



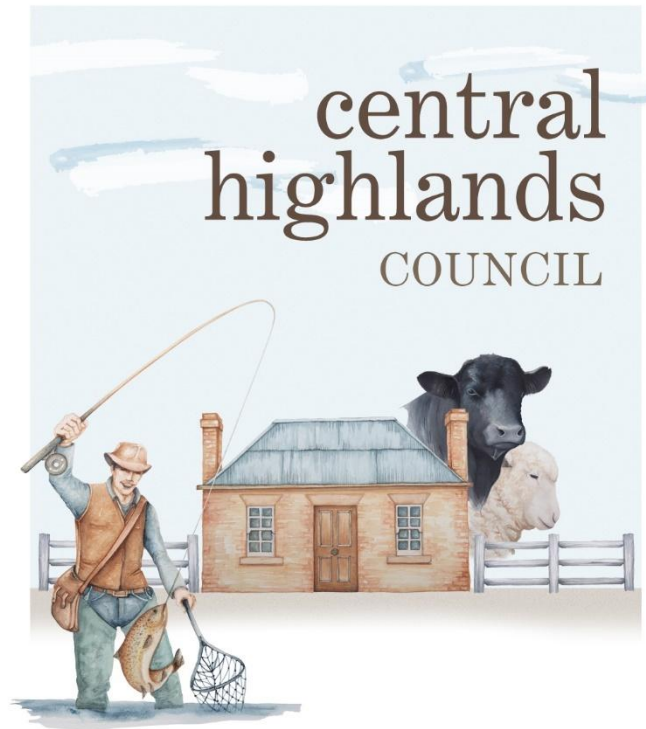
Agenda Attachments

21 July 2026

Ordinary Council Meeting
Hamilton Council Chambers

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Council Meeting Minutes

16th June 2026

Bothwell Council Chambers

Notice of Meeting of Council – Tuesday 16th June 2026

To Councillors,

In accordance with the Local Government (Meeting Procedures) Regulations 2025, Notice is hereby given, that an Ordinary Meeting of Central Highlands Council is scheduled to be held in the Council Chamber, **Bothwell** on **Tuesday 16th June 2026**, commencing at **9.00am** with the business of the meeting to be in accordance with the following agenda paper.

In accordance with the Local Government (Meeting Procedures) Regulations 2025 Part 2, Division 1, a notice of the meeting was published on the Council website on 10 April 2026.

General Manager's Certification

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

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

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

Dated at Bothwell this **11th** day of **June 2026**.



Stephen Mackey
General Manager

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1. LEGISLATIVE AND STANDARDS COMPLIANCE

The meeting commenced at 9.00 a.m.

1.1 AUDIO RECORDING DISCLAIMER

As per *Regulation 43 of the Local Government (Meeting Procedures) Regulations 2025*, audio recordings of meetings will be made available to Councillors, staff and members of the wider community including Government Agencies at no charge and will be made available on Council's website as soon as practicable after each Council Meeting. Unlike Parliament, Council meetings are not subject to parliamentary privilege, and both Council and the individual may be liable for comments that may be regarded as offensive, derogatory and/or defamatory.

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

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

1.2 ACKNOWLEDGEMENT OF COUNTRY

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

1.3 CONDUCT OF COUNCIL MEETING

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

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

1.4 PRESENT

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

1.5 IN ATTENDANCE

Mr Stephen Mackey (General Manager) Zeeshan Tauqeer (Accountant) Louisa Brown (Senior Planning Officer) and Mrs Katrina Brazendale (Minute Secretary)

1.6 APOLOGIES

Nil

1.7 CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

RESOLUTION 01/06.2026/C

Moved: Cr J Honner

Seconded: Cr D Meacheam

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

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

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

Supplementary Item 6.1 – Closed Session Confidential Advice

1.8 DECLARATION OF PECUNIARY INTEREST AND CONFLICT OF INTEREST BY COUNCILLORS AND STAFF

PURPOSE

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

Nil

1.9 MINUTES

1.9.1 CONFIRMATION OF ORDINARY COUNCIL MEETING MINUTES – 19 MAY 2026

RESOLUTION 02/06.2026/C

Moved: Cr R Cassidy

Seconded: Cr Y Miller

THAT the Draft Minutes of the Ordinary Meeting of Council held on Tuesday 19 May 2026 be confirmed.

CARRIED

For the Motion

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

Attachment – Draft Minutes

REPORT BY Katrina Brazendale, Executive Assistant

PURPOSE

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

1.9.2 RECEIVAL OF FINANCE COMMITTEE MEETING MINUTES – 9 JUNE 2026

RESOLUTION 03/06.2026/CC

Moved: Deputy Mayor J Allwright

Seconded: Cr J Hall

THAT the Minutes of the Finance Committee Meeting of Council held on 9 June 2026 be received; noting comments from Item 8.1 in relation to Policy 2013- 05 Use of Council Vehicles.

CARRIED**For the Motion**

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

PURPOSE

The purpose of the report is to receive the Finance Committee Minutes. Copies of the minutes has been previously circulated to Councillors prior to the meeting.

Attachment – Closed Finance Committee Minutes of 9 June 2026

1.9.3 BUSINESS ARISING – MAY 2026 COUNCIL MEETING**RESOLUTION 04/06.2026/C**

Moved: Cr Y Miller

Seconded: Cr D Meacheam

THAT the information be received.

CARRIED**For the Motion**

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

1.11.2	THAT any outages within a township area be supplied with sufficient alternative drinking water by TasWater for residents during any long period outages	Letter sent 8 th June 26
3.2	Potential Dark Sky Reserve - to a workshop to enable Damian Makey (Consultant) to attend	This item has been relisted on this agenda
10.1	Bushfest Working Group – Committee THAT Council set up a committee comprising the following councillors to work with the Bushfest co-ordinator to develop a long term - plan for this event and provide a report to council on measured to be put in place to control all cost associated with the conduct this event. Mayor L Triffitt, Cr J Hall, Cr A Archer and Cr R Cassidy	Progressing

Matters still progressing from the April 2026 Council Meeting

19.2	Draft Aboriginal Heritage Bill 2026 - That all comments on the Draft Aboriginal Heritage Bill 2026 be forwarded to Council's Planning Officer by Tuesday 23 rd June 2026	Progressing
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20.2	Policy 2013-19 Asbestos	Item was deferred and will be discussed at a workshop
20.5	Policy 2013 – 18 Employment And Recruitment	Item was deferred and will be discussed at a workshop
20.6	Policy 2015 - 37 Information Management (Recordkeeping)	Item was deferred and will be discussed at a workshop
20.7	Policy 2017 - 51 Staff Code Of Conduct Policy	Item was deferred and will be discussed at a workshop
20.8	Policy no. 2025-67 Social Media Policy	Item was deferred and will be discussed at a workshop
20.9	POLICY 2025 - 68 Private Works Policy	Item was deferred and will be discussed at a workshop

Matters still progressing from the March 2026 Council Meeting

12.9	NOTICE OF MOTION – Cr D Meacheam THAT the special committee established to improve Telstra services on the Central Plateau have its remit extended to July 2026	Progressing
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Matters still progressing from the February 2026 Council Meeting

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

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

8.3	Notice Of Motion – Cr D Meacheam That Council establish a working group to progress the improvement of phone and internet services on the Central Plateau; THAT the group established has a 'sunset' date of March 2026; and THAT via our Facebook page and website, 2 interested community group members be invited to membership	Progressing
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REPORT BY Katrina Brazendale, Executive Assistant

PURPOSE

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

Cr J Honner and Stephen Mackey (General Manager) left the meeting at 9.07 a.m.

1.10 NOTIFICATION OF COUNCIL WORKSHOP(S) HELD

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

Nil

1.10.1 FUTURE WORKSHOP(S)

PURPOSE

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

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

- 7th July 2026 9am Bothwell Council Chambers – Policy Reviews
-

1.11 NOTICE OF MOTIONS

PURPOSE

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

- (1) *A Councillor may give to the general manager, at least 7 days before a meeting, give written notice of a motion, together with supporting information and reasons, for the inclusion of the motion on the next meeting.*

Cr J Honner and Stephen Mackey (General Manager) returned to the meeting at 9.13 a.m.

1.11.1 NOTICE OF MOTION – CR D MEACHEAM**RESOLUTION 05/06.2026/C****Moved:** Cr D Meacheam**Seconded:** Cr R Cassidy

THAT in collaboration with Southern Midlands Council, CHC host in August an information session for intending candidates to the 2026 Local Government elections.

CARRIED 7/2**For the Motion**

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

Against the Motion

Mayor L Triffitt and Cr R Cassidy

NOTICE OF MOTION

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

Date of Meeting:	June 16, 2026
Councillor Name:	David Meacheam
Proposed Motion:	That in collaboration with Southern Midlands Council, CHC host in August an information session for intending candidates to the 2026 local government elections.
Background Details:	In some previous LG election cycles the Local Government Association of Tasmania (LGAT) hosted such briefing sessions. The advice of the LGAT CEO, Diona Lester, is that such sessions attract more attendees if run by the local government areas concerned. Mr Lester also advised that LGAT can supply materials for use in such sessions. If this workshop is conducted in the Bothwell Council chamber it would be also likely to attract candidates for election to the Southern Midlands Council. I have discussed this possibility with Mayor Edwin Batt, he advised that they have no such briefing planned, and he too felt it likely candidates from the Southern Midlands would attend. What I'm proposing is a non-partisan briefing, run by the GM's for both CHC and Southern Midlands. A late afternoon or evening session would more likely attract a broad span of possible candidates. As intending candidates themselves, sitting councillors would be free to attend.
Signature:	<i>David Meacheam</i>
Date:	26/5/2026

1.11.2 NOTICE OF MOTION – CR D MEACHEAM**RESOLUTION 06/06.2026/C****Moved:** Cr D Meacheam**Seconded:** Cr R Cassidy

THAT Council lobby State Growth to lower the speed limit on the Highland Lakes Road hill section toward Apsley from the present 100kph to 60kph.

LOST 2/7**For the Motion**

Cr Y Miller and Cr D Meacheam

Against the Motion

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

NOTICE OF MOTION

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

Date of Meeting:	June 16, 2026
Councillor Name:	David Meacheam
Proposed Motion:	That Council lobby State Growth to lower the speed limit on the Highland Lakes Road hill section toward Apsley from the present 100kph to 60kph.
Background Details:	This section of road has been a matter of continuing concern to Council. Most recently 2 Central Highlanders were involved in a speed-related accident on this section of road, resulting in the woman passenger suffering a chest injury, requiring several days of hospital care. Anybody travelling this section of road would appreciate that the present 100kph speed limit is manifestly unsafe. I acknowledge that Council has had only fitful success in moving State Growth to change speed limits. The timing now might be right, with recently elected MLA Peter George raising the matter in Parliament, urging State Growth to lower the speed limit.
Signature:	<i>David Meacheam</i>
Date:	26/5/26

1.11.3 NOTICE OF MOTION – CR D MEACHEAM**RESOLUTION 07/06.2026/C****Moved:** Cr D Meacheam**Seconded:** Cr Y Miller

THAT Council note the report of proceedings at the Tasmanian Energy Development Conference, Devonport, June 3rd and 4th.

CARRIED**For the Motion**

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

NOTICE OF MOTION

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

Date of Meeting:	June 16, 2026
Councillor Name:	David Meacheam
Proposed Motion:	THAT Council note the report of proceedings at the Tasmanian Energy Development Conference, Devonport, June 3 rd and 4 th
Background Details:	First, thanks to Kim Mallee. Kim is the Director of the Community Power Agency. She secured free attendance at this conference for me and our planner, Louisa. Council's budget this financial year is tight, our free attendance enabled us to learn a lot and have conversations with key government and industry figures. The following were for me the key takeaways from the Conference: 1) Marc White of Goanna Energy Consulting warned of a current tightening of private sector funds (more expensive loans) for new renewable energy developments, with the major conservative political parties backing away from the Paris Accords, dropping targets for emissions reductions, committing to new coal-fired power production and promising extensions to the lives of the major coal-fired plants on the mainland. 2) While the Central Highlands will host the majority of Tasmanian developments in the years ahead, far more conference time focussed on the North West transmission systems and associated industrial development. 3) Commitments to community benefit funding by companies tends to be uneven and sometimes not well linked to local needs. RecFit have a responsibility here to assist with local schemes that aggregate funds to maximise impacts, to get us beyond jerseys for

	sports teams to projects with enduring local benefits. The Community Power Agency are supportive here too. 4) The centrality of the Marinus link in both making renewable developments viable and providing reliable energy for Tasmania in the years ahead. Contrary to the beliefs of many Tasmanians, via Basslink, we now import more power than we export. Conference conversations re the Marinus link complemented advice from Saul Eslake at a seminar in Miena in late May, attended by me and two fellow councillors. 5) Some odd critical comments about community benefit funding by renewable energy firms, that the cost of these funds are ultimately borne by customers. 6) The approval processes for new renewable energy operations are too complex and slow. There hasn't been a single new plant begin producing since Cattle Hill began operating in 2020. 7) A huge emphasis on batteries firming power supplies. Prices of large batteries have fallen by 45% in the past year, increasingly they fill the gaps in supply otherwise provided by gas powered plants. The Cethana pumped hydro project is another instance of a battery, with a closed loop system pumping up to a reservoir when power is abundant and water powering down when demand is high. 8) The IdentiFlight system at Cattle Hill has been upgraded to its 5th version, radically improving early detection of the presence of birds and lessening the incidence of false positives, improving efficiencies. 9) Clyde Russell, Asia Commodities and Energy Columnist for Thomson Reuters gave a compelling account of how the Iran War and closure of the Strait of Hormuz has set up disruption to supplies of not just oil, but a host of other essentials to markets worldwide. In his view a) the war won't end soon, with both the US and Iran believing they have won, and b), disruptions to supplies will continue for years ahead. Sobering.
Signature:	<i>David Meacheam</i>
Date:	5/6/26

Damian Mackey (Contract Planner) and Adam Wilson (Deputy General Manager) attended at 9.31 a.m.

2. COMMUNITY COMMUNICATION REPRESENTATION AND ENGAGEMENT

2.1 PUBLIC QUESTION TIME

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

Questions by member of the public

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

Questions without notice by member of the public

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

Questions on notice by member of the public

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

27 members in the gallery, Gabi Herrmann, Susan Dabbs, Harriot England, Richard Hallett, Janet Monks, Stephen Loring, Yarn Herrmann, Sharlie Vince, Marie Cummins, John Meacheam, Ray Dabbs, David Pilcher, June Pilcher, Cally Lyons, Damian Bester, Leanne Datlen, John Fowler, Dianne Fowler, Beth Poore, Henry Edgell, Wayne Doran, Karen Johnson, Elaine Bowerman, Mavis Housego, Kaye Neil, Margaret Hoskinson and Liz O'Dwyer.

The following question was raised

Stephen Loring – closed session of Council items ‘secret business’ tendering process.

“What is it about the tendering process that it needs to be always discussed by Council in closed session.”

Stephen Mackey (General Manager) replied to the question “The tendered companies do not want it disclosed the amount that they have tendered for the job, and that the specific reason why it’s in closed session.”

2.2 PETITIONS / DEPUTATIONS / PRESENTATIONS

2.2.1 PETITIONS

Nil

2.2.2 DEPUTATIONS

10.30 a.m. - Dianne Fowler

2.2.3 PRESENTATIONS

Nil

2.3 MONTHLY MAYORAL AND ELECTED MEMBERS ACTIVITY

RESOLUTION 08/06.2026/C

Moved: Cr Y Miller

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; Cr Y Miller; Cr D Meacheam and Cr S Triffett

REPORT BY Katrina Brazendale, Executive Assistant

IMPLICATIONS AND FINANCIALS

Strategic Plan	
Council Policy	Councillor Code of Conduct Policy
Legislative Context	Local Government Act 1993 Local Government (General) Regulations 2025

	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

19 May 2026 Council Meeting Hamilton
 20 May 2026 Discussions with Deputy Premier Guy Barnett
 2 June 2026 House Fire Safety Meeting Miena
 3 June 2026 Area Connect Meeting Hamilton

- Business of Council - **14**
- Ratepayer and community members – communications - **7**
- Elected Members - communications - **10**
- Council Management communications - **5**
- Legal Communications - **0**

Deputy Mayor J Allwright

19 May 2026 Council Meeting Hamilton
 2 June 2026 House Fire Safety Meeting Miena
 9 June 2026 Finance Committee Bothwell

Cr A Archer

19 May 2026 Council Meeting Hamilton
 9 June 2026 Finance Committee Bothwell

Cr R Cassidy

19 May 2026 Council Meeting Hamilton

19 May 2026	sent letter to stakeholders to raise concerns of a Rate Payer about unsafe condition of and speed along Highland Lakes Road
19 May-1 June 26	sent five emails to various stakeholders regarding Dark Sky information
23 - 28 May 2026	sent 16 emails to MLCs and others regarding flawed Local Government Targeted Reform Bill 2026
24 May 2026	Vietnamese temple event, in Bothwell
30 May 2026	Great Lake Hotel event, in Miena, Economist Saul Eslake presenting
4 June 2026	Submission made to the Aboriginal Heritage Bill 2026 Consultation Draft

Cr J Hall

19 May 2026	Council Meeting Hamilton
23 May 2026	Dark Skys event Miena
27 May 2026	Bush watch Gretna
30 May 2026	SES & Volunteer Fire Brigade Fireworks Great Lake's Lodge Raising money for Xmas lolly Run
2 June 2026	House Fire Safety Meeting Miena
5 June 2026	Machinery Safety Course (Cluny) Work Safety Tasmania
9 June 2026	Finance Committee Bothwell

Cr J Honner

19 May 2026	Council Meeting Hamilton
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Cr D Meacheam

19 May 2026	Council Meeting Hamilton
3-4 June 2026	Tasmanian Energy Development Conference Devonport
9 June 2026	Finance Committee Bothwell
10 June 2026	Telstra pre-meeting preparation online

Cr Y Miller

19 May 2026	Council Meeting Hamilton
2 June 2026	House Fire Safety Meeting Miena

Cr S Triffett

19 May 2026	Council Meeting Hamilton
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2.4 MAYORAL GOVERNMENT DEPARTMENTS, GOVERNMENT AGENCIES AND PARLIAMENTARY MEMBERS LETTERS AND ANNOUNCEMENTS

RESOLUTION 09/06.2026/C

Moved: Cr J Hall

Seconded: Cr D Meacheam

THAT the Council notes the Government Departments, Government Agencies and Parliamentary Members Letters and Announcements.

CARRIED

For the Motion

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

REPORT BY Katrina Brazendale, Executive Assistant



9 June 2026

Taswater
GPO Box 825
DX 15 HOBART
Hobart TAS 7001

Dear Sir or Madam

TASWATER WATER OUTAGE BOTHWELL ANZAC DAY 2026

Council would like to bring to your attention a concern within the community regarding a water outage that occurred during the Anzac Day weekend in Bothwell. This water outage disrupted businesses and the community on Saturday the 25 April 2026.

Businesses in the Bothwell township had to close, during one of Bothwell's busy days on the calendar. It is estimated that 150 visitors and 350 residents were without water for over twelve hours.

Council would like Taswater to make provisions for the community if an outage occurs again by providing the community with drinking water during the outage.

If you require any additional information please contact Mr Adam Wilson, Deputy General Manager at awilson@centralhighlands.tas.gov.au.

Yours faithfully

Adam Wilson
Deputy General Manager

Administration & Works & Services

Tarleton Street Tel: (03) 6286 3202
Hamilton, Tasmania 7140 Fax: (03) 6286 3334

Development & Environmental Services

Alexander Street Tel: (03) 6259 5503
Bothwell, Tasmania 7030 Fax: (03) 6259 5722

website www.centralhighlands.tas.gov.au

Minister for Tourism, Hospitality and Events
Minister for Racing
Minister for Women and the Prevention of Family Violence

Level 5, 4 Salamanca Place HOBART TAS 7000 Australia
GPO Box 123 HOBART TAS 7001 Australia
Phone: +61 3 6165 7665
Email: minister.howlett@dpac.tas.gov.au



29 MAY 2026

Councillor Robert Cassidy
Email: Rlc747capt@yahoo.com

Robert
Dear Councillor Cassidy,

Thank you for your correspondence to the Honourable Guy Barnett, and for sharing the extensive material you have gathered regarding Dark Sky Planning Guidelines.

I appreciate the effort you have invested in this body of work and your interest in the potential of dark sky tourism in Tasmania.

As Minister for Tourism, Hospitality and Events, I can provide some information from a tourism perspective.

Dark sky viewing and the Aurora Australis already feature prominently across Tourism Tasmania's marketing channels, including the Discover Tasmania platform and our winter-focused Off Season campaigns.

The Government's broader vision is reflected in the 2030 Visitor Economy Strategy, which emphasises sustainable growth, regional dispersal and community-led visitor experiences.

Within that framework, we are always pleased to see new initiatives emerging from local communities, particularly those that align with Tasmania's strengths in nature-based and off-season tourism.

At the same time, considerations for Tasmanian Dark Sky Planning Guidelines extend beyond tourism and sit within the remit of other areas of government, including planning, parks and reserves, environment, and energy regulation.

Our focus remains on supporting communities and operators to pursue dark sky initiatives within existing planning and regulatory settings, and on promoting Tasmania's natural advantages through destination marketing and visitor experience development.

Thank you again for your advocacy and for your commitment to promoting dark sky experiences in regional Tasmania.

Yours sincerely

A handwritten signature in purple ink, appearing to read 'JH', is positioned above the printed name and title.

Hon Jane Howlett MP
Minister for Tourism, Hospitality and Events

OFFICIAL

Minister for Health, Mental Health and Wellbeing
Minister for Ageing
Minister for Aboriginal Affairs

Level 5, 4 Salamanca Place, HOBART TAS 7000
GPO Box 123 HOBART TAS 7001
Phone: 03 6165 7794
Email: Minister.Archer@dpac.tas.gov.au



Ref: MIN26/1299

27 MAY 2026

Mr Robert Cassidy
Councillor
Central Highlands Council
Rlc747@yahoo.com

Dear Cr Cassidy

Thank you for your email to the Hon. Jeremy Rockliff MP, Premier, regarding your proposed use of the old Ouse District School and the former Ouse Hospital. Your correspondence has been forwarded to me as the Minister for Health, Mental Health and Wellbeing to respond on behalf of the Government. I appreciate the time you have taken to outline your concerns and proposal.

I acknowledge the challenges you have raised in relation to current pressures on the health system. The Department of Health Transfer of Care Protocol continues to deliver significant improvement, with ambulances now spending significantly less time ramped. This is an important step in ensuring paramedics are available in the community where they are most needed.

The Department is also progressing a range of health system reforms guided by the underpinning principle of the *Long-Term Plan for Healthcare in Tasmania 2040*, to provide the right care, in the right place at the right time. The Department has also progressed work across the State to respond to the *Independent Review of Tasmania's Major Hospital Emergency Departments*. This is already addressing many of the issues related to transfer of care delays, access block and patient flow identified.

In regard to your suggestion to repurpose the former Ouse District School and the former Ouse Hospital, I acknowledge the intent behind your proposal. I note that the former Ouse Hospital ceased operating as a district hospital almost two decades ago. Given its distance from tertiary services, the level of clinical support required, staffing challenges, and the significant capital and operational costs that would be involved in bringing the facility up to contemporary health service standards, unfortunately the Department has advised the site is not considered suitable for repurposing as proposed.

The Tasmanian Government remains committed to ongoing investments in the Royal Hobart Hospital (RHH) to meet future health needs. Guided by the 30-year RHH Masterplan, expansion works are well underway to ensure the hospital continues to service Tasmania for decades to come.

The next phase of the RHH Emergency Department upgrade is now underway, expanding capacity from 81 to 120 treatment points by 2028. This will enhance care delivery and provide a modern, efficient environment for clinicians and patients alike.

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The Department continues to work closely with Primary Health Tasmania and the Australian Government to strengthen GP recruitment and retention across rural and regional communities. This includes a coordinated approach to promoting rural practice, expanding incentive programs, supporting training pathways, and engaging directly with potential providers to highlight opportunities in areas such as Ouse. In addition, the Department is progressing broader workforce initiatives such as rural generalist training, targeted relocation support, and partnerships with universities and primary care organisations to help build a more stable and sustainable primary care workforce for regional Tasmania.

Thank you again for raising these matters.

Yours sincerely



Hon Bridget Archer MP
Minister for Health, Mental Health and Wellbeing

2.5 GENERAL MANAGERS ACTIVITIES

RESOLUTION 10/05.2026/C

Moved: Cr J Hall

Seconded: Cr J Honner

THAT the Information be received.

CARRIED

For the Motion

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

REPORT BY Stephen Mackey, General Manager

15 May 2026	Meeting with Andrew McMaster and Mark Simmons regarding housing proposal Bothwell.
18 May 2026	Meeting Martin Farley creating preferred futures.
19 May 2026	Council meeting
20 May 2026	Meeting with the Incorporated body wishing to take over management of St Michael and All Angles Church.
20 May 2026	Meeting with HATCH regarding use of council's van.
21 May 2026	Meeting to discuss GP services at Ouse with GP Assist and Primary Health Tasmania.
26 May 2026	Meeting with representatives from St Patick's Plains Wind Farm.
28 May 2026	Meeting regarding Ouse Locum Service
29 May 2026	Meeting Andrew McMaster and Mark Simmons regarding housing project Bothwell.
1 June 2026	Meeting regarding RecFit MOU wind Farm and Solar Farm.
4 June 2026	Meeting Representative of the Visitor Information Centre.
5 June 2026	Meeting with James Oakley regarding St Michael and All Angles Church.
5 June 2026	Meeting Southern Tasmanian Network Committee.
9 June 2026	Finance Committee Meeting.
9 June 2026	Catch Up meeting with Shannan Ahern from Bec Whites office.

9 June 2026	Representative from Tas Fire ams SES Tasmania to talk about support for a grant application for building a new Station at Minea.
10 June 2026	Catch up Meeting with the Education D3epartment regarding Ouse Child Care Services.
11 June 2026	Southern Tasmanian Councils Authority wrap up meeting.
12 June 2026	Meeting to review the Draft MOU with RecFit.

3. STRATEGY, POLICY AND OPERATIONAL PLANNING

3.1 DERWENT CATCHMENT PROJECT

RESOLUTION 11/06.2026/C

Moved: Deputy Mayor J Allwright

Seconded: Cr D Meacheam

THAT the Derwent Catchment Project Report be received.

CARRIED

For the Motion

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

REPORT BY Ella Weston, NRM Facilitator



Monthly Report for Central Highlands Council

14 April 2026 – 11 May 2026

General business

As we approach the end of the financial year, the team is focused on completing current projects, meeting with clients, and securing budgets and scopes of work for the year ahead. This is always a busy period, with efforts concentrated on delivering quality outcomes while planning for another productive year of restoration and natural resource management work.

We were also pleased to welcome Aiden Collins to the ground crew this month. Aiden recently completed his Conservation and Ecosystem Management qualification and brings valuable experience in weed management. He has quickly become a key member of our intensive planting team as we work to complete a significant number of plantings before the end of the financial year.

To help meet the seasonal workload, we were fortunate to receive support from Westaway Berry Farm, whose staff availability aligned perfectly with our peak planting period. Rossi and Ryan joined Aiden, along with Ash and Marlee from our Enviro-dynamics networks, to form a hardworking planting crew that has been out in all conditions getting plants in the ground across multiple projects.



Figure 1. Ryan, Marlee, and Rossi (who have come on to help us with our final planting push for the season) muddy, soggy, and still full of smiles.

We are incredibly grateful for the effort and enthusiasm shown by the whole team during this busy period and are thrilled that Aiden will be staying on with Enviro-dynamics in a longer-term capacity.

Strategic Planning

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

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

The Nature Repair Pilot was formally launched on 15 May at New Norfolk’s Esplanade, marking a significant milestone for the initiative and bringing together community members, landholders, project partners and stakeholders from across the Central Highlands and Derwent catchment.

Despite chilly and misty conditions, the event was well attended and provided a valuable opportunity for the community to learn more about the Pilot and its vision for the region. A particularly meaningful highlight was the Welcome to Country and smoking ceremony led by Linton Burgess and Jason Andrews-Smith, alongside a young community member, creating a strong sense of connection to Country and setting the tone for the day.



Figure 2. Welcome to Country ceremony with Lynton Burgess and Jonty in the foreground.

The event also featured a chipper demonstration and presentations from Josie and Eve, and the Hon. Rebecca White MP also spoke. Throughout the morning, attendees engaged in conversations about the opportunities the Nature Repair Pilot presents for landholders, communities and the environment. As people learned more about the initiative, there was a growing sense of excitement around what it could mean for the future of the region and how it may positively impact local landscapes, livelihoods and community resilience.

Following the successful launch, work is continuing to build momentum across the Pilot. A key focus remains the development of the modelling and spatial analysis that will help identify and prioritise the most impactful restoration opportunities across the region. This work will provide the evidence base needed to guide future investment and ensure efforts are targeted where they can deliver the greatest environmental, social and economic benefits.

At the same time, the project team is expanding, with recruitment activities underway to bring additional capacity and expertise into the Pilot. As the initiative moves from planning into delivery, growing the team will be critical to supporting stakeholder engagement, project development and the long-term success of the Nature Repair Pilot.



Figure 3: Rebecca White launching the Nature Repair Pilot on the Esplanade (above).

Figure 4: Jamie McMahon feeds the new chipper at the launch (right).



Agri-best practice programs

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

Climate Smart Farming

DCP partnered with NRM South and the Tasmanian Institute of Agriculture to present a pasture update session at Hamilton (May 20). The session featured: updates from local DCP trials assessing pasture species persistence and pasture species composition changes in response to nutrient management and grazing pressure; an introduction to TIA research within the Pasture 365 project from Dr Rowan Smith, in which the agronomy and grazing of more diverse sown pasture mixes is being assessed; a supporting display of pasture specimens; and a summary of recent insect surveys from our IPM workshops, presented by Tim Akroyd of NRM South.



Figure 5. Integrated Pest Management Workshop hosted with NRM South.

DCP and NRM South also delivered another Integrated Pest Management (IPM) workshop during the reporting period, continuing to build landholder knowledge of beneficial insects and natural pest management strategies.

DCP pasture network articles are printed monthly in the New Norfolk and Derwent Valley News. Identifying grasses as a core component of pasture assessment is a focus of the current article.

Restoration and conservation

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

Clyde River Flood Resilience Project

Willow removal works were successfully completed for the pre-winter season, with operations now paused until conditions allow works to recommence in Spring/Summer.

The river reach downstream of Andrews Bridge presented significantly different flood mitigation and willow management challenges compared with the Croakers Alley section. While large mature willows remain established along the riverbanks, extensive willow thickets had colonised the river bed, forming dense islands of woody root mass that restricted river flows and contributed to sediment accumulation.

Prior to the onset of winter rainfall in late May, contractors removed as much of these in-stream willow infestations as possible. Works were subsequently suspended due to wet conditions and the inability to safely operate heavy machinery within the river corridor. Remaining willow removal in this section is scheduled for completion by the end of 2026.

To date, approximately 1.5 kilometres of river corridor has undergone willow removal. It is anticipated that the resulting improvement in channel capacity and flow conveyance will provide observable flood mitigation benefits through the Croakers Alley area during the coming winter period.

Restoration planting activities have been completed for the season, with more than 2,500 indigenous plants established within the Croakers Alley area north of the footbridge.

Planting efforts focused on riverbank stabilisation, erosion control and flood damage mitigation, with dense revegetation undertaken along riverbanks and flood spillways. In addition, 15 advanced trees were installed within individual wildlife protection cages. These were complemented by a range of shrubs and groundcovers to create small, visually attractive planting clusters throughout the site.

Planting was strategically undertaken during May to take advantage of warm soil temperatures and the onset of seasonal rainfall, maximising establishment success prior to winter and potential flood events.

Revegetation works for this planting season have now concluded and will recommence in spring. Priority works will include significant amenity-focused planting around the footbridge precinct, together with additional protected tree and shrub plantings along both sides of the river corridor between the footbridge and Andrews Bridge.



Figure 6. Planting activity at Croakers post willow control.

Derwent Native Plant Nursery updates

In May, Karen hosted 32 interstate and international visitors from the International Plant Producers Society, who visited the nursery as part of their annual conference program in Hobart.

New internal and external nursery signage has been completed and will be installed shortly, improving wayfinding and the overall visitor experience.

Plant sales and orders remain strong, with visitor numbers increasing since the nursery expanded its opening hours to four days per week. The nursery has also supported several local restoration projects, supplying plants for recent revegetation works at Glenelg, the property of DCP Chair Charles Downey, as well as ongoing projects at Sorell Creek and Croakers. Chris has also been supporting the planting crew throughout this busy period, providing on-ground supervision and mentoring to ensure plantings are completed to a consistently high standard while helping build the skills and confidence of newer team members.



Figure 7. Planting activity at Glenelg.

Looking ahead, the nursery has secured its largest order to date, with Brighton Council engaging DCP to supply 11,000 plants for community giveaway programs planned for 2027.

Ouse follow-up willow control

Willow control works at the Ouse township are now nearing completion and are expected to wrap up this week. Once completed, site preparation and planting activities will commence over the coming weeks as part of the Minderoo Foundation-funded river restoration works.

At Kenmere Creek, construction of the fenced vegetation islets has been completed, providing protection for future plantings from grazing pressure. Pre-planting weed control has also been undertaken across all planting areas to improve site conditions and maximise establishment success.

Approximately 2,000 native plants are scheduled to be planted across the project sites over the coming weeks, marking the next stage of restoration works along the Ouse River and its tributaries.



Figure 8. Ouse River restoration project fencing installation

Miena Cider Gum Recovery Program

Work continued during the reporting period to support conservation of the critically endangered Miena cider gum population. Following site assessments undertaken earlier in the year, the team installed four new possum exclusion bands, with two installed at Todd's Corner and two at St Patricks Plains. The new expandable wire "floppy" band design replaces older polycarbonate bands and is intended to provide better air circulation around the trunk whilst still preventing browsing from possums. Four camera traps have also been deployed to monitor the bands over the coming weeks and assess their effectiveness, including whether any determined possums manage to find a way around them.

The team also installed 12 leaky weirs at Todd's Corner to help improve soil moisture retention around selected cider gums. Unlike traditional water-harvesting structures designed to completely stop water movement, leaky weirs are constructed to gently slow the flow of water

across the landscape, allowing it to spread out, infiltrate into the soil and remain available to vegetation for longer periods. The structures have been strategically positioned around the drip lines of selected trees, where the majority of fine feeder roots are located, to maximise their benefit to tree health.

By slowing water movement during rainfall events, the leaky weirs help reduce runoff, increase infiltration and improve soil moisture availability during dry periods. This is particularly important for Miena cider gums, which are increasingly vulnerable to drought stress under changing climatic conditions. The trial aims to determine whether small-scale water retention measures can help improve tree resilience and support the long-term conservation of this unique and highly threatened species.

This work has been made possible through the ongoing support of Hydro Tasmania, whose funding is helping to deliver practical conservation actions to improve the resilience and long-term survival of the critically endangered Miena cider gum.



Figure 9. New tree band design being installed (Left). Leaky weir constructed (Right).

Weed management programs

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

The weed management team continued control works throughout the reporting period, focusing on broom infestations around Miena township. Treatment was undertaken along Hydro Tasmania walkways and beneath TasNetworks powerline easements around Thiessen Crescent, with significant progress made in reducing broom across public land in the area.

As control efforts advance, the majority of remaining broom infestations are now concentrated on private property. Over the coming weeks, weed officers will be engaging with relevant landholders to discuss their responsibilities under the Tasmanian Weed Management Act 1999 and encourage treatment of priority infestations. Where required, compliance notices may be considered to ensure weed management obligations are met.

Additional funding secured for the Dee Lagoon program also enabled several extra days of on-ground works. This allowed the team to finally access and treat a large gorse infestation that had previously been difficult to reach due to access constraints. The infestation was actively encroaching into native forest vegetation, making its treatment an important milestone for the project and a highly satisfying outcome for the team.

Alongside on-ground works, Ella has been focused on end-of-financial-year reporting, mapping and project administration, while also preparing scopes of work and budgets for the 2026–27 program year. Work is also underway on the development of the next Central Highlands Weed Management Plan (2026–2031), which will help guide strategic weed management priorities across the municipality over the coming five years.



Figure 10. Broom management in action – Dee Lagoon

Community engagement

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

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

Yours sincerely,

The Derwent Catchment Team

Key Contacts:

Josie Kelman (CEO) 0427 044 700

Eve Lazarus (Deputy CEO) 0429 170 048

Todd Holliday (Works Manager) 0428 192 728

Karen Phillips (Nursery Manager) 0400 039 303

Ella Weston (Weed program coordinator/NRM facilitator) 0400 953 220

3.2 POTENTIAL DARK SKY RESERVE

RESOLUTION 12/06.2026/C

Moved: Cr R Cassidy

Seconded: Cr J Honner

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

CARRIED

For the Motion

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

REPORT BY Damian Mackey, Planning Consultant

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

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

PURPOSE

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

BACKGROUND

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

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

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

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

DARK SKY PLACE – PROPOSED INVESTIGATION PROCESS

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

Key principles within the draft project plan are:

- Community and stakeholder consultation is of the highest importance.

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

contribution of \$3,000 in the coming financial year, and make council resources available for community and stakeholder consultation.

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

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

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

Aim: To investigate the establishment of the Central Tasmanian Dark Sky Place (*Reserve or Sanctuary*), recognised by the International Dark-Sky Association, (IDA).

Outline: To be centred on part or all of the Central Highlands Municipal Area. The Central Highlands Council to ‘drive the process’, (at least initially). Other councils on the periphery to be invited to participate as Partner Councils.

There will be key decision hold points through the process where any council (including Central Highlands) may determine not to continue.

Community and stakeholder consultation is recognised as crucial to ascertain the level of support for the project and to provide voluntary assistance.

IDS Places: International Dark-Sky *Reserve* is one category of International Dark Sky *Places*. Other ‘Place’ types include *Community*, *Park*, and *Sanctuary*.

Communities are lower in rank (and therefore tourism draw-card prestige) than Reserves, of which there are less than 30 in the world. This rarity is an indication of the difficulty in achieving this status, but is also an indication of their greater tourist-drawing power.

The intent of this project is to aim for either IDS *Reserve* or *Community* status, with the ultimate decision to be made later in the process.

Note that the highest level, IDS *Sanctuary* status, can only really be achieved in large and remote environmental reserve areas, such as some National Parks and World Heritage Areas. This status is being pursued by Destination Southern Tasmania for a part of Tasmania’s south west wilderness.

The night sky in IDS Places must be proven to meet certain light pollution measurement parameters.

IDS Reserve: An area proposed for IDS Reserve status must have a Sky Quality above 21.2 mags/arcsec Zenith Luminance.

An IDS Reserve is defined as *public or private land of substantial size (at least 700 km², or about 173,000 acres) possessing an exceptional or distinguished quality of starry nights and nocturnal environment, and that is specifically protected for its scientific, natural, educational, cultural heritage, and/or public enjoyment.*

The IDS Reserve consists of two regions:

- 1) *A “core” area meeting the minimum criteria for sky quality and natural darkness, and*

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

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

IDS Community:

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

Council Dark Sky Lighting Policy:

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

Future Statutory Controls (for Reserve status):

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

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

Existing External Lights:

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

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

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

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

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

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

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

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

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

Management of volunteers will nevertheless require resourcing.

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

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

Timeline	Element	Est. Cost
May 2026 June 2026	Reports to Councils: consider joining the initiative and membership of the Joint Steering Group, (JSG). Commitment to JSG membership means: • Appointing one elected member, who agrees to be the 'community champion' of the push for Dark Sky Reserve or Community status. • Appointing at least one council officer. • Agreeing to commit a budget of \$3,000? this financial year, plus officer time and the use of Council-owned premises for community consultation). • Councillor and/or council officer to keep their Council informed of progress. • Agreeing to participate in the project to at least the first key decision hold point. • Agreeing to consider adopting an internal council policy to reduce and ultimately eliminate light pollution from Council owned buildings and infrastructure. (Draft to be provided soon.) • Acknowledging that, ultimately, a Dark Sky Reserve in part of their municipality would need statutory measures for future development, meaning a code with mapped overlay in their Council's LPS, should that Council ultimately agree to pursue 'Reserve' status.	
June 2026 July 2026	JSG to define the project 'Study Area' and, within that, initial draft <i>approximate</i> boundaries of the Dark Sky Place.	

	These are to be determined, in part, by examination of light pollution maps. Note that: • The total area of the Core and Buffer for 'Reserve' status must be at least 700 square kilometres. • Dark Sky 'Community' status may be smaller.	
June 2026 July 2026	JSG to draft (internal) Dark Sky Lighting Policy for Council's to consider adopting: • Based on numerous examples from around Australia. • Including estimation of cost of converting existing non-compliant external lighting to comply with the relevant guidelines. • Some Councils have a Dark Sky Lighting Policies regardless of whether they are in a Dark Sky Place, recognising the benefits of minimising light pollution. • These policies will apply only to Council facilities. (i.e.: they are internal only). • Partner Councils will need to adopt a Dark Sky Lighting Policy in order to remain in the project.	
June 2026 July 2026	JSG to draft an introductory consultation program, through which the community and stakeholders will be advised of: • The Dark Sky Reserve/Community concept and council's plan to explore achieving this status. • The pros and cons of living or working in a ID • The coming major public consultation process where everyone will be invited to participate and make submissions. • A call for volunteers to assist with gathering evidence for a submission to the IDA (using light metres and photography).	
July 2026	Reports to Councils: • Confirmation of introductory consultation program, including commitment of necessary council resources. - Including confirmation of indicative Study Area to be depicted on consultation maps. • Receipt of Draft Dark Sky Lighting Policy.	
Aug 2026	Introductory consultation program. • Execute the introductory consultation program.	
Sep 2026 Oct 2026	JSG to create draft Dark Sky Reserve maps. JSG to draft the major consultation program, through which the input of the community and stakeholders will be sought for the Draft Dark Sky Reserve / Community.	

	This would include strategies for: raising awareness and enthusiasm for the Reserve/Community locally; opportunities for learning about astronomy and night photography; citizen science projects; what are the potential impacts of the reserve - how might we benefit; what might be impacts/ opportunities for locals - ie how we educate people about retrofitting lighting etc.: • Publicity. • Community meetings and/or information drop-in sessions in various localities. • Information on Council websites, including an online questionnaire. • One-on-one discussions with key stakeholders. • Encouragement to complete the online questionnaire or make a written submission. • Repeat the call for volunteers to assist with gathering evidence for a submission to the IDSA and/or undertaking external light audits in the public realm in various communities.	
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Oct 2026	<u>Council elections.</u> Collation and analysis of consultation submissions and surveys by Council officers, and the drafting of modifications considered appropriate in response.	
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Nov 2026	<u>New post-election Councils created.</u> Council officers continue above work. Council officers further understand the task of preparing and lodging the Dark Sky Reserve application with the IDA.	
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Dec 2026	Reports to Councils Community and stakeholder consultation outcomes, and recommended subsequent modifications and any key points of contention. Estimation of costs to Councils of lodging the Dark Sky Reserve application with the IDA, including gathering all evidence needed. Initial draft of future planning scheme amendment to introduce a Code (or Specific Area Plan) with a mapped overlay through which Councils will be able to condition future Development Applications so that external lighting meets the appropriate guidelines to minimise night sky light pollution.	
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	Key Decision Hold Point: • Confirmation that newly elected Councils wish to continue the project. • Confirmation of continuing or new elected members on the JSG. • Confirmation of major consultation program. • Adoption of Council (internal) Dark Sky Lighting Policy.	
Jan 2027	Volunteer Work may commence. • Gathering of dark sky evidence: • Light meter readings. • Photographic evidence • This work to continue for much of 2027, until sufficient gathered for lodgement of the Dark Sky application. • Audits of existing external lighting in various communities.	
Feb 2027	Volunteer Work to continue in earnest. • As above.	
Feb 2027	Major consultation program.	
Mar 2027	Execute the major consultation program.	
Apr 2027	Analysis of feedback from major consultation program. • By JSG and council officers.	
May 2027	Reports to Councils • Community and stakeholder consultation outcomes, and recommended subsequent modifications and any key points of contention. • Estimation of costs to Councils of lodging the Dark Sky Reserve application with the IDA, including gathering all evidence needed. • For Council budgeting workshops to consider. (Note: grant opportunities to be monitored.) • Initial draft of future planning scheme amendment to introduce a Code (or Specific Area Plan) with a mapped overlay through which Councils will be able to condition future Development Applications so that	

	external lighting meets the appropriate guidelines to minimise night sky light pollution. Key Decision Hold Point: Confirmation that Councils wish to continue the project, given the issues raised through the major consultation program and financial resources needed for the 2027/2028 financial year.	
May 2027 June 2027	JSG to draft the final consultation program, through which the input of the community and stakeholders will be sought for the proposed final proposed Dark Sky Reserve/Community. If a Dark Sky Reserve, the associated Draft Planning Scheme Amendment is also drafted. • Publicity. • Community meetings and/or information drop-in sessions in various localities. • Information on Council websites, including an online questionnaire. • One-on-one discussions with key stakeholders. • Encouragement to complete the online questionnaire or make a written submission. Repeat the call for volunteers.	
June 2027	Report to Councils: • Endorsement of, and confirmation to proceed with the final consultation program. Councils' budget confirmations.	
July 2027	Final consultation program. Execute the final consultation program.	
Aug 2027	Reports to Councils Community and stakeholder consultation outcomes, and recommended subsequent modifications and any key points of contention. Final draft of future planning scheme amendment to introduce a Code (or Specific Area Plan) with a mapped overlay through which Councils will be able to condition future Development Applications so that external lighting meets the appropriate guidelines to minimise night sky light pollution, if a Dark Sky 'Reserve' is to be pursued. Key Decision Hold Point:	

	Confirmation that Councils wish to continue the project.	
Oct – Dec 2027	Finalisation and lodgement of the Dark Sky Reserve application with the International Dark-Sky Association.	

Potential Partner Councils:

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

Derwent Valley Council - especially the Upper Derwent Valley region.

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

West Coast and Meander Valley to also be invited.

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

Tasmanian branch of the International Dark Sky Association.

Tourism organisations.

Key tourism operators.

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

The Community.

TasNetworks (street lights, depots).

Farmers.

Hydro Tasmania, (facilities, depots).

Forestry Tasmania

ITEM 3.3 - Deferred to later in the meeting

3.4 ANNUAL PLAN 2026-2027**RESOLUTION 14/06.2026/C****Moved:** Cr Y Miller**Seconded:** Cr R Cassidy**THAT** Council approves the Annual Plan 2026-2027.**CARRIED****For the Motion**

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

REPORT BY Adam Wilson, Deputy General Manager**Attachment - Annual Plan 2026-2027 (DRAFT)****IMPLICATIONS AND FINANCIALS**

Strategic Plan	Financial Management
Legislative Context	Local Government Act 1993
Consultation	Councillors, Council's Audit Panel and Senior Management Team
Impact on Budget/Resources	As per the Budget Estimates for 2026-2027 if adopted
Risk	The council must ensure that it meets its legislative and governance responsibilities as per section 71 of the Local Government Act 1993.

BACKGROUND

Under Section 71 of the Local Government Act 1993, Council is required to have an Annual Plan. The 2026-2027 Annual Plan is submitted for Council's approval which includes the Budget Estimates for 2026-2027 if adopted.

4. REVENUE GENERATION AND FINANCIAL MANAGEMENT

4.1 MONTHLY FINANCE REPORT TO 31 MAY 2026

RESOLUTION 15/06.2026/C

Moved: Cr D Meacheam

Seconded: Cr Y Miller

THAT the Monthly Finance Report to 31 May 2026 be received.

CARRIED

For the Motion

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

IMPLICATIONS AND FINANCIALS

Strategic Plan	
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 May 2026

Rates Reconciliation as at 31 May 2026

	<u>2025</u>	<u>2026</u>
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	\$4,729,920.23	\$4,971,230.43
Penalties Raised	\$60,490.00	\$61,013.13
Supplementaries/Debit Adjustments	\$29,368.78	\$46,106.29
Total Raised	\$4,819,779.01	\$5,078,349.85
Less:		
Receipts to Date	\$4,549,448.44	\$4,821,942.20
Credit Journals	\$20,894.16	\$18,888.82
Pensioner Rate Remissions	\$130,435.03	\$135,893.36
Remissions/Supplementary Credits	\$10,758.57	\$27,872.01
Total Receipts		
Balance	\$159,779.17	\$140,787.37

Bank Reconciliation as at 31 May 2026

	2025	2026
Balance Brought Forward	\$4,234,661.50	\$5,074,654.50
Receipts for month	\$1,456,792.00	\$1,010,699.19
Expenditure for month	\$1,987,738.42	\$1,221,856.97
Balance	\$3,703,715.08	\$4,863,496.72
Represented By:		
Balance Commonwealth Bank	\$1,106,972.39	\$994,993.74
Balance Westpac Bank	\$412,442.86	\$58,196.24
CBA Credit Card	-\$460.98	-\$99.99
Investments(Council Reserves + St Michael's Church)	\$2,184,760.81	\$3,810,406.73
Petty Cash & Floats	\$0.00	
	\$3,703,715.08	\$4,863,496.72
Plus Unbanked Money		
	\$3,703,715.08	\$4,863,496.72
Less Unpresented Cheques	\$0.00	
Unreceipted amounts on bank statements	\$0.00	
	\$3,703,715.08	\$4,863,496.72

BANK ACCOUNT BALANCES AS AT 31 May 2026

No.	Bank Accounts	Investment Period	Current Interest Rate %	Due Date	BALANCE	
					2026	
11100	Cash at Bank and on Hand					
11105	Bank 01 - Commonwealth - General Trading Account				\$	994,993.24
11106	Bank 02 - Westpac - Direct Deposit Account				\$	58,196.24
1118	CBA Credit Card				-\$	99.99
11199	TOTAL CASH AT BANK AND ON HAND				\$	1,053,089.49
11200	Investments					
11207	Bank 6		0	0.00	\$	-
11207	Bank 5		60	4.76	6/07/2026	\$ 510,624.69
11206	Bank 04	30 Days				
11115	Bank 04		59	4.66%	1/06/2026	\$ 513,531.32
11110	Tascorp(St Michael and All Angels' Church, Bothwell)	At CALL (29/07/2025)		4.35%		\$ 91,007.76
11115	Bank 16		90	4.85%	27/07/2026	\$ 2,695,242.96
11299	TOTAL INVESTMENTS				\$	3,810,406.73
TOTAL BANK ACCOUNTS AND CASH ON HAND					\$	4,863,496.22
Council Reserve					\$	3,719,398.97
Tascorp (St Michael and All Angels' Church, Bothwell)					\$	91,007.76
FAG& RATES&FEES					\$	549,720.68
Capital Grants (Gretna Cricket ground Changing room)					\$	500,000.00
Community Grants					\$	3,368.81
					\$	4,863,496.22

Comprehensive Income Statement

31/05/2026

	Budget 2024-2025	Actual to date prior year	Actual to Date	Budget 2025-2026
Recurrent Income				
Rates Charges	\$4,682,233	\$4,716,364	\$4,943,026	\$4,940,273
User Fees	\$494,250	\$394,878	\$345,411	\$501,651
Grants - Operating	\$3,236,515	\$476,262	\$2,262,852	\$4,428,454
Other Revenue	\$704,366	\$709,647	\$750,550	\$776,217
Grants received in Advance	\$0	\$2,918,101	\$1,746,506	
Total Revenues	\$9,117,364	\$9,215,252	\$10,048,345	\$10,646,595
Expenditure				
Employee Benefits	\$2,584,261	\$2,690,436	\$2,655,182	\$2,941,952
Materials and Services	\$2,447,768	\$2,450,887	\$2,823,537	\$3,490,109
Other Expenses	\$1,892,738	\$1,571,143	\$1,503,660	\$2,116,449
Depreciation and Amortisation	\$2,327,800	\$2,104,785	\$2,340,653	\$2,397,634
Total Expenditure	\$9,252,567	8,817,251	9,323,032	10,946,144
Operating Surplus(Deficit)	(135,203)	398,001	725,313	(299,549)
Capital Grants & Other	\$2,424,996	\$1,525,149	\$1,865,931	\$1,415,067
Surplus(Deficit)	2,289,793	1,923,150	2,591,244	1,115,518
Capital Expenditure	\$5,122,085	\$3,927,786	\$2,225,305	\$3,561,414

	BUDGET 2025/26	ACTUAL TO 31-May-25	ACTUAL TO 31-May-26	% OF BUDGET SPENT	BALANCE OF BUDGET
CORPORATE AND FINANCIAL SERVICES					
ADMIN HAMILTON	\$2,017,673	\$1,875,159	\$1,668,533	82.70%	\$349,140
ELECTED MEMBERS EXPENDITURE(AMEH)	\$281,916	\$260,749	\$252,024	89.40%	\$29,892
MEDICAL CENTRES(MED)	\$132,191	\$98,209	\$93,467	70.71%	\$38,724
STREET LIGHTING(STLIGHT)	\$43,994	\$29,164	\$24,676	56.09%	\$19,318
ONCOSTS	(\$470,879)	(\$492,729)	(\$399,974)	84.94%	(\$70,905)
COMMUNITY & ECONOMIC DEVELOPMENT & RELATIONS(CDR+EDEV)	\$672,822	\$553,236	\$512,900	76.23%	\$159,922
TOTAL CORPORATE & FINANCIAL SERVICES	\$2,677,717	\$2,323,788	\$2,151,626	80.35%	\$526,091
DEVELOPMENT AND ENVIRONMENTAL SERVICES					
ADMIN BOTHWELL	\$327,017	\$304,638	\$378,976	115.89%	(\$51,959)
ENVIRON HEALTH SERVICES (EHS)	\$38,628	\$28,253	\$25,451	65.89%	\$13,177
ANIMAL CONTROL(AC)	\$18,421	\$13,662	\$13,901	75.46%	\$4,520
PLUMBING/BUILDING CONTROL (BPC)	\$188,191	\$137,244	\$51,910	27.58%	\$136,281
SWIMMING POOLS (POOL)	\$32,572	\$43,231	\$45,115	138.51%	(\$12,543)
DEVELOPMENT CONTROL (DEV)	\$247,000	\$277,302	\$145,454	58.89%	\$101,546
WASTE SERVICES	\$968,939	\$929,048	\$893,696	92.23%	\$75,243
ENVIRONMENT PROTECTION (EP)	\$1,024,442	\$2,751	\$493,788	48.20%	\$530,654
TOTAL DEVELOPMENT & ENVIRONMENTAL SERVICES	\$2,845,210	\$1,736,129	\$2,048,291	71.99%	\$796,919
WORKS AND SERVICES					
PUBLIC CONVENIENCES (PC)	\$290,284	\$177,969	\$207,840	71.60%	\$82,444
CEMETERY (CEM)	\$17,161	\$16,130	\$26,059	151.85%	(\$8,898)
HALLS (HALL)	\$74,349	\$98,932	\$56,486	75.97%	\$17,863
PARKS AND GARDENS(PG)	\$100,524	\$134,343	\$119,695	119.07%	(\$19,171)
REC. & RESERVES(Rec+tennis)	\$130,679	\$124,003	\$98,356	75.27%	\$32,323
TOWN MOWING/TREES/STREETSCAPES(MOW)	\$236,008	\$211,439	\$188,430	79.84%	\$47,578
HOUSING (HOU)	\$160,753	\$117,350	\$73,275	45.58%	\$87,478
CAMPING GROUNDS (CPARK)	\$14,801	\$15,618	\$18,040	121.88%	(\$3,239)
LIBRARY (LIB)	\$2,640	\$1,687	\$0	0.00%	\$2,640
ROAD MAINTENANCE (ROAD)	\$1,086,345	\$1,053,006	\$961,895	88.54%	\$124,450
FOOTPATHS/KERBS/GUTTERS (FKG)	\$23,316	\$18,785	\$6,790	29.12%	\$16,526
BRIDGE MAINTENANCE (BRI)	\$23,388	\$8,675	\$17,609	75.29%	\$5,779
PRIVATE WORKS (PW)	\$51,372	\$23,468	\$32,335	62.94%	\$19,037
2TD-Traffic Data	\$25,000	\$0	\$11,043	44.17%	\$13,957
SUPER. & I/D OVERHEADS (SUPER)	\$844,041	\$807,671	\$744,086	88.16%	\$99,955
QUARRY/GRAVEL (QUARRY)	(\$181,988)	(\$75,668)	(\$129,419)	71.11%	(\$52,569)
NATURAL RESOURCE MANAGEMENT(NRM)	\$179,936	\$131,065	\$161,303	89.64%	\$18,633
SES (SES)	\$2,000	\$305	\$1,025	51.23%	\$975
PLANT M/TCE & OPERATING COSTS (PLANT)	\$655,036	\$604,671	\$622,704	95.06%	\$32,332
PLANT INCOME	(\$795,036)	(\$822,142)	(\$521,909)	65.65%	(\$273,127)
DRAINAGE (DRAIN)	\$43,130	\$43,588	\$36,753	85.21%	\$6,377
OTHER COMMUNITY AMENITIES (OCA)	\$41,842	\$28,576	\$23,105	55.22%	\$18,737
WASTE COLLECTION & ASSOC SERVICES (WAS)	\$0	\$5,001	\$13,464		(\$13,464)
FLOOD REPAIRS		\$0	\$0		
TOTAL WORKS & SERVICES	\$3,025,581	\$2,724,472	\$2,768,964	91.52%	\$256,617
DEPARTMENT TOTALS OPERATING EXPENSES					
Corporate Services	\$2,677,717	\$2,323,788	\$2,151,626	80.35%	\$526,091
Dev. & Environmental Services	\$2,845,210	\$1,736,129	\$2,048,291	71.99%	\$796,919
Works & Services	\$3,025,581	\$2,724,472	\$2,768,964	91.52%	\$256,617
Total All Operating	\$8,548,508	\$6,784,389	\$6,968,882	81.52%	\$1,579,626

	BUDGET 2025/26	ACTUAL TO 31-May-25	ACTUAL TO 31-May-26	% OF BUDGET SPENT	BALANCE OF BUDGET
CAPITAL EXPENDITURE					
CORPORATE AND FINANCIAL SERVICES					
Computer Purchases	\$7,648	\$35,955	\$0	0.00%	\$7,648
Equipment	\$6,000	\$0	\$0	0.00%	\$6,000
Miscellaneous	\$2,000	\$0	\$0	0.00%	\$2,000
	\$15,648	\$35,955	\$0	0.00%	\$15,648
DEVELOPMENT & ENVIRONMENTAL SERVICES					
Swimming Pool	\$0	\$1,870	\$0	0.00%	\$0
	\$0	\$1,870	\$0	0.00%	(\$1,870)
WORKS & SERVICES					
Plant Purchases	\$170,000	\$709,215	\$52,317	30.77%	\$117,683
Camping Grounds	\$0	\$0	\$0	0.00%	\$0
Public Conveniences	\$0	\$0	\$0	0.00%	\$0
Bridges	\$55,000	\$18,065	\$75,411	137.11%	(\$20,411)
Road Construction & Reseals	\$2,196,099	\$2,569,706	\$1,793,426	81.66%	\$402,673
Drainage	\$169,000	\$4,898	\$20,947	12.39%	\$148,053
Parks & Gardens Capital	\$72,000	\$239	\$0	0.00%	\$72,000
Infrastructure	\$105,000	\$28,235	\$58,922	56.12%	\$46,078
Footpaths, Kerbs & Gutters	\$245,000	\$28,343	\$112,885	46.08%	\$132,115
Rec Grounds	\$402,000	\$315,117	\$32,887	8.18%	\$369,113
Halls	\$0	\$11,755	\$15,971	0.00%	(\$15,971)
Buildings	\$131,667	\$204,388	\$62,539	47.50%	\$69,128
	\$3,545,766	\$3,889,961	\$2,225,305	62.76%	\$1,320,461
TOTAL CAPITAL WORKS					
Corporate Services	\$15,648	\$35,955	\$0	0.00%	\$15,648
Dev. & Environmental Services	\$0	\$1,870	\$0	0.00%	\$0
Works & Services	\$3,545,766	\$3,889,961	\$2,225,305	62.76%	\$1,320,461
	\$3,561,414	\$3,927,786	\$2,225,305	62.48%	\$1,336,109

ITEM 4.2 - Deferred to later in the meeting

ITEM 4.3 - Deferred to later in the meeting

4.4 DRAFT COUNCIL FEES AND CHARGES 2026-2027

RESOLUTION 16/06.2026/C

Moved: Cr R Cassidy

Seconded: Cr Y Miller

THAT the Council approved the Fees and Charges for 2026-2027.

CARRIED

For the Motion

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

REPORT By Zeeshan Tauqeer, Accountant

ATTACHMENT - Draft Fees and Charges 2026-2027.

BACKGROUND

Under Section 205 of the *Local Government Act 1993*, Council may impose fees and charges in respect of any one or all of the following matters –

- a) *The use of any property or facility owned, controlled, managed or maintained by the council;*
- b) *Services supplied at a person's request;*
- c) *Carrying out work at a person's request;*
- d) *Providing information or materials, or providing copies of, or extracts from, records of the council;*
- e) *any application to the council;*
- f) *any licence, permit, registration or authorisation granted by the council;*
- g) *any other prescribed matter.*

These fees and charges have been increased in accordance with Council's adopted Long-Term Financial Plan of March CPI plus .5%. This grants a total increase of 5.6% across imposed fees and charges

10.17 a.m.- Dianne Fowler addressed the meeting regarding the community making an offer to purchase St Michael and all Angels Church Bothwell.

4.5 ST MICHAEL AND ALL ANGELS CHURCH BOTHWELL (TITLE 104491/2)**Moved:** Cr A Archer**Seconded:** Cr R Cassidy

THAT the Council with the funds raised by the community make an offer to purchase St Michael and all Angels Church Bothwell (title 104491/2) from the Anglican Dioceses of Tasmania on the following conditions.

1. That the purchase price be the sum raised by the community plus interest received on these funds.
2. That council work with a locally incorporated body that has been established to operate the church as a community facility and that will source all necessary funding for the ongoing maintenance of the Church.
3. That the incorporated body set up to manage St Michael and all Angels Church is to be make the church available for Funerals, Weddings and other religious events.
4. The purchase to include all outbuildings on the site and contents in the church.

AMENDMENT TO THE MOTION**Moved:** Cr D Meacheam**Seconded:** Deputy Mayor J Allwright

- 5 THAT on or before June 2028 Council pass full ownership and responsibility for the church to the cathedral in the Highlands Group

LOST 2/7**For the Motion**

Deputy Mayor J Allwright; Cr D Meacheam

Against the Motion

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

**RESOLUTION 17/06.2026/C
THE ORIGINAL MOTION WAS PUT****CARRIED 8/1****For the Motion**

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

Against the Motion

Cr D Meacheam

REPORT BY Stephen Mackey, General Manager**DISCUSSION**An onsite tour of the church can be arranged if required.**Management Comment**

The Local Government Act 1993

178 Purchase of land

A council may purchase or lease land for any purpose which it considers to be of benefit to the council or the community.

170 Acquisition of land

A council may acquire land for prescribed purposes in accordance with the Land Acquisition Act 1993

Council will need to investigate the building's suitability, and consideration must be given to how this work will be funded, as well as who will bear the cost of any upgrades required to enable Council ownership. It is also necessary to clarify the building's long-term use and how ongoing maintenance and associated costs will be funded.

Council at the November 2024 meeting resolved not to support the following motion:

That Council at the Request of the Anglican Diocese of Tasmania commence further investigation regarding the possibility of the purchase of St Michael and All Angels Church Bothwell by Central Highlands Council with the funds that have been raised and which are held by Council.

Since this decision was made further information has been provided giving more detail in regard to the condition of the buildings and some repairs that may need to be funded in the early years if ownership is taken over by council.

Recommended Works (Immediate)

1. *Install overflows in the gutters and rain heads to discharge water clear of the walls. Works to include the installation of roof leaf guards and replacing the defective flashing at the chancel roof/tower junction.*
2. *Make good the loose tower/chancel wall junction gutter and flashing.*
3. *Fix the underpurlins to the gable walls.*
4. *Replace the dislodged louvers in the tower lancets.*

Recommended Works (within 5 years)

1. *Allow to replace the skillion roof cladding.*
2. *Make good faulty pointings.*
3. *Make good stone defects on top of tower.*

COMMUNITY ENGAGEMENT

In February this year, Council held a community meeting in Bothwell attended by over 80 residents and representatives of the Anglican Diocese.

The community expressed strong support for retaining St Michael and All Angels as a valued community and heritage asset, emphasising its deep historical connections and cultural significance.

There was strong support for exploring a range of creative community and tourism uses, supported by volunteer involvement and strategic planning. Existing funding and potential grant opportunities were noted positively, with general acknowledgement of the need for sustainable management, including ongoing maintenance costs, heritage obligations, and impacts on ratepayers.

There was broad agreement that future governance should involve a collaborative approach between Council and the community, including suggestions for an incorporated Friends of St Michaels group.

Feedback forms were provided at the event for immediate or later submission, inviting community ideas, comments, and concerns regarding the future of St Michael & All Angels Church in Bothwell.

The received community submissions strongly supported retaining the church for community use, recognising its heritage value and importance to Bothwell's identity. There was clear support for community-led governance with Council involvement, and a range of potential uses including cultural, tourism, and community functions. Submitters also identified practical funding options, including existing trust funds, grants, and compatible income-generating activities.

5. LAND USE PLANNING AND DEVELOPMENT APPROVALS

5.1 DEVELOPMENT & ENVIRONMENTAL SERVICES

RESOLUTION 18/06.2026/C

Moved: Cr J Honner

Seconded: Cr D Meacheam

THAT the Development & Environmental Services Report be received.

CARRIED

For the Motion

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

REPORT BY Kathy Bradburn, Senior Administration

PLANNING PERMITS ISSUED UNDER DELEGATION

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

DISCRETIONARY

DA NO.	APPLICANT	LOCATION	PROPOSAL
2024/61	P D A Surveyors	3 Ponsonby Street, Hamilton	Two Lot Subdivision (One Lot & Balance)
2026/22	Mr Cabins Pty Ltd	2296 Marlborough Road, Little Pine Lagoon	Dwelling
2026/25	S Lawes	Ellendale Road, Fentonbury (CT 217578/1)	Dwelling

NO PERMIT REQUIRED CERTIFICATE

DA NO.	APPLICANT	LOCATION	PROPOSAL
2026/31	Design East Pty Ltd	15 Fleming Drive, Miena	Dwelling & Outbuilding
2026/32	J Dickson	10 George Street, Bothwell	Dwelling
2026/35	K L Lang	12 Bronte Estate Road, Bronte Park	Dwelling & Outbuilding

OTHER

DA NO.	APPLICANT	LOCATION	PROPOSAL
2026/28	PDA Surveyors	69 & 71 Wilburville Road, Wilburville	Adhesion Order

ANIMAL CONTROL

Statistics as of 05 June 2026	
Number of Dogs Impounded during last month	0
Number of Dogs Currently Registered	943
Number of Dogs Pending Re-Registration	6
Number of Kennel Licence Renewals Issued	35

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

Nil

5.3 ORDINARY COUNCIL MEETING RESUMED

NOT REQUIRED

6 ORGANISATIONAL INTERGOVERNMENTAL AND BUSINESS RELATIONS ADVOCACY AND FACILITATION

6.1 HEALTH AND WELLBEING – MONTHLY PROGRESS REPORT

RESOLUTION 19/06.2026/C

Moved: Cr R Cassidy

Seconded: Cr S Triffett

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

CARRIED

For the Motion

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

IMPLICATIONS AND FINANCIALS

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

REPORT BY Kat Cullen, Community Development Officer

BACKGROUND

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

COUNCIL PROJECTS AND ACTIVITIES	
External Grants	Tas Active Infrastructure Grants (DPAC): - \$500,000 for Gretna Cricket Ground changerooms. Tender has closed and awaiting decision.
GP access at Central Highlands Community Health Centre Ouse.	Engagement with Director of GP Practice to develop business case, and to look at where critical support and action is needed, for them to offer locum service at CHCH. Meeting with Primary Health Tasmania and Tasmanian Health Service both on-line and on-site to progress proposal and look at models of collaboration.

Childcare Project	<u>Family Day Care Ouse</u> - Federal grant application has been submitted for financial assistance for relocation of Ouse Family Daycare. <u>Thrive Group Childcare</u> – have applied for Federal Government Grant to establish interim facility in Bothwell prior to launch of childcare at Bothwell School in 2028.
Community Grants	Coordination of community grants programs and review and update of grants documents.
Recfit Community Benefits Fund	Contributing to MOU & Community Benefits Fund aims and focus areas.
Council House Ouse	Liaising with Tasmanian Health Service and Ambulance Tas for Council property at 3 Victoria Valley Rd, regarding new lease.
Ambulance Service report	Commence report on Ambulance Services in the Central Highlands – assessing both volunteer and paid services, service gaps, and opportunities.
Defibrillators	Purchase and install of Defib batteries and pads – Derwent Bridge and Bronte Park.
Ash Cottage – neighbourhood House	Ash Cottage announced as neighbourhood House, with ongoing State government funding to support project.
MEETINGS and REPRESENTATION	
	Meetings with DECYP facilities management group regarding Ouse School and relocation of Family Daycare.
	Ash Cottage – Australia's Biggest Morning Tea event
	Attend Nature Repair Pilot launch – Derwent Catchment Project.
COMMUNITY DEVELOPMENT AND ENGAGEMENT	
School Holidays programs	Listen Louder exhibition – children's photography and filmography workshop and exhibition. Collaboration with salvation Army, Communities for Children and Action Crew.
Ouse Hall Hire	Liaising with Ouse Table Tennis club and HATCH Exercise classes around long-term lease arrangements, co-use, third-party use, cleaning and improvements at Ouse Hall.

COMMUNICATION and MEDIA	
Rates Newsletter	Finalisation of community information and layout for printing.
Website	Uploading content new website.
Council social media	Facebook followers: 3K. Profile posts – Ani-smoking campaign, Fuel supply and free public transport information; Tasmanian Autumn Festival; lost dog; ANZAC Day; Bothwell Volunteer Ambulance; Ouse park Party, bulky waste collection, swimming pool season close,
Highland Digest	Provision of relevant council and community content.



Images of Listen Louder kids photography exhibition at Hamilton Hall

Deputy Mayor J Allwright left the meeting at 10.48 a.m.

6.2 ASH COTTAGE – MONTHLY PROGRESS REPORT

RESOLUTION 20/06.2026/C

Moved: Cr Y Miller

Seconded: Cr D Meacheam

THAT the information be received.

CARRIED

For the Motion

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

REPORT BY Catherine Bannister, Administration Assistant HATCH

BACKGROUND

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

Ash Cottage has been busy as usually this month with Exercise continuing on a Tuesday, even with the colder weather approaching we still have a steady number of participants.

With Yoga we finished our 10-week program and extremely excited to again offer this program again, which commenced on the 21st of this month, this will continue if we have interest.

Cook and chat this month was an oldie but a goodie with simple curried sausages and mash potato. You would be surprised how many people don't know how to cook it. We thought it fitting again with the cooler weather approaching.

We also held our annual Cuppa for Cancer. We decided to change it up this year and offer Slow cooked Venison or Chicken and gravy rolls, as well as a cuppa around a fire pot and some marshmallows and mud cake for dessert. It was a beautiful day with the sun shining and a yarn or six where had. We raised over \$200.

Both our Food Hub and Meal Delivery program are gaining new participants each month, and both are going strong.

Our Free Swap Op Shop has seen an abundance of people and donations going through the doors again this month, a very popular asset of Ash Cottage.

Cr A Archer left the meeting at 10.53 a.m.

6.3 COMMUNITY GRANT REQUEST – ARTHURS LAKE FIRE BRIGADE

Deputy Mayor J Allwright and Cr A Archer returned to the meeting at 10.55 a.m.

RESOLUTION 21/06.2026/C

Moved: Cr J Hall

Seconded: Cr J Honner

THAT Council allocate \$3,000 to the Arthurs Lake Fire Brigade towards insulating and lining the meeting room and kitchen area of their station.

CARRIED

For the Motion

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

REPORT BY Kat Cullen, Community Development Officer

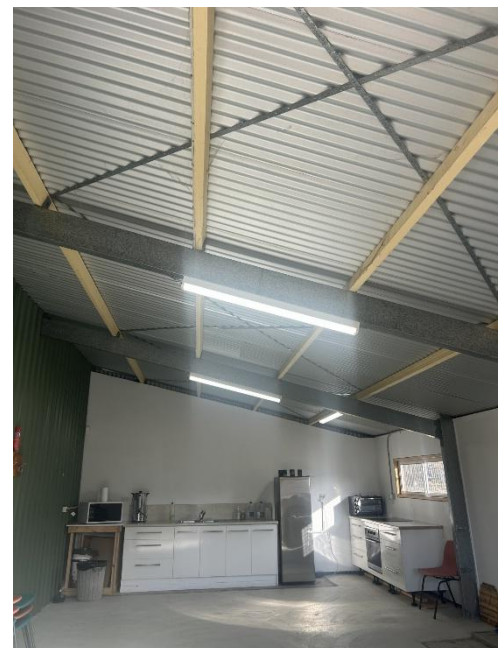
Attachments - Redacted grant application and Budget information

BACKGROUND

Council have received a grant application from Arthurs Lake Fire Brigade towards costs for insulating and lining for the area of their station used for meetings, induction, training and functions. Personal Protective clothing, which needs to be kept in a dry and warm environment will also be housed in this area.

The station is currently unlined and insulated and this support would significantly improve the usability of the space and assist in retaining and attracting new members of this important service organisation. Arthurs Lake Fire Brigade is currently the only volunteer and social

Tas Fire have committed to install a heat pump in the meeting area; therefore, it is imperative the ceiling is insulated and lined to avoid excess power use.



DISCUSSION

The total project cost is \$3,738, plus an estimated in-kind contribution of \$1,000 volunteer time installing insulation and lining. This leaves a shortfall of \$1,738 after the potential Council Grant contribution. The Arthurs Lake Fire Brigade propose to seek additional funding through the Tasmanian Fire Service, and additional grant opportunities to meet the remaining shortfall.

There is currently \$5,336 remaining in the Community Grants budget for the 25-26 financial year.

6.4 CHURCH GRANT REQUEST – ST ANDREWS ANGLICAN CHURCH ELLENDALE**RESOLUTION 22/06.2026/C****Moved:** Cr J Honner**Seconded:** Cr J Hall

THAT Council allocate \$1,000 to the St Andrews Anglican Church Ellendale towards entryway roof repairs

CARRIED**For the Motion**

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

REPORT BY Kat Cullen, Community Development Officer

Attachment - Redacted grant application

BACKGROUND

Council have received a grant application from the church committee for St Andrews Anglican Church in Ellendale. Following a recent building inspection, it was identified that the roof flashing on the entryway and damaged, and that this is resulting in leaking into the entryway ceiling.

DISCUSSION

The total project cost is \$1,800, leaving a shortfall of \$800 after the potential Council Grant contribution. The Church committee and local community aim to contribute \$800 to meet the remaining shortfall.

There is currently \$5,000 remaining in the Community Grants budget for the 25-26 financial year.



7 RECURRENT OPERATIONS AND SERVICES

7.1 WORKS & SERVICES MONTHLY REPORT – MAY 2026

RESOLUTION 23/06.2026/C

Moved: Cr S Triffett

Seconded: Cr R Cassidy

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

CARRIED

For the Motion

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

REPORT BY Jason Branch, Works & Services Manager

BACKGROUND

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

Grading & Sheeting	Dennistoun Road, Bashan Road, Victoria Valley Road
Maintenance Grading	Browns Marsh Road,
Potholing / shouldering	Wihareja Road, Nant Lane, Dennistoun Road, Bashan road, Bluff Road, Wool Pack Road, Mark Tree Road, Dillions Road, Silver Plains
Spraying:	
Culverts / Drainage:	Cleaning culverts Pine Tier Road Cleaning culverts and drainage Gowen Brea Cleaning culverts Victoria Valley Road
Occupational Health and safety	Monthly Toolbox Meetings Day to day JSA and daily prestart check lists completed Monthly workplace inspections completed Playground inspections Drum Muster and Bag Muster training
Bridges:	
Refuse / recycling sites:	Cover Hamilton Tip twice weekly
Other:	Completion of bus shelters Hamilton Works on Waddamana Road, Black Spot Repairs in Bothwell toilets Vegetation McCullums Road Scrubbing vegetation Bothwell WTS entrance Repair storm water drain Ouse Trim trees Hamilton township Edge breaks Ellendale Road Cold mix holes Mark Tree Road Repair water break Hamilton rec and Queens Park

	Guide posts Pelham Road Replace sign Hollow tree Road Replace Street blade Allison's Road Repair stock ramps Woodsprings road Repair
Slashing:	Hollow Tree Road
Municipal Town Maintenance:	Collection of town rubbish twice weekly Maintenance of parks, cemetery, recreation ground and Caravan Park. Cleaning of public toilets, gutters, drains and footpaths. Collection of rubbish twice weekly Cleaning of toilets and public facilities General maintenance Mowing of towns and parks Town Drainage
Buildings:	
Plant:	PM 815 Triton service PM 824 Hilux service and new battery PM 821 new blade actuator (warranty) PM 845 Kenworth truck service PM 847 Ford Ranger new tyres Scales calibrated in loaders
Private Works:	Gravel supply Derwent Catchment Concrete driveway Ellendale Green waste removal resident Bothwell backhoe and truck hire.
Casuals	Cleaning toilets and gardening
Program for next 4 weeks	Grading and Re-sheeting of Municipal Roads Commence roadworks Tor Hill (Black spot) Complete roadworks Waddamana (Black Spot) Edge breaks Ellendale Road Return to Ellendale footpath and continue hot mix Tree removal Dennistoun Road Sewer line install Hamilton Office/Depot Repair bird bath Queens Park

7.2 ROAD RACE – 11 JULY 2026

RESOLUTION 26/06.2026/C

Moved: Cr R Cassidy

Seconded: Deputy Mayor J Allwright

THAT Council give permission and write letter of support for the usage of Pelham Road for the Pelham Tier Road Race for the Hobart Wheelers Cycle Club.

CARRIED

For the Motion

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

REPORT BY Jason Branch, Works & Services Manager

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

BACKGROUND

Hobart Wheelers Cycle Club seek to conduct a race out of Broadmarsh on Saturday July the 11th. For this purpose, they need approval from the Road Manager of the roads they seek to use, such that they can then obtain a Police Permit for the event.

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

The race will begin with cyclists departing from the Broadmarsh Hall travelling along Broadmarsh Road and then into Pelham Road to the Crossroads and returning to the Broadmarsh Hall.

The crossroads will be marshalled by an official.

Hobart Wheelers Club have recently been granted permission from Council for an event out of Bothwell

8 CAPITAL INVESTMENT AND LEVERAGE

Nil

9 COMMERCIAL ACTIVITIES

Nil

10 MONITORING, REPORTING AND EVALUATION

10.1 HAMILTON 200 YEAR CELEBRATIONS DEFERRAL FOR 12 MONTHS

RESOLUTION 24/06.2026/C

Moved: Deputy Mayor J Allwright

Seconded: Cr Y Miller

THAT due to the delay in holding meetings and the rush in attempting to organize an appropriate event, together with the holding of the Local Government Elections later this year it is proposed that the Hamilton 200-year celebrations be deferred for 12 months.

CARRIED

For the Motion

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

REPORT BY Stephen Mackey, General Manager

DISCUSSION

I have received three requests for the Hamilton 200 Years celebrations to be deferred. The details of these are as follows:

1. As a long-time resident of Hamilton, I was unaware of the 200 -year celebrations in October 2026 until a local informed me of the planned celebrations.

As our family have been in the district for many generations, I have a lot of memorabilia and photos which I am happy to share, but the timing is too short for me to find them in the back room and boxes.

I would like the council to consider postponing it for a year to allow myself and other residents to gather what we can find (along with being part of the committee) to help make it a successful weekend for Hamilton.

2. I have been asked to write to you in regard to the National Trust Tasmania's possible involvement in the celebrations to mark 200th anniversary of the establishment of Hamilton.

Although I'm not certain what form this involvement might take, considering the Trust does not own any properties in the area, we are happy to listen to any ideas put forward by your organising committee.

It is an important milestone, well worth making, but I am concerned that there is not a great deal of time between now and the proposed date. I imagine there is a great deal of preparation and work involved organising such an event.

Please let me know if you feel the Trust can help in some way.

3. After the meeting, a couple of weeks ago in Hamilton I was concerned that the preparations for this celebration were very much behind schedule.

As it is nearly the end of May, there are very few weeks for us to make the necessary arrangements to make this 200-year celebrations a great success.

Preparations for festivals or celebrations in communities takes a long lead time, to make sure all the community are involved and preparations are locked in well in advance.

All in the Council area want the 200-year celebrations in Hamilton to be a wonderful day and involve all the people in the surrounding areas.

I am asking council to consider that we postpone the 2026 celebrations and have it next year.

A quirky suggestion by someone in our community., was call it “**The Hamilton 200 plus one Bi Centenary Celebrations**” in 2027!!

This would give all of us time to really make the Hamilton celebrations one of a attracting many people to the village which would bring with it economic benefits.

Thank you for considering my request.

11. CONSIDERATION OF SUPPLEMENTARY AGENDA ITEMS TO THE AGENDA

Nil

The meeting was suspended at 11.15 a.m. for a short break and reopened at 11.35 a.m.

12. CLOSURE OF THE MEETING TO THE PUBLIC

RESOLUTION 25/06.2026/C

Moved: Cr R Cassidy

Seconded: Cr J Honner

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

<i>Item Number</i>	<i>Matter</i>	
6.1	<i>Confidential Advice (Supplementary Item)</i>	<i>Regulation 17 (2)(h)(ii) information that is provided to the council on the condition that it be kept confidential</i>

CARRIED

For the Motion

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

13. RE-OPEN MEETING TO THE PUBLIC

The meeting re-opened to the public at 11.55 a.m.

3.3 DRAFT 2013-13 RATES & CHARGES POLICY

RESOLUTION 26/06.2026/C

Moved: Cr D Meacheam

Seconded: Cr R Cassidy

THAT Council endorse Policy 2013-13 Rates & Charges Policy.

CARRIED

For the Motion

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

REPORT BY Adam Wilson, Deputy General Manager

Attachment – Policy

PURPOSE

The purpose of this report is to seek Council's endorsement of the revised Rates and Charges Policy.

A review has been undertaken to ensure the policy remain current, compliant with legislation, and aligned with contemporary local government practice and operational requirements.

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

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

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

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

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

BACKGROUND

As part the Council's ongoing commitment to good governance, continuous improvement,

and legislative compliance, a review has been undertaken of Policy No. 2013 – 13 Rates and Charges Policy.

The review assessed the policies' relevance, clarity, usability and alignment with current legislation included in the *Local Government Act* 1993.

The revisions made to the policy are primarily in nature and include:

- clarification of responsibilities and procedural steps;
- improved alignment with contemporary governance standards;
- removal of outdated references;
- consolidation of duplicated information; and
- improved formatting to enhance readability.

POLICY IMPLICATIONS

Regular, structured reviews of Council policies is essential to ensure they remain contemporary, relevant, compliant with legislation and supportive of robust governance practices.

Endorsement of the revised policy will ensure that Council's policy remains current, compliant with legislation, and aligned with contemporary local government practice and operational requirements.

STATUTORY REQUIREMENTS

The following legislation are relevant to this policy:

- *Local Government Act* 1993.

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

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

The revised policy continues to meet statutory obligations.

FINANCIAL IMPLICATIONS

Any financial implications associated with implementing this policy can be met within Council's existing budget allocations.

RISK ISSUES

Regularly reviewing and updating Council policies is essential to maintaining an effective governance framework and mitigating organisational risk. The adoption of the Rates and Charges Policy will assist in reducing the likelihood of non-compliance with legislative and regulatory obligations. Ensuring the policy remain current also provides greater clarity regarding roles, responsibilities, and procedural expectations across the organisation.

Updating the policy strengthen transparency and accountability in setting the General Rate, thereby reducing Council's exposure to operational, financial, and reputational risks. A clear contemporary policy supports consistent organisational practice and promotes informed decision making. These improvements contribute to building and maintaining community confidence in Council's governance and organisational integrity.

Conversely, failure to update this policy would increase the potential for outdated, inconsistent, or unclear practices, which may lead to governance deficiencies, reduced transparency, and elevated risk exposure. Keeping the policy current ensures that Council continues to operate in a responsible, defensible, and compliant manner.

OPTIONS FOR COUNCIL TO CONSIDER

Council has the following options to consider:

- Endorse the amended Rates and Charges Policy as presented;
- Request further amendments to the policy; or
- Reject the proposed amendments and retain the current version of the policy.

OFFICER'S COMMENTS / CONCLUSION

As part of Council's ongoing commitment to good governance and continuous improvement, a review was undertaken of Council's Policy 2013 – 13 Rates and Charges Policy.

The review considered the policy's relevance, clarity, and alignment with current legislative requirements, industry standards, and operational practices. The proposed amendments are the result of this review, ensuring that the policy remains current, transparent, and consistent with legislative obligations and best practice.

Key updates include:

- Updated to policy details.
- Variation to General Rate.

These amendments demonstrate Council's commitment to effective governance, responsible resource management, and maintaining community confidence in Council decision making.

It is therefore recommended that Council consider and endorse the proposed amendments and additions in the attached policy document.

4.2 COUNCIL RATES RESOLUTION 2026-2027

RESOLUTION 27/06.2026/C

Moved: Cr R Cassidy

Seconded: Deputy Mayor J Allwright

THAT Council by absolute majority, approves the following Rates Resolution for 2026-2027.

CARRIED

For the Motion

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

REPORT BY Zeeshan Taugeer, Accountant

CENTRAL HIGHLANDS COUNCIL

NOTICE OF 2026-2027 RATES & CHARGES

Under the *Local Government Act 1993* and the *Fire Service Act 1979*, the Central Highlands Council makes the following rates and charges upon rateable land within the municipal area of Central Highlands ("the municipal area") for the financial year 1 July 2026 to 30 June 2027 in respect to land in the municipal area which is separately valued under the *Valuation of Land Act 2001*: -

Definitions

Unless the context otherwise requires, in the following resolutions, words defined in the *Local Government Act 1993* have the same meaning as they have in that Act.

Unless the context otherwise requires, in the following resolutions, the following words and expressions have the meaning set out below:

'Act' means the *Local Government Act 1993*.

'AAV' means the assessed annual value as determined by the Valuer-General under the *Valuation of Land Act 2001* and adjusted under the *Local Government Act 1993*.

'land' means a parcel of land which is shown as being separately valued in the valuation list prepared under the *Valuation of Land Act 2001*.

'municipal area' means the valuation district of the Council under the *Valuation of Land Act 2001*.

'valuation list' means, in respect of the financial year, the valuation list, supplementary valuation list or particulars of adjustment factors provided to the Council by the Valuer-General under Section 45 of the *Valuation of Land Act 2001*.

General Rate

1. Pursuant to Sections 90 and 91 of the Act, the Council makes a General Rate in respect of all rateable land (except land which is exempt pursuant to Section 87 of the Act) consisting of two components, being:

- a) **2.6523398** cents in the dollar of the AAV (“the AAV Component”); and
- b) A fixed charge of **\$524.45**.

Variation to General Rate

2. Pursuant to Section 107 of the Act, Council hereby declares by absolute majority that the AAV Component of the General Rate varies for land within the municipal area which is used or predominantly used for wind farm electricity generation – private purposes to **99.00 cents** in the dollar of AAV.

Waste Management Charge

3. Pursuant to Section 94 of the Act, Council makes a waste management service charge for land within the municipal area (including land which is otherwise exempt from rates pursuant to Section 87 of the Act, but excluding land owned by the Crown to which Council does not supply any of the following services) of **\$421.00** (“the Waste Management Service Charge”).

4. Pursuant to Sections 94 and 107 of the Act, Council hereby declares by absolute majority that the Waste Management Service Charge varies within the municipal area as follows:

- a) for land used or predominantly used for commercial purposes to which Council supplies or makes available a garbage and recycling kerbside waste collection service, Council varies the Waste Management Service Charge to **\$745.00**;
- b) for land to which Council does not supply or make available a garbage or recycling kerbside waste collection service and which is used or predominantly used for:
 - i. residential purposes;
 - ii. industrial purposes;
 - iii. public purposes;
 - iv. primary production purposes;
 - v. sporting or recreational facilities purposes; or
 - vi. quarrying or mining,

Council varies the Waste Management Service Charge to **\$281.00**; and

- c) for non-use of the land, Council varies the Waste Management Service Charge to **\$169.00**.

Fire Service Contribution

5. Pursuant to Section 93A of the Act and the provisions of the *Fire Services Act 1979* (as amended), Council makes the following service rates for land within the municipal area:
 - a) Bothwell volunteer brigade district fire rate of 0.295000 cents in the dollar on the AAV, subject to a minimum amount of **\$52.00**, in respect of all land within the Bothwell Volunteer Brigade Rating District.
 - b) a general land fire rate of **0.2672694** cents in the dollar on the AAV, subject to a minimum amount of **\$52.00**, in respect of all land within the municipal area which is not within the Bothwell Volunteer Brigade Rating District.

Separate Land

In relation to all rates and charges for the 2026/2027 year, as previously made, for the purposes of these resolutions the rates and charges shall apply to each parcel of land which is shown as being separately valued in the valuation list prepared under the *Valuation of Land Act 2001*.

Instalments

6. Pursuant to Section 124 of the Act, the rates for 2026/2027 shall be payable in four instalments, the dates by which the rates are due to be paid are:

Instalment No. 1 **31 August 2026**

Instalment No. 2 **30 November 2026**

Instalment No. 3 **26 February 2027**

Instalment No. 4 **30 April 2027**

Where a ratepayer fails to pay any instalment within 21 days from the date on which it is due, the ratepayer must pay the full amount owing.

Penalty

7. Pursuant to Section 128 of the Local Government Act 1993, if any rate or instalment is not paid on or before the date it falls due, a penalty of **10%** of the unpaid instalment or part thereof, shall be applied.

Adjusted Values

8. For the purposes of this resolution, any reference to the assessed annual value includes a reference to that value as adjusted pursuant to Section 89 and Section 89A of the *Local Government Act 1993* as amended.

These rates are for the year commencing **1st July 2026 and ending 30th June 2027** and are payable to the Council at its Offices at Alexander Street, Bothwell or Tarleton Street, Hamilton.

4.3 ANNUAL BUDGET ESTIMATES 2026-2027

RESOLUTION 28/06.2025/C

Moved: Cr D Meacheam

Seconded: Cr R Cassidy

THAT the Council approves the Annual Budget Estimates for 2026-2027.

CARRIED

For the Motion

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

REPORT BY Zeeshan Tauqeer, Accountant

Attachment - [Draft Annual Budget Estimates for 2026-2027.](#)

BACKGROUND

Section 82 of the *Local Government Act 1993* requires the General Manager to prepare budget estimates of the Council's revenue and expenditure for each financial year.

Following on from Council's Budget Workshops held on 24th March 2026, 31st March 2026 and 5th May 2026; the Draft Budget Estimates for 2026-2027 have been prepared and are submitted to Council for adoption. The budget estimates are required to be adopted by Council by Absolute Majority.

These Budget Estimates have been prepared in accordance with Council's adopted Long-Term Financial Plan and incorporate the March 2026 CPI increase of 5.1%. As a result, all expenditure and revenue projections have been adjusted by an average of 5.1% across all areas. Rate revenue has been increased by 6%, consisting of the March 2026 CPI increase of 5.1% plus 0.9%. This adjustment is intended to ensure that Council maintains a strong and sustainable fiscal position in the current economic environment

12. CLOSURE OF THE MEETING TO THE PUBLIC**RESOLUTION 29/06.2026/C****Moved:** Cr R Cassidy**Seconded:** Cr J Honner

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

Item Number	Matter	
2.1	<i>Confirmation of the Minutes - Closed Session of the Meeting of Council held on 19 May 2026.</i>	<i>Regulation 17 (2)(H) of the Local Government (Meeting Procedures) Regulations 2025 – information of a personal and confidential nature or information provided to Council on the condition it is kept confidential.</i>
2.2	<i>Confirmation of the Finance Committee Minutes - Closed Session held on 9 June 2026.</i>	<i>Regulation 17 (2)(H) of the Local Government (Meeting Procedures) Regulations 2025 – information of a personal and confidential nature or information provided to Council on the condition it is kept confidential.</i>
5.1	<i>Council notes the Government Departments, Government Agencies and Parliamentary Members Letters and Announcements</i>	<i>Regulation 17 (2)(h) - Information of a personal and confidential nature or information provided to the Council on the condition it is kept confidential</i>
5.2	<i>Tender CHC 05-26 Supply And Stockpile Of Crushed Red Gravel</i>	<i>Regulation 17 (2)(e) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal.</i>
5.3	<i>Tender no. CHC 03-26 - Service for Supply, Installation and Maintenance of Recycling Bins at Waste Transfer Stations and Collection of Recyclables</i>	<i>Regulation 17 (2)(e) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal.</i>
5.4	<i>Settlement and release agreement between Telstra and the Central Highlands Council</i>	<i>Regulation 17 (2)(e) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal</i>
5.5	<i>Tender no. CHC 04-26 - Greta Ablution Block and Deck Addition</i>	<i>Regulation 17 (2)(e) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal</i>

5.6	<i>Council's Vacant Land</i>	<i>Regulation 17 (2)(e) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal</i>
5.7	<i>Waddamana Bridge Replacement – Bashan Road</i>	<i>Regulation 17 (2)(h) - Information of a personal and confidential nature or information provided to the Council on the condition it is kept confidential</i>

CARRIED**For the Motion**

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

PURPOSE

Under Regulation 17 (1) of the *Local Government (Meeting Procedures) Regulations 2025* states that at a meeting, a council by absolute majority, or a council committee by simple majority, may close a part of the meeting to the public for a reason specified in sub-regulation (2).

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

MEETING CLOSED to the public at 12.10 p.m.

13. RE-OPEN MEETING TO THE PUBLIC

The meeting re-opened to the public at 12.42 p.m.

14. PUBLIC RELEASE ANNOUNCEMENT(S)

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

Item Number	Matter	Decision
2.1	<i>Confirmation of the Minutes - Closed Session of the Meeting of Council held on 19 May 2026.</i>	<i>THAT the Minutes of the Closed Session of the Ordinary Meeting of Council held on 19 May 2026 be confirmed.</i>

2.2	<i>Confirmation of the Finance Committee Minutes - Closed Session held on 9 June 2026.</i>	<i>THAT the Minutes of the Closed Session of the Finance Committee held on 9 June 2026 be received.</i>
5.1	<i>Council notes the Government Departments, Government Agencies and Parliamentary Members Letters and Announcements</i>	<i>Noted</i>
5.2	<i>Tender CHC 05-26 Supply And Stockpile Of Crushed Red Gravel</i>	<i>THAT Council accept the tender of Fieldwicks Pty Ltd</i>
5.3	<i>Tender no. CHC 03-26 - Service for Supply, Installation and Maintenance of Recycling Bins at Waste Transfer Stations and Collection of Recyclables</i>	<i>THAT Council accept the tender of Thorp Waste</i>
5.4	<i>Settlement and release agreement between Telstra and the Central Highlands Council</i>	<i>Noted</i>
5.5	<i>Tender no. CHC 04-26 - Gretna Ablution Block and Deck Addition</i>	<i>THAT Council accept the tender of Jarrod Horne Builders</i>
5.6	<i>Council's Vacant Land</i>	<i>THAT Council issue a 12 month lease on those properties, subject to conditions</i>
5.7	<i>Waddamana Bridge Replacement – Bashan Road</i>	<i>Noted</i>
6.1	<i>Confidential Information</i>	<i>Noted</i>

15. CLOSURE

Mayor Triffitt thanked everyone for their contribution and declared the meeting closed at 12.44 p.m.



Policy No. 2013 - 19

Asbestos Policy

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Asbestos Policy	Review Date: 31 Dec 2029	Page 1 of 4

1. PURPOSE AND BACKGROUND

To provide a safe place of work and a safe environment for all workers and others from the harmful effects of asbestos fibres, through the provision of regular building inspections and safe work procedures.

Asbestos containing materials (ACM) were widely used in the construction industry from around 1940 to the early to mid 1980s. Asbestos was in some form or manner used in over 3,000 products. Whilst the use of ACM in new building systems has ceased, the presence of ACMs in older building systems is still widespread. ACMs may still be present in Council buildings and facilities in various forms that include, but not restricted to; hot water pipe insulation (lagging), spray-on fireproofing, roofing material, fencing, floor tiles, piping and internal and external wall claddings.

2. DEFINITIONS

Asbestos – means the fibrous form of mineral silicates belonging to the serpentine and amphibole groups of rock-forming minerals, including actinolite, amosite (brown asbestos), anthophyllite, chrysotile (white asbestos), crocidolite (blue asbestos), tremolite, or any mixture containing one or more of the mineral silicates belonging to the serpentine and amphibole groups.

Asbestos Containing Materials (ACM) – means any material, object, product or debris that contains asbestos.

Worker – A person is a worker if the person carries out work in any capacity for a person conducting a business or undertaking, including work as an employee, or a contractor or subcontractor, or an employee of a contractor or subcontractor, or an employee of a labour hire company who has been assigned to work in the person's business or undertaking, or an outworker, or an apprentice or trainee, or a volunteer, or a person of a prescribed class.

3. POLICY STATEMENT

Council is committed to ensuring that asbestos containing material in Council owned facilities and buildings are managed and controlled to protect the health and wellbeing of workers, contractors and the community.

4. APPLICATION

This policy applies to all workers and others of the Central Highlands Council.

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5. LEGISLATION

- *Local Government Act 1993*
- *Work Health and Safety Act 2012*
- *Work Health and Safety Regulations 2022*

6. PROCEDURES

6.1 Asbestos Management Plan

Council is firmly committed to providing an Asbestos Management Plan for the ultimate long-term aim of all buildings and sites, as detailed on the Asbestos Register, controlled by Council, are safe and managed in accordance with legislation.

All work conducted on asbestos materials shall be in accordance with current legislative requirements and in such a manner to ensure workers and others are not exposed to asbestos fibres.

6.2 Responsibilities

Managers and Supervisors:

- Develop an Asbestos Management Plan in consultation with a qualified professional, such as an occupational hygienist;
- Provide the appropriate personal protective equipment;
- Pursue strategies to control and protect workers from asbestos exposure;
- Ensure Council's Asbestos Removal Standard Operating Procedures are adhered to when workers are handling and removing ACM under the guidelines for allowable quantities and types;
- Only appropriately qualified asbestos removalists are to be engaged to remove asbestos containing materials, when quantities are above the allowable limits and types referred to in the Asbestos Removal Standard Operating Procedures;
- Comply with the legislative requirements and associated Codes of Practice;
- Provide an advisory service and develop awareness on asbestos matters;
- Inspection of buildings and facilities in consultation with a qualified professional, such as an occupational hygienist;
- Maintain the Asbestos Register;
- Record incidents or hazards;
- Monitor relevant legislation and review both the policy and the plan regularly.

Workers:

- Must comply with the Asbestos Management Plan and procedures;
- Will report to Works and Service Manager prior to commencing work on site where asbestos is present;

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- Ensure reasonable precautions are taken to keep people clear of areas where asbestos containing materials are being repaired, removed or upgraded;
- Advise Works and Service Manager where contractors or tradespeople are seen not following safe work practices;
- If a worker suspect there is asbestos in a Council workplace, they should inform their manager or supervisor;
- Ensure Asbestos Removal Standard Operating Procedures are adhered to when workers are handling and removing ACM under the guidelines for allowable quantities and type.

6.3 Accidental Disturbance of Asbestos by Workers

If the situation arises where asbestos is accidentally disturbed by workers, has the potential to be, or has become airborne, Council will minimise the exposure to workers and the general public.

Procedures workers are to follow in the event that there is an accidental or unintentional disturbance of asbestos.

- Stop works in the area immediately;
- Inform the Works and Service Manager or Works Supervisor;
- Evacuate the area.;
- Works and Service Manager or Works Supervisor will utilise appropriately qualified asbestos removalist to remove the accidentally disturbed asbestos containing materials ACM.

6.4 Asbestos Register

Council's Asbestos Register will be maintained to ensure the register lists all identified (or assumed) asbestos in the workplace. The Asbestos Register will be accessible, reviewed, revised and otherwise managed in accordance with the *Work Health and Safety Regulations 2022*.

Council will ensure that any worker carrying out or intending to carry out work at a council workplace that involves a risk of exposure to airborne asbestos is given a copy of the Asbestos Register.

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Policy No. 2015 – 06

Tendering and Procurement

Code for Tenders and Contracts Policy

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1. Purpose

The purpose of this Code for Tenders and Contracts (Code), is to provide a policy framework on best practice tendering and procurement methods in line with the legislative requirements of the *Local Government Act 1993* (the Act) and the *Local Government (General) Regulations 2025* (the Regulations).

With this Code, Council aims to achieve the procurement principles of:

- open and effective competition;
- value for money;
- enhancement of the capabilities of local business and industry; and
- ethical behaviour and fair dealing.

The Act requires every council to adopt a code relating to tenders and contracts.

This Code has been made and adopted by the Council in accordance with section 333B of the Act. This Code:

- is consistent with the Act and the Regulations; and
- includes procedures and guidelines for any prescribed matter, and
- promotes prescribed principles.

As a measure of accountability and transparency, the General Manager will:

- make a copy of this Code (and any amendments) available for public inspection at the Council's office during ordinary office hours;
- make copies of this Code available for purchase at a reasonable charge; and
- publish a copy of this Code on the Council's website free of charge.

The Act and Regulations require the Council to invite public tenders for any contract it intends to enter into for the supply or provision of goods or services valued at or above \$250,000 (excluding GST).

There are circumstances in which the Council is exempt from undertaking the above processes. These circumstances are described in Section 7.

For purchases under the \$250,000 (excluding GST) thresholds, the Council, in accordance with the Regulations, has decided that a quotation process will be undertaken.

In accordance with Regulation 23(4) of the Regulations, the Council will not split a contract into two or more contracts for the primary purpose of avoiding compliance with the requirement to publicly invite tenders.

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Council Officers acting under this Code should do so under delegated authority from the General Manager.

This Code applies to the Council, Council employees, Council agents and any service provider wishing to supply goods and / or services to the Council.

Service providers engaged by the Council will, where it is practical to do so, be required to apply the principles of this Code (as applicable) when seeking tenders or quotations from their subcontractors and suppliers.

In accordance with section 333B(2)(d) of the Act, the Council will review the contents of this Code at least once every 4 years.

~~This Policy applies to all tendering and procurement which the Council is obliged to conduct under the Local Government Act 1993 (the Act). The Policy gives guidance for tendering and procurement procedures.~~

~~Central Highlands Council is committed to a tendering and procurement system that will produce the best value for money, quality goods and services to our residents and ratepayers, open and effective competition, enhancement of the capabilities of local business and industry and that treats all tenderers in a timely and fair manner. To help achieve this, this Policy sets out the steps that the Council will follow when procuring and tendering goods, services or works.~~

~~To achieve its objective the Council will ensure that the tender process is fair to all parties, and use its best endeavours to demonstrate that fairness to tenderers and potential tenderers. More specifically, it will:~~

- ~~• produce tender documents that clearly specify the Council's required outcomes to allow tenderers to bid for and price work accurately;~~
- ~~• package work put to tender in a manner which encourages competition and the best outcome for residents and ratepayers;~~
- ~~• not participate in, and actively discourage other parties from, improper tendering practices such as collusion, misrepresentation and disclosure of confidential information;~~
- ~~• require any conflict of interest to be disclosed immediately;~~
- ~~• have regard to the cost of tendering to tenderers, residents and ratepayers and seek to constrain that cost.~~

~~Council promotes a policy of supporting local business, i.e. within the Municipal area, in the first instance where the local business is able to supply goods and services which are equivalent value and standard to external sources.~~

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Council also has the opportunity to procure selected items through NPN (National Procurement Network); a service made available through LGAT. Prices may be significantly lower due to the increased purchasing power and there may also be significant time savings as specifications, tenders and contracts are all dealt with by NPN.

This policy restates the ethical principles applying to all parties in the tendering process and then describes all steps in the tendering process under the headings of obligations of the principal and of tenderers.

Adherence to this code provides for minimum acceptable levels of behaviour from those involved in the tender process but does not minimise all areas of potential risk and associated liability.

Legislative Requirements, Regulations and Associated Council Policies, Procedures and Guidelines.

This policy should be read in conjunction with applicable, appropriate and associated Legislative Requirements, Regulations, Council Policies, Procedures and Guidelines. These include but are not limited to:

- The Local Government Act 1993;
- Local Government (General) Regulations 2015;
- Australian Standard AS4120 – 1994 – Code of Tendering
- Code of Conduct Policies;
- Risk Management Policy and Procedures;
- Staff Induction Procedures;
- Position Descriptions;
- Fraud Policies and Procedures;
- Delegations of Authority;
- Purchasing and Payments Control Policy.

Glossary of Terms

This Policy

2015-06 Tendering and Procurement Policy

Council

Central Highlands Council.

Tender Box

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The point or place for lodgement of tenders which is locked.

Contractor

A contractor is defined as a person or organisation, external to Council, engaged under a contract for service (other than as an employee) to provide specified services to Council. A contractor generally works under the supervision of a Council Manager to provide services which are not readily available in the Council.

Expression of Interest

Is a means of identifying potential suppliers or contractors interested in a particular project which may ultimately submit a formal tender or quotation. This allows the Council to shortlist potential suppliers before seeking detailed offers, depending on technical, financial and managerial capacity, thus restricting the issue of formal tenders to those suppliers with demonstrated capacity.

Open/Public Tender

The formal process of publicly inviting offers through an advertisement in a local newspaper to supply goods and services, or purchase surplus items, normally involving specifications and detailed documentation.

Procurement

The entire process by which all resources are obtained by an entity, including planning, design, standards determination, specification writing, selection of suppliers, financing, contract administration, disposals and other related functions.

Tender

Is a formal offer to supply goods or services at a stated cost. A tender may be public (advertised) or selective (bids from selected contractors sought).

Standing Tenders

From time to time the Council may utilise a standing tender in which one or more tenderers are contracted through an open tender process to provide specified goods or services over a period of time without the need for a further tender process. This may be particularly relevant to supplies of general items such as stationery, cleaning products, etc.

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The way in which a standing tender is established is the same as for an open tender process where the specification and description of the tender describe the intent of the standing contract and the conditions of its use.

Multiple Use Register

From time to time the Council may utilise a multiple use register process to establish a register of suppliers that Council has determined satisfy the conditions for participation in that register, and that Council intends to use more than once.

If it is determined that a such register will be established, the General Manager will invite expressions of interest from prospective applicants for inclusion on a register by publishing at least once in the major regional newspaper and on its website a notice specifying:

- A description of the goods and services, or categories thereof, for which the register may be used;
- The name and address of the council and other information necessary to contract the entity and obtain all relevant documents relating to the register; and
- Any deadlines for submission of application for inclusion on the register.

The General Manager will advise all prospective tenderers of the results of their application including all categories for which they are registered and the reasons for rejection of inclusion on the register as soon as practicable.

When Council wishes to use the register, the General Manager will invite all successful applicants that are registered for the relevant category to tender for the provision of the required good or service, and the tender process as outlined in this policy will be utilised.

Council will review any established register at least once every 3 years.

Multiple Stage Register

From time to time the Council may utilise a multiple stage tendering process. This is a process by which suppliers are evaluated through stages against criteria established by the Council. This is a useful process to:

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- Gain market knowledge and clarify the capability of suppliers;
- Shortlist qualified tenderers; and
- Obtain industry input.

The General Manager may call for expressions of interest from prospective tenderers and will ensure that prospective tenderers are provided with all relevant information including details as to the various stages in the tender process.

As a final stage in a multiple stage tender process the General Manager will invite all suppliers who have met the criteria set by the Council to tender for the supply of goods or services, in which event the tender process as outlined in this policy will be utilised.

National Procurement Network (NPN)

The NPN is an alliance of State and Territory Local Government Associations. The NPN combines the purchasing power of around 350 councils Australia wide.

Because LGAT is a member of the NPN, it is able to offer Council, as a member of LGAT, access to:

- Better pricing for a range of goods (savings on government list prices of up to 30%)
- Significant time saved in preparing tender and contract documentation
- Significant time saved in reviewing and appointing appropriate suppliers
- The benefit of nearly always being able to purchase the goods locally – so providing support to local businesses.

By Using the National Procurement Network (NPN), there is no need for Council to draft contracts, advertise, evaluate tenders and award contracts. These functions represent hidden costs that have been estimated to be in the vicinity of \$5,500 per tender.

LGAT has purchased a VendorPanel license which allows councils to create online requests for quotations from preferred and pre-qualified suppliers. VendorPanel is a secure web based system used by organisations to increase transparency, compliance and savings.

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2. Definitions

Act means the *Local Government Act 1993*.

Code – refers to this Code for Tenders and Contracts, which has been developed in accordance with the requirements of the Act and the Regulations.

Consultant – a person or organisation, external to the Council, engaged under a contract on a temporary basis to provide recommendations or high-level specialist or professional advice to assist decision making by the Council. The consultant will be expected to exercise his or her own skills and judgement independently of the Council. It is the advisory nature of the work that distinguishes a consultant from a contractor.

Contractor – a person or organisation, external to the Council, engaged under a contract for service (other than as an employee) to provide specified services to the Council.

Contract – a contract is an obligation, such as an accepted offer, between competent parties upon a legal consideration, to do, or abstain from doing, some act.

Expression of Interest – an Expression of Interest shall be used as a means of exploring the market or to pre-qualify businesses to reduce the cost of tendering by restricting the issue of formal tenders.

Local Business – any business operating in the Central Highlands municipal area that has a permanent office or presence in the municipal area.

Multiple-stage Purchasing – a process which allows for a preliminary assessment of the market to be made in terms of the capabilities of potential suppliers and the goods and services that are available to satisfy the requirement, before a final purchasing stage is undertaken.

Preferred Supplier – a supplier that has satisfied the Council's selection criteria and is approved for the purchase of particular goods and services.

Procurement – the entire process by which all resources are obtained by an entity, including planning, design, standards determination, specification writing, selection of suppliers, financing, contract administration, disposals and other related functions.

Probity – probity is a risk management approach to ensuring procedural integrity.

Public Tender – a tender where any business that can meet the requirements of the Request for Tender can bid.

Purchasing – the acquisition of goods or services.

Quotation – the bid submitted in response to a Request for Quotation from the Council.

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Request for Quotation – either a verbal or written request for offers from businesses capable of providing a specified good or service.

Request for Tender – a document soliciting offers from businesses capable of providing a specified good or service. Requests for Tender are usually advertised.

Standing Tender – a tender from which a single tenderer or multiple tenderers may be contracted for a specified period to provide specified goods or services during that period without the need for a further tender process.

Tender – a proposal, bid or offer that is submitted in response to a Request for Tender from the Council.

Value for Money – achieving the desired outcomes at the best possible price.

Verbal Quotation – a verbal response to a Request for a Quotation.

Written Quotation – a written response to a Request for a Quotation.

3. Procurement Principles

Council will comply with the following principles when acquiring goods and services:

3.1 Open and effective competition

Ensuring that the tender process is impartial, open and encourages competitive offers.

In practice this means that Council will:

- use transparent and open tender processes so that service providers and the public are able to have confidence in the outcomes;
- test the market by pre-determined and clear unbiased specifications and processes;
- establish and maintain procedures to ensure that fair and equitable consideration is given to all tenders received;
- establish and maintain procedures to ensure a prompt and courteous responses to all reasonable requests for advice and information from potential or existing tenderers;
- establish and maintain procedures to ensure that all potential tenderers are provided with the same information relating to each tender, and are given an equal opportunity to meet the tender requirements;
- treat all suppliers of goods and services consistently and equitably;

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- endeavour not to amend the terms of a tender during the period that the tender is open, however, if it is necessary for Council to make an alteration to the terms of a tender, the alteration will be made by addendum and forwarded to prospective tenderers. In order to do this, Council will record details of all parties provided with tender documentation;
- apply reasonable and uniform tender evaluation criteria for the assessment and consideration of tenders. Unless otherwise specified in the tender documentation, the following tender evaluation criteria will be used as the basis of tender evaluation criteria in the assessment of tenders:
 - Cost of goods or services;
 - Experience, capability and resources of the tenderer to best meet the tender requirements;
 - Quality systems in place and compliance with statutory requirements if relevant;
 - Provision of services to best meet the tender requirements;
 - Workplace health and safety requirements (including requirements of relevant Acts, Regulations, Standards, Codes of Practice and Council policies and procedures; and
 - Evidence of required insurance policies, and financial security, where required.

3.2 Value for money

Achieving the required outcome at the best possible price.

In practice, this means that Council will consider:

- the value of the acquisition and potential benefits against the costs of that purchase;
- an assessment of risks associated with the purchase;
- how well goods or services meet needs;
- lifecycle costs of a product;
- disposal value;
- time constraints;
- the impact of the procurement decision on the local economy, such as through industry development and employment creation;
- The impact of the procurement decision on the environment, such as through minimising waste and reducing demand for goods and services which have a direct impact on the environment (such as printing, utilities and travel).

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3.3 Enhancement of the capabilities of local business and industry

Ensuring that local businesses that wish to do business with Council are given the opportunity to do so.

In practice this means that Council will:

- actively seek quotes from local businesses that are able to provide quality goods and or services;
- wherever possible, develop the tender evaluation criteria to ensure local businesses have the same opportunities as all other respondents to tender for goods or services;
- if a quote or tender is submitted from a local business or contractor Council may use the local business or contractor where the price exceeds competing non local business or contractors by up to 5%;
- at a minimum, always advertise each tender locally in a newspaper circulating in the area and when considered appropriate, advertisement nationally will occur;
- make tender documentation available on request at Council offices or via mail or email;
- ensure that sufficient time has been provided to allow prospective tenderers to prepare an adequate response when inviting tenders. At a minimum, tenders will be open for a period not less than 21 days.

3.4 Ethical behaviour and fair dealing

Ensuring all purchasing is undertaken in a fair and unbiased way and in the best interests of Council.

In practice, this means that Council will:

- be fully accountable for the tendering practices that it uses and the decisions it makes;
- ensure that decisions are not influenced by self-interest or personal gain;
- establish and maintain procedures to deal honestly with, and be equitable in the treatment of, all potential or existing suppliers;
- identify and deal with any conflicts of interest identified; and
- ensure that all tendering is undertaken in accordance with this Code and Council policies.

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4. Guidelines – Tendering and Procurement Thresholds

There are a number of tendering and procurement thresholds that require different levels of involvement in planning and executing the purchase. The following table refers to the thresholds and summarises what purchasing method Council utilises based on the total dollar value of the purchase.

This table also appears within the Purchase and Payments Control Policy 2016-44.

Procurement or Purchase Value	Minimum Requirement	Officer Authorised to Investigate Approve Purchase Order (Purchasing Officer)	Authority / Approval (Refer to Purchasing and Payments Control Policy)
Under \$10,000	<u>One</u> verbal quotation where applicable. Council Purchase Order where appropriate.	All Managers and Works Supervisor; Executive Assistant; Senior Administration Officers; and Community Development Officer	Orders over \$10,000 to be authorised by applicable Manager or Supervisor Works Supervisor, Executive Assistant, Manager, Deputy General Manager or General Manager.
\$10,001 to \$20,000	<u>Two</u> written quotations, one of which to be from a local business, if possible. Council Purchase Order where appropriate.	All Managers and Works Supervisor; and Executive Assistant	To be authorised by applicable Works Supervisor, Executive Assistant, Manager, Deputy General Manager or General Manager.
\$20,001 to \$50,000	<u>Two</u> written quotations, one of which to be from a local business, if applicable. Council Purchase Order where appropriate.	All Managers and Works Supervisor.	To be authorised by applicable Works Supervisor, Manager, Deputy General Manager or General Manager.
\$50,001 to \$99,999	<u>Three</u> written quotations, one of which to be from a local business, if applicable. Council Purchase Order where appropriate.	All Managers	To be recommended authorised by applicable Manager, Deputy General Manager or General Manager.
\$100,000 up to \$249,999	<u>Three</u> written quotations, one of which to be from a local business, if applicable. Council Purchase Order where appropriate.	General Manager	To be recommended by applicable Manager or Deputy General Manager and authorised by General Manager.
\$250,000 or over	Council MUST advertise each Tender/EOI at a minimum in the local regional newspaper and advertise on the Council website.	General Manager	Contracts to be awarded and signed by the General Manager after acceptance and approval by Council.

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5. **Process and Principles Procurement Methods**

5.1 Specifications

The Council has responsibility to its residents and ratepayers to ensure services are properly delivered. It will therefore develop specifications that clearly set out the Council's expectations. Most specifications will focus on outcomes and quality requirements, rather than particular ways of delivering a service. Some specifications may include both input and output requirements for a service.

The tender documents will require tender proposals to indicate how the performance standards will be met, and how the tenderer would measure the satisfaction levels of service users.

The tender documents will require the tenderers compliance with Council's Work Health and Safety Policy (2014-24).

In developing specifications, the Council will consider the requirements of service users and may seek the views of the providers of the existing service and others providing similar services, whether in the public or private sector.

The Council will identify in the specifications any Council assets to be made available to tenderers, whether in-house or external, and may set costs, terms and conditions for the use of the assets.

No potential tenderer will have access to the final specifications prior to their formal approval and public release by the Council.

5.2 Public Notice

Public notice is required under the Act to start a tender process. The Council will advertise in the Public Notice Section of 'The Mercury' newspaper and may advertise in other newspapers or publications where appropriate. Council will also place information on the Council website.

When advertising the Council will specify:

- The nature of the goods or services required;
- Any identification details allocated to the contract;
- Where the tender is to be lodged;
- Particulars identifying a person from whom further or detailed information relating to the tender can be obtained; and
- The period within which the tender is to be lodged.

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5.3 Variations to a Tender

Where the Council seeks to amend or extend the closing date for a tender it will advertise the variation/s in *'The Mercury'* newspaper and on its website. If tender documents have been issued or a written tender has already been received, then the General Manager will notify the recipients of the tender documentation and any tenderer in writing of the variation/s to the tender.

5.4 Expression of Interest (EOI)

The Council may use an "Expression of Interest" process before it invites tenders. If so, it will advertise publicly the purpose and nature of the contract or project and the date by which it will invite tenders. The aim at the Expression of Interest stage is not to elicit tenders, but rather to assess the capacity of the respondents to undertake the work or project, and to refine the specifications. Council will make the evaluation criteria for registration available to all respondents.

The Council will seek tenders from local business and industry if available.

The Council may invite tenders from some, all or none of the registrants, by the advertised date. If the Council does not invite tenders by that date, it will write to all registrants advising when tenders are to be invited. Respondents who are not invited to tender will be advised in writing. The Council will use this list of registrants to invite tenders for the advertised contract or project only.

5.5 Invitation to Tender

The Council will offer the same tender documents to all those who respond to an invitation to tender. A copy of this Policy will be attached to all tender documents.

Council may impose a fee for tender documentation related to the cost of printing the tender documentation. Council will not impose any additional fee for tender documentation unless it refunds the fee to each tenderer who submits a conforming tender. The Council will not request a tender deposit. In all cases Council will seek to minimise the cost to suppliers of participating in the tender process.

The tender documents will include the tender evaluation criteria and identify the order of importance accorded to the criteria.

In addition, Council will ensure that prospective tenderers are provided with all relevant information, including:

- Details of the goods or services required;
- Details of the duration of the contract, including extensions;
- Any mandatory tender specifications and contract conditions; and

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- A reference to the Council's Tender Policy.

If the Council gives advice, written or verbal, to a respondent clarifying the meaning of the tender documentation, it will give the same information to all other respondents in writing. Council will keep a written record of any other verbal advice. Council will respect the confidentiality of a respondent who discloses information which has commercial or intellectual property value. Council will consider conducting a pre-tender briefing and may determine not to give additional information apart from the briefing.

Tenderers will generally be given a minimum of 21 days from the date on which tenders were invited in which to submit tenders. All tenders must be in writing. The submission period is determined by the nature of the tender and the Council will advise respondents in writing when it invites tenders if a longer or shorter submission period is to apply.

5.6 Opening of Tenders

The opening of tenders is not a public event. Tenders are to be opened jointly by two officers being either the General Manager, Deputy General Manager, Managers or Council officer.

All details are to be entered into the Tender Register and must be signed off by those opening the tenders. The Tender Register is to be stored in the safe.

5.7 Acceptance or Rejection of Tender

Late tenders will not be accepted.

Any proposal that does not conform to the tender conditions may be rejected as non-conforming. The General Manager will notify any tenderer of the rejection and the reasons for the rejection.

The Council will acknowledge receipt of all tenders in writing.

5.8 Tender Evaluation

The relevant Manager shall prepare an evaluation report on tenders received.

All tenders will be discussed by Council in a closed session of a Council Meeting.

5.9 Award of Contract

The Council may negotiate with tenderers to determine the award of the contract but must have regard to the scope of the invitation to tender at all times.

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The Council will not trade the price of one tenderer against that of another tenderer. The Council will exhaust negotiations with one tenderer before beginning negotiations with another tenderer.

The decision to award a contract will be made by the Council or its delegated officer. The Council will award the contract on the basis of the best quality and value for money for the community.

Council will have regard to the written tender evaluation report and may also have regard to other factors impacting on the best quality and value for money outcome.

The Council Staff will promptly notify the successful tenderer by telephone and in writing and unsuccessful tenderers will be notified in writing.

5.10 Notification of Awarding the Contract

Once the successful tenderer has been notified the Council Staff will promptly advise the unsuccessful bidders in writing of:

- The tender outcome; and
- The successful contractor.

All unsuccessful tenderers will be offered the opportunity of attending a debriefing session, and Council will document the proceedings of the debriefing sessions.

5.11 Debriefing Unsuccessful Tenderers

The purpose of the debriefing session is to help unsuccessful tenderers submit more competitive bids in future by identifying ways in which the tenderer's offer could be improved.

In accordance with regulation 29(l)(iv), this Section outlines the procedure for the debriefing of unsuccessful tenderers.

The Council will provide a debriefing interview to any unsuccessful tenderer who requests one. At this interview the unsuccessful tenderer will be briefed as follows:

- how their offer performed with respect to the evaluation criteria, and strengths as well as weaknesses of their offer.

During this interview, the following will not happen:

- comparisons between the unsuccessful tenderer's offer and the winning, or any other offer, or
- the debriefing interview being used to justify the selection of the successful tenderer.

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The Council will document the proceedings at each debriefing interview, including:

- who attended (from the Council and from the business concerned)
- the information provided to the unsuccessful tenderer
- any issues arising
- the details of any information that was requested, but not disclosed due to commercial in confidence considerations, and
- any likely future complaints, and recommendations for further action.

Where a multiple stage purchasing process is used, e.g. where Expressions of Interest are used to short-list tenderers, suppliers not short-listed may be offered a debriefing interview, in a similar way to unsuccessful tenderers.

5.12 Standing Tenders

In accordance with Regulation 24(3) of the Regulations, from time to time the Council may utilise a standing tender in which one or more tenderers are contracted through an open tender process to provide specified goods or services over a period without the need for a further tender process.

The way in which a standing tender is established is the same as for an open tender process where the specification and description of the tender describe the intent of the standing contract and the conditions of its use.

5.13 Multiple-use Register

For contracts valued at under \$250,000 (excluding GST), from time to time, the Council may utilise a multiple-use register process to establish a register of suppliers for particular categories of goods or services that the Council has determined satisfy the conditions for participation in that register, and that the Council intends to use more than once.

In accordance with Regulation 26(2) of the Regulations, if it is determined that the Council will establish such a register, an invitation for Expressions of Interest from prospective applicants for inclusion on a register will be published at least once in the Public Notice Section of *'The Mercury'* newspaper, a notice specifying –

- the nature of the goods or services the Council requires, and
- any identification details allocated to the register, and
- where the application is to be lodged, and
- the person from whom more detailed information may be obtained, and
- the period within which the application is to be lodged.

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In accordance with Regulation 26(3) of the Regulations, the General Manager will ensure that applicants will be provided with the following in order to make an application:

- details of the categories of goods or services required
- the criteria for evaluating applications
- the method of evaluating applications against the criteria
- a reference to the Council's Code.

The Council may:

- accept an application for inclusion on a multiple-use register, or
- reject the application.

In accordance with Regulations 26(5) and 26(6) of the Regulations, the General Manager will advise all prospective tenderers of the results of their application, including all categories for which they are registered and the reasons for rejection or inclusion on the register as soon as practicable.

In accordance with Regulation 26(7) of the Regulations, when the Council wishes to use the register, the Council will invite all successful applicants who are registered for the relevant category to tender for the provision of the required good or service.

In accordance with Regulation 26(8) of the Regulations, the Council will review any established register at least once every two years.

In accordance with Regulation 26(9) of the Regulations, the Council will allow a prospective applicant to apply for inclusion on a register of tenderers at any time, unless the prospective tenderer –

- has applied within the previous 12 months; and
- has not been accepted.

For contracts valued at over \$250,000 (excluding GST), where the Council might wish to utilise a multiple-use register process, individual contracts will be let only after being approved by the Council.

5.14 Multiple-stage Tenders

From time to time the Council may utilise a multiple-stage tendering process to:

- gain market knowledge and clarify the capability of suppliers (however, it will not be used as a substitute for conducting market research);
- short-list qualified tenderers; and
- obtain industry input.

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A multiple-stage tendering process may be more costly and time-consuming for both suppliers and the Council, and as such will usually only be used where:

- the best way to meet the requirement is unclear;
- it is considered appropriate to pre-qualify businesses and restrict the issue of formal tenders (to reduce the cost of tendering);
- there are benefits that cannot be obtained by researching the market through conventional means; and
- maximum flexibility is required throughout the procurement process.

The multiple-stage processes that the Council may use are as follows:

- **Expression of Interest** – an expression of interest (sometimes called a registration of interest) is generally used to short-list potential suppliers before seeking detailed offers. Suppliers are short-listed on their technical, managerial and financial capacity, reducing the cost of tendering by restricting the issue of formal tenders to those suppliers with demonstrated capacity.
- **Request for proposal** – may be used by the Council when a project or requirement has been defined, but where an innovative or flexible solution is sought.
- **Request for tender** – may be used by the Council when a project requirement has been defined to solicit offers from businesses capable of providing a specified good or service.
- **Request for information** – may be used at the planning stage of a project to assist with defining the project. The Council will not issue a request for information to identify or select suppliers.
- **Closed tender process** – may be used if the initial specification is well defined and an expression of interest or request for proposal has already been used to short-list suppliers. Suppliers will be informed in advance that only those short-listed will be requested to tender.

The Council is mindful of the following aspects when conducting a multiple-stage tender process:

- the same mandatory requirements regarding advertising and seeking at least one bid from a local business, that apply to a public tender process;
- that a short-listed party cannot be engaged without going through a more detailed second (tender) stage process unless approved by Council, and
- when using a request for information, issues relating to intellectual property and copyright must be clarified prior to using the information provided to prepare the Request for Tender.

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Multiple-stage tender process

At the first stage, Expressions of Interest will be invited, and the list of suppliers who lodge an application will be used as the basis for inviting potential suppliers to submit tenders.

In accordance with Regulation 27(3), a notice will be published at least once in Public Notice Section of '*The Mercury*' newspaper requesting any interested supplier to submit an Expression of Interest to supply the goods or services required. The notice is to specify:

- the nature of the goods or services the Council requires;
- any identification details allocated to the contract;
- where the Expression of Interest is to be lodged;
- identifying a person from whom more detailed information relating to the tender may be obtained; and
- the period within which the Expression of Interest is to be lodged.

In accordance with Regulation 27(4), the General Manager is to ensure that prospective tenderers will be provided with the following in order to lodge an Expression of Interest:

- details of the goods or services required;
- the criteria for evaluating Expressions of Interest;
- the method of evaluating Expressions of Interest against the criteria;
- details of any further stages in the tender process; and
- a reference to the Council's Code for Tenders and Contracts.

In accordance with Regulation 27(5), at the final stage of a multiple-stage tender process, the General Manager will organise an invitation of tender to be sent to all of the suppliers that expressed an interest in providing the goods or services and have met the criteria determined by the Council to tender for the supply of goods or services.

In accordance with Regulation 27(7) of the Regulations, the General Manager is to ensure that the evaluation criteria that is used to decide at the first stage of the process (Expression of Interest), is consistent with the criteria to be used for the final (tender) stage.

In accordance with Regulation 27(6) of the Regulations, if only one supplier meets the criteria determined by the council at the first stage of the process, the Council may contract with that supplier after:

- a tender by that supplier, or
- a decision by absolute majority of the Council to do so.

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5.15 Strategic Alliances

Rather than traditional tendering processes, Council may choose to procure goods and or services, through contract arrangements already established and administrated by other organisations, including:

- Local Government Association of Tasmania (LGAT) through the National Procurement Network;
- State Government Contracts; and
- any other purchasing group of which Council is a member.

6 Complaints Process

~~The Council will deal promptly with any complaints about its tendering process. Each complaint will be recorded in writing and the complainant given an opportunity to discuss his or her complaint with the General Manager or a delegated senior officer.~~

Councils are provided with broad competency powers under the Act to carry out the role of providing services to their communities.

The Act also includes accountability measures under which councils can be held responsible to their communities for their actions and decisions.

For the purpose of Regulation 29(l)(v) of the Regulations, this Section 6 of the Code details the procedures for the Council's handling of complaints regarding processes related to the supply of goods or services.

The Council has a formal complaint process which can be used should you wish to make a complaint about the Council's purchasing and procurement process.

In the first instance, complainants are encouraged to seek a resolution through the Manager in charge of the relevant purchasing / tender process. If relevant, complainants are encouraged to seek a debriefing if they have not already done so.

If a complainant is not satisfied with the response of the Manager, the complainant is able to write to the General Manager, providing copies of all correspondence and other relevant material. The General Manager will take whatever action is considered necessary to resolve the complaint. In certain circumstances, the Council may employ an independent person to investigate the complaint.

7 Exemptions

~~The Regulations provide that Councils must publicly invite tenders for the purchase of goods and services with a value in excess of \$250,000.00 (ex GST).~~

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The Council is committed to encouraging open and effective competition between suppliers with the objective of obtaining value for money and enhancing opportunities for local business.

However, Council may not issue a tender or use a quotation process where the goods and services sought relate to:

- An emergency if, in the opinion of the General Manager, there is insufficient time to invite tenders for the goods or services required in that emergency;
- A contract for goods or services supplied or provided by, or obtained through, an agency of a State or of the Commonwealth;
- A contract for goods or services supplied or provided by another Council, a single authority, a joint authority or the Local Government Association of Tasmania;
- A contract for goods or services in respect of which the Council is exempted under another Act from the requirement to invite a tender;
- A contract for goods or services that is entered into at public auction;
- A contract for insurance entered into through a broker;
- A contract arising when the Council is directed to acquire goods or services due to a claim made under a contract of insurance;
- A contract for goods or services if the Council resolves by absolute majority and states the reasons for the decision, that a satisfactory result would not be achieved by inviting tenders because of
 - extenuating circumstances; or
 - remoteness of the locality; or
 - the unavailability of competitive or reliable tenderers;
- A contract of employment with a person as an employee of the Council.

The Regulations identify circumstances where Council is not required to issue a public tender process.

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The exemption circumstances identified in Regulation 28 – Non application of the public tender process are:

- “(a) an emergency if, in the opinion of the general manager, there is insufficient time to invite tenders for the goods or services required in that emergency;*
- (b) a contract for goods or services supplied or provided by, or obtained through, an agency of a State or of the Commonwealth;*
- (c) a contract for goods or services supplied or provided by another council, a single authority, a joint authority or the Local Government Association of Tasmania;*
- (d) a contract for goods or services obtained as a result of a tender process conducted by –*
 - (i) another council; or*
 - (ii) a single authority or a joint authority; or*
 - (iii) the Local Government Association of Tasmania; or*
 - (iv) any other local government association in this State or in another State or a Territory;*
- (e) a contract for goods or services in respect of which a council is exempted under another Act from the requirement to invite a tender;*
- (f) a contract for goods or services that is entered into at a public auction;*
- (g) a contract for insurance entered into through a broker;*
- (h) a contract arising when a council is directed to acquire goods or services due to a claim made under a contract of insurance;*
- (i) a contract for goods or services, if the council resolves by absolute majority and states the reasons for the decision, being that a satisfactory result would not be achieved by inviting tenders because of -*
 - (i) extenuating circumstances; or*
 - (ii) the remoteness of the locality; or*
 - (iii) the unavailability of competitive or reliable tenderers;*
- (j) a contract of employment with a person as an employee of the Council.”*

The General Manager will authorise non-use of the public tender process in accordance with the exemption directions identified above.

Where an exemption has been granted, Council will report in its Annual Report the following details:

- a brief description of the reason for not inviting public tenders;

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- a description of the goods or services acquired;
- the value of the goods or services acquired, and
- the name of the supplier.

8. Reporting

The Act states Council will publish in its Annual Report in relation to all tenders valued **over at or exceeding** \$250,000 (excluding GST) and all contracts for the supply or provision of goods and services valued at or above \$250,000 (excluding GST), awarded or entered in the financial year, including extensions granted:

- A description of the contract;
- The period of the contract;
- The periods of any options for extending the contract;
- The value of any tender awarded or, if a tender was not required, the value of the contract ex. GST;
- The business name of the successful contractor; and
- The business address of the successful contractor.

Where an exemption has been granted from a tender process the following details will be reported in Council's Annual Report:

- A brief description of the reason for not inviting public tenders;
- A description of the goods or services acquired;
- The value of the goods or services acquired; and
- The name of the supplier.

The General Manager will provide Council with a report of any instance where a purchase of a good or service is made where a public tender or quotation process is not used where an exemption applies from the tender process.

9. Confidentiality

Council treats information provided by suppliers as confidential and will not provide this information to unauthorised persons.

10. Special Considerations

10.1 Budgetary Restrictions:

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Generally, where staff initiates purchases, they are authorising the procurement and certifying that the purchase is within budget allowances and is a genuine requirement of their budget area. Regardless of delegated responsibilities and monetary limits that may be imposed on staff, procurement of goods and services are to reflect budgetary restrictions unless special authorisation has been granted by the General Manager or by Council.

Councils Purchasing and Payments Control Policy (2014-14) shall be read in conjunction with this policy.

10.2 Sensitive Information and Conflicts of Interest

Council employees, contractors, sub-contractors, consultants and elected members are reminded that the best interests of the Council are fundamental and are to be served at all times. Notifications of conflicts of interest (actual and perceived) are to be advised and recorded as early as possible. Disclosure of sensitive and confidential information, including prices, terms and conditions are strictly commercial in confidence and their unauthorised disclosure, particularly with a motive to provide personal financial gains or benefits is contrary to the principles of ethical behaviour and may result in dismissal, prosecution or other sanctions.

10.3 Disposals and Trade-In's

The disposal or trade-in of obsolete assets is an area that can be open to criticism and one in which the possibility of unethical behaviour can be perceived and needs to be controlled with guidelines and processes that will prevent or lessen unfounded criticism or claims. All disposals, write-offs, cannibalisation and trade-ins are to be considered on a case-by-case basis and are to be authorised by the General Manager and recorded in a Disposals Register.

Disposals of a minor nature may be negotiated between the General Manager and a third party.

Disposal of assets of considerable value or high interest items will be subject to disposal either through a tender process or be traded-in as part of the procurement deal, whichever is the most cost-effective to Council.

Generally, Tenders and Trade-ins are to be managed independently by the Works and Service Manager under the supervision of the General Manager. This approach should lessen the opportunities (whether real or perceived) for the leaking of expected prices and the unethical and illegal manipulation of returns to Council.

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10.4 Disposal of Items to Staff, Contractors, Sub-Contractors, Consultants and Elected Members.

Subject to the terms, conditions and provisions contained within this Policy, staff, contractors, sub-contractors, consultants and elected members are not excluded from tendering or applying for the purchase of items to be disposed of.

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Policy No. 2025 - 68

Private Works Policy

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Purpose

To provide a framework for performing private works that is applicable to everyone, transparent, objective and consistent. To undertake private works at market prices ensuring an acceptable profit margin to Council that is consistent with anti-competitive requirements of the *Trade Practices Act 1974* and the no advantage requirements of the *Local Government Act 1993*.

Scope

This policy applies to all private works undertaken by Council on behalf of any applicant. Works may include the supply of labour, materials, plant and services.

Outside the scope of the policy is any circumstance where a state of federal government grant is provided for works or services to private land, which are designed to be administered by and delivered through council operations.

Policy Statement

Priority for use of Council's plant, equipment, labour and other resources is to be always given to Council's own work program, before entering into a private works arrangement. It is Council's preference that all private works be undertaken by private contractors in the first instance. Council reserves the right to refuse a request for private works if it is deemed to conflict with trade practices restrictions, outside of Council's capabilities, resource availability or for any other reason deeming the works unachievable by Council.

Major Private Works

Major Private Works will only be considered in the following circumstances:

- There is no private contractor available to undertake the work;
- The project would be of strategic economic, social or environmental benefit to the community;
- Council have the capacity to engage in the project;
- It may provide a valuable training opportunity for the Staff; and
- Major private works (valued above \$25,000 excl GST) will required the consent of the General Manager.

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Minor Private Works

Minor private works (valued at or below \$25,000 excl GST) will require the consent of the Works and Service Manager.

Plant Hire

- Council will not hire plant without an approved Council operator and in accordance with this Policy.
- Council is responsible for the payment of Council operators engaged on private works. No other payment arrangements are permissible.
- Where Council agrees to undertake private works and the works are not on private property engaged directly by the land owner, the hirer shall have adequate public liability insurance to cover the activities of the hired plant. Evidence of that insurance and permission of the land owner must be provided to Council prior to commencement of the works.

Scope of Works

- A scope of works is to be included with estimates and quotes for all private works.
- The scope of works for Minor Private Works must be clearly outlined, including the works to be undertaken, permits required, estimated quantities of materials to be used and a timeframe in which the work is to be carried out.
- Major Private Works may include design drawings and specifications where appropriate and all permits required to be provided to Council prior to commencement of works.

Costings

- Where a Major Private Works project has been approved, a firm quotation must be provided.
- All quotations must be in writing and must be accepted by the applicant in writing prior to commencement of the works. Quotation shall be valid for 30 days only, after which an updated quotation will be provided on request.
- Where a Minor Private Works project has been approved, an estimate of costs will be provided.

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- All estimates and quotes provided are GST-inclusive.
- Hire rates for Council plant must comply with Council's external plant hire rates.
- Hourly Rates for staff must include on-costs for wages.
- Where plant / equipment is hired outside of normal working hours, the applicant will be charged the operator overtime or penalty rates as prescribed in the relevant award and Council's Enterprise Agreement.
- Quotes may include a contingency.
- Variations to scope may incur additional charges to the original quote and must be agreed to in writing by both parties before commencing additional works.

Conflicts of Interest

Council employees, elected members, volunteers, consultants and contractors must not gain any advantages when any private works are undertaken by Council and all provisions contained in this policy and Council's Code of Conduct apply.

Payment

- Upon completion the relevant Works and Service Manager will arrange for the private works to be invoiced.
- Payment terms are 30 days.
- The applicant is responsible for paying the invoiced amount in full by the due date.
- A deposit or milestone payment maybe required for Major Private Works.

Legislation

- *Local Government Act 1993*
- ~~*Trade Practices Act 1974*~~
- *Workplace Health and Safety Act 2012*

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Policy No. 2017- 51

Staff Code of Conduct Policy

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PURPOSE

The purpose of this Code of Conduct is to clearly state the standards of responsibility and behaviours expected by those representing or working for Central Highlands Council. Maintaining professional and ethical conduct always is the responsibility of every employee (permanent, temporary, part-time and casual employees) as well as volunteers, contractors working on-site, and work experience students – *every person, every day*.

The Code of Conduct is designed to assist employees to understand how to undertake their duties and behave according to the values held at Council, reducing the risk of real or perceived conflicts between private and public interests, personal gain or unacceptable and / or unlawful behaviours.

The Code cannot describe every requirement of workers or present all the details of the policies that affect their conduct. Instead, it has been written to make workers aware of the range of ethical issues and legislation that affects their behaviour at work and to point to where they can find out more detailed information about procedures or policy. It is also up to workers to seek information when they need a fuller account of standards or procedures or if they are unclear on any area of conduct. The policies and procedures which are referred to in the document can be obtained from your manager or found in the policies and procedures folder.

The Code is shaped by the Council's statutory obligations, its principles of good governance and its corporate values. Fraud, corruption, dishonest acts and conflicts of interest are clearly not acceptable conduct, and they are moreover illegal acts. However, as well as avoiding breaches of legislation, the Council wants a workplace where individuals act with integrity and with respect for others, show courage when it is needed and aim for excellence in performing their duties. It is hoped that this Code will provide workers the principles and information which will allow them to make good judgements in difficult circumstances, as well as follow procedures and comply with legislation.

Who does the code apply to?

All employees, including managers and team leaders must act in accordance with the code and managers at all levels must promote or enforce the code in their office or workplace. Service providers, representatives, and agents must make sure their employees are aware of the code and do not breach its principles when performing duties on behalf of the Council.

Breaches of the code

Fraudulent or corrupt behaviour which violates legislation as well as the code should be dealt with according to Policy No. 2013-03 Fraud Control Policy. Other breaches of the code will be dealt with according to Policy No. 2017- 47 Disciplinary Policy & Procedure.

In the case of contractors and contracted providers or representatives, under the terms and conditions set out in their contract.

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The code is presented in the following sections

1. Principles of conduct;
2. The responsibilities of employees;
3. The use of information and intellectual property;
4. Appropriate use and preservation of assets and resources;
5. Conflicts of interest, gifts and hospitality;
6. Disclosure of criminal offences;
7. Fairness, equity and diversity;
8. Workplace health and safety;
9. Policies and guidelines referred to within the Code

1. Principles of conduct

You should be guided by the values of the Council when you act on behalf of Council. The values of Council and the actions associated with these values are described below.

Integrity

Acting with integrity means that employees will:

- a) act and decide in an honest, consistent and transparent way;
- b) deal with others fairly and consistently;
- c) support the decisions of Council;
- d) take responsibility for their actions;
- e) perform their duties with reasonable care and diligence and in the best interests of the community; and
- f) use resources and time wisely.

Courage

It may take courage sometimes to pursue a course of action. Employees should:

- a) find new and better ways;
- b) learn from mistakes;
- c) speak up – tell it like it is;
- d) support colleagues; and
- e) take the extra step.

Accountability

Employees should take personal responsibility for decisions and actions to achieve agreed outcomes.

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Behaviour that demonstrates accountability is:

- a) ensuring best use of resources;
- b) taking responsibility for personal decisions and actions;
- c) acting and working in an open and transparent manner and reporting outcomes;
- d) recognising the achievements of others within the work area; and
- e) responding to phone calls, emails and correspondence in a timely manner.

Respect

This means that employees will act with courtesy by listening to differences of opinion and show respect for the differences of race, culture, religion, language, gender and abilities of others. This means employees:

- a) are punctual and prepared;
- b) consider and understand the perspective and circumstances of others;
- c) provide and accept feedback;
- d) honouring the privacy of others; and
- e) recognise and respond to the contribution and needs of others.

Excellence

Employees should aim to work to an excellent standard. This means employees should:

- a) commit to achieving outstanding outcomes for Council;
- b) display leadership;
- c) try always to improve their performance; and
- d) take pride in the municipality.

2. The responsibilities of employees

Acting with good judgement requires knowledge of the regulations and legislation that affect the council's activities. It also means that employees must perform their duties in a principled way and with a sense of responsibility for the results of their actions.

Employees must comply with the letter and spirit of the law, especially the provisions of the *Local Government Act 1993*. Some of this affects the conduct of all members of staff, other parts are more relevant to management.

All employees must follow any lawful directions given by a person authorised to do so. If a direction is unclear, you should ask for more information to fulfil your duties. If you believe the direction could be unlawful or unethical or contradict the organisation's values, then you should ask a manager for guidance.

The way employees behave at Council hosted functions reflects on the Council. Employees should not consume too much alcohol or attend unsuitable entertainment. At events or promotional functions hosted by other organisations, employees should make sure their conduct adds to the good name of

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the organisation. All employees should do their best to avoid the appearance of improper conduct or poor performance of duties.

Managers must make sure they understand any legislation and statutory requirements that relate to their duties and direct staff only in a manner that complies with the legislation. These employees should make sure their advice and decisions are based on sound information and formed in a principled and honest manner.

These employees must make sure that the teams they are responsible for are clear about what is required of them. They must also make sure their teams have the information and training they need to perform their duties in accordance with legislation and regulations. Though Managers may delegate tasks and duties to other employees they are still responsible for quality of work and the productive use of employees' time.

Managers must implement policies and decisions in an impartial manner and consider whether their decisions are in accordance with the spirit and letter of the law that relates to their functions. They should also conduct themselves as an example to their employees and to colleagues of ethical practice and principled actions.

Working with members of the elected Council

Councillors may not direct employees to perform duties or actions. Instead, requests for action are made at the meetings of the Council and its committees where the reports and advice of the administration are presented for consideration by the Councillors. Managers then request action from their employees.

3. The use of information and intellectual property

All employees must treat confidential information with discretion. No employee may make a statement made on behalf of the Council to the media or public. These communications are made in accordance with Council's Media Policy 2014-20.

The confidentiality agreement you signed specifies your conduct in relation to confidential information:

"In the course of my employment with Central Highlands Council, I may have access to, or obtain, "confidential information" belonging to Council.

I shall not divulge or make use of, for any purpose other than the business of Council any trade secrets, customer lists or confidential information which I may acquire during the course of or incidental to my employment by the organisation. This obligation shall apply for the duration of my employment with Council and after the termination of my employment.

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I understand and acknowledge that I owe the Council a duty of fidelity and a duty of confidentiality with such duties having the meaning recognised by law from time to time. Accordingly, and without limiting the meaning of any duties, I agree and undertake that:

- a) I will not at any time knowingly disclose to any unauthorised person confidential information of the Council, which comes to their knowledge during the course of my employment including details concerning this confidentiality agreement;*
- b) upon the termination of my employment I will return all intellectual property of Council to which I have access during the course of my time with Council, including all documents, materials, processes and data whether in physical, electronic, computerised or any other form; and*
- c) for a period of three (3) months after the date of termination of my time with Council I will not on my own behalf or on behalf of a business competitor, canvass, solicit or otherwise endeavour to entice away from the Council any client."*

4. Appropriate use and preservation of assets and resources

This means planning projects and business activities so that existing resources are used efficiently, thinking imaginatively about alternatives, seeking suppliers whose practices are also sustainable and using and maintaining existing assets and resources with care. These principles guide those setting the long-term goals of the Council as well as employees using equipment, vehicles and other assets of the Council every day.

Assets must be used effectively and stored securely so that they perform well over a reasonable life span. The Council will act against any employee who steals or misappropriates a Council asset.

Responsibility for how staff members use assets

Managers must ensure that there are suitable practices in place for the use of assets, so that, where it is appropriate, employees should obtain authorisation to use them. They should also ensure that assets and equipment are secure and well-maintained.

The Council's assets and resources are there for Council purposes. They may be used for private purposes only if they are supplied as part of a contract of employment or if the General Manager authorises it.

Information about the Council's assets is stored on the Asset Register, the register shows what work area has the use of it and which manager is responsible for the asset. This person authorises its use, ensures it is secure and in good condition, and that there is, if necessary, training in its use. This

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manager may delegate day-to-day administration for the use of equipment to other employees, but they are still responsible for the assets.

If an asset is damaged, the manager named as responsible in the Asset Register should be notified so that they can arrange for its repair or replacement. Some kinds of damage may be subject to an insurance claim and in this case the manager should inform the Deputy General Manager as soon as possible. If an asset is lost the manager must notify the Deputy General Manager who will look for it or notify the Police and Insurance Company of its loss.

5. Conflict of interest, gifts and hospitality

This section is quite extensive as it covers conflicts of interest, other disclosable interests, as well as gifts and hospitality.

Conflict of Interest

Employees may have private interests that conflict or may be perceived to conflict with the interests of the organisation. These interests must be declared. Conflict of interest provisions can be complex, and you are encouraged to seek advice from your Manager or the General Manager if you have any questions.

Under the *Local Government Act 1993* ("the Act"), a member of Council staff has a conflict of interest in respect of a 'matter' if he or she has a direct interest or an indirect interest in the matter.

A 'matter' means a matter with which a member of council staff is concerned and that will require a power to be exercised, or a duty or function to be performed, or a decision to be made.

How do I know if I have a direct interest in a matter?

A person has a direct interest in a matter if there is a reasonable likelihood that the benefits, obligations, opportunities or circumstances of the person would be directly altered if the matter is decided in a particular way. This includes where there is a reasonable likelihood, that the person will receive a direct benefit or loss that can be measured in financial terms or that the residential amenity of the person will be directly affected, if the matter is decided in a particular way.

How do I know if I have an indirect interest in a matter?

Indirect interests fall within the following:

An indirect interest by close association

A person has an indirect interest by close association in a matter if:

- a) a family member of the person has a direct interest or an indirect interest in a matter; or
- b) a relative of the person has a direct interest in a matter; or
- c) a member of the person's household has a direct interest in a matter.

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An indirect financial interest

A person has an indirect financial interest in a matter if the person is likely to receive a benefit or incur a loss, measurable in monetary terms, because of a benefit received or loss incurred by another person who has a direct or indirect interest in the matter.

An indirect interest because of conflicting duties

A person has an indirect interest in a matter because of a conflicting duty if the person:

- a) is a manager or a member of a governing body of a company or body that has a direct interest in a matter;
- b) is a partner, consultant, contractor, agent or employee of a person, company or body that has a direct interest in a matter;
- c) is a trustee for a person who has a direct interest in a matter.

A person has an indirect interest in a matter because of a conflicting duty if the person held a position or role specified in points (a), (b) and (c) above and, in that position or role, dealt with the matter.

Whether or not your duties relate to the matter in question does not alter the situation. Your duties may not relate in any way to the matter, but just the fact that you have work related responsibilities to the relevant person or organisation may create a situation of conflicting duty.

Other employment or unpaid activity

Council employees should only engage in other employment or unpaid activity where these do not conflict with their role as a Council employee. Other employment includes a second job, conducting a business, trade or profession. Examples of unpaid activity may include volunteering and sitting on a board external to the Council.

Managers can assist employees to determine if such activity will cause an actual or perceived conflict of interest. If employees believe there may be a conflict of interest, they must seek advice from the General Manager.

Gifts and benefits

In a private context gifts and benefits are usually unsolicited and meant to convey a feeling on behalf of the giver such as gratitude, with no expectation of repayment. Gifts given in a private context are not the focus of this policy.

Gifts and benefits may also be offered to individuals; such gifts and benefits are often given for commercial purposes and serve to create a feeling of obligation in the receiver.

Council employees must be seen to be fair, impartial and unbiased.

Council employees should actively discourage offers of gifts and benefits and must not solicit gifts or benefits.

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Council employees must not take advantage of their official position to secure an unreasonable personal profit or advantage.

People doing business with the Council should be encouraged to understand that they do not need to give gifts or benefits to Council employees to get high quality service.

From time to time Council employees may be offered gifts or benefits. In some limited circumstances gifts and benefits may be accepted. Token gifts of nominal value may generally be received. Non – token gifts of significant value should not generally be accepted.

Council employees should always be aware of the wider situation in which an offer of a gift or benefit is being made. For example, Council employees should consider whether the donor is in or may be seeking to enter a business relationship with Council or may be applying to Council in relation to the exercise of Councils functions.

Council employees must avoid situations that suggest that a person or body, through the provision of gifts or benefits is attempting to secure favourable treatment from Council.

When deciding whether to accept or decline a gift or benefit, consideration should be given to both the value of the gift or benefit and the intent of the gift or benefit being offered.

Acceptable gifts and benefits

Gift or benefits of a token nature at or below nominal value may generally be accepted by Council employees without disclosing details to the General Manager or Mayor and without recording the details of the gift or benefit on the Gifts, Benefits Declaration Form or Register.

That said, Council employees who receive more than the specified number of token gifts of a nominal value from the same person or organisation, in a specified period must disclose that fact in the gifts, benefits and donations register.

If a Council employee has any doubt if a gift or benefit is a token or of nominal value (\$50) they should discuss it with the Deputy General Manager, General Manager or Mayor.

Token gifts and benefits

Gifts or benefits of a token nature do not create the appearance of a conflict of interest and include:

- Items with a company logo on them, ties, scarves, coasters, diaries, chocolates, flowers;
- Books given to individuals at functions, public occasions or in recognition of exceptional work done;
- Gifts of single bottles of reasonably priced alcohol given to individuals at functions, public occasions or in recognition of exceptional work done;
- Free or subsidised meals of a modest nature and / or beverages provided infrequently (and or reciprocally) that have been arranged for or in connection with the discussion of official business.

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- Free meals of a modest nature and beverages provided to Council employees who formally represent Council at work related events such as training, education sessions and workshops;
- Invitations to approved social functions organised by groups such as Council Committees and community organisations.

Non acceptable gifts and benefits

Council employees should generally not accept gifts or benefits that appear to be non-token in nature or more than the nominal value (\$50).

If a gift or benefit of a non-token nature or above nominal value is offered and cannot reasonably be refused (as this action may cause embarrassment), the offer and receipt of the gift or benefit must be declared via completion of a Gifts and Benefits Declaration Form, and the details must be recorded on the Council Register.

If a Council employee refuses a gift or benefit because they believe that the gift was a deliberate attempt to receive “special treatment”, then such instances are to be reported to the Deputy General Manager, the General Manager or Mayor.

Non token gifts and benefits

Gifts or benefits of a non-token nature include:

- A service.
- A loan of money.
- A loan of property.
- Free or discounted travel.
- Use of holiday homes.
- Tickets for major sporting events.
- Corporate hospitality at a corporate facility or sporting venue.
- Free training excursions.
- Access to confidential information.
- Discounted products for personal use.
- Goods and services provided via determination in a Will.

At times a gift of a non-token nature may be given from one authority to another. Such gifts are often provided to host authority. These gifts may be given as an expression of gratitude without obligation to the receiver to respond. Gratitude usually extends to the work of several people in the authority and therefore the gift is for the authority, not a particular individual.

An indirect interest as a consequence of becoming an interested party

A person has an indirect interest in a matter if the person has become an interested party in the matter by initiating civil proceedings in relation to the matter or becoming a party to civil proceedings in relation to the matter.

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When considering whether you have a conflict of interest, the question to ask is whether an outside observer would consider the interest could affect the ability of the person having it to deal with the matter impartially.

Disclosure requirements

If an employee considers they have an interest in relation to a matter that conflicts with their public duty, he or she must notify their manager (or in case of a manager, the General Manager) that they have an interest or that there could be the possibility of one arising. They should do this as soon as the interest or potential interest is identified. The manager must then determine whether the interest or the circumstances of the person could be perceived as compromising his or her capacity to carry out duties.

Once the manager has determined whether there is an interest, the manager may:

- reorganise the duties of the person so as to remove them from participation in the matter leading to the interest; or
- put in place a process which will ensure that the person will perform his or her duties impartially and notify the person of this and make a record of the declaration of the interest; or
- require the employee to cease the activity that gives rise to the conflict.

If the manager considers the interest would interfere with the performance of the employee's duties, then the manager must take steps to make sure the person with the interest is not part of any discussions or deliberations in relation to the matter.

Council Staff with a delegated power, duty or function

An employee that has a direct or indirect interest in a matter in which they have a delegated power, duty or function of the Council under the Act or another Act, must not exercise the power or discharge the duty or function.

In addition to notifying their manager of the conflict, all employees must also disclose the interest to the General Manager, in writing, as soon as he or she becomes aware of the conflict of interest.

Employees and persons providing advice

Employees and persons engaged under a contract to provide advice or a report to a meeting of a Council or a special committee, who have a direct or indirect interest in a matter to which the advice or report relates, must disclose the interest when providing the advice or report and before the advice or report is considered by the Council or the Committee.

Failure to disclose interests

Depending on the nature of the breach, sanctions will vary from counselling, use of disciplinary procedures, suspension, civil action, or reporting of actions to enforcement authorities. This applies to employees and includes the manager's failure to act if they have the knowledge.

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6. Disclosure of criminal offences

It is not discrimination if a person's criminal record means that he or she is unable to perform the inherent requirements of a particular job. (Extract from the Australian Human Rights Commission – accessed on 09/07/09)

Council employees must advise their Manager if they are charged with a criminal offence, which is punishable by imprisonment, or if found guilty, could reasonably be seen to affect their ability to meet the inherent requirements of the work they are engaged to perform. The Manager will discuss the disclosure confidentially with the General Manager to ensure the disclosure is dealt with appropriately.

Council has policies and procedures to ensure that employees are aware of both employer and employee obligations in relation to the ~~Equal Opportunity Act 1995~~ *Anti-Discrimination Act 1998* and the ~~Human Rights & Equal Opportunity Commission Act 1986~~ *Australian Human Rights Commission Act 1986*:

- 2015-34 Harassment and Discrimination Policy
- 2015-33 Bullying Policy
- 2013-18 Employee Recruitment and Selection Policy

Council identifies roles within the organisation that require a pre-employment check such as a Police Check or Working with Vulnerable People Check. Other positions may be identified because of the possible nature of risk to the Council, its employees, customers and the community it serves.

Where an ongoing risk is identified, employees may be required to complete ongoing Police Checks and Working with Vulnerable People Checks at designated intervals during the course of their employment.

7. Fairness, equity and diversity

Employees must treat others fairly and with respect for the differences of others. This aspect of workplace relations is also affected by anti-discrimination and equal opportunity laws. These laws apply to how we treat other employees and our clients.

8. Workplace health and safety

Managers must take all reasonable steps to ensure employees and others working on behalf of the Council know the standards and statutory regulations that affect them. All employees are obliged

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to comply with safety standards and not breach them either deliberately, by negligence or by trying to force another to breach those standards. If an employee identifies a hazard, it must be reported immediately to their manager.

No one may bully, harass or behave in a discriminatory manner towards a colleague or others associated with Council. All breaches of this kind will be subject to disciplinary action.

9. Policies and guidelines referred to within this Code

- 2013-18 Employee Recruitment and Selection Policy
- 2014-24 Work Health and Safety Policy
- 2015-33 Bullying Policy
- 2015-34 Harassment and Discrimination Policy
- 2015-40 Gifts, Benefits and Donations Policy
- 2017-46 Related Party Disclosures Policy
- 2017-47 Disciplinary Policy and Procedure

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Policy No. 2015- 37

Information Management (Recordkeeping) Policy

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1. INTRODUCTION

The purpose of this policy is to provide an effective framework for Council's recordkeeping practices and document management procedures. It covers the creation of records, and their maintenance, storage, accessibility and retention, along with the individual responsibilities of Councillor's and staff with regard to their records management obligations.

Council is committed to establishing and maintaining records management practices that meet its business needs, are in accordance with stakeholder expectations, meet legislative and statutory obligations and are designed to mitigate risk to the Council.

The benefits of compliance with the policy will be trusted information which is accurately described, stored in known locations with appropriate security, which is easily retrieved when needed.

2. OBJECTIVE

To ensure that the Council complies with its obligations in recording, maintaining and disposing of corporate records in accordance with the *Archives Act* 1983.

3. SCOPE

This policy applies to the management and maintenance of records through their lifecycle from creation, receipt or capture, to preservation and disposal under the provision of the *Archives Act* 1983. It applies to records in any format including, but not limited to paper documents, electronic documents, emails, web-pages, information in databases, photographs, film, charts, and information on social media.

This policy covers the work practices of staff, Councillors and consultants who:

- Create information;
- Access information;
- Have responsibility for information including storage, retrieval, dissemination and disposal;
- Have management responsibilities for officers engaged in any of these activities; and
- Manage or have design input into information technology infrastructure

The Information Management Policy will:

- Align with the Council's operating environment, strategic direction, policy framework and recordkeeping program;
- Ensure compliance with legislative and statutory obligations;
- Promote a corporate culture of sound recordkeeping practices;
- Provide protection of information for an important part of the local cultural heritage;
- Reduce the risk associated with the loss or destruction of essential information; and

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- Increase the capture and retention of corporate history, knowledge and expertise within Council.

4. POLICY

Responsibilities for records management

Every Councillor and staff member of Council has an individual obligation to register and maintain their corporate records as defined in the *Archives Act* 1983 and in accordance with the Policy.

It is a requirement that each individual ensures that they have an appropriate level of awareness about these responsibilities under the Policy and are sufficiently trained in creating and maintaining corporate records in the Council's electronic document management system.

Creation and maintenance of records

Corporate records must provide a reliable and accurate account of business dealings, decisions and actions. Therefore, when creating corporate records it is important to include all necessary information including the names, company details, dates and times, and other key information needed to capture the business context.

Corporate records can be documents and data created in any format, e.g. scanned, email, paper or completed electronic forms, received or maintained as evidence and information of requests of Council, work done for, or on behalf of, the Council, business transactions or evidence of decisions. Examples of Council's corporate records include, but are not limited to:

- Agendas, minutes and papers;
- Complaint correspondence;
- Contracts and agreements;
- Correspondence received from members of the public, private and public sector organisations that require action or decision;
- Documents related to events organised with or for external organisations;
- Facilities hire forms and documentation;
- Tax invoices and supporting information to support payments and reimbursements;
- Media releases and articles;
- Personnel information;
- Policies and guidelines;
- Recruitment and appointment documentation;
- Reports and submissions;
- Risk management registers and documentation;
- Social media;
- Training program documentation: and
- WorkCover documents and files.

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An overarching business rule is that if a transaction or request comes into the Council from an external party, the information is to be captured by the recipient as a business transaction. Equally each time the Council communicates with a company or individual outside of the Council, this too is a corporate record, and the individual charged with communicating with the external party is required to capture the dealing.

Ultimately, if the record contains a business transaction or evidence of any decision that has been made on behalf of the Council it must be kept for the required time.

Records that do not have to be kept

Some records do not belong in the Council's recordkeeping system on the basis that they are not corporate records and have no long term value in being retained. These records include:

- External advertising material;
- Externally published newsletters that do not contain material created by or referencing the Council;
- Internal e-mails received by "carbon copy" (cc) or "blind carbon copy" (bcc);
- Junk e-mail;
- Personal correspondence including e-mail;
- Rough notes, working papers and calculations used solely to assist in the preparation of other records such as correspondence, non-auditable reports and statistical tabulations;
- Copies of any external documents, preserved solely for reference;
- Published external material preserved solely for reference;
- Working documents that do not show how a decision or a calculation was made;
- Work in progress documents whereby it is unclear if a document will be submitted for approval and therefore become a corporate record.

Documents of this nature may be destroyed, as defined by the Tasmanian Archive & Heritage Office Retention and Disposal Schedule for short-term value records.

Systems used to maintain corporate records

Records generated within the Council in the course of normal business practice or received from an external source are to be registered and captured within Council server computers as these are subject to backup daily.

Corporate records must not be maintained in email folders, shared folders, personal drives or external storage media as these are not approved records management systems and they lack the necessary functionality to protect business information and records over time. Records created when using social media applications or mobile devices may need to be captured into an endorsed system.

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Access to records (Internal)

Information is a corporate resource which all staff should have access to, except where the nature of the information is sensitive and requires a higher level of protection because of its confidentiality.

Therefore, access restrictions to corporate records should not be imposed unnecessarily. Information which is requested to be secured will be required to meet one of the following categories or be endorsed by the General Manager or an appropriate Manager:

- Council business that might affect its capacity to make decisions or operate, public confidence or the stability of the marketplace;
- Personal information about an individual;
- Commercial interests, whose compromise could significantly affect the competitive process by providing unfair advantage;
 - ◆ Legal professional privilege;
 - ◆ Law enforcement operations whose compromise could adversely affect investigations, legal proceedings or adversely affect personal safety;
 - ◆ Personal information which is required to be safeguarded under the *Personal Information Protection Act 2004*, or other legislation.

Access to Information (Public)

One of the overarching principles of the Council's information management framework is that information should be freely available, easily discoverable accessible and published in ways that allow its reuse in accordance with State and Federal governments open data commitments.

In accordance with our obligations under the *Right to Information Act 2009* access to publicly available information will be provided on Council's website. The public have legislative rights to apply for access to information held by our organisation under the *Right to Information Act 2009*.

This applies to all information held by the Council, whether in officially endorsed records management systems or in personal stores such as email folders or shared and personal drives.

Responses to applications for access under Right to Information legislation are the responsibility of the General Manager or Delegated Officer/s.

Retention and disposal of records

Council records are destroyed when they reach the end of their required retention period set out in the records retention and disposal schedules, issued by the Tasmanian Archive and Heritage Office. Retention periods in disposal schedules take into account all business, legal and government requirements for the records.

Council uses a number of general and Council specific schedules to determine retention, transfer and destruction actions for its records. Records cannot be disposed of other than in

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accordance with all relevant retention and disposal schedules and destruction authorities, authorised by the State Archivist.

In addition to this, records cannot be disposed of without the approval of either the General Manager or Delegated Officer under the *Archives Act* 1983. Some records can be destroyed in the normal course of business. These are records of a short-term, facilitative or transitory value that are destroyed as short term value records such as rough working notes and drafts not needed for future use.

Central to the Council's accountability process is the requirement it maintains a Register of Records Destroyed. This is the Council's formal evidential record of destruction and must be retained permanently by the Council. The Register must be clearly identified as the Register of Records Destroyed under the *Archives Act* 1983.

Records identified as having 'permanent' status in an authorised retention & disposal schedule should be transferred to Tasmanian Archive and Heritage Office after business use ceases. Council may make application to Tasmanian Archive and Heritage Office for earlier transfer of particular groups of records and Tasmanian Archive and Heritage Office may also initiate an earlier transfer arrangement (for example permanent records that are at risk or records of agencies or parts of agencies that have been privatised).

Monitoring the records management program

The records management program will be monitored for breaches of this Policy by the Deputy General Manager. Day-to-day and periodic records management audit activities will be coordinated by the Executive Assistant who will facilitate training as required.

5. LEGISLATION

Archives Act (TAS) 1983
Audit Act 2008
Building Act (TAS) 2016
Criminal Code Act (TAS) 1924
Electronic Transactions Act (TAS) 2000
Evidence Act (TAS) 2001
Financial Management Act 2016
Financial Transaction Reports Act (CTH) 1988
Freedom of Information Act (CTH) 1982
Income Tax Assessment Act 1997
Limitations Act (TAS) 1974
Local Government Act (TAS) 1993
Personal Information Protection Act (TAS) 2004
Right to Information Act (TAS) 2009

RELATED DOCUMENTS

Office of the State Archivist – Information Management Framework – Tier 1 – Policies

Document:	Start Date: 21 July 2026	Page Reference:
Information Management (Recordkeeping) Policy	Review Date: 31 Dec 2029	Page 6 of 7

- ❖ Tasmanian Government Cloud Policy
- ❖ Open Data Policy
- ❖ Cybersecurity Policy, and
- ❖ Tasmanian Information Acquisition Policy

Office of the State Archivist – Information Management Framework – Tier 2 – Standards

Classification and Retention Schedules in Content Manager (CM) Guideline GL CBS-IM-010

Scanning Standards for Content Manager (CM) Guideline GL CBS-IM-008

Security and User Permissions in Content Manager (CM) Guideline GL CBS-IM-009

Record Number 18/13/425 – Register of Records Destroyed under Section 20(2)(b) of the Archives Act 1983

Policy No.2016– 42 Code of Conduct

Policy No.2018– 55 Code of Conduct for Members of the Audit Panel

Policy No.2017– 51 Staff Code of Conduct Policy

6. RESPONSIBILITIES

Parties or Persons	Responsibilities
General Manager	The Act places on the General Manager a duty to ensure that the Council complies with its requirements, and with those of any relevant Regulations.
Deputy General Manager	Responsibility for monitoring compliance and suitability of this policy. Planning, leading and managing the overall information management function for the Council.
Executive Assistant	Duties associated with the day to day implementation of the records management program • Implementation of the policy and practices and ensuring information security • Notify the General Manager of any problems or breaches that may occur • Training and mentoring of staff in relation to information management systems and procedures
Councillors	Councillors have an individual obligation to create and maintain corporate records with regard to their actions and decisions.
Individual Staff	Every staff member has an obligation to create and maintain corporate records in accordance with this Policy

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Information Management (Recordkeeping) Policy	Review Date: 31 Dec 2029	Page 7 of 7



Policy No. 2013- 08

Public Open Space Policy

Document:	Start Date: 16 May 2023	Page Reference:
Public Open Space Policy	Review Date: 21 July 2026	Page 1 of 6

Purpose:

1.1 The purpose of this policy is to:

- (a) Ensure that adequate provision is made for public open space and that these spaces aim to increase public access, encourage healthy lifestyle practices, create linkages between different activity nodes and conserve important cultural and natural environments;
- (b) Establish clear guidelines to assist Council in determining the provision of public open space or the payment of cash in lieu of public open space required at the time of subdivision;
- (c) Establish guidance for determining whether a contribution should be taken in the form of land or cash-in-lieu contribution; and
- (d) Provide a framework to assist Council in determining how monies derived from cash in lieu contributions should be held and disposed of within the Municipality.

Objectives:

2.1 The objectives of the policy that relate to the provision of public open space in the Municipality are:

- (a) To provide sufficient areas and diverse public open space to meet the recreation and amenity needs of the community;
- (b) To enhance tourism opportunities through the provision of quality open space facilities that are both safe and accessible;
- (c) To ensure financial resources are available to maintain and improve existing and future open space resources; and
- (d) To ensure there is a sound strategic basis to the public open space network.

Scope:

3.1 This policy applies to all applications to subdivide land that may result in increased ~~residential~~ development potential in the Central Highlands Municipality.

Definitions:

public open space Means space for public recreation or public gardens or for similar purposes.

Valuation Valuation is based upon the ~~unimproved~~ improved value of the total land to be subdivided. This is to be

Document:	Start Date: 16 May 2023	Page Reference:
Public Open Space Policy	Review Date: 21 July 2026	Page 2 of 6

determined by an independent registered Property Valuer.

Background

5.1 This policy gives recognition to the Council's powers and obligations in relation to public open space under the provisions of the *Local Government (Building and Miscellaneous Provisions) Act 1993* and related regulations. These provisions enable the Council to:-

- (a) To require a subdivision of land (irrespective of land-use zoning) to provide Council up to 5% of the land being subdivided.
- (b) To require public open space in excess of the 5% contribution as a part of any subdivision proposal subject to appropriate compensation; or
- (c) To require the subdivider to make a contribution of cash-in-lieu of the provision of land either in part or whole.

5.2 The legislation further provides that Council must keep cash in lieu contributions in trust to be used for the acquisition or improvement of land for public open space for the benefit of inhabitants of the municipal area.

Policy:

6.1 Either a land contribution or cash in lieu contribution must be taken for the purposes of providing public open space where lots are created that may result in increased development potential, thereby increasing the demand for public open space. within the Village, Low Density Residential, Rural Living and Rural Zones. Discretion lies with Council as to the preferred contribution method.

6.2 A proposal for subdivision for the purposes of a boundary adjustment or consolidation of land in any Zone where no additional lots are being created shall not be subject to the Policy.

6.3 Assessment for the provision of a land contribution

6.3.1 As provided by Section 117(2) of the Act, a 5% cash-in-lieu contribution is to be accepted for subdivisions where no land can be provided that provides a strategic benefit to Council's open space network within the following zones:
a) Low Density Residential, Village, Rural Living, and Local Business.

6.3.2 A contribution of cash in lieu of open space will be required where:
a) If the subdivided land is not able to provide a public open space component of substantial community benefit as considered by Council; or

b) it is impracticable to provide public open space as part of the subdivision.

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Public Open Space Policy	Review Date: 21 July 2026	Page 3 of 6

~~Public open space contributions shall be required for all land subdivided within the following zones;~~

- ~~— (a) — Village, Low Density Residential and Rural Living;~~
- ~~— (b) — Rural (in cases defined under 6.2.3).~~

~~6.3.2 5% of the titled area of land to be subdivided is to be allocated for Public Open Space Contribution dedicated to the Council.~~

~~6.3.3 For subdivision occurring on Rural Zoned land (adjoining or only separated by a road) a Village, Low Density Residential or Rural Living Zone, or where Council is of the view that the subdivision is primarily for lifestyle purposes and the nature of the lots is such that they may not fully accommodate recreational and open space needs of future residents.~~

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Public Open Space Policy	Review Date: 21 July 2026	Page 4 of 6

- 6.2.4 A land contribution in the Rural and [Agriculture](#) Zone may be requested on a merits based assessment by the Council to obtain land for the purposes of a riparian, foreshore or littoral reserve to assist in preservation of the environmental values attributed to these areas through improved land management.
- 6.2.5 A proposal for subdivision for the purposes of a boundary adjustment or consolidation of land in any Zone where no additional lots are being created shall not be subject to the Policy.
- 6.2.6 In cases where a contribution has previously been taken by Council on a site, a contribution will still be required if the number of lots is increasing.
- 6.2.7 In cases where a land contribution is provided and falls deficient of the required 5% land contribution, the remaining difference shall be requested as a cash-in-lieu contribution.

6.3 Assessment for the provision of cash-in-lieu of Public Open Space

- 6.3.1 As provided by Section 117(2) of the Act, a 5% cash-in-lieu contribution is to be accepted for subdivisions occurring within the [Low Density Residential, Village, Rural Living, and Local Business](#)
- 6.3.2 A proposal for subdivision for the purposes of a boundary adjustment or consolidation of land in any Zone where no additional lots are being created shall not be subject to the 5% cash-in-lieu contribution.

Procedure:

- 7.1 [The applicable public open space cash in lieu contribution equates to 5% of the improved land value of the land, where no provision is made for a land contribution.](#)
- 7.2 [Where no provision has been made for a land contribution, the subdivider must submit a valuation report at their cost which is undertaken by an independent registered valuer for the purposes of determining the cash in lieu of public open space contribution.](#)
- 7.3 [The valuation is to specify the improved value of the whole of the area comprised in the plan as at date of lodgement with the Recorder of Titles on the assumption that the subdivision has been completed, and lots are available for individual sale¹.](#)

¹[Dourias MGH Pty Ltd v Clarence City Council \[2025\] TASFC 10](#)

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- ~~7.4 The valuation must apply standard market valuation principles and include evidence and justification for the valuation.~~
- ~~7.5 The cash-in-lieu of public open space must be in the form of a direct payment made before the sealing of the final plan of survey. Or, alternatively, in the form of a Bond or Bank guarantee to cover payment within ninety (90) days after demand, made after the final plan of survey has taken effect.~~
- ~~7.6 Where land is to be dedicated, this public open space must be transferred to the Central Highlands Council by Memorandum of Transfer submitted with the Final Plan of Survey and at no cost to Council.~~

~~A cash in lieu contribution or either cash in lieu for land, equal to five percent of the improved value of the land not including the balance lot that is calculated in accordance with s117(2) of the Act.~~

~~The applicable public open space contribution equates to 5% of the unimproved land value where no provision has been made for a land contribution.~~

- ~~7.2 Where no provision has been made for a land contribution, the subdivider must obtain a valuation report (at no cost to Council) for the improved unimproved value of the subdivision undertaken by an independent registered Property Valuer for the purposes of determining the cash-in-lieu of public open space contribution.~~

- ~~7.3 The cash in lieu of public open space must be in the form of a direct payment made before the sealing of the final plan of survey or, alternatively, in the form of a Bond or Bank guarantee to cover payment within ninety (90) days after demand, made after the final plan of survey has taken effect.~~

- ~~7.4 Where land is to be dedicated, this public open space must be transferred to the Central Highlands Council by Memorandum of Transfer submitted with the Final Plan of Survey at no cost to Council.~~

Utilisation of Public Open Space funds:

- 8.1 Council must allocate the cash-in-lieu funds to a Public Open Space reserve fund to be used to further the strategic purchase or improvement of land(s) dedicated as public open space in the Municipality in accordance with Section 117(5) of the Act.

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COURT: SUPREME COURT OF TASMANIA

CITATION: *Clarence City Council v Dourias MGH Pty Ltd* [2024] TASSC 80

PARTIES: CLARENCE CITY COUNCIL
v
DOURIAS MGH PTY LTD (ACN 609 879 987)

FILE NO: 3080/2022

DELIVERED ON: 19 December 2024

DELIVERED AT: Hobart

HEARING DATE: 2 December 2024

JUDGMENT OF: Marshall AJ

CATCHWORDS:

Environment and Planning – Planning – Development assessment and control – Applications – Subdivision applications – Other particular requirements and matters – Dispute regarding security for payment instead of council requiring increase of area for public open space – Amount of compensation to be calculated depends on existence of a final plan – Not final plan until all legal requirements met – Correct date for valuation of land is date on which sealed plan was sent to Recorder of Titles.
Aust Dig Environment and Planning [1126]

Legislation:

Local Government (Building and Miscellaneous Provision) Act 1993, ss 177(1), 117(2), 117(3), 117(5), 88(1)(a), 88(1)(c)(b), 89(1), 94,

Cases:

West Tamar Council v Tasmanian Planning Commission [2013] TASSC 16
Leary v Clarence City Council [2013] TASRMPAT 068

REPRESENTATION:**Counsel:**

Applicant: P Jackson SC, P Lunn
Respondent: G Rafferty

Solicitors:

Appellant: Simmons Wolfhagen
Respondent: Leonard Fernandez Barristers and Solicitors

Judgment Number: [2024] TASSC 80
Number of paragraphs: 29

CLARENCE CITY COUNCIL v DOURIAS MGH PTY LTD (ACN 609 879 987)**REASONS FOR JUDGMENT****MARSHALL AJ**
19 December 2024

1 The applicant, Clarence City Council, has applied to the Court to have determined a dispute between it and the respondent, Dourias MGH Pty Ltd, regarding the amount that is payable by the respondent to the applicant pursuant to s 117(2) of the *Local Government (Building and Miscellaneous Provision) Act 1993* ("the Act").

Legislative Context and agreed matters

2 Section 117 of the Act is entitled "payment instead of increasing public open space". Section 117(1) provides that:

"instead of requiring an owner to increase the area for public open space, the Council, before approving a plan of subdivision may require security for the provision of an amount calculated under subsection 2."

3 Section 117(2) provides that:

"The amount required to be paid is an amount not exceeding an amount which bears the same ratio to the value of the whole area comprised in the plan as one-twentieth of that area less any area provided for public open space in the final plan and any area created by the final plan of the littoral or riparian reserve bears to that whole area."

4 Under s 117(3) of the Act:

"If the owner and the council do not agree on the amount to be secured, it is to be determined as a disputed claim for compensation under the *Land Acquisition Act 1993*" ("the LA Act").

5 The amount paid is held on trust by the Council "for the acquisition or improvement of land for public open space for the benefit of the inhabitants of the municipal area"; see s 117(5) of the Act.

6 In this matter s 117(1) of the Act has no work to do because the applicant did not require security for an amount calculated under s 117(2) before it approved a plan of subdivision submitted by the respondent, a property developer company. A plan of subdivision had already been approved by Council, regarding the relevant land, sealed under Part 3 of the Act and had taken affect as provided by s 89 of the Act subject to s 94.

7 The parties also agreed that there is authority for the proposition that the market value of "the whole area comprised in the Plan" is to be determined as at the date when the "final plan" was lodged with the applicant.

8 The "whole area" comprised in the Plan for current purposes is the whole of lots 1 to 8, 26 Mannata Street, Lauderdale in the plan of survey included in the final plan and in the plan of survey included in the sealed plan.

9 The parties also agreed that the market value is to be determined according to one or other of the methods adopted by the two valuers called by the parties to provide expert reports. The applicant relied on a valuation provided by Mr Andy Bevin. The respondent relied on a valuation provided by

Mr Matthew Page. Both men are expert valuers. Mr Bevin's valuation relied on a method known as "the comparable sales method". His report defines "market comparison" as "a method of valuation whereby the evidence derived from the analysis of sales or leasing of similar assets is used to assess value."

- 10 Mr Page's valuation adopted what might be called a "direct comparison" approach checked by hypothetical development value.

Matters in dispute

- 11 The parties are in dispute about the date which is to be considered as the date when the final plan was lodged with the applicant so as to fix the date for valuation. The parties are also in dispute as to the correct methodology for valuation purposes.

The date at which the property is to be valued.

- 12 The respondent contends that the appropriate date is 19 January 2021 when a final plan was first provided to the applicant by the respondent's surveyor under s 88(1) of the Act. Section 88(1)(a) provides "the owner is to lodge with the council ... the final plan, together with the schedule of easements". Section 88(1)(cb) also requires the owner to provide to the council "evidence, satisfactory to the council, of the completion of relevant works that are required to be carried out in relation to the proposed subdivision."

- 13 The applicant submits that the correct date is a date between 24 and 27 August 2021 when the version of the final plan which became "the sealed plan" was provided to the applicant by the respondent's surveyor.

- 14 The resolution of this question is a matter of statutory interpretation rather than assessment of evidence.

- 15 Section 117(2) of the Act refers to a "final plan". The amount of compensation to be calculated depends on the existence of a final plan. Consistently with s 117(1) the final plan must be a final plan of subdivision. Under s 80 "plan of subdivision" means "a plan submitted to council for the purposes of a permit under [LPA Act 1993] in relation to the subdivision of land. "Final plan" is defined to mean "a final plan referred to s 87". Section 87 provides that:

- "(1) On receipt of the council's approval of a plan of subdivision, the owner is to arrange for the preparation of a final plan by a registered surveyor in accordance with –
 - (a) the requirements approved by the Recorder of Titles; and
 - (b) any other requirement of a permit issued under the Land Use Planning and Approvals Act 1993 .
- (2) The owner is to attach a schedule of easements to the final plan which is to be signed –
 - (a) if there are any easements, *profits a prendre* or covenants set out, by any person who is, or persons who between them are, able to create the estates and interests that the purchasers of land comprised in the plan are to acquire; or
 - (b) if there are no easements, *profits a prendre* or covenants set out, by all persons having any registered estate or interest in the land comprised in the plan, or by the legal practitioner acting for those persons."

16 Under s 89(1) of the Act, if Council is satisfied that the final plan complies with the requirements of that part of the Act, it is to affix a seal to the plan and cause the sealed plan to be lodged in the office of the Recorder of Titles.

17 The plan of subdivision proposed under s 87 and lodged under s 88 ultimately becomes the sealed plan under s 89. "Sealed plan" is defined in s 80 as a plan which has been approved and sealed under this part and has taken effect as provided in s 94.

18 Section 94 of the Act provides that a final plan takes effect as a sealed plan when the Recorder of Titles signs and dates a memorandum on the plan that the plan is accepted.

19 It is common ground between the parties that the time for the valuation in accordance with s 117(2) of the Act is the date when a final plan is lodged under s 87; see *West Tamar Council v Tasmanian Planning Commission* [2013] TASSC 16 per Blow CJ.

20 A "final plan" is the plan prepared by the owner under s 87 and lodged under s 88 and sealed by the Council under s 89 before being sent to the Recorder of Titles for acceptance under s 94 of the Act.

21 Until a final plan under ss 88 and 89 goes through all the steps required it cannot be said to be a plan of subdivision in final form because amendments may be required to be made to it. Council may seek that amendments be made to what is submitted as a final plan, for example, under s 88(1)(cb) of the Act. Until the plan of subdivision travels through all the legal requirements up to the sending of the sealed plan to the Recorder of Titles, it is not an actual final plan. Until then, in every sense, it is a preliminary final plan. Therefore, in my view, the correct date for the valuation of the land comprising the proposed subdivision is the date on which the sealed plan was sent to the Recorder of Titles. There is in evidence a letter from the applicant to the Recorder of Titles dated 16 September 2021 enclosing the sealed plan.

22 In my view, the date submitted by the applicant as a date somewhere between 24 and 27 August 2021, should be replaced by the date 16 September 2021. There is most unlikely to be any material difference between the date of valuation taken into account by the applicant's expert, Mr Bevin, and the date of 16 September 2021,

Correct approach to valuation

23 The parties are agreed that "market value" approach to valuation is the preferred approach and that either methodology employed by the two expert valuers called to give evidence would be an appropriate method.

24 The major difference between the two valuers is that the respondent's expert, Mr Page, allowed a deduction for costs associated with the development of the property whereas the applicant's expert, Mr Bevin, did not allow for such a deduction.

25 Before allowing for these deductions, Mr Page valued the property at a higher value than that value by Mr Bevin and therefore higher than that contended for as an amount of compensation by the applicant in this proceeding.

26 Prior to making deductions for costs associated with the subdivision, Mr Page adopted an approach to valuation based on a similar although not identical method to Mr Bevin. As counsel for the applicant submitted, the costs of the development are purely hypothetical and are not related to what is required to be valued, which is the land when compared to other recently sold pieces of land which had been the subject of subdivision. So much is consistent with the observation of Blow CJ in *West Tamar Council* at [7] where his Honour said that:

"It does not necessarily follow from the presence of [s 116(6)] that land must be valued according to its unimproved value for the purposes of s117".

What was required to be valued here was eight lots of land intended to be improved and developed as a residential subdivision. That is consistent with the approach of Mr Bevin.

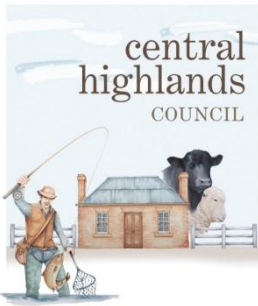
27 Support for the view that land should not be valued according to its unimproved value is found in the decision of Acting Chairman Geason in the Resource Management and Planning Tribunal on 24 May 2013 in *Leary v Clarence City Council* [2013] TASRMPAT 068. As was said in *Leary* the valuation of the land to be subdivided must be based on the view that it will be subdivided, therefore valuation based on the land's value after rather than before the subdivision was appropriate.

28 Having regard to the approach that the land to be valued should be valued on the basis of its market value after subdivision, I prefer the approach of Mr Bevin to the property's valuation to the approach of Mr Page. During the course of Mr Bevin's cross-examination an arithmetical error was identified in amounts regarding calculation of the value of like properties, such as 48 Mannata Street, Lauderdale. However, the error would not have made a material difference to Mr Bevin's assessment that the subject property he was valuing was valued at \$2m.

Disposition

29 The Court orders as follows:

- 1 It is declared that the compensation sum in the amount of \$125,000 from the respondent, is the correct amount payable pursuant to s 117 of the *Local Government (Building and Miscellaneous Provisions) Act 1993* in respect of the property described in a proposed plan of subdivision of lots 1 to 8 at 26 Mannata Street, Lauderdale in Tasmania and forming the land then described in the folio of the Register Volume 23315 Folio 25;
- 2 The parties are to file and serve any other orders they seek the Court to make to give effect to these reasons for judgment within twenty eight (28) days.



Development & Environmental Services
19 Alexander Street
BOTHWELL TAS 7030

Phone: (03) 6259 5503
Email: development@centralhighlands.tas.gov.au
www.centralhighlands.tas.gov.au

OFFICE USE ONLY

Application No.: _____

Property ID No.: _____

Date Received: _____

Application for Planning Approval Use and Development

Use this form to apply for planning approval in accordance with section 57 and 58 of the *Land Use Planning and Approvals Act 1993*

Applicant / Owner Details:

Applicant Name	Jake Gaudion, RMCG on behalf of TasWater		
Postal Address	Level 1, 102-104 Cameron St	Phone No:	0425 121 448
	Launceston	7250	Fax No:
Email address	jakeg@rmcg.com.au		
Owner/s Name (if not Applicant)	Rothamay Pastoral Company Pty Ltd (Will Campbell)		
Postal Address	60 Hollow Tree Road	Phone No:	0439 205 116
	Bothwell	7030	Fax No:
Email address:			

Description of proposed use and/or development:

Address of new use and development:	Application of Biosolids to land for beneficial reuse as part of the agricultural use.		
Certificate of Title No:	Volume No	Lot No:	
	167795/1, 124612/2, 124612/1, 124613/3, 124613/4, 211119/1		
Description of proposed use or development:	apply biosolids to farmland for beneficial reuse as part of the existing agricultural use		ie: New Dwelling / Additions / Demolition / Shed / Farm Building / Carport / Swimming Pool or detail other etc.
Current use of land and buildings:	Agricultural use		Eg. Are there any existing buildings on this title? If yes, what is the main building used as?

Proposed Material	What are the proposed external wall colours		What is the proposed roof colour	
	What is the proposed new floor area m ² .		What is the estimated value of all the new work proposed:	\$ 80,000

Is proposed development to be staged:

Yes ☒ No ☐ Tick ✓

Is the proposed development located on land previously used as a tip site?

Yes ☐ No ☒

Is the place on the Tasmanian Heritage Register?

Yes ☐ No ☒

Have you sought advice from Heritage Tasmania?

Yes ☐ No ☒

Has a Certificate of Exemption been sought for these works?

Yes ☐ No ☒

Signed Declaration

I/we hereby apply for a planning approval to carry out the use or development described in this application and in the accompanying plans and documents, accordingly I declare that:

1. The information given is a true and accurate representation of the proposed development. I understand that the information and materials provided with this development application may be made available to the public. I understand that the Council may make such copies of the information and materials as, in its opinion, are necessary to facilitate a thorough consideration of the Development Application. I have obtained the relevant permission of the copyright owner for the communication and reproduction of the plans accompanying the development application, for the purposes of assessment of that application. I indemnify the Central Highlands Council for any claim or action taken against it in respect of breach of copyright in respect of any of the information or material provided.
2. In relation to this application, I/we agree to allow Council employees or consultants to enter the site in order to assess the application.
3. I am the applicant for the planning permit and I have notified the owner/s of the land in writing of the intention to make this application in accordance with Section 52(1) of the *Land Use Planning Approvals Act 1993* (or the land owner has signed this form in the box below in "Land Owner(s) signature");
Applies where the applicant is not the Owner and the land is not Crown land or owned by a council, and is not land administered by the Crown or a council.

Applicant Signature

(if not the Owner)

Applicant Name (Please print)

Jake Gaudion

Date

2/04/2026

Land Owner(s) Signature

Land Owners Name (please print)

Date

Land Owner(s) Signature

Land Owners Name (please print)

Date

Information & Checklist sheet

		✓
1.	A completed Application for Planning Approval – Use and Development form. <i>Please ensure that the information provides an accurate description of the proposal, has the correct address and contact details and is signed and dated by the applicant.</i>	✓
2.	A current copy of the Certificate of Title for all lots involved in the proposal. <i>The title details must include, where available, a copy of the search page, title plan, sealed plan or diagram and any schedule of easements (if any), or other restrictions, including covenants, Council notification or conditions of transfer.</i>	✓
3.	Two (2) copies of the following information -	
a)	An analysis of the site and surrounding area setting out accurate descriptions of the following -	□
(i)	topography and major site features including an indication of the type and extent of native vegetation present, natural drainage lines, water courses and wetlands, trees greater than 5 metres in height in areas of skyline or landscape importance and identification of any natural hazards including flood prone areas, high fire risk areas and land subject to instability;	
(ii)	soil conditions (depth, description of type, land capability etc);	
(iii)	the location and capacity of any existing services or easements on the site or connected to the site;	
(iv)	existing pedestrian and vehicle access to the site;	
(v)	any existing buildings on the site;	
(vi)	adjoining properties and their uses; and	
(vii)	soil and water management plans.	
b)	A site plan for the proposed use or development drawn, unless otherwise approved, at a scale of not less than 1:200 or 1:1000 for sites in excess of 1 hectare, showing -	□
(i)	a north point;	
(ii)	the boundaries and dimensions of the site;	
(iii)	Australian Height Datum (AHD) levels;	
(iv)	natural drainage lines, watercourses and wetlands;	
(v)	soil depth and type;	
(vi)	the location and capacity of any existing services or easements on the site or connected to the site;	
(vii)	the location of any existing buildings on the site, indicating those to be retained or demolished, and their relationship to buildings on adjacent sites, streets and access ways;	
(viii)	the use of adjoining properties;	
(ix)	shadow diagrams of the proposed buildings where development has the potential to cause overshadowing;	
(x)	the dimensions, layout and surfacing materials of all access roads, turning areas, parking areas and footpaths within and at the site entrance;	
(xi)	any proposed private or public open space or communal space or facilities;	
(xii)	proposed landscaping, indicating vegetation to be removed or retained and species and mature heights of plantings; and	
(xiii)	methods of minimizing erosion and run-off during and after construction and preventing contamination of storm water discharged from the site.	
c)	Plans and elevations of proposed and existing buildings, drawn at a scale of not less than 1:100, showing internal layout and materials to be used on external walls and roofs and the relationship of the elevations to natural ground level, including any proposed cut or fill.	□
4.	A written submission supporting the application that demonstrates compliance with the relevant parts of the Act, State Policies and the Tasmanian Planning Scheme - Central Highlands, including for industrial and commercial uses, the hours of operation, number of employees, details of any point source discharges or emissions, traffic volumes generated by the use and a Traffic Impact Statement where the development is likely to create more than 100 vehicle movements per day.	✓
5.	Prescribed fees payable to Council. An invoice for the fees payable will be issued once application has been received.	

Information If you provide an email address in this form then the Central Highlands Council (“the Council”) will treat the provision of the email address as consent to the Council, pursuant to Section 6 of the Electronic Transactions Act 2000, to using that email address for the purposes of assessing the Application under the Land Use Planning and Approvals Act 1993 (“the Act”). If you provide an email address, the Council will not provide hard copy documentation unless specifically requested. It is your responsibility to provide the Council with the correct email address and to check your email for communications from the Council. If you do not wish for the Council to use your email address as the method of contact and for the giving of information, please tick ✓ the box	☐
Heritage Tasmania If the Property is listed on the Tasmanian Heritage Register then the Application will be referred to Heritage Tasmania unless an Exemption Certificate has been provided with this Application. (Phone 1300 850 332 or email enquires@heritage.tas.gov.au)	
TasWater Depending on the works proposed Council may be required to refer the Application to TasWater for assessment (Phone 136992)	
Submission of Application Applications can be submitted in a number of ways as follows: • Electronically: Email to development@centralhighlands.tas.gov.au • Post: 19 Alexander Street, BOTHWELL 7030 • In Person: Development & Environmental Services Office, 19 Alexander Street, Bothwell 7030	

RMCG

1 APRIL 2026

Biosolids Management Plan: Rothamay

Final Report

TasWater

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Victoria — Tasmania — NSW — Queensland



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ACKNOWLEDGEMENT OF COUNTRY

Tasmania is Aboriginal land. We acknowledge the palawa and pakana, the Tasmanian Aboriginal people, as the Traditional Owners and continuing custodians of the lands, seas and waterways of lutruwita, Tasmania on which this project has been conducted. We recognise their continuing connection to land, waters and culture and pay our respects to their Elders past and present, and we acknowledge emerging leaders. Moreover, we express gratitude for the knowledge and insight that Traditional Owners and other Aboriginal and Torres Strait Islander people contribute to our shared work in Australia.

We pay respects to all Aboriginal and Torres Strait Islander communities. We recognise that Australia was founded on the genocide and dispossession of First Nations people and acknowledge that sovereignty was not ceded in this country. We embrace the spirit of reconciliation, working towards self-determination, equity of outcomes, and an equal voice for Australia's First People.

Executive summary

RMCG have been engaged by TasWater to assist them and their designated spreading contractor (Spectran Environmental Management (Spectran) with the development of a Biosolids Management Plan (BMP) to support the beneficial reuse of biosolids at a property at Bothwell (Rothamay). This BMP assesses and quantifies the biosolids TasWater are proposing to spread on the property. It identifies application rates as well as controls to mitigate potential environmental impacts and impacts on the nearby community. All proposed measures are in line with the requirements of the *Tasmanian Biosolids Reuse Guidelines 2020* (TBRG).

The proposed biosolids are sourced from seven of TasWater's southern Sewage Treatment Plants (STPs) that produce biosolids continuously. These STPs are: Cameron Bay, Macquarie Point, Prince of Wales Bay, Rokeby, Selfs Point, Rosny & Green Point. It is proposed to spread biosolids at a rate that is higher than given in the *Approved Management Method for the Reuse of Biosolids 2020* (AMM). This means an application for spreading the biosolids will be submitted for approval to the Council in the first instance. If the Council determines that the activity is permitted under the Planning Scheme an application to the EPA will be lodged together with a Regulation 21 application.

To determine the appropriate application rates both the Nitrogen Limiting Application Rate (NLAR) and the Contaminant Limiting Application Rate (CLAR) have been determined. TasWater have also adopted the requirements from the PFAS National Environmental Management Plan (NEMP 3.0) that was released in early 2025. As part of the NEMP 3.0 threshold concentrations for common PFAS chemicals in biosolids and the maximum allowable concentrations in receiving soil have been identified and have been assessed as part of this BMP. Further soils properties, apart from nitrogen levels (such as phosphorus and salinity) were also considered when determining the application rate for each management zone (paddock).

Table ES-1 identifies the zones (paddocks) to be utilised for biosolids application, the area available, application rates, total amount of biosolids to be applied and any notes and/or site-specific setbacks.

All spreading activities must comply with the management actions identified in Section 7 of this report. Actions have been identified to manage:

- Odour
- Buffer zones and physical restrictions
- Transport and delivery of biosolids
- Biosolids application method
- Biosolids stockpiling and application controls
- Record keeping.

Table ES-1: Summary of application rates and available areas within the identified zones at Rothamay

ZONE	APPLICATION AREA (HA)	APPLICATION RATES (WET T/HA)	TOTAL BIOSOLIDS (T)	NOTES/SETBACKS
Barn Circle	10.1	22	218	100m setback from road - Avoid areas mapped by the Waterway and coastal protection area - Do not apply lime amended biosolids in this paddock - Reduced application rate due to P levels
Big River Run 3	23.1	49	1127	- Steeply sloped areas (>15%) have been excluded - Avoid occasional rocky areas
Big River Run Central	23.9	53	1262	
Big River Run East	19.6	53	1035	
Big River Run West	11.6	50	585	100 m setback from Clyde River
Chickory & Round Hill	15.5	43	670	10 m setback from drainage line
Front Gate & Southern Road	12.7	23	290	100 m setback from road 20 m setback from central drainage line and associated dam 10 m setback from small drainage lines - Reduced application rate due to P levels
Front Run	5.5	45	246	
Humbies Central	35.2	46	1605	- Avoid steeply sloped area in south (>15%) - Avoid occasional rocky area
Humbies East	24.7	50	1225	50 m setback from dam and Abyssinia Creek - Avoid all areas mapped by the Waterway and coastal protection area - Avoid occasional rocky areas 100 m setback from road

ZONE	APPLICATION AREA (HA)	APPLICATION RATES (WET T/HA)	TOTAL BIOSOLIDS (T)	NOTES/SETBACKS
Humbies South	30.0	42	1248	- Avoid steeply sloped areas (>15%) 50 m setback from property boundary 100 m setback from road - Avoid all areas mapped by the Waterway and coastal protection area
Humbies West	21.6	42	899	10 m setback from native vegetation - Avoid all areas mapped by the Waterway and coastal protection area
Kirwins	11.4	46	529	100 m setback from Clyde River
Little River Run East	13.3	48	638	50 m setback from dam and Grass Hut Rivulet - Avoid all areas mapped by the Waterway and coastal protection area 10 m setback from drainage lines
Little River Run West	13.3	44	585	100 m setback from Clyde River and Grass Hut Rivulet - Avoid all areas mapped by the Waterway and coastal protection area - Avoid steeply sloped sections (>15%)
Middle Creek	9.6	54	522	- Avoid all areas mapped by the Waterway and coastal protection area 50 m setback from Abyssinia Creek - Only apply biosolids in the northern and southern sections of the paddock, not in the middle.
Middle Falls	5.7	45	255	100 m setback from dam and Grass Hut Rivulet
Middle North	15.9	27	426	50 m setback from property boundary 10 m setback from drainage lines - Reduced application rate due to P levels
Middle North west	7.2	46	334	20 m setback from drainage lines 50 m setback from Abyssinia Creek
Middle South	16.9	47	798	50 m setback from Abyssinia Creek

ZONE	APPLICATION AREA (HA)	APPLICATION RATES (WET T/HA)	TOTAL BIOSOLIDS (T)	NOTES/SETBACKS
Northern	6.2	24	151	100 m setback from road 50 m setback to property boundary - Avoid all areas mapped by the Waterway and coastal protection area 50 m setback from Abyssinia Creek - Reduced application rate due to P levels
Northern Tower East Tulip	20.1	45	900	100 m setback from 20 m setback from drainage line
Northern Tower West	20.4	38	767	20 m setback from drainage line and small farm dam
Number 4 Circle	9.8	29	282	250 m setback from northern property boundary - Do not apply lime amended biosolids in this paddock - Reduced application rate due to P levels
Phalaris	17.0	23	394	- Avoid all areas mapped by the Waterway and coastal protection area 50 m setback from property boundary 50 m setback from Abyssinia Creek - Avoid all areas mapped by the Waterway and coastal protection area - Reduced application rate due to P levels
Ram	17.0	36	612	100m setback from road 250 m setback from dwellings to the east 10 m setback from drainage line - Do not apply lime amended biosolids in this paddock
Red Point	29.9	48	1435	100 m setback to Abyssinia creek - Avoid steeply sloped areas (>15%) 20 m setback to drainage line to the west
Red River Run	20.9	46	970	100 m setback from the Clyde River and Abyssinia Rivulet 10 m setback from drainage line - Avoid steeply sloped areas (>15%)

ZONE	APPLICATION AREA (HA)	APPLICATION RATES (WET T/HA)	TOTAL BIOSOLIDS (T)	NOTES/SETBACKS
Riffle Range East	18.1	51	927	250 m setback from northern boundary 20 m setback from drainage line 10 m setback from native vegetation - Do not apply lime amended biosolids in this paddock
Riffle Range West	22.1	48	1061	20 m setback from drainage line 10 m setback from native vegetation - Do not apply lime amended biosolids in this paddock
River Burnt Stack	17.5	42	728	100 m setback from Clyde River - Avoid all areas mapped by the Waterway and coastal protection area
Road Burnt Stack	13.7	49	669	100 m setback from road
Road East	22.1	38	849	100 m setback from road - Avoid steeply sloped areas (>15%) - Avoid rocky areas
Road West	18.8	36	677	- Avoid steeply sloped areas (>15%) - Avoid rocky areas 50 m. setback from Abyssinia Creek
Rocky	20.3	49	991	- Avoid all areas mapped by the Waterway and coastal protection area 20 m setback from small dams 100 m setback from road
Rocky South	21.8	40	872	50 m setback from property boundaries 50 m setback from Abyssinia Creek 10 m setback from drainage lines
Round Hill Circle	8.6	55	475	100 m setback from road - Do not apply lime amended biosolids in this paddock due to nearby stock yards

ZONE	APPLICATION AREA (HA)	APPLICATION RATES (WET T/HA)	TOTAL BIOSOLIDS (T)	NOTES/SETBACKS
Round Hill Large	19.7	49	961	100 m setback from road 50 m setback from Grass Hut Rivulet - Do not apply biosolids to the south of Grass Hut Rivulet - Do not apply lime amended biosolids in this paddock
Southern Towers East	11.5	42	488	100 m setback from road - Avoid southern area where there is a drainage line, associated wet area and is mapped by the Waterway and coastal protection area
Southern	11.4	50	565	50 m setback from property boundary 20m setback from drainage lines
Southern Towers West	17.6	30	535	- Avoid southern area where there is a drainage line, associated wet area and is mapped by the Waterway and coastal protection area 20 m setback from drainage line and small dam in north western section 50 m setback from Abyssinia Creek
Two Halves Cut	7.1	43	307	10 m setback from drainage line
Two Halves East	14.6	56	818	10 m setback from drainage line
Two Halves West	14.0	58	818	
Woolshed Creek	17.0	41	694	50 m setback from Grass Hut Rivulet
Woolshed Hill Back	17.2	38	647	- Avoid occasional rocky areas - Avoid steeply sloped areas (>15%) 100 m setback from road
Woolshed Hill Front	15.2	44	669	100 m setback from Road
Total	776.4		33,757	

1 Introduction

1.1 OVERVIEW

RMCG have been engaged by TasWater to assist them and their designated spreading contractor (Spectran Environmental Management (Spectran) with the development of a Biosolids Management Plan (BMP) to support the beneficial reuse of biosolids at a property near Bothwell (Rothamay). This BMP assesses and quantifies the biosolids TasWater are proposing to spread on the property. It identifies a preliminary application rate as well as controls to mitigate potential environmental impacts and impacts on the nearby community. All proposed measures are in line with the requirements of the *Tasmanian Biosolids Reuse Guidelines 2020* (TBRG).

A further purpose of this BMP is to provide Council with sufficient information to determine if the proposed activity is considered a permitted activity under the *Tasmanian Planning Scheme – Central Highlands* (the Planning Scheme).

The proposed biosolids are sourced from seven of TasWater's southern Sewage Treatment Plants (STPs) that produce biosolids continuously. These STPs are Cameron Bay, Macquarie Point, Prince of Wales Bay, Rokeby, Selfs Point, Rosny & Green Point. It is proposed to spread biosolids at a rate that is higher than given in the *Approved Management Method for the Reuse of Biosolids 2020* (AMM). This means an application for spreading the biosolids will be submitted for approval to the Council in the first instance. If the Council determines that the activity is permitted under the Planning Scheme an application to the EPA will be lodged together with a Regulation 21 application.

TasWater have adopted the requirements from the PFAS National Environmental Management Plan (NEMP 3.0) that was released in early 2025. As part of the NEMP 3.0 threshold concentrations for common PFAS chemicals in biosolids and the maximum allowable concentrations in receiving soil have been identified and have been assessed as part of the BMP. Further soils properties, apart from the required nitrogen levels (such as phosphorus and salinity) were also considered when determining the application rate for each management zone (paddock).

To determine the appropriate application rates both the Nitrogen Limiting Application Rate (NLAR) and the Contaminant Limiting Application Rate (CLAR) have been calculated. For the NLAR, the identified application rate will be 80% of the identified NLAR. Application of biosolids must comply with Sections 10, 11, & 12 of the TBRG. Furthermore, application rates must align with the requirements set out in Support Document 1 of the NEMP 3.0.

2 Property details

2.1 OVERVIEW

Rothamay has a total area of 1,770 ha. The majority of the property is run as a mixed grazing (cattle and sheep) enterprise with some irrigated cropping on suitable land. There is a conservation covenant over the northeast of the property with an approximate area of 160 ha. Biosolids are only proposed to be spread on areas that are managed as pasture and are not part of any cropping rotations. In total there are six titles associated with the property, all of which are proposed to potentially receive biosolids. Property title information is provided in Table 2-1.

Publicly accessible soil mapping¹ is only available for roughly the northeastern third of the property. These soils are mapped as:

- A (undifferentiated alluvial soils) – undifferentiated soils developed on Quaternary alluvium
- Pss (podzol and podzolic soils on sandstone) – undefined soil developed on Triassic sandstone bedrock and colluvium on undulating to rolling land (3-32%)
- Bd1 (brown soils on dolerite 1) – undefined brown soils developed on Jurassic dolerite bedrock and colluvium on rolling to steep (10-56%) land
- Bb-Bd1 (Brown soils on basalt with brown soils on dolerite 1) – as for Bb soils with moderately well drained brown soils developed on Jurassic dolerite bedrock and colluvium on rolling to steep (10-56%) land.

Published Land Capability² maps identify the majority of the property to be comprised of Class 4 land with some areas of Class 5 land and Class 6 land in the southwest. Class 4 land is described as land well suited to grazing, but which is limited to occasional cropping or a very restricted range of crops. Class 5 land is described as land unsuited to cropping and with slight to moderate limitations to pastoral use. Class 6 land is land marginally suited to grazing due to severe limitations. There is no mapped 'prime agricultural land' (Class 1-3) mapped on the property. Mean annual rainfall based on long-term averages for the area is 537 mm³.

2.2 TITLE INFORMATION AND APPLICATION AREAS

Table 2-1 provides title information for the Rothamay property. This includes zoning as well as identification of the titles that are proposed to receive biosolids and those that are not. It also identifies which titles have an existing dwelling and which titles have an adjacent dwelling within 100 m of the title boundary. Maps showing property titles, and proposed application areas are located in Appendix 1.

¹ Available on LISTmap

² Available on LISTmap

³ From Bothwell (Franklin St) BoM Site (95001), data from 1915-2024.

Table 2-1: Rothamay title information

PROPERTY	TITLE REFERENCE	ZONING	AREA (HA)	DWELLING ONSITE	ADJACENT DWELLING (<100M)	PROPOSED TO RECEIVE BIOSOLIDS
Rothamay	167795/1	Agriculture	528.5	Yes	Yes	Yes
	124612/2	Agriculture	752.1	No	No	Yes
	124612/1	Agriculture	198.3	Yes	No	Yes
	124613/3	Agriculture	61.2	No	No	Yes
	124613/4	Agriculture	38.1	No	Yes	Yes
	211119/1	Agriculture	191.6	No	No	Yes

3 Statutory requirements

This report and associated activities follow the *Tasmanian Biosolids Reuse Guidelines 2020* (TBRG) and the Approved Management Method (AMM) for biosolids reuse to ensure compliance with the *Environmental Management and Pollution Control Act 1994* (EMPCA). Under EMPCA, environmentally polluting activities are divided into categories and the responsibility for the regulation of activities is split between the Environment Protection Authority (EPA) Tasmania and Local Government. Biosolids reuse activities are either:

- A “permitted use”. Under some Local Government Planning Schemes biosolids land application reuse activities may be considered a “permitted use” (agricultural right) and therefore may not require a permit under the *Land Use Planning and Approvals Act 1993* (LUPAA). Local Government has an obligation, even in those cases which do not require a permit, to ensure pollution does not arise as a consequence of these activities.
- A “Level 1” Activity under EMPCA. That is, an activity which may cause environmental harm and in respect of which a permit under LUPAA is required but does not include a Level 2 or a Level 3 activity. Local Government are the regulatory authority of Level 1 activities. It is the EPA’s position, that all spreading of biosolids that are Class 1 or Class 2 biosolids (see Section 4) is considered a Level 1 activity⁴.

This plan proposes an application rate of greater than 50 wet tonnes per hectare. As these proposed application rates exceed the ‘low rate’ method outlined in the *Approved Management Method 2020* (AMM), Environmental Approval potentially is required to be obtained from the Director of the EPA under Regulation 21 of the *Waste Management Regulations 2020*, prior to any spreading as well as any approvals potentially required by Council.

3.1 LOCAL GOVERNMENT ROLES & RESPONSIBILITY UNDER THE TBRG

Under the TBRG (Section 5.5), Local Government is responsible for:

- Administering EMPCA in regard to activities that are not Level 2 or Level 3 activities, including the assessment and permitting as necessary and regulation of development proposals under LUPAA
- Responding to any incidents resulting from biosolids activities with the potential to cause environmental nuisance and / or affect public health
- Regulating ‘Level 1’ wastewater treatment plants
- Providing advice on applying these Guidelines.

The responsible entity for the end use of the Class 2 biosolids must ensure that they have obtained all required approvals from Local Government before proceeding. This document (BMP) is to be provided to Local Government to assist with the assessment of the activity. The activity shall not proceed until Local Government has (a) advised no permit is required or (b) provided an appropriate approval (permit).

⁴ Per comms with EPA Tasmania, dated 18 March 2025.

3.1.1 BIOSOLIDS REUSE AND PLANNING SCHEME ZONE

A key requirement of using land for agriculture is the replacement of nutrients removed by biomass removal (grazing, crop harvest) and the maintenance of soil conditions. Hence, the application of biosolids is consistent with the definition of Agricultural Use (Table 3.1 of the Planning Scheme). Agricultural Use is one of many activities that falls into the category of Resource Development (Table 6.2 of the Planning Scheme).

Resource Development may have a No Permit Required (NPR) qualification depending on the zoning of the land where the Resource Development activity is taking place (see Table 3-1).

Table 3-1: Resource development qualification per zone – examples

ZONE	RESOURCE DEVELOPMENT QUALIFICATION
8.0 General Residential	Prohibited
11.0 Rural Living	No permit required if the Resource Development activity is grazing
18.0 Light Industrial	Prohibited
20.0 Rural	No permit required
21.0 Agriculture	No permit required if the activity does not damage the soil profile or preclude the soil from future use as a growth medium
22.0 Landscape Conservation	Discretionary
30.0 Future Urban Zone	Permitted

3.1.2 BIOSOLIDS REUSE & PLANNING SCHEME CODES

Further to Planning Zone requirements for Resource Development activities, there are also a number of Codes within the Planning Scheme that require consideration. The relevant Codes for the application of biosolids to land are detailed below in Table 3-2, as are mitigation measures to ensure the activity will be compliant with each Code's requirements

Table 3-2: Planning scheme code compliance

CODE	CODE REQUIREMENT	COMPLIANCE MEASURE
C1 Signage	Biosolids Reuse requires erection of Regulatory Signage (as per definition in Table C1.3 of the Planning Scheme).	Regulatory signs are exempt from specific requirements of the Code, as per Table C1.4. It is noted that areas that will receive biosolids have suitable signage as per Section 11 of the TBRG. Proposed signage is further detailed in Section 7.5.2 of this document.
C7 Natural Assets	Biosolid reuse must minimise impacts on water quality, native riparian vegetation, river condition, and ecological function of watercourses.	Managed via compliance with the TBRG and additional measures identified in this Biosolids Management Plan (Section 7). It is noted that all titles that are proposed to receive biosolids are zoned Agriculture, hence the Natural Assets Code generally does not apply, except for Waterway and coastal Protection Areas. Biosolids application will not occur within the areas mapped as Waterway and Coastal Protections Areas of the Natural Assets Code.

CODE	CODE REQUIREMENT	COMPLIANCE MEASURE
C9 Attenuation	Biosolids application is listed as an activity likely to cause emissions under Table C9.1 of the Code, which requires a 100 m buffer from sensitive uses. Hence, spreading activities must comply with either the Acceptable Solutions or the Performance Criteria of C9.5.1.	Managed via compliance with the TBRG and additional measures identified in this Biosolids Management Plan (Section 7.2). CT 167795/1 has an existing dwelling located on it and also has adjacent dwellings within 100m of its boundary. Spreading will not occur within 100m of the dwelling located on the site and will not occur within at least 250m of any dwellings on adjacent titles (see Section 7.2). CT 124612/1 has an existing dwelling located on it. Spreading will not occur within 100m of this dwelling. This title also wraps around CT 132633/1, which has commercial stockyards located on it. As an additional measure biosolids will not be spread within 100m of this property boundary. There is an adjacent dwelling to the east of CT 124613/4 that is within 100m of the property boundary. As per Section 7.2 no biosolids will be spread within at least 250m of this dwelling. None of the other three titles associated with the property have an existing dwelling located on them or within 100m of their boundary.

4 Biosolids sources & quality assessment

4.1 BIOSOLIDS SOURCES

Biosolids to be supplied to the subject property will be sourced from sewage treatment plants (STPs) in the south of the state of Tasmania. The STPs are listed below.

1. Macquarie Pt
2. Selfs Pt
3. Cameron Bay
4. Green Pt⁵
5. Prince of Wales Bay
6. Rokeby
7. Rosny.

4.2 BIOSOLIDS DATA

TasWater has supplied RMCG with analytical data for the biosolids from the STPs for the purposes of preparing this BMP and demonstrating a sound process of quality classification to allow reuse in accordance with the requirements of the TBRG.

TasWater has provided data on the 27th of March 2026 detailing information on nutrients and solids percentages for the preceding 12 months. 12-sample rolling Biosolids Adjusted Contaminant Concentration (BACC) and *E. Coli* data for quality classification is provided to Spectran (spreading contractor) and RMCG on a weekly basis.

4.3 BIOSOLIDS QUALITY CLASSIFICATION

All biosolids supplied to the subject land for direct land application must be classified (in accordance with the TBRG) as Grade 2 as a minimum. Biosolids quality classification combines an assessment of:

1. Contaminant grade: the level of contamination from heavy metals or other typical biosolid contaminants; and
2. Stabilisation grade: the degree of pathogen reduction, vector attraction, and odour.

For biosolids classification to be Class 2, both stabilisation and contaminant grade must be a minimum of Grade B. Non-Grade B material requires further processing (e.g. composting) prior to application to land. See Table 4-1 for the biosolids classification system and allowable end uses.

⁵ Only recently back online after upgrades. Available data is included in this section, however, further nutrient assessments to be completed before these biosolids can be applied to land.

Table 4-1: Classification of Biosolids Allowable End Uses (TBRG Table 9.1)

CLASSIFICATION	CONTAMINANT GRADE	STABILISATION GRADE	ALLOWABLE END USE	ADDITIONAL REQUIREMENTS
Class 1 biosolids	A	A	Home garden (retail sale) Urban landscaping	Labelling
Class 2 biosolids	A	B	Site rehabilitation Agriculture Forestry Composting	Demonstrate application is below NLAR LUPAA permit may be required, contact Local Government
	B	A		
	B	B		
Sewage sludge	A or B	Unclassified	EPA approval licensed facility (landfill and reprocessing facilities)	Sewage sludge is a Controlled Waste and therefore subject to legislated requirements
	Unclassified	A or B		
	Unclassified	Unclassified		

4.3.1 CONTAMINANT GRADE ASSESSMENT

TasWater undertakes rolling analyses of biosolids from each STP to assess contaminant grade. The contaminant grade assessment assumes that TasWater have undertaken a recent risk-based assessment and considered the testing of additional analytes. See Table 4-2 for Grade A and Grade B biosolids acceptable contaminants concentration (BACC) thresholds.

Table 4-2: Contaminant acceptance concentration threshold for biosolids (TBRG Table 7.1)

CONTAMINANT	GRADE A (mg/kg dry weight)	GRADE B (mg/kg dry weight)
Arsenic	20	60
Cadmium	1	20
Chromium (total)	50	300
Copper	100	2,500
Lead	150	420
Mercury	1	15
Nickel	60	270
Zinc	200	2,500

Should any analyte present with a BACC above the Grade B threshold then biosolids from that site are unsuitable for reuse in accordance with this BMP until the BACC becomes Grade B compliant. TasWater is required to advise all stakeholders on changes in BACC classification as soon as possible. See Table 4-3 for the BACC grading of the biosolids from each of the STPs that are proposed to be spread on the subject sites. The BACC for each STP is based on each site's last 12 samples.

Table 4-3: Biosolids adjusted contaminant concentration (BACC) in supplied results and associated contaminant grading

CONTAMINANT*	CAMERON BAY	GREEN POINT	MACQUARIE POINT	PRINCE OF WALES BAY	ROKEBY	ROSNY	SELS POINT
Arsenic	3.5	3.4	2.9	2.7	3.0	3.1	6.8
Cadmium	2	5.7	2.7	6.1	0.8	1.1	5.2
Chromium	32.2	36.0	55.7	44.2	46.1	13.8	18.1
Copper	537.3	431.3	997.4	629.0	143.0	189.1	558.7
Lead	33	47.5	67.1	54.7	10.7	18.2	21.2
Mercury	0.9	1.1	6.3	3.5	0.3	0.6	0.9
Nickel	39	25.3	25.8	158.3	20.6	25.8	18.2
Zinc	1128.9	1692.2	1662.2	1885.6	537.9	565.2	309.3
Grade	B	B	B	B	B	B	B

* Green shading indicates the contaminant meets Grade A standard and blue indicates the contaminant meets Grade B standards.

Biosolids from all listed STPs meet Grade B requirements as a minimum for BACC.

4.3.2 STABILISATION GRADE ASSESSMENT

To address health and nuisance odour risks, sewage sludge must be treated to an appropriate standard before reuse. Biosolids that have been suitably treated are considered “Stabilised”.

The stabilisation grade of biosolids from mechanical treatment plants is assessed by demonstrating an approved treatment method as defined within Section 8 of the TBRG. Stabilised biosolids prevent the generation of offensive odours, pathogen growth, and the encouragement of vermin and other disease vectors.

Biosolids intended for reuse as detailed in this plan must meet the Microbiological Criteria for Stabilisation Grade B (Table 4-5). Biosolids that do not meet this criterion shall be sent to an alternative approved facility for further processing.

Stabilisation requirements fall into three categories, all of which must be met:

1. Biosolids must not exhibit a strong, offensive odour

These biosolids are constantly being applied to farmland in areas in Southern Tasmania. Through well planned management TasWater have not received an odour complaint in 18 months. It is noted that lime stabilised biosolids can occasionally have odours associated with them. To further offset the possibility of this impacting adjacent residents, a 500 m setback is recommended between lime amended biosolids and nearby off-site dwellings.

2. An approved vector attraction reduction requirement must be met (TBRG Table 8.1)

Table 4-4 shows the vector attraction reduction (VAR) option used for the biosolids from each STP proposed to be applied to the land. All biosolids meet one of the required VAR options identified in Table 8.1 of the TBRG.

Table 4-5 shows the stabilisation grading of each of the treatment plants of the biosolids that will be spread on the site.

Table 4-4: Vector attraction reduction process

OPTION	VECTOR ATTRACTION REDUCTION OPTION	BIOSOLIDS MOST SUITED	STP
1	Biosolids treatment process reduces volatile solids by >38%	Al biological anaerobic or aerobic processes. This is what can be achieved in a completely mixed high-rate anaerobic digester treating raw sludge at 35°C in 15 days	Cameron Bay, Macquarie Point, Green Point
2	<17% additional volatile solids loss during bench-scale anaerobic batch digestion of sludge for 40 additional days at 30-37°C	Only anaerobically digested sludge that cannot demonstrate Option 1	Prince of Wales Bay
7	Biosolids pH raised to >12, and without addition of further alkali, pH maintained at >12 for 5 days	Alkali treated biosolids	Rokeby, Rosny, Selfs Point

3. The Pathogen reduction criteria must be achieved for the intended end use

Biosolids intended for reuse as detailed in this plan must meet the Microbiological Criteria for Stabilisation Grade B (Table 4-5). Biosolids that do not meet this criterion shall be sent to an alternative approved facility for further processing. Table 4-6 shows the stabilisation grading of the biosolids from each of the STPs that will be spread on the subject site.

Table 4-5: Microbial Criterion Stabilisation Grade B (from Table 8.4 of the TBRG)

MICROBIOLOGICAL CRITERIA (BASED ON DRY WEIGHT OF PRODUCT)	MONITORING REQUIREMENTS
<2,000,000 E. coli CFU (or MPN) per gram (geometric mean of at least 7 sample results).	Initial verification process

Table 4-6: Stabilisation grading of biosolids to be delivered to the site

SITE	STABILISATION METHOD	E. COLI/MPM/g GEOMETRIC MEAN	STABILISATION CLASSIFICATION
Cameron Bay	Anaerobic digestion	1239.7	Grade B
Green Point	Anaerobic digestion	209868.7	Grade B
Macquarie Point	Anaerobic digestion	11124.3	Grade B
Prince of Wales Bay	Anaerobic digestion	71971.4	Grade B
Rokeby	Lime stabilised	500	Grade B
Rosny	Lime stabilised	500	Grade B
Selfs Point	Lime stabilised	3810	Grade B

Stabilisation grading meets Grade B requirements as per the TBRG for STPs 1 and 3-7.

4.3.3 BIOSOLIDS CLASS

Both the biosolids contamination grades and available stabilisation grades of the biosolids destined for the selected areas comply with Grade B requirements as a minimum. Hence, all biosolids from the seven treatment plants are considered Class 2 biosolids and are suitable for land application.

4.4 BIOSOLIDS NITROGEN LEVELS

Nitrogen (N) analyses have been provided for the biosolids. The mean N levels for the seven STPs from January 2025 to February 2026⁶ are provided for the seven treatment plants in Table 4-7. As per the AMM process, N is the only nutrient that needs to be considered when determining biosolids application rates.

Table 4-7: Mean biosolids nitrogen levels from January 2025 to February 2026

SITE	AMMONIUM MEASURED AS AMMONIA (NH ₃)	NITRATE (NO ₃) + NITRITE (NO ₂)	TOTAL KJELDAHL NITROGEN (TKN)
Cameron Bay	5743	151.9	64,141.7
Green Point	TBC	TBC	TBC

⁶ Not sufficient data available for Green Point at the time of writing this BMP. No Greens Point biosolids to be applied until all data available to enable appropriate assessments

SITE	AMMONIUM MEASURED AS AMMONIA (NH ₃)	NITRATE (NO ₃) + NITRITE (NO ₂)	TOTAL KJELDAHL NITROGEN (TKN)
Macquarie Point	3465	33.4	52,341.7
Prince of Wales Bay	5558.3	6.2	67,583.3
Rokeby	1217.7	8.1	62,541.7
Rosny	1358.3	9.5	59,225
Selfs Point	1837	9.5	54,575

4.5 PFAS

The NEMP 3.0 sets maximum thresholds for PFAS (PFOS+PFHxS and PFOA) for restricted use biosolids (Class B biosolids). These are shown in Table 4-8. There are three identified margins of safety (MOS), with 1 being the default level used (NEMP 3.0). The below table also shows the maximum allowable soil contaminant concentrations (MASCCs)

Table 4-8: Criteria for PFOS+PFHxS and PFOA

CRITERIA TYPE	MARGIN OF SAFETY	PFOS+PFHxS (µg/kg)	PFOA (µg/kg)
Biosolids threshold restricted use (Class B)	5	6.2	16
	2	15	40
	1	31	81
Maximum allowable soil contaminant concentration MASCC	5	0.22	0.6
	2	0.55	1.5
	1	1.1	3

PFAS levels in the seven STPs are shown in Table 4-9, the identified levels are the mean of the last 7 samples. Samples are conducted monthly.

Table 4-9: STP PFAS Levels 2025–2026

SITE	PFOS+PFHxS (µg/kg)	PFOA (µg/kg)
Cameron Bay	7.4	1.3
Green Point	5.9	1.3
Macquarie Point	8	1.3
Prince of Wales Bay	7.1	1.3
Rokeby	9.4	1.3
Rosny	14.1	1.3
Selfs Point	18.1	1.3

**Green shading indicates levels meet MOS 5, blue indicates MOS 2, purple indicates MOS 1 and red indicates no MOS is met.*

All other STPs are within the allowable levels.

5 Soils assessment

5.1 AREA AVAILABILITY

In consultation with the landholder at Rothamay, land was selected for potential sites for biosolids application. Table 5-1 below shows sample and biosolids application (net) areas of the 47 zones (paddocks) that were sampled, Figure A1-1 in Appendix 1 shows the aerial image of the zones. Net biosolids application areas are calculated under consideration of setbacks for public access, waterways, and other buffer zones, as per the TBRG and Section 7.2 of this BMP for the property.

Table 5-1: Application zones and areas (ha)

ZONE	BIOSOLIDS APPLICATION AREA (HA)
Barn Circle	10.1
Big River Run 3	23.1
Big River Run Central	23.9
Big River Run East	19.6
Big River Run West	11.6
Chickory & Round Hill	15.5
Front Gate & Southern Road	12.7
Front Run	5.5
Humbies Central	35.2
Humbies East	24.7
Humbies South	30.0
Humbies West	21.6
Kirwins	11.4
Little River Run East	13.3
Little River Run West	13.3
Middle Creek	9.6
Middle Falls	5.7
Middle North	15.9
Middle Northwest	7.2
Middle South	16.9
Northern	6.2
Northern Tower East Tulip	20.1
Northern Tower West	20.4
Number 4 Circle	9.8
Phalaris	17.0
Ram	17.0
Red Point	29.9

ZONE	BIOSOLIDS APPLICATION AREA (HA)
Red River Run	20.9
Riffle Range East	18.1
Riffle Range West	22.1
River Burnt Stack	17.5
Road Burnt Stack	13.7
Road East	22.1
Road West	18.8
Rocky	20.3
Rocky South	21.8
Round Hill Circle	8.6
Round Hill Large	19.7
Southern Towers East	11.5
Southern	11.4
Southern Towers West	17.6
Two Halves Cut	7.1
Two Halves East	14.6
Two Halves West	14.0
Woolshed Creek	17.0
Woolshed Hill Back	17.2
Woolshed Hill Front	15.2
Total	776.4

5.2 SOIL SAMPLING PROCEDURES

Samples from the 47 zones (paddocks) listed in Table 5-1 were taken from the 10th to the 12th of March 2026.

Samples were taken with a 100 mm tube sampler⁷, with cores of approximately 20 mm diameter. Within each area a minimum of 30–40 cores were taken by following a “zig-zag” path over the paddock. All the cores within each paddock zone were bulked and retained to provide a single composite sample for each zone for nutrient analysis and a second composite sample for heavy metal analysis.

PFAS samples were collected for at least one zone in five across the sample site. This number has been chosen to assess if there are baseline PFAS level indicators at various locations across the site. If PFAS levels are detected at above the NEMP 3.0 MOS 1 levels for soils (see Table 4-8) then further testing would be conducted to assist with determining if the site is suitable to receive the identified biosolids.

Samples were dispatched to Nutrient Advantage Laboratories in Werribee, (NATA Accredited Laboratory 11958) and analysed with standard procedures. Further samples were dispatched to ALS in Scoresby (NATA Accredited Laboratory 992) to assess heavy metals and PFAS in the soils.

⁷ Reference: FertSmart “Soil test guidelines for optimum dairy pasture production” by University of Tasmania

5.3 ANALYTICAL RESULTS: RECEIVING SOILS

The following results of soil analyses by zone are classified using a “traffic light” system to highlight where soil fertility levels or soil characteristics require attention when using biosolids; the “red lights” show where either low or high levels occur and may be reducing plant growth / health (Table 5-2). High levels of nutrients are not classified as affecting plant growth negatively unless they are at toxic levels. Where excessive nutrient levels are present and not likely to affect plant growth, but may cause off site impacts or environmental harm, results are highlighted separately (grey). Comment is made where high nutrient levels and or imbalances may affect the health of livestock.

Table 5-2: Table colour reference

NO ACTIONS	NEEDS MONITORING	MAY BE AFFECTING PLANT GROWTH	NOT AFFECTING PLANT GROWTH BUT MAY HAVE OFF SITE / ENVIRONMENTAL IMPACT
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5.3.1 ACIDITY, pH

pH levels have been measured as pH in water and CaCl₂.

Table 5-3: pH in 47 zones

Paddock	PH (1:5 IN H ₂ O)	PH (1:5 IN CaCl ₂)	RATING
Barn Circle	6.3	5.8	Neutral to slightly alkaline
Big River Run 3	5.6	4.9	Slightly acidic
Big River Run Central	5.5	4.9	Slightly acidic
Big River Run East	5.9	5.3	Slightly acidic
Big River Run West	5.6	4.9	Slightly acidic
Chickory & Round Hill	5.5	4.8	Slightly acidic
Front Gate & Southern Road	5.8	5.0	Slightly acidic
Front Run	5.7	5.0	Slightly acidic
Humbies Central	5.5	4.8	Slightly acidic
Humbies East	5.7	5.0	Slightly acidic
Humbies South	5.6	4.9	Slightly acidic
Humbies West	5.4	4.7	Slightly acidic
Kirwins	5.6	5.0	Slightly acidic
Little River Run East	5.8	5.1	Slightly acidic
Little River Run West	5.6	4.9	Slightly acidic
Middle Creek	5.9	5.2	Slightly acidic
Middle Falls	5.6	4.9	Slightly acidic
Middle North	5.6	4.8	Slightly acidic
Middle North west	5.7	5.1	Slightly acidic

PADDOCK	PH (1:5 IN H ₂ O)	PH (1:5 IN CaCl ₂)	RATING
Middle South	5.7	5.0	Slightly acidic
Northern	5.7	5.0	Slightly acidic
Northern Tower East Tulip	5.4	4.7	Slightly acidic
Northern Tower West	5.5	4.9	Slightly acidic
Number 4 Circle	6.6	6.1	Neutral to slightly alkaline
Phalaris	5.6	4.9	Slightly acidic
Ram	5.6	5.0	Slightly acidic
Red Point	5.7	5.0	Slightly acidic
Red River Run	5.5	4.8	Slightly acidic
Riffle Range East	5.9	5.2	Slightly acidic
Riffle Range West	5.5	4.8	Slightly acidic
River Burnt Stack	5.3	4.7	Slightly acidic
Road Burnt Stack	5.5	4.8	Slightly acidic
Road East	5.6	5.0	Slightly acidic
Road West	5.7	5.1	Slightly acidic
Rocky	5.6	4.9	Slightly acidic
Rocky South	5.7	5.1	Slightly acidic
Round Hill Circle	5.9	5.1	Slightly acidic
Round Hill Large	5.5	4.8	Slightly acidic
Southern Towers East	5.5	4.8	Slightly acidic
Southern	5.6	4.9	Slightly acidic
Southern Towers West	5.5	4.9	Slightly acidic
Two Halves Cut	5.5	4.9	Slightly acidic
Two Halves East	7.0	6.4	Neutral to slightly alkaline
Two Halves West	7.0	6.5	Neutral to slightly alkaline
Woolshed Creek	5.5	4.9	Slightly acidic
Woolshed Hill Back	5.6	5.0	Slightly acidic
Woolshed Hill Front	5.6	5.0	Slightly acidic

pH levels are mostly slightly acidic (Table 5-3). The pH levels are in the allowable range for application of biosolids as defined in Table 11.1 of the *Tasmanian Biosolids Reuse Guidelines*.

5.3.2 ELECTRICAL CONDUCTIVITY (MEASURED IN A 1:5 SOIL: WATER SUSPENSION)

Salinity has been determined via measuring electrical conductivity (EC) as EC 1:5. The EC 1:5 values have been converted to EC_{se} using conversion factors for loam soils: 12 and sand soils: 14.

Table 5-4: Electrical conductivity (EC) in 47 zones

Paddock	EC 1:5 (DS/M)	SOIL TEXTURE	CONVERSION FACTOR	EC _{se} DS/M (CALC)	RATING
LOR	0.01				
Barn Circle	0.26	Sandy Loam	14	3.64	High
Big River Run 3	0.17	Sandy Loam	14	2.38	Moderate
Big River Run Central	0.15	Sandy Loam	14	2.10	Moderate
Big River Run East	0.17	Sandy Loam	14	2.38	Moderate
Big River Run West	0.16	Sandy Loam	14	2.24	Moderate
Chickory & Round Hill	0.17	Sandy Loam	14	2.38	Moderate
Front Gate & Southern Road	0.25	Sandy Loam	14	3.50	High
Front Run	0.18	Sandy Loam	14	2.52	Moderate
Humbies Central	0.14	Sand	14	1.96	Moderate
Humbies East	0.13	Sandy Loam	14	1.82	Moderate
Humbies South	0.17	Sandy Loam	14	2.38	Moderate
Humbies West	0.15	Loamy Sand	14	2.10	Moderate
Kirwins	0.22	Sandy Loam	14	3.08	High
Little River Run East	0.15	Sandy Loam	14	2.10	Moderate
Little River Run West	0.20	Sandy Loam	14	2.80	Moderate
Middle Creek	0.14	Sandy Loam	14	1.96	Moderate
Middle Falls	0.19	Sandy Loam	14	2.66	Moderate
Middle North	0.10	Sand	14	1.40	Low
Middle North west	0.17	Sandy Loam	14	2.38	Moderate
Middle South	0.19	Sandy Loam	14	2.66	Moderate
Northern	0.20	Sandy Loam	14	2.80	Moderate
Northern Tower East Tulip	0.17	Sandy Loam	14	2.38	Moderate
Northern Tower West	0.26	Sandy Loam	14	3.64	High
Number 4 Circle	0.20	Sandy Loam	14	2.80	Moderate
Phalaris	0.19	Loamy Sand	14	2.66	Moderate

Paddock	EC1:5 (DS/M)	SOIL TEXTURE	CONVERSION FACTOR	EC _{se} DS/M (CALC)	RATING
Ram	0.22	Sandy Loam	14	3.08	High
Red Point	0.16	Sandy Loam	14	2.24	Moderate
Red River Run	0.15	Sandy Loam	14	2.10	Moderate
Riffle Range East	0.10	Sandy Loam	14	1.40	Low
Riffle Range West	0.17	Sandy Loam	14	2.38	Moderate
River Burnt Stack	0.22	Sandy Loam	14	3.08	High
Road Burnt Stack	0.13	Sand	14	1.82	Moderate
Road East	0.23	Sandy Loam	14	3.22	High
Road West	0.23	Sandy Loam	14	3.22	High
Rocky	0.19	Sandy Loam	14	2.66	Moderate
Rocky South	0.24	Sandy Loam	14	3.36	High
Round Hill Circle	0.20	Clay Loam	12	2.40	Moderate
Round Hill Large	0.15	Sandy Loam	14	2.10	Moderate
Southern Towers East	0.21	Sandy Loam	14	2.94	Moderate
Southern	0.14	Sandy Loam	14	1.96	Moderate
Southern Towers West	0.29	Sandy Loam	14	4.06	High
Two Halves Cut	0.18	Sandy Loam	14	2.52	Moderate
Two Halves East	0.20	Sandy Loam	14	2.80	Moderate
Two Halves West	0.20	Sandy Loam	14	2.80	Moderate
Woolshed Creek	0.20	Sandy Loam	14	2.80	Moderate
Woolshed Hill Back	0.26	Sandy Loam	14	3.64	High
Woolshed Hill Front	0.17	Sandy Loam	14	2.38	Moderate

Salinity levels range from low to high (Table 5-4). Zones with high salinity levels will be closely monitored. The organic matter in biosolids may improve soil structure and thus drainage. This could lead to leaching of chloride and reduction of EC. Changes in salinity levels in the identified zones will be monitored after biosolids have been applied.

5.3.3 ORGANIC CARBON (WALKLEY-BLACK)

Table 5-5: Organic carbon in 47 zones

Paddock	ORGANIC CARBON %	ORGANIC MATTER %	RATING
LOR	0.20	Calc	
Rocky South	7.28	13.00	High
Southern	2.77	4.80	Generally satisfactory

Paddock	Organic Carbon %	Organic Matter %	Rating
Front Gate & Southern Road	8.85	15.00	High
Barn Circle	2.43	4.20	Generally satisfactory
Big River Run 3	5.09	8.80	High
Big River Run Central	5.82	10.00	High
Big River Run East	5.83	10.00	High
Big River Run West	6.02	10.00	High
Chickory & Round Hill	2.73	4.70	Generally satisfactory
Front Gate & Southern Road	4.74	8.20	Generally satisfactory
Front Run	5.68	9.80	High
Humbies Central	3.43	5.90	Generally satisfactory
Humbies East	4.26	7.30	Generally satisfactory
Humbies South	4.80	8.30	Generally satisfactory
Humbies West	4.00	6.90	Generally satisfactory
Kirwins	4.71	8.10	Generally satisfactory
Little River Run East	5.16	8.90	High
Little River Run West	5.08	8.70	High
Middle Creek	4.02	6.90	Generally satisfactory
Middle Falls	5.03	8.70	High
Middle North	1.79	3.10	Marginal
Middle North west	4.76	8.20	Generally satisfactory
Middle South	4.73	8.10	Generally satisfactory
Northern	5.43	9.30	High
Northern Tower East Tulip	4.13	7.10	Generally satisfactory
Northern Tower West	5.83	10.00	High
Number 4 Circle	3.25	5.60	Generally satisfactory
Phalaris	2.79	4.80	Generally satisfactory
Ram	5.07	8.70	High
Red Point	5.77	9.90	High
Red River Run	4.45	7.70	Generally satisfactory
Riffle Range East	4.14	7.10	Generally satisfactory
Riffle Range West	4.08	7.00	Generally satisfactory
River Burnt Stack	4.35	7.50	Generally satisfactory
Road Burnt Stack	3.55	6.10	Generally satisfactory

Paddock	ORGANIC CARBON %	ORGANIC MATTER %	RATING
Road East	7.73	13.00	High
Road West	5.92	10.00	High
Rocky	4.88	8.40	Generally satisfactory
Rocky South	6.67	11.00	High
Round Hill Circle	3.40	5.80	Generally satisfactory
Round Hill Large	3.80	6.50	Generally satisfactory
Southern Towers East	5.44	9.40	High
Southern	4.50	7.70	Generally satisfactory
Southern Towers West	5.31	9.10	High
Two Halves Cut	5.18	8.90	High
Two Halves East	3.18	5.50	Generally satisfactory
Two Halves West	3.08	5.30	Generally satisfactory
WoolShed Creek	5.22	9.00	High
WoolShed Hill Back	5.96	10.00	High
Woolshed Hill Front	4.93	8.50	Generally satisfactory

Organic carbon levels range from satisfactory to high (Table 5-5). Soils will generally benefit from the additional organic matter applied via biosolids, even if levels are high.

5.3.4 PHOSPHORUS

Available phosphorus (measured as Colwell P) and Phosphorus Buffer index (PBI) are provided in Table 5-6.

Phosphorus Environmental Risk Index (PERI) is the Ratio of Colwell P / PBI. It is an indicator of risk of possible P leaching into waterways and environmental damage. The PERI should be < 1 to be safe for production and the environment.⁸

⁸ Reference: <https://fertsmart.dairyingfortomorrow.com.au/>, Dairy Australia :

Table 5-6: Available phosphorus in 47 zones

PADDOCK	AVAILABLE P (MG/KG)	COMMENT	PBI	PBI COMMENT	PERI	RATING
LOR	5.00		Calc		Calc	
Barn Circle	98	High	65	Low	1.51	Very high
Big River Run 3	39	Low	96	Low	0.41	Optimum
Big River Run Central	33	Low	140	Moderate	0.24	Optimum
Big River Run East	38	Low	150	Moderate	0.25	Optimum
Big River Run West	31	Low	150	Moderate	0.21	Optimum
Chickory & Round Hill	60	Moderate	64	Low	0.94	Optimum
Front Gate & Southern Road	49	Low	40	Very low	1.23	High
Front Run	39	Low	100	Moderate	0.39	Optimum
Humbies Central	19	Very low	36	Very low	0.53	Optimum
Humbies East	16	Very low	65	Low	0.25	Optimum
Humbies South	24	Very low	49	Very low	0.49	Optimum
Humbies West	16	Very low	44	Very low	0.36	Optimum
Kirwins	42	Low	81	Low	0.52	Optimum
Little River Run East	31	Low	78	Low	0.40	Optimum
Little River Run West	80	High	91	Low	0.88	Optimum
Middle Creek	36	Low	37	Very low	0.97	Optimum
Middle Falls	39	Low	90	Low	0.43	Optimum
Middle North	78	High	36	Very low	2.17	Very high
Middle North west	48	Low	56	Low	0.86	Optimum
Middle South	48	Low	62	Low	0.77	Optimum
Northern	59	Moderate	49	Very low	1.20	High
Northern Tower East Tulip	39	Low	56	Low	0.70	Optimum
Northern Tower West	53	Moderate	96	Low	0.55	Optimum
Number 4 Circle	83	High	53	Low	1.57	Very high
Phalaris	51	Moderate	36	Very low	1.42	High
Ram	26	Low	67	Low	0.39	Optimum
Red Point	29	Low	80	Low	0.36	Optimum
Red River Run	41	Low	84	Low	0.49	Optimum

Paddock	Available P (mg/kg)	Comment	PBI	PBI Comment	PERI	Rating
Riffle Range East	41	Low	50	Low	0.82	Optimum
Riffle Range West	43	Low	46	Very low	0.93	Optimum
River Burnt Stack	73	Moderate	71	Low	1.03	Above Optimum
Road Burnt Stack	46	Low	43	Very low	1.07	Above Optimum
Road East	79	High	69	Low	1.14	Above Optimum
Road West	59	Moderate	83	Low	0.71	Optimum
Rocky	38	Low	46	Very low	0.83	Optimum
Rocky South	56	Moderate	61	Low	0.92	Optimum
Round Hill Circle	70	Moderate	120	Moderate	0.58	Optimum
Round Hill Large	41	Low	65	Low	0.63	Optimum
Southern Towers East	53	Moderate	76	Low	0.70	Optimum
Southern	34	Low	32	Very low	1.06	Above Optimum
Southern Towers West	67	Moderate	87	Low	0.77	Optimum
Two Halves Cut	44	Low	73	Low	0.60	Optimum
Two Halves East	62	Moderate	65	Low	0.95	Optimum
Two Halves West	56	Moderate	65	Low	0.86	Optimum
Woolshed Creek	66	Moderate	87	Low	0.76	Optimum
Woolshed Hill Back	76	High	99	Low	0.77	Optimum
Woolshed Hill Front	75	Moderate	72	Low	1.04	Above Optimum

Phosphorus (P) levels in the soils range from very low to high. The phosphorus buffer index (PBI) of the soils is very low to moderate (Table 5-6). Soils with a low PBI rating have limited ability to store P in the soils, whereas soils with moderate to high PBI rating have the ability to store P in the soils. Still, soils with low PBI can accumulate P to above the agronomically desirable level; this can increase leaching risks. Leaching, as indicated by the P Environmental Risk Index (PERI), is low risk in most zones, however in 6 zones there is some risk of leaching occurring. For soils with a high or very high PERI rating, a reduced biosolids application rate is generally recommended. The land manager should closely monitor P levels and omit or minimise fertiliser application in these zones so that soil P will not be above the agronomically required level. No additional P should be applied after biosolids have been applied. Agronomically desirable P levels should not be exceeded in any zone.

5.3.5 NITROGEN

Table 5-7: Nitrogen (N, Total and Available) in 47 zones

Paddock	TOTAL NITROGEN (LECO) (MG/KG)	AMMONIUM NITROGEN NH ₄ (MG/KG)	NITRATE NO ₃ & NITRITE NO ₂ (MG/KG)	TOTAL AVAILABLE NITROGEN (MG/KG)
LOR	50		1.0	Calc
Barn Circle	3400	3.8	57.0	60.8
Big River Run 3	4300	5.6	36.0	41.6
Big River Run Central	5000	8.4	22.0	30.4
Big River Run East	4900	9.0	21.0	30.0
Big River Run West	4900	11.0	26.0	37.0
Chickory & Round Hill	3000	7.6	51.0	58.6
Front Gate & Southern Road	4500	22.0	30.0	52.0
Front Run	6400	14.0	40.0	54.0
Humbies Central	3600	7.5	44.0	51.5
Humbies East	3700	13.0	26.0	39.0
Humbies South	4400	15.0	49.0	64.0
Humbies West	3300	11.0	53.0	64.0
Kirwins	3700	7.1	43.0	50.1
Little River Run East	3800	6.9	39.0	45.9
Little River Run West	4500	9.4	48.0	57.4
Middle Creek	3500	4.8	19.0	23.8
Middle Falls	3800	15.0	39.0	54.0
Middle North	2200	13.0	14.0	27.0
Middle North west	5000	17.0	32.0	49.0
Middle South	4800	11.0	36.0	47.0
Northern	5300	17.0	26.0	43.0
Northern Tower East Tulip	3200	20.0	34.0	54.0
Northern Tower West	4900	30.0	47.0	77.0
Number 4 Circle	2900	3.2	12.0	15.2
Phalaris	3300	21.0	28.0	49.0
Ram	4400	30.0	52.0	82.0
Red Point	5000	11.0	35.0	46.0
Red River Run	3900	6.9	43.0	49.9
Riffle Range East	3500	9.6	26.0	35.6

Paddock	TOTAL NITROGEN (LECO) (MG/KG)	AMMONIUM NITROGEN NH ₄ (MG/KG)	NITRATE NO ₃ & NITRITE NO ₂ (MG/KG)	TOTAL AVAILABLE NITROGEN (MG/KG)
Rifle Range West	4100	9.8	36.0	45.8
River Burnt Stack	4700	9.5	55.0	64.5
Road Burnt Stack	3700	5.4	37.0	42.4
Road East	6400	22.0	53.0	75.0
Road West	5500	18.0	65.0	83.0
Rocky	3400	17.0	25.0	42.0
Rocky South	5000	17.0	52.0	69.0
Round Hill Circle	2700	2.5	19.0	21.5
Round Hill Large	3300	7.7	35.0	42.7
Southern Towers East	4400	25.0	37.0	62.0
Southern	3800	13.0	28.0	41.0
Southern Towers West	4600	35.0	64.0	99.0
Two Halves Cut	4100	18.0	41.0	59.0
Two Halves East	3100	8.3	12.0	20.3
Two Halves West	2800	4.7	8.4	13.1
Woolshed Creek	4400	15.0	52.0	67.0
Woolshed Hill Back	5400	20.0	57.0	77.0
Woolshed Hill Front	3900	19.0	39.0	58.0

Available N (NH₄ and NO₂) levels are generally low, and the pastures will benefit from available N in biosolids.

5.3.6 CLAY CONTENT

Table 5-8: Clay content (Texture) in 47 zones

Paddock	CLAY CONTENT %
LOR	0
Barn Circle	12.3
Big River Run 3	13.9
Big River Run Central	15.0
Big River Run East	13.9
Big River Run West	16.4
Chickory & Round Hill	8.8
Front Gate & Southern Road	10.0
Front Run	13.9
Humbies Central	6.1

Paddock	Clay Content %
Humbies East	14.0
Humbies South	8.8
Humbies West	7.5
Kirwins	19.0
Little River Run East	13.7
Little River Run West	16.4
Middle Creek	14.8
Middle Falls	17.4
Middle North	5.0
Middle North west	12.5
Middle South	12.5
Northern	12.3
Northern Tower East Tulip	12.5
Northern Tower West	13.9
Number 4 Circle	13.8
Phalaris	8.7
Ram	12.5
Red Point	13.7
Red River Run	13.7
Riffle Range East	11.3
Riffle Range West	8.9
River Burnt Stack	16.4
Road Burnt Stack	7.6
Road East	13.9
Road West	15.0
Rocky	11.0
Rocky South	13.9
Round Hill Circle	22.5
Round Hill Large	11.3
Southern Towers East	12.4
Southern	8.7
Southern Towers West	12.6
Two Halves Cut	12.5
Two Halves East	13.8
Two Halves West	13.7

PADDOCK	CLAY CONTENT %
Woolshed Creek	15.3
Woolshed Hill Back	15.0
Woolshed Hill Front	16.4

Soil clay content is generally low to moderate.

5.3.7 HEAVY METALS

Table 5-9: Heavy Metals (mg/kg) in 47 zones

PADDOCK	ARSENIC	CADMIUM	CHROMIUM	COPPER	LEAD	MERCURY	NICKEL	ZINC
Barn Circle	<5	<0.2	41	10	6	<0.05	22	25
Big River Run 3	<5	<0.2	90	12	6	<0.05	30	25
Big River Run Central	<5	<0.2	110	13	7	<0.05	35	32
Big River Run East	<5	<0.2	130	10	7	<0.05	34	32
Big River Run West	<5	<0.2	120	13	<5	<0.05	40	35
Chickory & Round Hill	<5	<0.2	20	11	<5	<0.05	12	23
Front Gate & Southern Road	<5	<0.2	<5	<5	6	<0.05	<5	16
Front Run	<5	<0.2	100	12	6	<0.05	28	22
Humbies Central	<5	<0.2	5	5	<5	<0.05	<5	10
Humbies East	<5	<0.2	74	6	5	<0.05	28	24
Humbies South	<5	<0.2	<5	10	<5	<0.05	<5	16
Humbies West	<5	<0.2	6	11	<5	<0.05	5	16
Kirwins	<5	0	52	11	7	<0.05	28	25
Little River Run East	<5	<0.2	18	29	8	<0.05	24	38
Little River Run West	<5	<0.2	110	14	8	<0.05	46	31
Middle Creek	<5	<0.2	14	10	6	<0.05	7	19
Middle Falls	<5	<0.2	74	11	8	<0.05	31	32
Middle North	<5	<0.2	7	<5	5	<0.05	<5	13

PADDOCK	ARSENIC	CADIUM	CHROMIUM	COPPER	LEAD	MERCURY	NICKEL	ZINC
Middle North west	<5	<0.2	42	7	7	<0.05	14	18
Middle South	<5	<0.2	42	8	5	<0.05	14	21
Northern	<5	<0.2	11	5	6	<0.05	<5	17
Northern Tower East Tulip	<5	<0.2	20	6	8	<0.05	9	15
Northern Tower West	<5	<0.2	73	11	9	<0.05	31	30
Number 4 Circle	<5	<0.2	35	8	9	<0.05	13	20
Phalaris	<5	<0.2	14	9	8	<0.05	6	17
Ram	<5	<0.2	44	8	<5	<0.05	22	21
Red Point	<5	<0.2	54	10	<5	<0.05	29	31
Red River Run	<5	<0.2	36	21	8	<0.05	18	35
Riffle Range East	<5	<0.2	25	18	<5	<0.05	15	22
Riffle Range West	<5	<0.2	25	14	7	<0.05	11	26
River Burnt Stack	<5	<0.2	46	13	<5	<0.05	30	27
Road Burnt Stack	<5	0	14	7	<5	<0.05	8	20
Road East	<5	<0.2	12	18	7	<0.05	11	26
Road West	<5	<0.2	12	19	<5	<0.05	10	28
Rocky	<5	<0.2	15	6	10	<0.05	5	16
Rocky South	<5	<0.2	10	8	8	<0.05	5	25
Round Hill Circle	<5	<0.2	67	22	9	<0.05	38	43
Round Hill Large	<5	<0.2	66	17	9	<0.05	30	17
Southern Towers East	<5	<0.2	7	<5	8	<0.05	<5	13
Southern	<5	<0.2	49	10	8	<0.05	21	22
Southern Towers West	<5	<0.2	61	11	7	<0.05	26	27
Two Halves Cut	<5	<0.2	16	13	7	<0.05	10	22

Paddock	ARSENIC	CADMIUM	CHROMIUM	COPPER	LEAD	MERCURY	NICKEL	ZINC
Two Halves East	<5	<0.2	23	15	7	<0.05	13	28
Two Halves West	<5	<0.2	50	13	9	<0.05	18	26
Woolshed Creek	<5	<0.2	23	13	7	<0.05	13	29
Woolshed Hill Back	<5	0	26	19	5	<0.05	19	33
Woolshed Hill Front	<5	<0.2	24	14	6	<0.05	13	26

Heavy metal levels are low in all soils.

5.3.8 PFAS

Table 5-10: PFAS levels (µg/kg)

Paddock	PFOS+PFHXS (µg/kg)	PFOA (µg/kg)
LOR	<0.2	<0.2
Southern	<0.2	<0.2
Phalaris	<0.2	<0.2
Humbies Central	<0.2	<0.2
Road West	<0.2	<0.2
Woolshed Hill Front	<0.2	<0.2
Big River Run 3	<0.2	<0.2
Two Halves West	<0.2	<0.2
Round Hill Large	<0.2	<0.2
Kirwins	<0.2	<0.2
Northern Towers East & Tulip	<0.2	<0.2

PFAS levels are below the detectable limit of reporting (LOR) levels.

Further soil sample results are provided in Appendix 3. Sample results from both laboratories have been provided to the EPA as separate documents.

6 Biosolids application

6.1 APPLICATION LIMITATIONS

Application rates of Class 2 biosolids to land are limited by the level of metal contaminants and the available nitrogen. To demonstrate compliance with the TBRG, two limiting rate calculations are required:

- Contaminant limiting application rate (CLAR)
- Nitrogen limiting application rate (NLAR).

In addition to the above calculations, consideration of potential for PFAS to impact the site is also calculated as per the NEMP 3.0 requirements.

6.2 CONTAMINANT LIMITING APPLICATION RATE

6.2.1 BIOSOLIDS ADJUSTED CONTAMINATION CONCENTRATIONS

Biosolids adjusted contamination concentrations (BACC) have been calculated (as per the methodology described by the TBRG) from data supplied by TasWater and is shown in Section 4.3.1.

6.2.2 MAXIMUM ALLOWABLE SOIL CONTAMINANT CONCENTRATIONS

According to the TBRG, the maximum allowable soil contaminant concentrations (MASCC) for arsenic, lead, mercury, and nickel are fixed. For cadmium, copper, and zinc, the MASCC varies with the soil conditions and can be calculated using Tables D2, D3, D4, and D5 of the TBRG. Table 6-1 shows the standard MASCC for contaminants. For cadmium, copper, and zinc, when the MASCC was calculated, see Table 6-2.

Table 6-1: MASCC for each element

ELEMENT	MASCC (MG/KG)
Arsenic	20
Lead	200
Mercury	1
Nickel	60

Table 6-2: Calculated MASCC

ZONE	CADMIUM MASCC (MG/KG)	COPPER MASCC (MG/KG)	ZINC MASCC (MG/KG)
Barn Circle	0.7	55	313
Big River Run 3	0.5	70	170
Big River Run Central	0.5	70	170
Big River Run East	0.5	99	230
Big River Run West	0.5	84	170
Chickory & Round Hill	0.5	29	170
Front Gate & Southern Road	0.5	79	230
Front Run	0.5	99	230

ZONE	CADMIUM MASCC (MG/KG)	COPPER MASCC (MG/KG)	ZINC MASCC (MG/KG)
Humbies Central	0.5	43	170
Humbies East	0.5	79	230
Humbies South	0.5	56	170
Humbies West	0.5	56	170
Kirwins	0.5	79	230
Little River Run East	0.5	99	230
Little River Run West	0.5	70	170
Middle Creek	0.5	79	230
Middle Falls	0.5	70	170
Middle North	0.5	16	81
Middle North west	0.5	79	230
Middle South	0.5	79	230
Northern	0.5	99	230
Northern Tower East Tulip	0.5	56	170
Northern Tower West	0.5	70	170
Number 4 Circle	0.7	116	426
Phalaris	0.5	29	170
Ram	0.5	99	230
Red Point	0.5	99	230
Red River Run	0.5	56	170
Riffle Range East	0.5	79	230
Riffle Range West	0.5	56	170
River Burnt Stack	0.5	56	170
Road Burnt Stack	0.5	43	170
Road East	0.5	119	230
Road West	0.5	99	230
Rocky	0.5	56	170
Rocky South	0.5	119	230
Round Hill Circle	0.5	59	230
Round Hill Large	0.5	43	170
Southern Towers East	0.5	70	170
Southern	0.5	56	170
Southern Towers West	0.5	70	170
Two Halves Cut	0.5	70	170

ZONE	CADMIUM MASCC (MG/KG)	COPPER MASCC (MG/KG)	ZINC MASCC (MG/KG)
Two Halves East	0.7	116	426
Two Halves West	0.8	164	580
Woolshed Creek	0.5	70	170
Woolshed Hill Back	0.5	99	230
Woolshed Hill Front	0.5	79	230

6.2.3 CALCULATION OF CONTAMINANT LIMITING APPLICATION RATE

The CLAR is the rate (in dry solid tonnes per hectare) that will cause the concentration of the limiting contaminant to reach the maximum allowable soil contamination concentration. The CLAR is derived from the BACC (see Section 4.3.1) and current soil concentration of contaminants (see Table 5-9).

The calculation for the CLCAR is as follows:

$$\text{CLAR} = (\text{MASCC} - \text{ASCC}) \times \text{SM} / \text{BACC}$$

Where:

- CLAR = Contaminated Limited Application Rate (dry t/ha)
- MASCC = Maximum Allowable Soil Concentration (mg/kg)
- ASCC = Actual Soil Contaminant Concentration (mg/kg)
- BACC = Biosolids Adjusted Contaminant Concentration (mg/kg)
- SM = Incorporated Soil Mass per hectare (dry t/ha) (soil bulk density (g/cm³) x incorporation depth (m) x 10,000m²) (1.33 x 0.1 x 10000 = 1330 SM t/ha).

CLAR calculations are in Table 6-3. Wet t/ha are calculated by dividing the dry tonnes by an average biosolids solids percentage (20%). Based on the calculated results, cadmium is the limiting contaminant for the majority of zones, with copper being the limiting factor for three zones. It noted that application rates required to exceed the CLAR are well above any likely application rate on the site.

Table 6-3: CLAR calculations

	ARSENIC		CADMIUM ⁹		COPPER		LEAD		MERCURY		NICKEL		ZINC		LIMITING CONTAMINANT
	Dry t/ha	Wet t/ha	Dry t/ha	Wet t/ha	Dry t/ha	Wet t/ha	Dry t/ha	Wet t/ha	Dry t/ha	Wet t/ha	Dry t/ha	Wet t/ha	Dry t/ha	Wet t/ha	
Barn Circle	5,718	28,589	44	222	107	535	6,995	34,976	599	2,996	1,105	5,522	332	1,660	Cadmium
Big River Run 3	5,718	28,589	44	222	141	704	6,995	34,976	599	2,996	872	4,360	165	824	Cadmium
Big River Run Central	5,718	28,589	44	222	138	691	6,959	34,795	599	2,996	727	3,633	157	783	Cadmium
Big River Run East	5,718	28,589	44	222	222	1,109	6,959	34,795	599	2,996	756	3,778	227	1,134	Cadmium
Big River Run West	5,718	28,589	44	222	175	874	7,031	35,156	599	2,996	581	2,906	153	765	Cadmium
Chickory & Round Hill	5,718	28,589	44	222	37	182	7,031	35,156	599	2,996	1,395	6,976	167	836	Copper
Front Gate & Southern Road	5,718	28,589	44	222	183	913	6,995	34,976	599	2,996	1,599	7,993	246	1,227	Cadmium
Front Run	5,718	28,589	44	222	217	1,083	6,995	34,976	599	2,996	930	4,650	239	1,192	Cadmium
Humbies Central	5,718	28,589	44	222	89	443	7,031	35,156	599	2,996	1,599	7,993	182	912	Cadmium
Humbies East	5,718	28,589	44	222	180	900	7,031	35,156	599	2,996	930	4,650	236	1,181	Cadmium
Humbies South	5,718	28,589	44	222	110	548	7,031	35,156	599	2,996	1,599	7,993	175	877	Cadmium
Humbies West	5,718	28,589	44	222	107	35	7,031	35,156	599	2,996	1,599	7,993	175	877	Cadmium
Kirwins	5,718	28,589	44	222	167	835	6,959	34,795	599	2,996	930	4,650	235	1,175	Cadmium
Little River Run East	5,718	28,589	44	222	172	861	6,923	34,615	599	2,996	1,046	5,232	220	1,099	Cadmium
Little River Run West	5,718	28,589	44	222	136	678	6,923	34,615	599	2,996	407	2,034	158	789	Cadmium
Middle Creek	5,718	28,589	44	222	170	848	6,995	34,976	599	2,996	1,541	7,702	242	1,210	Cadmium
Middle Falls	5,718	28,589	44	222	144	717	6,923	34,615	599	2,996	843	4,214	157	783	Cadmium
Middle North	5,718	28,589	44	222	18	91	7,031	35,156	599	2,996	1,599	7,993	75	374	Copper
Middle North west	5,718	28,589	44	222	178	887	6,959	34,795	599	2,996	1,337	6,685	243	1,216	Cadmium
Middle South	5,718	28,589	44	222	175	874	7,031	35,156	599	2,996	1,337	6,685	240	1,198	Cadmium
Northern	5,718	28,589	44	222	235	1,174	6,995	34,976	599	2,996	1,599	7,993	244	1,222	Cadmium
Northern Tower East Tulip	5,718	28,589	44	222	120	600	6,923	34,615	599	2,996	1,482	7,412	177	882	Cadmium
Northern Tower West	5,718	28,589	44	222	144	717	6,887	34,435	599	2,996	843	4,214	159	795	Cadmium
Number 4 Circle	5,718	28,589	44	222	271	1,357	6,887	34,435	599	2,996	1,366	6,830	470	2,350	Cadmium
Phalaris	5,718	28,589	44	222	42	208	6,923	34,615	599	2,996	1,570	7,848	174	871	Copper
Ram	5,718	28,589	44	222	227	1,135	7,031	35,156	599	2,996	1,105	5,522	240	1,198	Cadmium

⁹ Based on a maximum permissible cadmium application rate of 0.15kg/ha per 5 years, as per Appendix D of the TBRG.

	ARSENIC		CADMIUM ⁹		COPPER		LEAD		MERCURY		NICKEL		ZINC		LIMITING CONTAMINANT
Red Point	5,718	28,589	44	222	222	1,109	7,031	35,156	599	2,996	901	4,505	228	1,140	Cadmium
Red River Run	5,718	28,589	44	222	81	404	6,923	34,615	599	2,996	1,221	6,104	153	765	Cadmium
Riffle Range East	5,718	28,589	44	222	149	744	7,031	35,156	599	2,996	1,308	6,540	239	1,192	Cadmium
Riffle Range West	5,718	28,589	44	222	99	496	6,959	34,795	599	2,996	1,424	7,121	164	818	Cadmium
River Burnt Stack	5,718	28,589	44	222	102	509	7,031	35,156	599	2,996	872	4,360	163	812	Cadmium
Road Burnt Stack	5,718	28,589	44	222	84	417	7,031	35,156	599	2,996	1,511	7,557	171	853	Cadmium
Road East	5,718	28,589	44	222	253	1,266	6,959	34,795	599	2,996	1,424	7,121	234	1,169	Cadmium
Road West	5,718	28,589	44	222	198	992	7,031	35,156	599	2,996	1,453	7,266	232	1,157	Cadmium
Rocky	5,718	28,589	44	222	120	600	6,851	34,254	599	2,996	1,599	7,993	175	877	Cadmium
Rocky South	5,718	28,589	44	222	279	1,396	6,923	34,615	599	2,996	1,599	7,993	235	1,175	Cadmium
Round Hill Circle	5,718	28,589	44	222	86	430	6,887	34,435	599	2,996	639	3,197	214	1,070	Cadmium
Round Hill Large	5,718	28,589	44	222	57	287	6,887	34,435	599	2,996	872	4,360	174	871	Cadmium
Southern Towers East	5,718	28,589	44	222	159	796	6,923	34,615	599	2,996	1,599	7,993	179	894	Cadmium
Southern	5,718	28,589	44	222	110	548	6,923	34,615	599	2,996	1,134	5,668	168	842	Cadmium
Southern Towers West	5,718	28,589	44	222	144	717	6,959	34,795	599	2,996	988	4,941	163	812	Cadmium
Two Halves Cut	5,718	28,589	44	222	138	691	6,959	34,795	599	2,996	1,453	7,266	168	842	Cadmium
Two Halves East	5,718	28,589	44	222	253	1,266	6,959	34,795	599	2,996	1,366	6,830	461	2,303	Cadmium
Two Halves West	5,718	28,589	44	222	384	1,918	6,887	34,435	599	2,996	1,221	6,104	643	3,215	Cadmium
Woolshed Creek	5,718	28,589	44	222	138	691	6,959	34,795	599	2,996	1,366	6,830	160	801	Cadmium
Woolshed Hill Back	5,718	28,589	44	222	198	992	7,031	35,156	599	2,996	1,192	5,958	226	1,128	Cadmium
Woolshed Hill Front	5,718	28,589	44	222	159	796	6,995	34,976	599	2,996	1,366	6,830	234	1,169	Cadmium

6.3 PFAS LIMITING CONTAMINANT APPLICATION RATE

Application rates may also be impacted by PFAS levels. The suitability and thus application rates are determined using the following flow chart from the NEMP 3.0 Supporting Document 1.

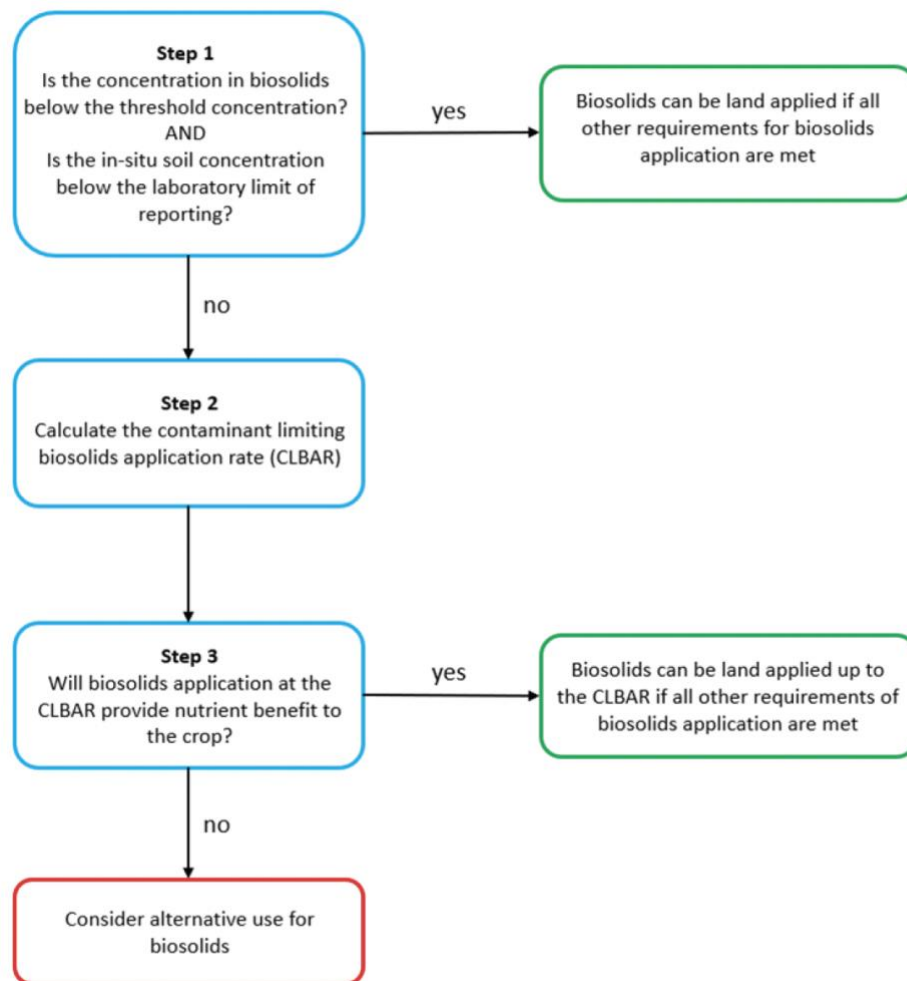


Figure 6-1: Flowchart of framework to assess suitability of Class B biosolids for land application, PFAS (NEMP 3.0)

The CLBAR is calculated via the following formula.

$$CLBAR = \frac{MASCC - MISCC}{C_{bio}} \times SM$$

Where:

- MASCC is the maximum allowable soil contaminant concentration (in µg/kg – see Table 6-4)
- MISCC is the measure in-situ soil contaminant concentration (in µg/kg – to be confirmed as part of soil sampling)
- C bio is the biosolids contaminant concentration (in µg/kg)
- SM is the incorporated soil mass per hectare (in dry t/ha – a stand measure of 1.3 t/m³ will be used).

In this instance the biosolids PFAS concentrations at Selfs Point meets MOS 1 for PFOs+PFHxS and all other levels are below all threshold concentrations for all MOS levels (see Table 4-8) and the soils levels are below the laboratory limit of reporting (see Table 5-10). This means that all measures in Step 1 of the above flow chart

are met and so biosolids can be applied to the land without further consideration of PFAS as long as other application requirements are adhered to.

Table 6-4 below shows the maximum allowable soil contaminant concentrations (MASCCs).

Table 6-4: MASCCs for PFAS

CRITERIA TYPE	MARGIN OF SAFETY	PFOS+PFHXS (µg/kg)	PFOA (µg/kg)
Allowable soil contaminant concentrations MASCC	5	0.22	0.6
	2	0.55	1.5
	1	1.1	3

6.4 NITROGEN LIMITING APPLICATION RATE

According to the TBRG, the application rate of N from Biosolids should not exceed the N demand of the crop, known as the Nitrogen Limiting Biosolids Application Rate (NLAR).

6.5 AVAILABLE N IN BIOSOLIDS

Once the amount of N is known the available N needs to be calculated. Available N refers to the mineral N (nitrate, nitrite, and ammonium). Results are determined using the formula provided in the TBRG.

$$ABN \text{ (kg/t)} = \frac{(\text{ammonium N (mg/kg)} + \text{oxidised N (mg/kg)} + \text{organic N (mg/kg)}) \times MR \% / 100}{1,000}$$

ABN = available biosolids nitrogen

Where:

- Organic N = TKN – ammonium N
- Oxidised N = N as nitrate & nitrite
- TKN = Total Kjeldahl Nitrogen
- MR = Mineralisation Rate.

6.6 CROP REQUIREMENT FOR NITROGEN (N)

The next step is to identify the crop requirement. The pasture crop nitrogen requirement for the subject site is estimated to be 195 kg/ha annually. This is based on pasture N removal of 30 kg/t dry matter (DM), and 6.5 t/ha DM removal via grazing in the Bothwell region¹⁰. This was estimated by assessing nearby locations with pasture production data and adjusting for local differences in rainfall. Applications of nitrogen to pastures are usually limited to about 30-35 kg/ha per post grazing application to maximise the efficiency of nitrogen uptake and minimise losses to the air via volatilisation and / or denitrification and leaching of nitrates into groundwater or run-off to surface water.

Total annual N applications via fertilisers to pastures used for grazing in the region are commonly 60 - 300 kg/ha, depending on climate, irrigation availability, and soil/pasture quality, which greatly determines the dry matter production potential. For this case, we have based calculations on a well-managed, productive pasture with no constraints to productivity (6.5 t DM/ha) so that 195 kg N/ha can be utilised by pasture over the main growing season (late spring to mid-autumn).

¹⁰ Based on TIAR Regional Historical Pasture Production (2005/06 to 2017/18) information for Ouse and Tunbridge (two closest sample locations), averaged.

6.7 NITROGEN LIMITED APPLICATION RATE (NLAR) FOR THE BIOSOLIDS

NLAR has been calculated using the formula provided in Appendix D of the TBRG. To ensure that excessive nitrogen is not applied in one event, the actual application rate has been calculated at 80% the NLAR. It is also strongly recommended that the total allowable application to each paddock occurs over two spreading events, to reduce leaching risks, if the soil is near or at field capacity¹¹. If the soil is dry, the full rate may be applied. NLAR calculations are shown in Table 6-5.

¹¹ Assessed by a field guide provided to spreading contractors

Table 6-5: NLAR calculations

SITE	ANNUAL TONNES (2024-25)	AMMONIA (mg/kg)	NITRATE & NITRITE (mg/kg)	TOTAL NITROGEN (mg/kg)	AVAILABLE BIOSOLIDS N (ABN) (kg/dry tonne)	% SOLIDS	ABN (kgN/wet tonne)	AVAILABLE N (ABN kg per year)
Cameron Bay	1462	5743	151.9	64,141.7	18.72	17	3.18	4649.7
Green Point	NA	TBC	TBC	TBC	TBC	TBC	TBC	TBC
Macquarie Point	1587	3465	33.4	52,341.7	13.97	22	3.07	4872.1
Prince of Wales Bay	2822	5558.3	6.2	67,583.3	19.08	21	4.01	11,316.2
Rokeby	1974	1217.7	8.1	62,541.7	13.73	17	2.33	4599.4
Rosny	3134	1358.3	9.5	59,225	12.76	18	2.38	7458.9
Selfs Point	4407	1837	9.5	54,575	12.76	20	2.55	11,237.8
Total	15,386							44,168
							Mean Available N (kgN/tonne)	2.5
							NLAR	78 wet/t/ha
							80% NLAR	62 wet/t/ha

6.8 MAXIMUM ALLOWABLE BIOSOLIDS APPLICATION RATE

Biosolid and soil sample analysis results have been used to calculate the maximum application rates based on CLAR, NLAR and PFAS as well as other limiting soil properties such as phosphorus and/or salinity. When considering CLAR, NLAR and PFAS, all application rates are limited by the NLAR and the imposed application rate of no greater than 80% of the NLAR. Six paddocks had the application rate reduced by a further 50% due to elevated P levels.

Application rate, application area and total volume of biosolids to be applied per paddock are shown in Table 6-6. Further notes and/or setback requirements are also provided. Application rates ensure the NLAR is the limiting factor, and they will also ensure there is more than sufficient land to spread the identified biosolids from all STPs

Table 6-6: Total biosolids application rates for identified zones

ZONE	APPLICATION AREA (HA)	APPLICATION RATES (WET T/HA)	TOTAL BIOSOLIDS (T)	NOTES/SETBACKS
Barn Circle	10.1	22	218	100m setback from road - Avoid areas mapped by the Waterway and coastal protection area - Do not apply lime amended biosolids in this paddock - Reduced application rate due to P levels
Big River Run 3	23.1	49	1127	- Steeply sloped areas (>15%) have been excluded - Avoid occasional rocky areas
Big River Run Central	23.9	53	1262	
Big River Run East	19.6	53	1035	
Big River Run West	11.6	50	585	100 m setback from Clyde River
Chickory & Round Hill	15.5	43	670	10 m setback from drainage line
Front Gate & Southern Road	12.7	23	290	100 m setback from road 20 m setback from central drainage line and associated dam 10 m setback from small drainage lines - Reduced application rate due to P levels
Front Run	5.5	45	246	
Humbies Central	35.2	46	1605	- Avoid steeply sloped area in south (>15%) - Avoid occasional rocky area
Humbies East	24.7	50	1225	50 m setback from dam and Abyssinia Creek - Avoid all areas mapped by the Waterway and coastal protection area - Avoid occasional rocky areas 100 m setback from road
Humbies South	30.0	42	1248	- Avoid steeply sloped areas (>15%) 50 m setback from property boundary 100 m setback from road - Avoid all areas mapped by the Waterway and coastal protection area

ZONE	APPLICATION AREA (HA)	APPLICATION RATES (WET T/HA)	TOTAL BIOSOLIDS (T)	NOTES/SETBACKS
Humbies West	21.6	42	899	10 m setback from native vegetation - Avoid all areas mapped by the Waterway and coastal protection area
Kirwins	11.4	46	529	100 m setback from Clyde River
Little River Run East	13.3	48	638	50 m setback from dam and Grass Hut Rivulet - Avoid all areas mapped by the Waterway and coastal protection area 10 m setback from drainage lines
Little River Run West	13.3	44	585	100 m setback from Clyde River and Grass Hut Rivulet - Avoid all areas mapped by the Waterway and coastal protection area - Avoid steeply sloped sections (>15%)
Middle Creek	9.6	54	522	- Avoid all areas mapped by the Waterway and coastal protection area 50 m setback from Abyssinia Creek - Only apply biosolids in the northern and southern sections of the paddock, not in the middle.
Middle Falls	5.7	45	255	100 m setback from dam and Grass Hut Rivulet
Middle North	15.9	27	426	50 m setback from property boundary 10 m setback from drainage lines - Reduced application rate due to P levels
Middle North west	7.2	46	334	20 m setback from drainage lines 50 m setback from Abyssinia Creek
Middle South	16.9	47	798	50 m setback from Abyssinia Creek
Northern	6.2	24	151	100 m setback from road 50 m setback to property boundary - Avoid all areas mapped by the Waterway and coastal protection area 50 m setback from Abyssinia Creek - Reduced application rate due to P levels

ZONE	APPLICATION AREA (HA)	APPLICATION RATES (WET T/HA)	TOTAL BIOSOLIDS (T)	NOTES/SETBACKS
Northern Tower East Tulip	20.1	45	900	100 m setback from 20 m setback from drainage line
Northern Tower West	20.4	38	767	20 m setback from drainage line and small farm dam
Number 4 Circle	9.8	29	282	250 m setback from northern property boundary - Do not apply lime amended biosolids in this paddock - Reduced application rate due to P levels
Phalaris	17.0	23	394	- Avoid all areas mapped by the Waterway and coastal protection area 50 m setback from property boundary 50 m setback from Abyssinia Creek - Avoid all areas mapped by the Waterway and coastal protection area - Reduced application rate due to P levels
Ram	17.0	36	612	100m setback from road 250 m setback from dwellings to the east 10 m setback from drainage line - Do not apply lime amended biosolids in this paddock
Red Point	29.9	48	1435	100 m setback to Abyssinia creek - Avoid steeply sloped areas (>15%) 20 m setback to drainage line to the west
Red River Run	20.9	46	970	100 m setback from the Clyde River and Abyssinia Rivulet 10 m setback from drainage line - Avoid steeply sloped areas (>15%)
Riffle Range East	18.1	51	927	250 m setback from northern boundary 20 m setback from drainage line 10 m setback from native vegetation - Do not apply lime amended biosolids in this paddock
Riffle Range West	22.1	48	1061	20 m setback from drainage line 10 m setback from native vegetation - Do not apply lime amended biosolids in this paddock

ZONE	APPLICATION AREA (HA)	APPLICATION RATES (WET T/HA)	TOTAL BIOSOLIDS (T)	NOTES/SETBACKS
River Burnt Stack	17.5	42	728	100 m setback from Clyde River - Avoid all areas mapped by the Waterway and coastal protection area
Road Burnt Stack	13.7	49	669	100 m setback from road
Road East	22.1	38	849	100 m setback from road - Avoid steeply sloped areas (>15%) - Avoid rocky areas
Road West	18.8	36	677	- Avoid steeply sloped areas (>15%) - Avoid rocky areas 50 m. setback from Abyssinia Creek
Rocky	20.3	49	991	- Avoid all areas mapped by the Waterway and coastal protection area 20 m setback from small dams 100 m setback from road
Rocky South	21.8	40	872	50 m setback from property boundaries 50 m setback from Abyssinia Creek 10 m setback from drainage lines
Round Hill Circle	8.6	55	475	100 m setback from road - Do not apply lime amended biosolids in this paddock due to nearby stock yards
Round Hill Large	19.7	49	961	100 m setback from road 50 m setback from Grass Hut Rivulet - Do not apply biosolids to the south of Grass Hut Rivulet - Do not apply lime amended biosolids in this paddock
Southern Towers East	11.5	42	488	100 m setback from road - Avoid southern area where there is a drainage line, associated wet area and is mapped by the Waterway and coastal protection area
Southern	11.4	50	565	50 m setback from property boundary 20m setback from drainage lines

ZONE	APPLICATION AREA (HA)	APPLICATION RATES (WET T/HA)	TOTAL BIOSOLIDS (T)	NOTES/SETBACKS
Southern Towers West	17.6	30	535	- Avoid southern area where there is a drainage line, associated wet area and is mapped by the Waterway and coastal protection area 20 m setback from drainage line and small dam in north western section 50 m setback from Abyssinia Creek
Two Halves Cut	7.1	43	307	10 m setback from drainage line
Two Halves East	14.6	56	818	10 m setback from drainage line
Two Halves West	14.0	58	818	
Woolshed Creek	17.0	41	694	50 m setback from Grass Hut Rivulet
Woolshed Hill Back	17.2	38	647	- Avoid occasional rocky areas - Avoid steeply sloped areas (>15%) 100 m setback from road
Woolshed Hill Front	15.2	44	669	100 m setback from road
Total	776.4		33,757	

7 Biosolids management actions

This section details management actions that will be undertaken as part of the biosolids application program to minimise the risk to nearby sensitive receptors and the environment.

7.1 ODOUR MANAGEMENT

Only Grade A and Grade B biosolids are permitted to be reused at the application site. By definition, Grade A and Grade B biosolids should not exhibit offensive odours. TasWater, as the resource producer, is responsible for producing and classifying biosolids and play the primary role in preventing offsite odours from biosolid reuse activities.

All treatment plants producing biosolids that will be delivered to the site are required to meet the approved processes for producing stabilisation Grade B product and must also meet multiple process verification requirements (TBRG Section 8). TasWater must be able to provide the following information to regulators to demonstrate that appropriate stabilisation has occurred (TBRG Section 8.4.1):

1. Evidence that the process achieves vector attraction reduction requirements (TBRG Table 8.1);
2. Test results from a suitably accredited laboratory (such as NATA or ASPAC) showing compliance with maximum pathogen levels for Stabilisation Grade A or Stabilisation Grade B (results shown in this BMP in Table 4-6); and
3. Measurements of relevant process criteria (e.g. retention times/reaction times/temperature/pH/moisture/other process controls) to ensure compliance with designated stabilisation process.

With the approved process criteria being met, all biosolids delivered to the site can be considered Grade B and therefore all management methods and buffer zones detailed in the TBRG and in this Management Plan will be effective in preventing offsite odours. The TBRG is informed by significant modelling and assessment of the odour generation potential of Grade B biosolids produced in Australia and advises that “adequately stabilised biosolids should not exhibit strong, offensive odour”.

The TBRG does not provide guidance on how to manage biosolids produced by STPs that have had the stabilisation process temporarily compromised other than stating “biosolids giving off strong, offensive odour should not be sent for beneficial reuse”.

For an odour to be considered offensive an overall judgement is required that considers frequency, intensity, duration, offensiveness/character, and location of the odour event (New Zealand Government 2016). These assessment criteria are shown in Table 7-1.

Table 7-1: Description of factors used to characterise odour

FACTOR	DESCRIPTION
Frequency	How often an individual is exposed to the odour
Intensity	The strength of the odour
Duration	The length of the exposure
Offensiveness/character	The character relates to the ‘hedonic tone’ of the odour, which may be pleasant, neutral or unpleasant
Location	The type of land use and nature of human activities in the vicinity of an odour source

In practical terms, odour assessment of biosolids at treatment plants is difficult due to the inability to separate biosolid odour from other treatment plant smells. Additionally, many plants have been upgraded with fully enclosed biosolid bins with negative pressure odour capture systems connected, limiting the ability of operators to assess the biosolids for odour before collection. These difficulties mean that land spreading sites may be the first opportunity to detect biosolids that are exhibiting offensive odour.

TasWater and Spectran (contracted spreading company) utilise a comprehensive document produced by the New Zealand Ministry for Environment (2016) titled *Good Practice Guide for Assessing and Managing Odour* to help understand, define, assess, monitor, measure and manage odour emissions. Stakeholders are encouraged to consult this document.

In order to mitigate the risks associated with managing odorous biosolids delivered to site through failed detection of odour at the STP, the following measures are to be followed (Table 7-2):

Table 7-2: Managing odorous biosolids

METHOD	DESCRIPTION
1.	All deliveries are to be unloaded in an area that is separated at least 100m from all property boundaries (Table 7-4).
2.	The unloading area is to be designed as a bund to limit the surface area of biosolids exposed to air (Figure 7-1).
3.	Both delivery drivers and the land spreading operator(s) are to be trained in detecting and reporting biosolid loads that exhibit an offensive odour. Every instance shall be reported to TasWater for investigation.
4.	The material that has been identified as odorous is to be reloaded and sent for composting. Whilst it is feasible to spread odorous biosolids in a remote part of the property without incident (i.e. changing the Location (Table 7-1)) the odour may be indicative of non-compliance for stabilisation and this may present unacceptable risks to public health, surface and groundwater and may attract vermin and vectors.
5.	All further collections from the same STP are to be diverted to an approved compost facility until it can be demonstrated that the biosolids meet the minimum criteria for stabilisation and have ceased producing nuisance odour. Monitoring of loads for odour at the compost site may assist with this process.
6.	As much as reasonably practicable, the land spreading operator shall be present when deliveries occur to ensure loads that are found to be odorous are kept isolated in the unloading bund.
7.	Should offensive odour be detected after land application for any reason, the following guidance applies: The detection of the offensive odour shall be recorded and an incident raised. Investigation into the root cause shall occur. Stakeholders who may be impacted by the offensive odour shall be consulted. Following land application, odour generation rapidly reduces as biosolids are exposed to air and sunlight. Moist and cloudy conditions will reduce this rate of odour reduction. The reduction of biosolid particle size on the spread area shall be considered to increase the rate of desiccation, exposure to sunlight and incorporation into the soil surface. A set of harrows turned upside down is the most effective implement for this purpose. Cultivation of spread areas shall be considered to stop odour generation. The prevailing wind direction shall be considered (Section 7.5.1) in determining the most appropriate corrective action.
8.	Complaints shall be investigated (Section 7.5.44) and records kept (Section 7.6).

7.1.1 LIME STABILISED BIOSOLIDS

The addition of lime to biosolids is an approved method for reducing Vector Attraction (option 7, Table 8.1 TBRG). The lime increases the pH of biosolids to ≥ 12 and (a) kills any existing pathogens and odour generating organisms and (b) prevents attraction of flies and other vermin due to the hostile alkaline nature of the material.

Lime stabilised biosolids are produced at very few treatment plants in Australia. Of the five plants identified by TasWater to use lime stabilisation, four of those occur in Southern Tasmania, and three are potential sources of biosolids to the subject site (Table 4-6). Given the rarity of the use of this stabilisation methodology, there is concern that the data used to develop the management controls in the TBRG may not be fully representative of the characteristics of lime stabilised biosolids.

Unlike other approved methods (e.g. aerobic and anaerobic digestion, heat dried biosolids etc), lime stabilisation of biosolids does not reduce volatile solids. Volatile solids are a measure of the proportion of a material (other than water) that volatilises when exposed to heat. Lime stabilised biosolids are theoretically likely to produce more odour emissions than biosolids where alternative Vector Attraction Reduction strategies are used. Therefore, a conservative approach should be chosen when selecting suitable spread areas for lime stabilised biosolids.

7.2 BUFFER ZONES AND PHYSICAL SITE RESTRICTIONS

As a minimum, buffer and physical site restrictions must consider all elements identified in Table 11.1 of the TBRG. These requirements are detailed below in Table 7-3.

Table 7-3: Buffer zones and physical site restrictions (TBRG Table 11.1)

SITE CHARACTERISTICS	RESTRICTION		ADDITIONAL INFORMATION
Slope	<15% (<1:7 ratio)		To prevent run-off and erosion. Forestry and site rehabilitation are possible exceptions; with management controls this can be increased to <25%.
Buffer Distances	Open watercourse downslope	>100m	Buffer zones are used to reduce the likelihood of run-off, dust, or odour affecting adjacent land or watercourses.
	Open watercourse flat	>50m	
	Open watercourse upslope	>10m	
	Occupied dwellings	>100m	
	Residential zones	>250m	
	Public roads and adjoining properties	>50m	
	Water bores	>50m (>250m if drinking water bore)	
	Native forests or significant vegetation	>10m	
	Property access roads	>5m	
Soil pH	>4.5		This restriction does not apply to lime amended biosolids.
	<7.5		<7 applies to lime amended biosolids only.
Undesirable Drainage	Waterlogged, flood-prone or extremely permeable soils		To prevent run-off or groundwater contamination.
Shallow Groundwater	>1.5m to groundwater		To prevent run-off or groundwater contamination.
	Average Clay % (0-100cm)	Minimum depth to groundwater	
	>35%	1.5m	
	25-35%	2m	
	15-25%	3m	
	10-15%	4m	
	5-10%	5m	
	<5%	8m	
Rocky Ground	Untillable land		Forestry and site rehabilitation are possible exceptions with management controls in place.

In addition to the above specified site requirements, TasWater, Spectran and RMCG have identified that it will be appropriate to increase offsets to nearby sensitive uses to more than the minimum required by the TBRG. The offsets will be at a minimum:

- >250 m for spreading 'normal' biosolids.
- >500 m for spreading lime amended biosolids
- >1000 m for stockpiles.

In this instance, sensitive uses have been considered to be adjacent dwellings. A 100m setback will also be implemented to the Hollow Tree Road, this is greater than the minimum setback of 50 m to roads and adjacent property boundaries. See maps in Appendix 1 for application areas that incorporates the above setback requirements.

7.3 TRANSPORT AND DELIVERY OF BIOSOLIDS

The transport of biosolids to the property will be undertaken by a contractor, Spectran, who is registered to transport K130 categorised controlled wastes. All delivered weights are to be recorded and retained in a suitable database by the contractor. Validation of full-load weights via a weighbridge is recommended for sites without scales and it is recommended that all trucks carting biosolids be equipped with accurate weighing systems. Where weighing equipment is not available the full-load weight must be estimated by an approved weight estimation method¹².

The contractor and the property owner shall allocate suitable unloading areas where safe stockpiling can occur (Section 7.5). Short-term stockpiling of de-watered biosolids prior to spreading is discussed in Section 11.2 "Management Controls" of the TBRG. Stockpiling may be undertaken providing that several management controls are put in place:

- Stockpile areas should be located on the minimum slope possible within the application area but away from any area subject to flooding
- Stockpiles are to be located at least 100m from the nearest property boundary
- Stockpiles must not be accessible to livestock
- Stockpiles must not be subject to erosion by wind or rain – if this is found to be occurring, biosolids must be applied or the erosion addressed
- Stockpiling is limited to the day of application for biosolids specifically requiring incorporation to meet vector attraction reduction requirements
- Biosolids to be stored on site for more than 24 hours must either be:
 - Retained within a bunded storage area constructed and maintained to contain the first hour of a 1 in 20-year rainfall event: or
 - On a site where it can be reasonably demonstrated that surface runoff or contaminants leaching into the groundwater will not be problematic.

Consideration will need to be given to accommodate delivery and unloading during wet weather. Should the roads and unloading areas be unsuitable, deliveries should be postponed.

Provision of washdown equipment for use on trucks and bins must be made available to ensure compliance with the hygiene requirements of the Controlled Waste Transporter permit. Washdown water should be added to either biosolid stockpiles or planned spreading areas and not run off into drains or streams.

¹² Data Recording & Reporting for Resource Recovery Facilities Guideline, 2022. Available at: <https://nre.tas.gov.au/Documents/Guideline%20-%20Data%20Recording%20and%20Reporting%20-%20Resource%20Recovery%20Facilities.pdf>



Figure 7-1: Biosolid stockpiling bund. Trucks unload on the right-hand side and the excavator loads the spreader on the left. A small berm on the loading site is added (not shown in picture) to prevent surface water entering and to provide a stop for the back wheels of the trucks (photo provided by Spectran).

7.4 BIOSOLIDS APPLICATION METHOD

The biosolids will be spread within 24 hours of delivery, unless express permission is granted by the landowner to stockpile them for longer and potential run off can be contained.

Weather predictions will be considered when making decisions about transport, unloading and spreading.

The trained operator shall calibrate the spreader for the identified application rate using GPS equipment

. Ongoing calibration checks and adjustments need to be made as required. Records of calibrations, ground speed and overall operations to maintain the target application rates must be kept. It must be considered that wetter material may have a larger spread width and as such vehicle speed will need to be reduced. It is the responsibility of spreading contractor to ensure all operators are adequately trained and follow specific work safety measures when operating spreading machinery. Training records must be kept for each operator.

The spreading equipment cannot operate on steep slopes (>15%) or waterlogged (saturated) or rocky terrain.



Figure 7-2: Spectran biosolids spreader (photo provided by Spectran)

7.5 BIOSOLIDS STOCKPILING AND APPLICATION CONTROLS

Management of biosolids once delivered to site are to be consistent with the requirements of the Biosolid Application Controls detailed in the TBRG (Table 11.2). Relevant sections are reproduced in Table 7-4 below. Where additional controls are to be employed, or if further detail is provided in this BMP, this is referenced.

It is noted that the first preference is for biosolids to be stored on a biosolids production or processing site in the first instance, rather than the application site.

Table 7-4: Biosolids application controls (TBRG Table 11.2)

PRACTICE	MANAGEMENT
Signage	Any area used for stockpiling or biosolids application must have adequate signage installed on appropriate gates and fence lines to ensure the public is aware of the risk and prevent public accessing the area. Advice on appropriate signage may be obtained from Public and Environmental Health Services. See Section 7.5.2 for identified signage.
Stockpiling dewatered biosolids on application sites	- Stockpile areas should be located on the minimum slope possible within the application area but away from any area subject to flooding - Stockpile must be located at least 100 m from the nearest property boundary - Stockpiling and/or unloading areas shall not be located within 1000 m of an off-farm residence - Stockpile must not be accessible to livestock - Stockpile must not be subject to erosion by wind or rain – if this is found to be occurring, biosolids must be applied or erosion addressed

PRACTICE	MANAGEMENT
	– Stockpiling is limited to the day of application for biosolids specifically requiring incorporation to meet vector attraction reduction requirements (TRBG Table 8.1) ▪ Biosolids to be stored on-site for more than 24 hours must either be: – Retained within a bunded storage area constructed and maintained to contain the first hour in a 1 in 20-year rainfall event; or – On a site where it can be reasonably demonstrated that surface run-off or groundwater will not be problematic ▪ To ensure excessive quantities of biosolids do not accumulate on an application site, biosolids should not be stored for more than 90 days. An exception may be made during winter months on the proviso that the biosolids are stored within a bund and those biosolids must be used in the upcoming growing season. ▪ For bunded storage areas: – Surface water diversion is required to prevent the entry of overland flow into the bunded area, and – A drainage collection point should be located within the bund, but separated from the stored biosolids, and collected drainages should be applied to the application site.
Incorporation of biosolids	Biosolids should be incorporated wherever possible (e.g. applied to land about to be cultivated or direct injected as a liquid). However, many forms of biosolids (e.g. dried, lime amended) are suited to surface application without incorporation, and management practices (e.g. biosolids treatment, withholding periods, buffer zones) can be used to minimise the risk of off-site impacts and vector attraction. In all cases, reasonable judgement should be exercised with respect to the appropriate application and incorporation requirements for the biosolids and site in question.
Repeat application and soil pH adjustment	Following application, soil pH should be maintained above pH 5.5 to minimise migration of nutrients and contaminants into groundwater. Prior to repeat biosolids application, soil sampling must be completed to verify soil pH.
Weather patterns and seasonality	All biosolids application should be scheduled to preceding, present, and forecast weather conditions, with particular emphasis on avoiding likely rainfall events. Consideration should be given to whether wind conditions will increase the likelihood of dust and odour being carried beyond buffer zones. Winter application of biosolids should be avoided where possible due to low nutrient uptake.

7.5.1 WIND STRENGTHS AND DIRECTION

Wind has the potential to move odours offsite. The spreading contractor, in conjunction with the property owner / manager, shall consider meteorological data of prevailing winds with local knowledge of terrain effects to exclude stockpiling and spread areas from certain areas of the property and increase the buffer zones in Table 7-3 where required.

Prevailing winds are from the west and north, see Figure 7-3. Hence this will be taken into consideration when identifying stockpile locations.

Rose of Wind direction versus Wind speed in km/h (02 Jul 1998 to 10 Aug 2024)

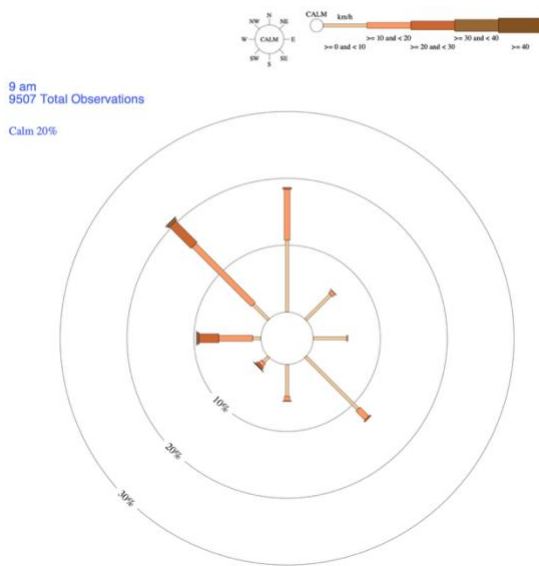
Custom times selected, refer to attached note for details

OUSE FIRE STATION

Site No: 095048 • Opened Oct 1973 • Still Open • Latitude: -42.4842° • Longitude: 146.7106° • Elevation 90m

An asterisk (*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



Rose of Wind direction versus Wind speed in km/h (02 Jul 1998 to 10 Aug 2024)

Custom times selected, refer to attached note for details

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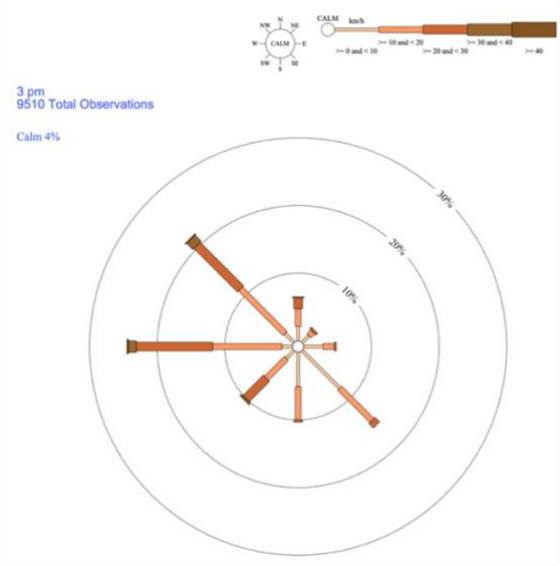


Figure 7-3: Annual mean wind rose for Ouse Fire Station (BoM site number 095045), 1998 to 2024

7.5.2 SIGNAGE

Appendix 2 provides a visual of the signage that will be used on site. Signage is in line with regulatory requirements.

7.5.3 OCCUPATIONAL HEALTH AND SAFETY

Biosolids can contain pathogens. Personnel involved with reuse activities shall be trained and:

- Always wash hands before eating, drinking, or smoking
- Cover cuts and abrasions with waterproof dressings. If an infection occurs, see a doctor immediately.
- Do not eat or drink while working with biosolids
- Protective clothing, including eye and dust protection (masks where appropriate), must be worn when working with biosolids
- Promptly clean body areas that become in contact with biosolids.

All site visitors and contractors are to be informed of the above and have access to appropriate safety equipment and washing facilities.

Signage shall be used to inform the public on the risks of entry (see Section 7.5.2).

7.5.4 COMPLAINTS

All complaints by the public are to be investigated immediately by TasWater and recorded in both TasWater and the spreading contractor's incident recording system. All investigations shall address the following questions at a minimum:

- What is the nature of the complaint?
 - Odour, noise, environmental, visual?
- What are the times and duration of the activity causing concern?
 - Is it a one off or has it been constant?
- Have there been environmental or weather conditions that may be contributing?

- Hot / cold weather, wind direction, rainfall
- Are there any non-compliance events that may be contributing?
 - Have buffer zones been observed?
 - Are all biosolids delivered to site verified as Grade B?
 - Is stock being excluded from spread areas?
 - Are delivery vehicles being operated safely?
- Is the complaint potentially vexatious or are there vested interests at play?
- Has the complainant been consulted previously?
 - Do they understand the activity, the duration, location, and management measures?
- Are others affected?
 - If so, what is their experience?
- What mitigation measures can be employed?
 - Cultivation of spread areas
 - Cease spreading in a particular area
 - Dust suppression on access roads.
- What corrective actions were performed?
- Have the corrective actions been effective?
 - Is the original complainant satisfied with the outcomes?
 - Have internal inspections and audits indicated the situation is resolved?
- Do management methods need changing to prevent a recurrence and what should be changed?

7.5.5 WITHHOLDING PERIODS FOR BIOSOLIDS APPLICATION

Table 7-5 details the minimum crop withholding periods for biosolids as per the TBRG.

Table 7-5: Minimum crop restrictions for class 2 biosolids application (TBRG Table 10.1)

PRACTICE	MANAGEMENT
Human food crop	For crops which may be eaten raw, and where harvested parts are close to the soil surface (e.g. lettuce, beetroot, cauliflower, cabbage), planting must be delayed for 18 months after biosolids application. For crops which may be eaten raw, and where harvested parts are below the soil surface (e.g. carrots, potatoes), planting must be delayed for 5 years after biosolids application. In all other cases (i.e. food crops where the harvested product is not in contact with the ground such as apples and wheat), the crop must not be harvested for 30 days after biosolids application. Windfalls (e.g. orchards) must not be collected for 12 months after the biosolids application, unless further processing involving pasteurisation (e.g. canned fruit) occurs.
Animal feed and fibre crops	Must not harvest for 30 days after biosolids application.
Pasture and fodder crops	Animals must not have access to stockpiles of biosolids. Animals must not have access to or be grazed on the site for at least 30 days after biosolids application. Poultry, pigs and other rooting livestock must not be grazed on biosolids application or storage areas as feeding habits of these animals can result in high levels of soil ingestion. Exclusion is preferable but a withholding period of 3 years applies. The Producer must maintain a register of all properties which receive biosolids to grazing land or produce animal fodder for cattle or pigs and make this register available to the Chief Veterinary Officer on request.
Turf	Turf grown on land to which biosolids has been applied must not be harvested for 12 months after biosolids application.

In addition to the above restrictions, it is the landowner's responsibility to ensure that where biosolids are utilised ahead of saleable crops being grown, this practice is acceptable to the purchaser of the crop and adheres to current Food Safety Standards (<https://www.foodstandards.gov.au/>).

Livestock Withholding

Table 7-5 details restrictions for animals grazing on pasture. The restrictions are consistent with other requirements for managing pathogen risks to livestock such as Bovine Spongiform Encephalopathy (BSE) and scrapie. *The Australian Ruminant Feed Ban guidelines* (2018) give additional guidance on acceptable measures to minimise the risk of ruminant ingestion of Restricted Animal Material (RAM). In practice this generally means that there shall be no visible biosolids remaining on the pasture in the grazing area prior to re-entry of stock; in extended dry periods or low-growth periods, this requirement may lengthen the minimum 30-day withholding period duration shown in Table 7-5.

Biosolids may remain visible on the surface (and accessible to stock) for longer than 30 days after application in circumstances such as the following:

- Spreading equipment or physical characteristics of the biosolids have led to uneven distribution of material during spreading (e.g. biosolids are in 'clumps');
- Cold and / or dry weather has reduced the growth of pasture; and
- Dry conditions have prevented weathering and infiltration of the biosolids into the soil.

Before stock are allowed entry into a paddock where biosolids have been spread a visual inspection must be carried out to ensure no clumps or streaks of biosolids remain and the field appears uniform and clean.

Visual check method:

- Divide the paddock into a grid
- Take photos after spreading has occurred and then photos when doing the visual inspection to document the change
- Walk or drive paddock slowly before the end of the withholding period and visually inspect for any remaining biosolids residue inspecting each section of the grid systematically
- If incorporated, check biosolids were incorporated into the soil within 48 hours.

In circumstances where there is still residual biosolids, a longer re-entry period would be required until no biosolids are visible on the pasture's surface. TasWater is the responsibility entity for the biosolids, it therefore is their responsibility to ensure the landholder is aware of their requirements around withholding periods after biosolids application to limit the risk of livestock being exposed to RAM.

Cysticercosis (Beef Measles)

Cysticercosis can occur in cattle due to infection from the *Taenia saginata* parasite.

There is currently an unquantified link associated with cattle grazing on land spread with biosolids and the transmission of Cysticercosis. Whilst the risk is believed to be low, the Tasmanian Chief Veterinary Officer (CVO) has been considering the reporting requirements for cattle grazed on land that has had biosolids applied. This assessment has been occurring for several years. Should any formal advice be provided by the Tasmanian Chief Veterinary Officer, consideration would have to be given to changes in biosolid applications in response to this advice.

7.5.6 GENERAL BIOSECURITY DUTY

Biosecurity is a set of measures designed to protect a property, the health of crops (including forestry), animals and their environment from the entry and spread of pests, diseases, pathogens, and weeds, as well as harmful

contaminants. Biosecurity is the landholder's responsibility, and that of every person visiting or working on a property.

Tasmania has a comprehensive biosecurity protection system, underpinned by the *Biosecurity Act 2019*. This Act introduced a legal obligation known as the **General Biosecurity Duty** – or GBD in Tasmania. The underlying principle with the new GBD is that it is relatively easy to prove a breach of duty. For example, if a contractor doesn't wash down their vehicle prior to entering a property (or there is no record of actions) and weeds turn up in that location, then the contractor can be shown to have breached their duty. The GBD provides a legal framework to ensure that companies and individuals are reducing the biosecurity risks with the activities they are undertaking.

Breaches of biosecurity and the subsequent introduction or spread of weeds, pests, diseases, or contaminants can have significant economic impact on individual farmers and on yields, produce quality and marketability (at a regional, State, and national scale). Some farms which already have endemic biosecurity risks will have containment and management responsibilities, to prevent spread across their own farm, or on to others.

If the farm has a biosecurity plan in place, all persons involved in the biosolids spreading activity coming onto site must follow the biosecurity plan. If there is no official plan in place, then general biosecurity practices as identified on the [Biosecurity Tasmania](#) website must be followed.

7.6 RECORD KEEPING

TasWater, the spreading contractor, and the landowner/manager are required to maintain accurate records that capture:

- Origin and quantities of biosolids and dates delivered and spread
- Land areas where the biosolids were applied including evidence that buffer distances have been adhered to
- Application rates
- All information necessary to verify application rates and compliance with the AMM or alternate approvals
- Details of any incidents
- Details of any complaints and corrective action undertaken
- Incorporation date, if applicable.

All records are to be kept for a minimum of 5 years (Section 3.5 of the AMM).

References

Commonwealth of Australia (2025). PFAS National Environmental Management Plan (NEMP) 3.0. Australian Government, Canberra, Australian Capital Territory

Environment Protection Authority (2020). *Tasmanian Biosolids Reuse Guidelines*, Environment Protection Authority, Hobart, Tasmania.

Environment Protection Authority (2020). *Approved Management Method for the Reuse of Biosolids*, Environment Protection Authority, Hobart, Tasmania.

Central Highlands Council (2023). *Tasmanian Planning Scheme – Central Highlands*.

New Zealand Ministry for the Environment (2016). *Good Practice Guide for Assessing and Managing Odour*. Wellington: Ministry for the Environment.

Appendix 1: Maps

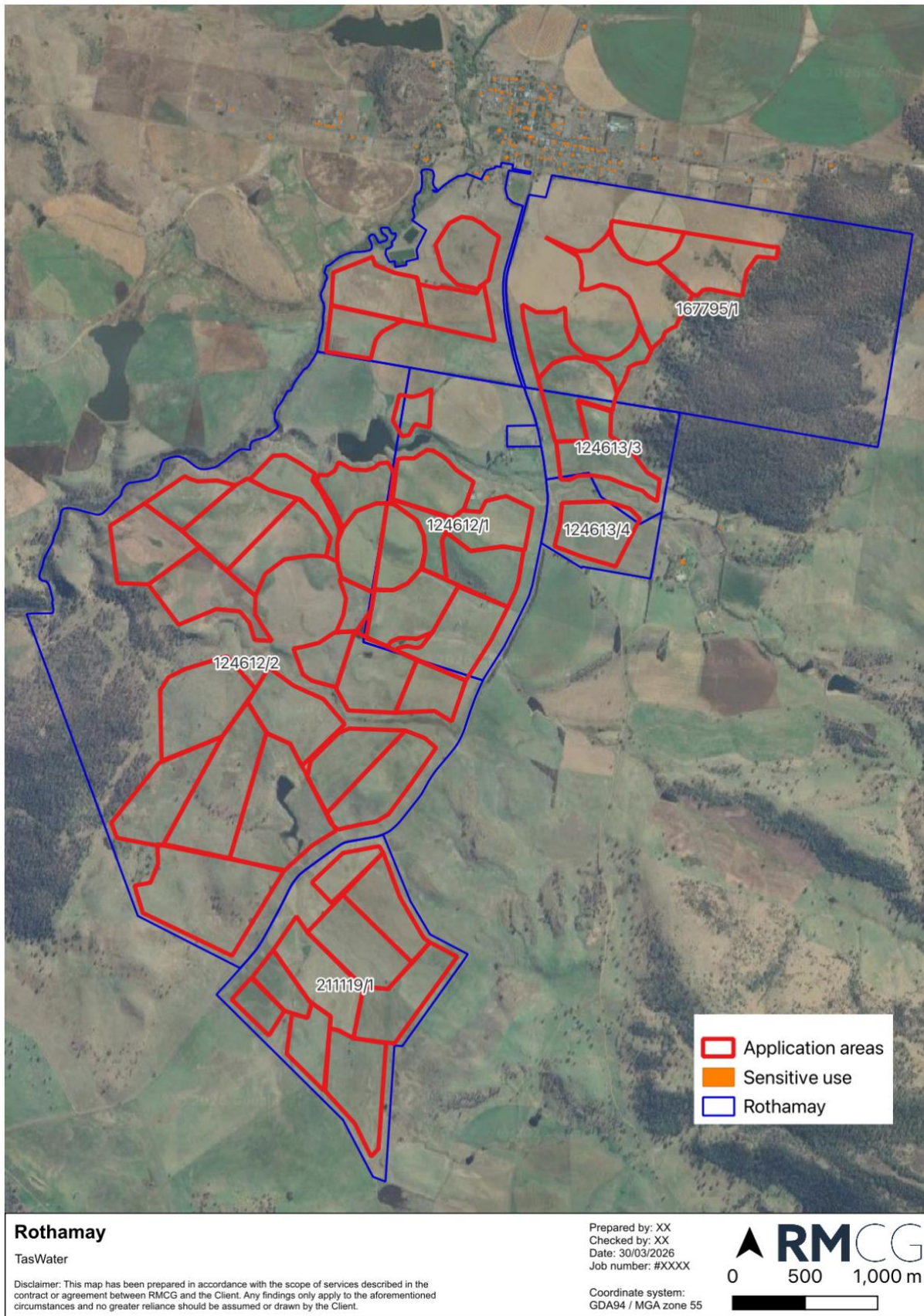


Figure A1-1: Rothamay Titles and application areas

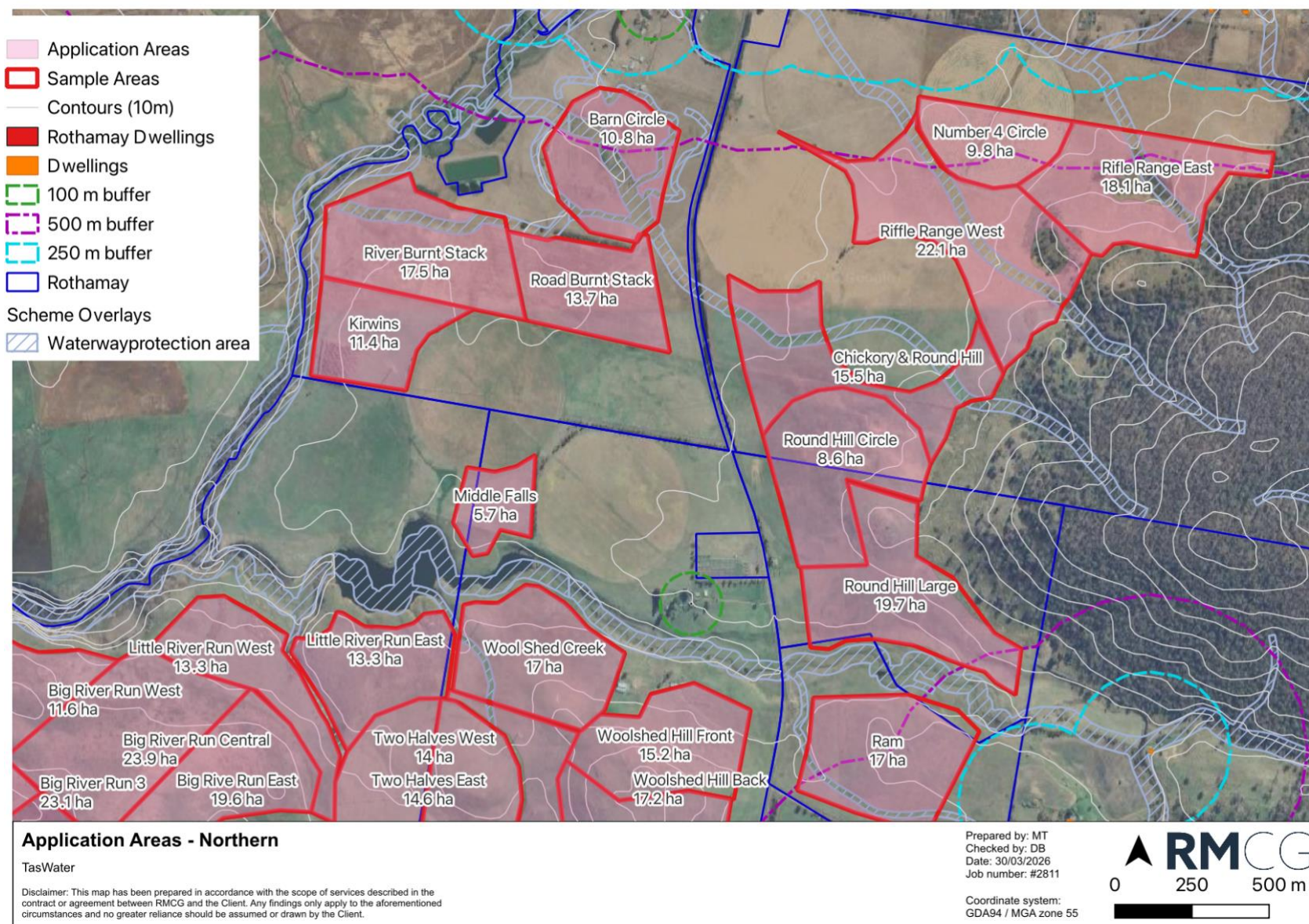


Figure A1-2: Northern application areas

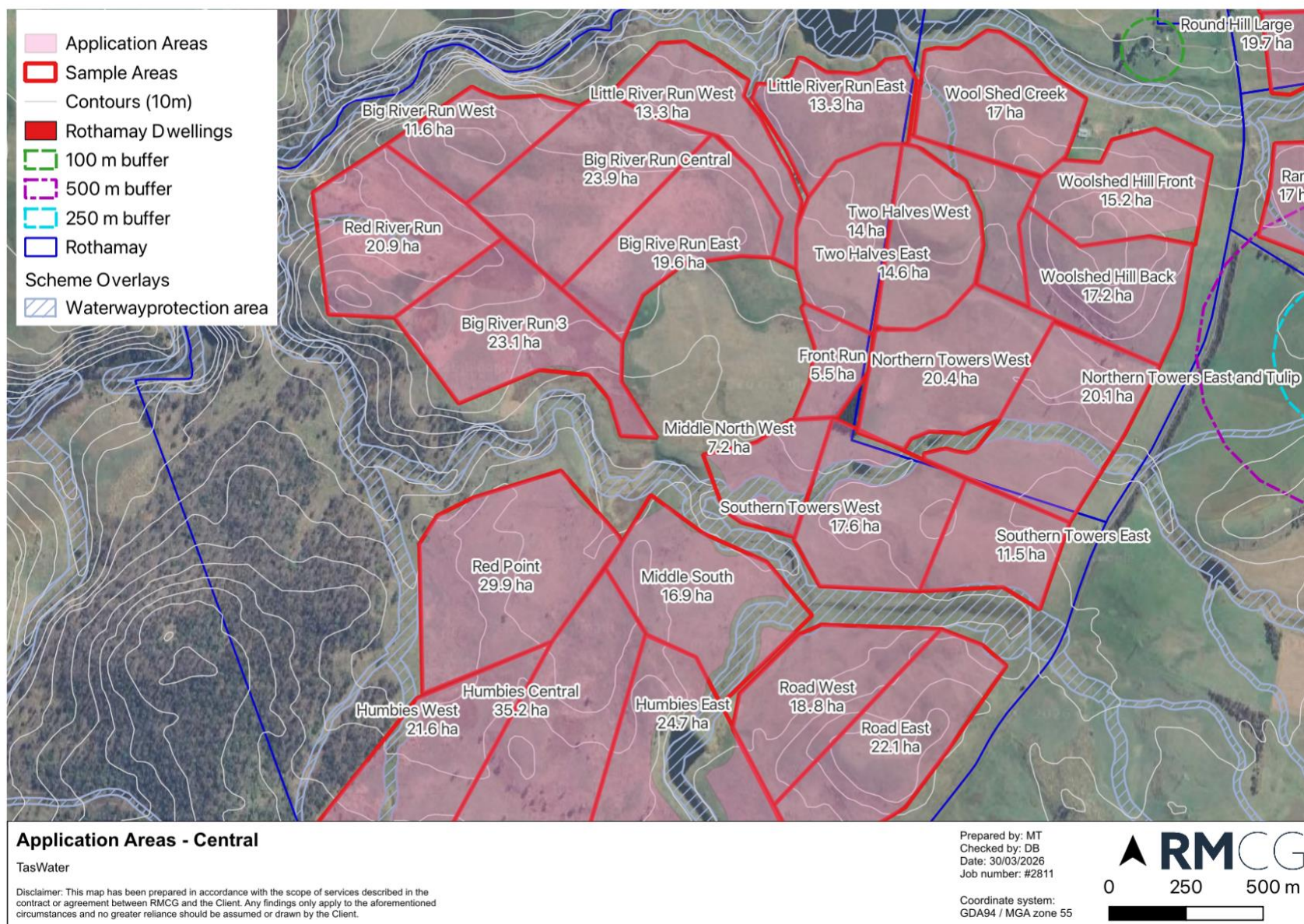


Figure A1-3: Central application areas

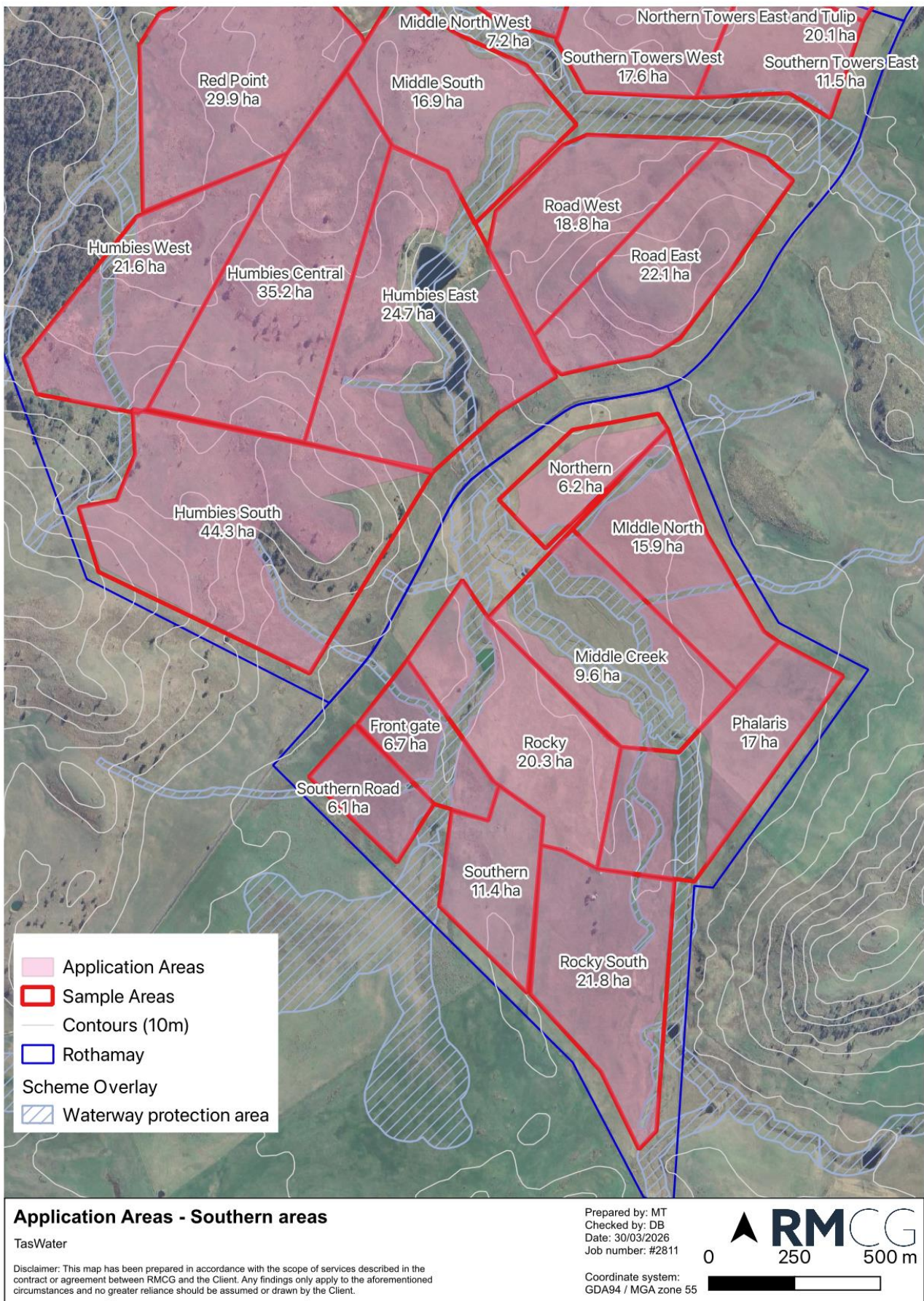


Figure A1-4: Southern application areas

Appendix 2: Biosolids application signage

Biosolids application area

Unauthorised entry of persons or stock prohibited

Application
start date:

/ /

Application
end date:

/ /

Withholding
period ends:

/ /

Phone: 136 992
enquiries@taswater.com.au
taswater.com.au



Figure A2-1: A4 Biosolids signage example

Biosolids are applied on this property for beneficial reuse

Access to spread areas is restricted to authorised personnel only



For more information
on biosolids reuse
scan the QR code

Or
email: enquiries@taswater.com.au
Phone: 136 992



Figure A2-2: A3 Biosolids signage example

Appendix 3: Further soil results

Table A3-1: Potassium (Available)

ZONE	AVAILABLE K (MG/KG)	RATING
LOR	10	
LOR		
Barn Circle	660	Very high
Big River Run 3	480	Very high
Big River Run Central	410	Very high
Big River Run East	380	Very high
Big River Run West	610	Very high
Chickory & Round Hill	430	Very high
Front Gate & Southern Road	350	Very high
Front Run	520	Very high
Humbies Central	160	Low
Humbies East	380	Very high
Humbies South	510	Very high
Humbies West	230	Optimum
Kirwins	230	Optimum
Little River Run East	370	Very high
Little River Run West	430	Very high
Middle Creek	280	High
Middle Falls	420	Very high
Middle North	280	High
Middle North west	280	High
Middle South	540	Very high
Northern	500	Very high
Northern Tower East Tulip	260	High
Northern Tower West	550	Very high
Number 4 Circle	360	Very high
Phalaris	230	Optimum
Ram	340	Very high
Red Point	480	Very high
Red River Run	250	Optimum
Riffle Range East	210	Optimum
Riffle Range West	260	High

ZONE	AVAILABLE K (MG/KG)	RATING
River Burnt Stack	500	Very high
Road Burnt Stack	140	Low
Road East	630	Very high
Road West	580	Very high
Rocky	250	Optimum
Rocky South	390	Very high
Round Hill Circle	350	Very high
Round Hill Large	180	Optimum
Southern Towers East	320	Very high
Southern	310	High
Southern Towers West	590	Very high
Two Halves Cut	390	Very high
Two Halves East	410	Very high
Two Halves West	260	High
Woolshed Creek	530	Very high
Woolshed Hill Back	900	Very high

Table A3-2: Potassium (Exchangeable)

ZONE	EXCHANGEABLE K (CMOL/KG)	RATING
LOR	0	
Barn Circle	1.60	High
Big River Run 3	1.20	High
Big River Run Central	0.98	High
Big River Run East	1.00	High
Big River Run West	1.50	High
Chickory & Round Hill	0.69	Moderate
Front Gate & Southern Road	0.71	High
Front Run	0.99	High
Humbies Central	0.41	Moderate
Humbies East	0.82	High
Humbies South	1.20	High
Humbies West	0.49	Moderate
Kirwins	0.60	Moderate
Little River Run East	0.75	High
Little River Run West	1.00	High
Middle Creek	0.56	Moderate
Middle Falls	0.91	High
Middle North	0.51	Moderate
Middle North west	0.51	Moderate
Middle South	0.95	High
Northern	0.99	High
Northern Tower East Tulip	0.72	High
Northern Tower West	1.20	High
Number 4 Circle	0.74	High
Phalaris	0.49	Moderate
Ram	0.87	High
Red Point	1.20	High
Red River Run	0.57	Moderate
Riffle Range East	0.43	Moderate
Riffle Range West	0.61	Moderate
River Burnt Stack	1.30	High
Road Burnt Stack	0.38	Moderate
Road East	1.40	High
Road West	1.40	High

ZONE	EXCHANGEABLE K (CMOL/KG)	RATING
Rocky	0.68	Moderate
Rocky South	0.89	High
Round Hill Circle	0.84	High
Round Hill Large	0.36	Moderate
Southern Towers East	0.78	High
Southern	0.65	Moderate
Southern Towers West	1.40	High
Two Halves Cut	0.90	High
Two Halves East	0.95	High
Two Halves West	0.59	Moderate
Woolshed Creek	1.20	High
Woolshed Hill Back	1.80	High
Woolshed Hill Front	0.71	High

Table A3-3: Calcium (Exchangeable)

ZONE	EXCHANGEABLE CA (CMOL/KG)	RATING
LOR	0	
Barn Circle	9.3	Moderate
Big River Run 3	9.5	Moderate
Big River Run Central	9.8	Moderate
Big River Run East	12.0	High
Big River Run West	11.0	High
Chickory & Round Hill	4.9	Low
Front Gate & Southern Road	4.7	Low
Front Run	9.2	Moderate
Humbies Central	5.6	Moderate
Humbies East	6.1	Moderate
Humbies South	7.1	Moderate
Humbies West	6.1	Moderate
Kirwins	7.6	Moderate
Little River Run East	10.0	High
Little River Run West	9.0	Moderate
Middle Creek	9.3	Moderate
Middle Falls	7.0	Moderate
Middle North	2.1	Low
Middle North west	6.8	Moderate
Middle South	7.1	Moderate
Northern	5.9	Moderate
Northern Tower East Tulip	6.1	Moderate
Northern Tower West	7.8	Moderate
Number 4 Circle	8.1	Moderate
Phalaris	4.1	Low
Ram	9.0	Moderate
Red Point	9.9	Moderate
Red River Run	9.0	Moderate
Riffle Range East	6.5	Moderate
Riffle Range West	5.5	Moderate
River Burnt Stack	7.4	Moderate
Road Burnt Stack	5.0	Moderate
Road East	11.0	High
Road West	12.0	High

ZONE	EXCHANGEABLE CA (CMOL/KG)	RATING
Rocky	4.8	Low
Rocky South	7.8	Moderate
Round Hill Circle	9.0	Moderate
Round Hill Large	5.8	Moderate
Southern Towers East	7.1	Moderate
Southern	5.2	Moderate
Southern Towers West	8.0	Moderate
Two Halves Cut	7.9	Moderate
Two Halves East	9.3	Moderate
Two Halves West	10.0	High
Woolshed Creek	8.8	Moderate
Woolshed Hill Back	11.0	High
Woolshed Hill Front	9.7	Moderate

Table A3-4: Magnesium (Exchangeable)

ZONE	EXCHANGEABLE MG (CMOL/KG)	RATING
LOR	0	
Barn Circle	2.3	Moderate
Big River Run 3	3.2	High
Big River Run Central	2.7	Moderate
Big River Run East	3.0	High
Big River Run West	3.8	High
Chickory & Round Hill	1.5	Moderate
Front Gate & Southern Road	2.5	Moderate
Front Run	3.4	High
Humbies Central	1.5	Moderate
Humbies East	2.6	Moderate
Humbies South	2.0	Moderate
Humbies West	1.8	Moderate
Kirwins	4.9	High
Little River Run East	3.0	High
Little River Run West	4.0	High
Middle Creek	5.0	High
Middle Falls	4.2	High
Middle North	0.9	Low
Middle North west	2.5	Moderate
Middle South	2.9	Moderate
Northern	3.0	High
Northern Tower East Tulip	2.7	Moderate
Northern Tower West	3.4	High
Number 4 Circle	2.5	Moderate
Phalaris	1.7	Moderate
Ram	3.0	High
Red Point	3.9	High
Red River Run	3.1	High
Riffle Range East	2.6	Moderate
Riffle Range West	2.0	Moderate
River Burnt Stack	3.2	High
Road Burnt Stack	1.6	Moderate

ZONE	EXCHANGEABLE MG (CMOL/KG)	RATING
Road East	4.3	High
Road West	3.9	High
Rocky	2.3	Moderate
Rocky South	3.4	High
Round Hill Circle	4.4	High
Round Hill Large	2.1	Moderate
Southern Towers East	2.9	Moderate
Southern	1.6	Moderate
Southern Towers West	2.8	Moderate
Two Halves Cut	2.8	Moderate
Two Halves East	3.8	High
Two Halves West	4.6	High
Woolshed Creek	3.0	High
Woolshed Hill Back	3.1	High
Woolshed Hill Front	3.4	High

Table A3-5: Sodium (Exchangeable)

ZONE	EXCHANGEABLE NA (CMOL/KG)	RATING
LOR	0	
Barn Circle	0.27	Low
Big River Run 3	0.22	Low
Big River Run Central	0.24	Low
Big River Run East	0.28	Low
Big River Run West	0.27	Low
Chickory & Round Hill	0.20	Low
Front Gate & Southern Road	0.71	High
Front Run	0.28	Low
Humbies Central	0.25	Low
Humbies East	0.19	Low
Humbies South	0.21	Low
Humbies West	0.26	Low
Kirwins	0.58	Moderate
Little River Run East	0.27	Low
Little River Run West	0.46	Moderate
Middle Creek	0.47	Moderate
Middle Falls	0.47	Moderate
Middle North	0.14	Low
Middle North west	0.34	Moderate
Middle South	0.35	Moderate
Northern	0.41	Moderate
Northern Tower East Tulip	0.37	Moderate
Northern Tower West	0.47	Moderate
Number 4 Circle	0.44	Moderate
Phalaris	0.39	Moderate
Ram	0.29	Low
Red Point	0.26	Low
Red River Run	0.37	Moderate
Riffle Range East	0.30	Moderate
Riffle Range West	0.29	Low
River Burnt Stack	0.28	Low
Road Burnt Stack	0.24	Low
Road East	0.39	Moderate

ZONE	EXCHANGEABLE NA (CMOL/KG)	RATING
Road West	0.42	Moderate
Rocky	0.43	Moderate
Rocky South	0.39	Moderate
Round Hill Circle	0.58	Moderate
Round Hill Large	0.27	Low
Southern Towers East	0.49	Moderate
Southern	0.21	Low
Southern Towers West	0.38	Moderate
Two Halves Cut	0.30	Moderate
Two Halves East	0.68	Moderate
Two Halves West	0.77	High
Woolshed Creek	0.38	Moderate
Woolshed Hill Back	0.24	Low
Woolshed Hill Front	0.27	Low

Table A3-6: Exchangeable potassium & calcium (%)

ZONE	POTASSIUM (%)	RATING	CALCIUM (%)	RATING
LOR	0		0	
Barn Circle	12.0	Not Ideal	70	Ideal
Big River Run 3	8.5	Not Ideal	67	Ideal
Big River Run Central	7.1	Not Ideal	71	Ideal
Big River Run East	6.1	Not Ideal	74	Ideal
Big River Run West	9.1	Not Ideal	66	Ideal
Chickory & Round Hill	9.3	Not Ideal	66	Ideal
Front Gate & Southern Road	8.2	Not Ideal	55	Not Ideal
Front Run	7.1	Not Ideal	66	Ideal
Humbies Central	5.2	Not Ideal	71	Ideal
Humbies East	8.3	Not Ideal	62	Not Ideal
Humbies South	11.0	Not Ideal	68	Ideal
Humbies West	5.5	Not Ideal	70	Ideal
Kirwins	4.4	Ideal	55	Not Ideal
Little River Run East	5.4	Not Ideal	71	Ideal
Little River Run West	6.8	Not Ideal	62	Not Ideal
Middle Creek	3.7	Ideal	61	Not Ideal
Middle Falls	7.2	Not Ideal	56	Not Ideal
Middle North	13.0	Not Ideal	56	Not Ideal
Middle North west	5.0	Not Ideal	67	Ideal
Middle South	8.4	Not Ideal	63	Not Ideal
Northern	9.6	Not Ideal	57	Not Ideal
Northern Tower East Tulip	7.2	Not Ideal	61	Not Ideal
Northern Tower West	9.6	Not Ideal	61	Not Ideal
Number 4 Circle	6.3	Not Ideal	69	Ideal
Phalaris	7.2	Not Ideal	61	Not Ideal
Ram	6.6	Not Ideal	68	Ideal
Red Point	7.7	Not Ideal	65	Ideal
Red River Run	4.4	Ideal	69	Ideal
Riffle Range East	4.4	Ideal	66	Ideal
Riffle Range West	7.3	Not Ideal	65	Ideal
River Burnt Stack	10.0	Not Ideal	60	Not Ideal
Road Burnt Stack	5.4	Not Ideal	70	Ideal
Road East	8.3	Not Ideal	64	Not Ideal

ZONE	POTASSIUM (%)	RATING	CALCIUM (%)	RATING
Road West	7.7	Not Ideal	68	Ideal
Rocky	8.3	Not Ideal	58	Not Ideal
Rocky South	7.1	Not Ideal	62	Not Ideal
Round Hill Circle	5.7	Not Ideal	61	Not Ideal
Round Hill Large	4.2	Ideal	67	Ideal
Southern Towers East	6.9	Not Ideal	63	Not Ideal
Southern	8.5	Not Ideal	67	Ideal
Southern Towers West	11.0	Not Ideal	64	Not Ideal
Two Halves Cut	7.6	Not Ideal	66	Ideal
Two Halves East	6.4	Not Ideal	64	Not Ideal
Two Halves West	3.7	Ideal	63	Not Ideal
Woolshed Creek	8.7	Not Ideal	65	Ideal
Woolshed Hill Back	11.0	Not Ideal	69	Ideal
Woolshed Hill Front	5.0	Not Ideal	68	Ideal

Table A3-7: Exchangeable magnesium & sodium (%)

ZONE	MAGNESIUM %	RATING	SODIUM %	RATING
LOR	0		0	
Barn Circle	17	Not Ideal	2.00	Not Ideal
Big River Run 3	23	Not Ideal	1.60	Not Ideal
Big River Run Central	20	Not Ideal	1.70	Not Ideal
Big River Run East	18	Not Ideal	1.70	Not Ideal
Big River Run West	22	Not Ideal	1.60	Not Ideal
Chickory & Round Hill	21	Not Ideal	2.70	Not Ideal
Front Gate & Southern Road	29	Not Ideal	8.30	Not Ideal
Front Run	25	Not Ideal	2.00	Not Ideal
Humbies Central	19	Not Ideal	3.20	Not Ideal
Humbies East	26	Not Ideal	1.90	Not Ideal
Humbies South	19	Not Ideal	2.00	Not Ideal
Humbies West	21	Not Ideal	3.00	Not Ideal
Kirwins	36	Not Ideal	4.20	Not Ideal
Little River Run East	21	Not Ideal	1.90	Not Ideal
Little River Run West	28	Not Ideal	3.10	Not Ideal
Middle Creek	33	Not Ideal	3.10	Not Ideal
Middle Falls	33	Not Ideal	3.70	Not Ideal
Middle North	23	Not Ideal	3.70	Not Ideal
Middle North west	24	Not Ideal	3.40	Not Ideal
Middle South	26	Not Ideal	3.10	Not Ideal
Northern	29	Not Ideal	4.00	Not Ideal
Northern Tower East Tulip	27	Not Ideal	3.80	Not Ideal
Northern Tower West	26	Not Ideal	3.70	Not Ideal
Number 4 Circle	21	Not Ideal	3.70	Not Ideal
Phalaris	26	Not Ideal	5.80	Not Ideal
Ram	22	Not Ideal	2.20	Not Ideal
Red Point	26	Not Ideal	1.70	Not Ideal
Red River Run	24	Not Ideal	2.80	Not Ideal
Riffle Range East	26	Not Ideal	3.00	Not Ideal
Riffle Range West	23	Not Ideal	3.50	Not Ideal
River Burnt Stack	26	Not Ideal	2.30	Not Ideal
Road Burnt Stack	22	Not Ideal	3.30	Not Ideal
Road East	24	Not Ideal	2.20	Not Ideal

ZONE	MAGNESIUM %	RATING	SODIUM %	RATING
Road West	21	Not Ideal	2.30	Not Ideal
Rocky	28	Not Ideal	5.20	Not Ideal
Rocky South	27	Not Ideal	3.10	Not Ideal
Round Hill Circle	30	Not Ideal	3.90	Not Ideal
Round Hill Large	24	Not Ideal	3.20	Not Ideal
Southern Towers East	26	Not Ideal	4.40	Not Ideal
Southern	20	Not Ideal	2.80	Not Ideal
Southern Towers West	22	Not Ideal	3.00	Not Ideal
Two Halves Cut	23	Not Ideal	2.60	Not Ideal
Two Halves East	26	Not Ideal	4.60	Not Ideal
Two Halves West	28	Not Ideal	4.80	Not Ideal
Woolshed Creek	22	Not Ideal	2.90	Not Ideal
Woolshed Hill Back	19	Not Ideal	1.50	Not Ideal
Woolshed Hill Front	24	Not Ideal	1.90	Not Ideal

Table A3-8: Exchangeable cations (Cations Exchange Capacity, CECe)

ZONE	CECE (CMOL/KG)	RATING
LOR	0	
Barn Circle	13.4	Moderate
Big River Run 3	14.1	Moderate
Big River Run Central	13.8	Moderate
Big River Run East	16.3	Moderate
Big River Run West	17.0	Moderate
Chickory & Round Hill	7.4	Low
Front Gate & Southern Road	8.7	Low
Front Run	13.9	Moderate
Humbies Central	7.9	Low
Humbies East	9.9	Low
Humbies South	10.5	Low
Humbies West	8.8	Low
Kirwins	13.7	Moderate
Little River Run East	14.0	Moderate
Little River Run West	14.6	Moderate
Middle Creek	15.3	Moderate
Middle Falls	12.6	Moderate
Middle North	3.8	Very low
Middle North west	10.2	Low
Middle South	11.3	Low
Northern	10.3	Low
Northern Tower East Tulip	10.0	Low
Northern Tower West	12.9	Moderate
Number 4 Circle	11.8	Low
Phalaris	6.7	Low
Ram	13.2	Moderate
Red Point	15.2	Moderate
Red River Run	13.0	Moderate
Riffle Range East	9.8	Low
Riffle Range West	8.4	Low
River Burnt Stack	12.3	Moderate
Road Burnt Stack	7.2	Low
Road East	17.5	Moderate
Road West	18.0	Moderate

ZONE	CECE (CMOL/KG)	RATING
Rocky	8.2	Low
Rocky South	12.5	Moderate
Round Hill Circle	14.8	Moderate
Round Hill Large	8.6	Low
Southern Towers East	11.3	Low
Southern	7.7	Low
Southern Towers West	12.5	Moderate
Two Halves Cut	11.9	Low
Two Halves East	14.7	Moderate
Two Halves West	16.1	Moderate
Woolshed Creek	13.4	Moderate
Woolshed Hill Back	16.5	Moderate
Woolshed Hill Front	14.2	Moderate

Table A3-9: Ca/Mg ratio

ZONE	CA/MG (CMOL/KG)	RATING
LOR	0	
Barn Circle	4.00	Balanced
Big River Run 3	3.00	Ca Low
Big River Run Central	3.60	Ca Low
Big River Run East	4.00	Balanced
Big River Run West	2.90	Ca Low
Chickory & Round Hill	3.30	Ca Low
Front Gate & Southern Road	1.90	Ca Low
Front Run	2.70	Ca Low
Humbies Central	3.70	Ca Low
Humbies East	2.30	Ca Low
Humbies South	3.60	Ca Low
Humbies West	3.40	Ca Low
Kirwins	1.60	Ca Low
Little River Run East	3.30	Ca Low
Little River Run West	2.30	Ca Low
Middle Creek	1.90	Ca Low
Middle Falls	1.70	Ca Low
Middle North	2.40	Ca Low
Middle North west	2.70	Ca Low
Middle South	2.40	Ca Low
Northern	2.00	Ca Low
Northern Tower East Tulip	2.30	Ca Low
Northern Tower West	2.30	Ca Low
Number 4 Circle	3.20	Ca Low
Phalaris	2.40	Ca Low
Ram	3.00	Ca Low
Red Point	2.50	Ca Low
Red River Run	2.90	Ca Low
Riffle Range East	2.50	Ca Low
Riffle Range West	2.80	Ca Low
River Burnt Stack	2.30	Ca Low
Road Burnt Stack	3.10	Ca Low
Road East	2.60	Ca Low
Road West	3.10	Ca Low

ZONE	CA/MG (CMOL/KG)	RATING
Rocky	2.10	Ca Low
Rocky South	2.30	Ca Low
Round Hill Circle	2.00	Ca Low
Round Hill Large	2.80	Ca Low
Southern Towers East	2.40	Ca Low
Southern	3.30	Ca Low
Southern Towers West	2.90	Ca Low
Two Halves Cut	2.80	Ca Low
Two Halves East	2.40	Ca Low
Two Halves West	2.20	Ca Low
Woolshed Creek	2.90	Ca Low
Woolshed Hill Back	3.50	Ca Low
Woolshed Hill Front	2.90	Ca Low

Table A3-10: K/Mg ratio

ZONE	K/MG (CMOL/KG)	RATING
LOR	0	
Barn Circle	0.70	Ideal
Big River Run 3	0.38	Ideal
Big River Run Central	0.36	Ideal
Big River Run East	0.33	Ideal
Big River Run West	0.39	Ideal
Chickory & Round Hill	0.46	Ideal
Front Gate & Southern Road	0.28	Ideal
Front Run	0.29	Ideal
Humbies Central	0.27	Ideal
Humbies East	0.32	Ideal
Humbies South	0.60	Ideal
Humbies West	0.27	Ideal
Kirwins	0.12	Ideal
Little River Run East	0.25	Ideal
Little River Run West	0.25	Ideal
Middle Creek	0.11	Ideal
Middle Falls	0.22	Ideal
Middle North	0.59	Ideal
Middle North west	0.20	Ideal
Middle South	0.33	Ideal
Northern	0.33	Ideal
Northern Tower East Tulip	0.27	Ideal
Northern Tower West	0.35	Ideal
Number 4 Circle	0.30	Ideal
Phalaris	0.29	Ideal
Ram	0.29	Ideal
Red Point	0.31	Ideal
Red River Run	0.18	Ideal
Riffle Range East	0.17	Ideal
Riffle Range West	0.31	Ideal
River Burnt Stack	0.41	Ideal
Road Burnt Stack	0.24	Ideal
Road East	0.33	Ideal
Road West	0.36	Ideal

ZONE	K/MG (CMOL/KG)	RATING
Rocky	0.30	Ideal
Rocky South	0.26	Ideal
Round Hill Circle	0.19	Ideal
Round Hill Large	0.17	Ideal
Southern Towers East	0.27	Ideal
Southern	0.41	Ideal
Southern Towers West	0.50	Ideal
Two Halves Cut	0.32	Ideal
Two Halves East	0.25	Ideal
Two Halves West	0.13	Ideal
Woolshed Creek	0.40	Ideal
Woolshed Hill Back	0.58	Ideal
Woolshed Hill Front	0.21	Ideal

Table A3-11: Extractable trace metals (DTPA)

ZONE	EXTRACTABLE COPPER (MG/KG)	EXTRACTABLE ZINC (MG/KG)	EXTRACTABLE MANGANESE (MG/KG)	EXTRACTABLE IRON (MG/KG)
LOR	2.30	1.7	13	110
Barn Circle	2.30	3.8	25	94
Big River Run 3	0.96	2.8	65	270
Big River Run Central	1.10	2.0	76	280
Big River Run East	1.10	2.3	58	310
Big River Run West	1.00	2.0	71	220
Chickory & Round Hill	0.76	3.9	75	260
Front Gate & Southern Road	0.88	8.3	75	270
Front Run	0.93	4.1	69	250
Humbies Central	0.45	2.6	50	230
Humbies East	0.48	2.3	63	230
Humbies South	1.00	3.8	70	290
Humbies West	0.72	2.2	77	240
Kirwins	0.98	3.5	25	260
Little River Run East	1.30	2.3	65	170
Little River Run West	0.95	2.5	57	210
Middle Creek	0.92	2.3	28	180
Middle Falls	1.00	5.1	66	210
Middle North	0.42	3.3	61	190
Middle North west	0.67	4.6	66	190
Middle South	0.82	3.7	68	230
Northern	0.51	3.9	59	280
Northern Tower East Tulip	0.61	4.0	53	360
Northern Tower West	1.30	3.7	56	270
Number 4 Circle	0.58	5.2	14	150
Phalaris	0.54	3.3	67	250
Ram	0.80	2.6	47	200
Red Point	0.86	4.7	73	220

ZONE	EXTRACTABLE COPPER (MG/KG)	EXTRACTABLE ZINC (MG/KG)	EXTRACTABLE MANGANESE (MG/KG)	EXTRACTABLE IRON (MG/KG)
Red River Run	1.40	4.4	58	220
Riffle Range East	1.30	3.1	36	140
Riffle Range West	0.69	3.7	52	280
River Burnt Stack	1.20	3.1	58	290
Road Burnt Stack	1.50	9.2	58	290
Road East	1.30	6.3	91	230
Road West	1.30	8.0	130	170
Rocky	0.54	7.8	71	340
Rocky South	2.10	14.0	73	300
Round Hill Circle	1.40	3.3	24	160
Round Hill Large	0.78	2.9	46	250
Southern Towers East	0.79	3.8	80	290
Southern	0.45	4.8	57	290
Southern Towers West	0.76	3.4	85	270
Two Halves Cut	0.89	6.5	72	250
Two Halves East	0.77	3.7	25	95
Two Halves West	0.67	4.0	18	76
Woolshed Creek	1.10	5.0	110	160
Woolshed Hill Back	1.50	5.7	110	190
Woolshed Hill Front	1.10	5.1	88	130

This report has been prepared by:

RM Consulting Group Pty Ltd trading as RMCG

Level 2, 102-104 Cameron St, Launceston Tasmania 7250

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Offices in Victoria, Tasmania, NSW and Queensland



Key RMCG contact

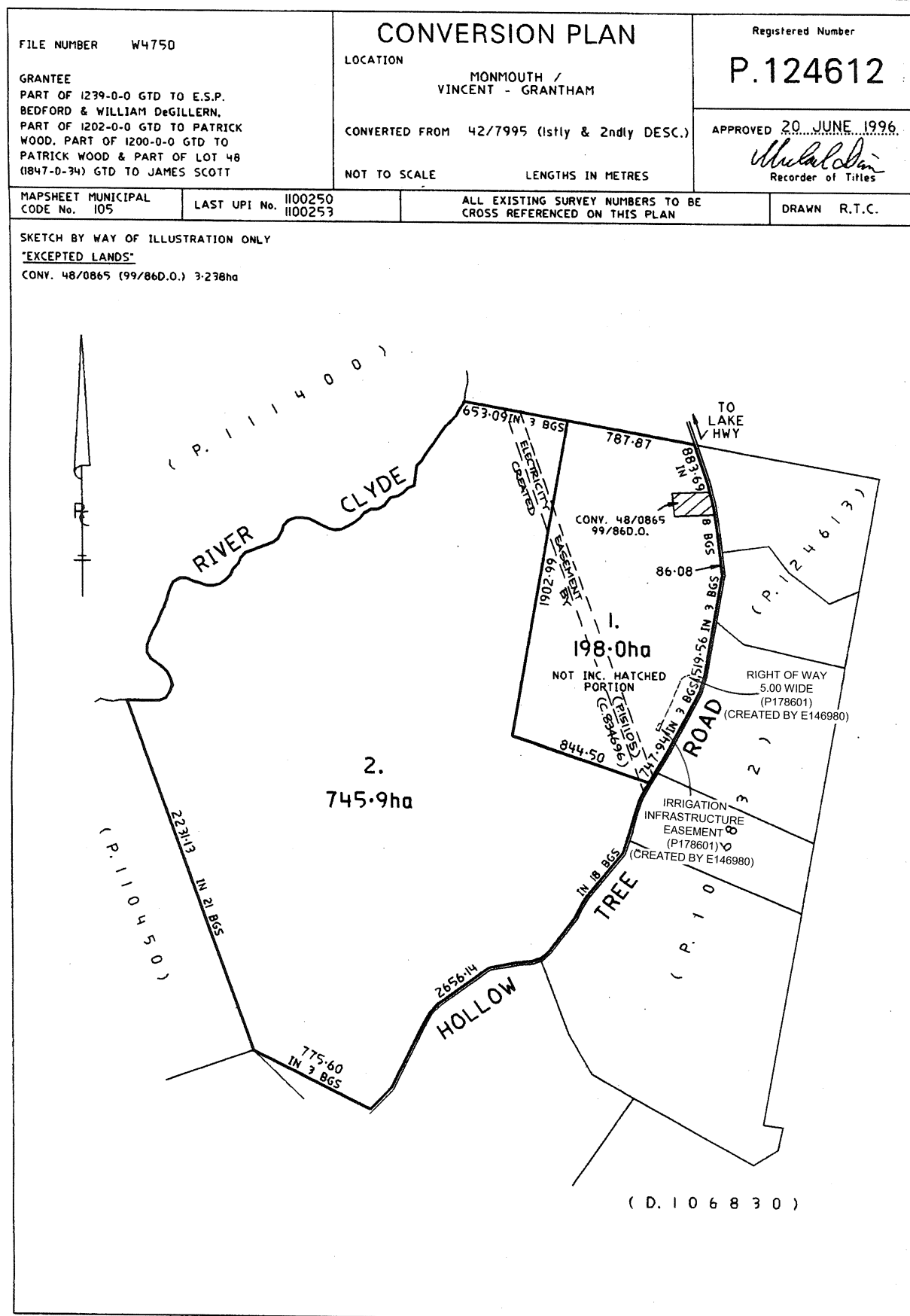
Michael Tempest

0467 452 155 — michaelt@rmcg.com.au

Document review and authorisation

Project Number: #2811

Doc Version	Final/Draft	Date	Author	Project Director review	BST QA review	Release approved by	Issued to
1.0	Final	01/04/2026	M. Tempest	D. Blaesing	L. McKenzie	D. Blaesing	TasWater



SEARCH OF TORRENS TITLE

VOLUME 124613	FOLIO 4
EDITION 4	DATE OF ISSUE 23-Feb-2026

SEARCH DATE : 02-Apr-2026

SEARCH TIME : 08.16 am

DESCRIPTION OF LAND

Parish of GRANTHAM, Land District of MONMOUTH

Parish of VINCENT, Land District of MONMOUTH

Lot 4 on Plan [124613](#)

Being the land firstly described in Conveyance 42/7995

Derivation : For grantees see plan

Derived from W4750

SCHEDULE 1

PROSPECT PTY LTD

SCHEDULE 2

Reservations and conditions in the Crown Grant if any

[E34017](#) BURDENING WAYLEAVE EASEMENT with the benefit of a
restriction as to user of land in favour of Tasmanian
Networks Pty Ltd over the land marked Wayleave
Easement 12.00 wide on Plan [124613](#) Registered
05-Sept-2016 at noon

[C836860](#) MORTGAGE to Australia and New Zealand Banking Group
Limited Registered 25-Feb-2008 at noon

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations

SEARCH OF TORRENS TITLE

VOLUME 167795	FOLIO 1
EDITION 4	DATE OF ISSUE 05-Sept-2016

SEARCH DATE : 02-Apr-2026

SEARCH TIME : 08.14 am

DESCRIPTION OF LAND

Town of BOTHWELL

Parish of GRANTHAM Land District of MONMOUTH

Lot 1 on Plan 167795

Being in part the land formerly described in Conveyance No 40/2565

Excepting thereout Lot 1 on SP.26648, Lot 2 on D.18585 & Part of Lot 1 on SP.126980, Lot 1 2,023ha (P124600), Lot 1 3,082ha (P161435) and Lot 1, 5.278ha (P167794)

Derivation : Part of Lot 8 Section G (1A-3R-16P) Gtd to Muriel Amy Ellis, Part of 2A-0R-35P (Section G) Gtd to Edward Bowden and Part of 1340 Acres Gtd to Patrick Wood

Prior CT 161436/1

SCHEDULE 1

B976856 C559965 TRANSFER to ROTHAMAY PASTORAL COMPANY PTY LTD
Registered 29-Apr-2005 at 12.02 pm

SCHEDULE 2

Reservations and conditions in the Crown Grant if any

SP126980 BENEFITING EASEMENT: a right of drainage over the
Drainage Easement 3.00 Wide on Plan 167795

SP126980 BURDENING EASEMENT: a right of carriageway
(appurtenant to Lot 1 on Sealed Plan No. 126980) over
the Right of Way 'B' 6.00 Wide on Plan 167795

C245109 BURDENING EASEMENT: pipeline rights (fully defined
therein) in favour of the Central Highlands Council
over the land marked Pipeline Easement 5.00 Wide on
Plan 167795 (subject to provisions) Registered
13-Sept-2000 at 12.01 pm

D129844 BURDENING EASEMENT: a pipeline easement in favour of
Tasmanian Water & Sewerage Coporation Pty Ltd over
the land marked Pipeline Easement 'Z' 3.00 Wide on
Plan 167795 (Subject to provisions)

D129844 BURDENING EASEMENT: a right of way in favour of
Tasmanian Water & Sewerage Coporation Pty Ltd over
the land marked Right of Way 'A' 6.00 Wide on Plan

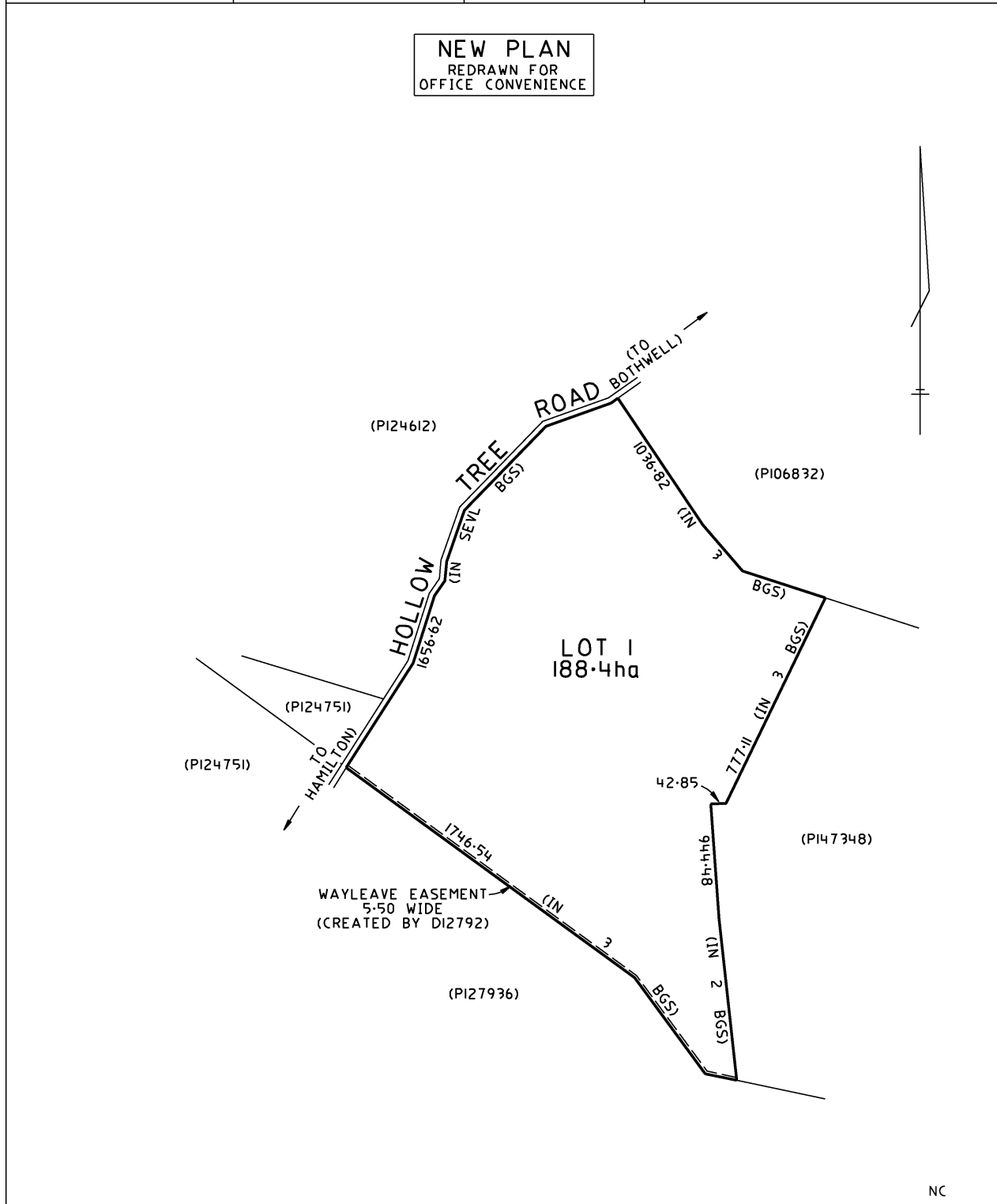
- [167795](#) (Subject to provisions)
- [D129844](#) BURDENING EASEMENT: a drainage easement in favour of Tasmanian Water & Sewerage Coporation Pty Ltd over the land marked Drainage Easement 1.00 Wide on Plan [167795](#) (Subject to provisions)
- [D129844](#) BURDENING EASEMENT: a pipeline easement in favour of Tasmanian Water & Sewerage Coporation Pty Ltd over the land marked Pipeline Easement 'A' 3.00 Wide on Plan [167795](#) (Subject to provisions)
- [C521972](#) ADHESION ORDER under Section 110 of the Local Government (Building and Miscellaneous Provisions) Act 1993 Registered 29-Apr-2005 at noon
- [C514673](#) INSTRUMENT creating Restrictive Covenants pursuant to section 34 Nature Conservation Act 2002 (affecting part of the said land within described) Registered 29-Apr-2005 at 12.01 pm
- [C834695](#) BURDENING ELECTRICITY EASEMENT with the benefit of a restriction as to user of land in favour of Transend Networks Pty Ltd over the Electricity Easement shown on Plan [167795](#) Registered 29-May-2008 at noon
- [C956724](#) LEASE to OPTUS MOBILE PTY LIMITED of a leasehold estate for the term of 10 years from 01-June-2009 of that part of the said land within described shown hatched on Annexure Plan "B" attached to the said Lease Registered 29-Mar-2010 at noon
- [C956725](#) LEASE to OPTUS MOBILE PTY LIMITED of a leasehold estate for the term of 10 years from 01-June-2019 of that part of the said land within described shown hatched on Annexure Plan "B" attached to the said Lease Registered 29-Mar-2010 at noon
- [E34828](#) LEASE to NBN CO LIMITED of a leasehold estate for the term of 10 years from 1-Feb-2016 (of that part of the said land within described as Lot 1 on Annexure B on the plan attached said lease) Registered 25-Jan-2016 at noon
- [E34829](#) LEASE to NBN CO LIMITED of a leasehold estate for the term of 10 years from 1-Feb-2026 (of that part of the said land within described as Lot 1 on Annexure B on the plan attached said lease) Registered 25-Jan-2016 at 12.01 pm
- [E62819](#) LEASE to VODAFONE NETWORK PTY LTD of a leasehold estate for the term of 10 years from 16-May-2016 (of that part of the said land within described as Lot 1 on Annexure A on the plan attached to the said lease) Registered 05-Sept-2016 at noon
- [E62820](#) LEASE to VODAFONE NETWORK PTY LTD of a leasehold estate for the term of 10 years from 16-May-2026 (of that part of the said land within described as Lot 1 on Annexure A on the plan attached to the said lease) Registered 05-Sept-2016 at noon
- [E195944](#) TRANSFER of LEASE [C956725](#) to AUSTRALIA TOWER NETWORK

PTY LIMITED Registered 04-Apr-2023 at noon

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations

OWNER FOLIO REFERENCE 2495/52 GRANTEE WHOLE OF LOT 32166 (465A-2R-0P) GTD TO HENRY PERCY JONES		PLAN OF TITLE LOCATION MONMOUTH - VINCENT FIRST SURVEY PLAN No. 42/31 L.O. COMPILED BY LDRB SCALE 1: 12500 LENGTHS IN METRES		Registered Number P.211119 APPROVED 16 JUNE 2011 <i>Alice Kawa</i> Recorder of Titles
MAPSHEET MUNICIPAL CODE No. 105 (4830)	LAST UPI No JYV39	LAST PLAN No.	ALL EXISTING SURVEY NUMBERS TO BE CROSS REFERENCED ON THIS PLAN	



SEARCH OF TORRENS TITLE

VOLUME 124612	FOLIO 2
EDITION 3	DATE OF ISSUE 29-May-2008

SEARCH DATE : 02-Apr-2026

SEARCH TIME : 08.15 am

DESCRIPTION OF LAND

Parish of GRANTHAM, Land District of MONMOUTH

Parish of VINCENT, Land District of MONMOUTH

Lot 2 on Plan [124612](#)

Being the land secondly described in Conveyance 42/7995

Derivation : For grantees see plan

Derived from W4750

SCHEDULE 1

PROSPECT PTY LTD

SCHEDULE 2

Reservations and conditions in the Crown Grant if any

[C660377](#) NOTICE of Notified Corridor under Section 15 of the Major Infrastructure Development Approvals Act 1999 affecting the land therein described Registered 25-July-2005 at noon[C836860](#) MORTGAGE to Australia and New Zealand Banking Group Limited Registered 25-Feb-2008 at noon[C834696](#) BURDENING ELECTRICITY EASEMENT with the benefit of a restriction as to user of land in favour of Transend Networks Pty Ltd over the Electricity Easement shown on P.[124612](#). Registered 29-May-2008 at noonUNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations

SEARCH OF TORRENS TITLE

VOLUME 211119	FOLIO 1
EDITION 4	DATE OF ISSUE 17-June-2011

SEARCH DATE : 02-Apr-2026

SEARCH TIME : 08.16 am

DESCRIPTION OF LAND

Parish of VINCENT, Land District of MONMOUTH

Lot 1 on Plan [211119](#)

Derivation : Whole of Lot 32166 Gtd. to H.P.Jones

Prior CT [2495/52](#)SCHEDULE 1

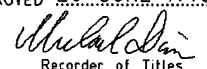
[C813576](#) TRANSFER to ROTHAMAY PASTORAL COMPANY PTY LTD
Registered 25-Jan-2008 at 12.01 pm

SCHEDULE 2

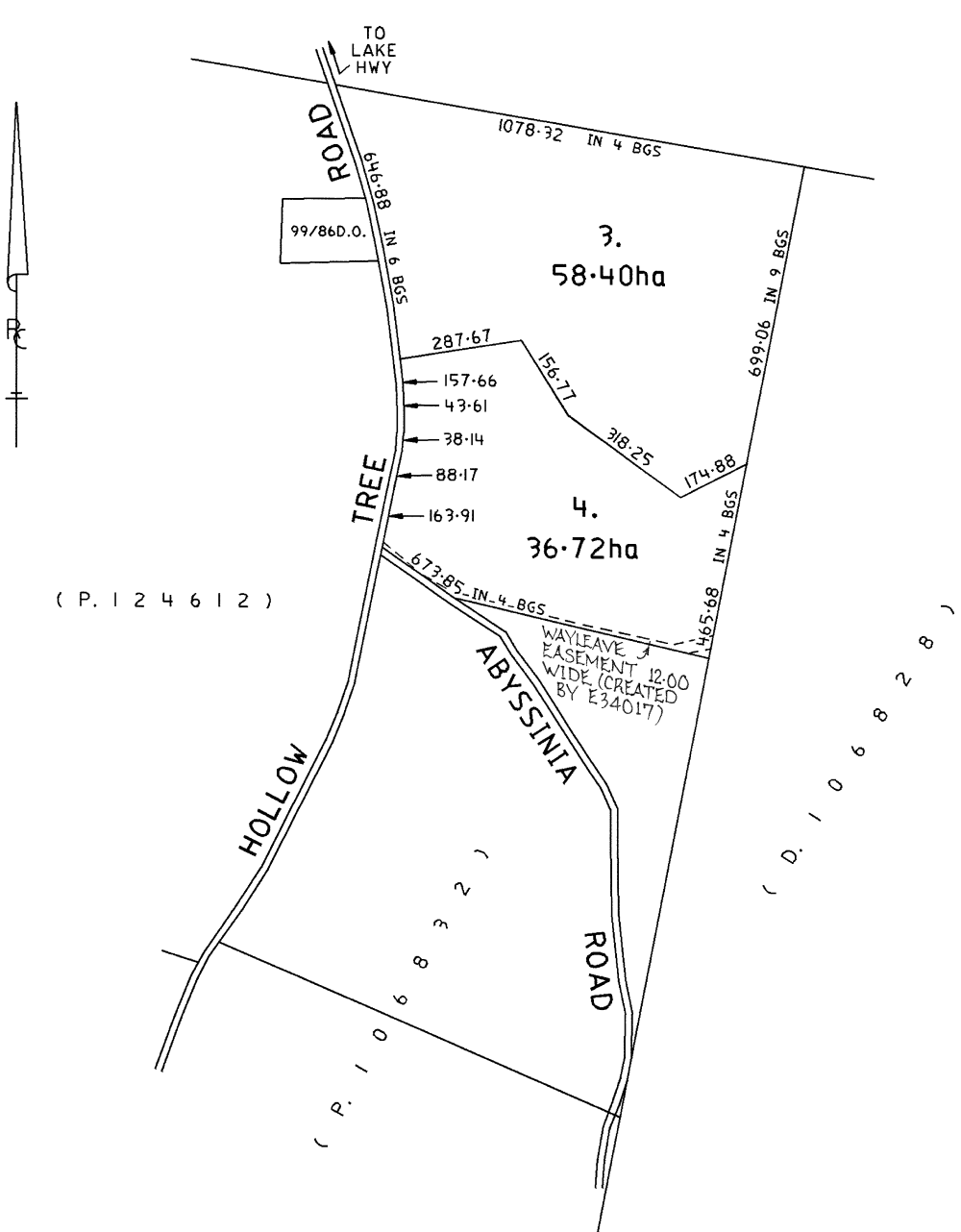
Reservations and conditions in the Crown Grant if any
[D12792](#) BURDENING WAYLEAVE EASEMENT with the benefit of a
restriction as to user of land in favour of Aurora
Energy Pty Ltd over the Wayleave Easement 5.50 wide
shown on P.[211119](#) (Subject to Provisions) Registered
17-June-2011 at noon

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations

FILE NUMBER W4750 GRANTEE PART OF 1239-0-0 GTD TO E.S.P. BEDFORD & WILLIAM DeGILLERN & PART OF 1202-0-0 GTD TO PATRICK WOOD		CONVERSION PLAN LOCATION MONMOUTH / VINCENT - GRANTHAM CONVERTED FROM 42/7995 (3rdly & 4thly DESC.) NOT TO SCALE LENGTHS IN METRES		Registered Number P.124613 APPROVED 20 JUNE 1996  Recorder of Titles
MAPSHEET MUNICIPAL CODE No. 105	LAST UPI No. 1100251 1101505	ALL EXISTING SURVEY NUMBERS TO BE CROSS REFERENCED ON THIS PLAN		DRAWN R.T.C.

SKETCH BY WAY OF ILLUSTRATION ONLY
 "EXCEPTED LANDS"



TO LAKE HWY

99/86D.O.

1078.32 IN 4 BGS

3. 58.40ha

287.67

157.66

43.61

38.14

88.17

163.91

156.77

318.25

174.88

699.06 IN 9 BGS

4. 36.72ha

673.85 IN 4 BGS

465.68 IN 4 BGS

WAYLEAVE EASEMENT 12.00 WIDE (CREATED BY E34017)

ABYSSINIA

ROAD

HOLLOW

TREE

(P. 1 2 4 6 1 2)

(P. 1 0 6 8 2 8)

SEARCH OF TORRENS TITLE

VOLUME 124612	FOLIO 1
EDITION 5	DATE OF ISSUE 23-Feb-2026

SEARCH DATE : 02-Apr-2026

SEARCH TIME : 08.15 am

DESCRIPTION OF LAND

Parish of GRANTHAM, Land District of MONMOUTH
 Parish of VINCENT, Land District of MONMOUTH
 Lot 1 on Plan [124612](#)
 Being the land firstly described in Conveyance 42/7995
 Excepting thereout Conveyance 48/0865 (99/86 Deeds Office) 3.
 278hs.
 Derivation : For grantees see plan
 Derived from W4750

SCHEDULE 1

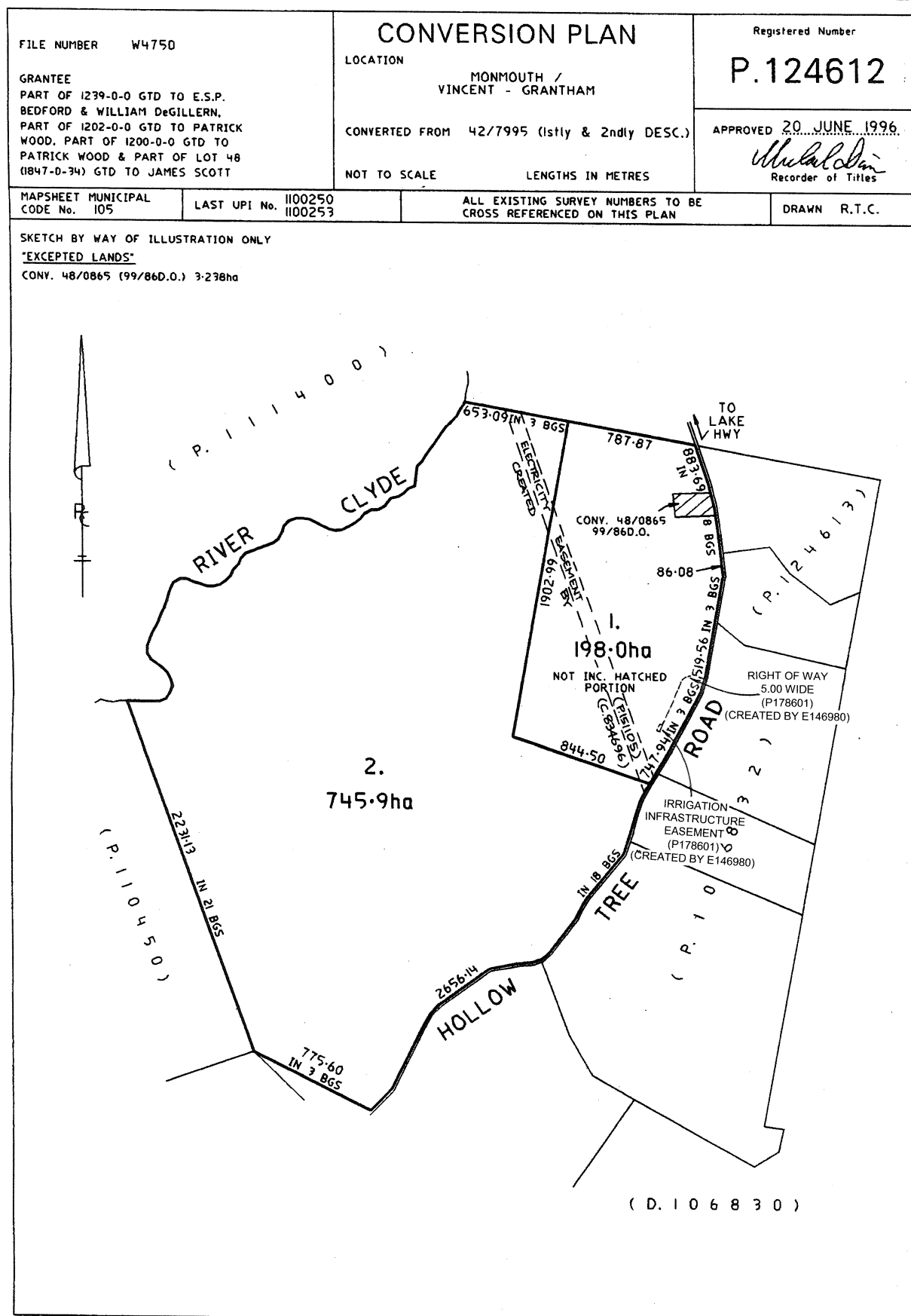
PROSPECT PTY LTD

SCHEDULE 2

Reservations and conditions in the Crown Grant if any
[E146980](#) BURDENING EASEMENT: an access easement in favour of
 Tasmanian Irrigation Pty Ltd over the land marked
 Right of Way 5.00 wide on Plan [124612](#)
[E146980](#) BURDENING INFRASTRUCTURE EASEMENT with the benefit of
 a restriction as to user of land in favour of
 Tasmanian Irrigation Pty Ltd over the land marked
 Irrigation Infrastructure Easement Plan [124612](#)
 Registered 23-July-2020 at noon
[C660377](#) NOTICE of Notified Corridor under Section 15 of the
 Major Infrastructure Development Approvals Act 1999
 affecting the land therein described Registered
 25-July-2005 at noon
[C836860](#) MORTGAGE to Australia and New Zealand Banking Group
 Limited Registered 25-Feb-2008 at noon
[C834696](#) BURDENING ELECTRICITY EASEMENT with the benefit of a
 restriction as to user of land in favour of Transend
 Networks Pty Ltd over the Electricity Easement shown
 passing through the said land within described.
 Registered 29-May-2008 at noon

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations



SEARCH OF TORRENS TITLE

VOLUME 124613	FOLIO 3
EDITION 3	DATE OF ISSUE 23-Feb-2026

SEARCH DATE : 02-Apr-2026

SEARCH TIME : 08.15 am

DESCRIPTION OF LAND

Parish of GRANTHAM, Land District of MONMOUTH

Parish of VINCENT, Land District of MONMOUTH

Lot 3 on Plan [124613](#)

Being the land thirdly described in Conveyance 42/7995

Derivation : For grantees see plan

Derived from W4750

SCHEDULE 1

PROSPECT PTY LTD

SCHEDULE 2

Reservations and conditions in the Crown Grant if any

[C836860](#) MORTGAGE to Australia and New Zealand Banking Group
Limited Registered 25-Feb-2008 at noonUNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations

OWNER ROTHAMAY PASTORAL COMPANY PTY LTD FOLIO REFERENCE 161436-1 GRANTEE PART OF LOT B (1A-3R-16P) GTD TO MURIEL AMY ELLIS, PART OF 2A-DR-35P GTD TO EDWARD BOWDEN & PART OF 1340 ACRES GTD TO PATRICK WOOD.	PLAN OF TITLE LOCATION J.B. MEDBURY P/L, SURVEYORS OF 224 CAMPBELL ST., HOBART TOWN OF BOTHWELL (SEC. G) MONMOUTH - GRANTHAM CONVERTED BY PLAN No. COMPILED BY J.B. MEDBURY NOT TO SCALE LENGTHS IN METRES	Registered Number P. 167795 APPROVED 22 JAN. 2015 <i>Alice Kana</i> Recorder of Titles	
MAPSHEET MUNICIPAL (4830) CODE No. 105 (5030-21)	LAST UPI No	LAST PLAN No. P161436	ALL EXISTING SURVEY NUMBERS TO BE CROSS REFERENCED ON THIS PLAN

SKETCH BY WAY OF ILLUSTRATION ONLY AS RELATES TO THE LAND MARKED ABCFGH DERIVED FROM CONV. 40/2565. THE LAND MARKED CDEF IS COMPILED FROM F.R. 140279-2

"EXCEPTED LANDS"

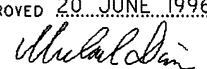
LOT 2 (D.18585)

PART OF LOT 1 (SP.126980)

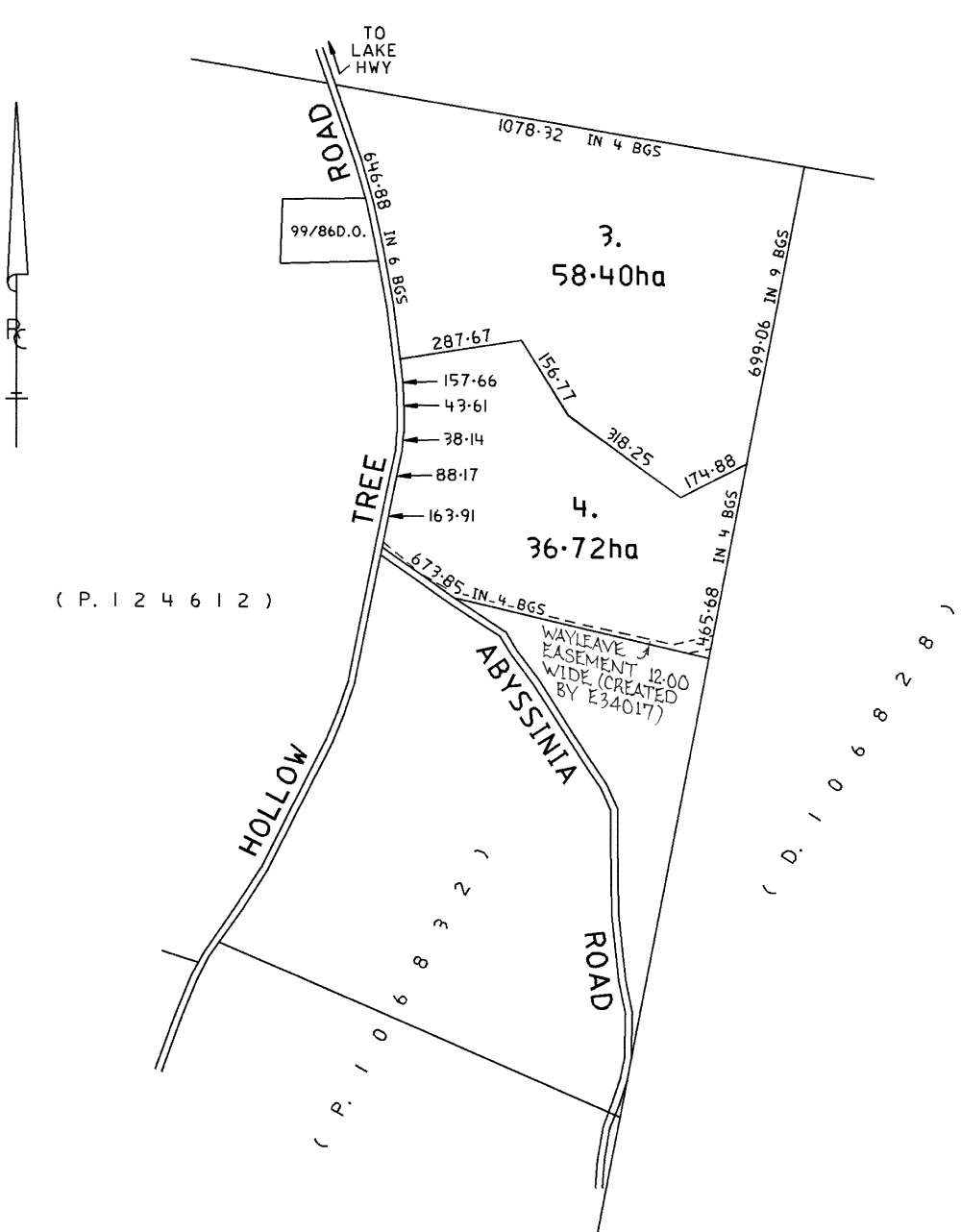
LOT 1, 2.023ha (P.124600)

LOT 1, 3.082ha (P.161435)

LOT 1, 5.278ha (P.167794)

FILE NUMBER W4750 GRANTEE PART OF 1239-0-0 GTD TO E.S.P. BEDFORD & WILLIAM DeGILLERN & PART OF 1202-0-0 GTD TO PATRICK WOOD		CONVERSION PLAN LOCATION MONMOUTH / VINCENT - GRANTHAM CONVERTED FROM 42/7995 (3rdly & 4thly DESC.) NOT TO SCALE LENGTHS IN METRES		Registered Number P.124613 APPROVED 20 JUNE 1996  Recorder of Titles
MAPSHEET MUNICIPAL CODE No. 105	LAST UPI No. 1100251 1101505	ALL EXISTING SURVEY NUMBERS TO BE CROSS REFERENCED ON THIS PLAN		DRAWN R.T.C.

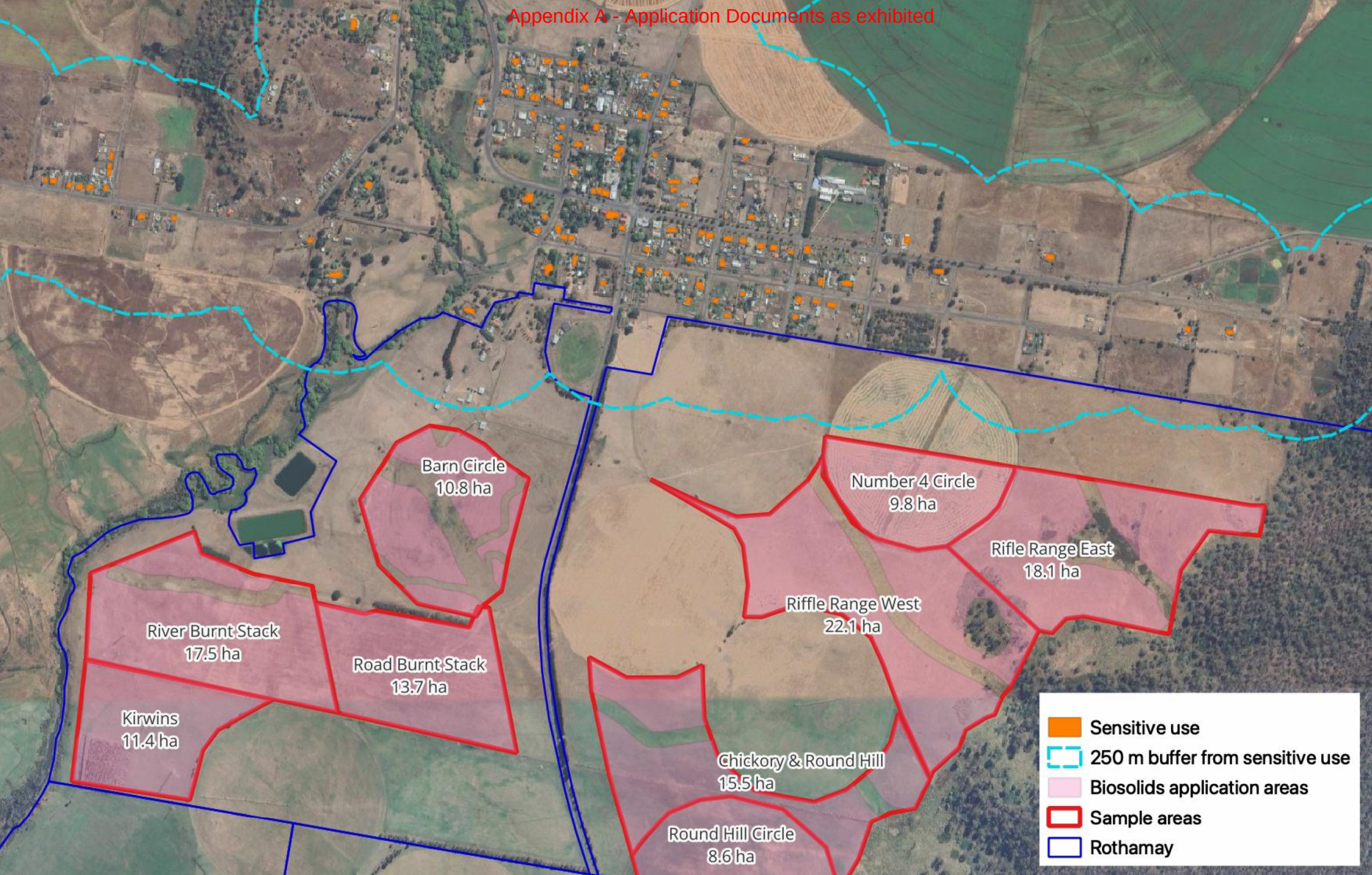
SKETCH BY WAY OF ILLUSTRATION ONLY
 "EXCEPTED LANDS"



(P. 1 2 4 6 1 2)

(P. 1 0 6 8 3 2)

(P. 1 0 6 8 2 8)



Planner

From: Jake Gaudion
Sent: Friday, 8 May 2026 2:55 PM
To: Kathy Bradburn; Planner
Cc: Prudence Rothwell; Doris Blaesing
Subject: Re: DA 2026/27 - Spreading of Biosolids
Attachments: BMP_Rothamay_20250401.pdf; Rothamay_dwelling_buffers.jpeg

Hi Kathy & Louise,

Please find information below, which includes our written response to the attenuation code.

Please note this draws from the information contained within the Biosolids Management Plan, which was provided to Council by Michael Tempest (colleague - no longer working for RMCG) in his initial email (2nd April 2026). I have included this for reference.

I have also included an additional map for reference, which maps the sensitive uses on Franklin St, Bothwell, and shows the minimum 250m buffers from actual biosolids application areas. This aligns with the Tasmanian Biosolids Reuse Guidelines to ensure no unreasonable impacts on adjacent landholders.

Attenuation code

C9.5 Use Standards**C9.5.1 Activities with potential to cause emissions**

Objective:	That an activity with potential to cause emissions is located so that it does not cause an unreasonable impact on an existing sensitive use .
Acceptable Solutions	Performance Criteria
A1 The attenuation area of an activity listed in Tables C9.1 or C9.2 must not include: (a) a site used for a sensitive use which is existing; (b) a site that has a planning permit for a sensitive use; or (c) land within the General Residential Zone, Inner Residential Zone, Low Density Residential Zone, Rural Living Zone A, Rural Living Zone B, Village Zone or Urban Mixed Use Zone.	P1 An activity listed in Tables C9.1 or C9.2 must not cause: (a) an unreasonable loss of amenity or unreasonable impacts on health and safety of a sensitive use which is existing, or has a planning permit; or (b) unreasonable impacts on land within the relevant attenuation area that is in the General Residential Zone, Inner Residential Zone, Low Density Residential Zone, Rural Living Zone A, Rural Living Zone B, Village Zone or Urban Mixed Use Zone, having regard to: (i) operational characteristics of the activity; (ii) scale and intensity of the activity; (iii) degree of hazard or pollution that may be emitted from the activity; (iv) hours of operation of the activity; (v) nature of likely emissions such as noise, odour, gases, dust, particulates, radiation, vibrations or waste; (vi) existing emissions such as noise, odour, gases, dust, particulates, radiation, vibrations or waste; and (vii) measures to eliminate, mitigate or manage emissions from the activity.

Written response to attenuation code (from the Rothamby Biosolids Management Plan)

CODE	CODE REQUIREMENT	COMPLIANCE MEASURE
C1 Signage	Biosolids Reuse requires erection of Regulatory Signage (as per definition in Table C1.3 of the Planning Scheme).	Regulatory signs are exempt from specific requirements of the Code, as per Table C1.4. It is noted that areas that will receive biosolids have suitable signage as per Section 11 of the TBRG. Proposed signage is further detailed in Section 7.5.2 of this document.
C7 Natural Assets	Biosolid reuse must minimise impacts on water quality, native riparian vegetation, river condition, and ecological function of watercourses.	Managed via compliance with the TBRG and additional measures identified in this Biosolids Management Plan (Section 7). It is noted that all titles that are proposed to receive biosolids are zoned Agriculture, hence the Natural Assets Code generally does not apply, except for Waterway and coastal Protection Areas. Biosolids application will not occur within the areas mapped as Waterway and Coastal Protections Areas of the Natural Assets Code.

C9 Attenuation	Biosolids application is listed as an activity likely to cause emissions under Table C9.1 of the Code, which requires a 100 m buffer from sensitive uses. Hence, spreading activities must comply with either the Acceptable Solutions or the Performance Criteria of C9.5.1.	Managed via compliance with the Tasmanian Biosolids Reuse Guidelines and additional measures identified in this Biosolids Management Plan (Section 7.2). All sensitive uses on adjacent titles (dwellings), particularly on Franklin Rd, Bothwell, have been considered in developing the application areas. There is a distance of at least 250m between biosolids application areas and sensitive uses, as detailed in the attached map. CT 167795/1 has an existing dwelling located on it and also has adjacent dwellings within 100m of its boundary. Spreading will not occur within 100m of the dwelling located on the site and will not occur within at least 250m of any dwellings on adjacent titles (see Section 7.2). CT 124612/1 has an existing dwelling located on it. Spreading will not occur within 100m of this dwelling. This title also wraps around CT 132633/1, which has commercial stockyards located on it. As an additional measure biosolids will not be spread within 100m of this property boundary. There is an adjacent dwelling to the east of CT 124613/4 that is within 100m of the property boundary. As per Section 7.2 no biosolids will be spread within at least 250m of this dwelling. None of the other three titles associated with the property have an existing dwelling located on them or within 100m of their boundary.
----------------------------------	--	--

Further information regarding statutory requirements can be found within Section 3 of the BMP. Section 7 also includes detailed management actions, which demonstrate compliance to the performance criteria in the attenuation code.

If you have any further questions please let me know.

Thanks,
Jake

Jake Gaudion (He / Him)

You don't often get email from kbradburn@centralhighlands.tas.gov.au. [Learn why this is important](#)

Good Morning,

Please find **attached** a letter from Council's Planning Officer requesting further information in support of your Planning Application.

Kind Regards,
Kathy



Kathy Bradburn | Senior Administrative Officer | **Central Highlands Council**
(Tuesday to Friday – 8.00am to 5.00pm)
Central Highlands Council
19 Alexander Street, Bothwell, TAS 7030
T: (03) 6259 5503 | E: kbradburn@centralhighlands.tas.gov.au
W: centralhighlands.tas.gov.au



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Received	03/06/2026
Mail	☒ Fax ☐ Email ☐ ADMIN ☐
Forwarded to	Dropped into office
EHO	☐ BPC ☐ PLA ☒ ADMIN ☐
Other	
Entered By:	
Ref:	DA 2026/27

RE: Your ref. DA 2026/27
 Louisa Brown
 Notification for Planning Approval
 22 May 2026

Land Application (Spreading of Biosolids)

I have several concerns regarding the above planning approval as my property adjoins the site.

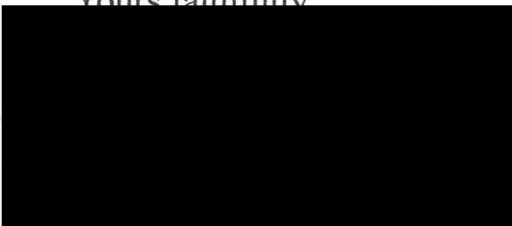
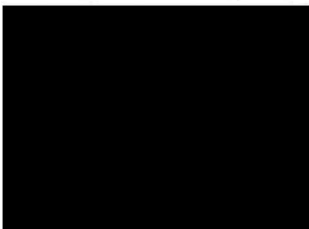
What redress will be available if odours are detected from the stock piles.

How many trucks carrying waste are expected daily.

Will the rate payers be expected to pay for the deterioration of roads.

Will there be an impact to the value of properties adjoining the proposed development.

Yours faithfully

Hollow Tree Road Bothwell – Land Application (Spreading of Biosolids) Representation

Should the highest-PFAS biosolids streams be managed differently from the lower-PFAS streams?

I acknowledge that the proposal appears to comply with current Tasmanian biosolids reuse requirements and the PFAS thresholds contained within NEMP 3.0. I also acknowledge the benefits of beneficial biosolids reuse, including nutrient recycling and reduced reliance on landfill disposal.

However, PFAS is an area of rapidly evolving scientific understanding and regulatory policy. Internationally, increasing attention is being given to cumulative PFAS loading, long-term soil contamination, groundwater protection, future agricultural land-use flexibility and intergenerational stewardship, rather than simply compliance with current concentration thresholds.

The Biosolids Management Plan identifies substantial variation in PFAS concentrations between source treatment plants. In particular, Selfs Point and Rosny contain materially higher PFAS concentrations than the other contributing sources, yet all biosolids streams are proposed to be managed identically.

While the assessment demonstrates compliance with current guideline thresholds, it does not appear to examine whether different management approaches may be appropriate for biosolids streams with materially different PFAS concentrations. Nor does it appear to provide detailed consideration of cumulative PFAS loading over time, future soil accumulation, groundwater monitoring, surface water monitoring, or the long-term fate and transport of PFAS within the receiving landscape.

The Tasmanian Biosolids Reuse Guidelines recognise both the benefits and potential risks associated with biosolids reuse and emphasise the importance of contaminant management. Similarly, the PFAS NEMP recognises that PFAS contained in biosolids applied to agricultural land are intentionally transferred into the environment and may create ecological and human exposure pathways.

In this context, it is reasonable to ask whether a more precautionary and risk-based approach should be considered, particularly given that the proposed application rates exceed those recommended by the AMM¹.

¹ While the proposal averages approximately 30% above the *Approved Management Method for the Reuse of Biosolids 2020* low-rate benchmark when annualised over an anticipated two-year program, application rates in some paddocks appear up to 74% higher than the equivalent benchmark rate.

Specifically:

- Should biosolids from the highest-PFAS source plants, particularly Selfs Point and Rosny, be managed differently from lower-PFAS biosolids?
- Has TasWater assessed secure landfill disposal² as an alternative management pathway for these higher-PFAS streams while continuing beneficial reuse of lower-PFAS biosolids?
- What source reduction measures are being implemented within the contributing catchments to progressively reduce PFAS concentrations entering the wastewater system?
- Should additional soil, groundwater and surface water monitoring be undertaken to better understand the long-term consequences of repeated PFAS loading to agricultural land?

This submission does not oppose beneficial biosolids reuse in principle. Rather, it seeks assurance that the proposed management approach reflects not only current compliance requirements but also emerging best practice regarding persistent contaminants and long-term environmental stewardship.

Prepared by [REDACTED] 9 June 2026

[REDACTED]
[REDACTED]

² Based on the PFAS concentrations reported in the Biosolids Management Plan, diverting biosolids from Selfs Point and Rosny to secure landfill would be expected to reduce the estimated PFAS mass applied to Rothamby by approximately 60–65%, while still allowing more than half of the proposed biosolids volume to be beneficially reused on agricultural land.

Planner

From: Jake Gaudion
Sent: Monday, 15 June 2026 8:09 AM
To: Kathy Bradburn
Cc:
Subject: Re: DA 2026/27 - Spreading of Biosolids

Hi Kathy,

Thanks for sending this through.

Please find below TasWater/RMCG's response to the queries raised in the representation.

Can this please be made available to Louisa and Councillors ahead of their July meeting.

- **What redress will be available if odours are detected from the stockpiles?**

Biosolid stockpiles will be located 1km away from nearest occupied dwellings. At this distance there is little to no chance of odour being detected on neighbouring properties. In the very unlikely event that odour is detected, the stockpile will be moved to alternate location with an even larger attenuation distance to neighbouring properties.

- **How many trucks carrying waste are expected daily? And Will the rate payers be expected to pay for deterioration of roads?**

Up to six trucks per day can be expected on weekdays between 8am and 4pm. The biosolids are transported in fully sealed bins which can hold up to 10 tonnes. The roads are designed to accommodate trucks of this size and of this frequency. General agricultural activities in the Bothwell region require much more frequent use of large trucks and machinery than this proposed biosolids land application activity.

- **Will there be an impact to the value of properties adjoining the proposed development?**

Biosolids are treated sewage sludge which has undergone significant biological and mechanical processing in order to meet strict stabilisation and contaminant requirements before it is deemed as suitable for land spreading. The EPAs Tasmanian Biosolids Reuse Guidelines set out the detailed criteria which must be met and TasWater are required to demonstrate compliance to these guidelines in order to have biosolids land applications approved. When applied to land according to these guidelines, biosolids are a great natural source of nutrients and essential minerals – providing a more sustainable alternative to chemical fertilisers. They also act as a soil conditioner – improving moisture retention and soil biota. Land owners have reported excellent results from the application of biosolids.

Adjacent properties to the land application activity will not be impacted in anyway by this activity. As per the Rothamby Biosolids Management Plan developed by our environmental consultant – application of biosolids will have a 500m buffer zone applied to neighbouring property boundaries – meaning no biosolids will be applied within 500m of your property.

Thanks,
Jake

Jake Gaudion (He / Him)
CONSULTANT

Planner

From: Jake Gaudion
Sent: Tuesday, 16 June 2026 3:35 PM
To: Kathy Bradburn
Cc:
Subject: Re: DA 2026/27 - Spreading of Biosolids

Hi Kathy,

Thanks for also sending this one through.

Please find TasWater/RMCG's response to the points raised in the representation.

If you can also ensure this is presented to Louisa and councillors as well, that would be greatly appreciated.

- **Re. should a more precautionary risk-based approach be considered?**

TasWater has taken a more conservative approach to PFAS management than required by the PFAS National Environment Management Plan (NEMP 3.0) guidelines, by adopting a Margin of Safety (MoS) of 2 instead of the minimum MoS 1. This means when we calculate our contaminant-limiting biosolids application rate (CLBAR) values for PFAS for biosolids from each STP, we are automatically incorporating an additional 50% risk reduction on the already conservative criteria which have been derived using backwards risk calculations.

These thresholds have been determined by experts in toxicology and chemical pathways using the best available scientific data and applying conservative values to account for any uncertainties and or assumptions. In applying these conservative PFAS thresholds, TasWater has diverted biosolids from two STPs to landfill at significant additional cost. This demonstrates our commitment to minimising environmental harm whilst also maximising the beneficial reuse of our treatment byproducts (as we are required to by EPMCA legislation – under Waste Hierarchy requirements).

- **Should biosolids from the highest PFAS source plants be managed differently?**

TasWater's internal Biosolids PFAS Management Framework adheres strictly to the NEMP 3.0 Biosolids Supporting Document. We assess the biosolids from each STP against the requirements of this framework. Sites with levels that exceed MoS 2 restricted use thresholds have the Contaminant Limiting Biosolids Application Rate (CLBAR) determined, and if the limiting rate is assessed as not providing a nutrient benefit to the land, these sites are immediately excluded from the land spreading program and we will seek approval from EPA to dispose of to landfill.

For biosolids that meet the MoS 2 restricted use thresholds and/or the calculated CLBAR will provide a nutrient benefit, these sites will be utilised for reuse and applied at an optimal application rate which best benefits the soils whilst also minimising contaminants. As mentioned, TasWater has diverted biosolids from two STP's to landfill where they do not meet prescribed criteria. Decision framework is shown below:

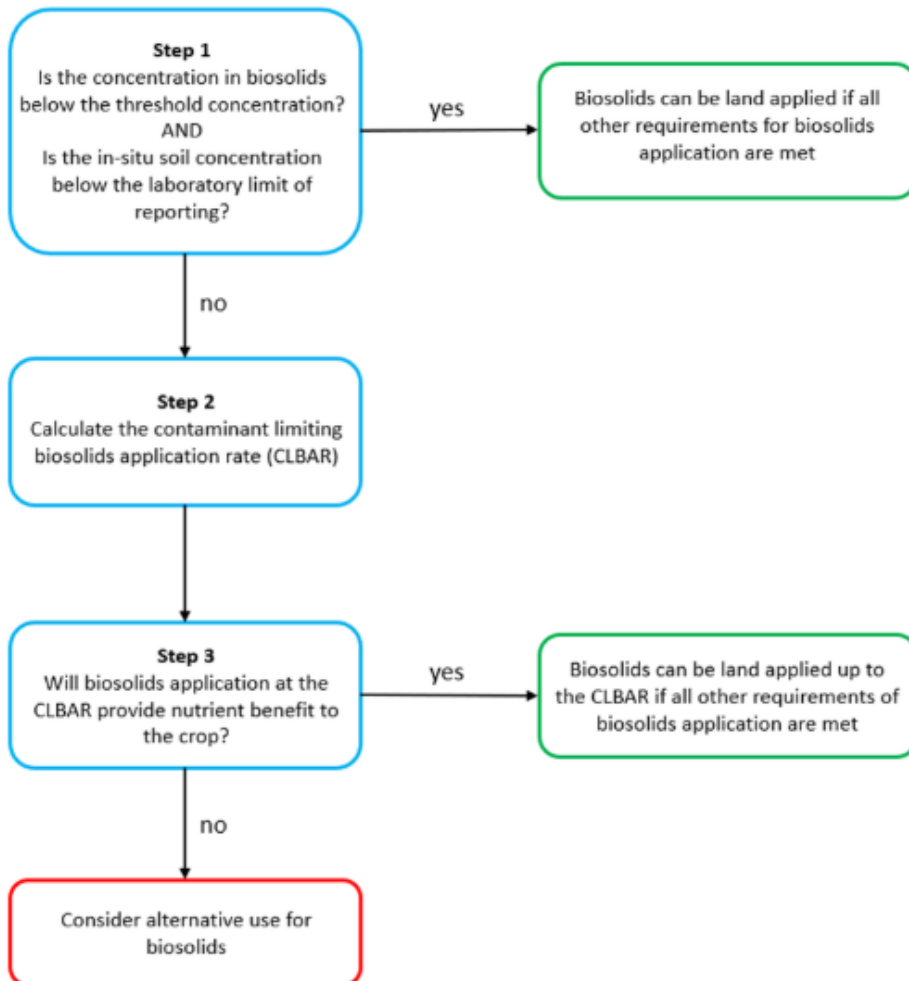


Figure 1 Flowchart of biosolids assessment framework for land application of restricted use biosolids in agriculture

It's important to note that the weighted average PFAS CBLAR for biosolids being applied to land in the south is 166 wet t/ha and we proposing to apply up to 60 wet t/ha (all zones are below this) which is well below the PFAS CBLAR. This provides a further layer of PFAS risk reduction.

- **Has TasWater assessed secure landfill disposal as an option?**

Yes as above – any biosolids which don't meet the MoS 2 max thresholds and CLBAR for PFAS provides no nutrient benefit, are sent to landfill with EPA approval and at significant additional cost. Self's Pt and Rosny biosolids meet the NEMP 3.0 requirements and are assessed as being suitable for beneficial reuse.

- **What source reduction measures are being implemented within the contributing catchments to reduce PFAS?**

TasWater has recently undertaken comprehensive investigations of the catchments with highest PFAS levels to determine likely sources and instigate mitigation measures. For all of the sites investigated, the PFAS could be traced back to areas where historical firefighting training was conducted with PFAS foams. The likely pathway is therefore contaminated groundwater infiltrating into our sewerage networks through leaking pipes. We are now conducting inspections of the sewer pipelines within these areas to determine if relining could prevent contaminated ground water from entering our systems.

- **Should additional soil, groundwater and surface water monitoring be undertaken to better understand long-term consequences?**

Under the current guidelines biosolids can only be reapplied to agricultural land every 3 years and only after soil testing has been conducted to determine soil contaminant limits and associated maximum application rates. Once

we have completed land-spreading at Rothamay we won't be able to return to this farm for 3 years and soil testing would have to be conducted prior to us determining if we can apply there again. This soil testing would include PFAS.

Thanks,
Jake

Jake Gaudion (He / Him)
CONSULTANT



CENTRAL HIGHLANDS COUNCIL COMMUNITY DONATIONS PROGRAM APPLICATION FORM

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

1. APPLICANT DETAILS

Applicant's Name : Reuben Stott

Contact Details

Residential Address:

[Redacted Address]

Ellendale.

Phone: (Business hours)

Mobile:

[Redacted Mobile Number]

Fax:

Email:

[Redacted Email Address]

Signature

[Redacted Signature]

Amount Applied

500

(Maximum as per Guidelines)

2. INTERSTATE OR INTERNATIONAL REPRESENTATION

Where are you competing/attending? Cranbourne, VIC.

What sport/activity are you competing in, and at what level?

INDOOR CRICKET-NATIONAL championships

If you are a sports competitor, are you competing as an amateur?

Yes.

What dates are you competing/participating?

5-12th July 2026



Tasmanian Indoor Cricket Association
10 Kingston View Drive, Kingston
Tasmania 7050

email@indoorcrickettasmania.com.au

7th February 2026

Dear Reuben

On behalf of the Tasmanian Indoor Cricket Association (TICA) I would like to formally **congratulate you on being selected** for the 2026 National Indoor Cricket Championships, Casey Stadium, Victoria.

Please accept this letter as official confirmation of your selection to the playing squad for this year.

The Under 18 Division will compete from 3rd July (arrival date in VIC) to 12th July (return date to TAS).

The full squad list can be found below:

Coach: AJ WHITEHEAD		Team Manager: Kristy SPRINGER
Abe DIEDERICKS	Blake GILLIE	Riley GILLIE
Josh MCADIE	Mali MONTROSE-JACKSON	Jaxson REYNOLDS
Levi SPRINGER	Reuben STOTT	Zack WHITEHEAD
Maddox WOOLLEY		

Please provide details to support your application

Reuben has been selected to
represent Tasmania at the National
Indoor cricket championships on the

U18's
team.

3. MEDICAL ASSISTANCE

What type of medical/rehabilitation treatment will you be receiving?

Where will the treatment be administered?

Please provide any additional information to support your request.



CENTRAL HIGHLANDS COUNCIL COMMUNITY DONATIONS PROGRAM APPLICATION FORM

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

1. APPLICANT DETAILS

Applicant's Name: Hudson stott

Contact Details
Residential Address: [REDACTED] Ellendale

Phone: (Business hours)

Mobile: [REDACTED]

Fax:

Email: [REDACTED]

Signature [REDACTED]

Amount Applied for \$500
(Maximum as per Guidelines)

2. INTERSTATE OR INTERNATIONAL REPRESENTATION

Where are you competing/attending? Cranbourne, vic.

What sport/activity are you competing in, and at what level?

INDOOR cricket - National
If you are a sports competitor, are you competing as an amateur?

What dates are you competing/participating?

Yes.

5-12th July 2026

Please provide details to support your application

Hudson has been selected to
represent tasmania at the National
Indoor cricket championships on the
u16's team.

3. MEDICAL ASSISTANCE

What type of medical/rehabilitation treatment will you be receiving?

Where will the treatment be administered?

Please provide any additional information to support your request.



Tasmanian Indoor Cricket Association
10 Kingston View Drive, Kingston
Tasmania 7050
email@indoorcrickettasmania.com.au

10th February 2025

Dear Player,

Thank you for confirming your position within the playing squad for this year.

The full squad list can be found below:

Coach: Ben TASKER		Team Manager: Lauren TASKER
George DURKIN	Jordan BLAIR	Spencer WHITEHEAD
Amartya SHENOY	Joshua ANDREWS	Henry BURKE
Cooper TASKER	Thomas HARRIS	Oliver McADIE
Hudson STOTT	Jarvis BOSWORTH	

All representative squads will be announced shortly on our social media pages.

If you have any questions please reach out to Ben or myself.

Once again, congratulations on your selection and we look forward to working with everyone in the coming months!

Regards

Lauren Tasker | 0417 923 970
U16 Team Manager | ltasker1978@gmail.com

Respectfully Submitted by

Grant Application - Miena Seisiún Feb 26-28 2027

Covering Letter

For the past four years this traditional Celtic music event has been held at Miena, with valuable financial support from CH Council in 2025 and 2026. Miena Seisiun is a sub-group of the Folk Federation of Tasmania (FFT) which gives us both an administrative umbrella and event insurance.

Our Mission is two-fold:

- *To foster the development and well-being of the community of traditional musicians across the State by offering an opportunity to play, learn, and share music in a welcoming, natural setting, through sessions, workshops and public performance.*
- *To contribute to the cultural landscape of Miena and the surrounding Central Highlands region, which has a rich Celtic heritage, by sharing traditional tunes, songs and stories in public concert and dance activities bringing together regional people, visitors, and musicians.*

As long as we continue to attract sufficient support, we are more than happy to base the event in Miena, rather than elsewhere in the State.

As per the attached budget estimate, we need around \$ 10K to break even. Last year we made \$3K from ticket sales and expect to do at least as well in 2027. The plan remains to cover the shortfall from grant funding from wherever available and so keep the ticket prices as low as possible to encourage attendance. In 2026, in addition to support from the Council, we were successful in a grant application to Arts Tasmania. In our covering letter last year, we mentioned that we were actively supporting a Cattle Hill Community Fund application for a new generator for the Steppes Hall. That was successful and will give a lot more flexibility in scheduling diverse uses for that beautiful and historic building. We have used the Hall for an informal farewell session and dance in the past 2 years and plan to do the same for MS27. We have also been asked to consider helping conduct a Christmas Carols event in December 2026. Although this is not an actual MS event it is indicative of the interest our Committee takes in supporting the local community.

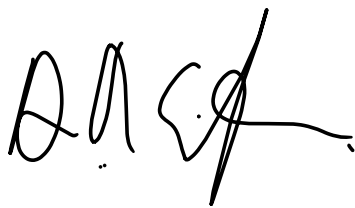
Although we will not be incurring substantial costs until later in the year, the opportunity to apply to Council at this early stage is invaluable in terms of giving confidence to push ahead with our planning for 2027. We can give an assurance that we will be promoting the event strongly within the region and Statewide.

I attach three letters which confirm support from the local community. Please also note that we are making a modest direct financial contribution to the local economy via

accommodation bookings, hire of the GLCC hall and arrangements for purchase of food and beverages throughout the event from GLCC the Miena Village and the Lodge.

The draft program plan is outlined in the application together with our provisional budget. As last year, final confirmation of the program is dependent on success with a Regional Arts funding application, which is being prepared with outcome expected around the end of November 2026.

My Committee is most appreciative of Council's support and hope that we can again count on a contribution which will help us survive financially and so continue to run the event at Miena in the future. Thanks for your consideration.

A handwritten signature in black ink, appearing to read 'Rod Griffin', with a stylized flourish at the end.

Rod Griffin,

President of Miena Seisiún a subgroup of Folk Federation of Tasmania

4/7/26



CENTRAL HIGHLANDS COUNCIL COMMUNITY GRANTS PROGRAM APPLICATION FORM

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

1. APPLICATION & ORGANISATION DETAILS

Name of Project: Miena Seisiún 2027

Amount of Grant Requested: \$2000

Estimated Total Project Cost: \$10380

Applicant Organisation: Miena Seisiún – a sub group of Folk Federation of Tasmania Inc.

Contact Person's Name: Dr Rod Griffin

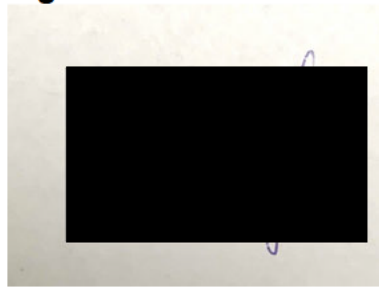
Contact Details Address: [REDACTED]

[REDACTED] Miena 7030

Phone: [REDACTED]

Email: [REDACTED]

Signature



Name

Dr. Anthony Roderick Griffin

Position in Organisation President

Date 6-7-26

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

Our aims are two-fold: to provide an opportunity for players of traditional Celtic music from across Tasmania to meet and play together, and to provide an enjoyable concert and dance experience for the local and regional community.

Miena Seisiun was formed in 2023 with the sole aim of conducting this annual event. For 2023/24 this was sponsored by J. Johns of the Great Lake Hotel and formed part of the Tasmanian Highlands Gathering program. In 2025 Mr Johns decided to move the wider Scottish components of THG to a winter time-slot but, after wide consultation with our musical participants, we decided to stay with February and to expand our offering to the Tasmanian dance community via membership of the Folk Federation of Tasmania. Our participants play regularly with their own local session groups but State-wide opportunities such as this are rare and the event has proved popular both with players and the public attendees of our concert and dance. We wish to offer a repeat experience in February 2027, but this will only be possible with financial support. The CH Council has been generous in providing such assistance in 2025 and 2026 and we hope that you see fit to again help for 2027.

What is the membership of the organisation?

Organisation of the event is managed by a Committee of 5 people – President R Griffin, Performance Manager J Hickey, Treasurer L Munden, Communications C Greer, Local Publicity B Yarwood

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

Is the organisation:

☒ **Representative of the interests of the Central Highlands Community**

☒ **Incorporated**

☒ **Not for Profit**

☐ **Unincorporated**

☐ **A Hall Committee**

OR

☐ **An individual community member**

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

If yes;

Name of Project:

Miena Seisiun 25 and

26

Date Grant received:

31/07/25

Amount of

Grant:\$2000

3. PROJECT DETAILS

Project Start Date: Feb 26th 2027

Project Completion Date Feb 28th 2027

: Project Objectives:

- a) To provide an opportunity for musicians across the State to play together and attend instrument workshops
- b) To present a concert of traditional Irish music and a bush dance for the enjoyment of the local and regional community
- c) To increase awareness of the history and beauty of the Central Highlands

4. COMMUNITY SUPPORT

What level of community support is there for this project?

See attached letters of support from the GLCC Committee;;from the local Fire Service Brigade Chief who kindly permits us to use part of their premises for our workshop program; and a member of the public who was evidently happy with their experience this year!. Although we no longer receive financial support from the Great Lakes Hotel they remain happy to provide the space for a session.

This year the Central Highland Lodge has also agreed to do the same.

About half of the attendees at the previous concert and bush dance were local and regional people.

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

The Committee of the Great Lake Community Centre and their volunteers provide essential support for the event through hire of the physical facilities and catering services. **PA support is provided by a local resident; two of the 5 Committee members live locally and one of the key musicians comes from Ouse.**

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

Local businesses will benefit from expenditure by our participants and the regional community will have the opportunity to enjoy the public concert and bush dance. We are always keen to encourage younger people to enjoy our music and are happy to provide free tickets to the concert to any students from the Bothwell High School who wish to attend (we have made this offer in the past with no take up, but we are happy to try again).

Please note that last year we supported an application to the Cattle Hill Community Fund for funding of a new quiet generator for the Steppes Hall. This was successful and opens the way for us to make greater use of that lovely little venue during our event.

5. COUNCIL SUPPORT

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

If yes, please give details.

None required although it would be helpful if, as in 2026, council staff were able to display our poster publicity in the various towns within the region.

Are you requesting participation by Councillors or Council Staff?

If yes, please give details.

We are not requesting participation but we would be delighted if any Councillors or staff are interested in attending. As in previous years an invitation will be sent to the Mayor's office nearer the time.

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

As in previous years, we are more than happy to acknowledge the contribution by mentioning in publicity (e.g. a Highland Digest article) and to prominently display the Council logo. The MC of our concert will give a verbal acknowledgement.

6. FUTURE APPLICATIONS AND THE SUCCESS THIS PROJECT

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

Miena was chosen as a suitably central location for players from across Tasmania but is reliant on the drive of Committee members who live locally and is therefore a year-to-year proposition. There are no plans for MS to move elsewhere as long as total grant money + sales are sufficient to break even. Options for expansion (and therefore increased ticketing income) are limited and we are very unlikely to generate enough of a \$ surplus to exist without ongoing grant support. So, it is very likely that we would again seek Council funding.

Please note that a key benefit of your program is that you are very flexible with timing of submissions within the financial year. We will also be making application to RANT to cover costs of award rate payments to our key performers, but this highly competitive program does not open until August with decisions in late November very late for us to secure performers whom we have provisionally invited. So, although we will not need \$ immediately, knowledge that the Council is supportive gives strength to this other application and hopefully makes it more likely that we are successful.

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

The event will be deemed a financial success if we at least break even via a combination of grant income and ticket sales. Year-on-year increase in participant numbers will be a good index of sustained interest. After the event we will seek feedback from workshop tutors and we will aim to survey participants to identify improvements which might be implemented in future.

7. PROJECT BUDGET (see separate file)

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

2027 MIENA SEISIÚN BUDGET A

(S AT 2/7/26)

CASH EXPENDITURE	\$
WAGES AND FEES (ARTISTS)	5000
WAGES AND FEES (OTHER)	1200
TRAVEL AND ACCOMMODATION	1500
VENUE HIRE (GLCC)	600
CATERING SUBSIDY	1000
ADMIN (INSURANCE, CONTINGENCIES)	580
MARKETING AND PROMOTION	500
TOTAL	10380

IN-KIND EXPENDITURE	
COMMITTEE TIME	7500
WORKSHOP SPACES	300
ARTIST BILLETS	900
SESSION FACILITATORS	600
	9300

ANTICIPATED INCOME	
TICKET SALES	3000
CENTRAL HIGHLANDS COUNCIL GRANT	2000
OTHER GRANTS	3740
SURPLUS FROM MS26	1640
TOTAL	10380

Letter of support for the Miena Seisiún program 2027

I am the Brigade chief of great lake fire brigade located at miena in Tasmania having completed 51 years of volunteer work achieving the highest honour of the Australian Fire service medal. I support the application of a grant for the music group managed by Rod Griffin. The group is community minded and not only supports the local fire brigade but also to the local community centre as a location for performance items.

Rod's group provides monetary support to the local community centre. We are a group of mature aged community people relying on any support possible from outside organisations.

The local Great Lake Brigade is pleased to support Rod's application.

Regards Colin Triffitt AFSM

Brigade Chief

Great Lake Brigade.

7/06/26



GREAT LAKE COMMUNITY CENTRE INC

Makers' Shed all community members welcome

Home to Tasmania's largest Community Geothermal Greenhouse

✉ greatlakecommcentreinc@gmail.com

📍 55-57 Cider Gum Road, MIENA TAS 7030

To Whom It May Concern

We, the Committee Members of the Great Lake Community Centre, fully support the Miena Seisiún, in seeking funding for Cultural Activities within the Central Highlands. Having these events, encourages both locals and visitors to visit our beautiful region of Tasmania, and indeed Australia.

Our committee would welcome any groups that provide public concerts and various workshops for the community in, and around, our Community Centre, as in previous years.

We wish them good fortune in their continuing endeavour, and in gaining funding for this project.

Kind regards

John Cox

President, Great Lake Community Centre

Vicki Bygrave

Secretary, Great Lake Community Centre

From: John Hickey [REDACTED]
Subject: Fwd: Feedback on Celtic Seisun music festival, Miena 2026
Date: 14 April 2026 at 6:03 pm
To: Rod Griffin [REDACTED]

JH

From: [REDACTED]
Sent: Wednesday, 1 April 2026 10:53 PM
To: Rod Griffin [REDACTED]
Subject: Fwd: Feedback on Celtic Seisun music festival, Miena 2026

Hello Rod, Hope it's not too late for another review,

----- Forwarded message -----

From: Roscoe Taylor [REDACTED]
Date: Wed, 1 Apr 2026 at 10:42 pm
Subject: Feedback on Celtic Seisun music festival, Miena 2026
To: Bill Yarwood [REDACTED]
Cc: feemaybee [REDACTED]

Dear Mr Yarwood

We are writing to you in your capacity as one of the Folk Federation of Tasmania organising committee members who worked so well together to stage this year's Celtic music gathering weekend event at Miena.

We wish to congratulate and thank your group for putting on such a great program.

We attended together with two international guests, who were visiting from England. It really gave them a great taste of how we can have fun as well as learn through music in this part of the world, and they were highly impressed.

We are not musicians ourselves but thoroughly enjoyed all the performances we attended - as well as the dance evening where everybody took part with such gusto.

The festival was well attended, well managed and well compered, with a relaxed, friendly and inclusive atmosphere - so we thank you and the organising committee very much for this.

As Arthurs Lake shackholders we are looking forward to similar events being held again at Miena!

Yours sincerely

Roscoe Taylor and Fiona Baillie



CENTRAL HIGHLANDS COUNCIL COMMUNITY GRANTS PROGRAM APPLICATION FORM

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

1. APPLICATION & ORGANISATION DETAILS

Name of Project: Review of Council Rates charges with view of providing some relief.

Amount of Grant Requested: Not Specified

Estimated Total Project Cost: Not Specified

Applicant Organisation: Ouse Community Country Club

Contact Person's Name: Rebecca Triffett

Contact Details

Address:

Ouse TAS 7140

Phone: (Business hours)

Mobile:

Fax:

Email:

Signature

Name Rebecca Triffett

Position in Organisation Treasurer / Public Officer

Date 01-07-2026

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

Financial relief to support the ongoing maintenance and repairs to golf clubs course.

What is the membership of the organisation?

President Jamie Cooper

Secretary Christine Ferguson

Treasurer Rebecca Triffett

Public Officer/s Rebecca Triffett

2. ELIGIBILITY (see Community Grant Program Guidelines)

Is the organisation:

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

OR

- ☐ An individual community member

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

YES

If yes;

Name of Project: Replace Carpet in Ouse Country Club

Date Grant received: 28.5.2025

Amount of Grant: \$700-

3. PROJECT DETAILS

Project Start Date: February 2026

Project Completion Date: January 2027

Project Objectives: Continue to maintain and upgrade golf club and facilities to benefit the Central Highlands community.

4. COMMUNITY SUPPORT

What level of community support is there for this project?

Community and Volunteer involvement & assistance.

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

Benefits will improve the facility and involve additional community involvement and support.

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

Enable any extra revenue on hand to maintain the Golf Club's Greens to a high standard for locals, community and tourists to enjoy.

5. COUNCIL SUPPORT

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

If yes, please give details.

No

Are you requesting participation by Councillors or Council Staff?

If yes, please give details.

No

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

Committee will ensure all C.H.C. financial support is acknowledged and advertised to patrons.

6. FUTURE APPLICATIONS AND THE SUCCESS THIS PROJECT

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

No plans at present.

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

Committee will monitor responses and reactions to the quality of the facility from patrons/golfers. The greens and club have benefitted greatly from the assistance with previous year's Council Rates.

7. PROJECT BUDGET

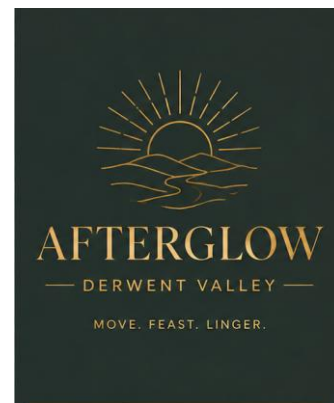
Note: Amount from Council must not exceed half the project cost

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

Business Case for Council Support

Afterglow was created by locals who believe the Derwent Valley & Central Highlands is one of Tasmania's most beautiful places, yet remains largely undiscovered by many visitors.

Our aim is simple: To create an event that encourages people to experience the Valley at its best, support local businesses and producers, and leave with a stronger connection to the region and its people.



Executive Summary

Afterglow will be a premium running and lifestyle event in the Derwent Valley that combines running, food, music and local hospitality experiences within a unique heritage setting.

The event has been designed to showcase the Derwent Valley and Central Highlands as a destination for visitors seeking authentic regional experiences. While the event will require temporary closure of some local roads for approximately three hours, it will deliver a range of economic, tourism and community benefits that align with Council's strategic objectives for regional development and destination promotion.

While direct economic impacts in the inaugural year will be modest, the long-term opportunity is the creation of a distinctive annual event capable of attracting visitors, generating media exposure and strengthening our community's reputation as a destination.

Afterglow is not being created by an external event company. It is being created by local people who live, work and raise families in this community. We care deeply about this region and want to create an event that reflects its character: authentic, welcoming, agricultural and quietly extraordinary. Our ambition is not simply to host a successful event, but to create something the community can be proud of and that contributes to the region over many years.

About Afterglow

Afterglow is not a traditional fun run. They are everywhere. We are creating a distinctive event that combines running, local food, local produce and a working agricultural landscape in a way rarely seen in Australia. People will move through and past our farms, see our stunning landscapes, and taste our produce – and share our home widely on social media.

Afterglow starts and finishes in a historic woolshed with panoramic Derwent River views, culminating in a long-table feast of local fine food and drinks, prepared by a local chef, along with music and unexpected luxury touches.

The event aims to attract participants who value experiences, food, travel and regional destinations. This audience typically spends more than participants in traditional mass-participation sporting events and is highly active on social media, creating opportunities to showcase the region to wider audiences.

We want these people to say *"Wow! I wasn't expecting this in a run, especially in regional Tasmania."* ... And then to project their delight on their social media with amazing Derwent Valley autumn views to make Afterglow a destination event from Year 2.

Why here?

Our community has assets that make Afterglow uniquely suited to Hamilton and Ouse:

- Sublime autumn landscapes
- Historic farming heritage that most people have never seen
- Working farms willing to participate
- Exceptional food and beverage producers, many on the run route

- Easy access from Hobart for overnight stays
- Aligns directly to stated Council tourism growth objectives.

Where and when?

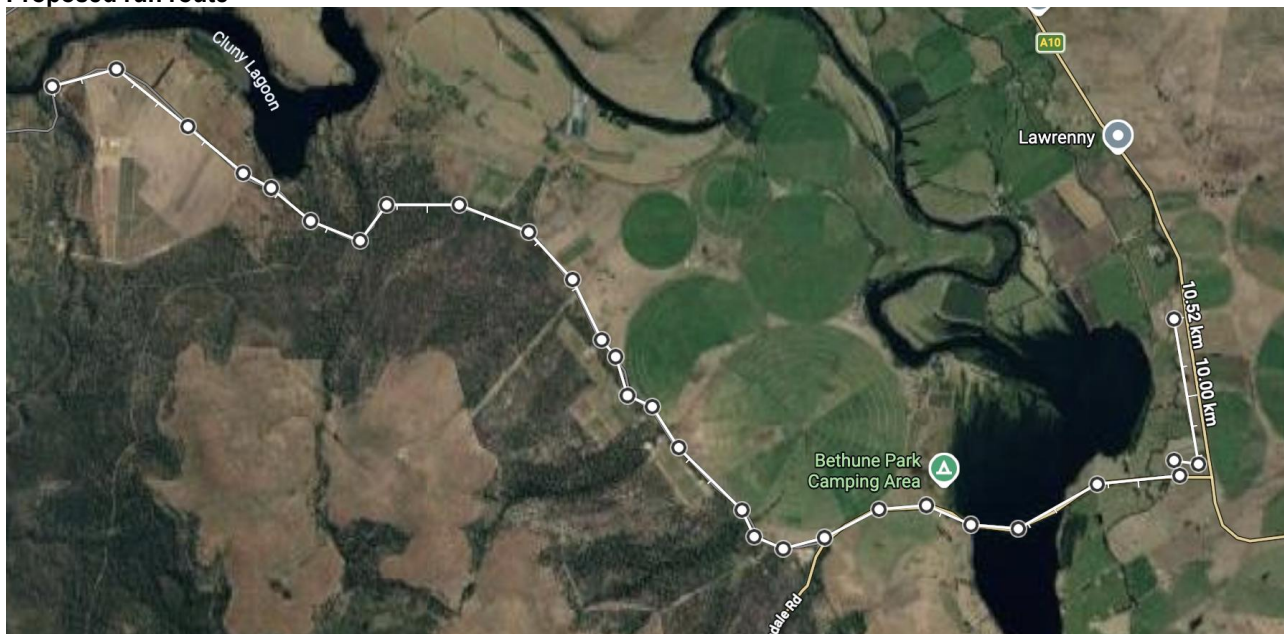
Subject to Council support and discussion with other stakeholders, Afterglow is proposed to be Saturday 17 April 2027.

- This avoids a clash with State Pony Club championships (3-4 April) and State Campdraft championships (10-11 April) at Hamilton Showgrounds
- Autumn is generally the most stable weather (to avoid rain) and the most scenic colours (to appeal to visitors).

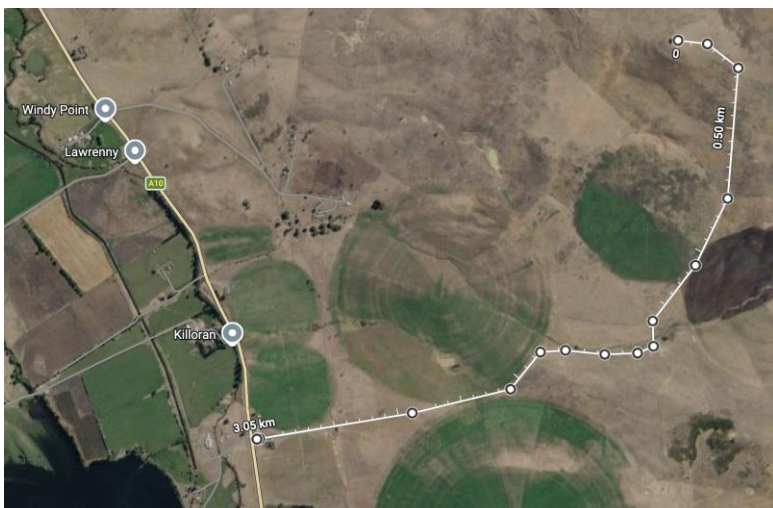
The historic Lawrenny shearing shed is proposed to be the event precinct. Paddocks here will provide event vehicle parking. Food, drinks and music will be in and around the Lawrenny shearing shed from noon to 6pm.

The proposed route will see runners start from the shearing shed, run through fields parallel to Lyell Highway, turn right onto Ellendale Road, run over Dubrobin Bridge, turn right on Dawsons Road, turn around just before the Broad River crossing on Dawsons Road and return. (See map below). All runners must be off Ellendale Road by noon at the latest. Run start times are proposed to be staggered: 9am start: half marathon; 9.30am start: 10km; 10am start: 5km.

Proposed run route



Proposed walk route



Walkers will cross Lyell Highway and follow farm tracks and a marked route on private farmland to the top of “One Tree Hill”, where there is proposed to be a pop-up barista.

A traffic management plan will be provided, using the company recommended by Council, is expected to include:

- temporary speed reductions on Lyell Highway to slow traffic where vehicles will be entering and leaving the shearing shed precinct
- temporary road closures with personnel on Ellendale Road at Lyell Highway and Dawsons Road, and at the Dawsons Road half marathon turnaround point
- stop/go traffic controllers on Lyell Highway for walkers to cross the road.

Alignment with Council Objectives

Afterglow is a new destination event that will attract high-value visitors, showcase the Derwent Valley and Central Highlands, support local businesses, and contribute to the Council's strategic objectives around tourism, events, community wellbeing, and economic development.

We have also spoken to Destination Southern Tasmania (DST) and Derwent Valley and Central Highlands Tourism Association (DVCHTA). DST have provided a letter of support, and DVCHTA have confirmed verbally they are supportive of Afterglow as an event that aligns with their own plans.

From Hamilton and Ouse 2025 structure plan Tourism Sector Strategies:

- Hosting an annual event / festival in the town could drive visitors and day-trippers to the region
- Encourage tourism and community events within and proximate to townships
- Attract and facilitate high quality tourism and hospitality operators to establish in Central Highlands
- Destination functions and events are an effective way to attract visitors to the region. Supporting existing and new events that attract visitation and align with regional strengths should be encouraged.
- Encouraging local farmers to engage in Farm-to-Table activities that promote local produce and products

What success looks like

We're not promising thousands of new visitors overnight. Year 1 is about proving the event is feasible and laying the foundations for future growth. Our specific objectives for Year 1 are:

- Deliver a safe and enjoyable event
- Attract up to 600 participants
- Generate positive visitor feedback
- Generate positive feedback from local community and supporters
- Build foundations for future growth.

Targeted Direct Benefits

Local Procurement

Where practical, event expenditure will prioritise local suppliers. Expected expenditure categories include:

- Food and beverage suppliers (Rockhill Estate, Westerway Raspberries, Ouse IGA, Dunrobin Estate, Meadowbank Estate, local sheep and beef etc) in line with the Council's structure plans focus on new farm-to-table activities to promote local produce
- Accommodation providers
- Cleaning services and waste management by local casual staff
- Trades and maintenance services where possible.

While Year 1 expenditure will necessarily be modest to prove the concept and set a platform for future expansion, the organisers are committed to maximising local procurement wherever possible.

Visitor Spending

Participants and supporters are expected to spend money locally on:

- Accommodation
- Cafes and restaurants
- Pubs and wineries
- Fuel
- Groceries
- Tourism experiences before and after the event

The event will actively encourage participants to extend their stay through visitor information and destination promotion, working with Council, Derwent Valley and Central Highlands Tourism Association and Destination Southern Tasmania. We will be guided by what these local experts, but this may include:

- "Runner guide to the Central Highlands" page on the Afterglow website, including Where to eat, What to see, Local stories and experiences
- "Runner passport" program offering discounts at nearby cafes and shops.

Employment and Community Group Opportunities

The event will create opportunities for:

- Traffic management support: to be provided by Traffic Management firm recommended by Council
- Event-day logistics roles: parking, cleaning, run marshalling etc: expected to require about 20 people
- Hospitality staff: a targeted 600 person attendance will require about 20 food and beverage staff
- Local contractors and casual staff for venue and run setup.

The organisers will also explore opportunities to showcase two or three community organisations runners can choose to donate to as part of the experience.

Tourism and Destination Benefits

The greatest long-term value of Afterglow is its ability to showcase the Derwent Valley and Central Highlands and introduce new visitors to the region. For many participants, this will be their first visit to the area.

Participants will experience:

- Rural landscapes
- Historic agricultural heritage
- Local food and beverage offerings
- Hospitality businesses
- Tourism attractions

Social Media Reach

The target audience is highly active on social media platforms. Participants will generate and share content featuring:

- Sublime Derwent Valley autumn landscapes
- Heritage venues
- Food and beverage experiences
- Local attractions
- Event photography and videography

This user-generated content provides authentic promotion of the region that extends well beyond the event itself.

Unlike traditional advertising campaigns, this content is created voluntarily by visitors and shared with audiences that are likely to have similar travel interests.

Building a Destination Event

Many successful regional events begin modestly before growing into significant tourism assets. The organisers view Year 1 as a proof-of-concept event. If successful, future opportunities may include:

- Increased participant numbers
- Expanded accommodation partnerships
- Multi-day programming
- Greater involvement of local businesses
- Structured volunteer and training pathways
- Expanded community partnerships

The long-term objective is to establish an event that becomes synonymous with the Derwent Valley and contributes to visitation for many years.

Community Benefits

Afterglow has been designed to celebrate local heritage and place. Potential community benefits include:

- Proof of concept will lead others to create destination events and high quality tourism offerings, in line with the Council's structure plans
- Increased community pride and positive stories about the Derwent Valley and Central Highlands
- Positive regional exposure
- Opportunities for local volunteers
- Opportunities for local sporting clubs and community groups.

The organisers are particularly interested in ensuring local community organisations have opportunities to participate in ways that enhance, rather than detract from, the premium event experience.

Managing Road Closure Impacts

The event requires temporary closure of selected roads and Dunrobin Bridge for approximately three hours. This route has been chosen to optimise the scenery for runners (I can personally confirm running across Dunrobin Bridge and along Dawson Road with Derwent River glimpses in autumn is a sublime running experience) while avoiding excessive time on dirt farm tracks and steep climbs which will not appeal to the participants we are targeting.

Council's recommended traffic management company has advised partial or shorter closure of the impacted roads is not feasible.

The organisers recognise road access is important for residents and visitors and are committed to minimising disruption by working with Council and its traffic management company. We expect this will include as a minimum:

- Consultation letterbox drops with directly affected residents on roads to be closed for a short period
- Advance public notification, clear signage and communication 4 to 6 weeks before the event
- Emergency service coordination and contingency planning, with emergency access maintained at all times (and likely enhanced, due to the presence of ambulance for the run)
- Traffic management planning using the provider recommended by Council
- Keeping road closure periods as short as practicable.

Many communities temporarily close roads to facilitate events that deliver broader community benefits.

We hope the steps taken above to reduce the impacts of road closure will mean the temporary inconvenience associated with the closures is considered proportionate to the broader economic, tourism and community benefits generated by the event.

Measuring Success

The organisers will report the following outcomes to assist Council evaluate the return on its support and informing future decisions.

- Participant numbers
- Visitor origin data
- Estimated visitor nights
- Local procurement expenditure
- Community group involvement
- Volunteer participation

- Social media reach and engagement
- Participant satisfaction

Council support requested

Essential:

- Temporary road closure approval
- Traffic management assistance and approvals

Helpful

- In-kind support where possible
- Continued economic development advice and links to local businesses
- Letters of support for grants and sponsorship applications
- Promotion through Council communication channels

Optional

- Modest establishment funding.

Conclusion

Afterglow represents an opportunity to create a distinctive new event that aligns strongly with Council's economic development and tourism objectives.

The event will showcase the Derwent Valley and Central Highlands to a desirable visitor audience, support local businesses, generate positive regional exposure and establish foundations for a long-term tourism asset.

While the inaugural event is intentionally modest in scale, the long-term opportunity is significant. Council support during the establishment phase will help create an event capable of delivering increasing economic and community benefits over time while strengthening the Derwent Valley and Central Highland's reputation as one of Tasmania's most compelling regional destinations.

22 June, 2026

To whom it may concern,

Re: Letter of Support for Afterglow Event, Central Highlands/Derwent Valley region

Destination Southern Tasmania (DST) is Southern Tasmania's Regional Tourism Organisation. We represent the visitor economy across southern Tasmania and support more than 250 industry members, alongside the 11 Southern Councils that make up our region.

DST is pleased to provide this letter in support of the Afterglow, a proposed new destination event to be held in the Derwent Valley in April 2027.

Afterglow represents an innovative approach to regional event development, combining outdoor recreation, local food and beverage experiences, agricultural heritage, and community engagement in a way that showcases the unique character of the Derwent Valley and Central Highlands.

The event has been thoughtfully designed to attract visitors seeking authentic regional experiences while highlighting many of the area's strengths, including its landscapes, farming heritage, local producers, hospitality businesses, and welcoming communities. By encouraging participants and supporters to spend time in the region before and after the event, Afterglow has the potential to generate valuable economic activity for local businesses and tourism operators.

Importantly, Afterglow aligns strongly with broader objectives around regional tourism growth, destination development, community pride, and economic diversification. Events such as this play an important role in building awareness of regional destinations and creating compelling reasons for visitors to explore areas they may not otherwise experience.

Furthermore, the event also speaks to core themes of the Tourism Tasmania's Come Down for Air brand: health and wellness, food and drink and nature.

We are particularly encouraged by the organisers' commitment to local procurement, collaboration with community organisations and businesses, and their long-term vision of establishing a sustainable annual event that contributes positively to the region for years to come.

While the inaugural event is intentionally modest in scale, it has the potential to become a distinctive feature of Tasmania's regional events calendar and a valuable platform for promoting the Derwent Valley and Central Highlands to new audiences.

We therefore support the Afterglow event and wish the organisers every success in bringing this exciting initiative to fruition.

Best regards,

A handwritten signature in black ink, appearing to read "Alex Heroys".

Alex Heroys
Chief Executive Officer
Destination Southern Tasmania