

Council Meeting Agenda

19th August 2025

Bothwell Council Chambers

Notice of Meeting of Council – Tuesday 19th August 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 19th August 2025**, commencing at **9.00am** with the business of the meeting to be in accordance with the following agenda paper.

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

General Manager's Certification

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

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

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

Dated at Hamilton this **14th** day of **August 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 01/08.2025/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 – 15 JULY 2025

RECOMMENDATION 02/08.2025/C

Moved: Cr

Seconded: Cr

THAT the Draft Minutes of the Ordinary Meeting of Council held on Tuesday 15 July 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

Nil

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 26th August 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

Eve Lazarus (Derwent Catchment) - Drought Ready Fund Grant

Don Thompson and Bree Hunter (Hydro Tasmania) - Tarraleah Redevelopment Project

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 D MEACHEAM

RECOMMENDATION 03/08.2025/C

Moved: Cr D Meacheam

Seconded: Cr

THAT Council adopt AS/NZS 4282:2023, Control of the obtrusive effects of outdoor lighting.

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:	August 19, 2025
Councillor Name:	David Meacheam
Proposed Motion:	That Council adopt AS/NZS 4282:2023, Control of the obtrusive effects of outdoor lighting.
Background Details:	<p>There is increasing interest in dark sky tourism within Tasmania. This relates not only to observing the stars and moon, but also to maintaining the best possible views of the southern Aurora.</p> <p>Dark skies tourism is one of the mainstays of the economies of some other municipalities within Australia, notably Warrumbungle Shire Council in NSW.</p> <p>AS/NZS 4282:2023 sets out requirements for the control of the obtrusive effects of outdoor lighting. It includes limits for the relevant light technical parameters to control these effects.</p> <p>If adopted, this policy would relate to newly built residential and commercial premises and renovations to existing premises. Within the context of a new build, conforming to these external lighting standards should not impose additional, unreasonable costs upon builders. Adoption of this motion would not preclude Installation of motion detector security lighting. If not already compliant, Council might consider replacing street lighting with fixtures that comply with the AS/NZS standard.</p> <p>A natural complementary element would be for the visitor centre to maintain directions towards sites within the municipality where the aurora might be best observed.</p>
Signature:	<i>David Meacheam</i>
Date:	1/8/25

8.2 NOTICE OF MOTION – CR D MEACHEAM

RECOMMENDATION 04/08.2025/C

Moved: Cr D Meacheam

Seconded: Cr

THAT the present system of the Mayor deciding the seating order of Councillors be discontinued.

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:	August 19, 2025.
Councillor Name:	David Meacheam
Proposed Motion:	That the present system of the Mayor deciding the seating order of Councillors be discontinued.
Background Details:	<p>There is no justification within the Local Government Act, or the Meeting Procedures Act, or Council policy, for the Mayor to direct the seating order of Councillors.</p> <p>Having the Deputy Mayor and General Manager seated adjacent to the Mayor makes sense in terms of the orderly conduct of meetings.</p> <p>The present system of seating of other councillors, unilaterally decided by the Mayor, is contrary to our productivity. If one or more Councillors are working on a motion, or a policy or strategy initiative, it would make sense for them to be sitting together in order for them to more effectively advance their case.</p> <p>If adopted, this motion should apply to not only formal meetings of Council, but also to Council workshops.</p>
Signature:	<i>David Meacheam</i>
Date:	1/8/25

8.3 NOTICE OF MOTION – CR Y MILLER**RECOMMENDATION 05/08.2025/C****Moved:** Cr Y Miller**Seconded:** Cr

THAT the Council waive the development application fees on behalf of the Lions club and CWA both of Bothwell.

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:	August 19, 2025
Councillor Name:	Yvonne Miller
Proposed Motion:	That the council waive the development application fees on behalf of the Lions club and CWA both of Bothwell.
Background Details:	<p>There was a shed on the property used by the Bothwell Lions and CWA. During a recent storm the said shed was extensively damaged and repaired to some extent. The contents within the shed have been water damaged and the shed is still under threat of falling apart. Currently the shed is being used for overflow goods namely marquees, furniture, crockery and donations for our trade table. A large amount of clothing donations have been disposed of which got damp and mildewy.</p> <p>The installation of a container which would be shared by both the Lions Club and CWA would be weatherproof and secure. The container would not be in view of the road as it would be behind the current building.</p>
Signature:	<i>Yvonne Miller</i>
Date:	4/8/2025

8.4 NOTICE OF MOTION – CR Y MILLER**RECOMMENDATION 06/08.2025/C****Moved:** Cr Y Miller**Seconded:** Cr

THAT the Acknowledgement to country be used only for major events such as Australia Day.

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:	August 19, 2025
Councillor Name:	Yvonne Miller
Proposed Motion:	That the Acknowledgement to country be used only for major events such as Australia Day.
Background Details:	<p>The use of the Acknowledgment to country being read every month at the council meetings first came into use in the 1970s making its way into the community in the 1990s with the then PM Paul Keating and his reconciliation bills.</p> <p>At first it was recited at major events. Now it is being overused making it meaningless.</p> <p>It is now being seen as divisive to the extent that some high profile indigenous leaders are arguing against it's use.</p>
Signature:	<i>Yvonne Miller</i>
Date:	4/8/2025

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

Nil

11. MONTHLY MAYORAL AND ELECTED MEMBERS ACTIVITY

RECOMMENDATION 07/08.2025/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	Local Government Act 1993 Local Government (General) Regulations 2015 Local Government (Model Code of Conduct) Order 2024
Consultation	The community and stakeholders.
Impact on Budget/Resources	Not applicable.
Risk	Allocations for Councillor Conference attendance are included in the operational budget.

PURPOSE

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

BACKGROUND

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

DISCUSSION

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

Mayor Loueen Triffitt

10 July 2025	Tasmanian Electoral Commission
14 July 2025	ABC Interview
15 July 2025	Ordinary Council Meeting (Hamilton)
24/25 July 2025	LGAT Annual Meeting
31 July 2025	Tasmanian Electoral Commission
12 August 2025	Meeting and BBQ Ash Cottage

- Business of Council **15**
- Ratepayer and community members – communications **6**
- Elected Members - communications **21**
- Council Management communications **7**

Deputy Mayor J Allwright

15 July 2025 Ordinary Council Meeting (Hamilton)

Cr A Archer

15 July 2025 Ordinary Council Meeting (Hamilton)

Cr R Cassidy

15 July 2025 Ordinary Council Meeting (Hamilton)

Cr J Hall

15 July 2025 Ordinary Council Meeting (Hamilton)

30 July 2025 Bush Watch Meeting (Hamilton)

5 August 2025 Clyde Mill - Whiskey Opening (Bothwell)

Cr J Honner

15 July 2025 Ordinary Council Meeting (Hamilton)

Cr D Meacheam

15 July 2025 Ordinary Council Meeting (Hamilton)

Cr Y Miller

6 August 2025 HATCH Meeting

12 August 2025 Meeting with Louisa

12 August 2025 Meeting and BBQ Ash Cottage

11.1 MAYORAL ANNOUNCEMENT(S)

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 08/08.2025/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 **July 2025**.

COUNCIL PROJECTS AND ACTIVITIES	
External Grants	Commencement of Disaster Ready Fund (DPAC) Clyde River Flood Resilience partnership with Derwent Catchment Project.
	Awaiting response: Tas Active Infrastructure Grants (DPAC) Gretna Oval application. Response expected late August.
	Awaiting response; Tas Drought Ready Fund – application for funding childcare solutions Options Paper for Bothwell. Response expected late August
	Regional Precinct Partnership Grant Application (RPPP) input.

	Tasmanian Community Fund – meeting with grant coordinator to discuss upcoming rounds. Focus for both Strategic (<\$1.5M over 7 years) and Community Action grants (\$5-50K over 1 year) is providing funding for projects which promote engagement of children 8-19 in learning and educational opportunities.
Cattle Hill Community Grant Fund	Liaising with grant coordinator for Grant Round 5, as Council rep. Support for Cattle Hill Wind Farm Grants community applications for Westerway Hall; Hamilton Showground; Kids and Teens in the Valley School Holiday programs; Ellendale Hall; Steppes Hall and Share the Dignity project developed by Cr Meacheam
Council website upgrade	Initial meetings have been held with designers, awaiting quotes to discuss with General Manager.
Community Grants Program	Administration regarding community grant request Playgroup Bothwell, Miena Seisun, Bothwell Golf Club, Westerway Hall, Campdraft Tas, Reptile Rescue, and sports representation grants.
Rates remissions	Administration for community Rate Relief requests.
School breakfast program support	Liaising with local schools around disbursement of approved school breakfast program funding.
Child Safety Policy update	Working with Deputy General Manager and LGAT to review Child Safety Standards compliance and update relevant policies. Child and Youth Safe Standards seminar - Office of Independent Regulator – Child and Youth Safe Action Plan Workbook
Social Media Policy update	Working with Deputy General Manager on new Social Media policy.
Tourism Industry Council Tas awards & conference	Attendance at awards and conference in Launceston. Bothwell finalist in the Tiny Tourism Town Award for populations under 1,500, which was won by Stanley this year.
ANZAC Day 2026	Forward planning for ANZAC day 2026.
COMMUNITY DEVELOPMENT	
Childcare	Meetings with Bothwell Community to progress Childcare futures Upcoming meeting with Hon. Rebecca White regarding childcare in Bothwell Friday 12 September. Development of online survey regarding childcare in Bothwell - www.surveymonkey.com/r/75QSXPM .

	Discussions with Childcare Providers and DECYP regarding models of care which could be adopted in Bothwell.
RACT driver training	RACT learner driver training, funded to Council through Cattle Hill Wind Farm Grant round 2, continues to be delivered to community. Final round to be delivered in Bothwell August and December.
School holiday programs	Meetings with Kids and Teens in the Valley to look at partnering to deliver 12 months of school holiday programs in Ouse, Hamilton, Gretna, Ellendale and Bothwell, to potentially be funded through Cattle Hill Wind Farm Grant. Support and promotion of School Holiday programs at Ouse Online Access Centre and Westerway Hall.
Additional meetings and external communication	Local Government Health & Wellbeing Network regular meeting. Meeting with coordinator Active Tasmania – Dept of State Growth. Ouse Table tennis heating works request for Ouse Hall. Ellendale hall support – upgrades funded through grants. Information provision for political candidates regarding Central Highlands community information and needs.
South Central Workforce	Communications and support for pop up event at Hamiton Hall. RSA training for communities
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– 01-31 July net increase 18. Audience: 2,734. Posts: SWN jobs event, Bushfest, Childcare survey, Dog registration, Ash Cottage Sausage Sizzle.
Market Place Noticeboard	Working to update tourism contents of noticeboard opposite Visitors Centre, Bothwell.
Highland Digest	Liaising with Digest to include relevant council and community content monthly.
Community update email	Quarterly email update to local community organisations around opportunities such as grants and events.

12.2 COMMUNITY GRANT REQUEST – WESTERWAY COMMUNITY HALL UPGRADES

RECOMMENDATION 09/08.2025/C

Moved: Cr

Seconded: Cr

THAT Council allocate \$2,000 to Westerway Community Hall Association for costs associated with installation of an entrance shelter at the hall.

Attachment - Redacted grant application

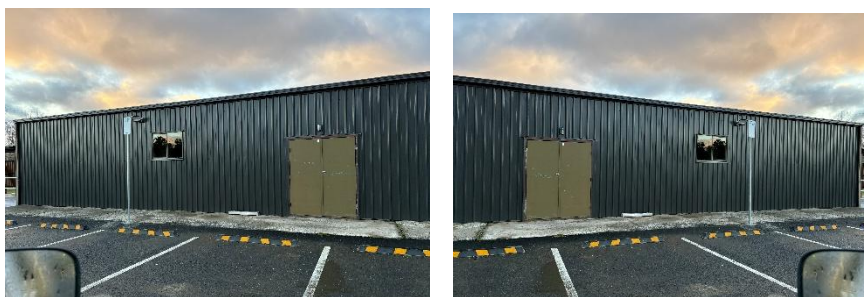
REPORT BY Kat Cullen, Community Development Officer

BACKGROUND

Council have received a grant application for Westerway Community Hall upgrades. The Hall is central to the social fabric of the local community. Recent events include school holiday programs, film evenings, flood recovery sessions, community gatherings and BBQs, and annually hosts the Westerway/Fentonbury Community ANZAC Breakfasts.

In 2024, Council contributed \$1,500 towards a \$11,352 project to remove and replace damaged, weathered and out-dated cladding on the Westerway Hall. The next stage of this project will replace the shelter over the roadside door to provide weather protection to the entry and shelter while entering the Hall or waiting for school and community buses. The shelter will have a colorbond roof, be open on each end and involves two panel modwood and steel panel screens, the same as on the public toilet.

The total project cost is \$7,747 with other funding including: Hall Committee reserves, in-kind contributions; and a Derwent Valley Council community grant (this grant is anticipated). There is currently \$13,000 remaining in the Community Grants budget for 25-26 financial year.



Westerway Hall showing entrance where new shelter to be installed.

12.3 COMMUNITY DONATION REQUEST – BOTHWELL SCHOOL CAREERS EXPO

RECOMMENDATION 10/08.2025/C

Moved: Cr

Seconded: Cr

THAT Council allocate \$500 to the Bothwell District High School for costs associated with their upcoming Careers Expo to be held at the school.

REPORT BY Kat Cullen, Community Development Officer

BACKGROUND

Council have received a request for support from Bothwell School for an upcoming Careers Expo on 28 August at the school. The expo will provide careers information for Bothwell, and students from surrounding region who will also be attending. The school has indicated that they are happy to acknowledge Council via their promotions for event.

The school have requested \$500 contribution towards catering. Additional funding for the event has been contributed through school funds and external donations. There is currently \$5,000 remaining for allocation within the Youth Service & Activities project area of the Community and Economic Development Budget.

12.4 YOUTH ACTIVITY SUPPORT – FOOTBALL TASMANIA SCHOOL HOLIDAY ACTIVITY

RECOMMENDATION 11/08.2025/C

Moved: Cr

Seconded: Cr

THAT Council allocate \$800 to fund a school holiday program at Bothwell with Football Tasmania.

REPORT BY Kat Cullen, Community Development Officer

BACKGROUND

Children and young people of the Central Highlands have extremely low opportunities to engage in school holiday programs within their local area.

Council have received a proposal to run a school holiday program from Football Tasmania. The program would be run by accredited coaches, with all skill welcome for children aged 12 -18.

The nominal cost for this clinic is \$40 per child, which in general would be unaffordable for most Central Highlands families. This has been discussed with Bothwell High School, who have indicated they feel the activity would be well supported, but that the price would be too high for locals. The current Community and Economic Development Budget has \$5,000 allocation for Youth Service & Activities. It is proposed that Council partners with Football Tasmania to offer up to 20 places fee-free, in order to provide this opportunity to local children of the Central Highlands.

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 – JULY 2025

RECOMMENDATION 12/08.2025/C

Moved: Cr

Seconded: Cr

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

REPORT BY Jason Branch, Works & Services Manager

BACKGROUND

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

Grading & Sheeting	Waddamana Road, Wihareja Road, Penstock Road, Morass Bay Roads, Bluff Road,
Maintenance Grading	Meadsfield Road, Mark Tree Road, Thousand Acre Lane, Woolpack Road, Clarendon Road, Church Road Gretna, Meadowbank Road, Belchers Road, Richardson Road, Dawson Road, Tor Hill Road, Jean Banks Road
Potholing / shouldering	14 Mile Road, Dawson Road, Dennistoun Road, Interlaken Road, Tunbridge Road. Todds Corner, Jones Road, Flemming Drive, Theissen Crescent
Spraying:	
Culverts / Drainage:	Clean culverts Interlaken Road Repair culvert Dennistoun Road Extend culvert Hollow Tree Road Clean culverts Strickland Road Clean culverts Bashan Road Clean culverts Lanes Tier Clean culverts Upper Mill Road

Occupational Health and safety	<p>Monthly Toolbox Meetings</p> <p>Day to day JSA and daily prestart check lists completed</p> <p>Monthly workplace inspections completed.</p> <p>Playground inspections</p> <p>Traffic control training for all staff</p> <p>Recognition for prior learning on some plant tickets</p> <p>Traffic Management courses for all Works staff</p>
Bridges:	
Refuse / recycling sites:	Cover Hamilton Tip twice weekly
Other:	<p>Remove fallen tree Victora Valley Road</p> <p>Repair water break Wayatinah</p> <p>Commence gravel crushing Hamilton Quarry</p> <p>Install new cattle grid Green Valley Road</p> <p>Repair defect Dennistoun Road</p> <p>Repair defect in Pelham Road</p> <p>Commence work on leak in Bothwell showers</p> <p>Install sign Todds Corner</p> <p>Removed fallen tree Ellendale Road</p> <p>Clean out cattle grids, Green Valley Road, Humble Road and Woolpack Road</p> <p>Repair cattle grid Interlaken</p> <p>Septics pumped out Bethune and Dunrobin toilets</p> <p>Removed dead vegetation Bothwell township</p> <p>Replace Dennistoun Road street blade</p> <p>Repair septic tank Dunrobin toilets</p> <p>Replace Wayatinah Road street blade</p> <p>Clean gutters and kerb Wayatinah</p> <p>New BBQ shelter and refurbishment Wayatinah Park</p> <p>Remove abandoned car from Derwent Bridge toilets</p>
Slashing:	
Municipal Town Maintenance:	<p>Collection of town rubbish twice weekly</p> <p>Maintenance of parks, cemetery, recreation ground and Caravan Park.</p> <p>Cleaning of public toilets, gutters, drains and footpaths.</p> <p>Collection of rubbish twice weekly</p> <p>Cleaning of toilets and public facilities</p> <p>General maintenance</p> <p>Mowing of towns and parks</p> <p>Town Drainage</p>

Buildings:	Install new hot water cylinder Bothwell Medical Centre
Plant:	PM843 Toyota Hilux service PM756 Kenworth truck rectify electrical problem PM733 Komatsu grader new tyres PM740 Hino truck replace rear hear box seal PM844 Fuso truck new tyres PM824 Toyota Hilux ute serviced PM845 Kenworth truck serviced PM753 Bomag compactor new injectors and head gasket PM748 Hino truck serviced
Private Works:	Greg Ramsey gravel Jayden Speed backhoe and truck hire Humbie Pastoral Vac trailer hire Truck hire R.V. Bowden and Son Grader hire Meadowbank Ski Club Grader hire Parsons Road
Casuals	Toilets, rubbish and Hobart Hamilton general duties
Program for next 4 weeks	Sheeting and grading of Municipal Roads Cleaning of culverts Municipal Roads Rectify drainage issues Miena area Garden Gretna War Memorial

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

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

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

14.1 MONTHLY FINANCE REPORT TO 31 JULY 2025

RECOMMENDATION 13/08.2025/C

Moved: Cr

Seconded: Cr

THAT the Monthly Finance Report to 31 July 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 Local Government Act 1993, and the report details the basis for the recommendation
Consultation	The financial statements form part of the public record within the Council minutes
Impact on Budget/Resources	As attached
Risk	The council must ensure that it meets its financial obligations. This report captures the ongoing financial performance

REPORT BY Zeeshan Tauqeer, Accountant

BACKGROUND

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

Rates Reconciliation as at 31 July 2025

	2024	2025
Rates in Debit 30th June	\$196,877.36	\$217,826.72
Rates in Credit 30th June	-\$145,341.00	-\$150,792.81
Balance 30th June	\$51,536.36	\$67,033.91
 Rates Raised	 \$4,716,976.66	 \$4,940,272.89
Penalties Raised	\$0.00	
Supplementaries/Debit Adjustments	\$2,088.33	\$476.25
Total Raised	\$4,719,064.99	\$4,940,749.14
 Less:		
Receipts to Date	\$591,275.02	\$847,086.44
Credit Journals		\$3,781.79
Pensioner Rate Remissions	\$125,721.93	\$134,342.95
Remissions/Supplementary Credits	\$25.08	\$0.00
 Balance	\$4,053,579.32	\$4,022,571.87

Bank Reconciliation as at 31 July 2025

	2024	2025
Balance Brought Forward	\$4,784,571.26	\$4,745,856.82
Receipts for month	\$3,844,884.87	\$1,811,283.84
Expenditure for month	\$1,969,842.18	\$2,133,762.52
 Balance	 \$6,659,613.95	 \$4,423,378.14
 Represented By:		
Balance Commonwealth Bank	\$3,899,960.80	\$1,438,101.87
Balance Westpac Bank	\$7,329.61	\$279,987.95
CBA Credit Card		\$3,512.67
Investments	\$2,751,773.54	\$2,699,036.09
Petty Cash & Floats	\$550.00	
	\$6,659,613.95	\$4,420,638.58
 Plus Unbanked Money		
	\$6,659,613.95	\$4,420,638.58
Less Unpresented Cheques	\$0.00	
Unreceipted amounts on bank statements	\$0.00	
	\$6,659,613.95	\$4,420,638.58

BANK ACCOUNT BALANCES AS AT 31 july 2025

No.	Bank Accounts	Investment Period	Current Interest Rate %	Due Date	<u>BALANCE</u>
					2025
11100	Cash at Bank and on Hand				
11105	Bank 01 - Commonwealth - General Trading Account				1,438,101.87
11106	Bank 02 - Westpac - Direct Deposit Account				279,987.95
1118	CBA Credit Card				3,512.67
11199	TOTAL CASH AT BANK AND ON HAND				1,721,602.49
11200	Investments				
11207	Bank 6	0	0.00		0.00
11207	Bank 5	0	0.00		0.00
11115	Bank 04	30	4.25%	28/08/2025	1,000,000.00
11110	Tascorp	91	4.10%	29/07/2025	88,479.68
11115	Bank 16	30	3.98%	25/08/2025	1,610,556.41
11299	TOTAL INVESTMENTS				2,699,036.09
TOTAL BANK ACCOUNTS AND CASH ON HAND					4,420,638.58

Revenue & Expenditure Report

Central Highlands Council

For the period 1 July 2025 to 31 July 2025

For Department

Tracking Option	Opening Balance	Net Movement	Closing Balance
Revenue			
1ADMHAM - Admin - Hamilton	0.00	4,955,364.41	4,955,364.41
1COMM - Community and Economic Development	0.00	730.18	730.18
1ONC - Oncosts	0.00	5,775.81	5,775.81
2CAMP - Camping Grounds	0.00	698.18	698.18
2CEM - Cemeteries	0.00	1,025.45	1,025.45
2HALLS - Halls and Public Buildings	0.00	356.36	356.36
2HOU - Housing	0.00	1,956.66	1,956.66
2PW - Private Works	0.00	4,894.75	4,894.75
2REC - Recreation and Reserves	0.00	109.09	109.09
3AC - Animal Control	0.00	11,336.00	11,336.00
3ADMBO - Admin - Bothwell	0.00	207.27	207.27
3BUILD - Building Control	0.00	10,054.00	10,054.00
3DEV - Development Control	0.00	1,350.00	1,350.00
3EHS - Environmental Health	0.00	394.00	394.00
3WASTE - Waste, Tips, Door to Door	0.00	1,359.64	1,359.64
Total Revenue	0.00	4,995,611.80	4,995,611.80
Expense			
1ADMHAM - Admin - Hamilton	0.00	236,731.96	236,731.96
1COMM - Community and Economic Development	0.00	38,514.42	38,514.42
1MED - Medical Centres	0.00	3,492.34	3,492.34
1MEM - Members and Governance	0.00	17,803.37	17,803.37
1ONC - Oncosts	0.00	66,455.48	66,455.48
1STLIGHT - Street Lighting	0.00	2,946.89	2,946.89
2CEM - Cemeteries	0.00	17.25	17.25
2DRAIN - Drainage	0.00	387.00	387.00
2HALLS - Halls and Public Buildings	0.00	2,054.46	2,054.46
2HOU - Housing	0.00	16,071.64	16,071.64
2OCA - Other Community Amenities	0.00	2,273.51	2,273.51
2PARKS - Parks and Gardens	0.00	2,619.09	2,619.09
2PC - Public Conveniences	0.00	7,717.75	7,717.75
2PLANT - Plant	0.00	72,286.57	72,286.57
2QUARRY - Quarry	0.00	41,317.50	41,317.50
2REC - Recreation and Reserves	0.00	3,616.48	3,616.48
2ROADSR - Sealed Roads	0.00	1,283.95	1,283.95
2ROADUR - Unsealed Roads	0.00	7,471.11	7,471.11
2SUPER - Supervision and Indirect Overheads	0.00	150,626.58	150,626.58
2TD-Traffic Data	0.00	2,439.00	2,439.00
2WWASTE - Works Waste incl Tip Cover	0.00	327.24	327.24
3AC - Animal Control	0.00	820.08	820.08
3ADMBO - Admin - Bothwell	0.00	17,864.86	17,864.86
3BUILD - Building Control	0.00	32.72	32.72
3DEV - Development Control	0.00	11,400.74	11,400.74
3EHS - Environmental Health	0.00	2,093.08	2,093.08
3WASTE - Waste, Tips, Door to Door	0.00	48,853.39	48,853.39
5CAP - Capital	0.00	9,636.57	9,636.57
Unassigned	0.00	14,119.88	14,119.88
Total Expense	0.00	781,274.91	781,274.91

Cash Flow Summary
 Central Highlands Council
 For the month ended 31 July 2025

Account	Jul 2025
Income	
61005 - General Rate	3,831,678.19
61010 - Fire Levy	255,606.70
61015 - Garbage	852,988.00
62005 - Rate Certificates	3,623.89
63005 - Rental Units, Housing, Office Bldgs	7,995.74
63010 - Planning Fees	9,238.00
63025 - Building Fees	816.00
63045 - Tip Fees	207.27
63050 - WTS Fees	566.44
63055 - Hall Hire	356.36
63065 - Recreation and Reserve Hire	109.09
63075 - Camping Ground Hire	698.18
63080 - Dog Licences, Fees and Fines	11,336.00
63085 - Licences, Fees - Food and Public Assembly	394.00
64020 - Grants - Other	1,350.00
66005 - Interest Received	11,218.32
67005 - Private Works	2,469.12
67020 - Pensioner Rate Remission	(3,750.06)
67030 - Reimbursements	10,470.70
67035 - Misc Income	866.05
Total Income	4,998,237.99
Less Expenses	
11130 - Propertwise control account	(7,871.11)
11305 - Rates Charges and Interest	4,016,457.50
11315 - Regulated Entities Debtors	(11,969.00)
11405 - Stock - Diesel	25,092.37
12307 - Capex Salary & Wages temp a/c	12,241.42
21130 - PAYE Tax - Payroll	27,137.00
21135 - Net Pay Holding - Payroll	996.48
21140 - Superannuation - Payroll	16,991.35
21210 - Bldg Levy and Industry Permits	(1,937.52)
21230 - Bothwell Exercise Group (BTW Wellness Group Inc)	1,363.64
21235 - Suspense	(1,289.00)
21305 - Current Provision LSL	(5,000.00)
21310 - Current Provision Annual Leave	(10,200.00)
21315 - Current Provision Sick Leave	(3,300.00)
71005 - Sal and Wages	193,237.89
71015 - Superannuation	23,179.76

71020 - Uniform and Protective Clothing	412.38
71035 - Annual Leave Sal	9,000.00
71040 - LSL Salaries	5,000.00
71045 - Sick Leave Sal	3,300.00
71055 - Loading Taken Salaries	1,200.00
71065 - Mileage	148.09
71070 - FBT Paid	9,352.00
71075 - Payroll Tax	14,384.00
71080 - Workers Compensation Insurance	33,571.48
72005 - Contractors	123,276.98
72010 - Other Waste Contracts	49,533.54
72020 - Plant & Equipment Maintenance	22,300.11
72025 - Fuel	16,009.30
72030 - Tyres	12,327.27
72045 - Fuel Tax Re-imburse	(12,045.00)
73005 - Consultants	7,603.50
73010 - Materials	40,470.56
73020 - Rates Print & Stationery	3,160.17
73035 - Computer Maintenance	3,992.50
73040 - Copier Maintenance	1,868.45
73055 - Gravel	128,296.44
73065 - Cylinder rental	408.43
73070 - Meetings	750.00
74010 - Mayors Allowances	3,274.75
74015 - Deputy Mayor Allowances	1,923.25
74020 - Other Councillors Allowances	6,549.62
74025 - Elected Members Exp	415.34
74035 - Energy	13,547.00
74040 - Street Lighting	2,946.89
74045 - Insurance	379,268.50
74050 - Valuation Fees	750.00
74055 - Tel and Comms	3,999.48
74060 - Support/Donations	7,971.55
74070 - Seminars / Conferences	529.77
74075 - Training	20,500.00
74080 - Insight	4,000.00
74085 - Petty Cash and Postage	1,413.90
74090 - Licence Fees	374.81
74110 - Rate Remission	12,055.49
74115 - Rounding	(0.47)
74120 - Subs/Membership	7,876.00
74130 - Advertising	4,446.23
74135 - Legal Fees	20,242.33
74140 - Stationery	274.09
74150 - Bank Fees & Charges (GST)	1,009.67
74155 - Bank Fees & Charges (FREE)	152.50
74160 - Council Rates, Water & Sewerage	23,376.89
Total Expenses	5,266,348.57
Surplus (Deficit)	(268,110.58)
Plus Other Cash Movements	
12320 - Capital Contractors	(5,791.73)
12330 - Capital Material Purchases	(5,557.77)
12340 - Capital Plant Hire/Fuel - External	(200.88)
Total Other Cash Movements	(11,550.38)
Plus GST Movements	
GST Collected	101,934.31
GST Paid	(144,752.05)
Net GST Movements	(42,817.74)
Net Cash Movement	(322,478.70)
Summary	
Opening Balance	4,743,117.28
Plus Net Cash Movement	(322,478.70)
Cash Balance	4,420,638.58

Community Economic Development

Community & Economic Development

2025/2026 Budget

Project Code		BUDGET 2025/26	Expenditure until 31 July 2025	COMMENTS 2025/26
	Strategic Project- Whole of Community			
CREL313	Community & Economic Development Support	\$10,000	\$393	
CREL316	Health & Wellbeing Plan (2020-2025) Implementation	\$5,000	\$0	
CREL302	Economic and Tourism Development Strategic Project	\$5,000		
	Youth and Children Strategic Projects			
CREL303	New- Family Day Care Seeding Fund Bothwell	\$5,000		
CREL304	New- Ouse Family Day Care Support	\$5,000		
CREL318	Youth Service & Activities	\$5,000		
CREL319	Children's Services and Activities	\$5,000	\$100	
CREL320	Bothwell High School Breakfast Club	\$2,000		
CREL321	Glenora School Breakfast Club	\$1,000		
CREL322	Westerway School Breakfast Club	\$1,000		
CREL323	New-Bothwell Playgroup Support	\$1,000		
	Community & Donation and Financial Assistance			
CREL315	Community Grants	\$15,000		
CREL309	Community Support & Donations	\$10,000		
CREL324	Church Grants	\$5,000		
CREL311	Further Education Bursaries	\$1,400		
CREL325	School Awards	\$400		
CREL326	Central Highlands School Support	\$3,000		
	Community Event			
CREL308	ANZAC Day	\$12,000		
CREL306	Australia Day	\$4,000		
CREL314	Community Event eg Volunteer week	\$5,000		
	Community Partnerships			
CDEV366	Highlands Digest Support	\$15,800		
CREL327	Australasian Golf Museum contribution to power	\$5,000		
EDEV361	Visitors Centre Contribution to Power	\$5,000		
	Healthy Connect Project	\$10,000		
CREL317	Brighton Family Day Care	\$5,000	\$5,000	
	Total Community & Economic Development Support & Donations	\$141,600	\$5,493	

14.2 DONATION – CANCER RESEARCH CENTRE**RECOMMENDATION 14/08.2025/C****Moved:** Cr**Seconded:** Cr

THAT Council make a donation of \$500.00 to Cancer Research in remembrance of the Late Cr Anthony (Tony) Bailey.

Report by Katrina Brazendale, Executive Assistant

BACKGROUND

As a request of the Late Tony Bailey at his funeral donations were taken for the Cancer Research Centre in honour of his passing. I therefore have requested that Council consider making a donation.

14.3 REQUEST FOR RATES REMISSION - PROPERTY NUMBER 10-0400-03595**RECOMMENDATION 15/08.2025/C****Moved:** Cr**Seconded:** Cr

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

Report by Sharee Nichols, Senior Administration Officer

BACKGROUND

Council received an email from the owner of Property 10-0400-03595 137 Little Den Road Millers Bluff on the 22nd of July 2025 asking for a rates remission for the solid waste domestic charge \$216.00 on Property 10-0400-03595 at 137 Little Den Road Millers Bluff.

The owner states that if there was a waste facility close by, they would use it, however there is no Council waste management facilities near Millers Bluff on the eastern side of the municipality. Hence the property owner takes their waste back to Deloraine with them.

The owner requests that the waste charges be waved for the last 8 years and has been granted.

14.4 REQUEST FOR RATES REMISSION – PROPERTY NUMBER 03-0201-03706**RECOMMENDATION 16/08.2025/C****Moved:** Cr**Seconded:** Cr

THAT Council remit the general rate charge of \$535.59 on property 03-0201-03706.

Report by Sharee Nichols, Senior Administration Officer

BACKGROUND

Council has received correspondence from Inland Fisheries Service seeking a rates remission for the public toilet located at Woods Lake.

The toilet block at Woods Lake has been a great service to the community. The rates payable on the property leased by Inland Fisheries Service from Forestry Tasmania for a public toilet block are exempt from the fire levy and the garbage collection rate the only rates payable on the toilet block is the general rate charge of \$535.59.

Council has previously supported this request to remit the general rates on this toilet facility.

14.5 REQUEST FOR RATES REMISSION – PROPERTY NUMBER 04-0017-03967**RECOMMENDATION 17/08.2025/C****Moved:** Cr**Seconded:** Cr

THAT Council remit the general rate and garbage rate of \$624.62 on Property Number 04-0017-03967

Report by Sharee Nichols, Senior Administration Officer

BACKGROUND

Mr John & Mrs June Pilcher have written to the General Manager requesting a Remission of Rates on Property Number 04-0017-03967 at Schaw Street, Bothwell.

For several years Council have resolved to remit the rates on this property for the full financial year.

Rates on the property are \$674.62

According to the Crown Lands Dept. this P.I.D. 1743535 is Last Street in Bothwell. The owner only uses a small portion of the street, part is still a public street, part is used by other residents and the bottom is flooded by Ratho Dam.

The owner pays a lease to the Department of Primary Industries, so they have to pay rates as well the convenience of the part that they use is not worth it – the owner continues to keep their section free of noxious weeds (ie: Gorse etc.).

The following Rates and Charges for 2025/2026 are as follows:

Garbage	\$110.00
General	\$514.62
Fire	\$50.00
TOTAL	\$674.62

The Fire Levy is Council's contribution and payment is passed onto the State Fire Commission pursuant to Section 93A of the *Local Government Act 1993* and charged as follows:-

- a) For land within the Bothwell Volunteer Brigade Rating District an amount of **0.30998** cents in the dollar on the assessed annual value of all separately valued parcels of rateable land subject to a minimum **\$50.00**; and
- b) For all other land in the Municipal area an amount of **0.2931** cents in the dollar on the assessed annual value of all separately valued parcels of the land subject to a minimum **\$50.00**.

14.6 ELECTRIC VEHICLE CHARGER AT BOTHWELL

RECOMMENDATION 18/08.2025/C

Moved: Cr

Seconded: Cr

THAT Council authorise the Acting General Manager to sign and seal the agreement between Electrona Pty Ltd and Central Highland Council for the lease of the Bothwell electric vehicle charger site at the eastern end of 'Queens Park' Patrick Street, Bothwell.

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	Policy 2022–63 Climate Change Adaptation & Mitigation
Legislative Context	Local Government Act 1993
Consultation	Council's Senior Management Team
Impact on Budget/Resources	As per 25/26 Council approved budget
Risk	The council must ensure that it meets its legislative and governance responsibilities as per the Local Government Act 1993.

REPORT BY Adam Wilson, Deputy General Manager

Attachment - Draft Agreement between Electrona Pty Ltd and Central Highland Council for the lease of the Bothwell electric vehicle charger site at the eastern end of 'Queens Park' Patrick Street, Bothwell.

BACKGROUND

Mr Stephen Poljansek, Director for Electrona Pty Ltd has written to Council asking for a formal agreement between Electrona Pty Ltd and Central Highland Council for a site lease at the eastern end of 'Queens Park' Patrick Street, Bothwell.

The time frame for implementing the electric vehicle charger site at the eastern end of 'Queens Park' Patrick Street, Bothwell will probably be approximately 5 months from the receipt of the signed Agreement, although much of that time frame is based on timing of availability of equipment and TasNetworks providing a new connection point.

Mr Poljansek respects the characteristics of the 'Queens Park' site and believes Electrona Pty Ltd can establish Bothwell as an electric vehicle gateway to the Central Highlands (particularly those considering travel on the Lakes Highway) and a magnet for these visitors.

At the May 2023 Council Meeting, Council agreed to the following regarding the electric vehicle charger at Bothwell:

RESOLUTION 25/05.2023/C

Moved: Cr R Cassidy **Seconded:** Deputy Mayor J Allwright

1. **THAT** Council support the installation of an electric vehicle at all three sites in Bothwell and Site 2 in Hamilton (in the existing council public car park, in the corner facing the public toilet amenities block in Hamilton) subject to any development application requirements; and
2. **THAT** the General Manager provide Electrona Pty Ltd with a letter of support for the sites agreed by Council.

CARRIED

For the Motion

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

The next step is to confirm an agreement between Electrona Pty Ltd and Central Highland Council for the site lease.

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 19/08.2025/C

Moved: Cr

Seconded: Cr

THAT the Derwent Catchment Project Report for July-August 2025 be received.



Derwent Catchment Project Council Report July -August 2025

General business

AGM and annual report

Invitations have been sent for this year's AGM, which will be held on Friday, 26 September at The Shed Restaurant, Derwent Estate Vineyard. We are pleased to welcome guest speaker Rebecca White. The 2024–25 Annual Report is now being finalised, and we look forward to sharing the year's achievements with you. The report will be sent out shortly.

Agri-best practice programs

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

Pasture Network

During this reporting period, the Pasture Network's efforts centred on finalising and delivering the commitments under our Climate Smart Agriculture project with NRM South. Despite having only five months to complete the first year's work, we successfully achieved all identified activities and outputs. The final deliverable analysed and interpreted a series of farmer interviews, which will guide future network activities.

These interviews reaffirmed strong support for the paddock-based learning and practical trial activities we have run in the past. They also highlighted a range of emerging topics and issues aimed at enhancing pasture and grazing system resilience in a variable climate. The excellent support from NRM South, combined with the strong working relationships we have developed, was critical to our success in meeting these milestones.

In parallel, we delivered a separate program of bridging activities while the Climate Smart Agriculture project was being contracted. This included three field days at trial sites and two evening BBQ events, funded through a small network grant from the Foundation for Rural & Regional Renewal.

Planning is now underway for a new series of activities. These include establishing “monitor paddocks” to trial identified management changes on a commercial scale, and organising a property visit to Ross to view drought-resilient phalaris in action alongside an alternative legume trial. One of our priorities will be to strategically harness the spring growth period to boost legume content, improve perennial grass vigour, and increase rooting depth—treating these as capital investments in future pasture productivity and resilience.

Weed Management Programs

Central Highlands Weed Management Plan

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

The Weed Action Fund application remains on hold while the formation of the new government is finalised. Although this has delayed formal decision-making, momentum is being maintained through ongoing communication and preparatory work. A planned meeting with major stakeholders was postponed, but a new date is being arranged for early September to re-engage, confirm priorities, and ensure progress continues. In the meantime, stakeholders are finalising budgets and refining project plans.

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.

Rivers

Clyde River – Flood Resilience Project

A landholder meeting was held at Llanberis on Thursday 7 August, facilitated by Eve and hosted by Richard Hallett. The group agreed that while there have been many attempts to tackle willows on the Clyde over the years, without sustained investment and consistent on-ground management, the problem just keeps coming back. We discussed a whole-of-Clyde River Restoration Project, an ambitious goal that could be achieved in two stages.

Stage 1 would see the development of a river restoration plan as part of the three-year Flood Recovery Project. This plan, already costed into the grant, is essential for identifying safe areas to work on to reduce flood risk. It would include property-by-property priorities

for flood mitigation willow control, debris management (including burning piles), and targeted restoration, guided by hydrological and geomorphology advice which is critical given the current role of willows in slowing floodwaters in some spots. The plans will also map out a staged approach for ongoing willow control and restoration with costings.

Stage 2 would focus on a long-term program as part of the Nature Repair Plan Pilot, which will be starting early next year, to attract investment through the nature repair market. Farmers are keen to co-contribute with machinery and labour to work in the more productive areas, while less accessible sites could be packaged as biodiversity projects to draw in alternative funding. Strategic revegetation and improved flood fencing, drawing on local farmer designs and lessons from the Tamar Estuary and Esk Rivers project, will also be important. Additional opportunities, such as NAB Green Loans, will be explored to support the work.

The next steps are to contact all Clyde landholders, as a couple were unable to attend the meeting, and to begin developing the property-by-property plans. We expect to be working on these over the next three months. Eve has organised time to discuss the project with the Clyde River Trust at their next meeting on 28th August.

Connecting to Land & Sea

The Connecting to Land & Sea work experience project began in late July, offering Aboriginal participants skills and experience in conservation, land management, and landscape restoration, supported by the Tasmanian Government. Developed in collaboration with the Southcentral Workforce Network, the eight-week program involves nine participants, which emphasises cultural landscapes and Aboriginal participation in land management.

Led in partnership with Luke Mabb, an Aboriginal man and advocate for cultural connection, land-based healing, and youth empowerment, the program combines traditional knowledge with modern practices. Luke, alongside DCP volunteer John Chaplin, provides on-ground support, mentoring, and guidance in Healthy Country principles. Training covers cultural awareness, chainsaw operation, brush-cutting, first aid, chemical handling, white card accreditation, communication, and conflict resolution, paired with practical fieldwork.

Participants will engage in activities including river repair on the Tyenna River, Healing Country at Green Point, weed control near the Jordan Nature Reserve, and plant

propagation at DCP's Hamilton Nursery, building confidence, skills, and a strong foundation for ongoing work in land and waterway management.

Tyenna River Recovery

The Tyenna River Recovery Program has been boosted by trainees from the Land and Sea Program, facilitated by the DCP. These trainees have been building their river restoration skills by learning to identify and treat invasive willows along the Tyenna River. Through hands-on training, they have gained practical experience in improving waterway health, revegetating with native plants and implementing willow control to support long-term river recovery. Their contributions have built on the progress of the Willow Warriors, bringing fresh energy and capacity to the ongoing work of restoring the river and enhancing its natural values.

Hamilton Native Plant Nursery

Preparations are well underway at the nursery for the upcoming production season. Some of the winter-sown seed is now germinating and will soon be ready for pricking out. Large numbers of grasses and sedges are being sown to meet strong demand, particularly for river revegetation projects.

Our Connecting to Land & Sea trainees recently took part in a full day of nursery-based activities, including seed sorting and sowing, plant identification, and learning about plant growth cycles in a nursery environment. The nursery also supported National Tree Day, spending two days planting at Molesworth Primary School and building on the work started there last year.

Grant applications

Tasmanian Regional Drought Resilience – Quick Wins Grants Program 2025. The project, titled "Voices of Resilience," seeks to collect and share stories of drought, climate change, and adaptation from farmers and community members in Tasmania's Central Highlands and Derwent Valley. Outputs include a podcast series distributed online and via local radio, and a community BBQ to encourage further dialogue and connection.

The total amount requested for the project was \$13,000. (Pending)

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 20/08.2025/C

Moved: Cr

Seconded: Cr

THAT the Development & Environmental Services Report be received.

REPORT BY Kathy Bradburn, Senior Administration

PLANNING PERMITS ISSUED UNDER DELEGATION

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

DISCRETIONARY

DA NO.	APPLICANT	LOCATION	PROPOSAL
2025/16	D Hills	Lake Repulse Road, Ouse (CT 121681/1)	Extractive Industry
2025/28	W Townsend	9 Linnet Street, Hamilton	Outbuilding
2025/35	S & C Finance Pty Ltd	8 Patrick Street, Bothwell	Change of Use to Visitor Accommodation
2025/36	C J Honner	7562 Highland Lakes 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 08 August 2025	
Number of Dogs Impounded during last month	0
Number of Dogs Currently Registered	764
Number of Dogs Pending Re-Registration	183
Number of Kennel Licence Renewals Issued	28

REPORTS BY Beverley Armstrong, Environmental Health Officer

ANNUAL REPORTING

The following Annual Reports for Environmental Health have been submitted to DHHS as required:

- Private Water Report for 2024-2025
- Recreational Water Report 2024-2025
- Food Safety Annual Report 2024-2025
- EHO Annual Register submitted 2025
- Regulated Systems - Central Highlands Council have no Regulated Systems.

All reports have been acknowledged and no issues have been raised at this time.

The annual waste report is currently being finalised due to be submitted at the end of September.

The Hamilton Landfill EMP Review 2025 has been completed and forwarded to the EPA and NRE, with no issues being raised at this time.

16.2 TASWASTE SOUTH – QUARTERLY REPORT

RECOMMENDATION 21/08.2025/C

Moved: Cr

Seconded: Cr

THAT Council received the quarterly report for the period ending 30 June 2025.

Attachment – Quarterly Report

BACKGROUND

In accordance with their obligations under our Rules and under s36B of the *Local Government Act 1993* the quarterly report must be provided to Council.

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 POLICY NO. 2014-20 MEDIA POLICY**RECOMMENDATION 22/08.2025/C****Moved:** Cr**Seconded:** Cr**THAT** Council adopt Policy No. 2014-20 Media Policy.**IMPLICATIONS AND FINANCIALS**

Strategic Plan	6.1 Ensure Council fulfils its legislative and governance responsibilities and its decision making is supported by sustainable policies and procedures
Council Policy	Policy No. 2014-20 Media Policy Policy No. 2016–42 Model Code of Conduct Policy No. 2017–51 Staff Code of Conduct Policy
Legislative Context	Local Government Act 1993
Consultation	Council's Senior Management Team
Impact on Budget/Resources	As per 24/25 Council approved budget
Risk	The council must ensure that it meets its legislative and governance responsibilities as per the Local Government Act 1993.

REPORT BY Adam Wilson, Deputy General Manager**Attachments -** [Policy No. 2014-20 Media Policy \(DRAFT\)](#)**BACKGROUND**

The previous Media Policy was approved by Council in the January 2022.

This Policy applies to Councillors, staff, committee members, volunteers and contractors of Council, and applies when acting in an official capacity on behalf of Council or where association with the Council is referred to or implied in a personal capacity.

The purpose of the policy is to:

- Ensure all communication with the media is consistent, fact based, well informed, timely, professional and appropriate;
- Clearly identify authorised spokespersons of Council;
- Improve communication with the community, including a focus on the pillars of accessibility, inclusivity and respect;
- Establish consistent methods for managing (including initiation and response) and monitoring communication; and
- Managing media and communication during times of crises and emergencies.

17.2 POLICY NO. 2025-67 SOCIAL MEDIA POLICY**RECOMMENDATION 23/08.2025/C****Moved:** Cr**Seconded:** Cr**THAT** Council adopt Policy No. 2025-67 Social Media Policy.**IMPLICATIONS AND FINANCIALS**

Strategic Plan	6.1 Ensure Council fulfils its legislative and governance responsibilities and its decision making is supported by sustainable policies and procedures
Council Policy	Policy No. 2014-20 Media Policy Policy No. 2016-42 Model Code of Conduct Policy No. 2017-51 Staff Code of Conduct Policy
Legislative Context	Local Government Act 1993
Consultation	Council's Senior Management Team
Impact on Budget/Resources	As per 24/25 Council approved budget
Risk	The council must ensure that it meets its legislative and governance responsibilities as per the Local Government Act 1993.

REPORT BY Adam Wilson, Deputy General Manager**Attachments** - Policy No. 2025-67 Social Media Policy (DRAFT)**BACKGROUND**

The purpose of this policy is to provide understanding and guidance for the appropriate use of social media and applies to Councillors, employees, contractors, agents and volunteers of Council when acting in an official capacity and/or representing Council on social media platforms and in digital spaces.

This policy applies to the use of social media for:

- the purpose of conducting council business and when representing Council; and
- personal use where reference is made to Councillors, staff, policies and services, suppliers or other stakeholders or council-related issues.

The intent of this policy is to provide guidance on the appropriate use of social media platforms and tools in order to enable and encourage its use by Councillors, employees, contractors, agents and volunteers for the purpose of conducting council business.

The policy aims to:

- Promote effective and productive community engagement through social media;

- Provide guidance about the appropriate use of social media tools;
 - Reduce the likelihood of miscommunication or inappropriate communications;
 - Help manage new challenges associated with social media such as speed and immediacy, record keeping, artificial intelligence (AI), privacy and security; and
 - Provide clarity about roles and responsibilities in relation to use, approval and monitoring.
-

17.3 COMMON SEAL ON LEASE – OLD TASWATER BUILDING BOTHWELL

RECOMMENDATION 24/08.2025/C

Moved: Cr

Seconded: Cr

THAT Council note that the Acting General Manager has used the Common seal for the signing of the lease for the old Taswater building at Bothwell.

REPORT BY Katrina Brazendale, Executive Assistant

BACKGROUND

Council has been in discussions with Rural Alive and Well for the usage of the old Taswater building at the carpark of the Bothwell Office that was being used for storage.

It was agreed by Stephen Mackey (Acting General Manager) that this would be on a 12-month trial period as an in-kind contribution to acknowledge Rural Alive and Well's services to the Municipal area.

This lease commenced on the 1st August 2025.

18. CONSIDERATION OF SUPPLEMENTARY AGENDA ITEMS TO THE AGENDA

19. CLOSURE OF THE MEETING TO THE PUBLIC**RECOMMENDATION 25/08.2025/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 15 July 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>Electric Highway Tasmania Acquisition By National Roads And Motorists' Association</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 15 July 2025.</i>	
<i>4.1</i>	<i>Electric Highway Tasmania Acquisition By National Roads And Motorists' Association</i>	

22. CLOSURE

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