

# **Council Meeting Minutes**

**18<sup>th</sup> November 2025**

**Hamilton Council Chambers**

## Notice of Meeting of Council – Tuesday 18<sup>th</sup> November 2025

To Councillors,

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

In accordance with the Local Government (Meeting Procedures) Regulations 2025 Part 2, Division 1, a notice of the meeting was published on the Council website on 1 August 2024.

### General Manager's Certification

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

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

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

Dated at Bothwell this **13<sup>th</sup>** day of **November 2025**.



Stephen Mackey  
**Acting General Manager**

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The meeting commenced at 9.00a.m.

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## **AUDIO RECORDING DISCLAIMER**

As per *Regulation 43 of the Local Government (Meeting Procedures) Regulations 2025*, 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.

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## **ACKNOWLEDGEMENT OF COUNTRY**

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

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## **CONDUCT OF COUNCIL MEETING**

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

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

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## **1. PRESENT**

Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Archer (attended at 9.13 am); Cr R Cassidy; Cr J Hall; Cr J Honner; Cr Y Miller; Cr D Meacheam and Cr S Triffett

### **1.1 IN ATTENDANCE**

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

### **1.2 APOLOGIES**

Nil

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## **2. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA**

Nil

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

### **PURPOSE**

In accordance with the requirements of Part 2 Regulation 10 of the Local Government (Meeting Procedures) Regulations 2025, the chairperson of a meeting is to request Councillors to indicate whether they have, or are likely to have, a pecuniary interest or conflict of interest in any item on the Agenda.

### ***The following declaration was recorded:***

Closed Item 4.2 and Closed Item 4.3 - Stephen Mackey Acting General Manager

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## 4. MINUTES

### 4.1 CONFIRMATION OF DRAFT ORDINARY COUNCIL MEETING MINUTES – 21 OCTOBER 2025

#### **RESOLUTION 02/11.2025/C**

**Moved:** Cr J Honner

**Seconded:** Cr J Hall

**THAT** the Draft Minutes of the Ordinary Meeting of Council held on Tuesday 21 October 2025 be confirmed.

**CARRIED**

#### **For the Motion**

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

**Attachment – Draft Minutes**

#### **PURPOSE**

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

## 5. NOTIFICATION OF COUNCIL WORKSHOP(S) HELD

<i><b>Date</b></i>	<i><b>Attendance</b></i>	<i><b>Purpose</b></i>
11/11/2025	<p><b><i>Present:</i></b> Mayor L Triffitt; Deputy Mayor J Allwright; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.</p> <p>Mr Stephen Mackey (Acting General Manager), Damian Mackey (Consultant Planner).</p> <p><b><i>Apologies:</i></b> Cr A Archer and Cr S Triffett</p>	<ul style="list-style-type: none"><li>• <i>Structure Plans</i></li><li>• <i>Regional Precincts and Partnerships Program</i></li><li>• <i>Dark Sky Policy</i></li></ul>

## 5.1 FUTURE WORKSHOP(S)

### PURPOSE

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

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

TBC

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## 6. PUBLIC QUESTION TIME

In accordance with the *Local Government (Meeting Procedures) Regulations 2025*, the Council conducts questions by member of the public to enable members of the public to ask question on Council related matters.

### Questions by member of the public

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

### Questions without notice by member of the public

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

### Questions on notice by member of the public

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

**Members in the gallery:**

Damian Bester, Stephen Loring and Dierdre Loring

**The following question was raised**

Stephen Loring – Point of clarification, at the conclusion to the last council meeting I had an occasion to address a Councillor over a motion that was moved and passed during the meeting, I was subsequently advised after the meeting was closed that I should not address matters to councillors or Council staff without first asking permission or seeking approval from yourself as the Mayor, can I ask do you still hold to that view and if you do, I would like input from Council as to why.

**The Mayor provided the following comments in reply to the question** – You are able to speak with any Councillors, we must have had our wires crossed. Cr R Cassidy advised that he had spoken with Tasmania Police to advise them. Cr Y Miller asked Cr R Cassidy had Mr Loring been advised that the Tasmanian Police had been contacted. The Mayor closed the debate.

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## **7. PETITIONS / DEPUTATIONS / PRESENTATIONS**

### **7.1 PETITIONS**

Nil

### **7.2 DEPUTATIONS**

Nil

### **7.3 PRESENTATIONS**

Nil

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## **8. NOTICE OF MOTIONS**

### **PURPOSE**

Under Regulation 19 of the Local Government (Meeting Procedures) Regulations 2025 relating to Motions on Notice. It states the following:

- (1) *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, for the inclusion of the motion on the next meeting.*

**8.1 NOTICE OF MOTION TO OVERTURN DECISION CR D MEACHEAM****RESOLUTION 03/11.2025/C****Moved:** Cr D Meacheam**Seconded:** Cr Y Miller

**THAT** Council overturn the decision of *"THAT Council revert back to the original meeting agenda, with the in committee section first followed by morning tea then the main part of the meeting to follow on at 10.00 am."*

**LOST 4/4****For the Motion**

Deputy Mayor J Allwright, Cr J Hall, Cr Y Miller and Cr D Meacheam

**Against the Motion**

Mayor L Triffitt, Cr J Honner, Cr R Cassidy and Cr S Triffett

Cr D Meacheam has requested that under section 22 of the *Local Government (Meeting Procedures) Regulations 2025* to overturn the decision of the Motion 8.4 from the meeting of 21<sup>st</sup> October 2025, as follows:

**8.4 NOTICE OF MOTION – CR J HONNER****RESOLUTION 07/10.2025/C****Moved:** Cr J Honner**Seconded:** Cr R Cassidy

**THAT** Council revert back to the original meeting agenda, with the in-committee section first followed by morning tea then the main part of the meeting to follow on at 10.00 a.m.

**CARRIED 5/4****For the Motion**

Mayor L Triffitt; Cr R Cassidy; Cr J Hall; Cr J Honner; and Cr S Triffett.

**Against the Motion**

Deputy Mayor J Allwright; Cr A Archer; Cr D Meacheam and Cr Y Miller.

**NOTICE OF MOTION**

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

<b>Date of Meeting:</b>	October 21, 2025
<b>Councillor Name:</b>	Julie Honner
<b>Proposed Motion:</b>	That Council revert back to the original meeting agenda, with the in committee section first followed by morning tea then the main part of the meeting to follow on at 10.00 a.m..
<b>Background Details:</b>	<p>This was to be a trial, and it is obvious that it does not work properly, with anyone in the gallery thinking that it is their right to have morning tea as well.</p> <p>The Mayor is the person to invite people for the morning tea and lunch not people just helping their selves to it. If it was reverted back, then we have a set time for morning tea then continue with the open meeting.</p>
<b>Signature:</b>	<i>Julie Honner</i>
<b>Date:</b>	13 October 2025

*Cr A Archer attended the meeting at 9.25 p.m.*

## 8.2 NOTICE OF MOTION – CR J HALL AND CR D MEACHEAM

### RESOLUTION 04/11.2025/C

**Moved:** Cr J Hall

**Seconded:** Cr R Cassidy

**THAT** Council commencing from the first meeting of Council in January 2026, the open session of Council commences from 5.00 pm on a weekday evening.

**CARRIED 5/4**

#### For the Motion

Deputy Mayor J Allwright, Cr A Archer, Cr J Hall, Cr Y Miller, Cr D Meacheam

#### Against the Motion

Mayor L Triffitt, Cr R Cassidy, Cr S Triffett and Cr J Honner

<b>Date of Meeting:</b>	November 18, 2025
<b>Councillor Names:</b>	John Hall , David Meacheam
<b>Proposed Motion:</b>	That commencing from the first meeting of Council in January 2026, the open session of Council commences from 5.00 pm on a weekday evening.
<b>Background Details:</b>	<p>Our present arrangement of meeting at 9.00 am on a Tuesday is contrary to the norm across Tasmanian local government areas and is inherently anti-democratic on 3 counts:</p> <ol style="list-style-type: none"> <li>1. It is hostile to the interests of those of us who are self-employed and who at least once monthly step away from their businesses.</li> <li>2. If we make this move to 5.00 pm meetings (or later) we open the way for local farm and business employees who don't have an option to take one Tuesday a month off work, or cannot afford the loss of pay involved, to nominate for election to Council in 2026. Look around the table now, most of us are either self-employed or retired.</li> <li>3. Moving our meetings to evenings will make it more possible for members of the community to attend our meetings. That ease of their attendance is central to democratic functioning.</li> </ol> <p><b>The Local Government (Meeting Procedures) Regulations 2025 Statutory Rules 2025, No. 25 Part 2 states:</b></p> <p><b>"Meetings 7. Times of meetings (1) A meeting is not to start before 5:00 p.m. unless otherwise determined by the council by absolute majority or by the council committee by simple majority. (2) After each ordinary election, a council and a council committee are to review the times of commencement of their meetings."</b></p> <p>The motion proposes weekday meetings rather than weekends to avoid disruptions to the lives of Council staff members. On the days Council meet, the staff required to attend can commence work after midday, so that they aren't fatigued before meetings commence.</p> <p>Having worked through recruitment of a new general manager and doing all we can to achieve success over the next 5 years, this motion will enable further success on the governance front of Council.</p> <p>This motion recognizes the fact that the existing meetings of Council are already advertised up to the end of year as being held at 9.00 am on a Tuesday. The least instability of process we project to our community, the better.</p>
<b>Signature:</b>	<i>John Hall, David Meacheam</i>
<b>Date:</b>	6/11/25

### 8.3 NOTICE OF MOTION – CR D MEACHEAM

#### RESOLUTION 05/11.2025/C

**Moved:** Cr D Meacheam

**Seconded:** Cr J Hall

1. **THAT** Council establish a working group to progress the improvement of phone and internet services on the Central Plateau.
2. **THAT** the group established has a 'sunset' date of March 2026.
3. **THAT** Kate Triebe of Tods Corner and Michael Walls be invited as community members of the working group. Both were central to the work in the leadup to the Miena forum
4. **THAT** as Central Plateau residents Councillors Honner and Meacheam constitute the Councillor representation on the working group.

**CARRIED**

#### For the Motion

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

<b>Date of Meeting:</b>	November 18, 2025
<b>Councillor Name:</b>	David Meacheam
<b>Proposed Motion:</b>	<ol style="list-style-type: none"> <li>1. That Council establish a working group to progress the improvement of phone and internet services on the Central Plateau.</li> <li>2. That the group established has a 'sunset' date of March 2026.</li> <li>3. That Kate <u>Triebe</u> of Tods Corner and Michael Walls be invited as community members of the working group. Both were central to the work in the leadup to the Miena forum.</li> <li>4. That as Central Plateau residents Councillors Honner and Meacheam constitute the Councillor representation on the work group.</li> </ol>
<b>Background Details:</b>	<p>Following the very successful and well attended forum with Telstra on November the 1st at the Great Lake Community Centre, it is important that we continue to metaphorically hold Telstra's' feet to the fire' in relation to improving mobile phone and Internet coverage to the Central Plateau communities.</p> <p>Local resident Kate <u>Triebe</u> has very well documented proceedings on that day and has already created a very detailed forward plan for progressing the issue. She has indicated her willingness to join this working group. Michael Walls of Miena would bring to the group a useful depth of technical knowledge.</p> <p>The working group could generate progress reports to Council meetings, for noting.</p>
<b>Signature:</b>	<i>David Meacheam</i>
<b>Date:</b>	12/11/25

## CENTRAL HIGHLANDS COUNCIL

### TELECOMMUNICATIONS WORKING GROUP CHARTER

(Draft prepared by Tods Corner resident, Kate Triebe, of Relevancy)

#### 1. Background

Following the well-attended community forum with Telstra held on 1 November 2025 at the Great Lake Community Centre, Council resolved to establish a working group to coordinate ongoing advocacy and accountability regarding the improvement of mobile phone and internet services across the Central Plateau.

This Working Group recognises the importance of consistent and reliable telecommunications for community safety, economic activity, and resident wellbeing.

#### 2. Purpose

The Working Group will:

- Coordinate follow-up actions from the Telstra community meeting.
- Monitor progress on commitments made by Telstra and other service providers.
- Identify priority issues and gaps in service affecting Central Plateau residents.
- Prepare concise progress reports and recommendations for Council consideration.
- Facilitate transparent, ongoing engagement between residents, Council, Telstra, and relevant agencies.

#### 3. Authority and Scope

The Group operates as an **advisory body** to Council under Section 24 of the *Local Government Act 1993 (Tas)* and is bound by Council's meeting procedures and code of conduct.

It has **no delegated decision-making or financial powers**.

Recommendations from the Group are presented to Council for noting or adoption.

#### 4. Composition

Membership is as follows:

- **Councillor Representatives:** Cr David Meacheam and Cr Honner (as nominated in the Notice of Motion).

- **Community Representatives:** Two Central Plateau residents to be appointed following public expression of interest through Council's Facebook page and website.
- **Stakeholders (by invitation):** Representatives from Telstra, NBN Co, and emergency services as required.
- **Council Officer:** General Manager or delegate (Secretariat/Administrative Support).

Additional technical or agency representatives may attend by invitation for specific agenda items.

## 5. Term (Sunset Clause)

The Working Group will operate from **November 2025 until March 2026**, unless extended by Council resolution.

## 6. Roles and Responsibilities

### Chair:

A Councillor member (to be elected at the first meeting) will chair meetings and ensure orderly conduct.

### Community Members:

Provide local knowledge, identify service issues, and contribute constructively to recommendations.

### Secretariat:

Council staff will record minutes, circulate agendas, maintain records, and prepare reports for Council.

## 7. Meetings

- Meetings will be held **monthly or as required**.
- A quorum will comprise **two Councillors and one community representative**.
- Minutes and action items will be submitted to the next available Council meeting.
- Meetings may be held in person or via videoconference to ensure accessibility.

## 8. Reporting

The Working Group will:

- Submit **written progress reports** to Council meetings for noting.

- Provide a **final summary report** to Council in March 2026 recommending further actions, partnerships, or funding opportunities.
- Maintain transparent public communication through Council's website and community pages.

## 9. Governance and Conduct

Members must:

- Act with integrity, objectivity, and courtesy.
- Declare any conflicts of interest.
- Respect confidentiality of discussions.
- Adhere to Council's **Code of Conduct** and relevant provisions under the *Local Government Act 1993 (Tas)*.

## 10. Review

This Charter will automatically lapse upon the sunset date unless extended.

A review of achievements and recommendations will form part of the final report to Council.

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## 8.4 NOTICE OF MOTION – CR A ARCHER

### RESOLUTION 06/11.2025/C

**Moved:** Cr A Archer

**Seconded:** Cr R Cassidy

**THAT** Council adopt a policy of externally advertising senior staff positions as well as the current internal advertising to fill these positions, under the *Local Government Act 1993, section 63*.

**LOST 4/5**

### **For the Motion**

Cr A Archer, Cr J Hall, Cr Y Miller and Cr S Triffett

### **Against the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Cr R Cassidy, Cr J Honner and Cr D Meacheam

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**8.5 NOTICE OF MOTION – CR Y MILLER****RESOLUTION 07/11.2025/C****Moved:** Cr Y Miller**Seconded:** Cr R Cassidy

**THAT** the Mayor table all written correspondence including emails to and from Government Departments, Government Agencies and Parliamentary members at the next Council meeting. This should also include legal consultation. In the case of sensitive information these are to be tabled in the “Closed Session”.

**CARRIED 5/4****For the Motion**

Deputy Mayor J Allwright, Cr A Archer, Cr J Hall, Cr Y Miller and Cr D Meacheam

**Against the Motion**

Mayor L Triffitt, Cr R Cassidy, Cr J Honner and Cr S Triffett

<b>Date of Meeting:</b>	18/11/25
<b>Councillor Name:</b>	Yvonne Miller
<b>Proposed Motion:</b>	That the mayor table all written correspondence including emails to and from Government Departments, Government Agencies and Parliamentary members at the next Council meeting. This should also include legal consultation. In case of sensitive information these are to be tabled in the “Closed Session”.
<b>Background Details:</b>	There have been times when the Mayor has been asked for details concerning correspondence at the meeting not giving the mayor time to table it. All correspondence should be tabled so that council is informed in what is happening.
<b>Signature:</b>	<i>Yvonne Miller</i>
<b>Date:</b>	18/11/2025

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

Nil

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## 10. ORDINARY COUNCIL MEETING RESUMED

Nil

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## 11. MONTHLY MAYORAL AND ELECTED MEMBERS ACTIVITY

*Kat Cullen, Community Development Officer attended the meeting at 10.19 a.m*

### RESOLUTION 08/11.2025/C

**Moved:** Cr J Honner

**Seconded:** Cr J Hall

**THAT** the Council notes the Mayoral and Elected Members Activities.

**CARRIED**

### **For the Motion**

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

## IMPLICATIONS AND FINANCIALS

<b>Strategic Plan</b>	6.2 Ensure that Council members have the resources and skills development opportunities to effectively fulfil their responsibilities
<b>Council Policy</b>	Councillor Code of Conduct Policy
<b>Legislative Context</b>	Local Government Act 1993 Local Government (General) Regulations 2025 Local Government (Model Code of Conduct) Order 2024
<b>Consultation</b>	The community and stakeholders.
<b>Impact on Budget/Resources</b>	Not applicable.
<b>Risk</b>	Allocations for Councillor Conference attendance are included in the operational budget.

## PURPOSE

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

## BACKGROUND

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

## DISCUSSION

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

### **Mayor Loueen Triffitt**

16 October 2025	Tele meeting with Council's Solicitor
16 October 2025	Meeting with Diocese (Bothwell)
21 October 2025	Radio Interview
21 October 2025	Ordinary Council Meeting (Bothwell)
22 October 2025	Radio Interview
24 October 2025	Tele meeting with Council's Solicitor
27 October 2025	GM Interview Selection Panel matters
29 October 2025	Tele meeting with Council's Solicitor
16 October 2025	Tele meeting with Council's Solicitor
30 October 2025	GM Interview Selection Panel matters
1 November 2025	Telstra & NBN forum at Miena
3 November 2025	Radio Interview
4 November 2025	Radio Interview
11 November 2025	Remembrance Day Service
11 November 2025	Dark Sky Park Policy Creation
11 November 2025	Regional Precincts and Partnerships Program with Damian Mackey
11 November 2025	GM Interview Selection Panel matters

- Business of Council **23**
- Ratepayer and community members communications **9**
- Elected Members - communications **41**
- Council Management communications **2**
- Stephen Blackadder Consultant Calls **23**

### **Deputy Mayor J Allwright**

21 October 2025	Ordinary Council Meeting (Bothwell)
27 October 2025	GM Interview Selection Panel matters
31 October 2025	GM Interview Selection Panel matters
11 November 2025	Regional Precincts and Partnerships Program with Damian Mackey
11 November 2025	GM Interview Selection Panel matters
14 November 2025	Regional Precincts and Partnerships Program Consultation

### **Cr A Archer**

21 October 2025	Ordinary Council Meeting (Bothwell)
27 October 2025	GM Interview Selection Panel matters
31 October 2025	GM Interview Selection Panel matters
11 November 2025	GM Interview Selection Panel matters

### **Cr R Cassidy**

21 October 2025	Ordinary Council Meeting (Bothwell)
27 October 2025	GM Interview Selection Panel matters
31 October 2025	GM Interview Selection Panel matters
1 November 2025	Telstra & NBN forum at Miena
4 November 2025	Local Government Learning Module
5 November 2025	Local Government Learning Module
7 November 2025	Local Government Land-use Planning Module and completion of Modules 1, 2, and 3
11 November 2025	Remembrance Day Service
11 November 2025	Dark Sky Park Policy Creation
11 November 2025	Regional Precincts and Partnerships Program with Damian Mackey
11 November 2025	GM Interview Selection Panel matters (confidential)
14 November 2025	Regional Precincts and Partnerships Program Consultation

**Cr J Hall**

21 October 2025	Ordinary Council Meeting (Bothwell)
27 October 2025	GM Interview Selection Panel matters
31 October 2025	GM Interview Selection Panel matters
1 November 2025	Telstra & NBN forum at Miena
11 November 2025	Regional Precincts and Partnerships Program with Damian Mackey
11 November 2025	GM Interview Selection Panel matters
14 November 2025	Regional Precincts and Partnerships Program Consultation

**Cr J Honner**

21 October 2025	Ordinary Council Meeting (Bothwell)
27 October 2025	GM Interview Selection Panel matters
31 October 2025	GM Interview Selection Panel matters
1 November 2025	Telstra & NBN forum at Miena
11 November 2025	Remembrance Day Service
11 November 2025	Dark Sky Park Policy Creation
11 November 2025	Regional Precincts and Partnerships Program with Damian Mackey
11 November 2025	GM Interview Selection Panel matters (confidential)

**Cr D Meacheam**

21 October 2025	Ordinary Council Meeting (Bothwell)
27 October 2025	GM Interview Selection Panel matters
29 October 2025	Teams meeting to finalize plans for Telstra & NBN forum at Miena.
31 October 2025	GM Interview Selection Panel matters
31 October 2025	GM Interview Selection Panel matters
1 November 2025	Telstra & NBN forum at Miena
11 November 2025	Remembrance Day Service
11 November 2025	Dark Sky Park Policy Creation
11 November 2025	Regional Precincts and Partnerships Program with Damian Mackey
11 November 2025	GM Interview Selection Panel matters

**Cr Y Miller**

21 October 2025	Ordinary Council Meeting (Bothwell)
27 October 2025	GM Interview Selection Panel matters
31 October 2025	GM Interview Selection Panel matters
1 November 2025	Telstra & NBN forum at Miena
11 November 2025	GM Interview Selection Panel matters

**Cr S Triffett**

21 October 2025	Ordinary Council Meeting (Bothwell)
31 October 2025	GM Interview Selection Panel matters
11 November 2025	GM Interview Selection Panel matters

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**11.1 MAYORAL ANNOUNCEMENT**

Nil.

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

### Build capacity to enhance community spirit and sense of wellbeing

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

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

### RESOLUTION 09/11.2025/C

**Moved:** Cr J Honner

**Seconded:** Cr D Meacheam

**THAT** the Health and Wellbeing report be received.

**CARRIED**

### For the Motion

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


**REPORT BY** Kat Cullen, Community Development Officer

### **BACKGROUND**

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

COUNCIL PROJECTS AND ACTIVITIES	
<b>UPDATE: Council website upgrade</b>	Walker Designs currently finalising layout of website specific to Council's requirements. Project completion est. 30 Jan 2026
<b>UPDATE: Childcare Project</b>	<u>Options Analysis</u>

	<p>Ninety Mile Consulting have finalised research and needs assessment stage of Childcare Options Analysis.</p> <p>Current activities: NMC are consulting with service providers, DECYP, State Growth, and local families.</p> <p>Recommendations and final report – to be presented at next Council workshop.</p> <p><u>Thrive Group</u></p> <p>Liaison with Thrive group around provision of services locally.</p> <p>In collaboration with Council, Thrive Group will host community info session about local childcare workforce training and development in December.</p>		
<b>UPDATE: Cattle Hill Community Grant Round 5 – recently announced funded projects</b>	<b>Organisation</b> Lions Club of Bothwell and Districts inc	<b>Project</b> Storage container	<b>Funding</b> \$6,500
	Great Lake Volunteer TFS Brigade	Tool kit	\$1,252
	Steppes Community Caretaker Committee	Generator and Trailer for Power	\$9,000
	Midlands District - Tasmania Fire Service	Staging Area / Utility Trailer	\$18,276
	Sustainable Timber Tasmania	Bradys Fire Tower	\$21,150
	Great Lake Community Centre	Colourbond for building project	\$19,000
	Hamilton Volunteer TFS Brigade	Roaming Starlink x2 & installation	\$8,309
	Hamilton District Agricultural Society	Grandstand shower and toilet restoration	\$18,182
	Action Crew	Highlands School Holiday program	\$12,500
	Ouse Online Community Access Centre	Community Engagement Initiatives	\$6,476
		<b>Total Amount</b>	<b>\$120,645</b>
<b>Community Grants</b>	Coordination of community grants programs		
<b>External Grants</b>	Awaiting response: Tas Active Infrastructure Grants (DPAC) Gretna Oval application. Update to response date – end of 2025.		

	Building Early Education Fund – Federal investment of \$500 million in funding to build Early Childhood Education Centres. Council's Childcare Options Analysis report will provide background to application for this grant which will open shortly.
<b>School Awards</b>	Coordination of Council's support for end of year awards
<b>Child Safety Policy update</b>	Working with Deputy General Manager and LGAT to write updated Child Safety Policy in compliance with relevant standards.
<b>Miena digital community forum</b>	Meetings with Telstra, NBN and community to plan for forum on 1 November. Development of associated flyers and social media.
<b>COUNCIL REPRESENTATION MEETINGS</b>	
	<ul style="list-style-type: none"> <li>• LGAT Health &amp; Wellbeing Network meeting.</li> <li>• Communities for Children Steering Committee meeting</li> <li>• State Growth Southern Region sports &amp; rec Networking Group</li> <li>• Cattle Hill Wind Farm Community Fund assessment meeting</li> </ul>
<b>COMMUNITY DEVELOPMENT</b>	
<b>Hamilton Halloween Event</b>	<p>This community-led event attracted an excellent number of local families, with Hamilton Hall transformed into a Halloween disco event. The organisers extend thanks to Council for their support. New Norfolk and Derwent Valley news article shown below.</p> 
<b>Childcare and Ouse School</b>	Working with DYCP and Acting GM to support Ouse Family daycare through lack of certainty for lease at Ouse School in 2026.
<b>Ouse Online Access Centre</b>	Liaison with Acting GM, Libraries Tas and OAC to support secure ongoing functioning of OAC. Report to be tabled December meeting.
<b>COMMUNICATION</b>	

<b>Tourism brochure</b>	Update, edit, and reprint for Tourism Brochure exchange
<b>Residents guide</b>	Finalisation of community information and layout for printing.
<b>Council social media</b>	Facebook followers: 2,794. Net increase 23 in October. October Posts: Bushfest, lost dog, Miena digital forum, Osterley Christmas Picnic, notice of special Council meeting, pool lifeguard advertisement; soccer clinic event promotion and post-event article.
<b>Highland Digest</b>	Provision of relevant council and community content.



## Bothwell

### Early Childhood Education and Care "Grown your own" workforce

#### Session 1

 **Monday 1 December**  
 **2pm-3pm**  
 **Bothwell Hall**

#### Session 2

 **Wednesday 3 December**  
 **5pm-6pm**  
 **Bothwell Hall**

In response to community discussions with Central Highlands Council on early childhood education and care, we're hosting two Information Sessions in Bothwell to explore local education to employment pathways.

#### Discussion includes:

- Identified community needs and opportunities
- Funded Early Childhood qualifications
- Supporting local families
- Existing qualified community members



To register your interest or learn more, please contact **Nicky Bolt**, Training and Project Advisor | [nbolt@thrivegroup.org.au](mailto:nbolt@thrivegroup.org.au) M 0438 099 082

## 12.2 TASMANIAN GOVERNMENT PRE-BUDGET CONSULTATION 2026-27

### RESOLUTION 10/11.2025/C

**Moved:** Deputy Mayor J Allwright

**Seconded:** Cr J Honner

**THAT** staff and elected representatives provide any submissions they wish to make for the Tasmanian Government pre-budget consultation 2026-27 to the Acting General Manager prior to 4 December 2025.

**CARRIED**

#### **For the Motion**

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

**REPORT BY** Kat Cullen, Community Development Officer

#### **BACKGROUND**

The Tasmanian Government is currently seeking input into the State Budget for 2026-27. The Pre-Budget Consultation process is coordinated by the Department of Treasury and Finance, with submissions considered by the relevant agencies.

The submission form includes five guiding questions to help focus feedback:

1. Which programs/projects could be refocused to deliver core outcomes with more streamlined resources or refined focus?
2. Are there initiatives or investments that could be reconsidered helping balance the budget now, without losing sight of long-term goals?
3. Are there programs or services that could be transitioned out as the needs of Tasmanians evolve and priorities shift?
4. Where could government activities be re-calibrated to operate more effectively, while still meeting essential needs?
5. For any new funding ideas (specifying whether operational or capital), what savings or offsets could be identified elsewhere to ensure the overall budget remains balanced?

The Acting General Manager will coordinate the submissions on behalf of Central Highlands Council. Submissions must be received by Thursday 4 December 2025.

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# Have Your Say

## Pre-Budget Consultation 2026-27

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### Submission Form

#### Introduction

As the Tasmanian Government begins preparations for the 2026-27 State Budget, we invite all Tasmanians to share their ideas and perspectives to help shape the decisions ahead.

The Government is committed to making thoughtful and responsible choices that secure Tasmania's future. Whether your focus is on improving public services, strengthening the economy, or ensuring fairness in how public funds are allocated, your input is valued.

Budgeting to protect future generations and provide flexibility in the event of another COVID-type occurrence remains a key and necessary priority. Rising costs in service delivery – particularly in health and education – combined with broader economic pressures mean that difficult decisions will be required. The Government is focused on long-term fiscal sustainability, and this consultation provides an opportunity for the community to help identify practical savings, opportunities to reprioritise and smarter ways to invest public resources.

This consultation reflects the Government's commitment to transparency, collaboration, and commonsense decision-making. Please note that grant programs and other funding opportunities offered by the Tasmanian Government are managed separately. The purpose of this engagement is to inform how the Government prioritises the services, projects and initiatives it undertakes on behalf of the Tasmanian community.

#### About this Document

This document is the official **submission form** for the *Have Your Say – Pre-Budget Consultation 2026-27*. Please use the sections provided to share your feedback and suggestions. Your input will help inform Government's decision-making and ensure the State Budget reflects the needs and aspirations of Tasmanians.

The form includes five key questions designed to guide your feedback on Budget priorities and savings opportunities. These questions aim to keep submissions focused and consistent across contributors.

All fields in this form are optional. You are welcome to respond to as many or as few questions as you wish, or to focus on the most relevant to you or your organisation. All feedback is valued.

If you have additional material you would like to include, you are welcome to attach it. Supporting documents are entirely optional and not expected.

**Submissions are due to Treasury by 7 December 2025.**

## Contact Details

Contact details are collected by Treasury and provided to Ministers and agencies. The provision of this information is voluntary.

Organisation	Click or tap here to enter text.
Contact Name	Click or tap here to enter text.
Position in Organisation	Click or tap here to enter text.
Email	Click or tap here to enter text.

## Consultation Questions

- Which programs/projects could be refocused to deliver core outcomes with more streamlined resources or refined focus?*  
Click or tap here to enter text.
- Are there initiatives or investments that could be reconsidered helping balance the budget now, without losing sight of long-term goals?*  
Click or tap here to enter text.
- Are there programs or services that could be transitioned out as the needs of Tasmanians evolve and priorities shift?*  
Click or tap here to enter text.
- Where could government activities be re-calibrated to operate more effectively, while still meeting essential needs?*  
Click or tap here to enter text.
- For any new funding ideas (specifying whether operational or capital), what savings or offsets could be identified elsewhere to ensure the overall budget remains balanced?*  
Click or tap here to enter text.

## Submission Context

Please indicate the primary portfolio area your submission relates to – this should be the area that best matches the focus of your feedback.

Choose an item.

If you are including any supporting documents, please list the file name(s) below. While additional material is optional, we encourage submissions to remain focused and concise.

Please enter file name(s)

## Next Steps

1. **Complete your Submission:**  
Fill out this submission form and save it as a Word document (.docx). Name the file using your organisation's name.
2. **Email Your Submission:**  
Send an email to [communityconsultation@treasury.tas.gov.au](mailto:communityconsultation@treasury.tas.gov.au), attaching your completed submission form and any supplementary documents.
3. **Submission Deadline:**  
All submissions must be received by **7 December 2025**.
4. **Acknowledgement:**  
Treasury will acknowledge receipt of each submission.
5. **Consideration of Submissions:**  
All submissions will be made available to Ministers and relevant departments for consideration as part of the formal 2026-27 Budget development process.  
  
It is the responsibility of the relevant agency to review the *Have Your Say – Pre-Budget Consultation 2026-27* submissions and to provide a response through the relevant Minister where appropriate.

**Budget Management, Department of Treasury and Finance**

[communityconsultation@treasury.tas.gov.au](mailto:communityconsultation@treasury.tas.gov.au)

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

## 12.3 SCHOOL AWARD CEREMONIES 2025

### RESOLUTION 11/11.2025/C

**Moved:** Cr J Honner

**Seconded:** Cr R Cassidy

**THAT** Council receive the report for School Award ceremonies for 2025.

**CARRIED**

#### **For the Motion**

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

**REPORT BY** Kat Cullen, Community Development Officer

#### **BACKGROUND**

Council has received invitations for representatives to attend end of year award ceremonies at: Bothwell District High School, Glenora District School, New Norfolk High School, and Westerway Primary School.

As per Council's *Donations and Financial Assistance Policy*, and annual budget allocation, the following prizes will be provided:

- Bothwell District High School
  - Central Highlands Continuing Education Bursary - \$350
  - Raising the Bar – Secondary Student Award - \$100 voucher
- Glenora District High School
  - Central Highlands Continuing Education Bursary - \$350
  - Citizenship Award - \$100 voucher
- New Norfolk High School
  - Central Highlands Continuing Education Bursary - \$350
- Westerway Primary School
  - Central Highlands Continuing Education Bursary - \$350
  - Westerway Primary School - Citizenship Award - \$100 voucher

#### **For Discussion**

Following consultation with elected representatives, the award presenters are confirmed as below. Please communicate any changes to the Community Development Officer.

- Bothwell District High School: Tuesday 9 December at 1.15pm
  - Mayor Triffitt and Councillor Honner presenting
  - Councillors Archer and Meacheam attending
- Glenora District High School: Tuesday 16 December 1:15pm
  - Councillor Hall and Councillor Triffett

- Westerway Primary School: Tuesday 16 December 1pm
    - Mayor Triffitt and Councillor Miller
  - New Norfolk High School: Tuesday 2 December 7:00pm (school gym)
    - Deputy Mayor Allwright
- 

## **12.4 COMMUNITY DONATION REQUEST – MIENA COMMUNITY CHRISTMAS**

### **RESOLUTION 12/8.2025/C**

**Moved:** Cr D Meacheam

**Seconded:** Cr J Hall

**THAT** Council donate a \$200 supermarket voucher to assist with costs associated with catering for Miena Community Christmas event.

**CARRIED**

#### **For the Motion**

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

**REPORT BY** Kat Cullen, Community Development Officer

#### **BACKGROUND**

Council have received a request from local community members for a donation of \$200 to support catering for a Miena Christmas family BBQ.

This event will be held on Saturday 6 December at 4.00pm in the grounds of the Central Highlands Lodge and will be managed by local community members.

The Great Lake Fire Brigade truck will deliver Santa to event, and local Tasmania Police, Tasmania Ambulance and SES will join and support the event.

Community members S. Triffitt and C. Cole are the key organising contacts for event.

There is currently \$10,000 remaining in the Community Support and Donations budget for the 25-26 financial year.

## 12.5 COMMUNITY GRANT REQUEST – BOTHWELL LIONS CLUB BBQ TRAILER PROJECT

### RESOLUTION 13/11.2025/C

**Moved:** Cr R Cassidy

**Seconded:** Cr J Honner

**THAT** Council allocate \$2,000 to the Lions Club of Bothwell and Districts Inc. for costs associated with purchase and set-up of a Lions Club BBQ trailer.

**CARRIED**

#### **For the Motion**

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

**REPORT BY** Kat Cullen, Community Development Officer

**Attachment - Redacted grant application**

#### **BACKGROUND**

Council have received a grant application from the Lions Club of Bothwell and Districts Inc. The grant request is for \$2,000 to support the purchase and fit out of a Community BBQ trailer.

The Lions Club currently supports events in the local community through providing catering and fundraising BBQs.

Currently, BBQ equipment is stored in several places, rather than a central location. A BBQ trailer will enable all of the equipment required for catered events to be stored in one place, which will be both portable, and easy for all to access.

The trailer will be able to be used not only by the Lions Club but other local community organisations, for example the Bothell CWA.

#### **Additional funding secured for project**

The Lions Club have been successful in receiving \$10,000 for the BBQ trailer through a Tas Networks Grant and will contribute \$3,000 of their own funds towards the project.

#### **Budget implications**

There is currently \$5,530 remaining in the Community Grants allocation for the 2025-26 financial year.

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

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

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

*Cr A Archer left the meeting at 10.30 a.m.*

#### 13.1 WORKS & SERVICES MONTHLY REPORT – OCTOBER 2025

#### RESOLUTION 14/11.2025/C

**Moved:** Cr J Honner

**Seconded:** Cr R Cassidy

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

**CARRIED**

#### For the Motion

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

**REPORT BY** Jason Branch, Works & Services Manager

#### **BACKGROUND**

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

<b>Grading &amp; Sheeting</b>	Curlys Lane
<b>Maintenance Grading</b>	Todds Corner Road, 14 Mile Road, Macclesfield Road, Old Arthurs Lake Road, Gully Road, Dry Poles Road, Marriots Road, Kings Road, Quinns Road, Hanlons Road, Ransleys Road
<b>Potholing / shouldering</b>	Bashan Road, 14 Mile Road, Green Valley Road, waddamana, Tor Hill Road, Voctoria Valley Road, Browns Marsh Road
<b>Spraying:</b>	Ouse township Ellendale township Bothwell township and Capeweed Fentonbury and War memorial Westerway Bridge Road Commence Hamilton township
<b>Culverts / Drainage:</b>	

<b>Occupational Health and safety</b>	Monthly Toolbox Meetings Day to day JSA and daily prestart check lists completed. Monthly workplace inspections completed. Playground inspections Traffic management diary
<b>Bridges:</b>	
<b>Refuse / recycling sites:</b>	Cover Hamilton Tip twice weekly
<b>Other:</b>	Bothwell swimming pool maintenance Paint small areas Bothwell swimming pool surround Commence Bushfest duties Coring and scarifying of Bothwell Football Oval Install signs Wilberville Road No Through Road sign Meredith Springs Road Replace signs at swimming pool 2 x drum musters Burial of ashes and plaque attachments at Bothwell cemetery Survey and design undertaking for Blackspot projects Bridge report from Aussspan Maintenance at Green waste area Bothwell waste transfer station Cold Mix Holes Hollow Tree Road Cold Mix Holes Dennistoun Road Repair memorial seat Ellendale Remove fallen tree Raynor's Hill Road and have condition report undertaking on remaining section of tree Cold Mix Holes Arthurs Lake Road Cold Mix Holes Ellendale Road Weed trees at Gretna War Memorial Repair stock grid Interlaken Road Replace Rock Mount Road Street blade
<b>Slashing:</b>	Sections of Hollow Tre Road, ready for roadside spraying Commence Ellendale Road
<b>Municipal Town Maintenance:</b>	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
<b>Buildings:</b>	Repair storm water Golf Museum and leak on roof Repair water leak Hamilton Works depot
<b>Plant:</b>	PM756 Kenworth truck new starter motor PM774 Cat grader two new tyres PM798 Hustler Mower service and new batteries PM733 welding repairs Komatsu grader PM746 John Deer mower new pulleys and repairs PM783 Ford Ranger serviced PM705 Mack Truck new batteries PM821 puncture repair grader

	PM613 Komatsu loader puncture repair
<b>Private Works:</b>	Matt Haney concrete premix Stornoway gravel pick up Water pick up Hazzel Bros London Lakes Land Partnership gravel delivery Natalie Cowen mower hire
<b>Casuals</b>	Toilets, rubbish and Hobart Hamilton general duties Mowing and brush cutting Gardening
<b>Program for next 4 weeks</b>	Grading of roads Miena Coring and scarifying of Gretna Cricket Oval Continue swimming pool duties for upcoming season Defects Hollow Tree Road Continue general weed spraying around towns Mowing and brush cutting around towns Continue roadside spraying Bushfest Bulky rubbish run Rectify failing defect Ellendale Road Re-seal failing seal Arthurs Lake Road Mow and clean Osterley Cemetery Drainage Dawson Road

*Kat Cullen, Community Development Officer left the meeting at 10.31 a.m.*

## 14. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – FINANCIAL SUSTAINABILITY)

### Manage Council's finances and assets to ensure long term viability and sustainability of Council

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

### 14.1 MONTHLY FINANCE REPORT TO 31 OCTOBER 2025

#### RESOLUTION 15/11.2025/C

**Moved:** Cr R Cassidy

**Seconded:** Cr Y Miller

**THAT** the Monthly Finance Report to 31 October 2025 be received.

**CARRIED**

#### For the Motion

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

### IMPLICATIONS AND FINANCIALS

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

**REPORT BY**

Zeeshan Tauqeer, Accountant

**BACKGROUND**

Financial Expenditure Analysis Report - For the Period Ended 31 October 2025

# Financial Performance Report (1 July – 31 October 2025)

## Financial Overview

This report provides a comprehensive overview of the Council's financial activities for the period 1 July 2025 to 31 October 2025, the first four months of the 2025–26 financial year. Overall, Council's operating expenditures are generally tracking within annual budget parameters (approximately 18% to 35% of budgets expended by October across departments), and about half of annual rates revenue has been collected to date. The Council's cash position remains sound at **\$4.57 million** as of 31 October, albeit lower than the same time last year due to timing of grant receipts (discussed below). Capital project spending is still in early stages (only 6.7% of the capital budget expended so far), with major projects scheduled to commence in the coming months. The following sections detail the financial position, including bank reconciliation and reserves, rates collection progress, departmental operating expenditures, and capital expenditure status for the period.

## Bank Reconciliation and Cash Reserves

As of 31 October 2025, Council's total cash balance was **\$4,577,129** compared to **\$6,034,740** at the end of October 2024. This year-on-year decline in cash holdings (approximately \$1.45 million difference) is largely attributable to the timing of grant funding received. In June 2024, Council received 75% of its annual Financial Assistance Grant (FAG) allocation upfront, whereas in June 2025 only 50% was received. The 2nd FAG instalment (due in November 2025) along with other grant funds – including the balance of the Local Roads and Community Infrastructure (LRCI) payment and the first **Roads to Recovery (RTR)** capital grant are scheduled to be received later in 2025. These expected inflows will boost the cash balance and largely account for the current variance in reserves.

**Cash and Reserve Balances:** Of the \$4.57 million cash on hand at 31 October 2025, a substantial portion is held in reserve for specific purposes. Council's **reserve accounts** totalled **\$3,644,989.79** at October's end. These reserves exclude unexpended grant funds earmarked for community and emergency projects (such as the Isolated Communities Resilience program and Regional Evacuation Grants) that are yet to be deployed. In addition, approximately **\$89,321** is invested with Tascorp in a dedicated account for the St Michael and All Angels' Church in Bothwell. The remaining **\$769,540** represents the balance of Council's **general operating account** as at 31 October. In summary, while the overall cash balance is lower than last year's figure, it is expected to normalise once pending grant instalments are received, and a significant portion of current cash is tied to restricted reserves designated for specific community projects and obligations.

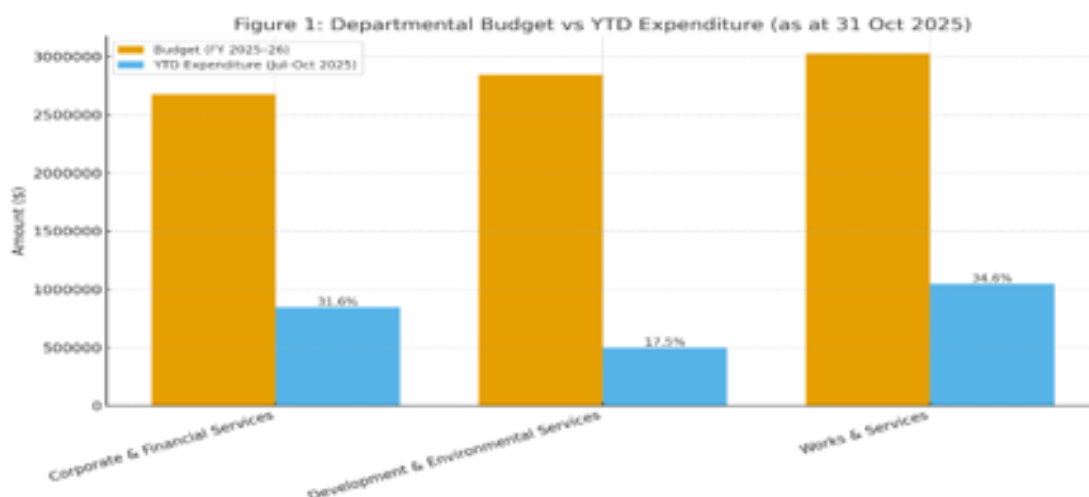
## Rates Collection Progress

Rates revenue collection is progressing as anticipated. As of 31 October 2025, Council had received \$2,510,619 in rates, out of a total annual rates levy of \$5,073,912. This equates to roughly 49.5% of the year's rates income collected in the first four months. The remaining \$2,563,292 (about 50.5% of rates) is scheduled to be collected through the **remaining three instalments** over the rest of the financial year, up to June 2026. Based on this schedule, rate collection is on track, with no significant shortfalls noted in the first instalment. The steady inflow of rates revenue provides a predictable cash foundation for Council's operations, and current projections suggest that the full year's rates budget will be met by year-end as expected.

## Operating Expenditure by Department (YTD vs Budget)

By the end of October 2025, each department had utilised between approximately 17% and 35% of its annual operating budget. This is generally in line with or slightly below a pro-rata benchmark (33% of the year completed), indicating prudent expenditure management in most areas. Salary costs form a major component of spending, especially in administrative departments, while some operational activities and programs are weighted toward later in the year (reflected in the lower percentage spend in certain departments). Detailed breakdowns for the major departments are as follows:

**Figure 1:** Council's operating expenditures by department compared to annual budgets, for the period 1 July – 31 Oct 2025. The orange bars represent each department's total annual budget for FY 2025–26, while the blue bars show actual expenditure incurred year-to-date (Jul–Oct 2025). As shown, the Works & Services department has utilised the largest portion of its budget (approximately 34.6%), whereas Development & Environmental Services has used the smallest portion (around 17.5%) so far, reflecting the timing and nature of expenses in those areas.



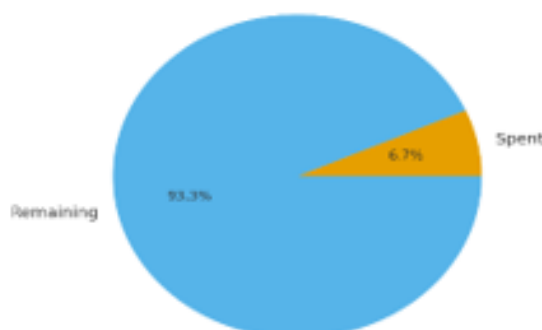
- **Corporate & Financial Services:** Year-to-date expenditure of \$846,277 out of an annual budget of \$2,677,717, which is 31.6% of this department's budget. Spending in this period has been primarily driven by staffing costs (salaries and related expenses) and routine corporate overheads, which are on track with budget expectations.
- **Development & Environmental Services:** Year-to-date expenditure of \$498,342 out of an annual budget of \$2,845,210, representing only 17.5% of the budget expended to date. This relatively low percentage reflects that expenditures in this department have so far been limited mainly to essential services (such as employee salaries, waste management services, and development control activities), with several programs or projects in this area anticipated to incur heavier spending later in the year.
- **Works & Services:** Year-to-date expenditure of \$1,046,678 out of an annual budget of \$3,025,581, which is 34.59% of the budget expended. This department has the highest proportion of its budget used so far, largely due to ongoing maintenance programs. Major operating costs in the first four months include road maintenance (approx. \$321,839), plant and equipment maintenance (about \$279,642), public conveniences maintenance (\$74,535), and supervision/overhead costs (\$212,245). Works & Services activities are well underway, with seasonal maintenance and infrastructure upkeep being significant contributors to early-year spending.

In addition to the main departments above, it is worth noting the status of the **Community & Economic Development** program budget, a smaller functional area. This program has an annual budget of \$141,600, of which \$13,536 has been utilised as of 31 October (approximately 9.6% of its budget). The expenditures in this area have supported community initiatives including community grants (\$7,544 disbursed), youth services and activities (\$500 spent), children's services (\$100), community development support programs (\$393), and contributions to the Brighton Family Day Care partnership (\$5,000 for the 12-month Period). This low percentage spent indicates that many community development initiatives and grant programs are planned for later in the year. The Council can expect increased utilisation of this budget in the coming months as scheduled community projects and Support take place.

## Capital Expenditure and Projects

**Figure 2:** Capital expenditure versus the total capital works budget as of 31 October 2025. The orange segment indicates the portion of the annual capital budget expended year-to-date (only 6.7%), while the blue segment shows the **remaining budget** (93.3%) yet to be spent. This underscores that the majority of capital projects are scheduled for later in the financial year, with several major initiatives not yet commenced as of October.

Capital Expenditure Progress (YTD at 31 Oct 2025)



As of 31 October, Council has spent **\$235,595** on capital works out of a total annual capital budget of **\$3,517,247**, which is **6.7%** of the capital budget utilised so far. Capital expenditure year-to-date has been relatively low, reflecting that many projects were still in planning or early procurement stages during the first four months of the financial year. The primary capital outlays to date have been on routine infrastructure renewal, notably **road re-sheeting** works (approximately **\$210,491** spent), which address the resurfacing of unsealed roads.

Several **major capital projects** are slated to commence in the second quarter of the year, which will significantly increase capital spending. Notably, the **Hollow Tree Road** upgrade and the **Thousand Acre Lane** project are expected to begin by December 2025. Once underway, these projects (along with other budgeted capital initiatives) will utilise the remaining grant funding and capital allocations, accelerating the expenditure of the currently unspent **\$3.28 million** capital budget.

## Conclusion

In summary, the Council's financial performance for July–October 2025 indicates a stable fiscal position and effective budgetary control. Operating expenditures are generally in line with expectations for the first four months, and revenue collection (particularly rates) is on target. The cash position, while lower than last year at this time due to grant timing, remains healthy with significant reserves set aside for designated purposes. Capital works are largely backloaded to later in the year, with major projects poised to commence shortly, which will see capital spending catch up to the budget.

**Rates Reconciliation as at 31 October 2025**

	<b>2024</b>	<b>2025</b>
<b>Rates in Debit 30th June</b>	\$196,877.36	\$217,826.72
<b>Rates in Credit 30th June</b>	<b>-\$145,341.00</b>	<b>-\$150,792.81</b>
<b>Balance 30th June</b>	<b>\$51,536.36</b>	<b>\$67,033.91</b>
Rates Raised	\$4,716,976.66	\$4,971,230.43
Penalties Raised	\$20,479.32	\$17,833.79
Supplementaries/Debit Adjustments	\$10,359.86	\$17,813.41
Total Raised	<b>\$4,747,815.84</b>	<b>\$5,006,877.63</b>
<b>Less:</b>		
Receipts to Date	\$2,054,718.64	\$2,335,691.21
Credit Journals		\$14,116.44
Pensioner Rate Remissions	\$127,622.65	\$134,157.81
Remissions/Supplementary Credits	\$8,695.75	\$26,653.67
<b>Balance</b>	<b>\$2,608,315.16</b>	<b>\$2,563,292.41</b>

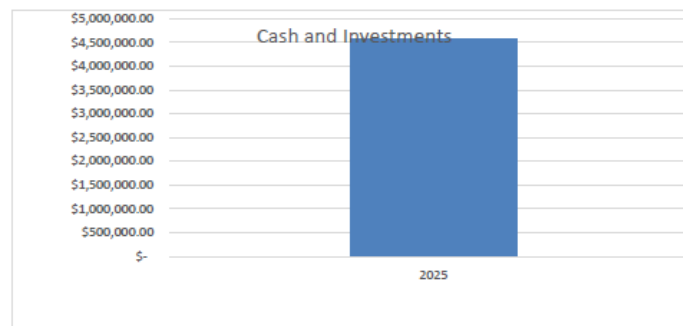
**Bank Reconciliation as at 31 October 2025**

	<b>2024</b>	<b>2025</b>
Balance Brought Forward	\$6,559,865.90	\$5,212,187.32
Receipts for month	\$287,739.05	\$238,489.51
Expenditure for month	\$812,864.82	\$873,547.74
<b>Balance</b>	<b>\$6,034,740.13</b>	<b>\$4,577,129.09</b>
<b>Represented By:</b>		
Balance Commonwealth Bank	\$777,941.86	\$785,459.57
Balance Westpac Bank	\$441,306.77	\$52,903.11
CBA Credit Card		\$4,456.07
Investments(Council Reserves + St Michael's Church)	\$4,814,941.50	\$3,734,310.34
Petty Cash & Floats	\$550.00	
	<b>\$6,034,740.13</b>	<b>\$4,577,129.09</b>
Plus Unbanked Money		
	<b>\$6,034,740.13</b>	<b>\$4,577,129.09</b>
Less Unpresented Cheques	\$0.00	
Unreceipted amounts on bank statements	\$0.00	
	<b>\$6,034,740.13</b>	<b>\$4,577,129.09</b>

**BANK ACCOUNT BALANCES AS AT 31 October 2025**

No.	Bank Accounts	Investment Period	Current Interest Rate %	Due Date	<u>BALANCE</u>	
					2025	
<b>11100</b>	<b>Cash at Bank and on Hand</b>					
11105	Bank 01 - Commonwealth - General Trading Account				\$	785,459.57
11106	Bank 02 - Westpac - Direct Deposit Account				\$	52,903.11
1118	CBA Credit Card				\$	4,456.07
<b>11199</b>	<b>TOTAL CASH AT BANK AND ON HAND</b>				\$	<b>842,818.75</b>
<b>11200</b>	<b>Investments</b>					
11207	Bank 6	0	0.00		\$	-
11207	Bank 5	30	3.97	29/12/2025	\$	500,000.00
11115	Bank 04	30	3.70%	26/11/2025	\$	504,887.83
11110	Tascorp( St Michael and All Angels' Church, Bothwell)	At CALL (29/07/2025)	3.60%		\$	89,320.55
11115	Bank 16	90	4.01%	27/01/2026	\$	2,640,101.96
<b>11299</b>	<b>TOTAL INVESTMENTS</b>				\$	<b>3,734,310.34</b>
<b>TOTAL BANK ACCOUNTS AND CASH ON HAND</b>					<b>\$</b>	<b>4,577,129.09</b>

<b>Council Reserve</b>	<b>\$</b>	<b>3,644,989.79</b>
<b>Tascorp (St Michael and All Angels' Church, Bothwell)</b>	<b>\$</b>	<b>89,320.55</b>
<b>FAG&amp; RATES&amp;FEES</b>	<b>\$</b>	<b>769,540.21</b>
<b>Community Grants</b>	<b>\$</b>	<b>59,739.61</b>
<b>Hatch</b>	<b>\$</b>	<b>13,538.93</b>
		<b>\$ 4,577,129.09</b>



**Comprehensive Income Statement**

31/10/2025

<b>Recurrent Income</b>	<b>Budget 2024-2025</b>	<b>Actual to date prior year</b>	<b>Actual to Date</b>	<b>Budget 2025-2026</b>
Rates Charges	\$4,682,233	\$4,716,977	\$4,944,244	\$4,940,273
User Fees	\$494,250	\$97,520	\$124,286	\$501,651
Grants - Operating	\$3,236,515	\$136,310	\$455,542	\$4,428,454
Other Revenue	\$704,366	\$266,345	\$174,908	\$776,217
Grants received in Advance	\$0	\$2,918,101	\$1,746,506	
<b>Total Revenues</b>	<b>\$9,117,364</b>	<b>\$8,135,253</b>	<b>\$7,445,486</b>	<b>\$10,646,595</b>
<b>Expenditure</b>				
Employee Benefits	\$2,584,261	\$919,008	\$833,944	\$2,941,952
Materials and Services	\$2,447,768	\$834,684	\$861,199	\$3,490,109
Other Expenses	\$1,892,738	\$894,957	\$714,232	\$2,116,449
Depreciation and Amortisation	\$2,327,800	\$841,914	\$867,304	\$2,397,634
<b>Total Expenditure</b>	<b>\$9,252,567</b>	<b>3,490,563</b>	<b>3,276,680</b>	<b>10,946,144</b>
<b>Operating Surplus(Deficit)</b>	<b>(135,203)</b>	<b>4,644,690</b>	<b>4,168,806</b>	<b>(299,549)</b>
Capital Grants & Other	\$2,424,996	\$635,370	\$14,244	\$1,375,067
<b>Surplus(Deficit)</b>	<b>2,289,793</b>	<b>5,280,060</b>	<b>4,183,050</b>	<b>1,075,518</b>
<b>Capital Expenditure</b>	<b>\$5,122,085</b>	<b>\$709,536</b>	<b>\$235,595</b>	<b>\$3,517,247</b>

	BUDGET 2025/26	ACTUAL TO 31-Oct-24	ACTUAL TO 31-Oct-25	% OF BUDGET SPENT	BALANCE OF BUDGET
<b>CORPORATE AND FINANCIAL SERVICES</b>					
ADMIN HAMILTON	\$2,017,673	\$733,874	\$688,682	34.13%	\$1,328,991
ELECTED MEMBERS EXPENDITURE(AMEH)	\$281,916	\$101,771	\$85,440	30.31%	\$196,476
MEDICAL CENTRES(MED)	\$132,191	\$38,382	\$32,300	24.43%	\$99,891
STREET LIGHTING(STLIGHT)	\$43,994	\$12,103	\$10,345	23.52%	\$33,649
ONCOSTS	(\$470,879)	(\$97,356)	(\$125,373)	26.63%	(\$345,506)
COMMUNITY & ECONOMIC DEVELOPMENT & RELATIONS(CDR+EDEV)	\$672,822	\$151,103	\$154,883	23.02%	\$517,939
<b>TOTAL CORPORATE &amp; FINANCIAL SERVICES</b>	<b>\$2,677,717</b>	<b>\$939,877</b>	<b>\$846,277</b>	<b>31.60%</b>	<b>\$1,831,440</b>
<b>DEVELOPMENT AND ENVIRONMENTAL SERVICES</b>					
ADMIN BOTHWELL	\$327,017	\$136,289	\$111,951	34.23%	\$215,066
ENVIRON HEALTH SERVICES (EHS)	\$38,628	\$8,137	\$10,531	27.26%	\$28,097
ANIMAL CONTROL(AC)	\$18,421	\$2,748	\$3,242	17.60%	\$15,179
PLUMBING/BUILDING CONTROL (BPC)	\$188,191	\$54,127	\$6,568	3.49%	\$181,623
SWIMMING POOLS (POOL)	\$32,572	\$8,780	\$2,845	8.73%	\$29,727
DEVELOPMENT CONTROL (DEV)	\$247,000	\$65,188	\$50,551	20.47%	\$196,449
WASTE SERVICES	\$968,939	\$324,409	\$311,716	32.17%	\$657,223
ENVIRONMENT PROTECTION (EP)	\$1,024,442	\$458	\$937	0.09%	\$1,023,505
<b>TOTAL DEVELOPMENT &amp; ENVIRONMENTAL SERVICES</b>	<b>\$2,845,210</b>	<b>\$600,136</b>	<b>\$498,342</b>	<b>17.52%</b>	<b>\$2,346,868</b>
<b>WORKS AND SERVICES</b>					
PUBLIC CONVENIENCES (PC)	\$290,284	\$61,056	\$74,535	25.68%	\$215,749
CEMETERY (CEM)	\$17,161	\$4,148	\$3,912	22.79%	\$13,249
HALLS (HALL)	\$74,349	\$51,874	\$20,249	27.23%	\$54,100
PARKS AND GARDENS(PG)	\$100,524	\$49,512	\$36,049	35.86%	\$64,475
REC. & RESERVES(Rec+tennis)	\$130,679	\$38,414	\$32,001	24.49%	\$98,678
TOWN MOWING/TREES/STREETSCAPES(MOW)	\$236,008	\$55,875	\$26,224	11.11%	\$209,784
HOUSING (HOU)	\$160,753	\$83,627	\$42,029	26.15%	\$118,724
CAMPING GROUNDS (CPARK)	\$14,801	\$5,331	\$4,139	27.96%	\$10,662
LIBRARY (LIB)	\$2,640	\$1,687	\$0	0.00%	\$2,640
ROAD MAINTENANCE (ROAD)	\$1,086,345	\$511,030	\$321,839	29.63%	\$764,506
FOOTPATHS/KERBS/GUTTERS (FKG)	\$23,316	\$11,719	\$4,114	17.64%	\$19,202
BRIDGE MAINTENANCE (BRI)	\$23,388	\$3,031	\$167	0.71%	\$23,221
PRIVATE WORKS (PW)	\$51,372	\$8,823	\$7,810	15.20%	\$43,562
SUPER. & I/D OVERHEADS (SUPER)	\$869,041	\$261,002	\$212,245	24.42%	\$656,796
QUARRY/GRAVEL (QUARRY)	(\$181,988)	(\$38,577)	(\$51,989)	28.57%	(\$129,999)
NATURAL RESOURCE MANAGEMENT(NRM)	\$179,936	\$56,388	\$43,836	24.36%	\$136,100
SES (SES)	\$2,000	\$130	\$0	0.00%	\$2,000
PLANT MTC & OPERATING COSTS (PLANT)	\$655,036	\$267,982	\$276,442	42.20%	\$378,594
PLANT INCOME	(\$795,036)	(\$416,905)	(\$27,732)	3.49%	(\$767,304)
DRAINAGE (DRAIN)	\$43,130	\$20,899	\$10,930	25.34%	\$32,200
OTHER COMMUNITY AMENITIES (OCA)	\$41,842	\$16,762	\$9,380	22.42%	\$32,462
WASTE COLLECTION & ASSOC SERVICES (WAS)	\$0	\$4,129	\$498		(\$498)
FLOOD REPAIRS		\$0	\$0		
<b>TOTAL WORKS &amp; SERVICES</b>	<b>\$3,025,581</b>	<b>\$1,057,937</b>	<b>\$1,046,678</b>	<b>34.59%</b>	<b>\$1,978,903</b>
<b>DEPARTMENT TOTALS OPERATING EXPENSES</b>					
Corporate Services	\$2,677,717	\$939,877	\$846,277	31.60%	\$1,831,440
Dev. & Environmental Services	\$2,845,210	\$600,136	\$498,342	17.52%	\$2,346,868
Works & Services	\$3,025,581	\$1,057,937	\$1,046,678	34.59%	\$1,978,903
<b>Total All Operating</b>	<b>\$8,548,508</b>	<b>\$2,597,950</b>	<b>\$2,391,297</b>	<b>27.97%</b>	<b>\$6,157,211</b>

	BUDGET 2025/26	ACTUAL TO 31-Oct-24	ACTUAL TO 31-Oct-25	% OF BUDGET SPENT	BALANCE OF BUDGET
<b>CAPITAL EXPENDITURE</b>					
<b>CORPORATE AND FINANCIAL SERVICES</b>					
Computer Purchases	\$7,648	\$28,584	\$0	0.00%	\$7,648
Equipment	\$6,000	\$0	\$0	0.00%	\$6,000
Miscellaneous	\$2,000	\$0	\$0	0.00%	\$2,000
	<b>\$15,648</b>	<b>\$28,584</b>	<b>\$0</b>	<b>0.00%</b>	<b>\$15,648</b>
<b>DEVELOPMENT &amp; ENVIRONMENTAL SERVICES</b>					
Swimming Pool	\$0	\$0	\$0	0.00%	\$0
	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>	<b>\$0</b>
<b>WORKS &amp; SERVICES</b>					
Plant Purchases	\$170,000	\$75,689	\$0	0.00%	\$170,000
Camping Grounds	\$0	\$0	\$0	0.00%	\$0
Public Conveniences	\$0	\$0	\$0	0.00%	\$0
Bridges	\$55,000	\$0	\$0	0.00%	\$55,000
Road Construction & Reseals	\$2,196,099	\$464,273	\$210,491	9.58%	\$1,985,608
Drainage	\$169,000	\$0	\$0	0.00%	\$169,000
Parks & Gardens Capital	\$72,000	\$180	\$0	0.00%	\$72,000
Infrastructure	\$105,000	\$19,890	\$188	0.18%	\$104,812
Footpaths, Kerbs & Gutters	\$205,000	\$12,940	\$0	0.00%	\$205,000
Rec Grounds	\$402,000	\$23,121	\$616	0.15%	\$401,384
Halls	\$0	\$11,755	\$0	0.00%	\$0
Buildings	\$127,500	\$73,104	\$24,301	19.06%	\$103,199
	<b>\$3,501,599</b>	<b>\$680,952</b>	<b>\$235,595</b>	<b>6.73%</b>	<b>\$3,266,004</b>
<b>TOTAL CAPITAL WORKS</b>					
Corporate Services	\$15,648	\$28,584	\$0	0.00%	\$15,648
Dev. & Environmental Services	\$0	\$0	\$0	0.00%	\$0
Works & Services	\$3,501,599	\$680,952	\$235,595	6.73%	\$3,266,004
	<b>\$3,517,247</b>	<b>\$709,536</b>	<b>\$235,595</b>	<b>6.70%</b>	<b>\$3,281,652</b>

**Community & Economic Development****2025/2026 Budget**

	BUDGET 2025/26	Actual to Date 31/10/2025	Remaining Balance
<b>Strategic Project- Whole of Community</b>			
Community & Economic Development Support	\$10,000	\$393	\$9,607
Health & Wellbeing Plan (2020-2025) Implementation	\$5,000		\$5,000
Economic and Tourism Development Strategic Project	\$5,000		\$5,000
<b>Youth and Children Strategic Projects</b>			\$0
New- Family Day Care Seeding Fund Bothwell	\$5,000		\$5,000
New- Ouse Family Day Care Support	\$5,000		\$5,000
Youth Service & Activities	\$5,000	\$500	\$4,500
Children's Services and Activities	\$5,000	\$100	\$4,900
Bothwell High School Breakfast Club	\$2,000		\$2,000
Glenora School Breakfast Club	\$1,000		\$1,000
Westerway School Breakfast Club	\$1,000		\$1,000
New-Bothwell Playgroup Support	\$1,000		\$1,000
<b>Community &amp; Donation and Financial Assistance</b>			\$0
Community Grants	\$15,000	\$7,544	\$7,456
Community Support & Donations	\$10,000		\$10,000
Church Grants	\$5,000		\$5,000
Further Education Bursaries	\$1,400		\$1,400
School Awards	\$400		\$400
Central Highlands School Support	\$3,000		\$3,000
<b>Community Event</b>			\$0
ANZAC Day	\$12,000		\$12,000
Australia Day	\$4,000		\$4,000
Community Event.eg Volunteer week	\$5,000		\$5,000
<b>Community Partnerships</b>			\$0
Highlands Digest Support	\$15,800		\$15,800
Australasian Golf Museum contribution to power	\$5,000		\$5,000
Visitors Centre Contribution to Power	\$5,000		\$5,000
Healthy Connect Project	\$10,000		\$10,000
Brighton Family Day Care	\$5,000	\$5,000	\$0
<b>Total Community &amp; Economic Development Support &amp; Donations</b>	<b>\$141,600</b>	<b>\$13,536</b>	<b>\$128,064</b>

*Cr A Archer returned to the meeting at 10.36 a.m.*

**14.2 REQUEST FOR RATES REMISSION - PROPERTY NUMBER 10-0400-03595****RESOLUTION 16/11.2025/C****Moved:** Cr Y Miller**Seconded:** Cr J Honner

THAT Council remit the Solid Waste Garbage Fee on property 10-0400-03595, 137 Little Den Road Millers Bluff of \$216.00

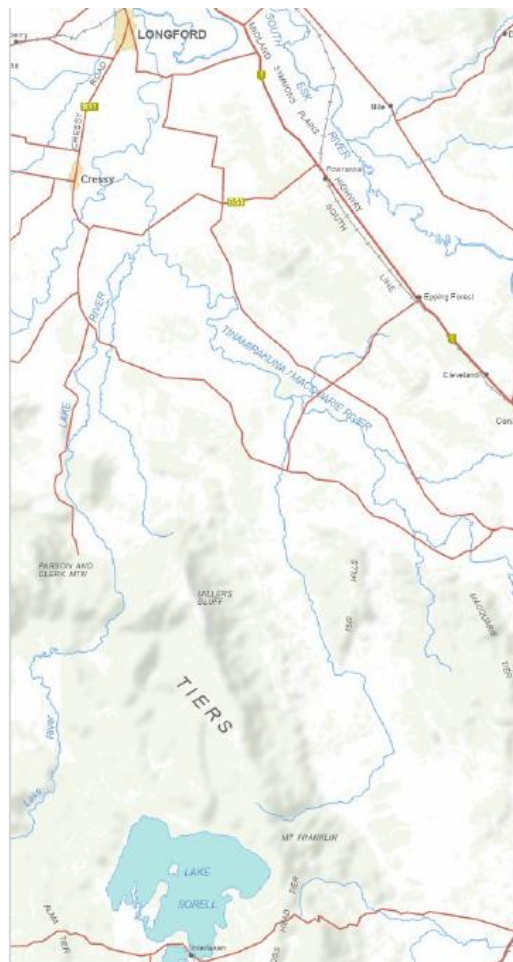
**CARRIED****For the Motion**

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

**Miller against  
BACKGROUND**

Council at its meeting held 19<sup>th</sup> August 2025, made a decision not to remit the garbage fee.

Council staff have further investigated and can confirm that there is no Council waste management facilities near Millers Bluff on the eastern side of the Municipality. Hence the reason for the property owner taking the waste back to Deloraine with them.



## 15. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – NATURAL ENVIRONMENT)

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

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

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### 15.1 DERWENT CATCHMENT PROJECT

#### RESOLUTION 17/11.2025/C

**Moved:** Deputy Mayor J Allwright

**Seconded:** Cr Y Miller

**THAT** the Derwent Catchment Project Report be received.

**CARRIED**

#### **For the Motion**

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



## Monthly Report for Central Highlands Council

14 October – 11 November 2025

### *General business*

Progress on the Nature Repair Plan Pilot is continuing, with contract finalisation currently underway. A business case has been submitted to the Commonwealth to support the purchase of equipment required for DCP's delivery of the project. The contract is still expected to be confirmed before Christmas.

### *Agri-best practice programs*

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

#### **Climate Smart Farming**

Monitoring of spring pasture species composition has commenced across the DCP multi-species trial sites. Achieving a functionally diverse pasture remains a key challenge, as composition is often dominated by one or two species. However, thoughtful species selection based on complementary growth attributes can help to distribute competitive pressure more evenly across the sward.

Current observations indicate that two dominant species account for approximately 67% of the pasture composition. The remaining 17% is evenly shared among three additional sown species, representing a modest but encouraging level of diversity at this stage. While some poorly matched inclusions have failed to persist, the outcome overall highlights the importance of strategic species selection and ongoing observation.

Assessments of fertiliser response and species/cultivar persistence will continue throughout the growing season to track changes in species balance and overall pasture performance.

#### **Integrated Pest Management workshops**

DCP, in collaboration with NRM South, facilitated an Integrated Pest Management (IPM) workshop in Hamilton on 16 October 2025. The workshop supported local farmers in identifying and managing both pest and beneficial insects within pastures and forage crops.

Five producers participated alongside IPM experts Dr. Paul Horne and Rebecca Addison at the Hamilton Resource Centre. Participants engaged in hands-on insect identification and gained practical insights during a field walk that demonstrated methods for observing insect diversity to inform management decisions.

The workshop explored how, by supporting beneficial insect populations, integrated pest management practices can contribute to more pest-resilient and sustainable production systems. A follow-up program of insect monitoring, review, and a demonstration of management techniques, is planned for the coming summer and autumn seasons.



Figure 1. Getting stuck in - the DCP team, NRM South team, and producers checking out what species were trapped.

### *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.*

#### **Clyde River Flood Resilience Project**

Significant progress has been achieved with extensive field surveys and site assessments, supported by detailed discussions with property owners along the river corridor.

Due to the hydrological complexity of the northern catchment and the density of willow infestations, GHD has offered pro bono hydrological modelling to support planning. Their modelling will evaluate various willow removal scenarios, from full to partial removal, to predict potential impacts on river flow and stability.

What GHD is offering to provide *pro bono*:

- Modelling of the base case and three willow removal scenarios.
- Flood maps showing flood depth, velocity, hazard, and afflux (change in water level and velocity) for each scenario.
- A short form report summarising the key results.

A community meeting in Bothwell is scheduled for early December to present the initial works plan for the Croakers Lane to Falls of Clyde reach, which will form the first phase of the on-ground program. Other key first phases sites will include from Platypus Walk (where one kilometre of willow removal has already been completed) downstream towards the Derwent River confluence, as well as targeted interventions on flood prone sections on farmland between Bothwell and Hamilton.

The Phase One Works Plan, to be finalised by Christmas, will identify priority sites for targeted willow and debris blockage removal to restore flow connectivity and hopefully reduce flood plain overflow. The plan will include site-specific maps and strategies covering methods, timing, required machinery, debris management, landholder agreements, and costings.

On-ground works are anticipated to commence in late January 2026, with a major works phase in February. The project represents a coordinated, evidence-based approach to river restoration, combining ecological recovery with landholder collaboration and community engagement.



Figure 2. Inspecting landowners' willow infestations on the Clyde.

#### *Bothwell community meeting*

As mentioned above, DCP will host a public meeting in Bothwell on 3 December 2025, from 10:00 am to 12:00 pm at the Bothwell Town Hall. The session will provide an overview of the

project's aims, planned works, and anticipated outcomes, offering landholders and residents the opportunity to learn more about our approach to restoration and flood mitigation. The project team will be discussing how we will work collaboratively with local landowners to achieve the best environmental and community outcomes. Poster is attached for the council to share.

### **Miena Cider Gum Recovery Program**

The Miena Cider Gum (*Eucalyptus gunnii* subsp. *divaricata*) conservation works at St Patrick's Plains continue under the Saving Threatened Species Grant, funded by NRE Tasmania. This program is focused on safeguarding remnant populations and enhancing the resilience of the species.

Recent on-ground works have extended the fenced protection zone by an additional 450 metres of six-foot-high, deer- and possum-proof fencing, complementing the 750 metres of similar fencing installed earlier on the adjoining covenanted area. As a result, all covenanted Miena Cider Gum areas at St Patrick's Plains are now securely fenced.

To support wildlife-friendly management, wombat gates will soon be installed to accommodate natural movement, following typical fence breaching behaviour by wombats. In parallel, seed collection has been organised at Rainbow Point, with a specialist contractor engaged to safely climb and harvest viable seed from mature trees.

Further research and development are also underway on alternative banding materials to protect trees from possum damage. Trials are shifting from polycarbonate guards, which, while effective, tend to trap moisture and exacerbate sap fermentation, to lightweight, spiked metallic bands designed to deter climbing without impeding tree respiration. These new bands have been imported and will be installed progressively over the next month.

### **Hamilton native plant nursery updates**

This month, the nursery hosted a group of 30 TAFE students for a hands-on learning day. A range of practical propagation and nursery management activities were organised, and feedback from the visiting teacher was very positive. We look forward to welcoming the group back for future visits.

A grant application was submitted to the Cattle Hill Wind Farm Community Fund to support the planned nursery expansion, however, the application was unsuccessful in this round. Alternative funding opportunities will continue to be explored.

Propagation work is now well underway for the season, with support from a couple of former Royal Tasmanian Botanical Gardens staff who will be assisting with pricking out over the coming weeks.

### Poatina intake restoration

DCP has secured an extra \$20,000 in funding from Hydro Tasmania to support restoration works near the Poatina intake within the Tasmanian Wilderness World Heritage Area. These works will focus on rehabilitating areas impacted by illegal camping and recreational vehicle use, helping to protect and restore sensitive ecosystems.

### Weed management programs

*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.*

Ella Weston and Stephanie Horwood have been working closely with the DCP Ground Crew to coordinate and schedule all weed management activities across the catchment for the current season. As the DCP Weeds Program continues to expand each year, they have been refining the back-end of project management systems to streamline reporting.

### Township spraying

Inclement spring weather has limited the number of days the DCP ground crew have been able to get out spraying, however, throughout late October and early November, the team undertook weed management works in the townships of Ellendale, Ouse, and parts of Hamilton.

The work involved targeted spraying along fencelines, around buildings and drainage areas, and within cemeteries - essentially addressing areas that cannot be maintained by ride-on mowers. These activities reduce weed burden and maintain tidy, accessible public spaces across the townships. The team are out in Hamilton this week continuing this spraying.



Figure 3. Township spraying in Oct and Nov

*Funding applications***Minderoo Fire & Flood Resilience Program (via NRM North)**

- NRM North has received funding through the Minderoo Fire & Flood Resilience Program.
- Josie met with NRM North representatives to visit several sites along the Ouse River on the 30<sup>th</sup> of October. Discussions focused on applying this funding to undertake follow-up willow control and revegetation works at key sites previously treated under the Agricultural Landscape Rehabilitation Scheme (ALRS) Flood Recovery Program.
- Proposed allocation: \$120,000 (*decision pending*)

Yours Sincerely,

The Derwent Catchment Team

*Key Contacts:*

Josie Kelman (CEO) 0427 044 700

Eve Lazarus (Deputy CEO) 0429 170 048

Todd Holliday (Works Manager) 0428 192 728

Karen Phillips (Nursery Manager) 0400 039 303

Ella Weston (Program facilitator) 0400 953 220

# COMMUNITY MEETING

# **WILLOW REMOVAL & FLOOD MITIGATION PROJECT**

A DISASTER  
READY FUND  
INITIATIVE



Join us to learn more about upcoming willow-removal works on the Clyde River. This community discussion event will outline the planned scope of works, project timeline, and expected flood mitigation outcomes.

## **December 3, 2025**

10am – 12pm

**Bothwell Town Hall**

Any questions? Contact Aleida at 0409 422 983



central  
highlands  
COUNCIL



Australian Government



The Derwent  
Catchment Project  
Sustaining Productivity. Restoring Landscapes.

## 16. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – ECONOMIC DEVELOPMENT)

### Encourage economic viability within the municipality

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

### 16.1 DEVELOPMENT & ENVIRONMENTAL SERVICES

#### RESOLUTION 18/11.2025/C

**Moved:** Cr R Cassidy

**Seconded:** Cr Y Miller

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

**CARRIED**

#### **For the Motion**

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

**REPORT BY** Kathy Bradburn, Senior Administration

#### **PLANNING PERMITS ISSUED UNDER DELEGATION**

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

#### **NO PERMIT REQUIRED**

DA NO.	APPLICANT	LOCATION	PROPOSAL
2025/56	D L Hay & P L Brown	3421 Lyell Highway, Gretna	Outbuilding

#### **PERMITTED**

DA NO.	APPLICANT	LOCATION	PROPOSAL
2025/59	C J Downie	4281 Lyell Highway, Gretna	Home Based Business

**ANIMAL CONTROL**

Total Number of Dogs Registered in 2024/2025 Financial Year – 966

Total Number of Kennel Licences Issued for 2024/2025 Financial Year – 52

2025/2026 Dog Registration Renewal have been issued and were due by 31 July 2025.

<b>Statistics as of 10 November 2025</b>	
Number of Dogs Impounded during last month	2
Number of Dogs Currently Registered	930
Number of Dogs Pending Re-Registration	12
Number of Kennel Licence Renewals Issued	34

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

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

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

### 17.1 COUNCILLOR NUMBERS LETTER TO MINISTER FOR LOCAL GOVERNMENT

#### **RESOLUTION 19/11.2025/C**

**Moved:** Cr J Honner

**Seconded:** Cr Y Miller

**THAT** Council note the letter in regard to the reduction in the councillor numbers as prepared by the Acting General Manager and forwarded to the Minister for Local Government.

**CARRIED**

#### **For the Motion**

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

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

#### **DISCUSSION**

The appended letter has been forwarded to all councillors for comment prior to being forwarded to the Minister for Local Government.

3<sup>rd</sup> November 2025

The Honourable Kerry Vincent MLC  
Minister for Local Government  
Office of Local government  
P O Box 123  
Hobart 7001

[lq.consultation@dpac.tas.gov.au](mailto:lq.consultation@dpac.tas.gov.au)

Dear Minister Vincent,

**RE: Reform of Councillor numbers and allowances**

Council having reviewed the discussion paper wish to make the following responses to the questions raised in this paper:

The Central Highlands community is widely dispersed, with diverse needs and changing life stage and circumstantial priorities. Understanding the factors which impact central highlands liveability and wellbeing is important if we are to attract and retain population and visitors, to support our socio-economic viability.

In addition to elected community representation on Council, wider community and specific purpose participation from people, the organisations and the businesses that have a stake in the future of the Central Highlands and are likely impacted by Council decisions is a requirement and guiding principle of effective Local Government.

Council recognises and respects the voluntary leadership and community contribution people make through organisations and as individuals. This is critically important in a smaller LGA where public resources are limited.

Keeping Councillor number at 9 will ensure a program of engagement at the Community Development Committees and officer level and support community interests and benefits to ensure or focus is aligned to changing needs.

**Should the Government consider any strategy/guidance for council decision making where a quorum cannot be maintained?**

For councils with five councillors, maintaining quorums may occasionally be challenging if multiple councillors are absent, but proposed reforms like flexible meeting attendance aim to ensure effective decision-making.

It is Council's view that the reduction of the number of councillors for some councils to 5 appears, on paper, to look good based on the erroneous statistical data used by the Department but does not provide fair representation for the Central Highlands community.

Even worse is when this farcical reduction requires amendments to legislation so that a quorum for council meetings for those councils reduced to 5 can be achieved. How would confidentiality be assured, for Closed Sessions, if "flexible meeting attendance" should include video or telephone conference attendance, for example?

But your office asserts this can also be covered by flexible meeting attendance. Saying this is the case for the Lakes Area of the Central Highlands shows a clear misunderstanding of this substandard mobile and internet services in this part of Tasmania. When the State government refers to "Lake Area of Central Highlands", it further demonstrates how little it knows about the municipality. Which Lakes Area are you referring to? Are you aware, at all, "the landform of central Tasmania is dominated by the Tasmanian Central Plateau where there are more than 4000 lentic water bodies (Lynch, 1972).

Regardless, which Lakes Area you refer to, telecommunications is intermittent and has insufficient bandwidth or is non-existent in some lakes areas.

In the case of the Central Highlands, it will mean our square kilometres per councillor will equate to **1,602 per councillor**.

Comparing Hobart, their square kilometres per councillor will equate to **3.3 per councillor**.

In some people's eyes, this level of representation does not seem to be a problem, but for those wishing for face-to-face contact with a councillor may see it differently.

The discussion paper has also used the Bureau of Statistics numbers for population, yet the State Grants Commission are moving to **service population**. This is being phased in over 5 years. Central Highlands Council's **service population** is set this year at **6,239** and not the 2,668 as used to support the reduction of councillors to 5.

This change means the **population per councillor** would be  $6,239 / 5 = 1,248$  and not as per the discussion paper  $2668 / 5 = 533$

This calculation for Hobart is  $56,835 / 9 = 6,315$

There is also the calculation of Councillor per **road length** and in these only **sealed roads** are considered.

Central Highlands  $135 / 5 = 27$  kilometres

Amending this to **all road lengths** shows a completely different picture as shown below.

Road Length **per Councillor Central Highlands**  $739 / 5 = 147.8$  kilometres

Road Length **per Councillor Hobart**  $302 / 9 = 33.5$  kilometres

The report also shows the average value of approved Development Applications for Central Highlands for the five-year period up to 2023/24 to be \$22,791,098 yet if it was extended to include 2024/25 the calculation would be \$111,013,636.

If the focus was for the future and considered the future wind and solar farm developments as well as the Tarraleah redevelopment by Hydro Tasmania these all conservatively valued at nearly \$8 billion if these are taken into consideration the picture for development in the Central Highlands would match or be substantially greater than most Tasmanian councils.

Considering these amendments and other matters raised in this submission as opposed to those used in the Discussion Paper it is in our communities' best interest, at this stage, for the councillor numbers to remain at 9.

This can be done with a further review to be undertaken in three years after the next election which is to be held in 2026. This review would consider the reduction of the current number of 9 councillors to 7. This will enable the workload to be assessed once most of the substantial developments have been assessed.

In this case and including the 14.25% increase in allowances which for Central Highlands equated to \$35,524 or a 0.90% rate increase which I feel residents will be happy to pay to have 9 councillors to represent their needs. Consider though, it is insignificant for the average councillor, equating to \$123.70 increase in the Allowance, which does not reflect the increased workload for the average councillor.

Consideration also needs to be given, based on the rate income that the Central Highlands will achieve over the next few years. It will increase dramatically based on the construction of up to five new wind and solar farms and on the amendments made to the Land Valuation Act 2001 and the proposed introduction of the PiLOR rating system.

**Should the Local Government Act 1993 be amended to require councils to pay a 12% superannuation equivalent payment from allowances into a councillors nominated superannuation fund?**

It would appear having an amendment to the legislation to cover the requirements to pay a 12% superannuation equivalent payment from allowances into a councillors nominated superannuation fund would be the best option. Though it should be an amount in addition to the Councillor Allowance.

**Should the methodology and ongoing review of the framework for Councillors allowances and numbers be embedded in legislation to provide certainty and transparency for the sector?**

Regarding councillors allowances a method that could be used is increasing them as per the Councils Enterprise Agreement. This may be seen as pecuniary interest but a minor change to the legislation would cover this.

Regarding future reviews of councillor numbers, it is clear from this current process that a methodology needs to be developed by Local Government for Local Government, before either this review is set in concrete and before local government could consider it being enshrined in legislation.

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## **17.2 LETTER TO MINISTER FOR LOCAL GOVERNMENT LOCAL GOVERNMENT AMENDMENT (TARGETED REFORM) BILL 2025**

### **RESOLUTION 20/11.2025/C**

**Moved:** Cr J Hall

**Seconded:** Cr D Meacheam

**THAT** Council note the letter in regard to the Local Government Amended (Targeted Reform) Bill 2025 as prepared by the Acting General Manager and forwarded to the Minister for Local Government.

**CARRIED**

### **For the Motion**

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

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

### **DISCUSSION**

The appended letter has been forwarded to all councillors for comment prior to being forwarded to the Minister for Local Government.

3<sup>rd</sup> November 2025

The Honourable Kerry Vincent MLC  
Minister for Local Government  
Office of Local government  
P O Box 123  
Hobart 7001

[lg.consultation@dpac.tas.gov.au](mailto:lg.consultation@dpac.tas.gov.au)

Local Government Amendment (Targeted Reform) Bill 2025

Council wishes to make the following comments in regard to the Local Government Amendment (Targeted Reform) Bill 2025

### **Local Government Charter**

Council and Local government supported the proposal to develop a Local Government Charter through the Future of Local Government review, and we still support its inclusion.

A well-constructed charter would assist councils and their communities to understand and agree the services that are providing to our communities.

### **New Serious misconduct provisions.**

The current code of conduct provisions are completely ineffective and are extremely time consuming and the sanctions in the most part provide little no deterrent for breaches of the code.

Whilst severe misconduct is to be defined as a serious or significant contravention of the code, with criteria yet to be developed (by order), it is expected that serious misconduct would relate to examples such as dishonesty (including non-compliance with disclosures including Pecuniary Interest and conflict of interest provisions, physical violence, gross negligence, wilful and/or repeated misconduct, bullying, sexual harassment, disclosure of confidential information.

### **More flexible and effective early intervention tools to address emerging governance challenges in councils.**

This step would appear to be a more efficient method to address the performance of an individual Elected Member or council level that will not require the need for a Code of Conduct Process, or a Board of inquiry process.

This would appear to be a more robust procedure as long as no further sanctions are placed on council for the inappropriate behaviour of only one of their members.

### **Mandating internal Audit for Councils**

We recommend that any requirements be principles based, allowing council to maintain risk-based, proportionate internal audit programs that reflect their unique context while meeting minimum standards for independence, frequency, and reporting.

### **Legislating core councillor learning and development requirements.**

The requirement to develop an Elected Members learning and development policy for the council at the start of each term would ensure that the organisation is focused on ensuring that Elected Members do receive an adequate level of training and development.

Some of this training could be done inhouse through workshops with relevant staff ie meeting procedures and regulations with the General Manager and knowledge of the planning procedures with councils planning officer.

**Supporting more consistent data**

There needs to be more work undertaken in regard to the information required from councils. We are forever being asked for more data sets on most functions of our organisation, from waste management to freedom of information requests it would appear more efficient if all government departments coordinated what they require and request it in the one document

**Supporting more consistent data and transparency (Including around council rates)**

Council is not opposed to the requirement of Transparency in regard to rates and charges but feel these could be better addressed by being included in a newsletter than trying to include it in a rate notice.

The reason for this is the complexity of information that is required especially when we have two components in the makeup of the general rate. In that I mean a minimum rate and a cent in the dollar.

We also need to provide more detailed information in regard to the rate notice which shows the land value, capital value, and the AAV.

If transparency is required in regard to councils' rates this should also include the increases to the fire service levy and the waste levy which has been the subject of substantial increases since its inception. It should also disclose from the waste levy what funding from this levy each council receives.

**Establishing the Architecture for improving over time councils' strategic direction on community engagement and wellbeing**

Council fully supports the inclusion of the community engagement and wellbeing in the amended changes to the Local Government Act.

**Introducing temporary advisors for council.**

As a council that has already utilised the service of a temporary advisor to assist council, we found this to be a most productive way to get resolutions to the way we were functioning for the betterment of council and our community.

**Enhancing the efficiency and transparency of the Code of Conduct complaint handling framework.**

The code of conduct process as it is now is totally unsatisfactory its procedures and processes are totally dysfunctional and time consuming. There should not be a requirement for any staff member let alone the General Manager to be the person to mediate any code of conduct complaint.

The best way is for the process to be totally independent of council. In saying that it should be done by TASCAT or a subcommittee under the umbrella of TASCAT.

**Supporting provisions for remote attendance at closed council meetings, aligning with anticipated updates to the Meeting Regulations.**

The range of circumstances that an individual councillor may attend Council and/or committee meeting remotely should include substantial inclement weather events meaning snow and ice making it treacherous to travel from the high county in the case of the Central Highlands.

If in the circumstance mentioned above, and if councillor numbers are set at 5 as proposed for the Central Highlands, we had 2 from the Highlands we would be unable to conduct any of the business of the closed session. We currently rely on councillors' complying with the confidentiality provisions this would also mean that the agenda papers are not in full view of other members of their household.

**Requirement for a Council to develop and maintain a Workplace development strategy**

Council supports the proposal to include a Workplace development strategy subject to further consultation on the development of this strategy.

Council is of the strong opinion that some of the proposed changes as outlined above need further consultation to ensure they can be implemented without any unnecessary compliance issues.

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**17.3 DOG MANAGEMENT POLICY****RESOLUTION 21/11.2025/C**

**Moved:** Deputy Mayor J Allwright

**Seconded:** Cr R Cassidy

**THAT** public submissions be invited on the draft Dog Management Policy 2025 with submissions closing on Wednesday 11<sup>th</sup> February 2026.

**CARRIED**

**For the Motion**

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

**REPORT BY** Kathy Bradburn, Senior Administration

**Attachment – Dog Management Policy 2025****BACKGROUND**

Under the *Dog Control Act 2000* Council is to develop, make and implement a policy relating to dog management in its municipal area, with the Policy to be reviewed once every 5 years.

Council's Dog Management Policy was adopted in December 2020 and is due for review.

In reviewing its Dog Management Policy a council is to take the following actions:

- (a) Invite public submissions relating to a proposed dog management policy or an amendment of the policy; and
- (b) Consult with any appropriate body or organisation; and
- (c) Consider any submissions and results of any consultation before making the policy or the amendment.

An internal review of the Dog Management Policy 2020 has been undertaken with a draft Dog Management Policy 2025 prepared in accordance with the requirements of the *Dog Control Act 2000*. Public submissions will be invited with submissions closing on Wednesday 11<sup>th</sup> February 2026.

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## 17.4 DEVELOPMENT ASSESSMENT PANEL (DAP) CONSULTATION

### RESOLUTION 22/11.2025/C

**Moved:** Deputy Mayor J Allwright

**Seconded:** Cr J Hall

**THAT** all comments on the revised draft Land Use Planning and Approvals Amendment (Development Assessment Panel) Bill 2025 to the Acting General Manager, Stephen Mackey, no later than **Monday 8<sup>th</sup> December 2025** to enable a response to be prepared.

**CARRIED**

#### **For the Motion**

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

**REPORT BY** Kathy Bradburn, Senior Administration

**Attachment** – Development Assessment Panel Bill 2025

#### **BACKGROUND**

Council Meeting – 21 November 2023

Comments sought on the Development Assessment Panel (DAP) Framework Position Paper.

Response prepared from comments received and submitted to the State Planning Office on 30 November 2023

Council Meeting – 15 October 2024

Comments sought on the Draft LUPA Amendment (Development Assessment Panel) Bil 2024.

No comments were received and Council did not provide a submission on the draft Bill.

19 March 2025

Comments sought on the Land Use Planning and Approvals (Development Assessment Panel) Bill 2025.

No comments were received and Council did not provide a submission

#### **CURRENT SITUATION**

The Minister for Housing and Planning has prepared a revised draft Land Use Planning and Approvals Amendment (Development Assessments Panels) Bill 2025 (the draft Bill) for public consultation.

The draft Bill and supporting documents are available on the [Have Your Say](https://www.stateplanning.tas.gov.au/) page of the [Planning in Tasmania website](https://www.stateplanning.tas.gov.au/) <https://www.stateplanning.tas.gov.au/>

Consultation will be open for 5 weeks, commencing **Friday 7 November** and concluding at **5pm on Friday 12 December 2025**.

## 18. CONSIDERATION OF SUPPLEMENTARY AGENDA ITEMS TO THE AGENDA

Cr A Archer provide Councillors an update on the Ambulance Service at Bothwell

Volunteers have been advised that it will close on March 26<sup>th</sup> 2026 unless new volunteers come forward to continue the valued service.

## 19. CLOSURE OF THE MEETING TO THE PUBLIC

### RESOLUTION 23/11.2025/C

**Moved:** Cr J Honner

**Seconded:** Cr Y Miller

**THAT** pursuant to Regulation 17 (1) of the Local Government (Meeting Procedures) Regulations 2025, Council, by an absolute majority, close the meeting to the public to consider the following matters in Closed Session:

<b>Item Number</b>	<b>Matter</b>	<b>Outcome</b>
<b>2.1</b>	<i>Confirmation of the Minutes - Closed Session of the Ordinary Meeting of Council held on 21 October 2025.</i>	<i>Regulation 17 (2)(H) of the Local Government (Meeting Procedures) Regulations 2025 – information of a personal and confidential nature or information provided to Council on the condition it is kept confidential.</i>
<b>4.1</b>	<i>Report on Tender – Annual Road Sealing</i>	<i>Regulation 17(2)(e) - contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal.</i>
<b>4.2</b>	<i>Notice of Motion – Cr A Archer</i>	<i>Regulations 17(2)(a) and 17(2)(h) - – Personnel matters, including complaints against an employee of the Council and Information of a personal and confidential nature or information provided to the Council on the condition it is kept confidential.</i>
<b>4.3</b>	<i>Recruitment – General Manager</i>	<i>Regulations 17(2)(a) and 17(2)(h) - – Personnel matters, including complaints against an employee of the Council and Information of a personal and confidential nature or information provided to the Council on the condition it is kept confidential.</i>

**CARRIED**

### **For the Motion**

Mayor L Triffitt, Deputy Mayor J Allwright, Cr A Archer, Cr R Cassidy; Cr J Hall; Cr J Honner, Cr Y Miller, Cr D Meacham and Cr S Triffett

### **PURPOSE**

Under Regulation 17 (1) of the *Local Government (Meeting Procedures) Regulations 2025* 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 17 (1) of the Local Government (Meeting Procedures) Regulations 2025*, this motion requires an absolute majority.

**MEETING CLOSED** to the public at 11.08 am.

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## 20. RE-OPEN MEETING TO THE PUBLIC

The meeting re-opened to the public at 12.46 p.m.

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## 21. PUBLIC RELEASE ANNOUNCEMENT(S)

The Chairperson announced that pursuant to Regulation 17(6)(7) of the Local Government (Meeting Procedures) Regulations 2025 and having considered privacy and confidential issues, the Council authorised the release to the public of the following discussions, decisions, reports or documents relating to the closed meeting:

<b><i>Item Number</i></b>	<b><i>Matter</i></b>	<b><i>Decision</i></b>
<b>2.1</b>	<i>Confirmation of the Minutes - Closed Session of the Ordinary Meeting of Council held on 21 October 2025.</i>	<b><i>THAT the Minutes of the Closed Session of the Ordinary Meeting of Council held on 21 October 2025 be confirmed.</i></b>
<b>4.1</b>	<i>Report on Tender – Annual Road Sealing</i>	<b><i>THAT Council accepted the tender from Roadways Pty Ltd</i></b>
<b>4.2</b>	<i>Notice of Motion – Cr A Archer</i>	<b><i>THAT the information be noted</i></b>
<b>4.3</b>	<i>Recruitment – General Manager</i>	<b><i>THAT Council considered the selection panel's recommendation and a decision was made</i></b>

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## 22. CLOSURE

Mayor Triffitt thanked everyone for their contribution and declared the meeting closed at 12.47pm.