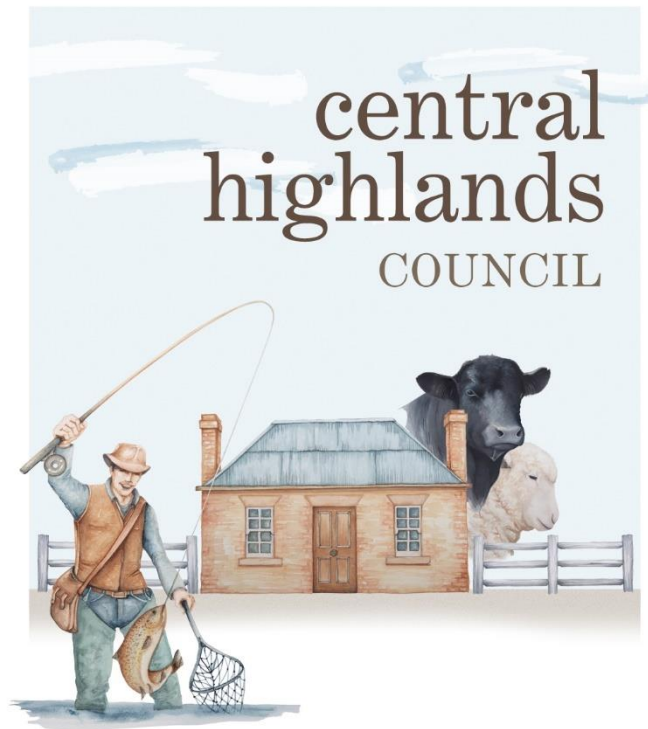




Council Meeting Agenda

21st October 2025

Bothwell Council Chambers

Notice of Meeting of Council – Tuesday 21st October 2025

To Councillors,

In accordance with the *Local Government (Meeting Procedures) Regulations 2015*, Notice is hereby given, that an Ordinary Meeting of Central Highlands Council is scheduled to be held in the Council Chamber, **Bothwell** on **Tuesday 21st October 2025**, commencing at **9.00am** with the business of the meeting to be in accordance with the following agenda paper.

In accordance with the *Local Government (Meeting Procedures) Regulations 2015* Part 2, Division 1, a notice of the meeting was published on the Council website on 1 August 2024.

General Manager's Certification

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

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

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

Dated at Bothwell this **16th** day of **October 2025**.



Stephen Mackey
Acting General Manager

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The meeting commenced at ____ a.m.

AUDIO RECORDING DISCLAIMER

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

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

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

ACKNOWLEDGEMENT OF COUNTRY

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

CONDUCT OF COUNCIL MEETING

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

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

1. PRESENT

1.1 IN ATTENDANCE

1.2 APOLOGIES

2. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

RECOMMENDATION 01/10.2025/C

Moved: Cr

Seconded: Cr

THAT the Council resolve by absolute majority to deal with any supplementary items not appearing on the agenda, as reported by the General Manager in accordance with the *Local Government (Meeting Procedures) Regulations 2015*.

In accordance with the requirements of Part 2 Regulation 8 (6) of the *Local Government (Meeting Procedures) Regulations 2015*, the Council by absolute majority may decide to deal with a matter that is not on the agenda if, where the General Manager has reported either:

- a) The reason it was not possible to include the matter on the agenda;
- b) That the matter is urgent; or
- c) That advice of a qualified person has been obtained and taken into account in providing advice to Council under Section 65 of the *Local Government Act 1993*.

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

PURPOSE

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

4. MINUTES

4.1 CONFIRMATION OF DRAFT ORDINARY COUNCIL MEETING MINUTES – 23 SEPTEMBER 2025

RECOMMENDATION 02/10.2025/C

Moved: Cr

Seconded: Cr

THAT the Draft Minutes of the Ordinary Meeting of Council held on Tuesday 23 September 2025 be confirmed.

Attachment – Draft Minutes

PURPOSE

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

5. NOTIFICATION OF COUNCIL WORKSHOP(S) HELD

A Council Workshop was held on **7 October 2025** and was attended by all Councillors, Stephen Mackey (Acting General Manager), Damian Mackey (Planning Consultant), Jason Branch (Manager Works & Services) and Katrina Brazendale (Executive Assistant) The following items were discussed–

- Draft Implementation Plan Bothwell, Hamilton and Ouse Town Structure Plans
 - Works & Services Update
 - Councillor Number Submission
 - General Manager Recruitment
-

5.1 FUTURE WORKSHOP(S)

PURPOSE

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

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

Tuesday 11 November 2025 – 9.30am Bothwell

6. PUBLIC QUESTION TIME

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

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

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

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

1. Once Question Time commences the Chairman will determine the order in which questions are heard.
2. Questions may relate to any business of the Council capable of being discussed in the open portion of the meeting, and which is not listed as an item for consideration on the Agenda for the Council Meeting.
3. Members of the public proposing a question are required to be present at the Council Meeting at which their question is to be read. Where a person submits a question for Public Question Time but fails to attend the meeting, the question will be treated as general correspondence and a written response will be provided at the earliest opportunity.
4. A person asking a question, when called upon by the Chairman is requested to:
 - Stand,
 - State their name and address,
 - Read out their question.
5. The Chairman retains the right to accept or decline questions and to determine if the question is to be answered at the meeting by the appropriate Councillor or employee or written down and taken on notice. The decision to take the question on notice may also be taken by the Councillor or employee to whom the question is directed. Questions taken on notice will be answered at a later meeting.
6. The Chairman may rule a question inappropriate, and thus inadmissible if in his or her opinion it has already been asked, is unclear, irrelevant, insulting, improper or relates to any matter which would normally be discussed in the closed portion of the meeting as defined in the *Local Government (Meeting Procedures) Regulations 2015*.
7. Public Question Time forum will be limited to a maximum of 15 minutes in duration and will be declared closed following the expiration of the allocated time period, or where all valid questions have been dealt with, whichever is the sooner.
8. Each question is to be asked by the proponent who will be allowed a maximum of three minutes in which to put the question.
9. The Chairman will **not allow** any discussion or debate on either the question or the response.
10. Where a person proposes more than one question at any one forum, and there are a number of persons wishing to lodge questions, the Chairman may take the questions in such order so as to hear as many members of the public as practical during the time allocated.
11. The minutes of the Council Meeting will contain a summary of each question asked by members of the public and the response given.
12. Public Statements (as opposed to questions) **will not** be accepted for the reason that statements could be considered a form of participation.

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

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

7. PETITIONS / DEPUTATIONS / PRESENTATIONS

7.1 PETITIONS

Nil

7.2 DEPUTATIONS

Nil

7.3 PRESENTATIONS

Nil

8. NOTICE OF MOTIONS

PURPOSE

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

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

8.1 NOTICE OF MOTION – CR S TRIFFETT

RECOMMENDATION 03/10.2025/C

Moved: Cr S Triffett

Seconded: Cr

THAT Council request Telstra and NBN representatives attending the Community Forum on Saturday 1 November 2025, at Great Lake Community Centre, Miena to provide information on service upgrades; digital connectivity concerns; connection options and device challenges in the Bradys Lake Area.

NOTICE OF MOTION

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

Date of Meeting:	October 21, 2025
Councillor Name:	Shelley Triffett
Proposed Motion:	That Council request Telstra and NBN representatives attending the Community Forum on Saturday 1 November 2025, at Great Lake Community Centre, Miena to provide information on service upgrades; digital connectivity concerns; connection options and device challenges in the Bradys Lake Area.
Background Details:	NBN - Bradys Lake area - Some residents have Skymesh for internet and Telstra but it's very unreliable, you have to walk around outside and even then, the reception cuts in and out, Also some residents don't even get phone service, their concerns are if there are emergencies or bush fires. Skymesh is an Australian internet service provider (ISP) specializing in internet plans for regional and rural areas that may not have access to other NBN technologies. They offer a variety of services, including high-speed Sky Muster satellite internet plans for remote locations, Fixed Wireless NBN for areas with a nearby network tower, and standard fixed-line NBN services (like FTTP, FTTN, etc.). Skymesh provides 30-day rolling plans, aiming to deliver reliable, high-speed internet connections across Australia. A Community Forum will be held on Saturday 1 November 2025, at Great Lake Community Centre, Miena where Telstra and NBN representatives will be present to hear from community about digital connectivity concerns; to provide information about service upgrades; and to help with connection options, and device or account challenges.
Signature:	<i>Shelley Triffett</i>
Date:	2 October 2025

8.2 NOTICE OF MOTION – CR S TRIFFETT

RECOMMENDATION 04/10.2025/C

Moved: Cr S Triffett

Seconded: Cr

THAT Council request the Acting General Manager to contact TasRecycle asking for a second recycling vending machine to be located in Ouse opposite the IGA in the car park.

NOTICE OF MOTION

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

Date of Meeting:	October 21, 2025
Councillor Name:	Shelley Triffett
Proposed Motion:	That Council request the Acting General Manager to contact TasRecycle asking for a second recycling vending machine to be located in Ouse opposite the IGA in the car park.
Background Details:	Cans / Bottles Recycling, refund unit, many community members would like to see one installed at Ouse opposite the IGA in the car park. Tasmania's long-awaited container refund scheme, Recycle Rewards, kicked off on the 1 May 2025, however there is only one location in the Central Highlands of Tasmania at 16 Patrick Street, Bothwell. The scheme is administered by TasRecycle, with refund points operated by TOMRA Cleanaway Tasmania. Bothwell Garage  Reverse vending machine  Digital Voucher is not available for this location  16 Patrick Street, Bothwell  Open today from 8:00am to 5:00pm  Glass Open  Plastic and Cans Open
Signature:	<i>Shelley Triffett</i>
Date:	2 October 2025

8.3 NOTICE OF MOTION – CR S TRIFFETT**RECOMMENDATION 05/10.2025/C****Moved:** Cr S Triffett**Seconded:** Cr

THAT Council request the Works and Service Manager to investigate with the school bus companies the relocation of the new bus shelter to a location along Ponsonby Street in Hamilton.

NOTICE OF MOTION

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

Date of Meeting:	October 21, 2025
Councillor Name:	Shelley Triffett
Proposed Motion:	That Council request the Works and Service Manager to investigate with the school bus companies the relocation of the new bus shelter to a location along Ponsonby Street in Hamilton.
Background Details:	Bus Shelter - In Hamilton - To be erected along Ponsonby Street as parents are worried for their children having to walk down the main road to catch the New Norfolk School Bus of a morning as it stops along from what was once the Glen Clyde House. The Glenora School Bus and the New Norfolk School Bus both travel down Linnet Street onto Ponsonby Street to drop off the School Children in the afternoon, the New Norfolk bus driver would only have to change his AM Route to pick the kids up along Ponsonby Street, There are at least 8 children that would make good use of the Shelter.
Signature:	<i>Shelley Triffett</i>
Date:	2 October 2025

8.4 NOTICE OF MOTION – CR J HONNER**RECOMMENDATION 06/10.2025/C****Moved:** Cr J Honner**Seconded:** Cr

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

NOTICE OF MOTION

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

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

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

Nil

10. ORDINARY COUNCIL MEETING RESUMED

Not Required

11. MONTHLY MAYORAL AND ELECTED MEMBERS ACTIVITY

RECOMMENDATION 07/10.2025/C

Moved: Cr

Seconded: Cr

THAT the Council notes the Mayoral and Elected Members Activities.

IMPLICATIONS AND FINANCIALS

Strategic Plan	6.2 Ensure that Council members have the resources and skills development opportunities to effectively fulfil their responsibilities
Council Policy	Councillor Code of Conduct Policy
Legislative Context	<i>Local Government Act 1993</i> <i>Local Government (General) Regulations 2015</i> <i>Local Government (Model Code of Conduct) Order 2024</i>
Consultation	The community and stakeholders.
Impact on Budget/Resources	Not applicable.
Risk	Allocations for Councillor Conference attendance are included in the operational budget.

PURPOSE

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

BACKGROUND

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

DISCUSSION

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

Mayor Loueen Triffitt

19 September 2025	Meeting with Brian Mitchell MP
23 September 2025	Ordinary Council Meeting (Hamilton)
30 September 2025	Hamilton 200 Years Festival Meeting (Hamilton)
30 September 2025	Highlands Bushfest Meeting (Hamilton)
2 October 2025	Highlands Bushfest Promotion Meeting (Hobart)
2 October 2025	Media Interview Highlands Bushfest
6 October 2025	Citizenship Ceremony (Hamilton)
7 October 2025	Workshop Structure Plans, Councillor No. Submission, General Manager Recruitment

- Business of Council x 17
- Ratepayer and community members – communications x 5
- Elected Members - communications x 24

- Council Management communications x 14
- Consult Mr Blackadder - General Manager Recruitment Communication x 6

Deputy Mayor J Allwright

23 September 2025 Ordinary Council Meeting (Hamilton)
 7 October 2025 Workshop Structure Plans, Councillor No. Submission, General Manager Recruitment
 15 October 2025 Small business roundtable, Evandale

Cr A Archer

23 September 2025 Ordinary Council Meeting (Hamilton)
 7 October 2025 Workshop Structure Plans, Councillor No. Submission, General Manager Recruitment

Cr R Cassidy

23 September 2025 Ordinary Council Meeting (Hamilton)
 30 September 2025 Meeting with Mr Damian Mackey and Dr Andrew Cole, Professor Astronomy, UTAS regarding creating a Dark Sky Policy to present to a Council Workshop
 7 October 2025 Workshop Structure Plans, Councillor No. Submission, General Manager Recruitment
 13 October 2025 Meeting with Acting General Manager Mr Stephen Mackey regarding Draft Local Government Amendment (Targeted Reform) Bill 2025 and other Council-related matters.

Cr J Hall

23 September 2025 Ordinary Council Meeting (Hamilton)
 24 September 2025 Bush Watch meeting (Westerway)
 30 September 2025 Hamilton 200 Years Festival Meeting (Hamilton)
 7 October 2025 Workshop Structure Plans, Councillor No. Submission, General Manager Recruitment

Cr J Honner

23 September 2025 Ordinary Council Meeting (Hamilton)
 30 September 2025 Hamilton 200 Years Festival Meeting (Hamilton)
 6 October 2025 Citizenship Ceremony (Hamilton)
 7 October 2025 Workshop Structure Plans, Councillor No. Submission, General Manager Recruitment

Cr D Meacheam

7 October 2025 Workshop Structure Plans, Councillor No. Submission, General Manager Recruitment
 15 October 2025 Small business roundtable, Evandale

Cr Y Miller

23 September 2025 Ordinary Council Meeting (Hamilton)
 30 September 2025 Hamilton 200 Years Festival Meeting (Hamilton)
 7 October 2025 Workshop Structure Plans, Councillor No. Submission, General Manager Recruitment

Cr S Triffett

7 October 2025 Workshop Structure Plans, Councillor No. Submission, General Manager Recruitment

11.1 MAYORAL ANNOUNCEMENT

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

Build capacity to enhance community spirit and sense of wellbeing

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

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

RECOMMENDATION 8/10.2025/C

Moved: Cr

Seconded: Cr

THAT the Health and Wellbeing report be received.

REPORT BY Kat Cullen, Community Development Officer

BACKGROUND

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

COUNCIL PROJECTS AND ACTIVITIES	
External Grants	Funding received for successful Drought Ready Fund – Childcare Options Analysis Paper.
	Awaiting response: Tas Active Infrastructure Grants (DPAC) Gretna Oval application. Update to response date – end of 2025. Currently scoping other grant opportunities.
	Tasmanian Community Fund Community Action grant (\$5-50K over 1 year) – current development of youth-focus project application.
	Building Early Education Fund – Federal investment of \$500 million in funding to build Early Childhood Education Centres. Council's

	Childcare Options Analysis report will provide background to application for this grant which will be open in next month.
Cattle Hill Community Grant	Liaising with grant applicants, and grant coordinator for Round 5, as Council representative. Assessment Panel meeting 07 October 2025, assessment due date is 21 October 2025
Council website upgrade	Working with developers and designers for upgrade of website.
Miena digital community forum	Meetings with Telstra, NBN and community to plan for forum on 1 November. Development of associated flyers and social media.
Community Grants Program	Coordination of community grants programs – and liaison with grant applicants: Bothwell Cricket Club, Hamilton Halloween Event, Gretna Fire Brigade, Miena Seisuin.
Child Safety Policy update	Working with Deputy General Manager and LGAT to review Child Safety Standards compliance and update relevant policies.
Hamilton 200	Community engagement and input for event in 2026, including meeting held 30 September with Mayor, Councillors, community.
School Awards	Liaison with Mayor, Councillors and Schools to for end of year awards at local schools.
COMMUNITY DEVELOPMENT	
Childcare project - Bothwell	Commencement of Childcare Options Analysis report in collaboration with Ninety Mile Consulting. Consultants are aiming to have Options Analysis report available for Council prior to Christmas closure 2025. Meet with not-for-profit childcare providers – Thrive Group and Adventure Patch. Thrive Group is looking to support childcare in Bothwell in short-term through engaging with school regarding Before and After School Care, supporting family day care as intermediate option, and working with community to increase local people with childcare qualifications. Communicating with DECYP and State and Federal Dept of Education to prepare for Building Early Education Fund application.
Childcare and Ouse School	Support for Ouse Family daycare through lack of certainty for lease at Ouse School in 2026. Meeting with DYCP and Acting GM re: future of Ouse School.
Hall committee liaison	• Ellendale Hall bathroom hall– upgrades funded through grants. • Great Lake Community Centre installation of insulation.

Ouse Online Access Centre	Liaison with Acting GM, Libraries Tasmania and OAC to work towards secure ongoing functioning of OAC.
School holiday programs	Support for Action Crew to develop school holiday programs in 2026 in Ouse, Hamilton, Gretna, Ellendale and Bothwell – funding request through Cattle Hill Wind farm Grant. Coordination of School Holiday program with Football Tasmania in Bothwell. Event was well attended with 25 children in attendance, plus parents, and with Bothwell Cricket Club running BBQ – see image below.
Additional meetings and workshops	• Local Government Health & Wellbeing Network meeting. • HydoTas – meeting to discuss public engagement regarding Tarraleah project. • Attendance at Southern Region Sport & Active Recreation Networking Group. • Communities for Children Steering Committee.
COMMUNICATION	
Tourism brochure	Update, edit, and reprint for Tourism Brochure exchange
Residents guide	Finalisation of community information and layout for printing.
Council social media	Facebook account– 01 - 30 September net increase 28. Audience: 2,771 Posts: CH councillor election, soccer clinic, Hamilton 200, Council casual employment opportunities, Derwent Catchment Project AGM, school holiday activities, Miena forum.
Highland Digest	Liaising with Digest to include relevant council and community content monthly.



Images taken during Council-funded Soccer School Holiday Program

12.2 COMMUNITY GRANT REQUEST – HAMILTON HALLOWEEN KIDS DISCO

RECOMMENDATION 9/10.2025/C

Moved: Cr

Seconded: Cr

THAT Council allocate \$1,050 to the organising committee and provide fee-waiver for Hamilton Hall for the Hamilton Halloween Kids Disco on Friday the 31 October 2025.

REPORT BY Kat Cullen, Community Development Officer

[Attachment – Redacted grant application](#)

Background

Council have received a grant application from the organising committee to fund the Hamilton Halloween Kids Disco. This well attended event was successfully organised by this committee, in collaboration with 1826 Bar - Hamilton Inn, in 2024. The organising committee feel that the Hamilton Hall would be a more ideal location for this event, where they aim to hold it annually. The Hamilton Hall is considered a more child and family friendly venue and is an ideal size for this event.

The children and families of Hamilton and surrounding areas currently have very few opportunities for social connection and need to travel long distances to attend organised activities. This event provides a much needed chance for local children to have fun and social connection in their local community.

Community Support

The event is supported by the Hamilton Fire Brigade who will escort the attendees around Hamilton on their walk. Currunga Farm and 1826 Bar – Hamilton Inn will donate funding and food for the event.

Auspice request

As the organising committee are not a legal entity, they are requesting auspicing by Council for this grant. An auspice agreement will be signed by the Acting General Manager, the agreement will allow applicants to access funds, provided they either provide council with a tax invoice for payment; or submit a reimbursement form along with receipts.

Public Liability

The grant request includes funding for one-off event public liability insurance for the organisers through Local Community Insurance Services, quoted at \$253.

The total project cost is \$1,400 which does not include significant in-kind contributions by the local community in organising this event.

There is currently \$6,580 remaining in the Community Grants budget for the 25-26 financial year.

12.3 WEBSITE UPDATE FOR COUNCIL

RECOMMENDATION 10/10.2025/C

Moved: Cr

Seconded: Cr

THAT Council allocate \$19,920 from the Community and Economic Development budget for redevelopment and redesign for the Council website.

REPORT BY Kat Cullen, Community Development Officer

Background

Council's website is now over thirteen (13) years old and has been identified as a priority for upgrading owing to it's importance to residents, ratepayers, and visitors to the Central Highlands. Meetings have been held over the past four months with local website developers to look at the best option for an update to Council's website.

The objective of this project was to obtain proposals from Tasmanian web developers with experience working with local councils. The proposals should meet the following criteria:

- Adherence to the allocated budget of \$20,000 excl GST.
- Development of an easy to use, fit-for-purpose website that is user-friendly and accessible.
- Designing a website with manageable and cost-effective ongoing maintenance and hosting requirements.

Meetings have been held with staff to assess comparable local government websites in Tasmania which have favourable features, functions and layout. From this, a short list of web developers was created, and meetings held to discuss Central Highlands needs.

Proposals

Three proposals have been considered to meet Council's criteria for this project:

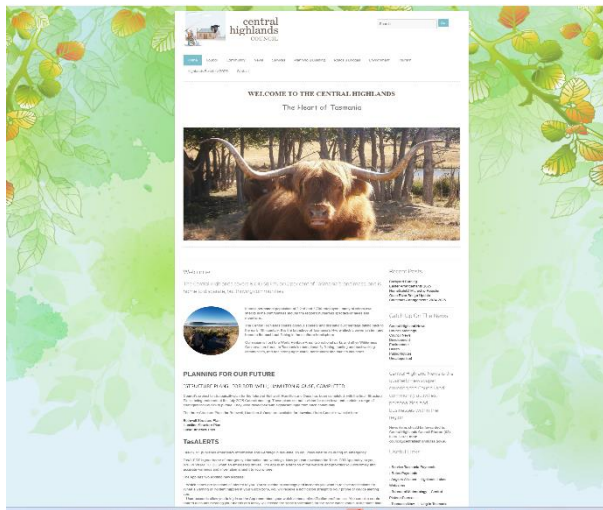
Tassie Visuals – based in Tasmania. Clients include Zanetto Builders, Future Builder Tringrove Industries, Stevenson Roofing. Tassie Visuals have provided a quote for \$20,000. This includes professional image provision for website, and on-going support.

Walker Designs – based in Tasmania. Clients include George Town, Dorset, Meander Valley and Northern Midlands Councils, Bank of Us, Bell Bay Aluminium, IGA Tasmania, and Launceston Airport. Walker Designs have provided a quote for \$16,850 excl GST.

Brave Agency – based in Victoria, but with local staff. Tasmanian clients include Brighton Council, Tasmania PWS, Brand Tasmania, TMAG, UTAS, Port Arthur, James Boags, and MONA. Brave has provided a quote for \$19,800 excl GST.

Design and images - As part of the update, the web designers have requested supply of recent high-quality local images which can be used for website. The estimated cost for this is \$2,500 from Tasmanian company Tassie Visuals.

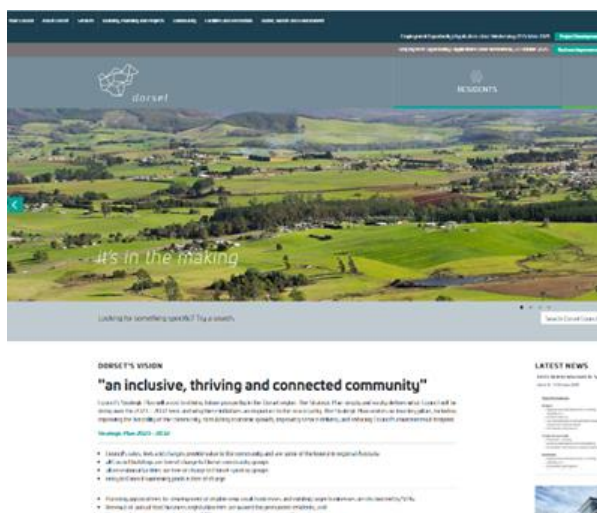
WEBSITE FRONT PAGE EXAMPLES



Central Highlands Council



Tassie Visuals



Walker Designs - Dorset Council



Brave Design – Brighton Council

Discussion

Walker Designs is recommended as the preferred webpage developer for the following reasons:

- Highly experienced in creating websites for local Councils in Tasmania.
- Level of detail provided in proposal, with clear expectations and scope
- Alignment with Council's aims for project
- Slightly lower cost

Tassie Visuals recommended for design and images for website.

PROJECT BUDGET		
Walker Designs	Website	\$15,995
	Website Hosting and Licence (initial 12 months)	\$885
	Performance & SEO optimisation (at 6 months)	\$540
Tassie Visuals	Media content	\$2,500
Total costs for financial year		\$19,920 excl GST

It is anticipated that up to 6 days additional work required for Community Development officer to both update and create required information and content to populate new website.

Ongoing annual costs

\$2,265 excl GST - performance and SEO support, website hosting, updates and licence renewals

Budget implications

There is a total of \$25,000 allocated for combined costs of website upgrade and new residents guide production within the Community and Economic Development budget for the 2025 / 2026 financial year.

TIMEFRAME		
DEVELOPMENT STAGE	DELIVERABLE	INDICATIVE TIMEFRAME
Design stage - Front-End Development	Creation of layout options for website specific to Council's requirements.	27 October - 10 November 2025
Development stage - Back-End Development	Website server development to ensure that the website functions correctly and efficiently behind the scenes.	11 - 25 November 2025
Content creation stage	Council staff to create and provide updated and new information to developers to populate new website.	26 November - 30 January 2026
Image and media	Photography and media creation	27 October - 19 December 2025
Staff training	Training for staff involved in content upload on new system.	03-05 February 2026
Website finalised	Website will likely be at stage where it can go live with essential information earlier than 30 Jan, with content to continue to be uploaded until website finalised.	30 January 2026

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

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

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

13.1 WORKS & SERVICES MONTHLY REPORT – SEPTEMBER 2025

RECOMMENDATION 11/10.2025/C

Moved: Cr

Seconded: Cr

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

REPORT BY Jason Branch, Works & Services Manager

BACKGROUND

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

Grading & Sheeting	Woodsprings Road, Rotherwood Road, Interlaken Road, Dennistoun Road, Laycock Drive, Lake Crescent Road, Wetheron Road, Dry Poles Road, Hamilton Plains Road, Risbys Road, Rockmount Road
Maintenance Grading	Maryvale Road, Rose Hill Road
Potholing / shouldering	Bashan Road, Strickland Road, Bridge Road, Meadow Bank Road
Spraying:	General spraying Bethune and Dunrobbin parks Start Ouse township
Culverts / Drainage:	Clean culverts Interlaken Road Drainage Wiggs Road Install culvert Dawson Road
Occupational Health and safety	• Monthly Toolbox Meetings; • Day to day JSA and daily prestart check lists completed; • Monthly workplace inspections completed;

	• Playground inspections; • Induction of three new employees; and • Drum Muster training for staff
Bridges:	
Refuse / recycling sites:	Cover Hamilton Tip twice weekly
Other:	2 drum musters Commence swimming pool duties Finish repairs Bothwell toilets Remove 3 x fallen trees on roads Unblock storm water pit Hamilton Preplace stolen showers Hamilton VMS boards for Bushfest Repair defects Hollow Tree Road Install and replace signs Dawson Road, Dennistoun Road and Bashan Road Guideposts Rose Hill Road Install safety fence around Gretna construction site Repair Hamilton Plains gate
Slashing:	
Municipal Town Maintenance:	• Collection of town rubbish twice weekly; • Maintenance of parks, cemetery, recreation ground and Caravan Park; • Cleaning of public toilets, gutters, drains and footpaths; • Collection of rubbish twice weekly; • Cleaning of toilets and public facilities; • General maintenance; • Mowing of towns and parks; • Town Drainage
Buildings:	Unblock gutters on Golf Museum Unblock gutters on Information centre and public toilets
Plant:	PM845 Kenworth truck drive tyre rotation PM717 Dog trailer 6 new tyres PM665 Dog trailer tyre rotation and 1 new tyres PM774 Cat grader serviced

	PM723 Traxcavator repairs to exhaust PM777 Mitsubishi ASX service and new brakes PM792 Tarago Van serviced and two new tyres PM772 Hino tipper new batteries
Private Works:	Finish Australia Club Tasmania gravel delivery Meadow Bank Ski Club Gravel delivery Dillions Road
Casuals	• Toilets, rubbish and Hobart; • Hamilton general duties
Program for next 4 weeks	Grading of roads Miena Coring and scarifying of Gretna Cricket Oval Continue swimming pool duties for upcoming season Defects Hollow Tree Road Tree removal Thousand Acre Lane General weed spraying around towns Mowing and brush cutting around towns Commence roadside spraying

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

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

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

14.1 MONTHLY FINANCE REPORT TO 30 SEPTEMBER 2025

RECOMMENDATION 12/10.2025/C

Moved: Cr

Seconded: Cr

THAT the Monthly Finance Report to 30 September 2025 be received.

IMPLICATIONS AND FINANCIALS

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

REPORT BY Zeeshan Tauqeer, Accountant**BACKGROUND**

The following Finance reports are tabled for period ending **30 September 2025**.

Rates Reconciliation as at 30 September 2025

	<u>2024</u>	<u>2025</u>
<i>Rates in Debit 30th June</i>	\$196,877.36	\$217,826.72
<i>Rates in Credit 30th June</i>	<i>-\$145,341.00</i>	<i>-\$150,792.81</i>
<i>Balance 30th June</i>	<i>\$51,536.36</i>	<i>\$67,033.91</i>
Rates Raised	\$4,716,976.66	\$4,971,230.43
Penalties Raised	\$20,479.32	\$17,833.79
Supplementaries/Debit Adjustments	\$10,359.86	\$10,275.06
Total Raised	\$4,747,815.84	\$4,999,339.28
<i>Less:</i>		
Receipts to Date	\$2,054,718.64	\$2,179,117.02
Credit Journals		\$13,717.04
Pensioner Rate Remissions	\$127,622.65	\$133,815.31
Remissions/Supplementary Credits	\$8,695.75	\$26,653.67
<i>Balance</i>	<i>\$2,608,315.16</i>	<i>\$2,713,070.15</i>

Bank Reconciliation as at 30 September 2025

	<u>2024</u>	<u>2025</u>
Balance Brought Forward	\$7,101,181.19	\$5,526,780.50
Receipts for month	\$414,674.81	\$1,394,173.62
Expenditure for month	\$955,990.10	\$1,708,766.80
Balance	<u>\$6,559,865.90</u>	<u>\$5,212,187.32</u>
Represented By:		
Balance Commonwealth Bank	\$1,341,932.37	\$1,458,202.48
Balance Westpac Bank	\$429,234.16	\$40,980.23
CBA Credit Card		\$0.00
Investments	\$4,788,149.37	\$3,713,004.61
Petty Cash & Floats	\$550.00	
	<u>\$6,559,865.90</u>	<u>\$5,212,187.32</u>
Plus Unbanked Money		
	<u>\$6,559,865.90</u>	<u>\$5,212,187.32</u>
Less Unpresented Cheques	\$0.00	
Unreceipted amounts on bank statements	\$0.00	
	<u>\$6,559,865.90</u>	<u>\$5,212,187.32</u>

BANK ACCOUNT BALANCES AS AT 30 September 2025

Council Reserve	\$ 3,624,219.04
Tascorp (Bothwell Church)	\$ 88,785.57
FAG& RATES&FEES	\$ 1,431,633.62
Community Grants	\$ 59,739.61
Hatch	\$ 7,809.48
	\$ 5,212,187.32



Comprehensive Income Statement

30/09/2025

Recurrent Income	Budget 2024-2025	Actual to date prior year	Actual to Date	Budget 2025-2026
Rates Charges	\$4,682,233	\$802,739	\$2,229,237	\$4,940,273
User Fees	\$494,250	\$48,696	\$96,169	\$501,651
Grants - Operating	\$3,236,515	\$535	\$455,542	\$4,428,454
Other Revenue	\$704,366	\$189,494	\$143,160	\$776,217
Grants received in Advance	\$0	\$2,918,101	\$1,746,506	
Total Revenues	\$9,117,364	\$3,959,565	\$4,670,613	\$10,646,595
Expenditure				
Employee Benefits	\$2,584,261	\$542,528	\$621,387	\$2,941,952
Materials and Services	\$2,447,768	\$226,022	\$536,263	\$3,490,109
Other Expenses	\$1,892,738	\$718,627	\$522,073	\$2,116,449
Depreciation and Amortisation	\$2,327,800	\$0	\$656,826	\$2,397,634
Total Expenditure	\$9,252,567	1,487,177	2,336,548	10,946,144
Operating Surplus(Deficit)	(135,203)	2,472,388	2,334,066	(299,549)
Capital Grants & Other	\$2,424,996	\$637,401	\$0	\$1,375,067
Surplus(Deficit)	2,289,793	3,109,789	2,334,066	1,075,518
Capital Expenditure	\$5,122,085	\$382,896	\$222,579	\$3,517,247

	BUDGET 2025/26	ACTUAL TO 30-Sep-24	ACTUAL TO 30-Sep-25	% OF BUDGET SPENT	BALANCE OF BUDGET
CORPORATE AND FINANCIAL SERVICES					
ADMIN HAMILTON	\$2,017,673	\$306,855	\$481,203	23.85%	\$1,536,470
ELECTED MEMBERS EXPENDITURE(AMEH)	\$281,916	\$34,499	\$49,569	17.58%	\$232,347
MEDICAL CENTRES(MED)	\$132,191	\$6,709	\$31,482	23.82%	\$100,709
STREET LIGHTING(STLIGHT)	\$43,994	\$6,416	\$7,949	18.07%	\$36,045
ONCOSTS	(\$470,879)	\$197,255	(\$111,894)	23.76%	(\$358,985)
COMMUNITY & ECONOMIC DEVELOPMENT & RELATIONS(CDR+EDEV)	\$672,822	\$52,656	\$93,227	13.86%	\$579,595
TOTAL CORPORATE & FINANCIAL SERVICES	\$2,677,717	\$604,390	\$551,537	20.60%	\$2,126,180
DEVELOPMENT AND ENVIRONMENTAL SERVICES					
ADMIN BOTHWELL	\$327,017	\$60,895	\$86,458	26.44%	\$240,559
ENVIRON HEALTH SERVICES (EHS)	\$38,628	\$4,444	\$8,136	21.06%	\$30,492
ANIMAL CONTROL(AC)	\$18,421	\$1,093	\$2,507	13.61%	\$15,914
PLUMBING/BUILDING CONTROL (BPC)	\$188,191	\$18,802	\$4,881	2.59%	\$183,310
SWIMMING POOLS (POOL)	\$32,572	\$2,688	\$257	0.79%	\$32,315
DEVELOPMENT CONTROL (DEV)	\$247,000	\$42,282	\$37,381	15.13%	\$209,619
WASTE SERVICES	\$968,939	\$104,815	\$236,248	24.38%	\$732,691
ENVIRONMENT PROTECTION (EP)	\$1,024,442	\$0	\$586	0.06%	\$1,023,856
TOTAL DEVELOPMENT & ENVIRONMENTAL SERVICES	\$2,845,210	\$235,019	\$376,454	13.23%	\$2,468,757
WORKS AND SERVICES					
PUBLIC CONVENIENCES (PC)	\$290,284	\$21,951	\$49,006	16.88%	\$241,278
CEMETERY (CEM)	\$17,161	\$0	\$3,632	21.16%	\$13,529
HALLS (HALL)	\$74,349	\$36,218	\$12,916	17.37%	\$61,433
PARKS AND GARDENS(PG)	\$100,524	\$12,723	\$26,735	26.60%	\$73,789
REC. & RESERVES(Rec+tennis)	\$130,679	\$12,937	\$22,011	16.84%	\$108,668
TOWN MOWING/TREES/STREETSCAPES(MOW)	\$236,008	\$1,258	\$6,108	2.59%	\$229,900
HOUSING (HOU)	\$160,753	\$53,506	\$39,163	24.36%	\$121,590
CAMPING GROUNDS (CPARK)	\$14,801	\$695	\$3,537	23.90%	\$11,264
LIBRARY (LIB)	\$2,640	\$1,687	\$0	0.00%	\$2,640
ROAD MAINTENANCE (ROAD)	\$1,086,345	\$34,420	\$261,789	24.10%	\$824,556
FOOTPATHS/KERBS/GUTTERS (FKG)	\$23,316	\$111	\$3,881	16.65%	\$19,435
BRIDGE MAINTENANCE (BRI)	\$23,388	\$0	\$167	0.71%	\$23,221
PRIVATE WORKS (PW)	\$51,372	\$0	\$7,348	14.30%	\$44,024
SUPER. & I/D OVERHEADS (SUPER)	\$869,041	\$297,836	\$154,726	17.80%	\$714,315
QUARRY/GRAVEL (QUARRY)	(\$181,988)	\$75,955	(\$96,497)	53.02%	(\$85,491)
NATURAL RESOURCE MANAGEMENT(NRM)	\$179,936	\$25,000	\$30,147	16.75%	\$149,789
SES (SES)	\$2,000	\$0	\$0	0.00%	\$2,000
PLANT M'TCE & OPERATING COSTS (PLANT)	\$655,036	\$146,820	\$192,144	29.33%	\$462,892
PLANT INCOME	(\$795,036)	(\$23,879)	(\$11,115)	1.40%	(\$783,921)
DRAINAGE (DRAIN)	\$43,130	\$658	\$9,091	21.08%	\$34,039
OTHER COMMUNITY AMENITIES (OCA)	\$41,842	\$8,105	\$6,285	15.02%	\$35,557
WASTE COLLECTION & ASSOC SERVICES (WAS)	\$0	\$184	\$498		(\$498)
FLOOD REPAIRS		\$0	\$0		
TOTAL WORKS & SERVICES	\$3,025,581	\$706,185	\$721,573	23.85%	\$2,304,008
DEPARTMENT TOTALS OPERATING EXPENSES					
Corporate Services	\$2,677,717	\$604,390	\$551,537	20.60%	\$2,126,180
Dev. & Environmental Services	\$2,845,210	\$235,019	\$376,454	13.23%	\$2,468,757
Works & Services	\$3,025,581	\$706,185	\$721,573	23.85%	\$2,304,008
Total All Operating	\$8,548,508	\$1,545,594	\$1,649,563	19.30%	\$6,898,945

	BUDGET 2025/26	ACTUAL TO 30-Sep-24	ACTUAL TO 30-Sep-25	% OF BUDGET SPENT	BALANCE OF BUDGET
CAPITAL EXPENDITURE					
CORPORATE AND FINANCIAL SERVICES					
Computer Purchases	\$7,648	\$21,000	\$0	0.00%	\$7,648
Equipment	\$6,000	\$0	\$0	0.00%	\$6,000
Miscellaneous	\$2,000	\$0	\$0	0.00%	\$2,000
	\$15,648	\$21,000	\$0	0.00%	\$15,648
DEVELOPMENT & ENVIRONMENTAL SERVICES					
Swimming Pool	\$0	\$0	\$0	0.00%	\$0
	\$0	\$0	\$0	0.00%	\$0
WORKS & SERVICES					
Plant Purchases	\$170,000	\$18,163	\$0	0.00%	\$170,000
Camping Grounds	\$0	\$0	\$0	0.00%	\$0
Public Conveniences	\$0	\$11,755	\$0	0.00%	\$0
Bridges	\$55,000	\$13,429	\$0	0.00%	\$55,000
Road Construction & Reseals	\$2,196,099	\$233,859	\$197,883	9.01%	\$1,998,216
Drainage	\$169,000	\$36,858	\$0	0.00%	\$169,000
Parks & Gardens Capital	\$72,000	\$0	\$0	0.00%	\$72,000
Infrastructure	\$105,000		\$0	0.00%	\$105,000
Footpaths, Kerbs & Gutters	\$205,000	\$0	\$0	0.00%	\$205,000
Rec Grounds	\$402,000	\$5,864	\$395	0.10%	\$401,605
Halls	\$0	\$11,755	\$0	0.00%	\$0
Buildings	\$127,500	\$30,214	\$24,301	19.06%	\$103,199
	\$3,501,599	\$361,897	\$222,579	6.36%	\$3,279,020
TOTAL CAPITAL WORKS					
Corporate Services	\$15,648	\$21,000	\$0	0.00%	\$15,648
Dev. & Environmental Services	\$0	\$0	\$0	0.00%	\$0
Works & Services	\$3,501,599	\$361,897	\$222,579	6.36%	\$3,279,020
	\$3,517,247	\$382,897	\$222,579	6.33%	\$3,294,668

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

	BUDGET 2025/26	Actual to Date 30/09/2025	Remaining Balance
Strategic Project- Whole of Community			
Community & Economic Development Support	\$10,000	\$393	\$9,607
Health & Wellbeing Plan (2020-2025) Implementation	\$5,000		\$5,000
Economic and Tourism Development Strategic Project	\$5,000		\$5,000
Youth and Children Strategic Projects			\$0
New- Family Day Care Seeding Fund Bothwell	\$5,000		\$5,000
New- Ouse Family Day Care Support	\$5,000		\$5,000
Youth Service & Activities	\$5,000	\$500	\$4,500
Children's Services and Activities	\$5,000	\$100	\$4,900
Bothwell High School Breakfast Club	\$2,000		\$2,000
Glenora School Breakfast Club	\$1,000		\$1,000
Westerway School Breakfast Club	\$1,000		\$1,000
New-Bothwell Playgroup Support	\$1,000		\$1,000
Community & Donation and Financial Assistance			\$0
Community Grants	\$15,000	\$6,580	\$8,420
Community Support & Donations	\$10,000		\$10,000
Church Grants	\$5,000		\$5,000
Further Education Bursaries	\$1,400		\$1,400
School Awards	\$400		\$400
Central Highlands School Support	\$3,000		\$3,000
Community Event			\$0
ANZAC Day	\$12,000		\$12,000
Australia Day	\$4,000		\$4,000
Community Event.eg Volunteer week	\$5,000		\$5,000
Community Partnerships			\$0
Highlands Digest Support	\$15,800		\$15,800
Australasian Golf Museum contribution to power	\$5,000		\$5,000
Visitors Centre Contribution to Power	\$5,000		\$5,000
Healthy Connect Project	\$10,000		\$10,000
Brighton Family Day Care	\$5,000	\$5,000	\$0
Total Community & Economic Development Support & Donations	\$141,600	\$12,573	\$129,027

Financial Performance Report

For the Period Ended 30 September 2025

1. Overview

The financial results for the period ending 30 September 2025 provide a comparison between the actual year-to-date (YTD) financial performance and the adopted 2025–2026 budget. The data reflects the organisation's financial position within the first quarter of the financial year and shows how income and expenditure have progressed against approved estimates.

The total operating revenue budget for the financial year 2025–2026 is \$10,646,595. The actual revenue to 30 September 2025 amounts to 4,670,613, representing 43% of the annual projection.

The total operating expenditure budget is \$10,946,144, and the actual expenditure recorded at 30 September 2025 totals \$2,336,548, representing 21% of the annual allocation.

In addition to operating activities, capital income is budgeted at \$1,375,067. The capital expenditure budget totals \$3,517,247 with \$222,579 million spent to 30 September 2025 (6.32%).

This comparison between budgeted and actual results indicates the financial activity distribution across the first quarter of the financial year. The figures primarily represent the initial stage of operations and project execution, reflecting standard timing of income recognition and expenditure commitments.

2. Income Statement Analysis

2.1 Operating Revenue

Category	Budget 2025–2026 (\$)	Actual to 30 Sep 2025 (\$)	% of Budget
Rates and Charges	4,944,000	2,229,237	45%
User Fees and Charges	502,000	96,169	19%
Operating Grants	4,428,454	455,542	10%

Other Income	776,217	143,160	18%
Grant Received in Advance	1,746,506		
Total Operating Revenue	10,646,595	4,670,613	43%

2.2 Operating Expenditure

Category	Budget 2025–2026 (\$)	Actual to 30 Sep 2025 (\$)	% of Budget
Employee Costs	2,941,952	621,387	21%
Materials and Services	3,490,109	536,263	15%
Other Expenses	2,116,449	522,073	25%
Depreciation	2,397,634	656,826	27%
Total Operating Expenditure	10,946,144	2,336,548	21%

Operating expenditure reflects the utilisation of financial resources in delivering services and maintaining infrastructure. Employee-related costs form a major component of the total budget, followed by materials, external services, and statutory expenses. Depreciation represents the systematic allocation of asset values over their useful lives.

3. Expenditure Analysis

Department	Budget 2025–2026 (\$)	Actual to 30 Sep 2025 (\$)	% of Budget
Corporate and Financial Services	2,677,717	551,537	20.6%
Development and Environmental Services	2,845,210	376,454	13.2%
Works and Services	3,025,581	721,573	23.9%
Total Operating Expenditure	8,548,508	1,649,563	19.3%

4. Capital Income and Expenditure

Description	Budget 2025–2026 (\$)	Actual to 30 Sep 2025 (\$)	% of Budget
Capital Grants and Contributions	1,375,067	0	0%
Capital Expenditure	3,517,247	223,579	6.33%

5. Financial Position Summary

The financial data for the period ended 30 September 2025 illustrates the relationship between the budgeted financial framework and actual financial transactions recorded during the first quarter. Total operating revenue is \$4.67 million compared with a budget of \$10.64 million, while total operating expenditure is \$2.33 million against an annual budget of \$10.94 million. The operating result shows a surplus of \$2.34 million. Capital expenditure amounts to \$0.22 million against a budget of \$3.51 million. These figures provide a quantitative representation of financial performance against the 2025–2026 budget framework.

14.2 REQUEST FOR RATES REMISSION – WELLINGTON SKI AND OUTDOOR CLUB

RECOMMENDATION 13/10.2025/C

Moved: Cr

Seconded: Cr

THAT Council remit the general rate of \$532.28 for the Wellington Ski and Outdoor Club (PID 5475494).

REPORT BY Sharee Nichols, Finance Officer

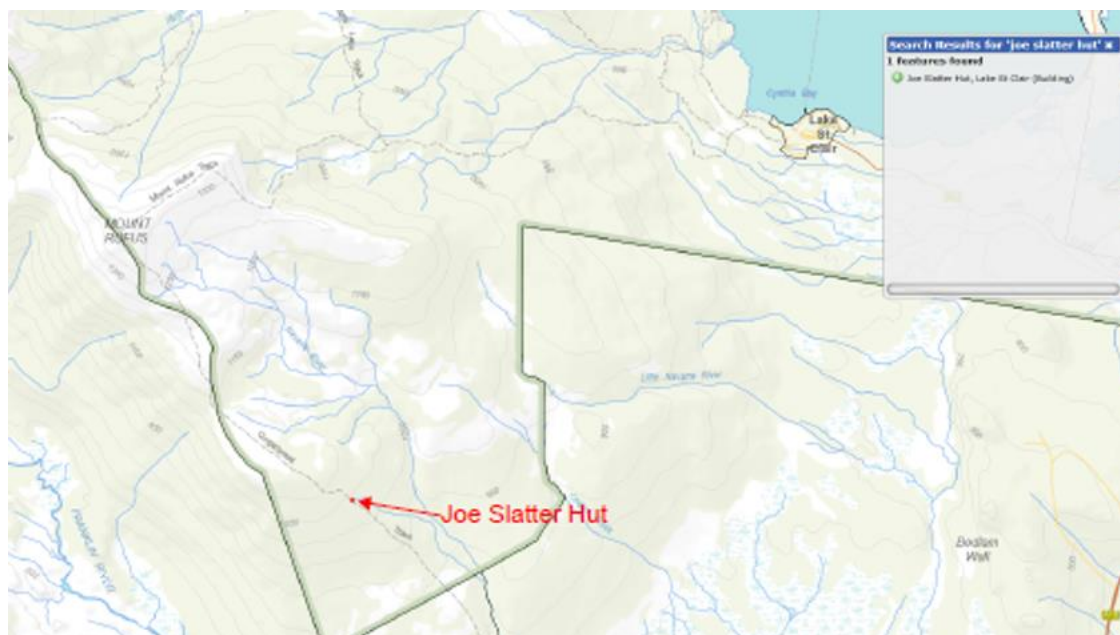
BACKGROUND

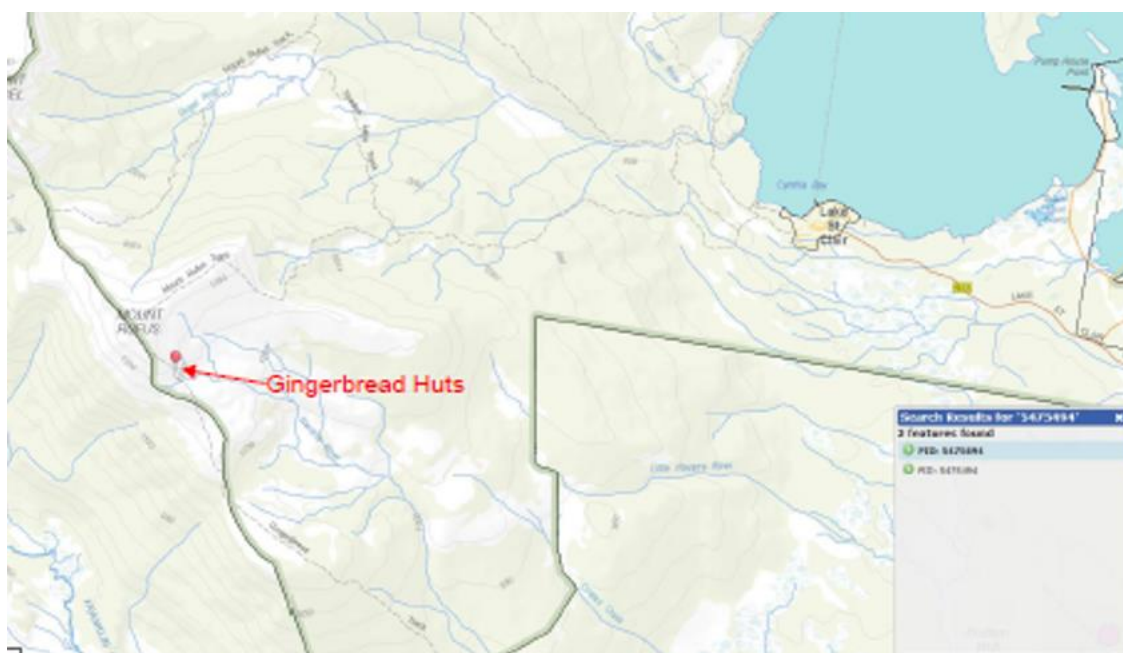
An email request has been received for consideration by Council of a remission for the property which contains 2 huts, Joe Slatter Hut and Gingerbread Hut, and are on leased land (Property ID 5475494).

The Wellington Ski and Outdoor Club Inc. are a family based, not for profit club, the club asks Council to revoke the rates notices for the following reasons:

1. The two huts are used by the general public as shelter huts during all seasons;
2. There are no roads or other services provided by the Council to the area;
3. The Club is a family-based club and not a commercially run organisation; and
4. Their members volunteer their time and funds to assist with the maintenance of these facilities used by the general public.

The two huts are in effect a community asset and provide basic and emergency shelter for visitors to Mt Rufus.





14.3 ANNUAL BUDGET ESTIMATES FOR 2025 – 2026 BUDGET VARIANCE

RECOMMENDATION 14/10.2025/C

Moved: Cr

Seconded: Cr

THAT the following budget variance be made to the Annual Budget Estimates for 2025 - 2026 to accommodate the inclusion of \$308,000 for the gravel road re-sheeting program, which was not included in the Annual Budget Estimates for 2025 - 2026 as per Resolution 17/6.2025/C on the 17 June 2025.

Details of all changes to the Annual Budget Estimates for 2025 - 2026 are as follows:

• No replacement of two staff vehicles	\$120,000
• Purchase second-hand Telehandler (Under Budget)	\$100,000
• Lighting Ouse Bridge (paid for by State Growth)	\$ 40,000
• Roof Osterley Church (Quote Received under Budget)	\$ 20,000
• Windows Online Centre (Quote Received under Budget)	\$ 28,000
Total	\$308,000

REPORT BY Zeeshan Tauqeer, Accountant

BACKGROUND

The Works and Services Manager informed the Accountant recently that the inclusion of the normal allocation of \$390,000 for the gravel road re-sheeting program was not included in the Annual Budget Estimates for 2025 - 2026 which was approved by Council as per Resolution 17/6.2025/C on the 17 June 2025.

In accordance with section 82 (4) of the *Local government Act* 1993 a council may alter by absolute majority any estimate referred to in subsection (2) during the financial year.

The amount that was not included for gravel road re-sheeting program was in the order of \$390,000. The simplest solution to rectify this would be to not continue with purchasing under the plant replacement totalling \$390,000. The downside to this would be that it would have to be included in the next year's budget together with all other items of plant due for replacement in next year.

Another option under the plant replacement would be the non-replacement of two staff vehicles totalling \$120,000. There is also a saving under plant replacement as a second-hand Tilley Handler/Loader has been found which is \$100,000 less than our current budget allocation. We have also identified some saving being the bridge lighting at Ouse \$40,000 now being paid for by the Department of State Growth, \$20,000 Osterley Church as we have been advised only the guttering needs to replace and not the roof, and the quote for replacing the windows at the Ouse Online Access Centre has come in \$28,000 less than budgeted.

There is also the option of holding off the stabilizing works on the hollow tree road until next financial year a further saving of \$160,000. This is not ideal but may be necessary to undertake the road re-sheeting programme.

Details of all changes to the Annual Budget Estimates for 2025 - 2026 are as follows:

• No replacement of two staff vehicles	\$120,000
• Purchase second-hand Telehandler (Under Budget)	\$100,000
• Lighting Ouse Bridge (paid for by State Growth)	\$ 40,000
• Roof Osterley Church (Quote Received under Budget)	\$ 20,000
• Windows Online Centre (Quote Received under Budget)	\$ 28,000
Total	\$308,000

These options would provide Council with the same deficit which was detailed in the Annual Budget Estimates for 2025 – 2026 papers adopted by Council as per Resolution 17/6.2025/C on the 17 June 2025 being \$44,093 but tacking into account the increase from the Financial Assistance Grants (FAG's) of \$38,816 our deficit for the 2025 - 2026 financial year is in the order of \$5,277.

14.4 GREAT LAKE COMMUNITY CENTRE – INSULATION UPGRADE REQUEST**RECOMMENDATION 15/10.2025/C****Moved:** Cr**Seconded:** Cr

THAT Council allocate an additional \$4,167 within the Capital Works Budget for Great Lake Community Centre building insulation.

REPORT BY Kat Cullen, Community Development Officer

Attachments [Email request from Great Lake Community Centre and quote](#)

BACKGROUND

Great Lake Community Centre Inc. would like to commence work on stage two of the Great Lake Community Centre heating upgrade.

The first stage was the hall heating upgrade which has been completed and is working very well.

The Great Lake Community Centre Inc. request Council's support stage two which is to install insulation to the passageway, kitchen, office and toilet area. There is currently no insulation in the ceiling of these areas, which dramatically reduces the thermal efficiency of the building.

The Great Lake Community Centre Inc. have obtained a quote for supply of Earthwool R6.0 insulation batts, which is the recommended minimum ceiling insulation for alpine climate zone. The quote is for the supply of 32 packs of Earthwool R6.0 275mm x 580mm x 1160mm and delivery to the Great Lake Community Centre.

The Great Lake Community Centre Inc. committee have offered to install the batts.

Budget implications

As this cost is not included in the 2025 / 26 Capital Works Budget, this expenditure will require Council to approve an additional allocation of \$4,167.

14.5 TELSTRA SATELLITE MOBILE MESSAGING TRIAL

RECOMMENDATION 16/10.2025/C

Moved: Cr

Seconded: Cr

THAT the report be noted.

IMPLICATIONS AND FINANCIALS

Strategic Plan	3.1 Manage finances and assets in a transparent way to allow the maximization of resources to provide efficient and consistent delivery of services.
Council Policy	Policy 2014-24 Work Health and Safety Policy
Legislative Context	<i>Work Health & Safety Act 2012 (Tas)</i> <i>Work Health & Safety Regulations 2022 (Tas)</i>
Consultation	Council's Senior Management Team
Impact on Budget/Resources	Not applicable.
Risk	Council must ensure that it meets its legislative and governance responsibilities for remote or isolated work as per the <i>Work Health & Safety Act 2012</i> and <i>Work Health & Safety Regulations 2022</i>

REPORT BY Adam Wilson, Deputy General Manager

Attachments [Telstra Trial Agreement Letter](#)

BACKGROUND

Telstra have offered the satellite mobile messaging trial to two Councils in Tasmania for a period of four months starting on Tuesday the 28 October 2025 until Saturday the 28 February 2026.

Satellite messaging via SMS will be available from most outdoor areas in Tasmania that are outside the Telstra mobile network, provide the mobile has direct line of sight to the sky and the mobile is a compatible device with the latest software.

The satellite messaging service relies on a third party satellite network and is subject to the availability of satellites on that network. Satellites do not provide continuous coverage and Council officers ability to access and use satellite messaging depends on a range of factors, such as the mobile device, your location, the conditions / environments in which it is being used and the location of satellites.

Telstra suggest that performance may vary across the municipality depending on the environment and conditions at the time. Telstra will take reasonable steps to deliver SMS using the satellite messaging service, however SMS may not be delivered from time to time for various reasons, including technological difficulties, the recipient's device being unable to receive the SMS (including because it is not working properly, is switched off, out of range or the message storage space is full), the destination number is invalid or barred to SMS, or extreme weather events.

To use satellite messaging, some other services or service features may need to be disabled by Telstra or a third party. Council must acknowledge that these impacted services, or service features, will not be available and that Telstra are not liable for their unavailability.

Satellite messaging can only be used to send and receive SMS to standard Australian and international numbers. Satellite messaging uses a satellite network and Council officers experience in sending and receiving a SMS is likely to be different to their experience sending and receiving a SMS using the Telstra mobile network. Some SMS may take minutes or longer to send and receive, depending on location, device and availability of satellites.

Telstra state in the trial agreement letter that the satellite message service cannot be used to:

- access emergency services, including 000;
- receive one-way messages (such as emergency broadcast messages);
- send or receive MMS;
- send or receive instant messages that require mobile data or the internet such as WhatsApp;
- make or receive video or voice calls;
- access mobile data; or
- send or receive SMS while overseas.

Telstra also state to achieve capacity management of the satellite messaging service they may need to actively manage the satellite network capacity when they reasonably determine the circumstances require it (for example, to ensure service availability for those Telstra determine require priority or to maximise access for a majority of users). This may mean Telstra needs to de-prioritise Council's use of the satellite messaging service or block access. Telstra's Fair Use Policy also applies.

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

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

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

15.1 DERWENT CATCHMENT PROJECT

RECOMMENDATION 17/10.2025/C

Moved: Cr

Seconded: Cr

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



Monthly Report for Central Highlands Council

July – October 2025

General business

AGM, Nature Repair Plan, and ALCA

Our Annual General Meeting was held on 26 September at Curringa Farm in the Derwent Valley, marking 11 years of collaboration in the Derwent Catchment. The event brought together long-term partners and new faces alike, highlighting the strong community relationships that continue to underpin our work.

There was lively discussion around the new Nature Repair Pilot, backed by a \$10 million commitment from the Australian Government and designed to attract up to \$400 million in investment for the catchment. Attendees showed strong interest in the opportunities and benefits the pilot could deliver for both people and the environment. We are expecting the contract for the Nature Repair Plan pilot to come through in November.

Josie and Eve also represented the Derwent Catchment Project at the Australian Land Conservation Alliance (ALCA) Conference in Cairns: the nation's leading event for private land conservation, bringing together policymakers, land managers, and environmental organisations from across Australia. They presented the plans for the Derwent Catchment Nature Repair Plan, outlining the forthcoming work and investment strategy to support long-term conservation in the region. Their participation was a valuable opportunity to showcase our region's leadership and innovation on a national stage, and to connect with others advancing similar landscape-scale initiatives.

Annual weeds meeting

We held our Annual Weeds Meeting on 10 September, bringing together delivery partners, collaborators, and stakeholders from across the Derwent Catchment for morning tea and discussion. The meeting provided an opportunity to reflect on the outcomes of the past year's weed management work, review priorities, and coordinate cross-tenure planning for the season ahead. There was also valuable discussion around the Nature Repair Plan, and it was fantastic to have everyone in the room together to share updates and strengthen collaboration across the region.

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

As part of the Dryland Grazing Program, Peter Ball facilitated a visit to Simon Foster's property, Fosterville, at Ross. Four Derwent Valley farmers joined Simon, two members of his farm team and TIA researcher Dr Rowan Smith for a terrific farm system overview and discussion of climate and business resilience. Enthusiastic feedback from participants highlighted the value of time spent on some-one else's farm, understanding their grazing system to inspire your own thinking and plans.



Figure 1. DCP visit Simon Foster (LHS). One constant in life, the wind, did not diminish the enthusiasm of everyone to learn and share.

A highlight was Simon's open and detailed overview of the grazing business and thought-provoking discussion this generated. Other highlights were a visiting some of Simon's persistent and productive Phalaris and Tasmanian Institute of Agriculture (TIA) research trial on diverse pasture mixes aimed at improving drought resilience. Our collective learnings will be shared locally at forthcoming DCP events.

DCP has also been planning a series of on-farm paddock scale demonstration activities that will aim to improve pasture and grazing system resilience. Ongoing consultation with local producers is guiding these activities.

Integrated Pest Management workshops

Peter and NRM South have monitored insect populations in a series of paddocks on 6 local farms. Information from this monitoring will be used in an Integrated Pest Management (IPM) workshop supporting local farmers to identify and manage pest and beneficial insects in

pastures and forage crops. IPM combines biological, chemical, and farm management practices to control insect pests in a sustainable and targeted way. This workshop also contributes to building a baseline dataset of pest insect populations across the Derwent Catchment, helping to inform future management decisions and improve on-farm resilience.



Figure 2. Insect population monitoring with NRM South in Hamilton.

Dryland pasture factsheets

Peter has been working with NRM South through the Climate Smart Farming Project to develop a new set of pasture management factsheets tailored for the Derwent Catchment region. Four Factsheets have recently been published. The resources cover pasture condition assessment, species selection for pest resilience, understanding limits to pasture growth, and improving seed–soil contact for better establishment. These practical factsheets share trial results and observations, and management tips designed to boost resilience and productivity in southern Tasmania’s dryland grazing systems. The project is supported by the Australian Government’s Natural Heritage Trust under the Climate-Smart Agriculture Program.

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

The initiation phase of the Clyde River Restoration Project has made strong progress across technical, engagement, and planning areas. A targeted literature review has consolidated existing knowledge of the river system and its management history, drawing on key studies such as the *GHD River Clyde Flood Mapping Study (2023)* and the *River Clyde and Lake Sorell and Crescent Water Management Plans*. A spatial and data foundation is now in place to guide project design and decision-making. Key datasets have been secured through Virtual Tas, including high-resolution aerial imagery and a digital terrain model of the river system. These

have been used to develop a canopy height model allowing us to map the exact footprint of the willow and weed infestations. We are seeking access to the GHD flood model commissioned by Council and are approaching SES flood modellers to run scenarios relating to willow removal in the upper reaches of the Clyde above Bothwell to help inform activities on the ground.

Engagement with landholders has been extensive, with direct meetings held along the river to capture on-ground knowledge of flooding and catchment dynamics, map infrastructure, and discuss restoration opportunities. Landholders have shown strong support for a coordinated, system-wide willow control and restoration program underpinned by sound hydrological modelling and staged implementation. Work is progressing on the Clyde River Project Plan, which will set out a phased approach to willow control and riparian restoration. The plan is being developed collaboratively with landholders and the Central Highlands Council and will be guided by further modelling to ensure interventions do not increase flood risk on Bothwell.

Miena cider gum census

The 2024–25 Miena Cider Gum Census has now been completed, providing an updated picture of the health and distribution of this iconic Tasmanian species (*Eucalyptus gunnii* subsp. *divaricata*). The census was delivered by the Derwent Catchment Project, with support from the Tasmanian Government's Department of Natural Resources and Environment Tasmania through the Threatened Species Unit.

Survey results recorded 1,650 mature trees, a decline from 2,838 in 2010, with only around 10% of individuals in good health. The data shows continuing impacts from fire, drought, and browsing pressure, alongside increasing stress from insect damage and sooty mould. These findings highlight the urgency of ongoing protection, maintenance, and restoration efforts across key remnant stands.

Fortunately, there is still hope. At Cockatoo Hills, landholder Jason Whitehead has been nurturing an ex-situ population of cider gums grown from seed collected at Great Pine Tier and propagated at the Hamilton Nursery. Over seven years, 80 seedlings have been established with remarkable success (only three losses) through dedicated management including watering, pest control, and protective caging. Jason has included collaboration with Tasmanian Aboriginal land managers, who have undertaken cultural cool burns to manage fuel loads and protect the young trees.

Building on this success, Jason will soon receive 50 additional seedlings grown from seed collected at St Patrick's Plains, one of the healthiest remaining wild populations. This work is strengthening the genetic diversity of the ex-situ population and contributing to the long-term resilience of the species.

Further on-ground works are continuing at St Patrick's Plains, where additional fencing, seed collection, and seedling establishment are underway to protect old-growth trees and support natural regeneration.

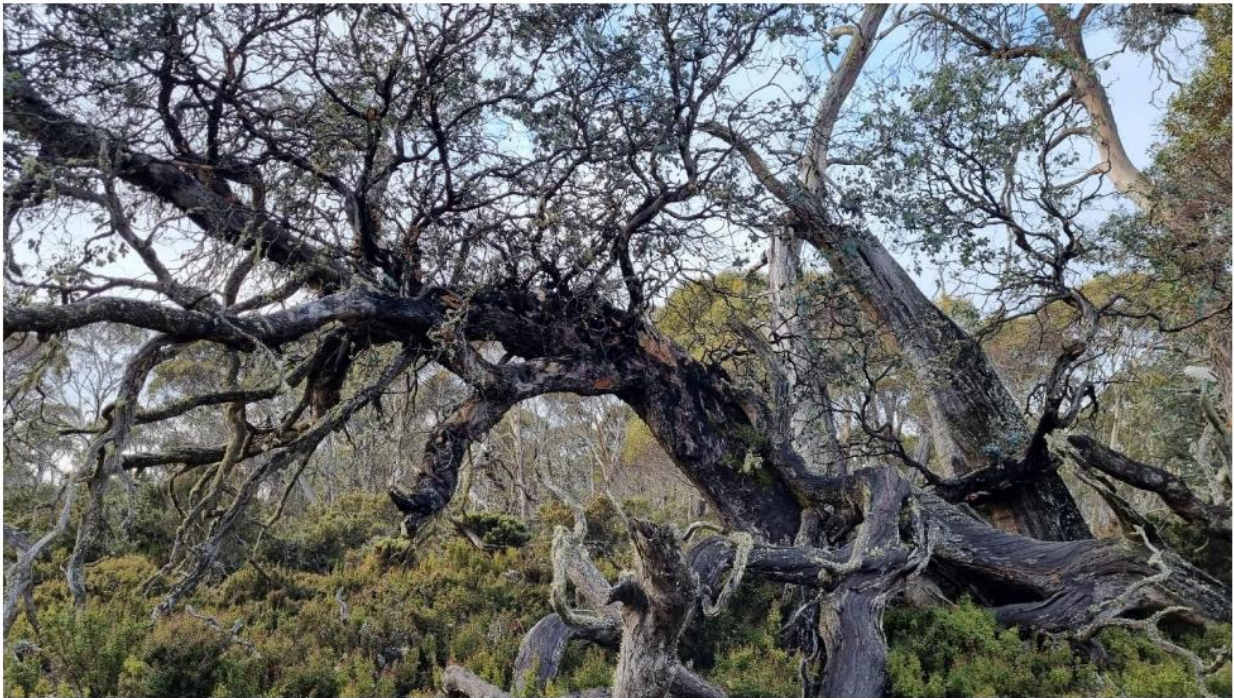


Figure 3. A healthy cider gum surveyed during the census.

Hamilton native plant nursery updates

The shade house build at the Hamilton Native Plant Nursery is now complete, providing much-needed space for seedling propagation and improved growing conditions. With the new infrastructure in place, the 2025 production season is in full swing, and Karen has been working tirelessly: sowing, pricking out, and caring for thousands of young plants destined for local revegetation and conservation projects. The nursery is buzzing with activity as production continues through to the end of the year.

A Spring Nursery Sale was held over the weekend of 10–12 October, but attendance was significantly impacted by strong winds and wild weather. Despite the conditions, a few dedicated locals braved the elements, and it was still a great opportunity to showcase the nursery's range of native plants and connect with the community.

Looking ahead, Karen has applied for a Cattle Hill Wind Farm grant to support the next stage of the nursery expansion (*pending*).



Figure 4. Shade house complete!

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.

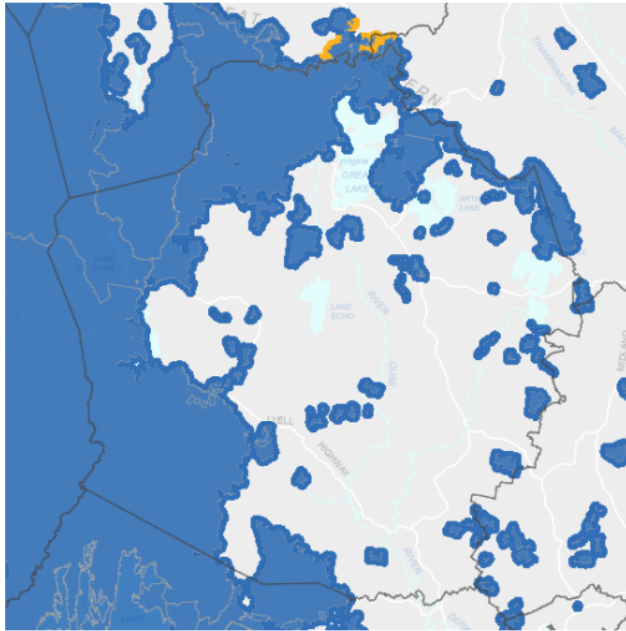
Stephanie Horwood and Ella Weston have recently come on board to manage and deliver the Central Highlands weed management program. Over the past few months, they have been liaising with Government Business Enterprises (GBEs) and confirming funding commitments for this year's program of work in the region, which includes community workshops, river restoration projects, and on-ground weed control activities.

We are pleased to report that final commitments have now been secured, with GBEs contributing a total of \$85,000 towards on-ground weed management and surveying across the Central Highlands municipality. The majority of this work will focus on priority areas around Derwent Bridge, Butlers Gorge, and Tarraleah, supporting the ongoing effort to reduce the spread of invasive species and protect the region's unique alpine and riparian environments.

Furthermore, as the 2021-26 Central Highlands Weed Management Plan nears completion, the team is now preparing to survey the >700km long road network across the municipality. These surveys will help evaluate the success of weed control in the municipality, identify what approaches are proving most effective, and determine the priority weed species and treatment sites for inclusion in the next iteration of the plan, which is due for renewal next year.

The focus for the coming season will be on targeting high-priority invasive species while continuing routine maintenance works to prevent further spread and protect previous investment. With plans now in place and partnerships confirmed, the team is well prepared for a busy and productive weed management season ahead.

Enviro-dynamics have secured two Statewide new Weed Action Fund (WAF) projects: Foxglove Project 5 and Emerging Weeds Project 6. These projects support statewide weed management and community engagement, but the Derwent Catchment is a core focus area. The Foxglove project aligns with the new Biosecurity Tasmania declaration for foxglove (*Digitalis*), which establishes an eradication zone within reserved land as well as a 1km buffer zone around all reserved land. Because of the TWWHA, this works out be around 1/3 of the Central Highlands municipality being classed as an eradication zone under the biosecurity program.



The responsibility for controlling infestations rests with landowners and land managers, making it essential to understand where infestations are located and to identify priority areas for action. To support this, workshops are being planned to help landowners build their understanding of legal responsibilities, as well as their capacity and knowledge in managing foxglove infestations effectively.

The project will also deliver a suite of community resources, including a video, brochure, poster, and updated best-practice management guidelines, along with a weed management plan template for landholders and community groups.

Maintenance work has been completed along a one-kilometre stretch of the Platypus Walk on the Clyde River. This included brush cutting around existing vegetation to maintain access and visibility, and to ensure native plantings have the space and light to thrive. Targeted weed control, including the management of species such as thistles, is also planned for this area in the coming weeks. The site is in good condition and continues to serve as an important environmental and community asset for Hamilton.

The Derwent Catchment Team

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

Encourage economic viability within the municipality

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

16.1 DEVELOPMENT & ENVIRONMENTAL SERVICES

RECOMMENDATION 18/10.2025/C

Moved: Cr

Seconded: Cr

THAT the Development & Environmental Services Report be received.

REPORT BY Kathy Bradburn, Senior Administrative Officer

PLANNING PERMITS ISSUED UNDER DELEGATION

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

NO PERMIT REQUIRED

DA NO.	APPLICANT	LOCATION	PROPOSAL
2025/52	Design To Live Pty Ltd	1 Shannon Road, SHANNON	Outbuilding
2025/51	M J N Couvee, N J Christlo	20 Anglers Crescent, MIENA	Dwelling Addition

PERMITTED

DA NO.	APPLICANT	LOCATION	PROPOSAL
2025/53	S Nicholls	19 Warner Road, Breona	Change of Use to Visitor Accommodation
2025/54	T A & K E Pritchard	285 Bradys Lake Road, Bradys Lake	Change of Use to Visitor Accommodation

DISCRETIONARY

DA NO.	APPLICANT	LOCATION	PROPOSAL
2025/29	P J Chambers	45 Cider Gum Road, Miena	Outbuilding

ANIMAL CONTROL

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

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

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

Statistics as of 14 October 2025	
Number of Dogs Impounded during last month	0
Number of Dogs Currently Registered	925
Number of Dogs Pending Re-Registration	17
Number of Kennel Licence Renewals Issued	34

16.2 MOTION OF INTENTION TO MAKE A BY-LAW**RECOMMENDATION 19/10.2025/C**

Moved: Cr

Seconded: Cr

THAT pursuant to section 156 of the *Local Government Act* 1993 (Tas), Council resolves by absolute majority that it intends to make the proposed Caravans By-law under the provisions of the *Local Government Act* 1993 for the purpose of controlling and permitting the occupation of caravans in the Central Highlands municipal area.

IMPLICATIONS AND FINANCIALS

Strategic Plan	6.1 Ensure Council fulfils its legislative and governance responsibilities and its decision making is supported by sustainable policies and procedures
Legislative Context	<i>Local Government Act</i> 1993

Consultation	Council's Senior Management Team Office of Local Government
Risk	The council must ensure that it meets its legislative and governance responsibilities as per the Local Government Act 1993.

REPORT BY Kathy Bradburn, Senior Administrative Officer

BACKGROUND

The Central Highlands Council Caravans By-Law 1 of 2014 has expired and Officers are currently working with Council's Solicitor preparing a draft By-Law and the associated Regulatory Impact Statement which must be submitted to the Director of Local Government for approval.

Process for making a By-Law

Step 1 - Resolution

To make a by-law, Council must pass a resolution by absolute majority that it intends to make a by-law in accordance with Section 156(1) of the Local Government Act 1993.

Step 2 – Regulatory Impact Statement (RIS)

Council is required to prepare a RIS in respect of any by-law it intends to make. For a by-law to continue, with or without amendments, the by-law must be re-made. This is the case even if the new by-law is effectively identical to the existing by-law.

As Council is required to make a new by-law, a RIS is required.

Step 3 – Submit the RIS to the Director

Once Council has passed a resolution of its intention to make a new by-law (step 1), the RIS must be submitted to the Director for certification.

Step 4 – Notification

Following receipt of the Director's certificate, Council may commence the public consultation process. A notice must be:

- (a) Published at least once in a daily newspaper circulating the municipal area;
- (b) Made available for viewing at the Council's website.
- (c) Displayed at Council's offices.

Council must provide at least 21 days for submissions to be lodged.

The By-Law must be made available for inspection by the public during the exhibition period.

Step 5 – Consideration of Submissions

All submissions received are to be considered by Council with a report to be presented to Council for consideration and resolution.

Step 6 – Make the By-Law

After consideration of submissions, the Council may make the by-law under its common seal pursuant to section 161 of the Local Government Act.

Step 7 – Certification

The by-law must then be certified by a legal practitioner and the General Manager of the Council.

Step 8 – Gazette

The Council must then cause the by-law to be published in the Tasmanian Government Gazette.

Step 9 – Tabling

Pursuant to Section 47(3)(c) of the Acts Interpretation Act 1931, the Council must then cause the by-law to be laid before each House of Parliament.

Conclusion

The Central Highlands Council Caravans By-Law 1 of 2014 has expired and a new by-law will be required to regulate the use of caravans within the municipal area. To commence the process Council has to pass a resolution by absolute majority that it intends to make a by-law.

16.3 CONSIDERATION OF AMENDMENTS TO THE CENTRAL HIGHLANDS COUNCIL SCHEDULE OF FEES AND CHARGES (2025-2026) FOR APPLICATION FOR A BUILDING CERTIFICATE – DEVELOPMENT AND ENVIRONMENTAL SERVICES

RECOMMENDATION 20/10.2025/C

Moved: Cr

Seconded: Cr

THAT Council amend the Schedule of Fees and Charges (2025-2026) - Development and Environmental Services as follows:

- Application for a Building Certificate (as per Building Act) - \$2,500

REPORT BY Kathy Bradburn, Senior Administrative Officer

BACKGROUND

Council does not currently have a scheduled fee for an Application for a Building Certificate.

Building Certificates are issued by Council and confirms that a building meets construction and maintenance standards under the *Building Act* 2016. This is a mechanism for Council to be able to finalise applications where Permits have expired and the works have not been completed and provides a level of protection for a period, usually seven years, against certain Council Orders for pre-existing issues or reasonable wear and tear.

All applications for a Building Certificate must be accompanied by a report on the building from a Building Surveyor and only issued if Council is satisfied that it does not need to issue any of the following types of orders in relation to the building:

- issue an emergency order
- issue a building notice
- serve a building order
- issue a plumbing notice
- serve a plumbing order
- issue a fire upgrade notice
- serve a building order relating to a fire hazard.

Methodology

Council Officers have reviewed the schedule of fees and charges for Building Certificates from neighbouring Councils as follows:

- Southern Midlands Council - \$2,500 per application
- Brighton Council - \$575.00 & \$157.00 per hour if >4 hours required
- Derwent Valley Council – Issuing a Certificate following recommendation of Private Building Surveyor (engaged by owner) - \$834.00 per application

Conclusion

Council does not currently have a scheduled fee for an Application for a Building Certificate and will need to set a fee to be able to consider such applications.

The matter is subject to Council decision, based on the information provided.

16.4 DA 2025/55 PETITION TO AMEND SEALED PLAN – CT 178925 LOTS 1 & 2**RECOMMENDATION 21/10.2025/C**

Moved: Cr

Seconded: Cr

THAT Council accepts the information provided and approves the Petition to Amend Sealed Plan Certificate of Title No. 178925 Lot 1 and Lot 2 accordingly.

REPORT BY Louisa Brown, Senior Planning Officer

Attachments [Petition to Amend Sealed Plan](#)

BACKGROUND**Applicant**

Page Seager Lawyers

Owner

Lot 1 – Mr T R Brown

Lot 2 – Compass Derwent River Properties Pty Ltd

The Proposal

Lawyers acting on behalf of the property owner of Lot 1, Mr T R Brown request that Sealed plan 178925 be amended in the following terms:

- a. By deleting the easement described as “Right of Carriageway 10.00 Wide Private” created by C970717, shown passing through Lot 1 and Lot 2; and

- b. By deleting the easement described as “pipeline Easement 1.01 Wide (P1271)” shown passing through Lot 1 and Lot 2.

Reason for the Amendments to the Easement

The benefit of the easement described as “Right of Carriageway 10.00 Wide Private” on 178925/1 and 178925/2 is held by the owners of 2230 and 2240 Ellendale Road (Cosgrove) and the owner of 6215 Lyell Highway (Triffett).

The benefit of the easement described as “pipeline Easement 1.01 Wide (P1271)” on 178925/1 and 178925/2 is held by the owners of 2230 and 2240 Ellendale Road (Cosgrove).

This right of carriageway easement serving 6215 Lyell Highway is redundant. The “Right of Carriageway 10.00 Wide Private” passing through lot 1 and Lot 2 is being replaced with a new equivalent easement in a different location, to the eastern boundary of lot 1, by agreement between the landowners. The remaining pipeline easement benefitting 2230 and 2240 Ellendale Road (Cosgrove) is redundant.

Service of Petition

The affected parties are;

- The petitioner, Lot 1;
- Compass, as the owner of Lot 2;
- J & C Cosgrove Super Pty Ltd being the owner of 2230 Ellendale Road;
- JL Cosgrove & CJ Cosgrove being the owners of 2240 Ellendale Road; and
- F Triffett being the owner of 6215 Lyell Highway.

A copy of the Petition to Amend Sealed plan has been served to all persons appearing by registers to have estate or an interest at law affected by the proposed amendment. Evidence of this has been provided by the Petitioners lawyer.

To date, no person has been asked to be heard. Therefore, in accordance with section 103 of the *Local Government (Building and Miscellaneous Provisions) Act*, Council may cause the amendment to be made.

16.5 CHARLIE WISE BUS

RECOMMENDATION 22/10.2025/C

Moved: Cr

Seconded: Cr

THAT Council investigate the acquisition of the ‘*Charlie Wise*’ Bus 1942 Chevrolet Sideloader during the 26/27 budget deliberations.

IMPLICATIONS AND FINANCIALS

Strategic Plan	5.5 Promote our area’s tourism opportunities, destinations and events.
Legislative Context	<i>Local Government Act 1993</i>
Impact on Budget/Resources	Budget Estimates for 2026-2027
Risk	The council must ensure budget has sufficient funds to purchase and maintain the proposed new asset.

REPORT BY Adam Wilson, Deputy General Manager

BACKGROUND

Mrs Poore from the Central Highlands Visitor Centre has advised Council that Mr Campbell called into the visitor centre to let Council know that the ‘*Charlie Wise*’ bus a 1942 Chevrolet Sideloader which operated the Bothwell to Hobart bus service is currently up for sale.



16.6 BOOTMAKERS COTTAGE

RECOMMENDATION 23/10.2025/C

Moved: Cr

Seconded: Cr

THAT Council investigate the acquisition of the '*Bootmakers Cottage*'.

IMPLICATIONS AND FINANCIALS

Strategic Plan	5.5 Promote our area's tourism opportunities, destinations and events.
Legislative Context	<i>Local Government Act 1993</i>
Impact on Budget/Resources	Budget Estimates for 2026-2027
Risk	The council must ensure budget has sufficient funds to relocate and maintain this proposed new asset.

REPORT BY Adam Wilson, Deputy General Manager

BACKGROUND

Mrs Poore from the Central Highlands Visitor Centre has advised Council that Mr Campbell called into the visitor centre to see if Council are interested in taking over the ownership of the 'Bootmakers Cottage', however Mr Campbell stated that it would need to be relocated to another site. Mrs Poore has suggested the 'Bootmakers Cottage' could be relocated to the top of Crockers Alley as a tourist attraction.

An article from '*On The Convict Trail*' link below states "this is an interesting little shop that dates back to the late 1890's. Charles Medhurst originally operated the shop as early as 1897 in its original location in the grounds of Elizabeth House, further along High Street from its current location."

"The building was first moved from Elizabeth House to the grounds of the Fall Of Clyde Inn before being moved back into High Street, just down the road from its original position. At the time of this final move, the fabric of the building was restored and displays set up inside."

<https://ontheconvicttrail.blogspot.com/2016/03/old-bootmakers-shop-bothwell.html>



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

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

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

17.1 COUNCIL COMMITTEES AND COUNCIL REPRESENTATIVES

RECOMMENDATION 24/10.2025/C

Moved: Cr

Seconded: Cr

THAT Council consider due to the passing of Cr Bailey council members to take his position on the following committee:

- 1. Audit Panel
- 2. Independent Living Units
- 3. Plant Committee

REPORT BY Stephen Mackey, Acting General Manager

DISCUSSION

Cr (Dr) D Meacheam has expressed interest in stepping into this role as he is currently the proxy and attends most meetings. I have also had a request from Cr J Hall to be appointed to this committee as the new member.

Council at the meeting on the 18 April 2025 approved the following committee structure and those councillors to be appointed to these committees.

Due to the sad passing of Cr A Bailey those committees he was appointed to now require councillors to take his place.

Council Committee Representative Meeting Schedule

Council Committee	Members	Schedule
Audit Panel	Deputy Mayor J Allwright Vacant Cr (Dr) Meacheam (Proxy)	Quarterly
Derwent Catchment Project	Deputy Mayor J Allwright Cr R Cassidy (Proxy)	As required
Health Action Team Central Highlands (HATCH)	Mayor L Triffitt Cr Y Miller Cr J Honner (Proxy)	As required
Independent Living Units	Mayor L Triffitt (Chair) Vacant Cr Y Miller Cr J Hall	As required
Local Government of Tasmania (LGAT)	Mayor L Triffitt Deputy Mayor J Allwright (Proxy)	Quarterly
Southern Tasmanian Council Authority (STCA)	Mayor L Triffitt Deputy Mayor J Allwright (Proxy)	Quarterly
South Central Sub-Regional (SCS) Working Group	Mayor L Triffitt Deputy Mayor J Allwright (Proxy)	Quarterly
Plant Committee	Cr A Archer (Chair) Vacant Cr J Hall	As required
Economic Development Special Committee	Cr (Dr) Meacheam (Chair) Deputy Mayor J Allwright Cr R Cassidy Community Member (4)	Quarterly
Community Development Special Committee	Mayor L Triffitt (Chair) Cr J Honner Cr Y Miller Community Members (4)	As required
Finance Committee	Cr (Dr) Meacheam Cr A Archer Deputy Mayor J Allwright Cr J Hall (Proxy)	Quarterly

17.2 LGAT GENERAL MEETING – NOTICE OF MOTIONS

RECOMMENDATION 25/10.2025/C

Moved: Cr

Seconded: Cr

THAT Council supports the motion for Advancing the Circular Economy Across Tasmania.

REPORT BY Stephen Mackey, Acting General Manager

Motion Title - Advancing the Circular Economy Across Tasmania (Break O'Day Council)

Decision Sought

THAT the Local Government Association of Tasmania (LGAT):

1. Recognises the circular economy as a key opportunity for Tasmania to reduce waste, strengthen regional economies, lower emissions, and increase community resilience through smarter use and reuse of materials and resources.
2. Advocates to the Tasmanian Government for the development and implementation of a Statewide Circular Economy Strategy, developed in consultation with local government, regional waste groups, industry, the community sector, and education and research institutions.
3. Encourages continued collaboration among Tasmanian councils and regional waste groups to:
 - Share best practices and resources for circular initiatives (e.g. reuse markets, repair hubs, community composting);
 - Identify and pursue joint procurement and regional partnerships that support circular outcomes;
 - Align local policies (e.g. waste, procurement, planning) with circular economy principles.
4. Calls on the Tasmanian Government to:
 - Provide continued funding, policy support, and incentives for local governments and regional waste groups to pilot and scale circular economy projects;
 - Ensure state infrastructure investment (e.g. waste and resource recovery facilities) supports circularity and regional equity;
 - Support skills development and community education focused on repair, reuse, sustainable design, and local circular enterprise.
5. Requests LGAT to:
 - Facilitate a working group or forum of interested councils to engage with the Tasmanian Government on the circular economy agenda;
 - Include the circular economy as a standing item in relevant LGAT policy discussions and submissions (e.g. waste, climate, economic development).
6. Request the Tasmanian Government compile and provide a publicly available material flow analysis for the State and each region to provide clear data to support public and private

infrastructure investment in locations to maximise diversion and reuse in the Tasmanian economy

Background Comment

Tasmania is well-positioned to lead nationally in the transition to a circular economy. Local governments are on the frontlines of waste management and community engagement, and play a vital role in enabling local circular solutions. A coordinated, well-supported approach will ensure all regions benefit from the environmental, economic, and social advantages of a circular future.

There is value in being clear to the State Government about the importance of Local Government in a transition to a circular economy. Investment in development of the circular economy in Tasmania will maximise waste diversion to manage life of landfill assets and reduce the ongoing introduction of additional raw materials to the Tasmanian environment whilst maximising opportunities to increase economic growth by investing in circularity.

Tasmania has three regional waste groups – Circular North in the north; Cradle Coast Waste Management Group in the north west and TasWaste South in the south of the State. The State Government funding deed for each of the regional waste groups requires active collaboration between the CEO's of the groups to identify shared procurement opportunities, potential alignment in project delivery and ongoing dialogue regarding the Rethink Waste education and engagement program.

Circular North's 5-year strategic plan is aimed at supporting the region's transition to a Circular Economy. The plan introduces a vision, goals, targets, and actions to drive progress, focusing on landfill diversion and increasing resource recovery, all of which emphasise facilitating collaboration, supporting strategic alignment, and improving waste management data and reporting

RECOMMENDATION 26/10.2025/C

Moved: Cr

Seconded: Cr

THAT Council supports the motion Developing a Statewide Local Government Workforce Renewal Program.

REPORT BY Stephen Mackey, Acting General Manager

Motion Title - Developing a Statewide Local Government Workforce Renewal Program (Break O'Day Council)

Decision Sought

It is recommended that LGAT work with the State and Federal Governments to develop and implement a program similar to the NSW Local Government Apprentice, Trainee, and Cadet Fresh Start Program in order to effectively implement Recommendation 35 of the Future of Local Government Review, addressing workforce shortages, enhancing diversity, and building sustainable local government capacity.

Background Comment

The NSW Local Government Apprentice, Trainee, and Cadet Fresh Start Program exemplifies a practical response to workforce challenges in local government and resonates strongly with the recommendations outlined in the Tasmanian Future of Local Government Review. Specifically, the Review's Final Report makes Recommendation 35:

Recommendation 35: The Tasmanian Government should:

- support the Local Government Association of Tasmania (LGAT) to develop and implement – in consultation with councils and their staff – a workforce development toolkit tailored to the sector and aligned with the Tasmanian Government's workforce development system;
- support councils to update their workforce plans at the time of any consolidation;
- support LGAT to lead the development and implementation of state-wide approach to workforce development for key technical staff, beginning with environmental health officers, planners, engineers and building inspectors;
- recognise in statute that workforce development is an ongoing responsibility of council general managers – and that it be included as part of the new Strategic Planning and Reporting Framework; and
- include simple indicators of each council's workforce profile in the proposed council performance dashboard.

The Fresh Start Program aligns with supporting LGAT to pursue implementation of a state-wide approach that not just focuses on workforce development for key technical staff but a broader approach to promoting the attractiveness of local government as a whole as a career. A coordinated approach can focus on youth leveraging off the strategies within the Tasmanian Government's Youth Jobs Strategy.

NSW Fresh Start Program Overview

- It's a \$252.2 million, six-year initiative by the NSW Government to address workforce shortages in local councils by funding 1,300 new apprenticeships, traineeships, and cadetships across metropolitan, regional, and rural areas NSW Government Office of Local Government NSW;
- The broader aim is to boost the local government workforce by 15% through entry-level roles designed to fill critical skills gaps and future-proof council services.

Objectives

1. Expand local government capacity by increasing workforce numbers.
2. Address workforce shortages and skill gaps across diverse roles.
3. Create pathways for youth, especially school leavers, to gain certified training while employed.
4. Contribute to social goals, including the National Agreement on Closing the Gap

Impact So Far

- By mid-May 2025, over 1,000 new apprentices, trainees, and cadets had started in councils across NSW (with 1,008 approved in the first two rounds);
- Highlights of roles funded:
 - 146 parks & gardens positions
 - 44 early childhood trainees
 - 58 apprentice mechanics, 25 electricians, 82 civil construction trainees
 - 47 planning cadets, 58 engineering cadets—crucial for infrastructure and housing challenges;

- Over 60% of roles are in regional and rural councils, benefiting those communities substantially;
- Nearly 90% of councils secured funding, demonstrating strong sector uptake.

Through linking directly to Recommendation 35 of the Tasmanian Future of Local Government Review, the NSW Fresh Start Program offers a blueprint for action. Its demonstrated outcomes — enhanced staff capability, increased workforce diversity, and stronger community connections — show how targeted workforce renewal strategies can deliver on Tasmania's aspirations for a modern, effective, and inclusive local government sector.

RECOMMENDATION 27/10.2025/C

Moved: Cr

Seconded: Cr

THAT Council support the motion State Waste Levy Reinvestment.

REPORT BY Stephen Mackey, Acting General Manager

Motion Title - State Waste Levy Reinvestment (Central Coast Council)

Decision Sought

That LGAT lobby the State Government to reinvest a portion of the State Waste Levy into initiatives that reduce the financial burden on low-income households and communities.

Background Comment

The State Government applies a waste levy to waste disposal, which is passed on through council waste charges and fees. This levy increases household costs and exposes local government to financial, social, reputational and environmental risks.

The philosophy behind the levy and its positive intent in driving better environmental outcomes is recognised and supported. By encouraging waste reduction and improved resource recovery, the levy plays an important role in shifting behaviours towards more sustainable practices. However, it is equally important to ensure that the costs associated with the levy are applied fairly across the community.

For households already under financial stress, the levy heightens affordability pressures and can reduce access to responsible waste services. This undermines the ability of residents to manage waste appropriately, impacts on community wellbeing and amenity. For councils, there is a reputational risk in being perceived as unresponsive to these affordability issues, despite the levy being beyond their control. From an environmental perspective, barriers to responsible disposal increase the risk of illegal dumping, which damages local amenity and creates additional compliance obligations for councils.

Reinvestment of levy proceeds into community support initiatives such as subsidies, rebates or targeted programs like hard waste collection would ease household pressures, improve accessibility to responsible services, discourage illegal dumping, and reduce risks for councils over the medium term.

Local government, in applying rates and charges, is guided by principles of equity, transparency and affordability. Councils are careful to ensure that taxation is applied fairly and does not place undue pressure on those least able to pay. By the same standard, it is reasonable to expect that a portion of the State Waste Levy be reinvested to ease the burden on low-income households. Revenue raised through the levy should directly benefit the communities who fund it and must be applied in ways that avoid inequitable hardship.

Advocacy through LGAT provides an opportunity to address this matter collectively, leveraging the sector's influence to ensure that the levy operates fairly, responsibly, and in alignment with community wellbeing.

The recommended motion aligns with LGAT's Annual Plan 2025, which includes environmental regulation and collaboration with EPA Tasmania as a focus area.

RECOMMENDATION 28/10.2025/C

Moved: Cr

Seconded: Cr

THAT Council supports the motion Dark Sky Planning Guidelines for Tasmania and gives approval for Cr Cassidy to attend the conference to put the motion on behalf of council.

REPORT BY Stephen Mackey, Acting General Manager

Motion Title - Dark Sky Planning Guidelines for Tasmania (Central Highlands Council)

Decision Sought

That the Local Government Association of Tasmania lobby State government on behalf of all 29 Councils, to create Dark Sky Planning Guidelines, over the whole of Tasmania including the Islands.

Background Comment

The Policy will incorporate current best practices, including the integration of smart lighting technologies, shielding, strengthened environmental protections and requirements with an aim to reduce artificial light at night, support ecological sustainability, and enhance the Tasmania's appeal as a destination for dark sky and aurora australis tourism. The Policy would ensure Local Government continues to lead in responsible lighting management, community education, and long-term protection of Tasmania's natural night sky. There are very practical reasons for treasuring and the being able to see the night sky, in Tasmania, and should not be taken for granted.

Firstly, there is a significant Aboriginal cultural heritage aspect, as Aboriginal inhabitants were Australia's first true Astronomers, evidenced in many petroglyphs. I first wrote to MLC Craig Farrell and Greens MP, Cassie O'Connor, in May 2021. I have been taking photos of the night sky, since I came to live in Tasmania, about 15 years ago. My photos would not be possible if there was significantly more. We should consider any additional opportunities for astro-tourism and aurora australis tourism.

RECOMMENDATION 29/10.2025/C**Moved:** Cr**Seconded:** Cr

THAT Council support Legislative Powers to Local Government under the *Boundary Fences Act* 1908.

REPORT BY Stephen Mackey, Acting General Manager

Motion Title - Legislative Powers to Local Government under the *Boundary Fences Act* 1908 (George Town Council).

Decision Sought

Call on the Tasmanian Government to legislate powers to Local Government under the *Boundary Fences Act* 1908 for:

1. Councils to require property owners and lessee's to install, maintain and repair their property fences to prevent the escape of livestock onto Local Government controlled roads or neighbouring properties within respective local government areas. Further and as part of the provision of such powers, the Act shall clearly define the term livestock.
2. Regulations to be developed provisions for Local Government to issue infringement notices and standardised monetary penalties to enable enforcement of non-compliance with newly legislated powers.

Background Comment

A recent review of the powers under various Acts to require land owners and lessees to have sufficient fencing in place to ensure livestock do not enter onto Council roads and road reserves has been undertaken by George Town Council.

The current legislation being relied upon is considered questionable with regard to Council compelling landowners to prevent livestock from entering roads and road reserves.

Section 182 (c) of the *Local Government Act* 1993 provides for the General Manager to serve notice to a land owner or occupier to fence land if – domestic animals are kept on the land.

It is George Town Council's view that that application of this section due to the reference of domestic animals is tenuous at best when instances where rural livestock enter roads with the potential to cause serious traffic hazards. Additionally, the powers to address such situations are deemed inadequate given there are no direct monetary penalties available to enforce in situations where livestock are not contained appropriately.

RECOMMENDATION 30/10.2025/C**Moved:** Cr**Seconded:** Cr

THAT council supports the motion Mandatory online learning for Local Government Election Candidates.

REPORT BY Stephen Mackey, Acting General Manager

Motion Title - Mandatory online learning for Local Government Election Candidates (Latrobe Council)

Decision Sought

That on behalf of the sector, the Local Government Association of Tasmania lobby the Tasmanian Government to legislate that intending candidates for the 2026 Local Government elections are required to complete the Learn to Lead online learning modules Learning Pack 1 and Learning Package 2 as current councillors are required, so that intending candidates are educated on the Role of a councillor and have an understanding of the responsibilities of representing the community prior to nominating for election.

RECOMMENDATION 31/10.2025/C**Moved:** Cr**Seconded:** Cr

THAT Council supports the motion Enhancing Flood Management through Policy Alignment and Local Data Recognition.

REPORT BY Stephen Mackey, Acting General Manager

Motion Title - To Enhancing Flood Risk Management through Policy Alignment and Local Data Recognition (Northern Midlands Council)

Decision Sought

That the Local Government Association of Tasmania (LGAT) advocate to the Tasmanian Government for the following actions to strengthen flood risk management and planning integrity across the state:

1. The State Planning Office be resourced and directed to urgently coordinate a statewide LPS amendment process to update Flood-prone Areas Hazard Overlays with updated Tasmanian Strategic Flood Maps any detailed studies where requested by a Council, and provide clear guidance on the role of the State Emergency Service (SES) and the information produced by the SES in the planning process.

2. The State Planning Office or Tasmanian Planning Commission be resourced and directed to undertake a review of *Hookway v Northern Midlands Council* [2025] TASCAT 106 and *Au v Glenorchy City Council (No 2)* [2024] TASCAT 50 to recommend urgent changes for high-risk flood zones with significant hazard levels that ensure long-term safety of people and property and maintain the autonomy of Councils as planning authorities.
3. The Tasmanian Government review the use of flood risk mapping by insurance companies and engage with insurers to ensure they actively participate in the Land Use Planning and Building Control Policy for Flood Risk Management Project, with the objective of developing policy solutions and recommendations that would address rising costs and declining availability of flood insurance.

Background Comment

There is an increasing disconnect between State-level flood mapping and local planning controls. While the Tasmanian Strategic Flood Mapping Project provides a valuable foundation, it often lacks the resolution and contextual detail of Council-led studies. The SES has acknowledged that local governments may possess more granular data; however, recent directions from the Tasmanian Planning Commission and tribunal decisions have tended to prioritise SES mapping.

The case of *Hookway v Northern Midlands Council* highlights the tension between engineered mitigation and planning integrity. Despite flood depths exceeding 2 metres and hazard ratings of H4–H5, the subdivision was approved based on mitigation measures and evacuation planning. This raises significant concerns about long-term safety, emergency access, and the precedent it sets for future developments in high-risk areas. To manage flood risk responsibly, Councils require clear, consistent, and evidence-based frameworks. This includes recognition of local expertise, transparent planning processes, and a shared understanding of tolerable risk across all levels of government. Their key steps are:

1. **Policy Alignment and Clarification** To expedite alignment between State and Local Government on flood mapping and planning controls, we recommend accelerating the formal review process. This will help ensure consistency in the interpretation of flood risk, tolerable risk thresholds, and development controls. We acknowledge the ongoing initiative titled Land Use Planning and Building Control Policy for Flood Risk Management Project, which is being led by an SES project manager and involves a broad range of stakeholders. While the project is currently scheduled for an 18-month timeframe, it is anticipated that completion may extend beyond this period. In the interim, uncertainty persists in this space, underscoring the need for interim measures or guidance to support consistent decision-making.
2. **Recognition of Council-Led Flood Studies** Advocate for statutory recognition of Council-led flood studies and modelling in planning decisions, particularly where such studies provide more detailed, site-specific data than State-level mapping (e.g., SES outputs).
3. **Statewide Framework for Tolerable Risk and Mitigation** Support the development of a consistent, statewide framework for assessing “tolerable risk” in flood-prone areas, including:
 - Minimum standards for site elevation and habitable floor levels;
 - Requirements for on-site evacuation areas and emergency planning;
 - Consideration of cumulative impacts and climate change projections.
4. **Review of Tribunal Decisions and Planning Appeals** Request a review of recent planning appeal decisions, such as *Hookway v Northern Midlands Council* [2025] TASCAT 106, where a subdivision was approved in a high-risk flood zone despite significant hazard levels. This raises concerns regarding long-term safety and precedent-setting.

5. Clarification of the SES Role in Planning Referrals

To support consistent and informed planning decisions, clearer guidance is sought on the role of the State Emergency Service (SES) in the planning referral process, specifically regarding:

- **Statutory Obligations:** Clarification on whether there are legislative or regulatory requirements mandating referral to the SES during planning assessments, and under what circumstances these apply.
 - **Use of SES Mapping:** Guidance on when SES-provided hazard mapping should take precedence over other data sources, particularly in cases of conflicting information.
 - **Balancing SES Advice with Local Data:** Direction on how to appropriately weigh SES advice against localised data, studies, or expert assessments provided by councils or developers.
 - **Transparency of Methodologies:** Greater transparency around the methodologies, assumptions, and data sources used by the SES in forming their advice, to ensure consistency, accountability, and the ability for stakeholders to assess the robustness of SES input.
6. Engagement with the Tasmanian Planning Commission (TPC) Request that the TPC formally consider Council-led flood data in planning scheme amendments and development assessments, particularly where such data is robust and peer-reviewed.
7. Support for Council Autonomy in Planning Decisions Reinforce the importance of Council autonomy in planning decisions, especially where local flood risk assessments have been conducted in accordance with best practice (e.g., Australian Rainfall and Runoff guidelines, climate-adjusted AEP scenarios).
8. Insurance Accessibility and Affordability Advocate for greater attention to the rising cost and declining availability of flood insurance across Tasmania. As flood risk mapping becomes more refined and hazard zones are more clearly delineated, many property owners, particularly in high-risk areas, are facing significant increases in insurance premiums or are unable to obtain coverage altogether. This trend has serious implications for financial resilience, property values, and community wellbeing. LGAT should urge the Tasmanian Government to engage with insurers, councils, and affected communities to explore policy solutions, including risk mitigation incentives, public-private insurance models, and improved communication around flood risk to support informed decision-making.

RECOMMENDATION 32/10.2025/C

Moved: Cr

Seconded: Cr

THAT Council support the motion To Amend Regulation 47 of the *Local Government (Meeting Procedures) Regulations 2025*.

REPORT BY Stephen Mackey, Acting General Manager

Motion Title - To Amend Regulation 47 of the *Local Government (Meeting Procedures) Regulations 2025* (Northern Midlands Council)

Decision Sought

That the Local Government Association of Tasmania (LGAT) advocates an amendment to Regulation 47 of the *Local Government (Meeting Procedures) Regulations 2025* to allow councils the discretion to approve a councillor's leave of absence retrospectively in cases of unforeseen circumstances such as illness or work commitments, provided that appropriate documentation is submitted.

Background Comment

- The current regulation does not accommodate the realities of modern life, where unforeseen events may prevent councillors from submitting leave requests in advance.
- This limitation may unfairly penalise councillors who are otherwise committed to their duties but are impacted by genuine emergencies.
- Allowing retrospective approval, subject to council discretion and supporting documentation, would promote fairness, flexibility, and a more compassionate governance framework.

A Councillor within Northern Midlands Council recently found themselves needing unexpected leave, which under the current legislation can not be granted. The Councillor in put forward the following: -

"Surely this is not an uncommon situation across councils. There would be instances in any council, from time to time, where councillors are unable to submit a formal leave request ahead of a meeting due to unforeseen events. The ability to consider these on a case-by-case basis would seem both reasonable and practical. My understanding was that some councils do in fact apply a level of discretion in such cases, and I had hoped we could explore that possibility rather than hitting a hard no straight away. This shouldn't be about bending the rules—it's about acknowledging the reality that life doesn't always follow perfect timelines."

Even after seeking guidance from the Office of Local Government, the Council could not retrospectively grant the leave.

This change aligns with LGAT's objectives to:

- Protect and represent the interests and rights of Councils in Tasmania;
- Promote an efficient and effective system of local government;
- Provide services to Members, councillors, and employees of Councils.

RECOMMENDATION 33/10.2025/C

Moved: Cr

Seconded: Cr

THAT Council support the motion to review the *Public Disclosure Act 2002*.

REPORT BY Stephen Mackey, Acting General Manager

Motion Title – Public Disclosure Act (Waratah-Wynyard Council)

Decision Sought

That LGAT advocates to the Tasmanian State Government in support of a review of Tasmania's *Public Disclosures Act 2002* to strengthen the Act to ensure that the services provided to our communities are not impaired due to ineffective protections for prospective whistleblowers.

Background Comment

The *Public Interest Disclosures Act* 2002 (the Act) is Tasmania's whistleblowing legislation. The purpose of the Act is to:

- encourage and facilitate disclosures of improper conduct by Tasmanian public officers and public bodies;
- protect persons making those disclosures and others from reprisals;
- provide for the matters disclosed to be properly investigated and dealt with; and
- provide all parties involved in those disclosures with natural justice. A significant barrier to making a disclosure is fear of reprisal.

To address this, the Act provides protection against 'detrimental action' to people who have made, or intend to make, a protected disclosure.

Detrimental action includes:

- action causing injury, loss or damage;
- intimidation or harassment;
- discrimination, disadvantage or adverse treatment in relation to a person's employment, career, profession, trade or business, including the taking of disciplinary action; and
- threats of detrimental action.

Unfortunately, the protections available to a whistleblower do not come into effect until the Public Body to whom the disclosure has been made, assesses the disclosure and agrees that the individual qualifies for protected status.

Timeframe and (Lack of) penalties for Public Bodies making an assessment

The procedure for disclosure to a Public Body provides for an initial assessment to be undertaken within 45 days to decide whether the disclosure is a protected disclosure.

However, there is no penalty in the Act for failure to carry out an assessment in this time frame and no means of enforcing it. In practice this has enabled a Public Body to delay an assessment indefinitely, leaving the individual who has made the disclosure without protection. This is also a failure to provide procedural justice and constitutes a psycho-social safety risk.

While creating a psycho-social safety risk at work is a breach of the *Workplace Health and Safety Act*, the penalty is merely a Performance Improvement Notice (PIN).

Because of these weaknesses in the legislation, the law is rarely used. This means that fraud, misconduct and corruption, when they take place, are not addressed effectively internally by a Department, and are not being made public. This is to the detriment of public servants providing the services on which our communities rely.

The Drive for Change

Recognising the need to improve protections, a Whistleblower Protection Authority Bill was introduced to the Federal Parliament in February by Andrew Wilkie with crossbench support. The Bill is currently with the Legal & Constitutional Affairs Committee for inquiry, with a report expected by the end of August.

Recent polling conducted by the Australia Institute indicated there is increasing support for whistleblowers with 86% of respondents supporting stronger legal protections.

There are recognised examples of people who tried to raise serious concerns but were not effectively protected and who suffered intimidation, legal action, and job losses as a result. They include Jeannie-Marie Blake, a Centrelink employee who raised concerns about the Robodebt scheme as early as 2016; David McBride, and Robert Boyle who spoke up about aggressive debtcollection tactics harming small businesses.

David McBride, an Australian whistleblower and former army lawyer, reported alleged war crimes committed by Australian soldiers in Afghanistan. McBride's actions led to investigations and reports on the alleged misconduct. However, he was ultimately prosecuted and jailed for his actions, which he maintained were done in the public interest.

In Tasmania, whistleblowers have raised concerns about Ashley Youth Detention Centre (Alysha) and problems in mental health services in Tasmania (Kevin Moylan) and suffered reprisals for their actions, with both having to leave the State.

A 2020 report by Greg Melick into a COVID outbreak in Tasmania, while making a range of recommendations related to COVID also identified other cultural issues within the Health Department because the majority of submissions to his report were made anonymously because of a fear of retribution. The report noted: "evidence of the actions of some managers suggest that those fears are not unfounded".

Statistics provided by WorkSafe Tasmania show that 1 in 10 injuries are mental health injuries and the number of PTSD claims has more than doubled over the past 10 years.

WorkSafe Tasmania also states that "work-related harassment and/or workplace bullying, and work pressure are the most significant causes of work-related mental health issues and account for over 60% of serious mental health claims in Tasmania".

While the above statistics from WorkSafe are not broken down to a level that can be directly tied to lack of protection for whistleblowers, the experiences of these individuals will factor in.

This is State legislation – why Council should act

These gaps in the Act have resulted in people who have made disclosures not being protected and unfortunately being victimised and harassed to the point of leaving Tasmania altogether. While it is not Council's role to address that directly – the service failures that the whistleblowers have attempted to highlight include services on which our community relies – and it is Council's role to advocate on behalf of its community.

In addition, the impotence of current whistleblower legislation is another element that serves to undermine trust in government at all levels and this ripples out to councils.

Do we really want a situation where the State public servants who work in our community and for our residents who rely on the services provided, are not protected from reprisal if they report breaches or negligence?

Whistleblowers risk their jobs, reputations, and safety to hold public bodies to account. When they are properly protected, we all benefit from better services because corruption and malpractice are exposed; allowing for greater transparency and accountability in the use of public funds.

18. CONSIDERATION OF SUPPLEMENTARY AGENDA ITEMS TO THE AGENDA

19. CLOSURE OF THE MEETING TO THE PUBLIC**RECOMMENDATION 34/10.2025/C****Moved:** Cr**Seconded:** Cr

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

Item Number	Matter	Outcome
2.1	<i>Confirmation of the Minutes - Closed Session of the Ordinary Meeting of Council held on 23 September 2025.</i>	<i>Regulation 15 (2)(G) of the Local Government (Meeting Procedures) Regulations 2015 – information of a personal and confidential nature or information provided to Council on the condition it is kept confidential.</i>
4.1	<i>Tenders – CHC 07-25 Thousand Acre Lane Stage 5.</i>	<i>Regulation 15 (2)(d) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal.</i>
4.2	<i>Tenders – CHC 08-25 Hollow Tree Road Stabilization Works.</i>	<i>Regulation 15 (2)(d) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal.</i>
4.3	<i>Notice of Motion – Cr A Archer</i>	<i>Regulation 15 (2)(G) of the Local Government (Meeting Procedures) Regulations 2015 – information of a personal and confidential nature or information provided to Council on the condition it is kept confidential.</i>

PURPOSE

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

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

MEETING CLOSED to the public at ____ am/pm.

20. RE-OPEN MEETING TO THE PUBLIC

The meeting re-opened to the public at ____am/pm.

21. PUBLIC RELEASE ANNOUNCEMENT(S)

The Chairperson announced that pursuant to Regulation 15(8)(9) of the *Local Government (Meeting Procedures) Regulations 2015* and having considered privacy and confidential issues, the Council authorised the release to the public of the following discussions, decisions, reports or documents relating to the closed meeting:

<i>Item Number</i>	<i>Matter</i>	<i>Decision</i>
<i>2.1</i>	<i>Confirmation of the Minutes - Closed Session of the Ordinary Meeting of Council held on 23 September 2025.</i>	
<i>4.1</i>	<i>Tenders – CHC 07-25 Thousand Acre Lane Stage 5.</i>	
<i>4.2</i>	<i>Tenders – CHC 08-25 Hollow Tree Road Stabilization Works.</i>	
<i>4.3</i>	<i>Notice of Motion – Cr A Archer</i>	

22. CLOSURE

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