

Council Meeting Agenda

21st January 2025

Hamilton Council Chambers

Notice of Meeting of Council – Tuesday 21st January 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 21st January 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 **16th** day of **January 2025**.



Stephen Mackey
Acting General Manager

Order of Business

AUDIO RECORDING DISCLAIMER.....	5
ACKNOWLEDGEMENT OF COUNTRY	5
CONDUCT OF COUNCIL MEETING	5
1. PRESENT.....	6
1.1 IN ATTENDANCE.....	6
1.2 APOLOGIES.....	6
2. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA.....	7
3. DECLARATION OF PECUNIARY INTEREST AND CONFLICT OF INTEREST BY COUNCILLORS AND STAFF ..	7
3.1 DECLARATIONS OF PECUNIARY INTEREST	7
3.2 DECLARATIONS OF CONFLICT OF INTEREST	7
4. MINUTES.....	8
4.1 CONFIRMATION OF DRAFT ORDINARY COUNCIL MEETING MINUTES – 10 DECEMBER 2024.....	8
4.2 RECEIVAL OF DRAFT OF AUDIT PANEL MEETING MINUTES – 9 DECEMBER 2024.....	8
5. NOTIFICATION OF COUNCIL WORKSHOP(S) HELD.....	9
5.1 FUTURE WORKSHOP(S).....	10
6. CLOSURE OF THE MEETING TO THE PUBLIC	10
7. RE-OPEN MEETING TO THE PUBLIC	11
8. PUBLIC RELEASE ANNOUNCEMENT(S).....	11
9. PUBLIC QUESTION TIME	12
10. PETITIONS / DEPUTATIONS / PRESENTATIONS.....	13
10.1 PETITIONS	13
10.2 DEPUTATIONS.....	13
10.3 PRESENTATIONS	13
11. NOTICE OF MOTIONS.....	13
11.1 NOTICE OF MOTION – CR J HALL	14
11.2 NOTICE OF MOTION – CR D MEACHEAM	15
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	16
13. ORDINARY COUNCIL MEETING RESUMED	16
14. MONTHLY MAYORAL AND ELECTED MEMBERS ACTIVITY	16
15. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – COMMUNITY WELL-BEING).....	19
15.2 COMMUNITY GRANT REQUEST: GREAT LAKE TIE-IN.....	22
15.3 COMMUNITY GRANT REQUEST: MIENA SEISIÚN CONCERT & DANCE	23
16. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – INFRASTRUCTURE AND FACILITIES.....	24

16.1	WORKS & SERVICES MONTHLY REPORT – DECEMBER 2024	24
17.	OPERATIONAL MATTERS ARISING (STRATEGIC THEME – FINANCIAL SUSTAINABILITY	28
17.1	MONTHLY FINANCE REPORT TO 31 DECEMBER 2024	28
17.2	APPLYING COMMON SEAL ON GRANT DEED	35
17.3	WEASEL SOLAR FARM PTY LTD PAYMENT OF FEES	35
18.	OPERATIONAL MATTERS ARISING (STRATEGIC THEME – NATURAL ENVIRONMENT	38
18.1	DERWENT CATCHMENT PROJECT	38
19.	OPERATIONAL MATTERS ARISING (STRATEGIC THEME – ECONOMIC DEVELOPMENT	49
19.1	DEVELOPMENT & ENVIRONMENTAL SERVICES.....	50
20.	OPERATIONAL MATTERS ARISING (STRATEGIC THEME – GOVERNANCE AND LEADERSHIP	51
20.1	POLICY NO. 2025-65 CODE OF CONDUCT DISPUTE RESOLUTION POLICY.....	52
20.2	POLICY NO. 2025-66 ASSET MANAGEMENT CAPITALISATION Policy.....	53
20.3	DISCUSSION PAPER PROPOSED REFORM TO THE LOCAL GOVERNMENT ACT 1993	54
20.4	MODEL GUIDELINES UNREASONABLE CONDUCT WITHIN COUNCILS (ELECTED MEMBERS) RECOGNITION AND RESPONSE	57
20.5	ANNUAL REPORT 2023-2024	58
20.6	RELATED PARTY DECLARATIONS – QUARTERLY UPDATE	59
21.	CONSIDERATION OF SUPPLEMENTARY AGENDA ITEMS TO THE AGENDA.....	59
22.	CLOSURE	59

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 01/01.2025/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 – 10 DECEMBER 2024

RECOMMENDATION 02/01.2025/C

Moved: Cr

Seconded: Cr

THAT the Draft Minutes of the Ordinary Meeting of Council held on Tuesday 10 December 2024 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 AUDIT PANEL MEETING MINUTES – 9 DECEMBER 2024

RECOMMENDATION 03/01.2025/C

Moved: Cr

Seconded: Cr

THAT the Draft Minutes of the Audit Panel Committee Meeting held on Monday 9 December 2024 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

RECOMMENDATION 04/01.2025/C

Moved: Cr

Seconded: Cr

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

Date	Attendance	Purpose
12/12/2024	<p>Present: Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Archer; Cr A Bailey; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.</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"> • TAS Fire Service Jason Vinen District Officer Fire Services Tasmania and Rob Vernon from Indicium Dynamics Pty Ltd regarding Detection Cameras. • Telstra (Michael Paterson and Sarah Ebbelaar) regarding Pelham Telstra Tower and additional Black Spot Funding Opportunities. • Land Use Planning and Approvals Act 1993 Major Projects Proposal. • Development of Council Strategic Plan 2025-2030. • Workshop dates and times for Miena and Ellendale. • Amendment to Planning Scheme – Container Refund Facility.
7/1/2025	<p>Present: Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Bailey; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.</p> <p>Mr Stephen Mackey (Acting General Manager)</p> <p>Apologies: Cr A Archer</p>	<p><i>Discussions undertaken on the following items:-</i></p> <ul style="list-style-type: none"> • Model Guidelines – Unreasonable Conduct with Councils (Elected Members) Recognition and Response • Discussion topics for meeting with Local Government Minister Kerry Vincent

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).

- 15th February 2025 (Saturday) **Ellendale – Please note the amended date and location**

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 10 December 2024.</i>	<i>Regulation 15 (2)(G) of the Local Government (Meeting Procedures) Regulations 2015 – information of a personal and confidential nature or information provided to Council on the condition it is kept confidential.</i>

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 10 December 2024.</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.*

11.1 NOTICE OF MOTION – CR J HALL**RECOMMENDATION 06/01.2025/C****Moved:** Cr J Hall**Seconded:** Cr

THAT Council write to the Chief Executive Officer Tas Networks advising that the closing of all business and the Council Office in Bothwell was an inconvenience that we had accepted, but having to shut off for a second time soon, due to errors in organising the works that were to be done on the 13 January 2025 is totally unacceptable.

Bothwell Power Outage 13 January 2025

Moved Clr Hall

Seconded

That Council write to the Chief Executive Office TasNetworks advising that the Closing of all Business and the Council Office in Bothwell was an inconvenience that we had accepted but having to be shut for a second time soon due to errors in organizing the works that were to be done on the 13 January 2025 is totally unacceptable.

Discussion

All residents and business were as prepared as possible for the power outage scheduled for the 13 January 2025 knowing they would be closed whilst essential repairs were done to four condemned poles. We were also aware that the planning for their replacement had been programmed for a long period of time.

It is now extremely disappointing that we will be forced to close that day and then informed about 9.30am that the works had been cancelled due to a problem isolating a feeder line meaning the switching power could not be turned off. This should not have occurred as all safety requirements should have been considered well before the day the work was to commence.

We are now informed that these works will have to be rescheduled to another date meaning Residents Business and Council will again be required to close for a further day. It could be prudent for Council to pursue this compensation from TasNetworks or the Minister for Energy requesting support to keep business open when repairs are being undertaken in the future and seek funding to cover losses incurred by local business and Council for their employee costs during these stoppages.

CL JOHN HALL

14-1-2025

11.2 NOTICE OF MOTION – CR D MEACHEAM

RECOMMENDATION 07/01.2025/C

Moved: Cr D Meacheam

Seconded: Cr

THAT council note the Local Government Learning and Development Framework Communique No 12 of the 12 January 2025 and take the matters into consideration when making comment on the review of the Local Government Act 1993

DISCUSSION

Local Government Learning and Development Framework Communique No 12

The Local Government Learning and development Governance Group (the Governance Group) met regularly throughout 2024 to further develop a fit for purpose Learning and Development Framework for Local Government elected members.

The Communique provides a summary of the key focus areas over the course of 2024 and recent policy decisions in relation to the Learning and Development Framework (The Framework).

It was noted that valuable consultation feedback from the sector was constructive and supported general acceptance of the Framework. Ther Governance Group extended its application to all those who took time to participate and contribute to the consultation process to ensure the Framework is fit for purpose for Councillors.

Many participants provided positive feedback indicating that the Framework is heading in the right direction. Feedback also revealed some barriers to participation, such as time constraints, confidence in councillors 'own knowledge, and difficulties with digital skills. Suggestions to overcome these barriers including providing incentives, improving accessibility, and offering personalised learning plans.

The consultation reinforced the need to commit to continuous learning and professional development for councillors, ensuring they have the skills needed to serve their community effectively.

Based on feedback received, several changes have been made tom the learning and development materials consulted on to ensure they are useful, accessible and relevant for councillors going forward.

These materials will be promoted by LGAT and made available for councils to use.

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 08/01.2025/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

10 December 2024	Ordinary Council Meeting (Bothwell)
16 December 2024	STCA Meeting (Hobart)
18 December 2024	Tele-meeting with the Deputy Premier
18 December 2024	Westerway Primary School Presentation
20 December 2024	Council Staff Christmas BBQ (Hamilton)
7 January 2025	Workshop (Hamilton)
7 January 2024	Meeting with LG Minister Vincent (Hamilton)
14 January 2024	Meeting with Lions/CAW & Staff - Bushfest

- Business of Council x 5
- Ratepayer and community members – communications 1
- Elected Members - communications 4
- Council Management communications 7

Deputy Mayor J Allwright

10 December 2024	AGM (Bothwell)
10 December 2024	Ordinary Council Meeting (Bothwell)
11 December 2024	Greenhouse & Makers Shed Opening, Great Lake Community Centre, Miena.
12 December 2024	Workshop (Bothwell)
20 December 2024	Council Staff Christmas BBQ (Hamilton)
7 January 2025	Workshop (Hamilton)
7 January 2025	Meeting with LG Minister Vincent (Hamilton)

Cr A Archer

10 December 2024	AGM (Bothwell)
10 December 2024	Ordinary Council Meeting (Bothwell)

Cr A Bailey

10 December 2024	AGM (Bothwell)
10 December 2024	Ordinary Council Meeting (Bothwell)
11 December 2024	Greenhouse & Makers Shed Opening, Great Lake Community Centre, Miena.
12 December 2024	Workshop (Bothwell)
20 December 2024	Council Staff Christmas BBQ (Hamilton)
7 January 2025	Workshop (Hamilton)
7 January 2025	Meeting with LG Minister Vincent (Hamilton)

Cr R Cassidy

10 December 2024	AGM (Bothwell)
10 December 2024	Ordinary Council Meeting (Bothwell)
11 December 2024	Greenhouse & Makers Shed Opening, Great Lake Community Centre, Miena.
12 December 2024	Workshop (Bothwell)
20 December 2024	Council Staff Christmas BBQ (Hamilton)
7 January 2025	Workshop (Hamilton)
7 January 2025	Meeting with LG Minister Vincent (Hamilton)

Cr J Hall

3 December 2024	Waddamana Bridge
8 December 2024	50 years long service medal presentation (Miena)
10 December 2024	AGM (Bothwell)
10 December 2024	Ordinary Council Meeting (Bothwell)

11 December 2024 Greenhouse & Makers Shed Opening, Great Lake Community Centre, Miena.
12 December 2024 Workshop (Bothwell)
17 December 2024 Glenora School Presentation (Glenora)
20 December 2024 Council Staff Christmas BBQ (Hamilton)
7 January 2025 Workshop (Hamilton)
7 January 2025 Meeting with LG Minister Vincent (Hamilton)

Cr J Honner

3 December 2024 School Presentation (Bothwell)
10 December 2024 AGM (Bothwell)
10 December 2024 Ordinary Council Meeting (Bothwell)
12 December 2024 Workshop (Bothwell)
7 January 2025 Workshop (Hamilton)
7 January 2025 Meeting with LG Minister Vincent (Hamilton)

Cr D Meacheam

10 December 2024 AGM (Bothwell)
10 December 2024 Ordinary Council Meeting (Bothwell)
11 December 2024 Greenhouse & Makers Shed Opening, Great Lake Community Centre, Miena.
12 December 2024 Workshop (Bothwell)
7 January 2025 Workshop (Hamilton)
7 January 2025 Meeting with LG Minister Vincent (Hamilton)

Cr Y Miller

10 December 2024 AGM (Bothwell)
10 December 2024 Ordinary Council Meeting (Bothwell)
12 December 2024 Workshop (Bothwell)
20 December 2024 Council Staff Christmas BBQ (Hamilton)
7 January 2025 Workshop (Hamilton)
7 January 2025 Meeting with LG Minister Vincent (Hamilton)

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 09/01.2025/C

Moved: Cr

Seconded: Cr

THAT the Health and Wellbeing monthly report for December 24 / January 25 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 **December 2024 and January 2025**.

External Grants and funding

Successful grants – recent announcements

1. State Government Response and Recovery grant of **\$29,227** for equipment to support isolated communities during and following an emergency event. This grant is for assisting communities more than 30 minutes from an Evacuation Centre. Items include generators, portable power devices, portable lighting etc, and a trailer to house and transport items.
2. State Government Response and Recovery grant of **\$14,286** for supporting Council Evacuation Centres at Miena, Bothwell and Hamilton. This grant is for purchase of non-perishable such as sleeping bags, portable showers, generators, and pillows.

Items for both these projects will be stored at Bothwell Council storage shed, and pre-deployed to locations as required.

3. Disaster Ready Fund 2 - Clyde River Flood Resilience Project in partnership with Derwent Catchment Project **\$1,976,100**. Funding still to be received.

Pending announcement

1. Federal Growing Regions Grant - Gretna Cricket Club change rooms **\$595,000**
2. International Women's Day Grant – event hosted at Gretna Green Hotel - **\$2,000**

Pending submission - Youth Week Grant Application – Bothwell Youth event \$2,000

Grant suggestion - A community request for construction of a boardwalk between Lochiel Drive and Jones Road has been forwarded through State Growth. This is on land belonging to Hydro Tasmania, Property Services, and State Growth. A funding source has been recommended by State Growth: the Better Active Transport in Tasmania grant - due to open in early 2025.

Internal Grants and Funding

Administration of Council Community Grants and review of Community Grants program

Student bursary program – bursaries provided to Westerway Primary School, Glenora District School, Bothwell High School

End of year Student citizenship awards – provided to Westerway Primary School, Glenora District School, Bothwell High School.

Central Highlands Community Health Centre at Ouse – 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. This project has four main aims:

- To establish telehealth service for GP access
- To establish new specialist and allied health services in-site
- To better promote and utilise existing services, e.g. Corumbene and Pharmacy out-reach
- To develop on-site support to enable an increase in services at the Health Centre

From mid-2025 onwards, the project will include exploring the potential for outreach GP visits to the Health Centre.

Primary Health Tasmania have proposed that Council's Community Development Officer act as a project officer for this trial 3 days a fortnight commencing February 2025. A proposal has been sent to Council's General Manager regarding this role.

Community Engagement

In preparation for Miena and Ellendale Strategic Plan community engagement events, an engagement plan is being developed in collaboration with the Acting General Manager and Executive Assistant.

CD officer has assisted with draft Structure Plan community meetings at Bothwell, Hamilton, Ouse. Ongoing community engagement and promotion of opportunities for community input.

Just a Farmer

The producers of 'Just a Farmer' – an Australia feature film which focuses on rural mental health has contacted Council to look at options for hosting a screening locally. CD officer is scoping partnership options for funding.

Australia Day Awards:

- Sunday 26 January 11:00am - 1:30pm at Hamilton Hall
- Five award winners, three certificate of achievement will be presented on the day.
- Music by Bridget Pross, BBQ lunch by Hamilton Inn.

Australia Day Pool Party

Free pool access, free BBQ and family fun day 1-6pm Sunday 26 January.

Keep Australia Beautiful Awards

Facilitation of nomination and attendance at awards in November. Following results for Central Highlands:

- Winner - population centre under 500 for Bothwell.
- Winner - Environmental and sustainability award - Great Lake Community Centre

Certificates of Excellence:

- Great Lake Hotel - towards zero waste project
- Great Lake Community Centre: community events and programs
- Great Lake Community Centre: community shed
- Central Highlands Council: overall appearance of Bothwell Township
- Central Highlands Council: Central Highlands Visitors Centre Bothwell
- Central Highlands Australasian Golf Museum Bothwell
- Central Highlands Historical Association Bothwell
- Joy Cox - Wombat Rescue

Children and young people

• Communities for Children

CD Officer Completed activities as part of role in C4C steering committee including:

- Hosting of Communities for Children network meeting at Hamilton Hall.
- Assisting with "Roving Reporter" project at Bush Fest - part of a wider strategic project to capture the voices, needs, and aspirations of young people locally.

• Playgroup

Continued support of Bothwell Community Playgroup each week at the Bothwell Football Club. Planning for Playgroup activities in 2025.

• Family Day Care

CD officer currently writing work plan and reference group for working towards establishing Family Day Care in Bothwell.

• Hamilton and surrounds – Children's Activities

Upcoming meeting with local parents to plan for what events and services are needed by young children locally.

Council social media (Facebook) update - 10 December 2024 - 20 January

Audience: 2,607 followers. Net followers increase: 13 in last 28 day; 573 in the last year.

Posts: Central Highlands Rural Youth establishment meeting; Council meeting dates for 2025; Great Lakes Community Centre greenhouse launch; Council offices opening dates over holiday period; Playgroup end of year story; Council closure due to electrical work; lost dog; Australia Day promotion; Strategic Plan community meeting at Miena.

Other Communication projects:

Progressing update to new Residents Guide

CD officer assisting in community consultation around new public noticeboard at Ellendale.

Bi-monthly email about grants, events, opportunities is being sent to local community groups.

Community training - License

Ongoing coordination of free driver training for locals through RACT, which has been funded through a Cattle Hill Grant. The first of 51 lessons have been in Bothwell to school students.

Governments services referral

In response to community need, a request has been made to include Miena, Bronte Park, and Ellendale in the Government Services mobile services calendar.

Additional meetings attended

Central Highlands Council Clinical Working Group; LGAT Health and Wellbeing Network meeting, attendance at Great Lake Community Centre Greenhouse launch; Ash Cottage end of year event; and HATCH meetings to discuss Structure Plan feedback.

15.2 COMMUNITY GRANT REQUEST: GREAT LAKE TIE-IN**RECOMMENDATION 10/01.2025/C**

Moved: Cr

Seconded: Cr

THAT Council contribute \$1,000 to Great Lake Tie-in Association Inc. for their 2025 Tie-in from the Community Grants allocation.

REPORT BY Kat Cullen, Community Development Officer

BACKGROUND

Council have received a Community Grant Application from Great Lake Tie-in Association Inc. The request is for the annual Tie-in, to be hosted at the Great Lake Community Centre in October 2025.

Council donated \$1,000 to the 2024 event (from 2023-2024 budget). A Community Grant Evaluation Report has been received for this previous donation. An estimated 56 people attended this event.

The requested amount is \$1000.00. The Community Grants Budget currently has \$11,500 available for allocation. (this figure could change and is subject to other grant applications on the agenda)

Attachments

1. [Community Grant Application](#)
2. [2024 event Highland Digest article](#)
3. [Treasurer's report](#)
4. [Event Flyer showing CHC logo](#)
5. [Evaluation Report](#)

15.3 COMMUNITY GRANT REQUEST: MIENA SEISIÚN CONCERT & DANCE

RECOMMENDATION 11/01.2025/C

Moved: Cr

Seconded: Cr

THAT Council contribute \$1,500 to Miena Seisiún for the 2025 Miena Seisiún Concert & Dance from the Community Grants allocation.

REPORT BY Kat Cullen, Community Development Officer

Background

Council have received a Community Grant Application from Miena Seisiún (Session) – a sub-group of the Folk Federation of Tasmania.

The request is for an event in across the weekend of 21-22 February 2025. The event aims to provide an annual opportunity for Session musicians from across the State to play together and attend instrument workshops, and to share their traditional Irish music with the public through presentation of a concert and bush dance.

In addition to providing opportunities for visitors, the event aims to benefit local community through:

- Discounted tickets for Central Highland residents – made possible through receipt of community grant
- Funds put back into Great Lake Community Centre through hire of centre, and catering for event.
- Involvement of local musicians and sound technicians
- Free attendance for students from Bothwell High School, and an invitation for the school choir to be a part of event.

The requested amount is \$1500.00. The Community Grants Budget currently has \$11, 500 remaining for allocation. (this figure could change and is subject to other grant applications on the agenda)

Attachments

1. cover letter.
2. flyer for event
3. letters of support – Great Lake Fire Brigade, Great Lake Community Centre, Session Players Tas
4. community grant application

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 – DECEMBER 2024

RECOMMENDATION 12/01.2025/C

Moved: Cr

Seconded: Cr

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

REPORT BY Jason Branch, Works & Services Manager

BACKGROUND

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

Grading & Sheeting	Bothwell waste transfer station.
Maintenance Grading	
Potholing / shouldering	Cold mix holes Ellendale Road. Cold mix holes Victoria Vally Road. Pothole Lower Mashas Road. Pot hold driveways around Bothwell.
Spraying:	Spot spaying around Bothwell.
Culverts / Drainage:	Marked Tree Road. Clean town drains and storm water pits. Drainage works Dawson Road.
Occupational Health and safety	<ul style="list-style-type: none"> • Monthly Toolbox Meetings • Day to day JSA and daily prestart check lists completed. • Monthly workplace inspections completed. • Playground inspections • Annual playground audit also undertaken.
Bridges:	

Refuse / recycling sites:	Hamilton land fill
Other:	Replace stolen shower heads and taps from the Hamilton facilities twice over the Christmas period. unblock sewer main Hamilton office. New storm water concession 989 Ellendale Road. Remove fallen trees Lanes Tier Road. Remove fallen tree Victoria Vally Road.
Slashing:	
Municipal Town Maintenance:	Mowing off all Municipal Towns
Buildings:	
Plant:	PM824 Toyota Hilux new tyres.
Private Works:	
Casuals	Cleaning of public toilets twice weekly. Town for supplies once weekly.
Program for next 4 weeks	Pot holing Municipal Roads. Town mowing and brush cutting. Clean public toilets. Town rubbish.

16.2 POLICY NO. 2014-21 ALLEVIATION OF DUST NUISANCE – ROADWORKS POLICY

RECOMMENDATION 13/01.2025/C

Moved: Cr

Seconded: Cr

THAT Council adopt Policy No 2014-21 Alleviation of Dust nuisance – Roadworks Policy

IMPLICATIONS AND FINANCIALS

Strategic Plan	2.4 Ensure that the standard of existing assets and services are maintained in a cost effective manner.
Council Policy	Policy No. 2014-21 Alleviation of Dust nuisance – Roadworks Policy
Legislative Context	Local Government Act 1993 Local Government (Highways) Act 1982
Consultation	Council's Senior Management Team

Impact on Budget/Resources	May have an impact on the Council approved roads maintenance budget, as additional resources maybe required to meet the increased service level.
Risk	Council shall seek a contribution from the property owners and where they are prepared to contribute to the proposed work (dollar for dollar basis) Council shall give priority to the work in the following annual budget.

REPORT BY Jason Branch, Works and Service Manager

[Attachments - Policy No 2014-21 Alleviation of Dust nuisance – Roadworks Policy \(DRAFT\)](#)

BACKGROUND

The previous Alleviation of Dust Nuisance - Roadworks Policy was approved by Council in the January 2022. The purpose of the policy is to outline the process for considering applications from residents or ratepayers for the alleviation of dust nuisances arising from roads.

16.3 UPGRADE FOR THE BELCHERS LOOKOUT ABC EMERGENCY RADIO

RECOMMENDATION 14/01.2025/C

Moved: Cr

Seconded: Cr

THAT Council approve the expenditure of \$14,738.00 for the equipment required to be replaced at Belchers Lookout for the ABC Emergency Radio transmitter with the installation cost being provide free by Phil Goodwin.

REPORT BY Stephen Mackey, Acting General Manager

DISCUSSION

This critical piece of infrastructure is run and owned by the Central Highlands Council since 2013 Funds were originally made available to upgrade this site from Red Cross Bushfire donations in 2013 this was due to the Central Highlands/Upper Derwent Valley being impacted at the same time as the Dunalley area.

The emergency radio was originally established on this site in 2005 and was Federally Funded and the Licence was then the Derwent valley Council. Central Highlands Council took over the licence in 2013, and the reason for this was that the Derwent Valley Council did not require the site once the TV licence they had was revoked.

The original licence was for Maydena only and this only required a very low powered transmitter.

Information gained from around the time of the fires, suggested that poor radio reception in the Derwent Valley and Central Highlands Area may have been the reason people didn't get emergency alerts from ABC Radio.

Mayor Flint was successful in obtaining funding through Red Cross Bush Fire Donations to upgrade Belchers Lookout site with a more powerful transmitter to extend the signal into the Central Highlands.

This resulted in the ABC Emergency Messages being received by a greater number of residents.

At the same time a backup diesel generator and battery bank were installed. This enables the site to run for at least a month before re-fuelling. This battery bank was replaced recently with newer technology.

The original low power transmitter was kept on site as a backup in case the main transmitter failed which could occur due to a lightning strike or for other reasons.

This low powered transmitter dates back to 2006 and in recent times this transmitter has developed some serious internal faults meaning it now only runs on half power.

Phil Goodwin took this transmitter in for repair at his own cost but nothing more can be done to fix the problem.

The unit cannot now be trusted to stay on air as a standby anymore.

This means that in the case the main transmitter failing the ABC Emergency Allert could be off the air.

This could mean that no emergency alerts will be able to be transmitted or received.

Repair and replacement could take weeks or months.

The main transmitter has had its cooling fan replaced just last year. The main electronics transmitter has now exceeded 105,000 hours running 24 hours per day, antenna replacement the original transmitting antenna dated back to 2006 and was homemade this condition of this is unknown.

It is proposed that a new Australian made transmitter be purchased and put into service as soon as possible.

Use the old high-powered transmitter as a spare backup unit

Replace the transit antenna with new unit also made in Australia and keep the old transmit antenna as a spare backup.

This will mean that we will have 2 transmitters and 2 antennas at Belchers greatly improving reliability and will extend our coverage further into the Central Highlands area.

All installation works will be carried out by Phil Goodwin at no cost to council.

It is interesting to note that since Phil took over as a volunteer, we have had no ABC Radio Emergency outages therefore 100% transmit time.

In this time, we have probably saved in the order of at least \$3200.00 in maintenance charges over the 2-year period since the Hobart Based maintenance contract was revoked.

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 31 DECEMBER 2024

RECOMMENDATION 15/01.2025/C

Moved: Cr

Seconded: Cr

THAT the Monthly Finance Report to 31 December 2024 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

BACKGROUNDThe following Finance reports are tabled for period ending **31 December 2024**.**Bank Reconciliation as at 31th Dec 2024**

	2023	2024
Balance Brought Forward	\$8,576,530.37	\$6,077,399.35
Receipts for month	\$354,991.22	\$685,355.70
Expenditure for month	\$980,291.31	\$1,095,630.21
	<hr/>	<hr/>
Balance	\$7,951,230.28	\$5,667,124.84
	<hr/> <hr/>	<hr/> <hr/>
Represented By:		
Balance Commonwealth Bank	\$1,243,911.16	\$1,198,776.85
Balance Westpac Bank	\$913,188.00	\$134,974.33
Investments	\$6,418,881.21	\$4,332,823.66
Petty Cash & Floats	\$550.00	\$550.00
	<hr/>	<hr/>
	\$8,576,530.37	\$5,667,124.84
Plus Unbanked Money		
	<hr/>	<hr/>
	\$8,576,530.37	\$5,667,124.84
Less Unpresented Cheques	\$0.00	\$0.00
Unreceipted amounts on bank statements	\$0.00	\$0.00
	<hr/>	<hr/>
	\$8,576,530.37	\$5,667,124.84
	<hr/> <hr/>	<hr/> <hr/>

Rates Reconciliation as at 31 Dec 2024

	<u>2023</u>	<u>2024</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	\$4,473,690.61	\$4,729,920.23
Penalties Raised	\$15,306.58	\$36,021.97
Supplementaries/Debit Adjustments	\$7,273.14	\$20,842.89
Total Raised	\$4,496,270.33	\$4,786,785.09
Less:		
Receipts to Date	\$2,684,284.57	\$3,034,229.57
Credit Journals	\$0.00	\$18,097.03
Pensioner Rate Remissions	\$117,916.83	\$128,959.45
Remissions/Supplementary Credits	\$10,691.62	\$10,566.41
Balance	\$1,647,739.25	\$1,646,468.99

	BUDGET 2024/2025	ACTUAL TO 31-Dec-23	ACTUAL TO 31-Dec-24	% OF BUDGET SPENT	BALANCE OF BUDGET
CORPORATE AND FINANCIAL SERVICES					
ADMIN HAMILTON	\$1,870,264	\$977,576	\$1,074,155	57.43%	\$796,109
ELECTED MEMBERS EXPENDITURE(AMEH)	\$256,040	\$120,093	\$155,229	60.63%	\$100,811
MEDICAL CENTRES(MED)	\$127,141	\$62,879	\$68,573	53.93%	\$58,568
STREET LIGHTING(STLIGHT)	\$34,357	\$15,909	\$18,049	52.53%	\$16,308
ONCOSTS	(\$498,049)	(\$201,283)	(\$301,516)	60.54%	(\$196,533)
COMMUNITY & ECONOMIC DEVELOPMENT & RELATIONS(CDR+EDEV)	\$460,441	\$306,102	\$362,839	78.80%	\$97,602
TOTAL CORPORATE & FINANCIAL SERVICES	\$2,250,194	\$1,281,276	\$1,377,330	61.21%	\$872,864
DEVELOPMENT AND ENVIRONMENTAL SERVICES					
				425.08%	
ADMIN BOTHWELL	\$321,446	\$167,302	\$206,533	64.25%	\$114,913
ENVIRON HEALTH SERVICES (EHS)	\$33,455	\$15,259	\$15,756	47.10%	\$17,699
ANIMAL CONTROL(AC)	\$11,375	\$5,721	\$7,997	70.30%	\$3,378
PLUMBING/BUILDING CONTROL (BPC)	\$182,083	\$71,459	\$87,327	47.96%	\$94,756
SWIMMING POOLS (POOL)	\$30,241	\$7,407	\$15,603	51.60%	\$14,638
DEVELOPMENT CONTROL (DEV)	\$351,850	\$100,263	\$145,810	41.44%	\$206,040
WASTE SERVICES	\$928,956	\$463,073	\$507,842	54.67%	\$421,114
ENVIRONMENT PROTECTION (EP)	\$41,357	\$5,136	\$2,093	5.06%	\$39,264
TOTAL DEVELOPMENT & ENVIRONMENTAL SERVICES	\$1,900,763	\$835,620	\$988,961	52.03%	\$911,802
WORKS AND SERVICES					
PUBLIC CONVENIENCES (PC)	\$287,145	\$102,563	\$96,184	33.50%	\$190,961
CEMETERY (CEM)	\$16,732	\$12,339	\$6,725	40.19%	\$10,007
HALLS (HALL)	\$80,732	\$40,622	\$66,236	82.04%	\$14,496
PARKS AND GARDENS(PG)	\$97,057	\$64,104	\$78,841	81.23%	\$18,216
REC. & RESERVES(Rec+tennis)	\$119,900	\$87,871	\$57,740	48.16%	\$62,160
TOWN MOWING/TREES/STREETSCAPES(MOW)	\$193,285	\$177,096	\$115,460	59.74%	\$77,825
HOUSING (HOU)	\$116,424	\$88,474	\$93,048	79.92%	\$23,376
CAMPING GROUNDS (CPARK)	\$18,884	\$10,381	\$9,268	49.08%	\$9,616
LIBRARY (LIB)	\$2,346	\$1,852	\$1,687	71.90%	\$659
ROAD MAINTENANCE (ROAD)	\$1,056,382	\$824,428	\$718,721	68.04%	\$337,661
FOOTPATHS/KERBS/GUTTERS (FKG)	\$13,813	\$8,830	\$12,745	92.27%	\$1,068
BRIDGE MAINTENANCE (BRI)	\$23,026	\$5,823	\$3,031	13.16%	\$19,995
PRIVATE WORKS (PW)	\$50,743	\$47,339	\$12,687	25.00%	\$38,056
SUPER. & I/D OVERHEADS (SUPER)	\$812,468	\$218,758	\$436,355	53.71%	\$376,113
QUARRY/GRAVEL (QUARRY)	(\$181,998)	(\$40,368)	(\$21,291)	11.70%	(\$160,707)
NATURAL RESOURCE MANAGEMENT(NRM)	\$128,847	\$48,647	\$70,018	54.34%	\$58,829
SES (SES)	\$2,000	\$502	\$305	15.23%	\$1,696
PLANT MTOE & OPERATING COSTS (PLANT)	\$640,571	\$447,779	\$348,558	54.41%	\$292,013
PLANT INCOME	(\$756,571)	(\$633,784)	(\$511,330)	67.59%	(\$245,241)
DRAINAGE (DRAIN)	\$42,124	\$32,129	\$35,539	84.37%	\$6,585
OTHER COMMUNITY AMENITIES (OCA)	\$40,559	\$24,308	\$21,330	52.59%	\$19,229
WASTE COLLECTION & ASSOC SERVICES (WAS)	\$0	\$10,006	\$4,542		(\$4,542)
FLOOD REPAIRS		\$0	\$0		
TOTAL WORKS & SERVICES	\$2,804,469	\$1,579,699	\$1,656,397	59.06%	\$1,148,072
DEPARTMENT TOTALS OPERATING EXPENSES					
Corporate Services	\$2,250,194	\$1,281,276	\$1,377,330	61.21%	\$872,864
Dev. & Environmental Services	\$1,900,763	\$835,620	\$988,961	52.03%	\$911,802
Works & Services	\$2,804,469	\$1,579,699	\$1,656,397	59.06%	\$1,148,072
Total All Operating	\$6,955,426	\$3,696,595	\$4,022,688	57.84%	\$2,932,738

	BUDGET 2024/2025	ACTUAL TO 31-Dec-23	ACTUAL TO 31-Dec-24	% OF BUDGET SPENT	BALANCE OF BUDGET
CAPITAL EXPENDITURE					
CORPORATE AND FINANCIAL SERVICES					
Computer Purchases	\$41,500	\$2,220	\$28,584	68.88%	\$12,916
Equipment	\$5,000	\$1,577	\$0	0.00%	\$5,000
Miscellaneous	\$5,000	\$0	\$0	0.00%	\$5,000
	\$51,500	\$3,797	\$28,584	55.50%	\$22,916
DEVELOPMENT & ENVIRONMENTAL SERVICES					
Swimming Pool	\$5,000	\$9,182	\$1,870	37.40%	\$3,130
	\$5,000	\$9,182	\$1,870	37.40%	(\$4,182)
WORKS & SERVICES					
Plant Purchases	\$760,000	\$378,389	\$76,712	10.09%	\$683,288
Camping Grounds	\$0	\$0	\$0		\$0
Public Conveniences	\$150,000	\$156,609	\$0	0.00%	\$150,000
Bridges	\$0	\$7,097	\$0	0.00%	\$0
Road Construction & Reseals	\$2,918,000	\$535,265	\$805,007	27.59%	\$2,112,993
Drainage	\$20,000	\$248,553	\$4,898	0.00%	\$15,102
Parks & Gardens Capital	\$11,440	\$6,248	\$239	2.09%	\$11,201
Infrastructure	\$82,145	\$40,209	\$28,235	34.37%	\$53,910
Footpaths, Kerbs & Gutters	\$40,000	\$92,801	\$28,185	70.46%	\$11,815
Rec Grounds	\$570,000	\$11,705	\$41,990	7.37%	\$528,010
Halls	\$60,000	\$2,623	\$11,755	19.59%	\$48,245
Buildings	\$449,000	\$781,090	\$136,280	30.35%	\$312,720
	\$5,060,585	\$2,260,589	\$1,133,301	22.39%	\$3,927,284
TOTAL CAPITAL WORKS					
Corporate Services	\$51,500	\$3,797	\$28,584	55.50%	\$22,916
Dev. & Environmental Services	\$5,000	\$9,182	\$1,870	37.40%	\$3,130
Works & Services	\$5,060,585	\$2,260,589	\$1,133,301	22.39%	\$3,927,284
	\$5,117,085	\$2,273,568	\$1,163,755	22.74%	\$3,953,330

Comprehensive Income Statement

31/12/2024

Recurrent Income	Budget 2023-2024	Actual to date prior year	Actual to Date	Budget 2024-2025	Variation from YTD Budget %	Comments
Rates Charges	\$4,469,863	\$4,469,305	\$4,717,569	\$4,682,233	1%	
User Fees	\$355,450	\$129,747	\$135,700	\$494,250	(23)%	
Grants - Operating	\$124,860	\$170,882	\$301,397	\$30,000	955%	
Other Revenue	\$453,200	\$437,452	\$428,847	\$704,366	11%	
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	\$8,238,772	\$8,365,753	\$9,117,364	42%	
Expenditure						
Employee Benefits	\$2,553,663	\$1,147,641	\$1,504,709	\$2,584,261	8%	
Materials and Services	\$2,012,016	\$1,439,095	\$1,500,104	\$2,447,768	11%	
Other Expenses	\$1,715,852	\$1,102,459	\$1,091,885	\$1,892,738	8%	
Depreciation and Amortisation	\$2,260,000	\$1,215,871	\$1,262,871	\$2,327,800	4%	
Total Expenditure	\$8,541,531	4,905,066	5,359,569	9,252,567	8%	
Operating Surplus(Deficit)	(139,592)	3,333,706	3,006,184	(135,203)		
Capital Grants & Other	\$2,407,078	\$330,100	\$983,418	\$2,424,996		
Surplus(Deficit)	2,267,486	3,663,806	3,989,602	2,289,793		
Capital Expenditure	\$8,107,503	\$2,298,754	\$1,163,755	\$5,117,085		

BANK ACCOUNT BALANCES AS AT 31 DEC 2024

No.	Bank Accounts	Investment Period	Current Interest Rate %	Due Date	BALANCE	
					2023	2024
11100 Cash at Bank and on Hand						
	11105 Bank 01 - Commonwealth - General Trading Account				1,442,021.95	1,198,776.85
	11106 Bank 02 - Westpac - Direct Deposit Account				27,602.94	134,974.33
	11110 Petty Cash				350.00	350.00
	11115 Floats				200.00	200.00
	11199 TOTAL CASH AT BANK AND ON HAND				1,470,174.89	1,334,301.18
11200 Investments						
	11207 Bank 6	0	0.00		0.00	0.00
	11207 Bank 5	0	0.00		6,392,757.91	0.00
	11115 Bank 04	35	4.51%	2/01/2025	-	1,706,018.75
	11110 Tascorp	120Days	4.81%	29/01/2025	80,098.31	85,276.81
	11115 Bank 16	60	4.75%	20/01/2025		2,541,528.10
	11299 TOTAL INVESTMENTS				6,472,856.22	4,332,823.66
	TOTAL BANK ACCOUNTS AND CASH ON HAND				7,943,031.11	5,667,124.84

17.2 APPLYING COMMON SEAL ON GRANT DEED

RECOMMENDATION 16/01.2025/C

Moved: Cr

Seconded: Cr

THAT council authorise the signing of the Grant Deed for the Isolated Communities Resilience Grants Stream 1 by the Acting General Manager.

REPORT BY Stephen Mackey, Acting General Manager

DISCUSSION

Councils Community Development officer together with Graham Rogers, Jason Branch and Barry Harback developed an application under the Isolated Community Resilience Grants Stream 1 for grant funding for a contribution towards funding for assets to support communities which may become isolated during emergencies and be unable to access primary evacuation centres.

The amount of funding sought was \$29,227.00. These funds will be used to help fund the purchase of a trailer decked out with the necessary survival equipment such as a generator etc.

To be able to access this funding council was required to sign and seal the grant deed. There is authority under councils' delegations register for the General Manager to use the common seal as long as the use is advised to council at the next available council meeting.

17.3 WEASEL SOLAR FARM PTY LTD PAYMENT OF FEES

RECOMMENDATION 17/01.2025/CC

Moved: Cr

Seconded: Cr

- 1) That Council agrees to enter into a deed with Weasel Solar Farm Pty Ltd to accept payment of the Development Application Fees for the Weasel Solar Farm at 3236 Highland Lakes Road, Bothwell in Tasmania in staged instalments over the financial years ending 30 June 2025 and 30 June 2026 with the first payment of \$100,000.00 payable on submission of the Development Application.

And

- 2) To give effect to 1, that Council authorises the General Manager to negotiate and enter into a deed with Weasel Solar Farm Pty Ltd.

REPORT BY Stephen Mackey, Acting General Manager

DISCUSSION

Council since removing the cap on development applications have received the following applications.

St Patricks Plains Wind Farm

Tarraleah Re-Development

It would appear that based on the quantum of fees payable by the developers of the substantial projects and the fact that Council no longer has a cap on the Development application Fees, it would now appear fair for council to agree to stage the fees payable by Weasel Solar Farm Pty Ltd.

Fees-When does the application become valid

Section 51A of the *Land Use Planning and Approvals Act 1993 (Act)* provides that a Planning Authority cannot refuse to accept a valid application on the basis that the fee has not been paid.

In this sense a valid application is one that “contains all relevant information required by the planning scheme applying to the land that is the subject of the application” and any relevant declaration from the application in relation to owner notification or permission as required by section 51(1AB).

The relevant fees for a planning application are to be imposed by Council in acceptance with section 205 of the *Local Government Act 1993*.

However, if the Planning Authority does not demand the payment of the fee within four business days after the application has been lodged it must proceed to consider the application. Further, to receive a valid application in relation to the proposal and then wait a period of at least five business days before proceeding to access it, with the assurance that the full fees will be paid in accordance with a deed.

If the Planning Authority proceeds in this way, the application will be taken to have been validly received and should proceed to be assessed in the usual process in accordance with the Act.

17.4 REQUEST FOR REMISSION OF BUILDING AND PLUMBING APPLICATION FEES – GRETNA WAR MEMORIAL OVAL

RECOMMENDATION 18/01.2025/C

Moved: Cr

Seconded: Cr

THAT Council remit the Building & Plumbing Application fees of \$605.00 associated with BA & PA 2025/01 for the construction of new toilets and changerooms at the Gretna War Memorial Oval.

REPORT BY Graham Rogers, Manager DES

BACKGROUND

Council has received funding to construct new toilets and changerooms at the Gretna War Memorial Oval. Design drawings have been prepared for the new building and Building and Plumbing Applications have now been submitted by Mathew Pettit (Pettit Designs) on behalf of Council.

As this is a Council project on Council land a remission of the Building and Plumbing Application Fees is being sought as follows:

Building (Notifiable Work) - \$118.00

Plumbing Permit - \$487.00

The Building Permit Levy of \$600.00 and ITB Levy of \$300.00 are State Government Levies and will need to be paid for this project.

17.5 COMMUNITY REQUEST: BOTHWELL EXERCISE CLASSES FEE WAIVER - HATCH

RECOMMENDATION 19/01.2025/C

Moved: Cr

Seconded: Cr

THAT Council remit the hire fees of up to \$26,928 during 2025 for Bothwell Hall, and Bothwell Football Club and Community Centre when required, for HATCH's exercise classes on Monday, Wednesday and Saturday.

REPORT BY Kat Cullen, Community Development Officer

BACKGROUND

Council has received a request from HATCH for remission of fees for the Bothwell Town Hall for ongoing fitness classes on Monday, Wednesday and Friday during 2025. Additionally, the request is for remission of any hire fees for the Bothwell Football Club and Community Centre if Council requires the Bothwell Town Hall. These classes are an initiative of HATCH through the Highlands Healthy Connect Project.

Karen Beasant is the exercise instructor for all classes. Karen is engaged directly by HATCH for the Friday class, and through Freedom Health and Wellness for the Monday and Wednesday class. A Certificate of Currency for both Karen Beasant and Freedom Health and Wellness has been received, as has well as a draft Hall Hire Agreements for the three classes.

HATCH and Freedom Health and Wellness have a long-standing relationship with Council by providing community group exercise within the Central Highlands. These organisations thank Council for their consideration in this matter and their ongoing support for community health and wellbeing initiatives.

Hire fee calculation

Within Council's Fees and Charges schedule, there is not a specific category for calculating use of a Council Hall for running subsidised community health and wellbeing activities. A subsidised attendance fee is charged (\$7 per class / \$50 for a 10-class pass). HATCH covers most running costs for this program including hire of instructor Karen Beasant. If attendees were to pay a full commercial price, this would be \$20 per class, or \$160 for a 10 Class Pass.

The remission request of \$26,928 has been calculated using the daily fee of \$187 for holding a Private Function at the Hall.

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 20/01.2025/C

Moved: Cr

Seconded: Cr

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



Derwent Catchment Project January 2025

General business

Happy New Year! The year is off to a flying start with the warm weather and rain providing ideal growing conditions for plant growth. As we are just restarting our activities this report is quite short and just a synopsis of on-ground works action for the past 2 weeks. The office re-opened on the 6th of January and we have mostly been responding to weed management queries and dealing with grant administration and applications.

Weed Management Programs

Central Highlands Weed Management Plan

The weather has unfortunately given the weeds a bit of a boost. So, with plenty of summer left we're back out spraying and controlling weeds. We focused on some of the treating California Thistle, Gorse, and Broom along

parts of the road network in the Central Highlands. The areas controlled include works along Bashan Road, Waddamana Road, Victoria Valley Road and Ellendale Road.



We were also pleased to see a huge reduction of Ragwort at Waddamana since treatment began a few years ago.

There is a working bee planned at Great Lake this Saturday the 18th. So, if you're in the area come and work with the community on broom control.

ADOPT A SHORE

**SWAN BAY
ENGLISH BROOM
REMOVAL** **BBQ TO FOLLOW**



What:

- This working-bee event involves the physical removal of English Broom.
- Free sausage sizzle BBQ directly after the working bee.
- Lucky participant prizes drawn (such as a \$50 food and beverage voucher to the Deloraine Hotel)

When:

Saturday Jan 18th
10am - 12pm

Where:

Swan Bay Boat Ramp

No RSVP Required



Friends of Great Lake

Hamilton Native Plant Nursery

Nursery expansion and production

The nursery expansion is close to completion with the excavation works done, irrigation expanded and many new tables for plants built. Karen is busy continuing to prick out the seedlings into pots. Karen is also out collecting seed in propagation for the next season of growing.



Rivers

Water quality monitoring capacity improved

Three water quality monitoring systems currently installed at the Tyenna (before the confluence with the Derwent, the Ouse (below township of Ouse), and the Clyde have been offered to us by the Derwent Estuary Program which we purchased as part of a research grant. Each site is equipped with an Eco Detection unit (purchase price of \$75,000 each) and external sensors, currently measuring nitrate, nitrite, phosphate, chloride, sulphate, fluoride, DO, EC, pH, temp, turbidity. We will need to maintain the equipment and DEP have offered us training in the units. So, this is great news for our rivers projects. Thanks to the Derwent Estuary Program for their offer of donating the units to our care.

Clyde River Recovery Project

We are just progressing the final stages of the contract with an implementation plan and meetings with the Disaster Recovery Team at DPAC. Thanks to Kat Cullen for her support in progressing the project administration. We hope to see a contract in place by March 2025

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

Strategic Plan Progress

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

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

Programs and Impacts	Actions	Dates	Targets	Progress
PLAN FOR THE FUTURE				
	Develop a catchment plan for the Derwent	June-25	Plan adopted by members and stakeholders	
	Develop a business plan for adding carbon and biodiversity services	Jun-24	Plan developed	
	Develop a business plan for delivering Environmental, Social, and Governance (ESG) projects and services	Jun-27	Plan developed	
	Develop a DCP communications plan	Jun-24	Plan developed	
DO THE WORK				
<ul style="list-style-type: none"> Agriculture 	Maintain and grow a strong agriculture program, including dryland, cropping & horticulture by trialling and promoting 'best practice' approaches to increasing productivity	Jun-27	We have grown the program by 20% as measured by participation and funding	
<ul style="list-style-type: none"> River restoration 	Continue to deliver existing programs and maintenance and expand to new rivers	Jun-28	We continue to deliver existing programs as projected and attract additional funding to activities in river restoration	
<ul style="list-style-type: none"> Weed Management 	Continue to implement and fund key actions to reduce the extent and spread of weeds in the catchment	Ongoing	Increasing the reach of programs across all tenures on key weeds. Improving education on weeds and management	

Programs and Impacts	Actions	Dates	Targets	Progress
<ul style="list-style-type: none"> • Conservation 	Develop programs which support biodiversity conservation	Jun-28	Work with land managers and farmers to increase condition of high priority remnant vegetation and improve threatened species management	
<ul style="list-style-type: none"> • Restoration 	Continue to grow the trees on farms program	Jun-27	Increase the number of trees planted into the region by 20%	
PROMOTE OUR WORK				
	Promote the work we have done to boost recognition (via advertising, social media)	Jun-24	Implement an ongoing communications strategy	
	Develop 'top five' investment packages	Jun-24	Investment packages developed and one funded	
	Promote courses in best practice Ag and reach more producers in the Catchment	Dec-24	Increase by 20% over 2 years.	
	Deliver professional annual reports that display the work underway	Annually	Develop a comprehensive and engaging report for members	
MEASURING & REVIEWING OUR IMPACTS	Monitor, measure and evaluate the impacts and outcomes of existing programs	Jun-24	Undertake an evaluation of the Past 5 years of DCP activity	
	Follow up existing programs to measure impacts	Annually	Undertake an annual review of impacts	
	Do an outstanding job on current projects	Ongoing	Review activities with key participants	

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

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

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

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

Encourage economic viability within the municipality

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

19.1 DEVELOPMENT & ENVIRONMENTAL SERVICES**RECOMMENDATION 21/01.2025/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
2024/00051	E3planning Pty Ltd	81 Arthurs Lake Road, Arthurs Lake	Office & Amenities Ancillary to Existing Extractive Industry (Quarry)
2024/00059	A J M Drafting Services	Lot 1 Highland Lakes Road, Brandum	Visitor Accommodation
2024/00062	W P Dexter	36 High Street, Bothwell	Outbuilding (Carport)

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 16 January 2025	
Number of Dogs Impounded during last month	1
Number of Dogs Currently Registered	927
Number of Dogs Pending Re-Registration	10
Number of Kennel Licence Renewals	33

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

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

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

20.1 POLICY NO. 2025-65 CODE OF CONDUCT DISPUTE RESOLUTION POLICY**RECOMMENDATION 22/01.2025/C****Moved:** Cr**Seconded:** Cr**THAT** Council adopt Policy No. 2025-65 Code of Conduct Dispute Resolution Policy.**IMPLICATIONS AND FINANCIALS**

Strategic Plan	6.1 Ensure Council fulfils its legislative and governance responsibilities, and its decision making is supported by sustainable policies and procedures
Council Policy	Nil
Legislative Context	Local Government Act 1993
Consultation	Council's Senior Management Team
Impact on Budget/Resources	Additional funding maybe required in the 24/25 Council approved budget for operating the dispute resolution process and to cover the costs of a Dispute Resolution Advisor.
Risk	The council must ensure that it meets its legislative and governance responsibilities as per the Local Government Act 1993. Councils needs to have their own dispute resolution policy in place by 10 September 2025.

REPORT BY Adam Wilson, Deputy General Manager[Attachments - Policy No. 2025-65 Code of Conduct Dispute Resolution Policy \(DRAFT\)](#)**BACKGROUND**

LGAT has finalised its arrangements to support councils' dispute resolution requirements under the Code of Conduct framework and more broadly.

This includes:

- a model Dispute Resolution Policy for councils to adopt
- a register of dispute resolution advisers.

The dispute resolution approach is now embedded in legislation. The *Local Government Act 1993* (Section 28V) requires that a Code of Conduct complainant details why the outcome from the dispute resolution process was not satisfactory or where the process was not used, why the dispute resolution process was not appropriate for the circumstances.

Under the LGAT model policy a Dispute Resolution Advisor is to be appointed to resolve disputes under council's respective Dispute Resolution Policy, in accordance with *Local Government Act 1993* and the *Local Government (General) Regulations 2015*. Councils need to have their own dispute resolution in place by **10 September 2025**.

LGAT have established a Dispute Resolution Advisors Multi-Use Register to support councils' selection of advisers to resolve disputes under their Dispute Resolution Policies.

The model policy and multi-use register is available on the LGAT Member's Portal at:

<https://www.lgat.tas.gov.au/member-portal/governance/dispute-resolution>

20.2 POLICY NO. 2025-66 ASSET MANAGEMENT CAPITALISATION Policy

RECOMMENDATION 23/01.2025/C

Moved: Cr

Seconded: Cr

THAT Council adopt Policy No. 2025-66 Asset Management Capitalisation Policy.

IMPLICATIONS AND FINANCIALS

Strategic Plan	6.1 Ensure Council fulfils its legislative and governance responsibilities, and its decision making is supported by sustainable policies and procedures
Council Policy	Policy No. 2018-53 Asset Management Policy
Legislative Context	Local Government Act 1993
Consultation	Council's Senior Management Team
Impact on Budget/Resources	As per the 24/25 Council approved budget.
Risk	The council must ensure that it meets its legislative and governance responsibilities as per the Local Government Act 1993.

REPORT BY Adam Wilson, Deputy General Manager

[Attachments - Policy No. 2025-66 Asset Management Capitalisation Policy \(DRAFT\)](#)

BACKGROUND

The Tasmanian Audit Office recommend that Council should develop a specific policy to ensure compliance with relevant accounting standards.

Council has an obligation to ensure that all assets are managed efficiently in accordance with the council's Asset Management Plan. This policy outlines the mandatory asset management accounting requirements to maintain compliance with the Local Government Act 1993 and Australian Accounting Standards.

The purpose of this policy is to provide guidance, clarity and consistency regarding the treatment of capital expenditure, depreciation, revaluations, disposals and acquisitions which will provide greater understanding and accuracy of council's capital requirement.

At the 9 December 2024 Audit Panel Meeting the Audit Panel agreed to the following:

RESOLUTION

Moved: Cr A Bailey

Seconded: Deputy Mayor J Allwright

THAT Council approve Policy No. 2024 – 66 Asset Management Capitalisation Policy.

CARRIED

For the Motion: Mr I McMichael (Chair); Deputy Mayor J Allwright; Cr A Bailey and Cr D Meacheam

20.3 DISCUSSION PAPER PROPOSED REFORM TO THE LOCAL GOVERNMENT ACT 1993

RECOMMENDATION 24/01.2025/C

Moved: Cr

Seconded: Cr

THAT Council schedule workshops over the next two Months to develop a response to the discussion paper on proposed Changes to the Local Government Act 1993

REPORT BY Stephen Mackey, Acting General Manager

DISCUSSION

The Tasmania Government has released its discussion paper regarding the proposed reforms to the Local Government Act 1993, and they encourage councils' input and response to this discussion paper.

The proposed reforms are an important first step towards achieving the outcomes of the Tasmanian Government's Local Government Priority Reform Program 2024-26, that we developed in response to the Future of Local Government Review. Your feedback will help design the legislative amendments that we all want to be practical and in alignment with the needs of councils and our communities. The full list of proposed reforms include:

Strategic Priority 1 – Lifting Standards of Professionalism, Conduct, and integrity

1. Legislating the Good Governance Principles
2. Introducing serious misconduct provisions for Councillors
3. Broadening Performance Improvement Directions provisions
4. Introducing Temporary Advisors for Councils
5. Clarifying Work Health and Safety obligations
6. Mandating council learning and development obligations

Strategic Priority 2 – Driving a High-Performing, Transparent, and Accountable Sector

7. Introducing a contemporary role statement and a Charter for local government
8. Improving the strategic planning and reporting frameworks
9. Improving consistency in data collection and reporting methodologies
10. Enhancing transparency of information in council rate notices
11. Mandating internal audit for councils

The local Government Division encourages councils, their staff and elected representatives to engage with this important piece of work and provide feedback on any technical concerns or implementation challenges you foresee.

Feedback must be received by the Local Government Division by no later than midnight on the **21 March 2025**.

Clr (Dr) Meacheam has made the following suggestions for our consideration during the review process.

General comments:

1) The report recommends that all councillors, both new and returning, be mandated to undertake professional training and development during the first year of each local government term. The report also prescribes that in the same first year all councils must create a four-year plan. This puts an onerous level of responsibility on each council. The requirement for creating a four-year plan should be put to the second year of each council's term so that they can better assess the impact of the

previous plan and, particularly in the instance of a council dominated by newly elected councillors, work with a fresh understanding of their roles and responsibilities.

2) While the report makes frequent and recurrent reference to the health and well-being of communities, the provision of primary health care barely rates a mention. As previously proposed, there is great potential from the establishment of a Tasmanian State Department of Health Office of General Practice. This office would focus on what is a very specific role, the recruitment of general practitioners and allied health professionals. Relying upon strong linkages with the Commonwealth Health Department, the office would advise each LGA what resources would need to be in place to support the presence of primary health staff, with the Office then being responsible for the recruitment of those staff. This is specifically relevant to recommendation 14 of the Report, where councils are responsible for identifying well-being priorities. With our aged population, physical and mental health should be a leading priority, but we exercise very poor control in relation to the presence of primary health care services.

3) In relation to the commentary on pages 103 and 104 of the report, lamenting the lack of diversity in elected councillors, it is notable that the present council is dominated by retired and self-employed councillors. We could enable greater diversity in the councillors elected by moving meeting times to evenings, making younger members of the community more likely to nominate for election.

4) Comment in relation to the proposed merger of Derwent Valley Council and Central Highlands Council: In criterion one, "Place and representation", it is stated that "the Derwent Valley is the gateway to the Tasmanian Highland Lakes country for tourists, shack owners and other visitors". With the exception of those accessing the Brontë area, this is manifestly wrong. The access point is via Melton Mowbray, on the Highlands Lake Road.

Responses to specific issues within the report:

Recommendation 13, page 69: That "The first priorities for developing mandatory shared service arrangements should be: • sharing of key technical staff; • sharing of common digital business systems and ICT infrastructure; and • sharing of asset management expertise through a centralised, council-owned authority." **Comment:** at page 98, it is stated that "... Certain asset management functions be centralised and established as a mandatory shared service...". In the instance of the Central Highlands Council area, this will make plain our deficit in infrastructure renewal and makes a less attractive target for a mandated local government amalgamation.

Recommendation 16, page 75: That "The Tasmanian Government and the local government sector should jointly develop and implement a contemporary, best practice learning and ongoing professional development framework for elected members." **Comment:** There is a strong emphasis in this part of the report on provision of online training and development for councillors. Many of us are social learners and would benefit from face-to-face instruction. The LGAT run, orientation sessions provided on a regional basis following the last local government election are a good instance of this sort of instruction. Attendance at such events could constitute at least part of the requirement for councillor training and development in their first year of their term.

Recommendation 17, page 78: That "The Tasmanian Government should further investigate and consider introducing an alternative framework for councils to raise revenue from major commercial operations in their local government areas, where rates based on the improved value of land are not an efficient, effective, or equitable form of taxation." **Comment:** The discussion given here is critical of the West Coast Council application of rates to wind farms. At one point such rating systems are described as 'punitive'. The report favours any rating or taxation system as focusing upon outputs, presumably such as megawatt or gigawatt hours, rather than the mere presence of wind turbines or, presumably, solar panels. The present rating of farms however could equally be described as 'punitive', in that those rates focus upon the improved value of the farmland, not the output of the farm. If a farmer makes the wrong choice in what crops are to be planted or suffers major cuts to their output due to a drought, there is no subsequent reduction in their rates liability. That issue aside, the Report's

recommendations for better financial returns upon the presence of renewable energy and other major developments is commendable.

Recommendation 18, page 79: That “The Tasmanian Government should work with the sector and the development industry to further investigate and consider introducing a marginal cost-based integrated developer charging regime.” **Comment:** This is commendable.

Recommendations 20, page 81. That “Within the context of the national framework, the Tasmanian Government should seek advice from the State Grants Commission on how it will ensure the Financial Assistance Grants methodology: • is transparent and well understood by councils and the community, • assistance is being targeted efficiently, and effectively, and • is not acting as a disincentive for councils to pursue structural reform opportunities.” **Comment:** The third point, in relation to the State Grants Commission and the possibility of changes to the grants process acting as a disincentive for structural reform, the Commission’s push for horizontal fiscal equalisation will likely result in the Central Highlands receiving an additional \$470,000 per year in grants. This, coupled with the possibility of us deriving either rates or some other taxation income from the presence of renewable energy and other operations in our LGA, makes us a bigger target for a forced amalgamation with the neighbouring local government areas.

Recommendation 21, page 82: That “The Tasmanian Government should review the total amount of Heavy Vehicle Motor Tax revenue made available to councils and consider basing this total amount on service usage data.”. **Comment:** It is notable that the \$1.5 million contribution from this fund to local government areas has remained static now for 25 years.

Recommendation 24, page 87: That “The Tasmanian Government should work with the sector to develop, resource, and implement a best practice local government performance monitoring system.” **Comment:** The so-called ‘best practice approaches’ of major urban local government areas may have very little significance for us.

Recommendation 25, page 88: That “The Tasmanian Government should develop clear and consistent set of guidelines for the collection, recording, and publication of datasets that underpin the new performance reporting system to improve overall data consistency and integrity and prescribe data methodologies and protocols via a Ministerial Order or similar mechanism.” **Comment:** If accepted, this may well impose unreasonable costs and workloads on smaller local government areas.

Recommendation 26, page 89: the final part of the recommendation is that “Consideration should also be given to resourcing internal audit via service sharing or pooling arrangements, particularly for smaller councils.” **Comment:** This would confer no particular advantage to Central Highlands Council.

Recommendation 28, page 93. That “The Tasmanian Government should work with the local government sector to pursue opportunities for strengthened partnerships between local government and Service Tasmania.” **Comment:** Is there scope for us to encourage the presence of a joint CHC and Services Tasmania outlet in Bothwell?

Recommendation 29, page 94. That “Councils should migrate over time to common digital business systems and ICT infrastructure that meet their needs for digital business services...” **Comment:** If accepted, this recommendation could well see us shouldering the cost for systems that we barely, if ever, use. A ready instance would be the complex financial management systems that are applicable for larger local government areas but not relevant for ourselves.

Recommendation 33, page 102. That “A new Local Government Act should require councils, when developing and adopting their community engagement strategies, to clearly set out how they will consult on, assess, and communicate the community impact of all significant new services or infrastructure. **Comment:** Our present town infrastructure planning process for Hamilton, Ouse and Bothwell are good instances of the type of community engagement recommended here.

20.4 MODEL GUIDELINES UNREASONABLE CONDUCT WITHIN COUNCILS (ELECTED MEMBERS) RECOGNITION AND RESPONSE

RECOMMENDATION 25/01.2025/C

Moved: Cr

Seconded: Cr

THAT council receive and note the Model Guidelines Unreasonable Conduct within Council (Elected Members) recognition and Response.

REPORT BY Stephen Mackey, Acting General Manager

[Attachment – Model Guidelines Unreasonable Conduct within Council \(Elected Members\) recognition and Response](#)

DISCUSSION

The Local Government office has just recently approved the model guidelines which have been developed by the Office of Local Government with the support of consultant David Dilger (Edge Legal) and in Consultation with the sector, including the Local Government Association of Tasmania. The guidelines are designed to help councils understand and manage unreasonable councillor conduct effectively, consistently, and in line with their work health and safety and other legal obligations.

The guidelines are designed to sit alongside a number of supporting materials which Councils may wish to adopt that are currently being developed by LGAT.

Key aspects of the Model Guidelines include:

- Definition of Unreasonable Conduct
- Legal Frameworks and Responsibilities
- Management and Early Intervention Strategies
- Escalation Pathway's
- Support for General Managers/CEOs and Mayors

In addition to the release of the Model Guidelines, The Minister has recently published a Discussion Paper on proposed legislative amendments to the Local Government Act 1993.

These reforms will strengthen accountability for councillors conduct and governance and will support and bolster the information provided in the Model Guidelines.

20.5 ANNUAL REPORT 2023-2024**RECOMMENDATION 26/01.2025/C****Moved:** Cr**Seconded:** Cr**THAT** the Central Highlands Council Annual Report 2023-2024 be received.**REPORT BY**

Katrina Brazendale, Executive Assistant

Attachment – Annual Report 2023-2024**BACKGROUND**

Council at its Annual General Meeting has a decision to receive the Annual Report 2023-2024, with the decision being lost. The Annual Report 2023-2024 has had some amendments to the documentation, and it's now relisted for receipt.

RESOLUTION 02/12.2024/AGM**Moved:** Cr D Meacheam**Seconded:** Cr J Honner**THAT** the Central Highlands Council Annual Report 2023-2024 be received.**LOST 7/2****For the Motion**

Mayor L Triffitt and Cr J Honner

Against the Motion

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

The Central Highlands Council Annual Report for 2023-2024 was advertised in the Mercury Newspaper on 26 November 2024 and is now presented to Council and Electors. It has been prepared in accordance with Section 72 of the *Local Government Act 1993* which includes Financial Statements and Audit Opinion.

20.6 RELATED PARTY DECLARATIONS – QUARTERLY UPDATE

REPORT BY

Katrina Brazendale, Executive Assistant

BACKGROUND

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

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

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

FOR ACTIONING (if required)

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.