

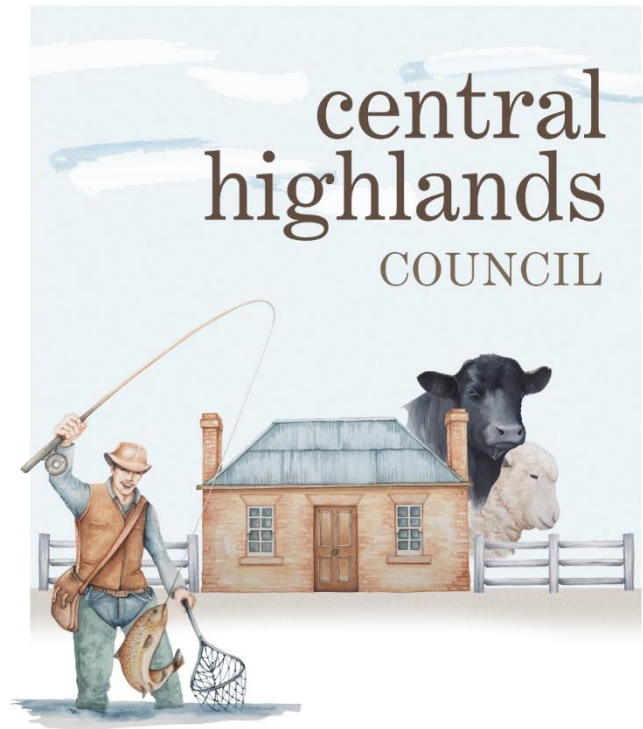
# **Agenda Attachments**

16 June 2026

Ordinary Council Meeting  
Bothwell Council Chambers

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# **Council Meeting Minutes**

**19<sup>th</sup> May 2026**

**Hamilton Council Chambers**

## **Notice of Meeting of Council – Tuesday 19<sup>th</sup> May 2026**

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 19<sup>th</sup> May 2026**, 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 10 April 2026.

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 **14<sup>th</sup>** day of **May 2026**.



Stephen Mackey  
**General Manager**

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## **1. LEGISLATIVE AND STANDARDS COMPLIANCE**

The meeting commenced at 9.00 a.m.

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### **1.1 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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### **1.2 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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### **1.3 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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## 1.4 PRESENT

Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Archer (attended the meeting at 9.06 a.m.); Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam, Cr Y Miller and Cr S Triffett

## 1.5 IN ATTENDANCE

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

## 1.6 APOLOGIES

Nil

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## 1.7 CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

### RESOLUTION 01/05.2026/C

**Moved:** Cr J Honner

**Seconded:** Cr Y Miller

*THAT the Council resolve by absolute majority to deal with any supplementary items not appearing on the agenda, as reported by the General Manager in accordance with the Local Government (Meeting Procedures) Regulations 2025.*

In accordance with the requirements of Part 2 Regulation 10 (7) of the *Local Government (Meeting Procedures) Regulations 2025*, A council by absolute majority at an ordinary council meeting, or a council committee by simple majority at a council committee meeting, may decide to deal with a matter that is not specifically listed on the agenda if –

- a) the general manager has reported the reason for which it was not possible to include the matter on the agenda; and
- b) the general manager has reported that the matter is urgent; and
- c) in a case where the matter requires the advice of a qualified person, the general manager has certified under [section 65](#) of the Act that the advice has been obtained and taken into account in providing general advice to the council.

6.1 Closed Item – Motion Cr D Meacheam

6.2 Conference attendance (missed listing of this in the open session)

11.1 Request for Donation - Campdrafting Tasmania Inc

**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.

## 1.8 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.

Cr A Archer - Item 7.2 Bothwell Road Race 13 June 2026 (Cr A Archer wasn't at the meeting during this item to declare the interest)

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## 1.9 MINUTES

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### 1.9.1 CONFIRMATION OF ORDINARY COUNCIL MEETING MINUTES – 17 MARCH 2026

#### RESOLUTION 02/05.2026/C

**Moved:** Cr J Hall

**Seconded:** Cr Y Miller

**THAT** the Draft Minutes of the Ordinary Meeting of Council held on Tuesday 17 March 2026 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; and Cr S Triffett

#### **Abstained**

Cr D Meacheam

#### **Attachment – Draft Minutes**

**REPORT BY** Katrina Brazendale, Executive Assistant

### 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.

*Cr A Archer attended the meeting at 9.06 a.m.*

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**1.9.2 RECEIVAL OF DRAFT AUDIT PANEL MEETING MINUTES – 12 MAY 2026****RESOLUTION 03/05.2026/C****Moved:** Cr J Hall**Seconded:** Deputy Mayor J Allwright

**THAT** the Draft Minutes of the Audit Panel Committee held on Tuesday 12 May 2026 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

**Attachment – Draft Minutes****REPORT BY** Katrina Brazendale, Executive Assistant**PURPOSE**

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

**1.9.3 BUSINESS ARISING – APRIL 2026 COUNCIL MEETING****RESOLUTION 04/05.2026/C****Moved:** Cr J Honner**Seconded:** Cr Y Miller

**THAT** the information 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

15.2	Council Support – Defibrillator Servicing For Derwent Bridge And Bronte Park - That Council approve a community request for Council to replace batteries and pads for public Defibrillators located at Bronte Park and Derwent Bridge.	Progressing – Pads received and will be delivered on 15 May 2026
16.2	Council's Vacant Land - That Council consider advertising by EOI for these areas	Progressing – Advertising has been undertaken and closes on the 29 May 2026
18.2	LGAT Representative on the Threatened Species Community Review Committee - That Council Nominate Eve Lazarus For The Local Government Representative on the Threatened Species Community Review Committee	Nomination has been submitted

19.2	Draft Aboriginal Heritage Bill 2026 - That all comments on the Draft Aboriginal Heritage Bill 2026 be forwarded to Council's Planning Officer by Tuesday 23 <sup>rd</sup> June 2026	Progressing
19.3	Draft Land Use Planning And Approvals (Miscellaneous Amendments) Bill 2026 - that all comments on the draft land use Planning And Approvals (Miscellaneous Amendments) Bill 2026 be forwarded to council's Planning Officer by Tuesday 5 <sup>th</sup> May 2026.	Completed – A copy of the letter is attached to item 2.3 of this agenda.
19.4	Preventing Delays In Development Assessment Timeframes Position Paper - that all comments on the position paper be forwarded to council's planning officer by Tuesday 5 <sup>th</sup> May 2026.	Completed – A copy of the letter is attached to item 2.3 of this agenda.
20.1	Southern Tasmania Council Network - That pursuant to Regulation 17 (1) of the Local Government (Meeting Procedures) That Council authorise the General Manager to sign and seal the Service Agreement for the Southern Tasmania Councils Network with Regional Development Australia Tasmania for the administration of the STCN.	Completed
20.2	Policy 2013-19 Asbestos	Item was deferred and will be discussed at a workshop
20.3	Economic Development And Community Development Special Committee Membership	Item was deferred and will be discussed at a workshop
20.4	Central Highlands Council Strategic Plan 2025-2030 THAT Council a) after formally advertising and receiving comments adopt the Central; Highlands Council Strategic Plan 2025 to 2030 without amendments; b) write advising those who made representation that council has adopted the strategic plan without amendment and thanking them for their submission; and c) further review the Strategic Plan after the council elections later this, be undertaken to ensure the plan aligns with the views of the new council and the community.	Progressing
20.5	Policy 2013 – 18 Employment And Recruitment	Item was deferred and will be discussed at a workshop

20.6	Policy 2015 - 37 Information Management (Recordkeeping)	Item was deferred and will be discussed at a workshop
20.7	Policy 2017 - 51 Staff Code Of Conduct Policy	Item was deferred and will be discussed at a workshop
20.8	Policy no. 2025-67 Social Media Policy	Item was deferred and will be discussed at a workshop
20.9	POLICY 2025 - 68 Private Works Policy	Item was deferred and will be discussed at a workshop
20.10	Memorandum Of Understanding With Tasmania Police Closed Circuit Television Systems - That Council approve the General Manager to sign the Closed Circuit Television System - Memorandum of Understanding between Tasmania Police and Central Highlands Council	Completed

### Matters still progressing from the March 2026 Council Meeting

12.9	NOTICE OF MOTION – Cr D Meacheam THAT the special committee established to improve Telstra services on the Central Plateau have its remit extended to July 2026	Progressing
21.4	<p>OMBUDSMAN TASMANIA RIGHT TO INFORMATION –</p> <p>That the Deputy General Manager:</p> <p>a) document and implement procedures which mandate additional checking of the information intended to be released under the Right to Information Act 2009 when this contains personal information assessed as being exempt under s36 of that Act.</p> <p>b) develop a written guidance document to inform staff that administrate Right to Information requests on how to respond to the inadvertent release of personal information identified as exempt under s36 of the Right to Information Act 2009; and</p>	Progressing

	<p>c) review Council’s redaction methods and naming conventions regarding documents to be released under the Right to Information Act 2009 to ensure that these are effective and that personal information is not inadvertently released.</p>	
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### Matters still progressing from the February 2026 Council Meeting

12.2	<p>NOTICE OF MOTION – Cr R Cassidy</p> <p>That the Central Highlands Council’s Mayor Loueen Triffitt and General Manager Stephen Mackey discuss with Council and Council Employees the concerns raised in the Tasmania Integrity Commission “Local Government Gifts and Donations Consultation paper”, dated 2 February 2026.</p> <p>a) Review Gifts and Donations Policy;  b) Review and complete Gifts and Donations monthly register, individually;  c) Council address each of the 13 questions raised and make a submission; and  d) Give assurances to the Honourable Minister for Local Government, Director of Local Government and the Integrity Commission that Central Highlands Council is fully compliant, #1 with current legislative requirements and the intentions of the Commission “Local Government Gifts and Donations Consultation paper”, dated 2 February 2026, going forward.</p>	Progressing
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### Matters still progressing from the December 2025 Council Meeting

12.2	<p>NOTICE OF MOTION – CR A Archer</p> <p>That the Mayor provide council with copies of correspondence forwarded and responses that have been received to date from the Premier to the letters requesting the holding of a cabinet meeting in Bothwell</p>	Progressing
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**Matters still progressing from the November 2025 Council Meeting**

8.3	Notice Of Motion – Cr D Meacheam That Council establish a working group to progress the improvement of phone and internet services on the Central Plateau; THAT the group established has a ‘sunset’ date of March 2026; and THAT via our Facebook page and website, 2 interested community group members be invited to membership	Progressing
17.4	DEVELOPMENT ASSESSMENT PANEL (DAP) CONSULTATION	Progressing

**REPORT BY** Katrina Brazendale, Executive Assistant

**PURPOSE**

This report aims to provide an overview of the actions undertaken from the previous minutes.

## 1.10 NOTIFICATION OF COUNCIL WORKSHOP(S) HELD

In accordance with the requirements of the Local Government (Meeting Procedures) Regulations 2025, the Agenda is to include details of any Council workshop held since the last meeting.

### RESOLUTION 05/05.2026/C

**Moved:** Cr R Cassidy

**Seconded:** Cr J Honner

**THAT** the information 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

**REPORT BY** Katrina Brazendale, Executive Assistant

#### **PURPOSE**

This report aims to provide an overview of the workshops undertaken from the previous meeting.

A workshop was held on the 5<sup>th</sup> May 2026 at the Council Chambers, Hamilton commencing at 9.00 a.m.

**Attendance:** Mayor L Triffitt, Deputy Mayor J Allwright, Cr A Archer, Cr R Cassidy, Cr J Hall, Cr J Honner and Cr Y Miller.

**Also in Attendance:** Stephen Mackey (General Manager), Katrina Brazendale (Executive Assistant), Zeeshan Tauqeer (Accountant), Damian Mackey (Contract Planner) and Louisa Brown (Planner).

**Apologies:** Cr D Meacheam and Cr S Triffett

The workshop focussed on the following items for discussion:

- LUPAA (Miscellaneous Amendments) Bill 2026
- LUPAA delays in development assessment timeframes
- 2026/2027 Budget
- Economic Development and Community Development Special Committees

The workshop concluded at 12.30 p.m.

### **1.10.1 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.

- Policies – date to be confirmed
- 

### **1.11 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.*

**1.11.1 NOTICE OF MOTION – CR D MEACHEAM****RESOLUTION 06/05.2026/C****Moved:** Cr D Meacheam**Seconded:** Cr R Cassidy

**THAT** Council consider extending the Employee Assistance Program (EAP) to Councillors, and that this be a matter for consideration in the 2027-2028 budget.

**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; Cr D Miller and Cr S Triffett

**NOTICE OF MOTION**

*Under Division 2 – Motions, Section 19 (1) of the Local Government (Meeting Procedures) Regulations 2025, a councillor may give to the general manager, at least 7 days before a meeting a written notice of a motion and the supporting information and reasons for the inclusion of the motion on the next meeting agenda.*

<b>Date of Meeting:</b>	May 19, 2026
<b>Councillor Name:</b>	David Meacheam
<b>Proposed Motion:</b>	That Council consider extending the Employee Assistance Program (EAP) to Councillors. And that this be a matter for consideration in the <b>2027-2028 budget</b> .
<b>Background Details:</b>	<p>As part of my work with the Better Politics Foundation, I was surprised to learn that Central Highlands Council's Employee Assistance Program doesn't include coverage for Councillors.</p> <p>Councillors are particularly subject to psychological harm from interactions with both residents and fellow Councillors. Extending the Employee Assistance Program should be a natural part of our duty of care to all within Council.</p> <p>I am conscious that the 2026-2027 budget processes are now largely complete, and we are struggling to achieve a balance, hence I ask this be considered in next year's budget processes.</p>
<b>Signature:</b>	<i>David Meacheam</i>
<b>Date:</b>	11/5/26

**1.11.2 NOTICE OF MOTION – CR J HALL**

**RESOLUTION 07/05.2026/C**

**Moved:** Cr J Hall

**Seconded:** Cr R Cassidy

**THAT** any outages within a township area be supplied with sufficient alternative drinking water by TasWater for residents during any long period outages.


**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

**NOTICE OF MOTION**

*Under Division 2 – Motions, Section 19 (1) of the Local Government (Meeting Procedures) Regulations 2025, a councillor may give to the general manager, at least 7 days before a meeting a written notice of a motion and the supporting information and reasons for the inclusion of the motion on the next meeting agenda.*

<b>Date of Meeting:</b>	19-5-2026
<b>Councillor Name:</b>	John Hall
<b>Proposed Motion:</b>	Taswater water outage - ANZAC Day
<b>Background Details:</b>	Businesses had to close, and being one of Bothwell’s busy days with about 150 visitors and 350 residents, and being without water for over 12 hours, with everyone unprepared, Taswater could have made provisions for the community to have drinking water available. With 5% annual increases, they could implement options for water outages over 3 hours.
<b>Signature:</b>	
<b>Date:</b>	10-5-2026

## 2. COMMUNITY COMMUNICATION REPRESENTATION AND ENGAGEMENT

### 2.1 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.

Council had one member in the gallery Damian Bester – no questions were raised

## 2.2 PETITIONS / DEPUTATIONS / PRESENTATIONS

### 2.2.1 PETITIONS

Nil

### 2.2.2 DEPUTATIONS

Nil

### 2.2.3 PRESENTATIONS

Nil

## 2.3 MONTHLY MAYORAL AND ELECTED MEMBERS ACTIVITY

### RESOLUTION 08/05.2026/C

**Moved:** Cr J Honner

**Seconded:** Cr Y Miller

**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 Triffett

**REPORT BY** Katrina Brazendale, Executive Assistant

### IMPLICATIONS AND FINANCIALS

<b>Strategic Plan</b>	
<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***

21 April 2026	Ordinary Council Meeting Bothwell
25 April 2026	Anzac Dawn Service Gretna
25 April 2026	Anzac Day Service Bothwell
5 May 2026	Planning Workshop with Damien and Louisa Hamilton
5 May 2026	Budget Workshop Hamilton
7 May 2026	Outgoing Businesses Afternoon tea Bothwell Town Hall
11 May 2026	Hamilton 200 Meeting Hamilton

- Business of Council - **11**
- Ratepayer and community members – communications - **14**
- Elected Members - communications - **7**
- Council Management communications - **2**
- Legal Communications - **0**

***Deputy Mayor J Allwright***

21 April 2026	Ordinary Council Meeting Bothwell
29 April 2026	Bushwatch Meeting Westerway
5 May 2026	Budget Meeting, Hamilton
11 May 2026	Hamilton 200 Meeting Hamilton
12 May 2026	Audit Panel Bothwell

***Cr A Archer***

21 April 2026	Ordinary Council Meeting Bothwell
21 April 2026	Plant Committee Meeting Bothwell
5 May 2026	Planning Workshop with Damien and Louisa Hamilton
5 May 2026	Budget Workshop Hamilton

***Cr R Cassidy***

21 April 2026	Ordinary Council Meeting Bothwell
21 April 2026	Plant Committee Meeting Bothwell
5 May 2026	Planning Workshop with Damien and Louisa Hamilton
5 May 2026	Budget Workshop Hamilton
7 May 2026	Outgoing Businesses Afternoon tea Bothwell Town Hall
15 May 2026	Listen Louder Event Hamilton

**Cr J Hall**

15 April 2026	Peter Birchall Memorial BBQ Bothwell
21 April 2026	Ordinary Council Meeting Bothwell
21 April 2026	Plant Committee Meeting Bothwell
25 April 2026	ANZAC Day Dawn service Gretna
25 April 2026	ANZAC Day Service Bothwell
26 April 2026	CWA Fund Raiser (RAW) Bothwell Town Hall
29 April 2026	Bush Watch Meeting Westerway
5 May 2026	Planning Workshop with Damien and Louisa Hamilton
5 May 2026	Budget Workshop Hamilton
7 May 2026	Outgoing Businesses Afternoon tea Bothwell Town Hall
11 May 2026	Meeting Back to Hamilton 200 Years Hamilton
12 May 2026	Audit Panel Meeting Bothwell

**Cr J Honner**

21 April 2026	Ordinary Council Meeting Bothwell
25 April 2026	Anzac Dawn Service Arthurs Lake
25 April 2026	Anzac Day Service Bothwell
5 May 2026	Budget Workshop Hamilton

**Cr D Meacheam**

On Leave

**Cr Y Miller**

21 April 2026	Ordinary Council Meeting Bothwell
25 April 2026	Anzac Dawn Service Hamilton
5 May 2026	Budget Workshop Hamilton

**Cr S Triffett**

21 April 2026	Ordinary Council Meeting Bothwell
25 April 2026	Anzac Dawn Service Hamilton

## 2.4 MAYORAL GOVERNMENT DEPARTMENTS, GOVERNMENT AGENCIES AND PARLIAMENTARY MEMBERS LETTERS AND ANNOUNCEMENTS

### RESOLUTION 09/05.2026/C

**Moved:** Cr Y Miller

**Seconded:** Cr J Honner

**THAT** the information be received.

**CARRIED**

#### **For the Motion**

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

**REPORT BY** Katrina Brazendale, Executive Assistant



## CENTRAL HIGHLANDS COUNCIL

**12 May 2026**

**Ed Beswick**

Chief Executive Officer

Thrive Group

Sent via: [ebeswick@thrivegroup.org.au](mailto:ebeswick@thrivegroup.org.au) cc: [nbolt@thrivegroup.org.au](mailto:nbolt@thrivegroup.org.au)

**Re: Support for Thrive Group – Early Childhood Service Development in Bothwell**

Dear Mr Beswick

Central Highlands Council is pleased to support Thrive Group as you progress funding applications to establish early childhood education and care services in Bothwell.

Council values the strong collaboration developed over recent months and acknowledges the community's immediate need for high-quality care while the facility funded through the Federal Government's Building Early Education Fund is being developed at Bothwell District High School.

Council offers in-principle support of working with Thrive Group on practical service options, including the potential use of suitable Council-owned land for a demountable Family Day Care dwelling, subject to planning requirements, approvals and lease negotiation.

Council also recognises the important work Thrive Group is undertaking to build a sustainable local early childhood workforce, including support for local residents completing qualifications and engagement of local Diploma-qualified educators. Alongside long-day-care, Council also supports complementary services such as Outside School Hours Care and the expansion of Family Day Care in Bothwell to meet diverse family needs.

Central Highlands Council endorses Thrive Group's efforts to secure funding to progress these services and deliver improved early learning outcomes for children and families across our region.

Yours sincerely,

**Stephen Mackey**

General Manager

Central Highlands Council



State Planning Office  
 Department of State Growth  
 GPO Box 536  
 Hobart  
 TAS 7001

8<sup>th</sup> May 2026

Emailed; [haveyoursay@stateplanning.tas.gov.au](mailto:haveyoursay@stateplanning.tas.gov.au)

Dear Sir/Madame,

**Response to Draft LUPAA (Miscellaneous Amendments) Bill 2026**

Central Highlands Council considers that the proposed amendments to the Land Use Planning and Approvals Act 1993 as set out in the Bill are reasonable. However, the following points are noted:

The change to Section 14 to make it clear that a State Planning Provision may contain a map, overlay, list or any other provision that provides for the spatial application of the SPPs to land is sensible.

However, the explanation of the six-step process in the discussion paper regarding the method for removing redundant State overlays is of concern as it is excessively bureaucratic and a waste of Council resources. Across all 29 Councils, this will waste many thousands of dollars of rate payer money.

Essentially, the process involves the State Government directing Local Government to ask the State Government to make the change, plus asking the State Government to exempt the change from the need for public exhibition.

It is recommended that the Bill introduce a straight forward mechanism whereby State overlays can be updated efficiently.

The change to Section 80 whereby a lease capable of exceeding 10 years is not to be considered a subdivision if for the installation, operation or maintenance of telecommunications facilities, renewable energy infrastructure or other utility that is reasonably necessary for or incidental to those purposes, is supported on the proviso that this change will not diminish Council's ability to levy rates on such developments.

Yours faithfully

**Stephen Mackey**  
 General Manager

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 Tarleton Street  
 Hamilton, Tasmania 7140  
 Tel: (03) 6286 3202

Development & Environmental Services  
 Alexander Street  
 Bothwell, Tasmania 7030  
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State Planning Office  
Department of State Growth  
GPO Box 536  
Hobart  
TAS 7001

8<sup>th</sup> May 2026

**Emailed;** [haveyoursay@stateplanning.tas.gov.au](mailto:haveyoursay@stateplanning.tas.gov.au)

Dear Sir/Madam,

#### **LUPPA – Preventing delays in development assessment timeframes**

Please find the following comments on the above document below from Central Highlands Council.

The reduction and simplification of the State Planning Provisions (SPPs) should remain an overarching goal of the State Government, as this will have the biggest effect on minimising delays in the planning approval process. Whilst this has been a nominal policy of the current Government since 2014, the reality is that the SPPs (that it has developed since then) are longer than any previous planning scheme in Tasmania.

The tendency within Tasmania's State planning apparatus to jump to the regulatory pathway to solve an issue or achieve a goal should always be tempered by a broad socio-economic cost-benefit analysis and exhaustive consideration of non-regulatory alternatives.

Central Highlands Council operates the land use planning and approvals system with common sense and courtesy towards applicants and members of the public alike, in which attention is paid to good communication with all parties.

The delays in the development assessment timeframes that may exist in other Councils to the extent that a need was seen for the Position Paper to be written could, we suggest, be largely avoided by adoption of a common sense and courteous approach.

Most of the specific questions asked in the Position Paper can be resolved by the adoption of the above approach by Council officers.

In response to the questions raised regarding what constitutes a valid application, Council agrees that improvements should be made to section 51A of the Act to clarify a "valid application", specifically relating to the payment of application fees.

The level of information required to ensure an application is valid should as a minimum include the current section 6.1.3 (c) which includes floor plans and elevations as a minimum.

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In respect to request for additional information, Council believes that there should not be a limit on the amount of information requests made within the timeframe for an RFI. However, although best practice in generating a collaborative RFI is preferable, when Council is waiting on a response from other agencies, this cannot always be achieved.

Most Council's in Tasmania use software to monitor applications and timeframes. The software Council uses has timeframes inbuilt which automatically generates a "clock" and assessment times. The software also notes the number of RFI's made.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Stephen Mackey', written over a horizontal line.

**Stephen Mackey**  
General Manager



Housing Australia

7<sup>th</sup> May 2026**Re: Consent to Submit Housing Australia Future Fund (HAFF) Round 3 Application****Land Address:** Ellendale Road, Ellendale**Property Identification Number:** 9549212**Title Number:** 185607/1**Current Owner:** Central Highlands Council

The Central Highlands Council provides this letter to confirm its consent for Homes Tasmania to prepare and submit an application under Round 3 of the Housing Australia Future Fund (HAFF) in relation to the land located at Ellendale Road, Ellendale, Tasmania ("the Site").

The Central Highlands Council is the current owner of the Site. The proposed HAFF application is to be progressed by Homes Tasmania with the objective of delivering social housing outcomes that respond to demonstrated housing need and are aligned with Council's strategic objectives and community priorities within the Central Highlands municipality.

The Central Highlands Council acknowledges and agrees that:

1. Homes Tasmania may nominate the above-referenced land within a HAFF Round 3 application and include all supporting and associated documentation required for assessment by Housing Australia.
2. This consent is provided solely for the purpose of enabling the submission and assessment of a HAFF Round 3 funding application.
3. Any future development of the Site remains subject to further Council approvals, statutory requirements, and the negotiation of appropriate agreements should HAFF funding be successful.

This consent is provided in good faith to support the assessment of the HAFF application and reflects Council's intention to continue working collaboratively with Homes Tasmania to progress social housing outcomes should funding be approved.

Yours sincerely,

Louise Thill

Mayor

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7<sup>th</sup> May 2026

Hon Kerry Vincent MLC  
Minister for Housing and Planning  
GPO Box 123  
Hobart Tas 7001

Dear Minister Vincent (Kerry),

**Re: Housing Australia Future Fund (HAFF) Round 3 Application**

Thank you for our recent discussion regarding Council's ongoing commitment to improving housing outcomes for the Central Highlands Community.

It was pleasing to receive your correspondence dated 31<sup>st</sup> March 2026 confirming that Housing Tasmania will lodge a HAFF Round 3 funding submission for the proposed two Independent Living Units on Council owned land at Ellendale.

Council is in the process of organising a letter of support to be included with the funding submission.

Again, thank you for your ongoing support for Central Highlands Council and our Community.

I look forward to catching up soon

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Loueen Triffitt', is written over a light blue horizontal line.

Loueen Triffitt  
Mayor

**Administration & Works & Services**  
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website [www.centralhighlands.tas.gov.au](http://www.centralhighlands.tas.gov.au)



# CENTRAL HIGHLANDS COUNCIL

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26-03-2026

**The Honorable Bridget Archer MP**  
**Member for Bass**  
**Minister for Health, Mental Health and Wellbeing**

Sent via email: [bridget.archer@parliament.tas.gov.au](mailto:bridget.archer@parliament.tas.gov.au)

Dear Minister Archer,

**Re: Partnership Opportunity to Deliver a Visiting GP Service in Ouse, Tasmania**

I am writing on behalf of Central Highlands Council to outline a practical and achievable solution to the ongoing challenges faced by the Ouse community in accessing primary healthcare, and to seek the Tasmanian Government's partnership in progressing this opportunity.

The Central Highlands community continues to experience extremely limited access to general practitioner services, with only one GP practicing in the Bothwell area. This places pressure on residents—particularly older people, families, and those with limited transport—and contributes to avoidable reliance on emergency departments and hospital services elsewhere.

Council considers equitable access to primary healthcare to be fundamental to community wellbeing and consistent with the Tasmanian Department of Health's strategic focus on providing high-quality, patient-centred care, delivered as close to home as possible.

Through discussions with the GP Collective, Council has identified a GP model operating two days per week as a realistic and workable solution. While modest in scale, this would improve regular access to primary care, support early intervention and prevention, and contribute to better local health outcomes. Importantly, it aligns with the Department's priority to reform the delivery of care in the community and ensure Tasmanians receive the right care, in the right place, at the right time.

This initiative is not intended as a standalone local government response. Rather, it represents a genuine opportunity for collaboration between Council, the Tasmanian Government, the Commonwealth, service providers, and the local community.

Council has a strong partnership with the Health Action Team Central Highlands (HATCH), a community-based organisation in Ouse, which is well placed to provide

community insight and support strong local ownership—an important factor in building sustainable and trusted local health services.

Indicative costings from the GP Collective indicate that the service would require approximately \$1,000 per day to bridge the gap between Medicare revenue and the costs of service delivery, including GP availability, travel, administration, and service fees. At two days per week, this equates to an annual operating requirement of approximately \$100,000. In addition, there would be a once-off establishment cost of \$10,000 to \$15,000 to fund initial medical supplies and basic IT infrastructure to enable the clinic to operate.

Council sees strong alignment between this proposal and the Tasmanian Government's Strategic Health Priorities 2024–2028, particularly in strengthening community-based care, improving access for rural Tasmanians, and reducing pressure on acute and emergency services. While the level of investment required is relatively modest, the benefits to the community and broader health system are immediate and meaningful.

At this early stage, Council is seeking to engage with the Tasmanian Government as part of current budget and planning considerations and would welcome discussions regarding:

- State Government participation in the ongoing operating costs of the service;
- Support for, or contribution toward, initial establishment costs; and
- Opportunities to align this initiative with existing state-based rural or primary healthcare programs.

Council believes this proposal represents a practical and collaborative example of how governments, service providers, and communities can work together to address rural healthcare challenges in a way that aligns strongly with the Department of Health's strategic direction.

I would welcome the opportunity to receive your feedback and to continue discussions, including the development of a formal proposal to progress this initiative.

Thank you for your consideration and for your continued commitment to improving health outcomes for communities across the Central Highlands.

Yours sincerely,

**Mayor Loueen (Lou) Triffitt**  
Central Highlands Council

**2.5 GENERAL MANAGERS ACTIVITIES FOR APRIL AND MAY 2026****RESOLUTION 10/05.2026/C****Moved:** Cr A Archer**Seconded:** Cr D Meacheam**THAT** the Information be received.**CARRIED****For the Motion**

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

**REPORT BY** Stephen Mackey, General Manager

22 April 2026	Meeting with Martin Farley regarding Jigsaw development for council reporting.
23 April 2026	Meeting with prospective Volunteer Ambulance officer from Ellendale
24 April 2026	Southern Tasmanian Councils Network meeting Hobart City Council
27 April 2026	Meeting with the Miena Telstra Working Group re meeting with Telstra on the 29 April 2026
28 April 2026	Meeting with the Mayor and Madeline Ogilvie regarding mobile phone services Central highlands.
29 April 2026	Meeting with Telstra at Miena.
30 April 2026	Budget meeting with Staff
1 May 2026	Ouse Childcare Meeting with the Education Department
1 May 2026	Meeting with Martin Farley regarding council KPI's
4 May 2026	Staff Budget meeting
5 May 2026	Budget Workshop
6 May 2026	Meeting with Martin Farley on Performance reporting programmes
7 May 2026	Meeting with Goldwind Benefit Sharing Catch up
7 May 2026	Meeting with Louisa and Damian in preparation for the ReCFIT meeting
7 May 2026	ReCFIT meeting to discuss the review of the draft MOU
7 May 2026	Afternoon tea Thank you to the outgoing owners of the Bothwell Chemists and Bothwell Superstore.
8 May 2026	Meeting with Michael Patterson regarding the Pelham co-contribution by Council.
11 May 2026	Bushfest meeting
12 May 2026	Audit Panel Meeting
13 May 2026	Monthly catch up with Shannan Aherne from Bec Whites office
14 May 2026	Meeting with Martin Farley Development of Agenda Templates and AI

**3. STRATEGY, POLICY AND OPERATIONAL PLANNING**

**3.1 DERWENT CATCHMENT PROJECT**

**RESOLUTION 11/05.2026/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 D Meacheam; Cr Y Miller and Cr S Triffett

**REPORT BY** Ella Weston, NRM Facilitator



## Monthly Report for Central Highlands Council

14 April 2026 – 11 May 2026

### *General business*

Bri has recently commenced administrative support work for DCP, and we are thrilled to have her on board. She brings strong existing connections to the Derwent Catchment and broader community, which is a fantastic asset for the team. Bri will primarily be based out of our new Boyer office, which is now fully set up and operational.

Eve was recently nominated for appointment to the Threatened Species Community Review Committee, a statutory advisory body established under the Threatened Species Protection Act 1995. The Committee provides advice to the Minister on matters relating to threatened species conservation, including recovery planning, land management agreements and the social and economic implications of conservation actions. The nomination reflects recognition of Eve's extensive experience and leadership in natural resource management and biodiversity conservation, and highlights the growing profile and influence of the Derwent Catchment Project within the state conservation sector.

Ella also travelled to Melbourne to attend the AABR Grassland Restoration Conference, which brought together more than 300 practitioners, researchers and restoration specialists from across Australia. The conference featured a wide range of inspiring speakers from throughout Victoria and beyond, many of whom are tackling the same complex restoration challenges we face in Tasmania. It was both motivating and reassuring to see the strong connectedness of restoration efforts occurring nationally, and the important role our work plays within that broader landscape.

The conference also provided an excellent networking opportunity, with considerable interest shown in the Derwent Catchment Project model and approach. Conversations throughout the event highlighted growing national interest in landscape-scale restoration, as well as the emerging role of Nature Repair Markets in supporting long-term environmental outcomes.

These discussions reinforced the value and timeliness of progressing our Nature Repair Plan and demonstrated the relevance of our work within the evolving restoration and environmental investment space.

### *Strategic Planning*

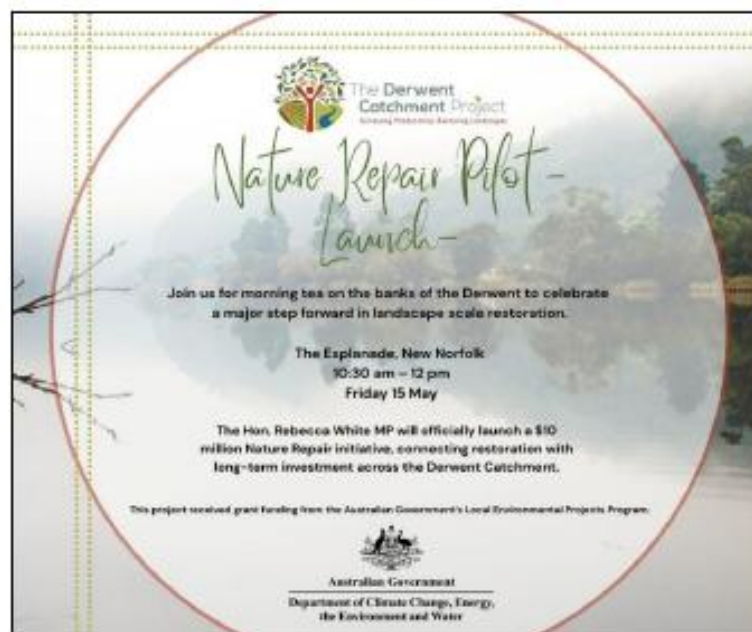
*Strategic Actions: 4.1 Continue to fund and support the Derwent Catchment Project and 4.7 Support and assist practical programs that address existing environmental problems and improve the environment.*

### **Nature Repair Plan Pilot – funded by the Australian Government’s Local Environmental Projects Program.**

The Pilot continues to progress full steam ahead, with preparations now well underway for the formal launch event this Friday, 15 May, on the Esplanade at New Norfolk. The event will be attended by the Hon. Rebecca White MP and marks an important milestone in the development of the initiative. (Councillors are warmly invited to attend for morning tea. Please RSVP to [eve@derwentcatchment.org](mailto:eve@derwentcatchment.org) if you would like to join us).

Eve and Josie have been working hard to progress the Plan and coordinate preparations for the launch, alongside ongoing stakeholder engagement and project development activities. The broader team has also come together to contribute their expertise across modelling, mapping and spatial analysis to support identification and prioritisation of restoration opportunities throughout the catchment.

Work remains focused on developing a strong pipeline of projects across river restoration, biosecurity, threatened species conservation and climate adaptation, while also laying the groundwork for long-term regional collaboration and investment.



## *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**

DCP continued work with NRM South to trap insects in pasture and forage paddocks on seven farms across the upper Derwent in support of an Integrated Pest Management workshop. The workshop was delivered with experts Paul Horne and Rebecca Addison of IPM Technologies in the Westerway Hall (April 16, 2026). Six producers attended, seeing what insects were collected on their farms, discussing what beneficial insects were present and how they act to control relevant pest species. Forage brassica pests, red legged earth mite and pasture grubs were all discussed. The potential for a trial exploring the role of a cocktail of fungal and bacterial agents in controlling pasture grubs was raised, with some interest expressed. We will progress this as an activity.

A pasture update session will be presented at Hamilton on May 20, combining presentations from DCP, Tasmanian Institute of Agriculture and NRM South. This session will feature updates from local DCP pasture trials and recent results from TIA research within the Pasture 365 project, in which the agronomy and grazing of more diverse sown pasture mixes are being assessed.

DCP pasture species trials are being assessed to measure pasture species/cultivar survival following the summer/autumn dry. This assessment includes measures of plant size and distribution encapsulated in a plant frequency measure, and an estimation of the ground cover contribution from the sown species. Late summer and late autumn assessments allow the impact of differing species and cultivar responses to be observed. There are some clear differences.

The impact of introducing strategic rest from grazing in summer and autumn is also being assessed at two sites where sown pastures have been stressed by drought, grazing pressure and annual weed grass incursion. All this work is aimed at supporting carrying capacity in grazing systems in the face of change.

DCP pasture network articles are printed monthly in the New Norfolk and Derwent Valley News. Autumn, its variability and impacts on carrying capacity is a focus of the current article.



Figure 1. Here the frequency of cocksfoot and phalaris is measured using a one meter square grid. The rigours of drought and grazing pressures have drastically reduced the presence of previously dominant cocksfoot. Species composition shifted to a dominance of vulpia and sub. Phalaris has survived, but needs an investment of rest to grow and resurrect a more effective species composition.

### *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**

Primary willow removal and woody weed control at Croakers Alley has been completed for the full length of the river between the weir and Andrews Bridge. Cumbungi blocking the river around Andrews Bridge has also been removed. Willow removal below Andrews bridge has been commenced and will be completed this month.

Planting for restoration of the river banks and aesthetic value is underway with 500 plants already planted around the weir area. Advanced trees and vegetation islands will be planted at strategic locations. Follow up spray of Californian thistles on the west side of the river has been undertaken. Weed control, particularly Californian thistle and blackberry, will be an ongoing task in this area.



Figure 3. Planting underway!



Figure 4. Riverbank stabilisation plantings

#### **Hamilton Derwent (!) Native Plant Nursery updates**

The nursery team has had another huge month, with planting season now well and truly underway across a number of projects throughout the catchment. Thousands upon thousands of plants have been put in the ground over the past month, marking a major effort by the team and an exciting start to the season's restoration works.

The Honey Bee Festival was held on 19 April and provided a great opportunity to engage with the community and showcase the nursery and broader restoration program. Chris has also

been busy organising new signage for the nursery, helping to improve visibility and create a stronger identity for the site.



*Figure 5. Karen at our stall at the Honeybee festival*

To support the busy planting schedule, four new casual staff members have joined the team this month to assist with getting plants in the ground. Chris and Karen have both been working hard supervising staff and coordinating planting activities across multiple projects to ensure works are delivered efficiently and to a high standard.

The nursery has also commenced advertising its new opening hours, now operating Tuesday to Friday from 10:00am to 4:00pm.

And finally - exciting news! The nursery has officially undergone a name change and will now be known as the Derwent Native Plant Nursery.

### Poatina intake restoration

Planting, seed broadcasting, brush matting, and jute matting installation was undertaken at Poatina Intake as part of our work for Hydro to rehabilitate an illegal camping area. Majority of the works prior to this point were earthworks to prevent access to sites. We finished up by doing some infill planting and the other listed actions, however there is an established seedbed at the site and a lot of regeneration already observed, so cleared sites are expected to readily infill vegetation-wise naturally largely through exclusion of campers.

### Ouse follow-up willow control

Planting works are about to kick off on the Ouse as part of the Minderoo Foundation grant funding to do follow-up river restoration works. In preparation for planting, substantial pre-planting works have been undertaken across the sites, including weed control, brush cutting and general site preparation to improve planting conditions and maximise establishment success. The project also includes construction of protective cages around vegetation islets to exclude cattle and protect newly planted native species from grazing pressure.

Willow removal works progressed near the bridge and township.



Figure 6. Willow removal on the Ouse.

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

The team was recently working near Great Lake undertaking cider gum surveys and bushfire assessment work to support development of a future fire management plan for the area. Laurie and Stu carried out surveys to assess which cider gums were currently in seed and suitable for future seed collection, helping to support long-term conservation and propagation efforts for this important species.

Assessments were also undertaken to identify trees and locations suitable for the installation of leaky weirs around the bases of selected cider gums. These structures are designed to slow and retain water within the landscape, helping to improve soil moisture and support tree health and resilience during increasingly dry conditions.

Work to conserve the critically endangered Miena cider gum has also included specialist seed collection undertaken near Great Lake. We were fortunate to have the assistance of arborists Shawn Green (Island Habitat) and Steve Pearce (The Tree Projects), who braved cold and wintry conditions to climb several large mature trees and collect seed from across the population. Seed collected through the project will be stored with the Tasmanian Seed Conservation Centre at the Royal Tasmanian Botanical Gardens, ensuring secure and genetically diverse seed sources are available for future conservation plantings and restoration efforts.

In addition, bushfire hazard and fuel assessments were completed to improve understanding of how fire may move through the area and identify opportunities to reduce risk to this highly vulnerable population. Unlike most eucalypts, cider gums are particularly sensitive to fire, and many trees in the Todd's Corner population were lost during an escaped burn in 2019. With support from Hydro Tasmania, this project is contributing to the long-term protection and management of these unique trees and the surrounding landscape.

The team also selected suitable trees for trial installation of a new possum exclusion band design. These sites will be monitored using camera traps to assess effectiveness and animal interactions, helping to inform future protection measures for threatened vegetation and habitat values.



Figure 7. Laurie and Stu in survey mode near Yingina!



Figure 8. Miena cider gum seed collection.

## 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.*



*Figure 9. Previously unmapped Spanish heath near Miena, treated along a roadside.*

Monitoring and follow-up assessments will recommence next season as part of the continued weed management program. Whilst roadside surveys are continuing, it is evident that foxgloves in the Ellendale region will be a priority based on recent survey and treatment findings and proximity to the TWWHA buffer.

Weed management activities for Central Highlands Council have now been completed for the current treatment season. Over the past month, final follow-up treatments and inspections were carried out across multiple priority areas, with a focus on controlling declared and highly invasive weed species throughout the municipality.

Key works completed this month included treatment of horehound along Tor Hill Road, and extensive control works on Meadsfield Road targeting gorse, broom, briar and horehound, with efforts concentrated in the most heavily infested sections. Blackberry and foxglove infestations were also treated along Gully Road and Hall Road.

Additional roadside and corridor treatments were undertaken across Dillons Road, Marriot Road, Clarks Road, Holmes Road, Risby's Road, Pillies Road and Jones River Road. Around the Miena area, broom infestations were treated along with several previously unmapped sections of Spanish heath identified during field inspections.

These works have significantly reduced weed presence in priority locations and will support ongoing containment and long-term management objectives across the region.



Figure 10. Thickets of Holly at the Dee lagoon foreshore, mixed into natives. The crew have been cutting and painting trees in this area to minimise off-target damage.

Works have also continued at Dee Lagoon, where significant infestations of holly and broom along the foreshore have been targeted. These dense infestations are intermixed with native vegetation and have required careful cut-and-paint treatment methods to minimise off-target impacts. Spraying has also been undertaken on previously untreated gorse encroaching into surrounding bushland areas. This site is one of our long-running cross/blind tenure weed control sites, with Hydro, TasNetworks, and STT all contributing funds towards treatment.

### *Community engagement*

An excursion walk-and-talk information session is currently being planned with Aleida for Bothwell District School students and the school community to showcase the work taking place at Croakers and provide an opportunity to learn more about the restoration activities underway at the site.

Planning is also underway for a National Tree Day event later in the year in partnership with the school. The event will provide students with a hands-on opportunity to participate in revegetation activities and learn about the importance of native vegetation, river health and landscape restoration within their local catchment.

Yours sincerely,

The Derwent Catchment Team

11

#### *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 (Weed program coordinator/NRM facilitator) 0400 953 220

### 3.2 POTENTIAL DARK SKY RESERVE

**Moved:** Cr R Cassidy

**Seconded:** Cr J Honner

**THAT** the proposal to seek International Dark Sky Place status for all or part of the Central Highlands Municipal Area be investigated, as outlined below in the Attachment below.

#### **RESOLUTION 12/05.2026/C**

**Moved:** Cr R Cassidy

**Seconded:** Cr Y Miller

THAT Council suspend standing orders

**CARRIED 6/3**

**For the Motion**

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

**Against the Motion**

Deputy Mayor J Allwright; Cr A Archer and Cr J Hall

#### **RESOLUTION 13/05.2026/C**

**Moved:** Cr D Meacheam

**Seconded:** Cr J Hall

THAT Council resume standing orders

**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

#### **AMENDMENT TO THE MOTION**

**Moved:** Cr D Meacheam

**Seconded:** Deputy Mayor J Allwright

**THAT** Item 3.2 be deferred to a workshop to enable Damian Makey (Consultant) to attend

**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,

**AMENDMENT BECAME THE MOTION - RESOLUTION 13/05.2026/C**

**THAT** Item 3.2 be deferred to a workshop to enable Damian Makey (Consultant) to attend

**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 J Honner; Cr R Cassidy and Cr S Triffett

**REPORT BY** Damian Mackey, Planning Consultant (SMC)

**Attachments** Draft (abridged) Project Plan is included in the agenda

Playbook: International Dark Sky Places, 2018; International Dark-Sky Association

**PURPOSE**

The purpose of this report is to progress the process to investigate a proposal for part or all of the Central Highlands Municipal Area to become an internationally recognised Dark Sky 'Place'.

**BACKGROUND**

At the December Council meeting it was resolved to undertake a preliminary investigation into the idea of part or all of the Central Highlands Municipal Area becoming an International Dark Sky 'Reserve'.

This is a status bestowed by the International Dark-Sky Association on areas meeting certain criteria, primarily very low levels of night sky light pollution and a commitment by the community.

Subsequently, initial investigations have revealed that there is a level of support for the idea amongst a selection of tourism operators, and that neighbouring councils are also interested in parts of their municipalities becoming part of a 'Central Tasmanian Dark Sky Place'.

It is therefore appropriate for Council to determine if it wants to progress the idea further through a more structured process.

**DARK SKY PLACE – PROPOSED INVESTIGATION PROCESS**

Attached below is an abridged draft Project Plan for investigating the proposal that part or all of the Central Highlands to be a Dark Sky Place.

Key principles within the draft project plan are:

- Community and stakeholder consultation is of the highest importance.
  - An application to the International Dark-Sky Association (IDA) will fail if it does

- not demonstrate strong community support.
- Council is also unlikely to support an endeavour that does not have community support.
- Key decision points are embedded through the process following the consultation phases.
  - Council will be asked to confirm its continued involvement at these points.
  - This includes after the October local government elections, when 'new' councils will be in place.
- The category of 'Place' to be determined later in the process.
  - All Dark Sky designations are known as 'Places'. These are categorised as 'Sanctuaries', 'Reserves', 'Communities', etc.
  - The December Council report referred to investigating 'Reserve' status. This is the highest status for a land area that includes private land and villages. There are less than 30 of these in the world, and they have the highest 'x-factor' in terms of boosting tourism.
  - However, the 'Reserve' status is also the strictest. The community may ultimately wish to seek Dark Sky 'Community' status instead.
  - Both options should be considered through the process and discussed with the community with the final decision made in the later stages.
- The 'Central Tasmanian Dark Sky (Reserve or Community)'.
  - Of all the non-National Park / WHA areas of Tasmania, a pursuit of light pollution maps reveals that Central Tasmania has the least light pollution and is the furthest away from the 'light domes' over the State's cities and larger towns.
  - It therefore makes sense for Central Tasmania to be heart of a Dark Sky Place, with the darker, nearby parts of neighbouring municipalities to be part of it, should those communities wish so.
  - It is noted that a Dark Sky 'Reserve' must be very large, at least 700 square kilometres, and needs to include a core area and a buffer area. Dark Sky 'Communities', on the other hand, can be smaller.
- A Joint Steering Group.
  - It is proposed that neighbouring Councils be invited to participate in the process.
  - Such Partner Councils will need to provide a council officer and an elected member to participate in a Joint Steering Group, reserve a monetary contribution of \$3,000 in the coming financial year, and make council

resources available for community and stakeholder consultation.

- The elected member will need to be prepared to be the ‘community champion’ of the Dark Sky Place initiative.
- Partner Councils will need to adopt an (internal) Council Dark Sky Lighting Policy.
  - Many Councils around Australia, and some in Tasmania, have such policies on the basis that it is a good idea to minimise night sky light pollution from Council-owned external lighting, regardless of whether they are seeking to be part of a recognised Dark Sky Place.
  - If a Council will not adopt a Council Dark Sky Lighting Policy, they should not be able to remain as a Partner Council in the pursuit of a Central Tasmanian Dark Sky Place.
- Resourcing:
  - It is proposed that in the 2026/2027 financial year, the investigation process is resourced ‘in-house’ through officer time and a modest cash contribution of \$3,000 per partner council.
  - Grant opportunities will also be pursued as and when they arise.
  - Evidence-gathering for the eventual application to the IDA will largely be undertaken by community and stakeholder volunteers.
    - It is common for such evidence to be gathered by volunteers.
    - If it is not possible to gather sufficient volunteer help, then this will be evidence that the initiative is not generally supported by the community, and Council’s continued pursuit of it will need to be questioned.
  - In the 2027/2028 financial year, the formal application to the IDA will be undertaken, (provided Council has made the ultimate decision to go forward).
    - This will likely require significant resourcing.
    - It is intended that the necessary budget will be known prior to Council’s budgeting workshop process in the first half of 2027, enabling Council to consider allocating the funds for the 2027/2028 financial year.
    - Again, grant opportunities will be monitored and may be a further source of funds.
- Management Entity / Structure:
  - The investigation process will consider and determine the appropriate on-going management entity. This may well not be Council, even if the eventual Dark Sky Place only involves one Council.

**ATTACHMENT****Central Tasmanian Dark Sky Place (Reserve or Community) – Project Plan – Draft 12 May 2026**

*(Initial draft to be finalise by the Joint Steering Group)*

- Aim:** To investigate the establishment of the Central Tasmanian Dark Sky Place (*Reserve or Sanctuary*), recognised by the International Dark-Sky Association, (IDA).
- Outline:** To be centred on part or all of the Central Highlands Municipal Area. The Central Highlands Council to ‘drive the process’, (at least initially). Other councils on the periphery to be invited to participate as Partner Councils.
- There will be key decision hold points through the process where any council (including Central Highlands) may determine not to continue.
- Community and stakeholder consultation is recognised as crucial to ascertain the level of support for the project and to provide voluntary assistance.
- IDS Places:** International Dark-Sky *Reserve* is one category of International Dark Sky *Places*. Other ‘Place’ types include *Community*, *Park*, and *Sanctuary*.
- Communities are lower in rank (and therefore tourism draw-card prestige) than Reserves, of which there are less than 30 in the world. This rarity is an indication of the difficulty in achieving this status, but is also an indication of their greater tourist-drawing power.
- The intent of this project is to aim for either IDS *Reserve* or *Community* status, with the ultimate decision to be made later in the process.
- Note that the highest level, IDS *Sanctuary* status, can only really be achieved in large and remote environmental reserve areas, such as some National Parks and World Heritage Areas. This status is being pursued by Destination Southern Tasmania for a part of Tasmania’s south west wilderness.
- The night sky in IDS Places must be proven to meet certain light pollution measurement parameters.
- IDS Reserve:** An area proposed for IDS Reserve status must have a Sky Quality above 21.2 mags/arcsec Zenith Luminance.
- An IDS Reserve is defined as *public or private land of substantial size (at least 700 km<sup>2</sup>, or about 173,000 acres) possessing an exceptional or distinguished quality of starry nights and nocturnal environment, and that is specifically protected for its scientific, natural, educational, cultural heritage, and/or public enjoyment.*
- The IDS Reserve consists of two regions:*
- 1) A “core” area meeting the minimum criteria for sky quality and natural darkness, and

- 2) A “peripheral” or “buffer” area that supports dark sky values in the core and receives similar benefits.

*The IDS Reserve is formed through a partnership of landowners and/or administrators that recognize the value of the natural nighttime environment through regulations, formal agreements, and long term planning. The core and the peripheral zone together are referred to collectively as the “Reserve”.*

### **IDS Community:**

An International Dark Sky Community (IDSC) is defined as a town, city, municipality or other similar political entity that has shown exceptional dedication to the preservation of the night sky through the implementation and enforcement of quality lighting policies, dark-sky education, and citizen support of the ideal of dark skies.

### **Council Dark Sky Lighting Policy:**

Each Partner Council will need to adopt a Council Policy for its own external lighting. This will provide a program for all existing lighting to be brought into compliance with appropriate guidelines for minimising light pollution, and all for future new lighting to comply.

### **Future Statutory Controls (for Reserve status):**

The establishment of an International Dark Sky ‘Reserve’ would ultimately necessitate the creation of a statutory planning scheme mechanism (such as a code with map overlay) to enable the Councils to impose conditions on future Planning Permits requiring external lighting to comply with the relevant Australian Standard to minimise night sky light pollution.

Whether ‘Reserve’ or ‘Community’ status is ultimately pursued is to be determined later in the process after significant community and stakeholder consultation.

### **Existing External Lights:**

The project will need to work with the owners of existing non-compliant external lighting to endeavour to bring them into compliance. This will need to be done through encouragement and advocacy.

Grant funding opportunities will be monitored with a view to enabling Partner Councils to financially off-set the cost of bringing existing lights into compliance.

**Resourcing:** The initial stages are to be resourced by the partner councils, primarily through officer time and use of other internal resources.

However, an initial amount of \$3,000 is requested to be pledged from Partner Councils.

Grant funding opportunities will be monitored and applied for when opportunities arise.

The completion of the application to the Dark Sky International and the collation of all necessary evidence will likely require significant resources. It is intended that an estimation of this cost will be

determined by early 2027, in time for each Council to consider proceeded and therefore including their required contribution in the 2027/2028 budget.

**Volunteers:** Volunteers have played a large role in other Dark Sky Place application processes, including in:

- Gathering light meter reading and photographic evidence, in preparation for the application to the IDA.
- Conducting audits of existing external lighting in the public realm.
- General advocacy.

Management of volunteers will nevertheless require resourcing.

Whether sufficient volunteers can be gathered will, in itself, be a test of the community’s appetite to pursue the whole Dark Sky initiative.

**Attachments:**      [Playbook: International Dark Sky Places.](#)

Timeline	Element	Est. Cost
May 2026 June 2026	<p><b>Reports to Councils: consider joining the initiative and membership of the Joint Steering Group, (JSG).</b></p> <p>Commitment to JSG membership means:</p> <ul style="list-style-type: none"> <li>• Appointing one elected member, who agrees to be the ‘community champion’ of the push for Dark Sky Reserve or Community status.</li> <li>• Appointing at least one council officer.</li> <li>• Agreeing to commit a budget of \$3,000? this financial year, plus officer time and the use of Council-owned premises for community consultation).</li> <li>• Councillor and/or council officer to keep their Council informed of progress.</li> <li>• Agreeing to participate in the project to at least the first key decision hold point.</li> <li>• Agreeing to consider adopting an internal council policy to reduce and ultimately eliminate light pollution from Council owned buildings and infrastructure. (Draft to be provided soon.)</li> <li>• Acknowledging that, ultimately, a Dark Sky Reserve in part of their municipality would need statutory measures for future development, meaning a code with mapped overlay in their Council’s LPS, should that Council ultimately agree to pursue ‘Reserve’ status.</li> </ul>	
June 2026 July 2026	<p><b>JSG to define the project ‘Study Area’</b> and, within that, initial draft <i>approximate</i> boundaries of the Dark Sky Place.</p>	

	<p>These are to be determined, in part, by examination of light pollution maps.</p> <p>Note that:</p> <ul style="list-style-type: none"> <li>• The total area of the Core and Buffer for 'Reserve' status must be at least 700 square kilometres.</li> <li>• Dark Sky 'Community' status may be smaller.</li> </ul>	
<p>June 2026 July 2026</p>	<p><b>JSG to draft (internal) Dark Sky Lighting Policy for Council's to consider adopting:</b></p> <ul style="list-style-type: none"> <li>• Based on numerous examples from around Australia.</li> <li>• Including estimation of cost of converting existing non-compliant external lighting to comply with the relevant guidelines.</li> <li>• Some Councils have a Dark Sky Lighting Policies regardless of whether they are in a Dark Sky Place, recognising the benefits of minimising light pollution.</li> <li>• These policies will apply only to Council facilities. (i.e.: they are internal only).</li> <li>• Partner Councils will need to adopt a Dark Sky Lighting Policy in order to remain in the project.</li> </ul>	
<p>June 2026 July 2026</p>	<p><b>JSG to draft an introductory consultation program,</b> through which the community and stakeholders will be advised of:</p> <ul style="list-style-type: none"> <li>• The Dark Sky Reserve/Community concept and council's plan to explore achieving this status.</li> <li>• The pros and cons of living or working in a ID</li> <li>• The coming major public consultation process where everyone will be invited to participate and make submissions.</li> <li>• A call for volunteers to assist with gathering evidence for a submission to the IDA (using light metres and photography).</li> </ul>	
<p>July 2026</p>	<p><b>Reports to Councils:</b></p> <ul style="list-style-type: none"> <li>• Confirmation of introductory consultation program, including commitment of necessary council resources. <ul style="list-style-type: none"> <li>- Including confirmation of indicative Study Area to be depicted on consultation maps.</li> </ul> </li> <li>• Receipt of Draft Dark Sky Lighting Policy.</li> </ul>	
<p>Aug 2026</p>	<p><b>Introductory consultation program.</b></p> <ul style="list-style-type: none"> <li>• Execute the introductory consultation program.</li> </ul>	
<p>Sep 2026 Oct 2026</p>	<p><b>JSG to create draft Dark Sky Reserve maps.</b></p> <p><b>JSG to draft the major consultation program,</b> through which the input of the community and stakeholders will be sought for the Draft Dark Sky Reserve / Community.</p>	

	<p>This would include strategies for: raising awareness and enthusiasm for the Reserve/Community locally; opportunities for learning about astronomy and night photography; citizen science projects; what are the potential impacts of the reserve - how might we benefit; what might be impacts/ opportunities for locals - ie how we educate people about retrofitting lighting etc.:</p> <ul style="list-style-type: none"> <li>• Publicity.</li> <li>• Community meetings and/or information drop-in sessions in various localities.</li> <li>• Information on Council websites, including an online questionnaire.</li> <li>• One-on-one discussions with key stakeholders.</li> <li>• Encouragement to complete the online questionnaire or make a written submission.</li> <li>• Repeat the call for volunteers to assist with gathering evidence for a submission to the IDSA and/or undertaking external light audits in the public realm in various communities.</li> </ul>	
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<p>Oct 2026</p>	<p><b><u>Council elections.</u></b></p> <p>Collation and analysis of consultation submissions and surveys by Council officers, and the drafting of modifications considered appropriate in response.</p>	
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<p>Nov 2026</p>	<p><b><u>New post-election Councils created.</u></b></p> <p>Council officers continue above work.</p> <p>Council officers further understand the task of preparing and lodging the Dark Sky Reserve application with the IDA.</p>	
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<p>Dec 2026</p>	<p><b><u>Reports to Councils</u></b></p> <p>Community and stakeholder consultation outcomes, and recommended subsequent modifications and any key points of contention.</p> <p>Estimation of costs to Councils of lodging the Dark Sky Reserve application with the IDA, including gathering all evidence needed.</p> <p>Initial draft of future planning scheme amendment to introduce a Code (or Specific Area Plan) with a mapped overlay through which Councils will be able to condition future Development Applications so that external lighting meets the appropriate guidelines to minimise night sky light pollution.</p>	
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	<p><b>Key Decision Hold Point:</b></p> <ul style="list-style-type: none"> <li>• Confirmation that newly elected Councils wish to continue the project.</li> <li>• Confirmation of continuing or new elected members on the JSG.</li> <li>• Confirmation of major consultation program.</li> <li>• Adoption of Council (internal) Dark Sky Lighting Policy.</li> </ul>	
Jan 2027	<p><b>Volunteer Work</b> may commence.</p> <ul style="list-style-type: none"> <li>• Gathering of dark sky evidence: <ul style="list-style-type: none"> <li>• Light meter readings.</li> <li>• Photographic evidence</li> <li>• This work to continue for much of 2027, until sufficient gathered for lodgement of the Dark Sky application.</li> </ul> </li> <li>• Audits of existing external lighting in various communities.</li> </ul>	
Feb 2027	<p><b>Volunteer Work</b> to continue in earnest.</p> <ul style="list-style-type: none"> <li>• As above.</li> </ul>	
Feb 2027	<p><b>Major consultation program.</b></p>	
Mar 2027	<p>Execute the major consultation program.</p>	
Apr 2027	<p><b>Analysis of feedback from major consultation program.</b></p> <ul style="list-style-type: none"> <li>• By JSG and council officers.</li> </ul>	
May 2027	<p><b>Reports to Councils</b></p> <ul style="list-style-type: none"> <li>• Community and stakeholder consultation outcomes, and recommended subsequent modifications and any key points of contention.</li> <li>• Estimation of costs to Councils of lodging the Dark Sky Reserve application with the IDA, including gathering all evidence needed. <ul style="list-style-type: none"> <li>• For Council budgeting workshops to consider.</li> </ul> <p>(Note: grant opportunities to be monitored.)</p> </li> <li>• Initial draft of future planning scheme amendment to introduce a Code (or Specific Area Plan) with a mapped overlay through which Councils will be able to condition future Development Applications so that</li> </ul>	

	<p>external lighting meets the appropriate guidelines to minimise night sky light pollution.</p> <p><b>Key Decision Hold Point:</b></p> <p>Confirmation that Councils wish to continue the project, given the issues raised through the major consultation program and financial resources needed for the 2027/2028 financial year.</p>	
<p>May 2027 June 2027</p>	<p><b>JSG to draft the final consultation program</b>, through which the input of the community and stakeholders will be sought for the proposed final proposed Dark Sky Reserve/Community. If a Dark Sky Reserve, the associated Draft Planning Scheme Amendment is also drafted.</p> <ul style="list-style-type: none"> <li>• Publicity.</li> <li>• Community meetings and/or information drop-in sessions in various localities.</li> <li>• Information on Council websites, including an online questionnaire.</li> <li>• One-on-one discussions with key stakeholders.</li> <li>• Encouragement to complete the online questionnaire or make a written submission.</li> </ul> <p>Repeat the call for volunteers.</p>	
<p>June 2027</p>	<p><b>Report to Councils:</b></p> <ul style="list-style-type: none"> <li>• Endorsement of, and confirmation to proceed with the final consultation program.</li> </ul> <p><b>Councils' budget confirmations.</b></p>	
<p>July 2027</p>	<p><b>Final consultation program.</b></p> <p>Execute the final consultation program.</p>	
<p>Aug 2027</p>	<p><b>Reports to Councils</b></p> <p>Community and stakeholder consultation outcomes, and recommended subsequent modifications and any key points of contention.</p> <p>Final draft of future planning scheme amendment to introduce a Code (or Specific Area Plan) with a mapped overlay through which Councils will be able to condition future Development Applications so that external lighting meets the appropriate guidelines to minimise night sky light pollution, if a Dark Sky 'Reserve' is to be pursued.</p> <p><b>Key Decision Hold Point:</b></p>	

	<ul style="list-style-type: none"> <li>Confirmation that Councils wish to continue the project.</li> </ul>	
Oct – Dec 2027	<b>Finalisation and lodgement of the Dark Sky Reserve application with the International Dark-Sky Association.</b>	

Potential Partner Councils:

Southern Midlands Council - especially area around University of Tasmania telescope.

Derwent Valley Council - especially the Upper Derwent Valley region.

Northern Midlands Council - especially southern portions of the Heritage Highway Tourism Region (those south enough so as not to be adversely effected by the Launceston light dome).

West Coast and Meander Valley to also be invited.

Other Partner Organisations: (To be expanded by the Joint Steering Group)

Tasmanian branch of the International Dark Sky Association.

Tourism organisations.

Key tourism operators.

Stakeholders: (To be expanded by the Joint Steering Group).

The Community.

TasNetworks (street lights, depots).

Farmers.

Hydro Tasmania, (facilities, depots).

Forestry Tasmania

*The meeting was suspended at 10.10 a.m. and will resume at 10.25 a.m.*

*The meeting resumed at 10.30 a.m.*

#### 4. REVENUE GENERATION AND FINANCIAL MANAGEMENT

##### 3.1 MONTHLY FINANCE REPORT TO 30 APRIL 2026

##### **RESOLUTION 13/05.2026/C**

**Moved:** Cr Y Miller

**Seconded:** Cr D Meacheam

**THAT** the Monthly Finance Report to 30 April 2026 be received.

**CARRIED**

##### **For the Motion**

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

#### **IMPLICATIONS AND FINANCIALS**

<b>Strategic Plan</b>	
<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 30 April 2026

**Rates Reconciliation as at 30 April 2026**

	<u>2025</u>	<u>2026</u>
<b>Rates in Debit 30th June</b>	\$196,877.36	\$217,826.72
<b>Rates in Credit 30th June</b>	\$145,341.00	-\$150,792.81
<b>Balance 30th June</b>	\$51,536.36	\$67,033.91
Rates Raised	\$4,729,920.23	\$4,971,230.43
Penalties Raised	\$48,976.76	\$47,288.61
Supplementaries/Debit Adjustments	\$27,859.53	\$42,304.78
Total Raised	\$4,806,756.52	\$5,060,823.82
<b>Less:</b>		
Receipts to Date	\$4,479,075.96	\$4,622,943.89
Credit Journals	\$19,768.23	\$18,863.72
Pensioner Rate Remissions	\$130,435.03	\$135,893.36
Remissions/Supplementary Credits	\$10,566.41	\$27,872.01
Total Receipts		
<b>Balance</b>	<b>\$218,447.25</b>	<b>\$322,284.75</b>



**Bank Reconciliation as at 30 April 2026**

	2024	2025
Balance Brought Forward	\$5,024,035.20	\$5,561,851.41
Receipts for month	\$621,725.42	\$640,673.56
Expenditure for month	\$1,411,099.12	\$1,126,281.25
	<hr/>	<hr/>
<b>Balance</b>	<b>\$4,234,661.50</b>	<b>\$5,076,243.72</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>Represented By:</b>		
Balance Commonwealth Bank	\$675,709.92	\$1,095,364.21
Balance Westpac Bank	\$374,587.74	\$175,099.13
CBA Credit Card	\$0.00	-\$571.87
Investments(Council Reserves + St Michael's Church)	\$3,184,363.84	\$3,806,352.25
Petty Cash & Floats	\$0.00	
	<hr/>	<hr/>
	<b>\$4,234,661.50</b>	<b>\$5,076,243.72</b>
Plus Unbanked Money		
	<hr/>	<hr/>
	<b>\$4,234,661.50</b>	<b>\$5,076,243.72</b>
Less Unpresented Cheques	\$0.00	
Unreceipted amounts on bank statements	\$0.00	
	<hr/>	<hr/>
	<b>\$4,234,661.50</b>	<b>\$5,076,243.72</b>
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## Comprehensive Income Statement

30/04/2026

	Budget 2024-2025	Actual to date prior year	Actual to Date	Budget 2025-2026
<b>Recurrent Income</b>				
Rates Charges	\$4,682,233	\$4,717,569	\$4,943,026	\$4,940,273
User Fees	\$494,250	\$381,220	\$319,901	\$501,651
Grants - Operating	\$3,236,515	\$340,402	\$1,828,424	\$4,428,454
Other Revenue	\$704,366	\$535,833	\$551,845	\$776,217
Grants received in Advance	\$0	\$2,918,101	\$1,746,506	
<b>Total Revenues</b>	<b>\$9,117,364</b>	<b>\$8,893,125</b>	<b>\$9,389,701</b>	<b>\$10,646,595</b>
<b>Expenditure</b>				
Employee Benefits	\$2,584,261	\$2,303,458	\$2,407,119	\$2,941,952
Materials and Services	\$2,447,768	\$2,229,085	\$2,764,145	\$3,490,109
Other Expenses	\$1,892,738	\$1,503,743	\$1,471,331	\$2,116,449
Depreciation and Amortisation	\$2,327,800	\$2,104,785	\$2,130,175	\$2,397,634
<b>Total Expenditure</b>	<b>\$9,252,567</b>	<b>8,141,071</b>	<b>8,772,770</b>	<b>10,946,144</b>
<b>Operating Surplus(Deficit)</b>	<b>(135,203)</b>	<b>752,054</b>	<b>616,931</b>	<b>(299,549)</b>
Capital Grants & Other	\$2,424,996	\$1,525,149	\$1,865,931	\$1,415,067
<b>Surplus(Deficit)</b>	<b>2,289,793</b>	<b>2,277,203</b>	<b>2,482,862</b>	<b>1,115,518</b>
<b>Capital Expenditure</b>	<b>\$5,122,085</b>	<b>\$3,038,953</b>	<b>\$1,808,779</b>	<b>\$3,561,414</b>

	BUDGET	ACTUAL TO	ACTUAL TO	% OF BUDGET	BALANCE OF
	2025/26	30-Apr-25	30-Apr-26	SPENT	BUDGET
<b>CORPORATE AND FINANCIAL SERVICES</b>					
ADMIN HAMILTON	\$2,017,673	\$1,707,137	\$1,579,043	78.26%	\$438,630
ELECTED MEMBERS EXPENDITURE(AMEH)	\$281,916	\$228,702	\$233,668	82.89%	\$48,248
MEDICAL CENTRES(MED)	\$132,191	\$97,979	\$92,304	69.83%	\$39,887
STREET LIGHTING(STLIGHT)	\$43,994	\$26,886	\$24,676	56.09%	\$19,318
ONCOSTS	(\$470,879)	(\$543,426)	(\$339,721)	72.15%	(\$131,158)
COMMUNITY & ECONOMIC DEVELOPMENT & RELATIONS(CDR+EDEV)	\$672,822	\$515,129	\$487,540	72.46%	\$185,282
<b>TOTAL CORPORATE &amp; FINANCIAL SERVICES</b>	<b>\$2,677,717</b>	<b>\$2,032,407</b>	<b>\$2,077,511</b>	<b>77.59%</b>	<b>\$600,206</b>
<b>DEVELOPMENT AND ENVIRONMENTAL SERVICES</b>					
ADMIN BOTHWELL	\$327,017	\$285,848	\$324,139	99.12%	\$2,878
ENVIRON HEALTH SERVICES (EHS)	\$38,628	\$26,397	\$23,892	61.85%	\$14,736
ANIMAL CONTROL(AC)	\$18,421	\$13,662	\$12,972	70.42%	\$5,449
PLUMBING/BUILDING CONTROL (BPC)	\$188,191	\$127,407	\$49,627	26.37%	\$138,564
SWIMMING POOLS (POOL)	\$32,572	\$43,231	\$45,015	138.20%	(\$12,443)
DEVELOPMENT CONTROL (DEV)	\$247,000	\$250,619	\$139,325	56.41%	\$107,675
WASTE SERVICES	\$968,939	\$859,227	\$857,144	88.46%	\$111,795
ENVIRONMENT PROTECTION (EP)	\$1,024,442	\$2,744	\$493,372	48.16%	\$531,070
<b>TOTAL DEVELOPMENT &amp; ENVIRONMENTAL SERVICES</b>	<b>\$2,845,210</b>	<b>\$1,609,135</b>	<b>\$1,945,486</b>	<b>68.38%</b>	<b>\$899,724</b>

<b>WORKS AND SERVICES</b>					
PUBLIC CONVENIENCES (PC)	\$290,284	\$159,534	\$194,235	66.91%	\$96,049
CEMETERY (CEM)	\$17,161	\$14,290	\$23,001	134.03%	(\$5,840)
HALLS (HALL)	\$74,349	\$97,378	\$48,671	65.46%	\$25,678
PARKS AND GARDENS(PG)	\$100,524	\$123,650	\$106,444	105.89%	(\$5,920)
REC. & RESERVES(Rec+tennis)	\$130,679	\$107,959	\$94,590	72.38%	\$36,089
TOWN MOWING/TREES/STREETSCAPES(MOW)	\$236,008	\$170,362	\$183,089	77.58%	\$52,919
HOUSING (HOU)	\$160,753	\$112,157	\$71,849	44.70%	\$88,904
CAMPING GROUNDS (CPARK)	\$14,801	\$15,220	\$17,730	119.79%	(\$2,929)
LIBRARY (LIB)	\$2,640	\$1,687	\$0	0.00%	\$2,640
ROAD MAINTENANCE (ROAD)	\$1,086,345	\$935,614	\$806,854	74.27%	\$279,491
FOOTPATHS/KERBS/GUTTERS (FKG)	\$23,316	\$17,609	\$6,663	28.58%	\$16,653
BRIDGE MAINTENANCE (BRI)	\$23,388	\$8,675	\$17,579	75.16%	\$5,809
PRIVATE WORKS (PW)	\$51,372	\$20,264	\$28,994	56.44%	\$22,378
2TD-Traffic Data	\$25,000	\$0	\$11,043	44.17%	\$13,957
SUPER. & IID OVERHEADS (SUPER)	\$844,041	\$855,387	\$678,829	80.43%	\$165,212
QUARRY/GRAVEL (QUARRY)	(\$181,988)	(\$64,812)	(\$106,005)	58.25%	(\$75,983)
NATURAL RESOURCE MANAGEMENT(NRM)	\$179,936	\$125,749	\$161,138	89.55%	\$18,798
SES (SES)	\$2,000	\$305	\$1,025	51.23%	\$975
PLANT MITCE & OPERATING COSTS (PLANT)	\$655,036	\$510,354	\$534,286	81.57%	\$120,750
PLANT INCOME	(\$795,036)	(\$793,964)	(\$331,028)	41.64%	(\$464,008)
DRAINAGE (DRAIN)	\$43,130	\$41,820	\$26,169	60.67%	\$16,961
OTHER COMMUNITY AMENITIES (OCA)	\$41,842	\$27,719	\$22,113	52.85%	\$19,729
WASTE COLLECTION & ASSOC SERVICES (WAS)	\$0	\$4,878	\$8,792		(\$8,792)
FLOOD REPAIRS		\$0	\$0		
<b>TOTAL WORKS &amp; SERVICES</b>	<b>\$3,025,581</b>	<b>\$2,491,835</b>	<b>\$2,606,058</b>	<b>86.13%</b>	<b>\$419,523</b>
<b>DEPARTMENT TOTALS OPERATING EXPENSES</b>					
Corporate Services	\$2,677,717	\$2,032,407	\$2,077,511	77.59%	\$600,206
Dev. & Environmental Services	\$2,845,210	\$1,609,135	\$1,945,486	68.38%	\$899,724
Works & Services	\$3,025,581	\$2,491,835	\$2,606,058	86.13%	\$419,523
<b>Total All Operating</b>	<b>\$8,548,508</b>	<b>\$6,133,377</b>	<b>\$6,645,411</b>	<b>77.74%</b>	<b>\$1,919,453</b>

	BUDGET 2025/26	ACTUAL TO 30-Apr-25	ACTUAL TO 30-Apr-26	% OF BUDGET SPENT	BALANCE OF BUDGET
<b>CAPITAL EXPENDITURE</b>					
<b>CORPORATE AND FINANCIAL SERVICES</b>					
Computer Purchases	\$7,648	\$35,955	\$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>\$35,955</b>	<b>\$0</b>	<b>0.00%</b>	<b>\$15,648</b>
<b>DEVELOPMENT &amp; ENVIRONMENTAL SERVICES</b>					
Swimming Pool	\$0	\$1,870	\$0	0.00%	\$0
	<b>\$0</b>	<b>\$1,870</b>	<b>\$0</b>	<b>0.00%</b>	<b>(\$1,870)</b>
<b>WORKS &amp; SERVICES</b>					
Plant Purchases	\$170,000	\$709,215	\$52,317	30.77%	\$117,683
Camping Grounds	\$0	\$0	\$0	0.00%	\$0
Public Conveniences	\$0	\$0	\$0	0.00%	\$0
Bridges	\$55,000	\$18,065	\$75,411	137.11%	(\$20,411)
Road Construction & Reseals	\$2,196,099	\$1,695,573	\$1,414,110	64.39%	\$781,989
Drainage	\$169,000	\$4,898	\$8,768	5.19%	\$160,232
Parks & Gardens Capital	\$72,000	\$239	\$0	0.00%	\$72,000
Infrastructure	\$105,000	\$28,235	\$53,402	50.86%	\$51,598
Footpaths, Kerbs & Gutters	\$245,000	\$28,185	\$103,052	42.06%	\$141,948
Rec Grounds	\$402,000	\$308,257	\$32,602	8.11%	\$369,398
Halls	\$0	\$11,755	\$15,971	0.00%	(\$15,971)
Buildings	\$131,667	\$196,706	\$53,146	40.36%	\$78,521
	<b>\$3,545,766</b>	<b>\$3,001,128</b>	<b>\$1,808,779</b>	<b>51.01%</b>	<b>\$1,736,987</b>
<b>TOTAL CAPITAL WORKS</b>					
Corporate Services	\$15,648	\$35,955	\$0	0.00%	\$15,648
Dev. & Environmental Services	\$0	\$1,870	\$0	0.00%	\$0
Works & Services	\$3,545,766	\$3,001,128	\$1,808,779	51.01%	\$1,736,987
	<b>\$3,561,414</b>	<b>\$3,038,953</b>	<b>\$1,808,779</b>	<b>50.79%</b>	<b>\$1,752,635</b>

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

	BUDGET 2025/26	Actual to Date 30/04/2026	Remaining Balance
<b>Strategic Project- Whole of Community</b>			
Community & Economic Development Support	\$10,000	\$4,469	\$5,531
Health & Wellbeing Plan (2020-2025) Implementation	\$5,000		\$5,000
Economic and Tourism Development Strategic Project	\$5,000	\$5,933	(\$933)
<b>Youth and Children Strategic Projects</b>			\$0
New- Family Day Care Seeding Fund Bothwell	\$5,000	\$349	\$4,651
New- Ouse Family Day Care Support	\$5,000	\$2,070	\$2,930
Youth Service & Activities	\$5,000	\$1,227	\$3,773
Children's Services and Activities	\$5,000	\$265	\$4,735
Bothwell High School Breakfast Club	\$2,000	\$2,000	\$0
Glenora School Breakfast Club	\$1,000	\$1,000	\$0
Westerway School Breakfast Club	\$1,000	\$0	\$1,000
New-Bothwell Playgroup Support	\$1,000	\$0	\$1,000
<b>Community &amp; Donation and Financial Assistance</b>			\$0
Community Grants	\$15,000	\$11,663	\$3,337
Community Support & Donations	\$10,000	\$3,616	\$6,384
Church Grants	\$5,000	\$0	\$5,000
Further Education Bursaries	\$1,400	\$350	\$1,050
School Awards	\$400	\$455	(\$55)
Central Highlands School Support	\$3,000	\$0	\$3,000
<b>Community Event</b>			\$0
ANZAC Day	\$12,000	\$10,429	\$1,571
Australia Day	\$4,000	\$3,187	\$813
Community Event.eg Volunteer week	\$5,000	\$271	\$4,729
<b>Community Partnerships</b>			\$0
Highlands Digest Support	\$15,800	\$14,364	\$1,436
Australasian Golf Museum contribution to power	\$5,000	\$0	\$5,000
Visitors Centre Contribution to Power	\$5,000	\$0	\$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>\$66,649</b>	<b>\$74,951</b>

*Kat Cullen (Community Development Officer) attended the meeting at 10.31 a.m.*

## 4.2 COMMUNITY AND ECONOMIC DEVELOPMENT BUDGET BRIEFING REPORT

### RESOLUTION 14/05.2026/C

**Moved:** Cr A Archer

**Seconded:** Cr J Hall

**THAT** the Community and Economic Development Budget for 2026-27 briefing report be received.

**CARRIED**

#### **For the Motion**

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

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

#### **INTRODUCTION**

The Community and Economic Development budget has, in recent years, included several ongoing and legacy allocations that have not always aligned with clear delivery timeframes or strategic project structures. As a result, expenditure has at times been lower than forecast, with funding carried forward as opportunities and priorities evolved.

During 2025–26, progress has been made to strengthen project definition and improve alignment with Council priorities, resulting in increased activity and clearer use of funds. It is currently estimated that approximately \$76,000 will be expended prior to the end of the financial year, however some underspend is still expected. Delivery has also occurred within the context of limited staffing capacity, with the Community Development Officer role delivered at three days per week. This has required a careful focus on achievable projects and has influenced the pace at which new strategic initiatives can be developed and implemented.

The 2026–27 Community and Economic Development budget builds on recent improvements and has been developed to provide greater clarity, more focused priorities, and a manageable number of initiatives that can be effectively delivered within available resources. The budget supports continued community wellbeing, economic development and social inclusion outcomes, while ensuring funding allocations are purposeful, transparent and aligned with Council's role.

#### **BUDGET OVERVIEW**

The 2026–27 CED budget is structured around six focus areas, which are outlined below

1. Strategic Community & Economic Development
2. Youth, Children and Family Supports
3. Community Grants, Donations and Education Support
4. Health, Ageing and Vulnerable Residents
5. Community Events and Civic Participation
6. Community Partnerships and Facilities

## **1. STRATEGIC COMMUNITY & ECONOMIC DEVELOPMENT**

### **Community & Economic Development Support**

**Budget: \$10,000 (maintained)**

Provides core operational support for community engagement, meetings, incidental costs and general delivery of the Community and Economic Development function. This allocation enables flexibility and responsiveness within the program.

### **Economic and Tourism Development Strategic Project**

**Budget: \$8,000 (increase of \$3,000)**

Funding supports:

- Updating, redesigning and reprinting tourism brochures
- Refreshing visitor information board maps
- Development of Tourism page for website
- Historically, this budget area has also included initiatives such as Tourism Industry Council Award submission, and support for the Tasmanian Autumn Festival

The increase reflects a need to modernise tourism materials and strengthen visitor economy.

## **2. YOUTH, CHILDREN AND FAMILY SUPPORTS**

This area represents the most significant increase in the 2026–27 budget and reflects Council's focus on long-term community sustainability.

### **Family Day Care Support – Ouse**

**Budget: \$20,000 (increase of \$15,000)**

Funds rental costs for the Ouse Family Day Care service, which currently remains the Central Highlands only childcare service, and is at risk due to potential sale of the Ouse school where it is currently located.

#### **Removed / Consolidated:**

- Bothwell Family Day Care Seeding Fund
- Brighton Family Day Care funding

These allocations have been absorbed into support for the Ouse service, consolidating Council's childcare investment into a single, more sustainable service model.

## **Youth Services and Activities — At the Heart Project**

**Budget: \$40,000 (increase of \$35,000)**

A 12-month, youth-led municipality-wide project delivered in partnership with the Jeder Institute and local schools, clubs and organisations Funding supports:

- Youth-led community events and activities
- Creative, sporting and recreational programs
- School-holiday initiatives
- Leadership development and job-readiness skills
- Establishment of youth networks, and Youth Policy to guide on-going initiatives.

This represents a shift from ad-hoc activities to a coordinated, place-based youth development approach.

## **Children's Services and Activities**

**Budget: \$5,000 (maintained)**

Supports school-holiday and out-of-school programs such as football clinics and dance classes for children under ten.

## **School Meals Programs**

Ongoing support is maintained with minor adjustments:

- Bothwell High School Breakfast Club reduced by \$1,000 to align with other schools
- Glenora and Westerway School Breakfast Clubs maintained

## **Central Highlands Playgroup Support**

Reduced to \$500, reflecting need and Playgroup being otherwise well-supported.

## **3. COMMUNITY GRANTS, DONATIONS AND EDUCATION SUPPORT**

### **Community Grants**

**Budget: \$15,000 (maintained)**

Continues as Council's primary funding stream for community organisations through a structured and transparent process.

### **Community Support & Donations**

**Budget: \$5,000 (reduced by \$5,000)**

Reduced given lower demand and a preference for requests to be managed through the Community Grants program.

### **Education and Recognition**

These allocations reinforce Council's commitment to education and youth achievement, with ongoing support for:

- Further Education Bursaries
- School Awards
- School Association projects at Bothwell, Westerway and Glenora Schools.

## **4. HEALTH, AGEING AND VULNERABLE RESIDENTS**

### **Health Ageing Project**

**Budget: \$5,000 (maintained)**

Supports re-establishment of community exercise programs in Hamilton and Bothwell, delivered in partnership with HATCH and Corumbene.

### **Homelessness Strategic Support Project**

**Budget: \$5,000**

Responds to increased requests for assistance related to homelessness and housing insecurity. There are very limited services for people facing homelessness in the Central Highlands. This funding will allow Council to take leadership in this area, with funding to support:

- Establishment of a local homelessness working group
- Development of resources to guide Council response
- Practical pathways to assist affected residents

#### **Removed:**

Church Grants (\$5,000), due to no uptake for more than four years.

Health & Wellbeing Plan (2020–2025) implementation funding, as the plan period has concluded.

## **5. COMMUNITY EVENTS AND CIVIC PARTICIPATION**

### **ANZAC Day**

**Budget: \$10,000 (reduced by \$2,000)**

Reduced to better reflect typical expenditure while maintaining delivery of this important annual event.

## **Australia Day**

**Budget: \$4,000 (maintained)**

### **Removed:**

General community event funding

## **6. COMMUNITY PARTNERSHIPS AND FACILITIES**

### **Highlands Digest**

**Budget: \$15,000**

Continued support for a key community communication platform.

### **Community Facilities — Power Contributions**

Maintained contributions for:

Australasian Golf Museum

Visitor Information Centre

### **Removed:**

Healthy Connect Project (\$10,000), due to no recent delivery or expenditure.

## **KEY CHANGES SUMMARY**

### **Major Investment Areas**

- Youth services and youth-led development
- Consolidated family day care support
- Economic and tourism development
- Older residents, and homelessness programs

### **Programs Discontinued**

- Health & Wellbeing Plan implementation
- Church Grants
- Healthy Connect Project
- Standalone community event funding
- Individual family day care seeding funds

## **CONCLUSION**

The 2026–27 Community and Economic Development budget reflects a deliberate transition from historically underutilised and legacy-based allocations toward clearer priorities, stronger accountability and more strategic investment. It balances ambition with realistic delivery capacity and focuses on youth, families, vulnerable residents and economic resilience while responsibly discontinuing programs that no longer demonstrate impact or demand.

#### 4. LAND USE PLANNING AND DEVELOPMENT APPROVALS

##### 5.1 DEVELOPMENT & ENVIRONMENTAL SERVICES

### RESOLUTION 15/05.2026/C

**Moved:** Cr J Honner

**Seconded:** Cr S Triffett

THAT the Development & Environmental Services Report be received.

**CARRIED**

#### **For the Motion**

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

**REPORT BY** Kathy Bradburn, Senior Administration

#### PLANNING PERMITS ISSUED UNDER DELEGATION

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

#### **DISCRETIONARY**

DA NO.	APPLICANT	LOCATION	PROPOSAL
2026/13	J Warner	254 Nant Lane, Bothwell	Signage
2026/12	J Warner	3415 Highland Lakes Road, Bothwell (CT 140433/1)	Signage
2026/11	J Warner	1 Elizabeth Street, Bothwell (CT 164109/3 & 164767/1)	Signage (Two)
2025/75	J Warner	Nant Lane, Bothwell (CT 151816/2)	Signage
2026/18	Engineering Plus	105 Jones Road, Miena	Addition to Outbuilding
2026/15	Nova Land Consulting	51 Schaw Street, Bothwell	Boundary Re-Organisation (Two Lots)
2026/23	Design To Live Pty Ltd	1 Cramps Bay Esplanade, Cramps Bay	Dwelling

#### **PERMITTED**

DA NO.	APPLICANT	LOCATION	PROPOSAL
2026/24	J S & K A Houldsworth	28 Bronte Estate Road, Bronte Park	Change of Use to Visitor Accommodation

#### **NO PERMIT REQUIRED**

DA NO.	APPLICANT	LOCATION	PROPOSAL
2026/29	M D Hockley	Victoria Valley Road, Victoria Valley	Outbuilding

**ANIMAL CONTROL**

<b>Statistics as of 12 May 2026</b>	
Number of Dogs Impounded during last month	0
Number of Dogs Currently Registered	943
Number of Dogs Pending Re-Registration	6
Number of Kennel Licence Renewals Issued	35

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**5.2 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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**5.3 ORDINARY COUNCIL MEETING RESUMED****NOT REQUIRED**

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## 6 ORGANISATIONAL INTERGOVERNMENTAL AND BUSINESS RELATIONS ADVOCACY AND FACILITATION

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

#### RESOLUTION 16/05.2026/C

**Moved:** Cr R Cassidy

**Seconded:** Cr J Honner

*THAT the Health and Wellbeing monthly report for March 2026 be received.*

**CARRIED**

#### **For the Motion**

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

#### IMPLICATIONS AND FINANCIALS

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

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

#### BACKGROUND

The following activities were performed during the month prior to the **May 2026** meeting.

COUNCIL PROJECTS AND ACTIVITIES	
<b>External Grants</b>	Tas Active Infrastructure Grants (DPAC): - \$500,000 for Gretna Cricket Ground changerooms. <ul style="list-style-type: none"> <li>Tender currently advertised.</li> </ul>
<b>TICT award submission</b>	Coordination of Bothwell's entry into Tourism Industry Council Tourism's Tiny Tourism Towns awards for 2026. Bothwell has been named a finalist in Tassie's Top Tourism Towns Awards for 2026.
<b>GP access at Central Highlands Community Health Centre Ouse.</b>	Engagement with Director of GP Practice to develop business case, and to look at where critical support and action is needed, for them to offer locum service at CHCH.

<b>Childcare Project</b>	<p><u>Family Day Care Ouse</u> - Federal grant application has been submitted for financial assistance for relocation of Ouse Family Daycare.</p> <p><u>Thrive Group Childcare</u> – applying for Federal Government Grant in late May to establish interim facility in Bothwell prior to launch of childcare at Bothwell School in 2028.</p>
<b>Community Grants</b>	Coordination of community grants programs and review and update of grants documents.
<b>Recfit Community Benefits Fund</b>	Contributing to MOU & Community Benefits Fund aims and focus areas.
<b>Council House Ouse</b>	Liaising with Tasmanian Health Service and Ambulance Tas for Council property at 3 Victoria Valley Rd, regarding new lease.
<b>Thankyou event</b>	Thankyou event for local departing businesses Bothwell.
<b>MEETINGS and REPRESENTATION</b>	
	<ul style="list-style-type: none"> <li>• Meetings with DECYP facilities management group regarding Ouse School and relocation of Family Daycare.</li> <li>• Council Budget meeting</li> </ul>
<b>COMMUNITY DEVELOPMENT AND ENGAGEMENT</b>	
<b>School Holidays programs</b>	Support for school holiday programs in 2026 to be run through Action Crew Central Highlands. Ouse Park Party 28 April, followed by Hamilton Hall children's photography exhibition 15-16 May.
<b>Ouse Hall Hire</b>	Liaising with Ouse Table Tennis club and HATCH Exercise classes around long-term lease arrangements, co-use, third-party use, cleaning and improvements at Ouse Hall.
<b>RSA courses</b>	Engaging with SW Jobs Hub for local training and engaging with community about registering for training.
<b>ANZAC Day</b>	Coordination of local services, and working ANZAC day
<b>Ouse Park Party</b>	Collaboration with HATCH Action Crew, Playgroup, Communities for Children for Children for Families fun day at Ouse recreation Ground 28 April 11:00am – 2:00pm. Over 60 children, and over 40 adults attending.
<b>COMMUNICATION and MEDIA</b>	
<b>Residents guide</b>	Finalisation of community information and layout for printing.
<b>Website</b>	Uploading content new website.

<b>Council social media</b>	Facebook followers: 3K. Profile posts – Fuel supply and free public transport information; Tasmanian Autumn Festival; lost dog; ANZAC Day; Bothwell Volunteer Ambulance; Ouse park Party, bulky waste collection, swimming pool season close,
<b>Highland Digest</b>	Provision of relevant council and community content.

## 6.2 ASH COTTAGE – MONTHLY PROGRESS REPORT

### **RESOLUTION 17/05.2026/C**

**Moved:** Cr Y Miller

**Seconded:** Cr J Honner

**THAT** the information be received.

**CARRIED**

#### **For the Motion**

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

**REPORT BY** Catherine Bannister, Administration Assistant HATCH

#### **BACKGROUND**

The following activities were performed during **April 2026**.

Things have continued as normal this month at Ash Cottage. We have had a steady flow of people through the doors to access the Food Hub and Free Op shop. Meals are heading out the doors through our meal delivery program.

We have just finished our 10-week program of Yoga and about start again on the 14<sup>th</sup> May 2026.

Exercise is still on every Tuesday from 9:30am at the Ouse Hall.

On the 28<sup>th</sup> of April 2026 we held a “Party in the Park” at the Ouse Recreation Ground with face painting, sausage sizzle, craft corner and scavenger hunt. Playgroup Tasmania joined us and brought some toys and activities as well as Community for Children with their travelling tea party, David and Evi from “Listen Louder” and Kat Cullen from Council and a visit from both the Maydena and Hamilton Police Officers. It was a great success with over eighty people in attendance. It was made possible through a grant from Community for Children.

## 7 RECURRENT OPERATIONS AND SERVICES

### 7.1 WORKS & SERVICES MONTHLY REPORT – APRIL 2026

#### RESOLUTION 18/05.2026/C

**Moved:** Cr Y Miller

**Seconded:** Cr J Honner

**THAT** the Works & Services monthly report for April 2026 be received.

**CARRIED**

#### **For the Motion**

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

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

#### **BACKGROUND**

The following activities were performed during **April 2026** by Works & Services –

<b>Grading &amp; Sheeting</b>	14 Mile Road, Lower Farm Road, Victoria Valley Road
<b>Maintenance Grading</b>	Section of Woodsprings Road, Bronte Estate, Bronte Heights, Bronte waste transfer station road, Bronte Lagoon Road, Bradys Lake Road, Woodward's Bay Road, A section of Meadsfield Road, Strickland Road, Pearce's Road, Triffett Road
<b>Potholing / shouldering</b>	Victoria Valley Road, Bashan Road, Silver Plains Road
<b>Spraying:</b>	
<b>Culverts / Drainage:</b>	Cleaning culverts 14 Mile Road and Lower Farm Road Clean storm water drains Bothwell
<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 Telehandler training 10 staff
<b>Bridges:</b>	Councils Bridge report received
<b>Refuse / recycling sites:</b>	Cover Hamilton Tip twice weekly
<b>Other:</b>	Completion of Ellendale Footpath Works ANZAC Day set ups and clean-up of memorials Cold mix holes Ellendale Road Install bollard over culvert at Ouse Install noticeboard on Ouse Hall Repair lock Ouse Hall Repair water break Queens Park

	<p>Replace missing street blade Allison Road          Install signs Bethune and Dunrobin campgrounds          Undertake bulky rubbish run          Dig-outs Rotherwood Road          Removed fallen Pine Tree Osterley Cemetery          Clean up works Hamilton landfill          Pick up dumped rubbish Hollow Tree Road          Re-sealing works completed on Pelham Road          Re-sealing works completed on Arthurs Lake Road          Replace missing street blade Belchers Road          Pour concrete slabs for bus shelters</p>
<b>Slashing:</b>	Rotherwood Road, Maryvale Road, Woodsprings Road Tor Hill Road and Hollow Tree Road
<b>Municipal Town Maintenance:</b>	<p>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</p>
<b>Buildings:</b>	
<b>Plant:</b>	<p>PM843 Toyota Hilux serviced          PM813 Water cart strengthen frame          PM717 New bushes          PM733 Komatsu grader serviced          PM740 Hino Tipper new clutch          PM778 Ford Ranger serviced</p>
<b>Private Works:</b>	<p>Wesley Dexter gravel delivery          Steve Holloway gravel delivery          Greg Ramsey gravel delivery          Cody Bannon dry hire medium truck          Blue Stone Excavations and Hire gravel supply          Shane Jones concrete premix          Thorpe Farm side arm slasher hire          Shaw Contracting landfill fees</p>
<b>Casuals</b>	<p>Toilets, rubbish and Hobart          Hamilton general duties          Mowing and brush cutting          Gardening</p>
<b>Program for next 4 weeks</b>	<p>Grading and Re-sheeting of Municipal Roads          Finish Hamilton Bus Shelters          Commence roadworks Waddamana (Black Spot)</p>

*Cr Archer declared an interest and left the meeting at 10.54 a.m.*

## 7.2 BOTHWELL ROAD RACE – 13 JUNE 2026

### RESOLUTION 19/05.2026/C

**Moved:** Cr J Honner

**Seconded:** Cr R Cassidy

**THAT** Council give permission and write letter of support for the usage of Dennistoun Road, Nant Lane and Alexander Street for the Bothwell Road Race for the Hobart Wheelers Cycle Club.

**CARRIED 7/1**

#### **For the Motion**

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

#### **Against the Motion**

Cr R Cassidy

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

**Attachment** – Tas Police permit application, Event Management plan, Risk Assessment, Traffic guidance scheme, Advertisement to be placed in Southern Midlands Regional News and Insurance Certificate

#### **BACKGROUND**

Hobart Wheelers Cycle Club seek to conduct a race out of Bothwell on Saturday June the 13th. For this purpose, they need approval from the Road Manager of the roads they seek to use, such that they can then obtain a Police Permit for the event.

They seek to use roads under Central Highlands Council administration. Their intended course is as detailed below.

The race will begin with cyclists departing from the centre of Bothwell heading north on Dennistoun Rd. Cyclists will then turn left (west) onto Nant Lane and then continuing to another left turn to then head south on Highland Lakes Road, returning to Bothwell. Within Bothwell cyclists will turn left (east) onto Alexander Street to complete their first lap. At the western end of Alexander Street, they will then head north on Dennistoun Road again.

Cyclists will always be making left-hand turns, and hence will have to yield to any traffic approaching from right. All turns will be marshalled by an official. On the completion of the last lap, when heading south on Highland Lakes Road, cyclists will pass through the finish line on Highland Lakes Road itself. Hobart Wheelers Club have been granted permission from Council for this same event and route on previous occasions in the past

Event Outline -

Date : June 13

Set up : 10:30am

Event Start : 12:00pm - Pack down :2:30pm

Start/ finish / Rego : In front of Library

Presentations : Castle Hotel

Community : We have approached the CWA to cater as they have previously .

First aid : Provided by St John's

Numbers : Competitors approx 60 , spectators approx 40 , officials 10

Cr A Archer returned to the meeting at 10.58 a.m.

## 8 CAPITAL INVESTMENT AND LEVERAGE

Nil

---

## 9 COMMERCIAL ACTIVITIES

Nil

---

## 10 MONITORING, REPORTING AND EVALUATION

### 10.1 BUSHFEST WORKING GROUP (COMMITTEE)

#### **RESOLUTION 20/05.2026/C**

**Moved:** Cr R Cassidy

**Seconded:** Cr J Hall

**THAT** Council set up a committee comprising the following councillors to work with the Bushfest co-ordinator to develop a long term - plan for this event and provide a report to council on measured to be put in place to control all cost associated with the conduct this event.

- Mayor L Triffitt
- Cr J Hall
- Cr A Archer
- Cr R Cassidy

**CARRIED 8/1**

#### **For the Motion**

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

#### **Against the Motion**

Cr R Cassidy

#### **Attachment –Bushfest Budget**

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

#### **BACKGROUND**

During the recent budgets sessions held with staff and councillors to scrutinise all costs associated with all council operations it was determined that it was now appropriate for council to undertake a review into the operations, costs associated and the benefits to the community of Bushfest.

It was felt the best way to undertake this review was to set up a committee to work with the Bushfest Co-ordinator to develop a long-term plan that ensures that the cost for the conduct

of the event is controlled and that there is ongoing benefit to the community for its continuation.

The major reason for a committee being formed is based on the cost blow outs since its inception. The original cost was in the order of \$60,000 which is now for the 2026/27 a budget estimate of \$195,000.

---

## **10.2 ECONOMIC DEVELOPMENT AND COMMUNITY DEVELOPMENT SPECIAL COMMITTEE MEMBERSHIP**

### **RESOLUTION 21/05.2026/C**

**Moved:** Cr A Archer

**Seconded:** Cr D Meacheam

**THAT** Council withhold the setting up of the Economic Development and Community Development Special Committees until after the next council elections.

**CARRIED 7/2**

#### **For the Motion**

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

#### **Against the Motion**

Cr A Archer and Cr S Triffett

**REPORT BY** Stephen Mackey - General Manager

#### **Economic Development Special Committee**

- 1.Mr John Stephenson
- 2.Mr James Johns
- 3.Mr Howard Hanson
- 4.Mr Richard Hallett

#### **Community Development Special Committee**

- 1.Mr Steve Loring
- 2.Mrs Susan Dabbs
- 3.Mrs Christine Ferguson
- 4.Vacant

#### **DISCUSSION**

Council has resolved set up the Economic development and Community Development Special committees with four community members on each of these. Council in December advertised for community members to nominate to members of these committees. At the close of nominations only Mr John Stephenson had advised of his interest in being on the Economic development committee.

At the last Council meeting concern was raised regarding the time taken for the development of these committees and the fact that there needs to be more input into the membership, and their functions. It is now closing in on the elections for council so it would appear that it may be in councils best interests to hold off in establishing the Economic Development and Community Development committees until after the next council elections.

**11. CONSIDERATION OF SUPPLEMENTARY AGENDA ITEMS TO THE AGENDA****11.1 DONATIONS REQUEST - CAMPDRAFTING TASMANIA INC****RESOLUTION 21/05.2026/C****Moved:** Cr J Honner**Seconded:** Cr Y Miller

**THAT** Council approve a request from Campdrafting Tasmania Inc. for a donation of \$300 for costs associated with their annual awards.

**CARRIED 8/1****For the Motion**

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

**Against the Motion**

Cr A Archer

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

**BACKGROUND**

Campdrafting Tasmania Inc. are holding their Tasmanian Campdraft Finals at Bracknell on the 14 of June 2026. The annual awards dinner will be held following the finals at Powranna. This event alternates yearly between Hamilton and the Northern Midlands/ Meander Valley each year.

Council has donated \$300 in sponsorship to these awards for the last 5 years. The Council funding request is to sponsor the Honorary Members Awards.

As a supporter of the awards invitation will be extended to the Mayor and elected representatives to attend the awards dinner, and Council will be acknowledged as sponsor for these awards.

The total financial request is for \$300. There is currently \$11,709 remaining in the Community Grants allocation within the Community and Economic Development Support and Donations Budget.

**FOR DISCUSSION**

It is proposed that this expenditure be made against the Community Support and Donations project within the Community and Economic Development Budget, which has \$5,603 remaining for this financial year.

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# SEASON AWARDS & TROPHY PRESENTATIONS

Bracknell Hotel Sunday 14<sup>th</sup> June 11.30am

All Members, Sponsors and Friends are invited to join us to celebrate, and congratulate our winning competitors at our end of Season Awards Function.

RSVP : Lynne Lucas by 7<sup>TH</sup> June

**PRESENTATION OF**

- CHAMPIONSHIP TROPHIES
- SEASON HI POINTS
- SEASON BREEDS AWARDS
- FINALS TOP SCORING RUNS
- MASTERS TROPHY
- HONORARY AWARDS
- CHAMPION OF CHAMPIONS PRIZE
- SPORTSMANSHIP AWARD
- MOST CONSISTENT RIDER BUCKLE
- SILVER SPOON TEAMS TROPHY
- MOST IMPROVED HORSE & RIDER
- MOST CONSISTENT HORSE & RIDER



Kat Cullen (Community Development Officer) left the meeting at 11.12 a.m.

**12. CLOSURE OF THE MEETING TO THE PUBLIC****RESOLUTION 22/05.2026/C****Moved:** Cr J Hall**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>2.1</b>	<i>Confirmation of the Minutes - Closed Session of the Ordinary Meeting of Council held on 21 April 2026.</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>5.1</b>	<i>Black Spot Funding Tor Hill Road</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>5.2</b>	<i>Budget Allocation for Payment to Telstra – Pelham Tower Co-Funding</i>	<i>Regulation 17 (2)(h) - Information of a personal and confidential nature or information provided to the Council on the condition it is kept confidential</i>
<b>6.1</b>	<i>Notice of Motion – Cr D Meacheam</i>	<i>Regulation 17 (2)(h) - Information of a personal and confidential nature or information provided to the Council on the condition it is kept confidential</i>
<b>6.2</b>	<i>Conference attendance</i>	<i>That a councillor and a Staff member attend the conference</i>

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

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

**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 11.12 a.m.

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### 13. RE-OPEN MEETING TO THE PUBLIC

The meeting re-opened to the public at 11.40 a.m.

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### 14. 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>Item Number</b>	<b>Matter</b>	<b>Decision</b>
<b>2.1</b>	<i>Confirmation of the Minutes - Closed Session of the Ordinary Meeting of Council held on 21 April 2026.</i>	<i>THAT the Minutes of the Closed Session of the Ordinary Meeting of Council held on 21 April 2026 be confirmed</i>
<b>5.1</b>	<i>Black Spot Funding Tor Hill Road</i>	<i>THAT Council accepted the tender of Statewide Earthworks</i>
<b>5.2</b>	<i>Budget Allocation for Payment to Telstra – Pelham Tower Co-Funding</i>	<i>THAT the information be noted</i>
<b>6.1</b>	<i>Notice of Motion – Cr D Meacheam</i>	<i>THAT the information be noted</i>
<b>6.2</b>	<i>Conference Attendance</i>	<i>THAT a Councillor and a staff member attend the conference.</i>

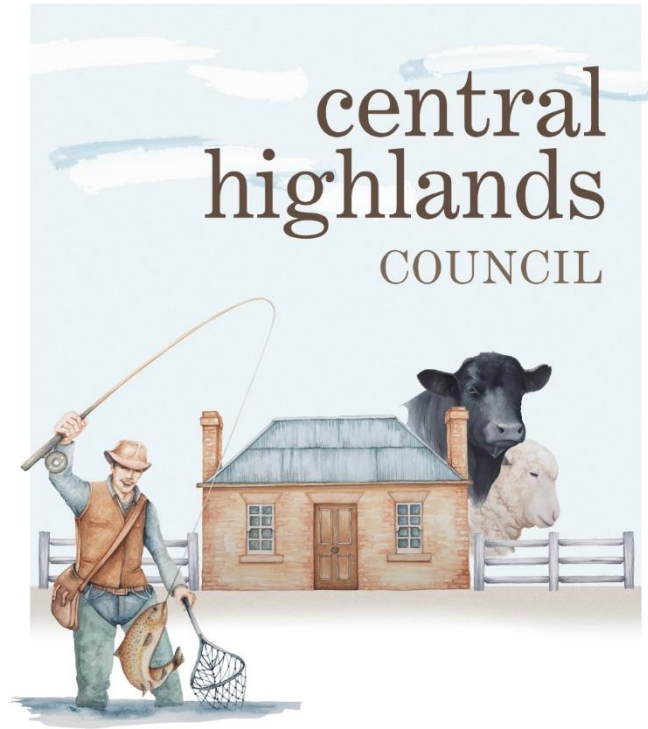
## **15. CLOSURE**

Mayor Triffitt thanked everyone for their contribution and declared the meeting closed at 11.41 a.m.

---

**Mayor L Triffitt**

**Dated:** 16 June 2026



# **Finance Committee Minutes**

**9<sup>th</sup> June 2026**

**Bothwell Council Chambers**

## **Notice of Finance Committee Meeting– Tuesday 9<sup>th</sup> June 2026**

To Councillors,

In accordance with the Local Government (Meeting Procedures) Regulations 2025, Notice is hereby given, that a Finance Committee Meeting of Central Highlands Council is scheduled to be held in the Council Chamber, **Bothwell** on **Tuesday 9<sup>th</sup> June 2026**, 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 in the Mercury on Friday 5 June 2026.

### 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 **5<sup>th</sup>** day of **June 2026**.



Stephen Mackey  
**General Manager**

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## 1. OPENING

The meeting commenced at 9.00 a.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.

---

### **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 committee 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.

## 2. PRESENT

Cr D Meacheam (Chair), Deputy Mayor J Allwright, Cr A Archer (attended at 9.02 a.m.) and Cr J Hall

## IN ATTENDANCE

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

## 3. APOLOGIES

Nil

---

## 4. MINUTES

### 4.1 CONFIRMATION OF DRAFT FINANCE COMMITTEE MINUTES – 17 MARCH 2026

#### RESOLUTION

**Moved:** Cr J Hall

**Seconded:** Deputy Mayor J Allwright

**THAT** the Draft Minutes of the Finance Committee Meeting held on Tuesday 17 March 2026 be confirmed.

**CARRIED**

#### **For the Motion**

Cr D Meacheam (Chair), Deputy Mayor J Allwright and Cr J Hall

#### **PURPOSE**

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

---

## 5. 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.

*Closed Item 5.2 Adam Wilson – Patrick Street Land*

## 6. BUSINESS ARISING – 17 MARCH 2026 FINANCE COMMITTEE MEETING

Nil

---

## 7. STANDING ITEMS

*Cr A Archer attended at 9.02 a.m.*

- Financial Reports – End of May 2026 - **NOTED**
- Significant Financial Impacts on the Council – Financial impact on Council cash position - **NOTED**
- Insurance Coverage – Insurance Renewal Report - **NOTED**
- Fees and Charges – Update figures for Fees and Charges - **NOTED**

The following changes are requested  
Standard charges for hall hire across the Municipality

- Annual Financial Statement – Update on Financial Audit year ending 30 June 2026 - **NOTED**
- Auditor Reports – Nil

*The meeting was suspended at 10.13 a.m. and will resume at 10.25 a.m.*

*The meeting resumed at 10.25 a.m.*

---

*Katrina Brazendale left the meeting at 10.57 a.m.*

## 8. NEW BUSINESS

### 8.1 Draft Budget 2026-27

**Note:** During the draft budget discussions at the upcoming Ordinary Council Meeting 9<sup>th</sup> June 2026, the finance committee wish to discuss the review of Policy 2013- 05 Use of Council Vehicles in regard to the Mayors vehicle becoming a pool car available for all elected members for usage.

### **RESOLUTION**

**Moved:** Deputy Mayor J Allwright

**Seconded:** Cr J Hall

**THAT** the alterations approved by the Finance Committee be applied to the draft budget

**CARRIED3/1**

### **For the Motion**

Cr D Meacham (Chair), Deputy Mayor J Allwright and Cr J Hall

### **Against the Motion**

Cr A Archer

---

**RECOMMENDATION****Moved:** Cr J Hall**Seconded:** Deputy Mayor J Allwright**THAT** the Finance Committee move to Item 10 of the agenda.**CARRIED****For the Motion**

Cr D Meacheam (Chair), Deputy Mayor J Allwright, Cr A Archer and Cr J Hall

**10. CLOSURE OF THE MEETING TO THE PUBLIC****RECOMMENDATION****Moved:** Cr J Hall**Seconded:** Deputy Mayor J Allwright**THAT** pursuant to Regulation 17 (1) of the Local Government (Meeting Procedures) Regulations 2025, the Council Committee, by a simple majority, close the meeting to the public to consider the following matters in Closed Session:

<b><i>Item Number</i></b>	<b><i>Matter</i></b>	
<b>5.1</b>	<i>Legal Advice</i>	<i>Regulation 17 (2)(c) information that, if disclosed, is likely to confer a commercial advantage or impose a commercial disadvantage on a person with whom the council is conducting, or proposes to conduct business.</i>
<b>5.2</b>	<i>Patrick Street Land</i>	<i>Regulation 17 (2)(g) proposals for the council to acquire land or an interest in land or for the disposal of land.</i>

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

Cr D Meacheam (Chair), Deputy Mayor J Allwright, Cr A Archer and Cr J Hall

**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 a simple majority.**MEETING CLOSED** to the public at 11.51 a.m.

## 11. RE-OPEN MEETING TO THE PUBLIC

The meeting re-opened to the public at 12.20 p.m.

Adam Wilson attended the meeting at 12.20 p.m. and Kathy Bradburn left the meeting

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## 12. 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 Committee authorised the release to the public of the following discussions, decisions, reports or documents relating to the closed meeting:

<i>Item Number</i>	<i>Matter</i>	<i>Decision</i>
<b>5.1</b>	<i>Legal Advice</i>	<i>Noted</i>
<b>5.2</b>	<i>Patrick Street Land</i>	<i>Noted</i>

---

8.2 Council property – Property Number 01-0823-02362 Ellendale Road, Ellendale

8.3 Council property – Property Number 01-0823-02360 Ellendale Road, Ellendale

8.4 Council property – Property Number 01-0873-03699 Fourth Street, Wayatinah

8.5 Council property – Property Number 01-0877-03442 First Street, Wayatinah

8.6 Council property – Property Number 03-0201-00072 71 Arthurs Lake Road, Arthurs Lake

8.7 Council property – Property Number 03-0232-03968 Poatina Road Arthurs Lake

8.8 Council property – Property Number 03-0209-03863 Cramps Bay Road Cramps Bay

8.9 Council property – Property Number 02-0102-01142 P48 Highlands Lakes Road

That item 8.2 to 8.9 be discussed by Council at a workshop which will include other staff members.

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## 9. OTHER BUSINESS

Nil

**13. NEXT MEETING**

Tuesday 28<sup>th</sup> July 2026 at 9.00 a.m. Bothwell Council Chambers

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**14. CLOSURE**

Cr D Meacheam thanked everyone for their contribution and declared the meeting closed at 12.28 p.m.



INTERNATIONAL DARK-SKY ASSOCIATION

# PLAYBOOK: INTERNATIONAL DARK SKY PLACES





# CONTENTS

PROGRAM OVERVIEW

IDSP FLOWCHART

IDSP AND ADVOCACY

IDSP AND POLICY

OUTREACH EVENTS

DARK SKY MEASUREMENTS

LIGHTING INVENTORY

# INTERNATIONAL DARK SKY PLACES

CONSERVING DARK SKIES

**18** COUNTRIES **120** DESIGNATIONS **90911** SQUARE KILOMETERS

## PROGRAM OVERVIEW

The International Dark Sky Places (IDSP) Program recognizes and promotes stewardship of natural darkness and responsible lighting choices. Dark sky places are real world examples of how light pollution is mitigated, and provide a tangible example of what preserving and protecting our natural nighttime environment looks like.

## TYPES OF PLACES

Consult the IDA website for detailed guidelines on each place type

- International Dark Sky Park
- International Dark Sky Reserve
- International Dark Sky Sanctuary
- International Dark Sky Community
- Urban Night Sky Place
- [learn more at darksky.org/IDSP](https://darksky.org/IDSP)

## TESTIMONIAL

“For Dead Horse Point State Park, becoming an International Dark Sky Park was huge. We needed a way to attract people to the park during a time which was often slow. It really helped draw in people to share the beauty of the night sky and kick started a dark sky conservation movement in Moab, Utah.”

- Crystal White

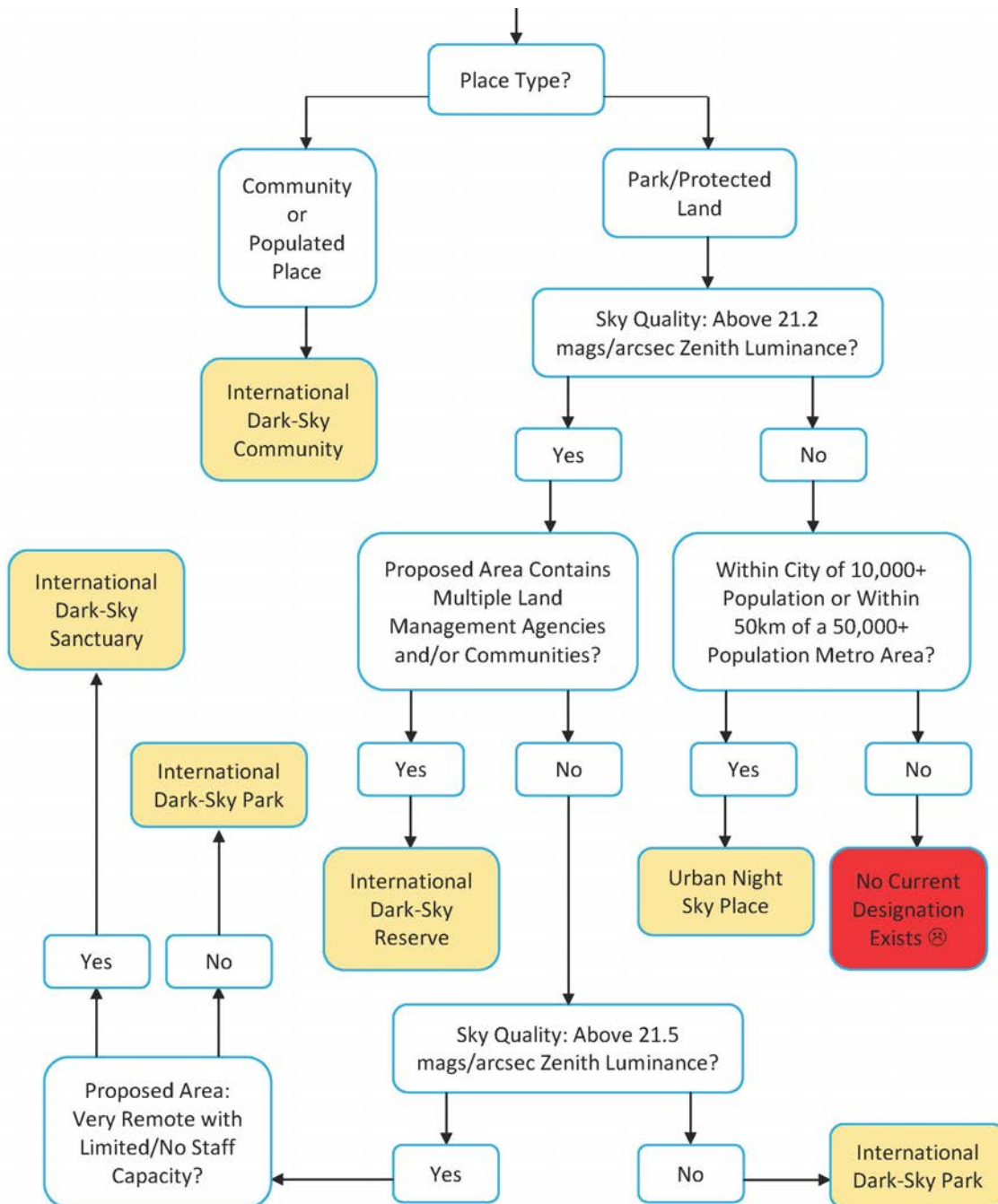
## WHAT ADVOCATES CAN DO

- Identify new potential IDSP sites
- Write IDA nominating letter
- Lead dark sky groups to support the designation
- Perform community outreach
- Assist with IDSP application writing
- Execute lighting inventories
- Establish lighting policies
- Gather letters of support
- Host dark sky events

# INTERNATIONAL DARK SKY PLACES

## DESIGNATION FLOWCHART

There are five different categories for designation. Each category has its own set of guidelines for certification based on land management, sky quality, and size. Follow this flowchart to see where your place fits.



# INTERNATIONAL DARK SKY PLACES AND ADVOCACY

It's not just about designation! Dark sky places are receive accreditation through a thorough and expansive process. There are many ways you can be involved depending on your interest and availability. Here are a few novel ways our advocates have supported International Dark Sky Places.

## CEDAR BREAKS NATIONAL MONUMENT INTERNATIONAL DARK SKY PARK



### Library Telescope Program

In 2017, advocates from Cedar Breaks National Monument launched a Library Telescope Program in partnership with public libraries in Iron and Washington Counties, Grand Canyon-Parashant National Monument and the Zion National Park Forever Project. This program provides 11 telescopes at 10 public libraries (every public library in Iron and Washington Counties) allowing patrons check-out a telescope from their local library just like they would a book. These library telescopes extend the reach of the dark sky message and make the dark skies of Southern Utah accessible to everyone with a library card, including many people who do not, or cannot, attend astronomy programs at Cedar Breaks.

### Master Astronomer Program

The Master Astronomer Program (MAP) is a 40-hour workshop developed and taught by advocates at Cedar Breaks National Monument which trains local residents as stewards of dark night skies. A total of 35 individuals participated in three Master Astronomer Workshops offered in 2017, the inaugural year of the program, and ten participated in the Fall 2018 workshop offered in conjunction with Southern Utah University's Community Education Program.

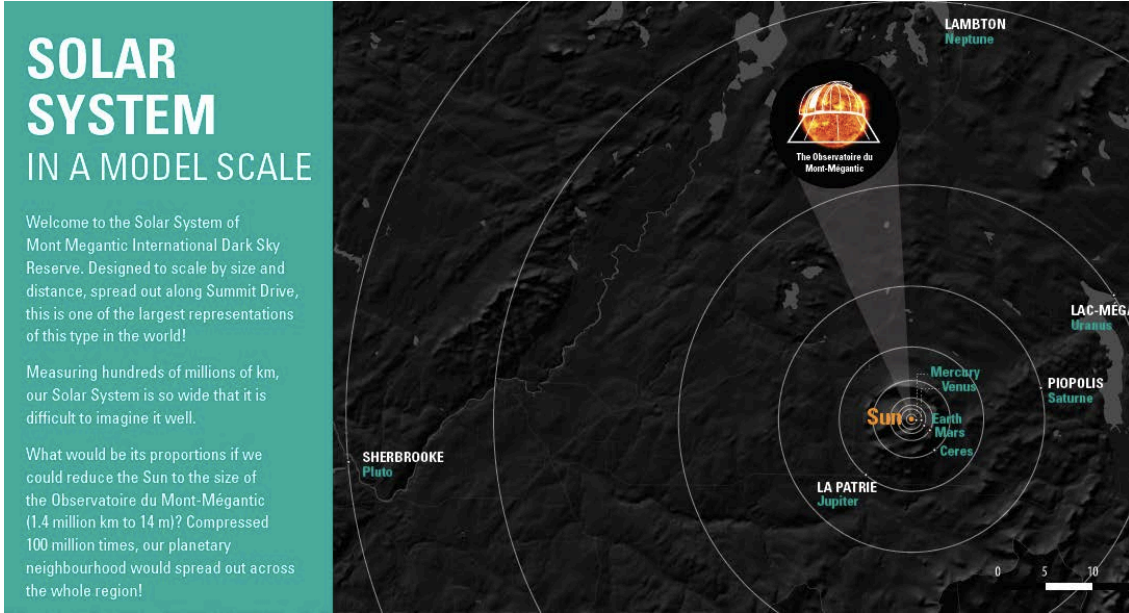
Master Astronomer Program graduates have recorded 786 hours of volunteer service (as of Aug 2018) in the name of dark sky outreach in Southern Utah and beyond. Many have become involved with local astronomy clubs, and several have become regular volunteers at Cedar Breaks. Several program graduates have also been hired as rangers at other International Dark Sky Parks, such as Glacier NP, Canyonlands NP and Black Canyon of the Gunnison NP.



# MONT MEGANTIC INTERNATIONAL DARK SKY RESERVE

## Solar System Model

Building a Solar system to scale has always been a challenge. Most of them choose to show either the size of the planets or the distance between them. The immense difference between the scales of the solar system bodies and their orbits makes it really difficult to show both characteristics at the same time.



### SOLAR SYSTEM IN A MODEL SCALE

Welcome to the Solar System of Mont Megantic International Dark Sky Reserve. Designed to scale by size and distance, spread out along Summit Drive, this is one of the largest representations of this type in the world!

Measuring hundreds of millions of km, our Solar System is so wide that it is difficult to imagine it well.

What would be its proportions if we could reduce the Sun to the size of the Observatoire du Mont-Mégantic (1.4 million km to 14 m)? Compressed 100 million times, our planetary neighbourhood would spread out across the whole region!

Using the large size of the Mont-Mégantic IDSR (still IDA's largest Dark Sky Reserve) and the Mont-Mégantic Observatory, advocates built a solar system respecting both scales! By shrinking the Sun to the size of the Mont-Mégantic Observatory (100 millions : 1) and



using it as the center of the scaled solar system, advocates installed interpretation panels for each planet, including dwarf-planets Pluto and Ceres, inside the national park and in many of the IDSR's cities. Each panel has its own scaled celestial body (a polished metal sphere or a metal ring for the biggest planets) and display information to help understand the size of the solar system. When possible, the sites were chosen so that the Observatory would be visible on the horizon. This installation is part of the efforts made for the visibility of the Mont-Mégantic IDSR and to continue building the identity of the region.

### “On Préserve la Réserve” (“We Preserve the Reserve”)

Advocates started a program to help residents and different officials surrounding the reserve to protect dark skies. The project started with a large press conference. A presentation was given to city officials, inspectors, and electricians to help them better understand and respect the light pollution regulations. Pamphlets about the reserve are distributed, lists of available luminaires can be found on the municipalities websites, and astronomy activities are held on different occasions throughout region. By approaching many sides at the same time (residents, electricians, city officials, etc.), the project hopes to reduce the potential installations of bad fixtures and promote dark skies throughout the region.

# ADVOCATE IDSP POLICY SUPPORT



## Advocates Engage Policy

For all IDSP designations, a thorough light pollution policy must be enacted. Policies and procedures for dark sky protections have only ever been successful with the support of grassroots advocates. Your work to help support each place enact dark sky friendly policies is not trivial! As advocates for IDA, you have the skills and leadership to use your coalition of dark sky supporters to enact policies that will truly darken our skies and preserve the natural nighttime environment.



## Dark Sky Reserve Policy Example

IDA Advocates are necessary to spread awareness and rally communities to create dark sky friendly policies for IDSP designations. For example, an IDA advocate was involved in the process of going village by village through Westhavelland and Rhön in Germany for their respective International Dark Sky Reserve nominations to get all of them on board with the lighting policy changes. This was no small task, the amount of villages for Westhavelland was around 50, and for Rhön in the ballpark of 90! Each community was not required to comply with the requested lighting policies, but did so because of the outreach work of IDA grassroots advocates.

## Sedona International Dark Sky Community Lighting Ordinance Ripple Effect

An IDA Advocate in Sedona, Arizona led the charge to make changes to Sedona's code in order to qualify for International Dark Sky Community designation. She was successful not only in Sedona; positive recognition of Sedona's designation and ordinance spurred other communities nearby to also make changes. Yavapai County and the Town of Camp Verde, Arizona were inspired to also create dark sky ordinances for their own IDSC nominations. Advocates work in policy to support International Dark Sky Place designations can have a ripple effect! You never know who will look to your work as an example and want to emulate it in their own community.

# OUTREACH EVENTS

## Advocates Host Outreach Events for IDSP's

All IDSP designations require dark sky outreach events each year to fulfill their designation requirements. Chances are, if you are an IDA Advocate, you know how to host an outreach event that will help the IDSP near you! The term dark sky is not taken lightly! Simply hosting star parties is not considered a dark sky event, unless dark skies are addressed! Looking through telescopes is great, but what makes the IDSP program stand out is that the people who look through those telescopes will also know how dark skies and light pollution affect their view of the night sky, and what they can do to make a difference.



Outreach events are not limited to star parties! There are so many examples of how advocates have helped host outreach events for IDSP's that go beyond a typical star party. Here are a few!

### North Fork Park International Dark Sky Park Nocturnal Wildlife Wanders

IDA Advocates from the Utah Chapter of the IDA help support North Fork Park by hosting various nocturnal wildlife excursions after dark. Participants learn about how dark skies affect the nighttime environment, and get to experience and view firsthand the wonders of nocturnal wildlife.

### Torrey, Utah International Dark Sky Community Citizen Science Monitoring

IDA Advocates in Torrey, Utah have been sponsoring a citizen science sky-brightness monitoring program since 2015. This event occurs two times each year, in April and in September. The all-volunteer team visits five locations in and around Torrey and measures the darkness with Unihedron Sky Quality meters, which they then map and provide to IDA for their annual report. This activity is a great example of public education and outreach. When local citizens can be involved in understanding the quality of their night skies, they are more likely to be concerned about protecting them.



# DARK SKY MEASUREMENTS

## Advocates Monitor Dark Skies

A thorough sky quality survey is essential to a successful application to the International Dark Sky Places Program. There are a variety of ways to approach making a survey. These include a sky quality meter survey, bortle scale interpretation, and photographic evidence.

The Unihedron Sky Quality Meter (SQM) is the most widely used device for taking scientific-quality measurements of sky brightness. This small, battery-powered device is available directly from the manufacturer.

The SQM is easy to use: simply hold the device above your head, pointing the photometer at zenith, and click the button. The screen will then display the sky brightness at that point in 'astronomer' units (magnitudes per square arcsecond). This unit is somewhat counterintuitive in that the higher the number, the darker the sky is. Take at least six measurements per location per visit, discarding the first measurement. Report all of the measurements.

Never take a measurement directly underneath a light source or anything that might block the clear sky. Always take measurements with clear open sky, cloudless, to prevent any sky glow measurements that will deter the accuracy of the device. Also, always take measurements on clear nights when the moon is below the horizon. Measurements taken while the moon is visible will not accurately reflect the natural darkness of your location.

Similarly, keep in mind the impact of twilight on your measurements. Only take readings under conditions of 'astronomical

darkness', meaning that the Sun is at least  $18^\circ$  below the local horizon. Good sources of information for times of the end and beginning of astronomical twilight at your location on any given night can be found online.

Using this device a "grid" of the locations may be made. It is essential to include areas that will be the darkest and the brightest to achieve a comprehensive survey of the location. Include measurements of the borders, active areas, and presumed darkest areas of the park.



# BORTLE SCALE

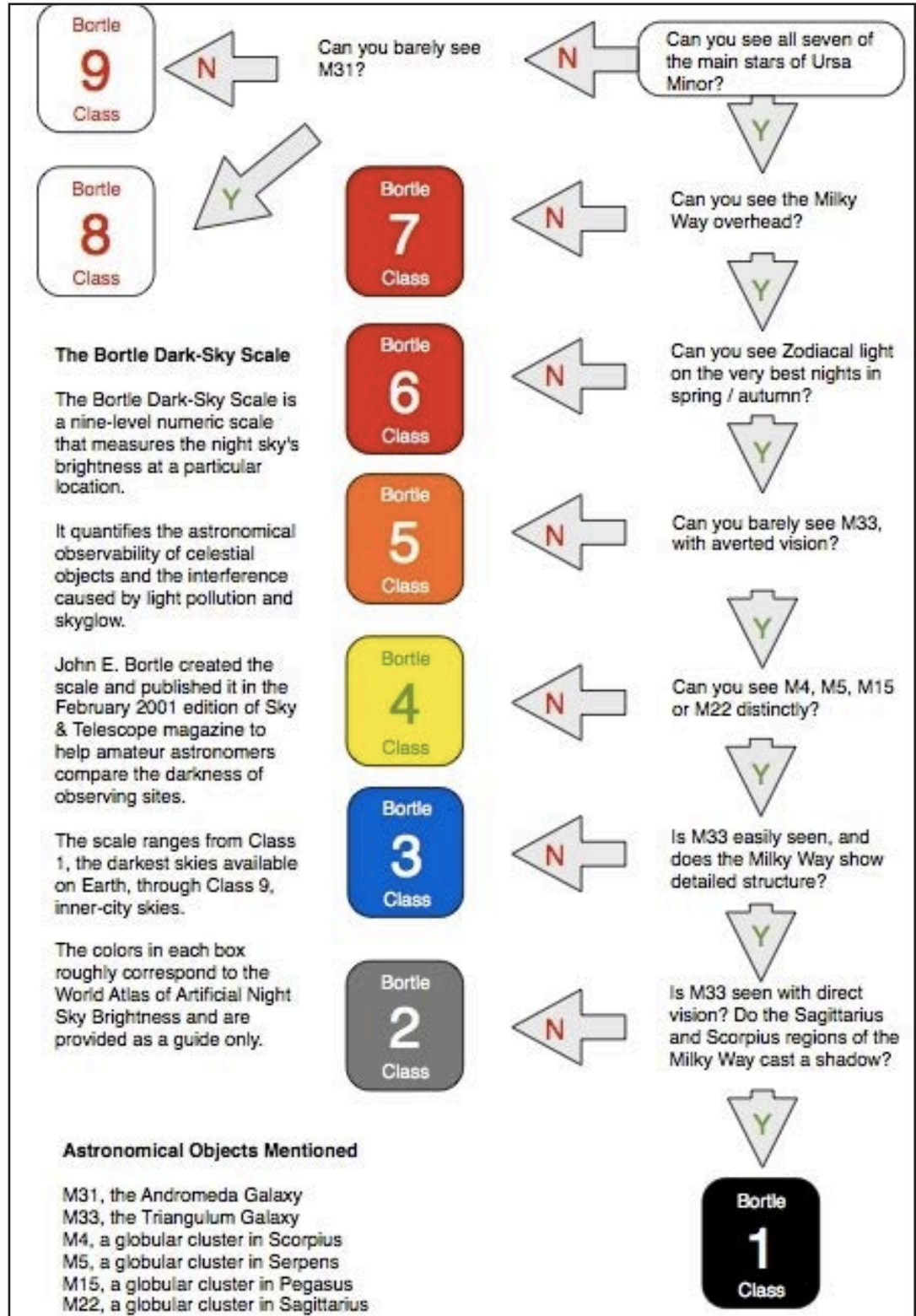
The Bortle Scale works to estimate sky brightness and interpret how light pollution is affecting your view of night sky phenomenon. The easiest way to interpret the Bortle Scale is an easy flow chart. Follow the questions to reveal what Bortle Class your skies fall under. This may need to be done at different locations if sky brightness varies. For instance, you may have a Bortle Class between 3 and 4. The lower the number is, the better sky quality.

This method is less quantitative than the SQM measurement. An application using only the Bortle Scale method to document sky quality is not as strong as an application using the SQM method or using two or more methods.

Have little to no experience stargazing? No problem. Visit Sky and Telescope's article "How to Start Right in Astronomy" to learn more about picking up amateur astronomy skills.

Also see Sky & Telescope's easy guides "Getting Started in Astronomy" for the northern and southern hemispheres for star maps and other information on how to proceed.

We also recommend looking for advice and help from local amateur astronomers. Find local astronomy clubs near you hosted by NASA's Night Sky Network (USA only).



Steve Owens

# PHOTOGRAPHIC EVIDENCE

Like the Bortle Scale method this method is less quantitative than the SQM measurement. An application using only this method to document sky quality is not as strong as an application using the SQM method or using two or more methods.

However, it can be very useful to support the Bortle Scale method and document specific nighttime phenomenon. For example, imaging the Milky Way, the Zodiacal light, and the Gegenschein make for a much stronger use of the Bortle Scale.

When including images also include a breakdown of the camera details used to take it, i.e. exposure time, focal length, ISO, etc... See the example below.













Photographer:	Ameé Hennig
Location:	Cerro Pachón, near SOAR Telescope in Chile (GPS location if available)
Phenomenon Shown:	Milky Way, Large Magellanic Cloud
Camera:	NIKON D3000
Exposure:	17.5 sec (1/0)
Aperture:	f/3.5
Focal Length:	18 mm
ISO Speed:	1600
Special Editing:	None

Also take context images of the horizon showing light domes from cities or other sources of light that impact the proposed IDSP.

This method, along with others, have proven successful. If you have additional questions, please contact the Dark Sky Places Program Manager.

# LIGHTING INVENTORY

## LIGHTING INVENTORY TEMPLATE

Fixture ID	Location	Function	No. of Fixtures	Lamps per Fixture	Fixture Type	Lamp Type	Color Temp (K)	Lumens	Hazards	Shielding State	Operable?	Adaptive Controls?	LMP Compliant?	Closeup Photo	Context Photo	Notes
1	Restroom Building at parking lot of Visitor Center	Building egress	8	1	Can	Par16 Amber lamp, 3W	1800	120	None	Fully	Yes	None	Yes			Some additional shielding provided by the building eaves
2	Path near Visitor Center	Wayfinding	22	1	Post	8 5W Amber A-lamp; 4 yellow LED or CFL "bug lites"	<2700	200	Uneven surface	Partially	Yes	None	8 Yes / 14 No			To be replaced with fully-shielded bollards in 2018
3	Administration Building	Building approach	1	2	Spot	8W Par30 Amber LED	1800	320	Steps	Eave	Yes; only one socket in use	Motion sensor	Yes			
4	Laboratory Building	Building egress	1	1	Jelly jar	3W Par16 Amber LED	1800	320	None	Unshielded	No	None	No			Rarely used; will be disconnected from utility power
5	Staff housing	Building egress	1	1	Wallpack	7W Amber LED	1800	280	Step	Fully	Yes	None	Yes			

Lighting inventories are an integral piece of any IDSP application. You have to know what lights you have in order to manage them! Here are descriptions of what to include in the columns listed in the sample lighting inventory above.

**Fixture ID:** Any unique identifier for the fixture or group of fixtures. This usually takes the form of some running number (e.g., 1, 2, 3, ...) but could include letters or other location-specific information. For example, a set of fixtures at a visitor center could be identified as VC1, VC2, ..., etc. Ideally the Fixture ID is sufficiently specific to identify individual fixtures among a group.

**Location:** A short description of where the lighting is located; e.g., "Campground restrooms", "Staff housing", "Administration building". If no location is otherwise available, give GPS coordinates (latitude/longitude).

**Function:** The nominal purpose of the lighting, whether or not such lighting is warranted according to the park's lighting plan. "Function" should indicate why the lighting exists at the location. If the function is not evident, enter "Unknown". Examples include: **Area** (illuminates a large area of ground), **Decorative** (serves no safety or task performance purpose, but is installed for aesthetic reasons), **Egress** (as from a structure), **Pathway** (to prevent tripping or to point out a drop-off), **Parking, Roadway, Safety** (to point out specific safety hazards), **Security** (intended to discourage or prevent the incidence of property or violent crime; note that this is NOT a valid reason for lighting in an International Dark Sky Park/Reserve/Sanctuary), **Sign**, and **Wayfinding** (safe transit between points, marking, e.g., the edges of a trail).

**Number of Fixtures:** If more than one identical fixture is present at a discrete location, group these together. For example, a restroom building might have several identical fixtures on its various sides.

**Lamps per Fixture:** The number of discrete lamps per individual fixture, regardless of the number of fixtures at a site. The total number of lamps at a site = number of fixtures × lamps per fixture.

# LIGHTING INVENTORY CONT.

**Fixture Type:** The variety of fixture, usually relating to its function. Examples include:



Barn



Bollard



Can



Ceiling



Emergency



Flood



Phone Booth



Pole



Spot



String



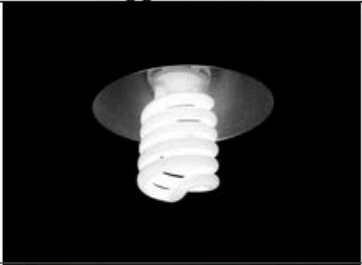

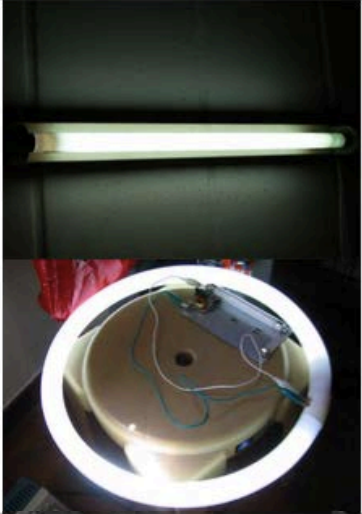
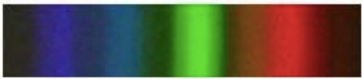




Vending Machine








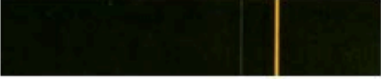

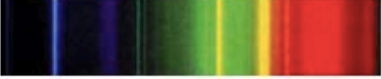
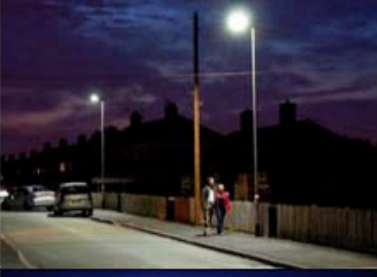


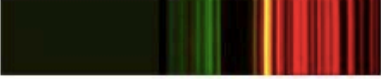
Wallpack

# LIGHTING INVENTORY CONT.

Lamp Type: The source of light. Examples include:

Type	Appearance	Spectrum
CFL		
Fluorescent Tube		
Halogen		
HPS		

# LIGHTING INVENTORY CONT.

<p>Incandescent</p>		
<p>LED (left: 'cool white'; right 'warm white;')</p>		
<p>LPS</p>		
<p>Mercury Vapor</p>		
<p>Metal Halide</p>		
<p>Neon</p>		

# LIGHTING INVENTORY CONT.

**Color Temp (K):** The Correlated Color Temperature (CCT) of the lamp, expressed in Kelvins. This information is obtainable from the product packaging of new lighting, or from manufacturer data sheets. It can also be determined in the field using specialized measurement instruments. If the CCT cannot be determined, enter “Unknown”.

**Lumens:** The number of lumens of light emitted by a given lamp. This information is obtainable from the product packaging of new lighting, or from manufacturer data sheets. It cannot be readily determined in the field.

**Hazards:** What safety hazard is the lighting intended to mitigate? If no hazards are evident, enter “None”. If hazards cannot be determined, enter “Unknown”.

**Examples:**

- Curb
- Pathway
- Stairs (indicating multiple steps)
- Uneven surface
- Water

**Shielding State:** To what extent is the fixture shielded? Response should be one of the following:

- **Fully** (shielded in such a way that no light can be seen above a horizontal plane passing through the lowest light-emitting part of the fixture with respect to the illuminated surface)
- **Partially** (some shielding, usually of the fixture top, but not meeting the definition of ‘fully shielded’)
- **Unshielded** (shielding is not a part of the design, with light emitted or diffused from all surfaces other than the mounting point)
- **Other** (some other arrangement not captured by ‘fully shielded’, ‘partially shielded’, or ‘unshielded’)
- **Unknown** (unable to determine in the field)

# LIGHTING INVENTORY CONT.

**Operable?:** Can the fixture be operated according to the manufacturer’s instructions? Response should be “Operable”, “Inoperable”, or “Unknown”. Lights are typically inoperable because they are fully disconnected from a power supply, and are thus considered LMP-compliant by nature. Note that a light with a broken switch or missing lamp is not considered “inoperable”.

**Adaptive Controls:** Any electronic or mechanical device attached to a light intended to dynamically control the duration, intensity, or area illuminated by the lighting.

Examples:

- Automatic switch
- Motion sensor
- Timer

**LMP Compliant?:** Does the light meet all of the requirements of the park’s lighting plan?

**Closeup Photo:** An image of the light in place, taken sufficiently close to reveal some details about it.

**Context Photo:** An image of the light in place, taken from further away to illustrate the function or other contextual information about it.

**Notes:** Any additional details not captured by the other columns in the table.







## **Policy No. 2013- 13**

# **Rates & Charges Policy**

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Rates & Charges Policy	Review Date: 31 Dec 2028	Page 1 of 6

## 1. Policy Statement

Council rates are a form of property tax levied by Local Government as the primary source of funding for the many mandatory and discretionary services that are provided. Rates are administered in line with the *Local Government Act 1993* which allows some flexibility for each Council to make decisions that suits its local community.

As rates are a method of taxation, the total amount of rates paid may directly relate to the services used by each ratepayer.

Property values (set by the Valuer-General) play an important role in determining how much each individual ratepayer contributes to the cost of delivering Council services and activities.

All land within a Council area, except for land specifically exempt (e.g. Crown land, Council occupied land and other prescribed land) is rateable. Council also raises revenue through fees and charges, which are set, giving consideration to the cost of the service provided and any equity issues.

## 2. Scope

This policy provides a high level framework within which Council will set rates and charges to be levied on properties within its municipal area. It is intended to inform the decision making process, however does not represent the making of specific decisions with respect to property rating. Such decisions will be made annually, or as required, in accordance with relevant legislative requirements.

## 3. Specific Legislative Requirements

The *Local Government Act 1993* requires Council's policy to take account of the following matters:

- (a) That rates constitute taxation for the purposes of the Local Government rather than a fee for service
- (b) The value of rateable land is an indicator of the capacity of the ratepayer in respect of that land to pay rates.

## 4. Policy Details

Council is faced with balancing its service levels, the needs and expectations of the community and setting appropriate tax levels to adequately resource and fulfil its roles and responsibilities. In determining rates for a financial year, Council gives primary consideration to:

- Council's Strategic Plan;
- The Local Government Act 1993;
- Long Term Financial and Asset Management Plans;
- The Annual Plan and Budget;
- Current economic climate external influences such as legislative reform, grant funding programs, inflation factors and interest rates;

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- Specific issues faced by this community, including:
  - the need to maintain and update its large road network and other essential infrastructure;
  - maintenance and improvement of community assets to enable the municipal area to be promoted as an attractive place to live, work, invest and visit;
- The impact of Rates & Charges on the community, including:
  - residential, commercial, industrial and primary producers
  - minimising the rate levels by adopting a 'user pay' principle where possible
  - new services being funded from new rates raised
  - government grant levels and the need to expend on specific areas
  - provision of concessions to those in the community unable to meet full cost of services.

Council raises revenue for governance and administration, which deliver goods and services to the community. These services are generally not provided by the private sector and may include, amongst others, road, recreation and stormwater infrastructure, waste management, planning, development and health regulatory and compliance activities, economic development and community services.

- 4.1 General rates will be levied on all rateable properties, regardless of the extent to which Council services are used by the owners or residents of those properties. This is consistent with the principle of rates being a form of taxation (as determined by *S86A(1) of the Local Government Act 1993*).
- 4.2 The primary basis for determining the level of general rates (and, where determined appropriate, other rates) levied on individual properties will be the assessed annual value (AAV) of each property. This is consistent with the value of land being an indicator of capacity to pay (as determined by *S86A(1) of the Local Government Act 1993*).
- 4.3 Council considers that the General Rate should comprise two parts:
- (a) A fixed charge component - Council considers the imposition of a fixed charge is the most fair and equitable means of ensuring that all ratepayers contribute equally to the administration of Council's services and the development and maintenance of the Community's infrastructure; and
  - (b) A cents in the dollar of the Assessed Annual Value (AAV) – which is an indicator of the capacity to pay
- The total revenue derived from the fixed charge component cannot exceed an amount equal to 50 per cent of the council's general rate for the year.
- 4.4 Council will levy one or more service rates for fire protection, with associated minimums. These will be levied in accordance with notifications provided by the State Fire Commission under relevant legislation.
- 4.5 Council will levy a service charge in respect of waste management for the making available of waste management services comprising waste disposal areas, waste transfer stations, domestic roadside bins, town door to door garbage and recycling collections and other related

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waste management facilities. This will be based on a fixed charge and will be varied according to use or non-use of land.

### Differential Rating

4.6 The Local Government Act provides for raising of revenue for the broad purposes of the Council through a General Rate which applies to all properties, or through differential General Rates which apply within the municipal area according to any or all of the following factors:

- the use or predominant use of the land
- the non-use of the land
- the locality of the land
- any planning zone
- any other prescribed factor.

A General Rate must be set every year under section 90 of the Local Government Act by 31st August each year.

(a) Council has decided to apply differential rates in its area according to the following land use categories as determined by the Valuer General and planning zones as determined by the municipal planning scheme:

- wind farm electricity generation – private purposes.

(b) Council may consider that it is appropriate to differentially rate land as part of its broader rating strategy and policy objectives. For example, the use of the land, the characteristics of land, the capacity to pay of a ratepayer or a class of ratepayer, the level of use of and benefit received from Council-provided services and infrastructure, and the equitable distribution of the burden of rates across Council's municipal area.

(c) Council's differential rates are based on, and informed by, the land use codes ascribed to land based on its use or predominant use, which are prepared and ascribed by the Valuer-General in its valuation roll held under the Valuation of Land Act 2001.

(d) Pursuant to section 107 of the Local Government Act 1993, Council declares by absolute majority that the General Rate is varied according to the use or predominant use of land as follows: for land used for wind farm electricity generation – private purposes, vary the General Rate to 99.00 cents in the dollar of assessed annual value.

### Adoption of Valuations

4.7 Council adopts the "AAV" as assessed by the Valuer-General as the valuation method to be used in determining rates. If a ratepayer is dissatisfied with the valuation made, the ratepayer may object to the Valuer-General in writing.

4.8 Council has no role in the assessment of objections to valuations. The lodgement of an objection does not alter the due date for the payment of rates. Rates must be paid in accordance with the Rates Notice until otherwise notified by Council.

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## Rate Concessions

- 4.9 The State Government, in providing equity across Tasmania, funds a range of concessions in relation to Council rates. The concessions are administered by various State Government agencies that determine eligibility and pay the concession directly to Council on behalf of the ratepayer. Concessions are available only on a ratepayer's principle place of residence.
- 4.10 Ratepayers seeking a rate concession are not to withhold payment of rates pending assessment of an application by the State Government. Rates must be paid in accordance with the Rate Notice.
- 4.11 A refund will be paid to an eligible person if Council is advised a concession applies and rate instalments have already been paid.

An eligible person is a ratepayer who holds a Pensioner Concession Card, DVA Gold Card or Government Health Care Card is entitled to a remission of rates subject to a range of criteria. This remission does not apply to holders of Commonwealth Seniors Health Cards.

## Payment of Rates

- 4.12 Council rates are payable by four equal instalments. The total outstanding balance of rates may be paid in full at any time. Any arrears outstanding are payable with the first instalment.
- 4.13 Any ratepayer who may, or is likely to, experience difficulty with meeting the standard quarterly payment should contact the Rates Department to discuss alternative payment arrangements.

## Late Payment of Rates

- 4.14 Council has determined that penalties for late payments will be imposed in accordance with provisions of the *Local Government Act 1993*.
- 4.15 A penalty of 10% of the unpaid instalment may be imposed on instalments not paid by the due date.

## Recovery of Rates

- 4.16 In accordance with sound financial management principles, Council's Rates Department will apply prudent debt management practices to Rate Debtors. This includes an ongoing review of rates in arrears and following a systematic debt recovery approach.
- 4.17 Rates, which remain in arrears for a period exceeding 30 days from the due date of the instalment, will be subject to recovery action.
- 4.18 Prior to taking legal action, Council will provide the ratepayers with a notice in writing of its intention to recover the outstanding debt through the Courts and provide 14 days for payment prior to lodging the outstanding debt with its solicitors.

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## **Sale of Land for Non-payment of Rates**

4.19 The *Local Government Act 1993* provides that a Council may sell any property where the rates have been in arrears for a period of three years or more. Council is required to:

- (a) Notify the owner of the land of its intention to sell the land
- (b) Provide the owner with the details of the outstanding amounts; and
- (c) Advise the owner of its intention to sell the land if payment of the outstanding amount is not received within 90 days. Except in extraordinary circumstances, Council will enforce the sale of land for arrears of rates.

## **Remission of Rates**

4.20 Application for remissions of rates and charges will be considered under the discretionary provisions of *Section 129 of the Local Government Act 1993*.

## **Objections to Rate Notice**

4.21 *Section 123 of the Local Government Act 1993* sets out the grounds on which a person may object to a rates notice.

## **5. Review of Policy**

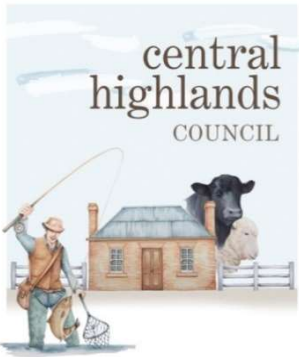
5.1 Reviewed, at a minimum, on a four yearly basis.

## **6. Disclaimer**

6.1 A rate cannot be challenged on the basis of non-compliance with this policy and must be paid in accordance with the required payment provisions.

6.2 Where a ratepayer believes that the Council has failed to properly apply this policy it should raise the matter with Council. In the first instance, contact should be made with the Rates Department.

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# **CENTRAL HIGHLANDS COUNCIL**

## **BUDGET ESTIMATES**

**2026-2027**

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## Comprehensive Income Statement Estimates 2026-2027

Revenues From Continuing Activities	Budget 2025 2026	Estimated Actual	Budget 2026-2027
Rates Charges	\$4,940,273	\$4,940,274	\$5,433,554
User Fees	\$501,651	\$257,976	\$500,003
Grants - Operating	\$4,428,454	\$4,467,270	\$4,045,429
Other Revenue	\$776,217	\$767,134	\$782,766
FAG's in advance			
<b>Total Revenues</b>	<b>\$10,646,596</b>	<b>\$10,432,654</b>	<b>\$10,761,752</b>
<b>Expenditure</b>			
Employee Benefits	\$2,941,952	\$2,691,961	\$3,483,681
Materials and Services	\$3,515,109	\$3,197,518	\$3,311,281
Other Expenses	\$2,091,449	\$1,818,890	\$2,189,695
<b>Total Expenditure</b>	<b>\$8,548,509</b>	<b>\$7,708,369</b>	<b>\$8,984,657</b>
<b>Profit / ( Loss) before Depreciation</b>	<b>\$2,098,087</b>	<b>\$2,724,285</b>	<b>\$1,777,095</b>
Depreciation and Amortisation	\$2,397,634	\$2,327,800	\$2,469,563
<b>Operating Surplus / (Loss)</b>	<b>(299,547)</b>	<b>396,485</b>	<b>(692,468)</b>
Capital Grants	\$1,415,067	\$1,915,067	\$1,347,271
<b>Surplus / (Loss)</b>	<b>1,115,520</b>	<b>2,311,552</b>	<b>654,803</b>
<b>Capital Expenditure</b>	<b>\$3,561,414</b>	<b>\$3,561,414</b>	<b>\$3,026,551</b>

## Operating Revenue

	Dept	Estimates Category	Budget	Estimated Actual	DRAFT Budget
			2025-2026	2025-2026	2026-2027
<b>Corporate &amp; Financial Services</b>					
Rates Certificates	ADMIN	USER	49,721	62,461	52,257
FAG Grants	ADMIN	GRANT	3,445,404	3,484,220	3,553,904
Rates Penalties and Interest	ADMIN	OTHER	37,567	63,051	49,700
Grants Capital - State Gov	ADMIN	GRANT	40,000	540,000	500,000
Grants Capital - Fed Gov	ADMIN	GRANT	432,460	432,460	-
Other Grants - Operating	ADMIN	GRANT	983,050	983,050	491,525
Roads to Recovery (Capital)	ADMIN	GRANT	942,607	942,607	847,271
Bank Interest	ADMIN	OTHER	220,983	156,863	163,138
Miscellaneous Income	ADMIN	OTHER	44,197	24,934	27,188
Miscellaneous Reimbursements	ADMIN	OTHER	38,672	97,474	40,644
Sale Plant	ADMIN	OTHER	49,721	49,721	100,000
Rates	ADMIN	RATES	3,817,975	3,817,975	4,047,054
Fire Levy	ADMIN	RATES	269,311	269,311	276,962
Garbage Collection	ADMIN	RATES	852,988	852,988	1,109,538
Bushfest	ADMIN	OTHER	62,000	69,333	52,000
<b>Total Corporate &amp; Financial Service</b>			<b>11,286,656</b>	<b>11,846,449</b>	<b>11,311,181</b>
<b>Development &amp; Environment Services</b>					
	Dept	Estimates Category	Budget	Estimated Actual	DRAFT Budget
			2025-2026	2025-2026	2026-2027
Dog Licences	DES	USER	14,917	29,245	23,053
Licences/Fees	DES	USER	6,629	620	652
Planning/Subdivision	DES	USER	350,000	84,748	350,000
Building Fees	DES	USER	11,049	9,763	7,695
Swimming Pool	DES	USER	2,210	1,994	1,572
Septic Tanks/Special Con. Fees	DES	USER	16,574	11,035	8,698
Tip Fees	DES	USER	2,763	102	107
W.T.S. Contributions	DES	USER	16,574	8,092	8,505
<b>Total Development &amp; Environmental Services</b>			<b>420,716</b>	<b>145,598</b>	<b>400,282</b>
<b>Works &amp; Services</b>					
	Dept	Estimates Category	Budget	Estimated Actual	DRAFT Budget
			2025-2026	2025-2026	2026-2027

## Operating Revenue

Cemetery	WORKS	USER	7,734	6,129	6,441
Camping Grounds	WORKS	USER	22,098	42,462	40,000
Hall Hire	WORKS	USER	828	1,179	870
Independent Living Units ILU	WORKS	OTHER	93,918	86,682	86,682
Rental - Ambulance Tas	WORKS	OTHER	20,993	-	-
Rental Library	WORKS	OTHER	4,640	4,311	4,311
Private Works	WORKS	OTHER	66,295	102,063	69,676
Rec/Reserves	WORKS	USER	553	145	153
T/Toll & Heavy Vehicle Reg.	WORKS	OTHER	24,529	-	50,530
TasWater	WORKS	OTHER	112,701	112,701	138,897
<b>Total Works and Services</b>			<b>354,289</b>	<b>355,673</b>	<b>397,560</b>
<b>Total Revenue</b>					
Total Corporate & Financial Service			11,286,656	11,846,449	11,311,181
Total Development & Environmental Services			420,716	145,598	400,282
Total Works and Services			354,289	355,673	397,560
<b>Total Consolidated Revenue</b>			<b>12,061,663</b>	<b>12,347,721</b>	<b>12,109,023</b>

## Operating Expenditure

CORPORATE AND FINANCIAL SERVICES	BUDGET 2025/2026	Forecast Update 31/06/2026	Actual to 18/03/2026	DRAFT BUDGET 2026/2027
ADMIN HAMILTON (1ADMH)	2,017,673	1,922,452	1,348,732	2,085,773
ELECTED MEMBERS EXPENDITURE (1MEM)	281,916	256,200	196,398	290,530
MEDICAL CENTRES (1MED)	132,191	122,819	92,497	238,043
STREET LIGHTING (1STLIGHT)	43,994	30,011	20,008	34,513
ONCOSTS (STAFF)	(470,879)	(488,119)	(168,139)	(97,028)
COMMUNITY & ECONOMIC DEVELOPMENT & RELATIONS (CDR+EDEV)	672,822	627,453	442,081	778,935
<b>TOTAL OPERATING EXPENDITURE - CORPORATE &amp; FINANCIAL SERVICES</b>	<b>2,677,717</b>	<b>2,470,816</b>	<b>1,931,576</b>	<b>3,330,767</b>
DEVELOPMENT & ENVIRONMENTAL SERVICES (DES)	BUDGET 2025/2026	Forecast Update 31/06/2026	Actual to 18/03/2026	DRAFT BUDGET 2026/2027
ADMIN BOTHWELL	327,017	336,207	261,632	382,049
ENVIRON HEALTH SERVICES (EHS)	38,628	33,712	19,391	44,535
ANIMAL CONTROL(AC)	18,421	14,519	10,706	27,378
PLUMBING/BUILDING CONTROL (BPC)	188,191	28,742	20,701	64,732
SWIMMING POOLS (POOL)	32,572	53,455	40,945	61,615
DEVELOPMENT CONTROL (DEV)	247,000	203,247	119,312	344,205
WASTE SERVICES	968,939	935,932	691,149	1,106,421
ENVIRONMENT PROTECTION (EP)	1,024,442	995,384	493,276	532,962
<b>TOTAL OPERATING EXPENDITURE DES</b>	<b>2,845,211</b>	<b>2,601,198</b>	<b>1,657,112</b>	<b>2,563,896</b>

## Operating Expenditure

WORKS & SERVICES	BUDGET 2025/2026	Forecast Update 31/06/2026	Actual to 18/03/2026	DRAFT BUDGET 2026/2027
PUBLIC CONVENIENCES (PC)	290,284	219,258	171,045	299,232
CEMETERY (CEM)	17,161	25,364	19,287	25,682
HALLS (HALL)	74,349	71,052	60,693	88,887
PARKS AND GARDENS (PG)	100,524	117,740	94,761	128,989
REC. & RESERVES (Recreation+Tennis)	130,679	107,440	88,651	142,091
TOWN MOWING / TREES / STREETSCAPES (MOW)	236,008	237,418	178,063	261,785
HOUSING (HOU)	160,753	129,751	114,852	142,495
CAMPING GROUNDS (CPARK)	14,801	17,338	15,778	16,560
LIBRARY (LIB)	2,640	1,687	1,687	2,640
ROAD MAINTENANCE (ROAD)	1,086,345	958,488	726,034	942,816
FOOTPATHS / KERBS / GUTTERS (FKG)	23,316	7,729	5,796	24,021
BRIDGE MAINTENANCE (BRI)	23,388	7,322	13,550	35,601
PRIVATE WORKS (PW)	51,372	29,900	22,425	52,208
SUPER. & I/D OVERHEADS (SUPER)	869,041	826,268	516,684	935,296
QUARRY / GRAVEL (QUARRY)	(181,988)	(129,895)	(95,846)	(180,592)
NATURAL RESOURCE MANAGEMENT (NRM)	179,936	153,770	135,196	182,177
SES (SES)	2,000	1,299	974	10,000
PLANT M'TCE & OPERATING COSTS (PLANT)	(140,000)	(210,593)	81,018	(140,000)
DRAINAGE (DRAIN)	43,130	22,533	16,900	44,462
OTHER COMMUNITY AMENITIES (OCA)	41,842	29,872	25,546	58,046
WASTE COLLECTION & ASSOC SERVICES (WAS)	-	11,161	8,371	11,730
<b>TOTAL OPERATING EXPENDITURE - WORKS &amp; SERVICES</b>	<b>3,025,582</b>	<b>2,634,901</b>	<b>2,201,464</b>	<b>3,084,127</b>
	BUDGET 2025/2026	Forecast Update 31/06/2026	Actual to 18/03/2026	DRAFT BUDGET 2026/2027
<b>GRANT TOTAL - Corporate &amp; Financial Services</b>	2,677,717	2,470,816	1,931,576	3,330,767
<b>GRAND TOTAL - Development &amp; Environmental Services</b>	2,845,211	2,601,198	1,657,112	2,563,896
<b>GRAND TOTAL - Works &amp; Services</b>	3,025,582	2,634,901	2,201,464	3,084,127
<b>GRAND TOTAL - ALL DEPARTMENTS</b>	<b>8,548,509</b>	<b>7,706,915</b>	<b>5,790,153</b>	<b>8,978,790</b>

## Detailed Expenditure

		BUDGET 2025/2026	Forecast Update 30/06/2026	Actual to 18/03/2026	DRAFT BUDGET 2026/2027
<b>G/L #</b>					
	<b>CORPORATE AND FINANCIAL SERVICES</b>				
<b>1ADMHAM</b>	<b>ADMIN HAMILTON</b>				
71005	Salaries	\$618,720	\$618,720	\$456,454	\$665,133
71010	Oncosts	\$371,232	\$371,232	\$226,756	\$399,080
72040	Internal Plant Hire	\$44,836	\$43,488	\$32,616	\$45,706
73010	Materials	\$18,578	\$18,655	\$13,991	\$19,606
72005	Contractors	\$83,476	\$10,254	\$7,690	\$10,777
72015	Building Maintenance	\$0	\$1,661	\$1,245	\$1,745
73005	(consultants)	\$50,000	\$67,637	\$50,728	\$71,087
73015	Election Costs/Roll Maintenance	\$0	\$2,510	\$1,883	\$2,638
74070	Conferences/Seminars/Workshops	\$2,010	\$87	\$65	\$2,113
74075	Training	\$3,000	\$2,787	\$2,090	\$11,496
71020	Corporate Uniforms	\$1,869	\$1,722	\$1,292	\$1,964
74045	Insurance	\$147,658	\$122,023	\$122,023	\$140,326
74140	Stationery	\$8,212	\$3,317	\$2,488	\$3,487
74085	Postage	\$2,225	\$1,921	\$1,441	\$2,338
74055	Tel and Comms	\$24,349	\$14,711	\$11,033	\$15,461
74035	Aurora	\$6,267	\$5,427	\$4,070	\$6,241
71065	Mileage	\$1,915	\$731	\$548	\$1,915
74150	Bank Fees, Rate Commission, EFT Costs	\$22,826	\$25,425	\$19,069	\$26,722
73020	PML - Rates printing, stationery, posting and inserts	\$19,584	\$21,569	\$16,177	\$22,670
73025	Audit Panel Expenses	\$5,315	\$0	\$0	\$5,586
74050	Valuation Fees	\$6,598	\$4,533	\$3,400	\$4,765
74090	Licence Fees	\$0	\$2,585	\$1,938	\$2,716
74120	Subscriptions/Membership Fees	\$561	\$9,073	\$6,805	\$9,536
73030	Pest Control	\$680	\$680	\$510	\$715
74005	Audit Fees	\$40,000	\$35,000	\$35,000	\$42,400
73070	Meetings and other expenses etc.	\$592	\$276	\$207	\$291
74135	Legal Fees	\$30,000	\$18,497	\$13,873	\$30,000
74125	LGAT & STCA Subscriptions	\$32,224	\$32,015	\$24,011	\$33,648
74130	Advertising	\$1,203	\$9,373	\$7,030	\$9,851
73035	Equipment & Computer Maintenance	\$111,752	\$96,614	\$72,460	\$101,541
73040	Copier Maintenance	\$8,886	\$10,734	\$8,051	\$11,281
74030	Fire Service Levy	\$269,311	\$269,311	\$128,875	\$276,962
71025	Workers Comp Leave Salaries	\$1,000	\$0	\$0	\$1,000
74065	Land Tax	\$73,671	\$75,691	\$56,768	\$79,551

## Detailed Expenditure

		BUDGET 2025/2026	Forecast Update 30/06/2026	Actual to 18/03/2026	DRAFT BUDGET 2026/2027
<b>G/L #</b>					
74160	Council Rates & Taswater	\$2,513	\$3,276	\$2,457	\$3,443
74110	Rate Remissions	\$6,610	\$20,915	\$15,686	\$21,982
	<b>TOTAL</b>	<b>\$2,017,673</b>	<b>\$1,922,452</b>	<b>\$1,348,732</b>	<b>\$2,085,773</b>
<b>1MEM</b>	<b>ELECTED MEMBERS EXPENDITURE</b>				
74010	Mayor's Allowance	\$39,677	\$39,046	\$29,285	\$47,744
74015	Deputy Mayor's Allowance	\$24,048	\$23,710	\$17,783	\$29,146
74020	Councillors Allowances	\$81,969	\$74,461	\$55,845	\$95,489
74025	Councillors Expenses & Mileage claims	\$35,285	\$16,836	\$12,627	\$37,085
72005	Contractors & Consultants	\$55,411	\$5,573	\$4,180	\$5,858
74055	Tel and Comms	\$2,293	\$10,609	\$7,957	\$11,150
73070	Catering for Meetings	\$9,893	\$6,439	\$4,829	\$6,767
73010	Materials/Maintenance/Sundry	\$2,396	\$8,770	\$6,577	\$9,217
73015	Election Costs/Roll Maintenance	\$2,536	\$16,991	\$16,991	\$17,858
74045	Insurance	\$2,910	\$0	\$0	\$3,347
74130	Advertising	\$1,500	\$2,731	\$2,049	\$2,871
74070	Annual Conference	\$1,000	\$5,320	\$3,990	\$1,000
74075	Training & Development	\$3,000	\$1,531	\$1,148	\$3,000
74135	Legal Fees	\$20,000	\$44,184	\$33,138	\$20,000
	<b>TOTAL</b>	<b>\$281,917</b>	<b>\$256,200</b>	<b>\$196,398</b>	<b>\$290,530</b>
<b>1MED</b>	<b>MEDICAL CENTRES</b>				
71005	Salaries	\$5,836	\$4,125	\$3,094	\$6,134
71010	Oncosts	\$3,502	\$2,001	\$1,500	\$3,680
72005	Contractors	\$105,000	\$102,408	\$76,806	\$205,000
72015	Buidling Maintenance	\$500	\$519	\$0	\$5,000
73010	Materials	\$3,500	\$364	\$273	\$3,500
73070	Meeting		\$233	\$175	\$245
73030	Pest Control	\$300	\$265	\$270	\$300
74035	Aurora Bothwell Drs	\$3,579	\$3,800	\$2,850	\$3,993
74045	Insurance	\$3,222	\$2,801	\$2,801	\$3,222
74055	Telephones	\$2,500	\$2,087	\$1,565	\$2,500
74160	Council Rates & Taswater	\$4,252	\$4,217	\$3,163	\$4,469

## Detailed Expenditure

G/L #		BUDGET 2025/2026	Forecast Update 30/06/2026	Actual to 18/03/2026	DRAFT BUDGET 2026/2027
	<b>TOTAL</b>	<b>\$132,191</b>	<b>\$122,819</b>	<b>\$92,497</b>	<b>\$238,043</b>
<b>1STLIGHT</b>	<b>STREET LIGHTING</b>				
74040	Aurora	\$43,994	\$30,011	\$20,008	\$34,513
	<b>TOTAL</b>	<b>\$43,994</b>	<b>\$30,011</b>	<b>\$20,008</b>	<b>\$34,513</b>
<b>1ONC</b>	<b>ONCOSTS (ACTUAL)(ONCOSTS)</b>				
71040	Long Service Leave	\$60,434	\$53,333	\$40,000	\$60,434
71035	Annual Leave	\$108,781	\$96,000	\$72,000	\$195,261
71055	Annual Leave Loading	\$14,504	\$12,800	\$9,600	\$31,453
71030	Statutory Holidays	\$22,701	\$20,034	\$20,034	\$125,000
71045	Sick Leave	\$39,887	\$35,200	\$26,400	\$97,631
71015	Superannuation	\$327,763	\$327,763	\$208,286	\$421,169
71025	W/Compensation Leave & Expenses)	\$17,035	\$57,258	\$42,944	\$64,882
71070	FBT	\$11,425	\$53,485	\$53,485	\$60,605
71080	W/Compensation Insurance	\$192,791	\$146,738	\$146,738	\$168,749
71050	Compassionate Leave	\$0	\$0	\$0	\$1,000
71075	Payroll Tax	\$124,982	\$100,452	\$75,339	\$113,826
71100	Via ON Costing	(\$1,391,182)	(\$1,391,182)	(\$862,964)	(\$1,437,037)
	<b>TOTAL</b>	<b>(\$470,878)</b>	<b>(\$488,119)</b>	<b>(\$168,139)</b>	<b>(\$97,028)</b>
<b>1COMM</b>	<b>COMMUNITY &amp; ECONOMIC DEVELOPMENT (COMM &amp; EDEV)</b>				
71005	Salaries	\$156,049	\$156,049	\$83,943	\$107,898
71010	Oncosts	\$93,629	\$93,629	\$29,947	\$64,739
72005	Contractors	\$20,000	\$79,508	\$59,631	\$20,000
72005	Hatch (Catherine Watson)	\$10,000	\$0	\$0	\$22,000
72040	Internal Plant Hire	\$30,957	\$1,570	\$1,178	\$1,650
72035	Registration	\$0	\$239	\$179	\$251
73010	Materials	\$0	\$0	\$67,830	\$5,000
73070	Meetings	\$0	\$73	\$55	\$76
74055	Telephones & Comms	\$2,930	\$3,232	\$2,424	\$3,397
74060	Hamilton Show Ground	\$5,000	\$17,538	\$7,924	\$5,000

### Detailed Expenditure

		BUDGET 2025/2026	Forecast Update 30/06/2026	Actual to 18/03/2026	DRAFT BUDGET 2026/2027
G/L #					
72005	Hamiton 200 year's Celebration	\$0	\$0	\$0	\$120,000
74060	Community & Economic Development Support & Donations	\$141,600	\$59,800	\$44,850	\$160,300
74060	Norther Magpies	\$0	\$0	\$0	\$5,000
74075	Training & Licences	\$326	\$348	\$261	\$366
74145	Council Publications/Brochures	\$7,207	\$7,861	\$5,895	\$10,000
74035	Aurora - Library	\$6,125	\$7,374	\$5,531	\$7,750
72005	Central Highlands Council Website plus New Residents Guide	\$25,000	\$16,796	\$12,597	\$10,000
72005	Media Resource Development (Images, Video , Branding	\$0	\$0	\$0	\$25,000
73010	Community Event Support(Bushfest)	\$175,000	\$175,000	\$111,510	\$198,900
74120	Destination Southern Tasmania membership	\$9,000	\$7,996	\$7,996	\$9,000
74130	Advertising	\$0	\$0	\$0	\$2,145
73030	Pest Control	\$0	\$440	\$330	\$462
	<b>TOTAL</b>	<b>\$682,823</b>	<b>\$627,453</b>	<b>\$442,081</b>	<b>\$778,935</b>
	<b>TOTAL OPERATING EXPENDITURE - Administration</b>	<b>\$2,687,720</b>	<b>\$2,470,816</b>	<b>\$1,931,576</b>	<b>\$3,330,767</b>
	<b>DEVELOPMENT &amp; ENVIRONMENTAL SERVICES</b>				
	<b>3ADMBO ADMIN STAFF COSTS - DES</b>				
71005	Salaries	\$148,622	\$148,622	\$109,713	\$170,419
71010	Oncosts	\$89,173	\$89,173	\$78,345	\$102,251
72005	Contractors	\$0	\$2,057	\$1,543	\$2,162
72015	Building Maintenance	\$4,000	\$4,046	\$3,035	\$4,252
73010	Sundry Purchases/Minor Equipment	\$5,000	\$0	\$0	\$5,000
74075	Training	\$1,000	\$2,787	\$2,090	\$2,929
71020	Uniforms	\$1,200	\$1,200	\$664	\$1,848
73010	Materials	\$0	\$4,075	\$3,056	\$4,283
73030	Pest Control	\$360	\$400	\$300	\$360
73035	Computer Maintenance	\$0	\$1,933	\$1,450	\$2,032
74045	Insurance	\$20,862	\$18,141	\$13,605	\$20,862
74140	Stationery	\$8,000	\$2,143	\$1,607	\$8,000

## Detailed Expenditure

G/L #		BUDGET 2025/2026	Forecast Update 30/06/2026	Actual to 18/03/2026	DRAFT BUDGET 2026/2027
74080	Insight GIS Local Govt. Access	\$27,500	\$36,387	\$27,290	\$28,903
74085	Postage	\$4,500	\$2,350	\$1,762	\$4,500
74055	Telephones	\$3,000	\$3,615	\$2,711	\$3,800
74035	Aurora	\$5,000	\$7,172	\$5,379	\$7,538
73040	Equip. Hire & Maintenance	\$6,000	\$9,620	\$7,215	\$10,111
74160	Council Rates & Taswater	\$2,800	\$2,486	\$1,865	\$2,800
	<b>TOTAL</b>	<b>\$327,016</b>	<b>\$336,207</b>	<b>\$261,632</b>	<b>\$382,049</b>
<b>3EHS</b>	<b>ENVIRON HEALTH SERVICES</b>				
71005	Salaries	\$19,049	\$19,049	\$10,437	\$21,852
71010	Oncosts	\$11,429	\$11,429	\$6,528	\$13,111
72040	Internal Plant Hire	\$0	\$0	\$0	\$0
71065	Mileage	\$1,000	\$1,186	\$889	\$1,246
73010	Materials	\$0	\$1,021	\$766	\$1,073
74070	Conferences/Seminars/Workshops	\$250	\$0	\$0	\$250
74055	Tel and Comms	\$1,500	\$930	\$697	\$1,500
73050	Analysis Costs	\$4,000	\$0	\$0	\$4,000
74130	Advertising	\$200	\$0	\$0	\$200
74120	Subscriptions/Membership Fees	\$200	\$0	\$0	\$200
73045	Immunisations/Materials & Contracts/legal	\$1,000	\$0	\$0	\$1,000
74075	Training	\$0	\$97	\$73	\$102
	<b>TOTAL</b>	<b>\$38,628</b>	<b>\$33,712</b>	<b>\$19,391</b>	<b>\$44,535</b>
<b>3AC</b>	<b>ANIMAL CONTROL</b>				
71005	Salaries	\$763	\$730	\$365	\$802
71010	Oncosts	\$458	\$181	\$136	\$481
72040	Internal Plant Hire	\$200	\$173	\$130	\$200
73010	Internal Plant Hire	\$4,000	\$1,679	\$1,259	\$4,000
72005	Contractors	\$10,000	\$8,766	\$6,575	\$15,000
71065	Mileage	\$1,000	\$1,186	\$889	\$2,000
73010	Sundry/Legal Fees/Signage	\$3,000	\$0	\$0	\$2,000
74090	Sub/Membership	\$0	\$0	\$0	\$1,000
74130	Advertising	\$0	\$1,803	\$1,353	\$1,895
	<b>TOTAL</b>	<b>\$19,421</b>	<b>\$14,519</b>	<b>\$10,706</b>	<b>\$27,378</b>

### Detailed Expenditure

		BUDGET 2025/2026	Forecast Update 30/06/2026	Actual to 18/03/2026	DRAFT BUDGET 2026/2027
<b>G/L #</b>					
<b>3BUILD</b>	<b>PLUMBING/BUILDING CONTROL</b>				
71005	Salaries	\$99,244	0	\$0	\$0
71010	Oncosts	\$59,546	0	\$0	\$0
73005	Consultant Building Surveyor	\$2,000	\$0	\$0	\$0
72040	Internal Plant Hire	\$20,000	\$0	\$0	\$0
72005	Contractors	\$3,000	\$25,148	\$18,861	\$58,000
71065	Mileage	\$1,000	\$1,186	\$889	\$2,000
74055	Telephone & Comms	\$1,500	\$408	\$306	\$1,500
74070	Conferences/Seminars/Workshops	\$0	\$0	\$0	\$0
71020	Uniforms	\$400	\$0	\$0	\$400
74135	Legal Fees, Insurance, Adverts	\$1,000	\$1,000	\$0	\$1,000
74120	Standards, BCA, membership fees etc.	\$1,000	\$1,000	\$408	\$1,000
74075	Training	\$500	\$0	\$0	\$500
74055	Materials	\$0	\$316	\$237	\$332
	<b>TOTAL</b>	<b>\$189,190</b>	<b>\$28,742</b>	<b>\$20,701</b>	<b>\$64,732</b>
<b>3POOL</b>	<b>SWIMMING POOL</b>				
71005	Salaries	\$11,719	\$22,130	\$16,598	\$23,259
71010	Oncosts	\$7,031	\$10,044	\$7,533	\$13,956
71065	Mileage	\$0	\$0	\$0	\$0
72005	Contractors	\$0	\$3,632	\$2,724	\$3,817.40
73005	Consultant	\$0	\$423	\$317	\$444.57
73010	Other Maintenance/materials & contracts	\$8,000	\$11,833	\$8,875	\$12,436
72040	Internal Plant Hire	\$300	\$650	\$488	\$683
74055	Telephone	\$0	\$0	\$0	\$0
73030	Pest Control	\$0	\$387	\$290	\$300
73050	Analysis Costs	\$400	\$113	\$85	\$400
74045	General Insurance	\$4,122	\$3,584	\$2,688	\$4,122
74075	Training	\$1,000	\$660	\$495	\$1,000
74130	Advertising	\$0	\$1,138	\$854	\$1,196
	<b>TOTAL</b>	<b>\$32,572</b>	<b>\$53,455</b>	<b>\$40,945</b>	<b>\$61,615</b>
<b>3DEV</b>	<b>DEVELOPMENT CONTROL</b>				
71005	Salaries	\$0	\$0	\$0	\$92,797

### Detailed Expenditure

		BUDGET 2025/2026	Forecast Update 30/06/2026	Actual to 18/03/2026	DRAFT BUDGET 2026/2027
<b>G/L #</b>					
71010	Oncosts	\$0	\$0	\$0	\$55,678
72040	Internal Plant Hire	\$0	\$0	\$0	\$20,000
72005	Contractors	\$120,000	\$120,000	\$72,493	\$50,000
71065	Mileage	\$1,000	\$1,186	\$889	\$2,000
73005	Consultants	\$50,000	\$50,000	\$21,884	\$45,000
73010	Materials	\$0	\$1,647	\$1,235	\$1,731
74130	Advertising DA's/Scheme Amendments	\$17,000	\$10,924	\$8,193	\$17,000
74135	Legal Fees	\$60,000	\$19,491	\$14,618	\$60,000
	<b>TOTAL</b>	<b>\$248,000</b>	<b>\$203,247</b>	<b>\$119,312</b>	<b>\$344,205</b>
<b>3WASTE</b>	<b>WASTE SERVICES</b>				
71005	Salaries	\$155,277	\$183,894	\$137,920	\$193,272
71010	Oncosts	\$93,166	\$88,165	\$66,124	\$115,963
72020	Plant & Equipment Maintenance	\$1,800	\$0	\$0	\$0
72040	Internal Plant Hire	\$4,700	\$6,870	\$5,153	\$6,870
73010	Materials	\$9,000	\$5,680	\$4,260	\$14,000
73010	Materials ( <b>TIP REHABILITATION PROVISION INCREASE</b> )	\$10,000	\$10,000	\$0	\$10,000
73005	Consultants	\$0	\$423	\$317	\$0
72005	Contractors	\$34,000	\$21,042	\$15,781	\$34,000
71020	Work clothes PPE	\$1,400	\$905	\$679	\$1,400
74045	Insurance	\$6,214	\$5,404	\$4,053	\$6,214
73060	State Waste Levy	\$91,680	\$65,013	\$48,760	\$142,000
74055	Tel and Comms	\$3,400	\$1,450	\$1,087	\$3,400

### Detailed Expenditure

G/L #		BUDGET 2025/2026	Forecast Update 30/06/2026	Actual to 18/03/2026	DRAFT BUDGET 2026/2027
74035	Aurora	\$400	\$0	\$0	\$400
74120	Subs & STRGA membership	\$5,200	\$5,200	\$600	\$5,200
73030	Pest control	\$500	\$496	\$372	\$500
74090	Licence Fees	\$3,200	\$0	\$0	\$3,200
74135	Legal Fees	\$1,000	\$0	\$0	\$1,000
74130	Advertising	\$0	\$1,084	\$813	\$1,140
72010	Waste Management Contract	\$548,001	\$540,306	\$405,230	\$567,862
	<b>TOTAL</b>	<b>\$968,938</b>	<b>\$935,932</b>	<b>\$691,149</b>	<b>\$1,106,421</b>
<b>3EP</b>	<b>ENVIRONMENT PROTECTION</b>				
71005	Salaries	\$557	\$1,556	\$1,167	\$585
71010	Oncosts	\$334	\$778	\$584	\$351
74130	Fire Abatement Advertising	\$300	\$0	\$0	\$300
72005	Contractors	\$983,050	\$983,050	\$491,525	\$491,525
73010	Emergency Management (future disaster prevention)	\$30,000	\$0	\$0	\$30,000
73005	Consultants	\$10,000	\$10,000	\$0	\$10,000
73010	Drummuster	\$200	\$0	\$0	\$200
	<b>TOTAL</b>	<b>\$1,024,441</b>	<b>\$995,384</b>	<b>\$493,276</b>	<b>\$532,962</b>
	<b>TOTAL OPERATING EXPENDITURE DES</b>	<b>\$2,848,206</b>	<b>\$2,601,198</b>	<b>\$1,657,112</b>	<b>\$2,563,896</b>
	<b>WORKS &amp; SERVICES</b>				
<b>2PC</b>	<b>PUBLIC CONVENIENCES</b>				
71005	Salaries	\$92,784	\$49,193	\$36,894	\$97,516
71010	Oncosts	\$55,670	\$23,889	\$17,917	\$58,510
72040	Internal Plant Hire	\$8,000	\$11,735	\$8,802	\$8,000
73010	Materials inc. Sanitary Service	\$48,000	\$20,268	\$15,201	\$48,000
73055	Gravel	\$600	\$0	\$0	\$600
72005	Contractors	\$40,000	\$55,224	\$41,418	\$40,000
73065	Leases & Licences	\$0	\$0	\$0	\$0
72015	Building Maintenance	\$8,800	\$22,027	\$16,520	\$8,800
74035	Aurora	\$8,000	\$9,436	\$7,077	\$8,000
74045	Insurance	\$12,242	\$10,645	\$10,645	\$12,242
73030	Pest Control	\$1,000	\$1,080	\$810	\$1,000

## Detailed Expenditure

		BUDGET 2025/2026	Forecast Update 30/06/2026	Actual to 18/03/2026	DRAFT BUDGET 2026/2027
<b>G/L #</b>					
74160	Council Rates & Taswater	\$15,188	\$15,760	\$15,760	\$16,564
	<b>TOTAL</b>	<b>\$290,284</b>	<b>\$219,258</b>	<b>\$171,045</b>	<b>\$299,232</b>
<b>2CEM</b>	<b>CEMETERY</b>				
71005	Salaries	\$5,693	\$9,307	\$6,980	\$5,983
71010	Oncosts	\$3,416	\$4,653	\$3,490	\$3,590
72040	Internal Plant Hire	\$3,000	\$2,937	\$2,203	\$3,000
73010	Materials	\$1,500	\$5,926	\$4,444	\$9,500
72005	Contractors	\$2,500	\$1,487	\$1,115	\$2,500
74160	Council Rates & Taswater	\$1,052	\$1,055	\$1,055	\$1,108
	<b>TOTAL</b>	<b>\$17,161</b>	<b>\$25,364</b>	<b>\$19,287</b>	<b>\$25,682</b>
<b>2HALLS</b>	<b>HALLS</b>				
71005	Salaries	\$4,350	\$6,872	\$5,154	\$7,222
71010	Oncosts	\$2,610	\$3,436	\$2,577	\$4,333
72040	Internal Plant Hire	\$500	\$87	\$65	\$500
74045	Insurance	\$28,994	\$25,212	\$25,212	\$28,994
73010	Materials	\$4,000	\$218	\$164	\$4,000
72005	Contractors	\$5,000	\$2,887	\$2,165	\$5,000
72015	Building Maintenance	\$6,500	\$867	\$650	\$6,500
74035	Aurora	\$15,500	\$23,510	\$17,632	\$24,709
73030	Pest Control	\$3,000	\$3,560	\$2,670	\$3,000
74160	Council Rates & Taswater	\$3,895	\$4,404	\$4,404	\$4,629
	<b>TOTAL</b>	<b>\$74,349</b>	<b>\$71,052</b>	<b>\$60,693</b>	<b>\$88,887</b>
<b>2PARKS</b>	<b>PARKS AND GARDENS</b>				
71005	Salaries	\$30,395	\$41,982	\$31,487	\$44,124
71010	Oncosts	\$18,237	\$20,797	\$15,598	\$26,474
72040	Internal Plant Hire	\$7,000	\$8,481	\$6,361	\$7,000
72005	Contractors	\$6,000	\$11,269	\$8,452	\$11,843
73010	Materials	\$8,000	\$7,325	\$5,494	\$8,000
73055	Gravel	\$100	\$0	\$0	\$100
74035	Aurora	\$3,300	\$2,061	\$1,546	\$3,300
74045	Insurance	\$11,687	\$10,162	\$10,162	\$11,687
71065	Mileage	\$0	\$0	\$0	\$0
74160	Council Rates & Taswater	\$15,805	\$15,662	\$15,662	\$16,461
	<b>TOTAL</b>	<b>\$100,524</b>	<b>\$117,740</b>	<b>\$94,761</b>	<b>\$128,989</b>

## Detailed Expenditure

		BUDGET 2025/2026	Forecast Update 30/06/2026	Actual to 18/03/2026	DRAFT BUDGET 2026/2027
<b>G/L #</b>					
<b>2REC</b>	<b>REC. &amp; RESERVES (Rec + tennis)</b>				
71005	Salaries	\$17,872	\$24,324	\$18,243	\$25,566
71010	Oncosts	\$10,723	\$11,944	\$8,958	\$15,340
72040	Internal Plant Hire	\$5,000	\$5,977	\$4,483	\$5,000
74035	Aurora	\$12,000	\$10,803	\$8,102	\$12,000
74055	Telephone	\$816	\$0	\$0	\$816
73010	Materials	\$21,000	\$1,510	\$1,133	\$21,000
72005	Contractors	\$20,000	\$19,529	\$14,646	\$20,000
72015	Building maintenance	\$3,000	\$0	\$0	\$3,000
73055	Gravel	\$2,700	\$61	\$46	\$2,700
74045	Insurance	\$10,960	\$9,530	\$9,530	\$10,960
74060	Support / Donations	\$0	\$0	\$0	\$0
74090	Licence Fees	\$800	\$348	\$261	\$800
74135	Legal Fees	\$0	\$660	\$495	\$694
74160	Council Rates & Taswater	\$24,307	\$21,614	\$21,614	\$22,716
73030	Pest Control	\$1,500	\$1,140	\$1,140	\$1,500
	<b>TOTAL</b>	<b>\$130,678</b>	<b>\$107,440</b>	<b>\$88,651</b>	<b>\$142,091</b>
<b>2MOW</b>	<b>TOWN MOWING / TREES / STREETSCAPES</b>				
71005	Salaries	\$109,273	\$116,623	\$87,467	\$122,572
71010	Oncosts	\$65,564	\$58,312	\$43,734	\$73,543
72005	Contractors	\$21,170	\$0	\$0	\$0
73010	Materials	\$0	\$1,150	\$862	\$1,209
72040	Internal Plant Hire	\$40,000	\$61,333	\$46,000	\$64,461
	<b>TOTAL</b>	<b>\$236,007</b>	<b>\$237,418</b>	<b>\$178,063</b>	<b>\$261,785</b>
<b>2HOU</b>	<b>HOUSING - Residences, Independents Living Units</b>				
71005	Salaries	\$2,604	\$5,600	\$4,200	\$5,887
71010	Oncosts	\$1,562	\$2,843	\$2,133	\$3,532
72040	Internal Plant Hire	\$1,500	\$510	\$383	\$1,500
73010	Materials	\$3,000	\$1,971	\$1,478	\$3,000
72005	Contractors	\$30,000	\$35,801	\$26,850	\$30,000
73055	Gravel	\$100	\$0	\$0	\$100
74045	Insurance	\$55,076	\$47,892	\$47,892	\$55,076

## Detailed Expenditure

		BUDGET 2025/2026	Forecast Update 30/06/2026	Actual to 18/03/2026	DRAFT BUDGET 2026/2027
G/L #					
74035	Aurora	\$9,000	\$6,887	\$5,166	\$9,000
73030	Pest Control	\$1,000	\$4,507	\$3,380	\$1,000
72015	Building Maintenance	\$35,000	\$1,475	\$1,106	\$10,000
74160	Council Rates & Taswater	\$21,910	\$22,264	\$22,264	\$23,400
	<b>TOTAL</b>	<b>\$160,752</b>	<b>\$129,751</b>	<b>\$114,852</b>	<b>\$142,495</b>
<b>2CAMP</b>	<b>CAMPING GROUNDS</b>				
71005	Salaries	\$238	\$1,247	\$935	\$1,311
71010	Oncosts	\$143	\$624	\$468	\$786
72040	Internal Plant Hire	\$500	\$270	\$203	\$500
72005	Contractors	\$500	\$2,769	\$2,077	\$500
73010	Materials/utilities	\$1,000	\$12	\$9	\$1,000
74035	Aurora	\$800	\$1,318	\$989	\$800
74160	Council Rates & Taswater	\$11,620	\$11,097	\$11,097	\$11,663
	<b>TOTAL</b>	<b>\$14,801</b>	<b>\$17,338</b>	<b>\$15,778</b>	<b>\$16,560</b>
<b>2LIB</b>	<b>LIBRARY</b>				
72015	Building Maintenance	\$500	\$0	\$0	\$500
74045	Insurance	\$1,940	\$1,687	\$1,687	\$1,940
73030	Pest Control	\$200	\$0	\$0	\$200
	<b>TOTAL</b>	<b>\$2,640</b>	<b>\$1,687</b>	<b>\$1,687</b>	<b>\$2,640</b>
	<b>ROAD MAINTENANCE</b>				
<b>2ROAD SR</b>	<b>Sealed</b>				
71005	Salaries	\$40,549	\$40,169	\$30,127	\$42,617
71010	Oncosts	\$24,329	\$20,085	\$15,064	\$25,570
72040	Internal Plant Hire	\$15,000	\$5,573	\$4,180	\$15,000
73010	Materials	\$15,000	\$8,416	\$6,312	\$15,000
73055	Gravel	\$800	\$825	\$619	\$800
72005	Contractors	\$105,000	\$225,332	\$168,999	\$120,000
74105	Minor Plant / Tools / Equipment	\$0	\$0	\$0	\$25,000
<b>2ROAD UR</b>	<b>Unsealed</b>				
71005	Salaries	\$283,854	\$244,730	\$183,547	\$198,331
71010	Oncosts	\$170,313	\$122,365	\$91,774	\$118,998
72040	Internal Plant Hire	\$250,000	\$212,081	\$159,061	\$250,000
72025	Fuel	\$1,500	\$0	\$0	\$1,500

## Detailed Expenditure

		BUDGET 2025/2026	Forecast Update 30/06/2026	Actual to 18/03/2026	DRAFT BUDGET 2026/2027
<b>G/L #</b>					
73055	Gravel	\$20,000	\$18,970	\$14,228	\$20,000
73010	Materials	\$40,000	\$10,171	\$7,628	\$30,000
72005	Contractors	\$120,000	\$48,945	\$44,495	\$80,000
74130	Advertising	\$0	\$825	\$619	\$867
74105	Minor Plant / Tools / Equipment	\$0	\$0	\$0	\$5,000
	<b>TOTAL - ROADS</b>	<b>\$1,086,345</b>	<b>\$958,488</b>	<b>\$726,034</b>	<b>\$942,816</b>
<b>2FKG</b>	<b>FOOTPATHS / KERBS / GUTTERS</b>				
71005	Salaries	\$8,635	\$4,680	\$3,510	\$9,075
71010	Oncosts	\$5,181	\$2,340	\$1,755	\$5,445
72040	Internal Plant Hire	\$3,000	\$580	\$435	\$3,000
72005	Contractors	\$6,000	\$129	\$97	\$6,000
73010	Materials	\$500	\$0	\$0	\$500
	<b>TOTAL</b>	<b>\$23,316</b>	<b>\$7,729</b>	<b>\$5,796</b>	<b>\$24,021</b>
<b>2BRI</b>	<b>BRIDGE MAINTENANCE</b>				
71005	Salaries	\$311	\$148	\$111	\$327
71010	Oncosts	\$187	\$74	\$56	\$196
72040	Internal Plant Hire	\$1,500	\$0	\$0	\$1,500
72005	Contractors	\$0	\$7,099	\$5,325	\$7,461
73010	Materials	\$10,000	\$0	\$0	\$10,000
74130	Advertising	\$0	\$0	\$0	\$0
73005	AuSpan Asset Inspections (Consultants)	\$11,390	\$0	\$8,059	\$16,117
	<b>TOTAL</b>	<b>\$23,388</b>	<b>\$7,322</b>	<b>\$13,550</b>	<b>\$35,601</b>
<b>2PW</b>	<b>PRIVATE WORKS</b>				
71005	Salaries	\$10,233	\$6,960	\$5,220	\$10,755
71010	Oncosts	\$6,140	\$3,161	\$2,371	\$6,453
72040	Internal Plant Hire	\$10,000	\$4,137	\$3,103	\$10,000
72005	Contractors	\$0	\$0	\$0	\$0
73055	Gravel	\$25,000	\$15,643	\$11,732	\$25,000
	<b>TOTAL</b>	<b>\$51,373</b>	<b>\$29,900</b>	<b>\$22,425</b>	<b>\$52,208</b>
<b>2SUPER</b>	<b>SUPER. &amp; I/D OVERHEADS (SUPER)</b>				
71005	Salaries	\$425,404	\$425,404	\$214,086	\$467,289
71010	Oncosts	\$255,242	\$255,242	\$173,171	\$280,373

### Detailed Expenditure

G/L #		BUDGET 2025/2026	Forecast Update 30/06/2026	Actual to 18/03/2026	DRAFT BUDGET 2026/2027
72040	Internal Plant Hire	\$20,000	\$16,998	\$12,748	\$20,000
73010	Materials	\$18,000	\$5,787	\$4,340	\$18,000
72005	Contractors	\$15,000	\$15,628	\$11,721	\$15,000
72015	Building Maintenance	\$1,500	\$0	\$0	\$1,500
72020	Plant & Equipment Maintenance	\$1,000	\$279	\$209	\$1,000
74075	Training	\$30,000	\$20,400	\$20,400	\$25,000
71020	Protective Clothing/Equipment & Uniform	\$12,000	\$14,638	\$14,638	\$15,384
74045	Insurance	\$42,246	\$36,736	\$36,736	\$42,246
74055	Telephones	\$5,200	\$4,669	\$3,501	\$5,200
74035	Aurora	\$8,500	\$8,005	\$6,003	\$8,500
74070	Seminars/Conferences	\$1,000	\$0	\$0	\$1,000
74120	Subs/Membership	\$650	\$0	\$0	\$650
74080	Insight GIS (Spectrum Spatial setup)	\$15,612	\$2,667	\$2,000	\$15,612
74090	Radio Licences and Licence Fees	\$600	\$336	\$336	\$600
73035	Computer Maintenance	\$0	\$600	\$450	\$631
73065	Cylinder Rental	\$6,500	\$7,543	\$5,657	\$6,500
73055	Gravel	\$0	\$995	\$746	\$0
74130	Advertising	\$1,500	\$1,612	\$1,209	\$1,500
73030	Pest Control	\$900	\$870	\$870	\$900
74140	Stationery	\$150	\$0	\$0	\$150
74160	Council Rates & Taswater	\$8,037	\$7,860	\$7,860	\$8,260
	<b>TOTAL</b>	<b>\$869,040</b>	<b>\$826,268</b>	<b>\$516,684</b>	<b>\$935,296</b>
<b>2QUARRY</b>	<b>QUARRY/GRAVEL</b>				
71005	Salaries	\$0	\$149	\$112	\$156
71010	oncost	\$0	\$74	\$56	\$78
72040	Internal Plant Hire	\$0	\$0	\$0	\$0
72005	Contractors	\$12,000	\$7,400	\$5,550	\$12,000
73005	Consultant	\$0	\$1,085	\$814	\$1,140
73055	Hamilton Quarry (Gravel)	(\$200,000)	(\$144,904)	(\$108,678)	(\$200,000)
74090	Licence Fees	\$5,800	\$6,080	\$6,080	\$5,800
74160	Council Rates & Taswater	\$202	\$221	\$221	\$233
	<b>TOTAL</b>	<b>(\$181,998)</b>	<b>(\$129,895)</b>	<b>(\$95,846)</b>	<b>(\$180,592)</b>
<b>2SES</b>	<b>STATE EMERGENCY SERVICES (SES)</b>				
72040	Internal Plant Hire/Comms/Materials	\$2,000	\$1,299	\$974	\$10,000
	<b>TOTAL</b>	<b>\$2,000</b>	<b>\$1,299</b>	<b>\$974</b>	<b>\$10,000</b>

## Detailed Expenditure

		BUDGET 2025/2026	Forecast Update 30/06/2026	Actual to 18/03/2026	DRAFT BUDGET 2026/2027
G/L #					
<b>2PLANT</b>	<b>PLANT MAINTENANCE &amp; OPERATING COSTS - Includes fuel, registrations, repairs, tyres</b>				
71005	Salaries	\$23,119	\$19,317	\$14,487	\$24,298
71010	Oncosts	\$13,872	\$9,577	\$7,183	\$14,579
72040	Internal Plant Hire	\$10,000	\$2,710	\$2,710	\$10,000
72005	Contractors	\$4,000	\$2,867	\$2,150	\$4,000
72025	Fuel	\$290,000	\$189,658	\$142,243	\$290,000
74045	Insurance	\$74,045	\$62,052	\$62,052	\$71,360
73010	Materials	\$20,000	\$17,028	\$17,028	\$20,000
72035	Registration	\$65,000	\$65,000	\$0	\$65,000
72030	Tyres	\$35,000	\$48,817	\$36,613	\$48,842
74105	Minor plant/tool/equip	\$0	\$0	\$3,764	\$5,000
72020	Repairs & Maintenance	\$120,000	\$136,017	\$102,013	\$120,000
	<b>TOTAL</b>	<b>\$655,036</b>	<b>\$553,044</b>	<b>\$390,244</b>	<b>\$673,079</b>
<b>2PLANT</b>	<b>PLANT INCOME</b>				
72100	Via Hire Charges	(\$735,036)	(\$735,036)	(\$287,775)	(\$753,079)
72045	Fuel Tax Credits	(\$60,000)	(\$28,601)	(\$21,451)	(\$60,000)
	<b>TOTAL</b>	<b>(\$795,036)</b>	<b>(\$763,637)</b>	<b>(\$309,226)</b>	<b>(\$813,079)</b>
<b>2DRAIN</b>	<b>DRAINAGE</b>				
71005	Salaries	\$16,331	\$11,524	\$8,643	\$17,164
71010	Oncosts	\$9,799	\$5,614	\$4,211	\$10,298
72040	Internal Plant Hire	\$4,000	\$580	\$435	\$4,000
72005	Contractors	\$10,000	\$4,815	\$3,611	\$10,000
73010	Materials	\$3,000	\$0	\$0	\$3,000
	<b>TOTAL</b>	<b>\$43,130</b>	<b>\$22,533</b>	<b>\$16,900</b>	<b>\$44,462</b>
<b>2OCA</b>	<b>OTHER COMMUNITY AMENITIES - Golf Museum, Old School (Headmasters)House, Ash Cottage, Online Access, Old Hamilton School</b>				
71005	Salaries	\$3,695	\$3,644	\$2,733	\$3,883
71010	Oncosts	\$2,217	\$1,822	\$1,367	\$2,330
72040	Internal Plant Hire	\$1,000	\$490	\$368	\$1,000
72005	Contractors	\$4,500	\$3,113	\$2,334	\$5,400
74035	Aurora	\$5,700	\$6,403	\$4,803	\$5,700
74045	Insurance	\$7,732	\$6,723	\$6,723	\$7,732
73010	Materials & Building Maintenance	\$10,000	\$1,833	\$1,375	\$24,700



### Detailed Expenditure

G/L #		BUDGET 2025/2026	Forecast Update 30/06/2026	Actual to 18/03/2026	DRAFT BUDGET 2026/2027
	SOLID WASTE RATES CHARGES	(\$852,988)	(\$853,854)	(\$853,854)	(\$1,109,538)
		(\$872,325)	(\$860,000)	(\$860,000)	(\$1,118,150)
	<b>NET SOLID WASTE (SUPLUS)/LOSS</b>	<b>\$96,613</b>	<b>\$87,094</b>	(\$160,480)	<b>\$1</b>
	<b>DEPARTMENTAL TOTALS</b>				
	CORPORATE SERVICES	\$2,687,720	\$2,470,816	\$1,931,576	\$3,330,767
	DEV. & ENVIRONMENTAL SERV.	\$2,848,206	\$2,601,198	\$1,657,112	\$2,563,896
	WORKS & SERVICES	\$3,025,570	\$2,634,901	\$2,201,464	\$3,084,127
	<b>GRAND TOTAL ALL DEPARTMENTS</b>	<b>\$8,561,495</b>	<b>\$7,706,915</b>	<b>\$5,790,153</b>	<b>\$8,978,790</b>

**Capital Works Expenditure 2026-2027**

Project Code		BUDGET 2025/2026	Actual at 18/03/2026	BUDGET 2026/2027	2026-2027 COMMENTS
	<b>CAPITAL EXPENDITURE - Administration</b>				
	<b>COMPUTER PURCHASES</b>				
New	Computer Equipment Bothwell Depot			\$3,000	Katrina/ Stephen
CF002	PC's & Laptops Purchases	\$2,500		\$5,000	Janet Monk Budget submiss
NEW	Hardware Upgrades Bothwell Chamber			\$8,330	David Meaheam
CF083	Video & Audio Recording System for Council Meetings	\$5,148			
	<b>TOTAL - Computers and Software</b>	<b>\$7,648</b>		<b>\$16,330</b>	
	<b>OFFICE EQUIPMENT CAPITAL</b>				
CF003	Lockable Storage Cabinets / Filing Cabinets /Cupboards	\$6,000			
	<b>TOTAL - OFFICE EQUIPMENT</b>	<b>\$6,000</b>		<b>\$0</b>	
	<b>MISCELLANEOUS</b>				
New	Emergency Recovery			\$5,000	Katrina Brazendale
CF084	Evacuation Storage	\$2,000			
	<b>TOTAL MISCELLANEOUS</b>	<b>\$2,000</b>		<b>\$5,000</b>	
	<b>TOTAL CAPITAL - Administration</b>	<b>\$15,648</b>		<b>\$21,330</b>	
	<b>CAPITAL EXPENDITURE - Development Services</b>				
	<b>BOTHWELL SWIMMING POOL</b>				
New	Replace solar blanket and Sand in filters			\$25,000	Work & Service Manager
	<b>TOTAL - Bothwell Swimming Pool</b>			<b>\$25,000</b>	
	<b>WASTE TRANSFER STATIONS</b>				
New	Bothwell Waste Transfer Station steel bin ramp			\$15,000	Work & Service Manager
	<b>TOTAL - Waste Transfer Stations</b>			<b>\$15,000</b>	
	<b>TOTAL CAPITAL - Development Services</b>			<b>\$40,000</b>	
	<b>CAPITAL EXPENDITURE - Works &amp; Services</b>				
	<b>HALLS - CAPITAL</b>				
New	Ouse Hall window replacement			\$15,000	Work & Service Manager
New	Hamilton Hall ceiling repairs			\$20,000	Work & Service Manager
New	Heating System in Ouse Hall			\$10,000	Work & Service Manager
CC023	Hall of Industries - Hamilton Showground		\$15,971	\$0	
	<b>TOTAL - Halls</b>	<b>\$0</b>		<b>\$45,000</b>	
	<b>Buildings</b>				
New	Ash Cottage painting of interior and sanding and varnishing windowsills			\$15,000	Work & Service Manager
New	Bootmarker's Cottage				Adam Wilson
CC028	Old School House Bothwell- Shed Replacement	\$25,500	\$12,843		
New	Bothwell Medical Centre Upgrade			\$15,000	Jason & Barry Recommenda
CB047	Construction of the Independent Living Units at Bothwell	\$25,000			
CF006	Wayatinah Sports & Golf Club Building	\$50,000			
CF103	Insulation-Great Lake Community Centre	\$4,167	\$3,787		
CC048	Wayatinah Playground & New Toilets		\$35,680		
CF085	New Roof & Guttering for Osterley Church	\$15,000	\$10,519		
CF068	Online Access Centre, Ouse - improvements	\$12,000	\$3,160		
	<b>TOTAL - Buildings Works</b>	<b>\$131,667</b>		<b>\$30,000</b>	
	<b>BRIDGE CAPITAL</b>				

**Capital Works Expenditure 2026-2027**

<b>NEW</b>	Level 3 inspection of Waddamana Road canal bridge and Dee spill way bridge			\$30,000	Work & Service Manager
CC52	Drainage Channel, 14 Mile Road	\$55,000	\$65,774		
CF010	Green Valley Road Bridge Replacement		\$9,637		
	<b>TOTAL - Bridges</b>	<b>\$55,000</b>		<b>\$30,000</b>	
	<b>PLANT PURCHASES</b>				
CF086	UTE Replacement (Hamilton Depot)Replace 824	\$60,000			
<b>NEW</b>	Hamilton Works Depot Spray Ute 2017			\$60,000	Work & Service Manager
CF087	Second Hand Loader to Replace old Komatsu Loader	\$50,000	\$50,000		
CF088	UTE Replacement (Hamilton Depot)PM815	\$60,000			
<b>NEW</b>	Hino medium truck replacement Hamilton			\$0	Work & Service Manager
CF089	Replaced Adam Wilson Car			\$60,000	Work & Service Manager
<b>NEW</b>	Work & Service Manager Ute Toyota Hilex 2023 82,000km			\$60,000	Work & Service Manager
<b>NEW</b>	John Deer Tractor for side arm Slashing 8140hrs 2008			\$220,000	Work & Service Manager
CF090	Replaced Graham Roger vehicle 267,000km in 3 years				
<b>NEW</b>	Hustler mower Hamilton Works Depot			\$35,000	Work & Service Manager
<b>NEW</b>	Small Plant replacement ( Brush cutter, Generator Replacement)			\$5,000	Work & Service Manager
<b>New</b>	Car for Planner			\$60,000	Katrina
	<b>TOTAL - Plant</b>	<b>\$170,000</b>		<b>\$500,000</b>	
	<b>CAMPING GROUNDS</b>				
	Bothwell Design and Extension			\$40,000	Councilors
	<b>TOTAL Camping Grounds</b>	<b>\$0</b>		<b>\$40,000</b>	
	<b>CEMETERIES</b>				
	<b>TOTAL CEMETERIES</b>	<b>\$0</b>		<b>\$0</b>	
	<b>FOOTPATHS / KERBS / GUTTERS</b>				
<b>NEW</b>	Kerb replacement and hotmox parking area main street Ouse			\$25,000	Work & Service Manager
CF091	Footpath Ellendale	\$130,000	\$30,438		
CF092	Sewer Line Replacement Hamilton Office	\$25,000			
CF022	Franklin Place, Hamilton footpath & kerb replacement				
CC008	Ouse Walkway Lighting Upgrade	\$40,000	\$14,244		
CC050	Curbs & Gutter at Ellendale	\$50,000			
	<b>TOTAL - Footpaths, Kerbs and Guttering</b>	<b>\$245,000</b>		<b>\$25,000</b>	
	<b>PUBLIC CONVENIENCES</b>				
<b>New</b>	Botwell PublicToilets Sanitary Products Dispensing Machine			\$0	David Meacheam
	<b>TOTAL - Public Conveniences</b>	<b>\$0</b>		<b>\$0</b>	
	<b>ROAD CONSTRUCTION</b>				
<b>New</b>	Stabilization Hollow Tree Road			\$220,000	Work & Service Manager
CF025	Thousand Acre Lane reconstruction - Further 1.4km	\$814,439	\$583,184		
<b>New</b>	Arthurs Lake access Road			\$0	Work & Service Manager
CC051	Waddamana Road 200m Plus 700M Bashan Road	\$258,060	\$22,550		
<b>New</b>	Drainage and road widening Dry Poles Road			\$30,000	Work & Service Manager
CC052	Tor Hill Road 400m Plus 5.4 kmn South -west of Meadsfield Road	\$225,600	\$23,450		
<b>New</b>	Tor Hill Road Dig Asphalt Repair			\$30,000	Barry (Superviosor)
<b>New</b>	Blackspot funding allocation for Victoria Valley Road			\$35,000	If Successful Work & Servic
<b>New</b>	Mark Tree Road Verge Removal			\$50,000	Work & Service Manager
<b>New</b>	Bitumen Aprons in place on side feeder roads in Miena			\$0	David Meacheam
CC053	Sealing Marlborough Road	\$5,000			
CF026	Hollow Tree Road - stabilisation	\$178,094	\$179,997		
	New Public Open Space at Wilberville - road re-establishment				

**Capital Works Expenditure 2026-2027**

	<b>Road Re-Sealing</b>				
CF097	Dolerite Crescent	\$70,000	\$308		
CF099	Pelham Road	\$100,000	\$308		
CF100	Arthur Lakes Road	\$200,000	\$308		
CF101	Flintstone Drive	\$30,000	\$308		
NEW	Road resealing			\$400,000	Work & Service Manager
CAPRSHT	Resheeting of Gravel Roads	\$308,000	\$211,995	\$380,000	Work & Service Manager
	<b>TOTAL - Roads</b>	<b>\$2,189,193</b>		<b>\$1,145,000</b>	
	<b>DRAINAGE / STORMWATER</b>				
CF093	Berry Drive and Thiessen Crescent Culvert and Drainage	\$25,000	\$905		
NEW	Stormwater GIS and Flood Hazard Mapping – Bothwell and Hamilton			\$45,000	Work & Service Manager
CC054	Wentworth Bridge, 14 Mile Road Drainage works	\$25,000			
NEW	Alexander Street kerb & culvert upgrade			\$60,000	Work & Service Manager
	<b>TOTAL - Drainage</b>	<b>\$50,000</b>		<b>\$105,000</b>	
	<b>RECREATION GROUNDS</b>				
NEW	Bothwell Rec Ground Power & Switch board			\$14,000	Barry Harback: Power & swi
CF040	Bothwell Rec Ground basketball / tennis court complex	\$100,000			
CF041	Gretna Cricket Club Changerooms Upgrades	\$302,000	\$2,275	\$635,221	Carried Over
	<b>TOTAL - REC GROUNDS</b>	<b>\$402,000</b>		<b>\$649,221</b>	
	<b>PARKS AND GARDENS</b>				
NEW	Path and stairs Hamilton Caravan Park access to toilets			\$30,000	Work & Service Manager
CF094	Caravan Park expansion	\$50,000			
NEW	Upgrade soft fall areas and borders Queenspark			\$30,000	Work & Service Manager
New	Automatic water system in hamilton Memorial Garden & Park				
CC055	Children Play Ground and toilet in Miena	\$244,000		\$244,000	Carried over
CF071	Platypus Walk Upgrades	\$22,000			
	<b>TOTAL - Parks and Gardens</b>	<b>\$316,000</b>		<b>\$304,000</b>	
	<b>INFRASTRUCTURE</b>				
CF095	Second Fire Detection system, Blue Hill	\$90,000			
New	Westerway Bridge Road Picnic Shelter			\$22,000	Kat Cullen
New	Street Light on existing pole in hamilton			\$0	Councillors
CC056	Bus Shed Hamilton	\$15,000	\$2,880		
new	Hamilton landfill weighbridge			\$70,000	Bev
	<b>TOTAL - Infrastructure</b>	<b>\$105,000</b>		<b>\$92,000</b>	
	<b>TOTAL CAPITAL - Works and Services</b>	<b>\$3,663,860</b>		<b>\$2,965,221</b>	
	<b>Overall Total Capital Expenditure</b>				
	<b>Corporate Services</b>	15,648	-	21,330	
	<b>Development Services</b>	-	-	40,000	
	<b>Works</b>	3,663,860	-	2,965,221	
	<b>GRAND TOTAL</b>	<b>3,679,508</b>	<b>1,280,520</b>	<b>3,026,551</b>	
				1,347,271	LESS Capital Grants to
				1,679,280	Grand Total from ow

**Summarised Receipts**

<b>SUMMARISED RECEIPTS 2026-2027</b>				Percentage Increase	<b>5.10%</b>	
	Budget 2025-2026	FORECAST ACTUAL	Actual at 18/03/2026	Budget 2026-2027	Movement	Comments 2026-2027
Other Operating Grants	\$983,050	\$983,050	\$491,525	\$491,525	(\$491,525)	DWP-Clyde River Flood Resilience Project Installation 3 at 30/07/2026
Capital Grants - <b>State</b>	\$40,000	\$540,000	\$554,744	\$500,000	\$460,000	Gretna Grant come from state
Capital Grants - <b>Federal</b>	\$432,460	\$432,460	\$0	\$0	(\$432,460)	
Capital Grant - <b>Roads to Recovery</b>	\$942,607	\$942,607	\$633,868	\$847,271	(\$95,336)	New RTR 5 Yr program 2026-2027 Funding
Capital Grant -LRCI	\$0	\$0	\$371,580	\$0	\$0	Remaining Balance of LRCI
<b>FAG Grants</b>	\$3,445,404	\$3,484,220	\$3,049,792	\$3,553,904	\$108,500	FAG Grant increased 2%
Administration (Rates Certificates)	\$49,721	\$62,461	\$46,846	\$52,257	\$2,536	
Dog Licences, fees & fines	\$14,917	\$29,245	\$21,934	\$23,053	\$8,136	
Licences / Fees	\$6,629	\$620	\$465	\$652	(\$5,977)	
Bushfest Income	\$62,000	\$69,333	\$52,000	\$52,000	(\$10,000)	Expected Revenue ( Nadine Cove)
Misc. Income	\$44,197	\$24,934	\$18,700	\$27,188	(\$17,009)	
Planning/Subdivision fees	\$350,000	\$84,748	\$63,561	\$350,000	\$0	Remaining Tarraleah DA + others
Building Fees	\$11,049	\$9,763	\$7,322	\$7,695	(\$3,354)	
Plumbing Fees	\$16,574	\$11,035	\$8,276	\$8,698	(\$7,876)	
Camping Grounds	\$22,098	\$42,462	\$31,847	\$40,000	\$17,902	
Cemetery	\$7,734	\$6,129	\$4,597	\$6,441	(\$1,293)	
Hall Hire fees	\$828	\$1,179	\$885	\$870	\$42	
Recreation/Reserves hire fees	\$553	\$145	\$109	\$153	(\$400)	
Swimming Pool	\$2,210	\$1,994	\$1,495	\$1,572	(\$638)	
T/Toll & Heavy Vehicle Reg.	\$24,529	\$0	\$0	\$50,530	\$26,001	Paid annually in May
Bank Interest	\$220,983	\$156,863	\$117,647	\$163,138	(\$57,845)	4% Increased
Miscellaneous Reimbursements	\$38,672	\$97,474	\$73,106	\$40,644	\$1,972	
Rates	\$3,817,975	\$3,817,975	\$3,833,379	\$4,047,054	\$229,079	At 5.1% increase
Fire Levy	\$269,311	\$269,311	\$255,793	\$276,962	\$7,651	
Garbage Collection	\$852,988	\$852,988	\$853,854	\$1,109,538	\$256,550	At 5.1% increase
Private Works	\$66,295	\$102,063	\$76,547	\$69,676	\$3,381	
Tip Fees	\$2,763	\$102	\$76	\$107	(\$2,656)	
WTS Fees	\$16,574	\$8,092	\$6,069	\$8,505	(\$8,069)	
ALL Independent Living Units ILU - Ouse and Bothwell	\$93,918	\$86,682	\$65,012	\$86,682	(\$7,236)	Does not increase based on CPI
Rental - Ambulance Tas at Ouse	\$20,993	\$0	\$0	\$0	(\$20,993)	Discuss either they take it or not
Rental - Bothwell Library	\$4,640	\$4,311	\$4,311	\$4,311	(\$329)	
TasWater dividends	\$112,701	\$112,701	\$56,100	\$138,897	\$26,196	Estimates of 2025-2026 increased by 3.5
Sale of Plant	\$49,721	\$49,721	\$834	\$100,000	\$50,279	2 Car from Bothwell
Rates Penalties and Interest	\$37,569	\$63,051	\$47,289	\$49,700	\$12,131	
<b>TOTAL</b>	<b>\$12,061,663</b>	<b>\$12,347,721</b>	<b>\$10,749,562</b>	<b>\$12,109,023</b>	<b>\$47,360</b>	

	Budget 2025/2026	Forecast Actual 2025/2026	DRAFT Estimates 2026/2027
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
<b>RECEIPTS</b>			
Operating Receipts	10,646,596	10,382,933	10,761,752
<b>PAYMENTS</b>			
Operating payments	8,548,509	8,548,509	8,984,657
<b>NET CASH FROM OPERATING</b>	<b>2,098,087</b>	<b>1,834,424</b>	<b>1,777,095</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
<b>RECEIPTS</b>			
Proceeds from sale of Plant & Equipment	49,721	49,721	100,000
<b>PAYMENTS</b>			
Payment for property, plant and equipment	3,561,414	3,561,414	3,026,551
<b>NET CASH FROM INVESTING ACTIVITIES</b>	<b>(3,511,693)</b>	<b>(3,511,693)</b>	<b>(2,926,551)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
<b>RECEIPTS</b>			
Capital Grants	1,415,067	1,915,067	1,347,271
<b>PAYMENTS</b>			
Nil	-	-	-
<b>NET CASH FROM FINANCING ACTIVITIES</b>	<b>1,415,067</b>	<b>1,915,067</b>	<b>1,347,271</b>
<b>NET INCREASE (DECREASE) IN CASH HELD</b>	<b>1,462</b>	<b>237,798</b>	<b>197,815</b>
<b>CASH AT BEGINNING OF YEAR</b>	<b>5,563,746</b>	<b>4,743,117</b>	<b>4,980,915</b>
<b>CASH AT END OF PERIOD</b>	<b>5,565,208</b>	<b>4,980,915</b>	<b>5,178,730</b>

## Reserves

BALANCE SHEET AND RESERVES	2026-2027		
FUNDING			
ESTIMATED RECEIPTS			\$12,109,023
ESTIMATED OPERATING + CAPITAL EXPENDITURE			\$12,011,208
<b>DIFFERENCE</b>			\$97,815
	From Unrestricted Cash Reserve		\$97,815
	<b>Total From CASH Reserves</b>		<b>\$97,815</b>
BALANCE			
	<b>RESERVES 30/6/25</b>	<b>EXPECTED RESERVES 30/6/2026</b>	<b>EXPECTED RESERVES 30/6/2027</b>
L.S.L.	\$400,875	\$400,875	\$414,906
PERSONAL LEAVE (Old EBA Provision)	\$0	\$0	\$0
REG. REFUSE SITE	\$80,000	\$200,000	\$200,000
BRIDGES	\$376,798	\$376,798	\$376,798
PLANT	\$453,364	\$453,364	\$453,364
QUARRY	\$80,000	\$80,000	\$80,000
WAYATINAH	\$50,000	\$50,000	\$50,000
LISTOWELL	\$80,000	\$80,000	\$0
PUBLIC OPEN SPACE	\$20,505	\$20,505	\$20,505
<b>TOTAL</b>	<b>\$1,541,542</b>	<b>\$1,661,542</b>	<b>\$1,595,573</b>
EXPECTED CASH BALANCE 30/6/2026			4,980,915
<b>ADD</b> ESTIMATED RECEIPTS 2026-2027			12,209,023
<b>LESS</b> ESTIMATED EXPENDITURE 2026-2027			12,011,208
<b>ESTIMATED CASH BALANCE 30 JUNE 2027</b>			<b>5,178,730</b>

Community Economic Development

Community & Economic Development  
2026/2027 Budget

Project Code		BUDGET 2025-26	Forecast Update 30/06/2026	Actual to 18.03.2026	BUDGET 2026/27
	<b>Strategic Project- Whole of Community</b>				
CREL313	Community & Economic Development Support	\$10,000	\$2,788	\$2,091	\$10,000
CREL316	Health & Wellbeing Plan (2020-2025) Implementation	\$5,000	\$0		
CREL302	Economic and Tourism Development Strategic Project	\$5,000	\$4,368	\$3,276	\$8,000
	<b>Youth and Children Strategic Projects</b>		\$0		
CREL303	New- Family Day Care Seeding Fund Bothwell	\$5,000	\$467	\$350	\$0
CREL304	New- Ouse Family Day Care Support	\$5,000	\$0		\$20,000
CREL318	<b>Youth Service &amp; Activities</b>	\$5,000	\$1,637	\$1,228	\$40,000
CREL319	Children's Services and Activities	\$5,000	\$257	\$193	\$5,000
CREL320	Bothwell High School Breakfast Club	\$2,000	\$0		\$1,000
CREL321	Glenora School Breakfast Club	\$1,000	\$1,333	\$1,000	\$1,000
CREL322	Westerway School Breakfast Club	\$1,000	\$0		\$1,000
CREL323	New-Bothwell Playproup Support	\$1,000	\$0		\$500
	<b>Community &amp; Donation and Financial Assistance</b>				
CREL315	<b>Community Grants</b>	\$15,000	\$12,885	\$9,664	\$15,000
CREL309	Community Support & Donations	\$10,000	\$4,397	\$3,298	\$5,000
CREL324	Church Grants	\$5,000	\$0		
CREL311	Further Education Bursaries	\$1,400	\$0		\$1,400
CREL325	School Awards	\$400	\$607	\$455	\$400
	Bothwell School Association				\$1,000
	Westerway School Association				\$1,000
	Glenora School Association				\$1,000
	Health Aging Project				\$5,000
	<b>Vulnerable Residents Support Project</b>				\$5,000
CREL326	Central Highlands School Support	\$3,000	\$0		\$0
	<b>Community Event</b>				
CREL308	<b>ANZAC Day</b>	\$12,000	\$125	\$94	\$10,000
CREL328	200 Years of Hamiltun Celebration	\$0	\$948	\$711	
CREL306	Australia Day	\$4,000	\$4,008	\$3,006	\$4,000
CREL300	Community Relations Maintenance	\$0	\$161	\$121	
CREL314	Community Event.eg Volunteer week	\$5,000	\$0		
	<b>Community Partnerships</b>				
CDEV366	<b>Highlands Digest Support</b>	\$15,800	\$19,151	\$14,363	\$15,000
CREL327	Australasian Golf Museum contribution to power	\$5,000	\$0		\$5,000
EDEV361	Visitors Centre Contribution to Power	\$5,000	\$0		\$5,000
CREL317	Healthy Connect Project	\$10,000	\$0		
	Brighton Family Day Care	\$5,000		\$5,000	\$0
	<b>Total Community &amp; Economic Development Support &amp; Donations</b>	\$141,600	\$53,133	\$44,850	\$160,300

## FEES AND CHARGES 2026-2027

Council Venue Hire		Increase 2024/2025	Increase 2025-2026	Increase 2026-2027
		5.10%	5.13%	5.60%
		Proposed (2024-2025)	Proposed (2025-2026)	Proposed (2026-2027)
Type of Function	Location	Per Day (GST Incl)	Per Day (GST Incl)	Per Day (GST Incl)
Private Function	Bothwell	\$171	\$180	\$190
	Hamilton	\$161	\$169	\$180
	Osterly	\$175	\$184	\$195
	Ouse	\$175	\$184	\$195
	Half Day Hire		\$90.05	\$95
Church Function	Bothwell	No Charge	No Charge	No Charge
	Hamilton	No Charge	No Charge	No Charge
	Ouse	No Charge	No Charge	No Charge
Fundraising for Local Facilities	Bothwell	No Charge	No Charge	No Charge
	Hamilton	No Charge	No Charge	No Charge
	Ouse	No Charge	No Charge	No Charge
Commercial use	Bothwell	\$460	\$484	\$510
	Hamilton	\$460	\$484	\$510
	Ouse	\$460	\$484	\$510
Meetings - Local Groups	Bothwell	No Charge	No Charge	No Charge
	Hamilton	No Charge	No Charge	No Charge
	Ouse	No Charge	No Charge	No Charge
Meetings Non-Local Groups	Bothwell	\$82	\$86	\$90
	Hamilton	\$82	\$86	\$90
	Ouse	\$89	\$94	\$100
Local Schools		No Charge	No Charge	No Charge
Supper Room/Kitchen only		50% of above fees	50% of above fees	50% of above fees
Chairs		\$1.40 per chair per night +50% or \$55.00 whichever is greater refundable bond upon inspection	\$1.45 per chair per night +50% or \$60.00 whichever is greater refundable bond upon inspection	\$1.45 per chair per night +50% or \$60.00 whichever is greater refundable bond upon inspection
Trestles		\$4.50 per trestle per night	\$5.00 per trestle per night	\$5.00 per trestle per night
Hire of Crockery and Cutlery from Stock (per complete set) Hire of crockery & cutlery from stock is additional to what is stocked in hall Note: Transport of crockery, cutlery, chairs or trestles to another hall or elsewhere to be charged at cost to hirer		\$2.43	\$2.56	\$2.70

Record to be kept of hall hire at No Charge to enable Council to obtain in-kind support given
A refundable deposit of <b>\$250</b> is to be paid for Hall Hire for commercial and private functions. Prior to deposit being refunded an inventory count is to be undertaken and any missing or broken items are to be deducted from the deposit at the item/s replacement cost

	Proposed (2024-2025)	Proposed (2025-2026)	Proposed (2026-2027)
	(GST incl)	(GST incl)	(GST incl)
<b>RECREATION GROUND HIRE</b>			
Sporting Clubs (Season Hire)	\$287	\$302	\$350
Other Users- Per Day	\$275	\$289	\$300
Part Use Recreation Grounds - (not all facilities) per day	\$115	\$120	\$130
<b>BOTHWELL FOOTBALL GROUND AND COMMUNITY CENTRE</b>			
Private Functions	\$210	\$221	\$230
Commercial Use	\$441	\$464	\$490
Meetings - Non local groups	\$78	\$82	\$90
Sporting Clubs (Seasonal Hire)	\$165	\$173	\$200
Church Function	No Charge	No Charge	No Charge
Fundraising for Local Facilities	No Charge	No Charge	No Charge
Meetings - Local Groups	No Charge	No Charge	No Charge
Local Schools	No Charge	No Charge	No Charge
Half Day Hire			\$130
A \$250.00 refundable deposit will be required for Private and Commercial functions. Any damage / broken or missing items will be deducted from the bond.			

	Proposed (2024-2025)	Proposed (2025-2026)	Proposed (2026-2027)
	(GST incl)	(GST incl)	(GST incl)
<b>CEMETERY FEES (All)</b>			
Land	\$518	\$545	\$570
Grave Digging - single depth	\$632	\$664	\$700
Grave Digging - double depth	\$746	\$784	\$820
Headstone with Rose Bowl	\$529	\$556	\$580
Ashes Wall (including plaque attachment)	\$171	\$180	\$190
Plaques	Cost + 10%	Cost + 10%	Cost + 10%
Attaching plaque to headstone	\$63	\$66	\$70
Re-opening grave for 2nd internment	\$632	\$664	\$700
Burial of ashes	\$171	\$180	\$190
Headstone with Rose Bowl (old section)	\$1,057	\$1,111	\$1,160

	Proposed (2024-2025)	Proposed (2026-2027)	Proposed (2025-2026)	
	(GST Incl)	(GST Incl)	(GST Incl)	
<b>PHOTOCOPYING</b>				
<b>Black &amp; White</b>	<b>&lt;50</b>	<b>&lt;50</b>	<b>&lt;50</b>	<b>&gt;50</b>
A4 Single Sided	\$0.40	\$0.45	\$0.50	\$0.55
A4 Double Sided	\$0.45	\$0.50	\$0.55	\$0.60
A3 Single Sided	\$0.50	\$0.55	\$0.60	\$0.65
A3 Double Sided	\$0.55	\$0.60	\$0.65	\$0.70

Colour	<50	<50	<50	>50
A4 Single Sided	\$0.40	\$0.45	\$0.55	\$0.60
A4 Double Sided	\$0.45	\$0.50	\$0.60	\$0.65
A3 Single Sided	\$0.50	\$0.55	\$0.45	\$0.70
A3 Double Sided	\$0.55	\$0.60	\$0.70	\$0.75
Community clubs/committees raising funds to put back into community projects to be exempt from charges. photocopying for these clubs/committees to be kept to confirm council in-kind support.				Records of

LAMINATING	Proposed (2024-2025)	Proposed (2025-2026)	Proposed (2026-2027)
	(GST Incl)	(GST Incl)	(GST Incl)
Size = A4	\$3.30	\$3.50	\$4.00
Size = A3	\$6.30	\$6.60	\$7.00

POOL ENTRY FEES	Proposed (2024-2025)	Proposed (2025-2026)	Proposed (2026-2027)
	(GST Incl)	(GST Incl)	(GST Incl)
Ticket			
Season Pass - Family	\$150	\$158	\$160
Season Pass - Family Concession	\$110	\$116	\$120
Season Pass - Adult	\$83	\$87	\$90
Season Pass - Junior/Pensioner	\$46	\$49	\$50
Single Entry - Adult	\$3	\$3	\$4
Single Entry - Junior/Pensioner	\$2	\$2	\$2

CAMPING GROUNDS	Proposed (2024-2025)	Proposed (2025-2026)	Proposed (2026-2027)
	(GST Incl)	(GST Incl)	(GST Incl)
Use of Showers/Laundry (Bothwell)	\$15	\$15	\$15
Powered Site (Bothwell)	\$40	\$40	\$40
Unpowered Site - (Bothwell)	\$30	\$30	\$30
Weekly Hire Powered - (Bothwell)	\$175	\$184	\$190
Weekly Hire Unpowered - (Bothwell)	\$150	\$158	\$160
Hamilton Camp Ground	\$20	\$20	\$20
Self Contained Overflow Camping (i.e for Busfest)		\$20	\$20

SALE OF WATER	Proposed (2024-2025)	Proposed (2025-2026)	Proposed (2026-2027)
	(GST Incl)	(GST Incl)	(GST Incl)
Per Kilolitre (1000 litres or part thereof)	\$2.10	\$2.20	\$2.30

TRUCK WASH	Proposed (2024-2025)	Proposed (2025-2026)	Proposed (2026-2027)	
	(GST Incl)	(GST Incl)	(GST Incl)	
Resident	Per use	\$23	\$24	\$25
Non-Resident	Per use	\$40	\$42	\$45
Annual User - semi trailers	Annual fee	\$215	\$226	\$240

## DEVELOPMENT & ENVIRONMENTAL SERVICES FEES

**2026-2027**

Increase	Increase	Increase
5.10%	5.13%	5.60%

	Proposed (2024-2025) (GST incl)	Proposed (2025-2026) (GST incl)	Proposed (2026-2027) (GST incl)
<b>BUILDING</b>			
Building Permit (Class 1) * <span style="color: red;">Dwelling</span>	\$289	\$304	\$320
Building Permit (Class 10) * <span style="color: red;">Garage / Shed / Outbuilding</span>	\$224	\$235	\$250
Building Permit Commercial (Classes 2 – 9) *	\$289	\$304	\$320
Notifiable Building Work (Class 1) *	\$217	\$228	\$240
Notifiable Building Work (Class 10) *	\$118	\$124	\$130
Notifiable Building Work (Class 2-9) *	\$224	\$235	\$250
Building Permit (Demolition Only) - All Building Classes * (As prescribed by Part 13 of the Building Act 2016)	\$224	\$235	\$250
Staged Building Permit *	\$137 / Stage in addition to Permit Authority Fee	\$140 / Stage in addition to Permit Authority Fee	\$145 / Stage in addition to Permit Authority Fee
Permit of Substantial Compliance - All Building Classes *	Applicable Building Permit Fee (by Class) plus 100%	Applicable Building Permit Fee (by Class) plus 100%	Applicable Building Permit Fee (by Class) plus 100%
Application for a Building Certificate (as per Building Act) - All applications must be accompanied by a report on the building from a Building Surveyor			\$2,500
Building Permit (Extension of Time) – 1 <sup>st</sup> year	\$237	\$249	\$260
Building Permit (Extension of Time) – each year after 1 <sup>st</sup> extension	\$421	\$442	\$470
Amendment to Building Permit	\$184	\$194	\$200
Change of Building Surveyor, Builder or other Responsible Person			\$50
Building Plan - Search / Copy Fee	\$39	\$41	\$45
Supplementary Inspection Fee (pre-inspection)	\$289	\$304	\$320

### STATE GOVERNMENT LEVY

Tasmanian Building & Construction Levy. As prescribed under Part 3 of the Building & Construction Industry Training Fund Act 1990 which applies to value of work greater than \$20,000 - 0.2% of estimated cost of works	0.2% Value of works completed	0.2% Value of works completed	0.2% Value of works completed
Building Administration Fee Building Administration Fee as prescribed under Part 21 of the Building Act 2016 which applies to value of work \$20,000 or greater - 0.1% of estimated cost of works	0.1% Value of works completed	0.1% Value of works completed	0.1% Value of works completed

### PLUMBING

Permit Authority Assessment - Class 1 Building (not including onsite wastewater) Application fee, Certificate of Likely Compliance & issuing of Completion Certificate (not including inspection fees)	\$487	\$512	\$540
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Permit Authority Assessment - Class 10 Building (not including onsite wastewater) Application fee, Certificate of Likely Compliance & issuing of Completion Certificate (not including inspection fees)	\$421	\$442	\$470
Permit Authority Assessment - Class 1 & 10 (New Dwelling / Outbuilding with Sanitary Fixtures inc onsite wastewater) Application fee, Certificate of Likely Compliance & issuing of Completion Certificate (not including inspection fees)	\$684	\$719	\$760
Permit Authority Assessment (Installation of onsite wastewater management system or upgrade of existing onsite wastewater management system) Application fee, Certificate of Likely Compliance & issuing of completion certificates (not including inspection fees)	\$618	\$650	\$690
Permit Authority Assessment Commercial - Classes 2 – 9 (not including onsite wastewater) Application fee & issuing of completion certificate	\$691	\$726	\$770 min or 0.1% of value of work where value of works >\$500,000
Permit Authority Assessment Commercial - Classes 2-9 (including onsite wastewater) Application fee & issuing of completion certificate	\$888	\$933	\$990 min or 0.1% of value of work where value of works >\$500,000
Inspection Fees - Per Inspection (Number of Inspection will vary depending on Class and if wastewater system included)			\$200
Permit Authority Assessment (Class 10 – stormwater only)	\$224	\$235	\$250
Additional inspection required as a result of a Plumbing Inspection Direction	\$158	\$166	\$250
Notifiable Plumbing Work - All Classes (as prescribed by Part 9 of the Building Act 2016)	\$414	\$436	\$460
Illegal plumbing work	Applicable Plumbing Permit fee (by Class) plus 100%	Applicable Plumbing Permit fee (by Class) plus 100%	Applicable Plumbing Permit fee (by Class) plus 100%
Grease Trap Application (Application Fee, Certificate of Likely Compliance, Assessment, Inspection, Form 46 & Certificate of Completion)			\$600
Plumbing Permit (Extension of Time) – 1 <sup>st</sup> year			\$250
Plumbing Permit (Extension of Time) – each year after 1 <sup>st</sup> extension			\$440
Amendment to Plumbing Permit / Certificate of Likely Compliance	\$158	\$166	\$180

## PLANNING FEES

<b>Development / Use Fees:</b>			
Exempt / No Permit Required Certificate	\$118	\$124	\$150
Permitted Development (s58)	\$137 min & \$1.40 per \$1,000 where value of works >\$10,000	\$140 min & \$1.40 per \$1,000 where value of works >\$10,000	\$150 min & \$1.50 per \$1,000 where value of works >\$10,000
Discretionary Development (s57)	\$222 min & \$1.40 per \$1,000 where value of works >\$10,000	\$233 min & \$1.40 per \$1,000 where value of works >\$10,000	\$240 min & \$1.50 per \$1,000 where value of works >\$10,000

Applicaton for Level 2 Activities	\$686 min & \$1.40 per \$1,000 where value of works >\$10,000	\$720 min & \$1.40 per \$1,000 where value of works >\$10,000	\$760 min & \$1.50 per \$1,000 where value of works >\$10,000
Statutory Advertising	\$408	429	\$450
Minor Amendment to Permit - Permitted & Discretionary	\$217	\$228	\$240
Extension of Time to Permits	\$145	\$152	\$160
Assessment for Part 5 Agreement			\$250
Assessment & Approval of other Documents &/or Reports to Satisfy a Conditon of Planning Permit (Excluding Part 5 Agreements)			\$200
Retrospective Approval (Application for non-approved Use or Development)			Applicable Development Fee plus 100%
<b>Subdivision / Boundary Adjustment &amp; Engineering Fees:</b>			
Subdivision or Boundary Adjustment - Discretionary	\$63 / Lot (minimum fee \$470.00)	\$66 / Lot (minimum fee \$493.00)	\$70/ Lot (minimum fee \$520.00)
Subdivision or Boundary Adjustment - Permitted			\$480.00
Statutory Advertising	\$408	\$429	\$450
Sealing Final Plans & Stratum	\$48 / Lot (minimum fee \$237)	\$50 / Lot (minimum fee \$248)	\$50 / Lot (minimum fee \$260)
Request for Amendments to Sealed Plans	\$253.00 Plus \$686 if a hearing is required	\$265.00 Plus \$720 if a hearing is required	\$280 Plus \$720 if a hearing is required
Application for Adhesion Order	\$283	\$297	\$315
Engineering Drawing Assessment Fee	\$366 minimum & 1% value of works	\$384 minimum & 1% value of works	\$400 minimum & 1% value of works
Engineering Inspections per hour	\$171	\$180	\$190
Application for Permit to Carry Out Works in a Road Reservation			\$100
<b>Amendment to Planning Scheme</b>			
Planning Scheme Amendment Assessment	\$873 Minor Amendment or \$1,741 all others plus applicable DA/Sub assessment fee for s.43A combined applications	\$6,000	\$6,330
Statutory Advertising	\$938 per advertisement (2 advertisements required)	\$1,876	\$1,980
Tasmanian Planning Commission Fee(Payable to TPC If Amendment initiated)	Current fee as set by the TPC	Current fee as set by the TPC	Current fee as set by the TPC

<b>ENVIRONMENTAL HEALTH APPLICATION / INSPECTION FEES</b>			
	<b>2024/25</b>	<b>Proposed 2026-2027</b>	<b>Proposed 2026/27</b>
<b>REGISTRATION AND LICENCE FEES</b>			
Food Premises application or annual renewal fee			
• Low Risk Premises P3 [1]	\$217	\$228	\$240
• Medium Risk Premises P2 [2]	\$375	\$394	\$420
• High Risk Premises P1 [3]	\$697	\$733	\$770

• Community Organisation	\$39	\$41	\$45
Mobile Food Van – Annual Fee	\$401	\$422	\$440
Temporary Food Licence (Commercial) Per Day	\$66	\$69	\$70
Temporary Food Licence (Community) Flat Fee	\$39	\$41	\$45
Food Sampling (Analysis Extra)	\$164	\$173	\$180
Non-Compliance Follow up Inspection	\$158	\$166	\$180
<b>WATER, WASTEWATER, ENVIRONMENTAL</b>			
Private Water Supply Licence & Water Carrier Licence	\$217	\$228	\$240
Non-Compliance Follow up Inspection	\$210	\$221	\$230
Water Sampling Charges (analysis are extra)	\$178	\$187	\$200
Environmental Protection Notices (EPN) - Review Documents & Issue EPN or Amendment to Existing EPN	\$309	\$325	\$340.00 per notice plus \$100/hour or part there of
<b>PUBLIC HEALTH</b>			
Place of Assembly Licence (Temporary Event)	\$164	\$173	\$180
Place of Assembly Licence (Community Organisations)	\$39	\$41	\$45
Registration of Premises for Public Health Risk Activity (E.g. Skin Penetration)	\$178	\$187	\$200
Registration of a Regulated System (E.g. Cooling Towers)	\$178	\$187	\$200
Hawkers Licence, Includes Kerb Side Vendors (residents)	\$99	\$104	\$110
Hawkers Licence (non - residents)	\$132	\$138	\$150
Caravans (per van per annum)	\$217	\$228	As prescribed in By-Law
Non-Compliance Follow up Inspection	\$145	\$152	\$180

\* Note no GST applicable

## WASTE MANAGEMENT FEES 2026-2027

### ENTRY FEES TO BOTHWELL, MIENA, ARTHURS LAKE & BRONTE PARK WASTE TRANSFER STATIONS & HAMILTON REFUSAL DISPOSAL SITE

	Increase	
	<b>5.10%</b> 2025/26 Proposed (GST Incl)	<b>5.10%</b> 2025/26 Proposed (GST Incl)
	Ratepayers & Residents	Non Ratepayers/Residents
Car	Nil	\$18
Trailer Single Axle/Utility/Van	Nil	\$25
Trailer Multi Axle	Nil	\$25
Truck Single Axle	\$35	\$180
Truck Multi Axle	\$84	\$265
Truck Semi-Trailer	\$120	\$421
Compactor Trucks	\$180	\$180
20m3 Skip Bin	\$120	\$120
35m3 Skip Bin	\$145	\$145
Clean Fill	No Charge	No Charge
Matresses (whole)		
Matresses (if material removed & only steel for disposal)		
Gas Cylinders (only accepted if decanted, valve removed & hole in bottom)		
Concrete (steel must be removed)		
Fire Extinguishers (must have valve removed)		
Waste Oil	\$1.00 per litre	\$1.00 per litre
Disposal of Asbestos	Quote	Quote

#### Tyre Disposal Fees - Residents and Non-Residents

	With Out Rim	With Rim
Car/Motorcycle	\$13	\$19
4WD	\$19	\$25
Light Truck		
Heavy Truck	\$34	\$38
Tractor, Heavy Machinery (grader, earthmover etc)	Contact Council	Contact Council

	Increase	
	<b>2026/2027</b> Proposed (GST Incl)	<b>2026/2027</b> Proposed (GST Incl)
	Ratepayers & Residents	Non Ratepayers/Residents
	NIL	\$20.00
	NIL	\$30.00
	NIL	\$35.00
	\$190.00	\$190.00
	\$280.00	\$280.00
	\$525.00	\$525.00
	\$500.00	\$500.00
	\$525.00	\$525.00
	\$825.00	\$825.00
	\$100.00	\$100.00
	\$30.00	\$30.00
	Nil	Nil
	Nil	Nil
	Nil	Nil
	Nil	Nil
	\$1.25 per litre	\$1.25 per litre
	Quote	Quote

	With Out Rim	With Rim
	\$14.00	\$19.95
	\$15.00	\$24.00
	\$21.00	\$29.00
	\$35.00	\$44.00
	Contact Council	Contact Council

DOG REGISTRATION FEES 2026-2027		2024/2025		Proposed Increase		Proposed Increase		Proposed Increase	
		5.10%		5.13%		5.60%		5.60%	
		2024/2025		2025/2026		2026/2027		2026/2027	
Description	Paid after 31 July 2023	Paid by 31 July 2024	Paid after 31 July 2024	Paid by 31 July 2025	Paid after 31 July 2025	Paid by 31 July 2026	Paid after 31 July 2026	Paid by 31 July 2027	Paid after 31 July 2027
Domestic Dog (Desexed)	\$46	\$25	\$48	\$26	\$50	\$27	\$53	\$27	\$53
Domestic Dog (not Desexed)	\$78	\$48	\$82	\$50	\$86	\$53	\$91	\$53	\$91
Pensioner (1 <sup>st</sup> dog only)	\$24	\$14	\$25	\$15	\$26	\$16	\$27	\$16	\$27
Working Dog (used for the purpose of working farm stock)	\$24	\$14	\$25	\$15	\$26	\$16	\$27	\$16	\$27
Hunting Dog (used to flush game)	\$24	\$14	\$25	\$15	\$26	\$16	\$27	\$16	\$27
Greyhound (TGRA registered)	\$24	\$14	\$25	\$15	\$26	\$16	\$27	\$16	\$27
Registered Breeding Dog (TCA Registered & Dog Owner holding current membership of the TCA)	\$24	\$14	\$25	\$15	\$26	\$16	\$27	\$16	\$27
Special Assistance Dog (Guide Dog / Hearing Dog)	Nil	Nil	Nil		Nil	Nil	Nil	Nil	Nil
Declared Dangerous Dog	\$1,628	\$1,711	\$1,711	\$1,799	\$1,799	\$1,807	\$1,807	\$1,807	\$1,807
Kennel Licence Application Fee	\$56		\$59		\$62		\$65		\$65
Kennel Licence Renewal Fee	\$35		\$37		\$39		\$41		\$41
Impounding Reclaim Fee (First Offence)	\$24		\$25		\$26		\$27		\$27
Impounding Reclaim Fee (Subsequent Offences)	\$46		\$48		\$50		\$53		\$53
Pound Maintenance Fee	\$13.00 per day		\$14.00 per day		\$15.00 per day		16.00 per day		16.00 per day
Replacement Tag (Metal Lifetime Tag)	\$7		\$7		\$7		\$8		\$8
Dog Surrender Fee	\$108		\$114		\$120		\$127		\$127
Formal Notice of Complaint Fee	\$54.00 (Refundable)		\$57.00 (Refundable)		\$60.00 (Refundable)		\$63.00 (Refundable)		\$63.00 (Refundable)



## CENTRAL HIGHLANDS COUNCIL COMMUNITY GRANTS PROGRAM APPLICATION FORM

Please ensure you have read and understand the Program Guidelines prior to completing this form. Please enclose your group/club's current financial statement.

### 1. APPLICATION & ORGANISATION DETAILS

**Name of Project:**

Insulate & cover the ceiling in the meeting room and kitchen area

**Amount of Grant Requested:**

\$2000.00

**Estimated Total Project Cost:**

\$3738.00 (material cost) + \$1000.00 (labour)

**Applicant Organisation:**

Arthur's Lake Fire Brigade

**Contact Person's Name:**

Robyn Allan

**Contact Details**

**Address:**

**Phone: (Business hours)**

[REDACTED]

**Mobile:**

[REDACTED]

**Fax:**

**Email:**

robyn.allan@v.fire.tas.gov.au

**Signature**

**Name**

**Position in Organisation** Administration Volunteer

**Date** 04/06/1926

**What is the overall aim/purpose of the applying organisation?**

On behalf of Tasmanian Fire Service we as volunteers attend various incidents related to fire - structure fires, bush fires, farm fires, accidents

**What is the membership of the organisation?**

President

Secretary

Treasurer

Public Officer/s

Currently 15 members with Ricky Triffit being the Brigade Chief, with support Officers (fire fighters). Operational support fulfil other roles e.g I do Admin

## 2. ELIGIBILITY *(see Community Grant Program Guidelines)*

**Is the organisation:**

- Representative of the interests of the Central Highlands Community**
- Incorporated**
- Not for Profit**
- Unincorporated**
- A Hall Committee**

**OR**

- An individual community member**

**Have you previously received funding from the Central Highlands Council?** *(Please attached additional pages if required)*

No

**If yes;**

**Name of Project:**

**Date Grant received:**

**Amount of Grant:**

## 3. PROJECT DETAILS

**Project Start Date:**

July/August 2026

**Project Completion Date:**

July/August 2026

**Project Objectives:**

To have a warmer area for meetings, inductions, training, functions etc. Our Personal Protective clothing is going to be housed in this area and needs to be kept in a dry and warm environment. Tas Fire are going to install a heat pump, therefore imperative the ceiling is insulated & lined.

## 4. COMMUNITY SUPPORT

**What level of community support is there for this project?**

Volunteers will support where they can.  
Tas Fire Service to provide some help to install part of the ceiling.

**Does the project involve the community in the delivery of the project?**

Volunteers in the community will support by installing the insulation & whatever we deem is needed as we go along.

**How will the project benefit the community or provide a community resource?**

This project will provide a warm & inviting space for community to have meetings/functions/general interaction whilst also protecting the Fire Fighters extremely important fire fighting clothing.

**5. COUNCIL SUPPORT**

**Are you requesting other Council support? E.g. parks, halls, telephones, fax, photocopying, computers, office accommodation, cleaning facilities, street closure.**

**If yes, please give details.**

No thank you

**Are you requesting participation by Councillors or Council Staff?  
If yes, please give details.**

No thank you

**If your application is successful, how do you plan to acknowledge Council's contribution?**

We will certainly acknowledge Council's contribution in the form of a letter. Will be greatly appreciated.

**6. FUTURE APPLICATIONS AND THE SUCCESS THIS PROJECT**

**Do you anticipate the organisation will apply for funding in future years?**

We would hope the Council, moving forward, would support us as I don't think Arthur's Lake area &/or Brigade have applied in the past.

**How will you monitor/evaluate the success of this project?**

The value, we believe, is having a room which facilitates the brigade & local community needs in many ways.

**7. PROJECT BUDGET**

Note: Amount from Council must not exceed half the project cost

<b>Please provide a breakdown of the project expenditure and income:</b>			
<b>Expenditure</b>	<b>Amount \$</b>	<b>Income</b>	<b>Amount \$</b>
<b>Capital</b>		<b>Guarantee</b>	
Refurbishment		Government Grants	
Equipment		Trust/Foundations	
Premises		Donations from Business	
Vehicles		Special Funding	
Other:		Gifts in Kind	
Other:		Other:	
<b>Subtotal</b>		Other	
		<b>Subtotal</b>	
<b>Revenue</b>		<b>Anticipated</b>	
Salaries (including super)		Government Grants	
Short-term contract fees		Central Highlands Grant	
Running costs		Trust/Foundations	
Production of information PR materials		Donations from Businesses	
Training staff/volunteers		Special Fundraising	
Travel		Gifts in kind (details)	
Rent		Cash Reserves	
Reference materials		Other:	
Other:			
<b>Subtotal</b>		<b>Subtotal</b>	
<b>TOTAL</b>		<b>TOTAL</b>	

I have attached an approximate costing as this is a relatively small project.

## **Costings for the insulation & lining of the ceiling in the Community room (approx.)**

- Room = 9 metres x 6 metres

### ***Insulating ceiling:***

- Earth Wool – insulation x6 rolls @ \$156.30/roll = \$938.00
- Roof Safety Mesh x1 roll @ \$180.00/roll = \$180.00
- ***Total cost of insulation materials*** **\$1118.00**

### ***Lining of ceiling:***

- Easycraft VJ100 General purpose sheeting \$36.40 per square meter (72 sq metre = \$2620.00
- ***Total cost of lining materials*** **\$2620.00**

**TOTAL PROJECT COST** **\$3738.00**

We've estimated approximately **\$1000** for hired labour – not knowing what our volunteer's time would be.



**CENTRAL HIGHLANDS COUNCIL  
COMMUNITY CHURCH GRANTS PROGRAM  
APPLICATION FORM**

Please ensure you have read and understand the Program Guidelines prior to completing this form.

**1. APPLICATION & ORGANISATION DETAILS**

**Applicant Organisation:** *St. Andrews Anglican Church,*

**Contact Person's Name:** *Ellendale.*

**Contact Details**  *Geoff Parsons*

**Address:**

**Phone: (Business hours)** [Redacted]

**Mobile:** " "

**Fax:**

**Email:** [Redacted]

**Signature**

**Name**  
**Position in Organisation** *Treasurer*

**Date**  *4/6/2026*

**Name of Church:** *St. Andrews Anglican Church*

**Address of Church:** *Main Road, Ellendale.*

**Amount Applied for** \$ *1000*  
**(Maximum \$500.00)**

## 2. PROJECT DETAILS

Project Start Date: ASAD.

Project Completion Date: TBA.

Project Objectives: To replace the roof flashings on the entry roof to the church. This problem (leaking) was identified by Simon Bryant following his inspection last week.

## 3. COUNCIL SUPPORT

Are you requesting other Council support? If yes, please give details.

Council has quoted \$1800 for this repair. This job is to stop leakage into the plaster lining of the entry.

Are you requesting participation by Councillors or Council Staff? If yes, please give details.

As per the quote by Simon Bryant.

If your application is successful, how do you plan to acknowledge Council's contribution?

1. Lodge a media release with Derwent Valley and Central Highlands Press and online community pages.

Depending on the plaster repair costs we may need to apply for further funding.





# Road Cycle Race Application

Pursuant to Section 49AB *Police Offences Act 1935*

**INSTRUCTIONS:** Please complete this application form by filling out all required fields in the grey-highlighted text boxes provided below. (This application form should be completed in consultation with the Guidelines for Road Cycle Race Events.)

## EVENT DETAILS

Race Name

PELHAM TIER ROAD RACE

Race Location

BROADMARSH - ELDELSLIE RD - PELHAM RD

Race Type

New  Established

Race Class

1  2  3

Race Date/S

JULY 11

Race Start Time

12pm

Race Finish Time

2pm

Race Set-Up Start Time/ Date

10am

Race Pack-Down Finish Time/ Date

3:00pm

Has the event course been previously granted a permit?

Yes  No (If yes, please provide details.) PERMIT GRANTED FOR JUNE 15 2024

Have other permits / permissions been granted in relation to this event? (i.e. State Government, local council, private property owner etc...)

Yes  No (If yes, please provide evidence of permission.)

Has a Public Liability Insurance Certificate been provided? (Ensure the coverage level is appropriate for your event.)

Yes  No (This must be provided prior to the Police permit being granted.)

Estimated Number of Participants

70

Age Range of Participants

13-70

## CONTACT NAMES

1. Event Organiser / Coordinator (to whom the permit will be issued – must be present at the event)

ANDREW DALY X

Title (if applicable)

Mr  Mrs  Miss  Ms  Mx  Other

Address

1 LOWRIE PLACE

Suburb

GLENORCHY

State

TAS

Postcode

7010

Phone/ Mobile

0499834015

Email

president@hobartwheelers.com.au

2. Event Management Company/ Organisation/ Club Name (if applicable)

HOBART WHEELERS CYCLING CLUB

Phone/ Mobile

0499834015

Email

president@hobartwheelers.com.au

3. Event Traffic Management Company & Contact Person (if applicable)

Spectran - David Smith

Phone/ Mobile

0408039323

Email

dsmith@spectrangroup.com.au

### FULL DESCRIPTION OF THE RACE AND PURPOSE

Please provide a detailed description of the race and specify whether any road closures are required. If any roads are to be closed, a Traffic Management Plan must be submitted. A map and/or description of the proposed route is also required.

Standard "OUT & BACK" road race on Elderslie Rd - Pelham Tier Rd . Cyclists in small groups of 5 to 12 each . Does not require road closure, Traffic Guidance Scheme provided by Spectran attached. Race is event 4 of 7 race year long series.

### TRAFFIC AND TRANSPORT MANAGEMENT

Road Closures Required

Yes – Traffic Management Plan required

No

Other – (e.g. changed traffic conditions with no road closures – Traffic Management Plan required)

Route or Location

Traffic Management – Traffic Management Plan attached

Not required – please state reason

Extra Parking Requirements

Parking organised – details attached (e.g. Cenotaph)

Parking not required – please state reason Large amounts of parking within Oatlands

Impact on Public Transport

Yes (if yes, please state the action to be taken e.g. Metro to be contacted by the organiser.)

No

Traffic Management Requirements Unique to This Event

Yes (If yes, please specify details – e.g. closure of the Tasman Bridge.)

No

### MINIMISING IMPACT ON NON-EVENT COMMUNITY AND EMERGENCY SERVICES

Access for Residents, Businesses, Hospitals, and Emergency Vehicles

Actions to minimise impact on the non-event community attached (e.g. resident/business notification).

This event does not impact the non-event community along the main route (or location) or any detour routes.

## REQUIRED NOTIFICATION TO MEDIA OUTLETS (BY ORGANISATION)

**All events must be publicised in a News/Media Release seven (7) days prior to the race.**

All events must be publicised in a News/Media Release seven (7) days prior to the race. Irrespective of class/criterium, all races must be publicised (by the organisation) in a News/Media Release to local media outlets at least seven (7) days prior to the race. This release must include all race particulars, including: date/s, time/s, potential interruption/s to communities and/or residents, anticipated traffic delay/s and the anticipated length of each delay/interruption. A draft copy of the News/Media Release must accompany the application when submitted.

**Class 1 Races must be publicised in a local newspaper Public Notice seven (7) days prior.**

In addition to publicising the race in a News/Media Release to local media outlets, Class 1 races must also be publicised in a Public Notice in the local newspaper (by the organisation) at least seven (7) days prior to the race.

## SAFETY RELATED STRATEGIES

Please provide a description of the minimum safety and medical response requirements (e.g. Marshals, Paramedics, Signage, Road Closures, Ambulance Services, First Aid):

First Aid covered on the day by qualified club officials . Marshals must wear hi vis . Signage installed as per TGS provided. Race overseen by Auscycling endorsed Senior Commissaire . Full risk assessment provided with permit application.

## OTHER NECESSARY INFORMATION

Please provide a description of any other necessary requirements not previously mentioned:

## TRAFFIC CONTROL PLAN

Police Traffic Control required

No  Yes (details provided in the Traffic Management Plan)

Motorcycle Marshals required

No  Yes (details provided in the Traffic Management Plan)

Lead Vehicle required

No  Yes (details provided in the Traffic Management Plan)

Rear Vehicle required

No  Yes (details provided in the Traffic Management Plan)

Other Police Assistance required

No  Yes (details provided in the Traffic Management Plan)

## MAP OF EVENT ROUTE/ TRACK (MANDATORY)

Course / Route / Track Map required (showing the location, street/ road names and direction of travel)

Yes – Course / Route / Track Map (attached to application)

No – To be provided later (this must be provided as part of the overall application)

## APPLICATION APPROVED FOR SUBMISSION TO TASMANIA POLICE

Approved by (Name of Applicant – Name to Appear on Permit)

ANDREW DALY

Date

30-5-26

## RETURN THE COMPLETED FORM TO:

Permit applications should be submitted via email (preferred method) or by post to the District Police Headquarters (see below) closest to the location where the event will be conducted:

### Southern District

[southern.traffic@police.tas.gov.au](mailto:southern.traffic@police.tas.gov.au) (Preferred Method)

Southern District Police Inspector  
Southern District Support Services  
PO BOX 21  
ROSNY PARK TAS 7018

### Northern District

[nthn.dss.admin@police.tas.gov.au](mailto:nthn.dss.admin@police.tas.gov.au) (Preferred Method)

Northern District Police Commander  
Launceston Police Headquarters  
PO BOX 45  
LAUNCESTON TAS 7250

### Western District

[western.district.administration@police.tas.gov.au](mailto:western.district.administration@police.tas.gov.au) (Preferred Method)

Western District Police Commander  
Burnie Police Headquarters  
PO BOX 19  
BURNIE TAS 7320

# Event Management Plan – Road (Club Level)



# Event Management Plan – Road (Club Level)

**This Event Management Plan has been prepared by the hosting AusCycling affiliated club to support a Tasmanian Police Road event permit application.**

**The event is a club-level road cycling race conducted for participation and competition purposes under AusCycling rules and regulations.**

## 1. Event Overview

**Event Name: Pelham Tier Road Race**  
**Location: Broadmarsh Hall**  
**Event Date(s): July 11 2026**  
**Hosting Club: Hobart Wheelers Cycling Club**

This event is delivered by an AusCycling affiliated club in accordance with AusCycling rules and regulations and in alignment with Tasmanian Police permit requirements.

AusCycling, as the governing body, provides oversight of course design, safety planning and compliance requirements to support safe and consistent delivery of road events.

This Event Management Plan aligns with AusCycling national event management and risk management frameworks and has been adapted for club-level delivery.

### Event Classification

This event is conducted as a club-level road event on open roads, delivered by a volunteer workforce, with traffic management measures proportionate to risk.

This Event Management Plan has been prepared for submission to Tasmania Police to support the event permit application.

## 2. Event Contacts

Event Organiser  
Name: Andrew Daly  
Phone: 0499 834 015  
Email: andrew.daly09@gmail.com

Race Director  
Name: Andrew Daly  
Phone: 0499 834 015  
Email: Andrew.daly09@gmail.com



Chief Commissaire  
Name: Adam Christopher  
Phone: 0429 908 730  
Email: adamchristopher@bigpond.com

First Aid / Medical Contact  
Name:  
Phone:  
Email:

Traffic Management Contact (if applicable)

AusCycling Contact  
Name: Phillip Leslie  
Email: phillip.leslie@auscycling.org.au  
Phone: 03 8566 1019

The Event Organiser is the primary contact for all event operations and permit-related matters.

### 3. Event Schedule

The event schedule outlines the key operational timings for the delivery of the event. This schedule is subject to change and will be finalised prior to the event.

Time	Activity	Location
10am	Course Setup	Course as laid out
10:45am	Registration / Sign on	Broadmarsh Hall
11:45	Rider Briefing	Broadmarsh Hall
12pm	Racing Commences	Broadmarsh Hall
2:30pm	Racing Concludes	Broadmarsh Hall
3:00pm	Pack down	AS ABOVE

Road usage and traffic control measures will align with the timing of racing activities outlined above.

### 4. Course & Traffic Environment

#### Course Description (for Permit Assessment)

A written course description must be provided, listing all roads in sequence, including start/finish locations, turning points and direction of travel.

#### Course Description (Road Sequence)

Elderslie Rd C185 – Pelham Rd C182 - Elderslie Rd C185

#### Course Details:

The event is conducted as an “ Out and Back “ course in both directions starting and finishing from the hall.

#### Start Location

Broadmarsh Hall – Elderslie Rd .

**Finish Location**

As above - detailed in TGS

**Course Map**

x Attached

**Road Conditions and Environment:**

Smooth bitumen surface with generally excellent rural road widths. Low traffic volumes expected. Some sections include undulating terrain and limited shoulder width. Key intersections and turning points will be managed by marshals.

**Traffic Interaction:**

The event is conducted on open roads. Riders will remain on the left-hand side of the road and comply with all road rules at all times. Intersections and turning points will be managed by marshals, with riders required to give way to public traffic where applicable.

**Traffic Control Overview (Club-Level Events)**

Traffic control for this event will be managed through a combination of:

- Pre-event signage in accordance with relevant standards
- Positioned course marshals at key locations (e.g. intersections, turns, high-risk areas)
- Rider briefings outlining road rules and expected behaviours
- Compliance with all road rules by participants and event officials

## 5. Course Approval & Oversight

**Course Status**

- Existing Course (previously approved and used)  
 ~~New or Modified Course~~

**Existing Course**

Where the course has been previously used and there are no significant changes:

- x Course has been previously approved and used for permitted events  
x No significant changes to route, traffic conditions, or delivery

**Pre-event review completed:**

- x Event Management Plan reviewed and updated  
x Course map confirmed  
x Key risks and controls reviewed  
x Previous permit conditions considered (if applicable)

**New or Modified Course**

New or modified courses are required to be submitted for review prior to permit application.

**Submission to:** State Operations Manager – Tasmania (& Road Technical Delegate)



**Timeframe:** Minimum 4 months prior to event date

**Documentation required:**

- x Course map
- x Event Management Plan
- x Traffic management approach (TGS if applicable)

**AusCycling Review Outcome**

- x Approved to proceed to permit application
- Further information required

**Comments:**

... Reviewed by AusCycling State Operations Manager – Tasmania.....  
.....

## 6. Traffic Management

### Traffic Management Approach

This event will be conducted on open roads with low traffic volumes. All riders and event officials are required to comply with the Australian Road Rules at all times.

Traffic interaction will be managed through the following controls:

- Clearly defined course route and rider briefing
- Placement of warning signage at key locations
- Deployment of trained marshals (or briefed volunteers) at intersections and identified risk areas
- Communication protocols between officials and marshals

Where traffic volumes, road conditions or event scale require a higher level of control, Tasmania Police may request a Traffic Management Plan (TMP) prepared by an accredited provider.

### Traffic Conditions

**Describe expected traffic conditions during the event:** Low traffic volumes expected on rural roads, with predominantly local vehicle movements and minimal heavy vehicle interaction. The event is scheduled outside of peak traffic periods.

### Impact on Community and Road Users

The event has minimal impact on residents and road users. Access for residents, businesses and emergency services will be maintained at all times.

### Traffic Control Measures

- x Open roads (standard club delivery)
- x Managed intersections (marshals)
- Rolling closures (if applicable)



## Traffic Guidance Scheme

Not required

Attached (to be provided)

A Traffic Guidance Scheme (TGS) has been prepared by Spectran and will be provided to support the application.

Traffic control measures have been selected to ensure safety while minimising disruption to other road users.

Where a Traffic Management Plan is not required, the event is conducted on open roads with low traffic volumes and managed through marshal deployment, rider compliance with road rules, and pre-event briefing of all participants and officials.

## Statement of Compliance

Traffic management will be implemented in accordance with Tasmanian Police permit requirements. Traffic management approach is proportionate to the level of risk and course conditions.

## 7. Risk Management

The event organiser will identify, assess and manage risks associated with the delivery of the event.

Risk management planning aligns with AusCycling national frameworks and is proportionate to the scale and nature of the event.

### Risk Assessment

Key risks associated with the event have been considered, including:

- Interaction with public traffic
- Road and surface conditions
- Rider behaviour and skill level
- Environmental conditions (weather, visibility, fire conditions)
- Wildlife interactions (where applicable)
- Event operations (marshalling, course setup, vehicle movement)

### Risk Control Measures

Appropriate control measures will be implemented to reduce risk, including:

- Pre-event course inspection
- Clear communication of course conditions and risks to riders
- Use of appointed marshals at key locations
- Compliance with road rules for all riders and event personnel
- Traffic management measures aligned to event risk
- Emergency and incident response procedures in place

### Risk Documentation

Risk Register attached (if required)

Key risks and controls incorporated within this Event Management Plan

A separate risk register can be provided if required.



This Event Management Plan is supported by AusCycling's national Risk Management Framework. Event organisers may utilise the AusCycling Risk Register template to identify and manage event-specific risks. [Risk Register Template](#)

## 8. Emergency management & Incident response

The event organiser will ensure appropriate procedures are in place to respond to incidents and emergencies during the event.

Event delivery will prioritise the safety of participants, officials and the public at all times. The event may be modified, delayed or cancelled where conditions present an unacceptable safety risk.

### Emergency Contacts

Emergency Services: 000

Event Emergency Contact (Event Organiser):  
Andrew Daly: 0499 834 015

First Aid / Medical Contact  
Name: St Johns Ambulance  
Phone: Confirmed prior to event (on-site contact available at event control)

### Incident Response

In the event of an incident:

- Immediate hazards will be controlled where safe to do so
- Emergency services will be contacted where required
- First aid will be provided by qualified personnel
- The event may be neutralised or stopped if required
- Event officials will manage the safety of riders and the public

### Communication

Event officials and marshals will be briefed on:

- Emergency procedures
- Key contact points
- Incident escalation process

Communication during the event will be managed via:

- x Mobile phone
- x Radio (if applicable)

### Incident Reporting

All incidents will be recorded and reported in accordance with AusCycling incident reporting requirements following the event.

## 9. Medical & First Aid



Appropriate first aid and medical support will be in place for the duration of the event.

### **Medical Provision**

- x First aid qualified personnel in attendance
- x External medical provider engaged (if applicable)

Provider / Contact: Hobart Wheelers qualified personnel .

### **First Aid Location**

First aid located at the start/finish area, with mobile support available on course.

### **Access for Emergency Services**

All sections of the course are accessible by standard emergency service vehicles.

### **Medical Response**

In the event of an incident:

- First aid will be provided by qualified personnel
- Emergency services will be contacted where required
- Event officials will assist in managing access and safety

### **Communication**

Medical personnel and event officials will be able to communicate via:

- X Mobile phone
- X Radio (if applicable)

Medical provision is appropriate to the scale and nature of the event.

## **10. Workforce**

### **Workforce (Volunteer Delivery)**

This event is delivered by volunteers from the hosting AusCycling affiliated club, supported by appointed event officials.

A pre-event briefing will be conducted for riders and event personnel, outlining course conditions, safety considerations, and event procedures.

### **Key Roles**

The following roles will be in place to support event delivery:

- Event Organiser
- Race Director
- Chief Commissaire
- Marshals (appointed to key locations)
- First Aid / Medical personnel
- Traffic management personnel (if applicable)
- Electronic Timing – entrant monitoring.



## **Roles and Responsibilities**

Event personnel will be briefed on their roles and responsibilities prior to the event, including:

- Course layout and key locations
- Traffic management approach
- Emergency procedures
- Communication protocols

## **Marshal Deployment**

Marshals will be positioned at key locations to:

- Support safe rider movement
- Assist in managing intersections and hazards
- Provide guidance to participants and road users

## **Communication**

Event personnel will maintain communication throughout the event via:

- X Mobile phone
- X Radio (if applicable)

Workforce resourcing is appropriate to the scale and nature of the event.

# **11. Permits & Approvals**

## **Permits & Approvals**

The event organiser is responsible for obtaining all required permits and approvals prior to the event.

### **Tasmanian Police Permit**

- X Road event permit application submitted
- Permit approved prior to event

### **Local Government Authority (LGA)**

- X Relevant Local Government Authority notified (if applicable)
- Any additional requirements addressed

### **Road Authority / Land Manager (if applicable)**

- X Approval obtained from relevant road authority or land manager (if required)

## **Documentation Provided**

This Event Management Plan includes:

- Event overview and operational details
- Course information and map
- Traffic management approach (and Traffic Control Plan where required)
- Risk management approach
- Emergency and medical planning

## **Media Notification**

A media release will be issued prior to the event in accordance with Tasmanian Police requirements.



### **Supporting Documentation (if required)**

The following documents may be provided in support of this Event Management Plan:

- Course map (visual representation of route)
- Written course description (road sequence)
- Traffic Guidance Scheme (TGS), where required by Tasmania Police
- Risk assessment
- Media release copy and acceptance
- LGA approval
- DSG approval if road use requires it.
- Permit fee receipt .

# Risk Register - AusCycling Road Cycling Events Template

## Background

The Risk Register is a template of for all the risks identified with road cycling events.

It includes details of a number of identified **risks**, the **risk treatment responses** which aim to reduce the risks, and the most appropriate person responsible for implementing the response. As each identified risk will vary in priority between events, it also allows the opportunity for organisers to **prioritise** risks for their event based on their **likelihood** and **consequences** using the 'Risk Classification – Reference Tables' provided.

The Risk Register has been developed to assist event organisers in the planning process. It is a valuable checklist that can also be used as the framework to developing an event specific Risk Management Plan.

The Risk Register is not a static document and it is recognised that new risks can be introduced, evolve or arise, and levels of risk can change over time this template should be customised for the circumstances of each event organiser..

## How to Use the Risk Register

**Step 1:** Identify the risks that apply to your event

**Step 2:** The likelihood and consequence of the risk will vary for each event. Rate the risk for your event (refer to the following 'Risk Classification – Reference Tables') prior to treatment controls being implemented and enter into the relevant columns of the risk register:

## Risk Classification - Reference Tables

### Measures of Likelihood

Descriptor	Description
Rare	The event or hazard: <ul style="list-style-type: none"> <li>• may occur only in exceptional circumstances</li> <li>• will probably occur less than once in 15 years</li> </ul>
Unlikely	The event or hazard: <ul style="list-style-type: none"> <li>• could occur at some time</li> <li>• will probably occur with a frequency of at least once in 10 years.</li> </ul>
Possible	The event or hazard: <ul style="list-style-type: none"> <li>• should occur at some time</li> <li>• will probably occur with a frequency of once in three years</li> </ul>
Likely	The event or hazard: <ul style="list-style-type: none"> <li>• will probably occur in most circumstances</li> <li>• will probably occur with a frequency of at least once a year.</li> </ul>
Almost certain	The event or hazard: <ul style="list-style-type: none"> <li>• is expected to occur in most circumstances</li> <li>• will probably occur with a frequency of more than once a year.</li> </ul>

### Measures of Consequence or Impact

Level	Description	Financial Impact	Interruption to Service	People	Reputation	Property	Natural Environment
1	<b>Insignificant</b> (no measurable operational impact)	< \$1000	<1 hour	No injuries	Unsubstantiated, low profile, no news item	Inconsequential or no damage	No damage
2	<b>Minor</b> (Minor degradation of service, impact to single service)	\$1000 - \$10 000	1hr – 1 day	First aid treatment	Substantiated, low news profile	Minor damage	Minimal damage
3	<b>Moderate</b> (Substantial degradation of service, multiple service impact, managed by substantial management/intervention/outside assistance)	\$10 000 – \$50 000	1 day – 1 week	Medical treatment	Substantiated, public embarrassment, moderate news profile	Localised damage rectified by routine arrangements	Some damage. Rectification within existing budget
4	<b>Major</b> (Significant degradation of service, multiple-service impact, significant mobilisation of resources, significant management intervention including external assistance)	\$50 000 – \$150 000	1 week – 1 month	Extensive injuries	Substantiated, public embarrassment, high widespread multiple news profile, third party action	Significant damage requiring external resources	Extensive damage, significant resources to rectify

5	<b>Catastrophic</b> (Threatens immediate and long term viability of organisation, immediate action required to minimise or mitigate effect on most services)	More than \$150 000	> 1 month	Death, multiple deaths or permanent disablements	Substantiated, public embarrassment, high widespread multiple news profile, third party action	Extensive damage	Extreme damage. Fines and penalties. Extensive resources to rectify
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**Definitions:**

People = staff and the public

Property = Plant, equipment, buildings, intellectual property

**Risk Rating - 'Level of Risk'**

Consideration of both the **likelihood** and **consequence**

Consequence/Likelihood	Insignificant	Minor	Moderate	Major	Catastrophic
<b>Rare</b>	Low	Low	Low	Medium	Medium
<b>Unlikely</b>	Low	Low	Medium	Medium	High
<b>Possible</b>	Low	Low	Medium	High	High
<b>Likely</b>	Low	Medium	High	High	Extreme
<b>Almost certain</b>	Medium	Medium	High	Extreme	Extreme

**Step 3:** Prioritise the risks for your event on the basis of the Risk Rating

**Step 4:** Review the risk treatments in the 'Risk Response' column and confirm:

- The current controls in place for your event
- Whether additional controls are warranted (this will be determined on the basis of balancing the costs and efforts of implementation against the additional benefits derived)

**Step 5:** Nominate the person responsible for actioning each risk response

**Step 6:** Re-evaluate the likelihood and consequences of the risk after the treatment of risk and assign a risk rating (refer to the 'Risk Classification – Reference Tables' above). Enter into the relevant columns of the risk register. This 'Residual Risk Rating' will determine your management approach based on following table:

Residual Risk Rating	Required Treatment
Extreme risk	Unacceptable risk. HOLD POINT. Event cannot proceed until risk has been reduced.
High risk	High priority, Event Organiser and Commissaire must review the risk assessment and approve the treatment and endorse the Risk Management Plan prior to its implementation.
Moderate risk	Medium Risk, standard event practices endorsed subject to review by Event Organiser and Commissaire prior to implementation.
Low risk	Managed in accordance with the AusCycling Technical Regulations and normal event management practices.

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**Note:** It is recognised that the 'Risk Register' may not contain a complete list of all the risks and risk responses associated with road cycling events. It has been compiled as a central resource to assist in the identification and treatment of risks and is accessible to event organisers, officials and administrators. Event organisers should always conduct their own risk assessment involving a process of communication and consultation with all relevant stakeholders to ensure they have identified and managed all the risks associated with their event. Additional risks and risk responses identified (not included in the Risk Register) should be part of a final risk management plan.

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## Risk Register

Risks	Pre-Treatment Risk Rating			Risk Response	Action By	Residual Risk Rating		
	Likelihood	Consequence	Level of Risk			Likelihood	Consequence	Level of Risk
<b>Environment and Climate</b>								
Wet weather conditions prior to the event day pose a safety risk to participants	Possible	Minor	Low	<ul style="list-style-type: none"> <li>- Conduct course inspection prior to event and identify potential hazards (minimising if possible)</li> <li>- Provide instruction to event participants on potential hazards and safe riding techniques</li> <li>- If conditions warrant it, delay, postpone or cancel the event.</li> </ul>	Event Organiser  Chief Commissaire	Unlikely	Minor	Low
Wet weather on the event day creating a safety hazard and causing a disruption to the event	Possible	Moderate	Low	<ul style="list-style-type: none"> <li>- Monitor Bureau of Meteorology (BOM) website</li> <li>- Provide shelter for competitors and officials</li> <li>- Provide instruction to event participants about safe riding techniques in adverse weather conditions.</li> <li>- All electrical equipment securely covered</li> <li>- Cancellation contingency for wet weather</li> <li>- Communication strategy to notify the competitors and public of any impacts on event programme</li> </ul>	Event Organiser  Chief Commissaire	Possible	Moderate	Medium
High or gusting winds causing damage to equipment/structures, injury or disrupting event	Possible	Moderate	Medium	<ul style="list-style-type: none"> <li>- Monitor Bureau of Meteorology (BOM) website</li> <li>- All infrastructure correctly weighted</li> <li>- All signage affixed to objects likely to shift from wind effect must be secured or weighted appropriately</li> <li>- Develop contingency plan for dismantling infrastructure that may be unsafe</li> <li>- Provide instruction to event participants about safe riding techniques in adverse weather conditions</li> <li>- Communication strategy to notify the public of any impacts on event programme</li> <li>- If conditions warrant it, delay, postpone or cancel the event</li> </ul>	Event Organiser  Chief Commissaire	Possible	Moderate	Medium
Excessive heat leads to heat stress and heat illness	Unlikely	Moderate	Low	<ul style="list-style-type: none"> <li>- Monitor Bureau of Meteorology (BOM) website</li> <li>- AC Extreme Weather Policy in place for all events</li> </ul>	Event Organiser Chief Commissaire	Unlikely	Moderate	Low

Risks	Pre-Treatment Risk Rating			Risk Response	Action By	Residual Risk Rating		
	Unlikely	Moderate	Medium			Unlikely	Minor	Low
Poor visibility creating a safety risk for participants and event personnel (e.g. fog, poor light)	Unlikely	Moderate	Medium	<ul style="list-style-type: none"> <li>- Event conducted during daylight hours</li> <li>- Conduct course inspection prior to event and identify potential hazards</li> <li>- Event personnel to wear fluorescent vests</li> <li>- Participants are required to have front and rear lights</li> <li>- All support vehicles to have headlights on</li> <li>- Provide instruction to event participants about safe riding techniques in poor visibility conditions</li> <li>- Lighting provided for outdoor evening events</li> <li>-If conditions warrant it, modify the course distance (subject to modifications meeting the approval from relevant authorities), or delay, postpone, or cancel the event</li> </ul>	Event Organiser Chief Commissaire	Unlikely	Minor	Low
Bush fire creating a safety hazard and impacting on event	Unlikely	Moderate	Low	<ul style="list-style-type: none"> <li>- Event scheduled during low risk bush fire season</li> <li>- Bush fire contingency plan developed for event in consultation with the relevant fire service and Police</li> <li>- Consultation with the relevant fire service and Police in case of potential impacting fire</li> <li>- First Aid officers on site at the event will have asthma inhalers</li> <li>- Fire extinguisher available and compliant to AS 1851</li> <li>-If conditions warrant it, modify the course distance (subject to modifications meeting the approval from relevant authorities), or delay, postpone, or cancel the event</li> </ul>	Event Organiser Chief Commissaire	Unlikely	Minor	Low
Extreme weather creating a safety risk and causing a disruption to the event	Unlikely	Moderate	Medium	<ul style="list-style-type: none"> <li>- Monitor Bureau of Meteorology (BOM) website</li> <li>- Contingency plan developed for extreme weather</li> </ul>	Event Organiser Chief Commissaire	Unlikely	Minor	Low
Damage to land or property resulting in damage to reputation, legal implications, financial impact or injury	Rare	Minor	Low	<ul style="list-style-type: none"> <li>- Conduct thorough site inspection and identify any potential hazards in risk assessment</li> <li>- Appoint a site manager for start and finish areas and feed stations</li> <li>- Supervise contractors during bump in and out</li> <li>- Brief Contractors as they come on site</li> <li>- Fence off areas where possible</li> <li>- Choose hard surfaces for parking areas where possible</li> <li>- Assess suitability of grassed parking areas after or during wet weather</li> </ul>	Event Organiser	Rare	Insignificant	Low

Risks	Pre-Treatment Risk Rating			Risk Response	Action By	Residual Risk Rating		
Inadequate waste management resulting in damage to reputation and/or injury	Unlikely	Minor	Low	<ul style="list-style-type: none"> <li>- Develop a waste management plan for start, finish areas, spectator areas and feed stations consistent with event scale and participant behaviour in liaison with waste contractor</li> <li>- Position bins for easy access during the event</li> <li>- All cable ties, damaged signage and other litter to be removed after use</li> <li>- Course and site inspections conducted before vacating event site</li> </ul>	Event Organiser	Rare	Insignificant	Low
Excessive noise resulting in public complaint and/or damage to reputation	Unlikely	Insignificant	Low	<ul style="list-style-type: none"> <li>- Notification of event provided to local traders and residents</li> <li>- Speakers directed away from residential areas</li> <li>- PA communication restricted to necessary communication before 7am</li> </ul>	Event Organiser	Rare	Insignificant	Low
<b>Health and Safety</b>								
Cyclist has a serious health problem (e.g. heart attack, stroke, asthma attack)	Rare	Major	Medium	<ul style="list-style-type: none"> <li>- AC members must declare they are medically and physically fit to participate in cycling events and disclose any pre-existing medical or other condition as a condition of membership</li> <li>- First Aid Officers on site and contactable and accessible throughout the event</li> <li>- Emergency Response Plan in place</li> </ul>	Event Organiser	Rare	Minor	Low
Event Traffic Management personnel being hit by vehicles during setting up and dismantling of traffic management	Unlikely	Major	Medium	<ul style="list-style-type: none"> <li>- Traffic Management Company contracted to provide service</li> <li>- Shadow vehicle used to protect personnel</li> <li>- Staff to wear fluorescent vests</li> </ul>	Traffic Management Providers	Rare	Minor	Low
Event Personnel being hit by vehicles during setting up and dismantling of event infrastructure and signage	Unlikely	Major	Medium	<ul style="list-style-type: none"> <li>- Shadow vehicle with flashing amber light used to protect personnel</li> <li>- Event Personnel to wear fluorescent vests</li> <li>- Safe Work Method statement developed and briefing provided to personnel</li> <li>- Commence set up of infrastructure and signage after road closure or traffic control implemented</li> </ul>	Event Organiser	Unlikely	Minor	Low
Vehicles and event participants conflicting in car parking areas or at start and finish locations	Unlikely	Moderate	Low	<ul style="list-style-type: none"> <li>- Parking plan developed for start and finish areas to minimize potential conflict between event vehicles and riders before and after the event</li> <li>- Rider Information Booklet requests event participants do not ride in vehicle parking bays</li> </ul>	Event Organiser	Rare	Insignificant	Low

Risks	Pre-Treatment Risk Rating			Risk Response	Action By	Residual Risk Rating		
	Possible	Major	Medium			Unlikely	Minor	Low
Public vehicles and event participants conflict on course resulting in injury to participants				<ul style="list-style-type: none"> <li>- Consultation with event stakeholders including Police, the relevant road authority and the Chief Commissaire during event planning process</li> <li>- Traffic Management Plan (TMP) prepared by accredited traffic control contractor</li> <li>- Road closed to public traffic</li> <li>- Rolling road closure implemented by Police</li> <li>- Traffic controlled on the event course by accredited traffic controllers in accordance with the TMP</li> <li>- Ensure approved TMP is implemented</li> <li>- Courses open to traffic are selected with the goal of minimising the impact of traffic e.g. low traffic volumes roads, good visibility, wide roads, predominantly left hand turns etc.</li> <li>- Event warning signs displayed during the event</li> <li>- Signed lead and follow vehicles provide a warning to approaching traffic and protection for riders</li> <li>- Event warning signage erected in advance of event</li> <li>- Advance notification of event dates related by VMS units</li> <li>- Provide briefing and instruction to event participants on permit conditions and safe racing requirements</li> </ul>	Event Organiser Commissaire Traffic Management Contractor			
Event support vehicles conflicting with competitors resulting in injury				<ul style="list-style-type: none"> <li>- Event support vehicles under the direction of the Commissaire via radio contact</li> <li>- Police motorbikes to accompany the movement of vehicles within the race convoy</li> <li>- Rider feeding and service from moving vehicles is not permitted</li> <li>- Vehicles are required to adhere to road rules unless under the direction of the Police</li> <li>- All Follow vehicles must be less than 1.6m in height</li> <li>- Ensure that all follow vehicle drivers have completed the 'Lead and Follow Vehicle Procedures Checklist'</li> <li>- All convoy vehicle drivers briefed prior to event</li> <li>- Drivers are asked to remain a sufficient distance (4-10 car lengths) behind riders</li> <li>- All team managers must attend a meeting prior to the event to be eligible to have a vehicle in the race convoy</li> </ul>	Event Organiser Chief Commissaire			

Risks	Pre-Treatment Risk Rating			Risk Response	Action By	Residual Risk Rating		
	Possible	Major	Medium			Rare	Minor	Low
Support vehicles conflicting with other vehicles or members of the public				<ul style="list-style-type: none"> <li>- Event support vehicles under the direction of the Commissaire via radio contact</li> <li>- Police motorbikes to accompany the movement of vehicles within the race convoy</li> <li>- Support vehicles fitted with signage and flashing amber light</li> <li>- Support vehicles to remain in front or behind competitors only (unless in case of emergency)</li> <li>- Support vehicles to give way to moving traffic</li> <li>- Vehicles are to apply caution when approaching 'blind' corners and to choose safe sections of road and alert riders when overtaking</li> <li>- Vehicles are required to adhere to road rules unless under the direction of the Police</li> <li>- All Follow vehicles must be less than 1.6m in height</li> <li>- Ensure that all follow vehicle drivers have completed the 'Lead and Follow Vehicle Procedures Checklist'</li> <li>- All convoy vehicle drivers briefed prior to event</li> <li>- All team managers must attend a meeting prior to the event to be eligible to have a vehicle in the race convoy</li> </ul>	Event Organiser Chief Commissaire			
Event participants injuring themselves by falling off their bicycles or crashing into each other				<ul style="list-style-type: none"> <li>- Riders are graded or grouped appropriately in relation to skill and ability</li> <li>- Course approved by the relevant level Commissaire</li> <li>- Commissaire appointed to each grade/category</li> <li>- Riders responsibility to be familiar with the rules of racing (available on the AusCycling websites)</li> <li>- Provide briefing and instruction to event participants about safe riding techniques</li> <li>- Ensure finishing straight is of an appropriate width and length in the likelihood of a bunch sprint</li> <li>- Ensure appropriate length of road beyond the finish line for rider stopping</li> </ul>	Commissaire Handicapper Event Organiser	Possible	Moderate	Medium

Risks	Pre-Treatment Risk Rating			Risk Response	Action By	Residual Risk Rating		
	Possible	Moderate	Medium			Unlikely	Minor	Low
Event Participants crashing as a result of hazards or obstacles on the course	Possible	Moderate	Medium	<ul style="list-style-type: none"> <li>- Course approved by relevant level Commissaire</li> <li>- Course inspection to identify all hazards and obstacles and minimize where possible (e.g. sweep debris, indicate potholes etc.)</li> <li>- Safety signage deployed (where possible) to indicate hazards</li> <li>- Provide briefing to riders on potential hazards and obstacles</li> <li>- If warranted, race can be neutralised through areas of potential hazard</li> </ul>	Event Organiser Commissaire	Unlikely	Minor	Low
Participants crashing as a result of equipment failure e.g. puncture; breakages to spokes, chain, stem, handlebars etc.	Possible	Moderate	Medium	<ul style="list-style-type: none"> <li>- Rider Information booklet and/or event website advises participants that it is their responsibility to ensure that their bike is kept in good working order</li> <li>- Bike check conducted prior to the event</li> </ul>	Event Organiser Commissaire	Possible	Moderate	Low
Participants suffering injury as a result of using illegal equipment	Unlikely	Moderate	Low	<ul style="list-style-type: none"> <li>- Riders responsibility to be aware of the rules of competition (available on the AusCycling)</li> <li>- Rules enforced by Commissaires</li> <li>- Bike and helmet checks conducted by officials</li> </ul>	Commissaire	Rare	Minor	Low
Grade or group of participants is too large for the course / venue increasing the risk of crashes	Unlikely	Moderate	Medium	<ul style="list-style-type: none"> <li>- Course approved by relevant level Commissaire</li> <li>- Reduce or limit participant numbers per grade or group as appropriate for the event course</li> </ul>	Chief Commissaire, Handicapper	Unlikely	Minor	Low
Skill, age or fitness level of participants too low for the course or conditions causing participant to be a risk to themselves or others	Rare	Moderate	Medium	<ul style="list-style-type: none"> <li>- Courses are approved by the appropriate level Commissaire in relation to the level of event</li> <li>- AusCycling junior distance restrictions will apply</li> <li>- Provide briefing to riders on safe riding practices in relation to course conditions</li> <li>- New riders are identified and assessed prior to event</li> <li>- If conditions warrant it, modify the course (subject to modifications meeting permit conditions) or delay, postpone or cancel the event</li> </ul>	Commissaire Handicapper	Rare	Insignificant	Low

Risks	Pre-Treatment Risk Rating			Risk Response	Action By	Residual Risk Rating		
	Possible	Moderate	Medium			Rare	Minor	Low
Skill, age or fitness level of participant not comparable with their nominated Grade or Group causing participant to be a risk to themselves or others	Possible	Moderate	Medium	<ul style="list-style-type: none"> <li>- Riders are required to be AusCycling Members.</li> <li>- Events are graded or handicapped by a club/State/Territory handicapper</li> <li>- AusCycling junior distance restrictions will apply</li> <li>- New riders are identified and assessed prior to event.</li> </ul>	Commissaire Handicapper	Rare	Minor	Low
Participants not complying with race rules or marshal instructions resulting in accident, injury, damage to reputation, financial and/or legal implications	Possible	Major	Medium	<ul style="list-style-type: none"> <li>- Riders responsibility to be familiar with the rules of racing</li> <li>- Riders are distinguished by a racing number</li> <li>- Race rules detailed on website and Rider Information booklet</li> <li>- Pre-race briefing details race rules and conditions</li> <li>- Non-compliant competitors face warning, disqualification and/or fine issued by race officials</li> <li>- Racing stopped in cases of ongoing offenders</li> </ul>	Event Organiser  Commissaire	Unlikely	Minor	Low
Support vehicles not complying with event rules and requirements resulting in accident, injury, damage to reputation, financial and/or legal implications	Unlikely	Major	Medium	<ul style="list-style-type: none"> <li>- Rules and requirements established in consultation with Chief Commissaire, Police and other relevant authorities</li> <li>- All convoy vehicle drivers briefed prior to event</li> <li>- Registration numbers of official vehicles provided to Police</li> <li>- Instructions for rider support vehicles provided in Rider Booklet</li> <li>- All team managers must attend a meeting prior to the event to be eligible to have a vehicle in the race convoy</li> <li>- Commissaires in radio contact with convoy vehicles</li> <li>- Offending vehicles can be removed from event convoy</li> <li>- Riders associated with offending vehicles can face warning, disqualification and/or fine issued by race officials</li> </ul>	Event Organiser  Chief Commissaire	Rare	Insignificant	Low

Risks	Pre-Treatment Risk Rating			Risk Response	Action By	Residual Risk Rating		
	Unlikely	Moderate	Medium			Rare	Minor	Low
Unexpected adverse traffic conditions (which may vary during the event) pose a safety risk to participants	Unlikely	Moderate	Medium	<ul style="list-style-type: none"> <li>- Chief Commissaire and Race Director able to be contacted by radio and/or mobile phone</li> <li>- Consult with traffic management provider</li> <li>- Modify the course distance (subject to modifications still meeting with approvals from relevant authorities) or neutralize the relevant section of the event</li> <li>- If conditions warrant it, delay, postpone or cancel the event.</li> </ul>	Commissaire Race Director	Rare	Minor	Low
Grades or categories of riders merge, overlap or overtake each other causing riders to crash or conflict with vehicles	Possible	Major	Medium	<ul style="list-style-type: none"> <li>- Commence graded races in order of fastest to slowest when completing the same course</li> <li>- Apply a time gap between grades or categories to minimise risk of groups overlapping</li> <li>- Limit group sizes in accordance with the nature of the course</li> <li>- Should the situation of merging grades or categories occur, plan to neutralize the slower moving group until the faster group has passed</li> <li>- Ensure appropriate traffic management has been implemented to cater for the possibility of a large group on the road</li> </ul>	Event Organiser Commissaire	Possible	Minor	Low
Individual riders or teams in a time trial event merge causing riders to crash or conflict with vehicles	Rare	Moderate	Low	<ul style="list-style-type: none"> <li>- Drafting not permitted in individual and team time trials</li> <li>- Provide briefing and instruction to event participants on drafting and overtaking rules</li> <li>- Officials on course to police drafting rule</li> <li>- Riders are seeded from the fastest to the slowest and started in reverse order</li> <li>- Time gaps between starts for riders are applied to minimise the likelihood of passing</li> </ul>	Event Organiser Chief Commissaire	Rare	Minor	Low
Riders take advantage from, or contribute to, another grade or race category potentially creating a safety risk and/or affecting the outcome of the race	Unlikely	Minor	Low	<ul style="list-style-type: none"> <li>- Riders are not permitted to join another grade or race category and briefing provided</li> <li>- Grades and categories distinguished by different colour numbers or range of numbering</li> <li>- Commissaire appointed to each race category or grade</li> </ul>	Commissaire Event Organiser	Rare	Insignificant	Low
Participant going the wrong way on the course or venue causing risk to others or risk of getting lost	Possible	Minor	Low	<ul style="list-style-type: none"> <li>- Event course made available to all participants pre-race.</li> <li>- Provide concise pre-race briefing and directional signage and/or marshals to be appointed to areas of potential ambiguity</li> <li>- Ensure lead vehicle driver is aware of the course</li> </ul>	Event Organiser  Commissaire	Rare	Insignificant	Low

Risks	Pre-Treatment Risk Rating			Risk Response	Action By	Residual Risk Rating		
Feed stations positioned inappropriately causing participants to crash	Rare	Insignificant	Low	<ul style="list-style-type: none"> <li>- Ensure that feed station location is situated on a flat or uphill section with high visibility, and sufficient width and length for participants to manoeuvre</li> <li>- Ensure all rider feeding is conducted on the left hand side of the road</li> </ul>	Event Organiser	Rare	Insignificant	Low
Feed station staff or rider feeders conflict with event participants causing injury	Rare	Insignificant	Low	<ul style="list-style-type: none"> <li>- Ensure that feeders remain on the left hand side of the road behind the white line</li> <li>- Feed station staff briefed on rider feeding procedures</li> <li>- Feeding instructions detailed in the Rider Information Booklet</li> </ul>	Event Organiser	Rare	Insignificant	Low
Participants are left stranded on the course	Unlikely	Minor	Low	<ul style="list-style-type: none"> <li>- Event finishers are checked against starting list</li> <li>- All riders are briefed on handing their numbers in to the Commissaire if they abandon the event</li> <li>- All riders have electronic transponders on their bike for timing and recording purposes</li> <li>- Ensure that the driver of the sweep vehicle (if available) is briefed on remaining behind the last rider in the race and they pick up any participants (or advise of their location) who are unable to complete the event</li> <li>- Sweep vehicle in communication contact with Commissaire and Event Organiser</li> <li>- Additional vehicles available to transport stranded riders</li> </ul>	Event Organiser  Commissaire	Rare	Insignificant	Low
Volunteers are left stranded on the course	Rare	Insignificant	Low	<ul style="list-style-type: none"> <li>- Event marshals in contact by two way radio</li> <li>- Volunteers provided with transport to and from remote sites</li> <li>- Sweep Vehicle to drive course and advise marshals that last rider has passed their station</li> <li>- Volunteers required to check in with Event Manager when returned from event duty</li> </ul>	Event Organiser	Rare	Insignificant	Low
First Aid inadequate for the event	Unlikely	Moderate	Medium	<ul style="list-style-type: none"> <li>- Appropriate number of first aid officers and kits on site in proportion to participants, supporters/spectators and event personnel as determined in consultation with First Aid provider</li> <li>- First Aid Officers in contact by two way radio</li> </ul>	Event Organiser	Rare	Minor	Low

Risks	Pre-Treatment Risk Rating			Risk Response	Action By	Residual Risk Rating		
Delayed or inappropriate response to medical emergency results in serious injury/death	Possible	Moderate	Medium	<ul style="list-style-type: none"> <li>- Event Accident/Incident (Emergency) Plan in place</li> <li>- First Aid Officers on site and in contact by two way radio</li> <li>- Local hospital made aware of the event</li> <li>- Event marshals briefed on procedure if Emergency Vehicles need to access site</li> </ul>	Event Organiser	Unlikely	Minor	Low
Emergency vehicle access restricted or difficult	Rare	Insignificant	Low	<ul style="list-style-type: none"> <li>- Emergency services made aware of the event and road closure schedules</li> <li>- Routine emergency services routes identified</li> <li>- Alternate Emergency Service vehicle access identified in Traffic Management Plan</li> <li>- Adequate communication system in place to alert event staff and participants of emergency vehicle access</li> <li>- Procedure in place to remove/restore barriers for emergency vehicle access</li> </ul>	Event Organiser	Rare	Insignificant	Low
Cyclists conflicting with dogs or other animals causing injury or distress	Possible	Moderate	Medium	<ul style="list-style-type: none"> <li>- Seek approval to conduct event with local Council</li> <li>- Advise Council Ranger (if relevant)</li> <li>- Advise local residents of event and request that dogs be contained</li> <li>- Dogs sighted to be not on leads reported to Event Organiser</li> <li>- Lead vehicle to report animals on road to Chief Commissaire</li> <li>- Chief Commissaire to neutralise race, if necessary</li> </ul>	Event Organiser Chief Commissaire	Unlikely	Minor	Low
Exposure to the sun results in sunburn to competitors, spectators or staff	Possible	Minor	Medium	<ul style="list-style-type: none"> <li>- Provide UV protection, hats and shaded areas</li> <li>- Volunteers given sunscreen, water and advised to wear sunglasses and a hat</li> <li>- Provide adequate supply of drinking water</li> <li>- Competitors and event staff briefed on protection from the sun</li> <li>- All event staff to undergo OH&amp;S induction briefing</li> </ul>	Event Organiser	Unlikely	Minor	Low

Risks	Pre-Treatment Risk Rating			Risk Response	Action By	Residual Risk Rating		
	Rare	Insignificant	Low			Rare	Insignificant	Low
Participants crashing when attending spares vehicles are blocking the road	Rare	Insignificant	Low	<ul style="list-style-type: none"> <li>- All riders are briefed on the procedure (hand in the air, dropping to the rear of the field and stopping on the left hand side of the road) if they suffer a puncture and require a spare wheel from the Spares Vehicle.</li> <li>- Ensure that the Spares Vehicle drivers and support have read the 'Lead and Follow Vehicle Procedures Checklist' and have been briefed on their role.</li> </ul>	Commissaire Race Director	Rare	Insignificant	Low
Vehicles crashing into riders, oncoming vehicles or being forced off the road in the process of attempting to pass riders and official follow vehicles on open roads.	Possible	Catastrophic	Medium	<ul style="list-style-type: none"> <li>- 'Rider Information Booklet' contains details on rider support vehicle procedures (approved by police).</li> <li>- Commissaire vehicle to warn riders of vehicles overtaking from behind</li> <li>- Vehicles to follow directions of Police when overtaking event convoy</li> <li>- Provide deviations for support vehicles (where possible)</li> </ul>	Event Organiser  Commissaire	Unlikely	Minor	Low
Riders crashing as a result of outrider motorbikes converging into race when they have insufficient room to pass when manoeuvring up and down the peloton	Rare	Moderate	Low	<ul style="list-style-type: none"> <li>- Motor bike riders are briefed on their role and asked to select safe stretches of road and alert riders of their presence when intending to ride beside the peloton</li> <li>- Riders are briefed on remaining to the left when they are alerted by the motorbikes</li> </ul>	Commissaire Race Director	Rare	Insignificant	Low
Motorbike pillion passengers (e.g. camera operators) suffering injury as a result of falling from the motorbike	Rare	Insignificant	Low	<ul style="list-style-type: none"> <li>- Pillion passengers briefed on safety procedures</li> <li>- Any motor cycle carrying a pillion passenger facing rearwards for the purpose of filming the event shall: <ul style="list-style-type: none"> <li>• Be fitted with special sitting apparatus to accommodate the camera operator</li> <li>• Have the motor cycle and apparatus inspected and approved by the state/territory department for Roads with a permit issued</li> <li>• Carry a copy of the permit to be produced to any member of the Police Service on request.</li> <li>• Use a permit that has been granted for this particular event only</li> </ul> </li> </ul>	Contractors Event Organiser	Rare	Insignificant	Low

Risks	Pre-Treatment Risk Rating			Risk Response	Action By	Residual Risk Rating		
	Rare	Moderate	Low			Rare	Insignificant	Low
Riders conflicting with support vehicles when sprinting for the finish line.	Rare	Moderate	Low	- All vehicles are diverted away from the finishing straight in accordance with the Traffic Management Plan.	Event Organiser	Rare	Insignificant	Low
Riders crashing into spectators or members of the public	Possible	Major	Medium	<ul style="list-style-type: none"> <li>- Barrier fencing provided in areas of increased spectators before and after the finish line (at least 75m before and 50m after for cat 2 events and above)</li> <li>- Designated pedestrian crossing points to be manned by event staff briefed in crossing procedure</li> <li>- Directional signage leading to crossing points</li> <li>- Event commentator advises spectators of approaching riders</li> <li>- Security and/or Police in place to restrain crowd</li> <li>- Avoid distributing sponsor advertising material that could impede riders e.g. clapping hands</li> </ul>	Event Organiser	Unlikely	Minor	Low
Riders crashing into event signage or barriers causing injury	Rare	Minor	Low	<ul style="list-style-type: none"> <li>- Ensure event signage and barriers are positioned in accordance with site and signage plans</li> <li>- Ensure signage on course is located off the side of the road</li> <li>- Ensure signage and barriers do not have sharp protrusions</li> <li>- Ensure that barriers and signage is secured</li> <li>- Ensure finishing straight is of an appropriate width and length in the likelihood of a bunch sprint</li> </ul>	Event Organiser	Rare	Insignificant	Low
Participants are physically distressed as a result of the demands of the course	Possible	Moderate	Low	<ul style="list-style-type: none"> <li>- Course map and profile are provided prior to the event for participants.</li> <li>- Riders advised to have support crew for the event</li> <li>- CA Heat Policy in place for all events</li> <li>- Sweep/follow vehicle is available to pick up participants who are unable to complete the event.</li> <li>- First Aid Officers available at the event</li> </ul>	Event Organiser	Unlikely	Minor	Low

Risks	Pre-Treatment Risk Rating			Risk Response	Action By	Residual Risk Rating		
	Possible	Minor	Low			Unlikely	Minor	Low
Participants become dehydrated or do not have enough nutrition during the event	Possible	Minor	Low	<ul style="list-style-type: none"> <li>- Competitors advised to carry adequate fluid and nutrition (event website, Rider Information Booklet and pre-race briefing)</li> <li>- CA Heat Policy in place for all events</li> <li>- Feed and drink stations provided at nominated locations</li> <li>- Neutral water stations provided at nominated locations</li> <li>- Mobile motorbikes to provide nutrition and water at nominated locations</li> </ul>	Event Organiser	Unlikely	Minor	Low
Officials, event staff or volunteers become dehydrated or do not have enough nutrition for the event	Possible	Minor	Low	<ul style="list-style-type: none"> <li>- Ensure that water is available for officials, event staff and volunteers</li> <li>- Ensure that all official event vehicles are stocked with water and nutrients</li> <li>- Ensure food is available for event duties exceeding 3 hours</li> <li>- CA Heat Policy in place for all events</li> </ul>	Event Organiser	Unlikely	Minor	Low
Broken glass or dangerous containers provide a hazard to riders, vehicles, spectators and supporters	Unlikely	Minor	Low	<ul style="list-style-type: none"> <li>- Glass or any other dangerous containers are prohibited for rider feeding (Event Website, Rider Information Booklet)</li> </ul>	Event Organiser	Unlikely	Minor	Low
Pedestrians or cyclists conflicting with vehicles when accessing course causing injury	Unlikely	Moderate	Low	<ul style="list-style-type: none"> <li>- Select access to course that does not involve potentially dangerous road crossings</li> <li>- If the event parking or base is a long way from the course, the route should be clearly indicated by suitable signs or maps (information sheets or programs)</li> <li>- Major road crossings should be manned by event marshals in fluorescent vests</li> <li>- Traffic controllers or police can be used in exceptional circumstances</li> </ul>	Event Organiser	Unlikely	Minor	Low
Lifting excessive or awkward loads resulting in musculo-skeletal injury	Possible	Minor	Low	<ul style="list-style-type: none"> <li>- Set Up Crew briefed on manual handling techniques</li> <li>- Use appropriate number of crew to lift object</li> <li>- Use trolleys or wheeled cases to transport heavy equipment</li> </ul>	Event Organiser Event Staff	Unlikely	Minor	Low

Risks	Pre-Treatment Risk Rating			Risk Response	Action By	Residual Risk Rating		
	Unlikely	Insignificant	Low			Unlikely	Minor	Low
Exposure to live electrical leads or switches resulting in electrocution	Unlikely	Insignificant	Low	<ul style="list-style-type: none"> <li>- All outlets to be considered live unless disproved</li> <li>- Live points to be isolated and lockout tagged and standard checks undertaken before making equipment live</li> <li>- No equipment to be used that appears badly maintained or damaged</li> <li>- All leads laid on the ground to be protected with matting</li> <li>- All portable electrical equipment already tested and tagged and current in accordance with AS 3760</li> <li>- Power cords to be removed from the live supply prior to location, relocation or extraction</li> </ul>	Event Organiser Event Staff	Unlikely	Minor	Low
Use of generators creates risk of electrocution, burns, fire or injury	Possible	Minor	Low	<ul style="list-style-type: none"> <li>- All portable electrical equipment already tested and tagged and current in accordance with AS 3760</li> <li>- Event generators to be protected by suitable barriers</li> <li>- No hot refuelling of generators to take place</li> <li>- No spare fuel to be stored in the proximity of the generator</li> <li>- Power cords to be removed from the live supply prior to location, relocation or extraction</li> </ul>	Event Organiser	Unlikely	Insignificant	Low
Electrical leads causing a trip hazard	Possible	Minor	Low	<ul style="list-style-type: none"> <li>- All leads laid on the ground to be protected with matting</li> <li>- Leads to be located in areas away from pedestrian traffic (wherever possible)</li> </ul>	Event Organiser	Unlikely	Minor	Low
Inadequate amenities and/or maintenance resulting in damage to reputation or injury	Unlikely	Insignificant	Low	<ul style="list-style-type: none"> <li>- Establish participant numbers and expected attendance numbers</li> <li>- Ensure appropriate number of accessible toilets</li> <li>- Monitor, clean and re-stock toilets on the day</li> </ul>	Event Organiser	Rare	Insignificant	Low
Emergency evacuation causing disruption or cancellation of event, damage to reputation, financial impact or legal impact	Unlikely	Minor	Low	<ul style="list-style-type: none"> <li>- Emergency Response Plan in place</li> <li>- Establish evacuation plan for each site with Police</li> </ul>	Event Organiser	Rare	Insignificant	Low
Barriers being moved resulting in injury or damage of property or equipment	Rare	Insignificant	Low	<ul style="list-style-type: none"> <li>- Traffic barriers installed by traffic management company</li> <li>- Water barriers filled by water truck</li> <li>- Security and/or Police on site</li> </ul>	Contractors Event Organiser	Rare	Insignificant	Low

Risks	Pre-Treatment Risk Rating			Risk Response	Action By	Residual Risk Rating		
	Rare	Insignificant	Low			Rare	Insignificant	Low
Patrons or event personnel under the influence of alcohol or drugs exhibit behaviours that damage the reputation of the event, damage property or cause injury	Rare	Insignificant	Low	<ul style="list-style-type: none"> <li>- Alcohol only served in compounds managed by event approved licenced contractors</li> <li>- Security monitoring crowd behaviour</li> <li>- No event staff, volunteers or contractors to be under the influence of alcohol or drugs while working</li> <li>- Shuttle bus service provided</li> <li>- Public transport services available</li> </ul>	Event Organiser	Rare	Insignificant	Low
<b>Production and Infrastructure</b>								
Podium stage collapsing resulting in injury or damage of equipment	Rare	Insignificant	Low	-Set up crew check stage to ensure that it can support people and equipment	Contractor	Rare	Insignificant	Low
Barriers, signs or gantry falling over resulting in injury, damage of equipment or damage of property	Unlikely	Insignificant	Low	<ul style="list-style-type: none"> <li>- Ensure that barriers, signage and gantry are secured</li> <li>- Use sand bags as an alternative rigging method</li> <li>- Ensure gantry is erected by a qualified event staff or contractors</li> </ul>	Event Organiser Contractors Event Staff	Rare	Insignificant	Low
Signage difficult to read or understand	Rare	Insignificant	Low	<ul style="list-style-type: none"> <li>- Safety signage to be an appropriate size and clarity to be easily understood</li> <li>- Signage to be erected in a location with clear visibility for approaching traffic and/or event patrons</li> </ul>	Contractors Event Organiser	Rare	Insignificant	Low
Timing equipment malfunction	Possible	Insignificant	Low	<ul style="list-style-type: none"> <li>- Test timing system prior to event day</li> <li>- Ensure power supply in place for timing equipment and laptop computer</li> <li>- Ensure that back up stopwatches are in place</li> </ul>	Event Organiser	Unlikely	Insignificant	Low
Inadequate bump in time results in risks and hazards not being addressed	Unlikely	Minor	Low	<ul style="list-style-type: none"> <li>- Prepare 'run sheet' for event detailing the tasks, timeline and person responsible</li> <li>- Organise enough time for bump in and briefing of crew</li> </ul>	Event Organiser	Unlikely	Minor	Low
Road closure/opening implemented late impacting on the event and damaging reputation	Unlikely	Minor	Low	<ul style="list-style-type: none"> <li>- Schedule of road closures and reopening agreed upon by key stakeholders and adhered to</li> <li>- Traffic controllers to enforce total road closures and isolation of car parks for peloton and race progress</li> </ul>	Contractors	Unlikely	Minor	Low

Risks	Pre-Treatment Risk Rating			Risk Response	Action By	Residual Risk Rating		
	Unlikely	Moderate	Low			Unlikely	Minor	Low
Insufficient or incorrectly positioned signage on course	Unlikely	Moderate	Low	<ul style="list-style-type: none"> <li>- Adequate informational and safety signage deployed to satisfy operational needs and identified hazards</li> <li>- Traffic Management plan and signage plan approved by local Shire, Main Roads and Police</li> <li>- Copy of plans provided to event set up personnel and available at event control centre</li> <li>- Pre-event course inspection conducted</li> <li>- Event marshals in contact by two way radio</li> <li>- Theft or damage of deployed signage to be reported immediately to the Event Organiser</li> </ul>	Event Organiser	Unlikely	Minor	Low
Existing signage contradicted on course	Rare	Insignificant	Low	<ul style="list-style-type: none"> <li>- Standing municipal signage to be covered or removed where contradicted by event signage for the duration of the event</li> <li>- Incorrect or contradictory signage to be reported and replaced immediately</li> </ul>	Contractors Event Organiser	Rare	Insignificant	Low
Event signage and devices being lost or stolen as a result of being left on course resulting in financial implications and/or affecting future operations	Unlikely	Insignificant	Low	<ul style="list-style-type: none"> <li>- Event personnel assigned to collect signage</li> <li>- Audit of event signage conducted at the conclusion of the event</li> <li>- Post event course inspection conducted for forgotten infrastructure</li> <li>- Theft or damage of deployed signage to be reported immediately to the Event Organiser</li> </ul>	Event Organiser	Rare	Insignificant	Low
Event support vehicle breaks down impacting on the event	Possible	Minor	Low	<ul style="list-style-type: none"> <li>- Ensure all vehicles have sufficient fuel for the duration of the event</li> <li>- All vehicles in communication contact with the Commissaire</li> <li>- Use reliable vehicles wherever possible</li> <li>- Develop contingency plan</li> <li>- Vehicles equipped with sets of triangle signs which shall be displayed in the event of breakdowns</li> </ul>	Event Organiser	Unlikely	Minor	Low
Insufficient power access to meet the demands of the event	Unlikely	Minor	Low	<ul style="list-style-type: none"> <li>- Confirm location and the number of power supply outlets for event site/s</li> <li>- Obtain requirements from contractors and staff</li> <li>- Provide details of requirements to local council</li> <li>- Provide portable generators (if required)</li> <li>- Ensure that the appropriate length extension cords are available</li> </ul>	Event Organiser	Unlikely	Minor	Low

Risks	Pre-Treatment Risk Rating			Risk Response	Action By	Residual Risk Rating		
	Possible	Minor	Low			Unlikely	Minor	Low
Communications breakdown due to phone or radio network failure	Possible	Minor	Low	<ul style="list-style-type: none"> <li>- Test the strength of radio and phone networks prior to event</li> <li>- Signal relays in place to ensure signal coverage</li> <li>- Use of satellite phones where required</li> <li>- Spare batteries and headsets ordered</li> <li>- Correct radio communication protocols explained to all radio users at briefing</li> <li>- Establish responsibilities and chain of command</li> <li>- Develop contingency plan</li> </ul>	Event Organiser	Unlikely	Minor	Low
Two way radio channel list is not communicated to event personnel	Rare	Minor	Low	<ul style="list-style-type: none"> <li>- Channel listing issued to all radio users</li> </ul>	Event Organiser	Rare	Insignificant	Low
Insufficient two way radios for key stakeholders	Unlikely	Minor	Low	<ul style="list-style-type: none"> <li>- Two way radio requirements calculated and provided to radio supplier in advance</li> <li>- List of radio allocation and distribution to be kept</li> <li>- Event radios made available to emergency services contacts, first aid and other key external stakeholders</li> </ul>	Event Organiser	Unlikely	Minor	Low
Complaints by local residents are damaging to reputation of the event	Possible	Minor	Low	<ul style="list-style-type: none"> <li>- Notification of event to be provided to local residents prior to event</li> <li>- Event notification signage to be erected at least two (2) weeks prior to event</li> <li>- Details of event and road closure given to local media prior to event</li> <li>- Advance notification of road closures and special event dates related by VMS units placed in advance of event</li> </ul>	Event Organiser	Unlikely	Insignificant	Low
Complaints by the general public are damaging to the reputation of the event	Unlikely	Minor	Low	<ul style="list-style-type: none"> <li>- Riders are prohibited from urinating in public areas, littering and using foul language</li> <li>- Rider information booklet details the penalties for offenders</li> <li>- Ensure adequate amenities and waste bins are in place</li> <li>- Riders are required to wear a helmet, at all times, when riding on the road and offenders will face penalties</li> </ul>	Event Organiser Commissaires	Unlikely	Minor	Low

Risks	Pre-Treatment Risk Rating			Risk Response	Action By	Residual Risk Rating		
	Rare	Insignificant	Low			Rare	Insignificant	Low
New or emerging risks remain untreated resulting in injury, damage to reputation or financial/legal implications	Rare	Insignificant	Low	<ul style="list-style-type: none"> <li>- Authorities and cycling organisations engaged in the planning process for the event</li> <li>- New hazards that arise during the event will be subject to risk assessment and incorporated into the risk management plan</li> <li>- De-brief meeting conducted with event stakeholders</li> <li>- Event Report completed by Event Manager within 14 days of event</li> <li>- Commissaires Report completed by Chief Commissaire within 14 days of event</li> </ul>	Event Organiser  Chief Commissaire	Rare	Insignificant	Low
External emergency impacts on event	Possible	Minor	Low	<ul style="list-style-type: none"> <li>- Adequate communication systems in place to allow alarm to be raised by an outside source</li> <li>- Emergency Services aware of event</li> <li>- Event Organisers in constant communication with Emergency Service Providers</li> </ul>	Event Organiser	Unlikely	Minor	Low
Road works impact on event leading to disruption of event or injury	Possible	Moderate	Low	<ul style="list-style-type: none"> <li>- Local council and/or State/Territory road authority consulted in planning process</li> <li>- Course inspection conducted prior to event</li> <li>- Impact of ongoing road works assessed in relation to event</li> <li>- Riders briefed on potential hazards or obstacles</li> <li>- Support vehicles advised of potential hazards or obstacles</li> <li>- Safety or warning signage deployed where required</li> <li>- If conditions warrant it, modify the course distance (subject to modifications meeting the approval from relevant authorities) or postpone or cancel the event</li> </ul>	Event Organiser	Unlikely	Minor	Low
Course invasion by spectators impacts on event	Unlikely	Minor	Low	<ul style="list-style-type: none"> <li>- Crowd control barriers provided in areas of high spectator numbers e.g. start and finish areas, KOM/QOM points</li> <li>- Police presence at event</li> <li>- Security to monitor crowd behaviour</li> <li>- Alcohol served in event approved venues by qualified staff</li> </ul>	Event Organiser	Unlikely	Minor	Low
Hazards placed on course by members of the public impacts on the event	Unlikely	Minor	Low	<ul style="list-style-type: none"> <li>- Course inspection conducted prior to event</li> <li>- Communication strategy in place</li> <li>- Vehicles available to transport stranded riders</li> </ul>	Event Organiser	Unlikely	Minor	Low

Risks	Pre-Treatment Risk Rating			Risk Response	Action By	Residual Risk Rating		
	Unlikely	Insignificant	Low			Rare	Insignificant	Low
Car parking over-crowding causes distress, damages reputation and/or impacts on event	Unlikely	Insignificant	Low	<ul style="list-style-type: none"> <li>- Designated parking provided for event officials and VIP's</li> <li>- Parking plan developed for event site</li> <li>- Separate car parking for spectators with overflow areas agreed</li> <li>- Separate parking for event contractors and heavy vehicles</li> <li>- Advance warning signage indicates closure of parking bays for event</li> <li>- Illegally parked cars reported to council</li> <li>- Shuttle bus service organised to transport event patrons</li> <li>- Public transport services advertised</li> </ul>	Event Organiser	Rare	Insignificant	Low
Traffic Management plan not implemented before start or arrival of riders and impacting on event	Unlikely	Minor	Low	<ul style="list-style-type: none"> <li>- Schedule for implementation of traffic management plan developed and adhered to</li> <li>- Confirmation sought from providers prior to start or arrival of event</li> <li>- If necessary, delay, postpone or cancel the event</li> </ul>	Event Organiser Contractors Chief Commissaire	Unlikely	Minor	Low
Inadequate facilities for people with disabilities damages reputation of event	Unlikely	Minor	Low	<ul style="list-style-type: none"> <li>- Allocate close parking facilities for disabled patrons</li> <li>- Ensure specifically designed toilets available</li> <li>- Ensure provision of ramps where required</li> </ul>	Event Organiser	Unlikely	Minor	Low
Lost child/adult leading to distress, panic or injury	Possible	Minor	Low	<ul style="list-style-type: none"> <li>- Develop procedure for dealing with a lost person and include in Event Management Plan and staff briefings</li> <li>- Establish 'lost child' location on site</li> <li>- Allocated event staff to have current Working With Children (WWC) card or equivalent</li> <li>- Temporary lighting provided at conclusion of outdoor evening events</li> </ul>	Event Organiser	Unlikely	Minor	Low
Police, State/Territory Department for Roads or local council express concerns about the operation of the event on the day damages reputation	Possible	Moderate	Medium	<ul style="list-style-type: none"> <li>- All relevant authorities engaged in the planning process</li> <li>- Copies of all permits available at the event</li> <li>- All requirements contained in the permits are adhered to</li> <li>- Contact number for event organiser provided to authorities</li> </ul>	Event Organiser	Unlikely	Minor	Low
Inappropriate or uninformed comments to media and/or authorities damages reputation of the event	Unlikely	Minor	Low	<ul style="list-style-type: none"> <li>- Event spokesperson nominated</li> <li>- All media and authority enquiries to be directed through spokesperson</li> <li>- All event staff and volunteers advised of protocol</li> </ul>	Event Organiser	Unlikely	Minor	Low

Risks	Pre-Treatment Risk Rating			Risk Response	Action By	Residual Risk Rating		
<b>Security</b>								
Security issue resulting in disruption of event, damage to equipment/infrastructure or injury	Rare	Insignificant	Low	<ul style="list-style-type: none"> <li>- Develop security plan in consultation with Police</li> <li>- Establish secure area for valuable equipment</li> <li>- Security contractor on site to monitor crowd behaviour and protect equipment</li> </ul>	Event Organiser	Rare	Insignificant	Low
Loss of property resulting in damage to reputation, legal implications or financial implications	Unlikely	Minor	Low	<ul style="list-style-type: none"> <li>- Establish secure area for valuable equipment including wheels in spares vehicles</li> <li>- Appoint site manager for start and finish areas and feed stations</li> <li>- Receipt ticket provided for spare wheels (used to reclaim wheels)</li> <li>- Note made of riders receiving spare wheels during race</li> <li>- Security and/or Police on site</li> </ul>	Event Organiser	Unlikely	Minor	Low
Inadequate crowd management leading to disruption of event or injury	Rare	Insignificant	Low	<ul style="list-style-type: none"> <li>- Develop crowd management plan in consultation with security contractor and Police</li> <li>- Security to monitor the crowd behaviour and secure areas</li> <li>- Barrier fencing erected in crowded areas e.g. start and finish areas</li> <li>- Event warning signs displayed on public thoroughfare at entry to site</li> <li>- Pre-event communication to public on site conditions of entry e.g. no BYO alcohol</li> </ul>	Event Organiser	Rare	Insignificant	Low
Theft of cash	Rare	Insignificant	Low	<ul style="list-style-type: none"> <li>- Event personnel handling cash are not located alone</li> <li>- Remove cash periodically to a more secure area</li> <li>- Radios or mobile phones allocated to personnel handling cash</li> <li>- Utilize electronic entry systems</li> <li>- Security on site</li> </ul>	Event Organiser	Rare	Insignificant	Low
<b>Financial</b>								
Budget blow out damaging to reputation and resulting in need to downscale event	Unlikely	Minor	Low	<ul style="list-style-type: none"> <li>- Regular budget review at planning meetings</li> <li>- Agreed budget established in advance</li> <li>- Contingency confirmed in budget</li> <li>- Confirmed costing's in writing</li> </ul>	Event Organiser	Unlikely	Minor	Low
Sponsor fails to meet sponsor obligations resulting in damage to reputation and financial impact	Unlikely	Minor	Low	<ul style="list-style-type: none"> <li>- Develop sponsor agreement letter signed by both parties</li> <li>- Maintain regular contact with sponsors in planning stages</li> </ul>	Event Organiser	Unlikely	Minor	Low

Risks	Pre-Treatment Risk Rating			Risk Response	Action By	Residual Risk Rating		
Event Organiser fails to meet obligations for sponsors resulting in damage to reputation, legal and financial impact	Unlikely	Minor	Low	<ul style="list-style-type: none"> <li>- Develop sponsor agreement letter signed by both parties</li> <li>- Maintain regular contact with sponsors in planning stages</li> <li>- Contractual obligation reflected in site plans and run sheets</li> <li>- Ensure all event personnel and volunteers are briefed on sponsor rights at the event</li> </ul>	Event Organiser	Unlikely	Minor	Low
Ambush marketing resulting in damage to reputation and financial loss to sponsors	Choose an item.	Choose an item.	Choose an item.	<ul style="list-style-type: none"> <li>- Event Manager on site to confirm what is officially endorsed sponsorship on site</li> <li>- Security officer on site</li> <li>- Police on site</li> </ul>	Event Organiser	Choose an item.	Choose an item.	Choose an item.
Riders using performance enhancing drugs damage the reputation of the event	Choose an item.	Choose an item.	Choose an item.	<ul style="list-style-type: none"> <li>- Event conducted under the auspices of AusCycling</li> <li>- AusCycling promotes a 'zero tolerance' to doping</li> <li>- AusCycling has its own anti-doping policy consistent with the World Anti-Doping Agency (WADA)</li> <li>- Asthma and therapeutic use exemption policies in place</li> <li>- Riders responsible for their own fluid and nutrition</li> <li>- All riders can be subject to testing</li> </ul>	AusCycling	Choose an item.	Choose an item.	Choose an item.
Event does not have appropriate insurance cover in case of accident/incident leading to legal/financial implications and damage to reputation	Possible	Moderate	Low	<ul style="list-style-type: none"> <li>- Event Approvals attained from relevant authorities e.g. police, local council, main roads department</li> <li>- Event sanctioned by AusCycling</li> <li>- Certificate of currency obtained from AusCycling</li> <li>- All competitors are AusCycling members</li> <li>- Officials, convoy drivers, and event organising committee are all current members of AusCycling</li> </ul>	Event Organiser	Unlikely	Minor	Low
Key stakeholders and contractors do not have appropriate insurance cover leading to legal/financial implications and damage to reputation	Unlikely	Minor	Low	<ul style="list-style-type: none"> <li>- All key stakeholders and contractors to have acceptable levels of effective public liability and Workcover insurance in place and on record</li> <li>- All contractors employing sub-contractors are responsible for ensuring that their sub-contractors have relevant insurance and OHS documentation in place</li> </ul>	Event Organiser	Unlikely	Minor	Low

Risks	Pre-Treatment Risk Rating			Risk Response	Action By	Residual Risk Rating		
Event coincides with another major cycling event or event of a similar nature affecting entry numbers	Choose an item.	Choose an item.	Choose an item.	<ul style="list-style-type: none"> <li>- Review event calendars on AusCycling website</li> <li>- Select date that does not conflict with major events</li> <li>- Confirm with local shire that date is free from other major events</li> </ul>	Event Organiser	Choose an item.	Choose an item.	Choose an item.
<b>Human Resources</b>								
Inadequate volunteers or event staff disrupts event resulting in legal impact, financial impact or injury	Choose an item.	Choose an item.	Choose an item.	<ul style="list-style-type: none"> <li>- Establish roles and responsibilities for event staff and volunteer positions</li> <li>- Assign personnel to each position</li> <li>- Distribute event documentation (e.g. event management plan, run sheets, site maps etc.) to relevant staff</li> </ul>	Event Organiser	Choose an item.	Choose an item.	Choose an item.
Volunteers and staff unaware of event responsibilities or do not have sufficient training or experience	Unlikely	Minor	Low	<ul style="list-style-type: none"> <li>- Volunteers and event staff assigned to positions on the basis of skill and experience</li> <li>- Volunteers and event staff supervised by Event Manager</li> <li>- Briefing and instruction provided on roles and responsibilities</li> <li>- Volunteers not to be engaged in high risk work</li> <li>- Volunteers not to be rostered for excessive hours</li> </ul>	Event Organiser	Unlikely	Minor	Low
Volunteers fail to attend the event	Possible	Minor	Low	<ul style="list-style-type: none"> <li>- Volunteers engaged throughout event planning process</li> <li>- Contingency Plan in place</li> </ul>	Event Organiser	Unlikely	Minor	Low
<b>Traffic and Transport</b>								
Traffic impacting on event causing disruption or cancellation of event, legal impact, financial impact or injury	Unlikely	Minor	Low	<ul style="list-style-type: none"> <li>- Local residents/businesses notified of road closures</li> <li>- Traffic Management Plan developed by accredited traffic management company in liaison with stakeholders</li> <li>- Traffic controllers provided at critical points and times</li> <li>- Police escort to provide rolling road closure</li> <li>- Liaison with public transport providers in planning stages</li> <li>- Advise freight companies that may be affected by event</li> </ul>	Event Organiser	Unlikely	Minor	Choose an item.

Risks	Pre-Treatment Risk Rating			Risk Response	Action By	Residual Risk Rating		
Public transport providers, taxi's and/or bus services unaware of event impacting on event and damaging reputation	Unlikely	Minor	Low	<ul style="list-style-type: none"> <li>- Consult with public transport and taxi operators in traffic management plan preparation</li> <li>- Advise all public transport providers, bus services and taxi services likely to be affected by the staging of the event at least two weeks prior to the event</li> <li>- Event notification signage erected at least two weeks prior to the event</li> </ul>	Event Organiser	Rare	Insignificant	Low

# Traffic Diagram - Pelham Tier (Road Race) - Cycling event

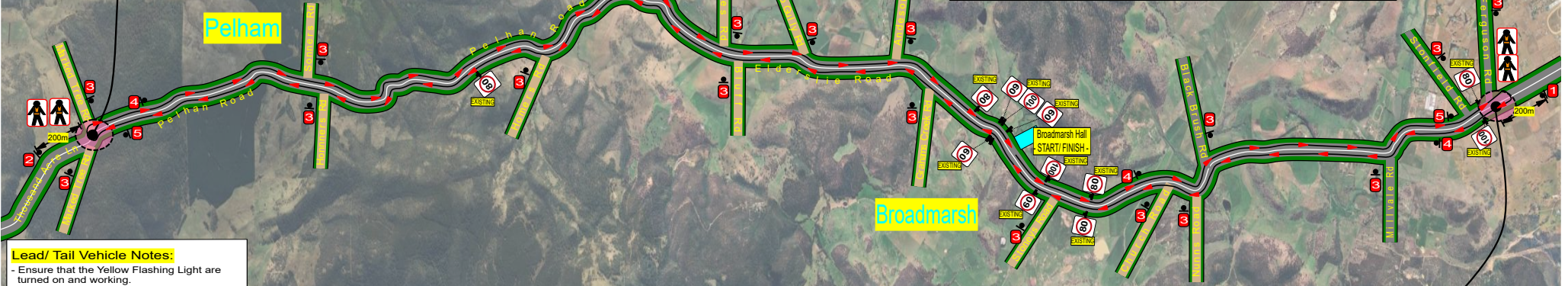
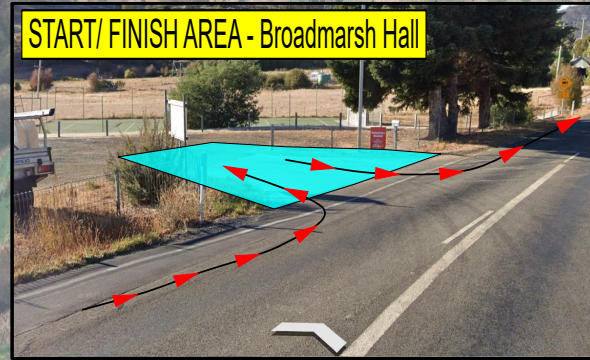
## Legend

- Marshall Locations
- Cycle Race = 60km
- Start/ Finish Line

**PRINT: A3**

**Cyclists Turning Point**  
 2 x Marshalls located at Marked Tree Road.  
 - Marshalls to ensure they are safely located 6 metres from Road surface.  
 - Wearing high-vis clothing. Event vehicles to display 'vehicle mounted, flashing lights'  
 - Cyclists to Give Way to Public Traffic along Pelham Road. When performing the 'U-Turn'.

**NOTES:**  
 - Affiliated/ aligned with AusCycling rules and regulations.  
 - Event vehicles to display 'vehicle mounted, flashing lights'  
 - Approx. 60 Starters.  
 - Groups of approx. 6 cyclists at a time. (10 per group)  
 - Approx. 60km  
 - From 15-65 years of age.  
 - Event Set-up: 1030am.  
 - Race Start: 12.00pm.  
 - Race Finish, approx. 2.30pm  
 - Start/ Finish: Broadmarsh Hall - Elderslie Road - course heads towards Brighton - turns at Ferguson Street - race continues back out to Elderslie Rd at intersection of Pelham Rd/ Marked Tree Rd - race turns here and returns back to finish at Broadmarsh Hall.



### Lead/ Tail Vehicle Notes:

- Ensure that the Yellow Flashing Light are turned on and working.
- The display of approved "Caution Cyclists Following" Signage
- Means of Communicating throughout the race with Commissaires.
- Traffic laws are to be obeyed at all times

### Lead Vehicle Notes:

- Carry a "Red Flag" to neutralise the event in case of hazards or obstacles
- The lead distance to be ideally 50-100 metres in front of the lead rider of the Race/Grade
- This distance is to be increased on the approach to corners, roundabouts or steep descents as riders do not slow down through corners and speed up significantly when going downhill.
- At an intersection, if for some reason there are cars on the course blocking your passage, do not attempt to pull around traffic unless it can be done without impeding the flow of the Peleton. If necessary, pull towards the centre of the road and leave sufficient space on the side of the road for riders to pass
- If the Race/Grade that you are leading is caught by a faster race/grade drive further ahead of the Combined group. Once there is sufficient gap between the 2, pull off to the side of the road and wait for the faster race/grade to pass before moving back into position in the lead of your allocated race/grade.
- Increase your speed approaching the Finish Line, as riders will generally be sprinting
- Drive well beyond the Finish Line before slowing the vehicle and pulling over to the side of the road at the end of the event.

### Tail Vehicle Notes:

- Vehicle should be a minimum distance that allows for your reaction (usually 7/10th of a second) plus the vehicles safe braking ability behind your allocated group (App 4-10 car lengths)
- The Tail Vehicle of the race must always stay behind the last Bunch, not rider. Once a rider drops more than 100 metres behind the bunch, pull up alongside, ask are they OK, if Yes, explain that they are now on their Own, but take note of their number so that they can be accounted for at the finish.
- The distance between the Lead/Breakaway and the Scratch/Peleton should be checked regularly.
- Blatant breaches of the Traffic Act e.g. intentional riding across double white lines.
- In case of accident, ensure riders have First Aid attention before continuing

**Cyclists Turning Point**  
 2 x Marshalls located at Ferguson Road.  
 - Marshalls to ensure they are safely located 6 metres from Road surface.  
 - Wearing high-vis clothing. Event vehicles to display 'vehicle mounted, flashing lights'  
 - Cyclists to Give Way to Public Traffic along Elderslie Rd. When performing the 'U-Turn'

<p><b>1</b> Placed on 200m prior to Ferguson Road</p> <p>Ensure sign is placed 2m from road edge</p> <p>Elderslie Road</p>	<p><b>2</b> Placed 200m prior to Marked Tree Road</p> <p>Prior to placement of sign ensure vehicle is park in safe 'pull off' area from road surface</p> <p>Ensure sign is placed 2m from road edge</p> <p>Thousand Acre Lane</p>	<p><b>3</b> Eighteen (18) Locations</p>	<p><b>4</b> Three (3) Locations</p>	<p><b>5</b> Two (2) Locations</p>
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## NOTES

- All daily working signs to be 200mm from underneath of sign to ground level and 1m from trafficable flow (if possible).
- Min. 3.5m required for through traffic at all times.
- The position of and spacing of traffic infrastructure may slightly vary on-site to ensure good line of sight and/ or effectiveness for approaching traffic. (Standard variations shall be used). EG: Not less than 10% or greater than 25% of speed specified.
- Existing speed limit signage not associated with the work area to be covered for duration of works and construction.
- Traffic Controller on constant Stop/Slow of 2 hours duration, must be relieved for 15 minutes. Other duties can be conducted.
- Use of vehicular mounted warning devices to be applied.
- Flash Bar Or Corner Lights Or Flashing Lights
- Traffic Controller to maintain sufficient Line of Sight (LoS) to approaching vehicles. (eg: 100km = 2000m (LoS))
- Spectran Environmental Management takes no responsibility for use of this plan when implemented by other parties.
- Not to Scale

	<h3>TRAFFIC MANAGEMENT FOR :- Cycling Event</h3>		<h3>CONTACT DETAILS:</h3>	
	Type of Control: Motorist Awareness Signage		- Andrew Daly - 0499 834 015	
	Traffic Diagram Prepared By: David Smith Cert. No. 0899		hobart wheelers dirt devils inc. cycling club	
	Date of Event: Sat. 11 July 2026 Time (Start): Refer Above Location: Broadmarsh/ Elderslie/ Pelham		Traffic Guidance Obtained From: AS1742.3-2019 & AGTMM Part 10 (Also Part 3) - NON STATIC EVENT	

## **TRAFFIC DISRUPTION**

On Saturday 11<sup>th</sup> of July 2026 the Hobart Wheelers Cycling Club “Pelham Tier Road Race “ will take place. To facilitate the event, and in accordance with section 56A of the Vehicle and Traffic Act 1999, Tasmania Police have approved use of the following roads between 11:00am and 3:30pm:

- Elderslie Rd – Pelham Tier Rd

There will be minimum disruption to vehicular traffic with no road closures required.

Any queries should be directed to organiser and President Andrew Daly on 0499 834 015 or email: [president@hobartwheelers.com.au](mailto:president@hobartwheelers.com.au)

**10 October 2025**GPO Box 1229  
MELBOURNE VIC 3001  
Tel 1300 130 373  
Email [sport@marsh.com](mailto:sport@marsh.com)

## CERTIFICATE OF CURRENCY

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<b>INSURED</b>	AusCycling Limited (Including Hobart Wheelers Dirt Devils Cycling Club Inc)
<b>INSURANCE CLASS</b>	Public and Products Liability
<b>TERRITORIAL LIMITS</b>	Worldwide, excluding operations domiciled in the United States of America and/or Canada
<b>PERIOD OF INSURANCE</b>	From: 30 September 2025 at 4pm Local Time (VIC) To: 30 September 2026 at 4pm Local Time (VIC)
<b>INTEREST INSURED</b>	Legally liable to pay as compensation for Personal Injury or Property Damage in connection with the Insured's Business
<b>LIMITS OF LIABILITY</b>	Public Liability \$20,000,000 each and every occurrence Products Liability \$20,000,000 in the aggregate Errors & Omissions \$20,000,000 in the aggregate
<b>DEDUCTIBLE/EXCESS</b>	\$1,000 each and every occurrence
<b>INSURER(S)</b>	Sompo Japan Australia, HDI Global and Convex
<b>POLICY NUMBER(S)</b>	B0509BOWCI2350436



Marsh Pty Ltd

This certificate of currency provides a summary of the policy cover and is current on the date of issue. It is not intended to amend, extend, replace or override the policy terms and conditions contained in the actual policy document. This certificate of currency is issued as a matter of information only and confers no rights upon the certificate holder. We accept no responsibility whatsoever for any inadvertent or negligent act, error or omission on our part in preparing these statements or in transmitting this certificate by email or for any loss, damage or expense thereby occasioned to any recipient of this letter.