

20 Motions without notice (RESTRUCTURED AND AMENDED IN PART)

- (1) A councillor may, during a meeting, move a motion of which notice has not been given in accordance with regulation 19.
- (2) If a councillor intends to move a motion without notice –
 - (a) the chairperson of the meeting may require the councillor to provide a written copy of the motion; and
 - (b) the subject matter of the motion must relate to a matter that is listed on the agenda of that meeting.

33 Question Generally (NEW)

- (1) In this regulation –
Question, means –
 - (a) a public question without notice; or
 - (b) a public question on notice; or
 - (c) a question without notice; or
 - (d) a question on notice;

relevant entity, in relation to refusing a question, means –

- (a) if the question asked is a question without notice or a public question without notice, the chairperson of the meeting; or
 - (b) if the question asked is a question on notice or public question on notice, the general manager.
- (2) A question asked at a meeting is to, as far as is practicable –
 - (a) Be concise; and
 - (b) Be clear; and
 - (c) Not be a statement; and
 - (d) Have minimal pre-ambles
- (3) A relevant entity may refuse to accept a question if the relevant entity is of the opinion that the question –

- (a) Is defamatory; or
- (b) Contains offensive language; or
- (c) Is unlawful; or
- (d) Does not relate to the activities of the council; or
- (e) Does not meet the requirements specified in subregulation (2).

- (4) If a relevant entity refuses a question under subregulation (3), the relevant entity is to give reasons for that refusal.
- (5) If a question on notice or public question on notice is refused under subregulation (3), the question is not to be reproduced in the agenda for that meeting.

34 Questions without notice by councillors (RESTRUCTURED)

- (1) A councillor at a meeting may ask a question without notice –

- (a) Of the chairperson; or
- (b) Through the chairperson, of –
 - (i) Another councillor; or
 - (ii) The general manager.

- (2) In asking a question without notice, a councillor must not –

- (a) Offer an argument or opinion; or
- (b) Draw any inference or make any imputations –
Except so far as may be necessary to explain the question.

- (3) The chairperson of a meeting must not permit any debate of a question without notice or its answer.
- (4) The chairperson, councillor or general manager, who is asked a question without notice at a meeting may decline to answer the question.
- (5) The chairperson of a meeting may require a councillor to put a question without notice in writing.

35 Questions on notice by councillor (RESTRUCTURED)

- (1) A councillor, at least 7 days before an ordinary council meeting or a council committee meeting, may give written notice to the general manager of a question in respect of which the councillor seeks an answer at that meeting.
- (2) An answer to a question on notice must be in writing.

36 Question by member of the public (RESTRUCTURED)

- (1) The chairperson of an ordinary council meeting must ensure that, if required, at least 15 minutes of the meeting is made available for questions by members of the public.
- (2) A question asked by a member of the public under regulation 37 or 38, and the answer given to that question, is not to be debated at the ordinary council meeting.
- (3) A council is to determine any other procedures to be followed in respect of public question time at an ordinary meeting.

37 Questions without notice by members of the public (RESTRUCTURED)

- (1) A member of the public may, on invitation by the chairperson of an ordinary council meeting, ask a question without notice of the meeting.
- (2) A public question without notice must relate to the activities of the council.
- (3) The chairperson of an ordinary council meeting may require a public question without notice to be –
 - (a) Put on notice in writing; and
 - (b) Answered at a latter ordinary council meeting.

38 Questions on notice by members of the public (RESTRUCTURED)

- (1) A member of the public may, at least 7 days before an ordinary council meeting, give written notice, to the general manager, of a question to which the member of the public seeks an answer at the meeting.
- (2) A public question must relate to the activities of the council.
- (3) The chairperson of an ordinary council meeting may address a public question on notice.
- (4) The period referred to in subregulation (1) includes Saturdays, Sundays and statutory holidays, but does not include –
 - (a) The day on which notice is given under that subregulation; and
 - (b) The day of the ordinary council meeting.

39 Minutes (AMMENDED)

- (1) Subject to regulation 40(1), the general manager is to ensure that the minutes of a meeting of a meeting accurately record, as a minimum, the following matters as relevant to that meeting:
 - (a) Each matter discussed at the meeting;
 - (b) Each decision made at the meeting;
 - (c) If the Act or any regulations made under the Act require the making of a decision by absolute majority, that the decision was by absolute majority;
 - (d) A summary of each address, statement or report made or provided on an invitation under regulation 49;
 - (e) Each motion moved during the meeting;
 - (f) If a declaration of a pecuniary interest of a councillor is made, the following information is to be recorded:
 - (i) The name of the councillor to which the declaration relates;
 - (ii) The nature of the pecuniary interest as described by the councillor's declaration;
 - (iii) The period in which the councillor was not present during the meeting;
 - (g) If a question is asked by a councillor –
 - (i) each question on notice asked that was not refused and the answer given to that question; and
 - (iii) Each question without notice that was not refused and the answer given to that question;

- (h) If a question is asked by a councillor on notice, or without notice, and is refused, only the following information is to be recorded;
 - (i) that the acceptance of the question was refused;
 - (ii) the reason given under these regulations for that refusal;
 - (iii) the name of the councillor that asked the refused question;
 - (iv) the meeting date on which the refused question was asked;
- (i) if a question is asked by a member of the public –
 - (i) each public question on notice asked that was not refused and the answer given to that question; and
 - (ii) each public question without notice asked that was not refused and the answer given to that question;
- (j) if a question is asked by a member of the public and is refused, only the following information is to be recorded:
 - (i) that acceptance of a public question on notice, or public question without notice, was refused;
 - (ii) the reason given under these regulations for that refusal;
 - (iii) the name of the person that asked the refused question;
 - (iv) the meeting date on which the question was asked;
- (k) each absence of any councillor during the meeting, including the times of leaving and returning to the meeting.

(2) The general manager is to ensure that –

- (a) Copies of the minutes of the meeting are kept as records of the council; and
- (b) Those copies are available to councillors.

(3) For the avoidance of doubt, the minutes of a meeting are the true record of that meeting.

43 Audio recording of meetings (AMENDED)

(1) In this regulation –

Audio recording, of a meeting, includes part of an audio recording of a meeting.

(2) Subject to subregulation (3), a council must make an audio recording of a meeting.

(3) A council that does not make an audio recording of a meeting in accordance with subregulation (2) will be taken to be compliant with that subregulation if –

- (a) The council was unable to record, in full or in part, the audio of the meeting due to technical difficulties; and
- (b) The council publishes on its website, within 5 business days after the day of the meeting the following information:
 - (i) That the audio of the meeting, or part of the meeting, could not be recorded due to technical difficulties;
 - (ii) The date of the meeting;
 - (iii) The time that meeting commenced;
 - (iv) If known, the time the council became aware of the technical difficulties;

- (v) If known the time the council became aware that the technical difficulties had been resolved.
- (4) The audio recording of a meeting is to be retained by the Council for a period of at least 12 months, commencing after the day of the meeting.
- (5) The audio recording of a meeting, that is not a closed meeting –
 - (a) Is to be, subject to subregulation (7), made available on the council's website –
 - (i) Within 5 business days after the day of the meeting; and
 - (ii) For a continuous period of not less than 12 months after the day of the meeting; and
 - (b) May be an edited, in full or in part, audio recording of the meeting.
- (6) If, after the minutes of a meeting have been confirmed as a true record, a discrepancy between the minutes and an audio recording of that meeting or part of that meeting is noticed, the council, at the next meeting, is to review the audio recording and either –
 - (a) Confirm that the minutes are a true record of the meeting; or
 - (b) Amend the minutes to reflect the audio recording and then confirm the minutes as amended to be a true record of the minutes.
- (7) The general manager of a council may, in relation to the audio recording of a meeting, edit the audio recording if the manager considers that the audio recording –
 - (a) Would place the safety of a person at risk if not withheld from publication; or
 - (b) Is evident, or likely to be evident, of –
 - (i) Copyright infringement; or
 - (ii) A breach of privacy, or
 - (iii) An unlawful disclosure of personal information; or
 - (iv) A breach of the Personal Information Protection Act 2004; or
 - (v) Disclosure of privileged or confidential information of the council; or
 - (c) is defamatory, contains offensive language or is unlawful.
- (8) A council may determine any other procedures relating to the audio recording of meetings it considers appropriate.
- (9) For the avoidance of doubt, a recording made in accordance with this regulation is a state record within the meaning of the Archives Act 1983.

45 Requirements to attend meetings in person (NEW)

Subject to regulations 46 and 47, a councillor is required to attend a meeting in-person.

46 Participation in meetings by audio or audio visual link (NEW)

- (1) A councillor may request the authorisation of the chairperson to attend a meeting, or part of a meeting, by audio link or audio visual link.
- (2) A request under subregulation (1) –

- (a) Must
 - (i) State the reason for the request; and
 - (ii) Only be made on the basis that the councillor is unable to attend the meeting in-person due to one or more of the reasons specified in subregulation; and
 - (b) Must specify the date of the meeting to which the request relates; and
 - (c) Must be submitted to the chairperson not less than 2 hours before the commencement of the meeting to which the request relates; and
 - (d) Is to be in writing; and
 - (e) Is to identify the councillor making the request.
- (3) For the purposes of subregulation (2) (a), the following are specified reasons for which a councillor may request to attend a meeting by audio link, or audio visual link:
- (a) The councillor is physically unable to attend the meeting in-person due to –
 - (i) A natural disaster that is preventing, or is likely to prevent, the councillor from being able to safely attend the meeting in-person; or
 - (ii) A severe weather event that is preventing, or is likely to prevent, the councillor from being able to safely attend the meeting in-person; or
 - (iii) A road closure that is preventing, or is likely to prevent, the councillor from being able to attend the meeting in-person; or
 - (iv) Being outside of Tasmania as a consequence of the councillor's ordinary employment;
 - (b) The councillor's in-person attendance at the meeting would risk the health, or safety, of –
 - (i) The councillor, or
 - (ii) Other persons attending that meeting;
 - (c) the councillor, the councillor's spouse or partner, or member of the councillor's family, is required to travel for medical treatment;
 - (d) the councillors required to travel for compassionate reasons;
 - (e) the councillor is required to provide care or support to a member of the councillor's family, or to the councillor's spouse or partner;
 - (f) the councillor is suffering from an injury.
- (4) Before the meeting to which the request under subregulation (1) relates, the chairperson is to –
- (a) Grant the authorisation, if reasonably satisfied that the councillor has provided a reason specified under subregulation (3); or
 - (b) Refuse to grant the authorisation –
 - (i) If not reasonably satisfied that the councillor has provided a reason specified under subregulation (3); or
 - (ii) If reasonably satisfied that the councillor's attendance at the meeting by audio link or audio visual link would result in the councillor being unable to comply with regulation 48.

- (5) The chairperson may, during a meeting, revoke with immediate effect an authorisation granted under subregulation (4) (a) in relation to a councillor if the chairperson, during the meeting, forms the opinion that the councillor is not providing, or is unable to provide, the councillor's complete attention to the conduct of that meeting.
- (6) If a councillor attends a meeting, or part of a meeting, by audio link or audio visual link, in accordance with this regulation, the councillor is taken to be present at the meeting, or part of the meeting, if the councillor was simultaneously in audio contact with each other person at the meeting.
- (7) If a councillor attends a meeting, or part of a meeting, by audio link or audio visual link that is a closed meeting, the councillor must maintain the confidentiality of that meeting by ensuring that, with respect to the councillor's attendance –
 - (a) No other person, other than the attendees of that meeting, can hear the conversation of that closed meeting; and
 - (b) No other person, other than the attendees of that meeting, can see visual materials or writing presented at, or used in connection with, that meeting.

47 Whole meeting by audio link or audio visual link (NEW)

- (1) The Mayor may, if reasonably satisfied that exceptional circumstances exist –
 - (a) Determine that a meeting, or part of a meeting is to be conducted, and participated in, only by audio link or audio visual link; and
 - (b) Authorise each councillor to attend the meeting by audio link or audio visual link; and
 - (c) Invite members, of the public to attend that meeting by audio link or audio visual link.
- (2) For the avoidance of doubt, if a meeting, or part of a meeting, held by audio link or audio visual link in accordance with subregulation (1) is a closed meeting, the chairperson –
 - (a) Is to exclude members of the public from the closed meeting; and
 - (b) May exclude the general manager from the closed meeting if the matter to be discussed relates to the contract of employment, or the performance, of the general manager, and
 - (c) May invite any person to remain at the meeting to provide advice or information.
- (3) Participation in a meeting held in accordance with subregulation (1) does not form part of a councillor's compliance with regulation 48.

48 Maximum attendance at meetings by audio link

A councillor must not attend more than one-third of scheduled meetings, in a calendar year, by audio link or audio-visual link.

50 Leave of absence (AMENDED)

- (1) If a councillor intends to take a leave of absence, other than for parental leave under regulation 51, in respect of one or more meetings, the councillor, or the chairperson on behalf of the councillor, may request that leave of absence.
- (2) At a meeting –
 - (a) The council may grant a request under subregulation (1) for a leave of absence from one or more of its meetings or one or more of its council committee meetings, or both; and

- (b) A council committee may grant a request under subregulation (1) for a leave of absence from one or more of its meetings.
- (3) A leave of absence may not be granted retrospectively
- (4) The purpose for which a councillor is granted a leave of absence and the period involved are to be recorded in the minutes.
- (5) A leave of absence granted under this regulation must not be taken concurrently with leave of absence for parental leave under regulation 51.

51 Parental leave (NEW)

- (1) A councillor is entitled to a leave of absence for parental leave from one or more meetings for a period not exceeding 6 consecutive months, beginning on the day that the councillor, or the councillor's spouse or de facto partner –
 - (a) Gives birth; or
 - (b) Either alone or with another person, adopts, becomes the guardian or foster parent of, a child under the age of 16.
- (2) A councillor who intends to take a leave of absence for parental leave is to –
 - (a) Give written notice of that intention to the council before commencing the leave of absence; and
 - (b) Include with that written notice, information supporting the councillor's intention.
- (3) The purpose for which the councillor gives written notice of a leave of absence for parental leave and the period involved are to be recorded in the minutes.
- (4) A leave of absence for parental leave under this regulation cannot be taken concurrently with a leave of absence granted under regulation 50.

54 Powers and functions of regulations to commissioner under section 232 (AMENDED)

- (1) In this regulation –
 - meeting procedures** means the meeting procedures under these regulations.
- (2) A commissioner may conduct meetings of a council in accordance with the meeting procedures.
- (3) Despite subregulation (2), a commissioner may vary the meeting procedures, in relation to a council, if the commissioner considers it necessary in the circumstances.
- (4) If a commissioner varies the meeting procedures in relation to a council under subregulation (3), the commissioner must –
 - (a) Table a copy of the variation to the meeting procedures; and
 - (b) Conduct meetings in accordance with the tabled meeting procedures; and
 - (c) Ensure that a copy of the variation is available during business hours for public scrutiny –
 - (i) At the public office of the council; and
 - (ii) At council meetings.

20.6 DRAFT RESPONSE TO THE LOCAL GOVERNMENT ELECTORAL BILL

RECOMMENDATION 23/03.2025/C

Moved: Cr

Seconded: Cr

THAT Council support the proposed changes to the Local Electoral Bill subject to the following amendments.

1. The election of Mayor and Deputy Mayor both to be elected around the table at the first council meeting after the election.
2. Only three electors required to sign nomination form.
3. \$400 nomination fee to be removed.
4. Method of voting by Postal vote to remain for at least the next Council election.

REPORT BY Stephen Mackey, Acting General Manager

DISCUSSION

Below are the detailed changes sought by the Local Government Division to the Local Government Electoral Bill

Scenario A: Change to voting in person as the primary means of participation

Move to universal attendance elections with a weeklong polling period, or a polling day, including an extended pre-poll period and postal voting for persons on the supplementary electoral roll.

Telephone voting would be made available for electors with barriers to participation or who are interstate or overseas.

Scenario B: Flexible additions to the status quo (a “hybrid “model)

Provide for a Hbrid Model where:

- All electors are mailed a ballot paper and candidates information pamphlet
- There is a minimum four-week polling period, enabling the early return of postal votes.
- There are more issuing places in each municipality, to enable the hand return of ballots by electors until close of polls
- Ballots may be returned to issuing places until close of polls

Telephone voting would be made available for electors with barriers to participation or who are interstate or overseas.

Response

For areas such as the Central Highlands holding a polling day would be extremely costly as we would be required to have numerous locations to cater for the dispersed population.

There would appear to be no real reason to change the current postal voting system at least until an electronic voting system is in place. Even with such an electronic system in place, there will be a need for postal voting being available to households without electronic access.

Reforming the franchise: should non-citizens enjoy a continuing entitlement to vote at local government elections?

If this entitlement were to continue, it is proposed a person's ordinary place of residence must have been in Tasmania for the 12 months prior to making an application for enrolment (or otherwise must own property in Tasmania in a personal capacity).

This would be, in effect a 'non-citizen' electoral capacity.

Response

If they are allowed to vote at state and federal elections, then they should be entitled to vote at Local Government elections

If they aren't entitled to vote at state and federal elections, then they should not be entitled to vote at local government elections.

Reforming the entitlement to nominate as councillor

If an enrolment for non-citizen to vote is preserved, require that a person must appear on the House of Assembly roll to be eligible to hold the office of councillor, in addition to appearing on that roll or the supplementary electoral roll at an address in the municipal area.

Response

If the entitlement for non-citizen is preserved then they must be on the House of Assembly roll in addition to being on the supplementary electoral roll for an address in the municipal area.

Remove the direct election of the deputy mayor

Instead, the councillors are to elect the deputy mayor at the first ordinary meeting of the term of the council. Otherwise, the role of deputy mayor could be removed entirely or made optional in favour of provision for acting mayors, including supplementary allowances.

Response

If the deputy mayor is to be elected by the council, then it is also essential that the position of Mayor is also determined by the councillors at the first meeting of the new council. This will go a long way to reducing the cost of holding council elections and take away the confusion of voting for the Mayor and Deputy Mayor as well as voting for them as a councillor.

Reform1: Reduce prescription in the statutory framework, to enable the Tasmanian Electoral Commission to approve the electoral process.

Response

The electoral office is already charged with the task of running the local government Elections in the most part so it would appear prudent that they be authorised to approve the electoral process.

Reform 2: Enable the Tasmanian Electoral Commission to approve procedures for voting, including by telephone and electronic means, for interstate and overseas electors and electors with impediments to ordinary participation, or for other classes of person prescribed by regulation.

Response

This should be part of their process in conducting the local government elections.

Reform 3: Legislate that the Tasmanian Electoral Commission is required to approve procedures in accordance with universal franchise principles, namely all electors, including electors with additional barriers to participation, are to be afforded an opportunity to vote in an independent, secret and verifiable manner.

Reform 4: Requires the Electoral Commission to publish after each election a statement of the implementation of the accessibility principles, after information, including relevant statistics and initiatives to promote universal participation in the election.

Response

If this is not too onerous then the electoral commission should be requested to satisfy this requirement.

Reform 5: Increase the number of elector signatures required to support a notice on nomination to the lesser of 30 or one percent of the number of electors in the municipal area.

Response

If this requirement is put in place, it could mean that for an election of 10 nominations and with the separate voting for the mayor and deputy mayor may require some 360 electors to sign the forms which in relation to the number of formal votes cast at the last election require nearly 18% of votes in the Central Highlands to sign nomination forms.

In the case of Hobart, the percentage if there were 20 candidates and the Lord Mayor and Deputy Lord Mayor the percentage would be just over 2%

If the same percentage was applied to the Central highlands each candidate would need only 4.

Increasing the number required to sign the nomination or if note they pay \$400 would appear to be a measure against attempting to get more people nominating for local government elections.

Reform 6: Move administration of the 'general managers' roll' from councils to the Tasmanian Electoral Commission, including administration of the process through which land occupier and corporate nominee (supplementary electoral roll) electors are to enrol.

Response

This would be the most appropriate method for the administration of the general managers roll and the supplementary electoral roll.

Reform 7: Provide a definition for the purpose of occupiers' land that establishes an occupier holds a leasehold interest or licence over land, and/or the person's ordinary place of residence is in the municipal area.

Response

This would appear to be a reasonable option

Reform 8: Provide that a person seeking enrolment on the supplementary roll must complete a land occupier declaration and provide documentation of the leasehold or licence over land, or evidence of their period of residence in Tasmania to the satisfaction of the Commissioner.

Response

This appears to be a responsible option

Reform 9: Implement the 'one person, one vote' principle and require a nominee of a corporate landowner or occupier of land may nominate one natural person who is an officeholder of the company to be the nominee.

Response

This is not supported by Council as the option for plural voting especial for rural land holdings has been in place and acceptable for many years.

Reform 10: Provide that all intending candidates (other than incumbent councillors) must complete a prescribed program of pre-nomination training prior to their submission of a notice on nomination.

Response

We see this as extremely important so that all candidates will have at least some basic information regarding their role as a councillor.

Reform 11: Require that the Tasmanian Electoral Commission provides all people submitting a notice of nomination the opportunity to provide a candidate information statement (in an approved format, providing prescribed information) and the Tasmanian Electoral Commission is to publish candidate information through appropriate means.

Response

There is no concern regarding this requirement.

Reform 12: Provide that the Director of Local Government may provide a statement to be published by the Tasmanian Electoral Commission alongside the candidate information.

Response

We would need more information regarding this before we would support the proposal

Reform 13: Establish that nomination by a registered party is to be included in the information published by the Tasmanian Electoral Commission, and printed on the ballot paper, with the candidate's name to be printed alongside the name of the registered party.

Response

Totally agree with this proposal.

Reform 14: Provide for candidates whose nomination form is not lodged by a registered party to request to be identified with a group name.

Response

If the candidate requests this then we would support the proposal.

Reform 15: Corresponding to the Electoral Act Review Final Report and the amended section 197 of the Electoral Act 2004, introduce new prohibitions on the dissemination of misleading and deceptive statements.

Response

Council totally supports this proposal.

Reform 16: Remove the general restriction upon a person, without the consent of the candidate or intending candidate, printing, publishing or distributing any electoral advertising that contains the name, photograph or a likeness of a candidate or intending candidate at an election, other than 'how to vote' material intended to instruct an elector in the completion of their vote.

Response

We do not support this option

Reform 17: Clarify the definition of electoral advertising.

Response

It is extremely important that there is no confusion of what constitutes electoral advertising.

Reform 18: Provide that only a candidate, intending candidate, or a person so nominated in the notice of nomination by a candidate, may incur electoral expenditure by other persons to promote or procure the election of a candidate or intending candidate is an offence.

Response

Council supports this proposal

Reform 19: Institute authorisation requirements for electoral advertising and associated material.

Response

Council supports this proposal

Reform 20: Replace advertising expenditure limits with a general expenditure limit, with reference to the expenditure limit for Legislative Council elections under the Electoral Disclosure and Funding Act 2023.

Response

Council supports this proposal

Reform 21: Requires that a candidate is to report expenditure made on their behalf in their electoral expenditure return, in the same manner as personal expenditure. The present requirement to attribute, in full, to each candidate so featured the value of advertising featuring multiple candidates (for instance, multiple party candidates) will be retained.

Response

Council does not support this proposal

Reform 22: Prohibit any person from incurring any expenditure for or on behalf of a registered party with a view too promoting or procuring the election of a candidate or intending candidate.

Response

Council supports this proposal

Reform 23: Maintain the \$50 threshold for the disclosure of gifts and benefits and extend this requirement from incumbent councillors to all candidates, who will be required to lodge two candidate donation returns with the Tasmania Electoral Commission. The new Bill will also require the publication of initial donations disclosures on the Commission's website during the polling period and until the certificate of election.

Response

Council supports this proposal except that the limit should be increased to \$100

Reform 24: Provide that it is an offence for a person other than a candidate or intending candidate to accept a gift or benefit for the purpose of promoting or procuring the election of a candidate, or for the dominant purpose of influencing the way electors vote in an election; and that it is an offence to make a gift or donation to a person other than a candidate or intending candidate for this purpose.

Response

Council supports this proposal

Reform 25: Provide that it is an offence for a councillor, intending candidate or candidate, at any time, to accept a donation for the purpose of promoting or procuring the election of a candidate or intending candidate at a local government election:

- Over \$50, including services or goods valued in kind, without recording the basic details of that donor
- Over \$50 in cash
- Over \$50 from a foreign donor

Response

Council supports this proposal except that the limits should be increased to \$100

Reform 26: Provide that a local government election or by-election may not be held such that the polling period overlaps the date of a Tasmanian or Australian Government parliamentary election.

Response

Council totally supports this proposal

Reform 27: Provide the Tasmanian Electoral Commission with power of investigation.

Response

Council totally supports this proposal.

Reform 28: Alignment of electoral offences and sanctions with the Electoral Act.

Response

Council supports this proposal.

Reform 29: Provide a statutory caretaker framework, applying from the notice of election to the date of the issue of the certificate of election for all elections other than by-elections and countbacks.

Response

Council supports this option but is of the view that the period should finish on the date of the first meeting or when the councillors sign their declaration.

Reform 30: Provide that during the caretaker period, prohibit a council from making any major policy or financial decisions, namely decisions:

- Relating to the appointment, reappointment, remuneration or termination of a General Manager, other than a decision in respect of the appointment of an acting general manager under section 61B
- Committing the council to expenditure greater than one per cent of general and service rating and fees and charges revenue raised in the preceding financial year., or \$100,000 whichever is the larger.
- directing council resources in a manner intended, or likely to, influence voting at the election.
- Relating to a matter the council considers it could reasonably defer until after the election period, other than
 - decisions relating to a matter the council is required to determine in that period under statute
 - Decisions of a routine and operational nature

Response

Council supports this proposal

Reform 31: Provide during the caretaker period, it is an offence for a council to:

- Publish any material in any format which promotes any candidate or group of candidates for election, or otherwise seek to influence voters in the election
- Publish material in relation to the election other than information to promote participation in the election and in relation to election process, or other material of a kind published by the Electoral Commissioner
- Make resources available to the advantage of any candidate, which are not equally available to all candidates for election

Response

Council supports this proposal.

Reform 32: Provide that a major policy or financial decision of a council during the caretaker period are of no effect and provide that person who incur loss or damage due to an ineffectual decision of a council, who acted in good faith, are entitled to recover compensation from the council.

Response

Council supports this proposal.

Reform 33: Increase the proportion of electors signing a petition required to compel a council to hold an elector poll to 20 per cent; while restricting the matters about which an elector poll may be held to matters with a legitimate connection to the exercise of a council's functions or powers or to the incorporation of the council, as determined by the council.

Response

Council feels that this percentage should be set at 30% and that as suggested there be restrictions the matters about which an elector poll can be held.

21. CONSIDERATION OF SUPPLEMENTARY AGENDA ITEMS TO THE AGENDA

22. CLOSURE

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