

Council Meeting Minutes

17th June 2025

Bothwell Council Chambers

Notice of Meeting of Council – Tuesday 17th June 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, **Bothwell** on **Tuesday 17th June 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 Hamilton this **12th** day of **June 2025**.



Stephen Mackey
Acting General Manager

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The meeting commenced at 9.00 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

Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Archer (attended the meeting at 10.02 a.m); Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller

1.1 IN ATTENDANCE

Mr Stephen Mackey (Acting General Manager), Zeeshan Tauqeer (Accountant) and Mrs Katrina Brazendale (Minute Secretary).

1.2 APOLOGIES

Cr A Bailey

2. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

RESOLUTION 01/06.2025/C

Moved: Deputy Mayor J Allwright

Seconded: Cr D Meacheam

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*.

Item 18.1 Notice of Motion – Cr J Hall

Item 18.2 Fees and Charges 2025/2026

Item 18.3 HATCH Report – Cr Y Miller

CARRIED

For the Motion

Mayor L Triffitt, Deputy Mayor J Allwright, Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

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

PURPOSE

In accordance with the requirements of Part 2 Regulation 8 of the Local Government (Meeting Procedures) Regulations 2015, the chairperson of a meeting is to request Councillors to indicate whether they have, or are likely to have, a pecuniary interest or conflict of interest in any item on the Agenda.

Stephen Mackey – Item 4.2 CLOSED Session Personnel Matter – General Manager Update

Stephen Mackey – Item 4.3 CLOSED Session Recruitment Options – General Manager

4. MINUTES

4.1 CONFIRMATION OF DRAFT ORDINARY COUNCIL MEETING MINUTES – 20 MAY 2025

RESOLUTION 02/06.2025/C

Moved: Cr Y Miller

Seconded: Cr J Honner

THAT the Draft Minutes of the Ordinary Meeting of Council held on Tuesday 20 May 2025 be confirmed.

CARRIED

For the Motion

Mayor L Triffitt, Deputy Mayor J Allwright, Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

Attachment – Draft Minutes

PURPOSE

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

4.2 RECEIVAL OF DRAFT AUDIT PANEL MEETING MINUTES – 10 JUNE 2025 AND 12 JUNE 2025

RESOLUTION 03/06.2025/C

Moved: Deputy Mayor J Allwright

Seconded: Cr D Meacheam

THAT the Draft Minutes of the Audit Panel Meeting of Council held on Tuesday 10 June 2025 and Thursday 12 June 2025 be received.

CARRIED

For the Motion

Mayor L Triffitt, Deputy Mayor J Allwright, Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

Attachment – Draft Minutes

PURPOSE

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

5. NOTIFICATION OF COUNCIL WORKSHOP(S) HELD

Nil

5.1 FUTURE WORKSHOP(S)

PURPOSE

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

TBC

6. 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.

7. PETITIONS / DEPUTATIONS / PRESENTATIONS

7.1 PETITIONS

Nil

7.2 DEPUTATIONS

10.00 a.m. Inspector Luke Horne – Tasmania Police

7.3 PRESENTATIONS

Nil

8. 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.*

8.1 NOTICE OF MOTION – CR Y MILLER

RESOLUTION 04/06.2025/C

Moved: Cr Y Miller

Seconded: Cr D Meacheam

THAT in future, not-for-profit organisations not be exempt from full rates charges, but reduced rates may be considered on a case by case basis. Registered charitable organisations will be ordinarily granted rates remission upon application.

CARRIED 4/3

For the Motion

Deputy Mayor J Allwright, Cr R Cassidy; Cr J Honner; and Cr Y Miller.

Against the Motion

Cr J Hall, Cr D Meacheam and Mayor L Triffitt

NOTICE OF MOTION

Under Division 2 – Motions, Section 16 (5) of the Local Government (Meeting Procedures) Regulations 2015, a Councillor may give to the General Manager, at least 7 days before a meeting, written notice of a motion, together with supporting information and reasons, to be included on the agenda of that meeting.

Date of Meeting:	17 th June
Councillor Name:	Yvonne Miller
Proposed Motion:	That in future, not-for-profit organisations not be exempt from full rates charges but reduced rates may be considered on a case to case basis. Registered charitable organisations will be ordinarily granted rates remission upon application.
Background Details:	As a council with a small financial reserves we cannot afford to lose money.
Signature:	Yvonne Miller
Date:	20/5/25

Graham Rogers (Manager DES) and Louisa Brown (Contract Planner) attended the meeting at 9.10 a.m.

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

9.1 DEVELOPMENT APPLICATION (DA 2025/12) FOR TWO (2) LOT SUBDIVISION AT LOT 1 VICTORIA VALLEY ROAD, DEE (CT 236776/1) SUBMITTED BY D G POTTER SURVEYOR OBO H TRIFFETT (OWNER)

RESOLUTION 05/06.2025/C

Moved: Cr Deputy Mayor J Allwright

Seconded: Cr J Honner

THAT, in accordance with the provisions of the *Tasmanian Planning Scheme – Central Highlands* and section 57 of the *Land Use Planning & Approvals Act 1993*, Council APPROVE the Development Application (DA 2025/12) for two (2) Lot Subdivision at Lot 1 Victoria Valley Road, Dee (CT 236776/1)

CONDITIONS

General

1. The subdivision and associated works must be carried out substantially in accordance with the application for planning approval, endorsed drawings and conditions of this permit and must not be altered or extended without the further written consent of Council.
2. This permit shall not take effect and must not be acted on until 15 days after the date on which notice of the granting of the permit is served to the applicant or the representor, whichever is later, in accordance with section 53 of the *Land Use Planning and Approvals Act 1993*.

Bushfire

3. The development and works must be carried out in accordance with the Bushfire Hazard Report, prepared by BushfireWise and dated April 2025.
4. Prior to Council sealing the final plan of survey for any stage, the developer must provide certification from a suitably qualified person that all works required by the approved Bushfire Hazard Management Plan has been complied with.

Agreements

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

Easements

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

Covenants

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

Final plan

8. A final approved plan of survey and schedule of easements as necessary, together with two (2) copies, must be submitted to Council for sealing for each stage. The final approved plan of survey must be substantially the same as the endorsed plan of subdivision and must be prepared in accordance with the requirements of the Recorder of Titles.
9. A fee of \$237.00, or as otherwise determined in accordance with Council's adopted fee schedule, must be paid to Council for the sealing of the final approved plan of survey for each stage.
10. All conditions of this permit, including either the completion of all works and maintenance or payment of security in accordance with this permit, must be satisfied before the Council seals the final plan of survey for each stage. It is the subdivider's responsibility to notify Council in writing that the conditions of the permit have been satisfied and to arrange any required inspections.
11. The subdivider must pay any Titles Office lodgment fees direct to the Recorder of Titles.

Services

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

Access to Victoria Valley Road

14. A separate vehicular access must be provided to each lot. Vehicular accesses must be located and constructed in accordance with the standards shown on standard drawings TSD-R03 Rural Roads Typical Property Access, TSD-R04 Rural Roads Typical Driveway Profile and TSD-RF01 Guide To Intersection And Domestic Access Sight Distance Requirements prepared by the IPWE Aust. (Tasmania Division), or as otherwise required by this permit, and to the satisfaction of Council's Manager Infrastructure Works.

Advice: No works on or affecting any Council road reservation is to be commenced until Central Highlands Council has issued a **WORKS IN ROAD RESERVATION PERMIT**. Application for the issue of the necessary works permit is to be made to the Council's Manager of Infrastructure Works prior to the proposed date of commencement of any works.

Landscaping

15. No vegetation other than that necessary for the construction of the associated access and any services is to be cleared without the prior approval of Council's General Manager.

Construction amenity

16. The development must only be carried out between the following hours unless otherwise approved by the Council's General Manager

Monday to Friday	7:00 AM to 6:00 PM
Saturday	8:00 AM to 6:00 PM
Sunday and State-wide public holidays	10:00 AM to 6:00 PM
17. All works associated with the development of the land must be carried out in such a manner so as not to unreasonably cause injury to, or unreasonably prejudice or affect the amenity, function and safety of any adjoining or adjacent land, and of any person therein or in the vicinity thereof, by reason of -
 - (a) emission from activities or equipment related to the use or development, including noise and vibration, which can be detected by a person at the boundary with another property; and/or
 - (b) transport of materials, goods or commodities to or from the land; and/or
 - (c) appearance of any building, works or materials.
18. Any accumulation of vegetation, building debris or other unwanted material must be disposed of by removal from the land in an approved manner. No burning of such materials on-site will be permitted unless approved in writing by the Council's General Manager.

19. Public roadways or footpaths must not be used for the storage of any construction materials or wastes, for the loading/unloading of any vehicle or equipment; or for the carrying out of any work, process or tasks associated with the subdivision during the construction period.

THE FOLLOWING ADVICE APPLIES TO THIS PERMIT: -

- A. This permit does not imply that any other approval required under any other legislation has been granted.
- B. This permit does not take effect until all other approvals required for the use or development to which the permit relates have been granted.
- C. This planning approval shall lapse at the expiration of two (2) years from the date of the commencement of planning approval unless the development for which the approval was given has been substantially commenced or extension of time has been granted. Where a planning approval for a development has lapsed, an application for renewal of a planning approval for that development may be treated as a new application.
- D. Land on adjacent properties are Timber Production Zone Land (PTPZL) and will be subject to noise and heavy vehicle movements outside of business hours. It should also be noted that as Timber Production land, once harvested, the visual amenity of the area will change.
- E. The issue of this permit does not ensure compliance with the provisions of the Threatened Species Protection Act 1995 or the Environmental Protection and Biodiversity Protection Act 1999 (Commonwealth). The applicant may be liable to complaints in relation to any non-compliance with these Acts and may be required to apply to the Threatened Species Unit of the Department of Tourism, Arts and the Environment or the Commonwealth Minister for a permit.

CARRIED

For the Motion

Mayor L Triffitt, Deputy Mayor J Allwright; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

REPORT BY Louisa Brown, (Senior Planning Officer)

APPROVED BY Graham Rogers, (Manger of Development & Environmental Services)

Attachments - Development Application Documents and Representation

Discretions - Subdivision

PROPOSAL

Council is in receipt of an application for a planning permit for a two (2) lot Subdivision at Lot 1 Victoria Valley Road, Dee CT236776/1.

The proposal seeks that the existing lot of 86.03ha be subdivided into two (2) lots as illustrated on the plan of subdivision.

It is propsoed that;

Lot 1 - area of 40ha, access via a new vehicular access off Victoria Valley Road built to LGAT Rural Roads Typical Property Access standard, frontage 150m plus.

Lot 2 (Balance Lot)- area of 46ha, access via a new vehicular access off Victoria Valley Road built to LGAT Rural Roads Typical Property Access standard, frontage 1km plus.

The documents provided with the Development Application include the following:

- Completed Development Application Form;
- Certificate of Title documents;

- Proposed Plan of Subdivision prepared by D.G.J Potter dated 20/02/25: and
- Bushfire Hazard Report, prepared by BushfireWise Development Planning, dated April 2025.

The property falls within the Rural Zone, Bushfire Prone Area Code and the Natural Assets Code of the Tasmanian Planning Scheme – Central Highlands.

The Development Application was advertised for 14 days, during this time one (1) representation was made.

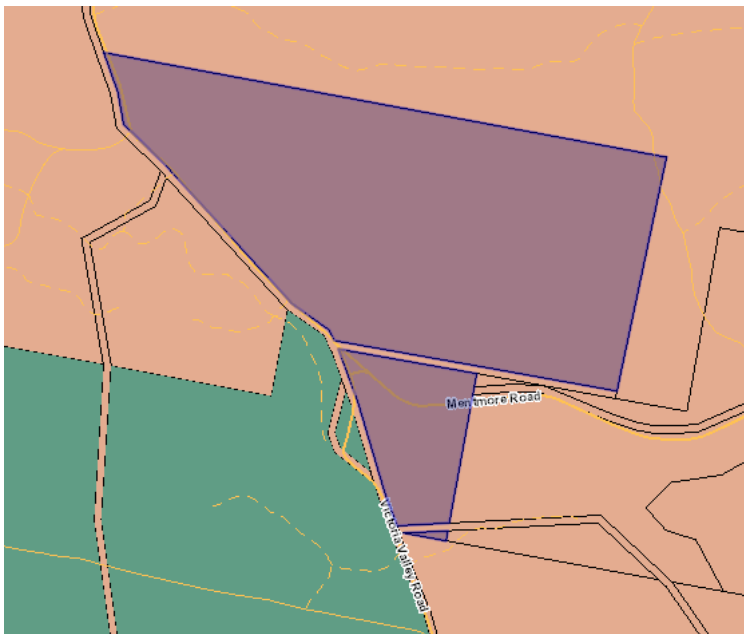
This report to Council will assess the proposal against the relevant provisions of the Land Use Planning and Approvals Act 1993 (the Act) and the Tasmanian Planning Scheme – Central Highlands (The Scheme). It is recommended that Council grant a Planning Permit for the development application subject to conditions.

THE SITE

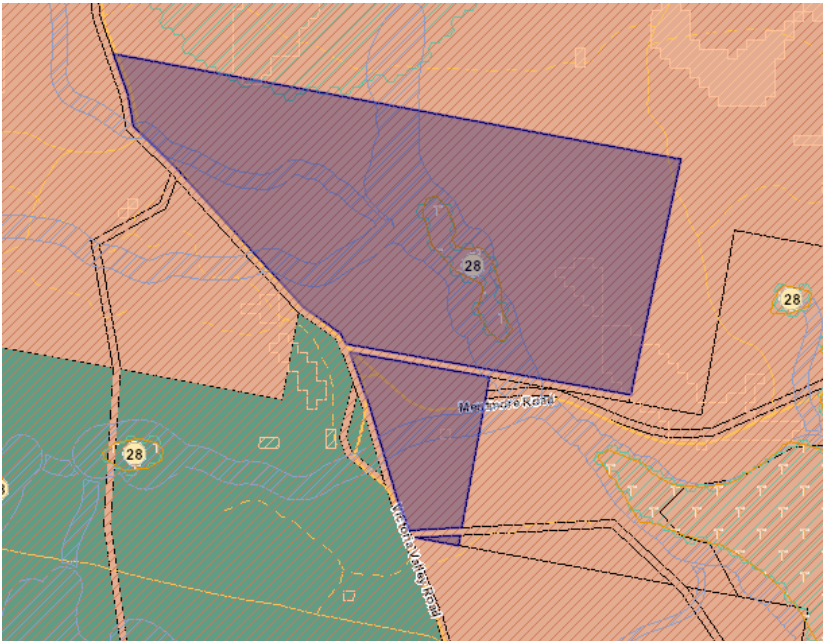
The property is situated to the east of Victoria Valley Road and Mentmore Road in the area known as Dee. Mentmore Road connects Victoria Valley Road to Echo Dam to the east. The property is vacant from any structures. There are no dwellings or sheds on adjacent properties either.

The Mentmore Creek runs north to south through the property. With the Seven Mile Creek and the Broken Bridge Creek running east to west.

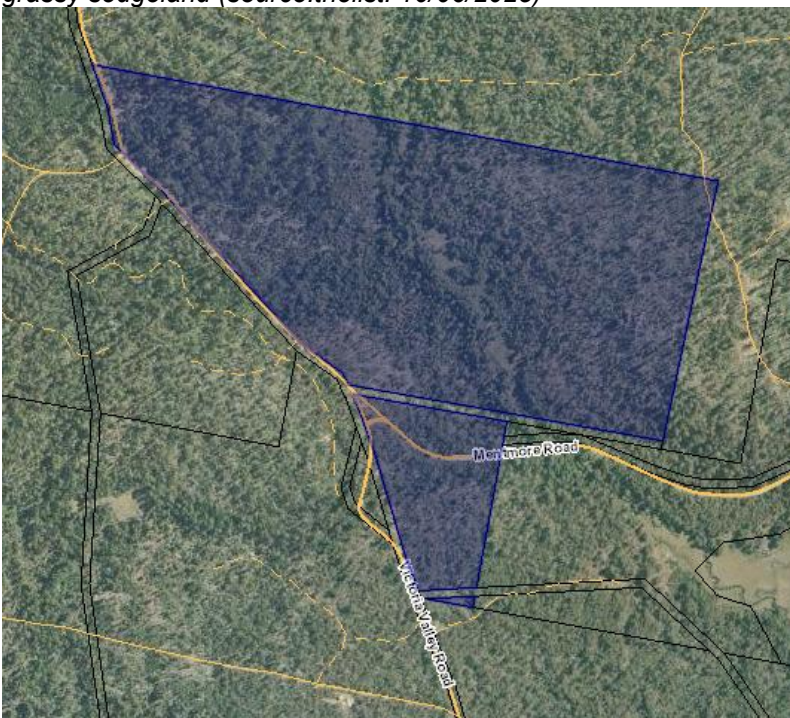
1.7km north-west of the property lies Mentmore Marsh, where as Highland Waters is situated to the north and Dee Lagoon to the west. The property is characterised by large areas of native forest vegetation and marsh in places. Surrounding areas comprise of sparsely developed land, crossed with rural gravel roads.



Map 1_ Lot 1 Victoria Valley Road is highlighted in blue. The light brown colour represents the Rural Zone of the Tasmanian Planning Scheme. The green identifies Private Timber Reserves (source: thelist. 10/06/2025)



Map 2_ Lot 1 Victoria Valley Road is shown with a blue line. The subject land is within the Bushfire Prone Area Code Overlay (brown lines), Natural Assets Code, Waterway and Coastal Protection Area (light blue lines) Natural Assets Code, Priority Vegetation (green lines). Threatened Native Vegetation Community 28 Highland grassy sedgeland (source: thelist. 10/06/2025)



Map 4_ The subject land area aerial photograph (source: thelist. 10/06/2025)

USE/DEVELOPMENT DEFINITION

The proposed use and development is defined in the Tasmanian Planning Scheme (The Scheme), as below:

“means the act of subdividing or the lot subject to an act of subdividing”.

Subdivision is a Discretionary development, in accordance with Section 57 of the Land Use Planning and Approvals Act 1993 and Clause 6.8.1 (a) and (b) of the Tasmanian Planning Scheme – Central Highlands. Council has the discretion to grant a permit or refuse to grant a permit.

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

PUBLIC NOTIFICATION AND REPRESENTATIONS

The application was advertised for 14 days from 12 May until the 26 May 2025.

During which time one (1) representation was received. This is summarised in the table below. Please refer to enclosure to view the full copy of representation received.

Public Notice Period 12 – 26 May 2025	
Representation 1	Council Planning Officer Comment
<p>No issue with the proposal itself, but notes that the proposed building area for lot 1 is 50m from an adjoining PTPZL.</p> <p>Requests the following;</p> <ul style="list-style-type: none"> Highlight that the surrounding land is production forest and is subject to ongoing forest operations: and Move the proposed building area to be no closer than 100m from PTPZL. 	<p><i>The Bushfire Hazard Assessment indicates a “potential building area” only, in order to calculate the Bushfire Attack Level (BAL) for the land. The exact location of any future dwelling will form a part of separate Planning Applications.</i></p> <p><i>Advice notes in any potential Planning Permits for dwellings will state that the adjacent land is forestry. It is not possible to condition any future building area be 100m from the PTPZL in the Rural Zone. However, advice for future landowners will be provided when any Development Application enquiries are made with Council.</i></p>

ZONE ASSESSMENT – TASMANIAN PLANNING SCHEME – CENTRAL HIGHLANDS

The subject property is within the Rural Zone of the Tasmanian Planning Scheme – Central Highlands.

Subdivision is a discretionary use in this zone. Accordingly, the proposal must satisfy the requirements of the Zone Purpose and the following relevant development standards of these zones and Codes:

20.1 Zone Purpose

The purpose of the Rural Zone is to provide for a range of use or development in a rural location:

- where agricultural use is limited or marginal due to topographical, environmental or other site or regional characteristics;
- that requires a rural location for operational reasons;
- is compatible with agricultural use if occurring on agricultural land; and
- minimises adverse impacts on surrounding uses.

To minimise conversion of agricultural land for non-agricultural use and to ensure that use or development is of a scale and intensity that is appropriate for a rural location and does not compromise the function of surrounding settlements.

20.5 Development Standards for Subdivision		
20.5.1 Lot design To provide for subdivision that: <ol style="list-style-type: none"> relates to public use, irrigation or Utilities; or facilitates use and development for allowable uses in the zone. 		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
A1 Each lot, or a lot proposed in a plan of subdivision, must: <ol style="list-style-type: none"> be required for public use by the Crown, a council or a State authority; 	P1 Each lot, or a lot proposed in a plan of subdivision, must: <ol style="list-style-type: none"> have sufficient useable area and dimensions suitable for the intended purpose, excluding Residential 	<i>Both lots are no less than 40ha in size and have significantly over 25m of frontage to a road. There are no buildings on the existing lot.</i>

<p>(b) be required for the provision of Utilities or irrigation infrastructure;</p> <p>(c) be for the consolidation of a lot with another lot provided each lot is within the same zone; or</p> <p>(d) be not less than 40ha with a frontage of no less than 25m and existing buildings are consistent with the setback and separation distance required by clause 20.4.2 A1 and A2.</p>	<p>or Visitor Accommodation, that:</p> <p>(i) requires the rural location for operational reasons;</p> <p>(ii) minimises the conversion of agricultural land for a non-agricultural use;</p> <p>(iii) minimises adverse impacts on non-sensitive uses on adjoining properties; and</p> <p>(iv) is appropriate for a rural location; or</p> <p>(b) be for the excision of a dwelling or Visitor Accommodation existing at the effective date that satisfies all of the following:</p> <p>(i) the balance lot provides for the sustainable operation of a Resource Development use, having regard to:</p> <p>a. not materially diminishing the agricultural productivity of the land;</p> <p>b. the capacity of the balance lot for productive agricultural use; and</p> <p>c. any topographical constraints to agricultural use;</p> <p>(ii) an agreement under section 71 of the Act is entered into and registered on the title preventing future Residential use if there is no dwelling on the balance lot;</p> <p>(iii) the existing dwelling or Visitor Accommodation must meet the setbacks required by subclause 20.4.2 A2 or P2 in relation to setbacks to new boundaries;</p> <p>(iv) it is demonstrated that the new lot will not unreasonably confine or restrain the operation of any adjoining site used for agricultural use; and</p> <p>(c) be provided with a frontage or legal connection to a road by a right of carriageway, that is sufficient for the intended use, having regard to:</p> <p>(i) the number of other lots which have the land subject to the right of carriageway as their sole or principal means of access;</p>	<p><i>The proposal meets Acceptable Solution A1.</i></p>
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	<ul style="list-style-type: none"> (ii) the topography of the site; (iii) the functionality and useability of the frontage; (iv) the anticipated nature of vehicles likely to access the site; (v) the ability to manoeuvre vehicles on the site; (vi) the ability for emergency services to access the site; and (vii) the pattern of development existing on established properties in the area. 	
A2 Each lot, or a lot proposed in a plan of subdivision, must be provided with a vehicular access from the boundary of the lot to a road in accordance with the requirements of the road authority.	P2 Each lot, or a lot proposed in a plan of subdivision, is provided with reasonable vehicular access to a boundary of a lot or building area on the lot, if any, having regard to: <ul style="list-style-type: none"> (a) the topography of the site; (b) the distance between the lot or building area and the carriageway; (c) the nature of the road and the traffic, including pedestrians; and (d) the pattern of development existing on established properties in the area. 	<i>Lot 1 and Lot 2 will be provided with a vehicular access from Victoria Valley Road, to meet the LGAT Rural Roads Typical Property Access standard and to the Bushfire Code standard, this will be a condition of the Planning Permit for Subdivision.</i> <i>The proposal meets the Acceptable Solution A2.</i>

ZONE ASSESSMENT – TASMANIAN PLANNING SCHEME – CENTRAL HIGHLANDS

Parking and Sustainable Transport Code

The Code applies to all use and development. The proposal must satisfy the requirements of the following relevant development standards:

C2.6.3 Number of accesses for vehicles That: <ul style="list-style-type: none"> (a) access to land is provided which is safe and efficient for users of the land and all road network users, including but not limited to drivers, passengers, pedestrians and cyclists by minimising the number of vehicle accesses; (b) accesses do not cause an unreasonable loss of amenity of adjoining uses; (c) the number of accesses minimise impacts on the streetscape. 		
Acceptable solutions	Performance Criteria	OFFICER COMMENT
A1 The number of accesses provided for each frontage must: <ul style="list-style-type: none"> (a) be no more than 1; 	P1 The number of accesses for each frontage must be minimised, having regard to: <ul style="list-style-type: none"> (a) any loss of on-street parking; and 	<i>The acceptable solution A1 is met, the proposed Lots are provided with a single point of vehicular access.</i>

Or (b) no more than the existing number of accesses, whichever is the greater.	(b) pedestrian safety and amenity; (c) traffic safety; (d) residential amenity on adjoining land; and (e) the impact on the streetscape.	
A2 Within the Central Business Zone or in a pedestrian priority street no new access is provided unless an existing access is removed.	P2 Within the Central Business Zone or in a pedestrian priority street, any new accesses must: (a) not have an adverse impact on: (i) pedestrian safety and amenity; or (ii) traffic safety; and (b) be compatible with the streetscape.	<i>Not applicable, the zone is Rural.</i>

Natural Assets Code

This Code applies as areas of Waterway & Coastal Protection Area and Priority Vegetation Overlay are located on the property.

The purpose of the Natural Assets Code is:

- To minimise impacts on water quality, natural assets including native riparian vegetation, river condition and the natural ecological function of watercourses, wetlands and lakes.
- To minimise impacts on coastal and foreshore assets, native littoral vegetation, natural coastal processes and the natural ecological function of the coast.
- To protect vulnerable coastal areas to enable natural processes to continue to occur, including the landward transgression of sand dunes, wetlands, saltmarshes and other sensitive coastal habitats due to sea-level rise.
- To minimise impacts on identified priority vegetation.
- To manage impacts on threatened fauna species by minimising clearance of significant habitat.

Both the Waterway & Coastal Protection Area and Priority Vegetation Area are shown on the overlay map of the Local Provisions Schedule.

The proposal must satisfy the requirements of the following relevant development standards:

C7.7.1 Subdivision within a waterway and coastal protection area or a future coastal refugia area That: (a) works associated with subdivision within a waterway and coastal protection area or a future coastal refugia area will not have an unnecessary or unacceptable impact on natural assets; and (b) future development likely to be facilitated by subdivision is unlikely to lead to an unnecessary or unacceptable impact on natural assets.		
Acceptable solutions	Performance Criteria	OFFICER COMMENT
A1 Each lot, or a lot proposed in a plan of subdivision, within a	P1 Each lot, or a lot proposed in a plan of subdivision, within a	<i>The proposal meets the Acceptable Solution as the</i>

<p>waterway and coastal protection area or a future coastal refugia area, must:</p> <p>(a) be for the creation of separate lots for existing buildings;</p> <p>(b) be required for public use by the Crown, a council, or a State authority;</p> <p>(c) be required for the provision of Utilities;</p> <p>(d) be for the consolidation of a lot; or</p> <p>(e) not include any works (excluding boundary fencing), building area, services, bushfire hazard management area or vehicular access within a waterway and coastal protection area or future coastal refugia area.</p>	<p>waterway and coastal protection area or a future coastal refugia area, must minimise adverse impacts on natural assets, having regard to:</p> <p>(a) the need to locate building areas and any associated bushfire hazard management area to be outside a waterway and coastal protection area or a future coastal refugia area; and</p> <p>(b) future development likely to be facilitated by the subdivision.</p>	<p><i>subdivision does not include any works (excluding boundary fencing), building area, services, bushfire hazard management area or vehicular access within a waterway area.</i></p>
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C7.7.2 Subdivision within a priority vegetation area

That:

- (a) works associated with subdivision will not have an unnecessary or unacceptable impact on priority vegetation; and
- (b) future development likely to be facilitated by subdivision is unlikely to lead to an unnecessary or unacceptable impact on priority vegetation.

Acceptable solutions	Performance Criteria	OFFICER COMMENT
<p>A1</p> <p>Each lot, or a lot proposed in a plan of subdivision, within a priority vegetation area must:</p> <p>(a) be for the purposes of creating separate lots for existing buildings;</p> <p>(b) be required for public use by the Crown, a council, or a State authority;</p> <p>(c) be required for the provision of Utilities;</p> <p>(d) be for the consolidation of a lot; or</p> <p>(e) not include any works (excluding boundary fencing), building area, bushfire hazard management area, services or vehicular access within a priority vegetation area.</p>	<p>P1.1</p> <p>Each lot, or a lot proposed in a plan of subdivision, within a priority vegetation area must be for:</p> <p>(a) subdivision for an existing use on the site, provided any clearance is contained within the minimum area necessary to be cleared to provide adequate bushfire protection, as recommended by the Tasmania Fire Service or an accredited person;</p> <p>(b) subdivision for the construction of a single dwelling or an associated outbuilding;</p> <p>(c) subdivision in the General Residential Zone or Low Density Residential Zone;</p>	<p><i>The proposal meets the Acceptable Solution A1 as no works (excluding boundary fencing), building area, bushfire hazard management area, services or vehicular access are within a priority vegetation area.</i></p>

	<p>(d) use or development that will result in significant long term social and economic benefits and there is no feasible alternative location or design;</p> <p>(e) subdivision involving clearance of native vegetation where it is demonstrated that ongoing pre-existing management cannot ensure the survival of the priority vegetation and there is little potential for long-term persistence; or</p> <p>(f) subdivision involving clearance of native vegetation that is of limited scale relative to the extent of priority vegetation on the site.</p> <p>P1.2 Works association with subdivision within a priority vegetation area must minimise adverse impacts on priority vegetation, having regard to:</p> <p>(a) the design and location of any works, future development likely to be facilitated by the subdivision, and any constraints such as topography or land hazards;</p> <p>(b) any particular requirements for the works and future development likely to be facilitated by the subdivision;</p> <p>(c) the need to minimise impacts resulting from bushfire hazard management measures through siting and fire-resistant design of any future habitable buildings;</p> <p>(d) any mitigation measures implemented to minimise the residual impacts on priority vegetation;</p> <p>(e) any on-site biodiversity offsets; and</p> <p>(f) any existing cleared areas on the site.</p>	
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ADD BUSHFIRE CODE

The purpose of the Bushfire-Prone Areas Code is to ensure that use and development is appropriately designed, located, serviced, and constructed, to reduce the risk to human life and property, and the cost to the community, caused by bushfires.

This code applies to:

- (a) subdivision of land that is located within, or partially within, a bushfire-prone area; and
- (b) a use, on land that is located within, or partially within, a bushfire-prone area, that is a vulnerable use or hazardous use.

C13.6 Development Standards for Subdivision C13.6.1 Provision of hazard management areas That subdivision provides for hazard management areas that: <ul style="list-style-type: none"> (a) facilitate an integrated approach between subdivision and subsequent building on a lot; (b) provide for sufficient separation of building areas from bushfire-prone vegetation to reduce the radiant heat levels, direct flame attack and ember attack at the building area; and (c) provide protection for lots at any stage of a staged subdivision. 		
Acceptable solutions	Performance Criteria	OFFICER COMMENT
A1 (a) TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant the provision of hazard management areas as part of a subdivision; or (b) The proposed plan of subdivision: <ul style="list-style-type: none"> (i) shows all lots that are within or partly within a bushfire-prone area, including those developed at each stage of a staged subdivision; (ii) shows the building area for each lot; (iii) shows hazard management areas between bushfire-prone vegetation and each building area that have dimensions equal to, or greater than, the separation distances required for BAL 19 in Table 2.6 of Australian Standard AS3959:2018 Construction of buildings in bushfire-prone areas; and (iv) is accompanied by a bushfire hazard management plan that addresses all the individual lots and that is certified by the TFS or accredited person, showing hazard management areas equal to, or greater than the separation distances required for BAL 19 in Table 2.6 of 	P1 A proposed plan of subdivision shows adequate hazard management areas in relation to the building areas shown on lots within a bushfire-prone area, having regard to: <ul style="list-style-type: none"> (a) the dimensions of hazard management areas; (b) a bushfire risk assessment of each lot at any stage of staged subdivision; (c) the nature of the bushfire-prone vegetation including the type, fuel load, structure and flammability; (d) the topography, including site slope; (e) any other potential forms of fuel and ignition sources; (f) separation distances from the bushfire-prone vegetation not unreasonably restricting subsequent development; (g) an instrument that will facilitate management of fuels located on land external to the subdivision; and 	A Bushfire Hazard Report has been prepared and submitted with the Development Application. This document includes a Bushfire Hazard Management Plan and includes Hazard management Areas, building areas and static water supply points for future buildings. The application meets the Acceptable Solution A1.

<p>Australian Standard AS3959:2018 Construction of buildings in bushfire-prone Areas; and</p> <p>(c) if hazard management areas are to be located on land external to the proposed subdivision the application is accompanied by the written consent of the owner of that land to enter into an agreement under section 71 of the Act that will be registered on the title of the neighbouring property providing for the affected land to be managed in accordance with the bushfire hazard management plan.</p>	<p>(h) any advice from the TFS.</p>	
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C13.6.2 Public and fire fighting access

That access roads to, and the layout of roads, tracks and trails, in a subdivision:

- (a) allow safe access and egress for residents, fire fighters and emergency service personnel;
- (b) provide access to the bushfire-prone vegetation that enables both property to be defended when under bushfire attack, and for hazard management works to be undertaken;
- (c) are designed and constructed to allow for fire appliances to be manoeuvred;
- (d) provide access to water supplies for fire appliances; and
- (e) are designed to allow connectivity, and where needed, offering multiple evacuation points.

Acceptable solutions	Performance Criteria	OFFICER COMMENT
<p>A1</p> <p>(a) TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant specific measures for public access in the subdivision for the purposes of fire fighting; or</p> <p>(b) A proposed plan of subdivision showing the layout of roads, fire trails and the location of property access to building areas, is included in a bushfire hazard management plan that:</p> <p>(i) demonstrates proposed roads will comply with Table C13.1, proposed property accesses will comply with Table C13.2 and proposed fire trails will comply with Table C13.3 and</p> <p>(ii) is certified by the TFS or an accredited person.</p>	<p>P1</p> <p>A proposed plan of subdivision shows access and egress for residents, fire-fighting vehicles and emergency service personnel to enable protection from bushfires, having regard to:</p> <p>(a) appropriate design measures, including:</p> <ul style="list-style-type: none"> (i) two way traffic; (ii) all weather surfaces; (iii) height and width of any vegetation clearances; (iv) load capacity; (v) provision of passing bays; (vi) traffic control devices; (vii) geometry, alignment and slope of roads, tracks and trails; (viii) use of through roads to provide for connectivity; 	<p>A Bushfire Hazard Report has been prepared and submitted with the Development Application.</p> <p>The Bushfire Hazard Report and management Plan show the location of vehicular access to both lots, hazard management areas and meet the requirements to comply with the access requirements if the code.</p> <p>The application meets the Acceptable Solution A1.</p>

	<ul style="list-style-type: none"> (ix) limits on the length of cul-de-sacs and dead-end roads; (x) provision of turning areas; (xi) provision for parking areas; (xii) perimeter access; and (xiii) fire trails; and (b) the provision of access to: <ul style="list-style-type: none"> (i) bushfire-prone vegetation to permit the undertaking of hazard management works; and (ii) fire fighting water supplies; and (c) any advice from the TFS. 	
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C13.6.3 Provision of water supply for fire fighting purposes

Objective

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

Acceptable solutions	Performance Criteria	OFFICER COMMENT
A1 In areas serviced with reticulated water by the water corporation: <ul style="list-style-type: none"> (a) TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant the provision of a water supply for fire fighting purposes; (b) A proposed plan of subdivision showing the layout of fire hydrants, and building areas, is included in a bushfire hazard management plan approved by the TFS or accredited person as being compliant with Table C13.4; or (c) A bushfire hazard management plan certified by the TFS or an accredited person demonstrates that the provision of water supply for fire fighting purposes is sufficient to manage the risks to property and 	No Performance Criterion.	Not applicable as there is no reticulated water in the area.

lives in the event of a bushfire.		
<p>A2 In areas that are not serviced by reticulated water by the water corporation:</p> <p>(a) The TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant provision of a water supply for fire fighting purposes;</p> <p>(b) The TFS or an accredited person certifies that a proposed plan of subdivision demonstrates that a static water supply, dedicated to fire fighting, will be provided and located compliant with Table C13.5; or</p> <p>(c) A bushfire hazard management plan certified by the TFS or an accredited person demonstrates that the provision of water supply for fire fighting purposes is sufficient to manage the risks to property and lives in the event of a bushfire.</p>	No Performance Criterion.	<p>A Bushfire Hazard Report has been prepared and submitted with the Development Application.</p> <p>The Bushfire Hazard Report and management Plan show the location of vehicular access to both lots, hazard management areas and meet the requirements to comply with the requirements if the code, in terms of building areas and supply.</p> <p>The application meets the Acceptable Solution A2.</p>

CONCLUSION

This report has assessed the Development Application (DA2025/12) for a two (2) Lot Subdivision at Lot 1 Victoria Valley Road, Dee (CT236776/1) against the relevant standards of the Scheme and concludes that the proposal complies with these requirements.

During the Public Notification period, one representation was received, the concerns of which have been addressed in this report and conditioned were appropriate.

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

9.2 DEVELOPMENT APPLICATION (DA 2025/26) FOR DWELLING & OUTBUILDING AT BARREN PLAINS ROAD, MIENA (CT 19054/9), SUBMITTED BY GREEN DESIGN ARCHITECTS OBO M RALLINGS & S D RALLINGS

RESOLUTION 06/06.2025/C

Moved: Cr D Meacheam

Seconded: Cr J Honner

THAT, in accordance with the provisions of the Tasmanian Planning Scheme – *Central Highlands* and section 57 of the *Land Use Planning & Approvals Act 1993*, Council APPROVE the Development Application Development Application (DA2025/26) for dwelling & outbuilding at Barren Plains Road, Miena (CT 19054/9), and that a permit be issued with the following conditions:

General

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

Amenity

- 3) The proposed colour and materials for the walls of the dwelling, stained rough-sawn hardwood, corten steel store and natural rock are approved. Any variation in the colour and materials must be submitted to and approved by the Council's Senior Planning Officer.
- 4) The proposed outbuilding must be painted a dark tone, such as colourbond "Night Sky" and all elevations clad with one or a combination of the three materials used in the walls of the dwelling, timber, rock and corten steel and be to the satisfaction of Council's Senior Planning Officer.
- 5) The proposed outbuilding is approved as ancillary to the Residential and is to be used for domestic storage only. It is not to be used for commercial, industrial or habitable purposes, unless in accordance with a permit issued by Council or as otherwise permitted by Council's Planning Scheme.
- 6) No vegetation other than that necessary for the construction of the development, associated access and services is to be cleared without the approval of Council.

Access & Parking

- 7) The siting of vehicular accesses, circulation space and car parking spaces must generally accord with the endorsed plans.
- 8) Vehicular accesses must be located and constructed in accordance with the standards shown on standard drawings TSD-R03 Rural Roads Typical Property Access, TSD-R04 Rural Roads Typical Driveway Profile and TSD-RF01 Guide To Intersection And Domestic Access Sight Distance Requirements prepared by the IPWE Aust. (Tasmania Division), or as otherwise required by this permit, and to the satisfaction of Council's Manager Infrastructure Works.
- 9) The internal driveway and areas set-aside for parking and associated access and turning must be designed, constructed and maintained to avoid dust or mud generation, erosion and sediment transfer off site or de-stabilisation of the soil on site or on adjacent properties to the standard required by Council's Manager of Infrastructure & Works.
- 10) At least one (1) car parking spaces must be provided for the use of the visitor accommodation and must be available for car parking at all times. Car parking must be in accordance with Standards Australia (2004) Australian Standard AS 2890.1 - 2004 – Parking Facilities Part 1: Off Street Car Parking; Standards Australia, Sydney.

Access to Public Road

Advice: No works on or affecting any Council road reservation is to be commenced until Central Highlands Council has issued a WORKS IN ROAD RESERVATION PERMIT. Application for the issue of the necessary works permit is to be made to the Council's Manager of Infrastructure & Works prior to the proposed date of commencement of any works.

Services

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

Stormwater

- 12) Stormwater drainage from the proposed development must be retained on site (or) drain to a legal point of discharge to the satisfaction of Council's General Manager and in accordance with a Certificate of Likely Compliance or Plumbing permit issued by the Permit Authority in accordance with the Building Act 2016.

Wastewater

- 13) Wastewater from the development must discharge to an on-site waste disposal system in accordance with a Certificate of Likely Compliance or Plumbing Permit issued by the Permit Authority in accordance with the Building Act 2016.

Erosion and Sediment Control

- 14) An Erosion and Sediment Control Plan (here referred to as a 'ESCP') prepared in accordance with the guidelines Erosion and Sediment Control, The fundamentals for development in Tasmania, by the Derwent Estuary Programme and Tamar Estuary and Esk Rivers Program, must be approved by Council's General Manager before development of the land commences. The ESCP shall form part of this permit when approved.
- 15) Temporary run-off, erosion and sediment controls must be installed in accordance with the approved ESCP and must be maintained at full operational capacity to the satisfaction of Council's General Manager until the land is effectively rehabilitated and stabilised after completion of the development.

Weed Management

- 16) Before development of the land commences, the property owner must provide a weed management plan detailing measures to be adopted to limit the spread of weeds listed in the Weed Management Act 1999 through imported soil or land disturbance by appropriate water management and machinery and vehicular hygiene to the satisfaction of Council's Senior Planning Officer.

Construction Amenity

- 17) The development must only be carried out between the following hours unless otherwise approved by the Council's Manager of Development and Environmental Services:
- | | |
|---------------------------------------|-------------------------|
| Monday to Friday | 7:00 a.m. to 6:00 p.m. |
| Saturday | 8:00 a.m. to 6:00 p.m. |
| Sunday and State-wide public holidays | 10:00 a.m. to 6:00 p.m. |
- 18) All works associated with the development of the land shall be carried out in such a manner so as not to unreasonably cause injury to, or prejudice or affect the amenity, function and safety of any adjoining or adjacent land, and of any person therein or in the vicinity thereof, by reason of:
- Emission of noise, artificial light, vibration, odour, fumes, smoke, vapour, steam, ash, dust, waste water, waste products, grit or otherwise.
 - The transportation of materials, goods and commodities to and from the land.
 - Obstruction of any public footway or highway.
 - Appearance of any building, works or materials.
 - Any accumulation of vegetation, building debris or other unwanted material must be disposed of by removal from the site in an approved manner. No burning of such materials on site will be permitted unless approved in writing by the Council's Manager of Development and Environmental Services.
- 19) Public roadways or footpaths must not be used for the storage of any construction materials or wastes, for the loading/unloading of any vehicle or equipment; or for the carrying out of any work, process or tasks associated with the project during the construction period.

- 20) The developer must make good and/or clean any footpath, road surface or other element damaged or soiled by the development to the satisfaction of the Council's Manger of Works and Technical Services.

ADVICE NOTES

The following advice applies to this permit:

- A. This Planning Permit is in addition to the requirements of the Building Act 2016. Approval in accordance with the Building Act 2016 may be required prior to works commencing. A copy of the Directors Determination – categories of Building Work and Demolition Work is available via the CBOS website: [Director's Determination - Categories of Building and Demolition Work \(PDF, 504.4 KB\)](#) or for Low Risk Building Work information go to: [Consumer Guide to Low Risk Building and Plumbing Work](#).
- B. This planning approval shall lapse at the expiration of two (2) years from the date of the commencement of planning approval unless the development for which the approval was given has been substantially commenced or extension of time has been granted. Where a planning approval for a development has lapsed, an application for renewal of a planning approval for that development may be treated as a new application.
- C. This permit does not take effect until all other approvals required for the use or development to which the permit relates have been granted.
- D. The issue of this permit does not ensure compliance with the provisions of the *Aboriginal Relics Act 1975*. If any aboriginal sites or relics are discovered on the land, stop work and immediately contact the Tasmanian Aboriginal Land Council and Aboriginal Heritage Unit of the Department of Tourism, Arts and the Environment. Further work may not be permitted until a permit is issued in accordance with the *Aboriginal Relics Act 1975*.
- E. The issue of this permit does not ensure compliance with the provisions of the Threatened Species Protection Act 1995 or the Environmental Protection and Biodiversity Protection Act 1999 (Commonwealth). The applicant may be liable to complaints in relation to any non-compliance with these Acts and may be required to apply to the Threatened Species Unit of the Department of Tourism, Arts and the Environment or the Commonwealth Minister for a permit.

CARRIED

For the Motion

Mayor L Triffitt, Deputy Mayor J Allwright, Cr A Archer; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

REPORT BY Louisa Brown, (Senior Planning Officer)

APPROVED BY Graham Rogers, (Manger of Development & Environmental Services)

Attachments - Development Application Documents

E371735 Instrument Creating Restrictive Covenants pursuant to section 34 Nature Conservation Act 2002
Representation 1 and Representation 2

Discretions

20.3.1 Discretionary Uses P2, P3

C2.6.3 Number of accesses for vehicles P1

C7.6.1 Buildings and works within a waterway and coastal protection area or a future coastal refugia area P1.1

PROPOSAL

An application has been made to Council by Green Design Architects to construct a dwelling and outbuilding, with vehicle access and circulation on the property Barren Plains Road, Miena (CT 19054/9).

The documents provided with the Development Application include the following:

- Completed Development Application Form
- Certificate of Title documents
- Nature Conservation Plan for Barren Plains Miena 2024

- Site Plans and Elevations;
 - DA01 Cover Page/site Plan
 - DA02 Floor Plan & Elevations (House)
 - DA03 Floor Plan & Elevations (Shed)

The property is zoned Rural in the Tasmanian Planning Scheme – Central Highlands and contains a significant area of land with restrictive Covenants under section 34 of the Nature Conservation Act 2002 “The Land”. However, there is an area within the certificate of title that is not within the Conservation Covenant Area, marked as area A, B, C, D on the Instrument creating restrictive covenants E371735 as attached. The dwelling, outbuilding access and circulation spaces are located within this area.

The dwelling is proposed to be clad in suitable materials which would reduce the visual impact of the structure from Barren Plains Road and the surrounding landscape. The materials are earth tone in colour and texture and include stained rough-sawn hardwood, natural rock and corten steel store.

The Development Application was advertised for 14 days, during this time two (2) representations were received, two from the same representor.

This report to Council will assess the proposal against the relevant provisions of the Land Use Planning and Approvals Act 1993 (the Act) and the Tasmanian Planning Scheme – Central Highlands (The Scheme). It is recommended that Council grant a planning permit for the development application subject to conditions.

THE SITE

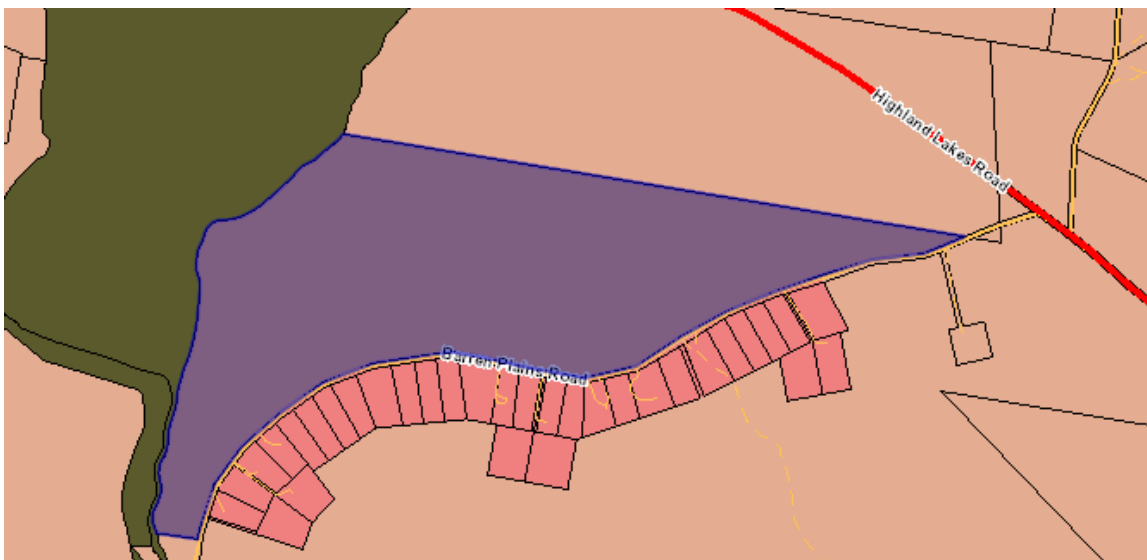
The property has a total area of 214.9ha and is located to the northern boundary of Barren Plains Road, Miena.

The property is vacant of any structures.

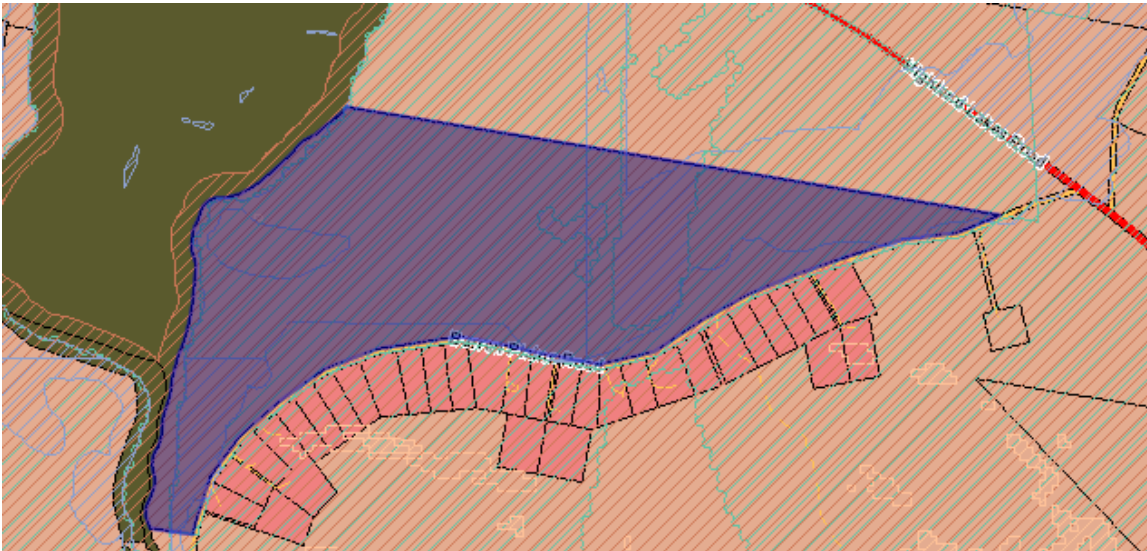
The property is zoned Rural, as is land adjacent to the property boundary to the north and east. Individual lots zoned Low Density Residential are located to the southern property boundary, on the opposite side of Barren Plains Road. Shannon Lagoon is zoned Environmental Management and forms the western property boundary.

A Restrictive Covenant, E371735 was placed on the property by the Tasmanian Land Conservancy Inc in May 2024. As attached.

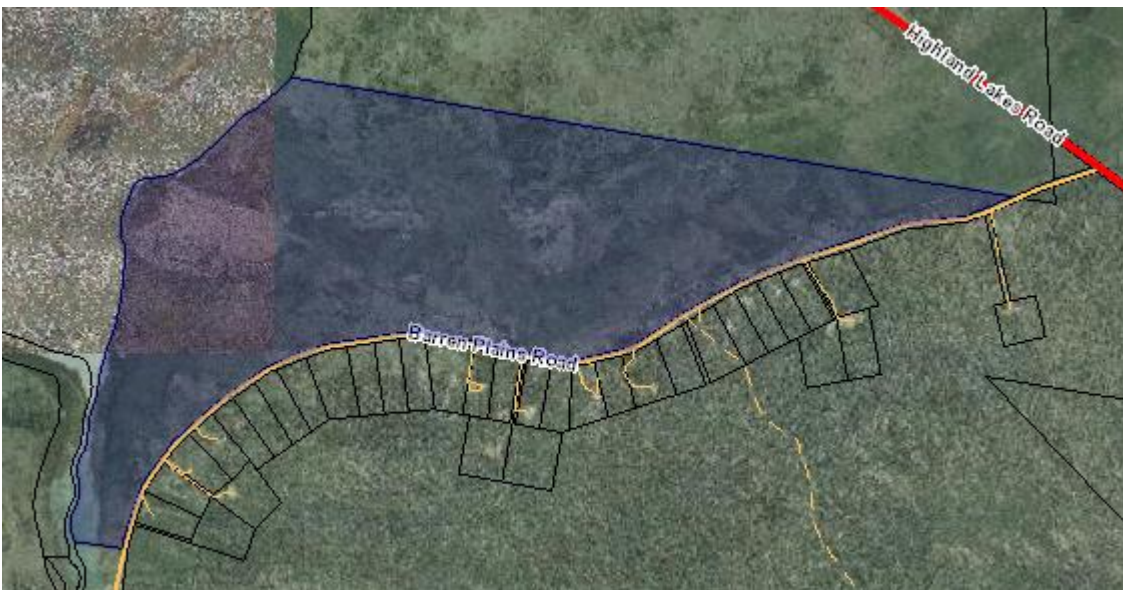
Maps 1, 2 and 3 below indicate the location, zoning and code overlays of the property and immediate area.



Map 1_ The subject land area highlighted in blue, pink represents land zoned Rural, red is Low Density Residential and green Environmental Management (source: thelist. 10/06/25)



Map 2_ The subject land area shaded blue with the Bushfire Prone Area Code Overlay (black lines), Natural Assets Code, Waterway and Coastal Protection Area (light blue lines) Natural Assets Code, Priority Vegetation (green lines) (source:thelist. 10/06/25)



Map 3_ The subject land area aerial photograph (source: thelist. 10/06/25)

USE/DEVELOPMENT DEFINITION

The proposed use and development is defined, under the Tasmanian Planning Scheme (The Planning Scheme), as 'residential' below:

Residential use of land for self-contained or shared accommodation. Examples include a single dwelling.

Use/Development Status under the Planning Scheme

Under the Tasmanian Planning Scheme – Central Highlands, a Development Application for Residential development in the Rural Zone is discretionary.

As a discretionary development, the application was advertised in accordance with Section 57 of the Act. Council has the discretion to grant a permit or refuse to grant a permit.

PUBLIC NOTIFICATION AND REPRESENTATIONS

The application was advertised for 14 days from 20 May until the 3 June 2025.. During which time two (2) representations were received and are summarised in the table below. Please refer to enclosure to view the full copies of representations received.

Public Notice Period 19th March to 8th April	
Representation 1	Council Planning Officer Comment
<p>It cannot be overlooked that Tas Land Conservancy, while well intentioned and highly successful purpose-driven organisation, seem to operating outside the law, ignored processes and operated in an unethical manner when it comes to releasing this block from a previously identified as reserved. There was no similar DA-type notice to owners of neighbouring properties when this significantly impactful subdivision was proposed. When I purchased my block in 2024, the selling point was that "Tas Land Conservancy acquire land to preserve it, and there is no way that there will be development on that side of the road, down to the lagoon, will be allowed into the future". It was discourteous and disingenuous to not engage local land owners on fundamental change to the reservation on Barren Plains Rd. The question also has to be asked of council, and their approval of the site without neighbour consultation.</p> <p>Overall, the owner and architect have submitted a modest and appropriate plan for the site, keeping at one story high. Of particular positive note is the inclusion of the rock facade on the road facing side of the main building which is a striking, but tasteful way to soften the structure into the surrounding area. This is a very clever and impressive detail.</p> <p>A request I have on the grounds of impact to the visual appeal of the surrounding landscape is the shed that sits in between the dwelling and the road. If there was a similar approach taken to use natural elements to soften this visual impact of this metal box, that would be appreciated and welcomed - be it hard scape or soft landscaping, e.g trees and bushes.</p>	<p><i>Council records indicate that this property was approved as a part of a subdivision in 1983. No further subdivisions have been approved.</i></p> <p><i>The Tasmanian land Conservancy were previous owners of the property and made Restrictive Covenants on the property to conserve the environment.</i></p> <p><i>Covenants are made between Tasmanian Land Conservancy and future landowners. Council was not involved in this process. In addition, the creation of covenants falls outside of the role of council as Planning Authority.</i></p> <p><i>The property is not a reserve and has not ever been zoned a reserve in the current or previous Planning Schemes – Central Highlands.</i></p> <p><i>In addition a Nature Conservation Plan has been prepared and forms part of the Development Application documents. This will guide the conservation and development of the land.</i></p> <p><i>A small section of the land adjacent to the road is excluded from the covenant area. The proposed dwelling, outbuilding and access road is within this exclusion area.</i></p> <p><i>The dwelling has been carefully designed to reduce the visual dominance on the surrounding landscape, the design of the outbuilding has not taken the same approach. Council agrees that the outbuilding as is proposed will be visually dominant in the landscape. Therefore, a condition of the planning permit will be to clad the outbuilding in one of or a combination of the three materials used on the the dwelling.</i></p>
Representation 2	Council Planning Officer Comment
<p>Letter was received very delayed in my property in Singapore, 2 June. Deadline of 3 June is impossible to respond adequately.</p> <p>I am confirming that no one, not the designer has sent me any details or drawings.</p>	<p><i>Council confirms that the postal address of an adjacent land owner is in Singapore. Under the Land Use Planning and Approvals Act 1993, Council is required to notify adjacent land owners of the development application. The Act also states that representations must be made within the time period of 14 days. Council has acted as is required by the Act.</i></p>

<p>No part of my land or boundaries to my land and its surroundings should be affected in any way by the planning application.</p> <p>I am reserving my rights and placing on record my notification that the planning consideration do not infringe or affect my land in any way.</p> <p>Further correspondence from the same representor;</p> <p>My husband and I are currently away and will review your documents when we get back later this month.</p> <p>We reserve our rights.</p>	<p><i>Neighbours and designers are not required to approach surrounding properties when proposing to develop land. This is not a requirement of The Act.</i></p> <p><i>The proposed development will only occur on the application area, that being the property CT 19054/9. No development will take place outside of this site.</i></p> <p><i>In terms of neighbouring development affecting land, this does not form part of the planning assessment, as the proposed use is a dwelling and surrounding land uses are also residential. The development is compatible with surrounding land uses.</i></p>
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ASSESSMENT – TASMANIAN PLANNING SCHEME – CENTRAL HIGHLANDS

Rural Zone

The subject site is in the Rural Zone of the Tasmanian Planning Scheme – Central Highlands.

The proposed residential use is discretionary in this zone. Accordingly, the proposal must satisfy the requirements of the following relevant use and development standards of this zone:

20.3 Use Standards		
20.3.1 Discretionary Uses <p>That the location, scale and intensity of a use listed as Discretionary:</p> <p>(a) is required for operational reasons;</p> <p>(b) does not unreasonably confine or restrain the operation of uses on adjoining properties;</p> <p>(c) is compatible with agricultural use and sited to minimise conversion of agricultural land; and</p> <p>(d) is appropriate for a rural location and does not compromise the function of surrounding settlements.</p>		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
A1 A use listed as Discretionary, excluding Residential, is for an alteration or extension to an existing use, if: (a) the gross floor area does not increase by more than 30% from that existing at the effective date; and (b) the development area does not increase by more than 30% from that existing at the effective date.	P1 A use listed as Discretionary, excluding Residential, must require a rural location for operational reasons, having regard to: (a) the nature, scale and intensity of the use; (b) the importance or significance of the proposed use for the local community; (c) whether the use supports an existing agricultural use; (d) whether the use requires close proximity to infrastructure or natural resources; and	<i>Not applicable as the use is residential.</i>

	(e) whether the use requires separation from other uses to minimise impacts.	
A2 No Acceptable Solution	<p>P2 A use listed as Discretionary must not confine or restrain existing use on adjoining properties, having regard to:</p> <p>(a) the location of the proposed use;</p> <p>(b) the nature, scale and intensity of the use;</p> <p>(c) the likelihood and nature of any adverse impacts on adjoining uses;</p> <p>(d) whether the proposed use is required to support a use for security or operational reasons; and</p> <p>(e) any off site impacts from adjoining uses.</p>	<p><i>Existing uses on adjoining properties include residential, natural values management and resource development (grazing). The proposed residential use will not confine or restrain these existing uses as the property contains conservation covenants and the developable area limited. The scale and intensity of the proposed dwelling and outbuilding is minor.</i></p> <p><i>The application meets the Performance Criteria P2.</i></p>
A3 No Acceptable Solution	<p>P3 A use listed as Discretionary, located on agricultural land, must minimise conversion of agricultural land to non-agricultural use and be compatible with agricultural use, having regard to:</p> <p>(a) the nature, scale and intensity of the use;</p> <p>(b) the local or regional significance of the agricultural land; and</p> <p>(c) whether agricultural use on adjoining properties will be confined or restrained.</p>	<p><i>Although the property is zoned rural, the site is not considered agricultural land due to the Conservation Covenant prohibiting any use or disturbance of the land.</i></p> <p><i>In addition, the scale and intensity of the proposed dwelling and outbuilding is minor in the context of the total property.</i></p> <p><i>The application meets the Performance Criteria P3.</i></p>
A4 No Acceptable Solution.	<p>P4 A use listed as Discretionary, excluding Residential, must be appropriate for a rural location, having regard to:</p> <p>(a) the nature, scale and intensity of the proposed use;</p> <p>(b) whether the use will compromise or distort the activity centre hierarchy;</p> <p>(c) whether the use could reasonably be located on</p>	<p><i>Not applicable as the use is residential.</i></p>

	<p>land zoned for that purpose;</p> <p>(d) the capacity of the local road network to accommodate the traffic generated by the use; and</p> <p>(e) whether the use requires a rural location to minimise impacts from the use, such as noise, dust and lighting.</p>	
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20.4 Development Standards for Buildings and Works

20.4.1 Building height

To provide for a building height that:

- (a) is necessary for the operation of the use; and
- (b) minimises adverse impacts on adjoining properties.

Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<p>A1</p> <p>Building height must be not more than 12m.</p>	<p>P1</p> <p>Building height must be necessary for the operation of the use and not cause an unreasonable impact on adjoining properties, having regard to:</p> <ul style="list-style-type: none"> (a) the proposed height of the building; (b) the bulk and form of the building; (c) the separation from existing uses on adjoining properties; and (d) any buffers created by natural or other features. 	<p><i>The height of the proposed dwelling is 3.72m and the outbuilding is 3.7m.</i></p> <p><i>The proposal complies with the Acceptable Solution A1.</i></p>

20.4.2 Setbacks

That the siting of buildings minimises potential conflict with use on adjoining sites.

Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<p>A1</p> <p>Buildings must have a setback from all boundaries of:</p> <ul style="list-style-type: none"> (a) not less than 5m; or (b) if the setback of an existing building is within 5m, not less than the existing building. 	<p>P1</p> <p>Buildings must be sited to provide adequate vehicle access and not cause an unreasonable impact on existing use on adjoining properties, having regard to:</p> <ul style="list-style-type: none"> (a) the bulk and form of the building; (b) the nature of existing use on the adjoining properties; 	<p><i>The dwelling is setback 47.2m and the outbuilding 13.5m from the front property boundary of Barren Plains Road.</i></p> <p><i>Setback to the rear and side boundaries is significantly more than 5m.</i></p> <p><i>The proposal complies with the Acceptable Solution A1.</i></p>

	(c) separation from existing use on the adjoining properties; and (d) any buffers created by natural or other features.	
A2 Buildings for a sensitive use must be separated from an Agriculture Zone a distance of: (a) not less than 200m; or (b) if an existing building for a sensitive use on the site is within 200m of that boundary, not less than the existing building.	P2 Buildings for a sensitive use must be sited so as not to conflict or interfere with an agricultural use within the Agriculture Zone, having regard to: (a) the size, shape and topography of the site; (b) the prevailing setbacks of any existing buildings for sensitive uses on adjoining properties; (c) the location of existing buildings on the site; (d) the existing and potential use of adjoining properties; (e) any proposed attenuation measures; and (f) any buffers created by natural or other features.	<i>The proposal does include a sensitive use, a dwelling, however the surrounding zones are not Agriculture.</i> <i>The proposal complies with the Acceptable Solution A1.</i>

20.4.3 Access for New Dwellings

That new dwellings have appropriate vehicular access to a road maintained by a road authority.

Acceptable Solutions	Performance Criteria	OFFICER COMMENT
A1 New dwellings must be located on lots that have frontage with access to a road maintained by a road authority.	P1 New dwellings must have legal access, by right of carriageway, to a road maintained by a road authority that is appropriate, having regard to: (a) the number of users of the access; (b) the length of the access; (c) the suitability of the access for use by the occupants of the dwelling; (d) the suitability of the access for emergency services vehicles; (e) the topography of the site; (f) the construction and maintenance of the access; (g) the construction, maintenance and usage of the road; and (h) any advice from a road authority.	<i>The proposal complies with the Acceptable Solution A1, Barren Plains Road is a Council maintained road.</i>

Parking and Sustainable Transport Code

The Code applies to all use and development. The proposal must satisfy the requirements of the following relevant development standards:

C2.5 Use Standards		
C2.5.1 Car parking numbers		
That an appropriate level of car parking spaces are provided to meet the needs of the use.		
Acceptable solutions	Performance Criteria	OFFICER COMMENT
<p>A1</p> <p>The number of on-site car parking spaces must be no less than the number specified in Table C2.1, excluding if:</p> <p>(a) the site is subject to a parking plan for the area adopted by council, in which case parking provision (spaces or cash-in-lieu) must be in accordance with that plan;</p> <p>(b) the site is contained within a parking precinct plan and subject to Clause C2.7;</p> <p>(c) the site is subject to Clause C2.5.5; or</p> <p>(d) it relates to an intensification of an existing use or development or a change of use where:</p> <p>(i) the number of on-site car parking spaces for the existing use or development specified in Table C2.1 is greater than the number of car parking spaces specified in Table C2.1 for the proposed use or development, in which case no additional on-site car parking is required; or</p> <p>(ii) the number of on-site car parking spaces for the existing use or development specified in Table C2.1 is less than the number of car parking spaces specified in Table C2.1 for the proposed use or development, in which case on-site car parking must be calculated as follows:</p> $N = A + (C - B)$ <p>N = Number of on-site car parking spaces required A = Number of existing on site car parking spaces B = Number of on-site car parking spaces required for the existing use or development specified in Table C2.1 C = Number of on-site car parking spaces required for the proposed use or development specified in Table C2.1.</p>	<p>P1.1</p> <p>The number of on-site car parking spaces for uses, excluding dwellings, must meet the reasonable needs of the use, having regard to:</p> <p>(a) the availability of off-street public car parking spaces within reasonable walking distance of the site;</p> <p>(b) the ability of multiple users to share spaces because of:</p> <p>(i) variations in car parking demand over time; or</p> <p>(ii) efficiencies gained by consolidation of car parking spaces;</p> <p>(c) the availability and frequency of public transport within reasonable walking distance of the site;</p> <p>(d) the availability and frequency of other transport alternatives;</p> <p>(e) any site constraints such as existing buildings, slope, drainage, vegetation and landscaping;</p> <p>(f) the availability, accessibility and safety of on-street parking, having regard to the nature of the roads, traffic management and other uses in the vicinity;</p> <p>(g) the effect on streetscape; and</p> <p>(h) any assessment by a suitably qualified person of the actual car parking demand determined having regard to the scale and nature of the use and development.</p> <p>P1.2</p> <p>The number of car parking spaces for dwellings must meet the reasonable needs of the use, having regard to:</p> <p>(a) the nature and intensity of the use and car parking required;</p> <p>(b) the size of the dwelling and the number of bedrooms; and</p>	<p><i>The number of car parking spaces required for the dwelling is one (1) which is easily accommodated on the property adjacent to the dwelling or outbuilding.</i></p> <p><i>The proposal meets the acceptable solution A1.</i></p>

	(c) the pattern of parking in the surrounding area.	
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C2.6 Development Standards for Buildings and Works		
C2.6.1 Construction of parking areas		
That parking areas are constructed to an appropriate standard.		
Acceptable solutions	Performance Criteria	OFFICER COMMENT
A1 All parking, access ways, manoeuvring and circulation spaces must: <p>(a) be constructed with a durable all weather pavement;</p> <p>(b) be drained to the public stormwater system, or contain stormwater on the site; and</p> <p>(c) excluding all uses in the Rural Zone, Agriculture Zone, Landscape Conservation Zone, Environmental Management Zone, Recreation Zone and Open Space Zone, be surfaced by a spray seal, asphalt, concrete, pavers or equivalent material to restrict abrasion from traffic and minimise entry of water to the pavement.</p>	P1 All parking, access ways, manoeuvring and circulation spaces must be readily identifiable and constructed so that they are useable in all weather conditions, having regard to: <p>(a) the nature of the use;</p> <p>(b) the topography of the land;</p> <p>(c) the drainage system available;</p> <p>(d) the likelihood of transporting sediment or debris from the site onto a road or public place;</p> <p>(e) the likelihood of generating dust; and</p> <p>(f) the nature of the proposed surfacing.</p>	<p><i>The access, parking and manoeuvring spaces will be constructed from gravel and drained to a stormwater system as required by a Plumbing Permit issued by the authority.</i></p> <p><i>The proposal meets the Performance Criteria A1.</i></p>

C2.6.2 Design and layout of parking areas		
That parking areas are designed and laid out to provide convenient, safe and efficient parking.		
Acceptable solutions	Performance Criteria	OFFICER COMMENT
A1 Parking, access ways, manoeuvring and circulation spaces must either: <p>(a) comply with the following:</p> <p>(i) have a gradient in accordance with Australian Standard AS 2890 - Parking facilities, Parts 1-6;</p> <p>(ii) provide for vehicles to enter and exit the site in a forward direction where providing for more than 4 parking spaces;</p> <p>(iii) have an access width not less than the requirements in Table C2.2;</p> <p>(iv) have car parking space dimensions which satisfy the requirements in Table C2.3;</p>	P1 All parking, access ways, manoeuvring and circulation spaces must be designed and readily identifiable to provide convenient, safe and efficient parking, having regard to: <p>(a) the characteristics of the site;</p> <p>(b) the proposed slope, dimensions and layout;</p> <p>(c) useability in all weather conditions;</p> <p>(d) vehicle and pedestrian traffic safety;</p> <p>(e) the nature and use of the development;</p> <p>(f) the expected number and type of vehicles;</p> <p>(g) the likely use of the parking areas by persons with a disability;</p>	<p><i>Car parking areas are relatively level and will meet the Australian Standard AS 2890.</i></p> <p><i>All vehicles will be able to exit the property in a forward direction.</i></p> <p><i>The width of the access roads are 4m, as required in the Bushfire Prone Area Code.</i></p> <p><i>The proposal meets the Acceptable Solution A1.</i></p>

<p>(v) have a combined access and manoeuvring width adjacent to parking spaces not less than the requirements in Table C2.3 where there are 3 or more car parking spaces;</p> <p>(vi) have a vertical clearance of not less than 2.1m above the parking surface level; and</p> <p>(vii) excluding a single dwelling, be delineated by line marking or other clear physical means; or</p> <p>(b) comply with Australian Standard AS 2890- Parking facilities, Parts 1-6.</p> <p>A1.2 Parking spaces provided for use by persons with a disability must satisfy the following:</p> <p>(a) be located as close as practicable to the main entry point to the building;</p> <p>(b) be incorporated into the overall car park design; and</p> <p>(c) be designed and constructed in accordance with Australian/New Zealand Standard AS/NZS 2890.6:2009 Parking facilities, Off-street parking for people with disabilities. [S35]</p>	<p>(h) the nature of traffic in the surrounding area;</p> <p>(i) the proposed means of parking delineation; and</p> <p>(j) the provisions of Australian Standard AS 2890.1:2004 - Parking facilities, Part 1: Off-street car parking and AS 2890.2 -2002 Parking facilities, Part 2: Off-street commercial vehicle facilities.</p>	
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<p>C2.6.3 Number of accesses for vehicles</p> <p>That:</p> <p>(a) access to land is provided which is safe and efficient for users of the land and all road network users, including but not limited to drivers, passengers, pedestrians and cyclists by minimising the number of vehicle accesses;</p> <p>(b) accesses do not cause an unreasonable loss of amenity of adjoining uses;</p> <p>(c) the number of accesses minimise impacts on the streetscape.</p>		
Acceptable solutions	Performance Criteria	OFFICER COMMENT
<p>A1</p> <p>The number of accesses provided for each frontage must:</p> <p>(a) be no more than 1;</p> <p>or</p> <p>(b) no more than the existing number of accesses, whichever is the greater.</p>	<p>P1</p> <p>The number of accesses for each frontage must be minimised, having regard to:</p> <p>(a) any loss of on-street parking; and</p> <p>(b) pedestrian safety and amenity;</p> <p>(c) traffic safety;</p> <p>(d) residential amenity on adjoining land; and</p> <p>(e) the impact on the streetscape.</p>	<p><i>The proposal includes two access onto Barren Plains Road. This allows for manoeuvring for turning, parking, entering and exiting the property.</i></p> <p><i>No loss of on street parking, or reduction in pedestrian safety will occur having two accesses to the property.</i></p> <p><i>Traffic safety will not be affected due to low traffic volumes on the road.</i></p>

		<i>The street scape will not be impacted nor residential amenity as the property frontage is more than adequate to accommodate two vehicular access.</i>
A2 Within the Central Business Zone or in a pedestrian priority street no new access is provided unless an existing access is removed.	P2 Within the Central Business Zone or in a pedestrian priority street, any new accesses must: (a) not have an adverse impact on: (i) pedestrian safety and amenity; or (ii) traffic safety; and (b) be compatible with the streetscape.	<i>Not applicable, the zone is Rural.</i>

Natural Assets Code

This Code applies as areas of Waterway & Coastal Protection Area and Priority Vegetation Overlay are located throughout the property.

The purpose of the Natural Assets Code is:

- To minimise impacts on water quality, natural assets including native riparian vegetation, river condition and the natural ecological function of watercourses, wetlands and lakes.
- To minimise impacts on coastal and foreshore assets, native littoral vegetation, natural coastal processes and the natural ecological function of the coast.
- To protect vulnerable coastal areas to enable natural processes to continue to occur, including the landward transgression of sand dunes, wetlands, saltmarshes and other sensitive coastal habitats due to sea-level rise.
- To minimise impacts on identified priority vegetation.
- To manage impacts on threatened fauna species by minimising clearance of significant habitat.

The Tasmanian Planning Scheme – Central Highlands defines the Waterway and Coastal Protection Area as land:

- shown on an overlay map in the relevant Local Provisions Schedule as within a waterway and coastal protection area; or
- within the relevant distance from a watercourse, wetland, lake or the coast shown in the Table C7.3 below, but does not include a piped watercourse or piped drainage line. If an inconsistency for the width exists between Table C7.3 and the area shown on the overlay map, the greater distance prevails, excluding the width measured from the high water mark of tidal waters where the distance shown on the overlay map in the relevant Local Provisions Schedule prevails. The depiction of a watercourse, or a section of a watercourse on an overlay map in the relevant Local Provisions Schedule, is definitive regardless of the actual area of the catchment

The Tasmanian Planning Scheme – Central Highlands defines the Priority Vegetation Area as land shown on an overlay map in the relevant Local Provisions Schedule, as within a Priority Vegetation Area.

Both the Waterway & Coastal Protection Area and Priority Vegetation Area are shown on the overlay map of the Local Provisions Schedule.

The proposal must satisfy the requirements of the following relevant development standards:

C7.6 Development Standards for Buildings and Works		
C7.6.1 Buildings and works within a waterway and coastal protection area or a future coastal refugia area		
That buildings and works within a waterway and coastal protection area or future coastal refugia area will not have an unnecessary or unacceptable impact on natural assets.		
Acceptable solutions	Performance Criteria	OFFICER COMMENT
A1 Buildings and works within a waterway and coastal protection area must: (a) be within a building area on a sealed plan approved under this planning scheme; (b) in relation to a Class 4 watercourse, be for a crossing or bridge not more than 5m in width; or (c) if within the spatial extent of tidal waters, be an extension to an existing boat ramp, car park, jetty, marina, marine farming shore facility or slipway that is not more than 20% of the area of the facility existing at the effective date..	P1.1 Buildings and works within a waterway and coastal protection area must avoid or minimise adverse impacts on natural assets, having regard to: (a) impacts caused by erosion, siltation, sedimentation and runoff; (b) impacts on riparian or littoral vegetation; (c) maintaining natural streambank and streambed condition, where it exists; (d) impacts on in-stream natural habitat, such as fallen logs, bank overhangs, rocks and trailing vegetation; (e) the need to avoid significantly impeding natural flow and drainage; (f) the need to maintain fish passage, where known to exist; (g) the need to avoid land filling of wetlands; (h) the need to group new facilities with existing facilities, where reasonably practical; (i) minimising cut and fill; (j) building design that responds to the particular size, shape, contours or slope of the land; (k) minimising impacts on coastal processes, including sand movement and wave action; (l) minimising the need for future works for the protection of natural assets, infrastructure and property;	<i>The proposal must be assessed against the Performance Criteria P1.</i> <i>Applicable conditions have been added to the planning permit to prevent the adverse impacts caused by erosion, sedimentation and runoff.</i> <i>Impacts on riparian or littoral vegetation will be limited to the development area only.</i> <i>No fill of the wetland area is proposed.</i> <i>A Soil & Water Management Plan will form a part of the conditions of a planning permit.</i> <i>The proposal meets the performance criteria. P1.1</i> <i>P1.2 is not applicable.</i>

	<p>(m) the environmental best practice guidelines in the Wetlands and Waterways Works Manual; and</p> <p>(n) the guidelines in the Tasmanian Coastal Works Manual.</p> <p>P1.2 Buildings and works within the spatial extent of tidal waters must be for a use that relies upon a coastal location to fulfil its purpose, having regard to:</p> <p>(a) the need to access a specific resource in a coastal location;</p> <p>(b) the need to operate a marine farming shore facility;</p> <p>(c) the need to access infrastructure available in a coastal location;</p> <p>(d) the need to service a marine or coastal related activity;</p> <p>(e) provision of essential utility or marine infrastructure; or</p> <p>(f) provisions of open space or for marine-related educational, research, or recreational facilities.</p>	
<p>A2 Buildings and works within a future coastal refugia area must be located within a building area on a sealed plan approved under this planning scheme.</p>	<p>P2.1 Buildings and works within a future coastal refugia area must allow for natural coastal processes to continue to occur and avoid or minimise adverse impacts on natural assets, having regard to:</p> <p>(a) allowing for the landward transgression of sand dunes and the landward colonisation of wetlands, saltmarshes and other coastal habitats from adjacent areas;</p> <p>(b) avoiding the creation of barriers or drainage networks that would prevent future tidal inundation;</p>	<p><i>Not applicable.</i></p>

	<p>(c) allowing the coastal processes of sand deposition or erosion to continue to occur;</p> <p>(d) the need to group new facilities with existing facilities, where reasonably practical;</p> <p>(e) the impacts on native vegetation;</p> <p>(f) minimising cut and fill;</p> <p>(g) building design that responds to the particular size, shape, contours or slope of the land;</p> <p>(h) the impacts of sea-level rise on natural coastal processes and coastal habitat;</p> <p>(i) the environmental best practice guidelines in the Wetlands and Waterways Works Manual; and</p> <p>(j) the guidelines in the Tasmanian Coastal Works Manual.</p> <p>P2.2 Buildings and works within a future coastal refugia area must be for a use that relies upon a coastal location to fulfil its purpose, having regard to:</p> <p>(a) the need to access a specific resource in a coastal location;</p> <p>(b) the need to operate a marine farming shore facility;</p> <p>(c) the need to access infrastructure available in a coastal location;</p> <p>(d) the need to service a marine or coastal related activity;</p> <p>(e) provision of essential utility or marine infrastructure; and</p> <p>(f) provision of open space or for marine-related educational, research, or recreational facilities.</p>	
A3	P3	

<p>Development within a waterway and coastal protection area or a future coastal refugia area must not involve a new stormwater point discharge into a watercourse, wetland or lake.</p>	<p>Development within a waterway and coastal protection area or a future coastal refugia area involving a new stormwater point discharge into a watercourse, wetland or lake must avoid or minimise adverse impacts on natural assets, having regard to:</p> <ul style="list-style-type: none"> (a) the need to minimise impacts on water quality; and (b) the need to mitigate and manage any impacts likely to arise from erosion, sedimentation or runoff. 	<p><i>Stormwater will be dealt with on the property inline with the Plumbing Permit.</i></p> <p><i>The Acceptable solution A3 is met.</i></p>
<p>A4 Dredging or reclamation must not occur within a waterway and coastal protection area or a future coastal refugia area.</p>	<p>P4.1 Dredging or reclamation within a waterway and coastal protection area or a future coastal refugia area must minimise adverse impacts on natural coastal processes and natural assets, having regard to:</p> <ul style="list-style-type: none"> (a) impacts caused by erosion, siltation, sedimentation and runoff; (b) impacts on riparian or littoral vegetation; (c) the need to avoid land filling of wetlands; (d) impacts on sand movement and wave action; and (e) the potential for increased risk to inundation of adjacent land. <p>P4.2 Dredging or reclamation within a waterway and coastal protection area or a future coastal refugia area must be necessary:</p> <ul style="list-style-type: none"> (a) to continue an existing use or development on adjacent land; or (b) for a use which relies upon a coastal location to fulfil its purpose, having regard to: <ul style="list-style-type: none"> (i) the need to access a specific resource in a coastal location; (ii) the need to operate a marine farming shore facility; (iii) the need to access infrastructure available in a coastal location; 	<p><i>The proposal meets the acceptable solution A4, no dredging or reclamation will occur in the watercourse.</i></p>

	(iv) the need to service a marine or coastal related activity; (v) provision of essential utility or marine infrastructure; and (vi) provision of open space or for marine-related educational, research, or recreational facilities.	
A5 Coastal protection works or watercourse erosion or inundation protection works must not occur within a waterway and coastal protection area or a future coastal refugia area.	P5 Coastal protection works or watercourse erosion or inundation protection works within a waterway and coastal protection area or a future coastal refugia area must be designed by a suitably qualified person and minimise adverse impacts on natural coastal processes, having regard to: (a) impacts on sand movement and wave action; and (b) the potential for increased risk of inundation to adjacent land.	<i>Not applicable.</i>

CONCLUSION

This report has assessed a Development Application for a dwelling and outbuilding at the property Barren Plains Road, Miena (CT 19054/9).

Two representations were received to Council during the notice period, these have been addressed in this report and conditions for development applied.

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

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

10. ORDINARY COUNCIL MEETING RESUMED

RESOLUTION 07/6.2025/C

Moved: Cr J Honner

Seconded: Cr Y Miller

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

CARRIED

For the Motion

Mayor L Triffitt, Deputy Mayor J Allwright, Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

Graham Rogers (Manager DES) and Louisa Brown (Contract Planner) left the meeting at 9.30 a.m.

11. MONTHLY MAYORAL AND ELECTED MEMBERS ACTIVITY

RESOLUTION 08/6.2025/C

Moved: Cr J Honner

Seconded: Cr J Hall

THAT the Council notes the Mayoral and Elected Members Activities.

CARRIED

For the Motion

Mayor L Triffitt, Deputy Mayor J Allwright, Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

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

20 May 2025 Ordinary Council Meeting (Hamilton)
 11 June 2025 CWA Meeting (Bothwell)
 Onsite Inspection Platypus Walk

- Business of Council **x 16**
- Ratepayer and community members – communications **2**
- Elected Members - communications **12**
- Council Management communications **6**

Deputy Mayor J Allwright

20 May 2025 Ordinary Council Meeting (Hamilton)
 10 June 2025 Audit Panel Meeting (Hamilton)
 12 June 2025 Audit Panel Meeting (Bothwell)

Cr A Archer

20 May 2025 Ordinary Council Meeting (Hamilton)

Cr A Bailey

20 May 2025 Ordinary Council Meeting (Hamilton)

Cr R Cassidy

20 May 2025 Ordinary Council Meeting (Hamilton)
 23 May 2025 Meeting onsite with TasNetworks

Cr J Hall

29 April 2025 Budget Workshop (Bothwell)
 20 May 2025 Ordinary Council Meeting (Hamilton)
 22 May 2025 Volunteer Week Lunch (Bothwell)
 28 May 2025 Bush Watch Meeting (Gretna)

Cr J Honner

20 May 2025 Ordinary Council Meeting (Hamilton)
 22 May 2025 Volunteer Week Lunch (Bothwell)

Cr D Meacheam

20 May 2025 Ordinary Council Meeting (Hamilton)
 12 June 2025 Audit Panel Meeting (Via Teams)

Cr Y Miller

20 May 2025 Ordinary Council Meeting (Hamilton)
 22 May 2025 Volunteer Week Lunch (Bothwell)

12. 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

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

RESOLUTION 09/6.2025/C

Moved: Cr J Honner

Seconded: Cr D Meacheam

THAT the Health and Wellbeing report be received.

CARRIED

For the Motion

Mayor L Triffitt, Deputy Mayor J Allwright, Cr A Archer; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

REPORT BY Kat Cullen, Community Development Officer

BACKGROUND

The following activities were performed during **May 2025**.

COUNCIL PROJECTS AND ACTIVITIES	
External Grant applications	Awaiting first payment: Disaster Ready Fund (DPAC) Clyde River Flood Resilience partnership with Derwent Catchment Project.
	Awaiting response: Tas Active Infrastructure Grants (DPAC) Gretna Oval application. Response expected August.

	<p>New application: Tasmania Drought Ready Fund (DPAC) – community training and farming support projects being developed for application due 18 June.</p> <p>In discussion: Share the Dignity free period products dispensers, for Bothwell, as raised by Cr Meacheam</p>
Tasmania's Top Tourism Town Awards	Bothwell entry into Tasmania's Top Tiny Tourism Town Award. In addition to entry submission, a two-day itinerary, editorial, and promotional video produced. This is hosted on Council's website at https://centralhighlands.tas.gov.au/tourism/
Community Grants Program	Community Grant applications - Playgroup Tas, Campdraft Tas. Advice for upcoming application Miena Seisun.
	Community Donations application received for Bronte Jones
	School Support request received for Glenora District School, Westerway and Bothwell due to submit request prior July.
Volunteer Week Event	22 May Bothwell Hall – 25 volunteering group representatives attended partnership project with Rural Business Tasmania. Volunteering workshop, followed by thankyou lunch. Follow-up work to include meetings discuss support for local volunteers.
Child Safety Policy update	Working with Deputy General Manager and LGAT to review Child Safety Standards compliance and update relevant policies.
Structure Plan Review	Meeting with Damien Mackey to provide structure plan input.
ANZAC Day follow-up	Follow up with Great Lake Community Centre, Hamilton. Meeting with Gretna FB to review and forward planning for 2026. Follow up to be included in June report.
COMMUNITY DEVELOPMENT	
Daycare Bothwell	Working with Bothwell community to identify extent of need for long-daycare in Community.
Ouse School	Communication of Council position regarding keeping school open to Minister Jo Palmer.

Central Highlands Community Health Centre — Innovative Model of Care project	<p><u>Update</u> following restart of project with change in Primary Health Tasmania (PHT) project manager:</p> <ul style="list-style-type: none"> • PHT is engaging with service providers to look at options for Primary Health in Ouse – including Derwent Valley Medical Centre, Bothwell Doctors, Oatlands and Brighton Doctors. • Tas Department of Health considering funding opportunity for Ouse. PHT have expressed interest in collaboration. • PHT remain interested in involving Council in the local project officer position and aims to define the role collaboratively.
RACT driver training	<p>RACT learner driver training, funded to Council through Cattle Hill Wind Farm Grant round 2, continues to be delivered to community.</p> <p>10 lessons to be delivered to Ouse, Ellendale, Hamilton residents 15 & 24 July. Final round to be delivered later in year to Bothwell.</p>
School holiday programs	<p>Meetings with Ouse Online Access Centre and Communities for Children to look at developing school holiday activities Hamilton, Ouse, Ellendale.</p>
South Central Workforce	<p>Supporting job networking event to be held Hamilton Hall 17 July.</p>
Rural Business Tasmania	<p>Supporting re-launch of rural financial counselling service being run out of Bothwell Council offices once a fortnight.</p>
Digital Inclusion Needs	<p>Working with Ouse Online Access Centres and Libraries Tasmania to look at digital inclusion needs in community.</p>
Bothwell School Support	<p>Assisting school with securing work skills training for students.</p>
Additional meetings	<p>Local Government Health and Wellbeing Network, HATCH.</p>
COMMUNICATION	
Residents guide	<p>Finalisation of community information for guide (awaiting some respondents before final proof)</p>
Rate notice annual newsletter	<p>In development. To go printers, end of June.</p>
New noticeboard Ellendale	<p>Support for activation, and communication with community.</p>
Council social media	<p>Facebook account– 01-31 May net increase 29. Audience: 2,706. Posts: where to vote, recycle rewards, volunteer week event, tyre dumping Gretna, change to Council meeting times, free driving</p>

	lessons, voting for Bothwell in top tourism town award.
Council Tourism Brochure	Review and reprint for Tourism Brochure exchange
Market Place Noticeboard	Working to update tourism contents of noticeboard opposite Visitors Centre, Bothwell.
Highland Digest	Liaising with Digest to include relevant council and community content monthly.

12.2 COMMUNITY GRANT REQUEST – CAMPDRAFTING TASMANIA AWARD SPONSORSHIP

RESOLUTION 10/6.2025/C

Moved: Cr J Honner

Seconded: Cr J Hall

THAT Council allocate \$300 to Campdrafting Tasmania Inc. for their annual Honorary Membership Award 2025.

CARRIED

For the Motion

Mayor L Triffitt, Deputy Mayor J Allwright, Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

REPORT BY Kat Cullen, Community Development Officer

Attachment - [Redacted Community Grant Application and Flyer for annual awards showing \(shows Central Highlands Council listed as sponsor of Honorary Membership Awards 2025\)](#)

BACKGROUND

Campdrafting Tasmania are hosting their annual awards at Ratho Farm, Bothwell. They have requested sponsorship of the Club Honorary Membership Awards 2025, which is awarded for more than 10 years continuous and dedicated service.

The application was received 28-05-2025, however event is 14-05-2025. Campdrafting Tasmania have been informed that they will not have confirmation of Council's decision regarding this application until after event has passed. The required timeframe for receipt of application for future years has also been communicated.

There is currently \$6,141 remaining in the Community Grants allocation for 2024-2025 financial year.

12.3 COMMUNITY GRANT REQUEST – PLAYGROUP TASMANIA

RESOLUTION 11/6.2025/C

Moved: Cr D Meacheam

Seconded: Cr Y Miller

THAT Council allocate \$1,679 to Playgroup Tasmania Inc. for new storage cupboards for the Bothwell Playgroup, and to permit the placement of this storage in the Bothwell Hall dining area.

CARRIED

For the Motion

Mayor L Triffitt, Deputy Mayor J Allwright, Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

REPORT BY Kat Cullen, Community Development Officer

[Attachment - Redacted grant application](#)

BACKGROUND

Bothwell Playgroup has submitted a Community Grant request for storage which will be placed in the Bothwell Hall dining area. Playgroup have recently moved to the Bothwell Hall from the Football and Community centre, and as per Resolution 16/05.2025/C, Council have waived Hall hire fees for 2025.

The Playgroup are currently storing their items in a corner behind the stage. However, this is not a sustainable long-term solution as this may interfere with others using the Hall and is inconvenient to pack up and put away each week.

Playgroup wish to purchase three close-fronted lockable storage cupboards 910mm high, with wooden bench tops (see image below). This reduces impacts on other users of the dining area as they will be neat and tidy and can be used for drinks etc during functions in the Hall.



There is currently \$6,141 remaining in the Community Grants budget for 24-25 financial year.

12.4 COMMUNITY DONATIONS REQUEST – BRONTE JONES

RESOLUTION 12/6.2025/C

Moved: Cr J Honner

Seconded: Cr J Hall

THAT Council provide \$500 from the Community Donations allocation to Bronte Jones for travel costs associated with attendance at the 2025 Australian Football 15 Years and Under Championships.

CARRIED

For the Motion

Mayor L Triffitt, Deputy Mayor J Allwright, Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

REPORT BY Kat Cullen, Community Development Officer

Attachment - Redacted Community Donations request

BACKGROUND

Council have received a Community Donations request for Bronte Jones from Bothwell to attend the 2025 Australian Football 15 Years and Under Championships. The Championships will take place from 26 July to 02 August 2025 in Brendale, Queensland.

Bronte's family has submitted a request of \$300 as per Community Donations guidelines for inter-state representation costs.

There is currently \$3,077 remaining in the Community Donations allocation for the 2024-2025 financial year.

13. 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

13.1 WORKS & SERVICES MONTHLY REPORT – MAY 2025

RESOLUTION 13/6.2025/C

Moved: Cr J Hall

Seconded: Cr Y Miller

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

CARRIED

For the Motion

Mayor L Triffitt, Deputy Mayor J Allwright, Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

REPORT BY Jason Branch, Works & Services Manager

BACKGROUND

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

Grading & Sheeting	Dennistoun Road, Southern Field Road, Old Mans Head Road, Nant Lane, Woodsprings Road, Tunbridge Tier Road, Bashan Road, Victoria Valley road, Browns Marsh Road
Maintenance Grading	McGuire's Marsh Road, Church Road Osterley, Strickland Road, Wellwood Road, Pearce's Road, Eyles Road
Potholing / shouldering	Meadsfield Road, Waddamana Road, Victoria Valley Road, Bashan Road, Mark Tree Road, Jones River Road, Risbys Road, Holmes Road, Dillions Road, Rayners Hill Road, Wiggs Road, coopers Road, Ransleys Road, Dry poles Road, Rock Mount Road, Quinns Road, Gullys Road, McCaullums Road, Halls Road, Woodsprings Road,
Spraying:	Footpaths Bothwell
Culverts / Drainage:	Clean culverts Waddamana Road Extend culvert Waddamana Road Replace culvert Woodsprings Road Clean culverts Victoria Valley Road

	Clean culverts Pine Teir Road Clean culverts Browns Marsh Road
Occupational Health and safety	Monthly Toolbox Meetings Day to day JSA and daily prestart check lists completed Monthly workplace inspections completed. Playground inspections
Bridges:	
Refuse / recycling sites:	Cover Hamilton Tip twice weekly
Other:	2 x drum musters Tyre removal from Hamilton landfill site Bulk items removed from Miena waste transfer station Bulk items removed from Bronte waste transfer station Coldmix holes Victoria Valley Road Coldmix holes Pelham Road Crack Sealing Hollow Tree Road Repair Park gates Clean up Bothwell waste transfer station Clean out stock grids Sothern Field Road and Weasel Plains Road Dig out soft spot Bluff Road Dig out soft spot and drainage Langloh Road Repair bus stop area Repair defect Ellendale Road
Slashing:	Rotherwood Road, Wetheron Road, Waddamana Road
Municipal Town Maintenance:	Collection of town rubbish twice weekly Maintenance of parks, cemetery, recreation ground and Caravan Park. Cleaning of public toilets, gutters, drains and footpaths. Collection of rubbish twice weekly Cleaning of toilets and public facilities General maintenance Mowing of towns and parks Town Drainage
Buildings:	
Plant:	Vac trailer serviced Hilux ute Bothwell serviced Hilux ute Hamilton serviced Hose repair in JCB backhoe Komatsu grader serviced Mack truck new drive tyres Loader puncture repair
Private Works:	
Casuals	Toilets, rubbish and Hobart Hamilton general duties
Program for next 4 weeks	Sheeting and grading of Municipal Roads Cleaning of culverts Municipal Roads

14. 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

14.1 MONTHLY FINANCE REPORT TO 31 MAY 2025

RESOLUTION 14/6.2025/C

Moved: Deputy Mayor J Allwright

Seconded: Cr J Hall

That the meeting suspend standing order

CARRIED

For the Motion

Mayor L Triffitt, Deputy Mayor J Allwright, Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

CARRIED

For the Motion

Mayor L Triffitt, Deputy Mayor J Allwright, Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

RESOLUTION 14/6.2025/C

Moved: Deputy Mayor J Allwright

Seconded: Cr

THAT the Monthly Finance Report to 31 May 2025 be received.

CARRIED

For the Motion

Mayor L Triffitt, Deputy Mayor J Allwright, Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

IMPLICATIONS AND FINANCIALS

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

REPORT BY Zeeshan Tauqeer, Accountant

BACKGROUND

The following Finance reports are tabled for period ending **31 May 2025**.

Rates Reconciliation as at 31 May 2025

	<u>2024</u>	<u>2025</u>
<i>Rates in Debit 30th June</i>	\$135,606.82	\$196,877.36
<i>Rates in Credit 30th June</i>	-\$171,244.88	-\$145,341.00
<i>Balance 30th June</i>	-\$35,638.06	\$51,536.36
Rates Raised	\$4,486,365.49	\$4,729,920.23
Penalties Raised	\$42,213.36	\$60,490.00
Supplementaries/Debit Adjustments	\$21,061.41	\$29,368.78
Total Raised	\$4,549,640.26	\$4,819,779.01
Less:		
Receipts to Date	\$4,082,711.47	\$4,549,448.44
Credit Journals		\$20,894.16
Pensioner Rate Remissions	\$119,626.72	\$130,435.03
Remissions/Supplementary Credits	\$18,651.14	\$10,758.57
Balance	\$293,012.87	\$159,779.17

Bank Reconciliation as at 31 May 2025

	2024	2025
Balance Brought Forward	\$6,343,187.58	\$4,236,940.06
Receipts for month	\$487,220.20	\$1,456,792.00
Expenditure for month	\$2,045,836.52	\$1,987,277.44
Balance	\$4,784,571.26	\$3,706,454.62
Represented By:		
Balance Commonwealth Bank	\$510,958.98	\$1,106,972.39
Balance Westpac Bank	\$286,730.53	\$412,442.86
CBA Credit Card		
Investments	\$3,986,331.75	\$2,184,760.81
Petty Cash & Floats	\$550.00	
	\$4,784,571.26	\$3,704,176.06
Plus Unbanked Money		\$2,278.56
	\$4,784,571.26	\$3,706,454.62
Less Unpresented Cheques	\$0.00	
Unreceipted amounts on bank statements	\$0.00	
	\$4,784,571.26	\$3,706,454.62

BANK ACCOUNT BALANCES AS AT 31 May 2025

No.	Bank Accounts	Investment Period	Current Interest Rate %	Due Date	BALANCE	
					2024	2025
11100 Cash at Bank and on Hand						
11105 Bank 01 - Commonwealth - General Trading Account					510,958.98	1,106,972.39
11106 Bank 02 - Westpac - Direct Deposit Account					286,730.53	412,442.86
11118 CBA Credit Card						0.00
11199 TOTAL CASH AT BANK AND ON HAND					797,689.51	1,519,415.25
11200 Investments						
11207 Bank 6		0	0.00		0.00	0.00
11207 Bank 5		0	0.00			0.00
11115 Bank 04		30	4.25%	2/04/2025	-	-
11110 Tascorp		91	4.10%	29/07/2025	82,259.93	87,584.40
11115 Bank 16		30	3.91%	25/06/2025	3,904,071.82	2,097,176.41
11299 TOTAL INVESTMENTS					3,986,331.75	2,184,760.81
TOTAL BANK ACCOUNTS AND CASH ON HAND					4,784,021.26	3,704,176.06

Comprehensive Income Statement

31/05/2025

	Budget 2023-2024	Actual to date prior year	Actual to Date	Budget 2024-2025
Recurrent Income				
Rates Charges	\$4,469,863	\$4,477,140	\$4,716,364	\$4,682,233
User Fees	\$355,450	\$559,319	\$394,878	\$494,250
Grants - Operating	\$124,860	\$314,426	\$476,262	\$30,000
Other Revenue	\$453,200	\$694,397	\$709,647	\$704,366
Grants received in Advance	\$2,998,566	\$3,031,386	\$2,782,241	\$3,206,515
Total Revenues	\$8,401,939	\$9,076,668	\$9,079,392	\$9,117,364
Expenditure				
Employee Benefits	\$2,553,663	\$2,223,658	\$2,690,436	\$2,584,261
Materials and Services	\$2,012,016	\$2,580,179	\$2,450,887	\$2,447,768
Other Expenses	\$1,715,852	\$1,551,298	\$1,571,143	\$1,892,738
Depreciation and Amortisation	\$2,260,000	\$1,606,545	\$2,104,785	\$2,327,800
Total Expenditure	\$8,541,531	7,961,680	8,817,251	9,252,567
Operating Surplus(Deficit)	(139,592)	1,114,988	262,142	(135,203)
Capital Grants & Other	\$2,407,078	\$554,876	\$1,525,149	\$2,424,996
Surplus(Deficit)	2,267,486	1,669,864	1,787,291	2,289,793
Capital Expenditure	\$8,107,503	\$2,868,410	\$3,927,785	\$5,117,085

	BUDGET 2024/2025	ACTUAL TO 31-May-25	% OF BUDGET SPENT	BALANCE OF BUDGET
CORPORATE AND FINANCIAL SERVICES				
ADMIN HAMILTON	\$1,870,264	\$1,875,159	100.26%	(\$4,895)
ELECTED MEMBERS EXPENDITURE(AMEH)	\$256,040	\$260,749	101.84%	(\$4,709)
MEDICAL CENTRES(MED)	\$127,141	\$98,209	77.24%	\$28,932
STREET LIGHTING(STLIGHT)	\$34,357	\$29,164	84.88%	\$5,193
ONCOSTS	(\$498,049)	(\$492,729)	98.93%	(\$5,320)
COMMUNITY & ECONOMIC DEVELOPMENT & RELATIONS(CDR+EDEV)	\$460,441	\$553,236	120.15%	(\$92,795)
TOTAL CORPORATE & FINANCIAL SERVICES	\$2,250,194	\$2,323,788	103.27%	(\$73,594)
DEVELOPMENT AND ENVIRONMENTAL SERVICES				
ADMIN BOTHWELL	\$321,446	\$304,638	94.77%	\$16,808
ENVIRON HEALTH SERVICES (EHS)	\$33,455	\$28,253	84.45%	\$5,202
ANIMAL CONTROL(AC)	\$11,375	\$13,662	120.11%	(\$2,287)
PLUMBING/BUILDING CONTROL (BPC)	\$182,083	\$137,244	75.37%	\$44,839
SWIMMING POOLS (POOL)	\$30,241	\$43,471	143.75%	(\$13,230)
DEVELOPMENT CONTROL (DEV)	\$351,850	\$277,302	78.81%	\$74,548
WASTE SERVICES	\$928,956	\$929,048	100.01%	(\$92)
ENVIRONMENT PROTECTION (EP)	\$41,357	\$2,751	6.65%	\$38,606
TOTAL DEVELOPMENT & ENVIRONMENTAL SERVICES	\$1,900,763	\$1,736,369	91.35%	\$164,394
WORKS AND SERVICES				
PUBLIC CONVENIENCES (PC)	\$287,145	\$177,969	61.98%	\$109,176
CEMETERY (CEM)	\$16,732	\$16,130	96.40%	\$602
HALLS (HALL)	\$80,732	\$98,932	122.54%	(\$18,200)
PARKS AND GARDENS(PG)	\$97,057	\$134,343	138.42%	(\$37,286)
REC. & RESERVES(Rec+tennis)	\$119,900	\$124,003	103.42%	(\$4,103)
TOWN MOWING/TREES/STREETSCAPES(MOW)	\$193,285	\$211,439	109.39%	(\$18,154)
HOUSING (HOU)	\$116,424	\$117,350	100.80%	(\$926)
CAMPING GROUNDS (CPARK)	\$18,884	\$15,618	82.70%	\$3,266
LIBRARY (LIB)	\$2,346	\$1,687	71.90%	\$659
ROAD MAINTENANCE (ROAD)	\$1,056,382	\$1,053,006	99.68%	\$3,376
FOOTPATHS/KERBS/GUTTERS (FKG)	\$13,813	\$18,785	136.00%	(\$4,972)
BRIDGE MAINTENANCE (BRI)	\$23,026	\$8,675	37.68%	\$14,351
PRIVATE WORKS (PW)	\$50,743	\$23,468	46.25%	\$27,275
SUPER. & I/D OVERHEADS (SUPER)	\$812,468	\$807,671	99.41%	\$4,797
QUARRY/GRAVEL (QUARRY)	(\$181,998)	(\$75,668)	41.58%	(\$106,330)
NATURAL RESOURCE MANAGEMENT(NRM)	\$128,847	\$131,065	101.72%	(\$2,218)
SES (SES)	\$2,000	\$305	15.23%	\$1,696
PLANT MTCE & OPERATING COSTS (PLANT)	\$640,571	\$604,671	94.40%	\$35,900
PLANT INCOME	(\$756,571)	(\$822,142)	108.67%	\$65,571
DRAINAGE (DRAIN)	\$42,124	\$43,588	103.48%	(\$1,464)
OTHER COMMUNITY AMENITIES (OCA)	\$40,559	\$28,576	70.45%	\$11,983
WASTE COLLECTION & ASSOC SERVICES (WAS)	\$0	\$5,001		(\$5,001)
FLOOD REPAIRS		\$0		
TOTAL WORKS & SERVICES	\$2,804,469	\$2,724,469	97.15%	\$80,000
DEPARTMENT TOTALS OPERATING EXPENSES				
Corporate Services	\$2,250,194	\$2,323,788	103.27%	(\$73,594)
Dev. & Environmental Services	\$1,900,763	\$1,736,369	91.35%	\$164,394
Works & Services	\$2,804,469	\$2,724,469	97.15%	\$80,000
Total All Operating	\$6,955,426	\$6,784,626	97.54%	\$170,800

	BUDGET 2024/2025	ACTUAL TO 31-May-25	% OF BUDGET SPENT	BALANCE OF BUDGET
CAPITAL EXPENDITURE				
CORPORATE AND FINANCIAL SERVICES				
Computer Purchases	\$41,500	\$35,955	86.64%	\$5,545
Equipment	\$5,000	\$0	0.00%	\$5,000
Miscellaneous	\$5,000	\$0	0.00%	\$5,000
	\$51,500	\$35,955	69.82%	\$15,545
DEVELOPMENT & ENVIRONMENTAL SERVICES				
Swimming Pool	\$5,000	\$1,870	37.40%	\$3,130
	\$5,000	\$1,870	37.40%	(\$4,182)
WORKS & SERVICES				
Plant Purchases	\$760,000	\$709,215	93.32%	\$50,785
Camping Grounds	\$0	\$0		\$0
Public Conveniences	\$150,000	\$0	0.00%	\$150,000
Bridges	\$0	\$18,065	0.00%	(\$18,065)
Road Construction & Reseals	\$2,918,000	\$2,569,706	88.06%	\$348,295
Drainage	\$20,000	\$4,898	0.00%	\$15,102
Parks & Gardens Capital	\$11,440	\$239	2.09%	\$11,201
Infrastructure	\$82,145	\$28,235	34.37%	\$53,910
Footpaths, Kerbs & Gutters	\$40,000	\$28,343	70.86%	\$11,657
Rec Grounds	\$570,000	\$315,117	55.28%	\$254,883
Halls	\$60,000	\$11,755	19.59%	\$48,245
Buildings	\$449,000	\$204,388	45.52%	\$244,612
	\$5,060,585	\$3,889,960	76.87%	\$1,170,625
TOTAL CAPITAL WORKS				
Corporate Services	\$51,500	\$35,955	69.82%	\$15,545
Dev. & Environmental Services	\$5,000	\$1,870	37.40%	\$3,130
Works & Services	\$5,060,585	\$3,889,960	76.87%	\$1,170,625
	\$5,117,085	\$3,927,785	76.76%	\$1,189,300

14.2 COUNCIL RATES RESOLUTION 2025-2026

RESOLUTION 15/6.2025/C

Moved: Cr J Honner

Seconded: Cr R Cassidy

THAT Council by absolute majority, approves the following Rates Resolution for 2025-2026.

CENTRAL HIGHLANDS COUNCIL NOTICE OF 2025-2026 RATES & CHARGES

Under the *Local Government Act 1993* and the *Fire Service Act 1979*, the Central Highlands Council has made the following rates and charges upon rateable land within the municipal area of Central Highlands ("the municipal area"): -

General Rate

1. A General Rate pursuant to Section 90 and Section 91 of the *Local Government Act 1993* consisting of:
 - (a) **2.7585300** cents in the dollar on the assessed annual value for all separately valued parcels of rateable land within the Central Highlands Council area; and
 - (b) A fixed charge of **\$494.76** which applies to all rateable land.

Waste Management Charge

- 2 A Service Charge pursuant to Section 94 of the *Local Government Act 1993* consisting of:
 - (a) For the municipal area, a Waste Management Charge of **\$348.00** for all rateable land; and
 - (b) For the different parts of the municipal area specified, by declaration of an absolute majority of Council pursuant to sections 94(3) and 107 of the *Local Government Act 1993*, the Waste Management Charge is varied as follows:
 - i. Land to which Council provides a garbage and recycling collection service and which is used for commercial purposes is charged **\$654.00** per tenement; and
 - ii. All land outside the Council's garbage and recycling collection service area which comprises a separately valued parcel of rateable land within the municipal area is charged the amount specified under the heading "Charge" according to the use or non-use of the land specified under the heading "Type":

Type	Charge \$	Factor
a. Commercial purposes	623.00	Use of Land
b. Land used for residential purposes, industrial purposes, public purposes, primary production, sporting or recreational facilities, or quarrying or mining.	216.00	Use of Land
c. Non-use of land	110.00	Non-Use of Land

Fire Service Contribution

- 3 For the Council's contribution to the State Fire Commission pursuant to Section 93A of the *Local Government Act 1993*:

- (a) For land within the Bothwell Volunteer Brigade Rating District an amount of **0.309980** cents in the dollar on the assessed annual value of all separately valued parcels of rateable land subject to a minimum **\$50.00**; and
- (b) For all other land in the Municipal area an amount of **0.293100** cents in the dollar on the assessed annual value of all separately valued parcels of the land subject to a minimum **\$50.00**.

Instalments

4 Rates are payable by four instalments due on the following dates:

Instalment No. 1	30 August 2025
Instalment No. 2	29 November 2025
Instalment No. 3	28 February 2026
Instalment No. 4	30 April 2026

Penalty

5 A penalty of **10%** applies to each instalment not paid by the due instalment date.

Adjusted Values

6 For the purposes of this resolution, any reference to the assessed annual value includes a reference to that value as adjusted pursuant to Section 89 and Section 89A of the *Local Government Act 1993* as amended.

These rates are for the year commencing **1st July 2025 and ending 30th June 2026** and are payable to the Council at its Offices at Alexander Street, Bothwell or Tarleton Street, Hamilton.

CARRIED

For the Motion

Mayor L Triffitt, Deputy Mayor J Allwright, Cr A Archer; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

REPORT BY Zeeshan Tauqeer, Accountant

14.3 ANNUAL BUDGET ESTIMATES 2024-2025

RESOLUTION 16/6.2025/C

Moved: Cr Y Miller

Seconded: Cr R Cassisy

THAT the Council approves the Annual Budget Estimates for 2025-2026.

CARRIED

For the Motion

Mayor L Triffitt, Deputy Mayor J Allwright, Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

REPORT BY Zeeshan Tauqeer, Accountant

[Attachment - Draft Annual Budget Estimates for 2025-2026.](#)

BACKGROUND

Section 82 of the *Local Government Act 1993* requires the General Manager to prepare budget estimates of the Council's revenue and expenditure for each financial year. Following on from Council's Budget Workshops held on 08 April 2025, 29 April 2025 and 17 June 2025; the Draft Budget Estimates for 2025-2026 have been prepared and are submitted to Council for adoption. The budget estimates are required to be adopted by Council by Absolute Majority.

These Budget Estimates have been increased in accordance with Council's adopted Long-Term Financial Plan of March CCI plus 2%. Therefore, all expenditure and rate revenue projections have an average increase of 5.13% across all areas which will ensure Council is in the best fiscal position under the current economic climate.

15. 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

Meacheam / Hall

Resume standing orders

15.1 DERWENT CATCHMENT PROJECT

RESOLUTION 17/6.2025/C

Moved: Cr J Honner

Seconded: Cr Y Miller

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

CARRIED

For the Motion

Mayor L Triffitt, Deputy Mayor J Allwright, Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.



Derwent Catchment Project Council Report May-June 2025

General business

Nature Repair Plan Pilot

Following Labor's election win and Rebecca White's success in securing the seat of Lyons, the Derwent Catchment Project is working on the next steps to secure our \$10 million election commitment for a Nature Repair Plan Pilot for the Derwent Catchment.

We have an inception meeting this week with representatives from the Australian Government's Biodiversity Division at the Department of Climate Change, Energy, the Environment and Water to progress the Nature Repair Pilot project. We will keep Council informed as developments take place.

Water quality monitoring sites

The Derwent Catchment Project will assume responsibility for the ongoing management of two real-time Ion-Q® water quality analysers located on the Clyde and Ouse rivers. These in situ analysers, originally deployed by the Derwent Estuary Program with support from DEP stakeholders and The Ian Potter Foundation (2021–2024), provide continuous monitoring of 12 key elements, including nutrients and minerals critical to river health.

This initiative aligns with the launch of our major three-year river restoration program on the Clyde River, delivered in partnership with the Central Highlands Council through

funding from the Disaster Ready Fund. It also complements ongoing works on the Ouse River, where we have implemented post-flood revegetation and willow control, with further large-scale restoration funding in development.

Morgan has been back out to the Ouse and Clyde River sites with the Derwent Estuary Program to learn how to maintain the analysers and fix any issues that come up. The machines are backed by a technical support team, based interstate, which means we can get real-time help when something goes wrong and over the phone support. Knowing how to use and look after the equipment ourselves helps us get the most out of it and keep it running well for longer.

Agri-best practice programs

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

Pasture network activity has included updating results from trial sites, delivering a field day at Bothwell, a series of face to face interview with producers, supporting NRMs to deliver a pasture workshop at Geeveston, planning field day at one of our Upper Derwent trial sites, developing a native pastures management workshop and contributing a column to the New Norfolk and Derwent Valley News.

At Bothwell, five producers attended a field session at our fertiliser test strips at Wetheron. This relatively high fertility site showed responses to additional phosphorus (P) and potassium (K) when applied in combination with each other. Participants discussed additional total pasture yield, clover yield and positive return on investment. A clover response to lime with P+K was also noted despite apparently adequate pH. We hope to further demonstrate these results on a paddock scale. The benefit of rest from grazing was also demonstrated, with species composition and sown perennial grass vigour significantly improved in all strips compared to the surrounding paddock. This offers insight into the use of longer rest periods as a strategic improvement tool, particularly when soil nutrition is adequate and improved species are present. We will also be seeking to apply this strategy on a broader scale.

Knowledge gained from interviews with producers has influenced the approach to our climate-smart agriculture project and identified issues and topics producers see benefit in addressing and trialling. We are currently collating these interviews as a part of baseline report. There is an expression of interest by producers in paddock-based knowledge sharing and trial-focused activities, despite otherwise good access to information. There remains interest in, and a clear role for, the style of support our pasture network seeks to offer. We are currently working to conclude our project planning and implement a series of land management demonstrations that broadly address climate resilience from the pasture up.



Behind the wire: mown and rested, part of the paddock shines, fertilised or not.

Outside the wire, grazing pressures suppress the same plants, suppressing growth and vigour, hinting at a remediation strategy for the wider paddock.

Weed Management Programs

Central Highlands Weed Management Plan

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

May marks the end of the spray season in the Central Highlands. The team is proud of the outcomes achieved to date, and momentum remains strong as planning for the upcoming season gets underway. DCP is actively engaging with major stakeholders to shape and prioritise the next round of on-ground works, ensuring a strategic approach to weed control moving forward.

Looking ahead, we will host the annual weed meeting in early August, bringing together landholders, agencies, and community partners to reflect on the past year and collaborate on future efforts. The Derwent Catchment Project is a delivery partner for

four of the six available Weed Action Fund grants, with a strong focus on controlling invasive grasses (across the North and South of the State which is two programs), Foxglove, and Orange Hawkweed across the Highlands.

Restoration and Conservation

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

Hamilton Native Plant Nursery

Over the past month, the nursery has made excellent progress, with over 3000 plants being sold for various orders. This steady movement of stock highlights the continued demand for our plants and the growing reach of the nursery. Clearing this volume has also helped free up space, allowing for better organisation and making room for new stock. David, our volunteer, continues to come in weekly. We've been kept busy by a range of essential maintenance tasks, spending many hours weeding, potting up plants and preparing orders to go out. It's been a productive month with a strong focus on maintaining the health and presentation of our plants.

Rivers

Tyenna River Recovery

We recently facilitated the successful removal of a significant log jam on the Tyenna River near Mount Field National Park on behalf of TasRail, restoring flow and reducing the risk of infrastructure damage. The effectiveness of this operation led to Tasmania Parks and Wildlife Service engaging the same contractor to carry out additional works further upstream, focusing on the removal of invasive willows that were accumulating debris and restricting flow. Building on this momentum, Morgan is now

working closely with multiple stakeholders to develop a coordinated plan to tackle a stand of large willows near Westerway, where recent wind damage has caused several trees to collapse into the river, creating a potential dam and flood risk.



Social media post about the Willow Warriors on our Facebook

Clyde River – Flood Resilience Project

Exciting news that Council has signed the deed to start the 3-year Clyde flood resilience project. We will be commencing this program shortly, beginning with landholder engagement to develop a project plan for the river to prioritise and schedule works.

Yours Sincerely,
The Derwent Catchment Team

Key Contacts:

Josie Kelman (CEO) 0427044700

Eve Lazarus (Deputy CEO) 0429170048

Morgan McPherson (Operations Manager) 0418 667 426

Karen Phillips (Nursery Manager) 0400 039 303

15.2 QUARTERLY REPORT SOUTHERN TASMANIAN REGIONAL WASTE AUTHORITY

RESOLUTION 18/6.2025/C

Moved: Deputy Mayor J Allwright

Seconded: Cr J Honner

THAT council receive and note the Quarterly Report for the period ending 31 March 2025 from the Southern Tasmanian Regional Waste Authority.

CARRIED

For the Motion

Mayor L Triffitt, Deputy Mayor J Allwright, Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

REPORT BY Stephen Mackey, Acting General Manager

Attachment – Quarterly Report

DISCUSSION

The rules of the STRWA provide:

- 13.1 The STRWA must provide a report to members as soon as practicable after the end of March, June, September and December in each year.
- 13.2 The quarterly report must include:
 - (a) A statement the STRWA's general performance; and
 - (b) A statement of the STRWA's financial performance.

The report advises that the current funding agreement with the State Government for TasWaste South ends on 30 June 2025. Addressing the funding beyond 30 June is obviously a significant priority and work has occurred in conjunction with the other regional bodies in this regard. The current proposal involves funding the regional bodies for a 5-year period until 2030, to align with the next iteration of the Tasmanian Waste and Resource Recovery Strategy.

The current proposal is being considered by the Tasmanian Waste and Resource Recovery Board with a resolution intended to be achieved prior to 30 June.

As can be seen councils contribution is only \$500.

16. 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

Police Inspector - Luke Horne attended the meeting at 10.02 a.m. Cr Archer attended Cassidy / Hall

Suspended standing orders

Meacheam / R Cassidy

Resume standing orders

16.1 DEVELOPMENT & ENVIRONMENTAL SERVICES

RESOLUTION 19/6.2025/C

Moved: Cr J Honner

Seconded: Cr Y Miller

THAT the Development & Environmental Services Report be received.

CARRIED

For the Motion

Mayor L Triffitt, Deputy Mayor J Allwright, Cr A Archer; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

REPORT BY Graham Rogers, Manager DES

PLANNING PERMITS ISSUED UNDER DELEGATION

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

NO PERMIT REQUIRED

DA NO.	APPLICANT	LOCATION	PROPOSAL
2025/00023	J Webb	268 Marked Tree Road, Gretna	Road & Access Construction

PERMITTED

DA NO.	APPLICANT	LOCATION	PROPOSAL
2024/00031	K De Koning	485 Rockmount Road, Ellendale	Caravan Shelter

DISCRETIONARY

DA NO.	APPLICANT	LOCATION	PROPOSAL
2025/00018	Exceed Engineering CBM Sustainability P/L	27 Drysdale Road, Miena	Outbuilding

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 10 unregistered dogs.

Statistics as of 11 June 2025	
Number of Dogs Impounded during last month	0
Number of Dogs Currently Registered	947
Number of Dogs Pending Re-Registration	10
Number of Kennel Licence Renewals	33

17. 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.

17.1 ANNUAL PLAN 2025-2026

RESOLUTION 20/6.2025/C

Moved: Cr R Cassidy

Seconded: Cr D Meacheam

THAT Council approves the Annual Plan 2025-2026.

CARRIED

For the Motion

Mayor L Triffitt, Deputy Mayor J Allwright, Cr A Archer; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

REPORT BY Adam Wilson, Deputy General Manager

Attachment - Annual Plan 2025-2026 (DRAFT)

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
Legislative Context	Local Government Act 1993

Consultation	Councillors, Council's Audit Panel and Senior Management Team
Impact on Budget/Resources	As per the Budget Estimates for 2025-2026 if adopted
Risk	The council must ensure that it meets its legislative and governance responsibilities as per section 71 of the Local Government Act 1993.

BACKGROUND

Under Section 71 of the Local Government Act 1993, Council is required to have an Annual Plan. The 2025-2026 Annual Plan is submitted for Council's approval which includes the Budget Estimates for 2025-2026 if adopted.

17.2 POLICY 2022 - 63 CLIMATE CHANGE ADAPTATION AND MITIGATION

RESOLUTION 21/6.2025/C

Moved: Cr D Meacheam

Seconded: Cr Y Miller

THAT Council adopt Policy No. 2022 – 63 Climate Change Adaption and Mitigation.

CARRIED

For the Motion

Mayor L Triffitt, Deputy Mayor J Allwright, Cr A Archer; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

REPORT BY Adam Wilson, Deputy General Manager

Attachment - Policy No. 2022 – 63 Climate Change Adaption and Mitigation (DRAFT)

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. 2022 – 63 Climate Change Adaption and Mitigation
Legislative Context	Local Government Act 1993
Consultation	Council's Audit Panel and Senior Management Team
Impact on Budget/Resources	As per 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.

BACKGROUND

The previous Climate Change Adaption and Mitigation Policy was approved by Council in the July 2022.

Dr Josie Kelman CEO Derwent Catchment Project has reviewed Policy 2022 – 63 Climate Change Adaptation & Mitigation in line the draft Climate Change Adaption Plan 2024 for the Central Highlands. Dr Kelman suggests that this policy will support Council with the preparation and delivery of climate change adaptation and mitigation planning, actions and programs. The policy also aims to ensure that Council lead the community by example, taking reasonable and practical measures to reduce carbon

emissions and increase climate change resilience in its operations, and by increasing community understanding of climate change, and promoting preparedness.
The Audit Panel reviewed the Climate Change Adaption and Mitigation policy at its meeting on the 12 June 2025 and made the following resolution:

RESOLUTION

Moved: Cr D Meacheam

Seconded: Deputy Mayor J Allwright

THAT Council adopt Policy No. 2022 – 63 Climate Change Adaption and Mitigation.

CARRIED

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

17.3 POLICY 2015 - 37 INFORMATION MANAGEMENT (RECORDKEEPING)

RESOLUTION 22/6.2025/C

Moved: Cr R Cassidy

Seconded: Cr J Honner

THAT Council adopt Policy No. 2015 – 37 Information Management (Recordkeeping) Policy.

CARRIED

For the Motion

Mayor L Triffitt, Deputy Mayor J Allwright, Cr A Archer; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

REPORT BY Adam Wilson, Deputy General Manager

Attachment - Policy No. 2015 – 37 Information Management (Recordkeeping) Policy (DRAFT)

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. 2015 – 37 Information Management (Recordkeeping) Policy
Legislative Context	Local Government Act 1993
Consultation	Council's Audit Panel and Senior Management Team
Impact on Budget/Resources	As per 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.

BACKGROUND

The previous policy was approved by Council in the November 2021.

The purpose of this policy is to provide an effective framework for Council's recordkeeping practices and document management procedures. It covers the creation of records, and their maintenance,

storage, accessibility and retention, along with the individual responsibilities of Councillor's and staff with regard to their records management obligations.

The Audit Panel reviewed the Information Management (Recordkeeping) policy at its meeting on the 12 June 2025 and made the following resolution:

RESOLUTION

Moved: Deputy Mayor J Allwright

Seconded: Cr D Meacheam

THAT Council adopt Policy No. 2015 – 37 Information Management (Recordkeeping) Policy.

CARRIED

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

17.4 POLICY 2013 - 07 COUNCIL CAMPING GROUND FACILITIES POLICY

RESOLUTION 23/6.2025/C

Moved: Cr J Honner

Seconded: Cr Y Miller

THAT Council adopt Policy No. 2013 - 07 Council Camping Ground Facilities Policy.

CARRIED

For the Motion

Mayor L Triffitt, Deputy Mayor J Allwright, Cr A Archer; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

REPORT BY Adam Wilson, Deputy General Manager

Attachment - Policy No. 2013- 07 Council Camping Ground Facilities Policy (DRAFT)

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. 2013 - 07 Council Camping Ground Facilities Policy
Legislative Context	Local Government Act 1993
Consultation	Council's Audit Panel and Senior Management Team
Impact on Budget/Resources	As per 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.

BACKGROUND

The previous Council Camping Ground Facilities Policy was approved by Council in the March 2021. This policy has been prepared to address the management of Council owned camping facilities in the Central Highlands.

The Audit Panel reviewed the Council Camping Ground Facilities policy at its meeting on the 12 June 2025 and made the following resolution:

RESOLUTION

Moved: Deputy Mayor J Allwright

Seconded: Cr D Meacheam

THAT Council adopt Policy No. 2013 - 07 Council Camping Ground Facilities Policy.

CARRIED

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

Deputy left 10.44

17.5 MOTION FROM AUDIT PANEL – RISK MANAGEMENT REGISTER

RESOLUTION 24/6.2025/C

Moved: Cr Y Miller

Seconded: Cr D Meacheam

THAT Council adopt the Risk Management Register.

CARRIED

For the Motion

Mayor L Triffitt, Cr A Archer; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

REPORT BY Adam Wilson, Deputy General Manager

[Attachment - Risk Management Register \(DRAFT\)](#)

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. 2015 - 41 Risk Management Policy and Strategy
Legislative Context	Local Government Act 1993
Consultation	Council's Audit Panel and Senior Management Team
Impact on Budget/Resources	As per 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.

BACKGROUND

The previous Risk Management Register was approved by Council in the April 2024.

This policy has been prepared to address the management of Council owned camping facilities in the Central Highlands.

The Audit Panel met on Thursday 12 June 2025 and reviewed the statutory financial requirements report, financial reports, risk management register and policy review. The Audit Panel made the following resolution:

RESOLUTION

Moved: Deputy Mayor J Allwright

Seconded: Cr D Meacheam

THAT Council adopt the Risk Management Register.

CARRIED

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

17.6 RELATED PARTY DECLARATIONS – QUARTERLY UPDATE

FOR ACTIONING (if required)

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.

18. CONSIDERATION OF SUPPLEMENTARY AGENDA ITEMS TO THE AGENDA

Deputy mayor back 10.45

18.1 NOTICE OF MOTION – CR J HALL

RESOLUTION 25/06.2025/C

Moved: Cr J Hall

Seconded: Cr D Meacheam


THAT Council invite Alexander Simpson (rate payer), Project Manager of Granville Harbour Wind Farm to a workshop.

CARRIED

For the Motion

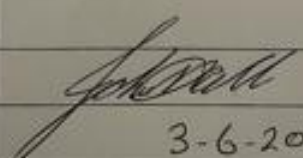
Mayor L Triffitt, Deputy Mayor J Allwright, Cr A Archer; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

CENTRAL HIGHLANDS COUNCIL



NOTICE OF MOTION

Under Division 2 – Motions, Section 16 (5) of the Local Government (Meeting Procedures) Regulations 2015, a Councillor may give to the General Manager, at least 7 days before a meeting, written notice of a motion, together with supporting information and reasons, to be included on the agenda of that meeting.

Date of Meeting:	17-6-2025
Councillor Name:	JOHN HALL
Proposed Motion:	TO INVITE ALEXANDER SIMPSON A RATE PAYER, PROJECT MANAGER GRANVILLE HARBOUR WIND FARM FOR A WORKSHOP.
Background Details:	TO TALK ABOUT HOW THEY DO COMMUNITY FUNDING. AND INVOLVEMENT WITH THERE COUNCIL.
Signature:	
Date:	3-6-2025

18.2 DRAFT COUNCIL FEES AND CHARGES 2025-2026

RECOMMENDATION 26/06.2025/C

Moved: Cr R Cassidy

Seconded: Cr J Honner

THAT the Council approved the Fees and Charges for 2025-2026.

REPORT By Zeeshan Tauqeer, Accountant

ATTACHMENT - Draft Fees and Charges 2025-2026.

BACKGROUND

Under Section 205 of the *Local Government Act 1993*, Council may impose fees and charges in respect of any one or all of the following matters –

- a) *The use of any property or facility owned, controlled, managed or maintained by the council;*
- b) *Services supplied at a person's request;*
- c) *Carrying out work at a person's request;*
- d) *Providing information or materials, or providing copies of, or extracts from, records of the council;*
- e) *any application to the council;*
- f) *any licence, permit, registration or authorisation granted by the council;*
- g) *any other prescribed matter.*

These fees and charges have been increased in accordance with Council's adopted Long-Term Financial Plan of March CPI plus 2%. This grants a total increase of 5.13% across imposed fees and charges.

18.3 HATCH UPDATE

RECOMMENDATION 26/06.2025/C

Moved: Cr Y Miller

Seconded: Cr J Hall

THAT HATCH Neighbourhood house

19. CLOSURE OF THE MEETING TO THE PUBLIC

RESOLUTION 26/6.2025/C

Moved: Cr J Honner

Seconded: Cr J Hall

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:

<i>Item Number</i>	<i>Matter</i>	<i>Outcome</i>

2.1	<i>Confirmation of the Minutes - Closed Session of the Ordinary Meeting of Council held on 20 May 2025.</i>	<i>Regulation 15 (2)(G) of the Local Government (Meeting Procedures) Regulations 2015 – information of a personal and confidential nature or information provided to Council on the condition it is kept confidential.</i>
4.1	<i>Voting for the LGAT General Management Committee</i>	<i>Regulation 15 (2)(G) of the Local Government (Meeting Procedures) Regulations 2015 – information of a personal and confidential nature or information provided to Council on the condition it is kept confidential.</i>
4.2	<i>Personnel Matter – General Manager Update</i>	<i>Regulation 15 (2)(G) of the Local Government (Meeting Procedures) Regulations 2015 – information of a personal and confidential nature or information provided to Council on the condition it is kept confidential.</i>
4.3	<i>Recruitment Options – General Manager</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>

CARRIED**For the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Cr A Archer; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

PURPOSE

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

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

MEETING CLOSED to the public at 11.12 am.

20. RE-OPEN MEETING TO THE PUBLIC

The meeting re-opened to the public at **1218am/pm**.

21. 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:

Item Number	Matter	Decision
2.1	<i>Confirmation of the Minutes - Closed Session of the Ordinary Meeting of Council held on 20 May 2025.</i>	THAT <i>the Minutes of the Closed Session of the Ordinary Meeting of Council held on 20 May 2025 be confirmed</i>
4.1	<i>Voting for the LGAT General Management Committee</i>	<i>Voting was undertaken</i>
4.2	<i>Personnel Matter – General Manager Update</i>	THAT <i>the information was received</i>
4.3	<i>Recruitment Options – General Manager</i>	THAT <i>the information was received</i>

22. CLOSURE

Mayor Triffitt thanked everyone for their contribution and declared the meeting closed at 12.18 **am/pm**.