



AGENDA

**Tuesday 19 August 2025
Ordinary Council Meeting**

WEBSITE: www.wtc.tas.gov.au

WEST TAMAR COUNCIL

PO Box 16
RIVERSIDE TAS 7250

Council Chambers
BEACONSFIELD TAS 7270

14 August 2025

TO ALL COUNCILLORS

Dear Councillor

I wish to advise that an Ordinary meeting of the West Tamar Council will be held at the Windsor Community Precinct, 1 Windsor Drive, Riverside on Tuesday 19 August 2025 at 1:30 pm.



Kristen Desmond
Chief Executive Officer

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ACKNOWLEDGEMENT OF COUNTRY

We start today's meeting by acknowledging and paying respects to the Ieterremairrener and pangerninghe Aboriginal people, the Traditional Custodians of the land on which we are gathered today.

Council pays its respects to their Elders past and present and acknowledges all Aboriginal and Torres Strait Islanders here today.

PUBLIC ATTENDANCE

Attendees are reminded that Council Meetings are a place of work for staff and Councillors. Council is committed to meeting its responsibilities as an employer and as host of this public forum, by ensuring that all present meet expectations of mutually respectful and orderly conduct. It is a condition of entry to this meeting that you cooperate with any directions or requests from the Chairperson or Council officers.

The Chairperson is responsible for maintaining order at Council Meetings. The Chief Executive Officer is responsible for health, wellbeing and safety of all present. The Chairperson or Chief Executive Officer may require a person to leave Council premises following any behaviour that falls short of these expectations. It is an offence to hinder or disrupt a Council Meeting.

Public attendees are requested to register their attendance prior to entering the meeting.

AUDIO RECORDINGS OF COUNCIL MEETINGS

Council reminds attendees that this meeting will be audio recorded as provided for by Regulation 43 of the *Local Government (Meeting Procedures) Regulations 2025*.

Council also resolved in June 2025 to adopt a new Audio Recording and Minutes Policy which sets out Council's policy in relation to the recording of Council meetings.

A copy of the recording of the open session of the meeting will be placed on Council's website as soon as practicable but no later than 5 business days after the meeting. The recording does not replace the written Minutes and a transcript of the recording will not be prepared. The Minutes of a meeting, once confirmed, prevail over the audio recording of the meeting.

A copy of the recording of a Council meeting is to be retained by Council for at least a period of 2 years from the date of a meeting and may be deleted after that period has expired;

Unless expressly stated otherwise, West Tamar Council claims copyright ownership of the content of recordings of Council meetings ("the Recordings").

The Recordings may not be uploaded, displayed, transcribed and/or reproduced without the written permission of the Chief Executive Officer for the express purpose proposed.

Council reserves the right to edit Recordings to remove any information that would, or is likely to, place the safety of a person at risk if the recording is published, is, or is likely to be defamatory, contains offensive material or is, or is likely to be, unlawful.

Any Recordings that have been edited to remove any part of the meeting in line with the above reasons will include a statement at the commencement of the recording to the effect that the recording of the meeting has been edited and the reason for that edit.

1 PRESENT

1.1 Present

1.2 In Attendance

1.3 Apologies and Leave of Absence

2 ELECTION OF DEPUTY MAYOR

2.1 Appointment of Councillor to preside at Meeting

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 8 August 2025

ATTACHMENTS: Nil

SUMMARY

The purpose of this report is to appoint a councillor, who is not a candidate for the position of Deputy Mayor, to preside at the meeting for the period of the ballot, in accordance with the *Local Government (General) Regulations 2025*.

BACKGROUND

The previous Deputy Mayor, Cr Jess Greene, tendered her resignation from the office of Deputy Mayor and Councillor on 5 August 2025. In accordance with the *Local Government (General) Regulations 2025*, at the close of the nomination period, three (3) nominations had been received and a ballot is therefore required to elect a new Deputy Mayor.

Regulation 5(3) of the *Local Government (General) Regulations 2025* states that “*The councillors present at the meeting at which the ballot is to be conducted are to appoint a councillor, who is not a candidate, to preside at the meeting for the period of the ballot.*”

RECOMMENDATION

That Council appoints Mayor Cr Christina Holmdahl to preside at the meeting for the period of the ballot to elect a Deputy Mayor.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

2.2 Election of Deputy Mayor

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 14 August 2025

SUMMARY

The purpose of this report is to declare the results of the ballot for the position of Deputy Mayor.

BACKGROUND

The previous Deputy Mayor, Cr Jess Greene, tendered her resignation from the office of Deputy Mayor and Councillor on 5 August 2025. In accordance with the *Local Government (General) Regulations 2025*, at the close of the nomination period, three (3) nominations had been received, by the Chief Executive Officer and therefore a ballot is required to elect a new Deputy Mayor.

The nominees for the Deputy Mayor position are (in alphabetical order):

- Cr Joy Allen
- Cr Geoff Lyons
- Cr Rick Shegog

The ballot is to be undertaken in accordance with the provisions of Division 1 – Elections of mayor and deputy mayor by councillors, Regulations 4 – 8 and Regulation 20 of the *Local Government (General) Regulations 2025*.

Regulation 8 - Declaration of result of ballot states that:

- (1) *The general manager is to declare the successful candidate elected to the office of mayor or deputy mayor, as appropriate.*
- (2) *The general manager is to ensure that the result of the ballot for each office is recorded in the minutes of the meeting.*

Once the ballot has been completed, the Chief Executive Officer will declare the results of the ballot and this will be recorded in the minutes when published.

For the avoidance of doubt, Chief Executive Officer means general manager for the purposes of the *Local Government Act 1993 (Tas)* and all other legislation administered by or concerning Council, including the *Local Government (General) Regulations 2025*.

DECLARATION

That the result of the ballot for the office of Deputy Mayor is as follows:

3 CONFIRMATION OF MINUTES

3.1 Confirmation of Minutes of Meeting held 15 July 2025

ATTACHMENTS: 1. [3.1.1] 2025-07 - Ordinary Council Meeting - Minutes - Unconfirmed

RECOMMENDATION

That the Minutes of Council's Ordinary Meeting held on 15 July 2025 numbered 25/80 to 25/87 as provided to Councillors be received and confirmed as a true record of proceedings.

DECISION

Moved:

Seconded:

VOTING

For:

Against:



MINUTES

Tuesday 15 July 2025 Ordinary Council Meeting

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ACKNOWLEDGEMENT OF COUNTRY

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AUDIO RECORDINGS OF COUNCIL MEETINGS

Council reminds attendees that this meeting will be audio recorded as provided for by Regulation 33 of the *Local Government (Meeting Procedures) Regulations 2015*.

Council resolved in January 2023 that all meetings of the Council shall be digitally recorded as provided for by Regulation 33 of the *Local Government (Meeting Procedures) Regulations 2015*. This only applies to formal Council meetings (ordinary meetings, special meetings and Annual General meetings) and does not apply to closed sessions of Council or Committees of Council.

A copy of the recording of the meeting will be placed on Council's website as soon as practicable after the meeting along with the draft Minutes. The recording does not replace the written Minutes and a transcript of the recording will not be prepared. The Minutes of a meeting, once confirmed, prevail over the audio recording of the meeting.

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1 PRESENT

1.1 Present

Mayor Cr Christina Holmdahl
Acting Deputy Mayor Cr Joy Allen
Cr Lynden Ferguson
Cr Richard Ireland
Cr Rick Shegog

1.2 In Attendance

Chief Executive Officer
Director Corporate & Community
Director Community Assets
Director Planning & Development
Director People, Culture & Safety
Executive Assistant to the CEO
Governance Officer
Media & Communications Officer
Team Leader - Planning

Kristen Desmond
David Gregory
Dino De Paoli
Michelle Riley
Richard Heyward
Eleanor Moore
Tom Chalmers
Simon Tennant
Krstyna Ennis

1.3 Apologies and Leave of Absence

Leave of Absence:

Deputy Mayor Cr Jess Greene

Cr Geoff Lyons

Cr Julie Sladden

Apology:

Cr Josh Manticas

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2 CONFIRMATION OF MINUTES

2.1 Confirmation of Minutes of Meeting held 17 June 2025

RECOMMENDATION

That the Minutes of Council's Ordinary Meeting held on 17 June 2025 numbered 25/63 to 25/79 as provided to Councillors be received and confirmed as a true record of proceedings.

Minute No. 25/80

DECISION

Moved: Cr Ireland

Seconded: Cr Ferguson

That the Minutes of Council's Ordinary Meeting held on 17 June 2025 numbered 25/63 to 25/79 as provided to Councillors be received and confirmed as a true record of proceedings.

VOTING

For: Mayor Cr Holmdahl, Acting Deputy Mayor Cr Allen, Cr Ferguson, Cr Ireland and Cr Shegog

Against: Nil

CARRIED UNANIMOUSLY 5/0

3 LATE ITEMS

Nil

UNCONFIRMED

4 DECLARATIONS OF INTEREST IN A MATTER OF A COUNCILLOR

Nil

UNCONFIRMED

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5 PUBLIC QUESTION TIME

5.1 Public Question Time

Commenced at: 1.32pm

Concluded at: 1.38pm

Cheryl Swan, Paper Beach

Question 1: I want to raise an issue, as you know I've been on about Exeter pedestrian crossing. Thursday morning I was sitting there in the main street and I witnessed a concrete vehicle come and park in the main street which doesn't fit in the carparking space. There was a group of cyclists coming along and a car overtaking them in the middle of that section of the road and a log truck trying to pass as well, which had to be on the wrong side of the road to pass the concrete truck. I have photos.

Response: *Ms Swan, as you know we are working with State Growth, there are a lot of issues that we also have with the proposed so-called safety issues that were going to be addressed in the proposal that State Growth put forward. Certainly once we get some kind of reply we will let you know.*

Question 2: I'd like to raise the Swan Point area roads and footpaths again. Previously I've been told that in the financial year, which is this financial year, there'll be work done down in our area. I would like to please have the detail and the start and finish schedule of what work is to be done. Swan Point Road and esplanade, and Paper Beach Road and esplanade, gutters, footpaths where some don't even exist, and the road surface. The potholes are getting worse by the day down through that area, and the edges of the road can be quite potholey, we're only expecting more rain and with each rain they're getting worse and at night time you can't even see them, we don't want it to get as bad as the Bass Highway that's just happened on the weekend, there's been lots of reports, lots happening along there. We've had nine callouts by the SES just in the West Tamar in the last couple of days or so, we don't want it to be down our way as well, so I'd really like that in detail, not just that it's planned, I'd like to have that detail in writing.

Response: *I'm taking your question on notice, but we will make sure that you are provided with all of the information that we have at the moment.*

Statement: I do also want to acknowledge the hedge in front of the chemist being trimmed down, it is so much better, you can actually see line of sight to the South. It is much better, but I still disagree that it wasn't removed, there'll still be ongoing maintenance, but it is 100% better so thank you for that.

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5.2 Public Questions on Notice

All answers to questions on Notice have been prepared by the Chief Executive Officer, Kristen Desmond.

5.2.1 P Hodges, Beauty Point

Question 1: As councils have a mandatory duty to enforce and communicate provisions of the State's Planning schemes, does the West Tamar Council accept responsibility for the current predicament in which the permanent residents now find themselves that has resulted from a failure on the part of Council to advise Beauty Point Tourist Park owners to undertake proper due diligence regarding the status of site rental conditions as per the *2014 Planning Act*?

Response: *Council is not responsible for ensuring that members of the public perform due diligence prior to purchasing, leasing, using or developing a property. Members of the public are able to request a Council Land Information Certificate under section 337 of the Local Government Act 1993 as part of undertaking due diligence. Council's records indicate that a section 337 certificate was issued for the Beauty Point Tourist Park on 15 October 2015.*

The Land Use Planning and Approvals Act 1993 and the Tasmanian Planning Scheme do not regulate the terms and conditions of tenancies, contractual occupancy rights, etc.

Question 2: Was it known to West Tamar council and advised to the Park owners when purchasing the Park that sites were on a 90 day tenancy? If so, did the Council, its management, advisers or staff at any time inform the new owner Henry Shannon and all subsequent Directors of Beauty Point Trading P/L and Beauty Point (Tas) P/L that under the *2014 Planning Act* that the Park's license to operate was 90 days. If that advice was given please provide details of the date the advice was provided?

Response: *Council is unaware of the asserted '90 day tenancy' requirement. As noted in response to the first question, Council is not responsible for ensuring that purchasers perform due diligence.*

Question 3: *Council has received correspondence indicating that the statement made in Question 3, as provided by P Hodges, is "false, misleading & defamatory". As such the Chief Executive Officer has refused to accept the question under Regulation 33(3)(a) of the Local Government (Meeting Procedures) Regulations 2025. In accordance with Regulation 33(5), as the question has been refused under subregulation (3), the question is unable to be reproduced.*

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5.3 Responses to Questions from Previous Public Question Time

5.3.1 C Swan, Paper Beach

Our Ref: GO.COU.176

Enquiries: Office of the Chief Executive Officer
Phone : (03) 6323 9300

2 July 2025

Ms C Swan
[REDACTED]



Eden Street, Riverside TAS 7250
PO Box 16, Riverside TAS 7250
e. info@wtc.tas.gov.au
p. 03 6323 9300
f. 03 6323 9349
wtc.tas.gov.au

Dear Ms Swan

Response to Question on Notice – Ordinary Council Meeting 17 June 2025

I refer to the question set out below which was taken on notice at the West Tamar Council meeting on 17 June 2025 and now provide the following response:

Question 1: Does Council regulate the monitoring of adequate work done by the workers in this municipality on our roadsides, safety for themselves and for the general public?

Yes, Council has a comprehensive system of safety requirements for any work that is being undertaken by its workforce, particularly when there is any risk to members of the public.

On the afternoon of the Council meeting, a site safety audit was undertaken which showed that all slashing work was following the relevant risk assessments and controls, including ensuring that traffic management was in accordance with the Traffic Guidance Scheme and Council's own safety requirements.

Yours sincerely

**Kristen Desmond
CHIEF EXECUTIVE OFFICER**



6 CHIEF EXECUTIVE OFFICER'S DECLARATION

"I certify that with respect to all advice, information or recommendation provided to Council with this agenda:

1. the advice, information or recommendation is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation;
2. where any advice is given directly to council by a person who does not have the required qualifications or experience that person has obtained and taken into account in that person's general advice the advice from an appropriately qualified or experienced person; and
3. a copy or written transcript of the advice received has been provided to council."



Kristen Desmond
CHIEF EXECUTIVE OFFICER

"Notes: Section 65(1) of the *Local Government Act 1993 (Tas)* requires the General Manager to ensure that any advice, information or recommendation given to the council (or a council committee) is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation. Section 65(2) forbids council from deciding any matter which requires the advice of a qualified person without considering that advice."

At West Tamar Council, the title Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993 (Tas)*. For the avoidance of doubt, Chief Executive Officer means General Manager for the purposes of the *Local Government Act 1993 (Tas)* and all other legislation administered by or concerning Council.

7 PLANNING AUTHORITY

Councils are a planning authority. Each council acts as the planning authority for their municipality. In this role, councillors consider development applications and make administrative decisions that are based on the council's planning scheme. While councillors are obliged to consider the community's views, this does not mean they can vote in favour of those views while fulfilling the role of a planning authority. Councillors must make planning decisions based on whether a planning application is consistent with the local planning scheme, even if members of the community object to the planning proposal.

7.1 Plan 1 - PA2024325 106 Main Road, Exeter - Residential: Multiple Dwellings x 4 (3 new, 1 existing)

REPORT AUTHOR: Senior Statutory Planner - Eric Smith

REPORT DATE: 27 June 2025

ATTACHMENTS:

1.	[7.1.1] Plan 1 - Attachment 1: PA2024325 Location Plan
2.	[7.1.2] Plan 1 - Attachment 2: Proposal Plans

RECOMMENDATION

That application PA2024325 be determined as follows:

- (a) the requested variations comply with the relevant performance criteria and be supported;
- (b) matters raised by the representor have been considered but do not alter the assessment against the Scheme or the recommendation; and

That the application for three additional dwellings, by Virieux Investments Pty Ltd, for land at 106 Main Road, Exeter, CT 88405/6 be **APPROVED** subject to the following conditions:

ENDORSED PLANS

1. The use and development must be substantially in accordance with the following endorsed documents:
 - (a) Endorsed plans by CBM, dated 06/05/2025, Ref: P24008 (13 sheets)
 - (b) Civil works drawings by Exceed Engineering, dated 30/04/2025 Ref EE1203 (6 sheets and standard drawings for reference)
 - (c) Traffic Impact Assessment by TCS dated March 2025Any other development and/or use, or substantial intensification of the approved use, may require separate assessment and a fresh application should be submitted to Council.

TASWATER

2. The development must be in accordance with the Submission to Planning Authority Notice issued by TasWater (TWDA 2024/01358-WTC) attached.

VEHICULAR CROSSINGS

3. Prior to the commencement of the use, the site crossover must be widened toward the north to provide a minimum driveway apron width of 6m.
4. Any existing services impacted by the changes to the crossover shall have a trafficable cover installed, to the satisfaction of the Responsible Authority.

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5. Works in the road reserve shall not commence until a Driveway Application Form has been submitted and approved by the Road Authority (State Growth).

STORMWATER WORKS

6. Stormwater works must include the provision of a stormwater connection(s) from the site into the kerb, in accordance with LGAT Standard Drawing TSD-SW29, to drain the development site.
7. On-site stormwater detention is required to limit the peak rate of piped stormwater from the site into the kerb connection(s), with the following design requirements:
 - (a) The detention system must: be in accordance with AS3500.3, be designed by a suitably qualified person under the Occupational Licensing Act 2005, and have a maintenance schedule in accordance with the Building Act 2016;
 - (b) The maximum permissible site discharge is to be no more than the equivalent flow from the undeveloped site during the 20% AEP storm. The detention system must be sized to store flows from the developed site up to the 2% AEP storm. Note: the undeveloped site can include existing impervious areas within the site such as rooves and sealed driveways;
 - (c) The plans, calculations, and engineering drawings are to be submitted to the Stormwater Authority for approval prior to submitting the plumbing permit application. On completion, an "as constructed" plan with levels is to be submitted, complete with a certification that the storage and adjacent floor levels have been constructed in accordance with the approved design.

CONSTRUCTION OF WORKS

8. Prior to the commencement of the use, the private and public infrastructure works must be constructed in accordance with plans and specifications approved by the Council. The required infrastructure works must be as shown in the application documents and endorsed plans or as modified by the approvals of the Road & Stormwater Authorities.

DRIVEWAY AND PARKING AREA CONSTRUCTION

9. Before commencement of the use, parking bays and access ways as shown on the endorsed plans must:
 - (a) be line-marked or otherwise delineated to indicate each car space and access lane;
 - (b) be properly constructed to such levels that they can be used in accordance with the plans, especially any accessible parking spaces which must be in accordance with Australian Standard AS/NZ2890.6-2009 Off-street parking for people with disabilities;
 - (c) be surfaced with an all-weather impervious seal; and
 - (d) be adequately drained to prevent stormwater being discharged to neighbouring property.Parking areas and access lanes must be kept available for these purposes at all times and maintained for the life of the use.

CONSTRUCTION MANAGEMENT

10. Prior to the commencement of works (including vegetation removal), a construction management plan must be submitted detailing how soil and water is to be managed during the construction process to prevent the escape of soil and sediments beyond site boundaries. This plan must clearly set out the property owner's obligations for erection, inspection and maintenance of all control measures approved. The management plan must include the following:
 - (a) date and author;

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- (b) property boundaries, location of adjoining roads and other public land if any, impervious surfaces, underground services and existing drainage, contours, approximate grades of slope, directions of fall, north point and scale;
- (c) general soil description;
- (d) location and types of all existing vegetation, location and amount of proposed ground disturbance, limit of clearing, grading and filling and the proposed location of soil, sand, topsoil and other material stockpiles;
- (e) critical natural areas such as drainage lines, cliffs, wetlands and unstable ground;
- (f) location of vegetation to be retained and removed;
- (g) location of stabilised site access;
- (h) initial and final contours, location of watercourses, surface drainage and existing stormwater infrastructure;
- (i) stormwater discharge point, if proposed;
- (j) location of all proposed temporary drainage control measures;
- (k) construction details;
- (l) location and details of all proposed erosion control measures;
- (m) location and details of all proposed measures to minimize dust generation and emission beyond the site boundaries;
- (n) location and details of all proposed sediment control measures;
- (o) a statement of who is responsible for establishing and maintaining erosion and sediment control measures;
- (p) site rehabilitation or landscaping/revegetation program;
- (q) estimated dates for start and finish of the works including installation sequence of different erosion and sediment controls;
- (r) any information required to address soil, water and dust control measures required to accommodate staging of the proposal; and
- (s) outline of the maintenance program for erosion and sediment controls. This must include weekly inspection as well as before and after every rain event and a reporting schedule to Council.

Works must not commence prior to the approval of the Construction Management Plan by the Director of Community Assets or their delegate. The approved plan must be implemented with the commencement of works on site and maintained during construction to ensure soil erosion and dust are appropriately managed to reasonably maintain the amenity of adjoining and nearby properties and public land. A copy of the approved Construction Management Plan must be on the site at all times. All on-ground workers must be aware of and understand the plan.

COMMENCED DEVELOPMENT STOP

- 11. Where development has commenced on site and then stops for two weeks or more, interim stormwater, erosion and dust control measures must be installed and maintained on site to ensure overland flows do not become a nuisance to adjoining properties or Council's infrastructure until work recommences. The measures must include weekly inspections and reporting to Council as well as before and after every rain event to the satisfaction of the Director of Community Assets or their delegate. This may require a revision of the approved Construction Management Plan – any changes must be approved by the Director of Community Assets or their delegate.

VISITOR PARKING FOR MULTIPLE DWELLINGS

- 12. Prior to the commencement of the use, the visitor parking on common property must be constructed in accordance with the endorsed plans and clearly delineated for general use through signage or other physical means.

STAGED MULTIPLE DWELLINGS

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13. Where development is to be staged, the following works must be completed prior to sealing of the strata plan:
- (a) Common property – all common property proposed in the strata plan must be completed, including construction of driveway, parking and access areas, landscaping, mailboxes, bin storage areas and utilities connections;
 - (b) Each strata lot – for developed individual strata lots containing a building, all building works, landscaping, utilities connections, parking and driveways must be completed; and
 - (c) Each strata lot – for vacant individual strata lots or any balance lot for future strata division, access and utilities connections (including provision for future lots within a balance lot) must be completed prior to sealing of the staged strata plan.

WORKS ADJACENT TO THE TASNETWORKS POLE

14. Works and development must be in accordance with approvals from TasNetworks.

Permit Notes

Notations

- A. This permit was issued based on the proposal documents submitted for PA2024325. You should contact Council with any other use or developments, as they may require the separate approval of Council.
- B. This permit take effect after:
- (a) The 14-day appeal period expires; or
 - (b) Any appeal to the Tasmanian Civil and Administrative Tribunal is abandoned or determined; or
 - (c) Any agreement that is required by this permit pursuant to Part 5 of the *Land Use Planning and Approvals Act 1993* is executed; or
 - (d) Any other required approvals under this or any other Act are granted.
- C. This permit is valid for two (2) years only from the date of approval and will thereafter lapse if the development is not substantially commenced. An extension may be granted subject to the provisions of the *Land use Planning and Approvals Act 1993* as amended, by a request to Council.

Other Approvals

- D. This permit does not imply that any other approval required under any other by-law or legislation has been granted.

Appeal Provisions

- E. A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Tasmanian Civil and Administrative Tribunal.

A planning appeal may be instituted within 14 days of the date the Corporation serves notice of the decision on the applicant.

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For more information see the Tasmanian Civil and Administrative Tribunal website
www.tascat.tas.gov.au.

Permit Commencement

- F. If an applicant is the only person with a right of appeal pursuant to section 61 of the *Land Use Planning and Approvals Act 1993* and wishes to commence the use or development for which the permit has been granted within the 14-day period, the Council must be so notified in writing. A copy of Council's Notice to Waive Right of Appeal is attached.

Team Leader - Planning entered the meeting at 1.39pm

Minute No. 25/81

DECISION

Moved: Cr Ireland

Seconded: Cr Ferguson

That application PA2024325 be determined as follows:

- (a) the requested variations comply with the relevant performance criteria and be supported;
- (b) matters raised by the representor have been considered but do not alter the assessment against the Scheme or the recommendation; and

That the application for three additional dwellings, by Virieux Investments Pty Ltd, for land at 106 Main Road, Exeter, CT 88405/6 be **APPROVED** subject to the following conditions:

ENDORSED PLANS

1. The use and development must be substantially in accordance with the following endorsed documents:
 - (a) Endorsed plans by CBM, dated 06/05/2025, Ref: P24008 (13 sheets)
 - (b) Civil works drawings by Exceed Engineering, dated 30/04/2025 Ref EE1203 (6 sheets and standard drawings for reference)
 - (c) Traffic Impact Assessment by TCS dated March 2025Any other development and/or use, or substantial intensification of the approved use, may require separate assessment and a fresh application should be submitted to Council.

TASWATER

2. The development must be in accordance with the Submission to Planning Authority Notice issued by TasWater (TWDA 2024/01358-WTC) attached.

VEHICULAR CROSSINGS

3. Prior to the commencement of the use, the site crossover must be widened toward the north to provide a minimum driveway apron width of 6m.
4. Any existing services impacted by the changes to the crossover shall have a trafficable cover installed, to the satisfaction of the Responsible Authority.
5. Works in the road reserve shall not commence until a Driveway Application Form has been submitted and approved by the Road Authority (State Growth).

STORMWATER WORKS

6. Stormwater works must include the provision of a stormwater connection(s) from the site into the kerb, in accordance with LGAT Standard Drawing TSD-SW29, to drain the development site.
7. On-site stormwater detention is required to limit the peak rate of piped stormwater from the site into the kerb connection(s), with the following design requirements:
 - (a) The detention system must: be in accordance with AS3500.3, be designed by a suitably qualified person under the Occupational Licensing Act 2005, and have a maintenance schedule in accordance with the Building Act 2016;
 - (b) The maximum permissible site discharge is to be no more than the equivalent flow from the undeveloped site during the 20% AEP storm. The detention system must be sized to store flows from the developed site up to the 2% AEP storm. Note: the undeveloped site can include existing impervious areas within the site such as rooves and sealed driveways;
 - (c) The plans, calculations, and engineering drawings are to be submitted to the Stormwater Authority for approval prior to submitting the plumbing permit application. On completion, an "as constructed" plan with levels is to be submitted, complete with a certification that the storage and adjacent floor levels have been constructed in accordance with the approved design.

CONSTRUCTION OF WORKS

8. Prior to the commencement of the use, the private and public infrastructure works must be constructed in accordance with plans and specifications approved by the Council. The required infrastructure works must be as shown in the application documents and endorsed plans or as modified by the approvals of the Road & Stormwater Authorities.

DRIVEWAY AND PARKING AREA CONSTRUCTION

9. Before commencement of the use, parking bays and access ways as shown on the endorsed plans must:
 - (a) be line-marked or otherwise delineated to indicate each car space and access lane;
 - (b) be properly constructed to such levels that they can be used in accordance with the plans, especially any accessible parking spaces which must be in accordance with Australian Standard AS/NZ2890.6-2009 Off-street parking for people with disabilities;
 - (c) be surfaced with an all-weather impervious seal; and
 - (d) be adequately drained to prevent stormwater being discharged to neighbouring property.

Parking areas and access lanes must be kept available for these purposes at all times and maintained for the life of the use.

CONSTRUCTION MANAGEMENT

10. Prior to the commencement of works (including vegetation removal), a construction management plan must be submitted detailing how soil and water is to be managed during the construction process to prevent the escape of soil and sediments beyond site boundaries. This plan must clearly set out the property owner's obligations for erection, inspection and maintenance of all control measures approved. The management plan must include the following:
 - (a) date and author;
 - (b) property boundaries, location of adjoining roads and other public land if any, impervious surfaces, underground services and existing drainage, contours, approximate grades of slope, directions of fall, north point and scale;
 - (c) general soil description;

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- (d) location and types of all existing vegetation, location and amount of proposed ground disturbance, limit of clearing, grading and filling and the proposed location of soil, sand, topsoil and other material stockpiles;
- (e) critical natural areas such as drainage lines, cliffs, wetlands and unstable ground;
- (f) location of vegetation to be retained and removed;
- (g) location of stabilised site access;
- (h) initial and final contours, location of watercourses, surface drainage and existing stormwater infrastructure;
- (i) stormwater discharge point, if proposed;
- (j) location of all proposed temporary drainage control measures;
- (k) construction details;
- (l) location and details of all proposed erosion control measures;
- (m) location and details of all proposed measures to minimize dust generation and emission beyond the site boundaries;
- (n) location and details of all proposed sediment control measures;
- (o) a statement of who is responsible for establishing and maintaining erosion and sediment control measures;
- (p) site rehabilitation or landscaping/revegetation program;
- (q) estimated dates for start and finish of the works including installation sequence of different erosion and sediment controls;
- (r) any information required to address soil, water and dust control measures required to accommodate staging of the proposal; and
- (s) outline of the maintenance program for erosion and sediment controls. This must include weekly inspection as well as before and after every rain event and a reporting schedule to Council.

Works must not commence prior to the approval of the Construction Management Plan by the Director of Community Assets or their delegate. The approved plan must be implemented with the commencement of works on site and maintained during construction to ensure soil erosion and dust are appropriately managed to reasonably maintain the amenity of adjoining and nearby properties and public land. A copy of the approved Construction Management Plan must be on the site at all times. All on-ground workers must be aware of and understand the plan.

COMMENCED DEVELOPMENT STOP

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- (b) Each strata lot – for developed individual strata lots containing a building, all building works, landscaping, utilities connections, parking and driveways must be completed; and
- (c) Each strata lot – for vacant individual strata lots or any balance lot for future strata division, access and utilities connections (including provision for future lots within a balance lot) must be completed prior to sealing of the staged strata plan.

WORKS ADJACENT TO THE TASNETWORKS POLE

14. Works and development must be in accordance with approvals from TasNetworks.

Permit Notes

Notations

- A. This permit was issued based on the proposal documents submitted for PA2024325. You should contact Council with any other use or developments, as they may require the separate approval of Council.
- B. This permit take effect after:
 - (a) The 14-day appeal period expires; or
 - (b) Any appeal to the Tasmanian Civil and Administrative Tribunal is abandoned or determined; or
 - (c) Any agreement that is required by this permit pursuant to Part 5 of the *Land Use Planning and Approvals Act 1993* is executed; or
 - (d) Any other required approvals under this or any other Act are granted.
- C. This permit is valid for two (2) years only from the date of approval and will thereafter lapse if the development is not substantially commenced. An extension may be granted subject to the provisions of the *Land use Planning and Approvals Act 1993* as amended, by a request to Council.

Other Approvals

- D. This permit does not imply that any other approval required under any other by-law or legislation has been granted.

Appeal Provisions

- E. A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Tasmanian Civil and Administrative Tribunal.

A planning appeal may be instituted within 14 days of the date the Corporation serves notice of the decision on the applicant.

For more information see the Tasmanian Civil and Administrative Tribunal website www.tascat.tas.gov.au.

Permit Commencement

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- F. If an applicant is the only person with a right of appeal pursuant to section 61 of the *Land Use Planning and Approvals Act 1993* and wishes to commence the use or development for which the permit has been granted within the 14-day period, the Council must be so notified in writing. A copy of Council's Notice to Waive Right of Appeal is attached.

VOTING

For: Mayor Cr Holmdahl, Acting Deputy Mayor Cr Allen, Cr Ferguson, Cr Ireland and Cr Shegog

Against: Nil

CARRIED UNANIMOUSLY 5/0

Team Leader - Planning left the meeting at 1.50pm

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8 OFFICE OF THE CHIEF EXECUTIVE OFFICER

8.1 CEO 1 - Council Workshops held in June and July

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 8 July 2025

ATTACHMENTS: Nil

RECOMMENDATION

That Council receives the report on Council Workshops held on 17 June and 1 July 2025.

Minute No. 25/82

DECISION

Moved: Acting Deputy Mayor Cr Allen

Seconded: Cr Ferguson

That Council receives the report on Council Workshops held on 17 June and 1 July 2025.

VOTING

For: Mayor Cr Holmdahl, Acting Deputy Mayor Cr Allen, Cr Ferguson, Cr Ireland and Cr Shegog

Against: Nil

CARRIED UNANIMOUSLY 5/0

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8.2 CEO 2 - 2025-2026 Annual Plan

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 8 July 2025

ATTACHMENTS: 1. [8.2.1] West Tamar Council 2025-26 Annual Plan

RECOMMENDATION

That Council:

1. Adopts the 2025/2026 Annual Plan as presented;
2. Makes a copy available for inspection at Council's Beaconsfield and Riverside Offices and the Windsor Community Precinct;
3. Ensures an electronic copy is available on Council's website; and
4. Provides a copy to the Director of Local Government and the Director of Public Health.

Minute No. 25/83

DECISION

Moved: Cr Shegog

Seconded: Cr Ferguson

That Council:

1. Adopts the 2025/2026 Annual Plan as presented;
2. Makes a copy available for inspection at Council's Beaconsfield and Riverside Offices and the Windsor Community Precinct;
3. Ensures an electronic copy is available on Council's website; and
4. Provides a copy to the Director of Local Government and the Director of Public Health.

VOTING

For: Mayor Cr Holmdahl, Acting Deputy Mayor Cr Allen, Cr Ferguson, Cr Ireland and Cr Shegog

Against: Nil

CARRIED UNANIMOUSLY 5/0

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8.3 CEO 3 - West Tamar Council Climate Change Strategy

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 1 May 2025

ATTACHMENTS: 1. [8.3.1] West Tamar Council Climate Change Strategy 2025-2028

RECOMMENDATION

That Council:

1. Adopts the West Tamar Council Climate Resilience Strategy 2025-2028 as presented;
2. Authorises the Chief Executive Officer to have an electronic copy available on Council's website.

Minute No. 25/84

DECISION

Moved: Cr Ferguson

Seconded: Cr Shegog

That Council:

1. Adopts the West Tamar Council Climate Resilience Strategy 2025-2028 as presented;
2. Authorises the Chief Executive Officer to have an electronic copy available on Council's website.

VOTING

For: Mayor Cr Holmdahl, Acting Deputy Mayor Cr Allen, Cr Ferguson, Cr Ireland and Cr Shegog

Against: Nil

CARRIED UNANIMOUSLY 5/0

9 GOVERNANCE

Nil

UNCONFIRMED

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10 DEVELOPMENT

10.1 Dev 1 - Proposed Street Names in West Tamar - Legana Orchards Subdivision

REPORT AUTHOR: Statutory Planner - Patrick McMahon

REPORT DATE: 30 June 2025

ATTACHMENTS: Nil

RECOMMENDATION

That Council:

1. Approve Rubigold Street and Jazz Court for the new street and cul-de-sac respectively; and
2. Advise Placenames Tasmania accordingly.

Minute No. 25/85

DECISION

Moved: Acting Deputy Mayor Cr Allen

Seconded: Cr Ireland

That Council:

1. Approve Rubigold Street and Jazz Court for the new street and cul-de-sac respectively; and
2. Advise Placenames Tasmania accordingly.

VOTING

For: Mayor Cr Holmdahl, Acting Deputy Mayor Cr Allen, Cr Ferguson, Cr Ireland and Cr Shegog

Against: Nil

CARRIED UNANIMOUSLY 5/0

11 CORPORATE

Nil

UNCONFIRMED

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12 COMMUNITY

12.1 Comm 1 - Rowella Community Hall Committee Appointment - 2025-2026

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond
Team Leader - Community - Elizabeth Nye

REPORT DATE: 8 July 2025

ATTACHMENTS: Nil

RECOMMENDATION

That Council:

1. Endorses the appointment of the Rowella Community Hall Committee office-bearing positions:
 - a. Chairperson: Andrea O'Halloran
 - b. Secretary: Charmaine Campbell
 - c. Treasurer: Ros Bender
2. Endorses the appointment of the following two (2) people as Community Members:
 - a. Rowena Austin
 - b. Anthea Collier

Minute No. 25/86

DECISION

Moved: Cr Shegog

Seconded: Acting Deputy Mayor Cr Allen

That Council:

1. Endorses the appointment of the Rowella Community Hall Committee office-bearing positions:
 - a. Chairperson: Andrea O'Halloran
 - b. Secretary: Charmaine Campbell
 - c. Treasurer: Ros Bender
2. Endorses the appointment of the following two (2) people as Community Members:

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- a. Rowena Austin
- b. Anthea Collier

VOTING

For: Mayor Cr Holmdahl, Acting Deputy Mayor Cr Allen, Cr Ferguson, Cr Ireland and Cr Shegog

Against: Nil

CARRIED UNANIMOUSLY 5/0

UNCONFIRMED

13 COMMUNITY ASSETS

Nil

UNCONFIRMED

14 PEOPLE, CULTURE & SAFETY

Nil

UNCONFIRMED

15 PETITIONS

Nil

UNCONFIRMED

16 NOTICE OF MOTIONS

Nil

UNCONFIRMED

17 COUNCILLORS' QUESTIONS

17.1 Councillors' Questions on Notice

Cr Manticas

Question: Is Council planning on expanding on its current FOGO collection area within the West Tamar? If so, could you provide further details?

Response: *Council has made enquiries with its waste, recycling and FOGO collection contractor as to the contractual impact in expanding our FOGO collection service to the Clarence Point, Kelso and Greens Beach areas. Due to the current tonnage of FOGO collected in the municipality, our contractor would need to provide an additional truck for an expanded service and this would impact the annual cost for all current opt-in FOGO customers, and therefore require approval of Council.*

While Council has not reviewed the opportunity to expand the existing FOGO service in 2025/26, an expansion and any changes to the current service delivery model could be reviewed during the year for implementation in the 2026/27 financial year.

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17.2 Councillors' Questions without Notice

Mayor Holmdahl

Question 1: At the Sidmouth Hall, where during the roadworks that seem to have gone on for a long, long time, there's a small business opposite the hall that was greatly impacted, and quite adversely impacted, by those roadworks. Hoping that once the roadworks were finished all the problems would go away, unfortunately they haven't. The owner of the business, I got in touch with, and went down to have a look at what was going on and I suspect that if any engineer had done the work that was done there, and the rationale behind it, at your home I think you'd be questioning it. There is an area that has been allocated for trucks coming from the Batman bridge in towards the West Tamar Highway. The stopping area for the truckers to be able to go in to use the amenities or buy food is 100 metres down the road. I'm just wondering how logical it is to ask anybody, and especially a trucker who is working on a very, very tight schedule, who's going to bother walking that distance? The other problem arose the other day where the only other parking for trucks that are driving from the West Tamar Highway towards the Batman bridge, right in front of the hall, had two signs put up on it the other that say no parking or no stopping because there is a very deep ditch and it's dangerous for the school children with the school buses, so I don't know where the school buses are stopping at the moment, and you can't stop there. So I think we've really got to stand up for our ratepayers who are small business people who keep getting knocked about by decisions that are made by people that are, in my personal view, are quite questionable and I would like to ask that we write to State Growth to raise this issue on behalf of Mr Joseph Desouza, and that we publish the responses from State Growth and I hope that you will support me in that.

Cr Allen

Question 1: I've been asked by a ratepayer, Mr. Robert Long, who could not attend today to bring this up. Robert lives on the corner of Kelly's Lookout Rd and Greens Beach Rd in Beaconsfield. There have been 8 accidents there since Christmas and it appears that cars are coming up Kellys Lookout Rd and are not giving way to those coming along Greens Beach Rd. I have spoken to our engineer (Director Community Assets) about this and he will follow it up but I just wanted it on record that it needs addressing at that intersection.

Response: (From the CEO through that chair) *We'll make sure any answers to that will both be provided to the resident and also appear in the agenda papers as the answer to the question on notice. We'll have our engineers have a look at it and I think it would be appropriate for us to come back at the next Council workshop to give Councillors an update but we'll also get back to Mr Long and provide a formal response for the agenda.*

Statement: Mr. Long, who mows the big nature strip across Greens Beach Rd, and does his hedges, he's got some lovely hedges along there, he's got to the stage he's too scared to go out and do that because of all the accidents.

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Cr Ferguson

Statement: Just noting the enquiry through our Youth Advisory Committee was on the Tailrace Park water's edge and the underpass at Riverside.

Cr Ireland

Question 1: I'd like to bring up the issue of the Kayena wall, I'll probably bring this up at every Council meeting. I think about October last year we engaged Simmons Wolfhagen to establish the ownership, and therefore the maintenance, of this retaining wall in Kayena. It seems to be moving at incredibly slow pace, so I'd just like to know what the update is on this situation because we're obviously paying these guys and don't seem to be achieving anything.

Response: (From the CEO through that chair) *We'll follow up our lawyers and provide a response to you.*

Cr Shegog

Question 1: Last meeting I brought up about Legana, near the cricket ground, there's a boggy area there where Hangry As are parking their van. I've just sent Councillors and officers a picture, it's still like a big mud patch, I'm just wondering if (Director Community Assets) could organise a works truck to dump a load of blue metal. I know we have long-term plans but that's not going to happen in the next month or so.

Response: (From the CEO through that chair) *Happy to look at that once Council meeting finishes, I'll have a chat to our Director Community Assets and see what we can do.*

Mayor Holmdahl

Question 2: We spent quite a bit of money creating a little plaza in that part of Legana, I have never seen anybody using it. Is there any reason why food trucks couldn't park there where there's seating and some nice landscaping, is there any reason why that couldn't happen?

Response: (From the CEO through that chair) *I'd have to take that one on notice, I'd also just remind councillors that we are doing the Town Centre Structure Plan for Legana, so I'd be hesitant to move too many things around whilst we're still doing a review of what that town centre will look like, and that there will be consultation coming and continuing on that. We'll have a look and come back with an immediate answer, but I would just caution that we're not doing too much without making sure that the Town Centre Plan consulted just in case there's another spot that you might want food vans.*

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Cr Shegog

Question 2: Is the place that Hangry As is, is that the only place that a food van can park in Legana?

Response: (From the CEO through that chair) *It wasn't the original place that we had for that, due to construction we can't actually have it in the original place at this point in time, but we are reviewing our Food Van policy with some potential other spots, we'll prioritise that to come back to the next available Council workshop so that we can work through where the alternative options are.*

UNCONFIRMED

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17.3 Responses to Previous Questions on Notice

Mayor Holmdahl

Question 1: Now that I live in Exeter, and I bump into the local residents, the biggest concern that they have is the very, very poor process that the State Growth Department's undertaking to deal with traffic in Exeter, and every second person I come across complains about the process itself, about the ideas that State Growth is planning to implement and have asked can we please let the government know that they're not happy?

Response: *Council has written to the General Manager of State Roads at the Department of State Growth requesting an update, at the time of publishing the agenda, a response had yet to be received. Once a response has been received, the response will be published in the next available Ordinary Council meeting Agenda.*

Cr Allen

Question 1: When will the plantings along the waterfront at Beauty Point be done, along the foreshore?

Response: *Council officers will be arranging for tubestock planting into the landscaping area opposite the cafe, with work anticipated to be undertaken in the coming weeks.*

Question 2: At the Grubb Street sports grounds, the trotters are having problems with people driving onto the trotting ground, especially when a few weeks ago a horse escaped, so they're concerned about anyone running around that area, with the risk of animals anything could happen. They were wondering if it was possible to have a gate put on the entrance and the trotters and the football club would have a key? It's just onto the grounds itself. They'd be happy to put a gate on if Council supplied it.

Response: *Council officers are reviewing the existing fencing within the Grubb Street recreation reserve with the intention to provide improved delineation for different user groups. Council could certainly install a gate to prevent access to the trotting track. Officers will seek quotations for the preferred solution.*

Question 3: I've been asked a lot about disability access, and I certainly will bring a question on notice to Council next meeting, but the main questions are about public toilets.

Response: *A review of all our public facilities is currently being undertaken, which includes consideration of accessibility requirements and standards.*

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Cr Shegog

Question 1: The food van at Legana, *Hangry As*, they're loving the Legana site that Council have approved them to go to, but I think during the wet weather the car park area where the cricket club is basically mud, and they were wondering if we were able to lay down some blue metal to assist cars coming and turning in that particular area. It probably needs it anyway, by the sounds of it.

Response: *As noted in the meeting, Council has approved funding in the 2025/26 financial year to progress design and investigation for the extension of the boulevard through the oval to an intersection with Fulton Street. While a program for construction is yet to be determined, and noting there is already numerous on-street and off-street parking in the area serviced by footpaths and with good lighting, it is recommended that Council continues to monitor the condition of the grassed area near the cricket club and undertakes a minimum of maintenance to the area.*

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18 INTO CLOSED MEETING

RECOMMENDATION

That, pursuant to Section 17(1) of the *Local Government (Meeting Procedures) Regulations 2025*, Council close the meeting to the public at ...pm to discuss the following items:

Confirmation of Minutes

2.1 Confirmation of Minutes of Closed Meeting held 17 June 2025

This report has been submitted to the closed part of the Council Meeting in accordance with Section 40(6). At the next closed meeting, the minutes of a closed meeting, after any necessary correction, are to be confirmed as the true record by the council or council committee and signed by the chairperson of the closed meeting.

Office of the CEO

6.1 Confidential 1 – Contract WTC 15/2025 – Northern Tasmanian Councils – Building Climate & Disaster Resilience through Collaboration

This report has been submitted to the closed part of the Council Meeting in accordance with Section 17(2)(e) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal.

6.2 Confidential 2 – Approval to negotiate for sale of land

This report has been submitted to the closed part of the Council Meeting in accordance with 17(2)(d) commercial information of a confidential nature that, if disclosed, is likely to – (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the council; or (iii) reveal a trade secret and

17(2)(g) proposals for the council to acquire land or an interest in land or for the disposal of land.

Minute No. 25/87

DECISION

Moved: Cr Ferguson

Seconded: Cr Ireland

That, pursuant to Section 17(1) of the *Local Government (Meeting Procedures) Regulations 2025*, Council close the meeting to the public at 2.18pm to discuss the following items:

Confirmation of Minutes

2.1 Confirmation of Minutes of Closed Meeting held 17 June 2025

This report has been submitted to the closed part of the Council Meeting in accordance with Section 40(6). At the next closed meeting, the minutes of a closed meeting, after any necessary correction, are to be confirmed as the true record by the council or council committee and signed by the chairperson of the closed meeting.

Office of the CEO

**ORDINARY COUNCIL MEETING
Tuesday 19 August 2025**

**ORDINARY COUNCIL MEETING
Tuesday 15 July 2025**



6.1 Confidential 1 – Contract WTC 15/2025 – Northern Tasmanian Councils – Building Climate & Disaster Resilience through Collaboration

This report has been submitted to the closed part of the Council Meeting in accordance with Section 17(2)(e) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal.

6.2 Confidential 2 – Approval to negotiate for sale of land

This report has been submitted to the closed part of the Council Meeting in accordance with 17(2)(d) commercial information of a confidential nature that, if disclosed, is likely to – (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the council; or (iii) reveal a trade secret and

17(2)(g) proposals for the council to acquire land or an interest in land or for the disposal of land.

VOTING

For: Mayor Cr Holmdahl, Acting Deputy Mayor Cr Allen, Cr Ferguson, Cr Ireland and Cr Shegog

Against: Nil

CARRIED UNANIMOUSLY 5/0

REQUIRES ABSOLUTE MAJORITY OF COUNCIL

ORDINARY COUNCIL MEETING
Tuesday 19 August 2025

ORDINARY COUNCIL MEETING
Tuesday 15 July 2025



19 OUT OF CLOSED MEETING

DECISION

That Council:

1. Moves out of Closed Meeting at 2.35pm; and
2. endorses those decisions made while in Closed Meeting; and
3. the information remains Confidential unless authorised to be released at the Chief Executive Officer's discretion

UNCONFIRMED

ORDINARY COUNCIL MEETING
Tuesday 19 August 2025

ORDINARY COUNCIL MEETING
Tuesday 15 July 2025



20 CLOSURE

There being no further business, the meeting closed at 2.37 pm.

UNCONFIRMED

4 LATE ITEMS

5 DECLARATIONS OF INTEREST IN A MATTER OF A COUNCILLOR

6 PUBLIC QUESTION TIME

General rules for public question time and questions without notice:

- *30 minutes maximum for public question time and public questions.*
- *Any one speaker is limited to a maximum of 90 seconds to make a statement and/or 3 minutes for questions and a maximum of 3 questions.*
- *A question will be answered if the information is known, otherwise it will be taken on notice and responded to in writing.*
- *If a member of the public –*

a) hinders or disrupts a meeting; or

b) tries to hinder or disrupt a meeting; or

c) refuses to leave a closed meeting; or

d) uses obscene or offensive language

the chairperson may take reasonable steps to remove the person from the ordinary or closed meeting, including requesting the assistance of a police officer if required.

To assist with the compilation of minutes, it would be appreciated if community members with prepared questions and statements could please provide a copy to Council via email wtc@wtc.tas.gov.au or leave a copy with us.

When addressing Council please state your name and address.

To be clear to any members of the public in attendance, as outlined in the Council's Public Question Time Policy, we will not allow statements or questions relating to the personal affairs or actions of a Councillor or Council staff or which questions the competency of Council staff or Councillors.

If someone chooses to ignore this directive, in the first instance the statement of question will be rejected and you will be asked to sit down. Should anyone choose to ignore that advice or enter into a debate, or disrupt the meeting, you will be asked to leave.

6.1 Public Question Time

Commenced at:

Concluded at:

6.2 Public Questions on Notice

Nil

6.3 Responses to Questions from Previous Public Question Time

6.3.1 C Swan, Paper Beach

Our Ref: GO.COU.178

Enquiries: Office of the Chief Executive Officer
Phone : (03) 6323 9300

5 August 2025

Ms C Swan



Eden Street, Riverside TAS 7250
PO Box 15, Riverside TAS 7250
e. wtc@wtc.tas.gov.au
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wtc.tas.gov.au

Dear Ms Swan

Response to Question on Notice – Ordinary Council Meeting 15 July 2025

I refer to the question set out below which was taken on notice at the West Tamar Council meeting on 15 July 2025 and now provide the following response:

Question 1: *I'd like to raise the Swan Point area roads and footpaths again. Previously I've been told that in the financial year, which is this financial year, there'll be work done down in our area. I would like to please have the detail, and the start and finish schedule of what work is to be done.*

Council's previous correspondence to you in relation to the sealing of Paper Beach Road noted that the road is due for sealing in the near future, but after an assessment of sealed pavements in recent weeks, it is not proposed to reseal Paper Beach Road in the 2025/26 sealing season. There are other roads in the network that are of higher priority at the present time. But please note that Paper Beach Road remains on our list of roads to reassess for sealing.

Following your question, Council's Operations staff carried out an inspection of roads in the area including Paper Beach, Swan Point and the foreshore roads, and has identified maintenance work that will be undertaken in the week commencing 11 August 2025.

This work will include placement of shoulder gravel material and repair of sealed pavement edge breaks. Council will continue to monitor pavement condition as part of its routine maintenance inspections.

Please note Council has not approved any funding allocation for the development of new footpaths in the area.

Yours sincerely



Kristen Desmond
CHIEF EXECUTIVE OFFICER

7 CHIEF EXECUTIVE OFFICER'S DECLARATION

"I certify that with respect to all advice, information or recommendation provided to Council with this agenda:

1. the advice, information or recommendation is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation;
2. where any advice is given directly to council by a person who does not have the required qualifications or experience that person has obtained and taken into account in that person's general advice the advice from an appropriately qualified or experienced person; and
3. a copy or written transcript of the advice received has been provided to council."



Kristen Desmond
CHIEF EXECUTIVE OFFICER

"Notes: Section 65(1) of the *Local Government Act 1993 (Tas)* requires the General Manager to ensure that any advice, information or recommendation given to the council (or a council committee) is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation. Section 65(2) forbids council from deciding any matter which requires the advice of a qualified person without considering that advice."

At West Tamar Council, the title Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993 (Tas)*. For the avoidance of doubt, Chief Executive Officer means General Manager for the purposes of the *Local Government Act 1993 (Tas)* and all other legislation administered by or concerning Council.

8 PLANNING AUTHORITY

Councils are a planning authority. Each council acts as the planning authority for their municipality. In this role, councillors consider development applications and make administrative decisions that are based on the council's planning scheme. While councillors are obliged to consider the community's views, this does not mean they can vote in favour of those views while fulfilling the role of a planning authority. Councillors must make planning decisions based on whether a planning application is consistent with the local planning scheme, even if members of the community object to the planning proposal.

8.1 Plan 1 - PA2023172 - Residential - Multiple dwellings x 3 - 21 Beatty Street, Beauty Point

REPORT AUTHOR: Statutory Planner - Patrick McMahon

REPORT DATE: 29 July 2025

ATTACHMENTS:

1. [8.1.1] Plan 1 - Attachment 1 - Location Plan
2. [8.1.2] Plan 1 - Attachment 2 - Proposal Plans

INTRODUCTION

Council acts as a Planning Authority for the assessment of this application under the *Land Use Planning and Approvals Act 1993 (the Act)*. Council as the Planning Authority must determine the application for a permit pursuant to Section 51(2) of the Act and 6.10 of the *Tasmanian Planning Scheme – West Tamar (the Scheme)*.

In determining an application, the Planning Authority must take into consideration:

- (a) *“all applicable standards and requirements in this planning scheme; and*
- (b) *Any representations received pursuant to and in conformity with section 57(5) of the Act.*

But in the case of the exercise of discretion, only insofar as each such matter is relevant to the particular discretion being exercised.”

Compliance with the applicable standards (a) consists of complying with the Acceptable Solution or satisfying the Performance Criteria. The use of “or” is to be read plainly in that if an application satisfies the Acceptable Solution, no consideration of the Performance Criteria is required.

The purpose of this report is for Council to consider a proposal for Residential – multiple dwellings, consisting of three (3) units, including 2 x three bedrooms and 1 x two bedrooms, at 21 Beatty Street, Beauty Point. Parking is provided at a rate of two (2) spaces per dwelling, plus one (1) shared visitor space.

There is an existing 1.7m-high frontage fence which would be removed and replaced with a new exempt fence setback 2.0m from the front boundary.

The proposal requires a discretion of the following development standards:

	Acceptable Solution	Proposed
8.4.1 A1/P1 Density	325m ² per dwelling	303m ² per dwelling
8.4.2 A2/P2 Garage setback	5.5m	4.95m
8.4.2 A3/P3	1.5m	1.24m, for 34m

Side setback		(three x 11.3m)
8.4.3 A2/P2 Private Open Space	Main area 24m ² and a minimum width of 4m, per dwelling and adequate sunlight access	Unit 1 and 3 do not have a POS area that is 24m ² with suitable dimensions and sunlight access

STATUTORY REQUIREMENTS AND TIMEFRAMES

The application was made pursuant to Section 57 of the Act. Determination of the application is a statutory obligation.

Receipt Date	08/06/2023
Request for further information	14/06/2023
Information satisfied	Not satisfied – Assessment resumed by request of applicant with MIR unresolved.
Advertised	02/07/2025
Closing date for representations	06/07/2025
Day 42	1/08/2025
Extension of time granted	24/07/2025
Decision due	30/08/2025

THE APPLICATION

Application Details:

Development Application	PA2023172
Location	21 Beatty Street, Beauty Point (CT 55715/76)
Applicant	Malcolm Henry
Planning Instrument	Tasmanian Planning Scheme – West Tamar (the Scheme)
Zone	8.0 General Residential
Use	Residential - multiple dwellings
Codes	C2.0 Parking and Sustainable Transport Code C3.0 Road and Railway Assets Code
Specific Area Plans	N/A

Site Details:

Area	910m ²
Slope	Nil
Existing Use/Development	The site is a vacant, fully serviced, rectangular parcel with a generally northern aspect. There is an existing kerb cut-out but no existing crossing to the sealed road. Two small sheds, with a low paling fence at the rear of the site and scattered vegetation would be removed to make way for the development.

**Surrounding
Use/Development**

The site is 180m from land in the Village Zone and within reasonable walking distance of two bus stops. Beauty Point has a range of services including a post office, cafes, pay phone, church, and a pub. Beauty Point is, not far from Beaconsfield and is well located for numerous employment opportunities or recreation activities.

The area surrounding the site is developed in a regular grid pattern of similar sized lots.

Within a 400m radius of the site's frontage, there are 15 identified multiple dwelling strata arrangements and such approved multiple dwellings in unitary ownership as can be reasonably discovered, as follows:

32 Scott Street (2 unit strata, 900m²)
15 Beatty Street (2 unit strata, 900m²)
243-245 Flinders Street (4 unit strata, 1,800m²)
37 Scott Street (2 unit strata, 900m²)
207 Mainwaring Street (2 unit strata with balance lot by Homes Tas, 1500m²)
6 Beatty Street (2 units, 900m²)
21 Scott Street (2 unit strata, 900m²)
2 Lempriere Avenue (2 unit strata, 830m²)
213 Mainwaring Street (4 unit strata, 1,500m²)
8 West Arm Road (2 units, 760m²)
6 Mainwaring Street (3 units by Homes Tas, 1,000m²)
16 Garrett Street (2 unit strata, 1,000m²)
187 Mainwaring Street (2 unit strata, 950m²)
3 Jellico Street (2 units, 900m²)
33 Mainwaring Street (3 unit strata 1,200m²)

STRATEGIC PLAN

This action relates to the following components of the Strategic Plan 2022-2032:

3.2 Our Future

Goal: To encourage sustainable growth and prosperity.

Objective: Development is in keeping with the character of the area and natural values.

Council will:

- Be an active participant in planning reform and embrace Council's planning role.
- Seek and encourage opportunities to improve accessible and affordable housing.

STATE POLICIES

The proposal is consistent with the intent of all State Policies.

LAND USE PLANNING AND APPROVALS ACT 1993

The proposal is consistent with the objectives of the Act.

GOVERNMENT CONSULTATION

The application did not require State Government referral.

FINANCIAL IMPACT

Financial impacts are normally limited to the application process and any appeal that may be lodged against the Planning Authority's decision, provided statutory obligations are met.

STANDARDS REQUIRING COUNCIL DISCRETION

The application was assessed against the relevant zone and code standards. The proposal complied with the relevant standards, except for the identified discretions that follow. When a proposal relies on discretion, it must be assessed against the relevant performance criteria for compliance.

CLAUSE 8.4.1 Residential density for multiple dwellings

ACCEPTABLE SOLUTION NOT ACHIEVED	A1 Multiple dwellings must have a site area per dwelling of not less than 325m ² .
PERFORMANCE CRITERIA	<p>P1 Multiple dwellings must only have a site area per dwelling that is less than 325m², if the development will not exceed the capacity of infrastructure services and:</p> <ul style="list-style-type: none"> (a) is compatible with the density of existing development on established properties in the area; or (b) provides for a significant social or community benefit and is: <ul style="list-style-type: none"> (i) wholly or partly within 400m walking distance of a public transport stop; or (ii) wholly or partly within 400m walking distance of an Inner Residential Zone, Village Zone, Urban Mixed Use Zone, Local Business Zone, General Business Zone, Central Business Zone or Commercial Zone.
ASSESSING OFFICER'S COMMENTS	<p>The subject site is 910m² which equates to a density of 303m² per dwelling, based on the proposal for three (3) dwellings. This requires assessment against the Performance Criteria.</p> <p>The proposal is not considered to exceed the capacity of infrastructure in the street. The site is fully serviced and it is considered that all utilities can be adequately provided.</p> <p>Compliance with the Performance Criteria can be demonstrated in one of two ways. In the normal operation of the word "or", it is not necessary for both (a) and (b) to be satisfied.</p> <p>To meet criteria (a), the development must be 'compatible' with the density of existing developments in the area. A review of existing residential development in the area (a circle radius 400m measured from the site's frontage), identified primarily single dwellings and a smaller proportion of multiple dwellings on larger sites. However, existing</p>

dwelling maintain an area per dwelling in accordance with, or greater than the Acceptable Solution in the Zone. No site was discovered that exceeded this density.

Henry Design v Clarence City Council and *Mark Drury v Clarence City Council 2021* examined the issue of 'compatible' density, in which despite the units being less than 3m² under the Acceptable Solution, they were still deemed not in character with the surrounding development which was far less dense at around 900m² per unit. In the current proposal, the 303m² per dwelling is similarly not compatible with the prevailing average m² per unit in the surrounding area which is approximately 475m² per dwelling, based on the density of surrounding multiple dwelling developments. If also taking into consideration the single dwelling developments, the predominant built form character of the area is considerably less dense. The 28 sites on this block of Beatty Street have an area of ~25,480m² with 29 dwellings (30 including a notional dwelling on the subject land) which gives an average density of 849m²/dwelling, which is likely roughly similar across the catchment.

Whilst multiple dwellings are Permissible within the Zone, the proposed density for three (3) dwellings on the subject site is not compatible with the existing residential development in the surrounding area. As such, P1 (a) is not achieved and cannot be relied upon.

To meet criteria (b), the development must provide a 'significant' social or community benefit. This can be demonstrated through providing a form of housing that benefits lower income or smaller households, for example through implementing a rent-cap (per a percentage of the rate for the area), the provision of smaller units for retirees/students, or most preferentially through a contract with Homes Tasmania for social housing. In this case, the proposed dwellings include 2 x three-bedroom and 1 x two-bedroom dwellings. Based on the information provided, these are intended to be owned and operated as standard private residential properties.

In *Green v Launceston City Council 2024*, when addressing the criteria of significant social or community benefit, it was determined that a similar multiple dwelling development did not satisfy P1(b) as it was for private residential use and a not development for social or accessible housing.

During the assessment process, Council requested further information, to demonstrate compliance against P1(b). However, the applicant was unable to provide any substantiating evidence of a contract with Homes Tasmania, other affordable housing model, or other 'significant' benefit to the local community. Noting that, the provision of private housing does not constitute a significant community benefit for the purpose of P1(b). Further, it is Council's understanding that Homes Tasmania has not expressed a specific interest in acquiring the proposed dwellings, or additional dwellings generally, in this location. As such, P1 (b) is not achieved and cannot be relied upon.

The proposed density has been assessed as incompatible with the surrounding area per P1 (a). Further, there is insufficient information

	demonstrating a significant social or community benefit per P1 (b). As such, the Performance Criteria is <u>NOT</u> satisfied.
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CLAUSE 8.4.2 Setbacks and building envelope for all dwellings

ACCEPTABLE SOLUTION NOT ACHIEVED	<p>A2 A garage or carport for a dwelling must have a setback from a primary frontage of not less than:</p> <ul style="list-style-type: none"> (a) 5.5m, or alternatively 1m behind the building line; (b) the same as the building line, if a portion of the dwelling gross floor area is located above the garage or carport; or (c) 1m, if the existing ground level slopes up or down at a gradient steeper than 1 in 5 for a distance of 10m from the frontage.
PERFORMANCE CRITERIA	P2 A garage or carport for a dwelling must have a setback from a primary frontage that is compatible with the setbacks of existing garages or carports in the street, having regard to any topographical constraints.
ASSESSING OFFICER'S COMMENTS	<p>The proposed side wall of the Unit 1 garage is setback 4.95m from the frontage, requiring assessment against the Performance Criteria.</p> <p>The setback of 4.95m, is compatible with the setbacks of existing development on Beatty Street and in the surrounding areas. The reduced front setback is for a side wall of the garage, rather than having the garage door address the street. Similar setbacks are seen at 20 Beatty Street with a 4.6m setback and 4 Beatty Street with a 4.5m setback for the garage/carport.</p> <p>The site is relatively flat so there are no topographical constraints influencing the proposed setback, but the proposed setback is considered to be compatible with the existing streetscape.</p> <p>The Performance Criteria is satisfied.</p>

CLAUSE 8.4.2 Setbacks and building envelope for all dwellings

ACCEPTABLE SOLUTION NOT ACHIEVED	<p>A3 A dwelling, excluding outbuildings with a building height of not more than 2.4m and protrusions that extend not more than 0.9m horizontally beyond the building envelope, must:</p> <ul style="list-style-type: none"> (a) be contained within a building envelope (refer to Figures 8.1, 8.2 and 8.3) determined by: <ul style="list-style-type: none"> (i) a distance equal to the frontage setback or, for an internal lot, a distance of 4.5m from the rear boundary of a property with an adjoining frontage; and (ii) projecting a line at an angle of 45 degrees from the horizontal at a height of 3m above existing ground level at the side and rear boundaries to a building height of not more than 8.5m above existing ground level; and
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	<p>(b) only have a setback of less than 1.5m from a side or rear boundary if the dwelling:</p> <ul style="list-style-type: none"> (i) does not extend beyond an existing building built on or within 0.2m of the boundary of the adjoining property; or (ii) does not exceed a total length of 9m or one third the length of the side boundary (whichever is the lesser).
PERFORMANCE CRITERIA	<p>P3 The siting and scale of a dwelling must:</p> <ul style="list-style-type: none"> (a) not cause an unreasonable loss of amenity to adjoining properties, having regard to: <ul style="list-style-type: none"> (i) reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining property; (ii) overshadowing the private open space of a dwelling on an adjoining property; (iii) overshadowing of an adjoining vacant property; and (iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining property; (b) provide separation between dwellings on adjoining properties that is consistent with that existing on established properties in the area; and (c) not cause an unreasonable reduction in sunlight to an existing solar energy installation on: <ul style="list-style-type: none"> (i) an adjoining property; or (ii) another dwelling on the same site.
ASSESSING OFFICER'S COMMENTS	<p>The walls of all three units are setback 1.24m from the eastern side boundary. The wall length within the side setback is 34m (11.3m per dwelling). As such, assessment against the Performance Criteria is required. The proposal would not:</p> <ul style="list-style-type: none"> (a) have an 'unreasonable' impact on the amenity of the adjoining property to the east, on the following basis: <ul style="list-style-type: none"> (i) The shadow diagrams provided are internal only and do not identify the extent of overshadowing on adjoining properties. Shadow diagrams including the adjoining properties were requested as part of Council's More Information Request but not supplied. Notwithstanding, the block is orientated north to south and the reduced setback is on the eastern side. As such, there will be limited additional overshadowing of any north facing windows on the adjoining property as a result of the reduced setback. Given the single-storey nature of the development and existing setback of the adjoining dwelling (at least 3m to a side lean-to, and 8m to the main building), the reduced setback is not expected to reduce daylight substantially to existing habitable rooms; (ii) there will be low/minimal overshadowing of adjacent private open space at the rear of the adjoining site; (iii) NA - there are no vacant lots adjoining the subject site. (iv) the proposal is for three separate walls of 11.3m long and 2.4m high with a central window (to a bedroom) in each. They would be separated by 1.8m of clear space. This is not considered an unreasonable bulk in the Zone, nor is the scale of the development along this boundary on its own

	<p>considered unreasonable. There may be some increase in the visual impact regarding the perceived scale when viewed from the adjacent property to the east. However, the reduced setback alone is not likely to have an unreasonable impact on the amenity of the adjacent property, compared to a 1.5m setback;</p> <p>(b) the separation between the proposed development and the adjacent dwellings, while less than most setbacks in the immediate surrounds, is not a significant reduction and is unlikely to be visually notable when viewed casually from the street. The minor setback reduction does not result in a built form incompatible with the surrounding area; and</p> <p>(c) there will be no impact on any solar energy installations from the proposed single-storey development. It does not appear that there are any on the adjacent site to the east, and the site in question is currently vacant.</p> <p>As such, the Performance Criteria is satisfied.</p>
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CLAUSE 8.4.3 Site coverage and private open space for all dwellings

ACCEPTABLE SOLUTION NOT ACHIEVED	<p>A2 A dwelling must have private open space that:</p> <p>(a) is in one location and is not less than:</p> <ul style="list-style-type: none"> (i) 24m²; or (ii) 12m², if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer); <p>(b) has a minimum horizontal dimension of not less than:</p> <ul style="list-style-type: none"> (i) 4m; or (ii) 2m, if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer); <p>(c) is located between the dwelling and the frontage only if the frontage is orientated between 30 degrees west of true north and 30 degrees east of true north; and</p> <p>(d) has a gradient not steeper than 1 in 10.</p>
PERFORMANCE CRITERIA	<p>P2 A dwelling must have private open space that includes an area capable of serving as an extension of the dwelling for outdoor relaxation, dining, entertaining and children's play and is:</p> <p>(a) conveniently located in relation to a living area of the dwelling; and</p> <p>(b) orientated to take advantage of sunlight.</p>
ASSESSING OFFICER'S COMMENT	<p>Units 1 and 3 provide sufficient private open space in total, but in no one location does it achieve the minimum dimensions required in the Acceptable Solution.</p>

Unit 2 provides an area of private open space of 4m x 6m in the form of a screened courtyard on the western side, adjacent the shared driveway. The Private Open Space for Unit 2 meets the Acceptable Solution and does not require further assessment against the Performance Criteria.

The private open space for all units is suitably oriented with regard to the frontage (Unit 1 faces north, Units 2 and 3 have their open space to the side or behind the frontage).

The site is flat.

Unit 1 does not provide a single area of private open space of at least 24m². The courtyard on the western side is approximately 6.8m x 2m (13.6m²). This would be accessed directly from the living/dining area and may be suitably oriented with regard to the sun with significant direct sunlight in the afternoon. However, it is not considered of a size commensurate with the needs of a three-bedroom dwelling. The second area on the northern side (in front) of approximately 3m x 7m (21m²) would benefit from significant solar access. However, it is separated from the habitable parts of the dwelling by the garage. There would be no capacity for occupants of the dwelling to interact with this space, which is directly on the street. The arrangement of private open space in Unit 1 is not considered to comply with the Performance Criteria.

Unit 3 provides an area of private open space larger than 24m² on the southern side. However, it only achieves a minimum dimension of 3.5m. The private open space of Unit 3 can be conveniently accessed from the living area of the dwelling (via the adjacent courtyard) and whilst having lesser dimensions is still of adequate size to accommodate outdoor recreation for the residents. However, being on the southern side of the dwelling, it will be significantly overshadowed by the dwelling itself, with most of the area receiving little to no direct sunlight throughout the day. The 6.8m x 2m courtyard on the western side may receive partial sunlight for part of the day. The arrangement of private open space for Unit 3 is not considered to comply with the Performance Criteria.

Based on the submitted shadow diagrams, the main private open space areas for Unit 1 and 3 are not positioned or orientated to take advantage of sunlight as required by Performance Criteria P2 (b), as they would be significantly impacted by overshadowing from buildings and structures within the development. The courtyards on the western side of Unit 1 and 3 will receive partial sunlight between 11am – 2pm. However, the limited 2.0m dimension of the unscreened courtyards, and location directly adjacent to the shared driveway, limit its overall useability and privacy.

Neither Unit 1 or 3, provide a single area of Private Open Space that fully satisfies the Performance Criteria. As such, the Performance Criteria is **NOT** satisfied.

ROAD AUTHORITY COMMENTS

The Road Authority under consideration of the *Local Government Act (Highways) 1982* provided the following advice:

The proposal seeks to create three new multiple dwellings which will access Beatty Street using an upgraded crossover. The crossover will be widened toward the east to be 4.5m wide and have more clearance to the existing power pole in the verge.

It is expected that the development will create 18 vehicle movements per day, two of those being in the peak hour. Beatty Street and the surrounding road network can easily absorb the additional traffic. The Acceptable Solution of C3.5.1 is therefore considered to be met.

STORMWATER AUTHORITY COMMENTS

The Stormwater Authority under consideration of the *Urban Drainage Act 2013* provided the following advice:

The site does not have a connection to an underground drainage network. A kerb connection will be installed to drain the development site.

Should a permit be issued, a condition requiring on-site stormwater detention is recommended, to limit the peak rate of piped stormwater into the kerb connection and therefore reduce the peak flow onto the Beatty Street carriageway.

NOTIFICATION

The application was notified for the required 14-day period in accordance with the Act. Consideration of any representation is a requirement under both the Scheme and the Act.

The number of representations received during this time was one (1).

ISSUE 1	The block is too small for multiple dwellings.
ASSESSING OFFICER'S COMMENTS	<p>In general, multiple dwellings are an appropriate land use within the General residential zone, subject to achieving the required standards, such as density.</p> <p>The proposal for three (3) multiple dwellings on the subject site has been assessed against Clause 8.4.1 A1/P1 (see above in report). The site area is not sufficient to achieve compliance with density and private open space requirements for three (3) dwellings.</p> <p>The assessment above for the proposed three (3) dwellings on this site found that the development does not satisfy the relevant Performance Criteria.</p>
ISSUE 2	The dwellings could be rented out.
ASSESSING OFFICER'S COMMENTS	<p>Not a relevant planning consideration.</p> <p>Whether the owner occupies or rents the property for a residential tenancy is not a matter for assessment at the planning stage, as it does not change the land use or design requirements under the planning scheme.</p>
ISSUE 3	The addition of three (3) dwellings would lead to more on-street parking in an already crowded street.
ASSESSING OFFICER'S COMMENTS	<p>The proposal provides sufficient parking for three (3) dwellings under the planning scheme, including two (2) dedicated tandem spaces for each dwelling (one secure, one uncovered) and a shared visitor space. The proposed car parking is compliant and adequate for the proposed use. Therefore, it would not create</p>

unreasonable additional demand for on-street parking compared to other dwellings in the surrounding area.

OPTIONS

The Planning Authority may approve (with or without conditions) or refuse the application, based on its assessment against the Scheme and any representations that were received.

A recommendation for **refusal** is provided.

Any alternative recommendation/s requires justification with relevant planning reasons.

PROFESSIONAL COMMENTS OF THE ASSESSING OFFICER

The assessing officer has evaluated the proposal and is **NOT** satisfied that the proposal meets the relevant Acceptable Solutions or demonstrates compliance with the Performance Criteria for all the requested discretions.

While most of the relevant Performance Criteria have been met, the standard for 8.4.1 (Residential density for multiple dwellings) has not been met. This has further contributed to the standard for 8.4.3 (Site coverage and private open space for all dwellings) not being fully satisfied.

Compliance with the Performance Criteria cannot be achieved through reasonable conditions without altering the nature of the proposed development. As such, the application is recommended for refusal.

The matters raised by the representors have been considered and, at least in part, support the recommendation for refusal of the application and the officer's recommendation.

RECOMMENDATION

That application PA2023172 be determined as follows:

- (a) The requested variations do not comply with the relevant performance criteria and are not supported;
- (b) Matters raised by the representors have been considered and do not alter the assessment against the Scheme or the recommendation; and
- (c) That the application for Residential – Multiple Dwellings (3 new dwellings), by Malcolm Henry, for land at 21 Beatty Street, Beauty Point, CT 55715/76 be **REFUSED** on the following grounds:
 - (i) The proposal does not satisfy Clause 8.4.1 Performance Criteria P1, as the proposed density is not compatible with the density of existing residential developments in the surrounding area and does not provide a significant social or community benefit;
 - (ii) The proposal does not satisfy Clause 8.4.3 Performance Criteria P2, as the proposed private open space for Units 1 and 3 is inadequate, due to not being conveniently located in relation to the living area and/or not being orientated to take advantage of sunlight; and,

- (iii) The proposed development cannot be reasonably conditioned to comply with the Performance Criteria or applicable standards.

DECISION

Moved:

Seconded:

VOTING

For:

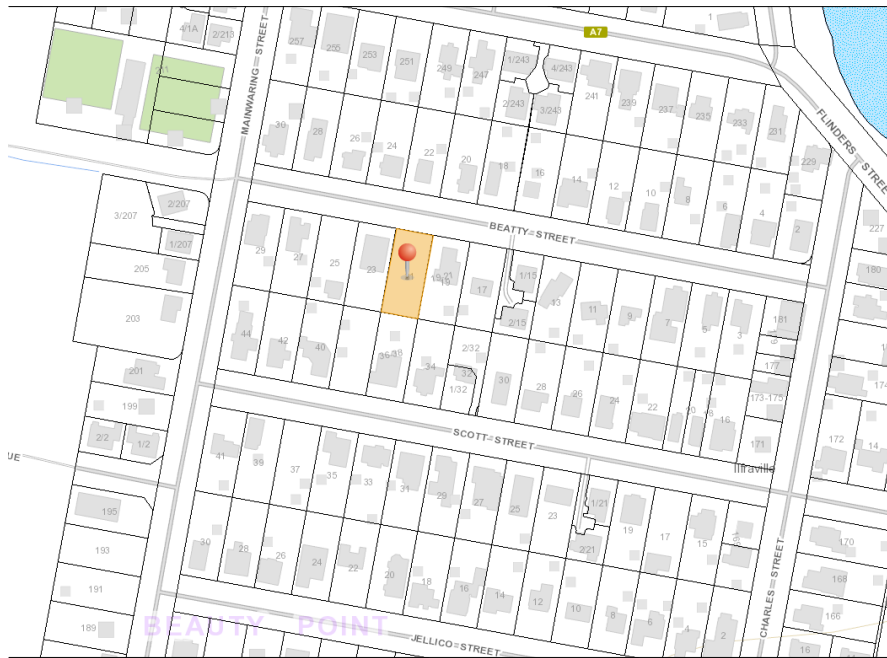
Against:

Location Plan

Subject site highlighted in blue



MULTIPLE DWELLINGS
at 21 BEATTY STREET, BEAUTY POINT TAS 7270
for AIJUN YANG



LOCATION PLAN

DRAWING SCHEDULE

- A00 COVER PAGE
- A01 SITE DEMOLITION PLAN
- A02 SITE PLAN
- A03 ALTERNATE SITE PLAN
- A04 STRATA SITE PLAN
- A05 SITE MANOEUVERING PLAN
- A06 SITE DRAINAGE PLAN
- A07 FLOOR PLAN 2 BED
- A08 FLOOR PLAN 3 BED
- A09 ROOF PLAN
- A10 ELEVATIONS
- A11 ELEVATIONS
- A12 SHADOW DIAGRAMS



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GENERAL NOTES:

IN ACCORDANCE WITH THE N.C.C.S BUILDING CODE OF AUSTRALIA VOLUME TWO, ALL BUILDING WORK SHALL BE IN STRICT COMPLIANCE WITH COUNCIL LAWS, REFERENCED AUSTRALIAN STANDARDS, BUILDING ACTS & REGULATIONS REFER ALSO TO THE GENERAL REQUIREMENTS PAGE.

THE BUILDER SHALL SECURE AND MAKE SAFE THE WORKSITE IN ACCORDANCE WITH WORK SAFE TASMANIA & WHS GUIDELINES & REGULATIONS.

THE BUILDER SHALL CARRY OUT DIAL BEFORE YOU DIG REFERRAL FOR LOCATIONS OF ALL UNDERGROUND SERVICES PRIOR TO COMMENCING ANY EARTHWORKS.

THE BUILDER SHALL INSTALL SILT TRAPS & SCREENS AT THE PROPERTY BOUNDARY TO PREVENT SILT RUNOFF INTO THE COUNCIL MAIN SYSTEM FOR THE DURATION OF SITE WORKS.

THE BUILDER SHALL BE RESPONSIBLE FOR THE CORRECT SETOUT OF ALL WORKS. A LAND SURVEYOR IS RECOMMENDED BY THE DESIGNER FOR ALL SETOUT. USE FIGURED DIMENSIONS IN PREFERENCE TO SCALED DIMENSIONS.

ALL DRAWINGS SHALL BE READ IN CONJUNCTION WITH THE ENGINEERING DRAWINGS AND SPECIFICATIONS. THE DESIGNER SHALL BE NOTIFIED OF ANY DISCREPANCIES WITH THE DRAWINGS.

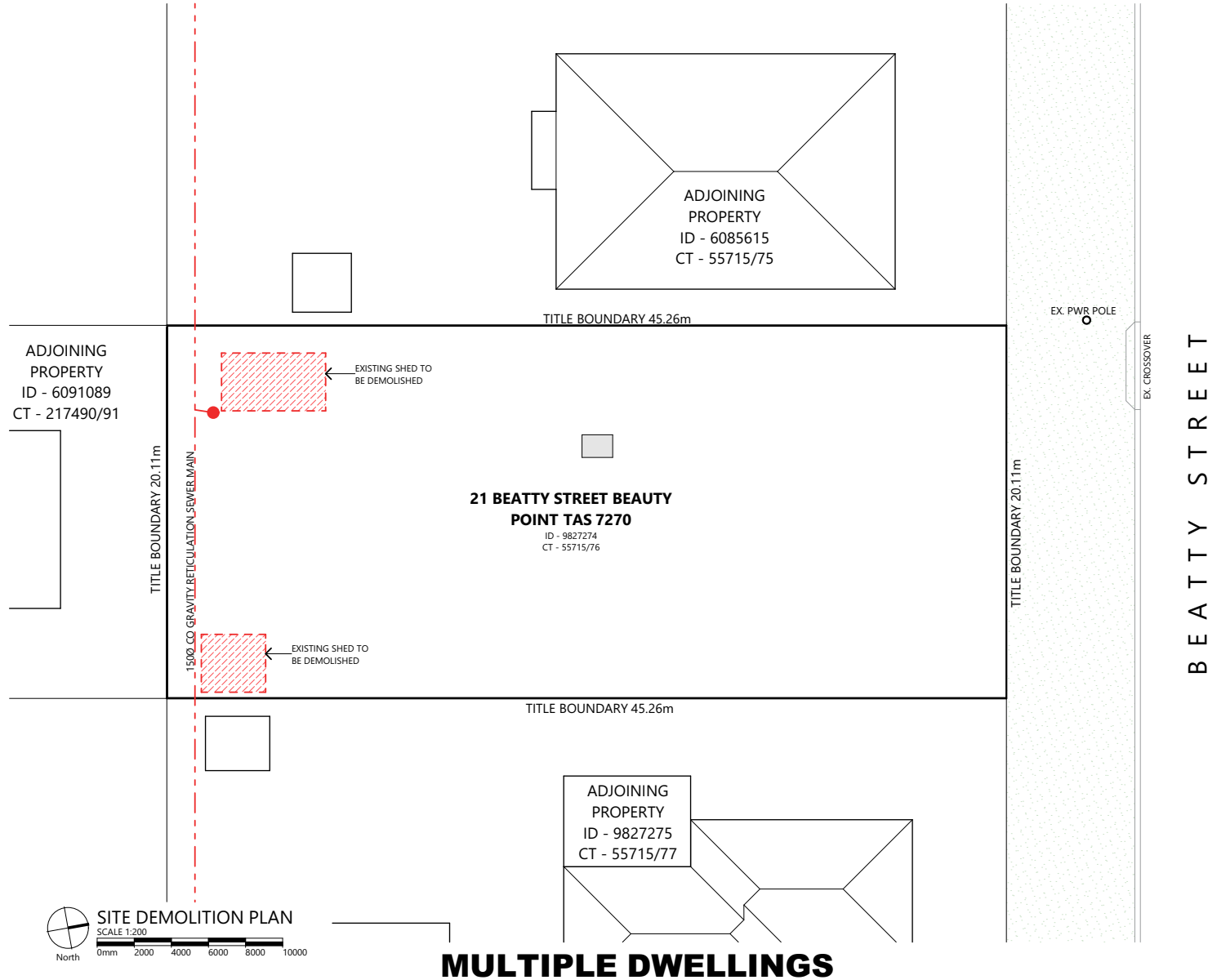
ALL FITTINGS & FIXTURES INSTALLED SHALL BE PURCHASED AS NEW CONDITION & QUALITY & CARRY THE RELEVANT AUSTRALIAN STANDARD COMPLIANCES.

PROJECT INFORMATION:

FLOOR AREAS: UNIT 1 - 122m ² UNIT 2 - 122m ² UNIT 3 - 122m ² POS - 99m ² POS - 61m ² POS - 93m ²			SITE AREA: 911m ²	WIND SPEED N2	LAND TITLE, VOLUME & FOLIO 55715/76
SITE OVERLAYS: N/A			SITE CLASSIFICATION: H1	CLIMATE ZONE: 7	BUSHFIRE ATTACK LEVEL: N/A
COUNCIL: WEST TAMAR			WIND REGION: A3	CORROSION ENVIRONMENT MODERATE	TERRAIN CLASSIFICATION: T2.5
SCHEME / ZONE: 8.0 GENERAL RESIDENTIAL			SCALE: IF IN DOUBT ASK SCALE @ A3	PRINT DATE: 17/01/2025	PROJECT NUMBER: 22018

rev. Amendment	Date
DRAWING No: A00	ISSUE: APPROVAL 1 of 13 REV: 0

ORDINARY COUNCIL MEETING
Tuesday 19 August 2025



DEMOLITION LEGEND

--- WALLS, WINDOWS DOORS AND
JOINERY SHOWN DOTTED IS TO
BE DEMOLISHED AND REMOVED

--- EXISTING WALLS RETAINED

THE CONTRACTOR SHALL CARRY OUT THE REQUIRED
DEMOLITION OF THE EXISTING BUILDING ELEMENTS
NOMINATED ON THIS PLAN IN STRICT ACCORDANCE
WITH THE DOCUMENTATION & AS2601 - THE
DEMOLITION OF STRUCTURES.

DEMOLITION WORKS SHALL BE UNDERTAKEN IN A
SAFE & ENVIRONMENTALLY ACCEPTABLE MANNER.
CONTRACTOR SHALL MAKE ALL ALLOWANCES AS
REQUIRED FOR DEMOLITION, REMOVALS &
RELOCATIONS TO SUIT THE NEW WORKS.

ALL ITEMS TO BE DEMOLISHED SHOWN DOTTED
TYPICALLY. CONTACT DIAL BEFORE YOU DIG
PRIOR TO ANY EXCAVATION WORKS. THE
EXISTING RESIDENCE MAY CONTAIN ASBESTOS.
ANY ASBESTOS SHALL BE REMOVED IN
ACCORDANCE WITH WORK SAFE TASMANIA
CODE OF PRACTICE CP113 & STATUTORY
REGULATIONS

**PLANS
TOBUILD**

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Owner:

AIJUN YANG

rev. Amendment

Date

DRAWING No:

A01

ISSUE: APPROVAL

2 of 13

REV: 0

21 BEATTY STREET, BEAUTY POINT TAS 7270

PROJECT NUMBER:
22018

SCALE: IF IN DOUBT ASK
SCALE @ A3

PRINT DATE:
17/01/2025

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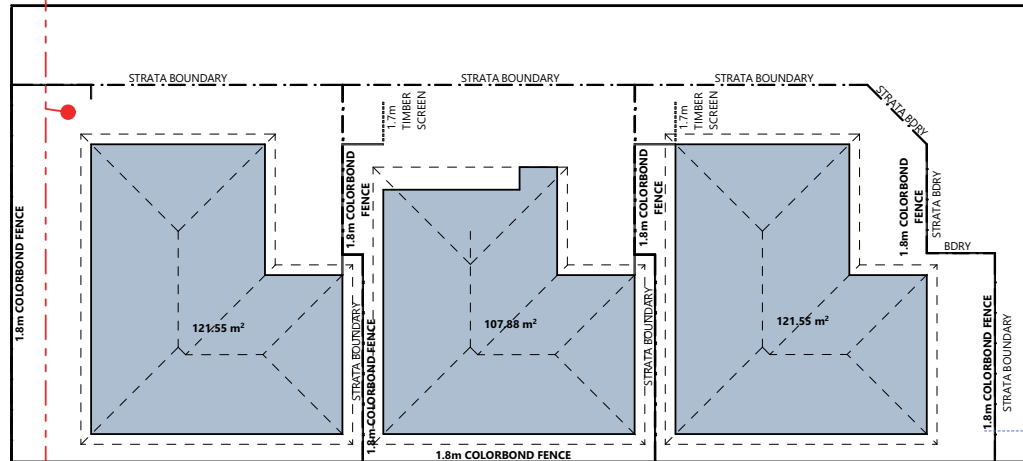
 60m² MINIMUM OPEN SPACE

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Owner:
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rev. <u>Amendment</u>		Date
DRAWING No: A02		ISSUE: APPROVAL REV: 0
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ORDINARY COUNCIL MEETING
Tuesday 19 August 2025



MULTIPLE DWELLINGS

21 BEATTY STREET, BEAUTY POINT TAS 7270

PROJECT NUMBER:
22018

SCALE: IF IN DOUBT ASK
SCALE @ A3

PRINT DATE:
17/01/2025

rev. **A04**

Date
ISSUE: APPROVAL
REV: 0

SITE PLAN NOTES

SURFACE AND SUBSURFACE DRAINAGE SYSTEMS
IN ACCORDANCE WITH PART D2, NCC PLUMBING CODE OF AUSTRALIA VOLUME THREE THE DESIGN, CONSTRUCTION AND INSTALLATION OF A STORMWATER DRAINAGE SYSTEM MUST BE IN ACCORDANCE WITH AS/NZS 3500.3

SOIL AND WATER MANAGEMENT
PRIOR TO THE COMMENCEMENT OF THE DEVELOPMENT WORKS THE APPLICANT OR BUILDER MUST INSTALL ALL NECESSARY SILT FENCES AND CUT-OFF DRAINS TO PREVENT THE SOIL, GRAVEL AND OTHER DEBRIS FROM ESCAPING THE SITE. ADDITIONAL WORKS MAY BE REQUIRED ON COMPLEX SITES.

NO MATERIAL OR DEBRIS IS TO BE TRANSPORTED ONTO THE ROAD RESERVE (INCLUDING THE NATURE STRIP, FOOTPATH AND ROAD PAVEMENT). ANY MATERIAL THAT IS DEPOSITED ONTO THE ROAD RESERVE AS A RESULT OF THE DEVELOPMENT ACTIVITY IS TO BE REMOVED BY THE APPLICANT OR BUILDER.

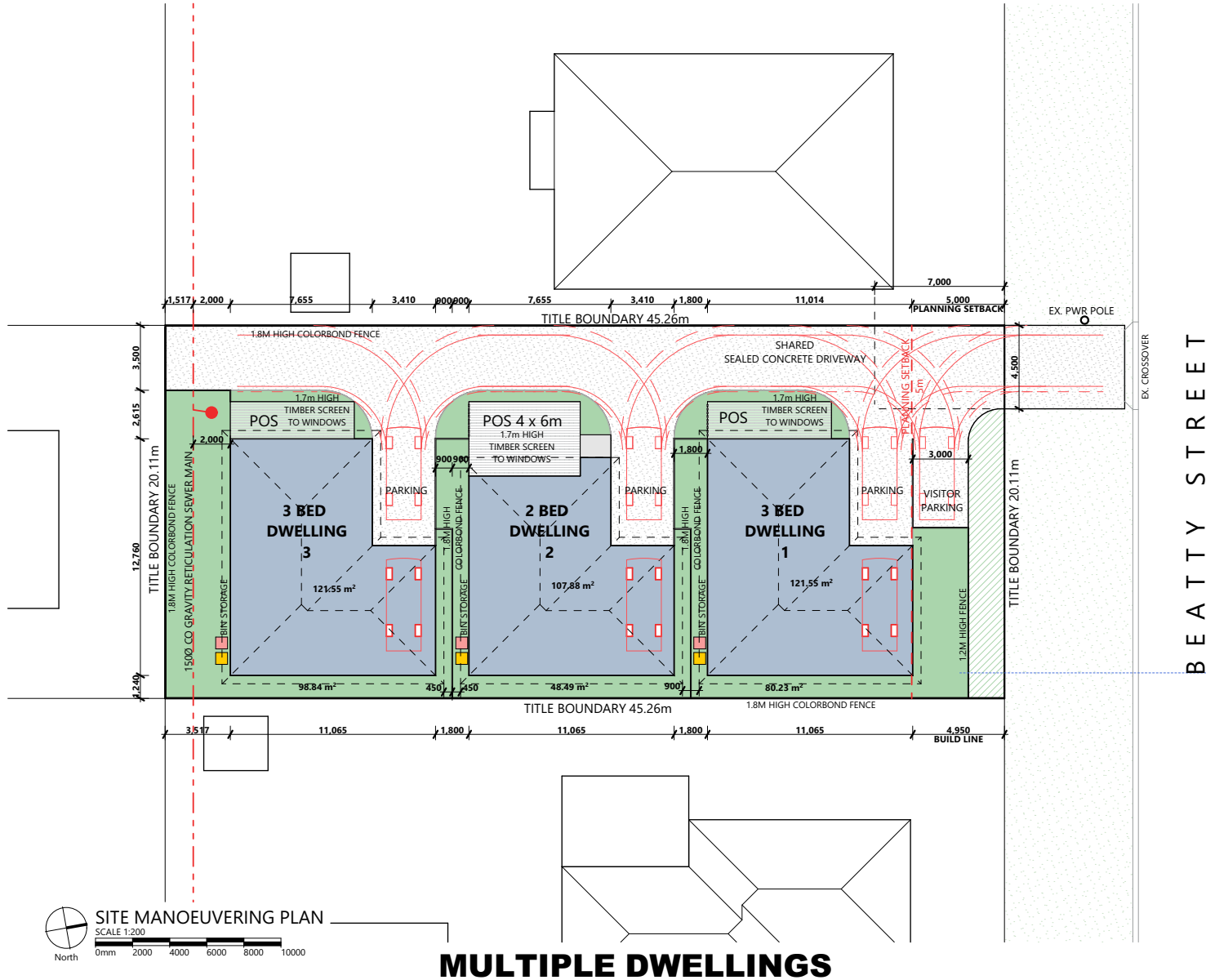
THE SILT FENCING, CUT-OFF DRAINS AND OTHER WORKS TO MINIMISE EROSION ARE TO BE MAINTAINED ON THE SITE UNTILL SUCH TIME AS THE SITE HAS REVEGETATED SUFFICIENTLY TO MITIGATE EROSION AND SEDIMENT TRANSPORT.



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Owner:
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ORDINARY COUNCIL MEETING
Tuesday 19 August 2025

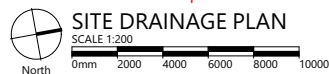
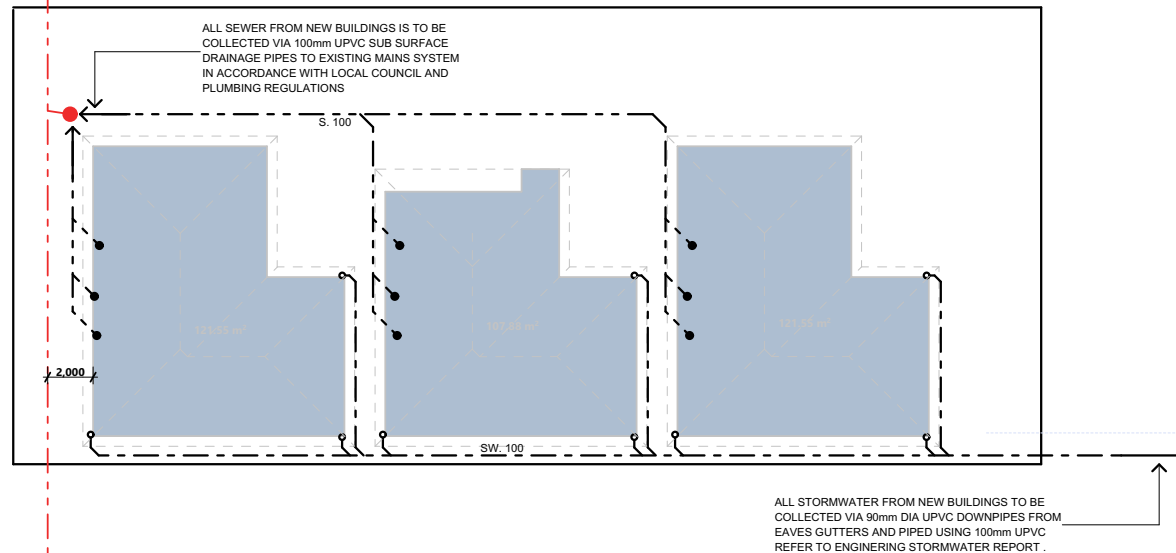


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DRAWING No:	ISSUE: APPROVAL	
A05	6 of 13	REV: 0

ORDINARY COUNCIL MEETING
Tuesday 19 August 2025



MULTIPLE DWELLINGS

21 BEATTY STREET, BEAUTY POINT TAS 7270

PROJECT NUMBER:
22018

SCALE: IF IN DOUBT ASK
SCALE @ A3

PRINT DATE:
17/01/2025

rev. **A06**

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REV: 0

SITE PLAN NOTES

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IN ACCORDANCE WITH PART D2, NCC PLUMBING CODE OF AUSTRALIA VOLUME THREE THE DESIGN, CONSTRUCTION AND INSTALLATION OF A STORMWATER DRAINAGE SYSTEM MUST BE IN ACCORDANCE WITH AS/NZS 3500.3

SOIL AND WATER MANAGEMENT
PRIOR TO THE COMMENCEMENT OF THE DEVELOPMENT WORKS THE APPLICANT OR BUILDER MUST INSTALL ALL NECESSARY SILT FENCES AND CUT-OFF DRAINS TO PREVENT THE SOIL, GRAVEL AND OTHER DEBRIS FROM ESCAPING THE SITE. ADDITIONAL WORKS MAY BE REQUIRED ON COMPLEX SITES.

NO MATERIAL OR DEBRIS IS TO BE TRANSPORTED ONTO THE ROAD RESERVE (INCLUDING THE NATURE STRIP, FOOTPATH AND ROAD PAVEMENT). ANY MATERIAL THAT IS DEPOSITED ONTO THE ROAD RESERVE AS A RESULT OF THE DEVELOPMENT ACTIVITY IS TO BE REMOVED BY THE APPLICANT OR BUILDER.

THE SILT FENCING, CUT-OFF DRAINS AND OTHER WORKS TO MINIMISE EROSION ARE TO BE MAINTAINED ON THE SITE UNTILL SUCH TIME AS THE SITE HAS REVEGETATED SUFFICIENTLY TO MITIGATE EROSION AND SEDIMENT TRANSPORT.

PLUMBING LEGEND

SW. 100 NEW 100mm DWV PVC SN6 STORMWATER PIPE WITH 1: 100 MINIMUM GRADE UNLESS NOTED OTHERWISE BELOW
S. 100 NEW 100mm DWV PVC SN6 SEWER PIPE WITH 1: 60 MINIMUM GRADE UNLESS NOTED OTHERWISE BELOW

SEWER PIPE SIZES AND GRADES
BASIN DIA 40mm, 1: 40 SINK 50mm, 1: 40
WC DIA 100mm, 1: 40 BATH DIA 50mm, 1: 40
VENT DIA 65mm, 1: 40 SHOWER DIA 50mm, 1: 40
WASH TUB 50mm, 1: 40 FLOOR WASTE DIA 65mm, 1: 40



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Date

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ORDINARY COUNCIL MEETING
Tuesday 19 August 2025



FLOOR PLAN LEGEND

- INSULATED 90x35mm MGP.10 OR .12
TIMBER STUD FRAMED WALLS, Pb LINING
INTERNALLY, PAINT FINISH.
PROVIDE VAPOUR PERMEABLE BUILDING
WRAP, LAP AND TAPE ALL JOINTS.
REFER TO ELEVATIONS FOR EXTERNAL
CLADDING SELECTION.
REFER TO INSULATION SCHEDULE FOR
THERMAL REQUIREMENTS (R-VALUES)
- CORFILLED 190mm BLOCKWORK
WALL IN ACCORDANCE WITH
ENGINEERING DRAWINGS
- EXISTING WALLS RETAINED
- PAINT GRADE HOLLOW CORE INTERIOR
SWING DOOR WITH ARCHITRAVES,
JAMBS AND STOPS. PAINT FINISH
- PAINT GRADE HOLLOW CORE (SOLID
IN WET AREAS) INTERIOR CAVITY
SLIDING DOOR WITH ARCHITRAVES
AND JAMBS. PAINT FINISH



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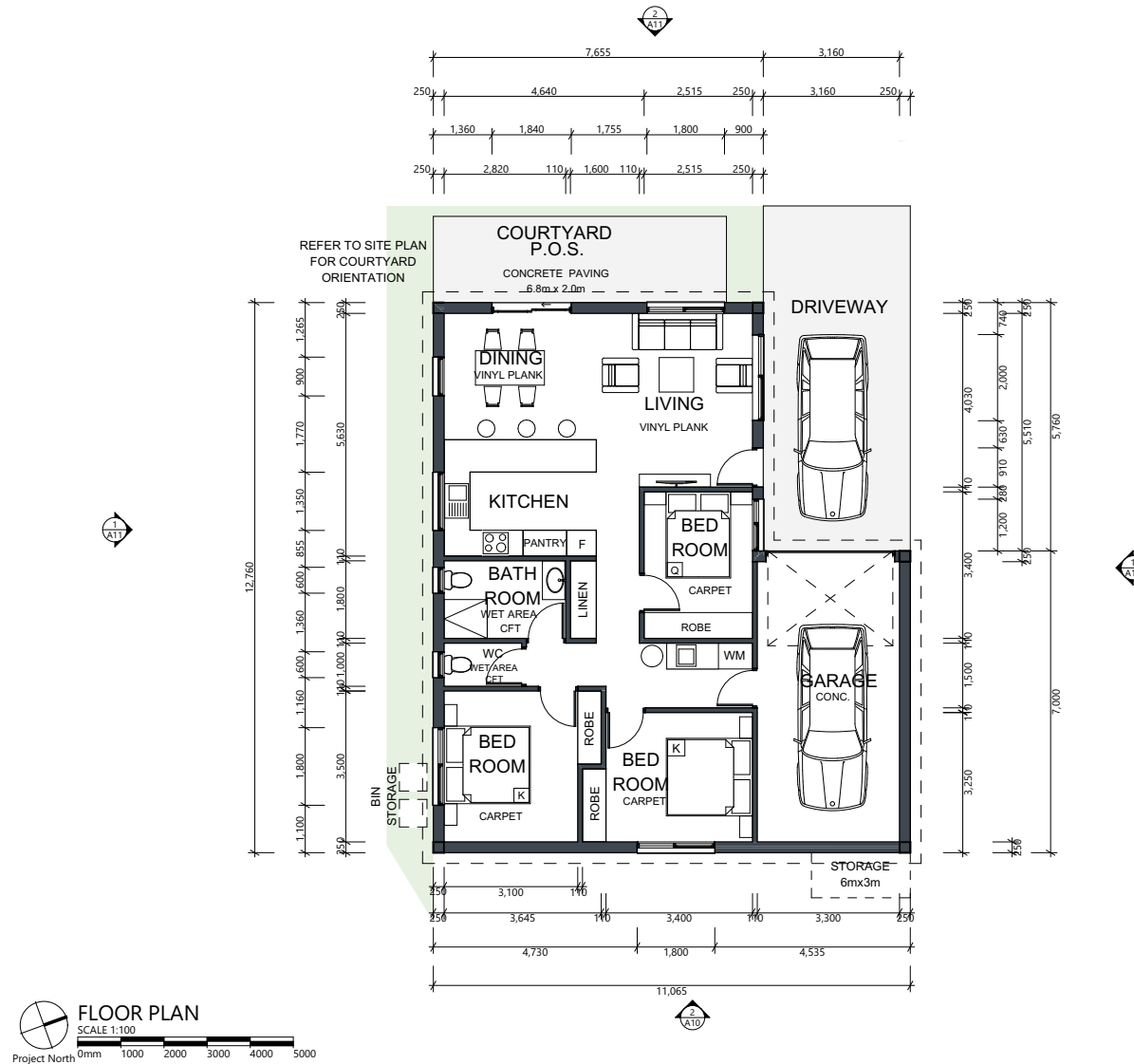
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DRAWING No:	ISSUE: APPROVAL	
A07	8 of 13	REV: 0

MULTIPLE DWELLINGS
21 BEATTY STREET, BEAUTY POINT TAS 7270

PROJECT NUMBER: **22018**
SCALE: IF IN DOUBT ASK **SCALE @ A3**
PRINT DATE: **17/01/2025**

ORDINARY COUNCIL MEETING
Tuesday 19 August 2025



FLOOR PLAN LEGEND

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TIMBER STUD FRAMED WALLS, Pb LINING
INTERNALLY, PAINT FINISH.
PROVIDE VAPOUR PERMEABLE BUILDING
WRAP, LAP AND TAPE ALL JOINTS.
REFER TO ELEVATIONS FOR EXTERNAL
CLADDING SELECTION.
REFER TO INSULATION SCHEDULE FOR
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SLIDING DOOR WITH ARCHITRAVES
AND JAMBS. PAINT FINISH

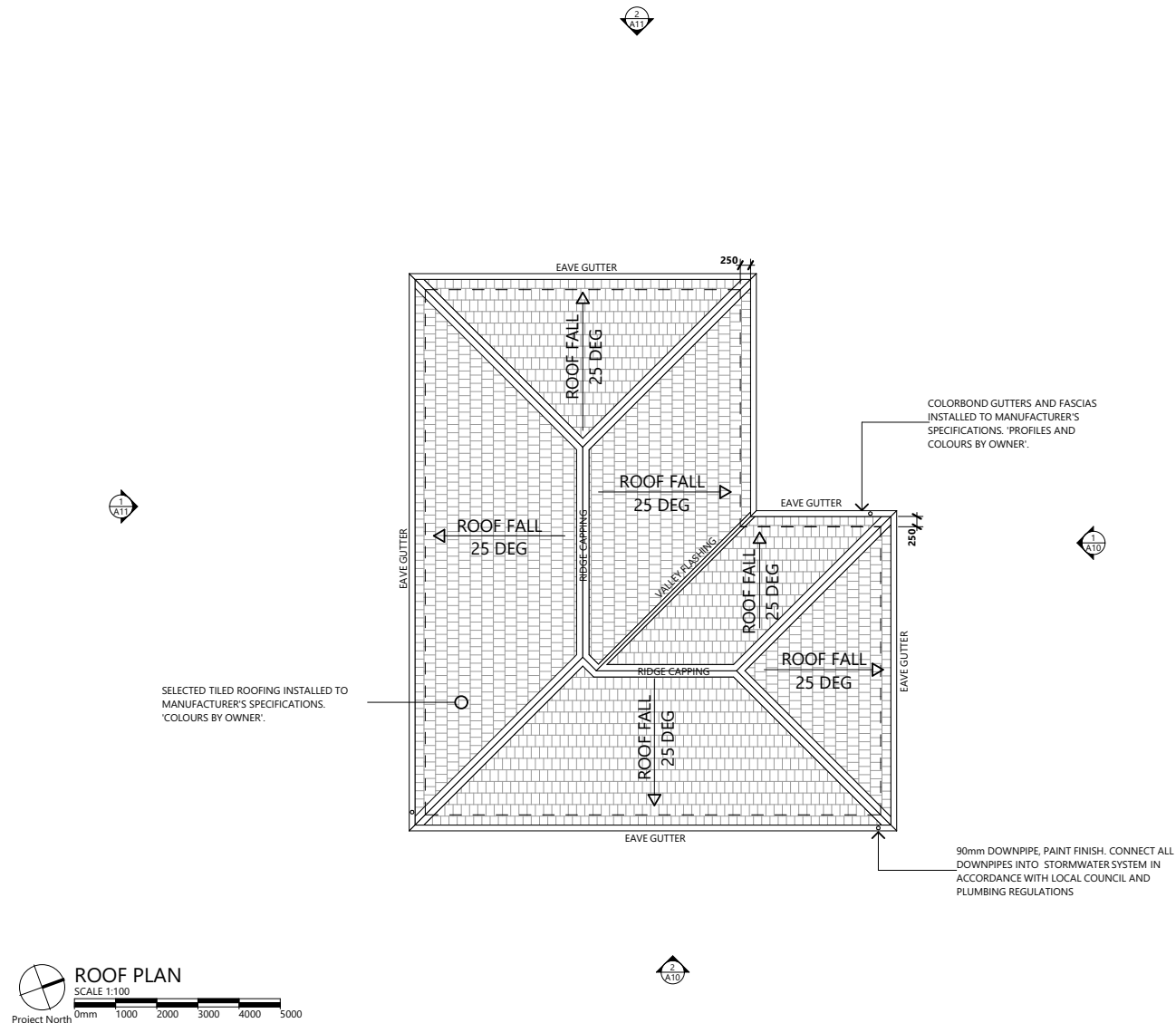


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DRAWING No:	A08	ISSUE: APPROVAL
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ORDINARY COUNCIL MEETING
Tuesday 19 August 2025



ROOF PLAN NOTES

METAL SHEET ROOFING SHALL BE IN ACCORDANCE WITH PART 3.5.1. OF THE BCA, WHEREVER POSSIBLE HAVE THE SHEETS LAID SO THAT THE SIDE LAPS ARE FACING AWAY FROM THE PREVAILING WEATHER.

GUTTERS AND DOWNPIPES SHALL BE IN ACCORDANCE WITH PART 3.5.2 OF THE BCA. ALL DWV PVC DOWNPIPES TO BE JOINTED WITH APPROVED SOLVENT AND PRIMER. PAINT FINISH.

AN AUSTRALIAN STANDARD ROOF SAFETY MESH OR AN APPROVED ROOF SAFETY HARNESS OR RESTRAINT SYSTEM SHALL BE USED DURING INSTALLATION.

ROOF SHEETS MUST BE LAID WHEREVER POSSIBLE USING COMPLETE LENGTHS FROM RIDGES TO EAVES. SHEET METAL ROOF, CAPPINGS, FLASHINGS AND PENETRATIONS ARE TO COMPLY WITH PARTS 3.5.1.2 & 3.5.1.3 AND OF THE BCA.

REFER TO ENGINEERS DETAILS FOR ROOF FRAMING. ENSURE THE ROOF SPACE IS VENTILATED AT THE RIDGE CAPPING AND VIA VENTS LOCATED AT THE EAVES.

ROOF BATTENS MUST BE FIXED IN ACCORDANCE WITH AS 1684.4 SECTION 9 TABLES 9.2 TO 9.7.

REFER TO INSULATION SCHEDULE FOR INSULATION REQUIREMENTS.

GUTTERS INSTALLED IN ACCORDANCE WITH PART 3.5.3 OF THE BCA, NCC. 1 IN 500 FALL.

BOX GUTTERS WITH 1 IN 100 FALL AND IN ACCORDANCE WITH AS/NZS 3500.3



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Date

DRAWING No:

A09

ISSUE: APPROVAL

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REV: 0

ROOF PLAN
SCALE 1:100
0mm 1000 2000 3000 4000 5000
Project North

MULTIPLE DWELLINGS

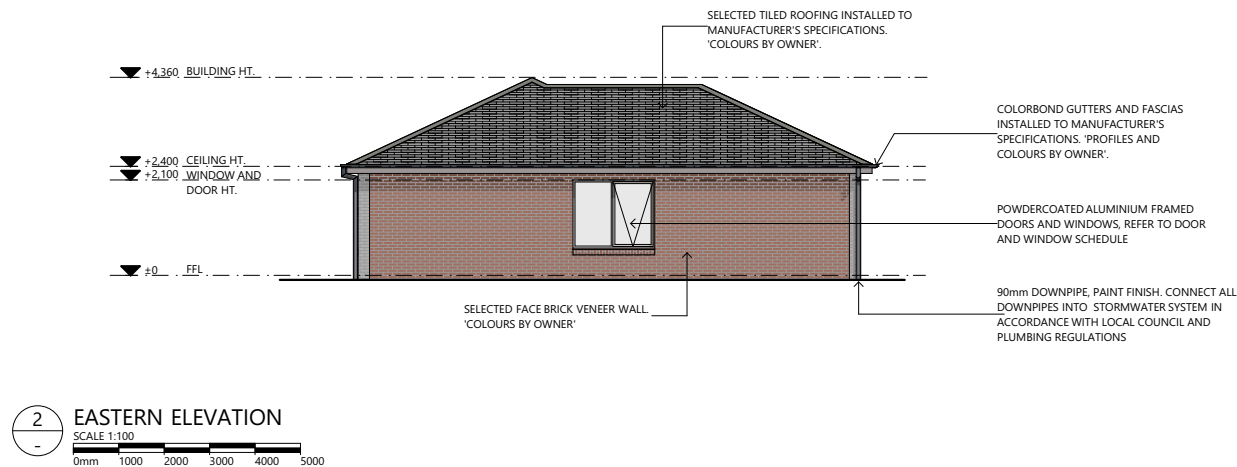
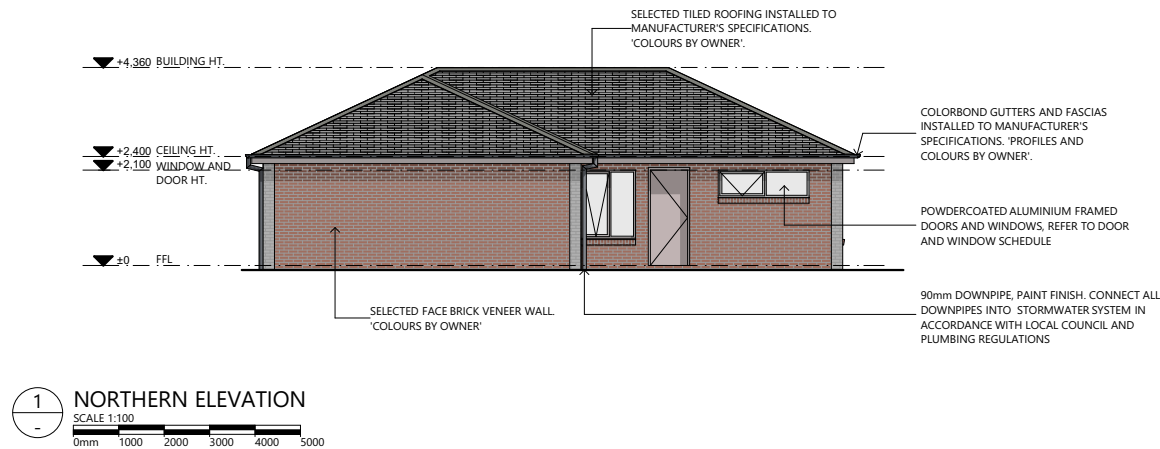
21 BEATTY STREET, BEAUTY POINT TAS 7270

PROJECT NUMBER:
22018

SCALE: IF IN DOUBT ASK
SCALE @ A3

PRINT DATE:
17/01/2025

ORDINARY COUNCIL MEETING Tuesday 19 August 2025



ELEVATION NOTES

WALL CLADDING SYSTEMS MUST BE INSTALLED IN STRICT ACCORDANCE WITH MANUFACTURES DETAILS, INSTRUCTIONS & SPECIFICATIONS.

INSTALL THE WALL CLADDING SYSTEM COMPLETE WITH JOINTS, TRIMS, FLASHINGS, SEALS, FIXINGS & FINISHES IN STRICT ACCORDANCE WITH MANUFACTURES DETAILS TO ENSURE A WEATHER-PROOF AND WATERTIGHT INSTALLATION.

REFER TO GLAZING CALCULATOR FOR WINDOW & GLAZING DETAILS TYP.

PLANS TO BUILD

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Owner:
AIJUN YANG

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DRAWING No: **A10**

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ISSUE: APPROVAL

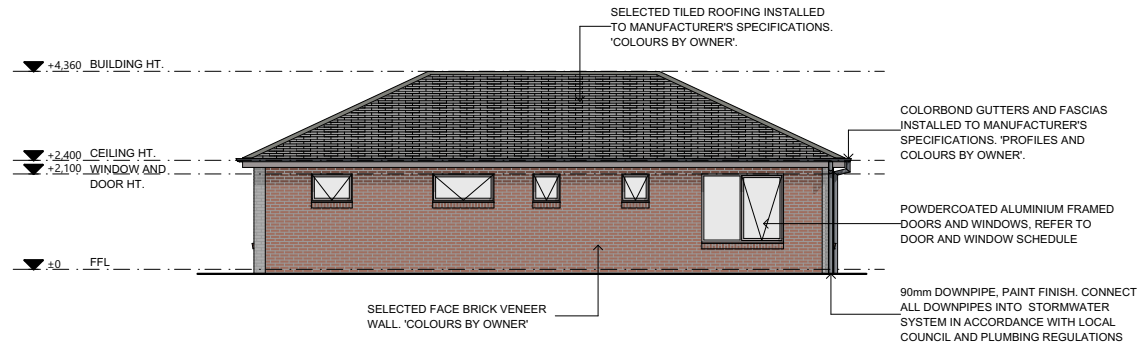
REV: 0

MULTIPLE DWELLINGS

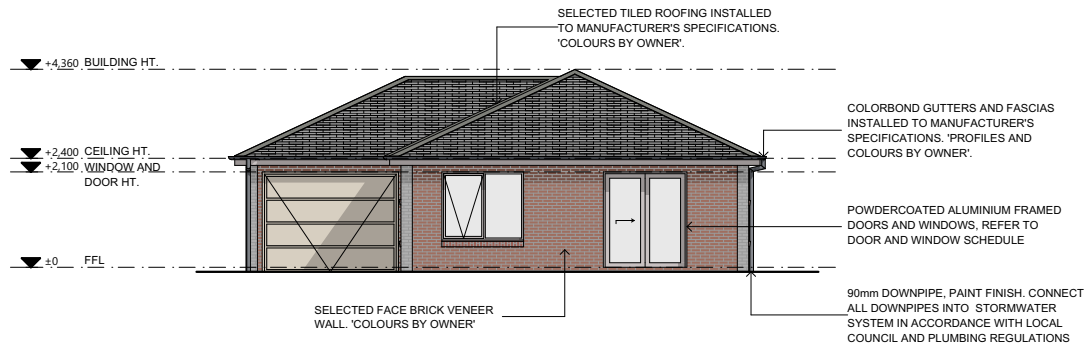
21 BEATTY STREET, BEAUTY POINT TAS 7270

PROJECT NUMBER: **22018**
SCALE: IF IN DOUBT ASK **SCALE @ A3**
PRINT DATE: **17/01/2025**

ORDINARY COUNCIL MEETING Tuesday 19 August 2025



1
-
SOUTHERN ELEVATION
SCALE 1:100
0mm 1000 2000 3000 4000 5000



2
-
WESTERN ELEVATION
SCALE 1:100
0mm 1000 2000 3000 4000 5000

MULTIPLE DWELLINGS

21 BEATTY STREET, BEAUTY POINT TAS 7270

PROJECT NUMBER:
22018

SCALE: IF IN DOUBT ASK
SCALE @ A3

PRINT DATE:
17/01/2025

rev.	Amendment	Date
A11		

DRAWING No:
A11

ISSUE: APPROVAL
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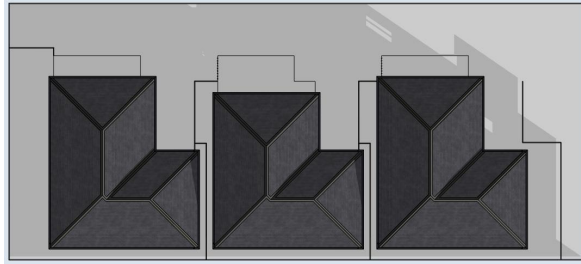
**PLANS
TOBUILD**

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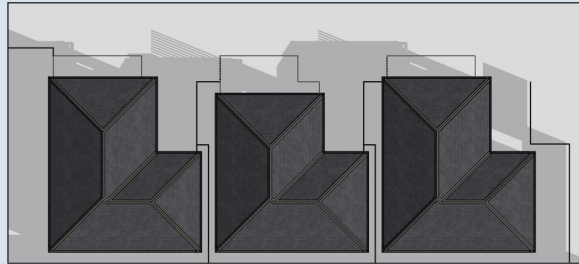
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**ORDINARY COUNCIL MEETING
Tuesday 19 August 2025**

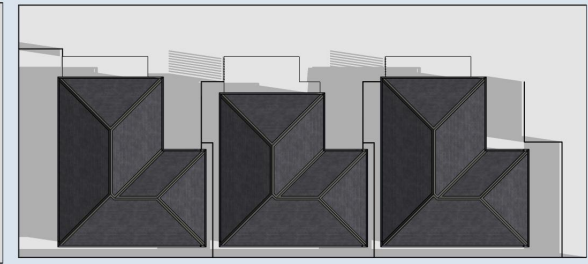
9am SUN STUDY



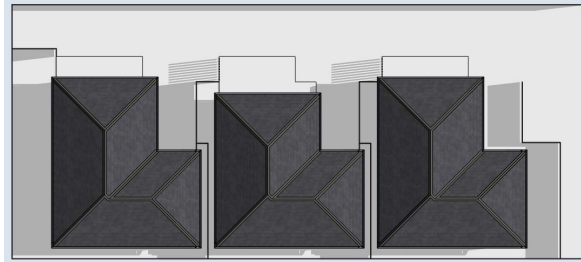
10am SUN STUDY



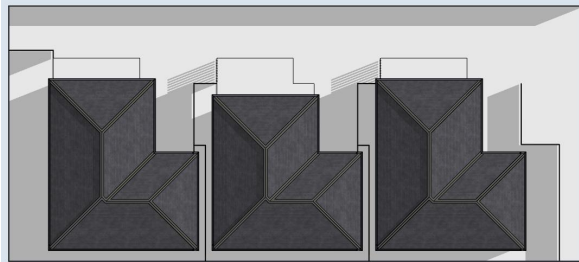
11am SUN STUDY



12pm SUN STUDY

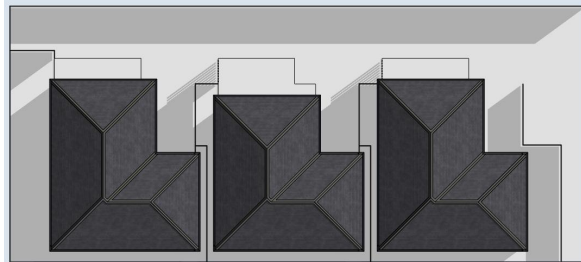


1pm SUN STUDY

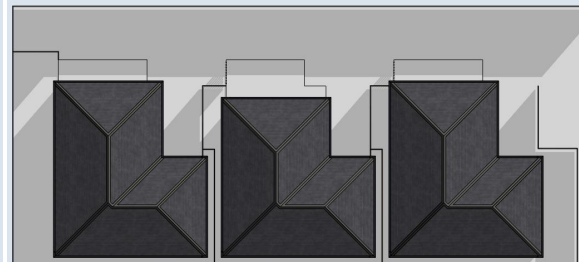


21ST JUNE FOR ALL SHADOW DIAGRAMS

2pm SUN STUDY



3pm SUN STUDY



MULTIPLE DWELLINGS

21 BEATTY STREET, BEAUTY POINT TAS 7270

PROJECT NUMBER:
22018

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A12		
DRAWING No:		ISSUE: APPROVAL
13 of 13		REV: 0

PLANS TO BUILD
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Owner:
AIJUN YANG

9 OFFICE OF THE CHIEF EXECUTIVE OFFICER

9.1 CEO 1 - Council Workshops held in July and August

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 13 August 2025

ATTACHMENTS: Nil

SUMMARY

The purpose of this report is to provide a record of workshops held in accordance with the requirements of section 10(3)(c) of the *Local Government (Meeting Procedures) Regulations 2025*.

DATE AND PURPOSE OF WORKSHOP HELD

15 July 2025 – Pre-meeting Workshop (half day)

Present: Mayor Cr Christina Holmdahl
Acting Deputy Mayor Cr Joy Allen
Cr Lynden Ferguson
Cr Richard Ireland

Leave of Absence: Deputy Mayor Cr Jess Greene
Cr Geoff Lyons
Cr Julie Sladden

Apologies: Cr Rick Shegog
Cr Josh Manticas

In Attendance: Kristen Desmond – Chief Executive Officer
David Gregory – Director Corporate & Community
Dino De Paoli – Director Community Assets
Richard Heyward – Director People, Culture & Safety
Michelle Riley – Director Planning & Development
Simon Tennant - Media & Communications Officer
Tom Chalmers – Governance Officer
Eleanor Moore – Executive Assistant to the CEO
Elizabeth Nye – Team Leader - Community
Todd Mitchell – Community Development Officer
Joanne Wing – Acting Tourism & Economic Development Officer

Topics Discussed:

- Australia Day Awards and Citizenship Ceremony 2026
- Community Grants Program Updates 2025/2026
- Business Grant Program 2025/2026
- Youth Representative Grants Program 2025/2026
- LGAT General Meeting Motions
- Planning Update
- Proposed Permanent Closure of part of road
- Discussion regarding Contract for Supply and Delivery

- Capital Works Contract Variation Approvals
- General Business

5 August 2025 – Interim Workshop (full day)

Present: Mayor Cr Christina Holmdahl
Cr Joy Allen
Cr Richard Ireland
Cr Geoff Lyons
Cr Josh Manticas
Cr Rick Shegog
Cr Julie Sladden

Apologies: Cr Lynden Ferguson

In Attendance: Kristen Desmond – Chief Executive Officer
David Gregory – Director Corporate & Community
Dino De Paoli – Director Community Assets
Richard Heyward – Director People, Culture & Safety
Michelle Riley – Director Planning & Development
Simon Tennant - Media & Communications Officer
Tom Chalmers – Governance Officer
Eleanor Moore – Executive Assistant to the CEO
Jeff Speer – Project Delivery Officer
Elizabeth Nye – Team Leader – Community
Amanda Dewis – Recreation Development Officer
Todd Mitchell – Community Development Officer
Kirsten Howard – Youth Development Officer
Krstyna Ennis – Team Leader – Planning
Jason Barker – Chief Financial Officer
Leigh Handley – Manager Asset Operations

Presenter: Sally Jeavons – Director/Principal Planner, @Leisure Planners
Mary Keyser – Recreation & Open Space Planner, @Leisure Planners

Topics Discussed:

- Beaconsfield Recreation Plan Consultation
- Capital Works Contract Variation Approvals
- Grubb Street Recreation Ground – Fencing
- Legana Recreation Master Plan
- Greens Beach Road/Kellys Lookout Road Intersection Improvement Options
- Capital Works Update
- Capital Budget Carryovers & Amendments
- Planning Update
- Australia Day Awards and Citizenship Ceremony 2026
- West Tamar Council Australia Day Awards – Nominations and Assessment Process
- Youth Mayor Program 2026 Eligibility
- Community Grant Applications
- Roadshows
- 4th quarter performance report – April to June 2025
- Dispute Resolution Policy – suggested amendments
- General Business

STRATEGIC PLAN

This action relates to the following components of the Strategic Plan 2022-2032:

3.5 Our Organisation

Goal: To be an organisation that values its people and delivers for our community.

Objective: The community is informed and engaged and receives quality customer service.

Council will:

- Keep our people and our community informed.

3.5 Our Organisation

Goal: To be an organisation that values its people and delivers for our community.

Objective: Council is recognised as a leader in local government.

Council will:

- Be open and transparent in how we make our decisions.
- Be accessible and responsive.

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

Local Government (Meeting Procedures) Regulations 2025

RISK CONSIDERATIONS

This report is provided in accordance with the provisions of the *Local Government (Meeting Procedures) Regulations 2025*, section 10(3)(c). Risk implications are therefore considered to be low.

FINANCIAL IMPACT

Nil.

CONSULTATION

Nil.

OPTIONS

Council may choose to:

1. Accept the motion as presented;
2. Accept the motion with amendments;
3. Reject the motion.

OFFICER'S COMMENTS

Nil.

RECOMMENDATION

That Council receives the report on Council Workshops held on 15 July and 5 August 2025.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

9.2 CEO 2 - 4th Quarter Performance Report - April to June 2025

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 11 August 2025

ATTACHMENTS: 1. [9.2.1] Draft 4th Quarter Report - April to June 2025

SUMMARY

The purpose of this report is to provide the West Tamar Council 4th Quarterly Performance Report for the period 1 April 2025 to 30 June 2025 to Council for endorsement.

BACKGROUND

The Quarterly Report details Council's progress in line with the Annual Plan actions for the financial year.

STRATEGIC PLAN

This action relates to the following components of the Strategic Plan 2022-2032:

3.5 Our Organisation

Goal: To be an organisation that values its people and delivers for our community.

Objective: The community is informed and engaged and receives quality customer service.

Council will:

- Keep our people and our community informed.

3.5 Our Organisation

Goal: To be an organisation that values its people and delivers for our community.

Objective: Council is recognised as a leader in local government.

Council will:

- Be open and transparent in how we make our decisions.
- Be accessible and responsive.

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

Section 27(c) of the *Local Government Act 1993* states that "*the Mayor is to promote good governance by, and within, the Council*"

RISK CONSIDERATIONS

A quarterly report is designed to minimise risk to the organisation and increased transparency through providing an ongoing performance report on the Council's financial, strategic and customer service objectives, to the elected members and the community.

FINANCIAL IMPACT

Nil.

CONSULTATION

The draft 4th Quarterly Report was provided to Councillors for consideration at workshop on Tuesday 5 August 2025. The report will also be provided to the Audit Panel at the next scheduled meeting.

OPTIONS

Council may choose to:

1. Accept the motion as presented;
2. Accept the motion with amendments;
3. Reject the motion.

OFFICER'S COMMENTS

The 4th Quarterly Performance Report for the period April to June 2025 is provided for consideration and endorsement.

RECOMMENDATION

That Council:

1. Receives the West Tamar Council 4th Quarter Performance Report 1 April 2025 to 30 June 2025; and
2. Provides public access to the report as part of Council's commitment to ongoing good governance.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

West Tamar Council

QUARTERLY REPORT

Edition 8
Apr - Jun 2025

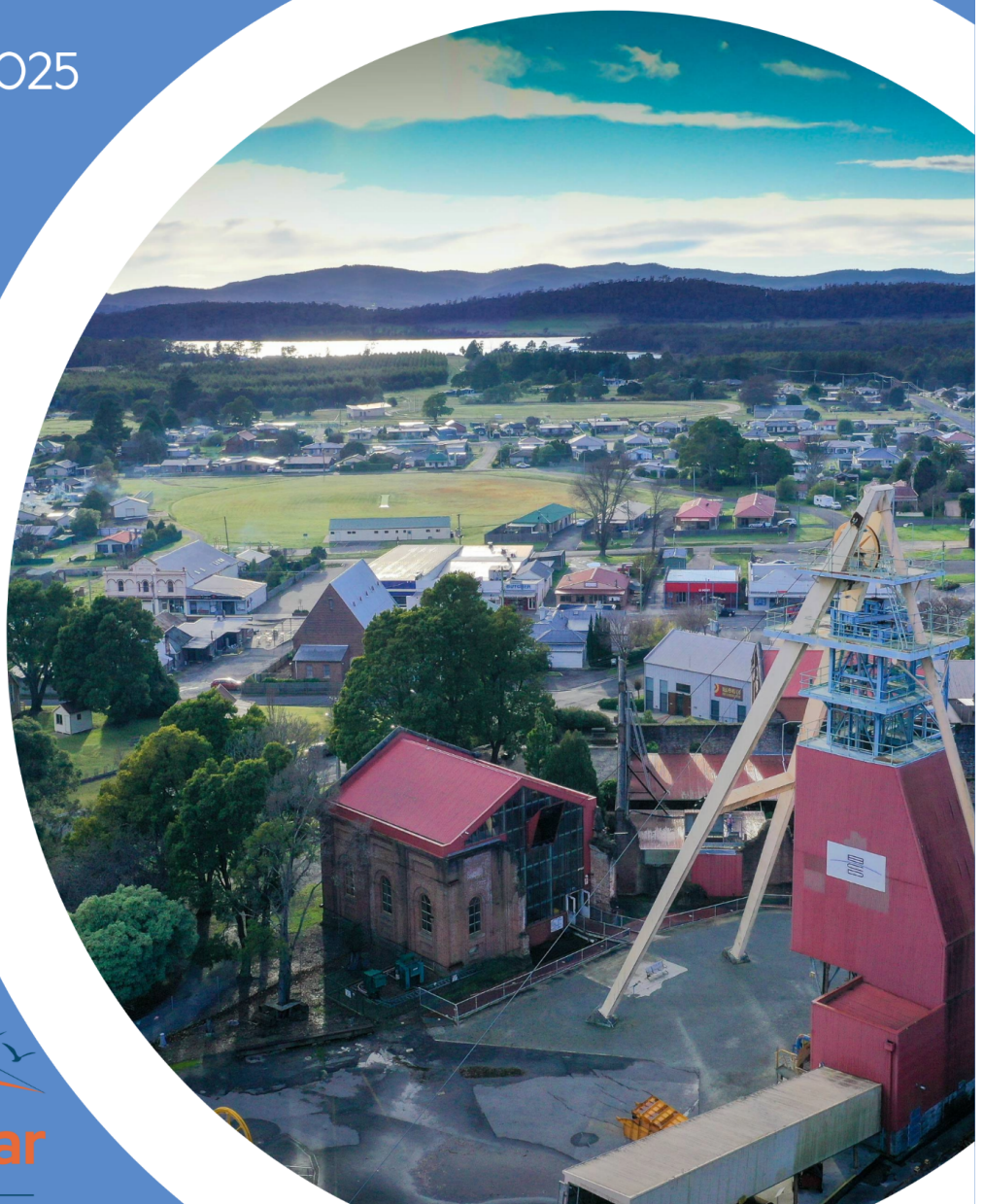




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Message from the CEO

I am pleased to share with you the highlights from the fourth and final quarter of the 2024-25 financial year. This quarter has been marked by continued progress and achievements across Council.

I am delighted to report that our customer service request compliance was once again above 98%. The 2024/25 year has not seen a customer service request compliance level below 97%. This ensures that our community has a responsive council that meets its needs. Thank you to all Council Officers who ensure that our community receive such fantastic customer service.

Our community engagement initiatives have continued to go from strength to strength. We officially opened the \$2 million redevelopment of Windsor Park in May, and commemorated Anzac Day at Beaconsfield's RSL Park on April 25 with an 11am service, which drew an audience of hundreds of people and service groups.

There was less net capital expenditure activity for the quarter than previous quarters for the financial year with net capital expenditure of \$5.6m earmarked for carryover into the 2025-26 financial year capital budget.

It was very pleasing to see increased visitation at the Beaconsfield Mine and Heritage Centre with over 34,000 visitors in the 2024/25 financial year, up from just over 30,500 in the 2023/24 financial year.

I would like to again thank Council staff for their continued dedication and hard work and I look forward to reporting on what I am sure will be a very busy 2025/26 financial year.



Kristen Desmond
Chief Executive Officer



CEO Meeting Schedule

Quarter 4, 2024-25 – April to June 2025

April	
1	Interim Workshop
2	LGAT General Meeting, Hobart
4	Official Opening – Legana Primary School
	NTRLUS Steering Committee Meeting
5	Relay for Life
8	Budget Workshop
9	Meeting with Brand Tasmania
10	Catch up with Visit Northern Tasmania
	Networking lunch with NTDC
	TasTafe Networking event
11	Meeting with Sidmouth Hall Committee
	Media event – TEER
	Northern General Manager/CEOs Regional Meeting
14	Meeting with Rate Payer
	Meeting with Rate Payer
	Meeting with Mayor
15	Pre-Meeting Workshop and Ordinary Council Meeting
16	Meeting with Minister Oglivie
	Meeting with TOMRA Cleanaway
	2025 CareSuper Business Excellence Awards Launch Event
17	Meeting with prospective land purchaser
	Meeting with local community group
	Meeting with sporting club
	Meeting with sporting club
24	Media event
	Meeting with prospective land purchaser
25	Beaconsfield ANZAC Day 11am service
28	International Workers Memorial Day Breakfast
	Launceston Chamber of Commerce and TasICT CoPilot training
	Consultation meeting with Independent Review Panel of RTI Framework in Tasmania
29	Meeting with local business owner
May	
1	Meeting with Rate Payer
5	CBOS Permit Authority Forum
6	Interim Workshop
7	Meeting with Libraries Tasmania
	RDA Tasmania – Launch of the 2025 Tasmania Economic review webinar
	NTRLUS Regional Strategic Directions – Local Government Workshop
8	Meeting with prospective land purchaser
	Meeting with prospective land purchaser
12	Meeting with Launceston Chamber of Commerce and Mayor
15	Sustainable Tourism Growth Workshop

ORDINARY COUNCIL MEETING
Tuesday 19 August 2025

	Meeting with CEO City of Launceston Council
	Local Government Workshop on Guideline for Community Engagement, Benefit Sharing and Local Procurement
20	Pre-meeting Workshop and Ordinary Council Meeting
21	Launceston Chamber of Commerce Tamar Valley Leaders Lunch – Speaker
22	Meeting with organisation
	Turner Stillhouse Whisk(e)y Launch
23	The Valley Church – Australia’s Biggest Morning Tea
25	Winkleigh Hall – Australia’s Biggest Morning Tea
26	Meeting with Hall Committee
	Meeting with West Tamar Community Carols Committee
	Meeting with Mayor
27	TEMT Infrastructure Master Plan Workshop
28	2025 National Reconciliation Week Breakfast
	Launceston Events Strategy/Convention Demand Study Reference Group Meeting
	Meeting with tenant
29	Meeting with business owner
30	NTRLUS Meeting
	2025 State Budget Lunch
31	Official Opening – Windsor Oval
June	
2	Meeting with sports representatives
	Rowella Hall Committee Meeting
3	Interim Workshop
	Infrastructure and Amenity Steering Committee meeting
4	West Tamar Council Audit Panel Quarter 4 meeting
5	Meeting with sporting club
6	2025 State Budget Reply Breakfast
	Northern General Manager/CEOs Regional Meeting
10	Meeting with WLF regarding Emergency Management
	Meeting with Office of the Coordinator General
	Meeting with sports representatives
11	Meeting with proponent
12	Waste Not event
13	Meeting with Rate Payer
	Tour of local business facilities
16	TEMT Meeting
	Meeting with sporting club
17	Pre-meeting Workshop and Ordinary Council Meeting
	Business Events Tasmania Catch up
18	NTRLUS update
19	Meeting with Minister Jo Palmer
	Citizenship Ceremony
20	Circular North Steering Committee Meeting
	NTDC SGM & MRG
	George Town Council – Solstice in the Square
23-27	ALGA Conference, Canberra
26	National Local Government Professionals Breakfast
30	Meeting with Minister Jo Palmer
	West Tamar Council Community Carols Committee Meeting

Use of the Council Seal

Date Common Seal Affixed	Reference No	Document Under Seal	Applicant/Other Party	Names of Signatories
07.04.2025	CS-165	Grant Agreement – EC24-154 Legana Community Sport and Recreation Plan	The Crown in Right of Tasmania	CEO Kristen Desmond, Mayor Christina Holmdahl
14.04.2025	CS-166	PA2023235 Final Survey Diagram and Schedule of Easements	Radian Surveying	CEO Kristen Desmond, Mayor Christina Holmdahl
14.04.2025	CS-167	PA2023258 Final Survey Diagram and Schedule of Easements	Cohen & Associates Pty. Ltd.	CEO Kristen Desmond, Mayor Christina Holmdahl
14.04.2025	CS-168	PA2023270 Final Survey Diagram and Schedule of Easements	D J McCulloch Surveying	CEO Kristen Desmond, Mayor Christina Holmdahl
14.04.2025	CS-169	PA2024159 Final Survey Diagram and Schedule of Easements	Cohen & Associates Pty. Ltd.	CEO Kristen Desmond, Mayor Christina Holmdahl
14.04.2025	CS-170	PA2023323 Final Survey Diagram and Schedule of Easements	Cohen & Associates Pty. Ltd.	CEO Kristen Desmond, Mayor Christina Holmdahl
17.04.2025	CS-171	Contract of Sale for Lot 3, Legana Park Drive	OPT Tasmania Pty Ltd	CEO Kristen Desmond, Mayor Christina Holmdahl
12.05.2025	CS-172	Data Sharing Agreement	Crown in Right of Tasmania	CEO Kristen Desmond, Mayor Christina Holmdahl
14.05.2025	CS-173	Beaconsfield Community Sport and Recreation Plan	Crown in Right of Tasmania	CEO Kristen Desmond, Mayor Christina Holmdahl
14.05.2025	CS-174	PA2022507 Final Survey Diagram and Schedule of Easements	Radian Surveying	CEO Kristen Desmond, Mayor Christina Holmdahl
21.05.2025	CS-175	Grant Deed - Caravan and Motorhome Plan – Council Infrastructure Grants in duplicate	Crown in Right of Tasmania	CEO Kristen Desmond, Mayor Christina Holmdahl

ORDINARY COUNCIL MEETING
Tuesday 19 August 2025

21.05.2025	CS-176	Grant Deed – Grant Program: isolated Communities Resilience Grants – Stream 2	Crown in Right of Tasmania	CEO Kristen Desmond, Mayor Christina Holmdahl
21.05.2025	CS-177	Deed of Agreement under the Land Use Planning and Approvals Act 1993 re Certificate of Title Vol 188449 Folio 1000	West Tamar Council (as Council)	CEO Kristen Desmond, Mayor Christina Holmdahl
21.05.2025	CS-178	Deed of Agreement under the Land Use Planning and Approvals Act 1993 re Certificate of Title Vol 188449 Folio 1000	West Tamar Council (as Owner)	CEO Kristen Desmond, Mayor Christina Holmdahl
26.05.2025	CS-179	Grant Deed – Kelso Public Toilets and Parking – EC21-035	Crown in Right of Tasmania	CEO Kristen Desmond, Mayor Christina Holmdahl
26.05.2025	CS-180	PA2023293 Final Survey Diagram and Schedule of Easements	D J McCulloch & Associates	CEO Kristen Desmond, Mayor Christina Holmdahl
05.06.2025	CS-181	Cancellation of Seal – PA2015165 Final Survey Diagram and Schedule of Easements - original Seal placed 20 September 2017	Land Titles Office & Registry of Deeds	CEO Kristen Desmond, Mayor Christina Holmdahl
10.06.2025	CS-182	Grand Deed – Grant Program: Isolated Communities Resilience Grants – Stream 3	Crown in Right of Tasmania	CEO Kristen Desmond, Mayor Christina Holmdahl
18.06.2025	CS-183	PA2022152 Final Survey Diagram and Schedule of Easements	Woolcott Land Services	CEO Kristen Desmond, Mayor Christina Holmdahl
20.06.2025	CS-184	Deed of Variation of Funding Agreement – FA00003403 Tasmanian Councils supporting climate healthy and resilient communities	Crown in Right of Tasmania	CEO Kristen Desmond, Mayor Christina Holmdahl
30.06.2025	CS-185	PA2024234 Final Survey Diagram & Schedule of Easements	Survey & Alignment Services	CEO Kristen Desmond, Mayor Christina Holmdahl
30.06.2025	CS-186	PA2024151 Final Survey Diagram & Schedule of Easements	Cohen & Associates	CEO Kristen Desmond, Mayor Christina Holmdahl

Audit Panel Actions

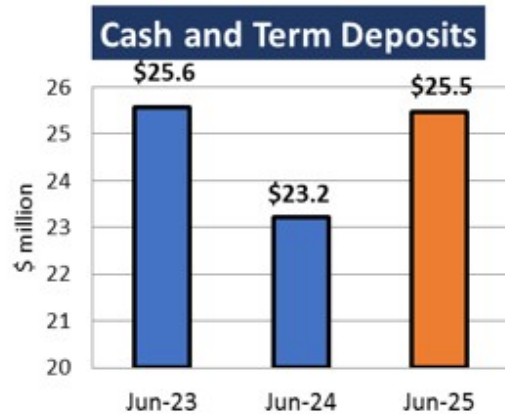
	Audit Panel Action Sheet
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Ref	Date	Item	Action	Responsible	Comment
2412.01	11/12/24	2	Table confirmed minutes at Council Meeting for noting	Governance Officer	January 2025
2412.02	11/12/24	4	Present 10-Year Financial Plan and Financial Management Strategy at Council Workshop	Chief Financial Officer	January 2025
2412.03	11/12/24	6	Prioritise review of Fitness for Work Policy	Director People, Culture & Governance	March 2025
2412.05	11/12/24	18	Provide update on Fraud Awareness Training	Director People, Culture & Governance	March 2025
2412.06	11/12/24	20	Provide draft Delegation Policy to Audit Panel for review	Governance Officer	March 2025
2412.04	11/12/24	16	Engage external provider for Risk Analysis function	Chief Executive Officer	June 2025
2503.01	25/03/25	7	Review previous motion of Council re delegations	Chief Executive Officer	June 2025
2503.02	25/03/25	11	Prioritise the Corrective Action Register and the development of an appropriately scheduled program of work	Chief Executive Officer	June 2025
2503.03	25/03/25	12	Prepare proposed internal audit program	Director Corporate & Community	June 2025

* Denotes items completed previously and able to be removed
BOLD Denotes items completed or included on the current agenda

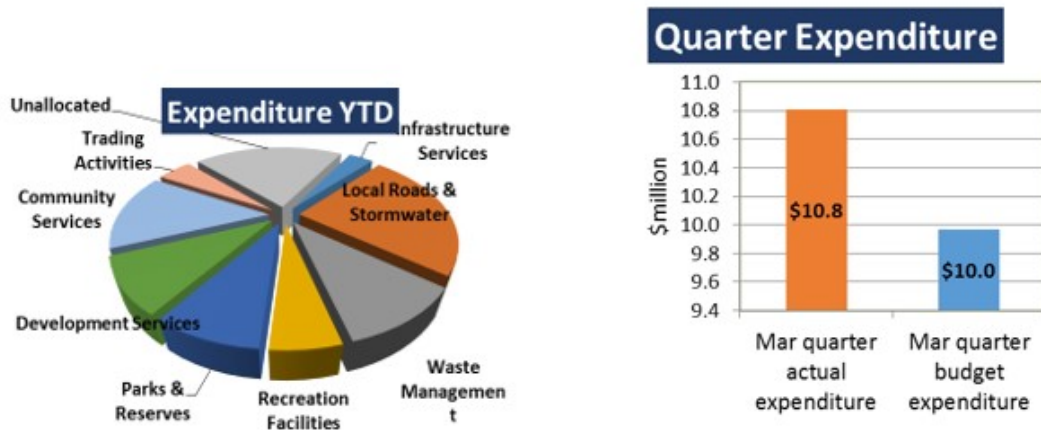
Financial Reports

Grants for the quarter are ahead of budget due to the unexpected and unbudgeted 50% prepayment of 2025-26 financial assistance grant allocations.

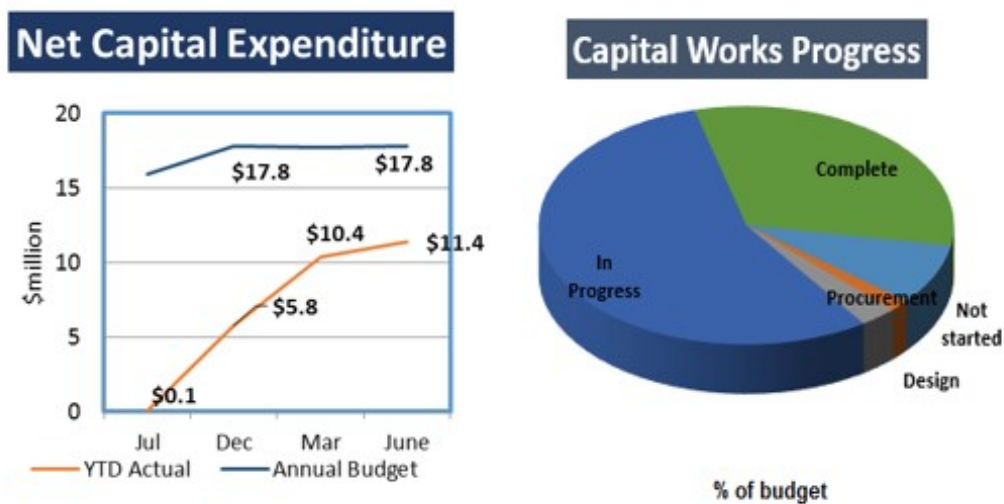


Rates outstanding at year end has increased \$0.4m from the balance 12 months earlier with over 5% of rates still outstanding as at 30th June.

Financial Reports



Operational expenses for the quarter are above budget, mainly driven by accelerated depreciation of \$1.1m on the Exeter Child Care Centre building to recognise the future ownership transfer of this building. Employee costs were under for the quarter but more than offset by the use of labour hire reported under materials and services.



There was less net capital expenditure activity for the quarter than previous quarters for the financial year with net capital expenditure of \$5.6m earmarked for carryover into the 2025-26 financial year capital budget.

Service Delivery

Customer Service Requests

- 462 total Customer Service Requests
- 454 compliant
- 8 non-compliant
- 98.27 per cent compliant
- Works and Infrastructure responded to 310 customer service requests during the first quarter

Planning and Development

Description	Previous Year Total	Q3 Mar 25	Q4 June 25	Year to Date
S57 Discretionary	209	29	55	180
S57 Discretionary (avg days)		37.55	36.83	
S58 Permitted	56	13	10	42
S58 Permitted (avg days)		12.69	13.8	
S56 Amended Permits	35	2	7	21
No permit required/exempt	112	34	31	125
Planning Appeals	3	2	0	2

Building

Description	Previous Year Total	Q3 Mar 25	Q4 Mar 25	Year to Date
Council issued Certificate of Likely Compliance (COLC)	92	34	27	107
Privately surveyed (COLC)	155	34	44	164
Council issued Permits	24	6	19	45
Privately surveyed Certificates of Substantial Compliance	12	0	6	10
Inspections	420	787	120	383

ORDINARY COUNCIL MEETING
Tuesday 19 August 2025

Plumbing

Description	Previous Year Total	Q3 Mar 25	Q4 Jun 25	Year to Date
CoLC/Permit:				
West Tamar Council	191	35	39	167
Dorset Council	52	7	9	40
George Town Council	243	28	23	94
Flinders Island Council	12	5	6	18
Inspections:				
West Tamar Council	718	158	130	550
Dorset Council	87	16	13	68
George Town Council	174	28	72	173
Flinders Island Council	18	0	7	7
Drainage Nuisances:	61	15	13	59

Compliance

Development Compliance

Description	Previous Year Total	Q3 Mar 25	Q4 Jun 25	Year to Date
Complaints received and investigation initiated	78	13	19	62
Building orders issued	45	12	10	47
Plumbing orders issued	14	4	3	18
Planning notice of intent	12	1	1	3
Planning Enforcement notice issued	6	1	0	1
Matter resolved - withdrawn	10	0	1	5
Matter resolved – satisfied/revoked	32	3	2	15

There were 222 ongoing compliance matters during the June quarter 2025

Environmental Health

Description	Previous Year Total	Q3 Mar 25	Q4 Jun 25	Year to Date
New food business applications approved		3	1	16
Food business inspections - number		73	69	250
Vaccinations administered – number		0	0	0
Complaints received and investigations initiated - number		16	23	77
Complaints resolved - number		12	21	61
Notifiable disease investigations		8	3	15
OWMS consent		11	10	44
OWMS inspections		6	6	73

Compliance

Municipal Inspectors

Description	Previous Year Total	Q3 Mar 25	Q4 Jun 25	Year to Date
Dog registrations - number		4301	4171	
Dogs at large detained - number		2	21	75
Barking dog complaints investigated - number		2	1	6
Dog attacks investigated – number		4	9	21
Burials - number		2	7	16
Internment of ashes - number		0	0	5
Fire abatement inspections - number		47	0	114
Fire abatement notices issued - number		37	0	80

Community

Event highlights

JUNE CITIZENSHIP CEREMONY

In late June, West Tamar Council celebrated its latest Citizenship Ceremony, welcoming 12 new Australian citizens to our community.

Our amazing conferees came from Sri Lanka, Iran, New Zealand, Nepal, Taiwan, the Philippines and South Africa.

Congratulations to everyone and thank you for choosing the West Tamar as your home.



Community

ANZAC DAY 2025

The West Tamar Council commemorated Anzac Day at Beaconsfield's RSL Park on April 25 with a packed 11am service, with hundreds of people and service groups in attendance.



ORDINARY COUNCIL MEETING Tuesday 19 August 2025

Windsor Community Precinct

The following events were considered as highlights for the precinct during the quarter:

- In April, the Department of State Growth hosted the Tamar River Crossing Consultation in the Community Hall.
- While there was a break over the Easter Holiday, the Community Team – in conjunction with the Beaconsfield RSL hosted another Anzac Day commemoration.
- In May, the team celebrated the opening of the Windsor Oval. The Community Hall hosted the Federal Election while the May ordinary Council Meeting was held for the first time in the new Windsor Chambers.

	April	May	June
WCP Halls/Rooms*	81	84	92
WCP Recreation	154	159	167
SUB TOTAL	235	243	259
Riverside Cricket Club/ Riverside Olympic Football Club Rooms**	40	43	44
TOTAL	275	286	300

**Includes: Amphitheatre and Training Room (Youth Space) **Included to show roster change.*

Beaconsfield Mine and Heritage Centre

1. GROUPS			
Date	Number of entries	Number of Groups	
April	3139	14 groups	
May	240	6 groups	
June	114	6 groups	
2. SOCIAL MEDIA INSIGHTS BMHC			
Facebook	Followers	Post views	Post Engagement
April 5 Facebook posts	3243 total followers	10,562	Post engagement 1.1k
May Facebook posts	3240 total followers	5273	Post engagement 896
June Facebook posts	3251 total followers	38,107	Post engagement 1.5k

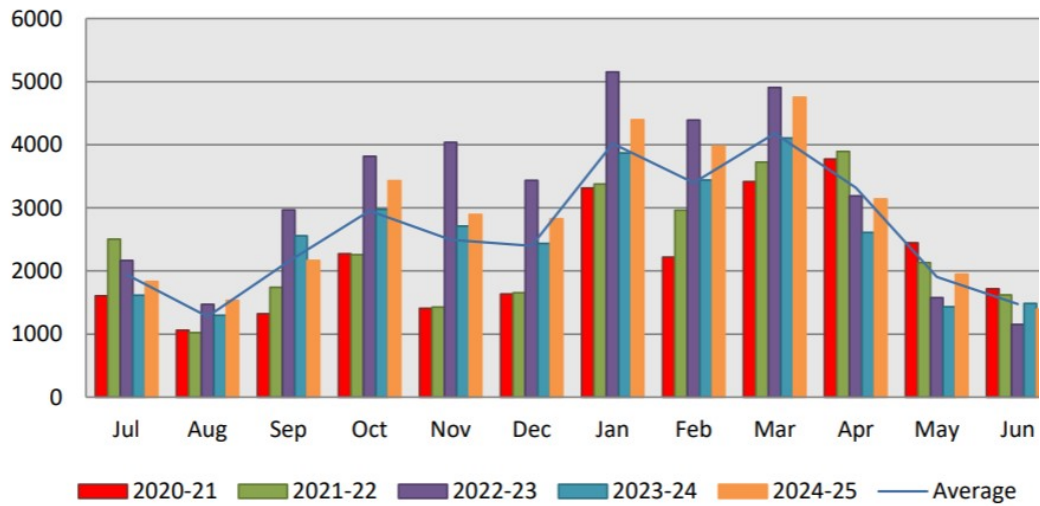
ORDINARY COUNCIL MEETING
Tuesday 19 August 2025

3. VISITOR FIGURES

Year	2022-23	2023-24	2022-23 YTD	2023-24 YTD	2024-25 YTD
Visitor Numbers YTD			38,251	30,542	34,291

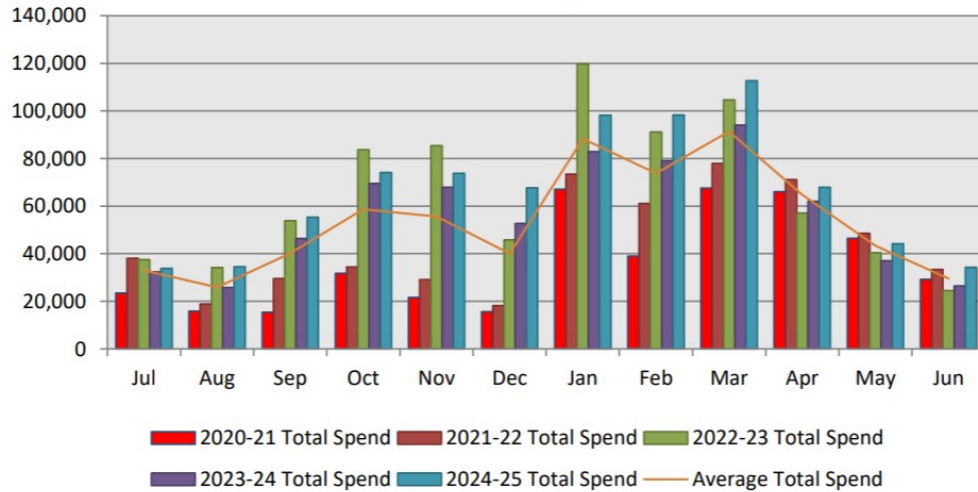
4. FIVE-YEAR VISITOR NUMBERS

Monthly Visitor Numbers



5.

Total Visitor Spend



Key Project Update



WINDSOR OVAL REDEVELOPMENT

West Tamar Council officially opened its \$2 million redevelopment of Windsor Park in May.

Originally constructed in 1968, Windsor Park has been home to the Launceston Football Club for more than half a century.

Mayor Christina Holmdahl officially opened the redevelopment on Saturday, May 31, alongside Launceston Football Club president Scott Stephens and AFL Tasmania's State Participation and Programs Manager Aaron Roberts prior to the Blues first home game on the new surface against Scottsdale.

Mayor Holmdahl said that the oval has been plagued with drainage issues for a number of years due to the poor condition of the playing surface, specifically over the winter months.

The redevelopment of the oval began in late 2024 with the purpose of delivering the best value playing surface in Northern Tasmania, and improved lighting in accordance with relevant Australian Standards and AFL Guidelines and with minimal environmental and stakeholder impact.

Civil works included the re-leveling of the oval surface, installing new drainage systems, sand slitting, irrigation, the establishment of a 100mm sand mattress, reseeding, as well as new perimeter fencing and improved lighting.

The redevelopment of Windsor is the second major sporting oval project the Council has completed in the past six months following the construction of the Legana oval adjacent to the new primary school.

ORDINARY COUNCIL MEETING
Tuesday 19 August 2025

Mayor Holmdahl said that while the total cost for this project is in the vicinity of \$2 million, Council fully appreciates just how important these facilities are for our community.

"We are also very grateful for the assistance from AFL Tasmania, which has committed a \$74,000 grant to assist council with this project," Mayor Holmdahl said.

"The rich history of this precinct underscores Windsor Park's evolution from a football-focused ground to a modern, multi-sport precinct, adapting to community needs through significant investments and innovative maintenance."



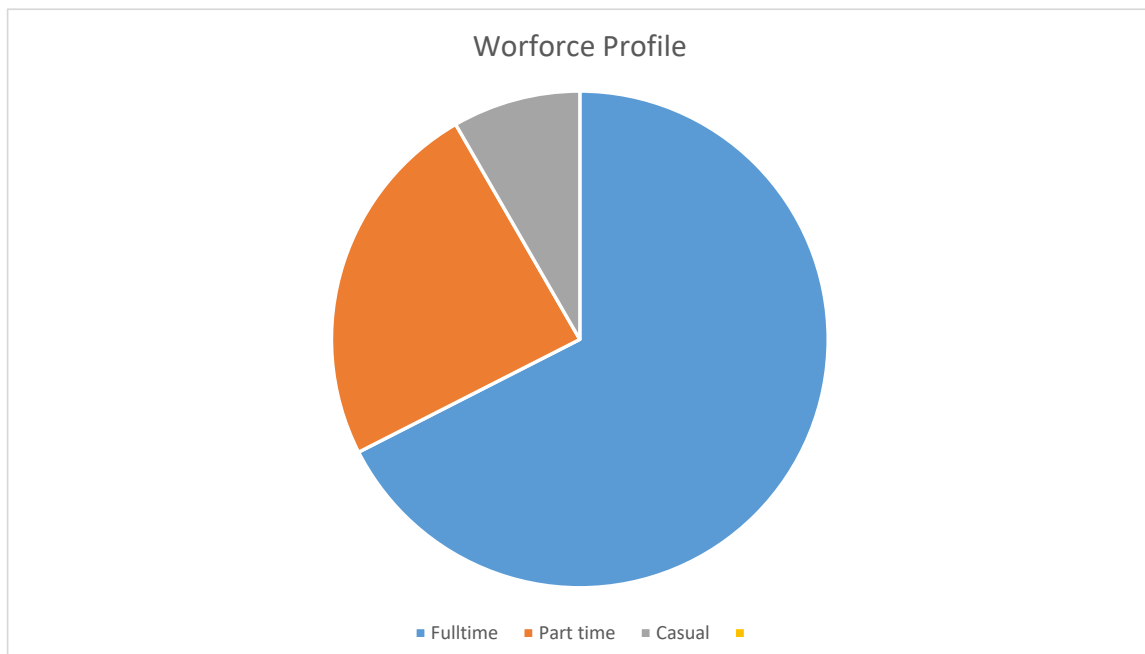
Workforce

At the end of the reporting period Council had a headcount of 117 employees. This equated to an establishment of 102.84 FTE.

Council has a total budgeted FTE of 118 establishment for the 2025/26 year.

Council continues to work through the process of filling current staff vacancies.

The workforce profile can be found in the chart below:



Four staff departed Council during this period (including casual and part-time employees), with 9 new staff members joining Council during the same period.

The turnover rate for the quarter was approximately 3.5 per cent.

Incident Reporting

The chart below sets out the April to June 2025 incidents reported along with the total numbers of hazards reported through Council's Take 5 process.

Description	April	May	June	Total Incidents
Near miss	1	1	0	2
Minor first-aid injury	4	2	0	6
Serious injury	0	0	0	0
Equipment/property/vehicle damage	7	4	2	13
Psychosocial hazards	0	0	1	1
Serious or Notifiable incidents	0	0	0	0
Minor incident (other)	1	1	2	4
Total incidents	13	8	5	26

Incident severity	Low	Medium	High	Critical
	19	7	0	0

Appendix 1 – Capital Works Program

		Operational Report Apr - Jun 2025				
		Actual Quarter Apr-Jun 25 \$'000	Budget Quarter Apr-Jun 25 \$'(000)	Variance \$'(000)	Draft YTD \$'(000)	Annual Budget \$'(000)
Recurrent Income						
Fees & Charges	✓	(892)	(773)	119	(3,569)	(3,495)
Grants Current	✓	(2,598)	(1,768)	831	(4,581)	(5,358)
Interest	✓	(979)	(553)	425	(1,289)	(914)
Investment Water Corporation	✓	(295)	(295)	0	(787)	(787)
Other Income	✓	(228)	(101)	126	(480)	(337)
Rates	✓	(26)	(134)	(109)	(26,015)	(25,918)
Total Recurrent Income		(5,018)	(3,625)	1,393	(36,721)	(36,809)
Expenditure						
Depreciation	✓	2,911	1,821	(1,090)	8,396	7,286
Employee Costs	✓	3,290	3,539	250	12,005	13,401
Finance Charges	✓	1	1	(0)	2	2
Materials & Services	✓	3,866	3,702	(163)	12,086	12,243
Other Operating Expenses	✓	328	495	167	1,458	1,577
Statutory Contributions	✓	410	410	0	1,639	1,639
Total Underlying Expenditure		10,804	9,968	(836)	35,586	36,149
Net loss on disposal	✓	486	450	(36)	435	450
Underlying (Surplus)/Deficit		6,273	6,793	520	(701)	(211)
Timing Fed Assist Grants		0	0	0	1,270	0
Capital Grants	✓	(1,199)	(3,250)	(2,051)	(2,653)	(3,770)
Contributions	✓	(4,037)	0	4,037	(4,066)	0
Net (Surplus)/Deficit		1,038	3,543	2,506	(6,150)	(3,980)

Appendix 1 – Capital Works Program

Capital Works Budget 2024/25		YTD	On	Forecast	Annual	Code
Work	No	Actual	Order		Budget	
		\$(000)	\$(000)	\$(000)	\$(000)	
Transport Capital						
Bridges						
1	Guard Rail upgrades to bring steel rails to current standards	60002	21	0	21	70 C
4	Rowella Road Bridge No 3791- Guardrail upgrade	60024	18	0	18	0 C
5	Holwell Road - New guardrail safety barrier 1819 Holwell Rd	60025	18	0	18	0 C
Bridges Total			57	0	57	70
Footpaths						
6	Footpaths renewal/upgrade/new	60206	16	0	100	353 IP
7	Riverside, Pitten Crief footpath	60221	126	0	126	135 C
8	Beaconsfield, Cornwall St footpath - from Grubb St to Cross St	60219	5	0	5	0 C
9	Riverside, Assisi Ave, back of cul-de-sac	60222	9	0	9	20 C
10	Gravelly Beach, Beach Rd to Edinburgh Park - design 24/25	60228	0	0	0	10 R
11	Legana, Koorringal Avenue - construct pram crossing	60229	15	0	12	0 C
12	Legana , Freshwater Pt Rd & Legana Grove - KFC footpath	60230	8	0	7	0 C
13	Legana , Freshwater Pt Rd & Bindaree Rd - replace pram crossing	60231	5	0	5	0 C
14	Trevallyn, Bowen Avenue - footpath	60232	191	0	170	0 IC
15	Riverside, Pendennis Street - footpath	60233	85	0	150	0 C
16	Beaconsfield, Cornwall Street - footpath	60234	63	23	2	125 IC
Footpaths Total			523	23	586	643
Road Gravel Resheeting						
17	Gravel Resheet Program	64013	347	0	450	575 IC
Gravel Resheeting Total			347	0	450	575
Road Reseals						
Road Reseals Total			661	0	680	700
Urban Streets						
19	Beaconsfield streetscape improvement plan	63116	0	0	0	40 R
20	Design works various infrastructure projects	69061	(3)	0	50	79 IP
21	Developer contribution, unplanned	63132	0	0	0	0 D
22	Exeter, Beaton Street extension	63141	29	0	29	30 C

Appendix 1 – Capital Works Program

Capital Works Budget 2024/25		YTD	On	Forecast	Annual	Code
	Work	Actual	Order		Budget	
	No	\$(000)	\$(000)	\$(000)	\$(000)	
23	Legana, Bindaree Rd, retrofit roundabout, Ridge Rd to Bindaree Rd - in stages	63103	0	0	50	R
24	Beaconsfield, Julian St upgrade Weld to Bell St - design 24/25	63140	7	0	7	IP
25	Riverside, Assissi Ave hammer head pavement reconstruction	63136	53	0	80	C
26	Riverside Drive, pavement/embankment reconstruction - design 24/25	63134	0	0	50	R
27	Riverside, Eden St, reconstruct Cleghorn St to WTH - design 24/25	63135	0	0	40	R
28	Trevallyn, Cherry Road, reconstruction between Newland St and existing kerb (150m)	63100	0	0	11	C
29	Legana, Industrial estate access road sealing	63138	49	0	45	C
30	Riverside, Pitt Av, k&c and footpath from Cherry Ave to Anthony St - design 24/25	63137	16	0	16	C
Urban Streets Total		151	0	208	437	
Rural Roads						
31	Bridgenorth Rd/Long Plains Rd intersection improvement - grant funded \$365,000	64058	26	0	25	C
33	Deviot Rd capital repairs	64082	43	0	115	C
34	Rosevears Drive / McEwans Rd	64078	240	0	270	C
35	Grindelwald, Atkinsons Rd, road base, drainage, kerb and channel further stage	64051	320	397	787	IP
36	Kelso, Greens Beach Rd, Paranalpe Rd+1152m reconstruct	64091	659	0	750	C
37	Riverside, Ecclestone Rd 624+220m reconstruction, \$100k grant funded	64084	154	0	156	C
38	Rosevears Drive, from Brady's Lookout Rd north 300m, reconstruct - design 24/25	64088	11	0	15	IP
39	Sidmouth, Valley Rd, upgrade pavement and seal, stage 1	64089	23	45	100	P
40	Deviot Rd retaining wall, design 24/25	64062	102	0	100	IP
41	Rosevears, Brady's Lookout Rd, approx 175m reconstruct - design 24/25	64087	12	0	15	IP
42	Notley Hills Rd reconstruction	64092	14	0	155	R
Rural Roads Total		1,604	442	2,064	2,488	
Total Transport		3,344	465	4,045	4,913	
Stormwater						
43	Emergency infrastructure works and unplanned infrastructure contributions, budget allocation	69056	28	31	75	IP
44	Beauty Point, stormwater upgrade existing culvert to open drain at No 32 Flinders St	65132	0	0	50	R
45	Legana, Jetty Rd, drainage works to mitigate flooding Beach Rd, investigate and design	65133	0	0	10	R

Appendix 1 – Capital Works Program

Capital Works Budget 2024/25						
	Work No	YTD Actual \$(000)	On Order \$(000)	Forecast \$(000)	Annual Budget \$(000)	Code
Stormwater Capital Total		28	31	75	135	
Waste Management						
46	Exeter Depot EPA compliant wash bay	65911	0	0	0	50 R
47	Exeter Waste Transfer Station, upgrades	65905	0	0	0	0 NS
Waste Management Capital Total		0	0	0	50	
Community, Recreation, Parks & Reserves Capital						
48	Barbeque and shelter replacement program ongoing	67269	0	0	0	35 R
49	Beaconsfield Cemetery, expand capacity and improvements	67240	0	0	10	50 NS
50	Beaconsfield, Fysh St Cricket Ground, pitch upgrade	67270	2	0	0	0 C
51	Beaconsfield basketball ring	67209	0	0	0	9 R
52	Beaconsfield Lions lookout upgrade	67271	0	0	0	8 R
53	Beauty Point foreshore master plan, partially Cmwth funded	67200	1,244	247	1,520	1,520 IC
54	Brady's Lookout capital maintenance	67273	0	0	0	30 R
55	Clarence Point Hall, replace public toilets, secure storage	67212	179	0	180	180 C
56	Clarence Point Hall - external defibrillator	67274	0	0	0	4 C
57	Exeter Community Hub, kitchen upgrade, cabinetry, oven & deepfryer	67214	6	0	20	20 C
58	Gravelly Beach Foreshore Project, partially Cmwth funded	67201	62	1	40	1,190 IC
59	Greens Beach Caravan Park, capital upgrades	67243	29	0	27	22 C
60	Kayena, Bonnie Beach, retaining structure and toilet ramp	67275	5	0	10	50 IC
61	Kelso toilet & carpark, \$150k grant component	67254	46	0	15	320 P
62	Legana future recreational developments	67251	229	37	275	258 IP
63	Playground renewal program (PRP)	67106	324	0	325	330 IC
64	Riverside Swimming Centre, capital maintenance	67225	155	4	305	330 IC
65	Riverside, Windsor Park, main oval, resurface + lighting upgrade.	67228	2,001	0	2,015	2,015 C
67	Riverside Office, dog cage enclosure 2 bay	67265	0	0	7	7 NS
68	Rowella Hall - safety barrier / fence	67277	8	0	8	5 C
69	Trevallyn, Tailrace Park, vegetation improvements	67264	8	0	13	15 C
70	Greens Beach Caravan Park, sewerage upgrade	67286	4	0	20	250 NS
71	Beaconsfield Community Centre, internal improvements	67287	19	0	30	30 IP
72	Beaconsfield Mine and Heritage Centre, CCTV upgrade	67288	0	0	0	30 R
73	Beaconsfield Tennis courts upgrade lights to LED	67289	13	0	13	50 C

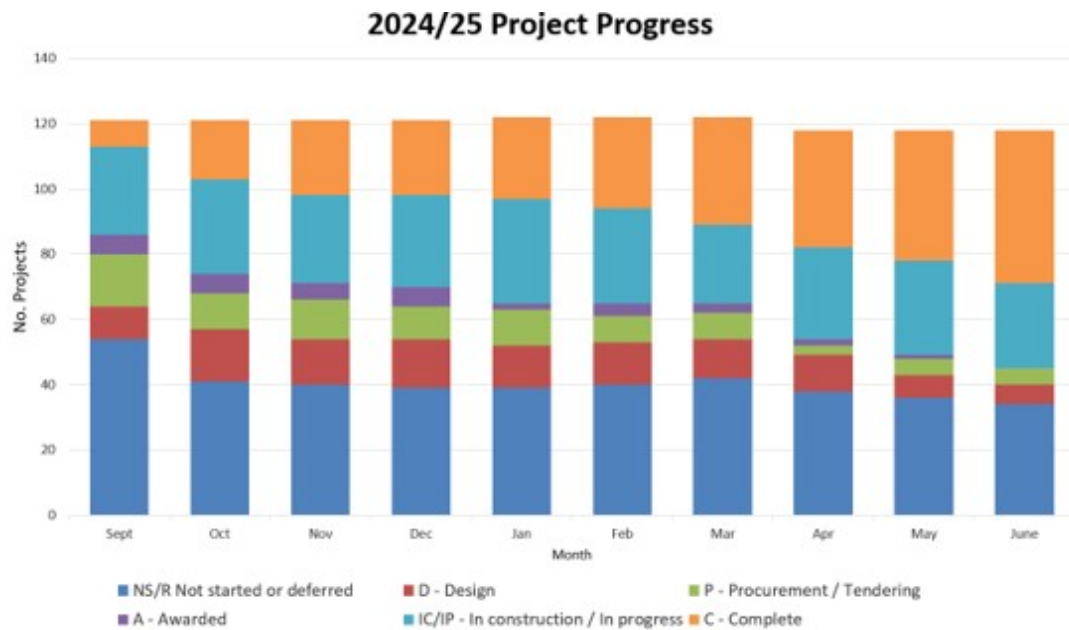
Appendix 1 – Capital Works Program

Capital Works Budget 2024/25		YTD	On	Forecast	Annual	Code
	Work	Actual	Order		Budget	
	No	\$(000)	\$(000)	\$(000)	\$(000)	
74	Beaconsfield Grubb Recreation St public toilet renewal, design 24-25	67290	1	0	0	20 R
75	Exeter Community Park, improvements, design 24/25	67179	0	0	0	10 R
76	Exeter Community Hub, bowls club lighting (grant dependent)	67291	0	0	0	75 D
77	Exeter Community Hub, new synthetic greens (grant dependent)	67299	215	0	215	212 C
78	Green Beach Masterplan implementation stage 1 - State grant	67292	7	29	5	150 D
79	Riverside, windsor Park, Cricket 1 drainage around turf wickets	67259	31	0	40	40 C
80	Legana Orchard estate Jonagold Gold Playground	67293	6	0	0	50 R
81	Legana Park design and toilets renewal	67294	(0)	0	0	278 R
82	Trevallyn dam, signage water quality	67297	0	0	6	6 D
83	Tourism & Entrance signage	67298	0	0	15	50 NS
Community, Recreation, Parks and Reserves Capital Total		4,594	317	5,114	7,648	
Information Technology						
84	Hardware / User Devices	68536	46	0	50	30 C
85	Hardware, Desktop computers	68534	0	0	0	10 C
86	Hardware, Laptops (bulk buy)	68529	0	0	0	6 C
87	Ethernet wiring upgrade, Beaconsfield	68540	0	0	0	10 R
88	Monitors bulk buy	68541	(4)	0		0
89	Software, Windows licences	68531	0	0	0	40 R
90	Software, website / communication	68522	12	0	12	20 C
91	Software, expense management system	68543	0	0	0	9 R
92	Software, WTC Software suite enhancement	68504	34	0	50	75 C
93	Tablets - WHS Online	68544	5	0	5	20 IP
94	Servers	68510	0	2	0	60 C
95	UPS Batteries / upgrades	68507	0	0	5	5 R
Information Services Capital Total		93	2	122	285	
Purchase of Individual & Corporate Assets						
97	Beaconsfield Depot facility improvements	69071	0	0	40	40 D
98	Riverside, Windsor Depot, relocation of Exeter space to new shed	69065	244	0	250	250 C
99	Exeter Depot, design Property Services shed	69067	0	0	5	20 D
100	Exeter Depot security improvements	69068	0	0	22	18 R
101	Legana, Industrial Estate extension	69064	2,107	5	2,454	2,454 IC
102	Organisation unified alarm system & surveillance- in stages	69053	0	0	0	70 R
103	Xmas decorations, B'fld & Exeter	69033	0	0	0	50 R
104	Defibrillator program	69072	0	0	0	20 R

Appendix 1 – Capital Works Program

Capital Works Budget 2024/25		Work	YTD	On	Forecast	Annual	Code
		No	Actual	Order		Budget	
			\$'(000)	\$'(000)	\$'(000)	\$'(000)	
105	Exter Depot, block walls for gravel	69073	6	4	10	10	P
106	Windsor Community Precinct, external mail boxes for tenancies	69074	7	0	10	10	C
107	Windsor Community Precinct, CCTV & security lighting upgrade	69075	0	0	0	30	R
108	Windsor Community Precinct, chambers council chairs - bulk buy	69076	10	0	20	20	IP
109	Windsor Community Precinct, larger interactive board for hall	69077	10	0	10	20	C
110	Windsor Community Precinct, directional signage program	69078	0	0	6	6	NS
111	Windsor Community Precinct, promotion TVs in common areas +1 for WTAG	69079	11	0	10	10	C
112	Windsor Community Precinct, Council Chambers establishment	69081	1	0		0	
113	Windsor Community Precinct, Riverside Olympic Football Club, relocate light switches from bar area	69080	2	0	0	15	C
Purchase of Individual Assets Total			2,398	8	2,837	3,043	
Purchase of Grouped Assets							
114	Furniture, fitting and equipment	69500	21	0	60	60	C
115	Fleet and equipment	69502	185	7	227	340	IP
116	Land and buildings	69510	0	0	250	30	P
117	Tractors & machinery	69520	162	0	198	221	IP
118	Trucks	69530	619	77	667	1,022	IP
119	Mowers	69540	40	0	40	42	C
120	Utilities and vans	69550	308	0	322	370	C
121	Sedans and wagons	69560	0	31	65	80	P
Purchase of Grouped Assets Total			1,334	115	1,829	2,165	
Sale/Disposal of Assets							
122	Disposal of land and buildings	69800	0	0	(670)	0	NS
123	Disposal of plant (trade and tender)	69810	(397)	(20)	(460)	(477)	IP
Sale of Assets Total			(397)	(20)	(1,130)	(477)	
Total Capital Purchases			11,789	937	14,022	18,239	
Total Capital Sales			(397)	(20)	(1,130)	(477)	
Total Net Capital Works			11,393	918	12,892	17,763	

Appendix 1 – Capital Works Program



Appendix 2 – Annual Plan Report

No.	Directorate	Annual Plan Action	On Track?	Target Status Q1 July-September	Status Update/Notes	On Track?	Target Status Q2 October-December	Status Update/Notes	On Track?	Target Status Q3 January - March	Status Update/Notes	On Track?	Target Status Q4 April-June	Status Update/Notes
1	Community Assets	Progression of the Beauty Point Masterplan - including completion of construction for the Esplanade and wharf car parking sections of the project	Progressing as expected	25%	Construction work in the Esplanade is well underway with completion anticipated in Jan/Feb 2025.	Progressing as expected	50%	Construction on the Esplanade is expected to be completed mid Feb 2025. Tenders for car park work at the wharf closing early Feb. Quotes under assessment for Sandy Beach access ramp.	Progressing slower than expected	75%	Construction of work on the Esplanade is completed. Commencement of work on the TasPorts carpark area pending TasPorts approvals. Work has commenced on the Sandy Beach access ramp.	Progressing as expected	75%	Work on the beach access stairs and TasPorts parking area well under way and nearing completion at 30 June.
2	Community Assets	Completion of >75 of the precinct 2 works Gravelly Beach Masterplan	Progressing slower than expected	25%	Some delays experienced in working with the grantor to vary the funding agreement. Design work in progress.	Progressing slower than expected	25%	Awaiting approval for deed variation. Design 50% complete.	Progressing slower than expected	25%	Design documentation completed for rescoped precinct 2 works. Tender to be issued in first week of May.	Progressing as expected	25%	Contract for stage 2 works awarded. Construction scheduled for commencement early September.
3	Community Assets	Progression of the implementation of the Greens Beach Masterplan including design, procurement and commencement of construction for the Stage 1 works	Progressing as expected	Not Yet Started	Guidance sought from Council, design work anticipated to commence next quarter.	Progressing slower than expected	Not Yet Started	Consultant to be engaged to undertake design work.	Progressing slower than expected	25%	Request for fee proposal issued to consultants for design work.	Progressing as expected	25%	Consultant engaged and design work in progress.
4	Community Assets	Complete stage one civil work works for the Legana Industrial Estate	Progressing as expected	100%	Works completed as scheduled.	Progressing as expected	100%	Civil works complete. Substation installation pending	Progressing as expected	100%	Civil works complete. Substation installation complete.	Progressing as expected	100%	Completed
5	Office of the CEO	Commence feasibility study for the West Tamar Trail Strategy Riverside to Legana section	Progressing slower than expected	Not Yet Started	Grant Deed executed in September. Scoping for RFQ commenced.	Progressing slower than expected	25%	RFQ scoping not yet complete	Progressing slower than expected	50%	RFQ out at market	Progressing as expected	100%	Consultant engaged and feasibility study commenced.
6	Planning & Development	Review of the Legana Structure Plan	Progressing as expected	Not Yet Started	Activity to commence in Quarter 3	Progressing as expected	Not Yet Started	Activity to commence in Quarter 3	Progressing as expected	25%	RFQ released and responded to. Project to be substantially commenced next quarter	Progressing as expected	50%	Consultant engaged and review commenced.
7	Planning & Development	Development of the West Tamar Growth Strategy	Progressing as expected	25%	Consultants engaged and initial investigations commenced	Progressing as expected	50%	State of Play released and first round of consultation completed	Progressing as expected	75%	Review of consultation feedback consolidated and work on preferred growth strategy progressing	Progressing as expected	100%	Draft Growth Strategy received with consultation expected in August 2025
8	Office of the CEO	Development of a WTC Advocacy Plan	Progressing as expected	Not Yet Started	To be discussed with Council in Quarter 2	Progressing as expected	75%	Federal Government Advocacy asks completed. Prospectus to be produced in Q3	Progressing as expected	100%	Advocacy prospectus produced and Federal Government lobbied.	Progressing as expected	100%	Completed.

ORDINARY COUNCIL MEETING
Tuesday 19 August 2025

No.	Directorate	Annual Plan Action	On Track?	Target Status Q1 July-September	Status Update/Notes	On Track?	Target Status Q2 October-December	Status Update/Notes	On Track?	Target Status Q3 January - March	Status Update/Notes	On Track?	Target Status Q4 April-June	Status Update/Notes
9	Corporate & Community	Endorsed WTC Community Health and Wellbeing Plan	Progressing as expected	100%	WTC Community Health and Wellbeing Plan endorsed by Council at its Ordinary Council Meeting on 17 September 2024.	Progressing as expected	100%	Completed	Progressing as expected	100%	Completed	Progressing as expected	100%	Completed
10	Corporate & Community	Establishment of a special committee in relation to the Future of the Riverside Pool	Progressing as expected	100%	Terms of Reference for the Riverside Swimming Centre Redevelopment Advisory Committee were approved by Council at its Ordinary Meeting on 16 July 2024, and amended on 20 August 2024. Committee members were approved by Council on 20 August 2024.	Progressing as expected	100%	Completed	Progressing as expected	100%	Completed	Progressing as expected	100%	Committee formed and meeting regularly
11	Planning & Development	Scoping and establishment of an Education Program in relation to council's Environmental Health responsibilities	Progressing as expected	Not Yet Started	Planned for Quarter 3 and Quarter 4	Progressing as expected	Not Yet Started	Planned for Quarter 3 and Quarter 4	Progressing slower than expected	Not Yet Started	Scheduled for a Q4 activity	Progressing as expected	100%	Completed - options for an education program have been developed and will be implemented through operational activities in 2025-26
12	Planning & Development	Commence investigations into fire hazards within 5 days of receiving a complaint	Progressing as expected	Not Yet Started	Quarter 2 and Quarter 3 activity	Progressing as expected	100%	Investigations within fire permit period (declared 19/11/2024) commenced in 5 bd	Progressing as expected	100%	Investigation and abatement process undertaken and completed	Progressing as expected	100%	Out of fire season and fire abatements not required at this time
13	Planning & Development	Completion of the Exeter Structure Plan	Progressing as expected	50%	Consultants engaged and initial investigations commenced	Progressing as expected	50%	Consultants progressed investigations and initial concept plans	Progressing as expected	75%	Presented to Council for direction, consultation and structure plan revisions scheduled for Q4	Progressing slower than expected	75%	The Structure Plan has not been completed, however the investigations are complete and the next stage of consultation prior to adoption will occur in coming months.
14	People, Culture & Safety	Progression of Council's new online Work Health Safety system through to Implementation	Progressing as expected	25%	2 of 4 modules implemented	Progressing as expected	50%	Working on Module 3	Progressing as expected	75%	Incident reporting module about to go live	Progressing as expected	100%	Moving to have completed 4 of the 8 identified areas of the new systems implementation
15	People, Culture & Safety	Development of a Council Employee Mental Health Strategy	Progressing as expected	Not Yet Started	Work for 2025, not scheduled to have commenced as yet	Progressing as expected	Not Yet Started	In discussions	Progressing slower than expected	Not Yet Started	Not yet started	Progressing slower than expected	25%	Discussing with external agency for strategy
16	People, Culture & Safety	Establishment of a new corporate induction program for all staff	Progressing as expected	25%	Program is in design stage for rollout in H2 2025	Progressing as expected	25%	Outline agreed and being developed for April implementation	Progressing as expected	50%	Implementation due for Q4.	Progressing as expected	75%	Progressing for roll out in mid 2025 in line with Scout role out
17	People, Culture & Safety	Implementation of a new	Progressing as expected	75%	Finalising scope for stage 1 with Onboarding and Talent	Progressing as expected	75%	Scout/onboarding and Talent active, trial roles being progressed	Progressing as expected	75%	Scout: Recruit actively used in Q3 with Onboard and Talent to be implemented May/June.	Progressing as expected	100%	Movement to Scout in the recruitment process is completed and continues to be fine tuned

ORDINARY COUNCIL MEETING
Tuesday 19 August 2025

No.	Directorate	Annual Plan Action	On Track?	Target Status Q1 July-September	Status Update/Notes	On Track?	Target Status Q2 October-December	Status Update/Notes	On Track?	Target Status Q3 January - March	Status Update/Notes	On Track?	Target Status Q4 April-June	Status Update/Notes
		recruitment process			functions to be implemented in 2025						Development requirements being addressed with Scout to have system 100% by end of June.			
18	People, Culture & Safety	Review, modernise and update Council's Recruitment, WHS and Wellbeing Policies	Progressing as expected	25%	Being reviewed for contemporary practice and legal compliance	Progressing as expected	25%	Program to be agreed and commenced	Progressing slower than expected	50%	Will be attempting to get more policy updates up to end of FY	Progressing slower than expected	25%	Work on time allows
19	Office of the CEO	Establishment of an Employee Consultative Committee	Progressing as expected	50%	Requests for nominations for new Employee Consultative Group sent out to all employees	Progressing slower than expected	50%	Nominations received, initial meeting to be organised.	Progressing as expected	75%	Inaugural meeting date set for April 2025. Agenda produced.	Progressing as expected	100%	Committee established and inaugural meeting held
20	Office of the CEO	Establishment of a new Policy Governance review schedule	Progressing as expected	50%	Policy Review Schedule drafted out to October 25 across all directorates	Progressing as expected	50%	Awaiting Councillor review to complete prioritisation	Progressing slower than expected	50%	Progression slowed due to staff absences	Progressing as expected	75%	Progressing as expected given staff absences.
21	Office of the CEO	Completion of a review of the West Tamar Council Risk Register	Progressing slower than expected	Not Yet Started	Review process and schedule to be developed by December 2024 for undertaking in H1 2025	Progressing as expected	25%	Initial internal discussions held re engagement of external provider to undertake function	Progressing slower than expected	50%	Progression slowed due to staff absences further work is expected to occur in early Q4.	Progressing slower than expected	75%	Consultant now engaged
22	Corporate & Community	Review and update Council's Social Recovery Plan	Progressing as expected	Not Yet Started	Planned for Quarter 3 and Quarter 4	Progressing as expected	Not Yet Started	Review to start Feb 25	Progressing slower than expected	25%	Will need further work to consider the revised EMP	Progressing slower than expected	25%	WT MEMP recently updated but still waiting formal adoption. This underpins the SRP so will need consideration as part of review. Additional staff training in recovery centre training has been undertaken. A new SRP template has been introduced and will be used for revision of the plan.
23	Corporate & Community	Commence a review of the West Tamar Recreation Plan	Progressing as expected	Not Yet Started	Planned for Quarter 3 and Quarter 4	Progressing as expected	Not Yet Started	RO has returned to role, review to start in Feb	Progressing slower than expected	25%	Initial review suggests could be refreshed in-house but may wait till Beaconsfield Recreation Plan is finalised	Progressing as expected		Aim to undertake review in-house as grant funding not successful. Will need to consider outcomes of Legana and Beaconsfield recreation plans once these are complete
24	Corporate & Community	Establish and report on a Quarterly Business Sentiment Survey	Progressing as expected	75%	Survey completed and results currently being collated for information. May be recommended to become an annual survey.	Progressing as expected	75%	Survey completed, TEDO to report to council in Feb workshop	Progressing as expected	100%	Survey results and recommendations presented to Council	Progressing as expected	100%	Survey results and recommendations presented to Council. Next survey to be launch August 2025
25	Corporate & Community	Continue migration to the relevant Microsoft 365 products	Progressing slower than expected	75%	Loss of key resources has slowed progress with implementation.	Progressing as expected	75%	Teams is being rolled out to the organisation	Progressing as expected	75%	Ongoing preparation for Windows 11 and data transfer to SharePoint	Progressing as expected	100%	Ongoing preparation for Windows 11 and data transfer to SharePoint
26	Office of the CEO	Implementation of Doc Assembler	Progressing as expected	75%	Doc Assembler installed and training for staff completed. Doc Assembler now being utilized for	Progressing as expected	75%	Fine tuning of reports continuing, further agendas under consideration	Progressing as expected	100%	Doc Assembler usage for preparation of Agendas and Minutes for Council meetings fully embedded. Audit Panel	Progressing as expected	100%	Implementation completed. Expansion of usage underway.

ORDINARY COUNCIL MEETING
Tuesday 19 August 2025

No.	Directorate	Annual Plan Action	On Track?	Target Status Q1 July-September	Status Update/Notes	On Track?	Target Status Q2 October-December	Status Update/Notes	On Track?	Target Status Q3 January - March	Status Update/Notes	On Track?	Target Status Q4 April-June	Status Update/Notes
					preparation of Council Meeting Agendas and Minutes. Further fine tuning of reports and addition of further agendas to be completed.						Agendas set up and testing in progress.			
27	Office of the CEO	Complete brand refresh	Progressing as expected	75%	Final designs to be provided and embedded.	Progressing as expected	75%	New logo and letterhead starting to be implemented throughout organisation. Rollout continuing.	Progressing as expected	75%	Brand refresh complete roll-out in progress. Expected to be completed by end of Q4	Progressing as expected	100%	Completed.
28	Office of the CEO	Complete establishment and implementation of a new Council website	Progressing as expected	25%	Council's communications officer continues to complete the required data migration,	Progressing as expected	50%	Migration of content about 80 per cent complete. There have been some issues with the direct payment system (held up by ReadyTech/Synergy) with developers now working on interface. This has caused some delays well beyond our control.	Progressing as expected	100%	New website launched in March 2025. Further development to improve online accessibility underway.	Progressing as expected	100%	Completed.
29	People, Culture & Safety	Review and updating of all Volunteer processes including inductions	Progressing as expected	Not Yet Started	Work for 2025, not scheduled to have commenced as yet	Progressing as expected	Not Yet Started	To be actioned	Progressing slower than expected	Not Yet Started	Not Yet Started	Progressing slower than expected	25%	To be progressed. Initial work completed.
30	Corporate & Community	Ensure that outstanding rates meet the following thresholds: 30 September 2024 55%, 31 December 2024 35%, 31 March 2025 19%, 30 June 2025 5%	Progressing as expected	100%	As at 30 September outstanding rates was 53.9%.	Progressing as expected	100%	Within targets	Progressing as expected	100%	Within targets	Progressing slower than expected	75%	Rates Outstanding 5.6% Result 30 June 2025
31	Corporate & Community	Completion of the Legana Community Sport and Recreation Precinct Masterplan	Progressing as expected	25%	Request for tender completed and consultant appointed August 2024	Progressing as expected	25%	Council has been briefed, community consultation to take place in QRT3	Progressing as expected	75%	Concepts have been completed and community consultation commenced	Progressing slower than expected	75%	Some delays in finalising concepts due to consideration of further community feedback. Final concepts to be presented to Council in August 2025
32	Community Assets	Completion of a draft storm water plan for Green's Beach	Progressing as expected	Not Yet Started	Proposals to be obtained from consultants to undertake the required work	Progressing as expected	Not Yet Started	Proposals to be obtained from consultants to undertake the required work	Progressing slower than expected	Not Yet Started	Consultant fee proposal received. To be assessed.	Progressing as expected	25%	Consultant engaged and catchment modelling work in progress.
33	Corporate & Community	Completion of a Draft Beaconsfield Recreation Plan	Progressing as expected	Not Yet Started	Planned for Quarter 3 and Quarter 4	Progressing as expected	25%	Internal committee established starting in Feb 25	Progressing slower than expected	50%	RFP drafted and prepared for advertising in Q4	Progressing slower than expected	50%	Consultant appointed in June 2025 - project completion due December 2025.

ORDINARY COUNCIL MEETING
Tuesday 19 August 2025

No.	Directorate	Annual Plan Action	On Track?	Target Status Q1 July-September	Status Update/Notes	On Track?	Target Status Q2 October-December	Status Update/Notes	On Track?	Target Status Q3 January - March	Status Update/Notes	On Track?	Target Status Q4 April-June	Status Update/Notes
34	Office of the CEO	Publication of a Quarterly Performance Report	Progressing as expected	25%	4th Quarter Performance Report April to June 2024 approved by Council in August 2024.	Progressing as expected	50%	1st Quarter Performance report July to September 2024 approved by Council in November 2024.	Progressing as expected	75%	2nd Quarter Performance Report October to December 2024 approved by Council in February 2025.	Progressing as expected	100%	3rd Quarter Performance Report January to March 2025 approved by Council in May 2025.
35	Community Assets	Ongoing Monitoring and reporting on Legana Landslip	Progressing as expected	25%	Information report prepared for Council Workshop. Level survey scheduled for early Quarter 2.	Progressing as expected	50%	Technical working group reviewing latest survey data. Landowner meetings to be scheduled for mid-March	Progressing as expected	75%	Consultant engaged for technical review of monitoring data. Site inspections completed. Technical working group meetings convened. Letter sent to landowners. Meeting rescheduled to occur after landslide technical review report submitted.	Progressing as expected	100%	Draft report submitted for review. To be presented to Council Workshop early in new FY.
36	Office of the CEO	Completion of an Organisational Review	Progressing as expected	50%	Survey undertaken and report prepared.	Progressing as expected	75%	Staff and Council consultation undertaken on report results, feedback requested and consolidated. Implementation of changes started.	Progressing as expected	75%	Implementation of changes continued. Organisational charts provided to each Directorate for final feedback.	Progressing as expected	100%	Completed.
37	Community Assets	Progress Legana Orchards Playground	Progressing as expected	Not Yet Started	Procurement activity to commence Quarter 2	Progressing as expected	50%	Preliminary concept work undertaken. Project scope to be discussed at Council Workshop 18 Feb	Progressing as expected	75%	Budget increase proposed for increased scope of work. Communication collateral being prepared for consultation with community on playground elements.	Progressing as expected	100%	Community consultation phase in progress.
38	Community Assets	Complete Beaconsfield streetscape concept plans	Progressing as expected	Not Yet Started	Information to be prepared and presented to Council Workshop for discussion	Progressing slower than expected	Not Yet Started	Information to be prepared and presented to Council Workshop for discussion in March	Progressing slower than expected	Not Yet Started	Workshop material to be prepared for discussion at Council Workshop in final quarter.	Progressing slower than expected	Not Yet Started	Not yet started.
39	Community Assets	Complete design and construction of scheduled footpath work in Beaconsfield	Progressing as expected	Not Yet Started	Project work to commence in Quarter 2	Progressing slower than expected	Not Yet Started	Design work to commence March	Progressing slower than expected	50%	Design work completed. Tender documentation to be issued in May for pricing.	Progressing as expected	75%	Construction of Cornwall Street footpath well underway at 30 June.
40	Community Assets	Ensure third party safety compliance inspections of playgrounds have occurred and recommendations are actioned appropriately	Progressing as expected	25%	Inspections commenced, majority scheduled for Quarter 2	Progressing as expected	50%	Third party inspections complete. Recommended actions in progress.	Progressing as expected	75%	Third party inspections complete. Work to address recommendations for improvement in progress.	Progressing as expected	100%	Third party inspections complete. Work to address recommendations for improvement ongoing.
41	Office of the CEO	Development of a Climate Mitigation and Adaptation Strategy	Progressing as expected	50%	Initial draft completed based on NTARC work undertaken for WTC. Draft to be discussed with Councillors at the next available workshop.	Progressing as expected	75%	In person workshops undertaken with staff and NTARC. Work undertaken to collate information to further expand draft Strategy.	Progressing slower than expected	75%	Ongoing presentations to Executive team and timeline locked in for presentation to Council for consideration early in Q4	Progressing as expected	100%	The strategy was provided to a Council workshop in June and was approved to be sent to the graphic designer. To be presented to Council at the July Ordinary Meeting for endorsement.

*NB Progress on Annual Plan Actions is monitored by a traffic light system:

- Green for "Progressing as Expected"
- Amber for "Progressing Slower than Expected"
- Red for "Not Progressing"

Appendix 3

Outstanding Motions

Note: Council motions that are completed will be removed from this list for the next Quarterly Reporting period

Minute No.	Date	Motion	Resolution	Action
Office of the Chief Executive Officer				
24/140	19/11/2024	Cr Sladden - Motion on Public Advocacy on Reported DNA Contamination in COVID-19 Vaccines As per resolution		Completed - Ongoing
24/175	17/12/2024	Cr Sladden - Motion to Live Stream video of Council Meetings That the motion be deferred.		Deferred
24/176	17/12/2024	Cr Manticas - Motion to implement audio recordings of confidential sessions of Council That the motion be deferred.		Completed
25/32	18/03/2025	Cr Holmdahl - Motion on WT Highway reclassification, speed reduction and resurfacing between Riverside and Legana As per resolution		Completed
25/34	15/04/2025	Confirmation of Minutes of Meeting held 18 March 2025 That the Minutes of Council's Ordinary Meeting held on 18 March 2025 numbered 25/20 to 25/33 as provided to Councillors be received and confirmed as a true record of proceedings		Completed
25/36	15/04/2025	CEO 1 - Council Workshops held in March and April That Council receives the report on Council Workshops held on 18 March, 25 March, 1 April and 8 April 2025		Completed
25/37	15/04/2025	CEO 2 - Request for Funding - Exeter Show Society That Council: <ol style="list-style-type: none"> 1. Approve an allocation of \$20,000 per financial year for three (3) years from 2025/26 to 2027/28 with the following conditions: 2. An annual acquittal is to be completed by the end of August each year 3. That the Exeter Show Society is excluded from applying for West Tamar Council Community or Business Grants for 3 years 4. Any unexpended funds from the \$20,000 annual allocation is to be returned to Council. 		Completed

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25/38	15/04/2025	CEO 3 - ALGA 2025 Federal Election Funding Priorities That Council: <ol style="list-style-type: none"> 1. Supports the national federal election funding priorities identified by the Australian Local Government Association; 2. Supports and participates in the Put Our Communities First federal election campaign; and 3. Writes to the local Federal member of Parliament, all known election candidates in the electorate of Bass and the President of the Australian Local Government Association expressing support for ALGA's federal election funding priorities. 	Completed
25/39	15/04/2025	CEO 4 - Recording of Confidential Ordinary Council Meetings That Council: <ol style="list-style-type: none"> 1. develops an Audio Recording and Minutes Policy for consideration by Council at the June 2025 Ordinary Council meeting, to include the audio recording of confidential sessions of Ordinary Council Meetings. 	Completed
25/46	15/04/2025	Pet 1 - Petition to Reduce Speed Limit - Winkleigh Road That Council: <ol style="list-style-type: none"> 1. Notes the receipt of the petition; 2. Undertakes a review of the road corridor along Winkleigh Road from 76 Winkleigh Road to the Crawford Road junction with a view to a potential speed limit reduction with the results of that review presented at the first available workshop. 	
25/47	15/04/2025	Into Closed Meeting As per resolution.	Completed
25/C18	15/04/2025	Confirmation of Minutes of Closed Meeting held 18 March 2025 That the Minutes of Council's Closed Ordinary Meeting held on March 2025 numbered 25/C15 to 25/C17 as provided to Councillors be received and confirmed as a true record of proceedings.	Completed
25/C19	15/04/2025	Confidential 1 - Authority to enter into a Contract of sale of land As per resolution	Completed
25/C21	15/04/2025	Move Out of Closed Meeting That Council: <ol style="list-style-type: none"> 1. moves out of Closed Meeting at 5.34pm; and 2. endorses those decisions made while in Closed Meeting; and 3. the information remains Confidential unless authorised to be released at the Chief Executive Officer's discretion 	Completed

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25/48	20/05/2025	Confirmation of Minutes of Meeting held 15 April 2025 That the Minutes of Council's Ordinary Meeting held on 15 April 2025 numbered 25/34 to 25/48 as provided to Councillors be received and confirmed as a true record of proceedings.	Completed
25/52	20/05/2025	CEO 1 - Council Workshops held in April and May 2025 That Council receives the report on Council Workshops held on 15 April and 6 May 2025.	Completed
25/53	20/05/2025	CEO 2 - New Policy - Dispute Resolution Policy That Council refuse to adopt the Dispute Resolution Policy as presented.	Completed
25/54	20/05/2025	CEO 3 - Submission to Minister for Infrastructure on second kanamaluka/River Tamar crossing That Council: <ol style="list-style-type: none"> Endorses the submission to the Minister for Infrastructure in relation to a second crossing of the Kanamaluka/River Tamar included in Attachment 1; and Authorises the Mayor to sign the submission on their behalf. 	Completed
25/55	20/05/2025	CEO 4 - 3rd Quarter Performance Report - January to March 2025 That Council: <ol style="list-style-type: none"> Receives the West Tamar Council 3rd Quarter Performance Report 1 January 2025 to 31 March 2025; and Provides public access to the report as part of Council's commitment to ongoing good governance 	Completed
25/62	20/05/2025	Into Closed Meeting As per resolution	Completed
25/C22	20/05/2025	Confirmation of Minutes of Closed Meeting held 15 April 2025 That the Minutes of Council's Closed Ordinary Meeting held on 15 April 2025 numbered 25/C18 to 25/C21 as provided to Councillors be received and confirmed as a true record of proceedings.	Completed
25/C23	20/05/2025	Adoption of the Chief Executive Officer Performance Agreement 2024/25 As per resolution	Completed
25/C24	20/05/2025	Local Government Association of Tasmania (LGAT) - 2025 Elections As per resolution	Deferred

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25/C26	20/05/2025	Move Out of Closed Meeting That Council: <ol style="list-style-type: none"> 1. moves out of Closed Meeting a 3.57 pm; and 2. endorses those decisions made while in Closed Meeting; and 3. the information remains Confidential unless authorised to be released at the Chief Executive Officer's discretion 	Completed
25/63	17/06/2025	Confirmation of Minutes of Meeting held 20 May 2025 That the Minutes of Council's Ordinary Meeting held on 20 May 2025 numbered 25/48 to 25/62 as provided to Councillors be received and confirmed as a true record of proceedings.	Completed
25/66	17/06/2025	CEO 1 - Council Workshops held in May and June That Council receives the report on Council Workshops held on 20 May 2025 and 3 June 2025.	Completed
25/67	17/06/2025	CEO 2 - Business Events Tasmania - Memorandum of Understanding That Council: <ol style="list-style-type: none"> 1. Approves West Tamar Council entering into a further Memorandum of Understanding with Business Events Tasmania on the terms contained in the draft Memorandum of Understanding attached to this paper; and 2. Authorises the Chief Executive Officer to sign the Memorandum of Understanding and return it to Business Events Tasmania on its behalf. 	Completed
25/68	17/06/2025	CEO 3 - Visit Northern Tasmania - Partnership Agreement That Council: <ol style="list-style-type: none"> 1. Approves West Tamar Council to enter into a further Partnership Agreement with Tourism Northern Tasmania Inc's (trading as Visit Northern Tasmania) on the terms contained in the draft Funding Agreement attached to this paper; and 2. Authorises the Chief Executive Officer to sign the Partnership Agreement and return it to Tourism Northern Tasmania Inc's (trading as Visit Northern Tasmania) on its behalf. 	Completed
25/69	17/06/2025	Gov 1 - West Tamar Council Audit Panel Minutes That Council receives and notes the confirmed Minutes of the Audit Panel meeting held on 25 March 2025 and the unconfirmed Minutes of the Audit Panel meeting held on 4 June 2025.	Completed
25/70	17/06/2025	Gov 2 - West Tamar Council Audit Panel Annual Report 2024-2025	Completed

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		That Council receives for information the Audit Panel Annual Report 2024-2025.	
25/71	17/06/2025	<p>Gov 3 - West Tamar Council Audit Panel Annual Work Plan 2025-2026</p> <p>That Council approves the adoption of the 2025-2026 Annual Work Plan as presented.</p>	Completed
25/72	17/06/2025	<p>Gov 4 - New Policy - Audio Recording and Minutes Policy</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Adopts the new Audio Recording and Minutes Policy as presented, effective 17 June 2025; 2. Allocates a new policy number of 68.00; 3. Updates the version number to 1.00; and 4. Approves a review date of June 2027. 	Completed
25/76	17/06/2025	<p>Cr Manticas - Motion regarding Bell Bay Advanced Manufacturing Zone</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Writes to the Chief Executive Officer of the Bell Bay Advanced Manufacturing Zone (BBAMZ) requesting an urgent briefing to be provided to the elected members of West Tamar Council regarding the current and future operations of the Bell Bay industrial precinct; and 2. Specifically seeks information and strategic insight into the broader implications of any operational changes at key facilities within the precinct, including Liberty Bell Bay, and how these may affect the local economy, employment opportunities, and future industrial investment across the region. 	Completed
25/77	17/06/2025	<p>Cr Shegog - Motion Without Notice regarding the LGAT Alternative Dispute Resolution Policy</p> <p>That West Tamar Council Chief Executive Officer write to the leaders of the Liberal, Labor and Greens Party, expressing our concerns surrounding new legislation surrounding the Local Government Code of Conduct in relation to the new Alternative Dispute Resolution Policy, to ensure any vexatious matters or complaints can be dismissed at the earliest opportunity.</p>	Completed
25/78	17/06/2025	<p>Cr Shegog - Motion Without Notice regarding the Sending of Condolences to the Commissioner of Police</p> <p>That the Chief Executive Officer writes to the Commissioner of Police sending condolences on behalf of the West Tamar Community of the sad and terrible loss of Constable Keith Smith in a tragic shooting in the State's North West yesterday.</p>	Completed

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25/79	17/06/2025	Into Closed Meeting As per resolution	Completed
25/C27	17/06/2025	Confirmation of Minutes of Closed Meeting held 20 May 2025 That the Minutes of Council's Closed Ordinary Meeting held on 20 May 2025 numbered 25/C23 to 25/C26 as provided to Councillors be received and confirmed as a true record of proceedings.	Completed
25/C28	17/06/2025	Leave of Absence Requests As per resolution	Completed
25/C29	17/06/2025	Late Confidential - Motion to accept late items As per resolution	Completed
25/C30	17/06/2025	Late Confidential 1 - Election of an acting Deputy Mayor As per resolution	Completed
25/C31	17/06/2025	Confidential 1 - Local Government Association of Tasmania (LGAT) - 2025 Elections As per resolution	Completed
25/C32	17/06/2025	Confidential 2 - Authority to enter into negotiations for contract of sale of land As per resolution	In Progress
25/C35	17/06/2025	Move Out of Closed Meeting That Council: <ol style="list-style-type: none"> 1. moves out of Closed Meeting at 3.47pm; and 2. endorses those decisions made while in Closed Meeting; and 3. the information remains Confidential unless authorised to be released at the Chief Executive Officer's discretion 	Completed
Corporate & Community			
25/41	15/04/2025	Corp 1 - West Tamar Council Audit Panel Minutes That Council receives and notes the confirmed Minutes of the Audit Panel meeting held on 11 December 2024 and the unconfirmed Minutes of the Audit Panel meeting held on 25 March 2025.	Completed
25/42	15/04/2025	Comm 1 - Community Grant Application - Birralelee and Districts Pony Club That Council: <ol style="list-style-type: none"> 1. Approve Birralelee & Districts Pony Club community grant application for the installation of an AED cabinet and replacement battery/pads for \$671.00 	Completed

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25/43	15/04/2025	Comm 2 - Community Grant Application - Exeter Bowls and Community Club That Council: <ol style="list-style-type: none"> 1. Support the application for funding from the Exeter Bowls and Community Club CLUBMAP Packages/Programs to the value of \$4997.80. 	Completed
25/44	15/04/2025	Comm 3 - Community Grant Application - West Tamar Dance Academy That Council: <ol style="list-style-type: none"> 1. Does not approve the community grant application by West Tamar Dance Academy for \$10,000 for the purchase and installation of a wooden floor. 	Completed
25/45	15/04/2025	Comm 4 - Sponsorship Application - Festival of Voices That Council: <ol style="list-style-type: none"> 1. Approve a one year sponsorship of \$2,165 for the 2024/25 financial year, including \$165 payable for hire of the hall for the Festival of Voices Sip N Sing. 	Completed
25/C20	15/04/2025	Confidential 2 - Sale of property for unpaid rates As per resolution	Completed
25/57	20/05/2025	Com 1 - Sponsorship Application - Family Christmas Carols Event That Council approves the sponsorship application submitted by the Tamar Valley Christian Church Inc. for future funding of the annual Family Christmas Carols subject to the following conditions: <ol style="list-style-type: none"> 1. That West Tamar Council and Tamar Valley Christian Church Inc. develop and agree to a Memorandum of Understanding acceptable to Council's Chief Executive Officer that will outline the obligations of both parties; 2. That West Tamar Council has exclusive naming rights of the Carols; and 3. That Council's sponsorship contribution is limited to \$15,000 per annum for 2025/26, 2026/27 and 2027/28. 	Completed
25/58	20/05/2025	Com 2 - Sponsorship Application - Launceston Chamber of Commerce Excellence Award That Council: <ol style="list-style-type: none"> 1. Supports the Launceston Chamber of Commerce request by providing sponsorship funding of \$4,700 (plus GST) in 2025/2026 to sponsor the category of Exceptional Workplace at its 2025 Business Excellence Awards. 	Completed

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25/59	20/05/2025	Com 3 - Sponsorship Application - Tamar Valley Wine Route - Taste of the Tamar That Council: <ol style="list-style-type: none"> 1. approves a one-year sponsorship of \$8,000 for the 2025 Taste of the Tamar event to be held at the Exeter Showgrounds, to be funded from Council's 2025-2026 sponsorship budget. 	Completed
25/60	20/05/2025	Com 4 - Community Grant Application - Tamar Sea Rescue That Council: <ol style="list-style-type: none"> 1. Approve Tamar Sea Rescue's community grant application to the amount of \$4,455.00 for the upgrading of the electrical switchboard at its Inspection Head base. 	Completed
25/73	17/06/2025	Corp 1 - Related Party Disclosures Policy That Council: <ol style="list-style-type: none"> 1. Rescinds the existing Related Party Disclosures Policy (WT-HRM 41.00 April 2021); 2. Adopts the updated Related Party Disclosures Policy as presented, effective 17 June 2025; 3. Updates the version number to 3.00; and 4. Approves a review date of April 2029. 	Completed
25/74	17/06/2025	Corp 2 – 2025/2026 Estimates and Rates and Charges As per resolution	Completed
25/75	17/06/2025	Corp 3 - Fees and Charges for 2025/2026 Financial Year As per resolution	Completed
25/C33	17/06/2025	Confidential 3 – Windsor Café Operations As per resolution	Completed
Planning & Development			
25/22	18/03/2025	Plan 2 - AMD03/24 - Amendment to the Planning Scheme for land at 11 Upper McEwans Road, Legana (CT174506/1) and Planning Application PA2024132 to subdivide the land into three (3) lots As per resolution	Completed
25/35	15/04/2025	Plan 1 - PA2024139 - Multiple Dwellings (2 New, 1 Existing) - 39 Freeland Crescent, Riverside As per resolution	Completed

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25/40	15/04/2025	Dev 1 - Submission to Land Use Planning and Approvals Amendment (Development Assessment Panel) Bill 2025 (Ver.2) That Council: <ol style="list-style-type: none"> 1. Endorse the submission to the Land Use Planning and Approvals Amendment (Development Assessment Panels) Bill 2025 included as Attachment 1; and 2. Authorises the Chief Executive to sign the submission on Councils behalf. 	Completed
25/49	20/05/2025	Plan 1 - PA2025037 - Subdivision 1 into 2 Lots - Allen Street with access over 115 Top Road West, Greens Beach As per resolution	Completed
25/50	20/05/2025	Plan 2 - PA2024312 - Subdivision - 1 into 9 Lots, Boundary Adjustment and New Road - 1306 West Tamar Road and Ridge Road, Legana As per resolution	Completed
25/51	20/05/2025	Plan 3 - AMD03/24 - Amendment to the Planning Scheme for land at 11 Upper McEwans Road, Legana (CT174506/1) and Planning Application PA2024132 to subdivide the land into three (3) lots As per resolution	Completed
25/56	20/05/2025	Dev 1 - Environmental Health and Municipal Fees and Charges 2025/26 As per resolution	Completed
25/64	17/06/2025	Plan 1 - PA2024152 - Residential - 7 x Outbuildings (Retrospective) and resurfacing of existing gravel area - 19 Lachlan Parade, Trevallyn As per resolution	Completed
25/65	17/06/2025	Plan 2 - PA2025092 - Residential - Dwellings (2 new, 1 existing) - Lot 1 Greens Beach Road, Greens Beach As per resolution	Completed
Community Assets			
153/23	19/12/2024	Infra 1 – Speed Limit Review Overview That Council: <ol style="list-style-type: none"> 1. Endorses the priority list of works as set out above; and 2. Authorises the Chief Executive Officer to prepare all necessary documents for submission to the Department of State Growth for consideration. 	In Progress
25/61	20/05/2025	Asset 1 - Capital Works Budget Variations That Council receives this report under the Local Government Act 1993 section 82(7) noting the capital works project budget	Completed

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		adjustments approved under delegation by the Chief Executive Officer.	
25/C34	17/06/2025	Confidential 4 - Contract WTC 03/2025 Gravelly Beach Village Centre Upgrade As per resolution	Completed

9.3 CEO 3 - Partnership with West Tamar Landcare - Goat Track Upgrade

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 14 August 2025

ATTACHMENTS: 1. [9.3.1] Detailed proposal for walking track Exeter Council Reserve

SUMMARY

This report is presented to Council to gain its endorsement of a partnership arrangement with West Tamar Landcare to upgrade the existing walking trail from Glen Ard Mohr Road through the local reserve to connect the Exeter Gravelly Beach Trail to the West Tamar Highway and the Exeter Township.

BACKGROUND

West Tamar Landcare approached Council with a proposal to upgrade the “Goat Track” in partnership. This walking Trail was identified in the West Tamar Trail Strategy and it was felt that a partnership with West Tamar Landcare would be a great way to improve infrastructure and bring to life the intent of community partnerships from the West Tamar Community, Health and Wellbeing Plan.

The walking track known as the Goat Track has been effectively stabilised and improved by work done by Council, this work has significantly improved the safety, access and amenity of this well used walking path between Exeter and the Gravelly Beach/ Blackwall communities.

There is the potential to improve this amenity further by providing formalised walking access to Exeter and the Community Hub through the Council owned land to the north of the Primary School.

This route is already used informally by walkers, but it is unsafe and difficult in some spots due to terrain, and especially difficult in high soil moisture situations. Improving this route provides a number of advantages for locals walking between Gravelly Beach and Exeter, and it also provides a foundation for tourist and interpretive walks via the Community Hub at Exeter.

STRATEGIC PLAN

This action relates to the following components of the Strategic Plan 2022-2032:

3.1 Our Community

Goal: To maintain an engaged and active community where partnerships are established and needs are identified and Council assists in achieving sustainable outcomes.

Objective: Council and the community work together building creative, innovative and resilient communities where people feel able and encouraged to participate.

Council will:

- Monitor and respond to changing demographics and community needs.
- Inform, consult and engage with the community to promote participation.
- Work in collaboration with its community.

3.1 Our Community

Goal: To maintain an engaged and active community where partnerships are established, needs are identified and Council assists in achieving sustainable outcomes.

Objective: Residents enjoy a safe equitable and inclusive and sustainable lifestyle.

Council will:

- Foster an inclusive, engaged and active community through all its activities.
- Maintain and develop parks, trails, playgrounds and open spaces to encourage outdoor recreation.

3.5 Our Organisation

Goal: To be an organisation that values its people and delivers for our community.

Objective: Council is financially sustainable.

Council will:

- Manage our finances in a responsible manner and deliver value for our community.

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

West Tamar Council Trail Strategy

West Tamar Council Community, Health and Wellbeing Plan

RISK CONSIDERATIONS

Overall risk is considered low.

FINANCIAL IMPACT

Cost to Council is estimated at approximately \$10,000, with a budget for this project contained in the revised capital budget to be considered by Council at the August Ordinary Council Meeting.

CONSULTATION

Councillors have been consulted at Council workshops on 1 April 2025 and 5 August 2025.

OPTIONS

Council may choose to:

1. Accept the motion as presented;
2. Accept the motion with amendments;
3. Reject the motion.

OFFICER'S COMMENTS

Council Officers believe that proposed partnership with West Tamar Landcare is one that will benefit the community, by Council working with the community on an asset for the community. Partnerships like this one are enlivening both the West Tamar Council Community, Health and Wellbeing Plan and the West Tamar Council Trail Strategy, whilst ensuring the West Tamar community is getting infrastructure upgraded in a cost-effective community focused way.

RECOMMENDATION

That Council:

1. Authorises the Chief Executive Officer to work in partnership with West Tamar Landcare to upgrade the existing walking trail from Glen Ard Mohr Road through the local reserve to connect the Exeter Gravelly Beach Trail to the West Tamar Highway and the Exeter Township.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

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Reworked proposal for walking trails through the Council Reserve – Murray Street Exeter.

Start of the Exeter to Gravelly Beach Trail (WT Trail Strategy 8.15)

2 April 2025

West Tamar Landcare Group.

West Tamar Landcare welcomes the opportunity to work with West Tamar Council to progress works on the Council Reserve on Murray St Exeter to activate the Council's Trail Strategy by upgrading the existing informal walking trail through the reserve to a S1 Shared Trail (as per the Strategy) , and to expand Landcare planting on the reserve.

We appreciated the opportunity to meet with Council on site and to consider the options and opportunities the reserve gives us for local engagement in recreation, active lifestyles and safer pedestrian access between Exeter and Gravelly Beach.

We think the works required to achieve this outcome are cost effective and could be readily achieved within existing Council budgets.

This report provides some closer detail of the potential costs and actions required for this project, we believe the benefits are apparent and were openly shared with Council on 1 April 2025.

We acknowledge that this proposed trail forms part of the existing West Tamar Trails Strategy (see attachment) and as such it is desirable to develop the trail to the specified standard in the Strategy. In this case that standard is as a 'shared pathway' which we consider in this circumstance requires a compacted gravel surface of 2.5 to 3m width and minimum 7.5cm depth, made up of 20mm Class 3 road base gravel – as used by Council on trail upgrades at Frankford War Memorial Reserve in recent months.

We suggest that if the trail is subject to increased or heavy use, it could be later upgraded to a harder surface such as hotmix asphalt or concrete.

Project components:

1. Remove hazardous debris at the site of the Clarke residence.

This area, near to the dog walking area and landcare bandicoot garden presents a public hazard due to unconsolidated heaps of soil, building remnants and timber.

The area could be readily cleaned up by use of a loader or excavator on site and a small truck to remove the debris.

We estimate this work would require removal up to 10m³ of materials from the site to the Waste facility in Biloo St.

We suggest this is a core task for Council as it is presently a public safety hazard on Council land.

Time estimate: 2hrs for excavator and tipper truck – say \$300 for the excavator, and \$200 for the truck – potentially cheaper if Council undertakes the work.

In Kind:

West Tamar Landcare are prepared to provide in kind volunteer time and resources to revegetate the area after it is cleared - as an expansion of the present bandicoot garden plantings. This has an estimated value of \$ 1000 – assuming \$10 per plant in the ground and guarded, plus ongoing maintenance provided at no cost.

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2. Clear topsoil and lay gravel pathway to S1 standard on 80m of new trail from the existing trail at the bandicoot garden to join the existing gravel service road.

This trail provides a route through the landcare plantings, avoiding the service road where possible. We suggest that the existing service road where it runs parallel to the school fence is already of a standard to become part of the shared pathway proposed. This addition saves works on a 65m stretch of the trail.

We estimate the removal of the topsoil to be a job for a small excavator, potentially taking 2 hours at \$150/hr (\$300)

Gravel material required would be approx. 15m³ at est \$36/m³ = \$540 delivered.

If the gravel can be directly poured from the truck, finishing the trail may be simply a matter of using a compactor (wacker packer or similar) potentially taking 2 hours at est \$60/hr (\$120)

Alternative costings (from a local commercial supplier suggest that works of this nature – using a grader, trucks and supplied gravel) indicated an approximate cost of around \$15/m laid and trimmed gravel paths/ roads at 3m width. At this cost, the construction of this trail would cost \$1200 all up.

3. Assess and treat any unstable or dangerous trees in the vicinity of the trail in this area

We are aware that there are a number of trees already identified by Council as dangerous on the Reserve, notably a multi stemmed Pussy Willow near the proposed trail. This tree was planned for removal by Council some years ago (as advised by Jamie Smith) and was considered a threat to school children and school buildings at that time.

It is recommended that Council progress this work, along with evaluating the safety of several dead eucalypts, the two larger Cupressus macrocarpa trees and the large Pinus radiata in this area.

We cannot estimate the cost of this work.

In Kind

West Tamar Landcare are willing to revegetate areas cleared of dangerous trees where that is desirable for Council.

4. Clear topsoil and lay gravel pathway on 165m of new trail from the existing gravel service road the edge of the School car park.

This trail consolidates the existing walking track through the reserve and will significantly improve the safety and useability of the trail for all abilities.

We estimate the removal of the topsoil to be a job for a small excavator, potentially taking 4 hours at \$150/hr (\$600)

It is likely that as part of establishing this trail some drainage works may be required to ensure the trail is accessible in all seasons. We estimate 20m of ag drain pipe may be required under parts of this section of the trail – cost under \$100.

Gravel material required would be approx. 31m³ at est \$36/m³ = \$1120 delivered.

If the gravel can be directly poured from the truck, finishing the trail may be simply a matter of using a compactor (wacker packer or similar) potentially taking 6 hours at est \$60/hr (\$360)

ORDINARY COUNCIL MEETING
Tuesday 19 August 2025

Alternative costings (from a local commercial supplier suggest that works of this nature – using a grader and gravel trucks) indicated an approximate cost of around \$15/m laid and trimmed gravel paths/ roads at 3m width. At this cost the construction of this trail would cost \$2475 all up.

5. Planting of a tussock shrubland area adjacent to the trail to provide habitat for Bandicoots and other small fauna.

We suggest that the area between the proposed trail and the school boundary could be planted with suitable native ground layer plants (tussock grasses, sedges and low shrubs) to provide habitat for small mammals. This would align with the present plantings on the reserve and could be delivered as a community activity.

This would be an in-kind activity by West Tamar Landcare subject to Council approval of the design and concepts.

It is also possible that West Tamar Landcare could encourage other community groups to construct a rest point in this general area to allow trail users the opportunity to pause and appreciate the locality.

This has an estimated value of \$ 1500 – assuming \$10 per plant in the ground and guarded, plus ongoing maintenance provided at no cost.

Costs for any public seating or shelter is not costed or scoped in this proposal.

6. Creation of a benched trail at the northern end of the School carpark linking the reserve to Glen Ard Mohr Road

The creation of safe access from Glen Ard Mohr Rd into the reserve is hampered by continued dumping of earth and other materials into the reserve from the School car park. It is suggested that this could be controlled by the construction of a benched trail across the present spoil materials, or by broadly battering the bank to a less steep slope and creating a formed trail.

This would require the use of an excavator and potentially some larger boulders (FBR's) to stabilise the toe of the slope below the trail.

It is also likely that extending the present road culvert pipe under Glen Ard Mohr Rd a further 6m would provide both the basis for a crossing for the trail over the present drainage line and improving the stability of the power pole at this site, which is presently inundated during winter.

This work is hard to estimate in terms of cost, noting time required will be dependent on stability of the dumped spoil and its moisture content.

It is however likely that the works required could be accommodated within a broad estimate of \$4000 maximum

Based on these crude estimates we suggest the **total value of works would be in the vicinity of 10,000 of which \$2500 is quantifiable in-kind contribution** of labour and materials from West Tamar Landcare Group. – this estimate is not inclusive of costs to deal with dangerous trees as described.

The cost estimates are probably easier for Council to scope using its own formulas, but potentially the costs could be readily contained below \$7500 if the trail works were done in house.

If a commercial contractor were engaged to form the trail the cost for works other than revegetation would be closer to **\$8200** – plus costs of dangerous tree removal

ORDINARY COUNCIL MEETING Tuesday 19 August 2025

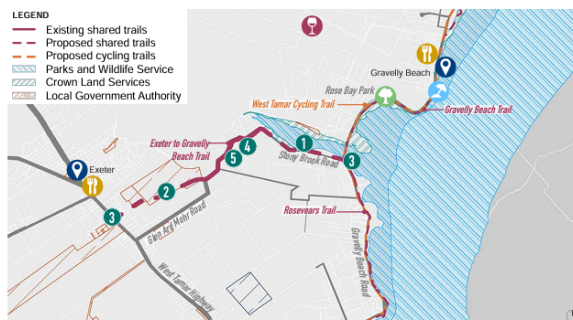
Figure 1. Generalised layout for a shared trail from Exeter Community Hub to Glen Ard Mohr Rd, completing a simple walking trail experience from Exeter to Gravelly Beach. (Please note error in the image, trails are specified at 2.5 – 3m width in the Trail Strategy.)



wtc.tas.gov.au / 2023-09 - AT...ails Strategy

8.15 EXETER TO GRAVELLY BEACH TRAIL

Trail length:	1km
Trail type:	Shared Trail
Location:	Beginning at the corner of Stony Brook Road and Gravelly Beach Road, the trail continues through a reserve along Stony Brook to Glen Ard Mohr Road connecting Gravelly Beach to Exeter.
Land owner/ manager:	WTC, Private land and Crown Land Services
Nearby trail connections:	Gravelly Beach Trail, West Tamar Cycling Trail, Rosevears Trail
Issues and opportunities:	Development of this trail would provide shared access between Gravelly Beach and Exeter. It would also open up access to key destinations such as the Exeter Community Hub and the commercial centres of both townships.



Trail improvement projects:

- 1 Provide a shared trail along Stony Brook Road to connect the Exeter Gravelly Beach Link to the Gravelly Beach Trail.
- 2 Provide a shared trail from Glen Ard Mohr Road through the local reserve to the connect the Exeter Gravelly Beach Trail to West Tamar Highway and the Exeter Township.
- 3 Provide interpretive and wayfinding signage along the trail, particularly at the start and end points of the trail.
- 4 Consider providing a formal, all abilities path for the extent of the Exeter Gravelly Beach Link.
- 5 Install signage along the length of the trail to indicate shared use.

10 GOVERNANCE

10.1 Gov 1 - Councillor Committee Representation

REPORT AUTHOR: Governance Officer - Tom Chalmers

REPORT DATE: 11 August 2025

ATTACHMENTS: Nil

SUMMARY

Council is required to review its membership of committees as the previous Deputy Mayor, Cr Jess Greene, has been appointed as a Member of State Parliament for Bass and has resigned her position as Councillor.

BACKGROUND

The appointment of Councillors to committee positions is reviewed every two (2) years with the previous nominations having been endorsed by Council in November 2024. Due to the recent resignation of Deputy Mayor Cr Jess Greene, there are vacancies in the Youth Advisory Council and the Audit Panel. These vacancies will be filled for the remainder of the original term (i.e. until November 2026).

Where the vacant Councillor position is filled prior to the 19 August 2025 Ordinary Council Meeting, the new Councillor will be given the opportunity to nominate for the Youth Advisory Council and the Audit Panel.

	Positions Available	Nominations Received
Council Committees		
Audit Panel	1	Cr Julie Sladden
Advisory Committees		
Youth Advisory Council	1	Cr Joy Allen

Ballots will be required if the number of nominations received exceeds the number of positions available for each respective committee. If required, any ballots will be conducted as secret ballots during the August 2025 Council meeting prior to the motion being put to endorse the nominees as representatives.

STRATEGIC PLAN

This action relates to the following components of the Strategic Plan 2022-2032:

3.5 Our Organisation

Goal: To be an organisation that values its people and delivers for our community.

Objective: The community is informed and engaged and receives quality customer service.

Council will:

- Keep our people and our community informed.
- Undertake appropriate and effective engagement with our community.
- As a leader in local government, focus on our customers.

3.5 Our Organisation

Goal: To be an organisation that values its people and delivers for our community.

Objective: Council is recognised as a leader in local government.

Council will:

- Have appropriate policies and procedures in place with clearly defined accountability.
- As a leader in local government, seek to influence decisions affecting our community.

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

Audit Panel Charter

RISK CONSIDERATIONS

Overall risk is low if the positions are filled.

FINANCIAL IMPACT

Nil

CONSULTATION

Councillors were advised of the requirement to fill the committee vacancies at the 5 August 2025 Interim Workshop.

OPTIONS

Council may choose to:

1. Accept the motion as presented;
2. Accept the motion with amendments;
3. Reject the motion.

OFFICER'S COMMENTS

Committee representation forms a key part of Councillors' engagement with the community and the operation of Council.

RECOMMENDATION

That Council:

1. endorse the following list of committee representatives to serve for the remainder of the term of this Council:

ORDINARY COUNCIL MEETING
Tuesday 19 August 2025

	Positions Available	Councillor Appointed
Council Committees		
Audit Panel	1	Cr Julie Sladden
Advisory Committees		
Youth Advisory Council	1	Cr Joy Allen

DECISION

Moved:

Seconded:

VOTING

For:

Against:

10.2 Gov 2 - New Policy - Dispute Resolution Policy

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 11 August 2025

ATTACHMENTS:

1. [10.2.1] W T- HR M 67.00 - Dispute Resolution Policy - August 2025 - DRAFT
2. [10.2.2] W T- HR M 67.00 - Dispute Resolution Policy - August 2025 - DRAFT - Track Changes

SUMMARY

The Local Government Association of Tasmania (LGAT) has developed a model policy to support councils to manage disputes and fulfil their legislative obligations.

BACKGROUND

On 1 August 2022, the State Government released a draft *Local Government Amendment (Code of Conduct) Bill 2022* (the draft Bill) for public consultation. The draft Bill progressed some of the key reforms committed to by the Government in its response to prior public consultation about potential targeted legislative changes to the Local Government Code of Conduct Framework.

The main changes proposed in the draft Bill were a standard code of conduct for councillors, voluntary adoption by councils of a behaviour standard policy, mandatory local dispute resolution policy in councils, an improved process for the initial assessment of complaints, and the disclosure and management of interests by Panel members.

The *Local Government Amendment (Code of Conduct) Act 2023*, passed in September 2023, and the subsequent section 28JA of the *Local Government Act 1993*, in effect from 10 September 2024, requires that from 10 September 2025 all Tasmanian councils must implement a dispute resolution policy which outlines the process for managing disputes at the council level.

STRATEGIC PLAN

This action relates to the following components of the Strategic Plan 2022-2032:

3.5 Our Organisation

Goal: To be an organisation that values its people and delivers for our community.

Objective: Council is a preferred employer.

Council will:

- Provide a safe and supportive work environment where all employees feel valued and are encouraged to optimise their performance and personal satisfaction.

3.5 Our Organisation

Goal: To be an organisation that values its people and delivers for our community.

Objective: Council is recognised as a leader in local government.

Council will:

- Be open and transparent in how we make our decisions.
- Have appropriate policies and procedures in place with clearly defined accountability.

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

Local Government Act 1993

Local Government (General) Regulations 2025

RISK CONSIDERATIONS

Low

FINANCIAL IMPACT

TBC – depending on the use of the Dispute Resolution Panel.

CONSULTATION

Consultation occurred with elected members at the 15 April 2025 Pre-Meeting Workshop, 3 June 2025 Interim Workshop and the 5 August 2025 Interim Workshop, and the 20 May 2025 Ordinary Council Meeting.

OPTIONS

Council may choose to:

1. Accept the motion as presented;
2. Accept the motion with amendments;
3. Reject the motion.

OFFICER'S COMMENTS

The requirement for councils to implement a dispute resolution policy was noted in September 2024 during discussions on the rescinding of the Councillor Code of Conduct when the *Local Government (Code of Conduct) Order 2024* revoked the *Local Government (Model Code of Conduct) Order 2016* and *Local Government (Model Code of Conduct) Amendment Order 2018*, and set out the new code of conduct relating to Councillors.

The *Local Government Act 1993* (Sections 28JA and 28V) requires that a Code of Conduct complainant details why the outcome from the dispute resolution process was not satisfactory, or if the process was not used, why the dispute resolution process was not appropriate for the circumstances.

Under the model policy a Dispute Resolution Advisor is to be appointed to resolve disputes under council's respective Dispute Resolution Policies, in accordance with the *Local Government Act 1993* and the *Local Government (General) Regulations 2025*.

LGAT have also established a Dispute Resolution Advisors Multi-Use Register (MUR) to support councils' selection of advisers to resolve disputes under their Dispute Resolution Policies, in accordance with *Local Government Act 1993* and the *Local Government (General) Regulations 2025*.

The model policy, as consulted with elected members at the 15 April Pre-Meeting Workshop, was recommended for adoption at the 20 May 2025 Ordinary Council Meeting with Council subsequently passing a motion to refuse to adopt the Dispute Resolution Policy as presented.

Further consultation with elected members occurred at the 3 June 2025 Interim Workshop and the 5 August 2025 Interim Workshop. Feedback and improvement suggestions focused on the incorporation of a self-exclusion mechanism to allow Councillors to self-exclude themselves from the Dispute Resolution Process.

RECOMMENDATION

That Council:

1. Adopts the new Dispute Resolution Policy as presented, effective 19 August 2025;
2. Allocates a new policy number of 67.00;
3. Updates the version number to 1.00; and
4. Approves a review date of December 2026.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

Dispute Resolution Policy



Document No.:	WT-HRM67.00	Approved By:	Council	
Issue No.:	1.00	Approved On:	19 August 2025	
Responsibility:	Office of the CEO	Review Date:	December 2026	
Document Control		For External Release	N2025224603	
Rev. No.	Date	Revision Details	Reviewer	Approver

1 PURPOSE

To establish the principles and procedures for dispute resolution with, and between, councillors related to matters outlined under the Code of Conduct in accordance with *Local Government Act 1993* Section 28JA and the *Local Government (General) Regulations 2025*.

2 SCOPE

This policy applies to disputes with, and between, councillors. Matters of dispute include those under the Code of Conduct and behaviour of councillors towards each other, council employees and community members more broadly.

2.1 RELATIONSHIP TO THE CODE OF CONDUCT

This policy is to support the resolution of disputes with, and between, councillors before a Code of Conduct complaint is lodged.

Where a Code of Conduct complaint is lodged, the *Local Government Act 1993* requires that a complainant details why the outcome from the dispute resolution process was not satisfactory¹, or if the process was not used, why the dispute resolution process was not appropriate for the circumstances². An exception is where the dispute resolution process is not appropriate to resolve the dispute.

2.2 WHEN THIS POLICY MAY NOT BE APPROPRIATE

A Code of Conduct complaint may be required where either party is unable, or unwilling to participate in some, or all, of the dispute resolution process, such as mediated discussions. These reasons will be documented by the Dispute Resolution Officer.

¹ *Local Government Act 1993*, Section 28V (fc).

² *Local Government Act 1993*, Section 28V (fd).

Other matters such as, but not limited to, health and safety risks, criminal misconduct, discrimination, breaches of the *Local Government Act 1993* are to be addressed outside this policy.

3 PRINCIPLES

3.1 PROCEDURAL FAIRNESS

The principles of procedural fairness, or natural justice, will apply when dealing with a dispute under this Policy.

In particular:

- (i) the parties in the dispute will be afforded equitable opportunities to be heard
- (ii) any recommendations, or dispute resolution plans will be based on genuine consideration of the circumstances and evidence
- (iii) the roles in the process will support procedural fairness.

3.2 ROLES

3.2.1 COMPLAINANT

The person raising the dispute about a relevant matter.

3.2.2 RESPONDENT

The councillor(s) that are subject to a dispute.

3.2.3 MAYOR

The mayor as Chairperson of the council may ask for parties to engage in the dispute resolution process, except where a party has self-excluded themselves in accordance with section 4.2 of this policy.

3.2.4 CHIEF EXECUTIVE OFFICER

The Chief Executive Officer is responsible for identifying a council officer to act as the Dispute Resolution Officer. Where the Dispute Resolution Officer has an actual or perceived conflict of interest with the parties in dispute, the Chief Executive Officer may appoint an alternative officer. The Chief Executive Officer may appoint themselves where no other person is able to perform this role, and they can meet the requirements of this policy.

The Chief Executive Officer is to identify a panel of Dispute Resolution Advisors for use under this Policy. Alternatively, councils may access the provider panel developed by the Local Government Association of Tasmania (LGAT).

3.2.5 DISPUTE RESOLUTION OFFICER

The Dispute Resolution Officer manages the process, is responsible for maintaining the records of the process and appoints the Dispute Resolution Advisor. The Dispute Resolution Officer does not have a role in assessing the dispute.

3.2.6 DISPUTE RESOLUTION ADVISOR (THE ADVISOR)

The Advisor is a person external to the council who undertakes the dispute resolution process with the parties in dispute. Refer to section 4.5 for more detail on the Advisor.

3.2.7 SUPPORT PERSON

The support person is a person who may support the complainant or respondent as part of the dispute resolution process. Refer to *Section 4.8 Support Person* for more detail.

3.3 PERSONAL AND SHARED RESPONSIBILITY

Councillors represent the views of the community, so at times they may hold and express views that are different, and opposing, to their fellow councillors. The democratic process means that there may be active debate that should be considered and respectful.

However, this debate may become a conflict or dispute. Where this happens, the parties should use their best endeavour to resolve the issue or dispute in an informal and courteous manner.

Where the parties have been unable to resolve the issue or dispute themselves, or it is not appropriate, then the dispute resolution process can then be applied. The process is to be approached by the parties in good faith to find a resolution.

3.4 CONFIDENTIALITY

All parties will take all reasonable steps to maintain confidentiality when dealing with the dispute, to protect both the complainant and respondent.

With the mutual agreement of the complainant and respondent a closed meeting of Council may be advised that the parties are participating in dispute resolution process.

3.5 ACCESSIBILITY

The Council will ensure that information on how to lodge a dispute, including this Policy, is available via its customer service centres and on the Council's website. The Council will make information available in accessible formats if requested. Any person wishing to lodge a dispute may contact the Dispute Resolution Officer if they require assistance in completing the dispute resolution form or otherwise navigating the dispute resolution process.

3.6 EQUITABLE ACCESS

This Policy and process is designed to address the different needs and priorities of all persons, including of different genders. It provides measures that address different levels and types of experiences, power, information and influence. These measures include:

- Addressing power imbalances with an external neutral Dispute Resolution Advisor to support dispute resolution and providing for support person(s), detailing access to information, and maintaining accurate, clear records.

- Providing a safe environment through confidentiality and neutral party lodgement.
- Requiring Dispute Resolution Advisors with appropriate training for inclusiveness, gender responsiveness and trauma.

4 PROCEDURES

4.1 LODGING AND WITHDRAWING DISPUTES

Any person may lodge a dispute regarding a councillor's behaviour.

The Dispute Resolution Form must be completed in full to lodge a dispute. Completed forms must include the name and contact details of the complainant. A dispute must specify the part(s) of the Code of Conduct that the behaviour relates to.

Anonymous disputes cannot be accepted. Where an individual wishes to remain anonymous or does not want to put their complaint in writing the Dispute Resolution Officer may direct them to alternative avenues outside this Policy.

Where a Dispute Resolution Form omits required details, the Dispute Resolution Officer will invite the complainant to provide this information for the dispute to be progressed.

The dispute lodgement fee is 25 fee units, being \$47.75 from 1 July 2025. Separate costs and processes apply to Code of Conduct complaints.

Disputes may be withdrawn by the complainant by writing to the Dispute Resolution Officer. The Dispute Resolution Officer will provide written notice of the withdrawal to the respondent. Notice will not be provided if the withdrawal is prior to the respondent being notified of a dispute being lodged (Refer Section 4.3).

Where the dispute resolution process is not followed because of a Councillor having excluded themselves in accordance with section 4.2 of this policy, the Dispute Resolution Officer will advise the complainant within 4 business days and arrange for the provision of a refund of any dispute lodgement fee paid.

4.2 SELF-EXCLUSION BY A COUNCILLOR FROM DISPUTE RESOLUTION PROCESS

Where a Councillor chooses to exclude themselves from participating in the dispute resolution process, or from being notified of a submission of a dispute entirely, they are to notify the Chief Executive Officer in writing outlining the reasons why they wish to be excluded from the Dispute Resolution process as set out in this policy, and the timeframe for which they wish the exclusion to apply.

Where a complainant has submitted a complaint and the respondent has an active self-exclusion from the dispute resolution process, the Dispute Resolution Officer will advise the complainant of the existence of an active self-exclusion, that the respondent will not be participating in the dispute resolution process, and that, in accordance with Section 2.2 of this policy, a Code of Conduct complaint would be required.

If a Code of Conduct complaint was subsequently lodged, the Chief Executive Officer will provide a copy of the Dispute Resolution Form lodged and the written exclusion reason provided by the Councillor to the Executive Officer of the Code of Conduct Panel.

4.3 NOTICE TO COMPLAINANT

Within 10 business days after receiving a dispute, the Dispute Resolution Officer will provide written notice to the complainant that:

- (i) confirms receipt of the dispute
- (ii) outlines the process that will be followed
- (iii) notes the confidentiality requirements of section 3.4 of this Policy
- (iv) includes a copy of this Policy.

4.4 NOTICE TO RESPONDENT

Within 15 business days after receiving a dispute, the Dispute Resolution Officer will provide written notice to the respondent that:

- (i) advises that a dispute has been made in accordance with this Policy
- (ii) includes a completed Dispute Resolution Form
- (iii) outlines the process that will be followed
- (iv) notes the confidentiality requirements of section 3.4 of this Policy
- (v) includes a copy of this Policy.

4.5 APPOINTMENT OF DISPUTE RESOLUTION ADVISOR

The Dispute Resolution Officer is to engage a Dispute Resolution Advisor (Advisor) to conduct dispute resolution. The Advisor must:

- not be an employee of Council
- not have any direct relationship to the parties
- must be objective and impartial, with no real or perceived bias
- must be able to demonstrate that their practice is gender and trauma aware
- be accredited under the National Mediator Accreditation System (NMAS), or its successor, the Australian Mediator and Dispute Resolution Accreditation Standards (AMDRAS); or have a minimum of a Diploma in Mediation or Dispute Resolution.

In selecting a person to act in the capacity of the Advisor, the Dispute Resolution Officer will consider the nature of the issue under discussion, knowledge/experience of local government and interpersonal skills that can most likely assist in resolving matters of conflict.

The Dispute Resolution Officer will provide written notice of the appointment of the Advisor to the complainant and the respondent.

The parties may object to the Dispute Resolution Officer if they believe that the Advisor does not meet the requirements detailed in this section and will provide evidence to

substantiate their view. The Officer will consider an objection and determine whether an alternate Advisor is to be appointed.

It is expected that there be no conflicts of interest between the Advisor and the complainant or respondent. If during the review process a conflict of interest arises between any party, the party must notify the Dispute Resolution Officer promptly. Where the Dispute Resolution Officer determines there is an actual conflict of interest, an alternative Advisor is to be appointed.

4.6 DISPUTE RESOLUTION PROCESS

4.6.1 COMMENCEMENT

In commencing the dispute resolution process, the Advisor will bring together the parties to conduct an initial facilitated discussion or mediation. Where needed they may also undertake initial individual interviews with the parties and others.

The initial discussion is to provide a general picture of the dispute and to allow the Advisor to provide an estimate of the timeframe for the process based on the parties' willingness and availability. This discussion will support the Advisor's consideration of the appropriateness of undertaking the process including:

- the parties' willingness to participate in the process
- health and safety risks to the parties, or others.

The Advisor may determine that the process cannot continue due to:

- the risk that the process may cause harm to the health and safety of either of the parties; or
- one of the parties is unwilling or unable to participate; or
- initial engagement reveals circumstances that must be addressed through a different process, such as those outlined in Section 2.2

Where the Advisor has determined the process cannot continue, they will provide a report to the Dispute Resolution Officer. The report will provide their reasons and state their determination that the dispute will need to be resolved through alternative avenues. The Advisor may make recommendations regarding these avenues.

4.6.2 PROCESS

The Advisor will determine the appropriate resolution processes based on their expertise and experience. This may include, but not be limited to, approaches such as mediation and facilitated restorative processes.

Resolutions may include, but not be limited to:

- a commitment to changing behaviours
- a commitment to cease the behaviour
- a commitment to apologise

- counselling
- undertaking professional development.

The Advisor may also make a recommendation to the Council that it review a policy, procedure, or other document related to the dispute.

The parties must represent themselves.

The maximum timeframe for a dispute resolution process is three months. At this time the Advisor is to provide a report to the Dispute Resolution Officer and close the dispute. This timeframe may be extended on the Advisor's recommendation and with the mutual agreement of the parties.

4.6.3 INFORMATION REQUESTS

Councillors and council staff are to respond to the Advisor's reasonable requests for information about the dispute. Information pertaining to a third party will require their consent for the information to be released.

The Advisor may request the Dispute Resolution Officer to search for any relevant records or information in the Council's Record Management System. The Advisor must provide the complainant and respondent with a copy of any records that are identified.

In addition, where a clarification or additional information has been sought from the complainant by either the Dispute Resolution Officer or the Advisor, copies must also be provided to the complainant and respondent.

4.7 ORDER OF DISPUTES

Disputes will normally be dealt with in the order in which they are received. If more than one dispute is received that relates to the same alleged breach, the Dispute Resolution Officer may progress those disputes concurrently, provided confidentiality can be maintained.

4.8 SUPPORT PERSON

Complainants and respondents may include a support person as part of the dispute resolution process.

The role of the support person is to observe and provide emotional support. They are not to provide views on the process or on legal context. The support person must not be an Australian lawyer.

The parties are to provide written notice to the Dispute Resolution Officer of their intention to include a support person in the dispute resolution process. This notice is to include the person's name, occupation and relationship to the party.

The Advisor is to consider, before and during the process, the impact of the support person's participation on the principles in this Policy. The Advisor has absolute discretion to remove, or not to allow the person to participate in some, or all, of the process. The Advisor's determination will be provided in writing to the parties and to the Dispute Resolution Officer.

5 REPORTING OBLIGATIONS

5.1 REPORT FROM DISPUTE RESOLUTION ADVISOR

The Advisor must include in the confidential report to the Dispute Resolution Officer and to the parties:

- (i) the process and methods that were used
- (ii) outcomes of the process including commitments made by one or more of the parties
- (iii) the views of the parties regarding the outcomes of the process.

5.2 COUNCIL

In accordance with *Local Government (General) Regulations 2025*, Regulation 37, Council is required to maintain a record of the number of disputes, including whether they were received, determined, withdrawn or underway, and their total costs. This information is to be reported in its Annual Report.

6 IMPLEMENTATION AND COMMUNICATION

The Chief Executive Officer is responsible for the implementation of this Policy in accordance with responsibilities outlined.

7 LEGISLATION AND REFERENCES

Local Government Act 1993

Local Government (General) Regulations 2025

8 APPROVAL

Approved by Council on 19 August 2025 (ref YY/##)

Signed: _____
Chief Executive Officer

Dispute Resolution Policy



Document No.:	WT-HRM67.00	Approved By:	Council	
Issue No.:	1.00	Approved On:	19 August 2025	
Responsibility:	Office of the CEO	Review Date:	December 2026	
Document Control		For External Release	N2025224603	
Rev. No.	Date	Revision Details	Reviewer	Approver

1 PURPOSE

To establish the principles and procedures for dispute resolution with, and between, councillors related to matters outlined under the Code of Conduct in accordance with *Local Government Act 1993* Section 28JA and the *Local Government (General) Regulations 2015*2025.

2 SCOPE

This policy applies to disputes with, and between, councillors. Matters of dispute include those under the Code of Conduct and behaviour of councillors towards each other, council employees and community members more broadly.

2.1 RELATIONSHIP TO THE CODE OF CONDUCT

This policy is to support the resolution of disputes with, and between, councillors before a Code of Conduct complaint is lodged.

Where a Code of Conduct complaint is lodged, the *Local Government Act 1993* requires that a complainant details why the outcome from the dispute resolution process was not satisfactory¹, or if the process was not used, why the dispute resolution process was not appropriate for the circumstances². An exception is where the dispute resolution process is not appropriate to resolve the dispute.

2.2 WHEN THIS POLICY MAY NOT BE APPROPRIATE

A Code of Conduct complaint may be required where either party is unable, or unwilling to participate in some, or all, of the dispute resolution process, such as mediated discussions. These reasons will be documented by the Dispute Resolution Officer.

¹ *Local Government Act 1993*, Section 28V (fc).

² *Local Government Act 1993*, Section 28V (fd).

Other matters such as, but not limited to, health and safety risks, criminal misconduct, discrimination, breaches of the *Local Government Act 1993* are to be addressed outside this policy.

3 PRINCIPLES

3.1 PROCEDURAL FAIRNESS

The principles of procedural fairness, or natural justice, will apply when dealing with a dispute under this Policy.

In particular:

- (i) the parties in the dispute will be afforded equitable opportunities to be heard
- (ii) any recommendations, or dispute resolution plans will be based on genuine consideration of the circumstances and evidence
- (iii) the roles in the process will support procedural fairness.

3.2 ROLES

3.2.1 COMPLAINANT

The person raising the dispute about a relevant matter.

3.2.2 RESPONDENT

The councillor(s) that are subject to a dispute.

3.2.3 MAYOR

The mayor as Chairperson of the council may ask for parties to engage in the dispute resolution process, except where a party has self-excluded themselves in accordance with section 4.2 of this policy.

3.2.4 CHIEF EXECUTIVE OFFICER

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The Chief Executive Officer is to identify a panel of Dispute Resolution Advisors for use under this Policy. Alternatively, councils may access the provider panel developed by the Local Government Association of Tasmania (LGAT).

3.2.5 DISPUTE RESOLUTION OFFICER

The Dispute Resolution Officer manages the process, is responsible for maintaining the records of the process and appoints the Dispute Resolution Advisor. The Dispute Resolution Officer does not have a role in assessing the dispute.

3.2.6 DISPUTE RESOLUTION ADVISOR (THE ADVISOR)

The Advisor is a person external to the council who undertakes the dispute resolution process with the parties in dispute. Refer to section 4.54 for more detail on the Advisor.

3.2.7 SUPPORT PERSON

The support person is a person who may support the complainant or respondent as part of the dispute resolution process. Refer to *Section 4.87 Support Person* for more detail.

3.3 PERSONAL AND SHARED RESPONSIBILITY

Councillors represent the views of the community, so at times they may hold and express views that are different, and opposing, to their fellow councillors. The democratic process means that there may be active debate that should be considered and respectful.

However, this debate may become a conflict or dispute. Where this happens, the parties should use their best endeavour to resolve the issue or dispute in an informal and courteous manner.

Where the parties have been unable to resolve the issue or dispute themselves, or it is not appropriate, then the dispute resolution process can then be applied. The process is to be approached by the parties in good faith to find a resolution.

3.4 CONFIDENTIALITY

All parties will take all reasonable steps to maintain confidentiality when dealing with the dispute, to protect both the complainant and respondent.

With the mutual agreement of the complainant and respondent a closed meeting of Council may be advised that the parties are participating in dispute resolution process.

3.5 ACCESSIBILITY

The Council will ensure that information on how to lodge a dispute, including this Policy, is available via its customer service centres and on the Council's website. The Council will make information available in accessible formats if requested. Any person wishing to lodge a dispute may contact the Dispute Resolution Officer if they require assistance in completing the dispute resolution form or otherwise navigating the dispute resolution process.

3.6 EQUITABLE ACCESS

This Policy and process is designed to address the different needs and priorities of all persons, including of different genders. It provides measures that address different levels and types of experiences, power, information and influence. These measures include:

- Addressing power imbalances with an external neutral Dispute Resolution Advisor to support dispute resolution and providing for support person(s), detailing access to information, and maintaining accurate, clear records.

- Providing a safe environment through confidentiality and neutral party lodgement.
- Requiring Dispute Resolution Advisors with appropriate training for inclusiveness, gender responsiveness and trauma.

4 PROCEDURES

4.1 LODGING AND WITHDRAWING DISPUTES

Any person may lodge a dispute regarding a councillor's behaviour.

The Dispute Resolution Form must be completed in full to lodge a dispute. Completed forms must include the name and contact details of the complainant. A dispute must specify the part(s) of the Code of Conduct that the behaviour relates to.

Anonymous disputes cannot be accepted. Where an individual wishes to remain anonymous or does not want to put their complaint in writing the Dispute Resolution Officer may direct them to alternative avenues outside this Policy.

Where a Dispute Resolution Form omits required details, the Dispute Resolution Officer will invite the complainant to provide this information for the dispute to be progressed.

The dispute lodgement fee is 25 fee units, being \$47.75 from 1 July 2025. Separate costs and processes apply to Code of Conduct complaints.

Disputes may be withdrawn by the complainant by writing to the Dispute Resolution Officer. The Dispute Resolution Officer will provide written notice of the withdrawal to the respondent. Notice will not be provided if the withdrawal is prior to the respondent being notified of a dispute being lodged (Refer Section 4.3).

Where the dispute resolution process is not followed because of a Councillor having excluded themselves in accordance with section 4.2 of this policy, the Dispute Resolution Officer will advise the complainant within 4 business days and arrange for the provision of a refund of any dispute lodgement fee paid.

4.2 SELF-EXCLUSION BY A COUNCILLOR FROM DISPUTE RESOLUTION PROCESS

Where a Councillor chooses to exclude themselves from participating in the dispute resolution process, or from being notified of a submission of a dispute entirely, they are to notify the Chief Executive Officer in writing outlining the reasons why they wish to be excluded from the Dispute Resolution process as set out in this policy, and the timeframe for which they wish the exclusion to apply.

Where a complainant has submitted a complaint and the respondent has an active self-exclusion from the dispute resolution process, the Dispute Resolution Officer will advise the complainant of the existence of an active self-exclusion, that the respondent will not be participating in the dispute resolution process, and that, in accordance with Section 2.2 of this policy, a Code of Conduct complaint would be required.

If a Code of Conduct complaint was subsequently lodged, the Chief Executive Officer will provide a copy of the Dispute Resolution Form lodged and the written exclusion reason provided by the Councillor to the Executive Officer of the Code of Conduct Panel.

4.24.3 NOTICE TO COMPLAINANT

Within 10 business days after receiving a dispute, the Dispute Resolution Officer will provide written notice to the complainant that:

- (i) confirms receipt of the dispute
- (ii) outlines the process that will be followed
- (iii) notes the confidentiality requirements of section 3.4 of this Policy
- (iv) includes a copy of this Policy.

4.34.4 NOTICE TO RESPONDENT

Within 15 business days after receiving a dispute, the Dispute Resolution Officer will provide written notice to the respondent that:

- (i) advises that a dispute has been made in accordance with this Policy
- (ii) includes a completed Dispute Resolution Form
- (iii) outlines the process that will be followed
- (iv) notes the confidentiality requirements of section 3.4 of this Policy
- (v) includes a copy of this Policy.

4.44.5 APPOINTMENT OF DISPUTE RESOLUTION ADVISOR

The Dispute Resolution Officer is to engage a Dispute Resolution Advisor (Advisor) to conduct dispute resolution. The Advisor must:

- not be an employee of Council
- not have any direct relationship to the parties
- must be objective and impartial, with no real or perceived bias
- must be able to demonstrate that their practice is gender and trauma aware
- be accredited under the National Mediator Accreditation System (NMAS), or its successor, the Australian Mediator and Dispute Resolution Accreditation Standards (AMDRAS); or have a minimum of a Diploma in Mediation or Dispute Resolution.

In selecting a person to act in the capacity of the Advisor, the Dispute Resolution Officer will consider the nature of the issue under discussion, ~~7~~ knowledge/experience of local government and interpersonal skills that can most likely assist in resolving matters of conflict.

The Dispute Resolution Officer will provide written notice of the appointment of the Advisor to the complainant and the respondent.

The parties may object to the Dispute Resolution Officer if they believe that the Advisor does not meet the requirements detailed in this section and will provide evidence to substantiate their view. The Officer will consider an objection and determine whether an alternate Advisor is to be appointed.

It is expected that there be no conflicts of interest between the Advisor and the complainant or respondent. If during the review process a conflict of interest arises between any party, the party must notify the Dispute Resolution Officer promptly. Where the Dispute Resolution Officer determines there is an actual conflict of interest, an alternative Advisor is to be appointed.

4.54.6 DISPUTE RESOLUTION PROCESS

4.5.14.6.1 COMMENCEMENT

In commencing the dispute resolution process, the Advisor will bring together the parties to conduct an initial facilitated discussion or mediation. Where needed they may also undertake initial individual interviews with the parties and others.

The initial discussion is to provide a general picture of the dispute and to allow the Advisor to provide an estimate of the timeframe for the process based on the parties' willingness and availability. This discussion will support the Advisor's consideration of the appropriateness of undertaking the process including:

- the parties' willingness to participate in the process
- health and safety risks to the parties, or others.

The Advisor may determine that the process cannot continue due to:

- the risk that the process may cause harm to the health and safety of either of the parties; or
- one of the parties is unwilling or unable to participate; or
- initial engagement reveals circumstances that must be addressed through a different process, such as those outlined in Section 2.2

Where the Advisor has determined the process cannot continue, they will provide a report to the Dispute Resolution Officer. The report will provide their reasons and state their determination that the dispute will need to be resolved through alternative avenues. The Advisor may make recommendations regarding these avenues.

4.5.24.6.2 PROCESS

The Advisor will determine the appropriate resolution processes based on their expertise and experience. This may include, but not be limited to, approaches such as mediation and facilitated restorative processes.

Resolutions may include, but not be limited to:

- a commitment to changing behaviours

- a commitment to cease the behaviour
- a commitment to apologise
- counselling
- undertaking professional development.

The Advisor may also make a recommendation to the Council that it review a policy, procedure, or other document related to the dispute.

The parties must represent themselves.

The maximum timeframe for a dispute resolution process is three months. At this time the Advisor is to provide a report to the Dispute Resolution Officer and close the dispute. This timeframe may be extended on the Advisor's recommendation and with the mutual agreement of the parties.

4.5.34.6.3 INFORMATION REQUESTS

Councillors and council staff are to respond to the Advisor's reasonable requests for information about the dispute. Information pertaining to a third party will require their consent for the information to be released.

The Advisor may request the Dispute Resolution Officer to search for any relevant records or information in the Council's Record Management System. The Advisor must provide the complainant and respondent with a copy of any records that are identified.

In addition, where a clarification or additional information has been sought from the complainant by either the Dispute Resolution Officer or the Advisor, copies must also be provided to the complainant and respondent.

4.64.7 ORDER OF DISPUTES

Disputes will normally be dealt with in the order in which they are received. If more than one dispute is received that relates to the same alleged breach, the Dispute Resolution Officer may progress those disputes concurrently, provided confidentiality can be maintained.

4.74.8 SUPPORT PERSON

Complainants and respondents may include a support person as part of the dispute resolution process.

The role of the support person is to observe and provide emotional support. They are not to provide views on the process or on legal context. The support person must not be an Australian lawyer.

The parties are to provide written notice to the Dispute Resolution Officer of their intention to include a support person in the dispute resolution process. This notice is to include the person's name, occupation and relationship to the party.

The Advisor is to consider, before and during the process, the impact of the support person's participation on the principles in this Policy. The Advisor has absolute discretion to remove, or not to allow the person to participate in some, or all, of the

process. The Advisor's determination will be provided in writing to the parties and to the Dispute Resolution Officer.

5 REPORTING OBLIGATIONS

5.1 REPORT FROM DISPUTE RESOLUTION ADVISOR

The Advisor must include in the confidential report to the Dispute Resolution Officer and to the parties:

- (i) the process and methods that were used
- (ii) outcomes of the process including commitments made by one or more of the parties
- (iii) the views of the parties regarding the outcomes of the process.

5.2 COUNCIL

In accordance with *Local Government (General) Regulations ~~2015~~2025*, Regulation ~~30B~~37, Council is required to maintain a record of the number of disputes, including whether they were received, determined, withdrawn or underway, and their total costs. This information is to be reported in its Annual Report.

6 IMPLEMENTATION AND COMMUNICATION

The Chief Executive Officer is responsible for the implementation of this Policy in accordance with responsibilities outlined.

7 LEGISLATION AND REFERENCES

Local Government Act 1993

Local Government (General) Regulations ~~2015~~2025

8 APPROVAL

Approved by Council on 19 August 2025 (ref YY/##)

Signed: _____

Chief Executive Officer

11 DEVELOPMENT

Nil

12 CORPORATE

12.1 Corp 1 - Capital Budget Carryovers & Amendments August 2025

REPORT AUTHOR: Chief Financial Officer - Jason Barker CPA

REPORT DATE: 7 August 2025

ATTACHMENTS:

1. [12.1.1] Capital Budget Amendments Excluding Carryovers Aug 2025
2. [12.1.2] Proposed Additional Capital Carryovers & Amendments Aug 2025

SUMMARY

The purpose of this report is to adopt the remaining capital carryovers into the 2025/2026 estimates and make some other capital budget amendments.

BACKGROUND

Capital carry-over amounts stem from un-completed jobs at financial year-end where either under or over expenditures have occurred against previous forecasts, or forecasts have altered. The capital carry-over is the amount required to adjust the current budget to reflect the actual expenditures or revised estimates coming from the previous year so that the current budget fully represents what is estimated to be spent in the current year.

During Council's 2025/2026 budget process, \$3.7m of known net capital carry-over amounts from 2024/2025 were included within the budget and approved at the June council meeting. This agenda item seeks endorsement to have the \$1.9m remainder of the capital carry-overs now known from actual 2024/2025 results incorporated into the 2025/2026 capital budget estimates. The process for adjusting for carryovers also presents Council an opportunity to fine-tune capital budget allocations for changes in estimates and priorities. Other proposed changes outside of carryovers of \$0.97m are proposed which mainly relate to additional sale estimates for Council's Innova Business Park at Legana.

The addition of the remaining capital carryovers will see a total net carryover figure from 2024/2025 of \$5.6m. The carryovers along with net other amendments of \$0.97m will make for a revised 2025/2026 net capital budget of \$18.2m. In 2024/2025 the amended capital budget was \$17.8m with actual expenditure of \$11.4m.

STRATEGIC PLAN

This action relates to the following components of the Strategic Plan 2022-2032:

3.4 Our Infrastructure

Goal: To ensure the provision and maintenance of efficient and effective infrastructure and assets.

Objective: Provide for a broad range of infrastructure, services and future developments.

Council will:

- Develop and manage fit for purpose infrastructure in a sustainable manner.

3.5 Our Organisation

Goal: To be an organisation that values its people and delivers for our community.

Objective: Council is financially sustainable.

Council will:

- Manage our finances in a responsible manner and deliver value for our community.

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

The capital carryovers and other amendments have been prepared and are presented to conform to section 82 of the *Local Government Act 1993*. An absolute majority decision is required to amend the estimates for 2025/2026.

RISK CONSIDERATIONS

There is always risk as to how much of the capital budget can be achieved and how close the estimates are to reality. Overall risk would be considered low.

FINANCIAL IMPACT

The addition of the \$1.9m of remaining capital carryovers will see a total net carryover figure from 2024/2025 of \$5.6m making for a revised net capital budget of \$18.2m for 2025/2026. Amendments of \$0.97m outside of carryovers are proposed to reflect the latest estimates in projects.

CONSULTATION

The capital carry-overs and amendments are one element underpinning the Strategic Plan, which was developed using community consultation. This was discussed with elected members at Council Workshop on 5 August 2025.

OPTIONS

The capital budget has been set to accommodate Council's priorities and forward planning. If these priorities change, the capital budget can be altered accordingly through the approval of Council.

Council may choose to:

1. Accept the motion as presented;
2. Accept the motion with amendments;
3. Reject the motion.

OFFICER'S COMMENTS

The process of adopting capital carryover amendments to the 2025/2026 capital estimates allows for Council to fully reflect the estimated expenditure in the current year on projects that were initially started or budgeted in a previous financial year and are not yet complete.

RECOMMENDATION

That Council pursuant to section 82 of the *Local Government Act 1993*, adopts the 2024/2025 capital carryovers and amendments into the 2025/2026 estimates.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

ORDINARY COUNCIL MEETING
Tuesday 19 August 2025



Proposed Capital Budget Amendments Excluding Carryovers

Work No	Amended Projects	Original Budget 2025/26 \$'000	Proposed Amendments Excluding Carryovers 2025/26 \$'000	Notes
60235	Beaconsfield, Shaw St footpath, Cornwall St to Fysh St	120	40	Revised estimate
60220	Beauty Point, Beatty St footpath, additional works		10	Adding to previous works. Funded from reduced estimate 64031 resheet program.
67321	Exeter RV parking design	-	65	\$55k grant secured for caravan and motorhome dump station
67179	Exeter Community Park, Exeter Arts Facility - investigate / design 25/26	30	(10)	Reallocation to Exeter RV parking design 67321
64013	Gravel Resheet Program	700	(300)	Budget reducing to current capabilities
63134	Riverside, Riverside Drive, pavement/embankment reconstruction - design 24/25	50	(50)	Duplicate with 63145
64058	Bridgenorth Rd/Long Plains Rd, intersection improvement. grant funded \$365,000	-	10	Additional funds to complete adjoining land acquisitions
67209	Beaconsfield basketball ring, 1/3 court RSL Park	10	25	Revised estimate. Funded from reduced estimate 64031 resheet program
67302	Exeter, goat track trail upgrades, West Tamar Landcare	-	20	New item
68536	Hardware / User devices	50	20	Revised estimate based on new staff movements
68541	Monitors bulk buy	-	5	Replacements required
69530	Health and safety purchases	-	20	Broad fund required
69810	Land and buildings	-	100	With carryovers \$410k. Additional estimate. Carryovers include \$60k transferring from project 67254 Kelso toilet for land acquisition
69530	Trucks	375	62	Increased estimate Isuzu FVD 1000 and small tipper truck. Revised budget \$503k with carryovers
69560	Sedans and wagons	307	(69)	Vehicles removed or deferred
69810	Disposal of plant	- 406	84	Vehicles removed or deferred
69800	Disposal of land	- 2,000	(1,000)	Revised estimate, increase to four block sales
	Total Net Adjustments excluding carryovers		(968)	

ORDINARY COUNCIL MEETING Tuesday 19 August 2025



Capital Budgets 2025-26		2024/25 Forecast	2024/25 Actual	2025/26 Current Budget	Proposed Additional Carryover & Amendment	2025/26 Proposed Revised Budget
Work No						
		\$	\$	\$	\$	\$
Transport Capital						
Bridges						
1	Guard Rail upgrades to bring steel rails to current standards	60002	21,000	20,985	75,000	75,000
2	Beaconsfield, Tattersalls Rd, bridge 1328 over Anderson Crk - superstructure replacement and guardrail	60015		0	250,000	250,000
3	Rowella Road, Bridge No 3791- Guardrail upgrade	60024	18,000	18,474		0
4	Holwell Road - New guardrail safety barrier 1819 Holwell Rd	60025	18,000	17,926		0
Bridges Total			57,000	57,385	325,000	0
						325,000
Footpaths						
5	Beaconsfield, Shaw Street, Cornwall to Fysh St	60235			120,000	40,000
6	Beaconsfield, Archer St, Grubb St to Shaw St	60236			160,000	
7	Beauty Point, Kitchener Av, Flinders St to Esplanade	60237			5,000	
8	Beauty Point, Beatty St, additional works	60220				10,000
9	Gravelly Beach, river edge retaining wall and footpath near boat ramp	60238			150,000	
10	Riverside, Grinter Street, from Francis St to No 33, investigate and design	60239			20,000	
11	Footpaths renewal/upgrade/new	60206	100,000	15,640		0
12	Riverside, Pitten Crief footpath	60221	126,000	126,341		0
13	Beaconsfield, Cornwall St footpath - from Grubb St to Cross St	60219	5,000	5,007		0
14	Riverside, Assisi Ave, back of cul-de-sac	60222	9,000	9,315		0
16	Legana, Koorringal Avenue - construct pram crossing	60229	12,000	15,362		0
17	Legana , Freshwater Pt Rd & Legana Grove - KFC footpath	60230	7,000	7,599		0
18	Legana , Freshwater Pt Rd & Bindaree Rd - replace pram crossing	60231	5,000	5,328		0
19	Trevallyn, Bowen Avenue - footpath	60232	170,000	190,656		0
20	Riverside, Pendennis Street - footpath	60233	150,000	84,969		20,000
21	Beaconsfield, Cornwall Street - footpath	60234	2,000	62,610		65,000
Footpaths Total			586,000	522,826	455,000	135,000
						590,000
Gravel Resheeting						
22	Gravel Resheet Program	64013	450,000	346,798	700,000	(300,000)
Gravel Resheeting Total			450,000	346,798	700,000	(300,000)
						400,000

ORDINARY COUNCIL MEETING Tuesday 19 August 2025



Capital Budgets 2025-26	Work No	2024/25 Forecast	2024/25 Actual	2025/26 Current Budget	Proposed Additional Carryover & Amendment	2025/26 Proposed Revised Budget
		\$	\$	\$	\$	\$

Road Reseals

23 Reseal Program Annual Allocation	61000	680,000	21,840	700,000		700,000
Road Reseals Total		680,000	660,947	700,000	0	700,000

Urban Streets

24 Beauty Point, West Arm Rd, Kitchenere Ave to Mainwaring Street, kerb and channel - design 25/26	63139			10,000		10,000
25 Blackwall, 29 to 45 Gravelly Beach Road, kerb and channel	63142			50,000		50,000
26 Legana, Legana Boulevard Main Street, extend to Fulton St stage 3	63143			100,000		100,000
27 Riverside, New Ecclestone Rd, property access road reconstruct at No 45	63144			50,000		50,000
28 Riverside, Riverside Drive, No 31 to No 71, retaining wall construction and pavement repairs	63145			50,000		50,000
29 Riverside, Ecclestone Rd, New Ecclestone Rd to Allison Ave, design new retaining wall	63146			20,000		20,000
30 Riverside WTH, verge treatment Cormiston Rd to creek approx 200m.	63147			70,000		70,000
31 Beaconsfield, Julian St, upgrade Weld St to Bell St	63140		6,928	150,000		150,000
32 Beaconsfield streetscape improvement plan	63116		0	40,000		40,000
33 Design works - various infrastructure projects	69061	50,000	(3,261)	80,000		80,000
34 Legana, Bindaree Rd, retrofit roundabout, Ridge Rd to Bindaree Rd - in stages	63103		0	50,000		50,000
35 Riverside, Pitt Av, k&c and footpath from Cherry Ave to Anthony St	63137	16,000	16,187	720,000		720,000
36 Riverside, Riverside Drive, pavement/embankment reconstruction - design	63134		0	50,000	(50,000)	0
38 Exeter, Beaton Street extension	63141	29,000	29,038			0
39 Legana, Industrial estate access road sealing	63138	49,000	49,303			0
40 Riverside, Assissi Ave, hammer head pavement reconstruction	63136	53,000	53,098			0
42 Trevallyn, Cherry Road, reconstruct between Newland St and existing kerb (150m)	63100	11,000	0		11,000	11,000
Urban Streets Total		208,000	151,294	1,440,000	(39,000)	1,401,000

Rural Roads

43 Deviot Rd retaining wall, design 24/25	64062	90,000	102,296	1,000,000		1,000,000
44 Notley Hills Rd reconstruction	64092	15,000	13,788	300,000		300,000
45 Road guardrail upgrades	64093		0	35,000		35,000

ORDINARY COUNCIL MEETING
Tuesday 19 August 2025



Capital Budgets 2025-26		2024/25 Forecast	2024/25 Actual	2025/26 Current Budget	Proposed Additional Carryover & Amendment	2025/26 Proposed Revised Budget
Work No						
		\$	\$	\$	\$	\$
46	Rosevears Drive, from Brady's Lookout Rd south 300m	64088	15,000	11,252	375,000	375,000
47	Rosevears, Brady's Lookout Rd, + 175m reconstruct	64087	15,000	11,571	375,000	375,000
48	Sidmouth, Valley Rd, upgrade pavement and seal, stage 1	64089	20,000	23,202	250,000	250,000
49	Bridgenorth Rd/Long Plains Rd, intersection improvement. grant funded \$365,000	64058	24,000	25,947	10,000	10,000
50	Deviot Rd capital repairs	64082	42,000	42,831		0
51	Grindelwald, Atkinsons Rd, road base, drainage, kerb and channel further stage	64051	787,000	320,357	467,000	467,000
52	Kelso, Greens Beach Rd, Paranple Rd+1152m reconstruct	64091	660,000	659,289		0
53	Rosevears Drive / McEwans Rd	64078	240,000	239,919		0
54	Riverside, Ecclestone Rd, 624+220m reconstruction, \$100k grant funded	64084	156,000	153,965		0
Rural Roads Total		2,064,000	1,604,417	2,335,000	477,000	2,812,000
Total Transport		4,045,000	3,343,666	5,955,000	273,000	6,228,000
Stormwater						
55	Beauty Point, 31 Esplanade, stormwater line to reduce flooding	65131		60,000		60,000
56	Beauty Point, Eton street, SW	65134		60,000		60,000
57	Lanena, Paringa Av, pipe open channel to improve capacity and mitigate flooding risk	65135		150,000		150,000
58	Riverside, New Ecclestone Rd, extend road side drain pipe to creek	65136		250,000		250,000
59	Beauty Point, Flinders St, stormwater upgrade existing culvert to open drain at No 32 Flinders St - Design	65132		0	50,000	50,000
60	Emergency infrastructure works and unplanned infrastructure contributions, budget allocation	69056	75,000	27,537	75,000	75,000
61	Legana, Jetty Rd, drainage works to mitigate flooding Beach Rd, investigate and design	65133		0	10,000	10,000
Stormwater Capital Total		75,000	27,537	655,000	0	655,000
Waste Management						
62	Beaconsfield, Waste Transfer Station barrier	65910		100,000		100,000
63	Exeter Depot wash bay improvements	65911		0	50,000	50,000
Waste Management Capital Total		0	0	150,000	0	150,000
Community, Recreation, Parks & Reserves Capital						
64	Beaconsfield, Fysh St Cricket Ground, pitch upgrade	67270		1,987		0

ORDINARY COUNCIL MEETING
Tuesday 19 August 2025



Capital Budgets 2025-26		2024/25 Forecast	2024/25 Actual	2025/26 Current Budget	Proposed Additional Carryover & Amendment	2025/26 Proposed Revised Budget
Work No						
		\$	\$	\$	\$	\$
65	Beauty Point Cricket Club, toilet upgrade	67295	0	10,000		10,000
66	Bridgenorth Football Club, electronic scoreboard - \$25,00 grant dependant	67296	0	45,000		45,000
67	Clarence Point Hall, heating/electrical upgrade	67300	0	20,000		20,000
68	Dog parks, amenities improvement program	67301	0	60,000		60,000
69	Greyhound off leash area	67303	0	40,000		40,000
70	Legana Hall, upgrade design	67304	0	20,000		20,000
71	Legana Tennis Club, rebuild retaining wall	67305	0	20,000		20,000
72	Parks various, fencing provision	67306	0	25,000		25,000
73	Pontoon capital maintenance, \$276k grant dependent	67307	0	316,000		316,000
74	Riverside Tennis Club, kitchen upgrade	67308	0	50,000		50,000
75	Riverside Windsor Pak, resurface for Olympic 2 ground	67309	0	1,500,000		1,500,000
76	Rowella Hall, improvements	67310	0	10,000		10,000
77	Riverside Tennis Club, upgrade lights to LED	67311	0	40,000		40,000
78	Riverside, Windsor Park, Launceston Football Club, replace urinal	67312	0	10,000		10,000
79	Riverside Tennis Club, upgrade mens urinal	67313	0	10,000		10,000
80	Riverside Olympic Football Club, general joinery changerooms	67314	0	20,000		20,000
81	Riverside Olympic Football Club, spectator seating	67315	0	15,000		15,000
82	Barbeque and shelter replacement program ongoing	67269	0	35,000		35,000
83	Beaconsfield Cemetery, expand capacity and improvements	67240	10,000	40,000	10,000	50,000
84	Beaconsfield Lions lookout upgrade	67271	0	8,000		8,000
85	Beaconsfield Grubb Recreation St public toilet renewal, design 24-25	67290	1,044	250,000		250,000
86	Beaconsfield Mine and Heritage Centre, CCTV upgrade	67288	0	30,000		30,000
87	Beaconsfield basketball ring, 1/3 court RSL Park	67209	0	10,000	25,000	35,000
88	Brady's Lookout capital maintenance	67273	0	40,000		40,000
89	Exeter Community Park, Exeter Arts facility - investigate / design 25/26	67179	0	30,000	(10,000)	20,000
90	Exeter RV parking design	67321			65,000	65,000
91	Exeter, Goat track trail upgrades, West Tamar Landcare	67302			20,000	20,000
92	Gravelly Beach Foreshore Project, partially Cmwth funded	67201	40,000	61,759	(20,000)	1,130,000
93	Greens Beach Caravan Park, sewerage upgrade	67286	20,000	4,399	15,000	265,000

ORDINARY COUNCIL MEETING
Tuesday 19 August 2025



Capital Budgets 2025-26		Work No	2024/25 Forecast	2024/25 Actual	2025/26 Current Budget	Proposed Additional Carryover & Amendment	2025/26 Proposed Revised Budget
			\$	\$	\$	\$	\$
94	Green Beach Masterplan implementation stage 1 - State grant	67292	5,000	7,493	150,000		150,000
95	Kayena, Bonnie Beach, retaining structure and toilet ramp	67275	10,000	4,806	50,000	5,000	55,000
96	Kelso toilet & carpark, \$150k grant component	67254	15,000	45,936	305,000	(60,000)	245,000
97	Legana Orchard estate Jonagold Gold Playground	67293		6,217	300,000	(5,000)	295,000
98	Legana Park design and toilets renewal	67294		(76)	300,000		300,000
99	Legana future recreational developments	67251	275,000	229,420	300,000	50,000	350,000
100	Legana Basketball and Community Centre - Cmwth funded	67320		0	5,000,000		5,000,000
101	Playground renewal program (PRP)	67106	325,000	323,799	100,000		100,000
102	Riverside Swimming Centre, capital maintenance	67225	305,000	154,506	300,000	150,000	450,000
103	Tourism & Entrance signage	67298	15,000	0	50,000	15,000	65,000
104	Frankford Cemetery plinths	67319		0	5,000		5,000
105	Trevallyn, Tailrace Park, vegetation improvements	67264	13,000	7,774			0
106	Beauty Point foreshore master plan, partially Cmwth funded	67200	1,520,000	1,255,150		276,000	276,000
107	Beaconsfield Community Centre, internal improvements	67287	30,000	18,716		11,000	11,000
108	Beaconsfield Tennis courts upgrade lights to LED	67289	13,000	13,168			0
109	Clarence Point Hall, replace public toilets, secure storage	67212	180,000	178,875			0
110	Clarence Point Hall - external defibrillator	67274	0	0			0
111	Exeter Community Hub, kitchen upgrade, cabinetry, oven & deepfryer	67214	20,000	5,668		14,000	14,000
113	Exeter Community Hub, new synthetic greens (grant dependent)	67299	215,000	214,800			0
114	Greens Beach Caravan Park, capital upgrades	67243	27,000	29,366			0
115	Riverside, Windsor Park, main oval, resurface + lighting upgrade.	67228	2,015,000	2,000,868			0
117	Riverside Office, dog cage enclosure 2 bay	67265	7,000	0		7,000	7,000
118	Rowella Hall - safety barrier / fence	67277	8,000	7,580			0
119	Riverside, Windsor Park, Cricket 1 drainage around turf wickets	67259	40,000	31,476			0
120	Trevallyn dam, signage water quality	67297	6,000	0		6,000	6,000
Community, Recreation, Parks and Reserves Capital Total			5,114,000	4,604,732	10,914,000	574,000	11,488,000
Information Technology							
121	Hardware / User Devices	68536	50,000	46,119	50,000	20,000	70,000
122	Software, expense management system	68543		0	10,000		10,000

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Capital Budgets 2025-26	Work No	2024/25 Forecast	2024/25 Actual	2025/26 Current Budget	Proposed Additional Carryover & Amendment	2025/26 Proposed Revised Budget
		\$	\$	\$	\$	\$
123 Software, WTC Software suite enhancement	68504	50,000	33,560	75,000		75,000
124 Tablets - WHS Online	68544	5,000	4,768	15,000		15,000
125 Ethernet wiring upgrade, Riverside	68540		0	10,000		10,000
126 UPS Batteries / upgrades	68507	5,000	0	5,000	5,000	10,000
129 Monitors bulk buy	68541		(4,180)		5,000	5,000
131 Software, website / communication	68522	12,000	12,475			0
Information Services Capital Total		122,000	92,742	165,000	30,000	195,000

Purchase of Individual & Corporate Assets						
133 Exeter Depot, shade shelter	69082			20,000		20,000
134 Exeter Depot, SES shed minor extension - design	69083			10,000		10,000
135 Exeter - Tamar Visitor Centre - refurbishment	69084		0	20,000		20,000
136 Exeter Depot, back-up generator and wiring	69085		0	30,000		30,000
137 Riverside Office, accessibility access - design	69091		0	20,000		20,000
138 Riverside Office, shower installation	69086		0	15,000		15,000
139 Windsor Community Precinct, indoor training centre - replace nets & flooring	69087		0	150,000		150,000
140 Windsor Community Precinct, undercover seating outside pharmacy	69088		0	15,000		15,000
141 Windsor Community Precinct, Council Chambers establishment	69081		759	120,000		120,000
142 Windsor Community Precinct, install LEDs	69089		0	40,000		40,000
143 Windsor Community Precinct, install LED lights throughout Medical Practice	69090		0	8,000		8,000
144 Exeter Depot, security improvements	69068	22,000	0	18,000	22,000	40,000
145 Exeter Depot, design Property Services shed	69067	5,000	0	15,000	5,000	20,000
146 Organisation unified alarm system & surveillance-in stages	69053		0	70,000		70,000
147 Windsor Community Precinct, CCTV & security lighting upgrade	69075		0	30,000		30,000
148 Windsor Community Precinct, directional signage program	69078	6,000	0	10,000	6,000	16,000
149 Xmas decorations, B'fld & Exeter	69033		0	100,000		100,000
150 Health & Safety asset purchases	69092		0		20,000	20,000
151 Beaconsfield Depot facility improvements	69071	40,000	0		40,000	40,000
152 Defibrillator program	69072		0			0
153 Exeter Depot, block walls for gravel	69073	10,000	6,400		0	0
154 Legana, Industrial Estate extension	69064	2,454,000	2,115,321		350,000	350,000
155 Riverside, Windsor Depot, relocation of Exeter space to new shed	69065	250,000	243,826			0
154 Windsor Community Precinct, external mail boxes for tenancies	69074	10,000	7,450			0

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Tuesday 19 August 2025



Capital Budgets 2025-26		2024/25 Forecast	2024/25 Actual	2025/26 Current Budget	Proposed Additional Carryover & Amendment	2025/26 Proposed Revised Budget
Work No						
		\$	\$	\$	\$	\$
155	Windsor Community Precinct, chambers council chairs - bulk buy	69076	20,000	9,800	10,000	10,000
156	Windsor Community Precinct, larger interactive board for hall	69077	10,000	10,073		0
157	Windsor Community Precinct, promotion TVs in common areas +1 for WTAG	69079	10,000	10,642		0
158	Windsor Community Precinct, Riverside Olympic Football Club, relocate light/heat switches from	69080		2,173		0
Purchase of Individual Assets Total		2,837,000	2,406,443	691,000	453,000	1,144,000
Purchase of Grouped Assets						
159	Furniture, fittings and equipment	69500	60,000	21,029	60,000	15,000
161	Land and buildings	69510	250,000	0	0	410,000
160	Fleet and equipment	69502	227,000	184,626	105,000	13,000
162	Tractors & machinery	69520	197,500	161,545	0	41,000
163	Trucks	69530	667,000	618,843	375,000	128,000
164	Mowers	69540	40,000	39,635	50,000	
165	Utilities and vans	69550	322,000	308,163	216,000	
166	Sedans and wagons	69560	65,000	0	307,000	(69,000)
Purchase of Grouped Assets Total		1,828,500	1,333,842	1,113,000	538,000	1,651,000
Sale/Disposal of Assets						
167	Disposal of land and buildings	69800	(670,000)	0	(2,000,000)	(1,000,000)
168	Disposal of plant (trade and tender)	69810	(460,000)	(396,568)	(406,000)	84,500
Sale of Assets Total		(1,130,000)	(396,568)	(2,406,000)	(915,500)	(3,321,500)
Total Capital Purchases		14,021,500	11,808,962	19,643,000	1,868,000	21,511,000
Total Capital Sales		(1,130,000)	(396,568)	(2,406,000)	(915,500)	(3,321,500)
Total Net Capital Works		12,891,500	11,412,394	17,237,000	952,500	18,189,500

13 COMMUNITY

13.1 Comm 1 - Youth Advisory Council Minutes - July 2025

REPORT AUTHOR: Team Leader - Community - Elizabeth Nye

REPORT DATE: 7 August 2025

ATTACHMENTS: 1. [13.1.1] Youth Advisory Council - Minutes - 3 July 2025

SUMMARY

The Youth Advisory Council (**YAC**) meets monthly to discuss issues, concerns and praises they have from young people in the municipality. YAC consists of young people from the municipality, Councillors and Council's Youth Development Officer.

YAC strives to achieve the goals of the 2023-2026 Youth Strategy.

BACKGROUND

YAC holds monthly meetings at the Windsor Community Precinct after school hours chaired by the Youth Mayor. The meetings are recorded through meeting minutes in order to record and report on the activities of YAC and discussions held.

STRATEGIC PLAN

This action relates to the following components of the Strategic Plan 2022-2032:

3.1 Our Community

Goal: To maintain an engaged and active community where partnerships are established and needs are identified and Council assists in achieving sustainable outcomes.

Objective: Council and the community work together building creative, innovative and resilient communities where people feel able and encouraged to participate.

Council will:

- Work in collaboration with its community.

3.1 Our Community

Goal: To maintain an engaged and active community where partnerships are established, needs are identified and Council assists in achieving sustainable outcomes.

Objective: Residents enjoy a safe equitable and inclusive and sustainable lifestyle.

Council will:

- Foster an inclusive, engaged and active community through all its activities.

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

West Tamar Youth Strategy 2023-2026

RISK CONSIDERATIONS

LOW – YAC is an established and ongoing initiative. The membership process is transparent, and activities are recorded and reported each month. YAC is facilitated by the Council's Youth Development Officer.

FINANCIAL IMPACT

Nil

CONSULTATION

Nil

OPTIONS

Council may choose to:

1. Accept the motion as presented;
2. Accept the motion with amendments;
3. Reject the motion.

OFFICER'S COMMENTS

The minutes for the 3 July 2025 YAC meeting are provided to Council for noting.

RECOMMENDATION

That Council receives and notes the minutes as presented for the Youth Advisory Council Meeting held on 3 July 2025.

DECISION

Moved:

Seconded:


VOTING

For:

Against:

ORDINARY COUNCIL MEETING

Tuesday 19 August 2025

	MEETING NOTES WEST TAMAR YOUTH ADVISORY COUNCIL
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DATE/TIME	3 July 2025	4.00PM	VENUE	Windsor Community Precinct
PRESENT	Alice, Nina, Elizabeth, Evie, Yuxuan, Maddi, Esther, Nicole, Kirsten, John, Cr Lynden			
APOLOGIES	Millie, Jess, Ava, Emerson,			

ITEMS FOR DISCUSSION

1.1 GENERAL BUSINESS AND YAC MEMBERSHIP

Introduction

- Chairperson: Yuxuan See
- Acknowledgement of Country: Yuxuan See
- Notes: Elizabeth

Youth Mayor Update

- Public speaking, Council meeting, citizenship
- Youth Mayor Applications open term 3.

Advice to Council

- Positive feedback from bottle collection.
- 50 sign replacement has gone to state.
- Lots of rubbish at tailrace area.
- All YACS interested in first aid training.
- Positive feedback on new playground at Tailrace.
- Bump on road near Brady's lookout, Beauty Point fixed.
- Adding agility course/tyres at dogpark Legana. Noted that council currently trying to get consistency across dog parks.
- Dim street lights at Beauty Point (Main road and bush).
- WTC pins talked about at council meeting, slowly moving ahead.

Masquerade Ball

- Taliah shared tips and experience.
- Utilise time well – create a timeline, allocate dates to complete tasks.
- Prioritise tasks!
- Meet regularly & continue sharing vision. Keep each other updated and promote to the community.
- Invite people personally as well as through social media, posters, schools, letter box drop etc.
- If people say no find out WHY!
- Giveaways, music and decoration
- Silent auction
- Sit down meal
- Balloon tree/balloon drop
- Sponsors
- Ideal if the event can break even financially
- Have a budget and stick to it.
- Make sure people have fun so they come back the following year.
- Divide jobs so that everyone can have fun.

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- Utilise school leaders to help with the event which can provide opportunity for more promotion in local schools as well as peer encouragement.
- Pick a charity to support with the event (eg Relay for Life)

2026 Brainstorm

- Everyone (except Elizabeth) to be in focus group.
- 11th July 2026 tentative date.

United Nations Meeting reflection

- Would have been good to have more time.
- Nice and useful discussion, good to be made aware of what my peers opinions are.
- Good discussions about large problems.
- Insight on future issues and how to approach them.

Other business

- Someone to come in to teach how to take official meeting minutes.
- Youth Art Showcase – Yuxuan and Elizabeth willing to help, potential venues community hall or Exeter visitors centre.
- Gaga pit is ready for use.
- Next Secretary Millie

MEETING CLOSED

5:15pm

Next Meeting

14 August 2025

4.00PM

Windsor Community Precinct

13.2 Comm 2 - Positive Ageing Committee Minutes - July 2025

REPORT AUTHOR: Team Leader - Community - Elizabeth Nye
Community Development Officer - Todd Mitchell

REPORT DATE: 8 August 2025

ATTACHMENTS: 1. [13.2.1] Positive Ageing Committee Minutes - 21 July 2025

SUMMARY

The West Tamar Positive Ageing Committee (**PAC**), formerly known as the West Tamar Seniors' Advisory Group, is responsible for the review and implementation of the Positive Ageing Strategy (**PAS**).

PAC is made up of representatives from the community, Councillors and Council's Community Development Officer.

PAC holds a committee meeting once a month to discuss issues of positive ageing in the West Tamar and are actively involved in actioning and monitoring the goals identified in the PAS.

BACKGROUND

PAC holds monthly meetings at the Windsor Community Precinct. The meetings are recorded through meeting minutes in order to record and report on the activities of PAC and discussions held.

STRATEGIC PLAN

This action relates to the following components of the Strategic Plan 2022-2032:

3.1 Our Community

Goal: To maintain an engaged and active community where partnerships are established and needs are identified and Council assists in achieving sustainable outcomes.

Objective: Council and the community work together building creative, innovative and resilient communities where people feel able and encouraged to participate.

Council will:

- Inform, consult and engage with the community to promote participation.
- Work in collaboration with its community.

3.1 Our Community

Goal: To maintain an engaged and active community where partnerships are established, needs are identified and Council assists in achieving sustainable outcomes.

Objective: Residents enjoy a safe equitable and inclusive and sustainable lifestyle.

Council will:

- Foster an inclusive, engaged and active community through all its activities.

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

West Tamar Council Positive Ageing Strategy 2022-2027
West Tamar Council Community Health and Wellbeing Plan

RISK CONSIDERATIONS

LOW – PAC is an established and ongoing committee of Council. The membership process is transparent, and activities are recorded and reported each month. PAC is facilitated by Council's Community Development Officer.

FINANCIAL IMPACT

Nil

CONSULTATION

Nil

OPTIONS

Council may choose to:

1. Accept the motion as presented;
2. Accept the motion with amendments;
3. Reject the motion.

OFFICER'S COMMENTS

The minutes for the 21 July 2025 PAC meeting are provided to Council for noting.

RECOMMENDATION

That Council:

1. Receives and notes the minutes as presented for the West Tamar Positive Ageing Committee held a meeting on 21 July 2025.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

ORDINARY COUNCIL MEETING

Tuesday 19 August 2025

	<h3>MEETING NOTES</h3> <h4>WEST TAMAR POSITIVE AGEING COMMITTEE</h4>
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DATE/TIME	21 July 2025	10.00AM	VENUE	Windsor Community Precinct
PRESENT	Ros Burr (RB) Chair, Lynn Pugh, Glenda Daly (GD), Christine Fulcher (CF), Todd Mitchell (TM), Fran Mamo (FM)			
APOLOGIES	Christina Holmdahl (Mayor CH), Dr Julie Sladden, Carl Cooper and Lynn Pugh			
ADDITIONAL	June Hazzlewood (JH)			

ITEMS FOR DISCUSSION

CONFIRMATION OF PREVIOUS MEETING NOTES

- **Moved:** Chris F **Seconded:** Fran M

CORRESPONDENCE

- -

BUSINESS ARISING

- **Rock Quiz:**
Joy Allen, Ros Burr are apologies for the Rock Quiz. Todd to call those who have booked to ensure they are aware of the time change. Todd to advertise again on Facebook.
- **Movie Matinee:**
Check with Richard Ireland about the bar for the event.
- **Manions:**
Carl to ask if Manions could visit a PAC meeting rather than PAC visiting Manions.
- **Christmas Lunch:**
Miners Gold, November 28th, 12pm. Todd to invite Councillors to Christmas Lunch.
- **Health Expo:**
10 am start with three speakers. Navigating Aged Care. Glenda to talk with COTA about Guest Speaker for event. Ros to ask Physio Maggie. Dietician/nutritionist. Todd to book room.
- **August Meeting: PAC Guide**
PAC members to bring ideas for next year's PAC events. Glenda to bring props to next meeting for the Mad Hatters Tea Party.

GENERAL BUSINESS

- **Health Expo:**
Change month due to cold weather. Adjust signs, improve speaker system
- **Vacancies for PAC:**

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	Todd to follow up with Liz		
MEETING CLOSED	12.00PM		
NEXT MEETING	25 August 2025	10.00AM	Windsor Community Precinct Note: Next meeting is scheduled 10am – 12pm Monday 25 th August

13.3 Comm 3 - Australia Day Awards and Citizenship Ceremony 2026

REPORT AUTHOR: Team Leader - Community - Elizabeth Nye
Community Development Officer - Todd Mitchell

REPORT DATE: 8 August 2025

ATTACHMENTS: Nil

SUMMARY

West Tamar Council holds Australia Day Awards and an Australia Day Citizenship Ceremony each year on or around Australia Day. The Australia Day Citizenship Ceremony is held in line with the Australian Citizenship Ceremonies Code. In addition, West Tamar Council offers various levels of financial assistance to not-for-profit organisations through Council's Australia Day Event Grant Programs.

This program provides financial assistance for community events that are held on Australia Day in the municipality. This program is outlined in Council's Financial Assistance Policy and on Council's website. Council may decide to part-fund an event/project to support more groups in the community. Applicants are expected to contribute financially or in-kind to the cost of the event.

This report provides options for Council's consideration as to how the Australia Day Awards, Citizenship Ceremony and Grants program will be delivered in 2026.

BACKGROUND

Council has the opportunity to review how the Australia Day Awards, Citizenship Ceremony and Grants program will be delivered in 2026.

The following table provides a snapshot of the last three consecutive years:

2023	
Australia Day Awards and Citizenship Ceremony	Celebrated as a combined event, a breakfast was held at the Tailrace Centre in Riverside, held on Thursday 26 January 2023. A council sponsored family fun day at the Riverside Swim Centre was also made possible through grant funding (NADC).
Attendance	Approx. 127pp
Community Event Grants	<ul style="list-style-type: none">• Beaconsfield Tennis Club• Rowella Hall Committee• Kelso Fire Brigade

2024	
Australia Day Awards and Citizenship Ceremony	Celebrated as a combined event, a dinner was held at the Tailrace Centre in Riverside, held on Wednesday 24 January 2024.

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Attendance	Approx. 190-200pp
Community Event Grants	<ul style="list-style-type: none">• Beaconsfield Tennis Club• Rowella Hall Committee• Kelso Fire Brigade <p><i>Funding was also approved to a community group in the Gravelly Beach area, however this grant was unable to be fulfilled.</i></p>

2025	
Australia Day Awards and Citizenship Ceremony	Celebrated as a combined event, a dinner was held at the Tailrace Centre in Riverside, held on Thursday 23 January 2025.
Attendance	Approx. 180pp
Community Grants	<ul style="list-style-type: none">• Kelso Fire Brigade <p><i>Funding was also approved to a community group in the Beaconsfield area for a sing-along style event, however this grant was unable to be fulfilled.</i></p>

STRATEGIC PLAN

This action relates to the following components of the Strategic Plan 2022-2032:

3.1 Our Community

Goal: To maintain an engaged and active community where partnerships are established and needs are identified and Council assists in achieving sustainable outcomes.

Objective: Council and the community work together building creative, innovative and resilient communities where people feel able and encouraged to participate.

Council will:

- Inform, consult and engage with the community to promote participation.

3.1 Our Community

Goal: To maintain an engaged and active community where partnerships are established, needs are identified and Council assists in achieving sustainable outcomes.

Objective: Residents enjoy a safe equitable and inclusive and sustainable lifestyle.

Council will:

- Foster an inclusive, engaged and active community through all its activities.

3.5 Our Organisation

Goal: To be an organisation that values its people and delivers for our community.

Objective: The community is informed and engaged and receives quality customer service.

Council will:

- Keep our people and our community informed.

3.5 Our Organisation

Goal: To be an organisation that values its people and delivers for our community.

Objective: Council is recognised as a leader in local government.

Council will:

- Be open and transparent in how we make our decisions.

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

WT-HRM-42.00 Grants and Assistance Policy

West Tamar Council's Community Grants program provides funding for projects and initiatives that respond to the social, cultural, recreational, economic, and environmental needs of West Tamar residents.

Council acknowledges the contributions made by not-for-profit organisations and individuals throughout the community. Council is willing to support these organisations and individuals to achieve common goals wherever possible by committing limited funds in the budget for this purpose. Council will consider provision of financial assistance to local organisations and individuals, where in Council's opinion, the application meets the eligibility criteria and demonstrates a community need and represents value for money to the community.

Australian Citizenship Code: immi.homeaffairs.gov.au/citizenship/ceremony

RISK CONSIDERATIONS

The existence of a consistent, equitable and transparent process to respond to requests for donations, grants and financial support should help reduce Council's potential exposure to financial and reputational loss. The overall risk to Council is considered LOW.

FINANCIAL IMPACT

For 2025-2026 the current projected budget allocation for Australia Day (Awards, Citizenship and Grants) is approximately \$35,000.

CONSULTATION

The options were discussed at the Pre-Council Meeting Workshop on 15 July 2025 and further discussion at the Interim Workshop on 5 August 2025.

OPTIONS

Council may choose to:

1. Accept the motion as presented;
2. Accept the motion with amendments;
3. Reject the motion.

OFFICER'S COMMENTS

Australia Day in 2026 falls on Monday, 26 January 2026, with a statewide public holiday on Monday, 26 January 2026 in line with the *Statutory Holidays Act 2000*.

Australia Day Awards and Citizenship Ceremony: Three options are outlined below for consideration and are in line with the Australian Citizenship Ceremonies Code.

Option 1.	
Part A - Australia Day Awards and Citizenship Ceremony	Celebrated as a combined event (breakfast) held at the Tailrace Centre in Riverside, on Thursday 22 nd January 2026.
Part B - Riverside Swim Centre (Council sponsored family fun day)	To be held on the declared public holiday 26 January 2026 and will include free pool entry, free water slides, free icy poles, assists with games and activities.

Option 2.	
Part A - Australia Day Awards and Citizenship Ceremony	Celebrated as a combined event (dinner) held at the Tailrace Centre in Riverside, on Monday 26th January 2026.
Part B - Riverside Swim Centre (Council sponsored family fun day)	To be held on the declared public holiday 26 January 2026 and will include free pool entry, free water slides, free icy poles, assists with games and activities.

Option 3.	
Part A - Australia Day Awards and Citizenship Ceremony	Celebrated as a combined event (dinner) held at the Tailrace Centre in Riverside, on Wednesday 28th January 2026.
Part B - Riverside Swim Centre (Council sponsored family fun day)	To be held on the declared public holiday 26 January 2026 and will include free pool entry, free water slides, free icy poles, assists with games and activities.

2026 – Australia Day Events Grant Program

In 2025 up to \$7,500 had been budgeted to provide financial assistance of 3 x \$2,500 for community events. Attendance to community events can be affected by the day of the week which Australia Day falls. There is no proposal to amend the current process.

RECOMMENDATION

That Council:

1. holds the West Tamar Council Australia Day Awards and Citizenship Ceremony (dinner) on Monday 26 January 2026 at the Tailrace Centre in Riverside;
2. sponsors a family fun day at the Riverside Pool on the declared public holiday; and
3. holds a competitive Australia Day community event grant round for events in the municipality

DECISION

Moved:

Seconded:

VOTING

For:

Against:

13.4 Comm 4 - West Tamar Council Australia Day Awards - Nominations and Assessment Process

REPORT AUTHOR: Team Leader - Community - Elizabeth Nye
Community Development Officer - Todd Mitchell

REPORT DATE: 6 August 2025

ATTACHMENTS: 1. [13.4.1] 2025 26 West Tamar Council Australia Day Awards Guidelines Nomination Form

SUMMARY

West Tamar Council Australia Day Awards are held each year and awarded at Council's annual Australia Day Awards and Citizenship Ceremony, held in January each year.

BACKGROUND

Council has the opportunity to review the following aspects of the West Tamar Council Australia Day Awards:

- Awards process (nominations and assessment)
- Award categories

The 2026 awards/nomination timeline is:

29 August 2025	Nomination open
31 October 2025	Nominations close
26 January 2026*	West Tamar Council Australia Day Awards and Citizenship Ceremony

**Event date to be confirmed*

2026 West Tamar Award Categories

Each year, Council opens nominations for the following categories:

- Citizen of the Year
- Young Citizen of the Year
- Young Sports Person of the Year
- Community Event of the Year
- Community Group of the Year

Depending on the nominations received, the category 'Community Event of the Year/Community Group of the Year' is either awarded as a single category, or split into two categories:

- Community Event of the Year
- Community Group of the Year

STRATEGIC PLAN

This action relates to the following components of the Strategic Plan 2022-2032:

3.1 Our Community

Goal: To maintain an engaged and active community where partnerships are established and needs are identified and Council assists in achieving sustainable outcomes.

Objective: Council and the community work together building creative, innovative and resilient communities where people feel able and encouraged to participate.

Council will:

- Inform, consult and engage with the community to promote participation.

3.1 Our Community

Goal: To maintain an engaged and active community where partnerships are established, needs are identified and Council assists in achieving sustainable outcomes.

Objective: Residents enjoy a safe equitable and inclusive and sustainable lifestyle.

Council will:

- Foster an inclusive, engaged and active community through all its activities.

3.5 Our Organisation

Goal: To be an organisation that values its people and delivers for our community.

Objective: Council is recognised as a leader in local government.

Council will:

- Be open and transparent in how we make our decisions.

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

West Tamar Council Community Health and Wellbeing Plan

RISK CONSIDERATIONS

The review and update of a consistent, equitable and transparent process to review and assess award nominations should help reduce council potential exposure to risk, including reputational damage.

The overall risk to Council is considered LOW.

FINANCIAL IMPACT

For 2025-2026 the current projected budget allocation for Australia Day (Awards, Citizenship and Grants) is approximately \$35,000.

CONSULTATION

Consultation occurred at the Interim Workshop on Tuesday 5 August 2025.

OPTIONS

Council may choose to:

1. Accept the motion as presented;
2. Accept the motion with amendments;
3. Reject the motion.

OFFICER'S COMMENTS

Based on feedback from 2025, it is recommended that both the Community Group of the Year and Community Event of the Year will remain as separate categories (if selected as valid categories in 2026).

The following category options are available for consideration for the 2026 West Tamar Council Australia Day Awards.

Option 1 – No Change	Current Categories (all applied separately) <ul style="list-style-type: none">– Citizen of the Year– Young Citizen of the Year– Young Sports Person of the Year– Community Event of the Year– Community Group of the Year
Option 2 – Australian of the Year Categories	Categories in line with the Australian of the Year Awards <ul style="list-style-type: none">– Citizen of the Year– Senior Citizen of the Year– Young Citizen of the Year– West Tamar's Local Hero
Option 3 – Mixture	Combination current/new categories <ul style="list-style-type: none">– Citizen of the Year– Sports Person of the Year– Young Citizen of the Year– Young Sports Person of the Year– Community Event of the Year– Community Group of the Year

2026 Nomination and Assessment Process

Previously, nominations have been received until the end of October, and all nominations are presented at the November council meeting, a confidential vote takes place, and the category winners are identified through this process.

It has also been identified that there is an opportunity to strengthen the nomination process. The Australia Day Award 2026 Guidelines & Nomination Form now requests the following:

- Nomination statement (200-500 words outlining the reason for the nomination)
- Supporting Documentation
 - o Written reference/supporting letter
 - o Articles or publications (where relevant)
 - o 2-3 High quality images
 - o Reference (phone)

There are several options available to Council in relation to its award assessment process. The following options are available for consideration:

Option 1 –	Assessment Panel – Internal An internal panel comprised of four (4) members is established to complete shortlisting of applications via an assessment matrix. Panel members include 4 representatives which include at least one (1) Executive, one (1) Councillor, the Team Leader - Community Services and the Community Development Officer. <i>The assessment panel has the delegation to allocate the category winners.</i>
Option 2 –	Assessment Panel – Internal An internal panel comprised of four (4) members is established to complete shortlisting of applications via an assessment matrix. Panel members include 4 representatives which include at least one (1) Executive, one (1) Councillor, the Team Leader - Community Services and the Community Development Officer. <i>Short listed nominations are presented to Councillors at the November Interim Workshop, followed by a confidential vote at the Closed November Ordinary Council Meeting.</i>
Option 3 – Mixture	No change – current process remains in place All nominations are presented to Councillors at the November Interim Workshop, followed by a confidential vote at the Closed November Ordinary Council Meeting.

RECOMMENDATION

That Council:

1. Seek nominations in the following categories:
 - a. Citizen of the Year
 - b. Young Citizen of the Year
 - c. Community Event of the Year, and
 - d. Community Group of the Year.
2. Endorse an internal Assessment Panel with Council making a final decision at its closed November Ordinary Meeting (option 2). The panel will be formed by the following members:
 - Mayor
 - CEO
 - Team Leader - Community Services
 - Community Development Officer

DECISION

Moved:

Seconded:

**ORDINARY COUNCIL MEETING
Tuesday 19 August 2025**

VOTING

For:

Against:

Australia Day Award 2026 Guidelines & Nomination Form

Program Overview

Recognising and rewarding individuals, groups and events that have made a noteworthy contribution during the current year or has given outstanding service over several years to the community.

Award Categories/Guidelines & FAQs

Australia Day Awards may be awarded in the following categories:

- **Citizen of the Year** - The nominee must be an Australian Citizen.
- **Young Citizen** - The nominee must be an Australian Citizen under 30 years of age on 26 January 2026.
- **Young Sportsperson of the Year** - The nominee must be an Australian Citizen under 30 years of age on 26 January 2026.
- **Community Group of the Year** - The nominee(s) must be a group from the West Tamar municipality. Groups outside of the West Tamar may be considered where they operate or provide a strong community benefit to the West Tamar
- **Community Event of the Year** - The nominee(s) must be a group or person that has staged an outstanding community event or activity during 2024/2025 or over several years.

Who can be nominated?

- Any individual, group, or young person who has made a significant positive contribution to the local community. Nominees and nominators will be invited to attend Council's 2026 Australia Day Awards and Citizenship Ceremony.

Who can nominate?

- Anyone can submit a nomination except for self-nominations.

What do I need to include?

- A completed nomination form.
- A brief statement explaining why the nominee deserves the award.
- At least one item of supporting documentation (e.g. reference letter or news article).

What makes a strong nomination?

- Clearly show how the nominee's actions have benefited the community.
- Provide specific examples and evidence of achievements.

Submission

- Ensure you and the nominee's details are correct.
- Submit your form and supporting documents by the closing date.
- Incomplete or late nominations will not be considered.
- Nominees and nominators may be asked to be interviewed to create a presentation package for the West Tamar Council.

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Australia Day Award 2026 - Nomination Form

This form is used to register a nomination for West Tamar Councils Australia Day Awards – Nominations show recognise and reward individuals, groups and events that have made a noteworthy contribution during the current year, or where there has been outstanding service over several years to the community.

Nominee Details

Full Name	
Residential Address	
Phone Number	
Email Address	
Organisation (if applicable)	
Select the nomination award category.	<input type="checkbox"/> Citizen of the Year
	<input type="checkbox"/> Young Citizen of the Year
	<input type="checkbox"/> Community Group of the Year
	<input type="checkbox"/> Community Event of the Year
Nominee Age as of 26 January 2026. (This information is only required for nominees to in the Young Citizen of the Year Category)	

Nominator Details

Full Name	
Residential Address	
Phone Number	
Email Address	

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Nomination Statement

Please tell us in 200-500 words why you are nominating this person or group

In your statement, please address the following:

- Demonstrated excellence, innovation, or leadership in their field or the community.
- Scope of impact: How has their work benefited the community? Over how long a period?
- Contribution beyond what might be expected in their profession, age, or role.
- Voluntary and community service: Detail any unpaid or voluntary work.
- Challenges overcome: Has the nominee faced personal, social, or professional obstacles?
- Inspiration: How does the nominee serve as a role model to others?
- Other relevant information: Include awards, recognitions, or previous nominations if applicable.

Supporting Documentation

Please attached at least one of the following:

Written Reference(s) from a community member, colleague or beneficiary	..
Copies of any newspaper articles, websites or reports featuring the nominee	..
High quality images of the nominee (preferable 1-3 images, however a minimum of 1)	..

Please also attached any other supporting documentation that supports your nomination.

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Referee Contact Information

For reference checking – optional but preferred

Full Name	
Relationship to the nominee	
Phone/Email contact details	

Declaration

I declare that the information provided in this application is true and correct. I understand that providing false or misleading information may result in the nomination being withdrawn.

Applicant Full Name Signature	
Signature	
Date	

Assistance & Submission

If you require assistance with the nomination process, please contact the Community Services department on

(03) 63239200 or email wtc@wtc.tas.gov.au

Submit your completed nomination and supporting documents by:

Email:	wtc@wtc.tas.gov.au
Mail	West Tamar Council Australia Day Award Nominations PO Box 16 Riverside TAS 7250
In person	At any West Tamar Council Office <ul style="list-style-type: none">• Riverside (Eden Street)• Windsor (Windsor Community Precinct, Riverside)• Beaconsfield (West Street, Beaconsfield)

Office Use Only

For reference checking – optional but preferred

Record/Reference Number	
Date Received	

13.5 Comm 5 - Youth Mayor Program 2026 Eligibility

REPORT AUTHOR: Team Leader - Community - Elizabeth Nye

REPORT DATE: 6 August 2025

ATTACHMENTS: 1. [13.5.1] Youth Mayor Position Description 2026

SUMMARY

The West Tamar Youth Mayor Program is designed for one student to represent young people in the West Tamar Municipality each calendar year. The Youth Mayor provides a focus and a channel for young people's views to be heard by Council. The Youth Mayor can be influential in promoting the West Tamar Youth Strategy as they support shaping a positive future for young people

BACKGROUND

The Youth Mayor Program launched in 2021 (after a pilot year in 2020) and has been running each year for students in grades 7-9 (applicants have been able to apply in grades 6-8).

The purpose of the Youth Mayor Program is:

- To give the young people a stronger voice in the local community
- To raise awareness and engagement in local Council activities
- Inclusion of young people in Council decision-making process
- Increase understanding of the role and functions of local government

Council has the opportunity to review the age/grade eligibility criteria for the Youth Mayor Program in 2026.

STRATEGIC PLAN

This action relates to the following components of the Strategic Plan 2022-2032:

3.1 Our Community

Goal: To maintain an engaged and active community where partnerships are established and needs are identified and Council assists in achieving sustainable outcomes.

Objective: Council and the community work together building creative, innovative and resilient communities where people feel able and encouraged to participate.

Council will:

- Inform, consult and engage with the community to promote participation.
- Work in collaboration with its community.

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

West Tamar Youth Strategy 2023-2026

WT-HRM54.00 Youth Services Policy and Guide

RISK CONSIDERATIONS

LOW – The Youth Mayor Program is an established initiative, officially launched in 2021. The application process is transparent, and applications are assessed at multiple points via interview, committees and Council.

FINANCIAL IMPACT

The Youth Mayor Program is currently budgeted for in 2025/2026 budget.

CONSULTATION

The Youth Mayor Program has been discussed at the Youth Advisory Council meeting held on 8 May 2025.

Consultation occurred with Councillors at the Interim Workshop on 5 August 2025.

OPTIONS

Council may choose to:

1. Accept the motion as presented;
2. Accept the motion with amendments;
3. Reject the motion.

OFFICER'S COMMENTS

The following draft timeline will apply for the 2026 application process:

25 August 2025	Applications open for the Youth Mayor Program (2026)
13 October 2025	Applications close for the Youth Mayor Program (2026)
16 October 2025	<p>Shortlisting of applications: This will take place during the YAC Meeting on 16 October 2025.</p> <p>The current delegates for YAC include:</p> <ul style="list-style-type: none">- Mayor Christina Holmdahl- To be confirmed*- Cr Lynden Ferguson <p><small>*Previous YAC Delegate Deputy Mayor Jess Greene resigned as Deputy Mayor and Councillor of the West Tamar Council on 5 August 2025, with the vacant position expected to be filled at the 19 August 2025 Ordinary Council Meeting.</small></p>
20-24 October 2025	<p>Interviews scheduled (for shortlist applicants).</p> <p>The selection panel will include:</p> <ul style="list-style-type: none">- Mayor Christina Holmdahl- Kirsten Howard (Youth Development Officer)- YAC Representative (TBC as nominated by YAC)
4 November 2025	Present at Council Workshop
18 November 2025	Council Meeting presented with the preferred candidate by the Youth Development Officer

**ORDINARY COUNCIL MEETING
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4 December 2025	The Mayor announces the 2026 Youth Mayor
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Currently, applicants must be a student in years 7-9 when serving their term (applicants can apply when they are in years 6-8).

The following options are presented for consideration:

Option 1	No change: Applicants must be a student in years 7-9 when serving their term (applicants can apply in years 6-8)
Option 2	Extension of eligible grade/age range: Applicants must be a student in years 7-10 when serving their term (applicants can apply in years 6-9)
Option 3	Extension of eligible grade/age range: Applicants must be a student in years 7-12 when serving their term (applicants can apply in years 6-11)

Option three allows for the extension of the existing program.

RECOMMENDATION

That Council:

1. Extends the existing Youth Mayor Program to allow a Youth Mayor who is a student in years 7-12 when serving their term (applications are open for students in years 6-11).

DECISION

Moved:

Seconded:

VOTING

For:

Against:



WEST TAMAR YOUTH MAYOR

POSITION DESCRIPTION

SCOPE:

- The West Tamar Youth Mayor Program is for a student in years 7-12 to represent the young people of the West Tamar Municipality. They will provide a focus and a channel for young people's views to be heard by those in Council. The Youth Mayor can be influential in promoting the West Tamar Youth Strategy as they support shaping a positive future for young people.

ELIGIBILITY:

- Applicants must be in years 7-12 during the year they are the Youth Mayor (apply in years 6-11 for the following calendar year).
- Applicants must live in the West Tamar Municipality.

YOUTH STRATEGY:

- The 2023-2026 Youth Strategy identified the goal of **developing formidable young people**. *"Our aim is to nurture the growth and development of West Tamar youth to be resilient, respected, and awe-inspiring human beings through entrepreneurship opportunities, public speaking training and sharing the success stories of West Tamar young people"*. The role of Youth Mayor is a fantastic way to work publicly and effectively towards the goal of **developing formidable young people**.

POSITION AIMS:

- To give the young people of the West Tamar a stronger voice in the local community.
- To raise awareness and engagement in local Council activities for young people.
- To advocate for inclusion of young people in Council decision-making processes.
- To increase an understanding of the role and functions of local government for young people.

DUTIES:

- Provide feedback & give opinions on Council policies, local by-laws, services and programs that affect young people.
- Participate in decision making when invited to do so.
- Give a speech on Australia Day, ANZAC Day and at Youth Events, where invited to do so.
- Chair monthly Youth Advisory Council meetings.
- Participate in Citizenship Ceremonies, launches and relevant opportunities, where invited to do so.

ATTEND MEETINGS:

- Become a member of the West Tamar Youth Advisory Council and chair monthly meetings.
 - o YAC Meetings are held one Thursday a month (meeting dates are provided in December for the following year) held at the YAC room at Windsor Park.
- Attend 3 Council meetings throughout the year.
 - o Council Meetings are held on the 3rd Tuesday of the month rotating between the Windsor Community Precinct and Exeter Community Hub.
- Connect with other relevant community groups.
 - o Opportunities arise to connect during the year throughout the West Tamar.

WHAT ARE THE PARAMETERS OF THE ROLE?

THE YOUTH MAYOR POSITION IS NOT A PAID POSITION. HOWEVER:

- Council will cover travel and food expenses required for the role when requested.
- Council will cover costs associated with purchasing suitable clothing when requested.

EXPECTED TIME COMMITMENTS:

- As the role is a 12-month commitment, Council expects the Youth Mayor to be available for major events in the municipality, experience a variety of meetings and decision-making forums and opportunities to be active in the community.
- The Youth Mayor would spend on average one meeting/evening a fortnight on the role. Some meetings are during the day and special exemption would be required from the respective school.

TRAINING:

- Council will organise any relevant training and orientation as required.
- The Youth Mayor will receive 4x Public Speaking training sessions during their Term.

SUPERVISION:

- The Youth Mayor reports to Council's Youth Development Officer regarding youth-related activities and any media opportunities.

COMMUNICATIONS PROTOCOL:

- As per Council's policy*, the Youth Mayor shall not address the public in their role unless permission is granted by the Mayor. This includes verbal, social media, written and other means of communication.
- When using social media outside the role, the Youth Mayor must not cause serious damage to the relationship between Council, councillors, workers or other persons at the workplace. Their online representation is to be positively reflected according to a volunteer's duty to Council and must not damage or are likely to damage Council's interests or reputation.
- *Media Relations – Roles and Guidelines 6:1 - "Mayor: By virtue of the Local Government Act 1993 the Mayor will be the Council spokesperson for Council business or matters before Council. Therefore, all media enquiries should be directed to the Mayor in the first instance. If the Mayor is absent and appoints the Deputy Mayor to act in the position of Acting Mayor, media enquiries should be directed to the Acting Mayor. If the Mayor and Acting Mayor are not available for comment, media enquiries should be directed to the General Manager. The Mayor, and the General Manager in certain circumstances, are the only persons able to release media statements on behalf of Council. The Mayor has a primary role when discussing major policy and municipal area issues, decisions of Council and responses to other governments on policies and decisions impacting on our community."

.....
Signature of 2026 Youth Mayor

Made before me at Windsor Drive, Riverside in Tasmania on the 4th of December 2025.

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.....
Mayor Christina Holmdahl



13.6 Comm 6 - Community Grant Application - Legana Tennis Club

REPORT AUTHOR: Team Leader - Community - Elizabeth Nye
Community Development Officer - Todd Mitchell

REPORT DATE: 6 August 2025

ATTACHMENTS: 1. [13.6.1] Application - Legana Tennis Club
2. [13.6.2] Matrix Evaluation - Legana Tennis Club

SUMMARY

West Tamar Council offers various levels of financial assistance to not-for-profit organisations and community members through its grants and sponsorship programs. These programs are outlined in Council's Grants and Assistance Policy, Youth Services Policy and Guide, and on Council's website.

This report provides an overview of community grant funding applications for July 2025.

BACKGROUND

Grant applications are first assessed for eligibility and then scored against an assessment matrix containing various established criteria. Applications are then provided to Council for approval.

Grants up to \$1,000, applicants are not required to contribute financially to the project but must provide in-kind contributions. Evidence of these contributions must be included in the application.

Grants ranging from \$1,000 to \$5,000 applicants must contribute at least 10% of the overall project cost, either from their own funds or from a confirmed external funding source (excluding in-kind contributions).

An application has been received from the Legana Tennis Club.

Applicant	Legana Tennis Club
Purpose	All Access Lighting System
Amount Requested	\$2,354.00
Matrix Score	11.6/20
Grant Summary	<p>Legana Tennis Club are seeking funding to install an automated lighting control system integrated with their online court booking platform. This technology will allow community members to activate court lights automatically when a booking is made, eliminating the current need for physical access to the internal lighting switch located within the locked clubhouse.</p> <p>The project aims to improve court accessibility during evening hours and enhance usage by the broader community, especially casual players and new users</p>
West Tamar Council Community Health and Wellbeing Plan Alignment	<p>Pillar One: The Best Health and Wellbeing <i>An Active and Healthy West Tamar</i></p> <ul style="list-style-type: none">1.1.1 Health and wellbeing is central to daily life.

	<ul style="list-style-type: none">1.1.5 Community health, wellbeing and belonging is supported through participation in sport, recreation, events, programs and social activities in each local area. <p>Pillar Four: Best Communities <i>Planned Sustainable Communities</i></p> <ul style="list-style-type: none">4.1.3 Social infrastructure including sport and recreation facilities, keeps pace with need.
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STRATEGIC PLAN

This action relates to the following components of the Strategic Plan 2022-2032:

3.1 Our Community

Goal: To maintain an engaged and active community where partnerships are established and needs are identified and Council assists in achieving sustainable outcomes.

Objective: Council and the community work together building creative, innovative and resilient communities where people feel able and encouraged to participate.

Council will:

- Work in collaboration with its community.

3.1 Our Community

Goal: To maintain an engaged and active community where partnerships are established, needs are identified and Council assists in achieving sustainable outcomes.

Objective: Residents enjoy a safe equitable and inclusive and sustainable lifestyle.

Council will:

- Foster an inclusive, engaged and active community through all its activities.

3.5 Our Organisation

Goal: To be an organisation that values its people and delivers for our community.

Objective: Council is financially sustainable.

Council will:

- Manage our finances in a responsible manner and deliver value for our community.

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

WT-HRM-42.00 Grants and Assistance Policy

West Tamar Council's Community Grants program provides funding for projects and initiatives that respond to the social, cultural, recreational, economic, and environmental needs of West Tamar residents.

RISK CONSIDERATIONS

The existence of a consistent, equitable and transparent process to respond to requests for donations, grants and financial support should help reduce Council's potential exposure to financial and reputational loss. The overall risk to Council is considered LOW.

FINANCIAL IMPACT

An established level of financial assistance is provided in the budget each year. For 2025-2026 Council has allocated a total funding pool of \$60,000:

- Community Grants \$40,000
- Business Grants \$20,000

Grant funding is allocated first come first serve until funds are exhausted.

The current funding pool for Community Grants is as follows:

COMMUNITY GRANTS	
Legana Tennis Club*	\$2,354.00
Beaconsfield House*	\$1,350.00
Total commitment to date	*\$3,704.00
Balance remaining	*\$36,296.00

**Pending Council approval at Ordinary Council Meeting 19 August 2025.*

CONSULTATION

An Application Matrix was completed by Council Officers on 14 July 2025.

Councillors were consulted at Council's Interim Workshop held on 5 August 2025.

OPTIONS

Council may choose to:

1. Accept the motion as presented;
2. Accept the motion with amendments;
3. Reject the motion.

OFFICER'S COMMENTS

This application has scored above the minimum requirement (10/20) on the assessment matrix. The application aligns with numerous pillars of the Community Health and Wellbeing Plan.:

- Pillar One: The Best Health and Wellbeing (An Active and Healthy West Tamar)
- Pillar Four: Best Communities (Planned Sustainable Communities) The application scored well overall.

The application scored well against most criteria; however limited information was provided against the Project Delivery category affecting the overall matrix score.

Legana Tennis Club has confirmed that they are aware of the ongoing subscriptions costs associated with the software/system and that funding this will be the responsibility of the club. The club have also confirmed that the keypads noted in each quote are required for different parts of the system.

RECOMMENDATION

That Council:

1. Approves the Legana Tennis Club Community Grant Application for the All Access Light Solution Project to the value of \$2,354.00.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

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Grants Program 2025/2026 - Application Form

Grant Overview

West Tamar Council's Grants Program responds to funding requests for projects displaying evidence of community engagement, involvement and benefit.

Applications open on the 1 July 2025, and close 17 February 2026 (4pm or until the funding pool is exhausted). Applications will be assessed and funded on a 'first-in' basis. Applicants are responsible to ensure that their application is received by council by the closing date and time.

Funding applications can be made for amounts up to \$5000.00

Applicants seeking funding of up to \$1,000 are not required to contribute to the project financially, but are expected to provide in-kind contributions. Evidence of this is required in the application and during the acquittal process.

For applicants seeking \$1,000.00 – \$5,000.00, at least 10% of the overall financial cost of the project must be contributed by the applicant, or confirmed by an external funding source (excluding in-kind contributions).

Example: where an applicant has applied for a funding amount of \$5000, they would also need to contribute a minimum of \$500 (\$500 = 10% of \$5000) in addition to the grant amount.

Grant guidelines are available to the West Tamar Council website (wtc.tas.gov.au).

Applicants are advised to contact the Community Services Team to provide an overview of the project. Please read the guidelines thoroughly prior to submitting your application, and make contact on 6323 9200 to arrange a time.

Applicant Details

Organisation/Group Name	Legana Tennis Club Inc	
ABN (if applicable)	37 123 234 741	
Postal Address	Legana Tennis Club, PO Box 50, Legana TAS 7277	
Email Address	[REDACTED]	
Contact Name	Peter Cuddy	
Contact Number	[REDACTED]	
Is your organisation registered for GST?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

Project Overview

Project Name	All Access Lighting Solution
Project Location	Legana Tennis Club, 3-5 Fulton Street, Legana
Project Dates	14 July 2025 - 30 August 2025
Grant Funding Amount Requested	\$2,354 incl. GST
Consulting Council Officer	

The personal information on this form is required by Council for the Community Grants Program. Your personal information will be used for this related purpose. If this information is not provided, we may not be able to deal with this matter. You may access and/or amend your personal information at any time. How we use this information is explained in our Privacy Policy, which is available at www.wtc.tas.gov.au or at Council offices.

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Project Description - Describe your project and why you are undertaking it. (50 - 250 words)

The Legana Tennis Club Inc. is seeking funding to install an automated lighting control system integrated with our online court booking platform. This technology will allow community members to activate court lights automatically when a booking is made, eliminating the current need for physical access to the internal lighting switch located within the locked clubhouse. The project aims to improve court accessibility during evening hours and enhance usage by the broader community, especially casual players and new users.

Assessment Criteria

Community Benefit – Describe how the project benefits the West Tamar community. (100 - 250 words)

This may include:

- The expected number of people the project directly and indirectly benefits
- Supporting evidence/Demographic data
- Projected benefit/outcome
- How the project aligns with your strategic/business plan

This project will provide greater access to quality recreational facilities for the West Tamar community, especially during the evenings when lighting is essential. At present, access to court lighting is limited to those with a key to the clubhouse, which significantly restricts casual hire and non-member usage. By automating the lighting system and linking it to our online booking platform, anyone can access a well-lit court safely and conveniently, regardless of membership status.

The upgrade promotes healthy, active lifestyles and encourages increased participation in tennis across all age groups and abilities. It supports flexible access to sport outside of traditional daylight hours, which is especially valuable for working families, shift workers, and school-age children with busy schedules.

Improved lighting access also enhances safety and comfort during evening play. The project supports the Council's goal of improving public health and wellbeing by removing barriers to participation in recreational activities. It will foster community use of an already well-maintained facility, strengthening the social and sporting fabric of Legana and surrounding areas.

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Project Delivery – Outline how your organisation/business/group will be able to undertake and complete the proposed project, including how West Tamar Council will be acknowledged? (100-250 words)

This may include:

- A summary of the project timeline (recommended) and a brief overview of the steps involved in your project to demonstrate how it will be completed (tell us your plan)
- Site plans, photos (if applicable)
- Outline the roles/responsibilities of any group members, volunteers, service providers and/or contractors who will be undertaking work on this project. WTC Contractor Induction details will need to be provided prior to any works commencing (wtc.tas.gov.au/contractor_inductions)

The project will be undertaken by a licensed electrician (Tonnes) working with and having equipment supplied by BCS-lighting per quote attached.

Community Engagement – Outline clear engagement and partnerships with the community, enabling social connections and community participation. (50 - 250 words)

This may include:

- How does the project deliver a social/lifestyle benefit to the community
- Details of how the project is inclusive in its membership and supports the broader community
- Letters of support (copies submitted with the application)

The Legana Tennis Club actively engages with a wide range of community members, including families, schools, and social players. The upgraded lighting system will be promoted through local networks, community noticeboards, social media, and partnerships to encourage broader use. We will also engage with new residents in the growing Legana area to raise awareness of the facility.

We are committed to providing inclusive opportunities for community participation. The club offers affordable court hire, junior programs, social tennis, and community open days. By making courts more accessible after-hours, the project will encourage spontaneous and casual use, reducing barriers for those unable to commit to regular club membership or daytime play.

This project strengthens our role as a welcoming community tennis hub, encouraging social connections, physical activity, and positive mental health through sport.

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Budget – Detail the items of expenditure that Council funding will be used for. Refer to ‘Community Grants Program 2025/2026 - Application Guidelines’ available on West Tamar Council’s website (wtc.tas.gov.au) to check funding eligibility.

Council funding will be used to co-fund the installation of all access lighting capability that will enable the community to hire courts all year round including at night. Currently only members with a club house key and lighting key are able to turn the lights on. This is not available to the general public which prevents hiring of courts during hours that lights are required.

+ BCS Lighting = \$3,850 incl. GST

+ Tonnes installation = \$1,804 incl. GST (updated quote requested - see attached email confirming price)

Total: \$5,654 incl. GST

Reminder: For grant applications over \$1000.00, applicants must contribute at least 10% of the overall financial cost of the project, or have this funding confirmed from an external source. In-kind labour is not an eligible income source and only donations of labour from qualified professionals may be included in the income description (when supported in writing by the contractor/provider). Incomplete budget will not be scored.

Project Expenditure – Include all cost associated with the project and attached quotes (inclusive of GST, if applicable).

Expenditure Description	\$
BCS Lighting (quote attached)	3,850 incl. GST
Tonnes Electrical installation	1,804 incl. GST

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	Expenditure Total	\$5,654
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Project Income – Include all confirmed funding and donations, including materials.

Income Description:	\$
Tennis Tas Growth Fund	\$3,000 excl. GST
West Tamar Community Grant - this application	\$2,354 incl. GST
Legana Tennis Club	\$300
(contribution to cover any gaps created by Tas Growth Fund excl. GST contribution)	
Income Total	\$5,654

All relevant quotes are attached ☒

ORDINARY COUNCIL MEETING Tuesday 19 August 2025

Declaration

By signing and submitting this form I declare that:

- The information given in this application is true and accurate to the best of my knowledge.
- I agree to liaise with Council, should my application be successful OR do seek approval for any changes or variations to the project
- I agree to complete and submit an acquittal form within six (6) weeks of the project's completion and no later than 29 May 2026

Name	Peter Cuddy
Role/Position	Committee Member
Signature	
Date	7 July 2025

Application Checklist

Before you lodge your application, check that you have provided all the required details and documents and check that your budget is accurate and complete.

The following may assist you, check that you have:

<input type="checkbox"/>	Checked eligibility against the guidelines
<input type="checkbox"/>	Contacted the Community Services Team on 6323 9200 prior to submitting an application
<input type="checkbox"/>	Completed all sections of application form (incomplete will not be assessed)
<input type="checkbox"/>	Attached relevant supporting documents (quotes matching the budget, insurances, letters of support etc.)
<input type="checkbox"/>	Kept a copy of your application
<input type="checkbox"/>	Signed the completed application

ORDINARY COUNCIL MEETING
Tuesday 19 August 2025

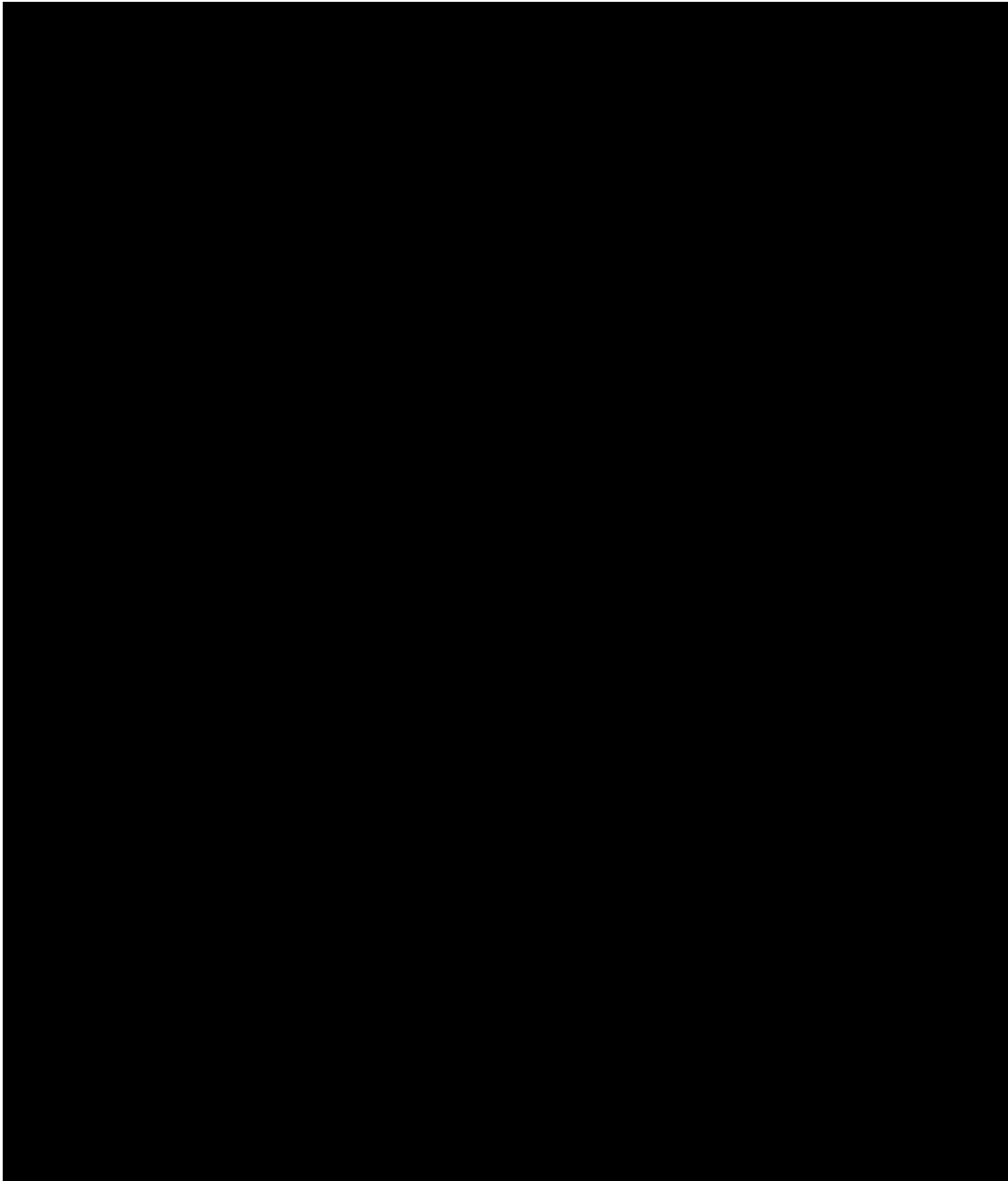


Barclay Consulting Court Light Control Quotation – Commercial in Confidence

87 Wyralla Ave
Epping NSW 2121

23 June 2025

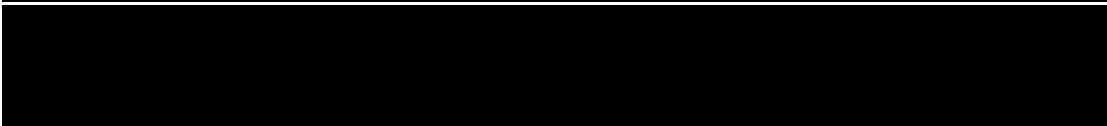
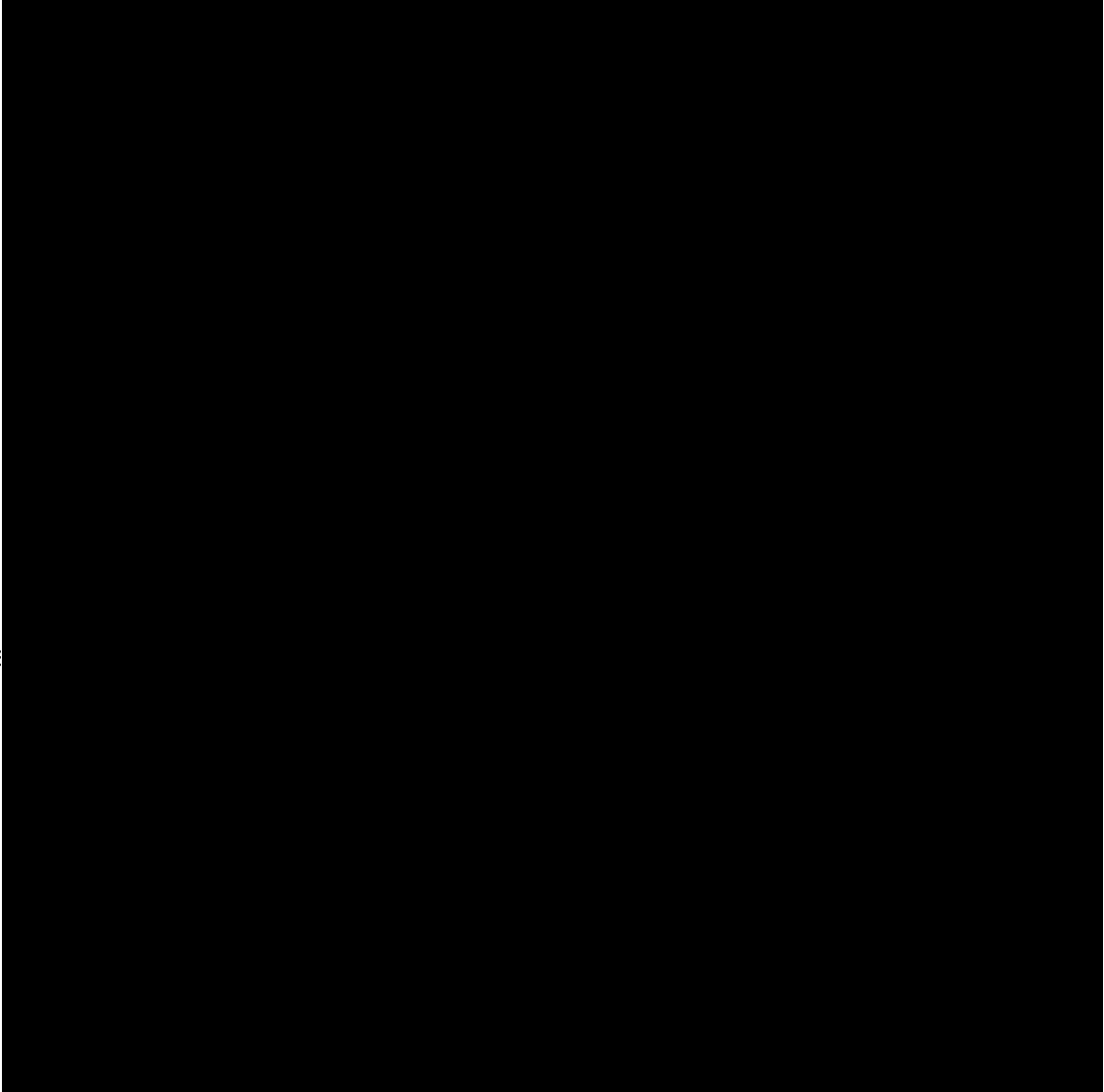
Craig Boyce and Peter Cuddy
Legana Tennis Club
Fulton St, Legana TAS 7277



ORDINARY COUNCIL MEETING
Tuesday 19 August 2025



Barclay Consulting Court Light Control Quotation – Commercial in Confidence



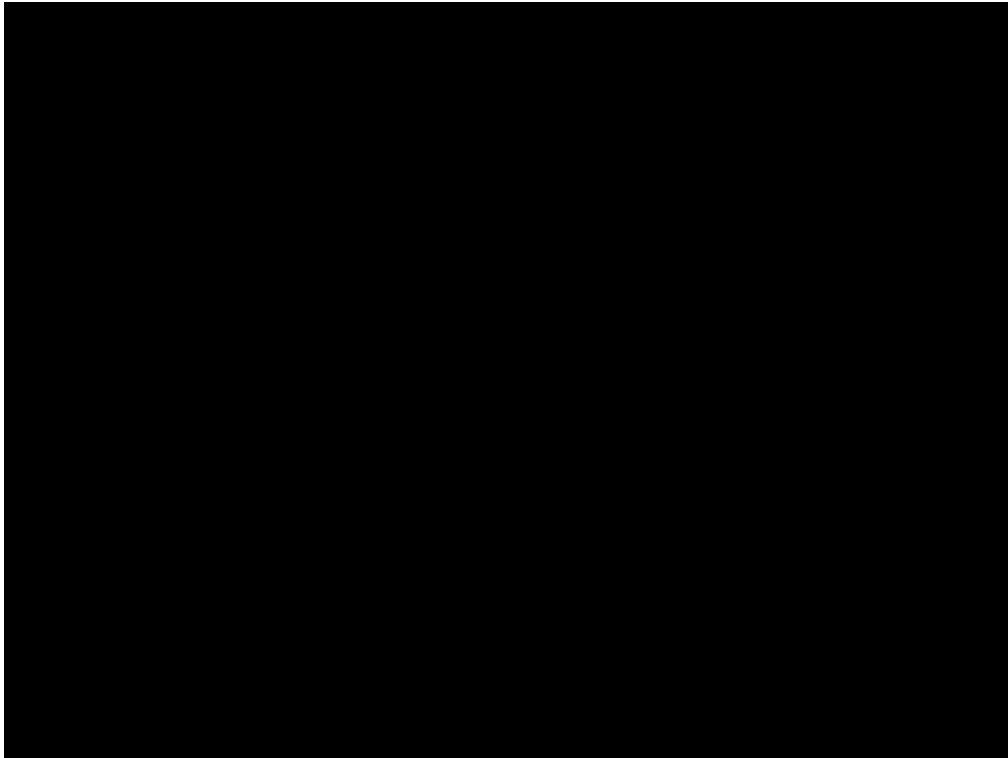
We thank you for your interest in our services.

Roger Barclay
Director
Barclay Consulting Services
Signature page follows:

ORDINARY COUNCIL MEETING
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Barclay Consulting Court Light Control Quotation – Commercial in Confidence



**ORDINARY COUNCIL MEETING
Tuesday 19 August 2025**



4 July 2025

Legana Tennis Club
Fulton St, Legana TAS 7277
Craig Boyce

Tennis Tasmania
lutruwita Country
Domain Tennis Centre
2 Davies Avenue
Glebe TAS 7000
GPO Box 115
Hobart TAS 7001
T +61 3 6108 8200
tennis.com.au/tas
Tennis Tasmania Incorporated
ABN 58 889 629 361

Dear Craig

Conditional Approval – Tennis Tasmania Growth Fund Application

Thank you for your recent application to the Tennis Tasmania Growth Fund.

We are pleased to inform you that your club's application for **BCS Lighting Solution** has been **conditionally approved** for funding support of **\$3,000 ex GST** subject to the terms outlined below.

This conditional approval is based on your application submitted on and reflects the alignment of your project with the strategic priorities of Tennis Tasmania and Tennis Australia to support participation growth across the state.

Conditions of Approval

To progress to final approval and funding release, the following conditions must be met:

1. **Confirmation of all co-funding sources** if applicable
2. **Provision of final quotes or contractor invoices** for the approved works or services
3. **Invoice to Tennis Australia for the funding amount of \$3,000 ex GST. Please send your invoice to nikki.goddard@Tennis.com.au**
4. **Project Acquittal reporting provided to Tennis Tasmania on completion of project** e.g. images, statement to show outcomes of the project

Please submit the required documentation by **30 August 2025**. If your club experiences delays or requires support to meet these conditions, please contact us as early as possible to discuss your options.

We are excited to support your club through this important project and look forward to working with you.


If you have any questions or need assistance, please don't hesitate to reach out to our team at Tennis Tasmania

Warm regards,

Darren Sturgess
General Manager Tennis Tasmania

Tennis acknowledges the Traditional Custodians of the lands on which we work and play. We pay our respects to Elders past and present, and to all Australian First Nations people who are part of the world's longest continuous living culture.

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 Outlook

Re: Legana TC: BCS Court Light Control Order Registration

From Brenton Hemelaar <brenton@toneselectrical.com.au>

Date Fri 27/06/2025 5:26 PM

To Legana Tennis Club <legana.tennis@gmail.com> [REDACTED]; [REDACTED]; [REDACTED]

Good Afternoon guys,

I have just had a look over this and yes we will be able to do it for the same amount of time and materials I had already quoted, but 1st of July we have an increase in our hourly rates in line with CPI increases. The new total quoted price will be \$1804.00 INC GST.

Hope that helps.

Kind regards,

Brenton Hemelaar

Managing Director
Tones Electrical

T: 03 6331 7255

E: brenton@toneselectrical.com.au

A: 84 Frederick Street, Launceston 7250



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From: Legana Tennis Club <legana.tennis@gmail.com>

Date: Monday, 23 June 2025 at 10:17 am

To: Brenton Hemelaar <brenton@toneselectrical.com.au>, [REDACTED]

Subject: Fwd: Legana TC: BCS Court Light Control Order Registration

Hi Brenton, could you have a look over the attached quote from BSC lighting and confirm that your previous quote will cover the installation please?

Any queries just let me know.

Cheers Craig

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Legana Tennis Club

Fulton St, Legana

Post: PO Box 50, Legana TAS 7277

Website: play.tennis.com.au/leganatennisclub

Email: legana.tennis@gmail.com

----- Forwarded message -----

From: **craig boyce** [REDACTED] >

Date: Mon, 23 Jun 2025 at 8:08 AM

Subject: Fwd: Legana TC: BCS Court Light Control Order Registration

To: Legana Tennis Club <legana.tennis@gmail.com>

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From: beth@barclayconsulting.com.au <beth@barclayconsulting.com.au>

Sent: Monday, June 23, 2025 7:54 am

To [REDACTED]

Cc: 'Roger Barclay' <roger@barclayconsulting.com.au>

Subject: Legana TC: BCS Court Light Control Order Registration

Good day Craig and Peter

You recently lodged a site Questionnaire with Tennis Australia.

Further to our review, please see attached quotation for a BCS Court Light Controller.

The attached document outlines the scope of BCS responsibilities and associated costs.

Thank you for your interest in BCS solutions.

Regards

BETH

BETH BARCLAY

e | beth@barclayconsulting.com.au

m | +61 400 298 268

w | www.barclayconsulting.com.au

ORDINARY COUNCIL MEETING
Tuesday 19 August 2025

QUOTATION



Legana Tennis Club
Craig Boyce
Fulton Street
Legana TAS 7277

Issue Date
18/2/2025

Terms: Quote valid for 30 days

Quote Number
[REDACTED]

Reference
Brenton Hemelaar

Tones Solar and Electrical

84 Frederick Street
Launceston TAS 7250

Tel: (03) 6331 7255

ABN
50 266 734 745

Quote Description

Legana Tennis Club - Fulton St
Legana

Please find below a price for the supply and installation of new credit card facilities for the Legana Tennis Club. This price is for the removal of the existing coin boxes and relocation of the payment services outside the building. In the new payment location, we will install a new payment gateway device. On the device, you will be able to select what court you want to light up and the time and then tap your card to pay. Once approved the lights will come on for the prepaid timeframe.

This quote is for all of the electrical work required for the removal of the current coin boxes and key system and the installation of your new payment gateway and control system. The actual payment gateway and ongoing contract will need to be set up by either someone at the tennis club or the council as this is an ongoing subscription and for compliance, needs to be set up between the owner/manager and the service provider. Please find details for the service provider below.

Service provider: Nayax - fee sheet attached

One time onboarding fee of \$165.00 inc gst

Nayax 4G touch POS equipment purchase \$627.00 inc gst

Merchant Service Fee – monthly - \$20 + GST

Device Service Fee – monthly - \$14.70 + GST

Transaction Fees (see attached) – debited from revenue before settlement payouts to your nominated bank account

Description	Quantity	Unit Price ex GST	Amount exGST
electrical works required - excludes payment gateway	1	\$1,580.00	\$1,580.00
Subtotal:			\$1,580.00
Total GST:			\$158.00
Total including GST:			\$1,738.00

Did you know Tones Solar and Electrical specialises in a wide range of electrical services? Talk to us about your needs today!

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General electrical - lights, powerpoints, heaters

HVAC - Heating, Venting, Air Conditioning - Heat pumps, ducted systems, heat transfers

Electric Vehicle (EV) charging supply and equipment

Network and data

Commerical and domestic lighting solutions

EWR Submissions

Switchboard upgrades and wiring or re-wiring

Private power poles

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Community Grants Program 2025/2026 - Application Assessment Matrix

Application Information

Organisation/Group	Legana Tennis Club Inc				
Project	All Access Lighting Solution				
Amount Requested	\$2,354 Incl GST	Total Project Cost	\$5,654 Inc. GST	Matrix Score	11.6/20

Criteria:	Not evident (Score: 0)	Evident (Score: 1)	Good (Score: 2 - 3)	Excellent (Score: 4- 5)	Score:
Community Benefit (Value 25%)	Unclear/ Not stated	Provided but not detailed	Clear benefit to the community outlined	Clear, realistic and achievable benefit provided with supporting evidence	
	Comments:				
Project Delivery (Value 25%)	Unclear/ Not outlined or achievable	Delivery is provided (not detailed)	Delivery is outlined and realistic.	Clear, realistic and achievable, with supporting documentation	
	Comments:				
Community Engagement (Value 25%)	Unclear/ Not outlined	Provided but not detailed	Engagement and partnerships outlined	Clear, realistic and achievable, with supporting documentation	
	Comments:				
Budget (Value 25%)	Incomplete	-	-	Clear, realistic and achievable. Official quotes must be provided.	
	Comments: Overall, the application aligned with Pillar 1.1.1, 1.1.5, Pillar 4.1.3				
TOTAL					11.6/20

Risk Management Plans	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>	Assessed By	
WTC Contractor Inductions	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>	Date	14.07.2025
Certificate of Currency Required	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>	P	

ORDINARY COUNCIL MEETING
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Community Grants Program 2025/2026 - Application Assessment Matrix

Application Information

Organisation/Group	Legana Tennis Club Inc				
Project	All Access Lighting Solution				
Amount Requested	\$2,354 Incl GST	Total Project Cost	\$5,654 Inc. GST	Matrix Score	13 /20

Criteria:	Not evident (Score: 0)	Evident (Score: 1)	Good (Score: 2 - 3)	Excellent (Score: 4- 5)	Score:
Community Benefit (Value 25%)	Unclear/ Not stated	Provided but not detailed	Clear benefit to the community outlined	Clear, realistic and achievable benefit provided with supporting evidence	2
	Comments: Positive Community Development. Lacking supporting evidence				
Project Delivery (Value 25%)	Unclear/ Not outlined or achievable	Delivery is provided (not detailed)	Delivery is outlined and realistic.	Clear, realistic and achievable, with supporting documentation	1
	Comments: Delivery is provided but lacks detail				
Community Engagement (Value 25%)	Unclear/ Not outlined	Provided but not detailed	Engagement and partnerships outlined	Clear, realistic and achievable, with supporting documentation	5
	Comments: Inclusive of community and seeking to engage for more community members.				
Budget (Value 25%)	Incomplete	-	-	Clear, realistic and achievable. Official quotes must be provided.	5
	Comments: Clear budget provided and over 10% of grant is covered.				
TOTAL					13/20

Risk Management Plans	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>	Assessed By	
WTC Contractor Inductions	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>	Date	<i>14.07.2025</i>
Certificate of Currency Required	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>		

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Community Grants Program 2025/2026 - Application Assessment Matrix

Application Information

Organisation/Group	Legana Tennis Club Inc				
Project	All Access Lighting Solution				
Amount Requested	\$2,354 Incl GST	Total Project Cost	\$5,654 Inc. GST	Matrix Score	11 /20

Criteria:	Not evident (Score: 0)	Evident (Score: 1)	Good (Score: 2 - 3)	Excellent (Score: 4- 5)	Score:
Community Benefit (Value 25%)	Unclear/ Not stated	Provided but not detailed	Clear benefit to the community outlined	Clear, realistic and achievable benefit provided with supporting evidence	3
	Comments: Great Community benefit - lacks supporting evidence .				
Project Delivery (Value 25%)	Unclear/ Not outlined or achievable	Delivery is provided (not detailed)	Delivery is outlined and realistic.	Clear, realistic and achievable, with supporting documentation	1
	Comments: Delivery is provided - not detailed.				
Community Engagement (Value 25%)	Unclear/ Not outlined	Provided but not detailed	Engagement and partnerships outlined	Clear, realistic and achievable, with supporting documentation	3
	Comments: Engagement and partnerships outlined, and the methods of engagement .				
Budget (Value 25%)	Incomplete	-	-	Clear, realistic and achievable. Official quotes must be provided.	4
	Comments: Quotes included - email updates also included.				
TOTAL					11 /20

Risk Management Plans	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
WTC Contractor Inductions	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Certificate of Currency Required	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>

Assessed By [REDACTED]
Date **14/7/2025**

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Community Grants Program 2025/2026 - Application Assessment Matrix

Application Information

Organisation/Group	Legana Tennis Club Inc				
Project	All Access Lighting Solution				
Amount Requested	\$2,354 Incl GST	Total Project Cost	\$5,654 Inc. GST	Matrix Score	11 / 20

Criteria:	Not evident (Score: 0)	Evident (Score: 1)	Good (Score: 2 - 3)	Excellent (Score: 4- 5)	Score:
Community Benefit (Value 25%)	Unclear/ Not stated	Provided but not detailed	Clear benefit to the community outlined 3	Clear, realistic and achievable benefit provided with supporting evidence	3
	Comments: Provided without supporting evidence. Clear community benefit.				
Project Delivery (Value 25%)	Unclear/ Not outlined or achievable	Delivery is provided (not detailed) 1	Delivery is outlined and realistic.	Clear, realistic and achievable, with supporting documentation	1
	Comments: very minimal information provided. Have not outlined how they will acknowledge council.				
Community Engagement (Value 25%)	Unclear/ Not outlined	Provided but not detailed	Engagement and partnerships outlined 3	Clear, realistic and achievable, with supporting documentation	3
	Comments: Provided without supporting evidence. clear community engagement.				
Budget (Value 25%)	Incomplete	-	-	Clear, realistic and achievable. Official quotes must be provided. 4.	4
	Comments: provided, but expired quote (with follow-up email provided).				
TOTAL					11 / 20

Risk Management Plans	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>	Assessed By	
WTC Contractor Inductions	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>	Date	14/7/25
Certificate of Currency Required	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>		

13.7 Comm 7 - Community Grant Application - Beaconsfield House

REPORT AUTHOR: Team Leader - Community - Elizabeth Nye
Community Development Officer - Todd Mitchell

REPORT DATE: 6 August 2025

ATTACHMENTS: 1. [13.7.1] Application - Beaconsfield House
2. [13.7.2] Matrix Evaluation - Beaconsfield House

SUMMARY

West Tamar Council offers various levels of financial assistance to not-for-profit organisations and community members through its grants and sponsorship programs. These programs are outlined in Council's Grants and Assistance Policy, Youth Services Policy and Guide, and on Council's website.

This report provides an overview of community grant funding applications for July 2025.

BACKGROUND

Grant applications are first assessed for eligibility and then scored against an assessment matrix containing various established criteria. Applications are then provided to Council for approval.

Grants up to \$1,000, applicants are not required to contribute financially to the project but must provide in-kind contributions. Evidence of these contributions must be included in the application.

Grants ranging from \$1,000 to \$5,000 applicants must contribute at least 10% of the overall project cost, either from their own funds or from a confirmed external funding source (excluding in-kind contributions).

An application has been received from Beaconsfield House.

Applicant	Beaconsfield House
Purpose	Seniors Day Out
Amount Requested	\$1,350.00
Matrix Score	17/20
Grant Summary	Seeking funding to assist with the cost of bus hire. As a Seniors Week program, BH are looking to enhance participation in Seniors Week, organising a day out. The bus service will remove barriers for participants in the 7270 region to participate in West Tamar (PAC's) Mad Hatters Tea Party Seniors Week Events, followed by the St Lukes Wellness Hub flower workshop.
West Tamar Council Community Health and Wellbeing Plan Alignment	<p>Pillar One: The Best Health and Wellbeing <i>An Active and Healthy West Tamar</i></p> <ul style="list-style-type: none"> 1.1.1 Health and wellbeing is central to daily life. 1.1.5 Community health, wellbeing and belonging is supported through participation in sport, recreation, events, programs and social activities in each local area. <p>Pillar Four: Best Communities</p>

	<i>Planned Sustainable Communities</i> <ul style="list-style-type: none">• 4.1.5 Well-planned services, facilities, and programs match community needs.• 4.2.4 All ages and abilities participate in community life.
--	---

STRATEGIC PLAN

This action relates to the following components of the Strategic Plan 2022-2032:

3.1 Our Community

Goal: To maintain an engaged and active community where partnerships are established and needs are identified and Council assists in achieving sustainable outcomes.

Objective: Council and the community work together building creative, innovative and resilient communities where people feel able and encouraged to participate.

Council will:

- Work in collaboration with its community.

3.1 Our Community

Goal: To maintain an engaged and active community where partnerships are established, needs are identified and Council assists in achieving sustainable outcomes.

Objective: Residents enjoy a safe equitable and inclusive and sustainable lifestyle.

Council will:

- Foster an inclusive, engaged and active community through all its activities.

3.5 Our Organisation

Goal: To be an organisation that values its people and delivers for our community.

Objective: Council is financially sustainable.

Council will:

- Manage our finances in a responsible manner and deliver value for our community.

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

WT-HRM-42.00 Grants and Assistance Policy

West Tamar Council's Community Grants program provides funding for projects and initiatives that respond to the social, cultural, recreational, economic, and environmental needs of West Tamar residents.

RISK CONSIDERATIONS

The existence of a consistent, equitable and transparent process to respond to requests for donations, grants and financial support should help reduce Council's potential exposure to financial and reputational loss. The overall risk to Council is considered LOW.

FINANCIAL IMPACT

An established level of financial assistance is provided in the budget each year. For 2025-2026 Council has allocated a total funding pool of \$60,000:

- Community Grants \$40,000
- Business Grants \$20,000

Grant funding is allocated first come first serve until funds are exhausted.

The current funding pool for Community Grants is as follows:

COMMUNITY GRANTS	
*Legana Tennis Club	\$2,354.00
*Beaconsfield House	\$1,350.00
Total commitment to date	*\$3,704.00
Balance remaining	*\$36,296.00

**Pending Council approval at Ordinary Council Meeting 19 August 2025.*

CONSULTATION

An Application Matrix was completed by Council Officers on 7 July 2025.

Councillors were consulted at Council's Interim Workshop held on 5 August 2025.

OPTIONS

Council may choose to:

1. Accept the motion as presented;
2. Accept the motion with amendments;
3. Reject the motion.

OFFICER'S COMMENTS

This application has scored above the minimum requirement (10/20) on the assessment matrix. The application aligns with the following pillars of the Community Health and Wellbeing Plan:

- Pillar One: The Best Health and Wellbeing (*An Active and Healthy West Tamar*)
- Pillar Four: Best Communities (*Planned Sustainable Communities*) The application scored well overall.

Beaconsfield House have confirmed that they are capping the Seniors Week event due to participant number limitations at the Flower Workshop activity. There is no cost for participants for transport or

to attend each activity, however food and beverages outside what is provided as part of the planned activities will be at the participant's cost.

RECOMMENDATION

That Council:

1. Approves the Beaconsfield House Community Grant Application for the Seniors Day Out Project to the value of \$1,350.00.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

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Grants Program 2024/2025 - Application Form

Grant Overview

West Tamar Council's Grants Program responds to funding requests for projects displaying evidence of community engagement, involvement and benefit.

Applications open on the 29 July 2024, and close 22 April 2025 (4pm), or until the funding pool is exhausted. Applications will be assessed and funded on a 'first-in' basis. Applicants are responsible to ensure that their application is received by council by the closing date and time.

There are two types of grants within the grants program;

- Community Grant up to \$5000)

Applicants seeking up to \$1,000 are not required to contribute to the project financially, but are expected to provide in-kind contributions. Evidence of this is required in your application. For applicants seeking \$1,000.00 – \$5,000.00, at least 10% of the overall financial cost of the project must be contributed by the applicant, or confirmed by an external funding source (excluding in-kind contributions).

Grant guidelines are available to the West Tamar Council website (wtc.tas.gov.au).

Applicants are advised to contact the Community Services Team to provide an overview of the project. Please read the guidelines thoroughly prior to submitting your application, and make contact on 6323 9200 to arrange a time.

Applicant Details

Organisation/Group Name	Beaconsfield Neighbourhood House
ABN (if applicable)	28282277655
Postal Address	33 Grubb Street
Email Address	
Contact Name	
Contact Number	
Is your organisation registered for GST?	Yes

Project Overview

Project Name	Seniors Day Out
Project Location	Bus Trip
Project Dates	Monday 13 th October
Grant Funding Amount Requested	\$1350
Community Services Team Member	

The personal information on this form is required by Council for the Community Grants Program. Your personal information will be used for this related purpose. If this information is not provided, we may not be able to deal with this matter. You may access and/or amend your personal information at any time. How we use this information is explained in our Privacy Policy, which is available at www.wtc.tas.gov.au or at Council offices.

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Project Description - Describe your project and why you are undertaking it. (50 - 250 words)

This project seeks funding for a bus to support seniors' participation in a community-building event as part of Seniors Week celebrations. On Monday, 13th October, we aim to provide a bus service to transport seniors from Beaconsfield to Windsor for the West Tamar Council's Mad Hatter Tea Party, followed by a flower arranging class (creating bouquets for others) at St Lukes Wellness Hub in Launceston. The bus will ensure safe and accessible transportation for seniors, many of whom may face transportation challenges, thus enhancing their ability to participate in this meaningful experience.

The total cost for the bus hire is \$1500, covering the round-trip journey for all participants. This funding will allow us to offer free transportation for seniors, making the event more inclusive and accessible for those who might not otherwise have the means to attend. By providing this transportation, we aim to increase participation, foster community connections, and ensure that all seniors in the area can enjoy a day of creativity, connection, and kindness.

Your support will directly impact the success of this initiative by enabling transportation for up to 20 seniors, helping them engage with the community and enjoy the day's activities safely and comfortably.

Assessment Criteria

Community Benefit – Describe how the project benefits the West Tamar community. (100 - 250 words)

This may include:

- The expected number of people the project directly and indirectly benefits
- Supporting evidence/Demographic data
- Projected benefit/outcome
- How the project aligns with your a strategic/business plan

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The Seniors week event will support 20 seniors from Beaconsfield, who may face mobility challenges, social isolation, or limited financial resources. Many of these individuals in our postcode lack easy access to transportation, which can prevent them from engaging in community events. By providing a bus service, this initiative ensures that seniors can attend and participate in a fun and meaningful day out.

This project offers several key community benefits:

1. **Social Inclusion and Community Connection:** The event encourages connection among seniors, reducing feelings of isolation by providing opportunities for socializing and creating new friendships. By attending the Seniors Day event at Windsor Community Centre, it promotes social inclusion for those seniors living further away in our municipality. The act of creating bouquets for others at the St Lukes Wellness Centre led by the Health Navigation team fosters kindness and strengthens community bonds, promoting a culture of giving.
2. **Improved Accessibility:** The bus service removes transportation barriers, ensuring that seniors who may otherwise struggle with travel can participate in this community-building event. Barriers for travel may include limited walking capacity and limited driving capacity (such as distance and parking) and we aim to alleviate both and make the day fun.
3. **Socioeconomic Benefit:** By removing the barrier of cost for the day out the event is inclusive.

The requested \$1350 funding will cover the transportation costs, ensuring that these seniors have a safe, accessible way to enjoy a day filled with creativity, connection, and kindness. By providing this service, we are promoting inclusivity, supporting mental health, and nurturing a stronger, more connected community.

By gaining funding for this event to launch Seniors Week, Beaconsfield House will be able to use the money saved and put it into the 3 other events we have planned for Beaconsfield during Seniors Week helping us to financially manage 4 events across Seniors Week.

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Project Delivery – Outline how your organisation/business/group will be able to undertake and complete the proposed project, including how West Tamar Council will be acknowledged? (100-250 words)

This may include:

- A summary of the project timeline (recommended) and a brief overview of the steps involved in your project to demonstrate how it will be completed (tell us your plan)
- Site plans, photos (if applicable)
- Outline the roles/responsibilities of any group members, volunteers, service providers and/or contractors who will be undertaking work on this project. WTC Contractor Induction details will need to be provided prior to any works commencing (wtc.tas.gov.au/contractor_inductions)

Everyone is encouraged to follow the guidance provided by the Tasmania Department of Health available at: [Coronavirus \(COVID-19\) Tasmanian Department of Health](#).

Project timeline

1. Book 20 places at The Mad Hatters Tea Party run by the Positive Aging Committee for West Tamar Council (completed)
2. Book 20 places at Bouquets of Kindness at St Lukes (beneficiary of bouquets is expected to be Beaconsfield District Hospital)
3. Quote and book bus from Manions
4. Organise team leaders for the day
5. Advertise via a flyer with all organisational logos – Beaconsfield House, Access to Health Services, St Lukes, Positive Aging, West Tamar Council
6. Take bookings at Beaconsfield House

Community Engagement – Outline clear engagement and partnerships with the community, enabling social connections and community participation. (50 - 250 words)

This may include:

- How does the project deliver a social/lifestyle benefit to the community
- Details of how the project is inclusive in its membership and supports the broader community
- Letters of support (copies submitted with the application)

The event fosters connections among seniors, helping to reduce isolation by offering opportunities for socializing and forming new friendships. Attending the Seniors Day at Windsor Community Centre promotes social inclusion, especially for seniors living in more remote areas of our municipality. The bouquet-making activity at the St. Lukes Wellness Centre, led by the Health Navigation team, encourages kindness and strengthens community ties, nurturing a culture of giving. This initiative is inclusive, removing barriers like transportation and cost, and allowing individuals to join in with a group, ultimately supporting friendship and connection within our local community.

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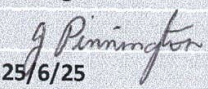
Project Income – Include all confirmed funding and donations, including materials.

Income Description:	\$
Beaconsfield House Access to Health Services	\$150
West Tamar Council Small Grant	\$1350
Income Total	1500

All relevant quotes are attached	YES
---	------------

Declaration

By signing and submitting this form I declare that the information given in this application is true and accurate to the best of my knowledge. I agree to liaise with Council, should my application be successful, if there are any changes to the project and to submit and acquittal form within six (6) weeks of the project's completion. Once the project is finalised, it is a requirement that an acquittal form is completed within 6 weeks and no later than 1 May 2025 (where a grant application is approved within 6 weeks of 22 April 2025, the project must still be acquitted and completed no later than the 3 June 2025).

Name	Janne Pinnington
Role/Position	Manager
Signature	
Date	25/6/25

Application Checklist

Before you lodge your application, check that you have provided all the required details and documents and check that your budget is accurate and complete.

The following may assist you, check that you have:

<input type="checkbox"/>	Checked eligibility against the guidelines
<input type="checkbox"/>	Contacted the Community Services Team on 6323 9200 prior to submitting an application
<input type="checkbox"/>	Completed all sections of application form (incomplete will not be assessed)
<input type="checkbox"/>	Attached relevant supporting documents (quotes matching the budget, insurances, letters of support etc.)
<input type="checkbox"/>	Kept a copy of your application
<input type="checkbox"/>	Signed the completed application

**ORDINARY COUNCIL MEETING
Tuesday 19 August 2025**

Hi Mandy,

For a coach up 37-seats the price is \$1500.00
And a coach up to 55-57 seats is \$1860.00.

Kind Regards.

Lisa Healey
Administration Officer

Manions' Coaches Pty Ltd
72 Shaw Street
Beaconsfield
Tasmania 7270

0363831221

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From: Mandy Cooper - [REDACTED]
Sent: Tuesday, 24 June 2025 1:45 PM
To: Bookings <Bookings@manionscoaches.com.au>
Subject: Re: Quote

Hi Lisa - 20 passengers and the idea has changed slightly to

9am Leave Beaconsfield and drive to Windsor (event for Seniors week at Windsor 10am-11.30am)

11.45am Leave Windsor and drive to Launceston city (event for Seniors week at St Lukes 1.30-3.30)

3.45pm Leave Launceston and return to Beaconsfield

Thank you
Regards Mandy

ORDINARY COUNCIL MEETING
Tuesday 19 August 2025



Australia Day Grants Program 2025/2026 - Application Assessment Matrix

Application Information

Organisation/Group	Beaconsfield Neighbourhood House				
Project	Seniors Day Out				
Amount Requested	\$1350.00	Total Project Cost	\$1500.00	Matrix Score	17/20

Criteria:	Not evident (Score: 0)	Evident (Score: 1)	Good (Score: 2 - 3)	Excellent (Score: 4- 5)	Score:
Community Benefit (Value 25%)	Unclear/ Not stated	Provided but not detailed	Clear benefit to the community outlined	Clear, realistic and achievable benefit provided with supporting evidence	4
	Comments:				
Project Delivery (Value 25%)	Unclear/ Not outlined or achievable	Delivery is provided (not detailed)	Delivery is outlined and realistic.	Clear, realistic and achievable, with supporting documentation	4
	Comments:				
Community Engagement (Value 25%)	Unclear/ Not outlined	Provided but not detailed	Engagement and partnerships outlined	Clear, realistic and achievable, with supporting documentation	5
	Comments:				
Budget (Value 25%)	Incomplete	-	-	Clear, realistic and achievable. Official quotes must be provided.	4
	Comments:				
TOTAL					17/20

Risk Management Plans	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>	Assessed By	
WTC Contractor Inductions	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>	Date	07.07.2025
Certificate of Currency Required	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>		

ORDINARY COUNCIL MEETING
Tuesday 19 August 2025



Australia Day Grants Program 2025/2026 - Application Assessment Matrix

Application Information

Organisation/Group	Beaconsfield Neighbourhood House				
Project	Seniors Day Out				
Amount Requested	\$1350.00	Total Project Cost	\$1500.00	Matrix Score	/20

Criteria:	Not evident (Score: 0)	Evident (Score: 1)	Good (Score: 2 - 3)	Excellent (Score: 4- 5)	Score:
Community Benefit (Value 25%)	Unclear/ Not stated	Provided but not detailed	Clear benefit to the community outlined	Clear, realistic and achievable benefit provided with supporting evidence	4
Comments: <i>Project is supporting seniors through transportation and social inclusion</i>					
Project Delivery (Value 25%)	Unclear/ Not outlined or achievable	Delivery is provided (not detailed)	Delivery is outlined and realistic.	Clear, realistic and achievable, with supporting documentation	5
Comments: <i>The project will be completed in October as part of Seniors week</i>					
Community Engagement (Value 25%)	Unclear/ Not outlined	Provided but not detailed	Engagement and partnerships outlined	Clear, realistic and achievable, with supporting documentation	5
Comments: <i>This project will provide an opportunity for local people to engage & connect</i>					
Budget (Value 25%)	Incomplete	-	-	Clear, realistic and achievable. Official quotes must be provided.	4
Comments: <i>is realistic & achievable</i>					
TOTAL					18 /20

Risk Management Plans	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>	Assessed By	
WTC Contractor Inductions	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>	Date	
Certificate of Currency Required	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>		

ORDINARY COUNCIL MEETING
Tuesday 19 August 2025



Australia Day Grants Program 2025/2026 - Application Assessment Matrix

Application Information

Organisation/Group	Beaconsfield House				
Project	Seniors Day Out.				
Amount Requested	\$ 1350	Total Project Cost	\$ 1500	Matrix Score	17 /20

Criteria:	Not evident (Score: 0)	Evident (Score: 1)	Good (Score: 2 - 3)	Excellent (Score: 4- 5)	Score:
Community Benefit (Value 25%)	Unclear/ Not stated	Provided but not detailed	Clear benefit to the community outlined	Clear, realistic and achievable benefit provided with supporting evidence	5
Comments: Benefit is in several aspects including access to transport, connections and participation.					
Project Delivery (Value 25%)	Unclear/ Not outlined or achievable	Delivery is provided (not detailed)	Delivery is outlined and realistic.	Clear, realistic and achievable, with supporting documentation	4.
Comments: Clear outline of delivery.					
Community Engagement (Value 25%)	Unclear/ Not outlined	Provided but not detailed	Engagement and partnerships outlined	Clear, realistic and achievable, with supporting documentation	4.
Comments:					
Budget (Value 25%)	Incomplete	-	-	Clear, realistic and achievable. Official quotes must be provided.	4.
Comments: email quote.					
TOTAL					17/20

Risk Management Plans	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
WTC Contractor Inductions	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Certificate of Currency Required	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>

Assessed By

Date



ORDINARY COUNCIL MEETING
Tuesday 19 August 2025



Australia Day Grants Program 2025/2026 - Application Assessment Matrix

Application Information

Organisation/Group	BEACONSFIELD HOUSE.		
Project	SENIORS DAY OUT.		
Amount Requested	\$1350-00	Total Project Cost	\$1350-00.
		Matrix Score	/20

Criteria:	Not evident (Score: 0)	Evident (Score: 1)	Good (Score: 2 - 3)	Excellent (Score: 4- 5)	Score:
Community Benefit (Value 25%)	Unclear/ Not stated	Provided but not detailed	Clear benefit to the community outlined	Clear, realistic and achievable benefit provided with supporting evidence	4.
	Comments: CLEAR OUTLINE OF BENEFITS TO COMMUNITY BENEFIT . REMOVING BOUNDARY OF TRANSPORTATION ISSUES				
Project Delivery (Value 25%)	Unclear/ Not outlined or achievable	Delivery is provided (not detailed)	Delivery is outlined and realistic.	Clear, realistic and achievable, with supporting documentation	4.
	Comments: CLEARLY OUTLINED DELIVERY OF PROJECT				
Community Engagement (Value 25%)	Unclear/ Not outlined	Provided but not detailed	Engagement and partnerships outlined	Clear, realistic and achievable, with supporting documentation	5
	Comments: - ENGAGING WITH SEVERAL ORGANISATIONS - CONNECTION WITHIN THE COMMUNITY/ GIVING BACK				
Budget (Value 25%)	Incomplete	-	-	Clear, realistic and achievable. Official quotes must be provided.	4.
	Comments: EMAIL PROVIDED CLEARLY OUTLINING COST - MULTIPLE OPTIONS GIVEN.				
TOTAL					17/20

Risk Management Plans	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>	Assessed By	
WTC Contractor Inductions	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>	Date	
Certificate of Currency Required	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>		

14 COMMUNITY ASSETS

Nil

15 PEOPLE, CULTURE & SAFETY

Nil

16 PETITIONS

Nil

17 NOTICE OF MOTIONS

17.1 Cr Manticas - Motion regarding Greens Beach Road and Kellys Lookout Road

MOTION

That Council:

1. **Engages a qualified traffic or road engineer** to prepare a report on the intersection of Green's Beach Road and Kelly's Lookout Road;
2. **Ensures that the report includes an analysis of crash history data**, site conditions, and any other relevant traffic information;
3. **Requests that the report provide recommendations for improved safety measures** that would be reasonable and appropriate given the assessment findings; and
4. **Receives the report at a future Council meeting**, with the findings and recommended actions presented for Council's consideration.

Rationale

It is noted that local residents are aware of a number of vehicle crashes that have occurred at this intersection during 2025. The community has expressed significant concern and a high level of angst regarding the safety of this location. It is therefore appropriate that Council engage a qualified traffic or road engineer to undertake a thorough assessment and provide recommendations to improve safety at this intersection.

NOTE FROM THE CHIEF EXECUTIVE OFFICER

Since the above motion on notice was received, the Chief Executive Officer notes that as a traffic engineer has been engaged and Council has received a workshop briefing at the Interim Workshop held on 5 August 2025 as can be seen in Item 9.1 Council Workshops held in July and August.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

18 COUNCILLORS' QUESTIONS

18.1 Councillors' Questions on Notice

Cr Manticas

Question 1: Has the Council at any time used ratepayer funds to cover, reimburse, or contribute towards legal or other costs incurred by a councillor in defending a personal Code of Conduct complaint? If so can you provide further details?

Response: *In June 2023 Council received an invoice for an insurance deductible of \$5,500 that was subsequently paid by Council. Council at that time had received legal advice that the Mayor would be covered by Council's insurance policy in relation to a Code of Conduct complaint.*

Question 2: Has the Council at any time provided administrative, research, drafting, or any other form of assistance to a councillor in relation to their defense of a personal Code of Conduct complaint? If so, what assistance was provided and under whose authority?

Response: *Council Officers did provide some administrative assistance to the Mayor in relation to the above Code of Conduct complaint, as was considered appropriate by the previous General Manager.*

Question 3: Does the General Manager acknowledge that section 28ZN of the Local Government Act 1993 requires that all costs associated with a Code of Conduct complaint are to be met by the parties involved and are not to be funded by the Council?

Response: *Section 28ZN requires the complainant in a Code of Conduct complaint, and the councillor against whom the complaint is made, to bear their own costs relating to the investigation and determination of the complaint.*

Question 4: Does the Council have an adopted policy that expressly prohibits the use of ratepayer funds or Council staff resources for the personal benefit of councillors in connection with Code of Conduct complaints? If so, when was it last reviewed? If not, why does such a policy not exist?

Response: *No – The Chief Executive Officer is currently developing a policy that clearly sets out Council Officers' responsibilities in a Code of Conduct complaint that involves a Councillor.*

Question 5: Has the Council ever sought repayment from a sitting councillor for ratepayer funds used in connection with a personal Code of Conduct complaint? If so, please provide the date of such request or resolution, the amount sought, and whether repayment was received in full.

Response: *Yes, a request to repay the insurance deductible of \$5,500 was made on 20 June 2025. As of 14 August 2025, the amount has not been repaid.*

Cr Sladden

Question 1: What clinical safety protocols are implemented during school-based immunisation sessions conducted by Council including

- Verifying consent forms and medical history (such as allergies or previous vaccine reactions);
- Preparing and checking emergency medical equipment (e.g., epinephrine, resuscitation equipment);
- Monitoring recipients for adverse events post-vaccination and responding to any such events.

Response: *Council has engaged Authorised Nurse Immunisers (ANIs) to administer the vaccines. Tasmanian Immunisation Program Guidelines and the Australian Immunisation Handbook are required to be followed in the administering of vaccinations.*

A new electronic vaccination program, Vitavo, has been implemented this year which includes consent processes from a parent or guardian, including pre-screening questions about previous reactions or allergies or relevant medical conditions. The digital platform clearly shows where consent has been given and for which vaccines.

All students are observed for 15 minutes following vaccination for any adverse reactions including anaphylaxis. An anaphylaxis kit is taken to each vaccination session and there are specific protocols if an anaphylaxis reaction occurs under the Australian Immunisation Handbook.

The ANIs and Council staff that attend a schools-based immunisation program have current First Aid Training in resuscitation.

Question 2: Which clinical standards, guidelines, or legal authorisations govern the delivery of immunisations in school settings under Council's jurisdiction? For example, are there requirements for the immuniser to be authorised under Tasmanian regulations, trained in paediatric CPR, and registered with AHPRA?

Response: *The Department of Health authorises nurse immunisers. To gain authorisation as an ANI the following documentation is required and must be submitted with the initial authorisation application:*

- *APHRA Registration Certificate.*
- *A certificate of competence in paediatric and adult CPR as per [Australian Resuscitation Council \(ARC\) guidelines](#) attended in the last 12 months.*
- *A certificate of completion from a HESA accredited immunisation training program, undertaken within the last three (3) years. If longer than three years, the applicant must have recently been practicing as an Authorised Immuniser*

in another State administering vaccines, under the National Immunisation Program, to all age groups (infants, children and adults).

- [A Skills Assessment Record – Clinical practicum](#) with evidence of ten (10) individual vaccination encounters if a practicum was not included as part of the immunisation training program completed.

An annual authorisation process also applies.

Question 3:

Where can the community find more detailed information on these practices - such as publicly available policies, guidelines, or procedural documents?

Response:

There are a number of relevant standards and guidelines for the delivery of school-based immunisation programs which are available publicly on the internet including:

Australian Immunisation Register Act 2015 (Registered 7 October 2021)

National Health Act 1953

Archives Act 1983

Personal Information Protection Act 2004

Poisons Act 1971

Public Health Act 1997

Registration to work with Vulnerable People Act 2013

Right to Information Act 2009

Work Health and Safety Act 2012

Poisons Regulations 2018

Director of Public Health Program Approval (annual)

DoH Guidelines for Providers Employing Nurse Immunisers in Vaccination Programs (Current edition)

Nursing and Midwifery Board of Australia (Registration Standards and Professional Codes and Guidelines)

Australian Health Practitioner Regulation Agency (AHPRA)

National Guidelines: Australian Immunisation Handbook

National Vaccine Storage Guidelines: Strive for Five

Tasmanian Guidelines: Tasmanian Immunisation Program Guidelines for authorised nurse and midwife immuniser

National and State Immunisation Program Schedules

Question 4:

In March the Council passed a motion that the Chief Executive Officer:

1. write to the Minister for Transport requesting a review of both the classification of the road from rural to urban, and a commensurate reduction in the speed limit of the West Tamar Highway to 80 km/h between Riverside and the Acropolis Drive roundabout; and
2. write to the Minister for Infrastructure requesting a smoother asphalt road seal be applied to the South bound 2 km section of the West Tamar highway, from Acropolis Drive to the Tamar Wetlands entrance.

Could you please provide any formal response received from the State Government as a result of this correspondence.

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Tuesday 19 August 2025

Response: The following responses were received from the Minister for Transport and Minister for Infrastructure in May and provided to Councillors at the time:

Ms Kristen Desmond
Chief Executive Officer
West Tamar Council
Email: kristen.desmond@wtc.tas.gov.au

09 MAY 2025

Dear Ms Desmond ,

Thank you for your letter of 31 March 2025 regarding a reduction in speed limit for the West Tamar Highway between Riverside and Legana.

The Department of State Growth has advised me that a speed review for the West Tamar Highway between Legana and Riverside was a recommendation of the West Tamar Highway Corridor Strategy (Launceston to Beauty Point). As a result, in 2024 the traffic engineering team performed a review of the current speed limit and, considering multiple factors, which are laid out below, the Department decided not to recommend a speed limit reduction to the Commissioner of Transport.

The Department has advised me that they have received a large amount of correspondence from the community with the vast majority being against a speed reduction in this area.

The three-kilometre section of road between Acropolis Drive, Legana and Cormiston Road, Riverside is quite flat and relatively straight. There are no curves that cannot be traversed at the posted speed. This means that sight lines are clear for properties that have direct access to the highway. Regarding direct access there are relatively less direct property accesses compared to other sections of the highway, with residences and businesses located further back from the roadway. There are also no facilities on the eastern side of the highway through this section, which results in fewer pedestrians crossing. While cycling groups often use this section of road, overall, the level of use by vulnerable road users is low.

There are also multiple safety features already in place through this section of highway, including a central median with a safety barrier to separate the four lanes of traffic, marked turning lanes to keep vehicles clear of other traffic when turning off the highway, and a good road surface due to being resealed in 2022. The Department has informed me that this resurfacing work was completed to reduce the noise levels following noise assessment tests and feedback from residents. Further, the Minister for Infrastructure has advised that this was a 7mm sprayed seal, rather than the 14mm aggregate referred to in your letter. This seal performs similarly to dense asphalt surfacing in terms of reducing noise. Switching from the 7mm seal to the dense asphalt will only improve the noise variation by two decibels, which is not usually discernible to human ears. If this section was to be replaced with dense asphalt surfacing, there would be no other performance benefits and the cost of the works would be very high.

The Department has advised me that the work and measures outlined above have resulted in only eight crashes over the last five years that resulted in injuries, none of which were serious. The total of reported total crashes for this stretch of highway over five years is 34, with the majority resulting only in property damage. For a road with traffic volumes of the West Tamar Highway, this number is very low.

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Regarding the classification of the road, the Department has advised there is no classification system for specifically designating roads as rural or urban on the State Road Network. The terms rural and urban are often used when describing a road to highlight the environment it is passing through. The classification of rural or urban would not factor into the department's recommendation regarding whether to reduce a road's speed limit.

While the findings from the Department's assessment of this section of the West Tamar Highway do not support your requested changes at this time, it is important to understand that speed limits are regularly reviewed as road conditions and circumstances change. I trust this information clarifies the situation at this time.

Yours sincerely



Eric Abetz MP
Minister for Transport

cc Kerry Vincent MP, Minister for Infrastructure

ORDINARY COUNCIL MEETING
Tuesday 19 August 2025

Ms Kristen Desmond
CEO, West Tamar Council

6 MAY 2025

kristen.desmond@wtc.tas.gov.au

Dear Ms Desmond

I write in response to your letter in relation to the Council's motion on the West Tamar Highway, Riverside to Acropolis Drive, Legana.

I am aware of the concerns raised by the West Tamar Liveability Group with all levels of Government and while I will not comment on the speed limit component of the Council's resolution, I am pleased to respond to your Council's request for an asphalt seal on this part of the Highway.

Resurfacing work was completed in this area in December 2022 to reduce the noise levels following noise assessment tests and feedback from residents. This was a 7mm sprayed seal, rather than the 14mm aggregate referred to in your letter. This seal performs similarly to dense asphalt surfacing in terms of reducing noise. Switching from the 7mm seal to the dense graded asphalt will only improve the noise variation by two decibels, which is not usually discernible to human ears. If this section was to be replaced with dense asphalt surfacing there would be no other safety or performance benefits and the cost of the works would be very high.

I understand from your letter you will write to the Minister for Transport in relation to the classification of the road from rural to urban. There is no classification system for specifically designating roads as rural or urban on the State road network. The terms rural and urban are often used when describing a road to highlight the environment it is passing through. In Tasmania, the default speed limit through areas described as rural is 100 km/h. However, this does not mean a 100km/h speed limit is only used in rural areas, or a road with a 100 km/h speed limit is classified as a rural road. Rural roads generally have minimal direct accesses and houses are usually set back some distance from the edge of the road. The West Tamar Highway between Acropolis Drive and Cormiston Road fits this description, with most properties being set back from the Highway and are accessible by other roads that intersect with the Highway.

In light of the information above and given the need to prioritise the allocation of limited public funds to the State road system, I do not intend to request the Department replace this section of the West Tamar Highway with asphalt.

Yours sincerely



Hon Kerry Vincent MLC
Minister for Infrastructure

Question 5: *[Referring to Questions on Notice printed in May 2025 Agenda relating to Herbicide use and a No Spray Register] I request the answers to these questions be made publicly available.*

Response: *The questions were answered in a confidential Workshop Report to Councillors printed in their agenda for the June Pre-Meeting Workshop. The responses are now reproduced below:*

Can the General Manager provide a report outlining:

1. The types of herbicides currently used by Council (including glyphosate), and the frequency, volume, and typical locations of application in public spaces;

It is paramount that all effective and safe weed management options are available for Council's land management operations to avoid environmental damage, loss of biodiversity and loss of community assets and amenity. Council operates a seasonal weed spraying program to control weeds in our public spaces, recreation areas and streets.

The timing of treatment is considered carefully, dependent on the particular area to be sprayed and during times of minimal or no contact with members of the community. Council takes advantage of still weather conditions and less busy times of the day to undertake spraying which means the community may occasionally see operations being undertaken at night or in the early hours of the morning.

For our sports fields, Council uses two types of selective herbicide (Dicamba M and Contra M Duo) for eradication of broad leaf weeds. There are typically two (2) applications per year at a rate of 6.5 litres per hectare. Over a 12-month period Council would use approximately 130 litres of these selective herbicides across the municipality. Signage is erected at our sports field during spraying operations and grounds closed for use as appropriate for the withholding period of the product applied.

The community may often see spraying operations in progress at our sports fields, but this is predominantly for the application of liquid fertilisers. These are applied every 4 to 6 weeks depending on the needs of the ground. Organic soil and plant enhancing fertilisers used such as Seasol and MP Roots do not require any withholding time and are safe for public to go onto the surface immediately after spraying. Signage is erected during spraying operations.

For the spraying of roadside vegetation, Council and its contractors are only using those glyphosate products that are registered with the Australian Pesticides and Veterinary Medicines Authority (APVMA) and are applied by trained competent staff in accordance with label instructions, which complies with the Tasmanian Government Code of Practice for Spraying in Public Places. This activity is seasonal and includes spot spraying in kerbs, footpaths and parklands (low quantity) as well as mobile spraying of road shoulders to maintain road safety and protect our infrastructure. Council's contractor uses approximately 500 litres per annum of glyphosate product within the municipality.

2. The current safety procedures in place for Council staff applying herbicides, including use of personal protective equipment, training requirements, and risk management processes including whether glyphosate is on the WH&S risk register;

A number of our operations staff have undertaken training in use of chemicals to obtain a ChemCERT accreditation. The SDS (safety data sheet) for each chemical used by our teams outlines the PPE (personal protective equipment) that must be used when handling, mixing and applying. This may include respirators, gloves and disposable overalls. When applying herbicide from a tractor mounted spray unit officers may not use a respirator as the cab of the tractor is fitted with special filters. The use of PPE will come down to the specific chemical being used and how it is applied.

Council has SOPs (safe operating procedures) in place to guide officers in the use of chemicals, and our Take 5 safety process also provides the opportunity for officers to review and identify hazards on their jobs on a daily basis or as their workflow may change during the day.

Our Hazard/Risk register for the Parks team does not include glyphosate specifically, however refers to weed infestations as the hazard needing management.

3. How the public is currently notified of herbicide spraying, and whether Council has considered the implementation of mandatory signage or other public notifications before or after spraying;

In line with the Code of Practice for Spraying in Public Places, where practicable, the spray supervisor will inform the public of the planned spray operations through the use of signage or other suitable means available.

Council's commercial operator, who holds a commercial operator licence and valid certificate of competency, displays signage on the front and back of the spray vehicle to alert road users and the public of the activity in progress. A contact phone number is also displayed should the public wish to enquire about the spray operation. Spraying will be stopped if a member of the public, or other third party, approaches the area being sprayed.

4. Whether Council has explored, or would consider, the development of a formal "No Spray Register" to allow residents to opt out of herbicide application near their property, and whether Council is investigating alternatives to glyphosate-based herbicides in response to health and environmental concerns.

Council is progressing a formal "No Spray Register" to be compliant with the Code of Practice for Spraying in Public Places. Property owners who request that Council desist from spraying public land in front of their properties must prepare a proposed pest control plan detailing how they intend to control the problem themselves. The plan must be approved by Council and be carried out in a timely manner. If the issue is not dealt with satisfactory, the Council may resume responsibility for the maintenance of the land using chemical products if necessary.

Council officers review global advice on chemical treatments with the most recent advice from the Australian Pesticides and Veterinary Medicines Authority (APVMA). APVMA is responsible for regulating these chemicals in Australia and is globally renowned for its comprehensive, rigorous, science and evidence-based assessments and has concluded that glyphosate products are safe to use provided they are used in accordance with the label instructions.

In 2016 APVMA comprehensively reviewed the International Agency for Research on Cancer report and found no grounds for glyphosate approved uses to be reassessed.

The United States Environmental Protection Agency reaffirmed the safety of glyphosate finding it is not a carcinogen. Their Glyphosate Proposed Interim Decision found there are no risks to public health when glyphosate is used in accordance with its current label.

We are constantly reviewing alternative methods to reduce or eliminate the need of chemicals as well as routinely reviewing our programs to ensure they are meeting contemporary community expectations.

18.2 Councillors' Questions without Notice

18.3 Responses to Previous Questions on Notice

Cr Allen

Question 1: I've been asked by a ratepayer, Mr. Robert Long, who could not attend today to bring this up. Robert lives on the corner of Kelly's Lookout Rd and Greens Beach Rd in Beaconsfield. There have been 8 accidents there since Christmas and it appears that cars are coming up Kellys Lookout Rd and are not giving way to those coming along Greens Beach Rd. I have spoken to our engineer (Director Community Assets) about this and he will follow it up but I just wanted it on record that it needs addressing at that intersection.

Response: *A traffic engineering consultant has been engaged by Council and a review of the intersection undertaken to discuss options for improvement. Preliminary findings have been presented to Council Workshop and officers will proceed to finalise a scope of work statement and cost estimate for the recommended treatment, which includes pavement surface improvement and installation of islands.*

Cr Shegog

Question 1: Last meeting I brought up about Legana, near the cricket ground, there's a boggy area there where Hangry As are parking their van. I've just sent Councillors and officers a picture, it's still like a big mud patch, I'm just wondering if (Director Community Assets) could organise a works truck to dump a load of blue metal. I know we have long-term plans but that's not going to happen in the next month or so.

Response: *Additional rock material has been placed in low spots in vicinity of where the food van is parking next to the Legana Cricket Ground. Officers are assessing options to install a connection point for food vans at the back of the footpath on the eastern side of Tatana Way.*

Mayor Holmdahl

Question 1: We spent quite a bit of money creating a little plaza in that part of Legana, I have never seen anybody using it. Is there any reason why food trucks couldn't park there where there's seating and some nice landscaping, is there any reason why that couldn't happen?

Response: *Council officers will undertake an assessment of alternate areas having regard to safety, availability of infrastructure, and other relevant considerations to inform potential updates to the list of permitted locations defined in Council's Mobile Food Vendor Policy and prepare a report for a future Council Workshop.*

Mayor Holmdahl

"Exerpt from June 2025 Minutes

Question 1: *Now that I live in Exeter, and I bump into the local residents, the biggest concern that they have is the very, very poor process that the State Growth Department's undertaking to deal with traffic in Exeter, and every second person I come across complains about the process itself, about the ideas that State Growth is planning to implement and have asked can we please let the government know that they're not happy?*

Response: *(From the CEO through the chair) At this stage, we've received nothing from the Department of State Growth in terms of the next phases of progress around traffic management in Exeter proper, so what we can do is we could write to State Growth to receive an update on where they're up to and whether there's been any changes to the plans. At this stage, given community consultation, as I understand it, didn't close very long ago, we haven't actually seen what impact, if any, that's had so I would suggest writing to State Growth asking for an update in this instance, I don't think it's worth writing to the Minister given we're in caretaker mode, so we're happy to reach out to the Department and see where it's up to and we can provide a briefing at next workshop for you.*

Statement: *I would agree with that as long as the response can be circulated to the community because they're the ones that are asking for the answers.*

Response: *(From the CEO through the chair) Happy to take it on notice and then it will be printed in next month's agenda."*

Response reproduced below:

**ORDINARY COUNCIL MEETING
Tuesday 19 August 2025**

Mr Dino De Paoli
Director Community Assets
West Tamar Council
wtc@wtc.tas.gov.au

Dear Mr De Paoli

Thank you for your email of 27 June 2025 regarding the Exeter Pedestrian Crossing project.
I apologise for the delay in responding to your request.

This project is currently in the concept design phase and the first round of public consultation ran from mid-March 2025 until June 2025. During this time, we considered all feedback and have incorporated changes to the design where possible.

The Tasmanian Government has entered caretaker mode until the outcome of the State Election on 19 July 2025 is known. As such, we paused further planned public consultation and stakeholder engagement that was scheduled to occur during June and July 2025. The aim of this second round of consultation was to share the revised concept design with the community and demonstrate how the feedback received in initial consultation has been incorporated into the design.

We value Council's ongoing feedback and intend to meet with Council once we have briefed the incoming government on progress with the project. The project team expects to be in contact in early August 2025 to arrange a meeting to discuss the revised concept design, next steps for the project and any further queries or concerns.

We are also happy to meet with the Ageing Committee who have sent through a separate request to meet and discuss the project.

We are currently reviewing the speed limit through the township and will provide an update on this when the project team next meet with you. I note that any changes to speed limits on the State Road Network need to be approved by the Commissioner for Transport after a supported application by us as the road owner if we determine that a reduced speed limit is appropriate. It is worth noting that we need to balance the needs of both local road users and through traffic on this section of Category 2 are 3 State Road through Exeter, so until the speed limit review is complete I am not in a position to advise of the outcome, and it may also depend on the pedestrian design option adopted.

Please note that Simon Reading, who you've previously engaged with, is currently on extended leave and our Project Manager is now Ben Lehner, who can be contacted by email at Ben.Lehner@stategrowth.tas.gov.au or telephone on (03) 6165 5183 for more information.

Yours sincerely



Elspeth Moroni
A/General Manager, State Roads

18 July 2025

19 INTO CLOSED MEETING

RECOMMENDATION

That, pursuant to Section 17(1) of the *Local Government (Meeting Procedures) Regulations 2025*, Council close the meeting to the public at ...pm to discuss the following items:

Confirmation of Minutes

2.1 Confirmation of Minutes of Closed Meeting held 15 July 2025

This report has been submitted to the closed part of the Council Meeting in accordance with Section 40(6). At the next closed meeting, the minutes of a closed meeting, after any necessary correction, are to be confirmed as the true record by the council or council committee and signed by the chairperson of the closed meeting.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

20 OUT OF CLOSED MEETING RECOMMENDATION

That Council:

1. Moves out of Closed Meeting atpm; and
2. endorses those decisions made while in Closed Meeting; and
3. the information remains Confidential unless authorised to be released at the Chief Executive Officer's discretion

21 CLOSURE

There being no further business, the meeting closed at ...pm