

Council Meeting Minutes

23rd September 2025

Hamilton Council Chambers

Notice of Meeting of Council – Tuesday 23rd September 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, **Hamilton** on **Tuesday 23rd September 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 **18th** day of **September 2025**.



Stephen Mackey
Acting General Manager

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The meeting commenced at 9.00 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

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

1.1 IN ATTENDANCE

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

1.2 APOLOGIES

Cr D Meacheam

2. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

RESOLUTION 01/09.2025/C

Moved: Cr J Hall

Seconded: Cr J Honner

***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*.

Closed Item - Cr Y Miller Statement

CARRIED

For the Motion

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

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.

The following declaration was recorded:

Cr Y Miller – Item 8.3 Notice of Motion Cr J Hall

4. MINUTES

4.1 CONFIRMATION OF DRAFT ORDINARY COUNCIL MEETING MINUTES – 19 AUGUST 2025

RESOLUTION 02/09.2025/C

Moved: Cr J Honner

Seconded: Deputy Mayor J Allwright

THAT the Draft Minutes of the Ordinary Meeting of Council held on Tuesday 19 August 2025 be confirmed.

CARRIED

For the Motion

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

[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 **26 August 2025** and attended by all Councillors The following items were discussed –

- General Manager Recruitment

A Council Workshop was held on **9 September 2025** and attended by all Councillors The following items were discussed –

- Structural Planning

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).

7th October 2025 (Bothwell) 9.00 am

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.

Three members of the public are in attendance:

Stephen Loring, John Jones and Damien Bester

The following questions were raised:

Can you please clarify what items go in closed session, Stephen Loring was provided with a copy of the meeting procedures.

Damian Bester commented that any Council Media can be sent to the New Norfolk News for distribution.

7. PETITIONS / DEPUTATIONS / PRESENTATIONS

Cr A Archer attended the meeting at 9.13 am.

7.1 PETITIONS

Nil

7.2 DEPUTATIONS

9.45 a.m. - Howard Hanson

11.00 a.m. – Dr Andrew Cole

12.00 noon – Jen Butler MP

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 MILLER

This motion was withdrawn from the agenda.

Moved: Cr

Seconded: Cr

THAT Council request the Acting General Manager to negotiate with the Education Department the option of transferring the appropriate workshop equipment to the Hamilton Men's Shed from the Ouse Primary School.

DISCUSSION

At a recent meeting of the Men's Shed discussion took place in regard to the possibility of some of the unused workshop equipment that is located at the Ouse Primary School being transferred to Hamilton Men's Shed.

The school has been closed for several years, and the workshops equipment is currently sitting there idle. Some of this equipment would help the Men's Shed to undertake more complex tasks if it was made available to us.

We feel that the tacking over these items will not affect the possibility of the school, being re-opened in the future if this is the wish of the State Government.

We hope that these could be transferred to us at no cost or leased to us at a peppercorn rental. We would also under this scenario if the school reopened make the equipment available to the school if when reopened they still provided courses requiring any of these items.

8.2 NOTICE OF MOTION – CR J HALL

RESOLUTION 03/09.2025/C

Moved: Cr J Hall

Seconded: Cr Y Miller

THAT Council authorise the Acting General Manager to investigate the following in regard to the bus services for Bothwell, Hamilton and Ouse.

1. Contact the Department of State Growth and the Minister for Transport regarding the reduction of one day per fortnight by the Area Connect Bus Service for Bothwell Hamilton and Ouse is now operation; and

THAT the Acting General Manager be authorised to investigate the following;

- a) The cost(s) to council for the provision of an additional service for the residents of Bothwell Hamilton and Ouse based on council paying for the service and using our own vehicle and or volunteers drivers; and
- b) The cost(s) for council to purchase an additional day from the current operators of the Area Connect Bus Service.
- c) School Bus services be better utilised by member of the public

CARRIED

For the Motion

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

Cr Y Miller declared an interest and left the meeting at 9.25 am.

8.3 NOTICE OF MOTION – CR J HALL

RESOLUTION 04/09.2025/C

Moved: Cr J Hall

Seconded: Deputy Mayor J Allwright

THAT Council waive the development application fees on behalf of the Lions Club and the CWA of Bothwell for a shipping container.

CARRIED

For the Motion

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

BACKGROUND

There was a shed on the property that was utilised by both organisations. During the recent weather events, the shed was extremely damaged and is unrepairable.

Both organisations would like to replace the shed with a shipping container.

Cr Y Miller declared returned to the meeting at 9.29 am.

RESOLUTION 05/09.2025/C

Moved: Cr R Cassidy

Seconded: Cr Y Miller

THAT Council defer Item 8.4 until the presentation.

CARRIED

For the Motion

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

8.4 NOTICE OF MOTION – CR R CASSIDY

This item was discussed later in the meeting

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

Kat Cullen (Community Development Officer) attended the meeting 9.31 am.

11. MONTHLY MAYORAL AND ELECTED MEMBERS ACTIVITY

RESOLUTION 06/09.2025/C

Moved: Cr J Hall

Seconded: Cr R Cassidy

THAT the Council notes the Mayoral and Elected Members Activities.

CARRIED

For the Motion

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

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

17 August 2025	CWA Cancer Fundraiser (Bothwell)
19 August 2025	Ordinary Council Meeting (Bothwell)
25 August 2025	Meeting with Stephen Blackadder (Consultant) and Katrina Brazendale
26 August 2025	Workshop Stephen Blackadder (Consultant) General Manager Recruitment
2 September 2025	ILU Interviews
9 September 2025	Workshop Structure Plans
11 September 2025	Teams meeting with Minister Kerrie Vincent
17 September 2025	LGAT – Mayors Workshop

- Business of Council **14**
- Ratepayer and community members – communications **6**
- Elected Members - communications **27**
- Council Management communications **4**

Deputy Mayor J Allwright

19 August 2025	Ordinary Council Meeting (Bothwell)
26 August 2025	Workshop Stephen Blackadder (Consultant) General Manager Recruitment
9 September 2025	Workshop Structure Plans
15 September 2025	Future Population Network, Dr Lisa Denny -Teams meeting

Cr A Archer

19 August 2025	Ordinary Council Meeting (Bothwell)
26 August 2025	Workshop Stephen Blackadder (Consultant) General Manager Recruitment
9 September 2025	Workshop Structure Plans

Cr R Cassidy

19 August 2025	Ordinary Council Meeting (Bothwell)
22 August 2025	Minister Tabatha Badger, Dark Sky legislation discussion
26 August 2025	Workshop Stephen Blackadder (Consultant) General Manager Recruitment
28 August 2025	Prepare and take photos for Stephen Blackadder, GM advertisement
9 September 2025	Workshop Structure Plans
12 September 2025	Meeting with Minister Rebecca White

Cr J Hall

12 August 2025	Hatch BBQ (Ouse)
19 August 2025	Ordinary Council Meeting (Bothwell)
26 August 2025	Workshop Stephen Blackadder (Consultant) General Manager Recruitment
28 August 2025	Bothwell District High School career expo (Bothwell)
30 August 2025	Dark Skies information night (Great Lake Hotel)
9 September 2025	Workshop Structure Plans

Cr J Honner

19 August 2025	Ordinary Council Meeting (Bothwell)
26 August 2025	Workshop Stephen Blackadder (Consultant) General Manager Recruitment
30 August 2025	Dark Skies information night (Great Lake Hotel)
9 September 2025	Workshop Structure Plans

Cr D Meacheam

19 August 2025	Ordinary Council Meeting (Bothwell)
22 August 2025	Minister Tabatha Badger, Dark Sky legislation discussion
26 August 2025	Workshop Stephen Blackadder (Consultant) General Manager Recruitment
9 September 2025	Workshop Structure Plans

Cr Y Miller

19 August 2025

Ordinary Council Meeting (Bothwell)

26 August 2025

Workshop Stephen Blackadder (Consultant) General Manager Recruitment

9 September 2025

Workshop Structure Plans

11.1 MAYORAL ANNOUNCEMENT

The Mayor provided the following update:

I've been working with the consultant for the General Manager recruitment process and working with the Acting General Manager on many issues and I am very happy with the way things are working. I've been speaking with Minister Kerry Vincent regarding the reduction of services to the Area Connect, I am awaiting on Minister Jo Palmers reply. Update on the recent attendance at the Local Government Association's Mayor's Workshop.

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

Adam Wilson (Deputy General Manager) attended the meeting at 9.38 am.

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

RESOLUTION 07/09.2025/C

Moved: Cr J Honner

Seconded: Cr Y Miller

THAT the Health and Wellbeing report be received.

CARRIED

For the Motion

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

REPORT BY Kat Cullen, Community Development Officer

BACKGROUND

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

COUNCIL PROJECTS AND ACTIVITIES	
External Grants	Grant success: Tas Drought Ready Fund – \$20K funding for Options and Need Analysis for Bothwell childcare. Project to commence October.
	Awaiting response: Tas Active Infrastructure Grants (DPAC) Gretna Oval application. Updated to response date – end of 2025

	<p>Regional Precinct Partnership Grant Application (RPPP) input.</p> <p>Tasmanian Community Fund Community Action grant (\$5-50K over 1 year) – current development of youth-focus project application.</p>
Cattle Hill Community Grant	<p>Liaising with grant coordinator for Grant Round 5, as Council rep.</p> <p>Support and advice for Cattle Hill Wind Farm Grants applications for: Hamilton Show Committee; Action Crew; Ellendale Hall; Miena Seisum; Gretna Green Hotel; Great Lake Community Centre.</p>
Council website upgrade	Initial meetings have been held with designers, have received quotes to discuss with General Manager.
Community Grants and Program	Coordination of community grants programs; including administration of grant requests for Bothwell Golf Club, Westerway Hall, Bothwell Cricket Club; Gretna Fire Brigade.
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.
Hamilton 200	Assist with community engagement and input for event in 2026.
COMMUNITY DEVELOPMENT	
Childcare project - Bothwell	<p>Presentation to Hon. Rebecca White regarding childcare in Bothwell Friday 12 September with view to being invited to apply for Federal Gov Building Early Education Fund,</p> <p>The Fund includes: \$500 million in targeted capital grant rounds focused on quality not-for-profit Early Childhood Education Centre providers and state and local governments to establish new services. Grants will be targeted to priority and underserved markets, including regional locations.</p> <p>Bothwell childcare survey early results indicate that in 2026, there would be an estimate of 38 children 0-5 years old who would use long daycare, and 12 who would use outside school care.</p> <p>Meeting with not-for-profit providers Thrive group. Discuss local workforce training needs and options for childcare including leasing childcare premises from Council.</p> <p>Commencement of Options and Needs Analysis funded through Drought Ready Fund.</p> <p>Community meeting regarding future options, including church.</p>

Childcare – Ouse	Support for Ouse Family daycare through lack of certainty for lease at Ouse School in 2026. Daycare have been informed that DECYP would prefer to sell the site without daycare business being located on property. Upcoming meetings with DECYP.
Central Highlands Community Health Centre	Nurse Practitioner role currently advertised through Tasmanian Health Services.
Bothwell School	Support for Schools Career Expo.
RACT driver training	RACT learner driver training, funded to Council through Cattle Hill Wind Farm Grant round 2 delivered in Bothwell.
RSA training	Working with South Central Workforce to arrange community training.
School holiday programs	Meetings with Action Crew to develop school holiday programs in 2026 in Ouse, Hamilton, Gretna, Ellendale and Bothwell – funding request through Cattle Hill Wind farm Grant. Support and promotion of School Holiday programs with Football Tasmania in Bothwell.
Homelessness support	Support for local resident experiencing homelessness in collaboration with Salvos.
Additional meetings and workshops	Local Government Health & Wellbeing Network regular meeting. Sustainable Community Driven Development Workshop - LGATEllendale hall support – upgrades funded through grants. Westerway School Association meeting Tasmanian Community Fund meeting Ash Cottage community event Sustainable Visitation – Mt Field & Beyond - Tourism Tasmania
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 August net increase 9. Audience: 2,743 Posts: Cattle Hill Wind Farm, CH Councillor election, Bushfest, Childcare survey, Hamilton 200, Council meeting date change.
Highland Digest	Liaising with Digest to include relevant council and community content monthly.

12.2 COMMUNITY GRANT REQUEST – FOR SUPPORT FOR GREтна VOLUNTEER FIRE BRIGADE TO ATTEND STATE FIREFIGHTER CHAMPIONSHIPS

RESOLUTION 08/09.2025/C

Moved: Cr R Cassidy

Seconded: Cr J Hall

THAT Council allocate \$1,700 to Gretna Volunteer Fire Brigade to assist with costs associated with 17 Junior and Senior brigade members attending the State Firefighter Championships.

CARRIED

For the Motion

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

REPORT BY, Kat Cullen, Community Development Officer

Attachment - Redacted grant application

BACKGROUND

Council have received a grant application to assist with costs for the Gretna Volunteer Fire Brigade Sponsorship to attend the or State Firefighter Championships in November 2025, to be held in Launceston.

Training for, and attendance at the State Champions will assist in maintaining Senior firefighting skills and train and develop Junior members in all aspects of firefighting in readiness to become active volunteer firefighters in the Gretna Brigade and adjoining areas.

Participation by members of the brigade will enhance personal skills and help maintain an effective response to all incidents in the Central Highlands.

The Gretna Junior Fire Brigade is one of the most active Junior brigades in Tasmania, and they are instrumental in organising, and leading the annual ANZAC day ceremony at Gretna Cenotaph.

The total project cost is \$2,610, with the remainder of costs to be borne by the Brigade. This figure does not include the significant in-kind contributions by the brigade committee in organising the training and attendance in the championships.

There is currently \$13,000 remaining in the Community Grants budget for 25-26 financial year.

12.3 SPORTS REPRESENTATION GRANT – FOR SUPPORT FOR KIRSTY WORKER TO ATTEND AFL MASTERS IN DARWIN 26 SEPTEMBER.

Moved: Cr J Honner

Seconded: Cr

THAT Council allocate \$1,000 to Kirsty Worker to assist with costs associated with attendance at the AFL Women's Masters in Darwin.

MOTION LAPSED DUE TO THE LACK OF A SECONDER

REPORT BY Kat Cullen, Community Development Officer

BACKGROUND

Council have received a Sports Representation grant application from Bothwell resident Kirsty Worker, who has been selected to play for Tasmania at the upcoming National AFL Masters Football.

The upper limit for attending interstate Sports Representation Grants is \$300 as per Council policy, however this request is for \$1,000. Kirsty would like to be considered for a higher amount owing to her second year being selected representing Tasmania, and the high travel costs associated with getting to Darwin and return.

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

Attachment - [Redacted sports representation funding request](#)

12.4 COMMUNITY GRANT REQUEST – FOR BOTHWELL CRICKET CLUB’S CHILDREN’S SUMMER CRICKET PROGRAM

RESOLUTION 09/09.2025/C

Moved: Cr Y Miller

Seconded: Cr J Hall

THAT Council allocate \$980 to Bothwell Bucks Cricket Club to sponsor up to 30 children to attend the Woolworths Cricket Blast Program in Bothwell, commencing in November 2025.

CARRIED

For the Motion

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

REPORT BY Kat Cullen, Community Development Officer

BACKGROUND

The Bothwell Bucks Cricket Club have submitted a community grants application for running a Woolworths Cricket Blast program for children aged 5-11. The program will be coordinated by Cricket Tasmania through the local club; and will run in partnership with Bothwell District High School. The program will be running on a Saturday morning for 6 weeks, commencing 8 November.

The program aims to give local girls and boys their first taste of cricket in a fun and accessible manner. The activity will create a positive environment where kids can make new friends and experience being on a team. The organisers are looking forward to this program being the catalyst for junior cricket commencing in Bothwell.

The cost of the 6-week program is \$49 per child, which the organisers feel may be prohibitive for local families. This request is to cover the costs for 20 local children being able to attend regardless of their parents' financial situation. The Bothwell Cricket Club are willing to financially contribute to the program should the registrations exceed 20 children.

There is currently \$13,000 remaining in the Community Grants budget for 25-26 financial year.

Attachment - Redacted grant application

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 – AUGUST 2025

RESOLUTION 10/09.2025/C

Moved: Cr R Cassidy

Seconded: Cr Y Miller

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

CARRIED

For the Motion

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

REPORT BY Jason Branch, Works & Services Manager

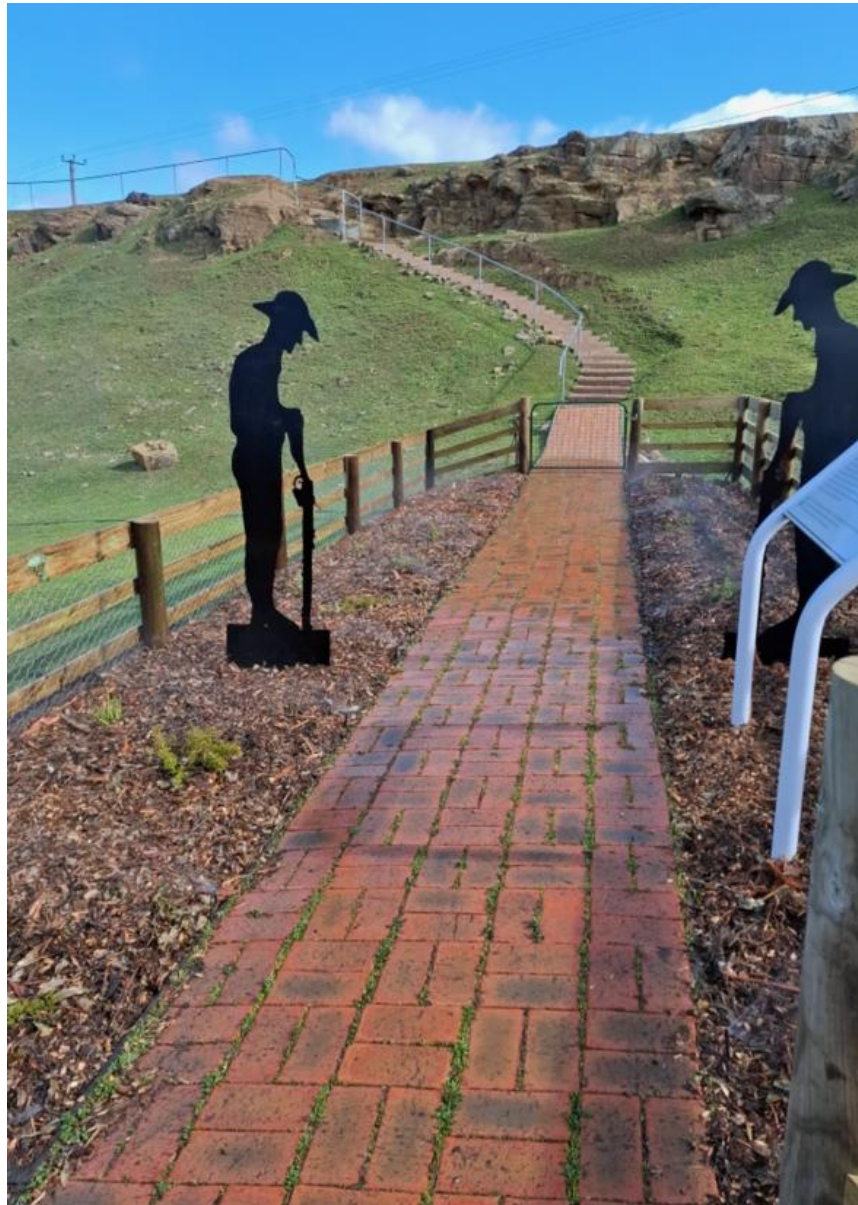
BACKGROUND

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

Grading & Sheeting	Sonnars Road, Bluff Road, Hamilton Plains Road, Langloh Road, The Avenue, Dry Poles Road, Jones River Road, Humble Road, Little Den Road, Wetheron Road, Todds Corner Road, Glovers Road, Hunterston Road, Weasel Plains Road, Woodsprings Road, Rotherwood Road
Maintenance Grading	Norley Road, Nant Lane
Potholing / shouldering	14 Mile Road, Strickland Road, Waddamana Road, Meadsfield Road, Wetheron Road
Spraying:	Spot spraying poppies road reservation Hollow Tree Road
Culverts / Drainage:	Clean culverts Interlaken Road Culvert replacement Woodsprings Road Culvert extension Dennistoun Road Clean culverts Dawson Road Clean culverts Jones River Road Install culvert Clean culverts Langloh Road

	<p>Culvert cleaning Tor Hill Road, Lanes Tier and Church Road</p> <p>Install culvert at Oswald Drive</p> <p>Install culvert Cider Gum Drive</p> <p>Drainage Brandum Bay</p>
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>Replace Dawson Road, Dennistoun and Bashan street blades⁷</p> <p>Install 40km Willberville</p> <p>4 x drum musters</p> <p>Core and scarify Bothwell Football Ground</p> <p>Gravel and level site and Brandum Bay waste bins</p> <p>1 x burial Bothwell cemetery</p> <p>Remove hanging limbs in trees various locations</p> <p>Lodge Roads to Recovery projects</p> <p>Cold mix holes Dennistoun Road</p> <p>Advertise Thousand Acre Lane and Hollow Tree road works for tender</p> <p>Lodge application for Black Spot funding</p> <p>Lodge application for line marking on various roads</p> <p>Weld stock grid Meadsfield Road</p> <p>Gravel area for SES car Mena</p> <p>Construct garden and Gretna War Memorial</p> <p>Measure up reseal sites and prepare reseal tender</p> <p>Pickup dumped concrete Little Pine</p>
Slashing:	<p>Pelham Road</p> <p>Thousand Acre Lane Road</p> <p>Bluff Road</p> <p>Dawson Road</p> <p>Norley Road</p>
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:	<p>Ongoing repairs to Bothwell showers at public toilets</p> <p>Unblock Bothwell public toilets</p>

	Unblock Hall toilets Bothwell Repair gutter in grandstand Bothwell rec ground Clean roof gutters in Golf Museum New window Hamilton office Repairs to public toilets Hamilton
Plant:	PM845 Kenworth truck serviced PM723 Traxcavator linkage adjustment PM774 Cat grader new front tyres PM772 Hino tipper new exhaust brake PM748 Replace taillight Hino truck PM863 Triton ute serviced PM821 Komatsu grader serviced PM733 Komatsu grader new tyres PM740 Hino truck new batteries
Private Works:	Dungrove Pastoral backhoe hire Tony Sutcliffe gravel Scotts water pick up Valley Passage Transport gravel delivery Meadowbank ski club grader hire and gravel delivery Brett Speed dry hire truck and excavator Wilson Lillias concrete premix
Casuals	Toilets, rubbish and Hobart Hamilton general duties
Program for next 4 weeks	Sheeting and grading of Municipal Roads Coring and scarifying of Gretna Cricket Oval Commence swimming pool duties for upcoming season Defects Hollow Tree Road Tree removal Thousand Acre Lane Culvert replacement Dawson Road 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 31 AUGUST 2025

RESOLUTION 11/09.2025/C

Moved: Cr J Honner

Seconded: Deputy Mayor J Allwright

THAT the Monthly Finance Report to 31 August 2025 be received.

CARRIED

For the Motion

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

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**

The following Finance reports are tabled for period ending **31 August 2025**.

Rates Reconciliation as at 31 August 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	\$4,940,272.89
Penalties Raised	\$0.00	
Supplementaries/Debit Adjustments	\$8,235.53	\$532.25
Total Raised	\$4,725,212.19	\$4,940,805.14
<i>Less:</i>		
Receipts to Date	\$1,907,910.91	\$1,908,605.98
Credit Journals		\$6,423.40
Pensioner Rate Remissions	\$126,625.53	\$133,815.31
Remissions/Supplementary Credits	\$7,541.86	\$0.00
<i>Balance</i>	<i>\$2,734,670.25</i>	<i>\$2,958,994.36</i>

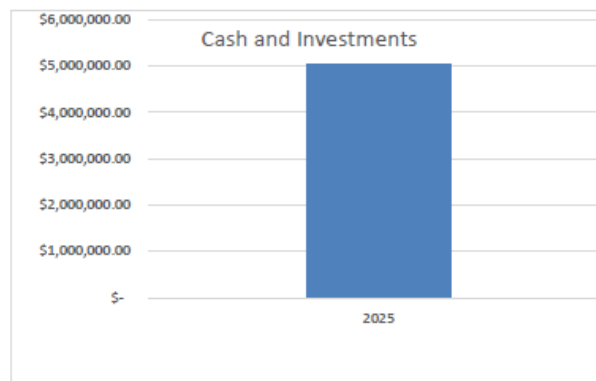
Bank Reconciliation as at 31 AUG 2025

	<u>2024</u>	<u>2025</u>
Balance Brought Forward	\$6,659,613.95	\$4,423,378.14
Receipts for month	\$3,479,184.09	\$2,163,218.99
Expenditure for month	\$3,423,739.93	\$1,052,613.21
Balance	<u>\$6,715,058.11</u>	<u>\$5,533,983.92</u>
Represented By:		
Balance Commonwealth Bank	\$3,899,960.80	\$1,823,574.65
Balance Westpac Bank	\$7,329.61	\$492,084.54
CBA Credit Card		\$0.00
Investments	\$2,751,773.54	\$3,211,121.31
Petty Cash & Floats	\$550.00	
	\$6,659,613.95	\$5,526,780.50
Plus Unbanked Money		\$7,203.42
	\$6,659,613.95	\$5,533,983.92
Less Unpresented Cheques	\$0.00	
Unreceipted amounts on bank statements	\$0.00	
	<u>\$6,659,613.95</u>	<u>\$5,533,983.92</u>

BANK ACCOUNT BALANCES AS AT 31 August 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				\$	1,823,574.65
11106	Bank 02 - Westpac - Direct Deposit Account				\$	492,084.54
1118	CBA Credit Card				\$	-
11199	TOTAL CASH AT BANK AND ON HAND				\$	2,315,659.19
11200	Investments					
11207	Bank 6	0	0.00		\$	-
11207	Bank 5	30	3.83	24/09/2025	\$	500,000.00
11115	Bank 04	60	4.05%	24/10/2025	\$	1,006,641.10
11110	Tascorp	At CALL (29/0	3.85%		\$	88,479.68
11115	Bank 16	60	4.05%	24/10/2025	\$	1,616,000.53
11299	TOTAL INVESTMENTS				\$	2,711,121.31
TOTAL BANK ACCOUNTS AND CASH ON HAND					\$	5,026,780.50

Council Reserve	\$	3,122,641.63
Tascorp (Bothwell Church)	\$	88,479.68
FAG& RATES&FEES	\$	2,267,109.32
Community Grants	\$	39,976.61
Hatch	\$	8,573.26
		\$ 5,526,780.50



Cash Summary

Central Highlands Council

For the 2 months ended 31 August 2025

Account	Jul-Aug 2025
Income	
11320 - Accounts Receivable	0.03
61005 - General Rate	3,831,678.19
61010 - Fire Levy	255,606.70
61015 - Garbage	852,988.00
62005 - Rate Certificates	10,690.96
63005 - Rental Units, Housing, Office Bldgs	15,840.40
63010 - Planning Fees	36,731.60
63025 - Building Fees	934.00
63045 - Tip Fees	283.63
63050 - WTS Fees	947.06
63055 - Hall Hire	575.45
63065 - Recreation and Reserve Hire	109.09
63075 - Camping Ground Hire	1,900.00
63080 - Dog Licences, Fees and Fines	15,648.10
63085 - Licences, Fees - Food and Public Assembl	590.00
63095 - Burial and Cemetery Charges	2,103.63
64005 - Grants - Federal - Operating	434,428.50
64020 - Grants - Other	1,350.00
66005 - Interest Received	27,492.66
67005 - Private Works	11,638.81
67020 - Pensioner Rate Remission	(3,750.06)
67030 - Reimbursements	13,648.98
67035 - Misc Income	9,520.94
Total Income	5,520,956.67
Less Expenses	
11130 - Propertwise control account	(283,961.99)
11305 - Rates Charges and Interest	3,193,131.26
11315 - Regulated Entities Debtors	(16,021.00)
11405 - Stock - Diesel	23,583.64
12307 - Capex Salary & Wages temp a/c	8,809.82
21130 - PAYE Tax - Payroll	26,757.00
21135 - Net Pay Holding - Payroll	996.48
21140 - Superannuation - Payroll	15,907.52
21210 - Bldg Levy and Industry Permits	600.00
21230 - Bothwell Exercise Group (BTW Wellness G	1,363.64
21235 - Suspense	(5,709.39)
21305 - Current Provision LSL	12,876.01
21310 - Current Provision Annual Leave	(7,953.58)
21315 - Current Provision Sick Leave	19,902.99
71005 - Sal and Wages	331,373.35
71010 - Oncosts	196,850.60
71015 - Superannuation	47,082.75
71020 - Uniform and Protective Clothing	1,373.35
71025 - Workers Com Leave Salaries	2,565.65
71035 - Annual Leave Sal	18,000.00
71040 - LSL Salaries	10,000.00
71045 - Sick Leave Sal	6,600.00
71050 - Compassionate Leave Salaries	500.70
71055 - Loading Taken Salaries	2,400.00
71065 - Mileage	180.19
71070 - FBT Paid	9,352.00
71075 - Payroll Tax	20,680.00
71080 - Workers Compensation Insurance	46,024.09
71100 - Oncost Recovered via Costing	(205,660.47)
72005 - Contractors	179,355.03
72010 - Other Waste Contracts	97,294.11
72015 - Building Maintenance	1,800.00
72020 - Plant & Equipment Maintenance	28,161.51
72025 - Fuel	42,957.49
72030 - Tyres	28,209.09
72045 - Fuel Tax Re-imburse	(12,045.00)
73005 - Consultants	9,098.50

73010 - Materials	54,633.72
73020 - Rates Print & Stationery	9,267.05
73030 - Pest Control	3,349.00
73035 - Computer Maintenance	9,332.73
73040 - Copier Maintenance	3,682.93
73055 - Gravel	83,384.65
73060 - Waste levy	5,547.80
73065 - Cylinder rental	1,200.65
73070 - Meetings	1,253.52
74010 - Mayors Allowances	6,729.82
74015 - Deputy Mayor Allowances	3,900.16
74020 - Other Councillors Allowances	12,446.83
74025 - Elected Members Exp	1,569.34
74035 - Energy	19,325.71
74040 - Street Lighting	5,453.36
74045 - Insurance	379,268.50
74050 - Valuation Fees	750.00
74055 - Tel and Comms	5,463.35
74060 - Support/Donations	10,471.55
74070 - Seminars / Conferences	529.77
74075 - Training	20,720.00
74080 - Insight	4,000.00
74085 - Petty Cash and Postage	1,760.56
74090 - Licence Fees	462.81
74110 - Rate Remission	12,688.06
74115 - Rounding	(0.67)
74120 - Subs/Membership	7,876.00
74125 - Annual Subscription LGAT	24,011.11
74130 - Advertising	6,902.70
74135 - Legal Fees	23,086.90
74140 - Stationery	756.09
74150 - Bank Fees & Charges (GST)	3,420.49
74155 - Bank Fees & Charges (FREE)	470.00
74160 - Council Rates, Water & Sewerage	27,787.98
Total Expenses	4,603,937.81

Surplus (Deficit)	917,018.86
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Plus Other Cash Movements

12305 - Capital Salary & Wages	(8,809.82)
12310 - Capital Oncosts	(8,809.87)
12320 - Capital Contractors	(8,291.78)
12330 - Capital Material Purchases	(100,811.20)
12340 - Capital Plant Hire/Fuel - External	(395.28)
Total Other Cash Movements	(127,117.95)

Plus GST Movements

GST Collected	170,035.99
GST Paid	(176,273.68)
Net GST Movements	(6,237.69)

Net Cash Movement	783,663.22
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Summary

Opening Balance	4,743,117.28
Plus Net Cash Movement	783,663.22
Cash Balance	5,526,780.50

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

	BUDGET 2025/26	Actual to Date 31/08/2025	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	\$2,000	\$13,000
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	\$7,993	\$133,607

Central Highlands Council: Financial Report

This report provides a financial overview of the Central Highlands Council for the period from July 1, 2025, to August 31, 2025. The information is based on account transactions, department expenditure, and bank account balances as of August 31, 2025.

Operational Expenditure Analysis

During the reporting period, the total departmental expenditure amounted to \$1,206,672.06

Departmental expenditures include:

- 1ADMHAM - Admin - Hamilton: \$364,782
 - 2SUPER - Supervision and Indirect Overheads: \$112,503.35
 - 1ONC - Oncosts: \$(48572.63)
 - 2PLANT - Plant: \$151,579
 - 3WASTE - Waste, Tips, Door to Door: \$150,720
-

Capital Project Expenditure

The council's capital projects incurred total \$136,677

Significant capital project expenditures were directed to:

- RDU221 - Waddamana Road: \$41,926.29
 - CC048 - Wayatinah Playground and new toilet: \$24,184.06
 - RDU210 - Tanina Road: \$23,167.51
 - CF030 - Stock grid replacement: \$12,842.55
-

Cash and Investments Summary

As of August 31, 2025, the total cash at bank and on hand was \$2,315,659.19.

Total investments amounted to \$2,711,121.31.

The combined total of bank accounts and cash on hand was \$5,026,780.50.

Key account balances include:

- Council Reserve: \$3,122,641.63
- FAG & RATES & FEES: \$2,267,109.32
- Tas Corp: \$88,479.68
- Community Grant: \$39,976.61, Hatch: \$8,573.26

14.2 COMMON SEAL ON GRANT DEED 2025-26 TASMANIAN REGIONAL DROUGHT RESILIENCE GRANT PROGRAM – AGRICULTURAL WORKFORCE FUTUREPROOFING

RESOLUTION 12/09.2025/C

Moved: Cr J Honner

Seconded: Cr Y Miller

THAT Council authorise the Acting General Manager to use the Common seal for the signing of the Grant Deed for Tasmanian Regional Drought Resilience Grants Program - Agricultural Workforce Futureproofing

CARRIED

For the Motion

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

REPORT BY Kat Cullen, Community Development Officer

DISCUSSION

Council's Community Development Officer made an application under the Tasmanian Regional Drought Resilience - Quick Wins Grants Program for \$19,763. The funded project is *Future-proofing The Central Highlands agricultural workforce to climate and drought impacts*.

The project will fund the first steps in establishing secure childcare through developing a Childcare Options Paper, outlining future service delivery options, and creating a 5-year strategic childcare plan, with a focus on supporting the agricultural sector.

The project will provide funding for childcare sector consultant input; Council staff coordination input; business case modelling; planning and building advice; and facilitating community input.

The work will be delivered in accordance with the *Future-proofing the Central Highlands Agricultural Workforce Program Brief* and any recommendations contained in the *Project Brief*.

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

RESOLUTION 13/09.2025/C

Moved: Cr J Hall

Seconded: Deputy Mayor J Allwright

THAT the Derwent Catchment Project Annual Report 2024-2025 be received.

CARRIED

For the Motion

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

Attachment – [Derwent Catchment Project Annual Report 2024-2025](#)

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

Encourage economic viability within the municipality

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

16.1 DEVELOPMENT & ENVIRONMENTAL SERVICES

RESOLUTION 14/09.2025/C

Moved: Cr R Cassidy

Seconded: Cr Y Miller

THAT the Development & Environmental Services Report be received.

CARRIED

For the Motion

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

REPORT BY Kathy Bradburn, Senior Administration

PLANNING PERMITS ISSUED UNDER DELEGATION

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

NO PERMIT REQUIRED

DA NO.	APPLICANT	LOCATION	PROPOSAL
2025/50	Sheds & Homes	932 Ellendale Road, Ellendale	Dwelling
2025/34	Plans To Build	3 Berry Drive, Miena	Free-standing Deck

PERMITTED

DA NO.	APPLICANT	LOCATION	PROPOSAL
2025/43	V M Goulmy	30 High Street, Bothwell	Re-Establish shop & Retail Space
2025/48	J K Downie	7 Patrick Street, Bothwell	Visitor Accommodation
2025/47	R A & M L Clark	38 Flintstone Drive, Flintstone	Visitor Accommodation

DISCRETIONARY

DA NO.	APPLICANT	LOCATION	PROPOSAL
2025/38	S J Felmingham	2 Trout Crescent, MIENA	Outbuilding
2025/30	Erick Richmond	18A Centreway Avenue, Wayatinah	Dwelling & Outbuilding
2025/21	D J Downie	Bashan 5 Mile Quarry, Bashan Road, Victoria Valley (CT 118843/1)	Bashan 5 Mile Extractive Industry (Level 2 Quarry)
2025/37	CBM Sustainability Pty Ltd	Ellendale Road, Ouse (CT 178925/2)	Dairy & Associated Infrastructure
2025/40	Rogerson & Birch Surveyors	460 Dry Poles Road, Ellendale	2 Lot Subdivision
2025/42	E J Ferrara	4 Brandum Bay Drive, Brandum	Addition to Dwelling & Earthworks
2025/39	M C Planners	9 Adelaide Street, Bothwell	Demolition & Clear Water Storage Reservoir with Associated Works & Services
2025/49	S Smith	29 Bronte Estate Road, Bronte Park	Outbuilding
2025/45	N Young	8 Morrisons Way, Morass Bay	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 12 September 2025	
Number of Dogs Impounded during last month	0
Number of Dogs Currently Registered	897
Number of Dogs Pending Re-Registration	43
Number of Kennel Licence Renewals Issued	31

RESOLUTION 15/09.2025/C**Moved:** Cr J Hall**Seconded:** Cr R Cassidy**THAT** Council move back to Item 7.2 for the deputation with Mr Howard Hanson**CARRIED****For the Motion**

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

RESOLUTION 16/09.2025/C**Moved:** Deputy Mayor J Allwright**Seconded:** Cr J Hall**THAT** Council suspend standing orders**CARRIED****For the Motion**

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

RESOLUTION 17/09.2025/C**Moved:** Cr Y Miller**Seconded:** Cr J Hall**THAT** Council resume standing orders**CARRIED****For the Motion**

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

The meeting was suspended at 11.01 am and resumed 11.17 am

RESOLUTION 18/09.2025/C**Moved:** Cr Y Miller**Seconded:** Cr J Hall**THAT** Council move to Item 8.4**CARRIED****For the Motion**

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

8.4 NOTICE OF MOTION – CR R CASSIDY

RESOLUTION 19/09.2025/C

Moved: Cr R Cassidy

Seconded: Cr Y Miller

THAT Council Submit Notice of Motion to LGAT presented at the November Conference to lobby State government on behalf of 29 Councils, to create Dark Sky Planning Guidelines.

CARRIED 6/1

For the Motion

Mayor L Triffitt, Cr A Archer; Cr R Cassidy; Cr J Hall; Cr J Honner and Cr Y Miller.

For the Motion

Deputy Mayor J Allwright

RESOLUTION 20/09.2025/C

Moved: Cr J Honner

Seconded: Cr J Hall

THAT Council move back to Item 17

CARRIED

For the Motion

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

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

RESOLUTION 21/09.2025/C

Moved: Cr Y Miller

Seconded: Cr R Cassidy

Defer to next meeting

THAT Council defer Item 17.1 Council Committees and Council Representatives to the October Ordinary Council Meeting.

CARRIED

For the Motion

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

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

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 Mayor Special Committee	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 RELATED PARTY DECLARATIONS – QUARTERLY UPDATE

Report by Katrina Brazendale, Executive Assistant

Background

As part of Council's legislative requirements under the AASB 124 Related Party Disclosures, local governments must disclose related party relationships, transactions and outstanding balances, including commitments, in the annual financial statements.

All Councillors and Senior Managers must declare any close family member or any entities that they control or jointly control, which have any transactions between them and Council; whether it is monetary or not, needs to be identified and disclosed.

These declarations are completed on an annual basis but from time to time, circumstances may change throughout any one year and therefore, a new updated declaration must be completed.

FOR ACTIONING (if required)

18. CONSIDERATION OF SUPPLEMENTARY AGENDA ITEMS TO THE AGENDA

Nil

19. CLOSURE OF THE MEETING TO THE PUBLIC**RESOLUTION 22/09.2025/C****Moved:** Cr J Honner**Seconded:** Cr A Archer

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 19 August 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>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>
5.1	<i>Statement – Cr Y Miller</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>

CARRIED**For the Motion**

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

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 12.00noon

20. RE-OPEN MEETING TO THE PUBLIC

The meeting re-opened to the public at 12.25 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 19 August 2025.</i>	<i>THAT the Minutes of the Closed Session of the Ordinary Meeting of Council held on 19 August 2025 be confirmed.</i>
<i>4.1</i>	<i>Notice of Motion – Cr A Archer</i>	<i>THAT the Acting General Manager be provided with a Council vehicle.</i>
<i>5.1</i>	<i>Statement – Cr Y Miller</i>	<i>THAT the information be noted.</i>

22. CLOSURE

Mayor Triffitt thanked everyone for their contribution and declared the meeting closed at 12.27 pm.

Mayor L Triffitt

Dated: 21 October 2025