



Central Highlands Council

MINUTES – ORDINARY COUNCIL MEETING – 17 October 2023

Minutes of the Ordinary Meeting of Central Highlands Council held in the **Bothwell Town Hall, Bothwell** on **Tuesday 17 October 2023**, commencing at **9.00am**.

Table of Contents

1.	OPENING.....	2
2.	AUDIO RECORDING DISCLAIMER.....	2
3.	ACKNOWLEDGEMENT OF COUNTRY	2
4.	PRESENT.....	2
4.1	WELCOME TO CR ANTHONY ARCHER.....	2
5.	IN ATTENDANCE.....	2
6.	APOLOGIES.....	2
7.	LEAVE OF ABSENCE	2
8.	PECUNIARY INTEREST DECLARATIONS	3
9.	PERCEIVED INTEREST DECLARATIONS	3
10.	CLOSED SESSION OF THE MEETING	3
11.	MOTION OUT OF CLOSED SESSION	4
12.	RE-OPEN MEETING TO THE PUBLIC	5
13.	DEPUTATIONS.....	5
14.	PUBLIC QUESTION TIME	5
15.	NOTICE OF MOTIONS.....	6
15.1	NOTICE OF MOTION – CR R CASSIDY – ANTI-LITTERING LEVY.....	7
15.2	NOTICE OF MOTION – CR R CASSIDY – BOTHWELL RECREATION GROUNDS GATES	7
16.	COMMITMENTS.....	8
16.1	MAYORAL COMMITMENTS.....	8
16.2	COUNCILLOR COMMITMENTS.....	8
16.3	GENERAL MANAGER’S COMMITMENTS.....	9
16.4	DEPUTY GENERAL MANAGER’S COMMITMENTS	9
17.	NOTIFICATION OF COUNCIL WORKSHOPS HELD	9
18.	FUTURE WORKSHOPS	9
19.	MAYORAL ANNOUNCEMENTS.....	10
20.	MINUTES.....	10
20.1	CONFIRMATION OF DRAFT MINUTES ORDINARY MEETING – 19 SEPTEMBER 2023	10
20.2	RECEIVAL OF DRAFT MINUTES PLANNING COMMITTEE MEETING – 10 OCTOBER 2023.....	10
21.	BUSINESS ARISING – SEPTEMBER 2023 COUNCIL MEETING	11

22.	DERWENT CATCHMENT PROJECT	11
23.0	COUNCIL ACTING AS A PLANNING AUTHORITY	15
24.0	ORDINARY COUNCIL MEETING RESUMED	31
25.0	DEVELOPMENT & ENVIRONMENTAL SERVICES (DES) MONTHLY REPORT	31
26.	WORKS & SERVICES	32
26.1	WORKS & SERVICES MONTHLY REPORT – SEPTEMBER 2023	32
27.	ADMINISTRATION SERVICES	35
27.1	HEALTH AND WELLBEING PLAN 2020-2025 – MONTHLY PROGRESS REPORT FOR SEPTEMBER 2023 .	35
27.2	SCHOOL BURSARIES AND PRIZE PRESENTATION AWARDS 2023	36
27.3	MONTHLY FINANCE REPORT TO 31 AUGUST 2023 – RESCIND MOTION	36
27.4	MONTHLY FINANCE REPORT TO 31 AUGUST 2023	40
27.5	MONTHLY FINANCE REPORT TO 30 SEPTEMBER 2023	46
27.6	REMISSIONS UNDER DELEGATION	52
27.7	INTEGRITY COMMISSION TASMANIA – ETHICS & INTEGRITY SNAPSHOT SURVEY 2021-22 FOR CENTRAL HIGHLANDS COUNCIL	52
27.8	LOCAL GOVERNMENT ASSOCIATION OF TASMANIA (LGAT) – GENERAL MEETING ON 1 NOVEMBER	53
28.	SUPPLEMENTARY AGENDA ITEMS.....	55
29.	OTHER BUSINESS	55
30.	CLOSURE	55

1. OPENING

2. AUDIO RECORDING DISCLAIMER

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

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

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

3. ACKNOWLEDGEMENT OF COUNTRY

4. PRESENT

Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Archer (9.03am), Cr A Bailey; Cr R Cassidy; Cr J Hall; Cr J Honner; and Cr D Meacheam.

4.1 WELCOME TO CR ANTHONY ARCHER

5. IN ATTENDANCE

Mrs Kim Hossack (General Manager); Mr Adam Wilson (Deputy General Manager); and Mrs Janet Monks (Minute Secretary).

6. APOLOGIES

Cr Y Miller

7. LEAVE OF ABSENCE

Nil

8. PECUNIARY INTEREST DECLARATIONS

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

Nil

Cr Archer attended the Meeting at 9.04am.

9. PERCEIVED INTEREST DECLARATIONS

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

PART 2 – Conflict of Interest that are not Pecuniary

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

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

Nil

10. CLOSED SESSION OF THE MEETING

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

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

RESOLUTION 01/10.2023/C

Moved: Cr J Honner

Seconded: Cr R Cassidy

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

Item Number	Matter	Outcome
1	Confirmation of the Minutes of the Closed Session of the Ordinary Meeting of Council held on 19 September 2023.	Regulation 15 (2)(G) of the <i>Local Government (Meeting Procedures) Regulations 2015</i> – information of a personal and confidential nature or information provided to Council on the condition it is kept confidential.
2	Deputations	Regulation 15 (2)(C) of the <i>Local Government (Meeting Procedures) Regulations 2015</i> – Commercial information of a confidential nature.
3.1	Rates Exemption Request – Wildlife Reserve Pty Ltd as Trustee for the Wildlife Bank Trust	Regulation 15 (2)(C) of the <i>Local Government (Meeting Procedures) Regulations 2015</i> – Commercial information of a confidential nature.

4	<i>Supplementary Agenda Items</i>	<i>Part 2 Regulation 8 (6) of the Local Government (Meeting Procedures) Regulations 2015.</i>
5	<i>Other Business</i>	<i>Part 2 Regulation 8 (6) of the Local Government (Meeting Procedures) Regulations 2015.</i>
6	<i>Consideration of Matters for Disclosure to the Public.</i>	<i>Regulation 15 (8) of the Local Government (Meeting Procedures) Regulations 2015 - While in a closed meeting, the Council, or Council Committee, is to consider whether any discussions, decisions, reports or documents relating to that closed meeting are to be kept confidential or released to the public, taking into account privacy and confidentiality issues.</i>

CARRIED

For the Motion

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

MEETING CLOSED to the public at **9.05am**.

11. MOTION OUT OF CLOSED SESSION

RESOLUTION 05/10.2023/CC

Moved: Cr R Cassidy

Seconded: Cr J Hall

THAT the Council:

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

Item Number	Matter	Outcome
1	<i>Confirmation of the Minutes of the Closed Session of the Ordinary Meeting of Council held on 19 September 2023.</i>	<i>THAT</i> the Minutes of the Closed Session of the Ordinary Meeting of Council held on 19 September 2023 be confirmed.
2	<i>Deputations</i>	<i>Nil</i>
3.1	RATES EXEMPTION REQUEST – WILDLIFE RESERVE PTY LTD as Trustee for the WILDLIFE BANK TRUST	<i>THAT</i> Council approve the exemption of general rate component, for the property PID 5005679, for the 2023/2024 financial year whilst the legal owner is a registered charitable organisation. The legal owner will need to apply annually for any ongoing exemption.

4	<i>Supplementary Agenda Item/s</i>	<i>Nil</i>
5	<i>Other Business</i>	

CARRIED**For the Motion**

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

12. RE-OPEN MEETING TO THE PUBLIC

The meeting re-opened to the public at **10.20am**. The Mayor again advises, to the meeting and members of the public that Council Meetings, not including Closed Sessions, are audio recorded and published on Council's Website.

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

Jason Branch, Manager Works and Services attended the meeting at 10.21am.

13. DEPUTATIONS

Nil

14. PUBLIC QUESTION TIME

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

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

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

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

1. Once Question Time commences the Chairman will determine the order in which questions are heard.
2. Questions may relate to any business of the Council capable of being discussed in the open portion of the meeting, and which is not listed as an item for consideration on the Agenda for the Council Meeting.
3. Members of the public proposing a question are required to be present at the Council Meeting at which their question is to be read. Where a person submits a question for Public Question Time but fails to attend the meeting, the question will be treated as general correspondence and a written response will be provided at the earliest opportunity.
4. A person asking a question, when called upon by the Chairman is requested to:
 - Stand,
 - State their name and address,
 - Read out their question.

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

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

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

Eve Lazarus (Co Executive Officer), The Derwent Catchment Project (10.21am- 10.35am)

Eve discussed the possibility of grants being made available in the coming months by the Australian Government for projects that improve river water quality. The purpose of her attendance was to alert Council to this opportunity, and she will keep Council informed of any developments. She also pointed out that in most cases these grants required a dollar of dollar contribution from the body applying for these large restoration grants. Several possibly partners were identified including Clyde River Trust, local farmers, Hydro Tas and TasWater which all could contribute to such a project as well as Council.

Graham Rogers, Manager Development and Environmental Services attended the meeting at 10.32am.

15. NOTICE OF MOTIONS

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

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

15.1 NOTICE OF MOTION – CR R CASSIDY – ANTI-LITTERING LEVY

A Notice of Motion has been received from **Cr R Cassidy** on **9 October 2023**, for inclusion on this Agenda and provides the following supporting information and reasons for this motion: -

The State's Littering Hotline is ineffective, based on my experience. Our Municipality is dependent upon tourism. The more attractive the visitor experience, we make our Municipality the better. There should be consequences for this inconsiderate behaviour.

The following motion has been proposed –

RESOLUTION 02/10.2023/C

Moved: Cr R Cassidy

Seconded: Cr J Honner

THAT Council consider an Anti-Littering Levy or Infringement as a deterrent to littering and dumping in the bush or alongside roads within Central Highlands.

LOST 6/2

For the Motion

Cr R Cassidy and Cr J Honner

Against the Motion

Mayor L Triffitt, Deputy Mayor J Allwright, Cr A Archer, Cr A Bailey, Cr J Hall; and Cr D Meacheam.

COUNCIL RESOLVED THAT the General Manager write to the State Government requesting 'the no littering' TV advertisements be reinstated.

15.2 NOTICE OF MOTION – CR R CASSIDY – BOTHWELL RECREATION GROUNDS GATES

A Notice of Motion has been received from **Cr R Cassidy** on **9 October 2023**, for inclusion on this Agenda and provides the following supporting information and reasons for this motion: -

Recently, very close to midnight, a vehicle entered the Recreation Grounds with their lights off – there was no other activity or visitors/users`. What was the driver's business there? We have read in other Municipalities hooning and burn-outs on their ovals eg. Boyer Oval. We should mitigate the risk.

It can be argued that access to the playground equipment would be restricted but there is new playground equipment now in Queens Park.

The following motion has been proposed –

RESOLUTION 03/10.2023/C

Moved: Cr R Cassidy

Seconded: Cr

THAT Council consider locking the main gates to the Bothwell Recreation Grounds, between midnight and 8.00am.

LAPSED

16. COMMITMENTS

16.1 MAYORAL COMMITMENTS

15 September 2023 to 10 October 2023

18 September 2023	Tasmanian Electoral Commission
19 September 2023	Ordinary Council Meeting, Hamilton
22 September 2023	Tasmanian Electoral Commission
29 September 2023	Police Remembrance Day – Rokeby
02 October 2023	Tasmanian Electoral Commission
04 October 2023	Legacy Torch Relay – Ouse
10 October 2023	Planning Committee Meeting - Bothwell
10 October 2023	Council Workshop – Bothwell

- Business of Council **x 14**
- Ratepayer and community members - communications **x 12**
- Elected Members - communications **x 16**
- Central Highlands Council Management - communications **x 4**

FOR INFORMATION

16.2 COUNCILLOR COMMITMENTS

Deputy Mayor J Allwright

19 September 2023	Ordinary Council Meeting, Hamilton
22 September 2023	Tas Water opening, Bryn Estyn
05 October 2023	Deputy Mayor workshop, Silo's Launceston
10 October 2023	Council workshop, Bothwell

Cr A Bailey

19 September 2023	Ordinary Council Meeting, Hamilton
10 October 2023	Planning Committee Meeting - Bothwell
10 October 2023	Council Workshop – Bothwell

Cr R Cassidy

19 September 2023	Ordinary Council Meeting, Hamilton
10 October 2023	Planning Committee Meeting - Bothwell
10 October 2023	Council Workshop – Bothwell

Cr J Hall

19 September 2023	Ordinary Council Meeting, Hamilton
10 October 2023	Planning Committee Meeting - Bothwell
10 October 2023	Council Workshop – Bothwell

Cr J Honner

19 September 2023	Ordinary Council Meeting, Hamilton
10 October 2023	Planning Committee Meeting - Bothwell
10 October 2023	Council Workshop – Bothwell
10 October 2023	Meeting with J Johns, Miena Village and Michael Stedman, Timmins Ray

Cr D Meacheam

19 September 2023	Ordinary Council Meeting, Hamilton
10 October 2023	Planning Committee Meeting - Bothwell
10 October 2023	Council Workshop – Bothwell
10 October 2023	Meeting with J Johns, Miena Village and Michael Stedman, Timmins Ray

Cr Y Miller

19 September 2023 Ordinary Council Meeting, Hamilton
 30 September 2023 Meeting - Health Consumers Tasmania
 04 October 2023 Legacy Torch Relay – Ouse
 04 October 2023 Meeting - Minister Guy Barnett

FOR INFORMATION

16.3 GENERAL MANAGER'S COMMITMENTS

Date	With Whom	Subject / Comment
15 to 18 Sept 2023	Annual Leave	
19 Sept 2023	Management & Staff Members	Council Meeting - Hamilton
20 Sept to 3 Oct	Compassionate Leave	
10 October 2023	Council Members & Management Staff	Planning Committee Meeting
10 October 2023	Council Members & Management Staff	Council Workshop
10 October 2023	Cr Honner, Cr Meacheam, James Johns from Miena Village with Michael Stedman from Timmins Ray Public Relations	Miena Village and proposed Great Lake Trail
12 October 2023	Cr Anthony Archer	Councillor Induction Process & Meeting

FOR INFORMATION

16.4 DEPUTY GENERAL MANAGER'S COMMITMENTS

Date	With Whom	Subject / Comment
19 Sept 2023	Council Members & Management Staff	Council Meeting - Hamilton
20 Sept to 3 Oct	Acting General Manager	Various meetings and duties
9 Oct to 13 Oct	Annual Leave	

FOR INFORMATION

17. NOTIFICATION OF COUNCIL WORKSHOPS HELD

A Council Workshop was held on **10 October 2023** and the following items were discussed -

- Presentation briefing from TasWater.
- Planning Authority session with Simmons Wolfhagen.

18. FUTURE WORKSHOPS

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

- 14 November 2023

19. MAYORAL ANNOUNCEMENTS

Mayor Triffitt advised that she had received advice from Brian Mitchell that he intends to mention in Parliament the passing of former Councillor Scott Bowden and past employee, Toni Branch and will forward the transcript to Council.

Mayor Triffitt read from correspondence received from Felix Ellis, Minister for Police in response to concerns raised from residence of Bronte Park in relation to unsafe driver behaviour and the volume of heavy traffic. Minister Ellis advised that the New Norfolk and West Coast Police Stations have been made aware of these concerns and will make extra efforts to combat the problems.

Mayor Triffitt thanked Damian Bester, New Norfolk and Derwent Valley News for running the Mayor's monthly column in the recent edition.

20. MINUTES

20.1 CONFIRMATION OF DRAFT MINUTES ORDINARY MEETING – 19 SEPTEMBER 2023

RESOLUTION 04/10.2023/C

Moved: Cr J Honner

Seconded: Cr R Cassidy

***THAT** the Draft Minutes of the Ordinary Meeting of Council held on Tuesday 19 September 2023 be confirmed.*

CARRIED

For the Motion

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

20.2 RECEIVAL OF DRAFT MINUTES PLANNING COMMITTEE MEETING – 10 OCTOBER 2023

RESOLUTION 05/10.2023/C

Moved: Cr J Honner

Seconded: Cr R Cassidy

***THAT** the Draft Minutes of the Planning Committee Meeting held on Tuesday 10 October 2023 be received.*

CARRIED

For the Motion

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

21. BUSINESS ARISING – SEPTEMBER 2023 COUNCIL MEETING

Business Arising - actions undertaken.

15.1	NOTICE OF MOTION - Program of traffic counts	Actioned for consideration in Council's 2024/25 budget deliberations
15.2	NOTICE OF MOTION – Memorial structure	Actioned for consideration in Council's 2024/25 budget deliberations
23.1	DA 2023/42: 4 LOT SUBDIVISION : 6977 LYELL HIGHWAY, OUSE	Actioned
23.2	SCENIC LANDSCAPE VALUES	Actioned
27.4	REQUEST FOR SUPPORT – GREAT LAKE VOLUNTEER FIRE BRIGADE	Actioned
27.5	REQUEST FOR RATES REMISSION – WELLINGTON SKI AND OUTDOOR CLUB	Actioned
27.6	REQUEST FOR RATES REMISSION – 130 MEADOWBANK ROAD, MEADOWBANK	Actioned
27.7	DUNROBIN PARK – INTERPRETATION SIGNAGE	Actioned
29.1	WORLD WIND ENERGY CONFERENCE 2023 (HOBART)	Actioned

FOR INFORMATION

22. DERWENT CATCHMENT PROJECT



General Business

Annual General Meeting

Our AGM on the 1st of September at Derwent Estate Vineyard's 'The Shed' restaurant was attended by 65 people. We received great feedback from the community about the achievements that DCP had made over the last year. This was the first AGM with Charles Downie as President of the organisation, and we had a local guest speaker Tom Allwright (owner of Adventure Abroad) talk about what makes a successful team. We would like to thank Council for its ongoing support.

Annual Report and Updated Strategic Plan

We are proud to present our new look Annual Report for 22-23. It has been designed as an easier read to showcase the achievements of the year (there are lots of pictures). It is available on the homepage of our website

<https://derwentcatchment.org/>. We have finalised our updated Strategic Plan 2023-2028 which is a simple 10-page document outlining our proposed actions and targets for the next 5 years. The Strategic Plan is also available on the homepage of our website.



Threatened Species - Roadside Markers

The DCP are working with the Council works crew to install markers that identify where threatened species listed under the *Threatened Species Protection Act 1999* occur along roadsides managed and maintained by Council. This is in response to an incident which was brought to the attention of the Threatened Species Unit where a woody shrub, spiky anchor plant (*Discaria pubescens*) had been impacted from maintenance works on Bashan Road. We have undertaken a mapping exercise to highlight priority areas for signage.

Clyde River Restoration Grant Opportunity

We have identified an upcoming grant opportunity under the Australian Government's Urban Rivers and Catchments Program. <https://www.dcceew.gov.au/environment/biodiversity/conservation/urban-rivers-catchments-program>. As outlined in section 8.1.1 of the River Clyde Flood Mapping Study undertaken by GHD, willow removal is an effective solution to reduce the risk of flooding, especially in areas prone to frequent floods. We are developing a proposal that will apply under the 'large projects' option (which is between \$2 million and \$10 million with co-investment) to remove the willows and revegetate with native plants. We would like to come to the next Council meeting to talk about this grant opportunity.

Central Highlands Weeds Program

Strategic Actions 4.4 Continue the program of weed reduction in the Central Highlands, and 4.7 Support and assist practical programs that address existing environmental problems and improve the environment. The weed management program focuses on implementing the Central Highlands Weed Management Plan and addressing weed control priorities.

The weed season is commencing, and the ground team have been carrying out monitoring of eradication zones and developing a plan for control works. A review of previous control efforts showed a 80-90% success rate

for spraying blackberry around the Ellendale township, and the density of Fennel between Hamilton and Ouse is down to 10% of the original amount.

On behalf of the Central Highlands Council, the DCP have attended a biosecurity meeting held by the Parks and Wildlife Service which is looking to create collaboration between stakeholders and neighbours along the Tasmanian Wilderness World Heritage Area (TWWHA). Due to the Central Highlands Weed Management Plan and our ongoing collaboration with stakeholders throughout the Central Highlands municipality, were able to talk about all the good work that is happening in the region and our program is being used as a model for other regions along the TWWHA buffer.

The final stages of preparation for the large English broom infestation at Tarraleah which received grant funding from the final round of Weed Action Fund are underway. The plants will be sprayed in late spring/early summer with the dead material to be mulched down in autumn 2024. The project has cross-tenure collaboration with Hydro Tasmania, TasNetworks, State Growth, and Parks and Wildlife Services who all committed to ongoing maintenance.

Agri-Best Practice Programs

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

Containment feeding/drought lotting project - funded by the Tas Farm Innovation Hub

We have just signed a contract with the Tas Farm Innovation Hub that will train Tasmanian experts in containment feeding nutrition, annual health management and design and set up. The aim will be for the experts to develop 1:1 drought lot plans for producers who need support ensuring people have more confidence in setting up and managing containment feeding in dry times. Farmers have been in contact about drought-lot plans and advice due to the dry conditions.

Drought Risk Assessment in collaboration with Rural Business Tas - funded by the Tas Farm Innovation Hub

This project has developed a simple assessment tool for farmers and landowners to identify how vulnerable they are to the impacts of drought. The assessment and scorecard will provide the farmer with a risk rating and pathways to increase their preparedness for future droughts. We have completed development of the Drought Risk Assessment survey which is now in the testing phase where we are undertaking a guided assessment with farmers to identify how the risk assessment works in practice.

Restoration and Conservation

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

Nursery Expansion for Council consideration

Karen is putting together the final details and report to assess the business case of expanding the nursery to keep up with the demand help fill a growing gap in native plant availability in Tasmania. We hope to present on this in the coming months.

Platypus Walk

Platypus walk has lost a few mature trees (she oak and native hops) over the Winter to frost which is uncommon. The remaining area is looking healthy, and the pathway is scheduled for spraying this week. The

memorial planting carried out over winter is progressing well. Monitoring for willow regrowth has identified low level resprouting which will be controlled shortly.

Tyenna River Recovery – Willow Warriors – Supported by IFS, SFM, DV Council and Tassal

The Willow Warrior program has four new working bee dates organised and looks to continue downstream. The volunteers are 4 kilometres upstream of Mt Field National Park entrance and we hope to be below entrance way by Autumn 2024. The work to date has had over 85% success rate and has helped over 25 individual landholders and worked with Forestry, Parks and Wildlife Service, Inland Fisheries Service and Property Services. We will also be trialling some new techniques learnt from our river restoration programs in the Tyenna River.

Grant Applications

Strategic Industry Partnership Program – 2023 Round - funded by the Tas State Government - \$75,720.

This project proposes to develop a sowing rate and sowing risk decision support guide, that is delivered with risk awareness and risk management at front of mind. The objectives are two-fold, to encourage better sowing rate decisions that facilitate both sufficient grass and clover establishment to benefit improved pasture resilience and productivity, but also to develop increased awareness and capability in identifying and responding to pasture sowing risks in particular, but also grazing enterprise risks in general. **Pending.**

Long term trial through the Australian Government’s Future Drought Fund - ‘Tasmanian drought adaptation through long-term management tool development and farmer engagement’

A 5-year program assessing if longer growing season rest can improve pasture condition, desirable species composition and biomass production. **Unsuccessful.**

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

Yours Sincerely,

The Derwent Catchment Team

Key Contacts:

Josie Kelman (Co Executive Officer) 0427 044 700

Eve Lazarus (Co Executive Officer) 0429 170 048

Morgan McPherson (Works Manager) 0418 667 426

Karen Phillips (Nursery Manager) 0400 039 303

RESOLUTION 06/10.2023/C

Moved: Cr A Bailey

Seconded: Cr D Meacheam

THAT the Derwent Catchment Project Report for September be received.

CARRIED

For the Motion

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

Adam Wilson, Deputy General Manager left the meeting at 11.28am.

23.0 COUNCIL ACTING AS A PLANNING AUTHORITY

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

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

RESOLUTION 07/10.2023/C

Moved: Cr J Honner

Seconded: Cr R Cassidy

THAT Council now act as a Planning Authority.

CARRIED

For the Motion

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

23.1 DA 2022/82: 16 LOT SUBDIVISION : 40, 46, 48, 50, 56, 58, 60 & 64 ARTHURS LAKE ROAD, WILBURVILLE

Report by	Louisa Brown (Senior Planning Officer)
Applicant	PDA Surveyors
Owner	Big Tree investments Pty Ltd & Gohil Investments Pty Ltd
Discretions	12.5.1 Lot Design - P2, P3 & P4 12.5.2 Roads – P2 12.5.4 Services – P1, P2 & P3

Proposal

An application to subdivide 8 existing lots into 16 lots at Arthurs Lake Road, Wilburville was made to council in August 2022 by the applicant PDA Surveyors.

The subdivision comprises of the following:

40 Arthurs Lake Road – Subdivided into 2 lots,	Lot 1 at 2667m ² Lot 2 at 1566m ²
46 Arthurs Lake Road – Subdivided into 2 lots,	Lot 3 at 2622m ² Lot 4 at 1519m ²
48 Arthurs Lake Road – Subdivided into 2 lots,	Lot 5 at 2569m ² Lot 6 at 1802m ²
50 Arthurs Lake Road – Subdivided into 2 lots,	Lot 7 at 2827m ² Lot 8 at 1870m ²
56 Arthurs Lake Road – Subdivided into 2 lots,	Lot 9 at 2993m ² Lot 10 at 2269m ²
58 Arthurs Lake Road – Subdivided into 2 lots,	Lot 11 at 2913m ² Lot 12 at 2175m ²
60 Arthurs Lake Road – Subdivided into 2 lots,	Lot 13 at 3030m ²

64 Arthurs Lake Road – Subdivided into 2 lots, Lot 14 at 2209m²
 Lot 15 at 2860m²
 Lot 16 at 2082m²

The proposal is discretionary owing to being a subdivision and is assessed against the subdivision standards for the Low Density Residential pursuant to section 12.0 of the Central Highlands Interim Planning Scheme 2015.

Subject Site and Locality

The application site is located on 8 existing titles on the northern side of Arthurs Lake Road, Wilburville. The land is currently undeveloped woodland, and the wider area is characterised as low density dwellings, which is predominantly used for 'shack' accommodation along the southern banks of Arthurs Lake.

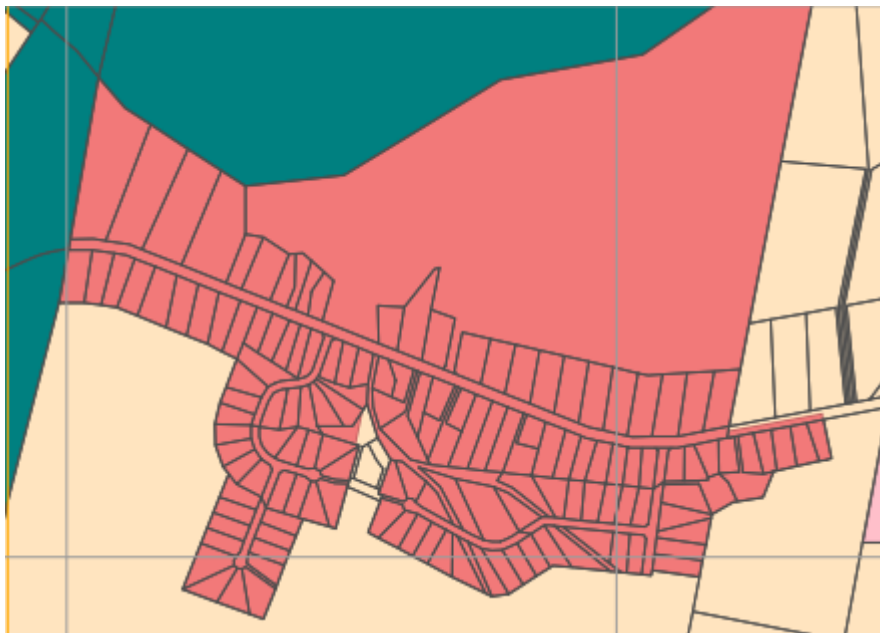


Fig 1. Zoning of Arthurs Lake Road, indicating the Low density Residential (red) Rural Resource zone (Cream). (Source: Tasmanian Planning Commission, accessed 04/10/2023).



Fig 2. Aerial photo of the subject land and surrounding area, (Source: LISTmap, accessed 04/10/2023).

THE APPLICATION

The Applicant has submitted the attached Plans and information to accompany the Development Application form:

- Plan of Subdivision, drawing number 40379, Revision 04d, sheets 01-03;
- Planning Assessment Report;
- Geotechnical Report – preliminary on-site wastewater disposal evaluation;
- Certificate of Title documents;
- Schedule of Easements; and
- Bushfire Hazard Management Report.

USE/DEVELOPMENT DEFINITION

The proposed use and development is defined, under the Planning Scheme, as development for Subdivision, which is Discretionary in accordance with Clause 9.10.2 of the *Central Highlands Interim Planning Scheme 2015*.

Use/Development Status under the Planning Scheme

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

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

PUBLIC NOTIFICATION AND REPRESENTATIONS

The application was advertised for 14 days from 29 August until 12 September 2023 and one (1) representation was received and is summarised in the table below. Please refer to enclosure to view the full copy of representation received.

Representation 1	Council Officer Comment
<p>I am the owner of properties nearby and I have several concerns about this proposal:</p> <ol style="list-style-type: none"> 1. The proposed development requires a reduction of natural vegetation for the creation of access roads/buildings/septics.there has to be more stormwater engineering requirements to deal with ground water runoff. The proposed charged rainwater tank system is inadequate as it only comes into play on the construction of a dwelling, which may never happen. Council engineers must determine the best solution to protect adjacent land from runoff water and avoid liability. 2. The sealed road crossovers should apply to both existing and newly created blocks. 3. The proposed development land is in a priority vegetation area overlay and it is a surprise that a Natural Values Assessment was not requested. <p>Whilst I am not against the development, I am confident that Council will impose the correct special conditions to protect all residents.</p>	<p><i>1. Council's Municipal Engineer has assessed the application in terms of vehicular access requirements, stormwater and wastewater design.</i></p> <p><i>Council has also been in direct contact with the applicant to request clarification on some of these issues. Council's Engineer is satisfied with the proposed stormwater treatment being tanks and a charged system via easements to the roadside drain.</i></p> <p><i>In addition, all stormwater designs are conditioned in the recommended conditions should a Planning Permit be granted.</i></p> <p><i>2. Access strips will be conditioned to be sealed in line with Council standards and the requirements of the Bushfire Hazard Report.</i></p> <p><i>3. The proposal has been lodged under the Central Highlands Interim Planning Scheme 2015 and is therefore assessed against the relevant Design Standards applicable for the Zone and Code Overlays of this scheme.</i></p> <p><i>The development application sites are not within a Priority Vegetation Code Overlay in the Interim Scheme.</i></p>

ASSESSMENT – CENTRAL HIGHLANDS INTERIM PLANNING SCHEME

Low Density Residential Zone

The subject sites are zoned within the Low Density Residential Zone of the Central Highlands Interim Planning Scheme 2015. As the Development Application was lodged before the Central Highlands LPS, the application must be assessed against the relevant standards of the Zone and Code Overlays of the Interim Scheme.

Exemptions

Nil

Special Provisions

Nil

Use Standards

The subject land is in the Low Density Residential Zone. The proposal must satisfy the requirements of the following development standards, relevant to development:

12.5 Development Standards for Subdivision

12.5.1 Lot Design

To provide for new lots that:

- (a) have appropriate area and dimensions to accommodate development consistent with the Zone Purpose and any relevant Local Area Objectives or Desired Future Character Statements;
- (b) contain building areas which are suitable for residential development, located to avoid hazards and values and will not lead to land use conflict and fettering of resource development use on adjoining rural land;
- (c) are not internal lots, except if the only reasonable way to provide for desired residential density.

Acceptable Solutions	Performance Criteria	OFFICER COMMENT
A1 The size of each lot must be in accordance with the following, except if for public open space, a riparian or littoral reserve or utilities: as specified in Table 12.1.	P1 No Performance Criteria.	Each lot shown on the proposed plan of subdivision is a minimum of 1500 m ² , which is the minimum lot size in table 12.1. The acceptable solution is met.
A2 The design of each lot must provide a minimum building area that is rectangular in shape and complies with all of the following, except if for public open space, a riparian or littoral reserve or utilities; <ul style="list-style-type: none"> (a) clear of the frontage, side and rear boundary setbacks; (b) not subject to any codes in this planning scheme; (c) clear of title restrictions such as easements and restrictive covenants; (d) has an average slope of no more than 1 in 5; (e) is a minimum of 10 m x 15 m in size. 	P2 The design of each lot must to satisfy all of the following: <ul style="list-style-type: none"> (a) is reasonably capable of accommodating residential use and development; (b) meets any applicable standards in codes in this planning scheme; (c) enables future development to achieve reasonable solar access, given the slope and aspect of the land; (d) minimises the requirement for earth works, retaining walls, and cut & fill associated with future development; 	The proposal is assessed against the Performance Criteria. The proposed lot sizes allow for a range of sizes, all of which meet the minimum lot size. All proposed lots allow for residential development and wastewater requirements within lots. Each lot meets the applicable Code – Bushfire Prone Area. The layout and orientation of the subdivision and the generous size of the blocks, will enable dwellings to achieve solar access through long north facing sections of lots. The proposed layout makes efficient use of the land by lot design, therefore earthworks will be kept to a minimum The Performance Criteria is met.
A3 The frontage for each lot must be no less than the following, except if for public open space, a riparian or littoral reserve or utilities and except if an internal lot: 30m.	P3 The frontage of each lot must provide opportunity for reasonable vehicular and pedestrian access and must be no less than: 6 m.	The performance criteria is met, each lot has a 6m frontage to Arthurs lake Road.
A4 No lot is an internal lot [R1].	P4 An internal lot must satisfy all of the following: <ul style="list-style-type: none"> (a) access is from a road existing prior to the planning scheme coming into effect, unless site constraints make an internal lot configuration the only reasonable option to efficiently utilise land; 	As several lots will be internal lots, the proposal is assessed against the Performance Criteria. The layout of the lots makes the most efficient use of the available land. The layout of lots and proposed accesses represent a reasonable way to create the lots, access is provided at a length greater than

	<p>(b) it is not reasonably possible to provide a new road to create a standard frontage lot;</p> <p>(c) the lot constitutes the only reasonable way to subdivide the rear of an existing lot;</p> <p>(d) the lot will contribute to the more efficient utilisation of living land;</p> <p>(e) the amenity of neighbouring land is unlikely to be unreasonably affected by subsequent development and use;</p> <p>(f) the lot has access to a road via an access strip, which is part of the lot, or a right-of-way, with a width of no less than 3.6m;</p> <p>(g) passing bays are provided at appropriate distances along the access strip to service the likely future use of the lot;</p> <p>(h) the access strip is adjacent to or combined with no more than three other internal lot access strips and it is not appropriate to provide access via a public road;</p> <p>(i) a sealed driveway is provided on the access strip prior to the sealing of the final plan.</p> <p>(j) the lot addresses and provides for passive surveillance of public open space and public rights of way if it fronts such public spaces.</p>	<p>3.6m. It is not reasonably possible to create a new road.</p> <p>The land to the rear of the lots has existing access, therefore enabling any future subdivision. It is unlikely that neighbouring lots amenities will be affected by the development, as the proposed lots are generous in size and the majority of adjacent lots are undeveloped.</p> <p>The width of the access strips is 6m, which will allow for vehicles to pass.</p> <p>There are only two access strips adjacent to or combined with other internal lot access.</p> <p>The requirement to Seal driveways to standard will form a part of the conditions of any Planning Permit Granted.</p> <p>There is no public space, other than the street (Arthurs Lake Road), which will be over looked by future dwellings on the lots, therefore generating opportunities for passive surveillance of the Public Realm.</p>
<p>A5 Setback from a new boundary for an existing building must comply with the relevant Acceptable Solution for setback.</p>	<p>P5 Setback from a new boundary for an existing building must satisfy the relevant Performance Criteria for setback.</p>	<p>There are no existing buildings on the property.</p>

12.5.2 Roads

To ensure that the arrangement of new roads within a subdivision provides for all of the following:

(a) the provision of safe, convenient and efficient connections to assist accessibility and mobility of the community;

(b) the adequate accommodation of vehicular, pedestrian and cycling traffic;

(c) the efficient ultimate subdivision of the entirety of the land and of neighbouring land.

Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<p>A1 The subdivision includes no new road.</p>	<p>P1 The arrangement and construction of roads within a subdivision must satisfy all of the following:</p> <p>(a) the appropriate and reasonable future subdivision of the entirety of any balance lot is not compromised;</p>	<p>The Acceptable Solution A1 is met as the subdivision include no new roads.</p>

	<p>(b) the route and standard of roads accords with any relevant road network plan adopted by the Planning Authority;</p> <p>(c) the subdivision of any neighbouring or nearby land with subdivision potential is facilitated through the provision of connector roads and pedestrian paths, where appropriate, to common boundaries;</p> <p>(d) an acceptable level of access, safety, convenience and legibility is provided through a consistent road function hierarchy;</p> <p>(e) cul-de-sac and other terminated roads are not created, or their use in road layout design is kept to an absolute minimum;</p> <p>(f) connectivity with the neighbourhood road network is maximised;</p> <p>(g) the travel distance between key destinations such as shops and services is minimised;</p> <p>(h) walking, cycling and the efficient movement of public transport is facilitated;</p> <p>(i) provision is made for bicycle infrastructure on new arterial and collector roads in accordance with Austroads Guide to Road Design Part 6A;</p> <p>(j) multiple escape routes are provided if in a bushfire prone area.</p>	
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12.5.3 Ways and Public Open Space

To ensure that the arrangement of ways and public open space provides for all of the following:

- (a) the provision of safe, convenient and efficient connections for accessibility, mobility and recreational opportunities for the community;
- (b) the adequate accommodation of pedestrian and cycling traffic;
- (c) the adequate accommodation of equestrian traffic.

Acceptable Solutions	Performance Criteria	OFFICER COMMENT
A1 No Acceptable Solution.	P1 The arrangement of ways and public open space within a subdivision must satisfy all of the following: (a) connections with any adjoining ways are provided through the provision of ways to the common boundary, as appropriate;	No new ways or Public Open Space is proposed.

	<p>(b) connections with any neighbouring land with subdivision potential is provided through the provision of ways to the common boundary, as appropriate;</p> <p>(c) connections with the neighbourhood road network are provided through the provision of ways to those roads, as appropriate;</p> <p>(d) new ways are designed so that adequate passive surveillance will be provided from development on neighbouring land and public roads as appropriate;</p> <p>(e) topographical and other physical conditions of the site are appropriately accommodated in the design;</p> <p>(f) the route of new ways has regard to any pedestrian & cycle way or public open space plan adopted by the Planning Authority;</p> <p>(g) new ways or extensions to existing ways must be designed to minimise opportunities for entrapment or other criminal behaviour including, but not limited to, having regard to the following:</p> <p>(i) the width of the way;</p> <p>(ii) the length of the way;</p> <p>(iii) landscaping within the way;</p> <p>(iv) lighting;</p> <p>(v) provision of opportunities for 'loitering';</p> <p>(vi) the shape of the way (avoiding bends, corners or other opportunities for concealment).</p> <p>(h) the route of new equestrian ways has regard to any equestrian trail plan adopted by the Planning Authority.</p>	
A2 No Acceptable Solution.	P2 Public Open Space must be provided as land or cash in lieu, in accordance with the relevant Council policy.	The Performance criteria is met, cash in lieu in accordance with Council's policy will form a part of any Planning Permit granted.

12.5.4 Services

To ensure that the subdivision of land provides adequate services to meet the projected needs of future development.

Acceptable Solutions	Performance Criteria	OFFICER COMMENT
A1 Each lot must be connected to a reticulated potable	P1 No Performance Criteria.	Reticulated water by a water corporation is not available to the

water supply where such a supply is available.		area. Static water supply will be necessary. The Acceptable Solution A1 is met.
A2 Each lot must be connected to a reticulated sewerage system where available.	P2 Where a reticulated sewerage system is not available, each lot must be capable of accommodating an on-site wastewater treatment system adequate for the future use and development of the land.	Reticulated sewerage systems are not available in the area, therefore each lot will accommodate an on-site wastewater treatment system. A Preliminary onsite wastewater report has been provided and form a part of this application. The Performance Criteria is met.
A3 Each lot must be connected to a stormwater system able to service the building area by gravity.	P3 Each lot must be capable of accommodating an on-site stormwater management system adequate for the likely future use and development of the land.	Stormwater will be managed on-site into stormwater tanks, a charged system to the roadside drain is proposed, with easements created through properties where required. The stormwater system will be required to be designed and engineer plans developed to be agreed by Council's Municipal Engineer before the sealing of Final Plans. The Performance Criteria is met.
A4 The subdivision includes no new road.	P4 The subdivision provides for the installation of fibre ready facilities (pit and pipe that can hold optical fibre line) and the underground provision of electricity supply.	The Acceptable Solution is met, there are no new roads proposed.

Codes

E1 Bushfire-Prone Areas Code

The Bushfire-Prone Code applies to subdivision of land that is located within a bushfire-prone area. E1.6 Development Standards, E1.6.1 Subdivision: Provision of Hazard Management Areas requires that a Bushfire Risk and Hazard Management Plan be prepared by TFS or an accredited person.

A Bushfire Hazard Report has been submitted as a part of the application, prepared by Livingston Natural Resource Services, dated 30 November 2022, version 1.

E5.0 Road and Railway Assets Code

The purpose of this provision is to:

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

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

Development Standards		
E5.6.2 Road accesses and junctions		
To ensure that the safety and efficiency of roads is not reduced by the creation of new accesses and junctions.		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
A1 No new access or junction to roads in an area subject to a	P1 For roads in an area subject to a speed limit of more than	

speed limit of more than 60km/h.	60km/h, accesses and junctions must be safe and not unreasonably impact on the efficiency of the road, having regard to: (a) the nature and frequency of the traffic generated by the use; (b) the nature of the road; (c) the speed limit and traffic flow of the road; (d) any alternative access; (e) the need for the access or junction; (f) any traffic impact assessment; and (g) any written advice received from the road authority.	The proposed lots will have direct access onto Arthurs lake Road. Council's Municipal Engineer has reviewed the Plans of Subdivision, all Council standards for access in line with LGAT Rural Road Access will be apart of any conditions of a planning Permit The Performance Criteria is met.
A2 No more than one access providing both entry and exit, or two accesses providing separate entry and exit, to roads in an area subject to a speed limit of 60km/h or less.	P2 For roads in an area subject to a speed limit of 60km/h or less, accesses and junctions must be safe and not unreasonably impact on the efficiency of the road, having regard to: (a) the nature and frequency of the traffic generated by the use; (b) the nature of the road; (c) the speed limit and traffic flow of the road; (d) any alternative access to a road; (e) the need for the access or junction; (f) any traffic impact assessment; and (g) any written advice received from the road authority.	The proposed lots will have direct access onto Arthurs lake Road. Council's Municipal Engineer has reviewed the Plans of Subdivision, all Council standards for access in line with LGAT Rural Road Access will be a part of any conditions of a planning Permit. The Performance Criteria is met.

Conclusion

The proposal DA2022/82 Subdivision 8 Lots into 16 Lots at land described as 40, 46, 48, 50, 56, 58, 60 & 64 Arthurs Lake Road, Wilburville (CT 178097 folios 2,4,5,6,9,10,11 &13) has been assessed to comply with the applicable standards of the Low Density Residential Zone and the relevant codes of the *Central Highlands Interim Planning Scheme 2015* as outlined in the body of this report.

The proposal was advertised for public comment, 1 representation was received.

It is recommended that the application be approved, subject to conditions.

Legislative Context

The purpose of the report is to enable the Planning Authority to determine the Development Application DA2022/82 Subdivision 8 Lots into 16 Lots at land described as 40, 46, 48, 50, 56, 58, 60 & 64 Arthurs Lake Road, Wilburville (CT 178097 folios 2,4,5,6,9,10,11 &13) in accordance with the requirements of the *Land Use Planning and Approvals Act 1993* (LUPAA). The provisions of LUPAA require a Planning Authority to take all reasonable steps to ensure compliance with the Planning Scheme.

This report details the reasons for the officers Recommendation. The Planning Authority must consider the report but is not bound to adopt the Recommendation. Broadly, the Planning Authority can either: (1) adopt the

Recommendation, (2) vary the Recommendation by adding, modifying or removing recommended conditions or (3) replacing an approval with a refusal.

This determination has to be made no later than 20 October 2023, which has been extended beyond the usual 42-day statutory time frame with the consent of the application.

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

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

Options

The Planning Authority must determine the Development Application DA2022/82 Subdivision 8 Lots into 16 Lots at land described as 40, 46, 48, 50, 56, 58, 60 & 64 Arthurs Lake Road, Wilburville (CT 178097 folios 2,4,5,6,9,10,11 &13) in accordance with one of the following options:

1. Approve in accordance with the Recommendation:-

In accordance with section 57 of the Land Use Planning and Approvals Act 1993 the Planning Authority **Approve** the DA2022/82 Subdivision 8 Lots into 16 Lots at land described as 40, 46, 48, 50, 56, 58, 60 & 64 Arthurs Lake Road, Wilburville (CT 178097 folios 2,4,5,6,9,10,11 &13), subject to conditions in accordance with the Recommendation.

2. Approve with altered conditions:-

In accordance with section 57 of the Land Use Planning and Approvals Act 1993 the Planning Authority **Approve** the Development Application DA2022/82 Subdivision 8 Lots into 16 Lots at land described as 40, 46, 48, 50, 56, 58, 60 & 64 Arthurs Lake Road, Wilburville (CT 178097 folios 2,4,5,6,9,10,11 &13), subject to conditions as specified below.

Should Council opt to approve the Development Application subject to conditions that are different to the Recommendation the modifications should be recorded below, as required by Section 25(2) of the Local Government (Meeting Procedures) Regulations 2015:

Alteration to Conditions:-

3. Refuse to grant a permit:-

In accordance with section 57 of the Land Use Planning and Approvals Act 1993 the Planning Authority **Refuse** the Development Application DA2022/82 Subdivision 8 Lots into 16 Lots at land described as 40, 46, 48, 50, 56, 58, 60 & 64 Arthurs Lake Road, Wilburville (CT 178097 folios 2,4,5,6,9,10,11 &13), for the reasons detailed below.

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

Reasons :-

Recommendation from the Planning Committee to Council acting as the Planning Authority:

RESOLUTION 08/10.2023/C

Moved: Cr R Cassidy

Seconded: Cr J Hall

1. Approve in accordance with the Recommendation: -

In accordance with section 57 of the Land Use Planning and Approvals Act 1993 the Planning Authority **Approve** the DA2022/82 Subdivision 8 Lots into 16 Lots at land described as 40, 46, 48, 50, 56, 58, 60 & 64 Arthurs Lake Road, Wilburville (CT 178097 folios 2,4,5,6,9,10,11 &13), subject to conditions in accordance with the Recommended Conditions.

Recommended Conditions

General

1. The subdivision layout or development must be carried out substantially in accordance with the application for planning approval, the endorsed drawings and with the conditions of this permit and must not be altered or extended without the further written approval of Council.
2. This permit shall not take effect and must not be acted on until 15 days after the date of receipt of this permit unless, as the applicant and the only person with a right of appeal, you notify Council in writing that you propose to commence the use or development before this date, in accordance with Section 53 of the *Land Use Planning and Approvals Act 1993*.

Bushfire Hazard Management

3. The development and works must be carried out in accordance with Livingston Natural Resource Services, dated 30 November 2022, version 1.
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. Prior to the sealing of the Final Plan of Survey an agreement 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.

Staged Development

6. The subdivision must be carried out in the approved stages or in accordance with a staged development plan submitted to and approved by Council's General Manager.

Public Open Space

7. In accordance with the provisions of Section 117 of the *Local Government (Building and Miscellaneous Provisions) Act 1993*, payment of a cash contribution for Public Open Space must be made to the Council prior to sealing the Final Plan of Survey. The cash contribution amount is to be equal to 5% of the value of the land being subdivided in the plan of subdivision at the date of lodgement of the Final Plan of Survey. The value is to be determined by a Land Valuer within the meaning of the *Land Valuers Act 2001* at the developers' expense.
8. The cash-in-lieu of public open space must be in the form of a direct payment made before the sealing of the final plan of survey or, alternatively, in the form of a Bond or Bank guarantee to cover payment within ninety (90) days after demand, made after the final plan of survey has taken effect.

Transfer of Reserves

9. All roads or footways must be shown as "Road" or "Footway" on the final plan of survey and transferred to the Central Highlands Council by Memorandum of Transfer submitted with the final plan.

Easements

10. Easements must be created over all drains, pipelines, wayleaves and services in accordance with the requirements of the Council's Municipal Engineer. The cost of locating and creating the easements shall be at the subdivider's full cost.

Endorsements

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

Covenants

12. 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

13. 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.
14. A fee of \$180.00, 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.
15. Prior to Council sealing the final plan of survey for each stage, security for an amount clearly in excess of the value of all outstanding works and maintenance required by this permit must be lodged with the Central Highlands Council. The security must be in accordance with section 86(3) of the *Local Government (Building & Miscellaneous Provisions) Council 1993*. The amount of the security shall be determined by the Council's Municipal Engineer.
16. 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 the Council in writing that the conditions of the permit have been satisfied and to arrange any required inspections.
17. The subdivider must pay any Titles Office lodgment fees direct to the Recorder of Titles.

Water Quality

18. Where a development exceeds a total of 250 square metres of ground disturbance a soil and water management plan (SWMP) prepared in accordance with the guidelines *Soil and Water Management on Building and Construction Sites*, by the Derwent Estuary Programme and NRM South, must be approved by Council's Municipal Engineer before development of the land commences.
19. Temporary run-off, erosion and sediment controls must be installed in accordance with the approved SWMP and must be maintained at full operational capacity to the satisfaction of Council's Municipal Engineer until the land is effectively rehabilitated and stabilised after completion of the development.
20. The topsoil on any areas required to be disturbed must be stripped and stockpiled in an approved location shown on the detailed soil and water management plan for reuse in the rehabilitation of the site. Topsoil must not be removed from the site until the completion of all works unless approved otherwise by the Council's Municipal Engineer.
21. All disturbed surfaces on the land, except those set aside for roadways, footways and driveways, must be covered with top soil and, where appropriate, re-vegetated and stabilised to the satisfaction of the Council's Municipal Engineer.

Weed Management

22. Prior to the carrying out of any works approved or required by this approval, the subdivider must provide a weed management plan detailing measures to be adopted to control any weeds on the site and 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 Municipal Engineer and of the Regional Weed Management Officer, Department of Primary Industries Water and Environment.

Property Services

23. Property services must be contained wholly within each lots served or an easement to the satisfaction of the Council's Municipal Engineer or responsible authority.

Existing Services

24. 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.

Sizing of Services

25. All services must be sized and located to service the ultimate potential development of the site to the satisfaction of Council's Municipal Engineer or the responsible authority.

Telecommunications, Electrical and Gas Reticulation

26. Electrical and telecommunications services must be provided to each lot in accordance with the requirements of the responsible authority and the satisfaction of the Council's Municipal Engineer.
27. Prior to the work being carried out a drawing of the electrical reticulation and telecommunications reticulation in accordance with the appropriate authority's requirements and relevant Australian Standards must be submitted to and endorsed by the Council's Municipal Engineer.
28. A Letter of Release from each authority confirming that all conditions of the Agreement between the Owner and authority have been complied with and that future lot owners will not be liable for network extension or upgrade costs, other than individual property connections at the time each lot is further developed, must be submitted to Council prior to the sealing of the final plan of survey.

Access to Arthurs Lake Road

29. A separate vehicle access must be provided from the road carriageway to each lot. Accesses must be sealed with a minimum width of 3 metres at the property boundary and located and constructed in accordance with the standards shown on standard drawings SD-1009 *Rural Roads - Typical Standard Access* and SD-1012 *Intersection and Domestic Access Sight Distance Requirements* prepared by the IPWE Aust. (Tasmania Division) (attached) and the satisfaction of Council's Municipal Engineer.
30. Access road construction standards may be varied by Council's Municipal Engineer.
31. Prior to Council Sealing Final Plans, all vehicular accesses must be completed to the satisfaction of Council's Municipal Engineer and in accordance with the Bushfire Prone Area Code of the Central Highlands Interim Planning Scheme 2015 and the Bushfire Hazard Report, prepared by Livingston Natural Resource Services, dated 30 November 2022, Version 1.

Engineering Drawings

32. Engineering design drawings to the satisfaction of the Council's Municipal Engineer must be submitted to and approved by the Central Highlands Council before development of the land commences.
33. Engineering design drawings are to be prepared by a qualified and experienced civil engineer, or other person approved by Council's Municipal Engineer, in accordance with Standards Australia (1992): *Australian Standard AS1100.101 Technical Drawing – General principles*, Homebush, and Standards Australia (1984): *Australian Standard AS1100.401 Technical Drawing – Engineering survey and engineering survey design drawing*, Homebush, and must show –
 - (a) All existing and proposed services required by this permit;
 - (b) All existing and proposed roadwork required by this permit;
 - (c) Measures to be taken to provide sight distance in accordance with the relevant standards of the planning scheme;
 - (d) Measures to be taken to limit or control erosion and sedimentation;
 - (e) Any other work required by this permit.
34. Two sets of preliminary engineering design drawings are to be initially submitted to Council for inspection and comment. Following this, four (4) sets of final engineering plans are to be submitted for final approval by Council. The approved engineering design drawings shall form part of this permit when approved.
35. Council will keep two (2) sets of approved drawings and two (2) sets will be returned to the subdivider's engineer. One (1) set of the approved engineering design drawings must be kept on site at all times during construction.
36. Approved engineering design drawings will remain valid for a period of 2 years from the date of approval of the engineering drawings.
37. All new public infrastructure and subdivision work must be designed and constructed to the satisfaction of Council's Municipal Engineer and in accordance with the following -
 - *Local Government (Building & Miscellaneous Provisions) Act 1993;*
 - *Local Government (Highways) Act;*
 - *Drains Act 1954;*
 - *Waterworks Clauses Act;*
 - Australian Standards;
 - Building and Plumbing Regulations;

- Relevant By-laws and Council Policy;
- Current IPWEA (Tasmanian Division) and central Highlands Council Municipal Standard Drawings;
- Current IPWEA and central Highlands Council Municipal Standard Specification.

Construction Amenity

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

Monday to Friday	7:00 AM to 6:00 PM
Saturday	8:00 AM to 6:00 PM
Sunday and State-wide public holidays	10:00 AM to 6:00 PM

39. All subdivision works associated with the development of the land must be carried out in such a manner so as not to unreasonably cause injury to, or unreasonably prejudice or affect the amenity, function and safety of any adjoining or adjacent land, and of any person therein or in the vicinity thereof, by reason of -
- (a) Emission from activities or equipment related to the use or development, including noise and vibration, which can be detected by a person at the boundary with another property.
 - (b) Transport of materials, goods or commodities to or from the land.
 - (c) Appearance of any building, works or materials.
40. Any accumulation of vegetation, building debris or other unwanted material must be disposed of by removal from the site in an approved manner. No burning of such materials on site will be permitted unless approved in writing by the Council's Municipal Engineer.
41. 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.

Construction

42. The subdivider must provide not less than 48 hours written notice to Council's Municipal Engineer before commencing construction works on site or within a council roadway. The written notice must be accompanied by evidence of payment of the Building and Construction Industry Training Levy where the cost of the works exceeds \$12,000.
43. The subdivider must provide not less than 48 hours written notice to Council's Municipal Engineer before reaching any stage of works requiring inspection by Council unless otherwise agreed by the Council's Manager Engineering Services.
44. A fee for supervision of any works to which Section 10 of the *Local Government (Highways) Council 1982* applies must be paid to the Central Highlands Council unless carried out under the direct supervision of an approved practising professional civil engineer engaged by the owner and approved by the Council's Municipal Engineer. The fee must equal not less than three percent (3%) of the cost of the works.

Survey Pegs

45. Survey pegs to be stamped with lot numbers and marked for ease of identification.
46. Prior to the works being taken over by Council, evidence must be provided from a registered surveyor that the subdivision has been re-pegged following completion of substantial subdivision construction work. The cost of the re-peg survey must be included in the value of any security.

'As Constructed' Drawings

47. Prior to the works being placed on the maintenance period an "as constructed" drawing of all engineering works provided as part of this approval must be provided to Council to the satisfaction of the Council's Municipal Engineer. These drawings must be prepared by a qualified and experienced civil engineer or other person approved by the Municipal Engineer and provided in both digital and "hard copy" format.

Defects Liability Period

48. The subdivision must be placed onto a 6-month statutory defects liability period in accordance with section 86 of the *Local Government (Buildings and Miscellaneous Provisions) Act 1993*, Councils Specification and Policy following the completion of the works in accordance with the approved engineering plans and permit conditions.

THE FOLLOWING ADVICE APPLIES TO THIS PERMIT: -

- A. This permit does not imply that any other approval required under any other legislation or by-law has been granted.
- B. This permit does not take effect until all other approvals required for the use or development to which the permit relates have been granted.
- C. 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.
- 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 SWMP must show the following:
- (a) Allotment boundaries, north-point, contours, layout of roads, driveways, building envelopes and reticulated services (including power and telephone and any on-site drainage or water supply), impervious surfaces and types of all existing natural vegetation;
 - (b) Critical natural areas such as drainage lines, recharge area, wetlands, and unstable land;
 - (c) Estimated dates of the start and completion of the works;
 - (d) Timing of the site rehabilitation or landscape program;
 - (e) Details of land clearing and earthworks or trenching and location of soil stockpiles associated with roads, driveways, building sites, reticulated services and fire hazard protection.
 - (f) Arrangements to be made for surface and subsurface drainage and vegetation management in order to prevent sheet and tunnel erosion.
 - (g) Temporary erosion and sedimentation controls to be used on the site.
 - (h) Recommendations for the treatment and disposal of wastewater in accordance with Standards Australia (2000), AS/NZS 1547: *On-site wastewater management*, Standards Australia, Sydney.
- F. Appropriate temporary control measures include, but are not limited to, the following (refer to brochure attached):
- Minimise site disturbance and vegetation removal;
 - Diversion of up-slope run-off around cleared and/or disturbed areas, or areas to be cleared and/or disturbed, provided that such diverted water will not cause erosion and is directed to a legal discharge point (eg. temporarily connected to Council's storm water system, a watercourse or road drain);
 - Sediment retention traps (e.g. sediment fences, straw bales, grass turf filter strips, etc.) at the down slope perimeter of the disturbed area to prevent unwanted sediment and other debris escaping from the land;
 - Sediment retention traps (e.g. sediment fences, straw bales, etc.) around the inlets to the stormwater system to prevent unwanted sediment and other debris blocking the drains;
 - Stormwater pits and inlets installed and connected to the approved stormwater system before the roadwork's are commenced; and
 - Rehabilitation of all disturbed areas as soon as possible.

- G. The owner is advised that an engineering plan assessment and inspection fee of 1% of the value of the approved engineering works, or a minimum of \$220.00, must be paid to Council in accordance with Council's fee schedule.
- H. 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.

CARRIED

For the Motion

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

24.0 ORDINARY COUNCIL MEETING RESUMED

RESOLUTION 09/10.2023/C

Moved: Cr J Honner

Seconded: Cr J Hall

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 A Archer, Cr A Bailey; Cr R Cassidy; Cr J Hall; Cr J Honner; and Cr D Meacheam

25.0 DEVELOPMENT & ENVIRONMENTAL SERVICES (DES) MONTHLY REPORT

Reports By

Graham Rogers, Development & Environmental Services Manager

PLANNING PERMITS ISSUED UNDER DELEGATION

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

NO PERMIT REQUIRED

NIL

PERMITTED USE

DA NO.	APPLICANT	LOCATION	PROPOSAL
2023/48	K A Hall, C L Thorpe	2 Bronte Estate Road, Bronte Park	Outbuilding
2023/52	J L & M L E Jones	19 Jones Road, Mlena	Change of Use to Visitor Accommodation
2023/51	L Hart	5 Monks Street, Shannon	Change of Use to Visitor Accommodation

DISCRETIONARY USE

DA NO.	APPLICANT	LOCATION	PROPOSAL
2023/41	Central Highlands Council	19 Alexander Street, Bothwell	Outbuilding
2023/43	B M M Group	102 Sonners Road, Pelham	Telecommunications Tower

ANIMAL CONTROL

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

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

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

2023/2024 Statistics as of 11 October 2023	
Number of Dogs Impounded during last month	NIL
Number of Dogs Currently Registered	942
Number of Dogs Pending Re-Registration	29
Number of Kennel Licences Issued	32
Number of Kennel Licences Pending	2

RESOLUTION 10/10.2023/C

Moved: Cr R Cassidy

Seconded: Cr J Honner

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

CARRIED

For the Motion

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

Graham Rogers, Manager Development and Environmental Services left the meeting at 11.33am.

26. WORKS & SERVICES**26.1 WORKS & SERVICES MONTHLY REPORT – SEPTEMBER 2023****Report By**

Jason Branch, Works & Services Manager

Background

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

Grading & Sheeting	Rotherwood Road, Green Valley Road, Humble Road, Wetheron Road, Jones River Road, Tor Hill Road, Gowen Brae Road, Weasel Plains Road, Langlosh Road, Norley Road
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Maintenance Grading	Woodmoor Road
Potholing / shouldering	14 Mile Road, Silver Plains Road, Meadowbank Road, Meadsfield Road, Arthurs Lake Road, Rotherwood Road, Dawson Road
Spraying:	Dennistoun Road Hollow Tree Road Platypus Walk Hamilton Hamilton Park
Culverts / Drainage:	<p>Clean Culverts Dawson Road Tor Hill Road Interlaken Road</p> <p>Install Culverts 21 Wallace Road to eliminate residential flooding; and Install culvert and drainage Rainbow Road</p>
Occupational Health and safety	<ul style="list-style-type: none"> • Monthly Toolbox Meetings • Day to day JSA and daily prestart check lists completed • Monthly workplace inspections completed. • Playground inspection
Bridges:	Green Valley Bridge replacement tender advertised
Refuse / recycling sites:	Cover Hamilton Tip twice weekly
Other:	<p>Clean drains at Wayatinah Clean kerb and gutters at Wayatinah Install 2 x storm water pits Bothwell township Hot mix holes Dennistoun Road Hot mix holes Hollow Tree Road Pick up roadside litter Ellendale Road Pick up roadside litter Pelham and Thousand Acre Lane Continue works on new toilets at Hamilton Remove fallen tree Waddamana Road Remove fallen tree Mark Tree Road Dig 1 X grave Clean up Bronte waste transfer station Clean up Hamilton Landfill site Repair storm water pit Unblock Hamilton toilets Swimming Pool Maintenance Repair power stand Bothwell Caravan Park Install flagpole Westerway War Memorial Install sign in Queens Park Replace sign Dennistoun Road Pick up dumped rubbish Dennistoun Road Remove speed limit sign Arthurs Lake Road Core, fertilize and scarify Gretna Cricket Oval Repair irrigation line Bothwell Rec ground Clean up Hamilton show grounds and repair water leak Roll and grade gravel in Pine Teir Road Cart topsoil to quarry</p>
Slashing:	

Municipal Town Maintenance:	<ul style="list-style-type: none"> • Collection of town rubbish twice weekly • Maintenance of parks, cemetery, recreation ground and Caravan Park. • Cleaning of public toilets, gutters, drains and footpaths. • Collection of rubbish twice weekly • Cleaning of toilets and public facilities • General maintenance • Mowing of towns and parks • Town Drainage
Buildings:	Install new electric gate Hamilton Works Depot
Plant:	
Private Works:	K Bradburn water delivery Rob Stacey water delivery Pip Allwright gravel delivery
Casuals	<ul style="list-style-type: none"> • Toilets, rubbish and Hobart • Hamilton general duties
Program for next 4 weeks	<ul style="list-style-type: none"> • Grading and sheeting Municipal roads • Culvert cleaning and drainage various roads • Repairs to Westerway walkway. • Culvert installs Cramps Bay Road • Repair defects Arthurs Lake Road • Soft fall areas in playgrounds

RESOLUTION 11/10.2023/C

Moved: Cr A Bailey

Seconded: Cr J Hall

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

CARRIED

For the Motion

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

Jason Branch, Manager Works and Services left the meeting at 11.39am.

Adam Wilson Deputy General Manager returned to the meeting at 11.39am.

27. ADMINISTRATION SERVICES

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

Report by

Katrina Brazendale, Senior Administration/Community Relations Officer

Background

- Bothwell Playgroup

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

- Supporting School with Breakfast Club

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

- Youth and Adults Mental Health Community Sports

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

- Reclink Australia

Council has now joined a membership with Reclink Australia, they will support the region with opportunities in the sport and recreation space. We have one project currently being discussed and also working with the Derwent Valley Council on a Term 4 program offering of Brazilian Ju-Jitsu to the students of Westerway Primary School.

I attended the Child and Youth Safe Organisations Framework - Overview forum, which was held on the 25th September 2023.

RESOLUTION 12/10.2023/C

Moved: Cr J Honner

Seconded: Cr R Cassidy

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

CARRIED

For the Motion

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

Cr Archer left the meeting at 11.42am.

27.2 SCHOOL BURSARIES AND PRIZE PRESENTATION AWARDS 2023

Report by

Katrina Brazendale, Senior Administration/Community Relations Officer

Council traditionally provides awards to students at their end of year presentation assemblies. Awards have previously been presented to students from New Norfolk High School, Bothwell District High School, Glenora District High School, Ouse District Primary and Westerway Primary School.

Awards this year will be presented to students from New Norfolk High School, Bothwell District High School, Glenora District High School and Westerway Primary School. As there are no students attending Ouse District Primary.

Council has an annual budget figure of \$1,800.

The Annual School Presentations will be held as follows:

Bothwell District High School	1.00 pm Thursday, 12 December 2023
New Norfolk High School	7.00 pm Tuesday, 5 December 2023
Glenora District High School	1.15 pm Tuesday, 19 December 2023
Westerway Primary School	1.30 pm Tuesday, 19 December 2023

Council usually nominates a Councillor to attend and present Council's awards.

RESOLUTION 13/10.2023/C

Moved: Cr J Honner

Seconded: Cr D Meacheam

THAT Council make the following end of year award presentations to the following:

- New Norfolk High School - Central Highlands Continuing Education Bursary - \$350
- Bothwell District High School - Central Highlands Continuing Education Bursary - \$350
- Glenora District High School - Central Highlands Continuing Education Bursary - \$350
- Westerway Primary School - Central Highlands Continuing Education Bursary - \$350
- Westerway Primary School - Citizenship Award - \$100
- Glenora District High School - Citizenship Award - \$100
- Bothwell District High School - Raising the Bar Consistent achievement in all areas - \$100
- Bothwell District High School - College Award - \$100

CARRIED

For the Motion

Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Bailey; Cr R Cassidy; Cr J Hall; Cr J Honner; and Cr D Meacheam.

Cr Archer returned to the meeting at 11.49am.

27.3 MONTHLY FINANCE REPORT TO 31 AUGUST 2023 – RESCIND MOTION

Report by

David Doyle, Contract Accountant

Background

At the last Council Meeting held on 19 September 2023, Item 27.2 on the agenda – Monthly Finance Report to 31 August 2023, unfortunately had several incorrect pages included in error (pg 43-45) which referred to **31 August 2022**. These are as follows:-

	BUDGET 2022/2023	ACTUAL TO 31-Aug-21	ACTUAL TO 31-Aug-22	% OF BUDGET SPENT	BALANCE OF BUDGET
CORPORATE AND FINANCIAL SERVICES					
ADMIN HAMILTON	\$582,026	\$106,684	\$159,546	27.41%	\$422,480
ADMIN HAMILTON	\$40,790	\$14,181	\$18,052	44.26%	\$22,738
ADMIN HAMILTON	\$125,000	\$38,007	\$15,344	12.28%	\$109,656
ELECTED MEMBERS EXPENDITURE(AMEH)	\$203,648	\$23,661	\$31,918	15.67%	\$171,730
ADMIN HAMILTON	\$406,500	\$66,563	\$144,259	35.49%	\$262,241
MEDICAL CENTRES(MED)	\$147,200	\$5,509	\$6,198	4.21%	\$141,002
STREET LIGHTING(STLIGHT)	\$39,600	\$6,067	\$3,007	7.59%	\$36,593
ONCOSTS	\$663,149	\$253,942	\$198,435	29.92%	\$464,714
ONCOSTS	-\$495,000	-\$84,042	-\$105,229	21.26%	-\$389,771
COMMUNITY & ECONOMIC DEVELOPMENT & RELATIONS(CDR+EDEV)	\$340,850	\$24,248	\$25,098	7.36%	\$315,752
ADMIN HAMILTON	\$267,275	\$0	\$0	0.00%	\$267,275
ADMIN HAMILTON		\$525	\$660		
TOTAL CORPORATE & FINANCIAL SERVICES	\$2,321,038	\$455,345	\$497,289	21.43%	\$1,824,409
DEVELOPMENT AND ENVIRONMENTAL SERVICES					
ADMIN BOTHWELL	\$173,164	\$26,607	\$26,408	15.25%	\$146,757
ADMIN BOTHWELL	\$24,140	\$7,706	\$9,497	39.34%	\$14,643
ADMIN BOTHWELL	\$43,500	\$12,005	\$10,247	23.56%	\$33,253
ENVIRON HEALTH SERVICES (EHS)	\$31,250	\$4,961	\$3,362	10.76%	\$27,888
ANIMAL CONTROL(AC)	\$10,500	\$1,636	\$849	8.09%	\$9,651
PLUMBING/BUILDING CONTROL (BPC)	\$141,119	\$18,898	\$25,201	17.86%	\$115,918
SWIMMING POOLS (POOL)	\$39,475	\$1,251	\$3,725	9.44%	\$35,750
DEVELOPMENT CONTROL (DEV)	\$191,000	\$17,872	\$16,071	8.41%	\$174,929
WASTE SERVICES	\$160,124	\$22,476	\$25,928	16.19%	\$134,197
WASTE SERVICES	\$143,100	\$14,587	\$12,983	9.07%	\$130,117
WASTE SERVICES	\$287,935	\$25,694	\$39,520	13.73%	\$248,415
WASTE SERVICES	\$73,175	\$5,843	\$8,160	11.15%	\$65,015
ENVIRONMENT PROTECTION (EP)	\$4,500	\$144	\$100	2.22%	\$4,400
WASTE SERVICES	\$48,960	\$8,435	\$10,604	21.66%	\$38,356
TOTAL DEVELOPMENT & ENVIRONMENTAL SERVICES	\$1,371,943	\$168,115	\$192,655	14.04%	\$1,179,288
WORKS AND SERVICES					
PUBLIC CONVENIENCES (PC)	\$136,000	\$28,647	\$28,144	20.69%	\$107,856
CEMETERY (CEM)	\$18,200	\$3,292	\$2,088	11.47%	\$16,112
HALLS (HALL)	\$60,000	\$19,616	\$17,114	28.52%	\$42,886
PARKS AND GARDENS(PG)	\$64,000	\$13,703	\$20,068	31.36%	\$43,932
REC. & RESERVES(Rec+tennis)	\$84,316	\$14,810	\$17,021	20.19%	\$67,295
TOWN MOWING/TREES/STREETSCAPES(MOW)	\$120,000	\$7,385	\$14,923	12.44%	\$105,077
HOUSING (HOU)	\$71,458	\$30,272	\$47,343	66.25%	\$24,114
CAMPING GROUNDS (CPARK)	\$13,500	\$3,185	\$3,920	29.03%	\$9,580
LIBRARY (LIB)	\$1,400	\$793	\$1,020	72.86%	\$380
ROAD MAINTENANCE (ROAD)	\$885,000	\$247,741	\$349,156	39.45%	\$535,844
FOOTPATHS/KERBS/GUTTERS (FKG)	\$5,000	\$139	\$4,905	98.10%	\$95
BRIDGE MAINTENANCE (BRI)	\$23,289	\$3,635	\$0	0.00%	\$23,289
PRIVATE WORKS (PW)	\$85,000	\$23,293	\$24,525	28.85%	\$60,475
SUPER. & I/D OVERHEADS (SUPER)	\$316,800	\$84,854	\$86,594	27.33%	\$230,206
QUARRY/GRAVEL (QUARRY)	-\$25,000	-\$40,014	-\$8,022	32.09%	-\$16,978
NATURAL RESOURCE MANAGEMENT(NRM)	\$121,000	\$12,108	\$21,020	17.37%	\$99,980
SES (SES)	\$2,000	\$350	\$203	10.15%	\$1,797
PLANT MTCE & OPERATING COSTS (PLANT)	\$500,000	\$109,678	\$130,110	26.02%	\$369,890
PLANT INCOME	-\$710,000	-\$144,412	-\$196,419	27.66%	-\$513,581
DRAINAGE (DRAIN)	\$264,360	\$6,879	\$17,013	6.44%	\$247,347
OTHER COMMUNITY AMENITIES (OCA)	\$27,731	\$9,923	\$8,503	30.66%	\$19,229
WASTE COLLECTION & ASSOC SERVICES (WAS)	\$37,000	\$6,272	\$8,037	21.72%	\$28,963
FLOOD REPAIRS			\$0		
TOTAL WORKS & SERVICES	\$2,101,054	\$442,150	\$597,264	28.43%	\$1,503,790

DEPARTMENT TOTALS OPERATING EXPENSES					
Corporate Services	\$2,321,038	\$455,345	\$497,289	21.43%	\$1,824,409
Dev. & Environmental Services	\$1,371,943	\$168,115	\$192,655	14.04%	\$1,179,288
Works & Services	\$2,101,054	\$442,150	\$597,264	28.43%	\$1,503,790
Total All Operating	\$5,794,034	\$1,065,610	\$1,287,208	22.22%	\$4,507,486
CAPITAL EXPENDITURE					
CORPORATE AND FINANCIAL SERVICES					
Computer Purchases	\$64,500	\$0	\$21,084	32.69%	\$43,416
Equipment	\$131,000	\$16,333	\$5,578	4.26%	\$125,422
Miscellaneous (Municipal Reval etc)	\$120,000	\$0	\$0	0.00%	\$120,000
	\$315,500	\$16,333	\$26,662	8.45%	\$288,838
DEVELOPMENT & ENVIRONMENTAL SERVICES					
Swimming Pool	\$25,000	\$0	\$0	0.00%	\$25,000
	\$25,000	\$0	\$0	0.00%	\$25,000
WORKS & SERVICES					
Plant Purchases	\$667,266	\$187,907	\$198,282	29.72%	\$468,984
Camping Grounds	\$0	\$11,772	\$0		\$0
Public Conveniences	\$210,000	\$22,292	\$5,705	2.72%	\$204,295
Bridges	\$0	\$95	\$0		\$0
Road Construction & Reseals	\$2,092,256	\$117,481	\$73,173	3.50%	\$2,019,083
Drainage	\$600,000	\$5,153	\$0	0.00%	\$600,000
Parks & Gardens Capital	\$0	\$11,722	\$9,006	#DIV/0!	-\$9,006
Infrastructure Capital (Moved to Roads)	\$196,000	\$0	\$0	0.00%	\$196,000
Footpaths, Kerbs & Gutters	\$510,000	\$0	\$6,833		\$503,167
Rec Grounds	\$0	\$0	\$0	#DIV/0!	\$0
Halls	\$284,000	\$22,031	\$0	0.00%	\$284,000
Buildings	\$661,500	\$0	\$6,622	1.00%	\$654,878
	\$5,221,022	\$378,453	\$299,621	5.74%	\$4,921,401
TOTAL CAPITAL WORKS					
Corporate Services	\$315,500	\$16,333	\$26,662	8.45%	\$288,838
Dev. & Environmental Services	\$25,000	\$0	\$0	0.00%	\$25,000
Works & Services	\$5,221,022	\$378,453	\$299,621	5.74%	\$4,921,401
	\$5,561,522	\$394,786	\$326,283	5.87%	\$5,235,239

Comprehensive Income Statement 31/08/2022						
	Budget 2021-2022	Actual to date prior year	Actual to Date	Budget 2022-2023	Variation from YTD Budget %	Comments
Recurrent Income						
Rates Charges	\$3,874,507	\$3,890,827	\$4,088,619	\$4,088,847	(0)%	
User Fees	\$337,250	\$288,726	\$56,502	\$370,250	(1)%	
Grants - Operating	\$2,510,640	\$3,405,771	\$206,729	\$2,973,329	(10)%	
Other Revenue	\$354,200	\$499,492	\$19,528	\$354,200	(11)%	
Total Revenues	\$7,076,596	\$8,084,816	\$4,371,378	\$7,786,626	39%	
Expenditure						
Employee Benefits	\$1,993,657	\$2,054,936	\$383,256	\$2,005,037	2%	
Materials and Services	\$1,379,666	\$2,318,389	\$385,657	\$2,089,353	2%	
Other Expenses	\$1,588,983	\$1,421,004	\$537,048	\$1,699,645	15%	
Depreciation and Amortisation	\$2,134,000	\$2,189,609	\$362,085	\$2,130,000	0%	
Total Expenditure	\$7,096,306	7,983,939	1,668,046	\$7,924,035	4%	
Operating Surplus(Deficit)	- 19,710	100,877	2,703,331	- 137,409		
Capital Grants & Other	\$861,250	\$1,805,826	\$100,000	\$2,379,150		
Surplus(Deficit)	841,540	1,906,703	2,803,331	2,241,741		
Capital Expenditure	\$4,428,000	\$394,786	\$326,283	\$5,561,522		

Therefore, to correct this error Council should rescind Resolution 16/09.2023/C and approved the correct documentation which has been provided under the following Item 27.3.

RESOLUTION 14/10.2023/C

Moved: Cr J Honner

Seconded: Cr D Meacheam

THAT Council rescind Resolution 16/09.2023/C from the 19 September 2023 Ordinary Council Meeting.

CARRIED

For the Motion

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

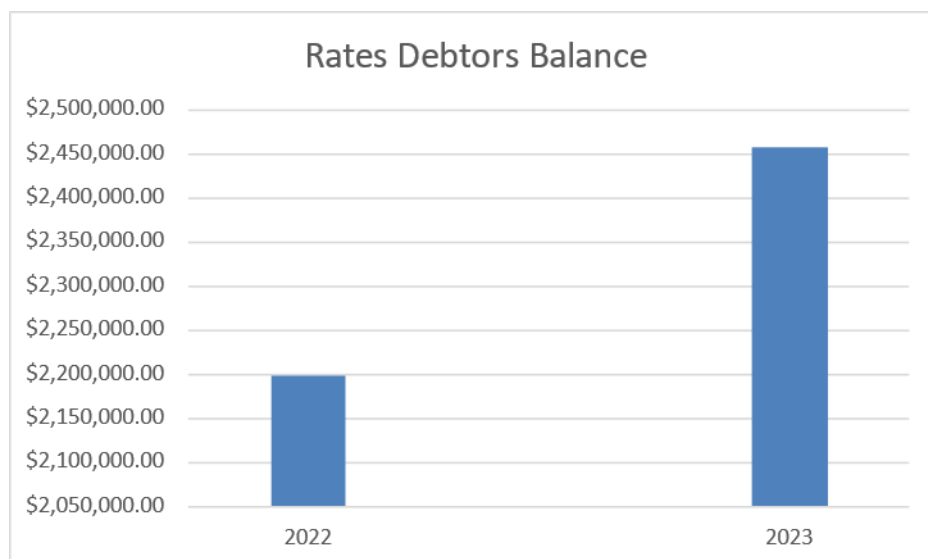
27.4 MONTHLY FINANCE REPORT TO 31 AUGUST 2023

Report by

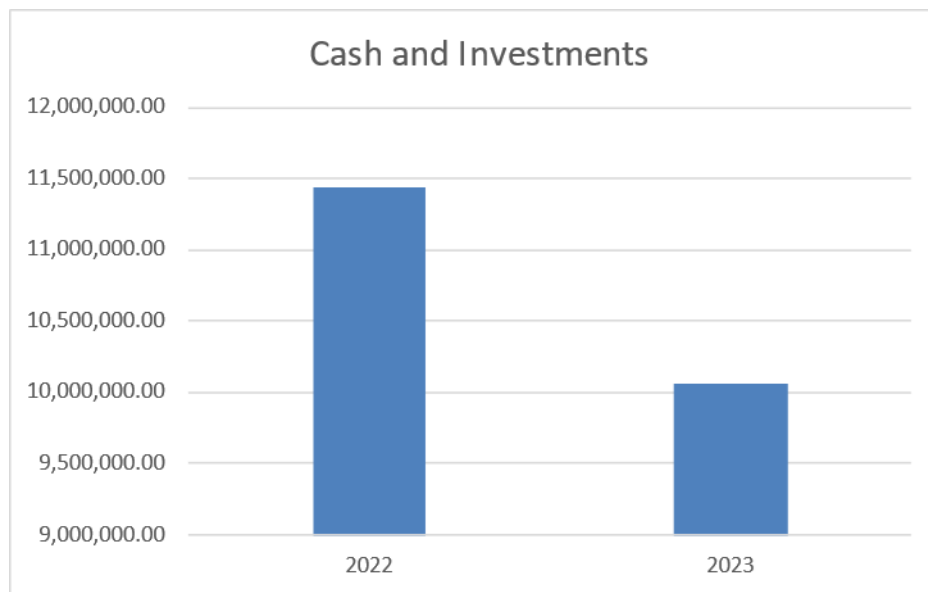
David Doyle, Contract Accountant

Background

Rates Reconciliation as at 31 August 2023				
		<u>2022</u>		<u>2023</u>
Rates in Debit 30th June		\$100,036.35		\$135,606.82
Rates in Credit 30th June		-\$139,127.10		-\$171,244.88
Balance 30th June		-\$39,090.75		-\$35,638.06
Rates Raised		\$4,088,619.14		\$4,469,589.38
Penalties Raised		\$0.00		\$0.00
Supplementaries/Debit Adjustments		\$4,055.20		\$5,045.81
Total Raised		\$4,053,583.59		\$4,474,635.19
Less:				
Receipts to Date		\$1,741,856.49		\$1,862,844.67
Pensioner Rate Remissions		\$108,734.09		\$116,719.22
Remissions/Supplementary Credits		\$4,636.61		\$2,609.71
Balance		\$2,198,356.40		\$2,456,823.53



BANK ACCOUNT BALANCES AS AT 31 AUGUST 2023						
No.	Bank Accounts	Investment Period	Current Interest Rate %	Due Date	BALANCE	
					2022	2023
11100	Cash at Bank and on Hand					
11105	Bank 01 - Commonwealth - General Trading Account				2,115,144.81	2,953,394.98
11106	Bank 02 - Westpac - Direct Deposit Account				569,675.46	748,359.03
11110	Petty Cash				350.00	350.00
11115	Floats				200.00	200.00
11199	TOTAL CASH AT BANK AND ON HAND				2,685,370.27	3,702,304.01
11200	Investments					
11206	Bank 04	30 Days			0.00	-
11207	Bank 05	90 Days	4.85%	26/09/2023	2,668,668.14	3,031,386.00
11207	Bank 06	30 Days	4.13%	4/09/2023	2,002,156.17	1,065,538.58
11212	Bank 12	30 Days				
11214	Tascorp	180 Days	4.75%	21/12/2023	78,078.66	80,346.47
11215	Bank 15	90 Days				
11216	Bank 16	90 Days	4.45%	13/10/2023	4,009,603.26	2,178,439.88
11299	TOTAL INVESTMENTS				8,758,506.23	6,355,710.93
	TOTAL BANK ACCOUNTS AND CASH ON HAND				11,443,876.50	10,058,014.94



Bank Reconciliation as at 31 August 2023			
	2022		2023
Balance Brought Forward	\$10,760,985.68		\$9,512,558.74
Receipts for month	\$1,346,198.18		\$1,433,086.47
Expenditure for month	\$663,307.36		\$887,630.27
Balance	\$11,443,876.50		\$10,058,014.94
Represented By:			
Balance Commonwealth Bank	\$2,215,166.54		\$2,953,394.98
Balance Westpac Bank	\$593,316.42		\$748,359.03
Investments	\$8,758,506.23		\$6,355,710.93
Petty Cash & Floats	\$550.00		\$550.00
	\$11,567,539.19		\$10,058,014.94
Plus Unbanked Money	\$14,619.15		\$0.00
	\$11,582,158.34		\$10,058,014.94
Less Unpresented Cheques	\$250.31		\$0.00
Unreceipted amounts on bank statements	\$138,031.53		\$0.00
	\$11,443,876.50		\$10,058,014.94

	BUDGET 2023/2024	ACTUAL TO 31-Aug-22	ACTUAL TO 31-Aug-23	% OF BUDGET SPENT	BALANCE OF BUDGET
CORPORATE AND FINANCIAL SERVICES					
ADMIN HAMILTON	\$1,697,621	\$337,862	\$331,950	19.55%	\$1,365,671
ELECTED MEMBERS EXPENDITURE(AMEH)	\$181,554	\$31,918	\$53,705	29.58%	\$127,850
MEDICAL CENTRES(MED)	\$121,900	\$6,198	\$6,550	5.37%	\$115,350
STREET LIGHTING(STLIGHT)	\$41,000	\$3,007	\$6,212	15.15%	\$34,788
ONCOSTS	(\$279,933)	\$93,207	(\$11,647)	4.16%	(\$268,286)
COMMUNITY & ECONOMIC DEVELOPMENT & RELATIONS(CDR+EDEV)	\$323,750	\$25,098	\$55,584	17.17%	\$268,166
TOTAL CORPORATE & FINANCIAL SERVICES	\$2,085,892	\$497,289	\$442,353	21.21%	\$1,643,539
DEVELOPMENT AND ENVIRONMENTAL SERVICES					
				112.20%	
ADMIN BOTHWELL	\$286,795	\$46,152	\$54,046	18.84%	\$232,749
ENVIRON HEALTH SERVICES (EHS)	\$31,300	\$3,362	\$5,175	16.53%	\$26,125
ANIMAL CONTROL(AC)	\$11,300	\$849	\$2,893	25.60%	\$8,407
PLUMBING/BUILDING CONTROL (BPC)	\$204,463	\$25,201	\$23,291	11.39%	\$181,172
SWIMMING POOLS (POOL)	\$53,151	\$3,725	\$2,282	4.29%	\$50,869
DEVELOPMENT CONTROL (DEV)	\$192,000	\$16,071	\$24,912	12.97%	\$167,088
WASTE SERVICES	\$874,519	\$97,196	\$81,323	9.30%	\$793,196
ENVIRONMENT PROTECTION (EP)	\$49,440	\$100	\$4,718	9.54%	\$44,722
TOTAL DEVELOPMENT & ENVIRONMENTAL SERVICES	\$1,702,968	\$192,655	\$198,640	11.66%	\$1,504,328
WORKS AND SERVICES					
PUBLIC CONVENIENCES (PC)	\$160,734	\$28,144	\$33,024	20.55%	\$127,711
CEMETERY (CEM)	\$23,800	\$2,088	\$1,311	5.51%	\$22,489
HALLS (HALL)	\$56,969	\$17,114	\$25,823	45.33%	\$31,146
PARKS AND GARDENS(PG)	\$75,329	\$20,068	\$17,616	23.39%	\$57,713
REC. & RESERVES(Rec+tennis)	\$100,745	\$17,021	\$17,171	17.04%	\$83,574
TOWN MOWING/TREES/STREETSCAPES(MOW)	\$152,400	\$14,923	\$13,400	8.79%	\$139,000
HOUSING (HOU)	\$100,258	\$47,343	\$50,578	50.45%	\$49,680
CAMPING GROUNDS (CPARK)	\$17,580	\$3,920	\$44	0.25%	\$17,536
LIBRARY (LIB)	\$1,267	\$1,020	\$1,852	146.18%	(\$585)
ROAD MAINTENANCE (ROAD)	\$1,037,200	\$349,156	\$278,499	26.85%	\$758,701
FOOTPATHS/KERBS/GUTTERS (FKG)	\$9,580	\$4,905	\$1,951	20.36%	\$7,629
BRIDGE MAINTENANCE (BRI)	\$23,316	\$0	\$150	0.64%	\$23,166
PRIVATE WORKS (PW)	\$44,600	\$24,525	\$12,590	28.23%	\$32,010
SUPER. & I/D OVERHEADS (SUPER)	\$757,839	\$86,594	\$172,825	22.80%	\$585,014
QUARRY/GRAVEL (QUARRY)	(\$194,500)	(\$8,022)	(\$42,183)	21.69%	(\$152,317)
NATURAL RESOURCE MANAGEMENT(NRM)	\$136,000	\$21,020	\$32,343	23.78%	\$103,657
SES (SES)	\$2,000	\$203	\$502	25.11%	\$1,498
PLANT MTCE & OPERATING COSTS (PLANT)	\$500,000	\$130,110	\$179,457	35.89%	\$320,543
PLANT INCOME	(\$710,000)	(\$196,419)	(\$204,157)	28.75%	(\$505,843)
DRAINAGE (DRAIN)	\$32,000	\$17,013	\$9,928	31.02%	\$22,072
OTHER COMMUNITY AMENITIES (OCA)	\$28,553	\$8,503	\$12,157	42.58%	\$16,396
WASTE COLLECTION & ASSOC SERVICES (WAS)	\$37,000	\$8,037	\$2,291	6.19%	\$34,709
TOTAL WORKS & SERVICES	\$2,392,672	\$597,264	\$617,172	25.79%	\$1,775,499

DEPARTMENT TOTALS OPERATING EXPENSES					
Corporate Services	\$2,085,892	\$497,289	\$442,353	21.21%	\$1,643,539
Dev. & Environmental Services	\$1,702,968	\$192,655	\$198,640	11.66%	\$1,504,328
Works & Services	\$2,392,672	\$597,264	\$617,172	25.79%	\$1,775,499
Total All Operating	\$6,181,531	\$1,287,208	\$1,258,165	20.35%	\$4,923,366
CAPITAL EXPENDITURE					
CORPORATE AND FINANCIAL SERVICES					
Computer Purchases	\$10,000	\$21,084	\$0	0.00%	\$10,000
Equipment	\$5,000	\$5,578	\$0	0.00%	\$5,000
Miscellaneous	\$5,000	\$0	\$0	0.00%	\$5,000
	\$20,000	\$26,662	\$0	0.00%	\$20,000
DEVELOPMENT & ENVIRONMENTAL SERVICES					
Swimming Pool	\$15,000	\$0	\$0	0.00%	\$15,000
	\$15,000	\$0	\$0	0.00%	\$15,000
WORKS & SERVICES					
Plant Purchases	\$940,000	\$198,282	\$59,164	6.29%	\$880,836
Camping Grounds	\$0	\$0	\$0		\$0
Public Conveniences	\$333,334	\$5,705	\$23,219	6.97%	\$310,115
Bridges	\$648,000	\$0	\$0	0.00%	\$648,000
Road Construction & Reseals	\$2,818,000	\$73,173	\$171,069	6.07%	\$2,646,931
Drainage	\$780,000	\$0	\$142,118	0.00%	\$637,882
Parks & Gardens Capital	\$73,000	\$9,006	\$0	0.00%	\$73,000
Infrastructure	\$184,000	\$0	\$40,209	21.85%	\$143,791
Footpaths, Kerbs & Gutters	\$443,000	\$6,833	\$4,661	1.05%	\$438,339
Rec Grounds	\$810,000	\$0	\$0	0.00%	\$810,000
Halls	\$198,000	\$0	\$2,623	1.32%	\$195,377
Buildings	\$845,169	\$6,622	\$215,897	25.54%	\$629,272
	\$8,072,503	\$299,621	\$658,959	8.16%	\$7,413,544
TOTAL CAPITAL WORKS					
Corporate Services	\$20,000	\$26,662	\$0	0.00%	\$20,000
Dev. & Environmental Services	\$15,000	\$0	\$0	0.00%	\$15,000
Works & Services	\$8,072,503	\$299,621	\$658,959	8.16%	\$7,413,544
	\$8,107,503	\$326,283	\$658,959	8.13%	\$7,448,544

Comprehensive Income Statement						
31/08/2023						
	Budget 2022-2023	Actual to date prior year	Actual to Date	Budget 2023-2024	Variation from YTD Budget %	Comments
Recurrent Income						
Rates Charges	\$4,088,847	\$4,088,619	\$4,469,589	\$4,469,863	(0)%	
User Fees	\$370,250	\$56,502	\$45,783	\$355,450	(4)%	
Grants - Operating	\$928,852	\$206,729	\$63,759	\$124,860	34%	
Other Revenue	\$354,200	\$19,528	\$113,550	\$453,200	8%	
Grants received in Advance	\$2,044,477		\$3,031,386	\$2,998,566		FAGs received Jun 2023 for 2023/24
Total Revenues	\$7,786,626	\$4,371,378	\$7,724,068	\$8,401,939	75%	
Expenditure						
Employee Benefits	\$2,005,037	\$383,256	\$366,984	\$2,553,663	(2)%	
Materials and Services	\$2,089,353	\$385,657	\$311,996	\$2,012,016	(1)%	
Other Expenses	\$1,699,645	\$537,048	\$564,608	\$1,715,852	16%	
Depreciation and Amortisation	\$2,130,000	\$362,085	\$417,011	\$2,260,000	2%	
Total Expenditure	\$7,924,035	1,668,046	1,660,599	8,541,531	3%	
Operating Surplus(Deficit)	(137,409)	2,703,331	6,063,469	(139,593)		
Capital Grants & Other	\$2,379,150	\$100,000	\$123,100	\$2,407,078		
Surplus(Deficit)	2,241,741	2,803,331	6,186,569	2,267,485		
Capital Expenditure	\$5,561,522	\$326,283	\$658,959	\$8,107,503		

[illegible]**RESOLUTION 15/10.2023/C**

Moved: Cr D Meacheam

Seconded: Cr R Cassidy

THAT the Monthly Finance Report to 31 August 2023 be received.

CARRIED**For the Motion**

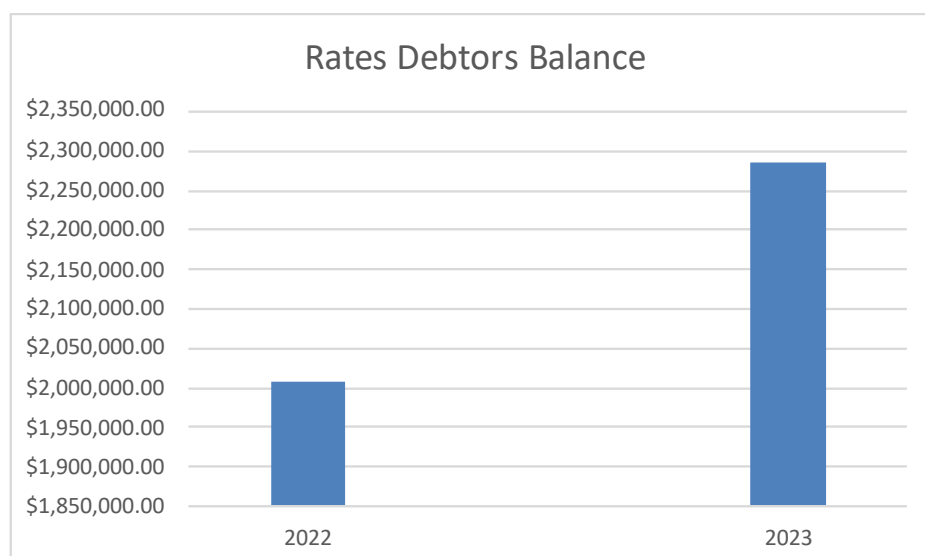
Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Archer, Cr A Bailey; Cr R Cassidy; Cr J Hall; Cr J Honner; and Cr D Meacheam

27.5 MONTHLY FINANCE REPORT TO 30 SEPTEMBER 2023**Report by**

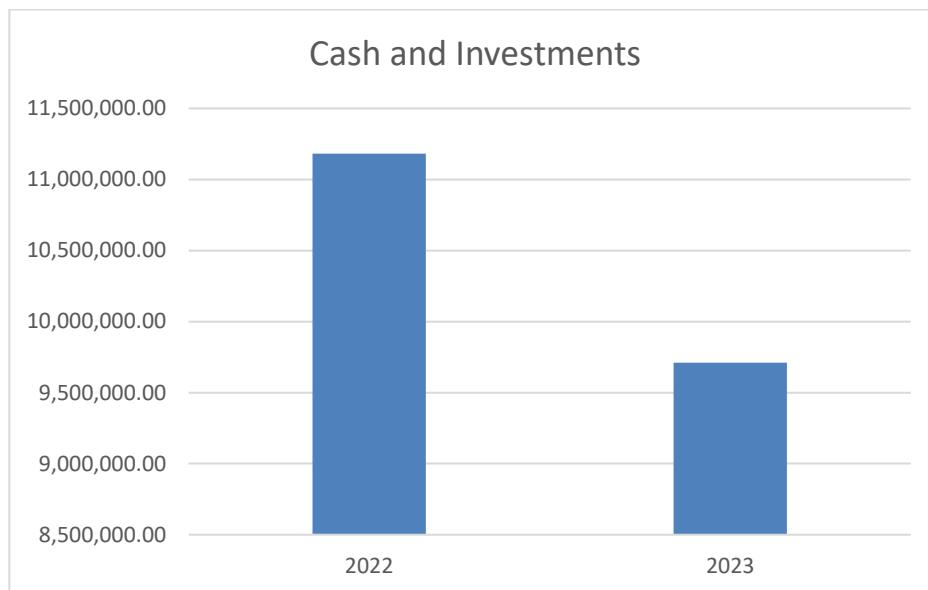
David Doyle, Contract Accountant

Background

<i>Rates Reconciliation as at 30 September 2023</i>				
		<u>2022</u>		<u>2023</u>
<i>Rates in Debit 30th June</i>		\$100,036.35		\$135,606.82
<i>Rates in Credit 30th June</i>		<i>-\$139,127.10</i>		<i>-\$171,244.88</i>
<i>Balance 30th June</i>		<i>-\$39,090.75</i>		<i>-\$35,638.06</i>
Rates Raised		\$4,088,619.14		\$4,473,690.61
Penalties Raised		\$13,296.33		\$15,306.58
Supplementaries/Debit Adjustments		\$6,441.84		\$6,497.62
Total Raised		\$4,069,266.56		\$4,495,494.81
<i>Less:</i>				
Receipts to Date		\$1,947,887.70		\$2,048,455.59
Pensioner Rate Remissions		\$109,068.25		\$117,580.84
Remissions/Supplementary Credits		\$5,833.61		\$8,168.44
<i>Balance</i>		<i>\$2,006,477.00</i>		<i>\$2,285,651.88</i>



BANK ACCOUNT BALANCES AS AT 30 SEPTEMBER 2023						
No.	Bank Accounts	Investment Period	Current Interest Rate %	Due Date	BALANCE	
					2022	2023
11100	Cash at Bank and on Hand					
11105	Bank 01 - Commonwealth - General Trading Account				1,049,404.52	2,512,880.17
11106	Bank 02 - Westpac - Direct Deposit Account				11,140.19	801,020.35
11110	Petty Cash				350.00	350.00
11115	Floats				200.00	200.00
11199	TOTAL CASH AT BANK AND ON HAND				1,061,094.71	3,314,450.52
11200	Investments					
11206	Bank 04	30 Days			0.00	-
11207	Bank 05	90 Days	4.69%	22/12/2023	4,000,000.00	3,067,638.05
11207	Bank 06	30 Days	4.13%	4/10/2023	2,009,785.21	1,069,276.14
11212	Bank 12	30 Days				
11214	Tascorp	180 Days	4.75%	21/12/2023	78,294.58	80,346.47
11215	Bank 15	90 Days				
11216	Bank 16	90 Days	4.45%	13/10/2023	4,033,133.59	2,178,439.88
11299	TOTAL INVESTMENTS				10,121,213.38	6,395,700.54
	TOTAL BANK ACCOUNTS AND CASH ON HAND				11,182,308.09	9,710,151.06



Bank Reconciliation as at 30 September 2023			
	2022		2023
Balance Brought Forward	\$11,443,876.50		\$10,058,014.94
Receipts for month	\$3,207,983.31		\$747,345.97
Expenditure for month	\$3,469,551.72		\$1,095,209.85
Balance	\$11,182,308.09		\$9,710,151.06
Represented By:			
Balance Commonwealth Bank	\$1,121,140.00		\$2,512,880.17
Balance Westpac Bank	\$12,256.50		\$801,020.35
Investments	\$10,121,213.38		\$6,395,700.54
Petty Cash & Floats	\$550.00		\$550.00
	\$11,255,159.88		\$9,710,151.06
Plus Unbanked Money	\$1,009.53		\$0.00
	\$11,256,169.41		\$9,710,151.06
Less Unpresented Cheques	\$17.22		\$0.00
Unreceipted amounts on bank statements	\$73,844.10		\$0.00
	\$11,182,308.09		\$9,710,151.06

	BUDGET	ACTUAL TO	ACTUAL TO	% OF BUDGET	BALANCE OF
	2023/2024	30-Sep-22	30-Sep-23	SPENT	BUDGET
CORPORATE AND FINANCIAL SERVICES					
ADMIN HAMILTON	\$1,697,621	\$514,885	\$458,286	27.00%	\$1,239,335
ELECTED MEMBERS EXPENDITURE(AMEH)	\$181,554	\$43,726	\$67,537	37.20%	\$114,017
MEDICAL CENTRES(MED)	\$121,900	\$30,155	\$8,033	6.59%	\$113,867
STREET LIGHTING(STLIGHT)	\$41,000	\$3,007	\$9,517	23.21%	\$31,483
ONCOSTS	(\$279,933)	\$84,520	(\$97,523)	34.84%	(\$182,410)
COMMUNITY & ECONOMIC DEVELOPMENT & RELATIONS(CDR+EDEV)	\$323,750	\$37,040	\$87,294	26.96%	\$236,456
TOTAL CORPORATE & FINANCIAL SERVICES	\$2,085,892	\$713,334	\$533,144	25.56%	\$1,552,748
DEVELOPMENT AND ENVIRONMENTAL SERVICES					
				181.36%	
ADMIN BOTHWELL	\$286,795	\$60,964	\$86,082	30.02%	\$200,713
ENVIRON HEALTH SERVICES (EHS)	\$31,300	\$5,494	\$8,478	27.09%	\$22,822
ANIMAL CONTROL(AC)	\$11,300	\$849	\$3,756	33.24%	\$7,544
PLUMBING/BUILDING CONTROL (BPC)	\$204,463	\$35,685	\$37,064	18.13%	\$167,399
SWIMMING POOLS (POOL)	\$53,151	\$3,733	\$2,493	4.69%	\$50,657
DEVELOPMENT CONTROL (DEV)	\$192,000	\$21,066	\$36,472	19.00%	\$155,528
WASTE SERVICES	\$874,519	\$141,706	\$187,875	21.48%	\$686,644
ENVIRONMENT PROTECTION (EP)	\$49,440	\$88,127	\$4,718	9.54%	\$44,722
TOTAL DEVELOPMENT & ENVIRONMENTAL SERVICES	\$1,702,968	\$357,623	\$366,939	21.55%	\$1,336,029
WORKS AND SERVICES					
PUBLIC CONVENIENCES (PC)	\$160,734	\$34,761	\$44,188	27.49%	\$116,546
CEMETERY (CEM)	\$23,800	\$4,555	\$2,091	8.79%	\$21,709
HALLS (HALL)	\$56,969	\$18,088	\$29,448	51.69%	\$27,521
PARKS AND GARDENS(PG)	\$75,329	\$24,822	\$30,414	40.38%	\$44,915
REC. & RESERVES(Rec+tennis)	\$100,745	\$21,524	\$34,658	34.40%	\$66,087
TOWN MOWING/TREES/STREETSCAPES(MOW)	\$152,400	\$34,539	\$49,405	32.42%	\$102,995
HOUSING (HOU)	\$100,258	\$49,821	\$54,993	54.85%	\$45,264
CAMPING GROUNDS (CPARK)	\$17,580	\$4,097	\$5,053	28.74%	\$12,527
LIBRARY (LIB)	\$1,267	\$1,020	\$1,852	146.18%	(\$585)
ROAD MAINTENANCE (ROAD)	\$1,037,200	\$466,961	\$402,052	38.76%	\$635,148
FOOTPATHS/KERBS/GUTTERS (FKG)	\$9,580	\$5,012	\$2,760	28.81%	\$6,820
BRIDGE MAINTENANCE (BRI)	\$23,316	\$0	\$150	0.64%	\$23,166
PRIVATE WORKS (PW)	\$44,600	\$29,511	\$20,049	44.95%	\$24,551
SUPER. & VD OVERHEADS (SUPER)	\$757,839	\$112,173	\$228,238	30.12%	\$529,601
QUARRY/GRAVEL (QUARRY)	(\$194,500)	(\$9,786)	(\$61,565)	31.65%	(\$132,935)
NATURAL RESOURCE MANAGEMENT(NRM)	\$136,000	\$32,008	\$36,089	26.54%	\$99,911
SES (SES)	\$2,000	\$277	\$502	25.11%	\$1,498
PLANT MTCE & OPERATING COSTS (PLANT)	\$500,000	\$182,391	\$237,283	47.46%	\$262,717
PLANT INCOME	(\$710,000)	(\$272,267)	(\$325,442)	45.84%	(\$384,558)
DRAINAGE (DRAIN)	\$32,000	\$17,468	\$13,624	42.58%	\$18,376
OTHER COMMUNITY AMENITIES (OCA)	\$28,553	\$15,805	\$17,549	61.46%	\$11,004
WASTE COLLECTION & ASSOC SERVICES (WAS)	\$37,000	\$13,273	\$6,595	17.83%	\$30,405
TOTAL WORKS & SERVICES	\$2,392,672	\$786,054	\$829,990	34.69%	\$1,562,682

DEPARTMENT TOTALS OPERATING EXPENSES					
Corporate Services	\$2,085,892	\$713,334	\$533,144	25.56%	\$1,552,748
Dev. & Environmental Services	\$1,702,968	\$357,623	\$366,939	21.55%	\$1,336,029
Works & Services	\$2,392,672	\$786,054	\$829,990	34.69%	\$1,562,682
Total All Operating	\$6,181,531	\$1,857,011	\$1,730,073	27.99%	\$4,451,459
CAPITAL EXPENDITURE					
CORPORATE AND FINANCIAL SERVICES					
Computer Purchases	\$10,000	\$21,084	\$0	0.00%	\$10,000
Equipment	\$5,000	\$5,578	\$0	0.00%	\$5,000
Miscellaneous	\$5,000	\$0	\$0	0.00%	\$5,000
	\$20,000	\$26,662	\$0	0.00%	\$20,000
DEVELOPMENT & ENVIRONMENTAL SERVICES					
Swimming Pool	\$15,000	\$0	\$0	0.00%	\$15,000
	\$15,000	\$0	\$0	0.00%	\$15,000
WORKS & SERVICES					
Plant Purchases	\$940,000	\$342,711	\$60,890	6.48%	\$879,110
Camping Grounds	\$0	\$0	\$0		\$0
Public Conveniences	\$333,334	\$6,735	\$58,710	17.61%	\$274,624
Bridges	\$648,000	\$0	\$0	0.00%	\$648,000
Road Construction & Reseals	\$2,818,000	\$118,228	\$211,480	7.50%	\$2,606,520
Drainage	\$780,000	\$0	\$175,138	0.00%	\$604,862
Parks & Gardens Capital	\$73,000	\$9,006	\$16,110	22.07%	\$56,890
Infrastructure	\$184,000	\$0	\$40,209	21.85%	\$143,791
Footpaths, Kerbs & Gutters	\$443,000	\$6,833	\$8,111	1.83%	\$434,889
Rec Grounds	\$810,000	\$0	\$0	0.00%	\$810,000
Halls	\$198,000	\$0	\$2,623	1.32%	\$195,377
Buildings	\$845,169	\$65,785	\$430,579	50.95%	\$414,590
	\$8,072,503	\$549,298	\$1,003,849	12.44%	\$7,068,654
TOTAL CAPITAL WORKS					
Corporate Services	\$20,000	\$26,662	\$0	0.00%	\$20,000
Dev. & Environmental Services	\$15,000	\$0	\$0	0.00%	\$15,000
Works & Services	\$8,072,503	\$549,298	\$1,003,849	12.44%	\$7,068,654
	\$8,107,503	\$575,960	\$1,003,849	12.38%	\$7,103,654

Comprehensive Income Statement							
30/09/2023							
		Budget 2022-2023	Actual to date prior year	Actual to Date	Budget 2023-2024	Variation from YTD Budget %	Comments
Recurrent Income							
Rates Charges		\$4,088,847	\$4,088,619	\$4,469,305	\$4,469,863	(0)%	
User Fees		\$370,250	\$85,072	\$64,969	\$355,450	2%	
Grants - Operating		\$928,852	\$211,729	\$104,541	\$124,860	67%	
Other Revenue		\$354,200	\$114,380	\$181,945	\$453,200	23%	
Grants received in Advance		\$2,044,477		\$3,031,386	\$2,998,566		FAGs received Jun 2023 for 2023/24
Total Revenues		\$7,786,626	\$4,499,800	\$7,852,146	\$8,401,939	77%	
Expenditure							
Employee Benefits		\$2,005,037	\$556,897	\$557,347	\$2,553,663	5%	
Materials and Services		\$2,089,353	\$596,911	\$489,261	\$2,012,016	8%	
Other Expenses		\$1,699,645	\$637,902	\$668,887	\$1,715,852	22%	
Depreciation and Amortisation		\$2,130,000	\$543,295	\$618,832	\$2,260,000	11%	
Total Expenditure		\$7,924,035	2,335,004	2,334,327	8,541,531	11%	
Operating Surplus(Deficit)		(137,409)	2,164,796	5,517,820	(139,593)		
Capital Grants & Other		\$2,379,150	\$208,913	\$123,100	\$2,407,078		
Surplus(Deficit)		2,241,741	2,373,709	5,640,920	2,267,485		
Capital Expenditure		\$5,561,522	\$575,960	\$1,003,849	\$8,107,503		

Date	Details	Budget	Australia Day, ANZAC Day, Hamilton Show	Childrens Services	Community Grants \ Donations	Event Development and Sponsorship	Further Education Bursaries and School Support	General Items	Church Grants	Tourism	TOTAL
	Community & Economic Development Support	\$5,000									
	Support/Donations	\$9,640									
	Further Education Bursaries	\$1,800									
	Central Highlands School Support	\$3,000									
	Anzac Day	\$6,000									
	Hilton Show	\$5,000									
	Australla Day	\$2,500									
	Church Grants	\$5,000									
	Suicide Prevention Program	\$2,000									
	Anglers Alliance Sponsorship	\$3,000									
	Royal Flying Doctor Service	\$1,000									
	Youth Activities	\$5,000									
	Australasian Golf Museum contribution to power	\$5,000									
	South Central Region Projects	\$5,000									
	Local Govt Shared Services Project	\$2,000									
	200 Years of Hilton Celebration	\$40,000									
	Health & Wellbeing Plan Implementation	\$5,000									
	Visitors Centre	\$5,000									
	Grant assistance	\$15,000									
	Design/concept contractors - Grants	\$25,000									
	Healthy Connect Project	\$10,000									
	Highlands Digest Support	\$10,800									
	Contribution Children's Services Bothwell	\$500									
31/07/2023	Brighton Family Day Care	\$5,000		5,000.00							5,000.00
17/08/2023	Lions Club of Hobart	\$360						360.00			
YEAR TO DATE EXPENDITURE			0.00	5,000.00	0.00	0.00	0.00	360.00	0.00	0.00	5,360.00
BUDGET		\$177,600	13,500.00	10,500.00	10,000.00	41,000.00	4,800.00	84,800.00	5,000.00	8,000.00	177,600.00

RESOLUTION 16/10.2023/C

Moved: Cr J Honner

Seconded: Cr D Meacheam

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

CARRIED

For the Motion

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

27.6 REMISSIONS UNDER DELEGATION

Report by

Adam Wilson, Deputy General Manager

The following remissions were made by the Acting General Manager/General Manager under delegation –

- Property Number 03-02025-00243 - \$17.46 – Remit Penalty.

FOR NOTING

27.7 INTEGRITY COMMISSION TASMANIA – ETHICS & INTEGRITY SNAPSHOT SURVEY 2021-22 FOR CENTRAL HIGHLANDS COUNCIL

Report by

Kim Hossack, General Manager

Background

Back in 2022, Council was requested by the Integrity Commission Tasmania to participate their Ethics & Integrity Snapshot Survey to gain a better understanding of how they can support the public sector and what Central Highlands are doing to meet our legal obligations under Section 32 of the *Integrity Commission Act 2009* (Tas).

22 Councils chose to participate out of the State's 29. The main sections of the survey were focused on the following areas -

- Identifying and managing misconduct;
- Staff Education, training, learning and development;
- Integrity and misconduct risks;
- Public interactions and power relationships;
- Promoting a culture of integrity;
- Accountability; and
- Engaging with the Integrity Commission.

Council's Survey Snapshot highlights were –

- Council has 90% of processes for identifying and managing misconduct in place; this is higher than the Local Government sector average.
- Council evaluated 17 main risks and all 13 activity-level areas as 'probably some risk'.
- Council is rated higher (100%) compared to rest of the Local Government sector in provision of staff education, training, learning and development in place.
- Council has all measures of promoting a culture of integrity and accountability in place (100%).

In summary, Council is performing well above the sector average and ongoing staff education and training needs to continue, to keep this level of integrity standard.

RESOLUTION 17/10.2023/C

Moved: Cr J Honner

Seconded: Cr R Cassidy

THAT the Integrity Commission Tasmania – Ethics and Integrity Snapshot Survey 2021-2022 for Central Highlands Council be received and that ongoing training for both Staff and Elected Members to be considered within the 2024-2025 Budget Estimates.

CARRIED

For the Motion

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

27.8 LOCAL GOVERNMENT ASSOCIATION OF TASMANIA (LGAT) – GENERAL MEETING ON 1 NOVEMBER 2023

Report by

Kim Hossack, General Manager

Background

The Local Government Association of Tasmania holds quarterly General Meetings in which the whole Local Government sector come together to discuss and vote on issues which relate to improving better financial and social outcomes for all ratepayers.

The next General Meeting will be held in Devonport on 1 November 2023 with the Mayor and General Manager being required to attend. The Mayor must cast a vote, on behalf of Central Highlands Council, in support or not, on the following proposed Motions from other Councils:-

2.1 MOTION - PARKS AND WILDLIFE SERVICE AND CROWN LAND SERVICES REVIEW AND RESOURCING

Council – Break O’Day

Decision Sought:

That LGAT lobby the Tasmanian Government to undertake a review of the administrative activities of the Tasmanian Parks and Wildlife Service (PWS) and Crown Land Services (CLS) with a particular focus on ensuring that the required level of resources are available to assess applications and deal with enquiries in a timely manner.

2.2 MOTION - ROAD LINE MARKING RESPONSIBILITIES

Council – Kingborough

Decision Sought:

That LGAT undertake advocacy on behalf of Councils to have road line marking responsibilities legislated and additional funding provided by the State Government.

2.3 MOTION - DIVERSITY AND INCLUSION STATEMENT

Council – Kingborough

Decision Sought:

That Members note the Diversity and Inclusion Statement developed by Kingborough Council and agree to consider developing and adopting a similar statement to support safe, welcoming, and inclusive communities across Tasmania.

2.4 MOTION – REVIEW OF 42 DAY DEVELOPMENT APPLICATION TIMEFRAME

Council – Clarence City

Decision Sought:

That LGAT be requested to convene a reference group from member Councils to develop options and recommendations for the sector to:

- 1. Assess the impact of the 42-day rule on planning outcomes across local Councils in Tasmania (including both qualitative and quantitative data).***
- 2. Identify what practices and delegations councils currently utilise to manage the 42-day rule, including the impact of those practices and delegations on representor objections.***
- 3. Review equivalent 'deemed approval' and timeframe extension mechanisms of other jurisdictions to compare with Tasmania's arrangements.***
- 4. Based on the findings of points 1, 2 and 3 above, identify whether the 42-day rule operates in a manner that is fair and equitable to all parties to a development application; that is both applicants and representors.***
- 5. Recommend changes be implemented to ensure development applications are not required to be resolved under delegation because an applicant refuses to grant an extension of time for an application to be considered at a Council meeting.***

Full details relating to the above motions can be found within the LGAT General Meeting Agenda which is attached for Councillor's reference.

RESOLUTION 18/10.2023/C

Moved: Cr R Cassidy

Seconded: Cr A Bailey

THAT Council support the following Local Government Association of Tasmania (LGAT) General Meeting Motions to be held on 1 November 2023 –

<i>Item</i>	<i>Motion Details</i>	<i>Support - Yes or No</i>
2.1	MOTION - PARKS AND WILDLIFE SERVICE AND CROWN LAND SERVICES REVIEW AND RESOURCING	Yes
2.2	MOTION - ROAD LINE MARKING RESPONSIBILITIES	Yes
2.3	MOTION - DIVERSITY AND INCLUSION STATEMENT	Yes 6/2
2.4	MOTION – REVIEW OF 42 DAY DEVELOPMENT APPLICATION TIMEFRAME	Yes

CARRIED

For the Motion

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

28. SUPPLEMENTARY AGENDA ITEMS

Nil Supplementary items.

29. OTHER BUSINESS

Letter from Haulage Road, Brenoa Residents – At the request of the Mayor, the General Manager stated to the Meeting that a letter has been received and will be actioned accordingly.

30. CLOSURE

Mayor Triffitt thanked everyone for their contribution and declared the meeting closed at **12.21pm**.

Signed as Confirmed:

Mayor L Triffitt

Dated: 21 November 2023