



AGENDA

Tuesday 21 October 2025
Ordinary Council Meeting

WEBSITE: www.wtc.tas.gov.au

WEST TAMAR COUNCIL

PO Box 16
RIVERSIDE TAS 7250

Council Chambers
BEACONSFIELD TAS 7270

16 October 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 21 October 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

Cr Josh Manticas – Leave of Absence

Kristen Desmond, CEO - Apology

2 CONFIRMATION OF MINUTES

2.1 Confirmation of Minutes of Meeting held 16 September 2025

ATTACHMENTS: 1. [2.1.1] 2025-09 Ordinary Council Meeting Minutes - Unconfirmed

RECOMMENDATION

That the Minutes of Council's Ordinary Meeting held on 16 September 2025 numbered 25/108 to 25/127 as provided to Councillors be received and confirmed as a true record of proceedings.

DECISION

Moved:

Seconded:

VOTING

For:

Against:



MINUTES

Tuesday 16 September 2025 Ordinary Council Meeting

WEBSITE: www.wtc.tas.gov.au

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1 PRESENT

1.1 Present

Mayor Cr Christina Holmdahl
Deputy Mayor Cr Rick Shegog
Cr Joy Allen
Cr Lynden Ferguson
Cr Richard Ireland
Cr Caroline Lerner
Cr Geoff Lyons
Cr Josh Manticas
Cr Julie Sladden

1.2 In Attendance

Chief Executive Officer
Director Corporate & Community
Director Community Assets
Director Planning & Development
Acting Director People, Culture & Safety
Executive Assistant to the CEO
Manager Communications & Engagement
Team Leader - Planning
Youth Mayor

Kristen Desmond
David Gregory
Dino De Paoli
Michelle Riley
Sharon Olsson
Eleanor Moore
Simon Tennant
Krstyna Ennis
Yuxuan See

1.3 Apologies and Leave of Absence

Nil

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2 CONFIRMATION OF MINUTES

2.1 Confirmation of Minutes of Meeting held 19 August 2025

RECOMMENDATION

That the Minutes of Council's Ordinary Meeting held on 19 August 2025 numbered 25/88 to 25/107 as provided to Councillors be received and confirmed as a true record of proceedings.

Minute No. 25/108

DECISION

Moved: Cr Lyons

Seconded: Cr Manticas

That the Minutes of Council's Ordinary Meeting held on 19 August 2025 numbered 25/88 to 25/107 as provided to Councillors be received and confirmed as a true record of proceedings.

VOTING

For: Mayor Cr Holmdahl, Deputy Mayor Cr Shegog, Cr Allen, Cr Ferguson, Cr Ireland, Cr Larnier, Cr Lyons, Cr Manticas and Cr Sladden

Against: Nil

CARRIED UNANIMOUSLY 9/0

3 LATE ITEMS

Nil

UNCONFIRMED

4 DECLARATIONS OF INTEREST IN A MATTER OF A COUNCILLOR

Cr Ireland - Item 12.3 Perceived Interest – advised that he will leave the room for the debate and vote, and did so

Cr Allen - Item 12.3 Perceived Interest - advised that she will leave the room for the debate and vote, and did so

UNCONFIRMED

5 PUBLIC QUESTION TIME

5.1 Public Question Time

Commenced at: 1.34pm

Concluded at: 2.00pm

Jan Piatek, Riverside

Statement: I'm talking about plan PA2024357. I am not happy about it, and I can't understand why you allow something to be built in a landslip area. The road which passes my place is not really wide enough and there's no provision for footpaths. They said that someone from the Council said that they'll put a speed limit sign of 10 miles per hour which is ridiculous because nobody does that and you will not monitor it. So my suggestion is that you put at least 3 speedhumps. Sewerage. With this new development, has anybody thought about how they're going to get the sewerage down from the hill down to the sewerage on the road. The only sewerage I know of at the moment is only a household but with eleven extra buildings it's going to put pressure on the sewerage system.

Response: *Mr Piatek, your time for a statement is up, could you go straight to your question if you have one?*

Statement: No, I haven't.

Response: *Thank you very much, your input has been noted.*

Cheryl Swan, Paper Beach

Statement: Thank you for the copy of the agenda, it's very helpful, and I'd also like to acknowledge, after a very long time, the West Tamar Council employees doing some remedial work along the edge of Paper Beach Road. Obviously it still needs a lot of attention but it's nice to see them actually down there doing a little bit, so that's a start, and I will emphasise "start" as a lot more needs doing down there.

I attended the roadshow last week which was quite interesting. There was talk about what's being budgeted in future, nothing down my way though. I'd really like to know how the decisions are made for what money is spent in what area. My area is over 100 years old with permanent residents and many, many visitors to the area because it's such a lovely recreational area so we have a high volume of traffic. I'd like to see a traffic count done down our way.

Question 1: I'd really like to know how it's decided what works are done?

Response: *Ms Swan, we'll take that on notice and reply to you in the required time period.*

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Question 2: What is this Council going to do to actually ensure that action is taken on the necessary infrastructure that has been totally ignored?

Response: *This Council is in constant contact with State Growth with the questions that you've asked both about speed limits and about the traffic plans for Exeter, and at the moment we have more information than we've received and last time the plans for the proposed works were presented to Council.*

Adrian Coomber, Riverside

Statement: I was previously employed by State Growth for 20 years, just retired for the last 9, but I'm here to comment on item 7 of your agenda today. First I had 3 questions I emailed to Council.

Question 1: How can this application be approved when it does not meet minimum Australian standards or the Council planning criteria?

Question 2: After at least 3, that I know of, representations made to Council as a result of your little flyer that you sent around to let us know what's going on, at least 3 were sent in with many issues of discussion that haven't been dealt with or discussed, or any comeback to the previous people who have submitted them?

Statement: There are some things that are completely unachievable. For a start, to get stage 1 underway, he has to relocate a hydro pole which actually feeds 10 houses in Orana Place. Orana Place is very tortuous, as you probably know, there's a cul-de-sac at the bottom which is dead, a cul-de-sac at the top which is dead, and a through road. Now that feeds 8 or 10 houses...

Response: *Mr Coomber, your time is up. We can't answer those questions because it is an item on this month's meeting, and it will be treated when this Council sits as a Planning Authority.*

Cr Shegog moved an extension of time, Cr Ireland seconded.

Statement: For a start, the hydro power will need to be relocated, my power is underground, I don't know where they're going to move it to even if it can be moved. TasNetworks know nothing about it so it obviously hasn't been discussed with them, there's no way they can get a driveway wide enough for two-way traffic up the hill, and then if they did build the driveway there's no way a truck or a service vehicle can get up there to pick up rubbish or deliver building materials. It's just physically impossible. If they're going to blast, they're going to upset all of the houses in the area. Stage 1 is unachievable, and anybody who buys it needs to know that because I think the owner just wants to sell it with an approval attached to it so he can maximise profit, but in the meantime, you won't be able to build anything.

Response: *Thank you, Mr Coomber, as I said, it is on today's agenda.*

Question 3: Is someone going to respond to our representations or not?

Response: *You'll just have to wait until that comes up.*

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Tracey Kelly, Riverside

Question 1: To now find out, Madam Mayor, that you've had an allocation of ratepayers' money for your personal legal fees has shocked me to my core. I must question the outcome; this wasn't a level playing field. My first question, Mayor Holmdahl, is do you intend to pay the insurance excess of \$5,500 back to Council?

Response: *I will send that message through to the CEO, that question.*

Response: (From the CEO through the Chair) *I think it's important to understand there is a process underway, and we won't be commenting on anything that's currently not come to an end.*

Question 2: Is the motion you have brought before Council today an attempt to absolve yourself of your current legal expenses?

Response: (From the CEO through the Chair) *Again, anything that is subject to legal actions, or potential actions, won't be answered. I think in terms of the motion that is before Council today it is clear it is in relation to changing legislation, that does nothing to change what may have happened previously and I think it should be noted that nowhere in the commentary to date has it been inferred or in any way said that the Mayor has misused and has done nothing but follow advice that she had been given in good faith.*

Question 3: As a Councillor, you're required to act in the best interests of the community, and you need to look at the political ramifications of what, I believe, is a misuse of funds and the public scandal, as I believe this will lead to a loss of public trust in your ability to do this role, and for this reason and in light of everything that has come about, will you resign from Council immediately?

Response: *The CEO will answer that.*

Response: (From the CEO through the chair) *Ms Kelly, if you're indicating that the Mayor has done something that is knowingly in breach of the Local Government Act, that is not what has occurred here. There's been some changes, and a Northern Midlands case brought to a fore issues that had not been previously dealt with. It was general understanding at the time, as I understand it, of that Code of Conduct that deductibles were covered by Councils. It was acted on in good faith. As a result of the Northern Midlands case we have reviewed everything and the process from there is currently ongoing and I'm not going to comment any further.*

Graeme Hay, Beauty Point

Statement: *The statement has been refused per WT-HRM51.00 – Public Question Time Policy, section 3 Statements (a)ii & iv, as it was considered to be offensive and designed to embarrass any person, including Councillors or Council Officers.*

Cr Allen called a point of order at 1.56pm.

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Question 1: I see there's recently an approval from the Audit Panel. Can I suggest that the Audit Panel expand their scope of investigations, i.e. audit, into the expenditure by the Mayor of ratepayers' funds to fall outside the scope of normal expenses within the Act, specifically the *Local Government Act*?

Response: (From the CEO through the chair) *Is that your question, Mr Hay? The Audit Panel is a panel of review, it does not do any investigations, its job is to oversee and ask for information in relation to Council's governance roles.*

Question 2: If a Director of the West Tamar Council provided false and misleading information to a court or tribunal, after the time allowed for formal submission of documents had expired, what likely action would the Council take against the Director who provided those false and misleading documents to a court or tribunal? This is not a hypothetical question, I would like to know what the Council's action would be before I produce several cases of evidence. That is the question.

Response: (From the CEO through the chair) *That is a very significant allegation you are making there, Mr Hay, and as I have always done, and always will, I take all allegations seriously, but if you do not have substance that goes with that, not only would it be an issue for me if one of my Directors did that but secondly, I'm sure the court would have a problem with that as well and be very, very careful here when you are disparaging my officers.*

Question 3: I've raised questions in relation to the chopping of trees down. I've asked the CEO for 14 months, for 14 months, where's the report of the conduct by the West Tamar Council Citizen of the Year chopping Melaleuca trees down at Pats Beach?

Response: *That has been answered before so that's...*

Statement: It hasn't been answered, Madam Mayor.

Response: (From the CEO through the chair) *Again, for clarity, I'm happy to answer that question. As you well know, Mr Hay, that happened on Parks land, and that matter is with Parks, as we have several times followed up. I cannot control the answers we receive from Parks, and I don't believe what you've just said is fair, we have not done anything but follow up your questions. If you have a concern with that particular one, I suggest you take it to Parks.*

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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 B Brown, Legana

Question 1: Can the Mayor provide all receipts, invoices, or other documentation showing who actually paid for her attendance?

Response: *The Mayor did not attend the conference.*

Question 2: What steps does Council take to prevent elected officials' attendance from creating a real or perceived conflict of interest, given the Summit was sponsored by arms dealers, real estate developers, and other entities with local, national, and international vested interests, and will Council publish all sponsored attendance, associated costs, and supporting documentation?

Response: *It is each Councillor's responsibility to determine if they have a conflict of interest. Councillors' obligations in relation to declaring conflicts of interest are set out in the Code of Conduct Order 2024.*

Question 3: Can the Mayor confirm what tangible benefits her attendance would have provided to the West Tamar community, and provide supporting evidence?

Response: *(From the Mayor) Without having attended the conference, it is difficult to say and any response would be purely speculative.*

That said, I strongly believe that all members of community have a right to feel safe and not be confronted with acts of hate and division regardless of race, religion or gender and as Mayor of the West Tamar, I support any effort that helps build respect, peace and tolerance.

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5.3 Responses to Questions from Previous Public Question Time

5.3.1 P Hodges

Our Ref: GO.COU.179

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

29 August 2025

Mr Peter Hodges

By email: [REDACTED]

Dear Mr Hodges



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

Response to Question on Notice – Ordinary Council Meeting 19 August 2025

I refer to the questions set out below which were asked on your behalf by Mr Don Sutherland and taken on notice at the West Tamar Council meeting on 19 August 2025, and now provide the following responses:

Question 1: *What specific steps has the Council taken, before and since January the 15th 2025 to explain that correspondence and the decision about it to the residents, and to ascertain from them the possible ramifications of it for residents and their families.*

On 23 May 2024 Council provided an update to the Beauty Point Tourist Park Residents Association regarding its investigation into long-term residents indicating that a transition process to return to Visitor Accommodation would be established. Formal notices have since been issued to the operators of the Tourist Park.

It is not Council's responsibility to advise residents of the content of those notices.

Question 2: *During my residency at my permanent home in the Beauty Point Tourist Park, I sought the help of the Council to resolve a long standing problem, over six years, with the management regarding flooding arising from inadequate drainage at my site by letter on the 18th April 2023, and a meeting at the Council offices on May 5th 2023, with two senior staff members. Despite its acknowledged powers to issue compliance notices, and my engineer's advice provided to Council, why was the Council unwilling and/or unable to inspect the site and assess my concerns.*

Council's powers in relation to discharge of stormwater drainage is limited to when a nuisance is caused to a neighbouring property. It is understood the concerns raised were internal to the Beauty Point Caravan Park site and could not be regulated by Council.

Question 3: *The Supreme Court decision in the Lowe case says that the relationship between the owners of the park and the residents is in the form of a lease. What implications does that lease arrangement have for the powers and policies of the Council to conduct inspections and assess*



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concerns or matters of concern by residents, like flooding, pursuant to its powers and responsibilities under the land use and local government laws and its own vision statement?

The lease or tenure of residents does not impact the powers or responsibilities of Local Government.

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 - PA2024357 - Multiple Dwellings Development (11 new 1 existing) 47 Orana Place, Riverside

REPORT AUTHOR: Statutory Planner - Patrick McMahon

REPORT DATE: 9 September 2025

ATTACHMENTS:

1. [7.1.1] Location Plan
2. [7.1.2] PA2024357 Proposal Plans

RECOMMENDATION

That application PA2024357 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 Residential – Multiple dwelling (11 new units and 1 existing unit), by Wilkin Design & Drafting Pty Ltd, for land at 47 Orana Place, Riverside, CT 186722/2 be **APPROVED** subject to the following conditions:

ENDORSED PLANS

1. The use and development must be substantially in accordance with the following endorsed documents, except where modified below:
 - (a) Endorsed plans by Wilkin Design, Dated 25/03/2025, Job No. 1421
 - (b) Traffic Impact Assessment by Midson Traffic Pty Ltd, Dated March 2025
 - (c) Landslide Risk Assessment by Geoslope, Dated 28/08/2025 Reference GEO200 Revision 5
 - (d) Review of Geotechnical Assessment by WSP Dated 03 September 2025 Reference PS202972-WSP-MEL-GEO-LTR-007 Revision 3Any 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.

SUBMISSION AND APPROVAL OF PLANS

2. Prior to the commencement of the development of the site, detailed plans and specifications must be submitted to Council for approval by the Road and Stormwater Authority. Such plans and specifications must:
 - (a) Include a longitudinal section of the intended driveway works in the road reserve, showing the extent of cuts and fills;

- (b) Include details and specifications of the internal driveway in the common property, showing the extents of cuts, fills, engineer-designed retaining walls, and grades along the driveway into manoeuvring and parking areas;
- (c) Include details and specifications of all existing and proposed water-bearing services in the site. Stormwater, sewerage, and water pipes must be selected and positioned to limit their potential impact on landslide mechanisms and potential to elevate groundwater, by including the following design criteria:
 - I) Use of watertight conduits with flexible joints;
 - II) Surface and subsoil drainage improvements;
 - III) Aligning the location of service pipes to be away from unstable slope zones, where practical
- (d) Include the proposed locations for site connections to communication and electricity infrastructure. *Advice: West Tamar Council does not allow Private Underground Consumer Mains in its road reserves;*
- (e) Show all public infrastructure will be constructed strictly in accordance with Council's Tasmanian Standard Drawings;
- (f) be prepared by a suitably qualified and experienced engineer or consultancy; and
- (g) be accompanied by a memorandum or declaration from a suitably qualified person that confirms the detailed plans and specifications are in accordance with the recommendations of the endorsed Landslide Risk Assessment. The memorandum or declaration must also include updated borehole logs from the additional site investigations and drilling, to confirm soil types and groundwater levels below 2m and ensure that the Landslide Risk Assessment risk mitigation measures are sufficient for the soil conditions of the site.

DRIVEWAY WORKS

- 3. Prior to the commencement of the use, the existing access onto Orana Place must be upgraded to provide a minimum driveway apron width of 5.5m. The existing arch crossing is to be removed and replaced with a wedge type crossing (open or grated).
- 4. The new crossover, and driveway pavement in the road reserve and common property, must be designed with a twin-steer, side-lift garbage truck as the design vehicle.
- 5. Prior to the commencement of the use, Shared & End Shared Zone 10km/hr signage must be installed at the entry and exit of the driveway.
- 6. Any existing services impacted by the changes to the crossover shall have a trafficable cover installed, to the satisfaction of the Responsible Authority.
- 7. Works in the road reserve shall not commence until a *Driveway Application Form* has been submitted and approved by the Road Authority.
- 8. 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 surface; 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.

STORMWATER WORKS

- 9. Stormwater works must include the provision of a stormwater connection(s), minimum DN150, directly connected into Council's underground drainage system, to drain each site sub-catchment. The existing headwall and stub of outlet pipe in future unit 1 area is to be removed.
- 10. On-site stormwater detention is required to limit the peak rate of piped stormwater from the site into the connections(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 1% 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

- 11. Prior to the commencement of the use, the private and public infrastructure works must be constructed in accordance with plans and specification 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.

SOIL AND WATER MANAGEMENT CONTROL PLAN

- 12. Prior to the commencement of any works on site (including vegetation removal), a site management plan must be submitted detailing how soil and water is to be managed on the site 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, 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 natural vegetation, location and amount of the proposed ground disturbance, the 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 - buildings or subdivision;
 - (l) Location and details of all proposed erosion control measures;
 - (m) Location and details of the measures to minimise dust escaping from the site;
 - (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 revegetation/landscaping program;
 - (q) The estimated dates for the start and finish of the works - including the installation sequence of the different erosion and sediment controls;
 - (r) Any information required to address soil, water and dust control measures required to accommodate staging of the proposal;
 - (s) Outline of the maintenance program for the erosion and sediment controls; this must include a weekly inspection as well as before and after every rain event and a reporting schedule to council.
13. Works must not commence prior to the approval of the Soil and Water Management Control Plan by the Director of Community Assets. The approved Plan must be implemented with the commencement of works on site and maintained during construction to ensure that soil erosion and dust are appropriately managed to reasonably maintain amenity of adjoining and nearby properties. A copy of the approved Soil and Water 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

14. Where development has commenced on site and then stops for two weeks or more, interim stormwater, erosion and dust control measures must:
- (a) be installed and maintained on site to the satisfaction of the Director of Community Assets;
 - (b) Ensure that overland flows do not become a nuisance to adjoining properties or council's infrastructure;
 - (c) be maintained until work recommences on site; and

- (d) include a weekly inspection as well as before and after every rain event and a reporting schedule to council.

Measures under this condition may require a revised Soil and Water Management Control Plan to be approved for the site.

TASWATER

- 15. The development must be in accordance with the Submission to Planning Authority Notice issued by TasWater TWDA 2024/01479-WTC attached.

TASNETWORKS

- 16. The development must act in accordance with the instructions provided by TasNetworks regarding the removal and installation of electrical assets on the site.

OUTBUILDINGS

- 17. The use of outbuildings is not permitted for human habitation and is limited to residential storage and related activities only.

VISITOR PARKING FOR MULTIPLE DWELLINGS

- 18. 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

- 19. 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 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.

WASTE COLLECTION

- 20. Waste is to be collected by a private contractor at the designated location on a fortnightly basis. Council's waste collection team will not service the development. The driveway works for stage 1 must be completed prior to the beginning of the waste collection by the private service provider.

Permit Notes

Notations

- A. This permit was issued based on the proposal documents submitted for PA2024357. You should contact Council with any other use or developments, as they may require the separate approval of Council.

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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

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 2.01pm

Minute No. 25/109

PROCEDURAL MOTION

Moved: Cr Ireland

Seconded: Cr Lerner

That the motion be deferred until the October meeting.

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VOTING

For: Mayor Cr Holmdahl, Deputy Mayor Cr Shegog, Cr Allen, Cr Ferguson, Cr Ireland, Cr Larnier, Cr Lyons, Cr Manticas and Cr Sladden

Against: Nil

CARRIED UNANIMOUSLY 9/0

Team Leader - Planning left the meeting at 2.09pm

UNCONFIRMED

8 OFFICE OF THE CHIEF EXECUTIVE OFFICER

8.1 CEO 1 - Council Workshops held in August and September

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 8 September 2025

ATTACHMENTS: Nil

RECOMMENDATION

That Council receives the report on Council Workshops held on 19 August 2025 and 2 September 2025.

Minute No. 25/110

DECISION

Moved: Cr Ferguson

Seconded: Cr Lyons

That Council receives the report on Council Workshops held on 19 August 2025 and 2 September 2025.

VOTING

For: Mayor Cr Holmdahl, Deputy Mayor Cr Shegog, Cr Allen, Cr Ferguson, Cr Ireland, Cr Larnier, Cr Lyons, Cr Manticas and Cr Sladden

Against: Nil

CARRIED UNANIMOUSLY 9/0

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8.2 CEO 2 - Elected Members Work Health & Safety Policy

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 9 September 2025

ATTACHMENTS: 1. [8.2.1] W T- HR M 72.00 - Elected Members Work Health & Safety Policy - September 2025 - DRAFT

RECOMMENDATION

That Council:

1. Adopts the new Elected Members Work Health and Safety Policy as presented, effective 16 September 2025;
2. Allocates a new policy number of 72.00;
3. Updates the version number to 1.00; and
4. Approves a review date of September 2027.

Minute No. 25/111

DECISION

Moved: Cr Manticas

Seconded: Cr Ferguson

That Council:

1. Adopts the new Elected Members Work Health and Safety Policy as presented, effective 16 September 2025;
2. Allocates a new policy number of 72.00;
3. Updates the version number to 1.00; and
4. Approves a review date of September 2027.

VOTING

For: Mayor Cr Holmdahl, Deputy Mayor Cr Shegog, Cr Allen, Cr Ferguson, Cr Ireland, Cr Lyons, Cr Manticas and Cr Sladden

Against: Nil

Abstained: Cr Lerner

CARRIED 8/1

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9 GOVERNANCE

9.1 Gov 1 - West Tamar Council Audit Panel Minutes

REPORT AUTHOR: Governance Officer - Tom Chalmers

REPORT DATE: 8 September 2025

ATTACHMENTS: 1. [9.1.1] Audit Panel - Minutes - 4 June 2025 - CONFIRMED
2. [9.1.2] Audit Panel - Minutes - 27 August 2025 - UNCONFIRMED

RECOMMENDATION

That Council receives and notes the confirmed Minutes of the Audit Panel meeting held on 4 June 2025 and the unconfirmed Minutes of the Audit Panel meeting held on 27 August 2025.

Minute No. 25/112

DECISION

Moved: Cr Sladden

Seconded: Cr Larnar

That Council receives and notes the confirmed Minutes of the Audit Panel meeting held on 4 June 2025 and the unconfirmed Minutes of the Audit Panel meeting held on 27 August 2025.

VOTING

For: Mayor Cr Holmdahl, Deputy Mayor Cr Shegog, Cr Allen, Cr Ferguson, Cr Ireland, Cr Larnar, Cr Lyons, Cr Manticas and Cr Sladden

Against: Nil

CARRIED UNANIMOUSLY 9/0

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9.2 Gov 2 - NRM North - Councillor Representation

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 10 September 2025

ATTACHMENTS: Nil

RECOMMENDATION

That Council endorses the nomination of Deputy Cr Mayor Rick Shegog as Council's representative for NRM North for the forthcoming 12-month period.

Minute No. 25/113

DECISION

Moved: Cr Ireland

Seconded: Cr Allen

That Council endorses the nomination of Deputy Cr Mayor Rick Shegog as Council's representative for NRM North for the forthcoming 12-month period.

VOTING

For: Mayor Cr Holmdahl, Deputy Mayor Cr Shegog, Cr Allen, Cr Ferguson, Cr Ireland, Cr Larnier, Cr Lyons, Cr Manticas and Cr Sladden

Against: Nil

CARRIED UNANIMOUSLY 9/0

10 DEVELOPMENT

Nil

UNCONFIRMED

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11 CORPORATE

11.1 Fees & Charges Amendment for 2025/2026 Financial Year

REPORT AUTHOR: Chief Financial Officer - Jason Barker CPA

REPORT DATE: 9 September 2025

ATTACHMENTS: 1. [11.1.1] Safe Waste 70 B L 00 Multifit Instructions

RECOMMENDATION

That Council, pursuant to section 205 of the *Local Government Act 1993*, makes a waste kerbside collection service fee of \$10 for the provision of a bin latch for the period 16 August 2025 to 30 June 2026.

Minute No. 25/114

DECISION

Moved: Cr Manticas

Seconded: Cr Sladden

That Council, pursuant to section 205 of the *Local Government Act 1993*, makes a waste kerbside collection service fee of \$10 for the provision of a bin latch for the period 16 August 2025 to 30 June 2026.

VOTING

For: Mayor Cr Holmdahl, Deputy Mayor Cr Shegog, Cr Allen, Cr Ferguson, Cr Ireland, Cr Larner, Cr Lyons, Cr Manticas and Cr Sladden

Against: Nil

CARRIED UNANIMOUSLY 9/0

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12 COMMUNITY

12.1 Comm 1 - Youth Advisory Council Minutes - August 2025

REPORT AUTHOR: Team Leader - Community - Elizabeth Nye

REPORT DATE: 9 September 2025

ATTACHMENTS: 1. [12.1.1] YAC Meeting Minutes - August 2025

RECOMMENDATION

That Council receives and notes the minutes as presented for the Youth Advisory Council Meeting held on 14 August 2025.

Minute No. 25/115

DECISION

Moved: Cr Ferguson

Seconded: Cr Allen

That Council receives and notes the minutes as presented for the Youth Advisory Council Meeting held on 14 August 2025.

VOTING

For: Mayor Cr Holmdahl, Deputy Mayor Cr Shegog, Cr Allen, Cr Ferguson, Cr Ireland, Cr Larner, Cr Manticas and Cr Sladden

Against: Cr Lyons

CARRIED 8/1

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12.2 Comm 2 - Positive Ageing Committee Minutes - August 2025

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

REPORT DATE: 9 September 2025

ATTACHMENTS: 1. [12.2.1] Positive Ageing Committee - Meeting Minutes August 2025

RECOMMENDATION

That Council:

Receives and notes the minutes as presented for the West Tamar Positive Ageing Committee meeting held on 25 August 2025.

MOTION

Moved: Cr Allen

Seconded: Cr Sladden

That Council:

Receives and notes the minutes as presented for the West Tamar Positive Ageing Committee meeting held on 25 August 2025.

Minute No. 25/116

AMENDED MOTION

Moved: Cr Lyons

Seconded: Cr Larner

That Council:

Receives and notes the notes as presented for the West Tamar Positive Ageing Committee meeting held on 25 August 2025.

VOTING

For: Mayor Cr Holmdahl, Deputy Mayor Cr Shegog, Cr Allen, Cr Ferguson, Cr Ireland, Cr Larner, Cr Lyons, Cr Manticas and Cr Sladden

Against: Nil

CARRIED UNANIMOUSLY 9/0

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12.3 Comm 3 - Community Grant - Sidmouth Community Centre Inc.

REPORT AUTHOR: Team Leader - Community - Elizabeth Nye

REPORT DATE: 8 September 2025

ATTACHMENTS: 1. [12.3.1] Sidmouth Community Centre - Community Grant Application - Redacted

RECOMMENDATION

That Council:

Approve the Sidmouth Community Centre Inc. community grant application for the purchase and installation of an Audio-Visual System for \$4,434.95

Cr Ireland left the meeting at 2:41 pm.

Cr Allen left the meeting at 2:41 pm.

Minute No. 25/117

DECISION

Moved: Cr Lyons

Seconded: Cr Larner

That Council:

Approve the Sidmouth Community Centre Inc. community grant application for the purchase and installation of an Audio-Visual System for \$4,434.95

VOTING

For: Mayor Cr Holmdahl, Deputy Mayor Cr Shegog, Cr Ferguson, Cr Larner, Cr Lyons, Cr Manticas and Cr Sladden

Against: Nil

CARRIED UNANIMOUSLY 7/0

Cr Allen entered the meeting at 2:46 pm.

Cr Ireland entered the meeting at 2:46 pm.

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12.4 Comm 4 - Business Grants Program 2025/2026

REPORT AUTHOR: Team Leader - Community - Elizabeth Nye

REPORT DATE: 9 September 2025

ATTACHMENTS:

1. [12.4.1] WT HRM42 00 Grants and Assistance Policy September 2025
2. [12.4.2] 2025 26 West Tamar Council Business Grants Application Guidelines

RECOMMENDATION

That Council:

1. Endorses the launch of the 2025/2026 Business Grants program on 29 September 2025 as a single competitive round open for 12 weeks;
2. Approves changes to the Business Grants Program by adopting the following amendments:
 - Individual grant funding is available up to the value of \$20,000.00
 - Future grant programs to launch on 1 July of each year as a single competitive grant round
 - The grant timeline allows up to 58 weeks to enable large scale projects
 - Project eligibility will continue to include capital items, however, events (including event seed funding), are not eligible.
 - Exclude franchises, multi-national chains, or businesses with interstate/national parent companies, unless the local branch is a standalone entity.
 - Allow for the rollover of funds (maximum of \$4,000.00) that the final payment of grant funding may be made in the following financial year, due to the extended timeframe
3. Adopts the updated Grants and Assistance Policy as presented, effective 16 September 2025, updates the version number to 5.00, and approves a review date of September 2026, and
4. Endorses the updated Business Grants Application Guidelines as presented.

Minute No. 25/118

DECISION

Moved: Cr Manticas

Seconded: Deputy Mayor Cr Shegog

That Council:

1. Endorses the launch of the 2025/2026 Business Grants program on 29 September 2025 as a single competitive round open for 12 weeks;
2. Approves changes to the Business Grants Program by adopting the following amendments:
 - Individual grant funding is available up to the value of \$20,000.00
 - Future grant programs to launch on 1 July of each year as a single competitive grant round
 - The grant timeline allows up to 58 weeks to enable large scale projects

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- Project eligibility will continue to include capital items, however, events (including event seed funding), are not eligible.
 - Exclude franchises, multi-national chains, or businesses with interstate/national parent companies, unless the local branch is a standalone entity.
 - Allow for the rollover of funds (maximum of \$4,000.00) that the final payment of grant funding may be made in the following financial year, due to the extended timeframe
3. Adopts the updated Grants and Assistance Policy as presented, effective 16 September 2025, updates the version number to 5.00, and approves a review date of September 2026, and
 4. Endorses the updated Business Grants Application Guidelines as presented.

VOTING

For: Mayor Cr Holmdahl, Deputy Mayor Cr Shegog, Cr Allen, Cr Ferguson, Cr Ireland, Cr Larnier, Cr Lyons, Cr Manticas and Cr Sladden

Against: Nil

CARRIED UNANIMOUSLY 9/0

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13 COMMUNITY ASSETS

13.1 Asset 1 - Road Safety Review - Rowella Road & Auburn Road

REPORT AUTHOR: Director Community Assets - Dino De Paoli

REPORT DATE: 9 September 2025

ATTACHMENTS: Nil

RECOMMENDATION

That Council:

1. Endorses the recommendations of the road safety review for Rowella Road and Auburn Road; and
2. Authorises the Chief Executive Office to write to the Commissioner for Transport to formally request approval to reduce the 100km/hr posted speed limits on both Rowella Road and Auburn Road to 80 km/hr.

Minute No. 25/119

DECISION

Moved: Deputy Mayor Cr Shegog

Seconded: Cr Lyons

That Council:

1. Endorses the recommendations of the road safety review for Rowella Road and Auburn Road; and
2. Authorises the Chief Executive Office to write to the Commissioner for Transport to formally request approval to reduce the 100km/hr posted speed limits on both Rowella Road and Auburn Road to 80 km/hr.

VOTING

For: Mayor Cr Holmdahl, Deputy Mayor Cr Shegog, Cr Allen, Cr Ferguson, Cr Ireland, Cr Larnier, Cr Lyons, Cr Manticas and Cr Sladden

Against: Nil

CARRIED UNANIMOUSLY 9/0

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13.2 Asset 2 - Road Safety Review - Winkleigh Road

REPORT AUTHOR: Director Community Assets - Dino De Paoli

REPORT DATE: 26 August 2025

ATTACHMENTS: Nil

RECOMMENDATION

That Council:

1. Endorses the recommendations of the road safety review for Winkleigh Road between the West Tamar Highway and Glengarry Road; and
2. Authorises the Chief Executive Office to write to the Commissioner for Transport to formally request approval to reduce the 100km/hr posted speed limits on both Winkleigh Road and Flowery Gully Road to 80 km/hr.

Meeting adjourned at 3.04pm

Meeting resumed at 3.10pm

Director Community Assets entered the meeting at 3.12pm

Minute No. 25/120

DECISION

Moved: Cr Sladden

Seconded: Cr Manticas

That Council:

1. Endorses the recommendations of the road safety review for Winkleigh Road between the West Tamar Highway and Glengarry Road; and
2. Authorises the Chief Executive Office to write to the Commissioner for Transport to formally request approval to reduce the 100km/hr posted speed limits on both Winkleigh Road and Flowery Gully Road to 80 km/hr.

VOTING

For: Mayor Cr Holmdahl, Deputy Mayor Cr Shegog, Cr Allen, Cr Ferguson, Cr Ireland, Cr Larner, Cr Lyons, Cr Manticas and Cr Sladden

Against: Nil

CARRIED UNANIMOUSLY 9/0

Director Community Assets left the meeting at 3.18pm

14 PEOPLE, CULTURE & SAFETY

Nil

UNCONFIRMED

15 PETITIONS

Nil

UNCONFIRMED

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16 NOTICE OF MOTIONS

16.1.1 Cr Sladden - Motion Regarding Livestreaming of Council Meetings

MOTION

That the Council:

1. Commence live-streaming video of West Tamar Council meetings.
2. Retain and make publicly available video recordings of all Council meetings.
3. Publish, or link to, video recordings of each meeting on the West Tamar Council website concurrently with the release of the meeting minutes.

Minute No. 25/121

MOTION

Moved: Cr Sladden

Seconded: Cr Lyons

That the Council:

1. Commence live-streaming video of ordinary West Tamar Council meetings.
2. Retain and make publicly available video recordings of all ordinary Council meetings.
3. Publish, or link to, video recordings of each ordinary meeting on the West Tamar Council website concurrently with the release of the meeting minutes

VOTING

For: Mayor Cr Holmdahl, Deputy Mayor Cr Shegog, Cr Allen, Cr Ferguson, Cr Ireland, Cr Larnier, Cr Lyons, Cr Manticas and Cr Sladden

Against: Nil

CARRIED UNANIMOUSLY 9/0

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16.1.2 Cr Holmdahl - Proposed LGAT Motion To Review, Clarify and Amend s28ZN of the Local Government Act 1993 (LGA)

MOTION

That Council submits the following motion for consideration at the next LGAT General Meeting:

That LGAT:

1. Conducts a comprehensive review of the *Local Government Act 1993*, in particular the anomaly between s.341 and s.28ZN and the exceptions created by s.28ZN to clarify the obligation of Council to indemnify Councillors in Code of Conduct proceedings.
2. Prepares a formal submission to the relevant government body or inquiry outlining specific recommendations for legislative amendments, based on the findings of the review.
3. Engages with other stakeholders to advocate for the proposed legislative changes.
4. Reports back to Councils at the next LGAT General Meeting on the progress of this initiative and the outcomes of the Submission.

Chair Mayor Cr Holmdahl stepped down from the Chair at 3.27pm

Deputy Mayor Cr Rick Shegog took the Chair at 3.27pm

Cr Ferguson called a Point of Order called at 3.35pm

Minute No. 25/122

DECISION

Moved: Cr Holmdahl

Seconded: Cr Allen

That Council submits the following motion for consideration at the next LGAT General Meeting:

That LGAT:

1. Conducts a comprehensive review of the *Local Government Act 1993*, in particular the anomaly between s.341 and s.28ZN and the exceptions created by s.28ZN to clarify the obligation of Council to indemnify Councillors in Code of Conduct proceedings.
2. Prepares a formal submission to the relevant government body or inquiry outlining specific recommendations for legislative amendments, based on the findings of the review.
3. Engages with other stakeholders to advocate for the proposed legislative changes.

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4. Reports back to Councils at the next LGAT General Meeting on the progress of this initiative and the outcomes of the Submission.

VOTING

For: Cr Allen, Cr Ferguson, Cr Holmdahl, Cr Ireland, Cr Lyons and Cr Sladden

Against: Deputy Mayor Cr Shegog, Cr Larner and Cr Manticas

CARRIED 6/3

Chair Deputy Mayor Cr Rick Shegog stepped down from the Chair at 3.44pm

Mayor Cr Christina Holmdahl resumed the Chair at 3.44pm

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16.1.3 Cr Manticas - Motion Regarding Construction of Public Toilet at RSL Park, Beaconsfield

MOTION

That Council starts to investigate costings and identify suitable options and locations for a public toilet at RSL park Beaconsfield and includes this capital item in the next budget with this item fully costed for council consideration.

Minute No. 25/123

DECISION

Moved: Cr Manticas

Seconded: Cr Lyons

That Council starts to investigate costings and identify suitable options and locations for a public toilet at RSL park Beaconsfield and includes this capital item in the next budget with this item fully costed for council consideration.

VOTING

For: Mayor Cr Holmdahl, Deputy Mayor Cr Shegog, Cr Allen, Cr Ferguson, Cr Ireland, Cr Larner, Cr Lyons, Cr Manticas and Cr Sladden

Against: Nil

CARRIED UNANIMOUSLY 9/0

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16.2 Motions without Notice

MOTION

Moved: Cr Larner

Seconded: Cr Manticas

Motion to LGAT Conference November 2025:

"That the Local Government Association of Tasmania requests that the Australian Government must respond urgently to closure of Bendigo Bank branches and agencies"

VOTING

For: Nil

Against: Mayor Cr Holmdahl, Deputy Mayor Cr Shegog, Cr Allen, Cr Ferguson, Cr Ireland, Cr Larner, Cr Lyons, Cr Manticas and Cr Sladden

LOST 0/9

Point of Order called by Cr Ferguson at 4.00pm

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MOTION

Moved: Cr Larner

Seconded: Cr Manticas

That the Council provide a minimum half hour timeslot on the Agenda of next Council Workshop for Cr Larner's Power Point presentation on the State-owned post office origins of the Commonwealth Bank and its historic capacity to boost-build housing and fund TasWater and other essential infrastructures outside annual budgets.

PROCEDURAL MOTION

Moved: Cr Manticas

That the motion be put.

Minute No. 25/124

DECISION

Moved: Cr Larner

Seconded: Cr Manticas

That the Council provide a minimum half hour timeslot on the Agenda of next Council Workshop for Cr Larner's Power Point presentation on the State-owned post office origins of the Commonwealth Bank and its historic capacity to boost-build housing and fund TasWater and other essential infrastructures outside annual budgets.

VOTING

For: Mayor Cr Holmdahl, Deputy Mayor Cr Shegog, Cr Allen, Cr Ferguson, Cr Ireland, Cr Larner, Cr Lyons, Cr Manticas and Cr Sladden

Against: Nil

CARRIED UNANIMOUSLY 9/0

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MOTION

Moved: Cr Lerner

Seconded: Cr Allen

That Council engage a traffic engineer consultant to undertake a safe system assessment of Gravelly Beach Road in its residential use areas from juncture with Beach Road to the northern End Speed Limit at juncture with Gatenby's Road; the assessment to include a traffic numbers count.

Director Community Assets entered the meeting at 4.13pm

Minute No. 25/125

PROCEDURAL MOTION

Moved: Deputy Mayor Cr Shegog

Seconded: Cr Sladden

That the motion be deferred until the October Workshop.

VOTING

For: Mayor Cr Holmdahl, Deputy Mayor Cr Shegog, Cr Allen, Cr Ferguson, Cr Ireland, Cr Lerner, Cr Lyons, Cr Manticas and Cr Sladden

Against: Nil

CARRIED UNANIMOUSLY 9/0

Point of Order called by Cr Ferguson at 4.22pm

Director Community Assets left the meeting at 4.23pm

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Director Planning & Development entered the meeting at 4.23pm

MOTION

Moved: Cr Larner

Seconded: Cr Manticas

That Council seeks amendments to the Local Provision Schedule (LPS) of Gravelly Beach in order to meet the requirements of the *Land Use Planning & Approvals Act 1993 (Tasmania)*.

IN ADDITION, That Council seeks prior identification of all existing "Low density residential" use according to the *Land Use Planning and Approvals Act 1993 (Tasmania)* for all areas of Gravelly Beach with direct driveway access to Gravelly Beach Road and Teggs Road within the road safety 60 mph zone, which lie on a school bus and commuter bus route.

Further, That Council create a Local Provision Schedule (LPS) to incorporate these areas as consistent with the State's planning policies and regional land use strategies and make application, to the Tasmanian Planning Commission to approve the schedule, before the next Tas Planning Commission hearing.

Minute No. 25/126

PROCEDURAL MOTION

Moved: Cr Manticas

Seconded: Cr Ireland

That the motion be deferred.

VOTING

For: Mayor Cr Holmdahl, Deputy Mayor Cr Shegog, Cr Allen, Cr Ferguson, Cr Ireland, Cr Larner, Cr Lyons, Cr Manticas and Cr Sladden

Against: Nil

CARRIED UNANIMOUSLY 9/0

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MOTION

Moved: Cr Larner

Seconded:

That Council Planners release the results summary of the community consultation for the Draft Exeter & Districts Structure Plan 2022-2023 prior to that of the draft Consultation West Tamar Growth Strategy 2025-2046; with consultation summary report made publicly available without RTI request.

MOTION WITHDRAWN

Director Planning & Development left the meeting at 4.26pm

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17 COUNCILLORS' QUESTIONS

17.1 Councillors' Questions on Notice

17.1.1 Cr Manticas

Cr Manticas

Question 1: What is the current annual budget on stormwater maintenance and upgrades, and how does this compare with the budget allocation for the previous financial year?

Response: *The relevant operational budget for FY24/25 was \$132,000 and for FY25/26 is \$145,000.*

The relevant capital budget for FY24/25 was \$117,500 for renewal and \$17,500 for new works and upgrades, and for FY25/26 is \$225,000 for renewal and \$432,500 for new works and upgrades.

Question 2: How many customer service requests relating to stormwater have been received so far this financial year, and what proportion have been actioned or resolved?

Response: *12 customer service requests relating to stormwater have been received so far in FY25/26, with 8 closed and 4 outstanding.*

Question 3: What long-term planning or strategies does council have in place to address stormwater capacity issues in growth areas across the municipality, particularly where new subdivisions are being approved?

Response: *Council's Stormwater Drainage Asset Management Plan (AMP) provides level of service information for our stormwater networks and identifies capacity constraints in some areas that will need to be addressed through future capital works. An action from the AMP is to undertake network modelling and master planning to ensure capacity is suitable now and into the future, and work is currently underway to develop a catchment model for Greens Beach. Network constraints in some areas are identified during the assessment of subdivision development applications where demand is reviewed against existing 2-dimensional network models, and this informs network changes and detention that may be required during development of that particular subdivision or for future upstream or downstream works. Our strategic land use planning work, or rezoning applications submitted to Council without a subdivision proposal, would not typically provide catchment modelling or system capacity information, rather higher level servicing and demand requirements to inform future work.*

Question 4: Can the CEO provide an update on what specific measures are being undertaken to address stormwater and drainage concerns at Greens Beach, including any recent works or investigations into recurring flooding issues raised by residents?

Response: *Council's operations teams have recently completed the cleaning out of open drains and swales in Greens Beach in response to a number of service requests and complaints from residents. In July, work was completed to unblock, and clear vegetation away from a number of drainage outfalls along the foreshore area below*

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the Gardners Road catchment. As noted in the response above, catchment modelling is currently in progress for the Greens Beach area which will identify overland flow capacity issues, and outputs from that modelling will also be used to review the piped network.

UNCONFIRMED

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17.1.2 Cr Holmdahl

Cr Holmdahl

Question 1: How much has been paid for Legal advice to date by the West Tamar Council in relation to the Beauty Point Tourist Park matter?

Response: *To date a total of \$70,880.82 has been paid by Council for legal advice in relation to regulatory matters relating to Beauty Point Tourist Park.*

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17.1.3 Cr Larner

Cr Larner

Question 1:

This question was refused by the Chief Executive Officer, did not meet the requirements Regulation 33(2) of the Local Government (Meeting Procedures) Regulations 2025.

Question 2:

The preamble for this question was not included in the agenda by the Chief Executive Officer as it was determined to not meet the requirements specified in subregulation (2) of S33 of the Local Government (Meeting Procedures) Regulations 2025 by virtue of it being properly classified as a statement.

Can Council consider formulating a Motion to LGAT to request LGAT to be the intermediary in approaching the state minister for Local Government in seeking greater liability protection for Council's Building Surveyors under the Building Act?

Response: Yes

Question 3:

My question regards clarification of process: Is this strictly a matter for the CEO as Council's Operations Manager or can Council contribute to the matter on behalf of Council employees who also serve the community councillors represent?

Response: *Council can deal with the matter as it relates generally to this issue. It would not be appropriate for Councillors to provide a motion to LGAT if it relates to an operational issue of Council (specifically setting out changes to a Council Officers role) as this is the responsibility of the Chief Executive Officer.*

Question 4:

Is it LGAT or State Government that drafts the Code of Conduct for councillors under the Local Government Act?

Response: *The State Government.*

Question 5:

Does a change to the Local Government Act regarding Code of Conduct matters require community consultation?

Response: *That is a matter for the Local Government Minister and the Government of the day.*

Question 6:

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Does the pending Councillor Workplace Health & Safety (WH&S) policy have the potential to reduce the incidence of Code of Conduct complaints against councillors since there is a professional development process involved?

Response: *The Elected Members Work Health and Safety Policy being considered at the September Ordinary Council meeting is designed to ensure that Council's PCBU obligations are met. It has not been designed to reduce Code of Conduct complaints, but rather to ensure a safe workplace for Councillors, Council staff, and members of the public.*

Question 7:

The preamble for this question was not included in the agenda by the Chief Executive Officer as it was determined to not meet the requirements specified in subregulation (2) of S33 of the Local Government (Meeting Procedures) Regulations 2025 by virtue of it being properly classified as a statement.

Will Council support a timeslot on the next Council workshop Agenda for myself as councillor and/or experienced proponent to provide PowerPoint presentation on the basis and potential of a new Public Postal Bank?

Response: *Council can determine if this is something it would like a briefing on as part of General Business at its next workshop.*

Question 8:

The preamble for this question was not included in the agenda by the Chief Executive Officer as it was determined to not meet the requirements specified in subregulation (2) of S33 of the Local Government (Meeting Procedures) Regulations 2025 by virtue of it being properly classified as a statement.

What is the current status of the *Draft Exeter Structure Plan 2023* and when is it anticipated to be finalised?

Response: *The timeframe for the Draft Exeter and District Structure Plan to be finalised is unknown at this time. Council is completing investigations and targeted landowner consultation regarding investigation areas which will determine the next steps, including if additional broader consultation is required.*

Question 9:

The preamble for this question was not included in the agenda by the Chief Executive Officer as it was determined to not meet the requirements specified in subregulation (2) of S33 of the Local Government (Meeting Procedures) Regulations 2025 by virtue of it being properly classified as a statement.

In the interests of transparency, can the recent 2022-2023 rezoning detail of any local Structure Plan (such as that for *Draft Exeter Structure Plan 2023* pp.53,54) be attached to the 'important' *Consultation West Tamar Growth Strategy* which entails planning for population increase over the next 20 years?

Response: *No the additional information is not relevant to the current consultation regarding the Draft Growth Strategy.*

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Page 53 and 54 of the Draft Structure Plan illustrates current zoning and land use. The Growth Strategy is forward-facing, and expresses the intended future state at a strategic level rather than current zoning or land use. The Draft Exeter and District Structure Plan remains available on Council's website for interested parties.

Question 10:

The preamble for this question was not included in the agenda by the Chief Executive Officer as it was determined to not meet the requirements specified in subregulation (2) of S33 of the Local Government (Meeting Procedures) Regulations 2025 by virtue of it being properly classified as a statement.

Is Rural D rezoning in sections of busy Gravelly Beach Road in conflict with the 'growth strategy' of the *Draft West Tamar Growth Strategy* Consultation?

Response: *No. The Draft Growth Strategy is currently open for consultation and is not finalised.*

Question 11:

Can I ask for a Road Safety Assessment for the busy thoroughfare to end speed limit of Gravelly Beach Road?

Response: Yes

Question 12:

Since it may appear the LPS for Gravelly Beach is partly inconsistent with existing use and community expectations, may I, with Council's agreement, seek changes to the LPS to reflect existing 'Low density residential' use within the designated 'Lifestyle areas' in the *Consultation West Tamar Growth Strategy* plans for all the precincts identified in the strategic plan?

Response: *Council can seek changes, noting that amendments to the LPS are required to meet the requirements of the Land Use Planning and Approvals Act 1993 and be approved by the Tasmanian Planning Commission.*

Question 13:

Has the new CEO reviewed the detail of all individual submissions to the Exeter Structure Plan 2022 - 2023?

Response: No.

Question 14:

If not, would she please review those submissions?

Response: *Prior to Council endorsing the Exeter and District Structure Plan, the planning team will complete a thorough review of all submissions and make appropriate recommendations, and the CEO will review this document.*

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17.1.4 Cr Sladden

Cr Sladden

Question 1:

A number of Councillors have been contacted concerning the number of wild geese in the ridge road/jetty road area of Legana. Complaints have been received regarding noise, road safety, and biohazardous waste (droppings). I recently visited the area and counted over 200 geese in one location - there is clearly a problem. What steps have been taken by Council to advocate for the Legana community and what mechanisms and options does Council have to help resolve this issue as a matter of urgency?

Response:

The CEO has met with some of the impacted residents, and Council Officers have been investigating solutions to this issue. There is an estimated 400 geese in this area. Geese are considered stock under Schedule 7, Part 1 – Birds, of the Nature Conservation (Wildlife) Regulation 2021. As there are no actual owners of the geese, this further complicates the issue. An update on proposed next steps will be provided to Council at its pre-meeting workshop on 16 September 2025.

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17.2 Councillors' Questions without Notice

Cr Ferguson

Question 1: Can we please have some allocated workshop time to discuss our response to TasWater in terms of the new pricing so we can have opportunity for elected members to discuss Council's position?

Response: (From the CEO through the chair) *You certainly can, Cr Ferguson, that was to be listed in October as you've only had the briefing today.*

Cr Lyons

Statement: Barry Blenkhorn raised at the Exeter meeting some issues, one of the the things he requested was could we have a whole area, both ends of Glen Ard Mohr Rd. I think it's probably worthwhile, some could walk it, some might need to go around. If we could have a look at his suggestion, he's concerned about where a potential road would come out and I think we should look at it to get it clear in our minds.

Response: *Thank you.*

Cr Shegog

Question 1: I've had a comment from a member of the public who booked out the Community Hall at Beaconsfield, one of their events they had a total of 180 people but there were insufficient tables and they had to go to the Winkleigh Hall and move a number of tables from the Winkleigh Hall to the Beaconsfield Hall. I'm just wondering we have got enough tables but they weren't all found on the day?

Response: *When you consider that we have the ANZAC Day breakfast and that place is full.*

Response: (From the CEO through the chair) *We'll take that one on notice and see what our capacity is and come back to you.*

Question 2: Mrs Kelly brought up, she was under the understanding that she had three minutes per three questions, but the agenda clearly states that it's three minutes for questions and three questions. But the website says that questions without notice and limits any one speaker to a maximum of 3 minutes per question, so I think that's where she was getting confused.

Response: (From the CEO through the chair) *We've noted that in Public Question Time, we'll come back to Councillors, probably in October, because the change in regulations will lead us to change them up a little bit anyway, so there's an opportunity to go back and review and get that clarity happening so that Councillors can make a choice about how long they want people to be using in terms of Public Question Time. Because there's two separate things there, but we need to bring it back for clarity.*

Question 3: Is the website wrong or is there two different options?

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Response: (From the CEO through the chair) *I'd say there's a misinterpretation that's occurred because we've got two different interpretations of the same thing, so we need to bring it back so we have consistency in our policy and in the agenda.*

UNCONFIRMED

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17.3 Responses to Previous Questions on Notice

Cr Allen

Question 1: I went to park at the back of the library the other day and noted that you can't get round off Biloo St, it's all blocked off. The idea was that people could park around there and come out near the library, but Council has blocked the entrance into the back of the library from Biloo St.

Response: *Council officers are currently working on design plans to improve the parking area at the rear of the library to provide a recreational vehicle waste dump point and more parking for both cars and recreational vehicles. Access will be from the West Tamar Highway, and the exit from the parking area via Biloo Street. The parking area is not currently accessible from Biloo Street to restrict interaction between the public and the operational areas to the front of Council's depot sheds.*

Cr Ferguson

Question 1: One for infrastructure, I just had a query from YAC regarding Forest Rd, whether there were any plans for a roundabout at West Tamar Highway and Forest Rd, and at the other end, if there's any plans on that intersection at Salt, how that's being planned for in the future.

Response: *The CEO and Director Community Assets met with Department of State Growth representatives on 26 August 2025 to discuss a number of projects proposed by the Department along the West Tamar Highway, including work at the intersection of Forest Road. It is currently proposed that the Department will provide Council with an update on the details and status of various projects at the 7 October Council Workshop.*

Question 2: They asked about the bus stops, the designation for funds, and wondered whether the wetlands area, one of the students asked if there were any plans for a bus stop and shelter being put there with the funds that we were potentially applying for with the State Government. In previous years we had grants, I don't know if you had a schedule of where we were going to be sponsoring or getting grant money for bus stops.

Response: *The Tasmanian Government committed up to \$10 million over four years in the 2021/22 State Budget to provide all-access, all-weather bus stops at various locations. Recipients of grant funding under Round 3 of the program were notified in December 2024. Officers have contacted the Department to enquire if there will be another round of funding, and if so, the timeframes involved. The West Tamar Highway Corridor Improvement Plan prepared by the Department in February 2022 does not include any specific reference to a bus shelter in vicinity of the wetlands, although does talk to public and active transport opportunities within the corridor. It is noted that Council can determine to approve funding for improvement of amenities at any bus stop location as part of future budget approval processes.*

Cr Manticas

Question 1: My other question relates to our youth programs that we administer as a Council. A community member has said we do really well in the space of catering to 10 – 17 year

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olds, but would like to have more information about what's available for those aged 0 – 10, and those aged 18 – 25.

Response: *The Council's Youth Services team provides a range of activities and programs targeting primarily young people aged 10 to 25 years with a focus on engagement, skill-building, creativity, and leadership for the local youth community.*

While the 0-10 age groups falls out of the scope of 'youth', officers work closely with other service providers in the area, such as Beaconsfield House (0-100+) through community programs, activities and interagency meetings. Council officers work with the Beaconsfield Child and Family Learning Centre (0-5) through regular agency meetings. Council Officers also work closely with service providers with events such as Children's Week. Our Youth Development Officer and Community Development Officer have partnered with providers and local schools to deliver multiple Children's Week events. These target all children aged 0-17, their families and communities.

Regarding the 18-25 age group, Council has the Youth Advisory Council (YAC) designed for young people aged 12-25. YAC is an engagement and advocacy group where young people aged 12–25 influence council decision-making, contribute to community projects, event planning and management, and develop leadership skills.

Annually the Youth and Community Festival is held during Youth Week featuring activities, entertainment, and opportunities for youth engagement of all ages. This event is driven by the Youth (Youth Advisory Council/Youth Development Officer) for Youth, and the wider community.

Council also holds an annual Youth Art competition for young people aged 10–25, focusing on creative expression, and facilitates the Youth Representative Grants program where support can be provided to local youth that have been selected to participate or compete in an event of local, national or international significance.

Council's Youth Services team is dedicated to creating a supportive environment for local young people and have a number of programs in development for the future targets at the 10-25 age ranges. Our Youth Survey will open within the next 12 months, providing the opportunity for young people from West Tamar to highlight their priorities across all age ranges.

Question 2: *Especially from Greens Beach to Beaconsfield, I notice white spray paint on the edges of the bitumen, occasionally a pothole is marked with a bit of white paint, somebody raised the issue with me and naturally I just said well it's pretty clear they've been identified, it shouldn't be too long until someone comes and does something. To get absolute clarity, can we highlight the process that we take from identification to then scheduling, and how we actually look after it just in case I've given the wrong information?*

Response: *Council operations staff undertake regular inspections of our road network and when defects are identified for maintenance, pavement markings may be applied. A works request is then lodged with our roads maintenance team for prioritisation and action, with response timeframes dependent on severity of issue.*

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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 19 August 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 Mayor

6.1 Mayor 1 - CEO Performance Review

This report has been submitted to the closed part of the Council Meeting in accordance with Section 17(2)(a) personnel matters, including complaints against an employee of the council.

Office of the Chief Executive Officer

7.1 CEO 1 - Approval to Enter into Binding Heads of Agreement for Sale of Land at Innova Business Park

This report has been submitted to the closed part of the Council Meeting in accordance with Section 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;

Community Assets

10.1 Contract No. WTC 11/2025 Kelso Toilet and Parking

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.

10.2 Contract No. WTC 13/2025 Riverside Swim Centre Slide Refurbishment

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.

Minute No. 25/127

DECISION

Moved: Cr Manticas

Seconded: Cr Allen

That, pursuant to Section 17(1) of the *Local Government (Meeting Procedures) Regulations 2025*, Council close the meeting to the public at 4.28pm to discuss the following items:

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Confirmation of Minutes

2.1 Confirmation of Minutes of Closed Meeting held 19 August 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 Mayor

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This report has been submitted to the closed part of the Council Meeting in accordance with Section 17(2)(a) personnel matters, including complaints against an employee of the council.

Office of the Chief Executive Officer

7.1 CEO 1 - Approval to Enter into Binding Heads of Agreement for Sale of Land at Innova Business Park

This report has been submitted to the closed part of the Council Meeting in accordance with Section 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;

Community Assets

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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.

10.2 Contract No. WTC 13/2025 Riverside Swim Centre Slide Refurbishment

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.

VOTING

For: Mayor Cr Holmdahl, Deputy Mayor Cr Shegog, Cr Allen, Cr Ferguson, Cr Ireland, Cr Larner, Cr Lyons, Cr Manticas and Cr Sladden

Against: Nil

CARRIED UNANIMOUSLY 9/0

REQUIRES ABSOLUTE MAJORITY OF COUNCIL

19 OUT OF CLOSED MEETING

DECISION

That Council:

1. Moves out of Closed Meeting at 5.23pm; 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

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20 CLOSURE

There being no further business, the meeting closed at 5.31pm.

UNCONFIRMED

3 LATE ITEMS

4 DECLARATIONS OF INTEREST IN A MATTER OF A COUNCILLOR

5 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.

5.1 Public Question Time

Commenced at:

Concluded at:

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 T Kelly, Riverside

Question 1: How much has been paid to date for legal advice by West Tamar Councils insurance company for the Code of Conduct complaint against Mayor Holmdahl by Tracey Kelly (Recreation Officer of West Tamar Council at the time)

Response: *Council's insurer AXA will not release legal representation costs as these costs were payable by AXA, the only cost to Council is the applicable excess.*

5.2.2 G Hay, Beauty Point

Question 1: During my attendance at the last Council meeting it was not made clear to Rate Payers if the Mayor has repaid approximately \$5'300 owed to the West Tamar Council & its rate payers for Legal fee's that the Councils Rate Payers paid on her behalf in the Mayor's defence of a Code of Conduct Complain made again her, have these fund yet be refunded in not why not ?

Response: *The Mayor has paid the invoice issued by the Chief Executive Officer for the \$5,500 insurance excess.*

Question 2: How many other such Code of Conduct Complaints against the Mayor or other Councillors have called on the Council's insurance cover and Council funding for 2023 to 2025 in using the West Tamar Council legal advisers & are there other other costs i.e. staff & facilities including in these costs in defencing Code of Conduct Complaints made in attending into their duties at the West Tamar Council, for it seems the rate payers have funded these costs where the procedural documents in making a Code of Conduce Complaints make it crystal clear, the parties are too fund their own legal cost and not the Council.

Response: *1. No insurance coverage has been claimed in relation to a Code of Conduct complaint outside of the one already disclosed.*

2. Council is liable for costs associated with Code of Conduct Investigations and any sanctions that may result from a Code of Conduct determination as set out in the Local Government Act 1993. All costs paid by Council in relation to Code of Conduct complaints are reported in Councils Annual Report each year.

Question 3: If insurance and rate players moneys has been paid out on behalf of the Mayor by Rate Payers for her legal fee's in defending the Code of Conduct complaint against her, where clearly the existing guidelines for a Code of Conduct Complain are very specific in that each party are responsible for their own legal fee's and not the rate payers. The Mayor has been a Councillor, Deputy Mayor, and Mayor for the West Tamar Council for 16 years was the Mayor ignorant of the procedures clearly outline within the Code of Conduct guidelines ?

Response: *The Mayor followed the advice she was provided at the time by Senior Council Officers in good faith.*

5.3 Responses to Questions from Previous Public Question Time

5.3.1 C Swan, Paper Beach

Our Ref: GQ.CQU.180

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

16 October 2025

Ms C Swan

Dear Ms Swan

Response to Question on Notice – Ordinary Council Meeting 16 September 2025

I refer to the question set out below taken on notice at the West Tamar Council meeting on 16 September 2025, and now provide the following response:

Question 1: I'd really like to know how it's decided what works are done?

Council approves its capital works program each year following the consideration of numerous works requests that are submitted by Councillors, Council officers, individual ratepayers, community groups and sporting clubs that are regular users of our facilities.

The overall value of the capital works program each year is aligned with Council's long term financial plan and endorses the capital works program as part of its budget decision.

Yours sincerely



Kristen Desmond
CHIEF EXECUTIVE OFFICER



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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 is now sitting as 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 - PA2025101 - Sport and Recreation (Canoe Polo) - Blackstone Park Drive, Blackstone Heights

REPORT AUTHOR: Senior Statutory Planner - Eric Smith

REPORT DATE: 13 October 2025

ATTACHMENTS:

1. [7.1.1] Plan 1 - PA2025101 - Location Plan
2. [7.1.2] Plan 1 - PA2025101 - 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 Sports and Recreation – works to support canoe polo, canoe slalom and associated activities. The application involves works to the shore of “Long Bottom”, a creek and informal inlet into the South Esk River, adjoining Blackstone Park. The works would support use of the water by the Tamar Canoe Club. The proposal includes one on-water “field” and a slalom training route, which would not usually be used concurrently.

Canoe Polo is a game with teams of five and two umpires, while canoe slalom is an individual sport. It is usually a white-water pursuit but for beginners and skills training it is suitable to use a course on flat water to practice control.

The use would occur up to three times weekly for the local club in warm weather, with an expected maximum of 20 attendees in 10 vehicles. Twice per year the site would host local competitions which are expected to attract around 40 people in 20 vehicles. Very rarely (i.e., less than once per year) the site would be suitable to host state competitions with an anticipated attendance of 75 people in 35 cars. The applicant notes that, mostly people only attend their own games and as there is only

one field, the number of people actually on the site at a given time may be significantly lower than the total estimated traffic for a given event.

Meander Valley Council – Planning Application PA/26/0037

The entire site is owned by Meander Valley Council who provided consent for Tamar Canoe Club to lodge the application. Part of the ‘subject site’ is also located within the Meander Valley municipality. The *land* (as normally understood) of Blackstone Heights is within the Meander Valley municipality while the *water*¹ of the South Esk is entirely within the West Tamar municipality. As the application is for land (as defined by the Act) within the jurisdiction of two planning authorities, both are required to give approval.

Meander Valley Council considered the parallel application PA/26/0037 at its Ordinary Council Meeting on 14 October, which was approved subject to conditions. It was considered necessary for the Meander Valley Council to determine the application first because the use of the water relies on access and parking on the land within MCV municipality. The assessable components of the Meander Valley Council application includes establishment of the Sport and Recreation use and associated demand on the existing car parking.

All other works and development within Meander Valley Council municipality have been assessed as minor and exempt under various provisions of Clause 4 in the Tasmanian Planning Scheme – Meander Valley. This includes Sports and Recreation use to the extent it is on land and/or for access, and vegetation removal within the park. The vegetation removal within the Meander Valley Council park is to facilitate construction of 16 slalom poles (eight on each side of the inlet) to support ropes from which hang the “gates” which form the slalom course, and pedestrian and vehicular access to the water for use and maintenance.

West Tamar Council - Planning Application PA2025101

This application for use and development within the West Tamar Council municipality, requires discretionary assessment of Sports and Recreation within the Environmental Management Zone, with access over land in the Open Space Zone.

Development includes proposed alterations to the bank to support easier access for canoes, on-shore viewing areas for game officials, and seasonal installation of goals, ropes and gates hanging from permanent poles. The proposed goal posts would not obstruct access for other water users which are already required to navigate at very slow speeds, noting the shallowness and narrowness of this part of the waterbody. Equipment for matches would be brought, handled and removed by individual players for each event. This may include light, unpowered watercraft, life jackets, and other equipment for on-water activities. When not in use, the Club will make any permanent structures safe and the area accessible for all water users.

Existing car parking is to be utilised for the Sport and Recreation use. This element has been assessed by both West Tamar and Meander Valley Council, which was considered necessary because the use crosses the municipal boundary. Whilst parking is only located within the Meander Valley Council municipality, it is required to support on-water use.

One-off events may generate additional traffic but this falls outside the assessment of the Planning Scheme and would be managed on a case-by-case basis by the Meander Valley Council in agreement with the Tamar Canoe Club, if hosting state-wide events. This element was also assessed by both Councils, noting that Meander Valley Council is the relevant Road Authority.

¹ LUPAA defines “land” to include both “land covered with water” and “water covering land”

The Flood Prone Areas Code only applies to development within the flood-prone area, and the water is not mapped as flood-prone. Therefore, the Code does not apply to the site area within the West Tamar municipality. To the extent that any use or development within Meander Valley Council municipality is within the mapped area, it is minor or exempt works. As the water level is largely controlled by the Trevallyn Dam, the proposal is not considered of a scale or in a location for which a precautionary flood risk assessment would be valuable.

The proposal requires a discretion of the following development standards:

	Acceptable Solution	Proposed
23.3.1 Discretionary use	A1 No Acceptable Solution. All Sports and Recreation is a Discretionary use in Table 23.2	P1 Sports and Recreation
23.4.3 Exterior finish	A4 Dark, non-reflective natural tones	P4 Bright red and white posts for intentional visibility
C2.5.1 Car parking	A1 50 on-site car parking spaces	P1 22 formal on-site parking spaces
C2.5.3 Motorcycle parking	A1 three (3) motorcycle parking spaces	P1 zero (0) formal motorcycle parking spaces
C7.6.1 Works within the waterway buffer	A1 Works within a building area or for a small bridge only	P1 Proposed works to the shoreline including land filling
C7.6.1 Land reclamation	A4 No reclamation	P4.1 & P4.2 Land reclamation required

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	16 April 2025
Request for further information	None required. The proposal was the subject of extensive pre-application discussion with WTC and Meander Valley Council planners.
Information satisfied	NA
Advertised	19 July 2025
Closing date for representations	4 August 2025
Day 42	26 August 2025
Extension of time granted	1 August 2025
Decision due	Following consideration by Meander Valley Council (approved 14 October 2025) Extended to allow for West Tamar Council decision at 21 October Ordinary Council Meeting.

THE APPLICATION

Application Details:

Development Application	PA2025101
Location	Blackstone Park, Blackstone Heights
Applicant	Tamar Canoe Club Inc

Planning Instrument	Tasmanian Planning Scheme – West Tamar (the Scheme) Tasmanian Planning Scheme – Meander Valley (Ref: PA/26/0037)
Zone	23.0 Environmental Management Zone (use) 29.0 Open Space Zone (access)
Use	Sports and Recreation – works to support Canoe Polo field
Codes	C2.0 Parking and Sustainable Transport Code C3.0 Road and Railway Assets Code C7.0 Natural Assets Code C12.0 Flood-Prone Areas Hazard Code C13.0 Bushfire Prone Areas Code
Specific Area Plans	NA
Site Details	The site is a fully serviced public park with a long narrow shape roughly northwest/southeast in orientation, in the valley formed by Long Bottom, a minor tributary to the South Esk. There is a sealed car park onsite accessed via Blackstone Park Drive, but the park also has footway access from Longvista Road (northeast) and Blackstone Road (southwest). There is also frontage to Kelsey Road (southeast) although there is no formal access or footpath on either side of the carriageway. All roads are sealed.
Area	7.4ha (of which the Club intends to use only a small portion, less than 1ha being almost the innermost part of the inlet and a small area of the northern and southern banks)
Slope	The site is a narrow inlet at the end of a minor mapped waterway known as Long Bottom. It has around 10m elevation change from the water level to the highest point at the southeastern end.
Existing Use/Development	The site is a large public park owned by Meander Valley Council. Facilities include play equipment for a variety of ages, public toilets, public BBQ, walking trails and “beach”. There are semi-natural landscaping and informal lawns. The site is a popular location for dog walking, water access for swimming and powered & unpowered water activities.
Surrounding Use/Development	The site is surrounded on three sides by Low Density Residential zoned land. The park is at the outer southwestern edge of suburban Launceston, around 2km from a Local Business Zone, nearly 6km from Westbury Road and just over 6km to the Bass Highway at Prospect Vale. Immediately northeast, lots along Longvista Road back onto the site while in the southwest a small number of lots at Blackstone Road adjoin the site. Land to the southeast is partly developed. To the northwest the inlet joins the South Esk proper, mapped as an onshore water body. Land on the northern bank of the South Esk is zoned Agricultural. A small number of private lots extend into the water and these have pontoons for launching powered watercraft.

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.

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 complies with the relevant standards, except for the identified discretions that follow. When a proposal relies on a discretion, it must be assessed against the relevant performance criteria for compliance.

CLAUSE 23.3.1 Discretionary uses

ACCEPTABLE SOLUTION NOT ACHIEVED	A1 No Acceptable Solution.
PERFORMANCE CRITERIA	P1 <i>A use listed as Discretionary must be consistent with the values of the land, having regard to:</i> (a) <i>the significance of the ecological, scientific, cultural or scenic values;</i> (b) <i>the protection, conservation, and management of the values;</i> (c) <i>the specific requirements of the use to operate;</i> (d) <i>the location, intensity and scale of the use;</i> (e) <i>the characteristics and type of the use;</i> (f) <i>traffic and parking generation;</i>

	<i>(g) any emissions and waste produced by the use;</i> <i>(h) the measures to minimise or mitigate impacts;</i> <i>(i) the storage and handling of goods, materials and waste; and</i> <i>(j) the proximity of any sensitive uses.</i>
ASSESSING OFFICER'S COMMENTS	The proposal is for a Discretionary use. It is considered to be consistent with the values of the land, having regard to: (a) the Long Bottom inlet is not mapped for specific ecological, scientific, cultural or scenic values. To the extent that the water forms part of the South Esk it may be a contributory part of the ecological significance of that waterway. The site is a heavily modified environment with no known specific scientific values or interests. As a regional-scale public park the area may have some cultural significance, which use by the Club would potentially enhance. While the park is an attractive environment, it is not specifically noted as having significant scenic values. Potential fauna habitat is discussed further in C7.6.1 below; (b) the use of the site would not unreasonably restrict protection, conservation or management of any foreseeable specific values identified in the future; (c) the proposal is for warm-weather use of the waterway for local, regional and occasional state Canoe Polo gatherings. The site has been identified as most suitable, from a number of possible locations around Launceston. This is due to the narrow waterway which allows on-land umpires a good view of the game from both sides. Co-locating the canoe slalom infrastructure is a convenient related addition to the use; (d) the use adjoins land in the Open Space Zone. The scale of the proposed on-water use is minor, relative to the existing use as a public park, with a small area containing infrastructure seasonally. A condition has been recommended that any permanent fixtures must be made safe for all users of the inlet at the end of the season. The intensity of the use is also low, being two to three times weekly on a seasonal basis for a small number of people. To the extent that there are occasional large events, these may be exempt from assessment against the Planning Scheme by Clause 4.1.2 and would be separately managed with Meander Valley Council; (e) the intensity of the proposed Sports and Recreation (Canoe Polo) use is not significantly greater than the existing Passive Recreation use on the site. The proposal for a small local sports club to use the site for a niche sport, adds organisation and formalises an activity that is already allowed with no permit if arranged informally by members of the public; (f) the potential traffic and parking generation is not considered significant, as discussed elsewhere in the report. To the extent that the proposal does not require any additional works to achieve compliance with the Parking and Sustainable Transport Code, it is considered a minor impact; (g) the proposal would not generate significant additional waste or emissions beyond what is already expected at a public park of this size. Noise levels are not expected to exceed reasonable levels, expected for a large public park used for recreation. Notwithstanding, the use will only occur during daylight hours, for a few hours at a time, two or three times per week. A condition is recommended to limit

	hours of operation consistent with the Meander Valley Permit conditions (PA/26/0037); (h) the proposal has minimal impacts on the land and surroundings. No further mitigation measures are required; (i) there is no on-site storage of equipment proposed. The Club would install, remove and store game infrastructure elsewhere in the off-season. Waste would likely be no more than the existing Passive Recreation use of the site such as food wrappers and drink containers, and it is considered suitable to use the existing municipal bins provided by Meander Valley Council; and (j) there are sensitive uses immediately adjacent to the site – the water is part of the park and some residential lots share a boundary directly with the park. However, all dwellings are at least 60m from the site, uphill and separated by the park itself. To the extent that the proposed use might generate noise emissions that could potentially be a nuisance off-site, whistles and noise from games would not be substantially greater than permissible as part of Passive Recreation on the site. For example – a scratch match without the formal organisation of a club would likely generate similar noise. The Club would be required by a recommended condition to keep activities within daytime hours, as there is no lighting of the water, and a permit condition is also recommended to limit hours of use. The proposal complies with the Performance Criteria.
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CLAUSE 23.4.3 Exterior finish

ACCEPTABLE SOLUTION NOT ACHIEVED	A1 Exterior building finishes must: (a) be coloured using colours with a light reflectance value not more than 40% in dark natural tones of grey, green or brown; (b) be in accordance with an authority under <i>National Parks and Reserve Management Regulations 2019</i> granted by the Managing Authority or the <i>Nature Conservation Act 2002</i>; or (c) be in accordance with an approval of the Director-General of Lands under the <i>Crown Lands Act 1976</i>.
PERFORMANCE CRITERIA	P1 <i>Exterior building finishes must be compatible with the character of the site and surrounding area, having regard to:</i> (a) <i>the topography of the site;</i> (b) <i>the existing vegetation;</i> (c) <i>the dominant colours of the vegetation and surrounding area;</i> (d) <i>the nature of the development;</i> (e) <i>the nature of the exterior finishes;</i> (f) <i>the appearance when viewed from roads and public places; and</i> (g) <i>the character of the surrounding area.</i>
ASSESSING OFFICER'S COMMENTS	The proposal is for infrastructure including play area markings and goals that are bright white, orange or red. Although the water is located within the

	Environmental Management Zone, it is considered reasonable to compare the development to other development within the park - Open Space Zone. The exterior finishes are compatible with the character of the site and surrounding area, having regard to: (a) the area to be developed is in the water, a part of the Long Bottom tributary to the South Esk River. Surrounding vegetation obscures long-distance views and the location is not visible from any ridge; (b) existing vegetation is at least partly exotic in this landscaped park with limited natural bushland; (c) whilst contrasted against the existing vegetation and water surface, the proposed infrastructure is consistent with existing infrastructure in the park such as colourful play equipment and basketball hoops which are also white and orange, yellow bins and access restriction gates; (d) the proposal would be seasonal with most water-based elements dismantled and removed annually. The proposed development represents a small extension to the broader park and would not have an unreasonable visual impact. Most of the proposed on-land works are sufficiently minor to be exempt development; (e) the finishes are intentionally bright out of necessity for visibility during play and for safety when not in use; (f) the proposal would hardly be visible from the road and the proposal is not considered incompatible with the landscaped park with various play facilities; and (g) the proposal is entirely in keeping with the character of this public park featuring a number of play and sports equipment and developments, rather than a strictly natural appearance. The proposal complies with the Performance Criteria.
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CLAUSE C2.5.1 Car parking numbers

ACCEPTABLE SOLUTION NOT ACHIEVED	A1 The number of on-site car parking spaces must be no less than the number specified in Table C2.1, less the number of car parking spaces that cannot be provided due to the site including container refund scheme space, excluding if: (a) the site is subject to a parking plan for the area adopted by council, in which case parking provision (spaces or cash-in-lieu) must be in accordance with that plan; (b) the site is contained within a parking precinct plan and subject to Clause C2.7; (c) the site is subject to Clause C2.5.5; or (d) it relates to an intensification of an existing use or development or a change of use where: (i) the number of on-site car parking spaces for the existing use or development specified in Table C2.1 is greater than the number of car parking spaces specified in Table C2.1 for the proposed use or development, in which case no additional on-site car parking is required; or (ii) the number of on-site car parking spaces for the existing use or development specified in Table C2.1 is less than the number of car parking spaces specified in Table C2.1 for the
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	proposed use or development, in which case on-site car parking must be calculated as follows: $N = A + (C - B)$ N = Number of on-site car parking spaces required A = Number of existing on-site car parking spaces B = Number of on-site car parking spaces required for the existing use or development specified in Table C2.1 C = Number of on-site car parking spaces required for the proposed use or development specified in Table C2.1.
PERFORMANCE CRITERIA	P1.1 The number of on-site car parking spaces for uses, excluding dwellings, must meet the reasonable needs of the use, having regard to: (a) the availability of off-street public car parking spaces within reasonable walking distance of the site; (b) the ability of multiple users to share spaces because of: (i) variations in car parking demand over time; or (ii) efficiencies gained by consolidation of car parking spaces; (c) the availability and frequency of public transport within reasonable walking distance of the site; (d) the availability and frequency of other transport alternatives; (e) any site constraints such as existing buildings, slope, drainage, vegetation and landscaping; (f) the availability, accessibility and safety of on-street parking, having regard to the nature of the roads, traffic management and other uses in the vicinity; (g) the effect on streetscape; and (h) any assessment by a suitably qualified person of the actual car parking demand determined having regard to the scale and nature of the use and development. P1.2 The number of car parking spaces for dwellings must meet the reasonable needs of the use, having regard to: (a) the nature and intensity of the use and car parking required; (b) the size of the dwelling and the number of bedrooms; and (c) the pattern of parking in the surrounding area.
ASSESSING OFFICER'S COMMENTS	The application is for a Sports and Recreation use. In order to meet the Acceptable Solution, the proposal would be required to provide 50 car parking spaces, as outlined in Table C2.1 of the Code. The site is shared with Passive Recreation (Public Park) which requires no designated car parking based on Table C2.1. Notwithstanding, the site already contains 22 formal off-street car parking spaces. The existing 22 car parking spaces are sufficient to accommodate the likely needs of the use, having regard to: (a) there are no other off-street car parking opportunities nearby; (b) while the existing Passive Recreation use on the site does not require any formal parking in the Code, some users do access the park by vehicle due to coming from outside the local walkable catchment due to the size and amenity of the park. Public reserves typically experience peak use outside of typical work hours and on weekends

	during warmer months. This is likely to be when the Club would also access the park. Consequently, there is no reduction in demand for parking through shared parking used at different times for each use. However, the use for Club activities is for a limited time each week, such that there is not unreasonable demand on shared parking; (c) there is a bus stop on Longvista Drive convenient to the park. However, the route is infrequent, and it is recognised that for most attendees, public transport would not be a convenient way to arrive at the site with the necessary equipment for the activity. It may accommodate a small number of visitors for the Passive Recreation use; (d) the Sports and Recreation and Passive Recreation use classes do not generate a bicycle parking requirement in Table C2.1, and there is no formal bicycle parking available at the site. However, the infrastructure of the park provides sufficient informal opportunity to secure bicycles for most users, who are likely to visit the park as part of the existing Passive Recreation (Park) use; (e) as a park, it is preferable to retain as much natural and open space as possible rather than dedicate generous portions to vehicle parking; (f) in addition to 22 on-site parking spaces, there are 16 on-street spaces within the Blackstone Park Road carriageway, eight parallel and eight at 90° in the vicinity of the TasWater pump station. The road has few parking restrictions and, based on advice from Meander Valley Council Planners, there is estimated to be around 30 useable on-street parking spaces along the road (including the abovementioned 16 spaces). In the context of a low-speed environment such as the signed Shared Zone, cul-de-sac public road Blackstone Park Drive that functions as a driveway for the park, informal parking would also be an appropriate response to overflow requirements. Demand for on-street parking on adjoining streets such as Longvista and Blackstone Roads is not expected to be substantial enough to cause a significant nuisance. The Road Authority has indicated it is satisfied that there is sufficient available parking on-site and in the surrounding area to meet expected additional demand; (g) there would be greater impact on the streetscape of Blackstone Park Road if additional on-site parking were offered. The proposal retains the existing areas of open space; (h) no traffic report was submitted with the application. The applicant (the Club) is best placed to understand the anticipated number of people who would attend the site and expected demand for parking. Further, the relevant planning authority and road authority for the land, being Meander Valley Council, are also best placed to understand the number of existing visitors and car parking demand. The sport is niche with few participants. This supports the discretion to provide fewer formal car parking spaces on the site than the Acceptable Solution, which represents a “one-size fits all” number which cannot capture the nuance of every sports facility that falls under that definition. The same proposal was approved by Meander Valley Council in planning application PA/26/0037, and the assessment and recommendations are consistent. Clause P1.2 does not apply. The proposal complies with the Performance Criteria.
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CLAUSE C2.5.3 Motorcycle parking numbers

ACCEPTABLE SOLUTION NOT ACHIEVED	A1 The number of on-site motorcycle parking spaces for all uses must: (a) be no less than the number specified in Table C2.4; and (b) if an existing use or development is extended or intensified, the number of on-site motorcycle parking spaces must be based on the proposed extension or intensification, provided the existing number of motorcycle parking spaces is maintained.
PERFORMANCE CRITERIA	P1 <i>Motorcycle parking spaces for all uses must be provided to meet the reasonable needs of the use, having regard to:</i> (a) <i>the nature of the proposed use and development;</i> (b) <i>the topography of the site;</i> (c) <i>the location of existing buildings on the site;</i> (d) <i>any constraints imposed by existing development; and</i> (e) <i>the availability and accessibility of motorcycle parking spaces on the street or in the surrounding area.</i>
ASSESSING OFFICER'S COMMENTS	As the proposal generates a theoretical demand for 50 car parking spaces, it must also provide three motorcycle parking spaces as laid out in Table C2.4. The site has no dedicated motorcycle parking, nor are any proposed as part of this application. The absence of dedicated motorcycle parking is considered to meet the reasonable needs of the use, having regard to: (a) it is unlikely that Club members with canoes and other equipment for the activity would travel by motorcycle. It is unclear what the existing demand for motorcycle parking is from the Passive Recreation use, but it can be accommodated as discussed below; (b) topography does not play a role in this parking assessment; (c) the location of buildings existing on the site does not play a role in this assessment of motorcycle parking; (d) there is no obvious place to provide motorcycle parking on the site without losing car parking spaces or open space area which is a better use of land in the park; and (e) there are no dedicated motorcycle parking spaces in the street or surrounding area. It is considered that motorcycles could park in vehicle parking spaces or in accordance with the Australian road rules in a safe and suitable way and that no dedicated parking is required as a result of this application. The Meander Valley Council assessment also concluded there is sufficient parking (including motorcycles) at the park for a sport like canoe polo. The proposal meets the Performance Criteria.

CLAUSE C7.6.1 Buildings and works within a waterway and coastal protection area or a future coastal refugia area

ACCEPTABLE SOLUTION NOT ACHIEVED	A1 Buildings and works within a waterway and coastal protection area must: (a) be within a building area on a sealed plan approved under this planning scheme; (b) in relation to a Class 4 watercourse, be for a crossing or bridge not more than 5m in width; or (c) if within the spatial extent of tidal waters, be an extension to an existing boat ramp, car park, jetty, marina, marine farming shore facility or slipway that is not more than 20% of the area of the facility existing at the effective date.
PERFORMANCE CRITERIA	P1.1 <i>Buildings and works within a waterway and coastal protection area must avoid or minimise adverse impacts on natural assets, having regard to:</i> (a) <i>impacts caused by erosion, siltation, sedimentation and runoff;</i> (b) <i>impacts on riparian or littoral vegetation;</i> (c) <i>maintaining natural streambank and streambed condition, where it exists;</i> (d) <i>impacts on in-stream natural habitat, such as fallen logs, bank overhangs, rocks and trailing vegetation;</i> (e) <i>the need to avoid significantly impeding natural flow and drainage;</i> (f) <i>the need to maintain fish passage, where known to exist;</i> (g) <i>the need to avoid land filling of wetlands;</i> (h) <i>the need to group new facilities with existing facilities, where reasonably practical;</i> (i) <i>minimising cut and fill;</i> (j) <i>building design that responds to the particular size, shape, contours or slope of the land;</i> (k) <i>minimising impacts on coastal processes, including sand movement and wave action;</i> (l) <i>minimising the need for future works for the protection of natural assets, infrastructure and property;</i> (m) <i>the environmental best practice guidelines in the Wetlands and Waterways Works Manual; and</i> (n) <i>the guidelines in the Tasmanian Coastal Works Manual.</i> P1.2 <i>Buildings and works within the spatial extent of tidal waters must be for a use that relies upon a coastal location to fulfil its purpose, having regard to:</i> (a) <i>the need to access a specific resource in a coastal location;</i> (b) <i>the need to operate a marine farming shore facility;</i> (c) <i>the need to access infrastructure available in a coastal location;</i> (d) <i>the need to service a marine or coastal related activity;</i> (e) <i>provision of essential utility or marine infrastructure; or</i> (f) <i>provisions of open space or for marine-related educational, research, or recreational facilities.</i>

ASSESSING OFFICER'S COMMENTS	The usual dam water level of approximately 125m AHD, is considered the boundary between the West Tamar Council and Meander Valley Council municipalities. Therefore, the extent of works subject to this assessment by West Tamar Council is for reclamation of two small areas on the southern bank of the inlet. Using natural boulders, the bank would be extended into the water to provide suitable flat areas, close to the playing area for umpires of the sport to watch matches. P1.1 The proposed works avoid unreasonable impacts and minimise adverse impacts to the natural asset, having regard to: (a) the retaining batters would be engineered and made of boulders with the flat umpiring/viewing area to be fully grassed. The central kayak access area would be similarly landscaped to make access simple with shallow gradient. This would reduce the potential for erosion, siltation, sedimentation and concentration of runoff; (b) while there would be modification to vegetation in the water, this area is already highly modified by the Trevallyn Dam, the additional works are not unreasonable; (c) the proposal would alter the existing streambank condition including filling. The total area is limited to a small portion of Long Bottom Creek (or the wider South Esk). The water level is already controlled by Trevallyn Dam rather than natural processes so would not be altered; (d) the playing area would need to be free from trailing vegetation and underwater features like logs, at least in the upper area where rowing craft would be accessing the water. The design of the retaining structures with large boulders may provide some underwater habitat. This will not cause a significant additional impact given the natural features are already highly modified; (e) the changes to the bank of an inlet are not considered to substantially impede the flow or natural drainage of either Long Bottom Creek or the South Esk; (f) there is likely to be fish passage and the proposal would not eliminate the potential; (g) the proposal would fill an area of the Long Bottom Creek/South Esk inlet, not a wetland; (h) the proposal would locate new infrastructure for recreational use in an established area already used informally for these purposes; (i) the proposal reasonably reduces the need for fill; (j) there would be no building, only works; (k) there are no coastal impacts, the site is well above the influence of the tides and is controlled by the Trevallyn Dam; (l) the proposal has a suitable design life and would not require a substantially different maintenance regime than is already in place for the park. Works include construction of maintenance tracks to facilitate any required maintenance works; (m) a condition is recommended to ensure the works are carried out in accordance with the recommendations in the <i>Wetlands and Waterways Works Manual</i>, particularly with reference to a known platypus in the area; and (n) NA – the site is not in a coastal area.
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	The proposed works were designed by a geotechnical engineer. P1.2 - The proposal is not in the spatial extent of tidal waters. The proposal complies with the Performance Criteria.
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CLAUSE C7.6.1 Buildings and works within a waterway and coastal protection area or a future coastal refugia area

ACCEPTABLE SOLUTION NOT ACHIEVED	A4 Dredging or reclamation must not occur within a waterway and coastal protection area or a future coastal refugia area.
PERFORMANCE CRITERIA	P4.1 <i>Dredging or reclamation within a waterway and coastal protection area or a future coastal refugia area must minimise adverse impacts on natural coastal processes and natural assets, having regard to:</i> (a) <i>impacts caused by erosion, siltation, sedimentation and runoff;</i> (b) <i>impacts on riparian or littoral vegetation;</i> (c) <i>the need to avoid land filling of wetlands;</i> (d) <i>impacts on sand movement and wave action; and</i> (e) <i>the potential for increased risk to inundation of adjacent land.</i> P4.2 <i>Dredging or reclamation within a waterway and coastal protection area or a future coastal refugia area must be necessary:</i> (a) <i>to continue an existing use or development on adjacent land; or</i> (b) <i>for a use which relies upon a coastal location to fulfil its purpose, having regard to:</i> (i) <i>the need to access a specific resource in a coastal location;</i> (ii) <i>the need to operate a marine farming shore facility;</i> (iii) <i>the need to access infrastructure available in a coastal location;</i> (iv) <i>the need to service a marine or coastal related activity;</i> (v) <i>provision of essential utility or marine infrastructure; and</i> (vi) <i>provision of open space or for marine-related educational, research, or recreational facilities.</i>
ASSESSING OFFICER'S COMMENTS	The proposal involves filling to reclaim a small area of land on the southern bank of the waterway. P4.1 The proposal for reclamation minimises adverse impacts on the natural asset, having regard to: (a) the design of the retaining structures using large boulders for the slopes and grassed flat areas reasonably controls the risk of erosion, siltation, sedimentation and runoff from the works into the remaining waterway;

	(b) the impact on in-stream vegetation is considered limited as the area is flooded by the Trevallyn Dam and is a highly modified waterbody; (c) there is no filling in a wetland; (d) the site is well above tidal influence; and (e) the water level is largely controlled by the Dam and it is not considered that reclamation of this small area would substantially increase the risk of inundation at nearby adjacent land. The works were also designed by a geotechnical engineer. P4.2 The proposal for reclamation is necessary to accommodate the use as follows: (a) NA – the proposal is for a new use (Sports and Recreation) rather than an extension of the existing Passive Recreation use; (b) the proposal for a canoe polo field clearly relies on the water to fulfil its purpose, having regard to: (i) the unique characteristics of this location with a narrow body of water capable of supporting umpires on both banks with suitable supporting infrastructure for both polo and slalom surrounding it; (ii) the proposal is not for a marine farm; (iii) the proposal does not rely on coastal infrastructure; (iv) the embankment would service a new aquatic activity; (v) the proposal is not for essential utility or marine infrastructure; and (vi) the proposal would alter the existing open space, in order to provide a more appropriate setting for the aquatic recreational facilities. The proposal complies with the Performance Criteria.
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ROAD AUTHORITY COMMENTS

The Road Authority under consideration of the *Local Government Act (Highways) 1982* is Meander Valley Council. Notwithstanding, the proposal was reviewed by West Tamar Council's Development Engineer and no issues were identified.

Relevant matters were further assessed by Meander Valley Council as Road Authority under Planning Application PA/26/0037. There were no requirements pertaining to parking or traffic.

STORMWATER AUTHORITY COMMENTS

The Stormwater Authority under consideration of the *Urban Drainage Act 2013* is Meander Valley Council. Notwithstanding, the proposal was reviewed by West Tamar Council's Development Engineer and no concerns were identified.

Relevant matters were further assessed by Meander Valley Council as Stormwater Authority under Planning Application PA/26/0037. A similar condition has been imposed requiring the construction phase to be in accordance with the *Wetlands and Waterway Works Manual*.

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 six (6).

ISSUE 1	Support for the proposal to create more accessible entry to the water further away from motorised watercraft (i.e., boats and skis) near the beach area (southern side of the inlet, near the lake proper).
ASSESSING OFFICER'S COMMENTS	Support noted. During matches or slalom training it is expected that other users of the water would avoid interfering with the Sports and Recreation activities to the extent possible, just as land-based sports clubs share public facilities with their local communities. The Council or MAST may consider restricting motor vessels' speed or use in or near the inlet as use of the area increases, but this is beyond the scope of this application and not currently contemplated.
ISSUE 2	Support for development and investment in Blackstone Park
ASSESSING OFFICER'S COMMENTS	One respondent supports past development and encourages future investment in Blackstone Park generally. This is not relevant to the assessment but has been passed along to Meander Valley Council.
ISSUE 3	Apparent jurisdictional confusion
ASSESSING OFFICER'S COMMENTS	A number of representations touch on the apparent confusion of having an application straddle the municipal boundary. The application is to be jointly considered with Meander Valley Council application PA/26/0037 (approved 14 October 2025). The single title which makes up the site of the applications is mostly land in the Open Space Zone within the Meander Valley Council municipality but also includes water in the Environmental Management Zone in the West Tamar Council municipality. It adds to the complexity that Meander Valley Council is also the landowner, but the applicant is Tamar Canoe Club. This report assesses use and development within the Environmental Management zoned waterbody, taking access over, and reliant on parking within the Open Space Zone. The balance of the proposed use and development is assessed by Meander Valley Council as the relevant Planning Authority.
ISSUE 4	Lack of consultation
ASSESSING OFFICER'S COMMENTS	A number of representors responded during the public advertisement period expressing concern at the lack of community consultation. The application was advertised as required by S57 of the LUPAA by both Councils. The choice to do additional preliminary consultation before submitting a planning application is up to individual applicants and is not a requirement of LUPAA.

	Notwithstanding, the applicant indicates there was some preparatory discussion with a local residents' group and door-knocking prior to the formal advertising period, within their means as a small volunteer organisation.
ISSUE 5	Meander Valley Council's consent to lodge is premature
ASSESSING OFFICER'S COMMENTS	One representation was concerned that the consent to lodge provided for the application indicated a presumption of support from Meander Valley Council. As Meander Valley Council is the landowner, S52 (1B) of LUPAA requires the consent of the General Manager to make a valid application. Consent to lodge does not imply that the Council endorses and approves the application as presented nor does it commit the Council as landowner to allowing or supporting the use or development as presented or as conditioned in any Permit.
ISSUE 6	Loss of private access to the water and safety
ASSESSING OFFICER'S COMMENTS	Four titles on the northern side of Long Bottom inlet extend beyond the land and include 20-50m of water. Some respondents have concerns about whether use of the inlet by the Canoe Club would curtail or prohibit access to the water from these titles. The nearest private pontoon (at 35 Longvista Road) is closer to the opposite shore (45m) than to the proposed canoe polo area (70m). For the vast majority of the time (i.e., outside the active use of the water by the Club, which would be a few hours a week in the warm months) there would be no change from the existing situation. During club activities, all water users should be mindful of each other, as none have private or sole use of the waterway. As mentioned above in Issue 1 – it would be for the landowner (Meander Valley Council) or MAST to introduce restrictions on speed or use of the South Esk River in or near the inlet, which is not currently contemplated.
ISSUE 7	Proposal serves a niche sport
ASSESSING OFFICER'S COMMENTS	One representation is concerned that this facility would not serve a large number of people. There is no requirement for a particular sporting facility to be of interest to a minimum number of people. By improving the quality and quantity of infrastructure available, the sport may find new participants and grow.
ISSUE 8	Changes to public access to the water
ASSESSING OFFICER'S COMMENTS	Several representors were worried that use by the club would curtail or prohibit public access to the water. While one representation took the opposite view and praised the application for creating new and easier physical access to the water away from the existing "beach" area which attracts powered craft which can be intimidating to swimmers. No alterations to public or private legal access is proposed. As mentioned above in Issues 1 and 6, it would be for the landowner or MAST to introduce restrictions on speed, access or use of the South Esk River in or near the inlet, which is not currently contemplated.

ISSUE 9	Loss of public access to the land
ASSESSING OFFICER'S COMMENTS	Various representations were worried that use by the club would curtail or prohibit public access to the park in general, for example playing on the playground 250m away from the area of the site in question, or walking dogs in the 7ha area of the park. No permanent alterations beyond those indicated are proposed. As landowner, Meander Valley Council is in a position to manage competing uses of Blackstone Park. This is likely to be similar to use of public sports ovals by clubs for scheduled matches and training, and is not considered an unreasonable use of public land.
ISSUE 10	Increased noise from the use
ASSESSING OFFICER'S COMMENTS	Several representors cited noise and other emissions from large crowds and the potential effect on residential amenity surrounding the site. The assessment of use standards in the Environmental Management Zone and Open Space Zone, including the offsite impacts of noise from the use, is made above against Clause 23.3. As noted, the niche sport is not likely to draw large crowds of people not directly related to players. A condition is recommended to restrict use to daylight hours. Should noise exceed reasonable levels, action is possible under the <i>Environmental Management and Pollution Control Act 1994</i> to control nuisance to adjoining sensitive uses.
ISSUE 11	Visual impact from the development
ASSESSING OFFICER'S COMMENTS	Several representors raised concerns regarding visual amenity from permanent or semi-permanent infrastructure erected to support the use. The assessment of development standards in the Environmental Management Zone is provided above against Clause 23.4 and will not introduce unreasonable visual impacts. The assessment of development standards in the Open Space Zone is a matter for Meander Valley Council.
ISSUE 12	Parking
ASSESSING OFFICER'S COMMENTS	More than one representation mentioned the lack of parking at the site and concerns that it would lead to an unacceptable level of on-street parking in the surrounding area. The assessment of parking requirements for the proposal is made above against C2.5.1 and C2.5.3. Assessment of the same provisions was undertaken by the Road Authority, Meander Valley Council, and also found to be satisfactory. In particular, the niche sport is not expected to draw large crowds beyond the actual players and a few friends and family, and parking demand is expected to be sustainable with the current configuration of the park.
ISSUE 13	Traffic

ASSESSING OFFICER'S COMMENTS	More than one representator mentioned the potential for increased traffic generated by the use. It is considered that traffic to the site would comply with Acceptable Solution. The sport is niche with a small number of players, umpires and few spectators, especially during training. Incidental spectators are expected to be minimal, and for short periods or no more than a couple of hours at a time. It is not relevant to assess the impacts of one-off events such as statewide competitions hosted at the site once or twice a year though the Planning Scheme. Such occasions would be managed as once-off events in conjunction with the Meander Valley Council.
ISSUE 14	Damage to natural values – use of water
ASSESSING OFFICER'S COMMENTS	One representor mentions the existing pollution concerns including algal blooms in the area. The proposed use would be responsive to outbreaks and not proceed if there is an unacceptable risk to human health, following existing protocols for warning the public about health threats for use of the water. The proposed development is not likely to exacerbate existing issues.
ISSUE 15	Damage to natural values – development on the shore
ASSESSING OFFICER'S COMMENTS	Several representors expressed concerns that development of the shore would impact the existing habitat of fish, birds and a platypus that reportedly uses the inlet. The area is already significantly altered from its natural state by the Trevallyn Dam, residential development and use and development of the public park. Normal construction management measures for rivers and streams are considered to be sufficient to safeguard likely impacts on protected species and a condition is recommended to enforce this. A full assessment is made in C7.6.1 A1/P1 and A3/P3 above.
ISSUE 16	Damage to natural values – riparian vegetation management
ASSESSING OFFICER'S COMMENTS	One representor raised concerns that vegetation management works on the site present an unacceptable impact on the site's ecology. All vegetation management works are to be located within the Meander Valley Council municipality so are not assessed as part of this application. Meander Valley Council has determined that the required vegetation management works are exempt under Clause 4.4.2 of the Planning Scheme.
ISSUE 17	Flood and flow impacts
ASSESSING OFFICER'S COMMENTS	One representor requested a hydrological assessment of flood and flow impacts. This part of the South Esk River is controlled by the Trevallyn Dam which is managed by Hydro Tasmania. The Flood Prone Areas Code does not apply to the water, which is within the West Tamar Council area and the location for the land reclamation. While the Code does apply to the land, no assessable development

	is proposed on the land. On balance, given the circumstances of the site, it is not considered that a flood risk report is required.
ISSUE 18	Adult groups
ASSESSING OFFICER'S COMMENTS	One respondent is worried about adults without children using the park. The site is a public park and use by a sports club at what is likely to be peak times with considerable passive surveillance from multiple users is not considered to create an unacceptable risk to vulnerable people. Parents are encouraged to watch their own young children at all times whilst using the park. If suspicious or antisocial behaviour is observed, it would be appropriate to contact the police.

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 approval is provided with conditions. 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 satisfied the proposal meets the relevant acceptable solutions and demonstrates compliance with the performance criteria for the requested discretions.

The matters raised by the representors have been considered but do not impact the assessment of the application and the officer's recommendation.

RECOMMENDATION

That application PA2025101 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 Sports and Recreation (Canoe Polo) and associated works by the Tamar Canoe Polo Club for land at Blackstone Park Lot No. 2 on Plan No. 183402 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 BE ME Geotechnical, ref: Blackstone Paddlesports Park V5 (undated) - seven (7) sheets;
 - (b) Design Report by Tamar Canoe Club dated April 2025;Any 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.

HOURS OF OPERATION

2. The hours of operation for the Sports and Recreation – Canoe Polo field and slalom track use must be between 8am to 10pm any day, including public holidays.

Note, the restriction on hours of operation only applies to the organised Sport and Recreation use including works associated with the setup and take down of infrastructure. The restriction does not apply to the Passive Recreation use (general use of the public park).

SEASONAL REMOVAL OF INFRASTRUCTURE

3. Where infrastructure is removed at the end of a season, remaining fixtures must be maintained in a safe condition for all users of the site.

EXTERNAL FINISHES IN THE ZONE

4. All external materials, finishes and colours must be in accordance with the endorsed schedule of materials/colours.

CONSTRUCTION MANAGEMENT

5. 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;
 - (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, including measures to minimise release of particulates into the water body;
 - (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

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 Infrastructure and Assets or their delegate. This may require a revision of the approved Construction Management Plan – any changes must be approved by the Director of Infrastructure and Assets or their delegate.

WATERWAY BUFFER PROTECTION

6. Works within the mapped waterway buffer, or within the buffer as defined in the Code, must be undertaken in accordance with the *Wetlands and Waterways Works Manual*.

Permit Notes

Notations

- A. This permit was issued based on the proposal documents submitted for PA2025101. 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

- 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.

DECISION

Moved:

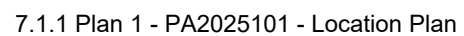
Seconded:

VOTING

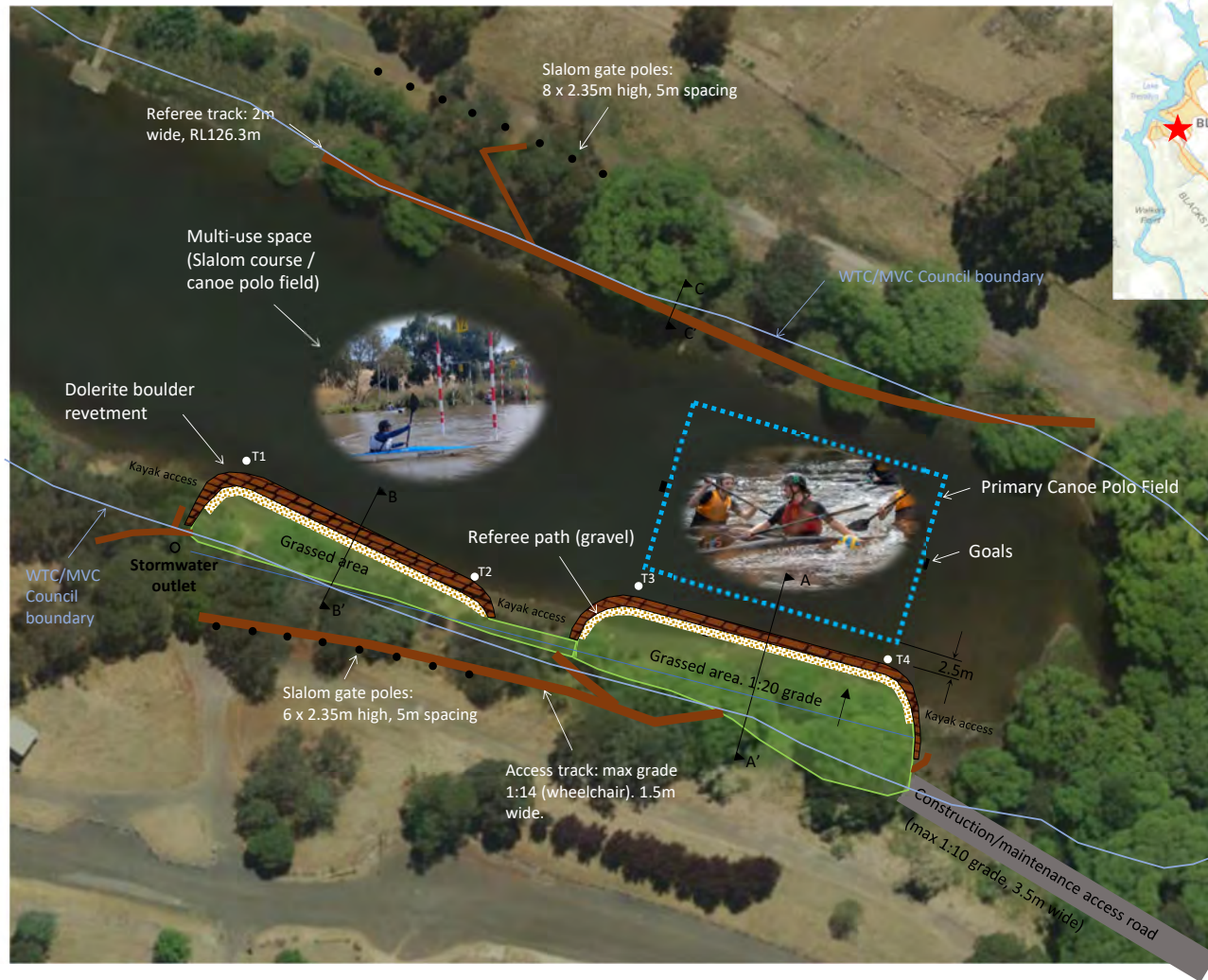
For:

Against:

Plan 1 – Attachment 1 – Location Plan PA2025101 Blackstone Heights Park (Long Bottom inlet)
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ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



Toe of embankment coordinates (MGA94)

T1: 505956.1mE 5410587.2mN
T2: 505987.6mE 5410570.7mN
T3: 506007.0mE 5410573.0mN
T4: 506040.5mE, 5410564.0mN



Site Layout – Aerial Photo

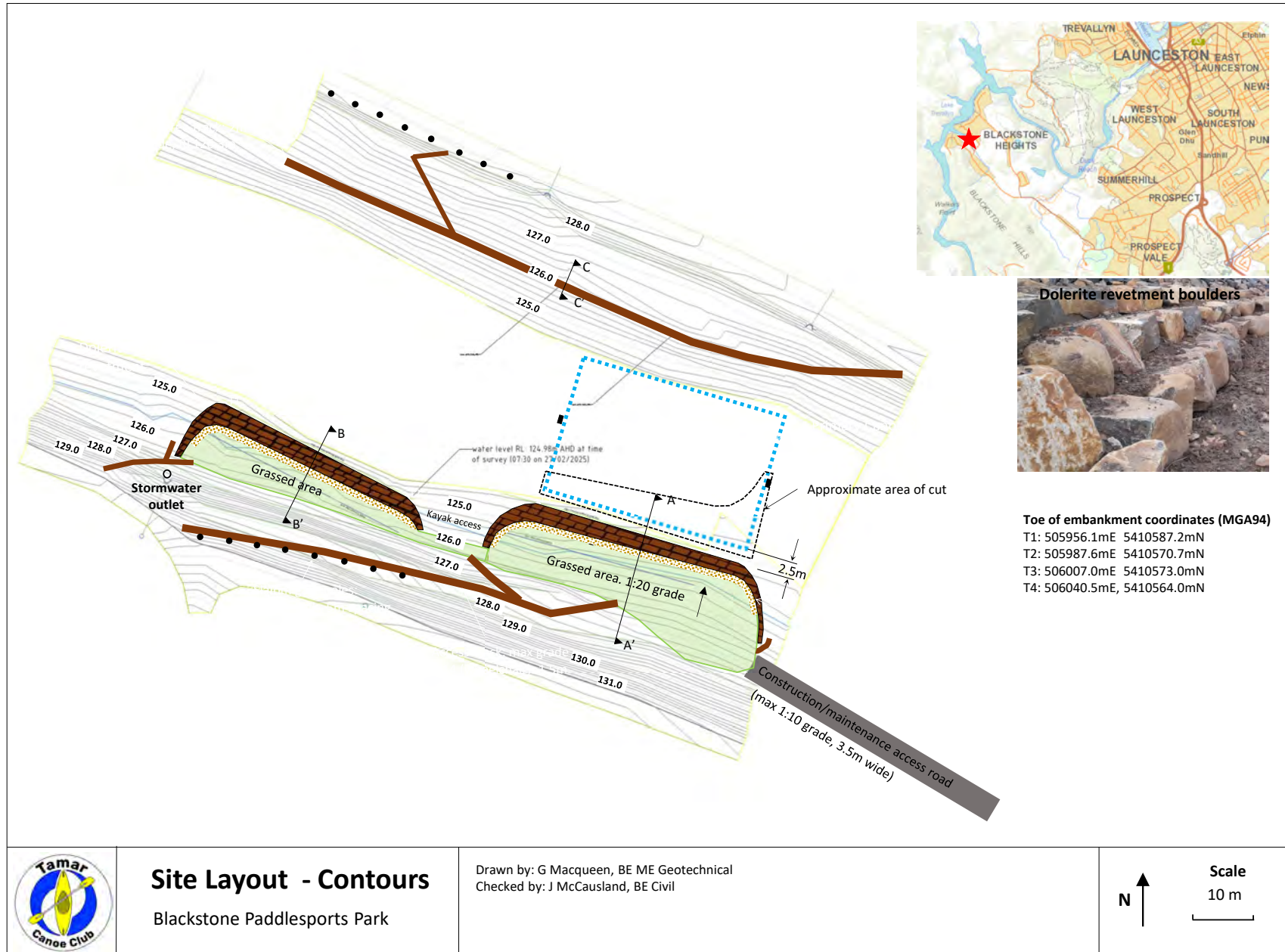
Blackstone Paddlesports Park

Drawn by: G Macqueen, BE ME Geotechnical
Checked by: J McCausland, BE Civil

Version: V5

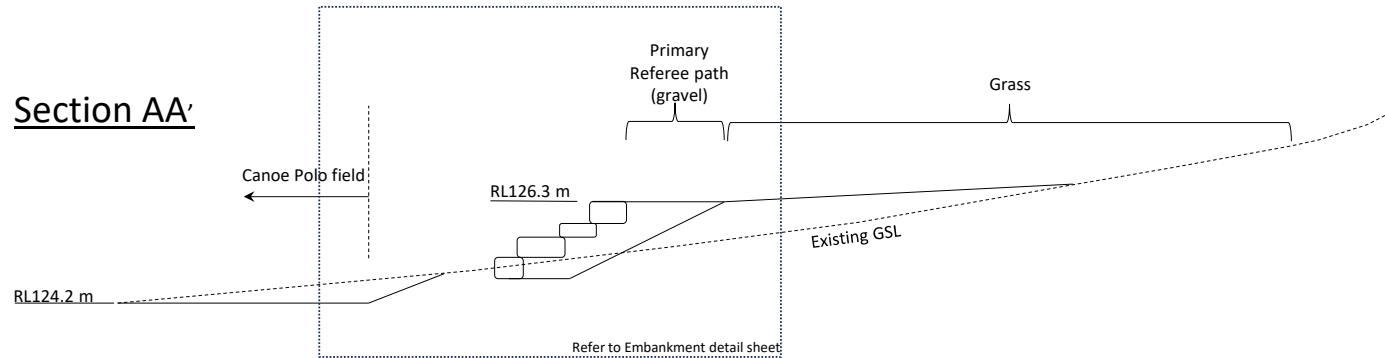


ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

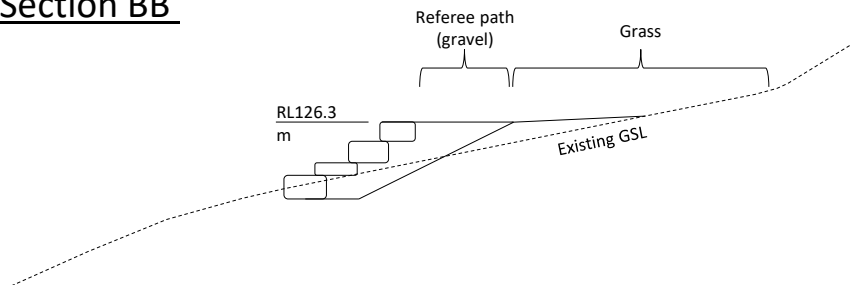


ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

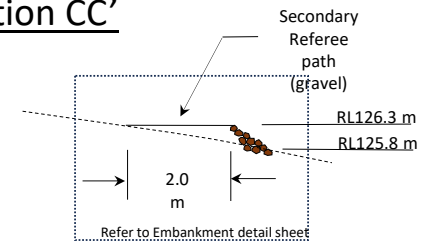
Section AA'



Section BB'



Section CC'

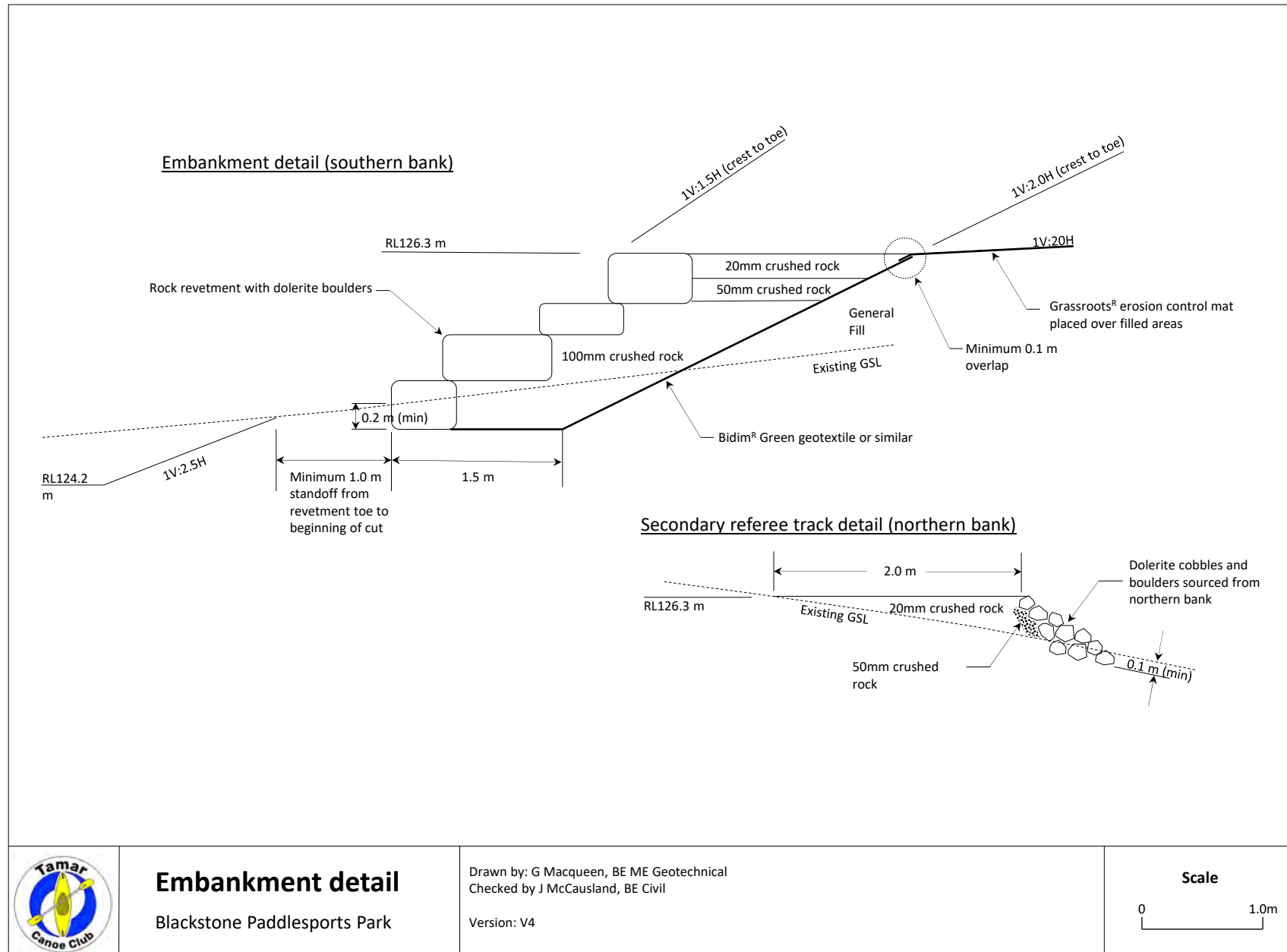


Embankment Cross sections
Blackstone Paddlesports Park

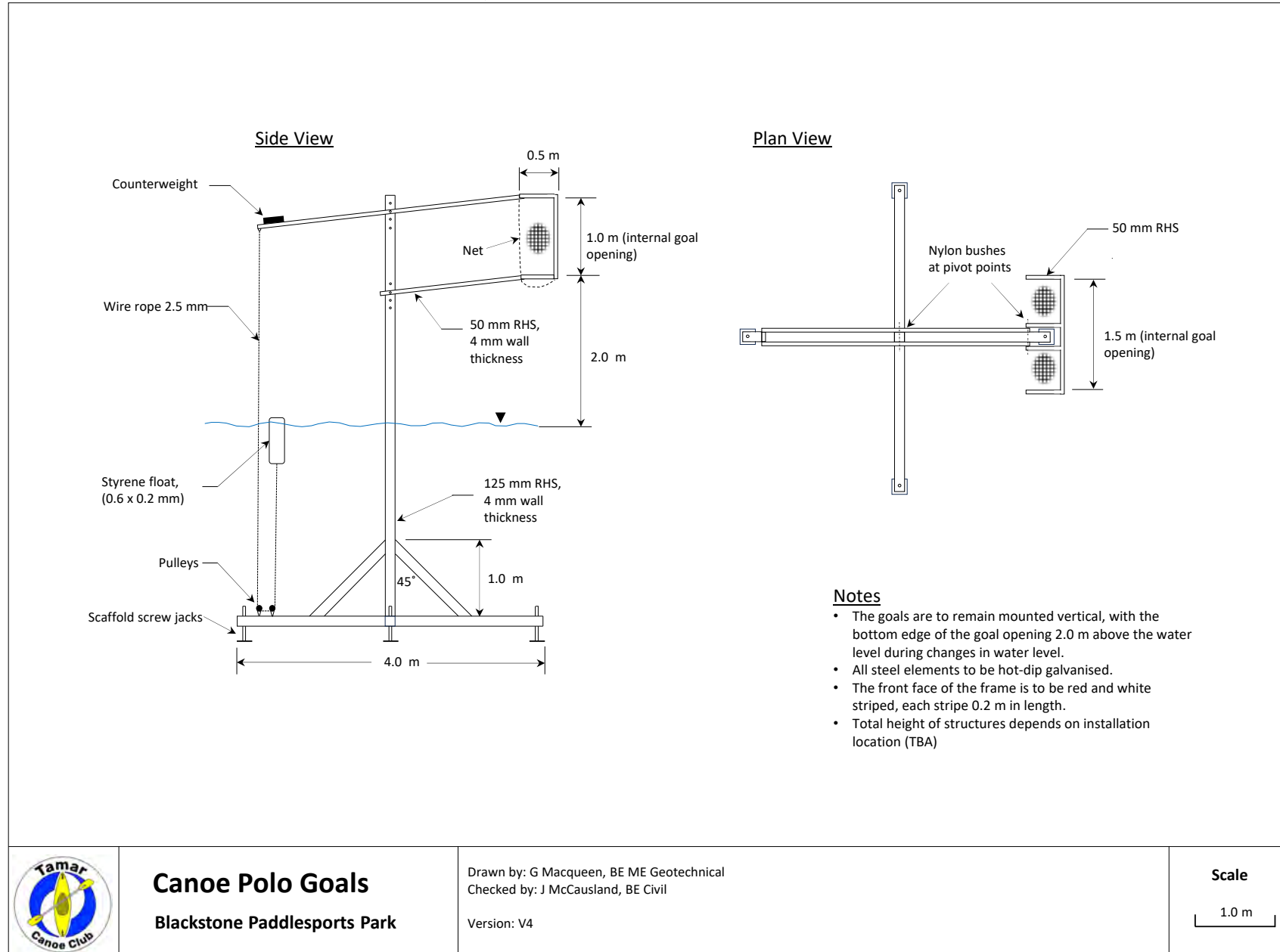
Drawn by: G Macqueen, BE ME Geotechnical
Checked by: J McCausland, BE Civil
Version: V4



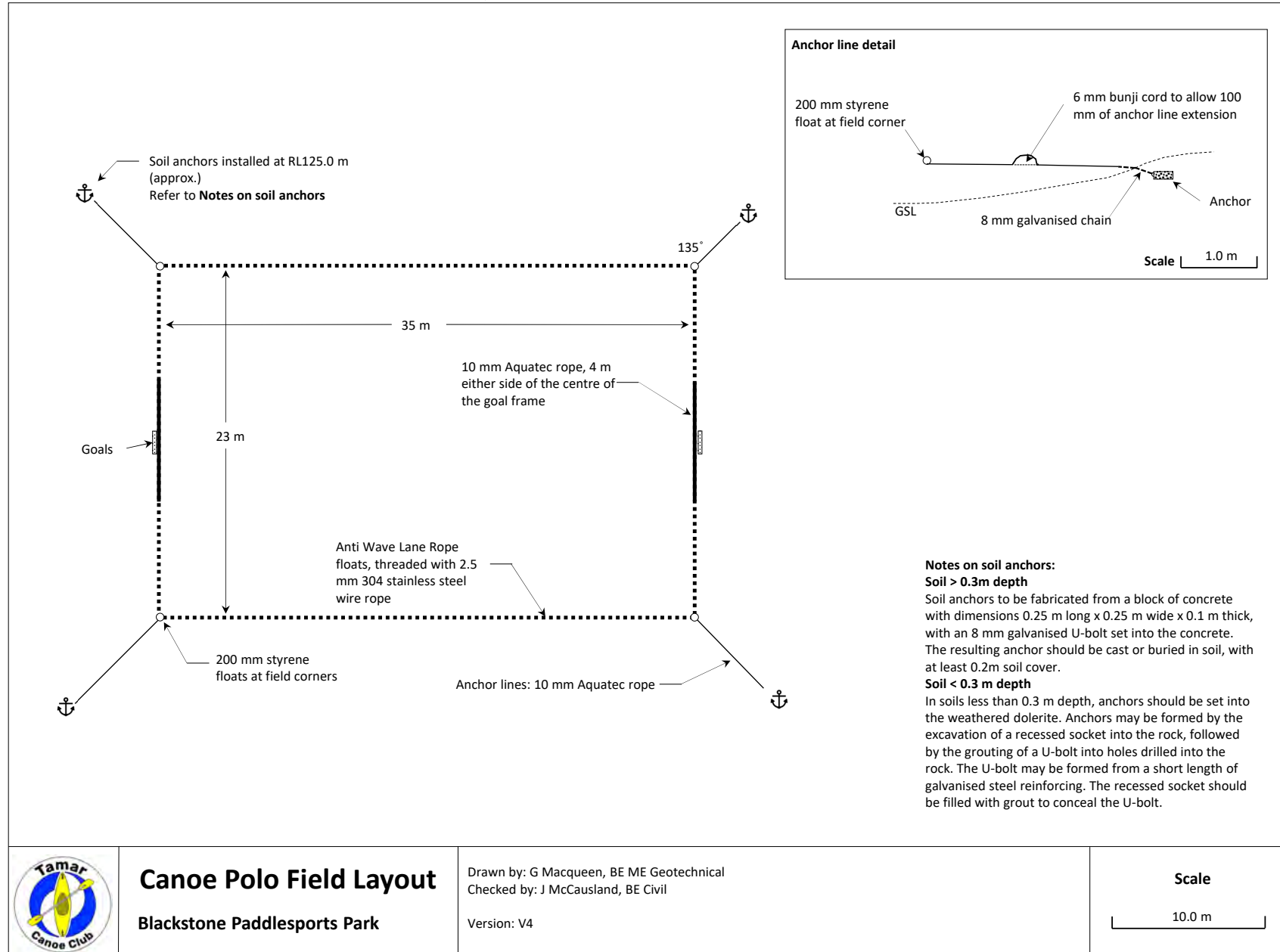
ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



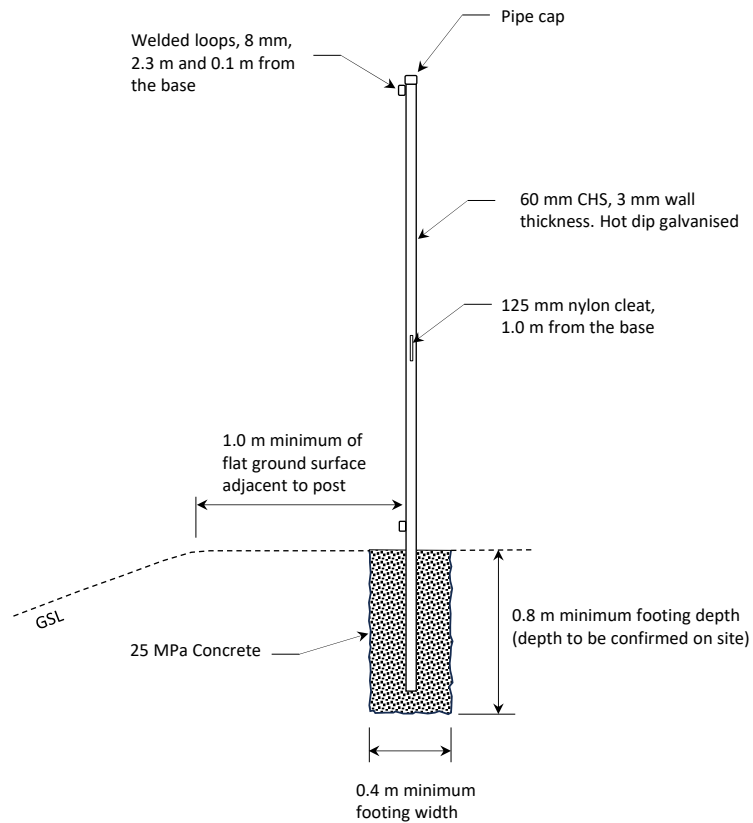
ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



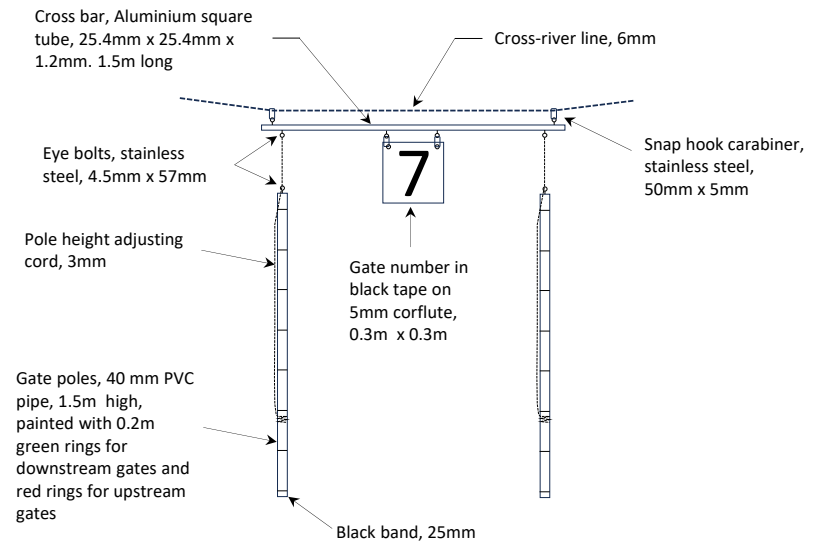
ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



Slalom Course Post



Slalom Gate



Slalom Course

Blackstone Paddlesports Park

Drawn by: G Macqueen, BE ME Geotechnical
Checked by: J McCausland, BE Civil

Version: V6

Scale

1.0 m



Blackstone Paddlesports Park

Design Report

April 2025



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Appendix A: Drawings

Appendix B: Materials list

1. Executive Summary

The Blackstone Paddlesports Park Design Report presents a comprehensive plan for the development of a specialised water sports facility located on an inlet of Lake Trevallyn in Blackstone Heights. This facility is designed to meet the growing needs of the paddling community, with a focus on canoe polo and slalom disciplines.

The proposed development transforms an underutilised section of Blackstone Park into a purpose-built venue capable of hosting training sessions, games, and competitions. Key components include a full-size canoe polo field with innovative bottom-mounted goals that automatically adjust to Lake Trevallyn's variable water levels, a customizable canoe slalom course with eight cross-river lines, and carefully designed access points and viewing areas.

The design process has been guided by universal design principles to ensure accessibility for users of all abilities. This approach is reflected in the site's landscape features, equipment specifications, and operational considerations. Technical challenges, particularly related to the variable lake levels, typically managed between 125.0 m and 126.1 m (Hydro datum), and site geotechnical conditions, have been addressed through purpose-specific engineering solutions.

This report details the technical specifications, design rationale, and implementation requirements for the project, developed in consultation with Tasmanian paddling clubs and with reference to International Canoe Federation standards. The Blackstone Paddlesports Park represents a significant enhancement to Tasmania's paddle sport infrastructure and will provide new opportunities for participation, training, competition, and growth in paddle sports.

2. Project Overview

The Blackstone Paddlesports Park project represents a collaborative initiative between the Tamar Canoe Club and Meander Valley Council, also supported MAST and Hydro Tasmania, to develop a dedicated paddle sports facility at Blackstone Park in Launceston. This project addresses the current lack of purpose-built paddle sport infrastructure in northern Tasmania and aims to create a regional hub for canoe polo and slalom activities.

The proposed development is located on a narrow eastern inlet of Lake Trevallyn. It will transform what is currently an unutilised water body into a versatile paddle sports venue. The primary components include a competition-standard canoe polo field with innovative goal systems, a configurable slalom training course, and associated land-based infrastructure including referee positions, spectator areas, and water access points.

Key stakeholders in this project include:

- Tamar Canoe Club, the primary user group and project initiator
- Meander Valley Council, the land manager and planning authority for Blackstone Park
- West Tamar Council, the planning authority for the inlet on Lake Trevallyn
- Hydro Tasmania, responsible for management of Lake Trevallyn water levels
- Marine and Safety Tasmania, responsible for water safety on Lake Trevallyn
- Residents and other recreational users of Blackstone Park

The project has been developed to accommodate the unique site constraints, particularly the variable water levels in Lake Trevallyn, which typically fluctuate between 125.0 m and 126.1 m (Hydro datum). This variability has informed fundamental design decisions, particularly regarding goal systems, embankment height and protection, and access points.

The facility has been designed to host training sessions, local competitions, and state-level events, with the potential to accommodate national-level competitions with temporary supplementary infrastructure.

This project will significantly enhance paddle sport opportunities in the region, providing a dedicated venue for training and competition that will support athlete development, club growth, and increased community participation in water-based recreation.

3. Design Objectives and Requirements

3.1 Introduction

The Blackstone Paddlesports Park has been conceptualised to address the specific needs of the paddling community in northern Tasmania while enhancing the recreational value of Blackstone Park. This section outlines the core design objectives and requirements that have guided the development of this facility.

The design approach balances technical requirements for competitive paddle sports, site constraints, universal accessibility principles, and integration with the existing park environment. Through consultation with stakeholders, priority features and functionality have been identified.

The requirements outlined here establish the framework against which design decisions have been evaluated, reflecting both immediate needs and anticipated future development of paddle sports in the region.

3.2 Design functions

- To create an outdoor canoe polo playing field which will enable the flourishing of the sport in the Launceston area and provide a venue for Tasmania to host state and national canoe polo competitions.
- To create a venue for canoe slalom training.
- To create an area on the banks where refereeing, marshalling and spectating can be carried out.
- To create a safe and accessible venue for water-based recreation of all types, in an area that is currently not usable.

3.3 Universal design principles

The application of universal design principles forms the foundation of our approach to creating an inclusive paddle sports park accessible to users of all abilities. These seven principles—equitable use, flexibility, intuitive operation, perceptible information, error tolerance, low physical effort, and appropriate sizing—guide the design decisions throughout the project. By systematically applying these principles to each element of the facility, it can be ensured that, as far as practicable, physical limitations do not become barriers to participation. Table 1 outlines each of the seven universal design principles, with an associated explanation of each principle. Design integration strategies against each universal design principle are included within each of the specific design element sections of this report.

Table 1 Universal design principles

Universal design principle	Design Integration Strategy
Principle 1: Equitable Use	The design is useful and marketable to people with diverse abilities.
Principle 2: Flexibility in Use	The design accommodates a wide range of individual preferences and abilities.
Principle 3: Simple and Intuitive Use	The design is easy to understand, regardless of the user's experience, knowledge, or language skills.

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Principle 4: Perceptible Information	The design communicates necessary information effectively to users, regardless of ambient conditions or sensory abilities.
Principle 5: Tolerance for Error	The design minimizes hazards and adverse consequences of accidental or unintended actions.
Principle 6: Low Physical Effort	The design can be used efficiently and comfortably with minimal fatigue
Principle 7: Size and Space for Approach and Use	Appropriate size and space is provided for approach, reach, manipulation, and use, regardless of the user's body size, posture, or mobility.

4. The Site

4.1 Site location and description

The proposed site is located on a narrow inlet of water, protruding eastward from the main channel of Lake Trevallyn. Lake Trevallyn, impounded by the Trevallyn Dam, is a multiple-use body of water. It is used by recreational users, and the lake water forms part of Launceston's water supply. The primary purpose of the lake is to impound water for hydro electricity generation at the Trevallyn Power Station.

The site is bordered to the south and east by Blackstone Park, and to the north by a residential area. The banks of the inlet are vegetated, densely in places.

An aerial view showing the location of the site and property boundaries is shown in Figure 1.

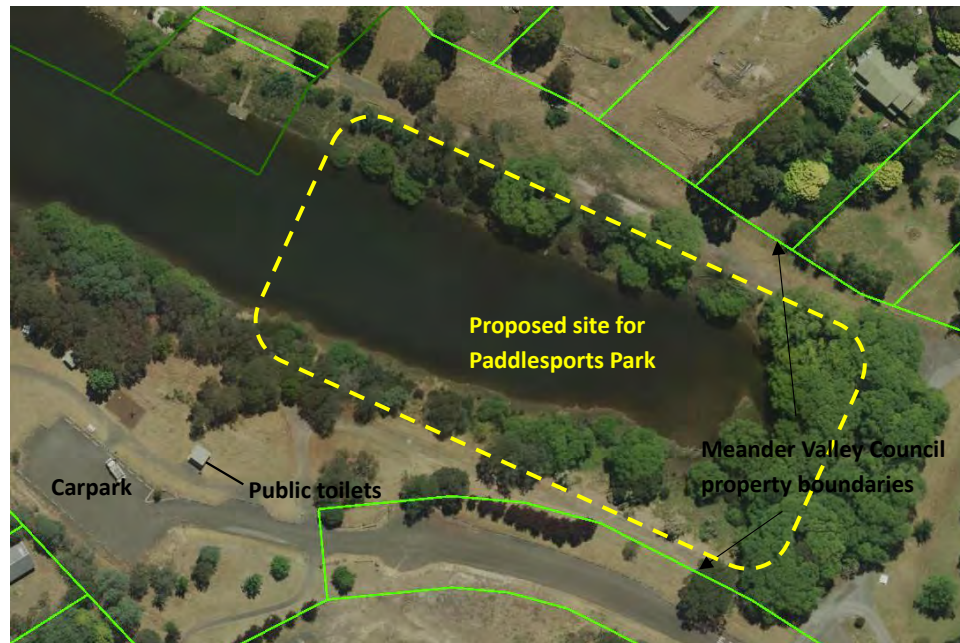


Figure 1 Aerial photo of the site area (LISTmap)



Figure 2 Photo looking east across the site at low water level

4.2 Existing structures and underground services

No existing structures are present at the site, and no overhead services pass over the site.

A utility plan request was made through BYDA. The responses from the various asset owners reported the following assets in the area of the site:

- Tasnetworks – no assets identified
- Department of Premier and Cabinet - no identified any registered Aboriginal relics or apparent risk of impacting registered Aboriginal relics
- West Tamar Council – no assets identified
- Telstra – no assets identified
- TasWater – 150 PVC-U Sewer gravity main along the southern boundary of the site. This sewer line runs beneath the existing unsealed road that runs along the southern boundary of the site and is identified in the field by a series of concrete manhole covers. A pump station overflow pipe is to the south east of the site, and an overflow pipe leads into the far south east corner of the Lake Trevallyn inlet.
- NBN Co – no assets identified

Several minor stormwater outlet pipes, understood to be Meander Valley Council assets, which were not reported in response to the BYDA, were located and surveyed during the site survey.

5. Subsurface conditions

5.1 Geology

Reference to the 1:25 000 Launceston geology map shown in Figure 3 indicates that the site is underlain by deeply weathered dolerite (Jdw), on the southern bank and dolerite (Jd) on the northern bank. Below the water alluvial gravel, sand and clay (Qa) are likely to overlie the dolerite units. An image of the relevant part of the geology map is presented in Figure 3. (Reference: Forsyth, S.M. and Calver, C.R. (compilers). Digital Geological Atlas 1:25 000 Scale Series, Sheet 5041. Launceston. Mineral Resources Tasmania. produced by Mineral Resources Tasmania).

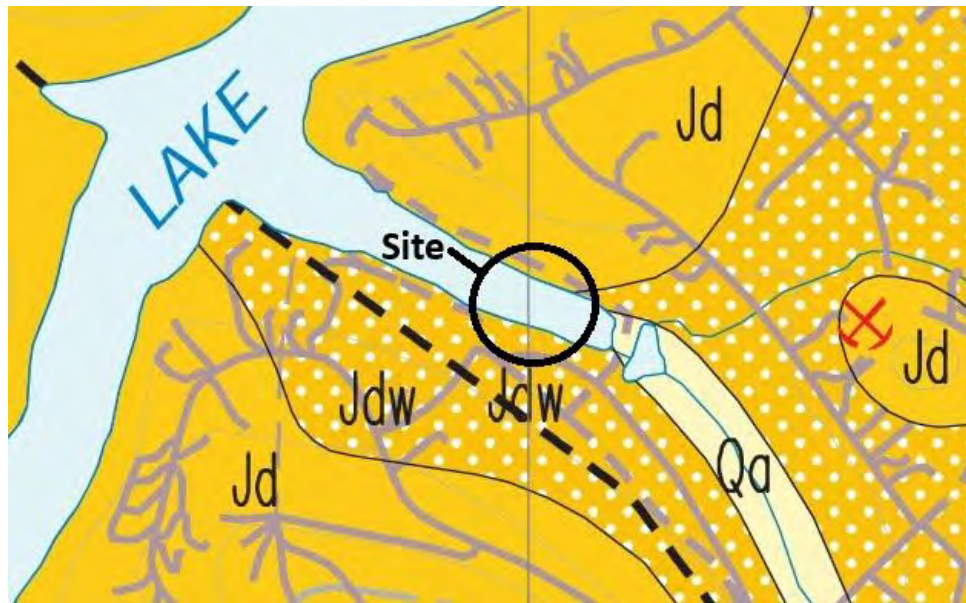


Figure 3 Site geology

5.2 Geotechnical

A geotechnical inspection of the site confirmed the site conditions to be broadly in line with those described in Section 5.1, with the exception that the slopes above the north and south banks comprise fill overlying the dolerite. The following observations were made of each of the geological units encountered on the site:

5.2.1 Fill

Above approximately RL126, on both the north and south banks, the ground surface is stepped in a series of filled benches. The fill appears to be comprised mostly of weathered dolerite in origin. Areas of minor erosion were observed, likely caused by the lake water, on both the north and south sides of the inlet, between approximately RL126 m and RL126.5 m.

5.2.2 Alluvial soils

Probing of the site soils revealed that the alluvial soils were encountered below approximately RL125.5 m, and typically consisted of between 0.05 m to 0.15 m of soft alluvial clay/sandy clay, overlain in places with a thin layer of very soft organic clay. The soft clays were underlain by a

variable depth of firm to stiff clay / sandy clay and loose sands, which were in turn underlain by weathered dolerite.

5.2.3 Weathered Dolerite

Several outcrops of weathered dolerite were visible on the southern bank of the site, between approximately RL125 m and RL126 m. No outcrops of fresh dolerite were observed at the site. A typical example of a weathered dolerite outcrop is shown in Figure 4.



Figure 4 Weathered dolerite outcrop on the southern bank

6. Survey

6.1 Site survey

A survey of the site was undertaken in March 2024. The site survey was undertaken with a GPS rover, with levels relative to SPM9777. Accuracy of approximately ± 50 mm is typical using this survey method. The survey contours, with 0.2 m spacing between minor contours and 1.0 m spacing between major contours, and reduced levels relative to AHD are shown in Figure 5.

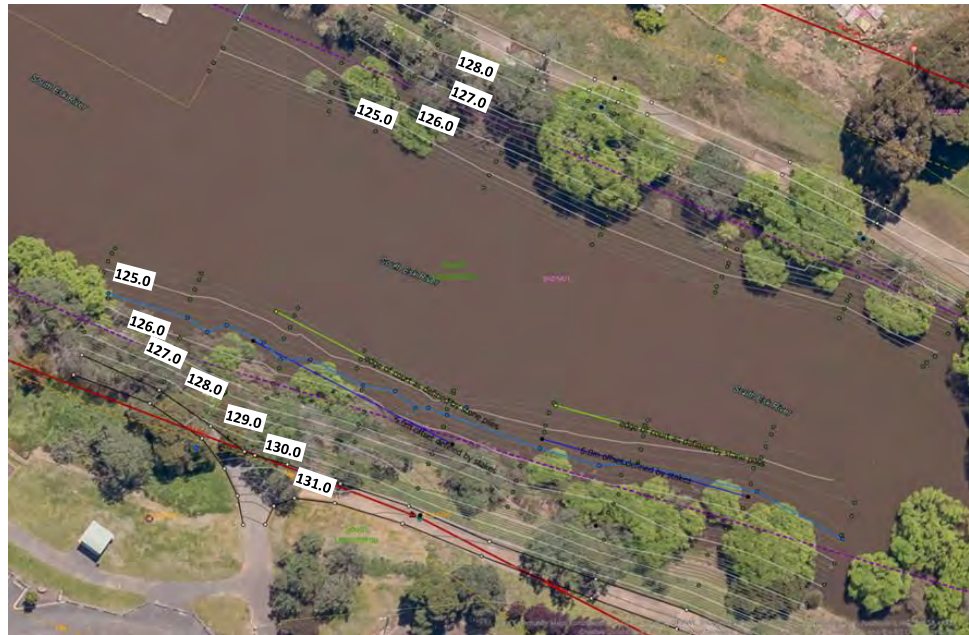


Figure 5 Site survey

6.2 Lake level

Note regarding levels: Hydro's water level records are based on a defunct survey datum, which is approximately 0.16 m below AHD. All water levels described in the section are based on Hydro's as-reported data, and have not been corrected to AHD levels.

The water level in Lake Trevallyn is managed by Hydro Tasmania. Hydro Tasmania have advised that they operate the lake according with the following:

- Trevallyn Lake is a designated Recreation Area, and as such, operations are to generally keep the level above 125.0 m to support recreational activities and aesthetics. *Refer to the note regarding water levels in relation to Australian Height Datum (AHD) at the bottom of this section.*
- The lake may be drawn down lower to prepare for expected high inflows, or during periods of maintenance.

An analysis of lake level data for the years 2017 to 2022 showed that the dam spilled (ie, the lake level was higher than 126.49 m) on average 58 days each year. Whilst there was significant variability within each year, the average frequency of spill days by season was as follows:

- Average number of spill days from December to February: 3.2
- Average number of spill days from March to May: 5.6
- Average number of spill days from June to August: 30.8
- Average number of spill days from September to October: 18.4

To illustrate Hydro's typical operation of the lake level in Lake Trevallyn, Figure 6 shows a plot of the Lake Trevallyn water level between 1st October 2023 and 21st February 2024. This is the typical period of year where the Blackstone Paddlesports Park will receive the most use. It can be seen that Hydro manage the water level between 125.0 and 126.1 for the vast majority of the time. Also visible is the lake level during a spill event, where the water level was drawn-down in advance of the higher water flows, followed by the higher water levels, above Full Storage Level (FSL), where Trevallyn Dam was spilling.

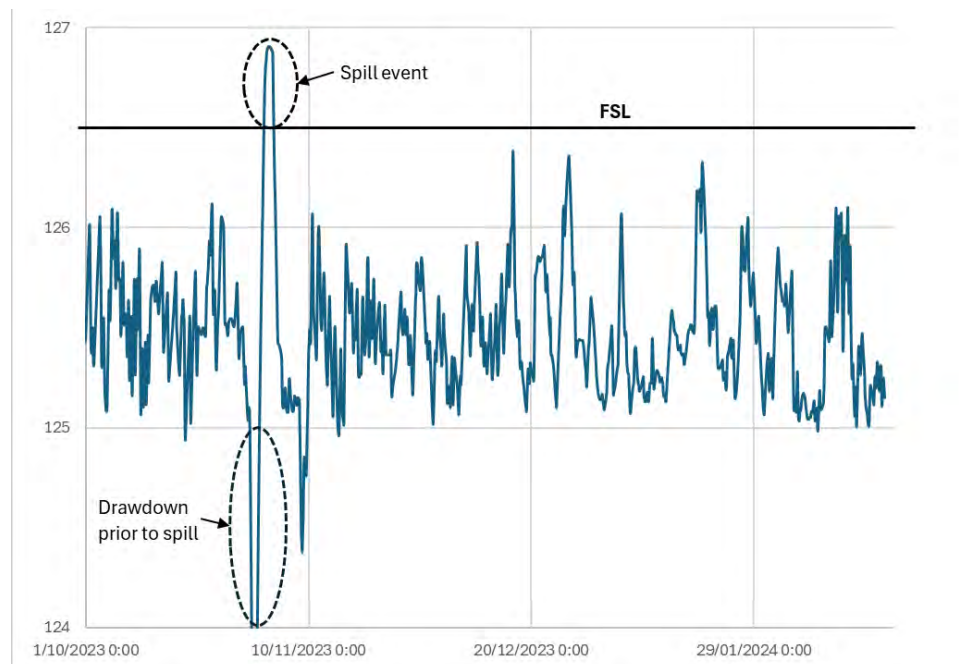


Figure 6 Lake Trevallyn water level between 1st October 2023 and 21st February 2024

6.3 Bathymetry

A bathymetric survey of the site, shown in Figure 7, was provided by Hydro Tasmania.

The bathymetric survey shows that water depths in the centre of the inlet vary between approximately 123 mAHD at the western end of the site, and 125.4 mAHD at the eastern end of the site. Although the survey, which is of unknown age, generally aligns with the topography of the lake bottom that has been observed during periods of lake draw-down, several minor inconsistencies have been noted, particularly that the area west of the 125 m contour at the eastern end of the inlet, is 0.5 m to 1.0 m deeper than shown on the bathymetric survey. For this reason it has been decided to only use the bathymetric survey for general guidance, and to survey the inlet bottom when the opportunity arises (when Hydro draw-down the lake level).

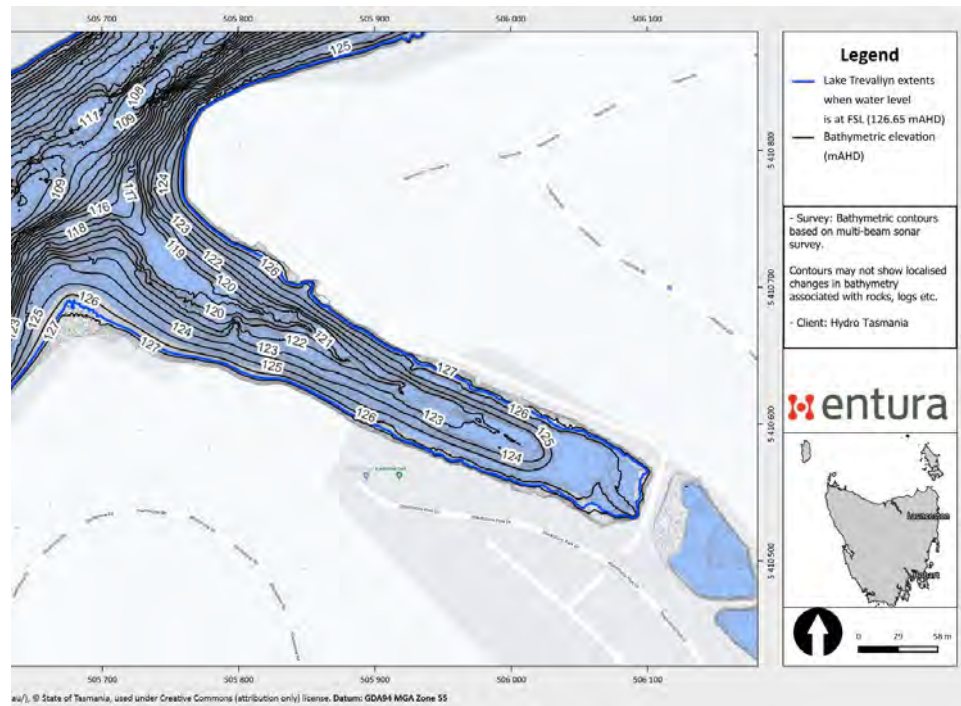


Figure 7 Site bathymetry (provided by Hydro Tasmania)

7. Landscape Design

7.1 Landscape design intent

The intent of the landscaping design is to create a landscape that supports the establishment of canoe polo fields and a slalom course, with associated access, marshalling and refereeing areas. To achieve the design intent, the design concept is to create:

- A raised and grassed area on the southern side of the inlet that will primarily serve as a surface where the canoe polo primary referee can work from, a marshalling area for players, and an area for spectators.
- Access tracks to the raised and grassed area from the existing tracks/roads.
- A waterside track on the northern side that will serve as the secondary referee track.

The landscape design needs to satisfy the universal design principles described in section 3.3, the geotechnical parameters described in section 7.3, whilst also being suitable for the site conditions described in section 4.

7.2 Universal design integration

A brainstorming and consultation process was undertaken to optimise the landscape design with respect to each of the universal design principles. The results of that process are shown in Table 2.

Table 2 Universal design integration - landscape design

Universal Design Principle	Design Integration Strategy
Principle 1: Equitable Use	a) Design accessible main access path (wide, smooth, slip resistant surfaces) with appropriate gradient (max 1:14) to accommodate all people wishing to access the site, including wheelchair users. b) Include a canoe launching area that allows for simple access to the water and is usable across a range of water levels.
Principle 2: Flexibility in Use	c) Ensure that the area is able to be accessed and used for walkers, swimmers and general park users. d) Provide alternative points of access to ensure there is flexibility and space for different users bringing in paddle craft and equipment e) Ensure there is sufficient space to carry out multiple paddling or other water-based activities concurrently. f) Develop multipurpose areas that can transition between different activities,
Principle 3: Simple and Intuitive Use	g) Install signage with clear universal symbols at the start of the access track. h) Ensure the site layout is simple and open so that it is observable and understandable by approaching users

Principle 4: Perceptible Information	i) Signage at the access track to describe the layout and purpose of the area, along with a site diagram. j) Ensure that the edges of tracks on slopes are demarked in such a way as to be easily distinguishable from the slope.
Principle 5: Tolerance for Error	k) Design embankments at slopes such that it is possible to easily walk up it and out of the water. l) Delineate the front edges of pathway steps.
Principle 6: Low Physical Effort	m) Design primary pathways with minimal slope. n) Where required, ensure that step heights (risers) are in the range 115mm to 190 mm, and widths (goings) are in the range 240 mm to 355mm. o) Landscaping designed to be low-maintenance.
Principle 7: Size and Space for Approach and Use	p) Create a wide access path (minimum 1.5m width) without tight bends that will be accessible by people carrying kayaks and canoes. q) Design grassed preparation areas with sufficient space for equipment and people if a larger competition were to be held. r) Design the canoe launching area to wide and easily accessible, and free of obstacles that may obstruct long craft. s) The area must be accessible by vehicle for maintenance, including grounds maintenance by Council. t) The area should be large enough to accommodate simultaneous playing of canoe polo and slalom training, or the establishment of a second (temporary) canoe polo field for use during the state or national competitions.

7.3 Geotechnical parameters

7.3.1 Batter slopes

Based on the geotechnical observations at the site, as described in Section 5, an analysis of undrained failure of saturated cohesive soils, and local experience with similar soils under similar conditions, stable batter slopes up to 2.0 m high may be formed at the maximum batter slopes presented in Table 3.

Table 3 Maximum batter slopes

Material	Maximum batter slope*
Fill (rock)	1V:1.5H
Fill (soil)	1V:2H
Soft clay/sandy clay, OR loose sand/clayey sand	1V:3H
Firm to stiff clay/sandy clay	1V:2H
Weathered dolerite	1V:1H

* For batters up to 2.0.m high in natural slopes, and 5.0 m high in filled (constructed) slopes

7.3.2 Excavatability

An assessment of the excavatability of the weathered dolerite encountered on the site was undertaken. The assessment was based on the method proposed by Tsiambaos and Saroglou (Bulletin of Engineering Geology and the Environment, February 2010, Excavatability assessment of rock masses using the Geological Strength Index), which assesses the excavatability of rock masses using the established GSI rock mass rating system.

Figure 8 shows the results of the assessment, which indicates that excavation of any weathered dolerite will require the use of an excavator equipped with a ripping tyne and rock breaker.

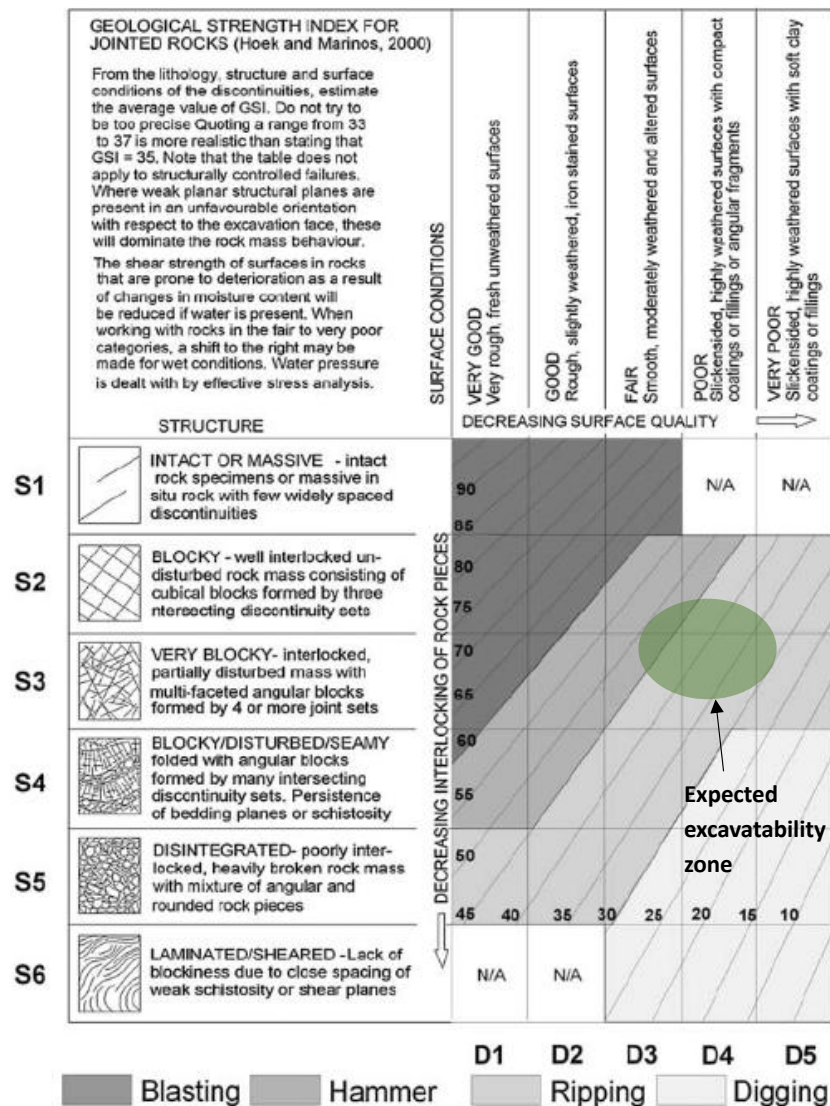


Figure 8 Excavatability assessment chart

7.3.3 Erosion protection

Due to the variable lake level, exposed ground surfaces should be protected from the erosive conditions caused by wind and wave action within the zone of normal lake level operation.

Embankment surfaces should be protected from erosion with rock revetment or rip-rap. Filled areas that are grassed should also be protected from erosion with a permanent purpose-designed geofabric.

7.4 Landscape design elements

The landscape design process has been undertaken to satisfy the design requirements and functions outlined in section 3.2, whilst addressing the universal design integration points identified in Table 2, and the geotechnical parameters described in section 7.3. The results of

this design process are displayed in Table 4. Detailed design drawings are included in Appendix A.

Table 4 Landscape design elements

Design element	Universal design integration*
A raised embankment on the southern side of the inlet, with the crest of the embankment at RL126.3. A flat referee path at the top of the embankment, sloping up at 1:20 to meet the existing ground surface. The embankment is comprised of two sections, the eastern section adjacent to the primary canoe polo field, and the western section adjacent to a multi-use space.	a,c,e,f,h,q,t
A rock revetment, constructed from natural dolerite stone, constructed at a grade of 1V:1.5H on the exposed face of the embankment, to protect the embankment from erosion.	k,o,
A gravel referee path, behind the rock revetment on the embankment. The path, constructed from medium grained gravel, will overlie progressively coarser gravel and cobbles that comprise the revetment underlayer, in order to ensure that the front face of the embankment is free-draining, reducing destabilising water pressure within the embankment, and flushing fine sediment that may otherwise accumulate on the path.	o
Geotextile to separate the coarse materials of the revetment underlayer, and the fine materials of the existing subgrade and the general fill placed.	o
Erosion control mat placed over the filled embankment, to reinforce the grassed surface and prevent erosion.	o,q
The construction and maintenance access road, leading down from the south-east corner of the inlet.	o,s
An access track to the embankment on the southern side of the inlet. 1.5 m wide and maximum grade 1:14, surfaced with compacted well-graded gravel to create a smooth surface. Edges of the path marked with paint line or similar.	a,c,l,p
A free-draining gravel referee track on the northern side of the inlet, constructed at RL126.3 m. Extending the full length of the primary canoe polo field and multi-use space.	d,o,t
A centrally located canoe launching area, located in the middle of two sections of embankment, and at the far end of each embankment. Retain natural ground surface.	b,e,r
Excavation of shallow areas of the primary canoe polo field to a minimum depth of RL 124.2 m. Re-use the material, where appropriate, as embankment fill.	c,e

* Refer to Table 2

8. Canoe Polo Field Design

8.1 Canoe polo field design intent

This section relates to the primary canoe polo field, which is intended to stay assembled for the duration of the outdoor canoe polo 'season'. When the need arises for a secondary canoe polo field to host a competition, Tamar Canoe Club has the equipment required to do this, from the field currently assembled at Blessington. The design of the canoe polo goals for the primary field is dealt with separately in section 9.

The primary canoe polo field is required to be positioned in such a way as that its southern sideline is no further than 5 m from the southern referee path, and that there is a minimum lakebed level of 124.2 mAHD across the field to enable games to be played at the minimum water depth of 0.9 m.

The canoe polo field design needs to satisfy the canoe polo field specifications listed in section 8.2, the universal design principles described in section 3.3, whilst also being suitable for the site conditions described in section 4, in particular the constantly varying lake level.

8.2 Canoe polo field specifications

The relevant specifications provided by the International Canoe Federation (ICF) for canoe polo fields are as follows:

- The playing area must be rectangular and have a length of 35 m and a width of 23 m.
- The water throughout the playing area must be still water at least 0.9 m deep.
- There should be a walkway on each side of the playing area kept clear for the Referees.
- The sidelines and goal lines are to be indicated by a floating lane rope. The section of the goal line four m either side of the centre of the goal frame should be free from floats so as not to interfere with the positioning of the goalkeeper.

A diagram showing a top view of a canoe polo field layout is shown in Figure 9.

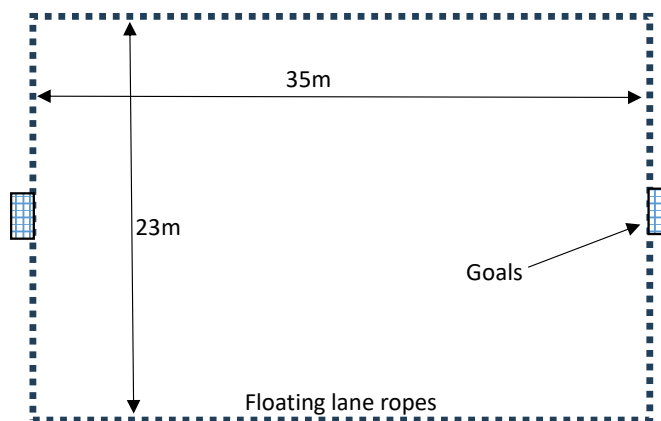


Figure 9 - Canoe Polo Field Layout

8.3 Universal design integration

A brainstorming and consultation process was undertaken to optimise the canoe polo field design with respect to each of the universal design principles. The results of that process are shown in Table 5.

Table 5 Universal design integration - canoe polo field

Universal Design Principle	Design Integration Strategy
Principle 1: Equitable Use	a) Design the field so that it may be set up, repaired, modified, or dismantled without requirement for specialised skills, tools, or abilities.
Principle 2: Flexibility in Use	b) Design the field to be usable across a maximum range of water levels. c) Ensure the design satisfies specifications for canoe polo fields that are required to hold high level (ie, state or national) competitions.
Principle 3: Simple and Intuitive Use	d) The material components to build the field should be simple, easy to handle, and readily purchasable locally in case repairs or replacement parts are required. e) The field should be simple to assemble and repair, requiring no specialised equipment or skills.
Principle 4: Perceptible Information	f) Create a simple visual schematic of the field layout and design to enable simple assembly, regardless of prior experience or knowledge. g) Show the locations of anchors in relation to physical objects at the site, in case of damage and the anchor lines needing to be re-located.
Principle 5: Tolerance for Error	h) Ensure that anchors are fully buried so that they don't present a hazard to people walking in the water. i) Ensure that there are no loose lines in the design that may constitute a risk of entanglement. j) Ensure that the design incorporates, as much as possible, robust and low cost components that will constitute a low susceptibility to intentional damage or theft.
Principle 6: Low Physical Effort	k) Design the field to be a semi-permanent installation, requiring setting-up and packing-up only at the start and finish of the canoe polo season. So that otherwise the canoe polo field does not require any attention for routine use.
Principle 7: Size and Space for Approach and Use	l) Design the field to be located close to water access points to ensure fast change-over between games, and a close location for paddlers who have 'swum' to recover.

	m) Design the field anchor lines to be in shallow water so that repair or modification can be undertaken whilst standing.
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8.4 Canoe polo field design elements

The canoe polo field design process has been undertaken to satisfy the design functions outlined in section 3.2, whilst addressing the universal design integration points identified in Table 5, and the canoe polo field specifications outlined in section 8.2. The results of this design process are displayed in Table 6. Detailed design drawings are included in Appendix A.

Table 6 Canoe polo field design elements

Design element	Universal design integration*
The field to be positioned such that the southern edge of the field is 5.0 m from the referee path on the eastern section of the embankment, and lakebed surface level across the field area is not more than RL 124.2 m.	b,c
The field boundaries are to be constructed from 2.5 mm 304 grade stainless steel wire rope threading through Anti Wave lane rope disks (the Tamar canoe Club already owns these). 4 mm Aquatec rope is to be used 4 m either side of the goal centreline. All connections to be made by thimble and swage ends with galvanised shackle connectors.	a,c,d,e,j,k
An 8" white surface float will be positioned at each corner of the field to ensure the corners of the field do not submerge during higher water levels.	b
Each corner of the field will be held in position by an anchor rope pulling the field outwards. The anchor lines shall incorporate a short length of bunji cord to allow the anchor line to stretch at least 100 mm to accommodate changing lake levels.	b
Anchors in areas where the soils are deep (>0.3 m) will comprise a maximum 20kg block of concrete, installed or cast in place. An 8 mm galvanised U-bolt shall be set into the concrete. Attachment between the anchor line and the anchor will be via a minimum 1.0 m length of galvanised chain. The entire anchor shall be covered with soil such that only the chain protrudes from the ground surface. Anchors in areas where the rock is at a shallow depth (<0.3 m), shall be constructed with drilled anchors into the dolerite. The anchor should be fully recessed into a recessed rock socket, and grouted over such that only the chain protrudes from the ground surface.	b,d,h,j,m

* Refer to Table 5.

9. Canoe Polo Goal Design

9.1 Canoe polo goal design intent

The intent of the canoe polo goal design is to satisfy the design requirements listed in section **Error! Reference source not found.** and the universal design principles described in section 3.3, whilst also being suitable for the site conditions described in section 4, in particular the constantly varying lake level.

Several distinctly different design options were available for use on the primary canoe polo field: cable-hung goals, bottom mounted goals, and floating goals. Given the differences in each of these potential goal designs, it was considered appropriate to assess each against the universal design principles in order to assess the most appropriate design.

9.2 Canoe polo goal specifications

The International Canoe Federation (ICF) specifications for the design of canoe polo goals are as follows:

- Each goal will be located over the centre of each goal line with their lower inside edge two (2) metres above the surface of the water.
- Each goal is to be held in such a way that it is prevented from swinging or moving.
- The goal supports should not interfere with any player defending or manoeuvring around the goal area, or with the flight of the ball in the area of play.
- Each goal will consist of an open frame one (1) metre high by one and a half (1.5) metres wide (measured internally) hung vertically.
- The maximum width of a material used to construct the goal frame will be five (5) centimetres.
- The goal frames should not have any vertical or horizontal bars parallel to the main goal frame which may cause the ball to rebound out of the goal frame.
- The front face of the frame must be red and white striped. Each stripe being of 20 centimetres length.
- Each goal is to have a net made from a strong shock absorbing material, which allows the ball to pass freely through the goal frame but indicate clearly that a goal has been scored.
- The net must be a minimum of fifty (50) centimetres deep and have no loose or hanging ends which may interfere with players or their equipment or blow in the wind or that may impede the ball entering the goal.

9.3 Universal design integration

A brainstorming and consultation process was undertaken to optimise the canoe polo goal design with respect to each of the universal design principles. The results of that process are shown in Table 7.

Table 7 Universal design integration - canoe polo goals

Universal Design Principle	Design Integration Strategy
Principle 1: Equitable Use	a) Design the goals to require minimum skills, knowledge, or physical ability to set up or operate.
Principle 2: Flexibility in Use	b) Install adjustable canoe polo goals that accommodate lake level fluctuations, preferably automatically. c) The goal height is easy to modify, if Paddleball is played in the future at the field (Paddleball requires a lower goal).
Principle 3: Simple and Intuitive Use	d) Ensure the design is simple and requires little or no knowledge or skill to use. e) Design the goals to require little or no set-up.
Principle 4: Perceptible Information	f) Any information required to operate, maintain or adjust the goals is clearly displayed on the goal design, and where appropriate, on the constructed goals themselves.
Principle 5: Tolerance for Error	g) Ensure that the design presents no risk, during play, of the goals dropping on to players. h) Ensure that goals do not pose a safety risk to others (eg: swimmers attempting to climb a goal structure) i) Ensure that the design has a low susceptibility to intentional damage or theft. j) Design the goals to be stable during windy or wavey conditions.
Principle 6: Low Physical Effort	k) Ensure that the goals are designed such that low physical effort is required for routine use or maintenance. l) Design the goals to resist wear and corrosion for a long design life.
Principle 7: Size and Space for Approach and Use	m) Ensure that there is sufficient space for the installation method of the goals. n) Ensure that the goal design does not unnecessarily impede other non-canoe polo water activities.

9.4 Goal design options

The following goal design options were considered, and compared against each other in the multi-criteria assessment presented in Table 8.

9.4.1 Cable-hung goals

This option involves hanging two semi-permanent cables across the river along the goal lines. The span of the cables would be approximately 60 metres. To ensure the goals could be hung at the correct height for a water level of RL126m, the cable, at the goal locations, would need to be at approximately RL129m. Allowing for cable sag, the ends of the cables would need to be secure to posts erected on the banks, and reach at least RL130 metres.

Lightweight aluminium goals would be installed and removed by use of a 'return line'. The distance of the goals above the water could be controlled by winching the cable in or out from hand winches attached to the posts.

The potential benefit of this method are its relative affordability. The disadvantages are the requirement to continually manually change the goal heights as the water level changes, goals swinging in the wind, and potential safety issues assisted with the cables being close to the water surface during flood events, and in the potential for accidentally dropping goals on paddlers.

9.4.2 Bottom-mounted goals

A bottom-mounted goal would comprise a pre-fabricated steel structure mounted on the bottom of the lake. Hand-operated stabilisers would be used to level the structure during installation, during which time the water level in the lake would need to be lowered below the level of the bottom of the lake. A system comprising a float and cable arrangement would control the level of the goals so that they always remained at the correct height.

This option would likely have a higher initial cost than cable-hung goals, but would be a more durable option that required no work to set-up the goals for each game.

9.4.3 Floating goals

Goals mounted on floats would be anchored to the sides or bottom of the river to hold the goals in the correct position, with mechanisms to ensure that the goals could float up with flood events without submerging or damaging the goals.

This option would potentially be more susceptible to interference from people trying to climb on the structure, potentially turning it over or otherwise damaging it.

9.5 Multi-criteria assessment

A multi-criteria assessment was undertaken in order to select the most appropriate goal design option. The results of the assessment, shown in Table 8, indicate that bottom-mounted goals are clearly the most suitable of the design alternatives considered for the Blackstone Paddlesports Park.

Table 8 Multi-criteria assessment for canoe polo goals

Criteria	Cable-hung goals	Bottom-mounted goals	Float-mounted goals
Design the goals to require minimum skills, knowledge, or physical ability to set up or operate.	1	3	3
Install adjustable canoe polo goals that accommodate lake level fluctuations, preferably automatically.	1	3	3
The goal height is easy to modify, if Paddleball is played in the future at the field (Paddleball requires a lower goal).	2	3	1
Ensure the design is simple and requires little or no knowledge or skill to use.	1	3	3
Design the goals to require little or no set-up.	1	3	3
Ensure that the design presents no risk, during play or outside of play, of the goals dropping on to people.	2	3	2
Ensure that goals do not pose a safety risk to others (eg: swimmers attempting to climb a goal structure).	2	3	1
Ensure that the design has a low susceptibility to intentional damage or theft.	2	3	2
Design the goals to move as little as possible during windy or wavey conditions.	1	3	2
Ensure that the goals are designed such that low physical effort is required for routine use or maintenance.	1	3	2
Ensure that there is sufficient space for the installation method of the goals.	3	3	3
Ensure that the goal design does not unnecessarily impede other non-canoe polo water activities.	2	3	2
Total Score	19	36	27

* 1 = Deficient, 2 = Satisfactory, 3 = Ideal

9.6 Canoe polo goal design elements

The canoe polo goal design process has been undertaken to satisfy the design functions outlined in section 3.2, whilst addressing the universal design integration points identified in Table 7, and the canoe polo goal specifications outlined in section 9.2. The results of this design process are displayed in Table 9. Detailed design drawings are included in Appendix A.

Table 9 Canoe polo field design elements

Design element	Universal design integration*
Bottom mounted goal structure, with a stable base that will resist overturning moments up to 3000Nm.	g,h,m,j,n
Base that incorporates screw jacks to cater for a variable ground surface.	k
A single upright post, 125 mm RHS to support the above-water goal structure. This will make it a difficult and unattractive structure to climb onto.	h,i
Pivoting arms, that automatically keep the goals the desired depth from the water via a wire rope run through pulleys on the base to a float at the surface of the water.	a,b,c,d,e,g,k
Goals connected to the top and bottom of the pivoting arms to prevent the goals swinging in windy conditions.	j
Nylon bushes installed at all pivot points to reduce wear and ensure the goals do not 'squeak'.	l
All steel elements on the structure (comprised entirely from 125 mm RHS with 4 mm wall thickness, and 50 mm RHS with 4 mm wall thickness) to be hot dip galvanised.	l

10. Canoe Slalom Course Design

10.1 Slalom course design intent

The intent of the slalom course design is to satisfy the specifications listed in section 10.2, the universal design principles described in section 3.3, whilst also being suitable for the site conditions described in section 4. It is noted, however, that the Blackstone Paddlesports Park is intended as a training facility, and therefore, aspects of slalom course design that are important for high-level competition may not be as crucial for a training facility.

The Tamar Canoe Club has consulted with the Derwent Canoe Club and the Tasmanian Canoe Club, part of whose slalom course at Forth is shown in Figure 10, regarding the design of the canoe slalom course layout of the Blackstone Paddlesports Park. Both of these clubs have existing canoe slalom courses. Based on the Tamar Canoe Club's consultation with these clubs, the following slalom course design concept is proposed for the Blackstone Paddlesports Park:

- Six to ten posts on each side of the inlet, spaced at approximately 5 m apart,
- The top of the posts at least 4 m above the water level, with higher being better.
- Removable lines, strung between posts, to span the inlet.
- Each line able to support two slalom gates.
- A method of tensioning the lines spanning the inlet, with at least 2:1 mechanical advantage.



Figure 10 Canoe slalom course on the Forth River

10.2 Canoe slalom gate specifications

There are no specifications for canoe slalom regarding posts or cross river lines. The International Canoe Federation (ICF) specifications for the design of canoe slalom gates are as follows:

- The gates consist of two suspended poles painted with green and white rings for downstream gates and red and white rings for upstream gates, with the bottom ring always white, each ring is 20 cm high.

- A black band of a minimum width of 2 cm and maximum width of 2.5 cm is placed around the base of each pole.
- The width of a gate is at least 1.2 meters measured between the inside edge of the poles.
- Poles must be round and 1.6 m to 2.0 m long by 3.5 to 5.0 cm in diameter, and of sufficient weight that motion caused by wind is not excessive.
- The height of the poles above the water should be such that it provides fair and reasonable conditions for negotiation whilst simultaneously satisfying the aims of course designers.
- The pole adjusting system must enable easy adjustment for each pole on every gate.
- The gate number panels must measure 30 cm x 30 cm. The numbers must be inscribed on both sides of the panels using written in black on a yellow or white background. Each number and letter must measure 20 cm in height and 2 cm in thickness. On the side of the panel opposite the direction of course negotiation, there is a diagonal red line from the bottom left to the top right.

10.3 Universal design integration

A brainstorming and consultation process was undertaken to optimise the canoe slalom course design with respect to each of the universal design principles. The results of that process are shown in Table 10.

Table 10 Universal design integration - canoe slalom course

Universal Design Principle	Design Integration Strategy
Principle 1: Equitable Use	a) Ensure that the design allows for the flexibility in set-up, such that slalom courses can be set for beginner through to advanced kayakers. b) Include a mechanical advantage pulley system to allow the gates to be raised with minimal strength required.
Principle 2: Flexibility in Use	c) As for (a), ensure that the course set-up is fully flexible with user requirements. d) Locate the slalom course a spot where it is unlikely to interfere with canoe polo.
Principle 3: Simple and Intuitive Use	e) Ensure that a simple and intuitive system is established for setting up the cross lines and installing the gates. I.e, not requiring any particular knowledge with knots or rigging. f) Install posts up the slope rather than installing high posts to achieve the desired height of installation. Maximum height of posts to accommodate typical reaching height of 2.35 m with a single step.
Principle 4: Perceptible Information	g) Include a design diagram showing simple instructions on how to set up, modify or dismantle the slalom course.

Principle 5: Tolerance for Error	h) Ensure the design minimises the risk of gates falling on to paddlers. i) Ensure that the design incorporates, as much as possible, robust and low cost components that will be less susceptible to intentional damage or theft. j) Locate the posts in positions that do not obstruct the passage of other park users. k) Ensure that the cross river lines are not at a level that obstruct other park users.
Principle 6: Low Physical Effort	l) Design a system of installing the cross lines and gates that does not rely on strength. Consider simple pulley systems for mechanical advantage, where required. m) Design the gate assembly to be as light as practicable. n) Design the parts for durability and longevity.
Principle 7: Size and Space for Approach and Use	o) Locate the posts in positions where they are easily accessed, but do not obstruct passage. p) Ensure that the gates can be installed from the embankment, to minimise the work involved in course set-up.

10.4 Cross river line clearance

An assessment of the height clearance of the cross-river lines (which would be temporarily installed for each training session) was undertaken to determine the required height of the posts such that the lines did not obstruct park users whilst they were in place. The result of the assessment is shown in Figure 11, which shows the side view of the fourth cross river line from the east. This assessment indicated that a cross river line height of 2.3 m at the post would result in a 2.12 m clearance at the line's lowest point: the outside edge of the main access track.



Figure 11 Cross river line showing height clearances at key points

10.1 Canoe slalom course design elements

The canoe slalom design process has been undertaken to satisfy the design functions outlined in section 3.2, whilst addressing the universal design integration points identified in Table 10, and the canoe slalom gate specifications outlined in section 10.3. The results of this design process are displayed in Table 11. Detailed design drawings are included in Appendix A.

Table 11 Canoe slalom course design elements

Design element	Universal design integration*
Eight posts installed on each side of the inlet to support eight cross-river lines. Each post to be fabricated from 60 mm CHS, with all metal components hot dip galvanised.	m
The location of the posts is in the multi-use area, immediately west of the primary canoe polo field.	d,o
Each post is to be located no closer than 1.0 m from a batter slope, to ensure the stability of the posts and a flat working area around each post.	j
Each post to have a welded loop at 0.1 m height and 2.3 m height. The upper loop is for the connecting the cross-river lines, and the bottom loop is to attach the bottom pulley of a 3:1 mechanical advantage pulley system.	b,l
A single step, likely a small dolerite boulder, approximately 250 mm high at the base of each post to allow shorter people to be able to reach the top welded loop on each post.	f
Each post is to have a 125 mm nylon cleat attached for the purpose of tying off the 3:1 pulley system.	b,l
Eight cross-river lines, each from 6 mm Aquatec rope. This rope has proved suitable for use at the Forth slalom course for many years. The cross-river lines are to be stored on hose rollers to allow simple setting-up of the course. The cross-river lines are to be installed for each session, with the lines spanning the inlet between the top welded loops on the posts. This height allows for at least 2.1 m clearance at the closest point, the access track on the southern side of the inlet.	i,k
Pulley system to apply 3:1 mechanical advantage to the cross-river lines. This is required to raise the gates to the appropriate level without excessive force required. Each pulley system to comprise a top double pulley and a bottom single pulley. Each pulley is to be permanently threaded with a cross-river line and temporarily connected to the welded loops on the posts.	b,e,l
16 slalom gates, assembled as shown in the design drawings, to allow two gates for each cross-river line.	c

7.2 Plan 2 - PA2025111 - Visitor Accommodation - Change of Use with access over 380 and 398 Rowella Road - 400 Rowella Road, Kayena

REPORT AUTHOR: Statutory Planner - Dee Yuvanesan

REPORT DATE: 13 October 2025

ATTACHMENTS:

1. [7.2.1] Plan 2 - Location Plan
2. [7.2.2] Plan 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 the change of use of an existing shed to Visitor Accommodation. The proposed Visitor Accommodation has a floor area of 101.4m², is self-contained and includes 3 guest bedrooms. The building will not be used for permanent occupation. The access to the site is via the existing legal right of way through the neighboring properties at 380 Rowella Road and 398 Rowella Road.

The site is located within the Rural Living Zone (C) and contains an existing single dwelling which was constructed in the 1970's. The access to the site includes existing 7m wide Right of Way easements over 380 and 398 Rowella Road, subject to Easement 54/3153, which provides access ‘for all purposes’.

Visitor Accommodation is a Permitted use within the Rural Living Zone. However, the proposal requires a discretion of the following development standards:

	Acceptable Solution	Proposed
11.3.2 A1 (a) Existing Habitable Buildings	Visitor accommodation must accommodate guests in an existing habitable building	Visitor accommodation is proposed in an existing non-habitable building, to be converted to habitable.

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	01/05/2025
Request for further information	07/05/2025
Information satisfied	01/09/2025
Advertised	02/09/2025
Closing date for representations	17/09/2025
Day 42	07/10/2025
Extension of time granted	24/09/2025
Decision due	24/10/2025

THE APPLICATION

Application Details:

Development Application	PA2025111 – Visitor Accommodation - Change of Use of existing building with access over 380 Rowella and 398 Rowella Road
Location	400 Rowella Road, Kayena
Applicant	Ludovic Vilbert
Planning Instrument	Tasmanian Planning Scheme – West Tamar (the Scheme)
Zone	Rural Living Zone
Use	Class - Visitor Accommodation
Codes	C2.0 Parking and Sustainable Transport Code C3.0 Road and Railway Assets Code C7.0 Natural Assets Code C13.0 Bushfire-prone Areas Code C15.0 Landslip Hazard Code
Specific Area Plans	N/A

Site Details:

Area	4.839ha
Slope	The site slopes down gradually from the northwestern rear of the site towards Porters Road at the southeastern frontage of the site.
Existing Use/Development	Residential Use – Single dwelling, outbuildings for domestic storage purposes and garden sheds.
Surrounding Use/Development	The site is surrounded by single dwellings and outbuildings within large rural residential properties.

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.

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 complies with the relevant standards, except for the identified discretions that follow. When a proposal relies on a discretion, it must be assessed against the relevant performance criteria for compliance.

CLAUSE 11.3.2 Visitor Accommodation

ACCEPTABLE SOLUTION NOT ACHIEVED	A1 <i>Visitor Accommodation must:</i> (a) <u>accommodate guests in existing habitable buildings;</u> and (b) <u>have a gross floor area of not more than 200m² per lot.</u>
PERFORMANCE CRITERIA	P1 <i>Visitor Accommodation must be compatible with the character and use of the area and not cause an unreasonable loss of residential amenity, having regard to:</i> (a) <i>the privacy of adjoining properties;</i> (b) <i>any likely increase in noise to adjoining properties;</i>

	(c) <i>the scale of the use and its compatibility with the surrounding character and uses within the area;</i> (d) <i>retaining the primary residential function of an area;</i> (e) <i>the impact on the safety and efficiency of the local road network; and</i> (f) <i>any impact on the owners and users rights of way</i>
ASSESSING OFFICER'S COMMENTS	The proposal is for change of use of a non-habitable shed into a habitable building to be used for Visitor Accommodation. As it is not already habitable, assessment is required against the performance criteria. The visitor accommodation will be compatible with the character and use of the area without causing an unreasonable loss of residential amenity, as follows: (a) The proposed visitor accommodation is well setback to all boundaries and adjoining dwellings. The closest neighbouring property is to the North-east, for which the Visitor Accommodation is setback >15m from the side boundary and approximately 40m from the nearest dwelling. The separation, orientation and existing vegetation will further reduce any privacy impacts. The applicant has confirmed retention of the existing landscaping to maintain the buffer between the subject site and the adjoining lot. (b) The proposed visitor accommodation is small-scale, consisting of 3-bedrooms in a single self-contained accommodation. The noise levels from the proposal are likely to be similar to a typical residential development. The operator will be responsible for managing guest noise levels in accordance with the proposed 'house rules'. Additionally, the applicant has proposed to use noise mitigation measures in the construction, including double glazing and hempcrete building material to contain internal noise within the building. (c) The proposal is for the change of use of the existing shed into visitor accommodation. Therefore, the proposal will be contained within the existing shed envelope which has a floor area of ~101.4m². Visitor parking will be provided directly adjacent to the building. (d) The land will continue to be primarily residential, with the proposed visitor accommodation use secondary to the existing dwellings function in the Rural Living Zone. The scale of the use and development will be consistent with the neighbouring residential dwellings and outbuildings in Kayena. The proposed floor area of the visitor accommodation will exceed the floor area that would be permissible for a 'Secondary residence' which could be permanently occupied (i.e. 60m²). As such, a condition has been recommended to limit use of the building to short-term occupancy only, not for use as a permanent residence. (e) The vehicle generation to the site will be similar to a residential development which is reasonably low. Visitors to accommodation of this sort, in this location, are not likely to be coming and going more than once or twice per day. The required parking for the proposal is provided onsite, and access arrangements will remain unchanged. As

	such, the impact on the safety and efficiency of the road network will not be significant. (f) Access to the site will continue via the existing legal Right of Way over the adjoining properties (380 and 398 Rowella Road) without any alteration to alignment, width or legal rights. The proposal will not impede owners' or users' legal access, sight lines, maneuvering, or safety of the access way. Guest vehicular movements will be low in volume, are in-line with the existing terms of the right-of-way easement, and will not unreasonably impact other users'. Furthermore, the applicant has proposed to install a sign to encourage guests to drive slowly on the shared driveway ("Slow/Shared driveway"). Therefore, the proposal satisfies the performance criteria.
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ROAD AUTHORITY COMMENTS

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

The proposal seeks to convert an existing shed into a habitable building for the purpose of Visitor Accommodation use. Trip generation from the development has been conservatively estimated to be 7.4 trips/day based on a residential use, rather than a casual accommodation use such as a motel.

A condition has been added to the draft permit to require the existing crossover onto Rowella Road to be upgraded and sealed. The upgraded access and surrounding road network can absorb the additional traffic created by this proposal.

STORMWATER AUTHORITY COMMENTS

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

The property does not have a connection to a reticulated stormwater system. The development proposes to pipe stormwater toward the paddock downslope, which is not expected to create a nuisance. The downslope flow path from on-site stormwater disposal is toward Porters Road, approximately 250m to the southeast.

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 representor was concerned about direct stormwater flow running into their property. They have requested consideration to channel stormwater directly downhill towards Porters Road.

ASSESSING OFFICER'S COMMENTS	The proposal is for change of use only and does not alter the impervious or roofed area. Nonetheless, the applicant has amended the site plan to re-channelize the stormwater to run towards Porters Road through the subject site consistent with Council's stormwater authority's advice. No adjoining properties are likely to be affected through this amended stormwater proposal.
ISSUE 2	The representor was concerned that the proposal could affect their access.
ASSESSING OFFICER'S COMMENTS	The subject site shares a legal right of way through the neighbouring properties 380 and 398 Rowella Road. The terms of the Right of Way easement allow for access for all purposes. No notification of the change use of a right of way is required. The applicant proposes to install regulatory signs mentioning "Slow/Shared driveway" for the guests to be mindful when using the driveway. As the site is in the bushfire area, the applicant will upgrade the driveway for emergency access which will be beneficial for all users. Moreover, the additional trip generation over the access will be modest in comparison to a regular residential dwelling.
ISSUE 3	The representor was also concerned about the noise from visitors to the accommodation.
ASSESSING OFFICER'S COMMENTS	As stated above, the visitor accommodation is only for a small-scale use limited to the 3-bedroom guest capacity, and ~101.4m² GFA. The existing dwelling would remain in use and is closer to the new use than the nearest dwelling on any adjoining land. The applicant, who is also the architect, has considered the external wall building material as hempcrete which is likely to naturally absorb the sound and significantly reduce noise transfer. Double glazing has been proposed for all the windows. The noise levels from the proposal are likely to be similar to a typical residential development and this will also be managed by 'house rules' for guests. A planning condition is recommended to ensure noise is appropriately managed by the operators. Openings are oriented and screened to maintain the privacy of adjoining dwellings.

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 approval is provided with conditions. 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 satisfied that the proposal meets the relevant acceptable solutions and demonstrates compliance with the performance criteria for the requested discretions.

The matters raised by the representor have been considered but do not impact the assessment of the application and the officer's recommendation.

RECOMMENDATION

That application PA2025111 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 Visitor Accommodation – Change of Use with access over 380 and 398 Rowella Road, by Ludovic Vilbert for land at 400 Rowella Road, Kayena Lot No. 15 on Plan No. 40867 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 submitted by the applicant, prepared by Inwardout Studio, revision P1, reference no. 2402 and dated 21/08/2025.
 - (b) Structural Observation Report prepared by Brierley Consulting Engineers Pty Ltd, reference no ref. 2501A and dated Feb 10, 2025.
 - (c) Bushfire Hazard Assessment and Management Plan prepared by Autumn Leaves Consulting, reference no. ALC-BFM 2025/07, version 2.1 and dated 03rd April 2025
 - (d) Onsite Wastewater Management System Design report, prepared by Tasman Geotechnics, reference no. TG25038/2 - 01report OWMS – Rev01 and dated 21 August 2025

Any other proposed development and/or use, or substantial intensification of the use, will require a separate application to and assessment by the Council.

LENGTH OF STAY – SHORT TERM ACCOMMODATION

2. For the period of the use approved by this permit, no occupant may exceed three months duration within any rolling twelve-month period. The maximum three-month period is cumulative and is calculated based on the length of time a person occupies the premises.

Note - Any use of the new habitable rooms that exceeds this requirement may be considered Residential – Multiple dwellings and is Prohibited in the Zone.

3. For the period of the use approved by this permit and at the request of Council's Director of Planning and Development, information relating to those persons staying at the visitor accommodation must be recorded throughout the period of the use and provided to Council's Director of Planning Development within 48 hours of receipt of any written request for that record. The material required to be recorded includes:
 - (a) the names of all adult guests, and number of guests and contact details including telephone number or email address;
 - (b) the dates of stay (check in and check out); and
 - (c) the place of usual residence (suburb and postcode).

This information must be kept for a period of two (2) years.

SITE MANAGEMENT

4. The use must be operated in such a way that it does not cause an unreasonable nuisance to neighbouring properties.

5. Prior to the commencement of the use, a House Rules document must be prepared to the satisfaction of Council which outlines how potential nuisances will be minimised and must include the following matters:
- (a) Guests and visitors must park all vehicles within the property boundary;
 - (b) Musical instruments and sound amplifying equipment are only permitted in the following hours:
 - Monday to Thursday: 7am to 10pm;
 - Friday: 7am to midnight;
 - Saturday: 9am to midnight; and
 - Sunday: 10am to 10pm.
 - (c) When guests and visitors are outside the building, noise must be kept within acceptable residential tolerances, for example, limiting revving of cars, shouting, loud singing or other similar activities;

The House Rules document must be displayed in a prominent location within the premises where it is easily noticeable by guests and visitors.

DRIVEWAY AND PARKING

6. Parking areas and access lanes, meeting the Acceptable Solution use and development standards, must be kept available on site for the Visitor Accommodation at all times and maintained for the life of the use.

ONSITE WASTEWATER MANAGEMENT

7. The land application area for onsite wastewater disposal must be separate from parking and accessways.

DRIVEWAY WORKS

8. Prior to the commencement of the use, the existing crossover onto Rowella Road must be upgraded and sealed, to provide a minimum sealed width of 4m for a length of 6m from the road carriageway. Works in the road reserve shall not commence until a Driveway Application Form has been submitted to Council and approved by the Road Authority.

SOIL, WATER AND DUST CONTROL

9. Soil, water and dust must be managed on the site during construction to:
- (a) prevent the escape of soil and sediments beyond site boundaries; and
 - (b) direct water runoff to a lawful point of discharge without causing nuisance for neighbours.

COMMENCED DEVELOPMENT STOP

10. Where development has commenced on site and then stops for two weeks or more, interim stormwater, erosion and dust control measures must:
- (a) be installed and maintained on site to the satisfaction of the Director Community Assets;
 - (b) ensure that overland flows do not become a nuisance to adjoining properties or Councils infrastructure;
 - (c) be maintained until work recommences on site; and
 - (d) include a weekly inspection as well as before and after every rain event and a reporting schedule to Council.

Permit Notes

- A. This permit was issued based on the proposal documents submitted for PA2025111. 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. If you are planning on providing or selling any food or drinks (including alcohol), you are required to apply for a Food Business Registration. Please contact Council's Environmental Health Department for more information.
- D. 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

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

Appeal Provisions

- F. 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

- G. 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.

DECISION

Moved:

Seconded:

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



VOTING

For:

Against:

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

Plan 2 – Attachment 1 – Location Plan
PA2025111
400 Rowella Road, Kayena



ORDINARY COUNCIL MEETING Tuesday 21 October 2025

Site Information

Property Address 400 ROWELLA RD, KAYENA TAS 7270
Property ID 6103879
Title Reference 40867/15

Land gross area 50343 sqm

Planning Scheme Tasmanian Planning Scheme

Planning Zone Rural Living

Relevant Overlay to site:

Low landslip hazard band
Medium landslip hazard band
Bushfire prone areas
Priority vegetation area

THIS SET OF DRAWINGS IS TO BE READ IN CONJUNCTION WITH:

Bushfire Hazard Assessment & Management Plans by Autumn Leaves Consulting

Onsite Wastewater Management System Design by Tasman geotechnics

Building Classification: 1a

Wind Classification: N3

Soil Classification: H1

Climate Zone: 7

BAL Level: 12.5

Alpine Area: n/a

Corrosion Environment: n/a

Other Hazards: n/a

IWOS Sheet index Concept Shed	
Layout ID	Layout Name
A0.01	COVER PAGE
A0.02	SITE PLAN
A0.03	SITE PLAN 1/500
A1.01	EXISTING & DEMOLITION PLAN
A1.02	GROUND FLOOR PLAN
A2.01	ELEVATIONS
A2.02	ELEVATIONS
A2.03	SECTION



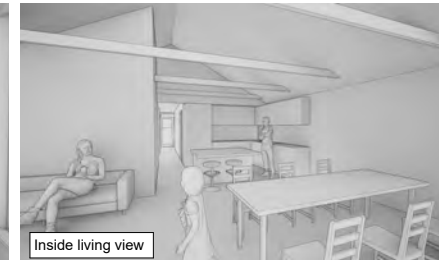
North-East view



South-East view



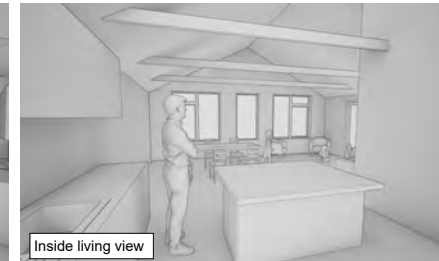
Inside living view



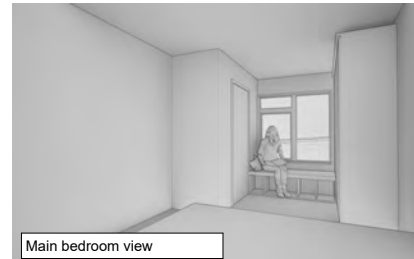
Inside living view



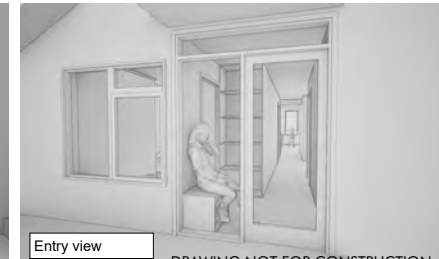
Inside living view



Inside living view

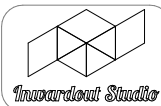


Main bedroom view



Entry view

DRAWING NOT FOR CONSTRUCTION



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Building designer licence number 883069704
Gabrielle Stannus
gabrielle@inwardoutstudio.com
0400 431 277

Title :
COVER PAGE

Project :
400 ROWELLA RD, KAYENA TAS 7270

Issue:
PLANNING APPLICATION
SHED RENOVATION

Client :
DANIEL AND JOSEPHINE ROWE

Revision
P1
Drawing
A0.01
Scale @ A3:
Issue date :
21/08/2025
Drawn by:
LV
Drawing number:
2402

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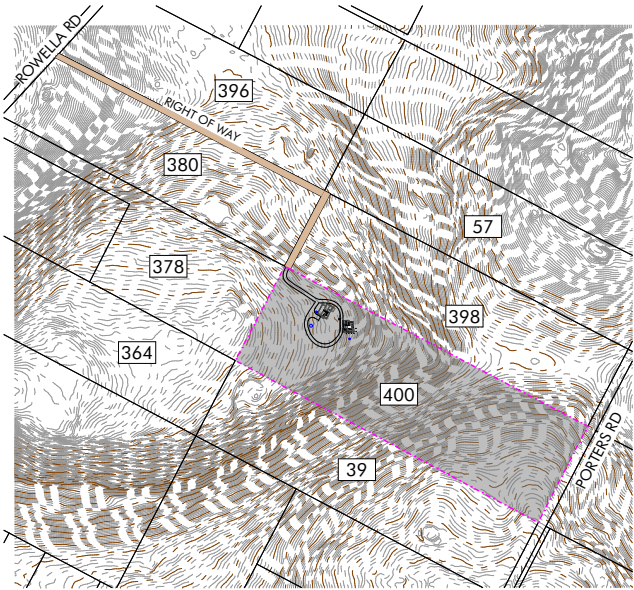
Revision Notes			
Rev	Date	By	Note
P0	24/04/2025	LV	Note
P1	21/08/2025	LV	Response to Council RFP

NOTE:
These plans have been compiled from the LISTmap
and information from onsite visit on 28 March 2024
Contour Lines (m) (LiDAR Derived)
Orthophoto map by drone 28 March 2024

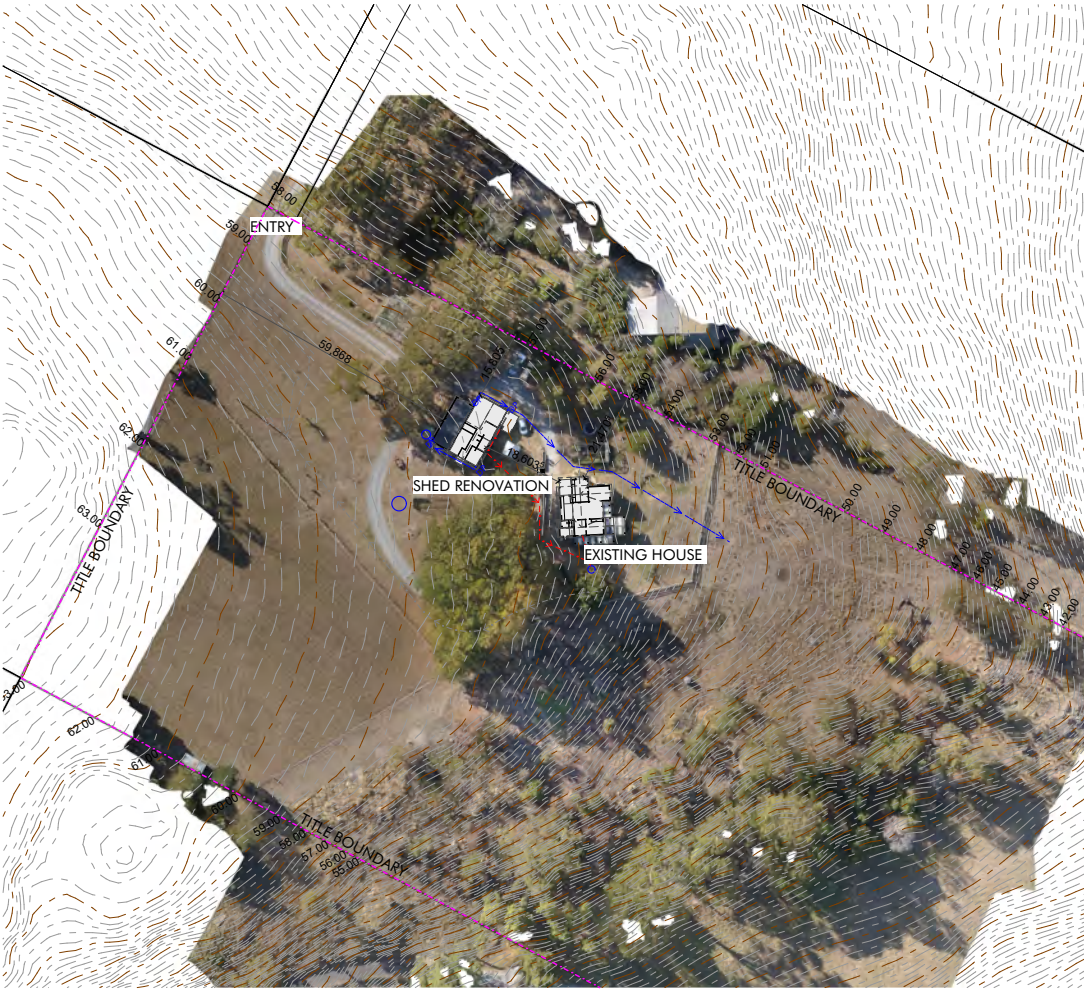
The Right of Ways (ROW's) provide access to three properties and therefore, the design, construction and ongoing maintenance of the property access, for this proposal, needs to comply with the requirements from Clause 2.3.2, Table 2(B) & (D) of the Director's Determination
-Bushfire Hazard Areas Version 1.2, 16 July 2024

The exiting driveway needs to be reviewed and upgraded as required.

Refer to Bushfire Hazard Assessment & Management Plans by Autumn Leaves Consulting

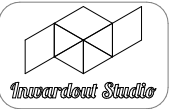


A1 Site Plan 1:5000



A0 Site Plan 1:1000

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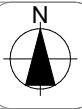
Title :
SITE PLAN
Issue: PLANNING APPLICATION
SHED RENOVATION

Project :
400 ROWELLA RD, KAYENA TAS 7270
Client :
DANIEL AND JOSEPHINE ROWE

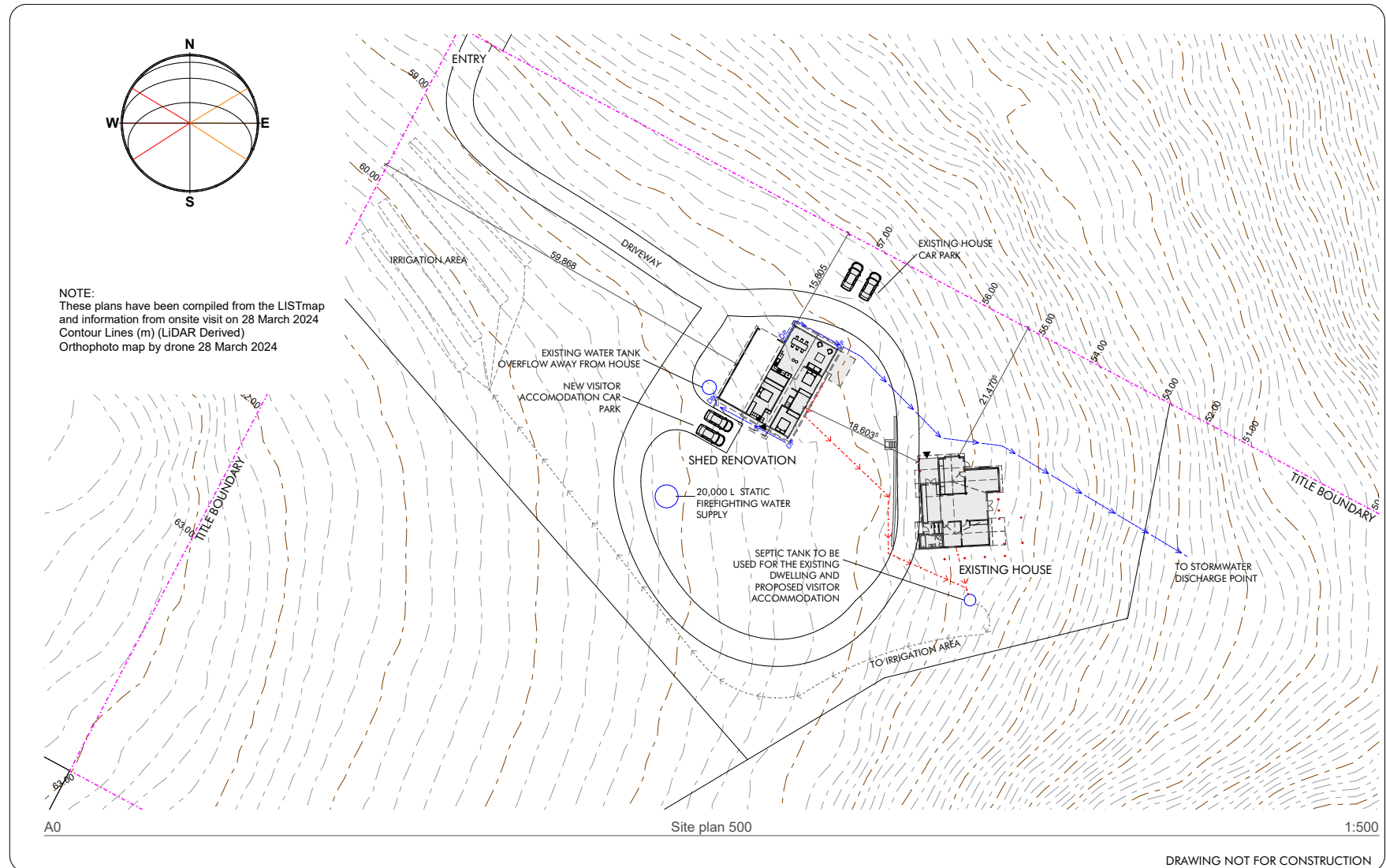
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P2
Scale @ A3:
1:1000, 1:5000
Drawing
A0.02
Issue date :
3/10/2025
Drawing number:
2402

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Revision Notes			
Rev	Date	By	Note
P0	24/04/2025	LV	Note
P1	21/08/2025	LV	Response to Council RFI
P2	3/10/2025	LV	Move stormwater line away from neighbour fence (398)



ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



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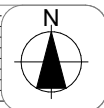
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Issue: PLANNING APPLICATION SHED RENOVATION

Project: 400 ROWELLA RD, KAYENA TAS 7270
Client: DANIEL AND JOSEPHINE ROWE

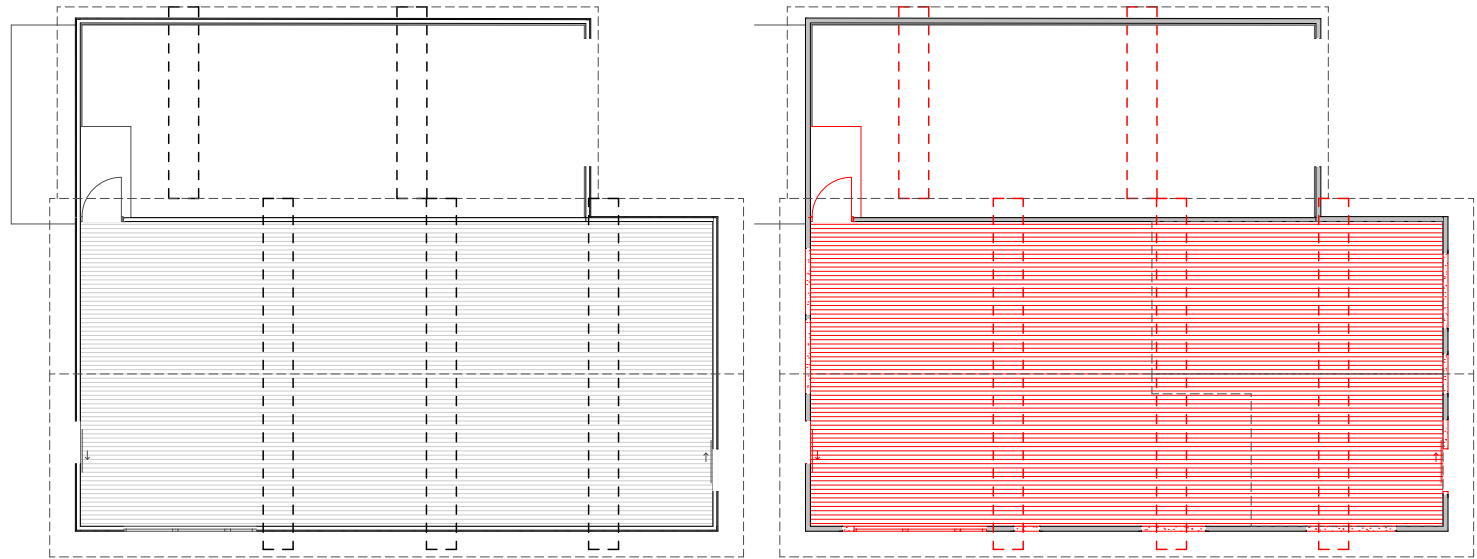
Revision: P2
Drawing: A0.03
Scale @ A3: 1:500
Issue date: 3/10/2025
Drawn by: LV
Drawing number: 2402

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Revision Notes			
Rev	Date	By	Note
P0	24/04/2025	LV	Note
P1	21/08/2025	LV	Response to Council RFP
P2	3/10/2025	LV	Move stormwater line away from neighbour fence (308)



ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

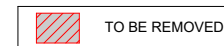


Ground Floor Existing

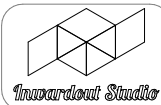
1:100

Demolition Plan

1:100



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Title : EXISTING & DEMOLITION PLAN
Issue: PLANNING APPLICATION
SHED RENOVATION

Project : 400 ROWELLA RD, KAYENA TAS 7270
Client : DANIEL AND JOSEPHINE ROWE

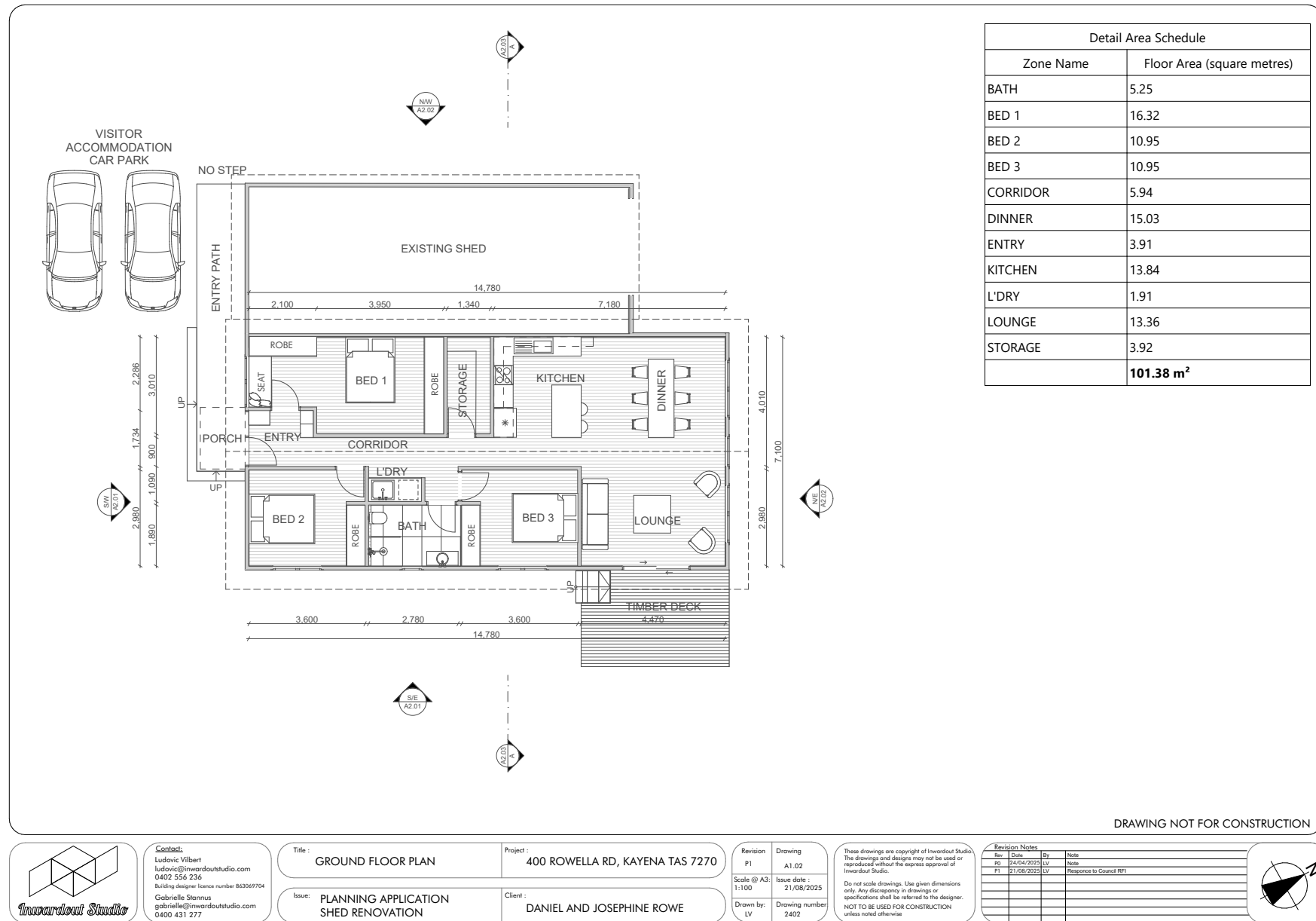
Revision
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Drawing
A1.01
Scale @ A3:
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Issue date :
21/08/2025
Drawn by:
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Drawing number:
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P0	24/04/2025	LV	Note
P1	21/08/2025	LV	Response to Council RFP



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Tuesday 21 October 2025



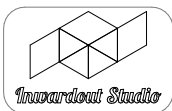
ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



Materials

- 1 Existing corrugated roof sheeting
- 2 Render hempcrete wall
- 3 Existing corrugated wall sheeting
- 4 Existing concrete strip foundation

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Title :
ELEVATIONS

Project :
400 ROWELLA RD, KAYENA TAS 7270

Issue: PLANNING APPLICATION
SHED RENOVATION

Client :
DANIEL AND JOSEPHINE ROWE

Revision
P1
Scale @ A3:
1:100
Drawing
A2.01
Issue date :
21/08/2025
Drawn by:
LV
Drawing number:
2402

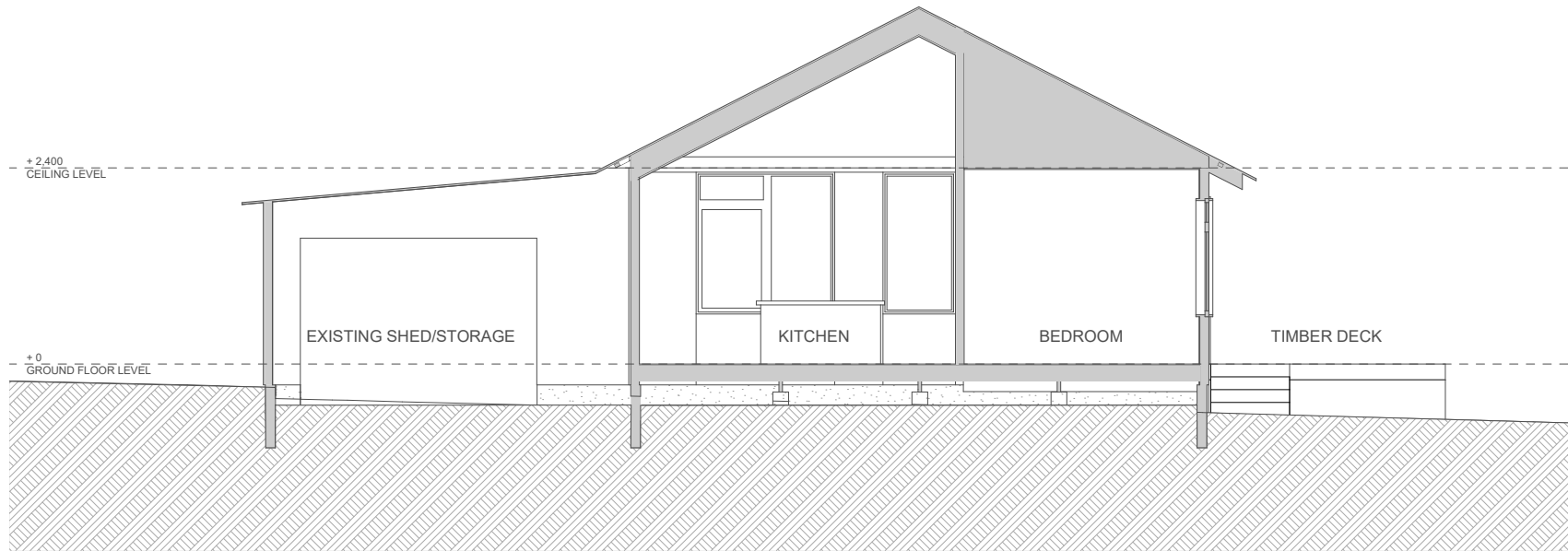
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P0	24/04/2025	LV	
P1	21/08/2025	LV	Response to Council RFP

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Tuesday 21 October 2025



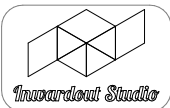
ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



Building Section A

1:50

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Title :
SECTION

Project :
400 ROWELLA RD, KAYENA TAS 7270

Issue:
PLANNING APPLICATION
SHED RENOVATION

Client :
DANIEL AND JOSEPHINE ROWE

Revision
P1
Drawing
A2.03
Scale @ A3:
1:50
Issue date :
21/08/2025
Drawn by:
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Drawing number:
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Revision Notes			
Rev	Date	By	Note
P0	24/04/2025	LV	Note
P1	21/08/2025	LV	Response to Council RFP

7.3 Plan 3 - PA2024357 - Residential - Multiple Dwellings (11 new 1 existing) - 47 Orana Place, Riverside

REPORT AUTHOR: Statutory Planner - Patrick McMahon; Team Leader Planning – Krstyna Ennis

REPORT DATE: 14 October 2025

ATTACHMENTS: 1. [7.3.1] PA2024357 - Location Plan
2. [7.3.2] PA2024357 - 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, comprising a 12-unit Strata development (11 new units and 1 existing unit) at 47 Orana Place in Riverside. The site is a rear allotment to be accessed via an upgraded driveway off Orana Place.

The proposal requires a discretion of the following development standards:

	Acceptable Solution	Proposed
Building Height	<8.5m	Unit 4 (10.0m) Unit 5 (8.9m)
Pedestrian Access	1m wide pedestrian access	Speed restrictions and shared zone
Traffic Generation	Less than 40 per day	60 per day
Works Within a Landslip Area	No Acceptable Solution	Works not assessed by the <i>Building Act 2016</i> are proposed in the medium landslip area

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 02/01/2025

Request for further information 08/01/2025

Information satisfied	01/04/2025
Advertised	05/04/2025
Closing date for representations	30/04/2025
Day 42	08/05/2025
Extension of time granted	24/04/2025 (repeated monthly)
Decision due	30/10/2025

It is noted the application came before Council in September and was deferred under resolution 25/109 to obtain further clarification on stormwater and landslip matters.

THE APPLICATION

Application Details:

Development Application	PA2024357
Location	47 Orana Place, Riverside.
Applicant	Wilkin Design & Drafting Pty Ltd
Planning Instrument	Tasmanian Planning Scheme – West Tamar (the Scheme)
Zone	General Residential
Use	Residential – Multiple Dwellings
Codes	C2.0 Parking and Sustainable Transport Code C3.0 Road and Railway Assets Code C15.0 Landslip Hazard Code
Specific Area Plans	NA

Site Details:

Area	7058m ²
Slope	~20% Slope incline from NE to SW
Existing Use/Development	Residential – Single dwelling with strata
Surrounding Use/Development	Aged Care, Single Dwellings Residential, Multiple Dwellings Residential.

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.

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.

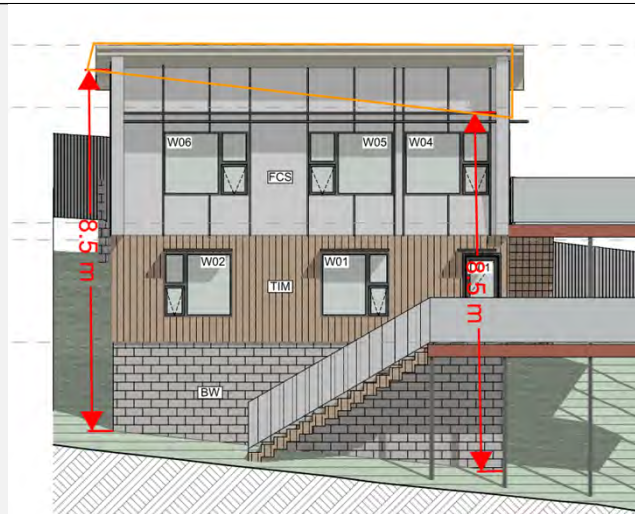
STANDARDS REQUIRING COUNCIL DISCRETION

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 8.4.2 Setbacks and building envelope for all dwellings (height of the building)

ACCEPTABLE SOLUTION NOT ACHIEVED	<i>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:</i> <i>(a) be contained within a building envelope (refer to Figures 8.1, 8.2 and 8.3) determined by:</i> <i>(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</i> <i>(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</i> <i>(b) only have a setback of less than 1.5m from a side or rear boundary if the dwelling:</i> <i>(i) does not extend beyond an existing building built on or within 0.2m of the boundary of the adjoining property; or</i> <i>(ii) does not exceed a total length of 9m or one third the length of the side boundary (whichever is the lesser).</i>
PERFORMANCE CRITERIA	<i>P3 The siting and scale of a dwelling must:</i> <i>(a) not cause an unreasonable loss of amenity to adjoining properties, having regard to:</i> <i>(i) reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining property;</i> <i>(ii) overshadowing the private open space of a dwelling on an adjoining property;</i> <i>(iii) overshadowing of an adjoining vacant property; and</i> <i>(iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining property;</i>

	(b) <i>provide separation between dwellings on adjoining properties that is consistent with that existing on established properties in the area; and</i> (c) <i>not cause an unreasonable reduction in sunlight to an existing solar energy installation on:</i> (i) <i>an adjoining property; or</i> (ii) <i>another dwelling on the same site.</i>
ASSESSING OFFICER'S COMMENTS	As both Unit 4 (10.0m) and Unit 5 (8.9m) exceed the height of 8.5m from the natural ground level as prescribed in the Acceptable Solution, the Performance Criteria must be assessed. The over-height portion of Units 4 and 5 is limited to a small portion of the front facade of the building, on the downhill side. Whilst this part of the roofline could be brought within the 8.5m height limit achieved for the majority of the roofline, the over height portion is a feature of the roof design and topography of the land. The below figures illustrate the maximum height of Unit 4 and highlight the portion which extends beyond 8.5m. 



There will be no unreasonable loss of amenity to adjoining properties as a result of the additional height, as follows (a):

- (i) There are no proposed habitable rooms in the path overshadowed by the proposed buildings, as shown on the submitted Shadow Diagrams. The buildings face north, with the shadows primarily overcasting uphill minimising the effect of any shadowing due to the height.
 - (ii) There are no private open spaces significantly overshadowed by the proposed development, as shown on the submitted Shadow Diagrams.
 - (iii) N/A - There are no vacant properties to be overshadowed by the proposed development.
 - (iv) The proposed buildings are on a steep hill and the additional height is on the downhill side of the slope, to respond to the natural topography and create a consistent roofline. Consequently, the minor height encroachments do not significantly increase the visual bulk of the buildings.
- (b) Due to the orientation of the dwellings in relation to the topography of the land, the increased height on the southern side of Unit 4 and 5 does not increase impacts on adjoining properties such as privacy and over-shadowing. As such, the proposed separation remains sufficient.
- (c) There is no overshadowing of any existing solar installations on
- (i) Any adjacent property; or
 - (ii) N/A - There are no solar installations on the existing dwelling on the same site.

As such, the Performance Criteria has been met.

CLAUSE C2.6.5 Pedestrian Access

**ACCEPTABLE
SOLUTION NOT
ACHIEVED**

A1.1 Uses that require 10 or more car parking spaces must:

	(a) <i>have a 1m wide footpath that is separated from the access ways or parking aisles, excluding where crossing access ways or parking aisles, by:</i> (i) <i>a horizontal distance of 2.5m between the edge of the footpath and the access way or parking aisle; or</i> (ii) <i>protective devices such as bollards, guard rails or planters between the footpath and the access way or parking aisle; and</i> (iii) <i>be signed and line marked at points where pedestrians cross access ways or parking aisles.</i>
PERFORMANCE CRITERIA	<i>Safe and convenient pedestrian access must be provided within parking areas, having regard to:</i> (a) <i>the characteristics of the site;</i> (b) <i>the nature of the use;</i> (c) <i>the number of parking spaces;</i> (d) <i>the frequency of vehicle movements;</i> (e) <i>the needs of persons with a disability;</i> (f) <i>the location and number of footpath crossings;</i> (g) <i>vehicle and pedestrian traffic safety;</i> (h) <i>the location of any access ways or parking aisles; and</i> (i) <i>any protective devices proposed for pedestrian safety.</i>
ASSESSING OFFICER'S COMMENTS	There are more than 10 carparks required for this development, which triggers the requirement for a 1m wide footpath for pedestrian access to meet the Acceptable Solution. As this is not proposed, the Performance Criteria must be assessed. The applicant submitted a Traffic Impact Assessment prepared by Midson Traffic Pty Ltd, Dated March 2025 which informs the assessment of the sites access for pedestrians and vehicles. The access arrangements have also been reviewed by Council's Development Engineer. The proposed shared zone, provides a safe and convenient pedestrian access arrangement, including the following: (a) The site relies on a relatively steep and long access driveway to access the proposed dwellings. The site is within walking distance of basic shops and public transit; however, due to the topography of the land, the majority of traffic would be vehicular in nature with minimal pedestrian access anticipated along the shared access. (b) The site will be for a residential use with 12 dwellings (11 proposed, one existing) utilising the access. Importantly, the car parking is not centralised in a single place. Most vehicle users will drive directly to their destination and walk only a short distance free of other vehicles. Visitor parking is also dispersed to allow for parking close to the destination unit, minimising pedestrian and vehicle conflict within the site. (c) There is sufficient car parking for residents, provided for each unit, and compliant visitor parking along the internal driveway. (d) There are 60 movements per day expected for typical use, with 7 movements anticipated within the peak hour. As such, it is unlikely or infrequent that two vehicles would be required to pass each other at the same time and the point on the driveway as is used by a

	pedestrian, even during peak periods. The frequency of vehicle movements will not result in significant conflict or safety concerns within the low-speed environment. (e) The proposed pedestrian access does not accommodate mobility impaired users. The gradient of the access is likely too steep for many mobility impaired persons to traverse. It is likely that access to the dwellings would be required directly by vehicle. (f) The driveway/shared zone has one intersection with a footpath as the driveway intersects onto Orana Place. (g) A Traffic Impact Assessment prepared by Midson Traffic Pty Ltd, Dated March 2025 has been reviewed by Council's Development Engineer and satisfactorily addresses the safety of road and pedestrian users. (h) The access way is located off Orana Place, which is already a constrained environment that would encourage slow speeds and careful driving. (i) The proposal includes a mandatory speed limit of 10kmph to be signposted within the shared zone, along the entire length of the internal driveway. This can be enforced through the conditions on the permit and body corporate by-laws. As such, the Performance Criteria has been met.
--	--

CLAUSE C3.5.1 Traffic Generation at a vehicle crossing level crossing or new junction

ACCEPTABLE SOLUTION NOT ACHIEVED	<i>A1.4 Vehicular traffic to and from the site, using an existing vehicle crossing or private level crossing, will not increase by more than:</i> (a) <i>the amounts in Table C3.1; or</i> (b) <i>allowed by a licence issued under Part IVA of the Roads and Jetties Act 1935 in respect to a limited access road.</i>
PERFORMANCE CRITERIA	<i>Vehicular traffic to and from the site must minimise any adverse effects on the safety of a junction, vehicle crossing or level crossing or safety or efficiency of the road or rail network, having regard to:</i> (a) <i>any increase in traffic caused by the use;</i> (b) <i>the nature of the traffic generated by the use;</i> (c) <i>the nature of the road;</i> (d) <i>the speed limit and traffic flow of the road;</i> (e) <i>any alternative access to a road;</i> (f) <i>the need for the use;</i> (g) <i>any traffic impact assessment; and</i> (h) <i>any advice received from the rail or road authority.</i>
ASSESSING OFFICER'S COMMENTS	The proposed development would generate more than 40 additional movements per day, as specified in the Acceptable Solution. The estimated increase as calculated by the Traffic Impact Assessment prepared by Midson Traffic Pty Ltd, Dated March 2025 provided is approximately 60 movements per day, and as such, the Performance Criteria must be assessed.

	The proposal has been reviewed by Council's Engineer and determined to achieve the Performance Criteria in relation to the safety of the proposed vehicle crossing to Orana Place, including the following: (a) There is expected to be an increase of 60 movements per day out of the driveway and into Orana Place attributed to the development, which can be safely accommodated through the proposed crossing. (b) The nature of the traffic will be typically residential with on-site private waste collection no more than 1-2 times per week, as required by the permit conditions. (c) The driveway width is slightly narrower due to not providing dedicated pedestrian access, instead utilising a shared driveway in order to accommodate both vehicle and pedestrian traffic in a shared zone. Access it onto Orana Place which is a low traffic local road. The vehicle crossing is essentially at the end of the two-way traffic portion of the street with the rest being a one-way system. (d) The driveway would be limited to 10kmph by the recommended permit conditions, while the Orana Place local road is a standard suburban 50 kmph zone, feeding off onto the West Tamar Highways 60 kmph zone. (e) There is no alternative access for local users other than Orana Place. (f) The development is for multiple dwellings in a high growth area and provides housing supply to the area. (g) A Traffic Impact Assessment prepared by Midson Traffic Pty Ltd, Dated March 2025 has been provided., and considered in the assessment. (h) The Road Authority has provided advice and consent. Further assessment by the Road Authority is provided below which concludes the Performance Criteria has been met.
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CLAUSE C15.6.1 Building and works within a landslip hazard area

ACCEPTABLE SOLUTION NOT ACHIEVED	<i>A1 No Acceptable Solution</i>
PERFORMANCE CRITERIA	<i>P1.1 Building and works within a landslip hazard area must minimise the likelihood of triggering a landslip event and achieve and maintain a tolerable risk from landslip, having regard to:</i> (a) <i>the type, form, scale and intended duration of the development;</i> (b) <i>whether any increase in the level of risk from a landslip requires any specific hazard reduction or protection measures;</i> (c) <i>any advice from a State authority, regulated entity or a council; and</i> (d) <i>the advice contained in a landslip hazard report.</i> <i>P1.2 A landslip hazard report also demonstrates that the buildings and works do not cause or contribute to landslip on the site, on adjacent land or public infrastructure.</i> <i>P1.3 If landslip reduction or protection measures are required beyond the boundary of the site the consent in writing of the owner of that land must be</i>

	provided for that land to be managed in accordance with the specific hazard reduction or protection measures.
ASSESSING OFFICER'S COMMENTS	Despite Units 1-5 being partially within the Medium landslip hazard area, the proposed dwellings are assessable under the <i>Building Act 2016</i> in relation to landslip hazard so are exempt from assessment against the <i>Landslip Hazard Code</i>, as outlined in C15.4.1 of the Planning Scheme. Whilst the dwellings are exempt from assessment as part of this planning application, they will be assessed at the building stage under the <i>Building Act 2016</i>. Development within the Medium hazard band which is assessable against the <i>Landslip Hazard Code</i> includes the driveway, earthworks and infrastructure associated with the proposed use. As there is no Acceptable Solution for works in a Medium landslip area, the Performance Criteria must be assessed. The geotechnical documentation provided by the applicant was carefully reviewed by two separate third-party Geotechnical experts independently engaged by Council, to verify the findings and recommended risk management measures. Despite concerns with the assessment methodology, consistently the proposal was determined by experts to achieve tolerable risk, subject to appropriate design measures. The proposed permit conditions take into consideration the advice received, rather than relying solely on the applicant's submitted landslip report. P1.1 Works within the Landslip hazard area has been carefully assessed and reviewed to ensure that the likelihood of triggering a landslip event is minimised, and that 'tolerable risk' is maintained, through achieving a Very Low or Low level of risk, including (but not limited to) the following: (a) Development of the access is to be completed in the first stage of development, with large-scale earthworks and driveway works included. This would be expected to last at least the 50-year lifespan of the last approved dwelling to be constructed. (b) The proposed hazard reduction measures required by the permit conditions include the mitigation measures proposed by the applicant in their Landslip hazard report prepared by Geoslope (Rev.5) and additional mitigations measures recommended to further minimise risk. This includes requirements for engineered retaining walls, the location and material of water pipes, and drainage. (c) There is no relevant advice provided by state or regulated entity. (d) The Landslip Risk Assessment (Rev.5) undertaken by Geoslope has been carefully reviewed by Council's Engineer, and two separate independent Geotechnical experts. Both peer reviews concluded that the proposed development can achieve 'tolerable risk' and is 'Low' risk level subject to recommended conditions. P1.2 The Landslip risk assessment report and peer reviews demonstrate that there is low risk from landslip on the site or any adjacent sites, provided the correct hazard management procedures are undertaken. P1.3

	There are no landslip reduction or protection measures required on adjoining land. It is noted that the Landslide Risk Assessment peer review conducted by WSP stated that additional boreholes are recommended prior to commencement of works, to confirm the sub-surface hydrology more precisely and inform the works and building stages. The further review undertaken by Geoton also supported the recommendation for site specific investigations. Accordingly, permit conditions have been recommended. It is reasonable that these detailed investigations occur as part of the construction stage. As such, the Performance Criteria has been met.
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ROAD AUTHORITY COMMENTS

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

The proposal seeks to create 11 new multiple dwellings at an existing strata development, which will access Orana Place using an upgraded crossover. The crossover will be widened to match the internal driveway width, which will allow two-way manoeuvring within the access road and crossover. It will also make entry/exit from the site more efficient.

The property is located within a two-way section of Orana Place. It is expected that all vehicles entering the site will be from a right-in maneuver. Vehicles can exit the site in either direction.

While the default 50km/hr urban speed limit applies to Orana Place, speed humps are located to control speeds within the one-way section. Any driver exiting the site with a right-turn manoeuvre will encounter the local area traffic management, which has a signposted recommended speed of 25km/hr at each speed hump.

Waste collection for the development will be undertaken using a private agreement between the body-corporate and a waste management company. This is due to limited space along the frontage for Council's kerbside collection service. The private waste collection vehicle will be able to enter the site in a forward direction and turn at the turning area in the common property, before collecting the bins from the storage area and then leaving the site in a forward direction.

The proposed Use requires 27 carparking spaces, which includes three dedicated spaces for visitors to the site. To meet the acceptable solution of C2.6.5, a one-metre-wide footpath, separated from the access way, is required since the Use requires 10 or more parking spaces.

The site is an internal lot with a constrained frontage and access way width of six metres. It does not provide enough space for a separated pedestrian path while accommodating two-way passing traffic. The proposal relies on the relevant Performance Criteria to meet the planning objective, which is to provide pedestrian access within parking areas in a safe and efficient manner.

In this environment of a private residential multiple dwelling development, pedestrians and drivers sharing the access way are expected to be neighbours and therefore familiar with the characteristics of the site and each other. 10 km/hr shared zone signage will be installed at the access way to alert visitors and any unfamiliar users of the site when negotiating the

shared access way. The Road Authority agrees with the justification of the performance criteria provided in the Traffic Impact Assessment by Midson Traffic, that the proposed development will create a safe pedestrian environment without a separated pedestrian path in the access way. This is a common discretion for multiple dwellings, as speed environments associated with residential uses are low and adequate onsite parking is proposed. A relevant example of a safe shared zone without a separated footpath is the neighbouring Stanton Drive development to the north-west, which is of a much larger scale. It does not provide a footpath from Winifried Circle to Cormiston Road. It should also be noted that the majority of Orana Place does not have a footpath.

It is expected that the development will create an additional 55 vehicle movements (60 total) per day at the existing access, seven of those being in the peak hour. The Road Authority agrees with the conclusions of the Traffic Impact Assessment by Midson Traffic, that the surrounding road network can absorb the seven additional movements in the peak hour while maintaining a high level of efficiency and safety, and the Performance Criteria of C3.5.1 is satisfied.

STORMWATER AUTHORITY COMMENTS

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

The site has two existing stormwater connections to Council's drainage network: a headwall to collect and direct surface drainage into the public drainage system located at the northern site boundary; and a kerb connection into the Orana Place carriageway. Both will be made redundant by the development and instead replaced with two new connections to Council's underground drainage system.

The development will create impervious carparking areas and access ways. Stormwater runoff from these areas will be collected and drained.

A condition requiring on-site stormwater detention has been included in the recommended permit conditions, to limit the peak rate of piped stormwater from the development site into Council's underground drainage system. This is a common requirement for developments of this size. The neighbouring strata development off Stanton Drive includes an on-site stormwater detention system.

The on-site detention system will be located in the common property and will remain a private stormwater system after the use has commenced. The Body Corporate will be responsible for the ownership and ongoing maintenance. A maintenance schedule will be provided, as required by the Building Act 2016, to outline the frequency of routine maintenance procedures for the system.

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 six (6).

ISSUE 1

The intensity of the new development will place too much of a burden on the existing stormwater system.

ASSESSING OFFICER'S COMMENTS	The Stormwater Authority has recommended a permit condition requiring an on-site detention system to limit the peak rate of piped stormwater from the development site, before connecting into Council's public drainage system.
ISSUE 2	The runoff from adjoining properties goes through 47 Orana Place, and there is no drainage in place to reroute this which will cause stormwater to back-up and damage to adjoining properties.
ASSESSING OFFICER'S COMMENTS	Stormwater from impervious areas in upstream properties should already be connected to their respective site stormwater connections. Runoff from pervious areas is considered natural overland flow. Detailed design as part of the Building Application stage will include drainage above any batter slopes and retaining walls to divert runoff from the upslope natural catchment away from structures and into the new site stormwater connections. As mentioned in the comment above, an on-site stormwater detention system will be provided to limit the peak rate of piped stormwater from the development site. A condition has been added to the recommended conditions to require the detailed design plans be submitted to the Stormwater Authority at the Building Application stage, so the detailed site drainage plans and on-site stormwater detention system can be assessed.
ISSUE 3	Development of 11 new buildings will put pressure on the sewer system.
ASSESSING OFFICER'S COMMENTS	TasWater have assessed the existing sewerage system as part of their development referral. Their <i>Submission to Planning Authority Notice</i> does not require any upgrades to the sewerage system for the estimated additional sewer load.
ISSUE 4	A representor was concerned about the proximity of the proposed dwellings to their boundary fence.
ASSESSING OFFICER'S COMMENTS	The proposal complies with all boundary setback requirements, as outlined in the Acceptable Solutions of 8.4.2 of the Planning Scheme.
ISSUE 5	The construction phase will be too long resulting in prolonged loss of amenity to surrounding properties.
ASSESSING OFFICER'S COMMENTS	The construction of dwellings is likely to be undertaken in stages. However, the construction of the driveway, earthworks and infrastructure will be required at Stage 1. With regards to the timeframe, 'substantial commencement' will be required within 2 years of the issue of a planning permit (unless otherwise extended). However, Council is not able to regulate the length of the construction phase and there are numerous factors

	which may influence the time taken to complete a private development. Some impacts to amenity during construction is unavoidable. However, construction hours are limited in residential areas to minimise disturbance, depending on the type of activity being undertaken. Construction will also be subject to the requirements of the <i>Environmental Management and Pollution Control Act 1994</i> in relation to the dust and other nuisance.
ISSUE 6	The driveway is too steep. The driveway will be unsafe in wet weather due to its steep gradient.
ASSESSING OFFICER'S COMMENTS	The driveway, while it has a gradient of 20%, still complies with the maximum gradient allowed for a domestic driveway in <i>AS2890.1 Parking facilities Part 1: Off-street car parking</i>, and therefore the acceptable solution of C2.6.2 is achieved. The Road Authority considered the provision of speed humps in the access driveway between the site crossover and waste collection area to control vehicle speeds. It ultimately decided the provision of shared zone signage to be an adequate traffic management control in the driveway. Speed humps have the potential to create a loss of amenity in the area, by creating noise from the additional brake and acceleration manoeuvres and when cars impact the bumps.
ISSUE 7	The driveway is too narrow and emergency vehicles cannot access the site.
ASSESSING OFFICER'S COMMENTS	The driveway width meets the acceptable solution of C2.6.2, as 5.5m is in accordance with the dimensions in Table C2.3. The proposed 5.5m driveway width allows for two-way vehicle movement and is consistent with other similar multiple dwelling developments in the surrounding area, such as neighbouring Gallagher Drive. The driveway width is suitable for emergency vehicle access, as it has been designed to manoeuvre a garbage truck through the site.
ISSUE 8	A representor was concerned about the adequacy of sight lines along the driveway, potentially at the crossover and/or for the length of the driveway.
ASSESSING OFFICER'S COMMENTS	The Traffic Impact Assessment shows that there are adequate sight lines for the entire length of the internal driveway and at the crossover onto Orana Place.
ISSUE 9	There is difficulty in cars turning left and right out of the driveway.
ASSESSING OFFICER'S COMMENTS	The Traffic Impact Assessment has assessed the access in and out of the driveway and determined that there is suitable sight distance at the access proposed in and out of the property. The crossover will be upgraded and widened to provide safe and efficient two-way traffic at the entry/exit to prevent queuing in the carriageway.

ISSUE 10	The driveway is a pedestrian hazard as there is no separate pedestrian access provided.
ASSESSING OFFICER'S COMMENTS	The driveway relies on a Performance Criteria, as it does not include a separated 1m pedestrian access to meet the Acceptable Solution of C2.6.5. The driveway will be identified as a Shared zone with a maximum speed of 10kmph to allow both pedestrians and vehicles to share the access while minimising the potential for conflict. A Traffic Impact Assessment was conducted and concluded that there is minimal risk to safety for pedestrians using the driveway or on Orana Place. The mitigation measures proposed in the report are reasonable and allow for pedestrian safety.
ISSUE 11	The traffic report is inconsistent
ASSESSING OFFICER'S COMMENTS	The original report was prepared over several months and as such, did not consistently reflect changes such as the changed speed limit on West Tamar Road, and had inconsistencies in its traffic numbers. This was rectified in a second updated report requested by and provided to Council.
ISSUE 12	The waste bins will produce a nuisance in smell, sound and pests.
ASSESSING OFFICER'S COMMENTS	The waste bins and their location meet the Acceptable Solution for the Tasmanian Planning Scheme. The waste bins will be collected on-site by a private waste contractor in accordance with the permit conditions.
ISSUE 13	A representor raised concerns regarding potential impacts of construction on property values.
ASSESSING OFFICER'S COMMENTS	Multiple dwellings at the proposed density is an anticipated and permitted land use within the General Residential Zone. Impacts on property values are not a matter that the Planning Authority can consider under the Tasmanian Planning Scheme.
ISSUE 14	Headlights from people driving down the driveway will shine into neighbouring houses.
ASSESSING OFFICER'S COMMENTS	There will be a fence provided along the boundary of the driveway at 1.7m in height which will mitigate much of the effect of headlights into adjacent properties. Residual headlight visibility does not present an unreasonable amenity impact in the context of existing proximity of surrounding dwellings to the road.
ISSUE 15	A representator was concerned that removing the power pole would leave them without access to power and amenities.
ASSESSING OFFICER'S COMMENTS	The site has an existing power supply via a private pole near the existing dwelling. There is a condition on the draft permit for detailed plans of electrical infrastructure to be submitted to Council. TasNetworks will manage and minimise any change or interruption to power supply to neighbouring properties while works occur.

ISSUE 16	Works will trigger landslip risks due to the steepness of the land and mapped landslip hazard areas.
ASSESSING OFFICER'S COMMENTS	A Landslip report was submitted by the applicant and has undergone careful assessment, including several revisions at the request of Council. Despite some issues with the methodology of the report, the proposal has been independently assessed by two separate third-party geotechnical experts and confirmed to achieve Low and tolerable risk. Permit conditions have been further recommended to require further investigations and detailed plans to be submitted prior to construction commencing, and following works, to ensure the required measures are carried out.
ISSUE 17	The developer should undertake dilapidation studies on the surrounding houses before earthworks.
ASSESSING OFFICER'S COMMENTS	There is no requirement in the Tasmanian Planning Scheme for a developer to undertake such studies prior to developing, nor any professional recommendations that such an undertaking should be taken.
ISSUE 18	A representor queried whether a new fence be constructed around the boundaries of the development.
ASSESSING OFFICER'S COMMENTS	The inclusion of side boundary fencing is not a mandatory requirement in the Planning Scheme. However, as shown on the endorsed plans, the applicant intends to fence along the full property boundary. Side fencing not exceeding 2.1m is exempt development under 4.6.4 within the General residential zone, not requiring further assessment.

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 approval is provided with conditions. 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 satisfied the proposal meets the relevant acceptable solutions and demonstrates compliance with the performance criteria for the requested discretions, subject to relevant conditions.

The matters raised by the representors have been considered but do not impact the assessment of the application and the officer's recommendation.

RECOMMENDATION

That application PA2024357 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 Residential – Multiple dwellings (11 new units and 1 existing unit), by Wilkin Design & Drafting Pty Ltd, for land at 47 Orana Place, Riverside, CT 186722/2 be **APPROVED** subject to the following conditions:

ENDORSED PLANS

1. The use and development must be substantially in accordance with the following endorsed documents, except where modified below:
 - (a) Endorsed plans by Wilkin Design, Dated 25/03/2025, Job No. 1421
 - (b) Traffic Impact Assessment by Midson Traffic Pty Ltd, 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 2024/01479-WTC attached.

TASNETWORKS

3. The development must act in accordance with the instructions provided by TasNetworks regarding the removal and installation of electrical assets on the site.

OUTBUILDINGS

4. The use of outbuildings is not permitted for human habitation and is limited to residential storage and related activities only.

ENGINEERING PLANS

5. Prior to the commencement of works on the site, detailed plans and specifications, prepared by a suitably qualified and experienced engineer or consultancy, must be submitted to Council for approval by the Road and Stormwater Authority. Such plans and specifications must:
 - (a) Include a longitudinal section of the intended driveway works in the road reserve, showing the extent of cuts and fills;
 - (b) Include details and specifications of the internal driveway in the common property, showing the extents of cuts, fills, engineer-designed retaining walls, and grades along the driveway into maneuvering and parking areas;
 - (c) Include details and specifications of all existing and proposed water-bearing services in the site. Stormwater, sewerage, and water pipes must be selected and positioned to limit their potential impact on landslide mechanisms and potential to elevate groundwater, by including the following design criteria:
 - (i) Use of watertight conduits with flexible joints;
 - (ii) Surface and subsoil drainage improvements;
 - (iii) Aligning the location of service pipes to be away from unstable slope zones, where practical;

- (iv) Collected runoff from impervious areas must be piped to the public stormwater system.
- (d) Show that excavations will be designed to meet the following criteria:
 - (i) Cuts and fills less than 1.0m in height may be battered at slope angles no steeper than 1V:3H;
 - (ii) Retaining walls greater than 1.0m in height shall be designed by a suitably qualified structural engineer;
 - (iii) Adequate subsurface and surface drainage must be provided behind all retaining walls;
 - (iv) A construction methodology plan that stages excavations for the construction of retaining walls to minimise the temporary reduction in stability of the adjacent area, with regard to weather forecasts, temporary supports and drainage controls;
 - (v) Any surface or groundwater seepage encountered during site earthworks and/or trench excavations shall include the provision of subsoil drainage, connected to the site stormwater connection(s).
- (e) Include the proposed locations for site connections to communication and electricity infrastructure; *and*
- (f) Show all public infrastructure will be constructed strictly in accordance with Council's Tasmanian Standard Drawings.

LANDSLIDE RISK

6. Prior to the commencement of works on the site, a memorandum or declaration must be submitted from a suitably qualified person that confirms the following:
- (a) the detailed plans and specifications are in accordance with good hillside practices and Condition 5 of this permit.
 - (b) details of updated borehole logs from the additional site investigations and drilling, to confirm soil types and groundwater levels below 2m.

The additional geotechnical investigation must be used to determine the Site Classification in accordance with *AS 2870-2011 Residential Slabs and Footings* and inform the structural design of footings.

7. Prior to commencement of use of each stage, an accredited person must complete and submit to Council FORM G Geotechnical Declaration Final Geotechnical Certificate (Australian Geomechanics Vol 42 No 1 March 2007) confirming that all works have been carried out in accordance with Conditions 5 and any additional recommendations of the memorandum required by Condition 6.

DRIVEWAY WORKS

8. Prior to the commencement of the use, the existing access onto Orana Place must be upgraded to provide a minimum driveway apron width of 5.5m. The existing arch crossing is to be removed and replaced with a wedge type crossing (open or grated).
9. The new crossover, and driveway pavement in the road reserve and common property, must be designed with a twin-steer, side-lift garbage truck as the design vehicle.

10. Prior to the commencement of the use, Shared & End Shared Zone 10km/hr signage must be installed at the entry and exit of the driveway.
11. Any existing services impacted by the changes to the crossover shall have a trafficable cover installed, to the satisfaction of the Responsible Authority.
12. Works in the road reserve shall not commence until a *Driveway Application Form* has been submitted and approved by the Road Authority.
13. 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 surface; 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.

STORMWATER WORKS

14. Stormwater works must include the provision of a stormwater connection(s), minimum DN150, directly connected into Council's underground drainage system, to drain each site sub-catchment. The existing headwall and stub of outlet pipe in future unit 1 area is to be removed.
15. On-site stormwater detention is required to limit the peak rate of piped stormwater from the site into the connections(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 1% 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

16. Prior to the commencement of the use, the private and public infrastructure works must be constructed in accordance with plans and specification 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.

SOIL AND WATER MANAGEMENT CONTROL PLAN

17. Prior to the commencement of any works on site (including vegetation removal), a site management plan must be submitted detailing how soil and water is to be managed on the site 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, impervious surfaces, underground services and existing drainage, contours, approximate grades of slope, directions of fall, north point and scale;
 - (c) General soil description; [OBJ]
 - (d) Location and types of all existing natural vegetation, location and amount of the proposed ground disturbance, the 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 - buildings or subdivision;
 - (l) Location and details of all proposed erosion control measures;
 - (m) Location and details of the measures to minimise dust escaping from the site;
 - (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 revegetation/landscaping program;
 - (q) The estimated dates for the start and finish of the works - including the installation sequence of the different erosion and sediment controls;
 - (r) Any information required to address soil, water and dust control measures required to accommodate staging of the proposal;
 - (s) Outline of the maintenance program for the erosion and sediment controls; this must include a weekly inspection as well as before and after every rain event and a reporting schedule to council.

18. Works must not commence prior to the approval of the Soil and Water Management Control Plan by the Director of Community Assets. The approved Plan must be implemented with the commencement of works on site and maintained during construction to ensure that soil erosion and dust are appropriately managed to reasonably maintain amenity of adjoining and nearby properties. A copy of the approved Soil and Water 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

19. Where development has commenced on site and then stops for two weeks or more, interim stormwater, erosion and dust control measures must:
- (a) be installed and maintained on site to the satisfaction of the Director of Community Assets;
 - (b) Ensure that overland flows do not become a nuisance to adjoining properties or council's infrastructure;
 - (c) be maintained until work recommences on site; and
 - (d) include a weekly inspection as well as before and after every rain event and a reporting schedule to council.

Measures under this condition may require a revised Soil and Water Management Control Plan to be approved for the site.

VISITOR PARKING FOR MULTIPLE DWELLINGS

20. 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

21. 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
- 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.

WASTE COLLECTION

22. Waste is to be collected by a private contractor at the designated location on a fortnightly basis. Council's waste collection team will not service the development. The driveway works for stage 1 must be completed prior to the beginning of the waste collection by the private service provider.

Permit Notes

Notations

- A. This permit was issued based on the proposal documents submitted for PA2024357. 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

- 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.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

Location Plan

Subject site highlighted in blue



ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

PROJECT INFORMATION

MULTI-UNIT DEVELOPMENT
LOT 2, 47 ORANA PLACE RIVERSIDE TAS 7250

CONTACT

laura@wilkindesign.com.au

DESIGNER

T. WILKIN
Acc: CC678 X

DATE

25/03/2025

INFORMATION

PID 9763164
TITLE REFERENCE 186722/2
SOIL CLASS TBC
WIND CLASSIFICATION TBC
BAL TBC
CORROSION ENVIRONMENT N/A

SITE INFORMATION

COUNCIL WEST TAMAR COUNCIL
ZONE GENERAL RESIDENTIAL
KNOWN SITE HAZARDS LOW LANDSLIP HAZARD BAND
MEDIUM LANDSLIP HAZARD BAND
ALPINE AREA N/A
CLIMATE ZONE 7
TOTAL SITE AREA: 7,058m²

AREA SCHEDULE

(TOTAL)	
SITE AREA	7,058m ²
LOT 01 AREA (PROPOSED)	434.10m ²
LOT 02 AREA (PROPOSED)	408.82m ²
LOT 03 AREA (PROPOSED)	486.72m ²
LOT 04 AREA (PROPOSED)	375.78m ²
LOT 05 AREA (PROPOSED)	429.13m ²
LOT 06 AREA (PROPOSED)	420.29m ²
LOT 07 AREA (PROPOSED)	399.39m ²
LOT 08 AREA (PROPOSED)	407.33m ²
LOT 09 AREA (PROPOSED)	397.53m ²
LOT 10 AREA (PROPOSED)	397.54m ²
LOT 11 AREA (PROPOSED)	427.23m ²
LOT 12 AREA (EXISTING)	690.00m ²
VISITOR PARKING	08

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MULTI-UNIT DEVELOPMENT
LOT 2, 47 ORANA PLACE
RIVERSIDE TAS 7250



ID	REV	NAME
DA01		COVER
DA02		LOCALITY PLAN
DA03		SITE PLAN
DA04		STRATA PLAN
DA05		UNIT TYPE 01 FLOOR PLANS
DA06		UNIT TYPE 02 FLOOR PLANS
DA07		UNIT TYPE 03 FLOOR PLANS
DA08		UNIT TYPE 04 FLOOR PLANS
DA09		UNIT 01 ELEVATIONS
DA10		UNIT 02 ELEVATIONS
DA11		UNIT 03 ELEVATIONS
DA12		UNIT 04 ELEVATIONS
DA13		UNIT 05 ELEVATIONS
DA14		UNIT 06 ELEVATIONS
DA15		UNIT 07 ELEVATIONS
DA16		UNIT 08 ELEVATIONS
DA17		UNIT 09 ELEVATIONS
DA18		UNIT 10 ELEVATIONS
DA19		UNIT 11 ELEVATIONS
DA20		SITE ELEVATIONS
DA21		DRIVEWAY LONGITUDINAL PLANS
DA22		DRIVEWAY LONGITUDINAL PLANS
DA23		SHADOW DIAGRAMS
DA24		PLUMBING PLAN
DA25		3D VIEWS
DA26		3D VIEWS

CHECK CAREFULLY ALL ASPECTS OF THESE DOCUMENTS BEFORE COMMENCING ASSESSMENT.

ANY ERRORS OR ANOMALIES TO BE REPORTED TO THE DRAWER BEFORE ASSESSMENT IS CONTINUED

CONFIRM ALL SIZES AND HEIGHTS ON SITE

DO NOT SCALE OFF PLAN

THESE DOCUMENTS ARE INTENDED FOR COUNCIL PLANNING APPLICATION ONLY, THEY ARE NOT TO BE USED FOR ANY OTHER PURPOSES.

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DEVELOPMENT APPLICATION ONLY
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ORDINARY COUNCIL MEETING Tuesday 21 October 2025

AREA SCHEDULE

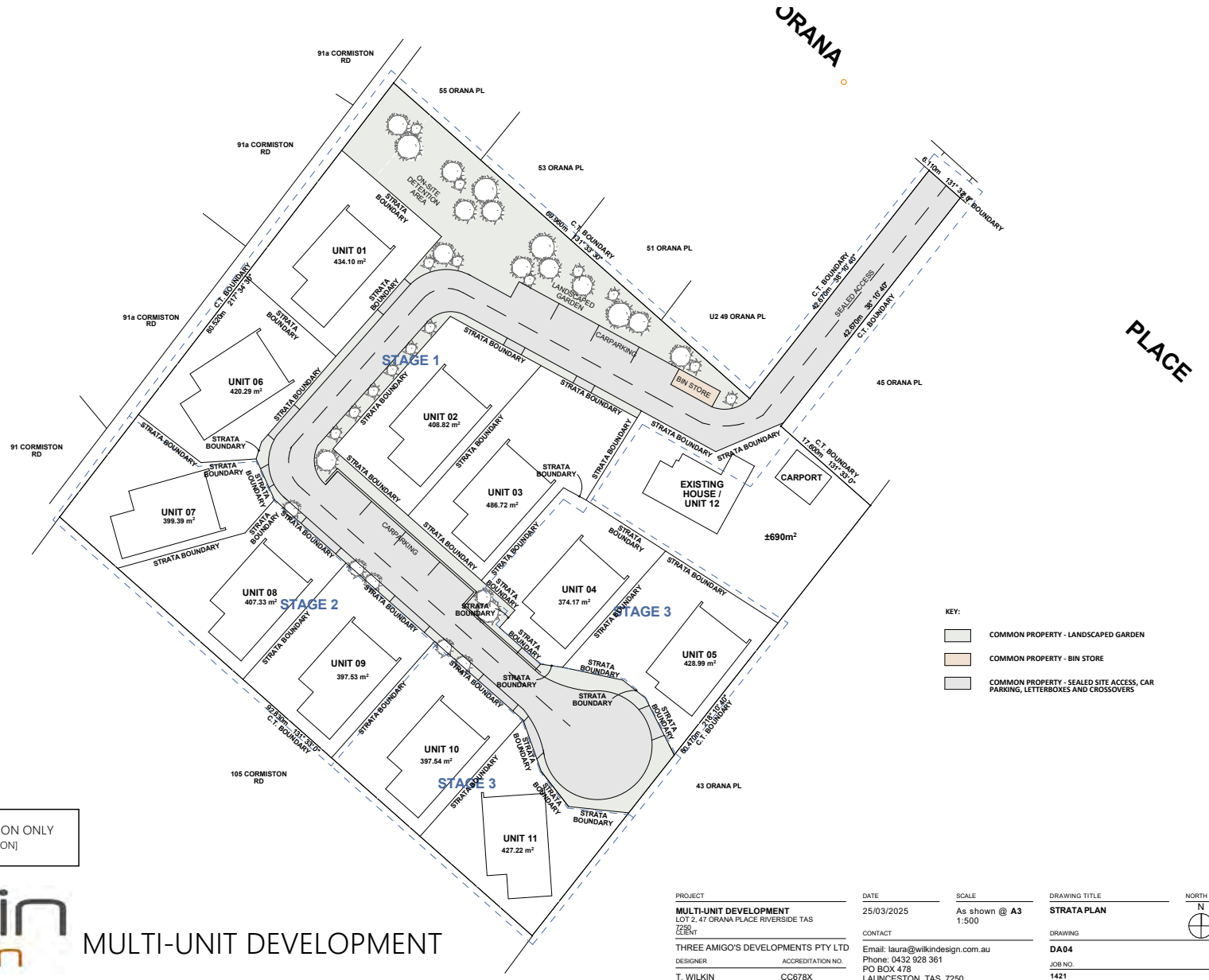
(TOTAL)	
SITE AREA	7,058m ²
LOT 01 AREA (PROPOSED)	434.10m ²
LOT 02 AREA (PROPOSED)	408.82m ²
LOT 03 AREA (PROPOSED)	486.72m ²
LOT 04 AREA (PROPOSED)	375.78m ²
LOT 05 AREA (PROPOSED)	429.13m ²
LOT 06 AREA (PROPOSED)	420.29m ²
LOT 07 AREA (PROPOSED)	399.39m ²
LOT 08 AREA (PROPOSED)	407.33m ²
LOT 09 AREA (PROPOSED)	397.53m ²
LOT 10 AREA (PROPOSED)	397.54m ²
LOT 11 AREA (PROPOSED)	427.23m ²
LOT 12 AREA (EXISTING)	690.00m ²
VISITOR PARKING	08



ORDINARY COUNCIL MEETING Tuesday 21 October 2025



ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



ORDINARY COUNCIL MEETING Tuesday 21 October 2025

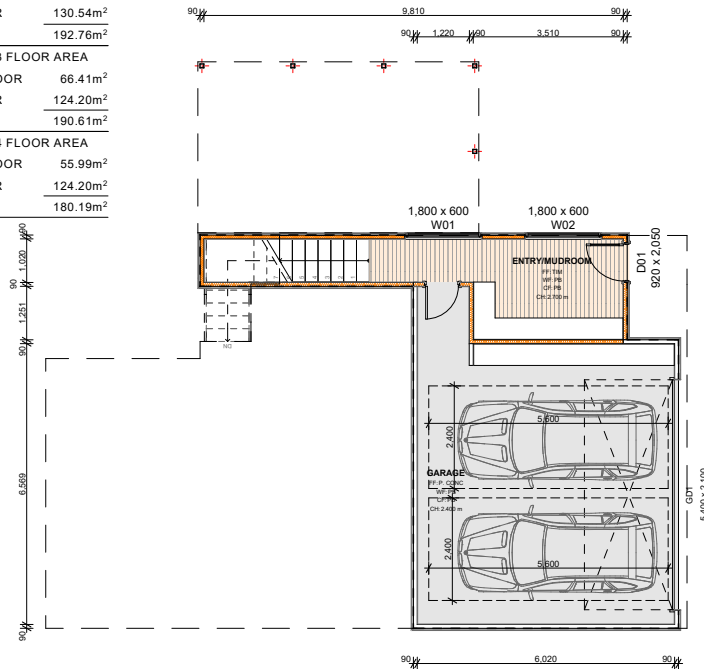
AREA SCHEDULE

UNIT TYPE 01 FLOOR AREA	
GROUND FLOOR	55.99m ²
FIRST FLOOR	124.20m ²
	180.19m ²

UNIT TYPE 02 FLOOR AREA	
GROUND FLOOR	62.22m ²
FIRST FLOOR	130.54m ²
	192.76m ²

UNIT TYPE 03 FLOOR AREA	
GROUND FLOOR	66.41m ²
FIRST FLOOR	124.20m ²
	190.61m ²

UNIT TYPE 04 FLOOR AREA	
GROUND FLOOR	55.99m ²
FIRST FLOOR	124.20m ²
	180.19m ²

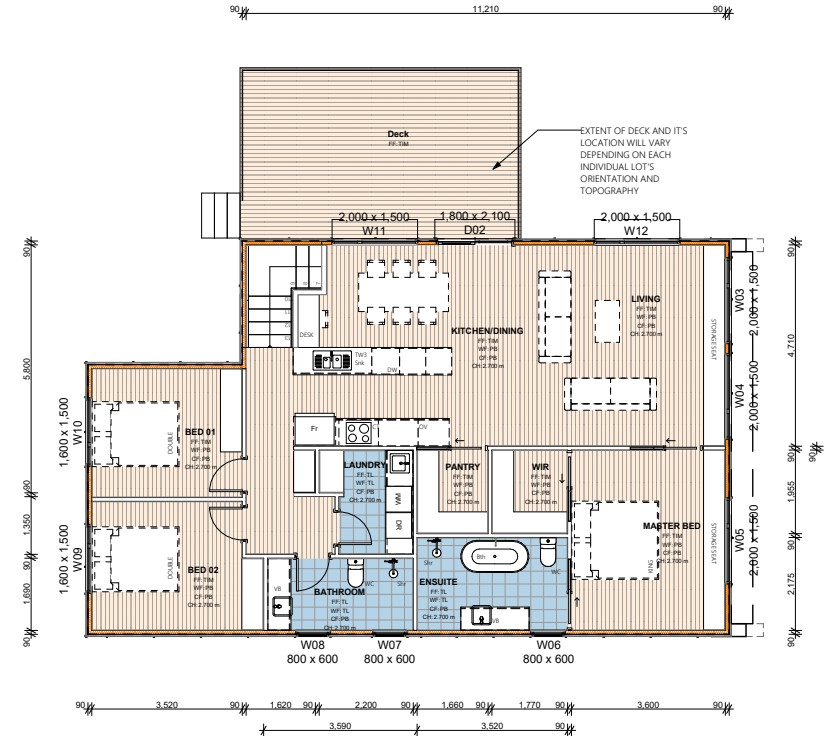


GROUND FLOOR PLAN - UNIT TYPE 01
1:100

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MULTI-UNIT DEVELOPMENT



FIRST FLOOR PLAN - UNIT TYPE 01
1:100

PROJECT	DATE	SCALE	DRAWING TITLE	NORTH
MULTI-UNIT DEVELOPMENT LOT 2, 47 ORANA PLACE RIVERSIDE TAS	25/03/2025	As shown @ A3 1:100	UNIT TYPE 01 FLOOR PLANS	
DESIGNER	CONTACT		DRAWING	
THREE AMIGO'S DEVELOPMENTS PTY LTD	Email: laura@wilkindesign.com.au		DA05	
DESIGNER	Phone: 0432 928 361		JOB NO.	
T. WILKIN	PO BOX 478		1421	
ACCREDITATION NO.	LAUNCESTON, TAS. 7250			
CC678X				

ORDINARY COUNCIL MEETING Tuesday 21 October 2025

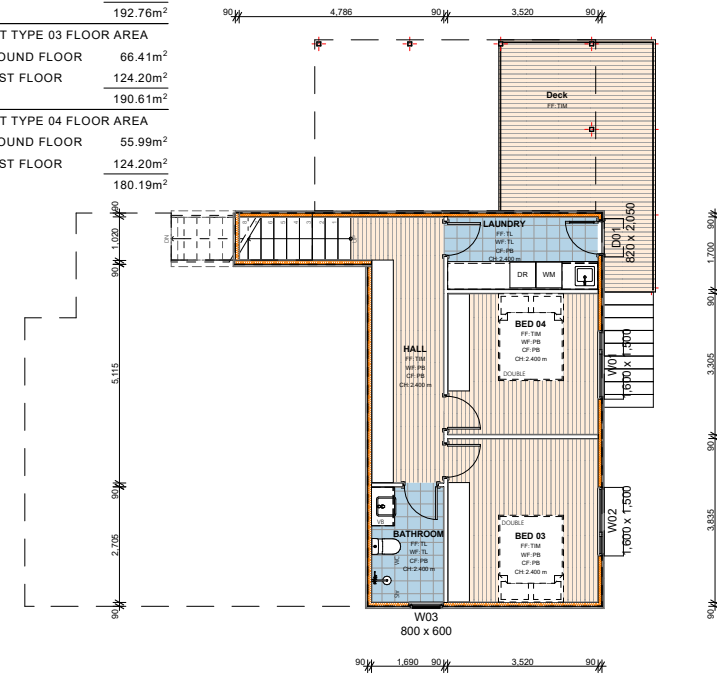
AREA SCHEDULE

UNIT TYPE 01 FLOOR AREA	
GROUND FLOOR	55.99m ²
FIRST FLOOR	124.20m ²
	180.19m ²

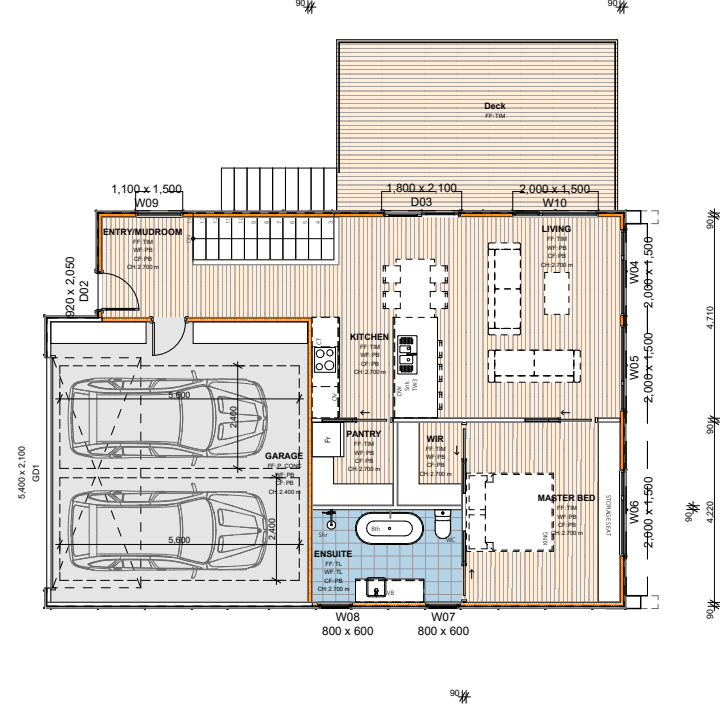
UNIT TYPE 02 FLOOR AREA	
GROUND FLOOR	62.22m ²
FIRST FLOOR	130.54m ²
	192.76m ²

UNIT TYPE 03 FLOOR AREA	
GROUND FLOOR	66.41m ²
FIRST FLOOR	124.20m ²
	190.61m ²

UNIT TYPE 04 FLOOR AREA	
GROUND FLOOR	55.99m ²
FIRST FLOOR	124.20m ²
	180.19m ²



GROUND FLOOR PLAN - UNIT TYPE 02
1:100



FIRST FLOOR PLAN - UNIT TYPE 02
1:100

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[NOT FOR CONSTRUCTION]

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design

MULTI-UNIT DEVELOPMENT

PROJECT	DATE	SCALE	DRAWING TITLE	NORTH
MULTI-UNIT DEVELOPMENT LOT 2, 47 ORANA PLACE RIVERSIDE TAS	25/03/2025	As shown @ A3 1:100	UNIT TYPE 02 FLOOR PLANS	
CONTACT	CONTACT		DRAWING	
THREE AMIGO'S DEVELOPMENTS PTY LTD	Email: laura@wilkindesign.com.au		DA06	
DESIGNER	ACCREDITATION NO.	Phone: 0432 928 361	JOB NO.	
T. WILKIN	CC678X	PO BOX 478 LAUNCESTON, TAS. 7250	1421	

ORDINARY COUNCIL MEETING Tuesday 21 October 2025

AREA SCHEDULE

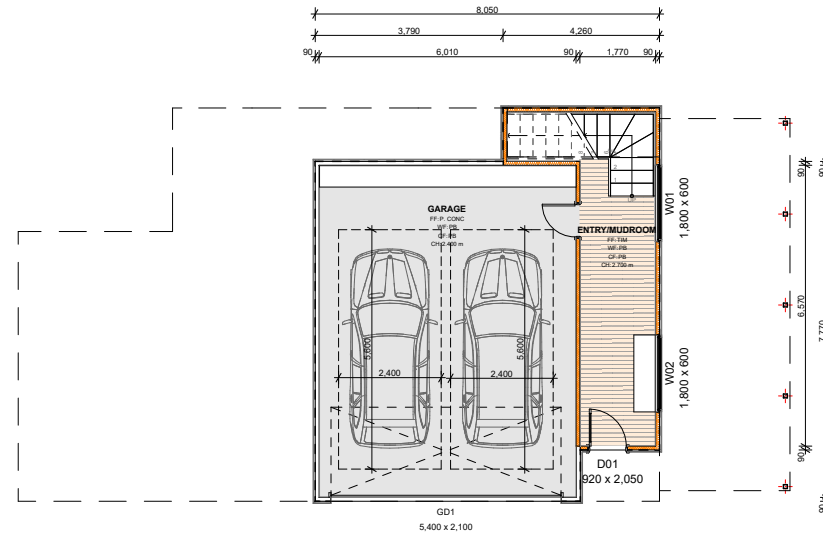
UNIT TYPE 01 FLOOR AREA	
GROUND FLOOR	55.99m ²
FIRST FLOOR	124.20m ²
	180.19m ²

UNIT TYPE 02 FLOOR AREA	
GROUND FLOOR	62.22m ²
FIRST FLOOR	130.54m ²
	192.76m ²

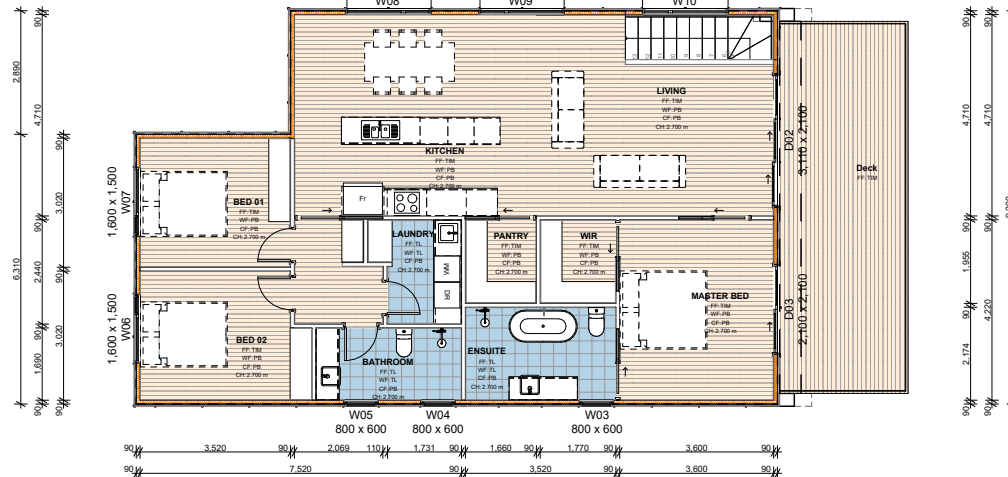
UNIT TYPE 03 FLOOR AREA	
GROUND FLOOR	66.41m ²
FIRST FLOOR	124.20m ²
	190.61m ²

UNIT TYPE 04 FLOOR AREA	
GROUND FLOOR	55.99m ²
FIRST FLOOR	124.20m ²
	180.19m ²

GROUND FLOOR PLAN - UNIT TYPE 03
1:100



FIRST FLOOR PLAN - UNIT TYPE 03
1:100



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MULTI-UNIT DEVELOPMENT

PROJECT
MULTI-UNIT DEVELOPMENT
LOT 2, 47 ORANA PLACE RIVERSIDE TAS
TAS
THREE AMIGO'S DEVELOPMENTS PTY LTD
DESIGNER
T. WILKIN
ACCREDITATION NO.
CC678X

DATE
25/03/2025

SCALE
As shown @ A3
1:100

CONTACT
Email: laura@wilkindesign.com.au
Phone: 0432 928 361
PO BOX 478
LAUNCESTON, TAS. 7250

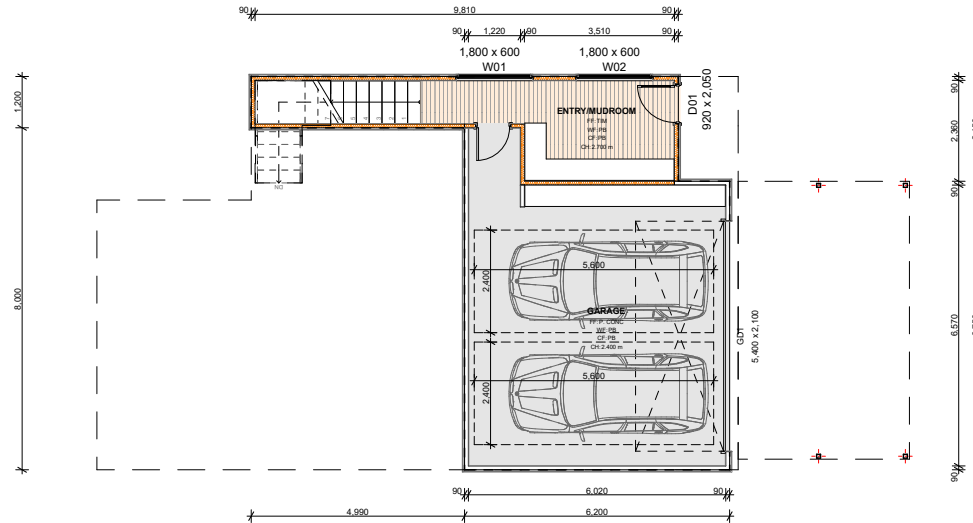
DRAWING TITLE
UNIT TYPE 03 FLOOR PLANS
NORTH

DRAWING
DA07
JOB NO.
1421

ORDINARY COUNCIL MEETING Tuesday 21 October 2025

AREA SCHEDULE

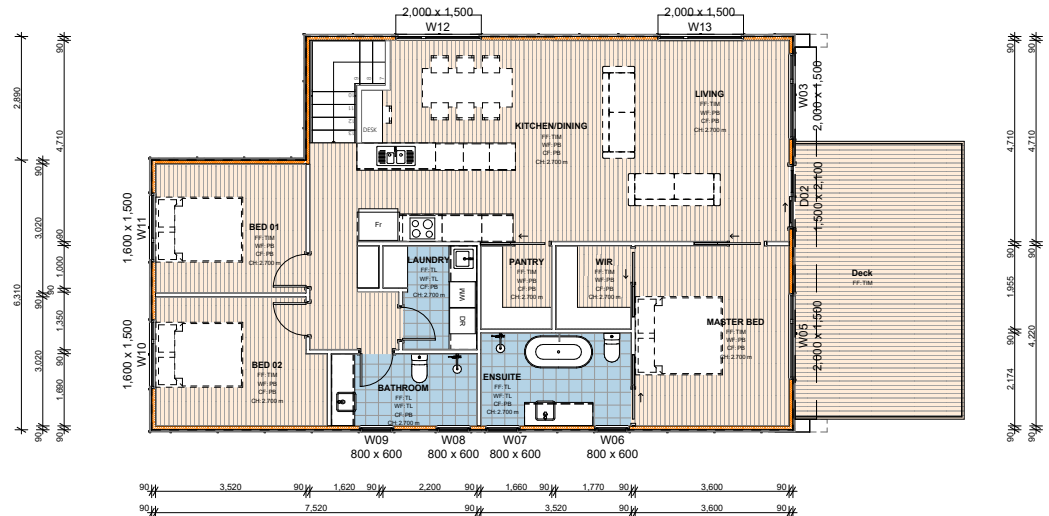
UNIT TYPE 01 FLOOR AREA	
GROUND FLOOR	55.99m ²
FIRST FLOOR	124.20m ²
	180.19m ²
UNIT TYPE 02 FLOOR AREA	
GROUND FLOOR	62.22m ²
FIRST FLOOR	130.54m ²
	192.76m ²
UNIT TYPE 03 FLOOR AREA	
GROUND FLOOR	66.41m ²
FIRST FLOOR	124.20m ²
	190.61m ²
UNIT TYPE 04 FLOOR AREA	
GROUND FLOOR	55.99m ²
FIRST FLOOR	124.20m ²
	180.19m ²



GROUND FLOOR PLAN - UNIT TYPE 04
1:100

FIRST FLOOR PLAN - UNIT TYPE 04
1:100

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MULTI-UNIT DEVELOPMENT

PROJECT
MULTI-UNIT DEVELOPMENT
LOT 2, 47 ORANA PLACE RIVERSIDE TAS
TAS
THREE AMIGO'S DEVELOPMENTS PTY LTD
DESIGNER
T. WILKIN
ACCREDITATION NO.
CO678X

DATE
25/03/2025

SCALE
As shown @ A3
1:100

CONTACT
Email: laura@wilkindesign.com.au
Phone: 0432 928 361
PO BOX 478
LAUNCESTON, TAS. 7250

DRAWING TITLE
UNIT TYPE 04 FLOOR PLANS
NORTH

DRAWING
DA08
JOB NO.
1421

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



1.NW UNIT 01 North-West Elevation
1:100



1.SW UNIT 01 South-West Elevation
1:100

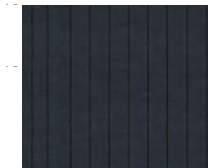
MATERIALS



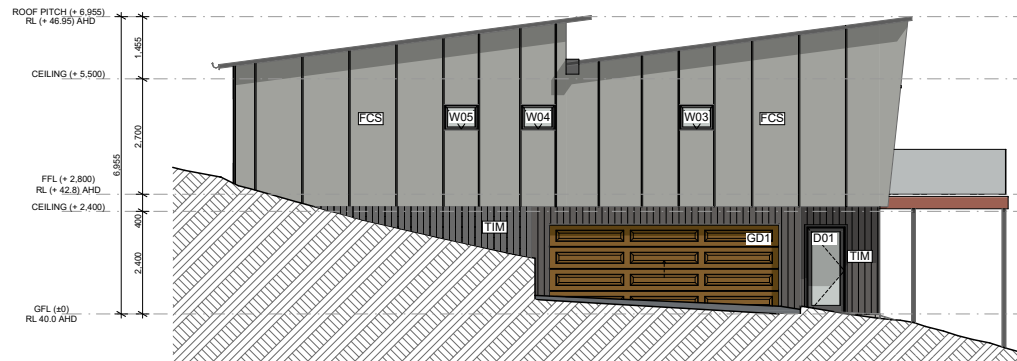
FCS
HARDIE FLEX SHEET WITH
BATTENS
PAINTED FINISH SHALE GREY



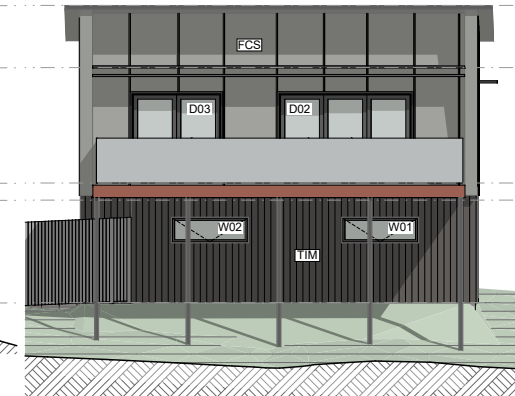
MC:
TRIMDEK ROOF SHEETING
COLORBOND MONUMENT



TIM:
CIMENTEL TERRITORY
WOODLANDS EBONY



1.SE UNIT 01 South-East Elevation
1:100



1.NE UNIT 01 North-East Elevation
1:100

DEVELOPMENT APPLICATION ONLY
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MULTI-UNIT DEVELOPMENT

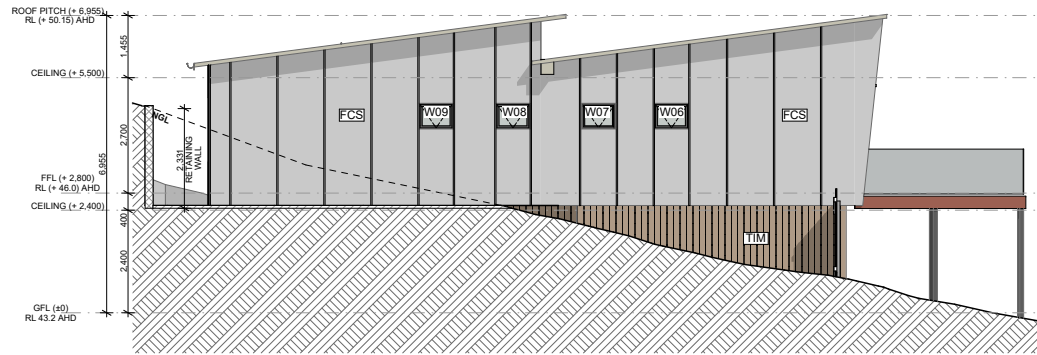
PROJECT
MULTI-UNIT DEVELOPMENT
LOT 2, 47 ORANA PLACE RIVERSIDE TAS

DESIGNER
T. WILKIN
THREE AMIGO'S DEVELOPMENTS PTY LTD
ACCREDITATION NO.
CO678X

DATE
25/03/2025
SCALE
As shown @ A3
1:100
CONTACT
Email: laura@wilkindesign.com.au
Phone: 0432 928 361
PO BOX 478
LAUNCESTON, TAS. 7250

DRAWING TITLE
UNIT 01 ELEVATIONS
DRAWING
DA09
JOB NO.
1421

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



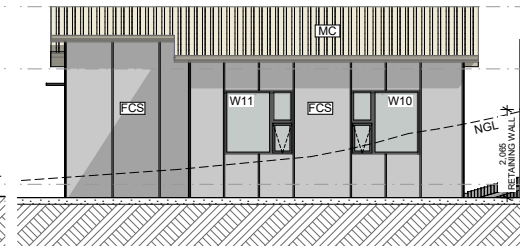
2.SE UNIT 02 South-East Elevation
1:100



2.NE UNIT 02 North-East Elevation
1:100



2.NW UNIT 02 North-West Elevation
1:100



2.SW UNIT 02 South-West Elevation
1:100

DEVELOPMENT APPLICATION ONLY
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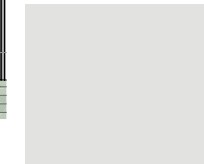
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design

MULTI-UNIT DEVELOPMENT

MATERIALS



FCS
HARDIE FLEX SHEET WITH
BATTENS
PAINTED FINISH SURFMIST



MC:
TRIMDEK ROOF SHEETING
COLORBOND SURFMIST



TIM:
CIMENTEL TERRITORY
WOODLANDS OAKY SLATS



BW:
SMOOTH FINISH BLOCKWORK
ISLAND BLOCK AND PAVING

PROJECT
MULTI-UNIT DEVELOPMENT
LOT 2, 47 ORANA PLACE RIVERSIDE TAS
7250
TAS
THREE AMIGO'S DEVELOPMENTS PTY LTD
DESIGNER
T. WILKIN
ACCREDITATION NO.
CO678X

DATE
25/03/2025
SCALE
As shown @ A3
1:100
CONTACT
Email: laura@wilkindesign.com.au
Phone: 0432 928 361
PO BOX 478
LAUNCESTON, TAS. 7250

DRAWING TITLE
UNIT 02 ELEVATIONS
NORTH
DRAWING
DA10
JOB NO.
1421

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



3.NW UNIT 03 North-West Elevation
1:100



3.SW UNIT 03 South-West Elevation
1:100

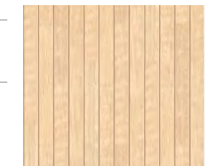
MATERIALS



FCS
HARDIE FLEX SHEET WITH
BATTENS
PAINTED FINISH TERRAIN



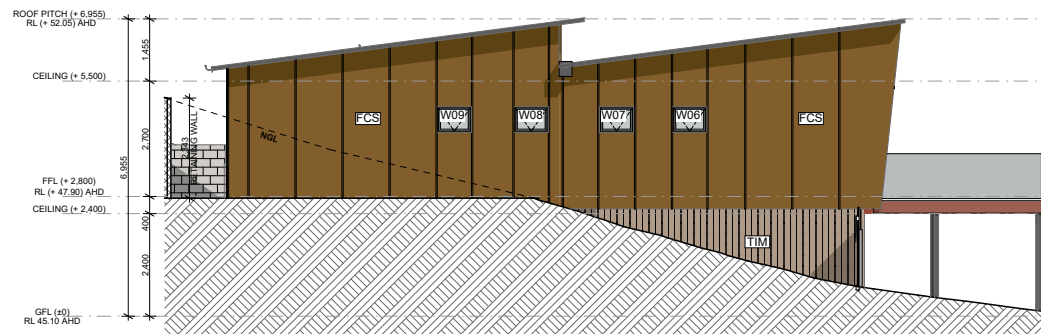
MC:
TRIMDEK ROOF SHEETING
COLORBOND MONUMENT



TIM:
CIMENTEL TERRITORY
WOODLANDS OAKY SLATS



BW:
SMOOTH FINISH BLOCKWORK
ISLAND BLOCK AND PAVING



3.SE UNIT 03 South-East Elevation
1:100



3.NE UNIT 03 North-East Elevation
1:100

DEVELOPMENT APPLICATION ONLY
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MULTI-UNIT DEVELOPMENT

PROJECT
MULTI-UNIT DEVELOPMENT
LOT 2, 47 ORANA PLACE RIVERSIDE TAS
7250
CONTACT
THREE AMIGO'S DEVELOPMENTS PTY LTD
DESIGNER
T. WILKIN
ACCREDITATION NO.
C0678X

DATE
25/03/2025
SCALE
As shown @ A3
1:100

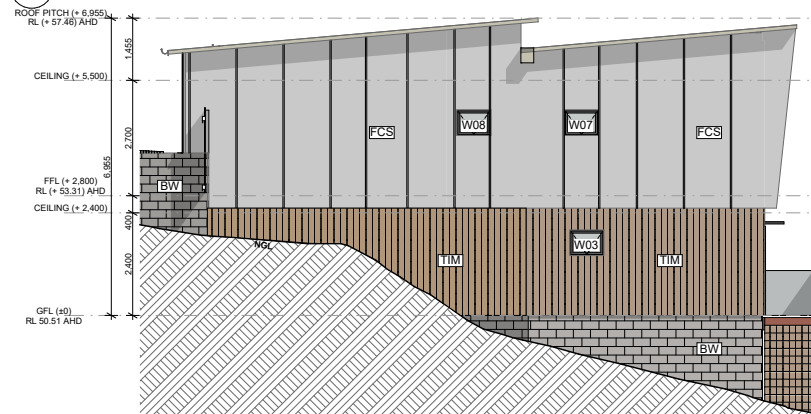
CONTACT
Email: laura@wilkindesign.com.au
Phone: 0432 928 361
PO BOX 478
LAUNCESTON, TAS. 7250

DRAWING TITLE
UNIT 03 ELEVATIONS
DRAWING
DA11
JOB NO.
1421

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



4.NW UNIT 04 North-West Elevation
1:100

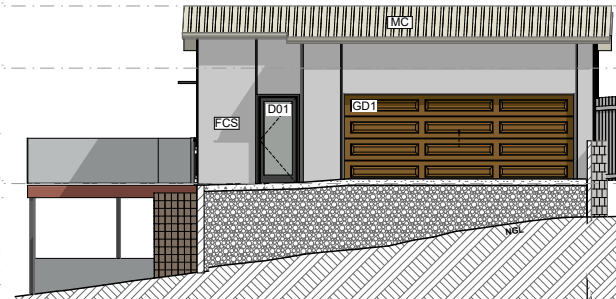


4.SE UNIT 04 South-East Elevation
1:100

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MULTI-UNIT DEVELOPMENT



4.SW UNIT 04 South-West Elevation
1:100

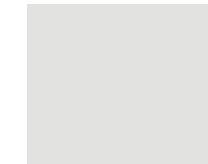


4.NE UNIT 04 North-East Elevation
1:100

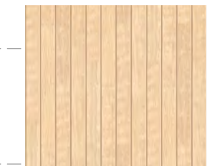
MATERIALS



FCS
HARDIE FLEX SHEET WITH
BATTENS
PAINTED FINISH SURFMIST



MC:
TRIMDEK ROOF SHEETING
COLORBOND SURFMIST



TIM:
CIMENTEL TERRITORY
WOODLANDS OAKY SLATS



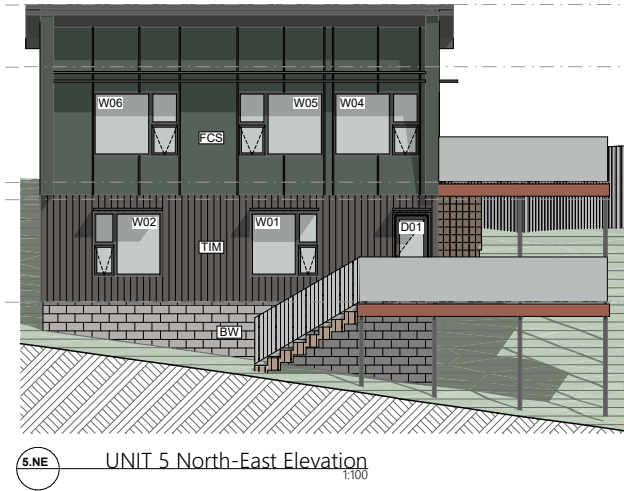
BW:
SMOOTH FINISH BLOCKWORK
ISLAND BLOCK AND PAVING

PROJECT
MULTI-UNIT DEVELOPMENT
LOT 2, 47 ORANA PLACE RIVERSIDE TAS
7250 TAS
THREE AMIGO'S DEVELOPMENTS PTY LTD
DESIGNER
T. WILKIN
ACCREDITATION NO.
CC678X

DATE
25/03/2025
SCALE
As shown @ A3
1:100
CONTACT
Email: laura@wilkindesign.com.au
Phone: 0432 928 361
PO BOX 478
LAUNCESTON, TAS. 7250

DRAWING TITLE
UNIT 04 ELEVATIONS
NORTH
DRAWING
DA12
JOB NO.
1421

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



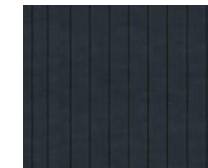
MATERIALS



FCS
HARDIE FLEX SHEET WITH
BATTENS
PAINTED FINISH COTTAGE
GREEN



MC:
TRIMDEK ROOF SHEETING
COLORBOND MONUMENT



TIM:
CIMENTEL TERRITORY
WOODLANDS EBONY



BW:
SMOOTH FINISH BLOCKWORK
ISLAND BLOCK AND PAVING

DEVELOPMENT APPLICATION ONLY
[NOT FOR CONSTRUCTION]

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design

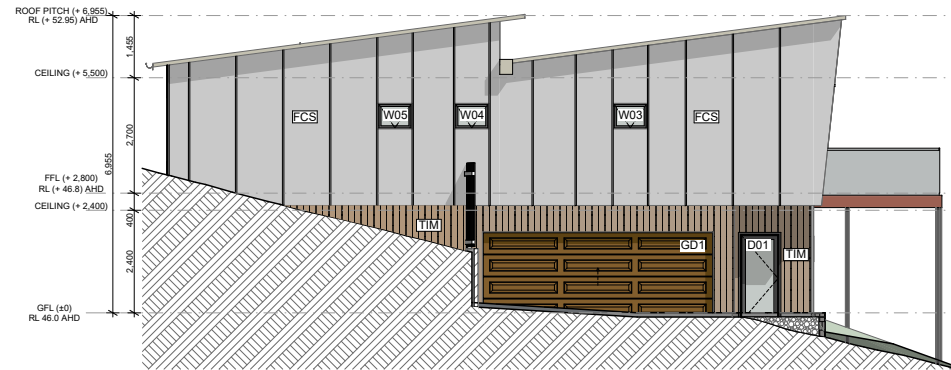
MULTI-UNIT DEVELOPMENT

PROJECT
MULTI-UNIT DEVELOPMENT
LOT 2, 47 ORANA PLACE RIVERSIDE TAS
TAS
THREE AMIGO'S DEVELOPMENTS PTY LTD
DESIGNER
T. WILKIN
ACCREDITATION NO.
CO678X

DATE
25/03/2025
SCALE
As shown @ A3
1:100
CONTACT
Email: laura@wilkindesign.com.au
Phone: 0432 928 361
PO BOX 478
LAUNCESTON, TAS. 7250

DRAWING TITLE
UNIT 05 ELEVATIONS
NORTH
DRAWING
DA13
JOB NO.
1421

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



6.SE UNIT 6 South-East Elevation
1:100



6.NW UNIT 6 North-West Elevation
1:100

DEVELOPMENT APPLICATION ONLY
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MULTI-UNIT DEVELOPMENT



6.NE UNIT 6 North-East Elevation
1:100

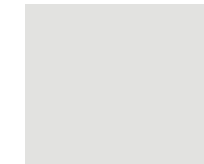


6.SW UNIT 6 South-West Elevation
1:100

MATERIALS



FCS
HARDIE FLEX SHEET WITH
BATTENS
PAINTED FINISH SURFMIST



MC:
TRIMDEK ROOF SHEETING
COLORBOND SURFMIST



TIM:
CIMENTEL TERRITORY
WOODLANDS OAKY SLATS

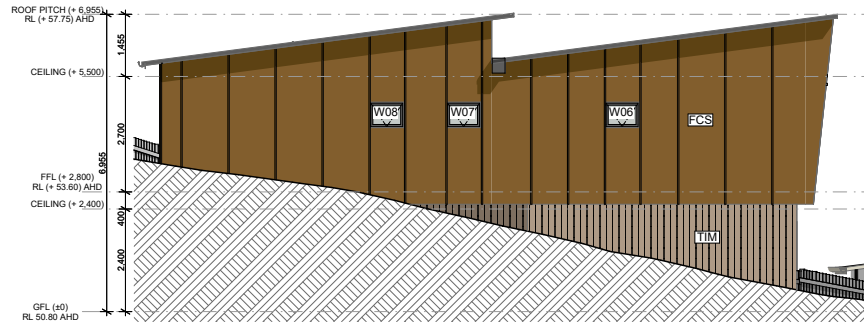


BW:
SMOOTH FINISH BLOCKWORK
ISLAND BLOCK AND PAVING

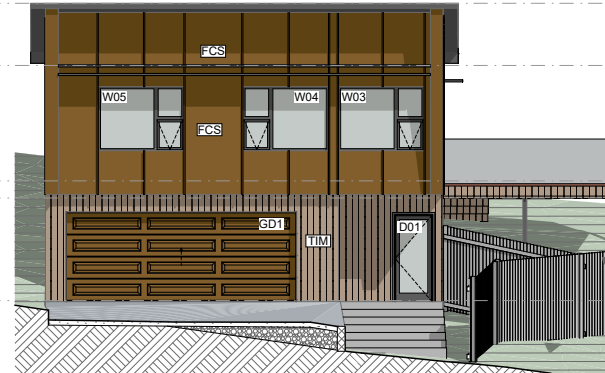
PROJECT	DATE	SCALE
MULTI-UNIT DEVELOPMENT LOT 2, 47 ORANA PLACE RIVERSIDE TAS	25/03/2025	As shown @ A3 1:100
CONTACT	Email: laura@wilkindesign.com.au	
THREE AMIGO'S DEVELOPMENTS PTY LTD	Phone: 0432 928 361	
DESIGNER	ACCREDITATION NO.	PO BOX 478
T. WILKIN	CC678X	LAUNCESTON, TAS. 7250

DRAWING TITLE	NORTH
UNIT 06 ELEVATIONS	
DRAWING	
DA14	
JOB NO.	
1421	

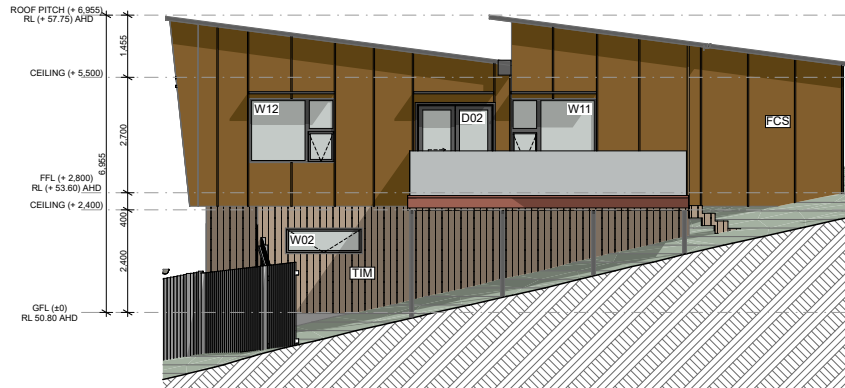
ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



7.SE UNIT 7 South-East Elevation
1:100



7.NE UNIT 7 North-East Elevation
1:100



7.NW UNIT 7 North-West Elevation
1:100



7.SW UNIT 7 South-West Elevation
1:100

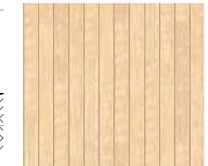
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BATTENS
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MC:
TRIMDEK ROOF SHEETING
COLORBOND MONUMENT



TIM:
CIMENTEL TERRITORY
WOODLANDS OAKY SLATS

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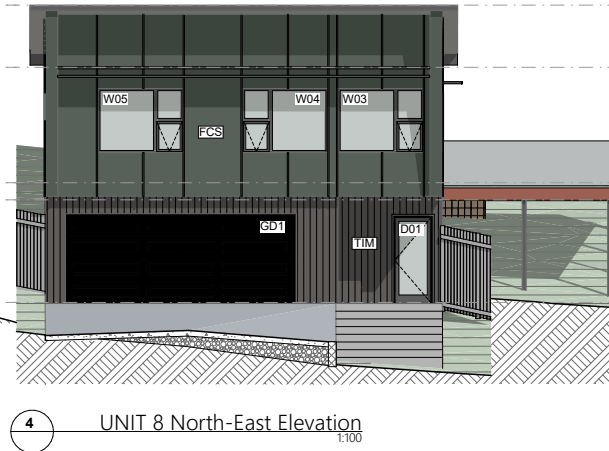
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PROJECT
MULTI-UNIT DEVELOPMENT
LOT 2, 47 ORANA PLACE RIVERSIDE TAS
7250
THREE AMIGO'S DEVELOPMENTS PTY LTD
DESIGNER
T. WILKIN
ACCREDITATION NO.
C0678X

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Phone: 0432 928 361
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LAUNCESTON, TAS. 7250

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UNIT 07 ELEVATIONS
DRAWING
DA15
JOB NO.
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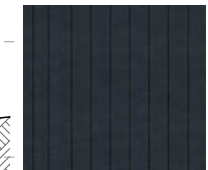
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CIMENTEL TERRITORY
WOODLANDS EBONY



BW:
SMOOTH FINISH BLOCKWORK
ISLAND BLOCK AND PAVING



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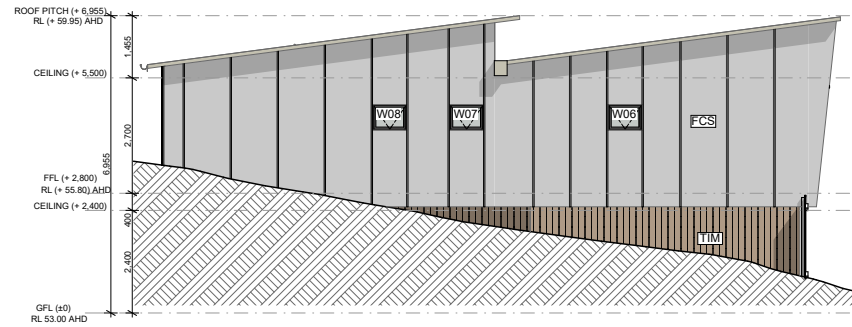
MULTI-UNIT DEVELOPMENT

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LOT 2, 47 ORANA PLACE RIVERSIDE TAS
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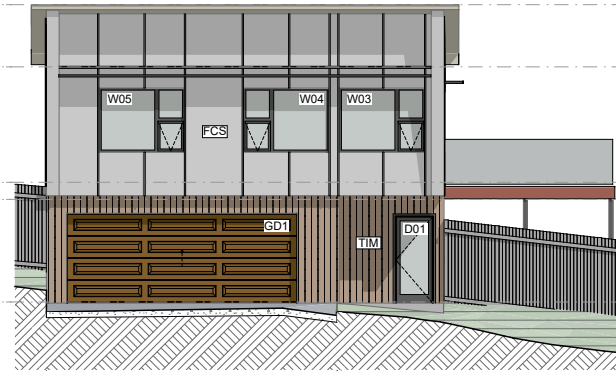
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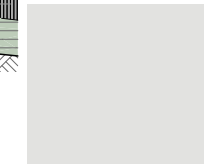


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MATERIALS



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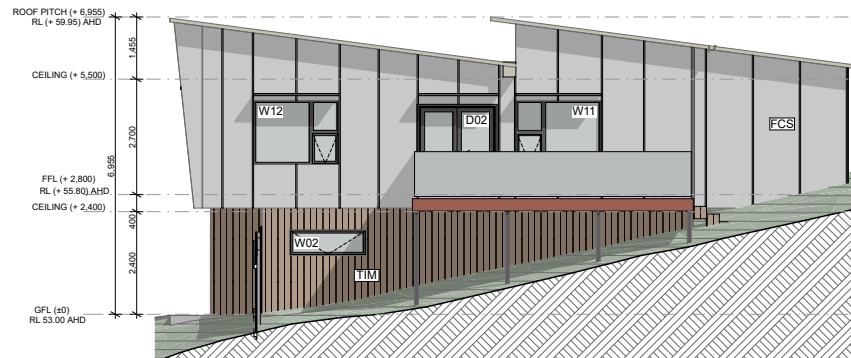
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TIM:
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WOODLANDS OAKY SLATS



BW:
SMOOTH FINISH BLOCKWORK
ISLAND BLOCK AND PAVING



9.NW UNIT 9 North-West Elevation
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9.SW UNIT 9 South-West Elevation
1:100

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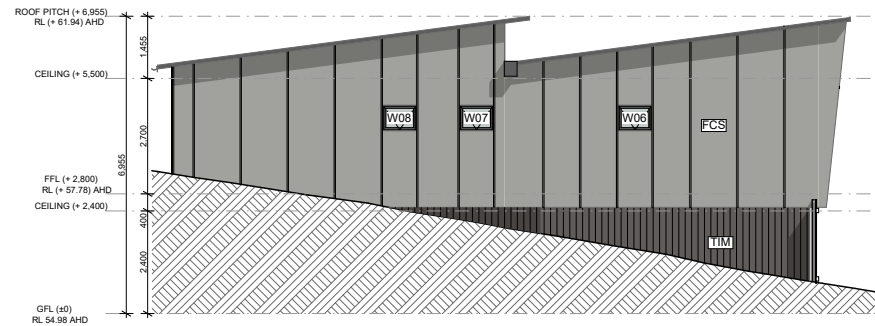
MULTI-UNIT DEVELOPMENT

PROJECT
MULTI-UNIT DEVELOPMENT
LOT 2, 47 ORANA PLACE RIVERSIDE TAS
TAS
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DESIGNER
T. WILKIN
ACCREDITATION NO.
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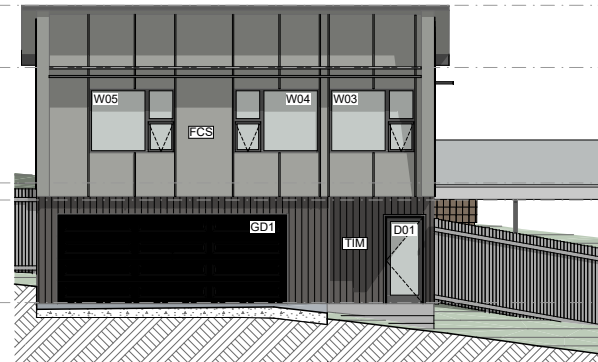
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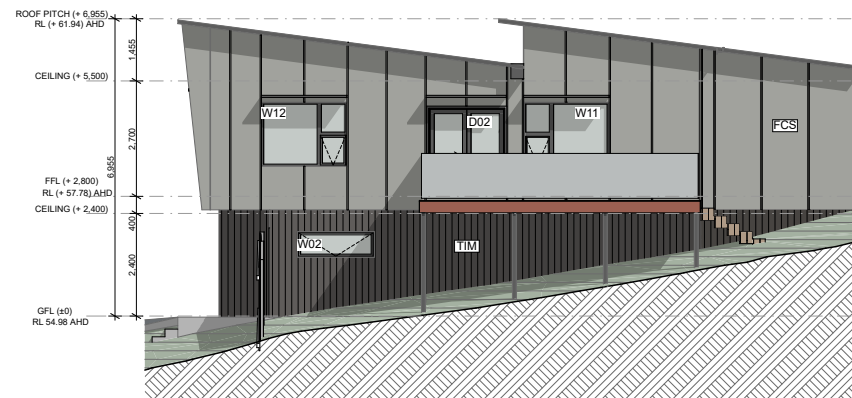
ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



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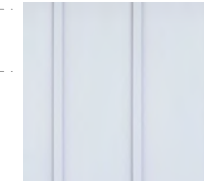


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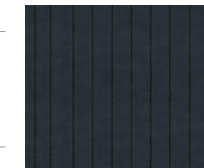
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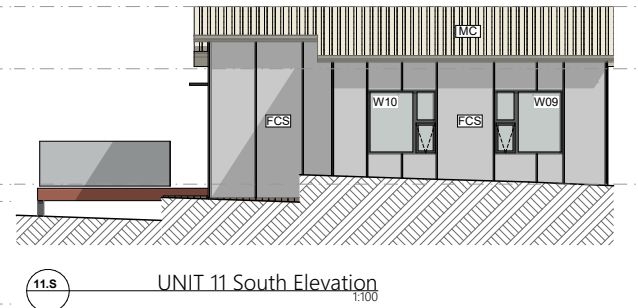
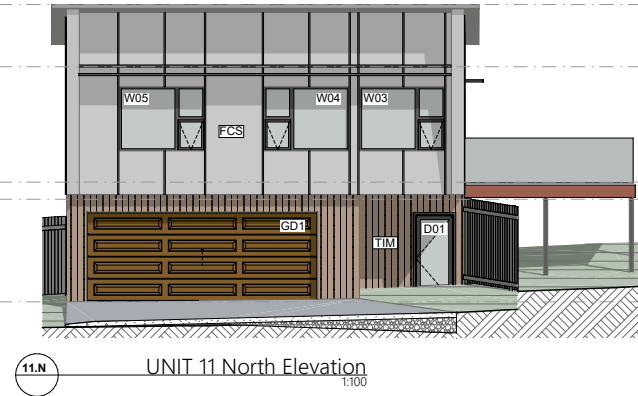
MULTI-UNIT DEVELOPMENT

PROJECT
MULTI-UNIT DEVELOPMENT
LOT 2, 47 ORANA PLACE RIVERSIDE TAS
TAS
THREE AMIGO'S DEVELOPMENTS PTY LTD
DESIGNER
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NORTH
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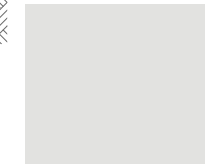
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MATERIALS



FCS
HARDIE FLEX SHEET WITH
BATTENS
PAINTED FINISH SURFIST



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TRIMDEK ROOF SHEETING
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TIM:
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MULTI-UNIT DEVELOPMENT

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7250
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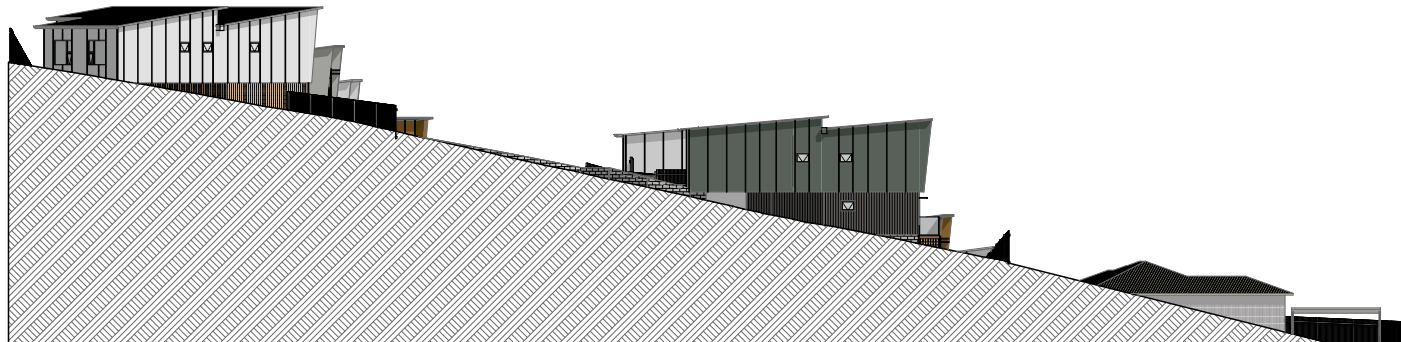
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○ SITE ELEVATION
1:250



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○ SITE ELEVATION
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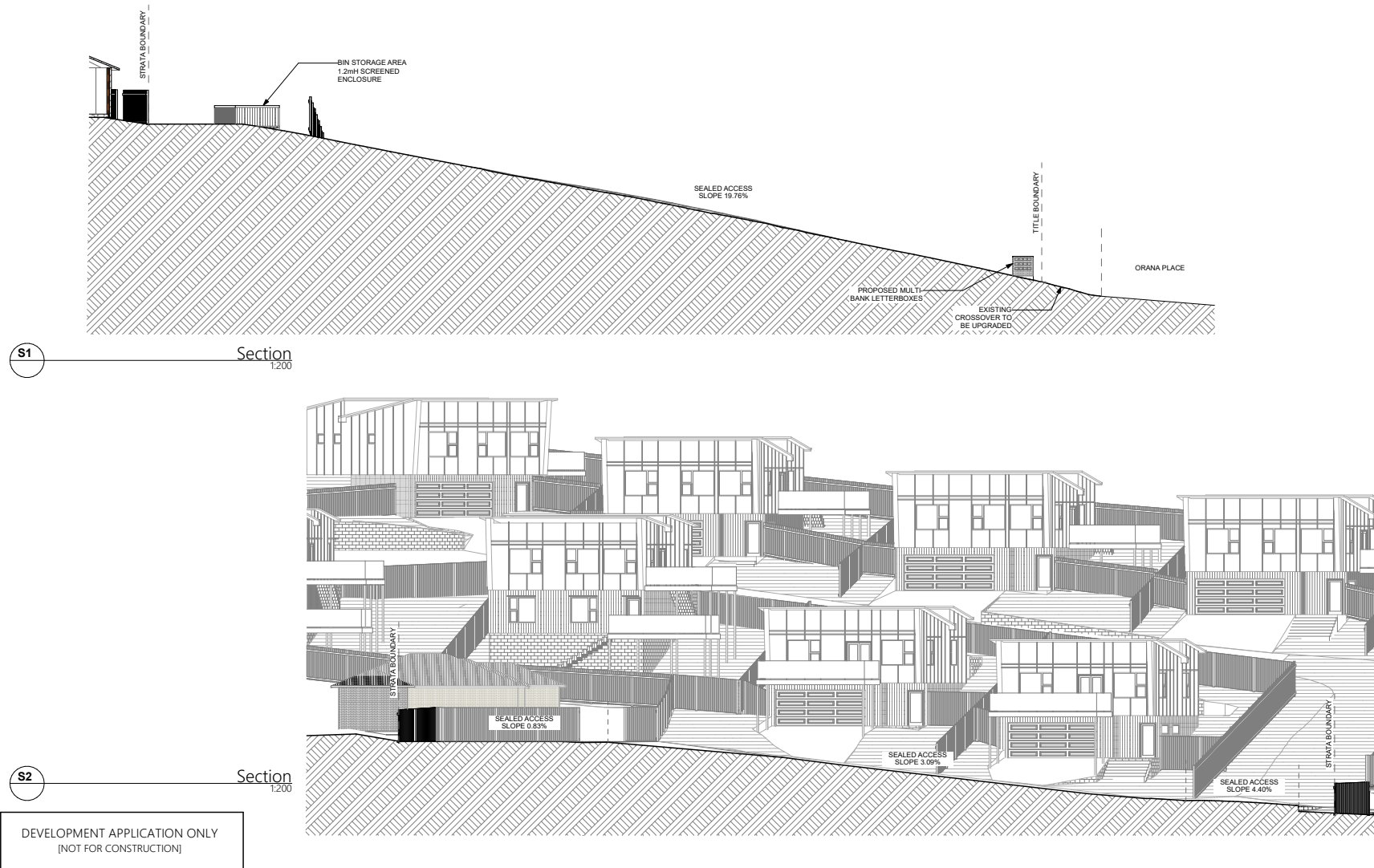
MULTI-UNIT DEVELOPMENT

PROJECT
MULTI-UNIT DEVELOPMENT
LOT 2, 47 ORANA PLACE RIVERSIDE TAS
7250
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DRAWING TITLE
SITE ELEVATIONS
NORTH
DRAWING
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JOB NO.
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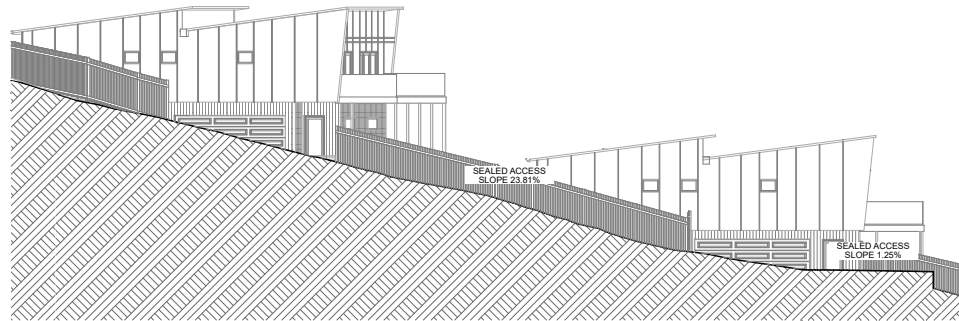


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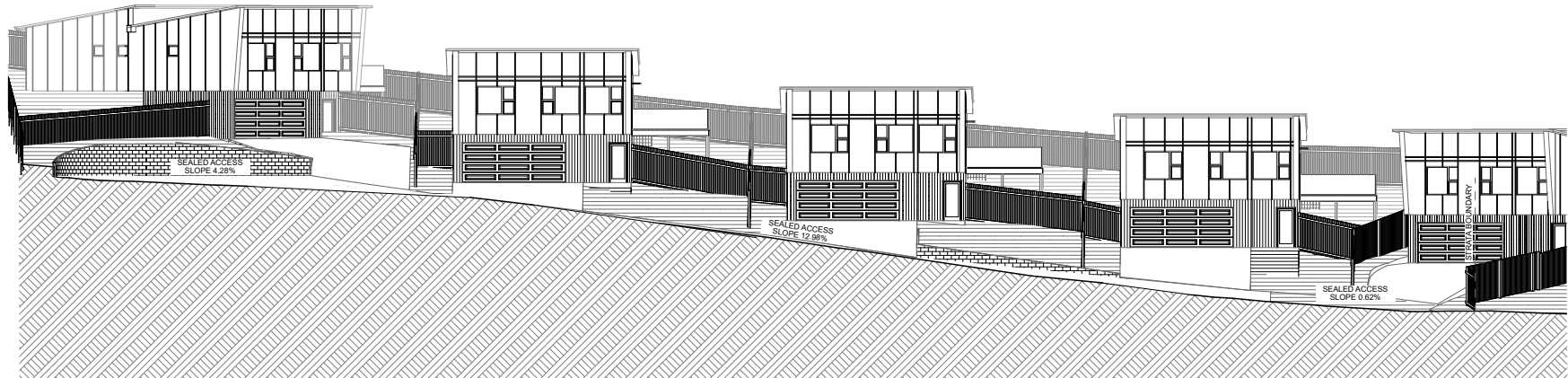
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DESIGNER	ACCREDITATION NO.	Phone: 0432 928 361 PO BOX 478 LAUNCESTON, TAS. 7250	JOB NO.	
T. WILKIN	CC678X		1421	

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S3 Section
1:200



S4 Section
1:200

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MULTI-UNIT DEVELOPMENT

PROJECT
MULTI-UNIT DEVELOPMENT
LOT 2, 47 ORANA PLACE RIVERSIDE TAS
7250
TAS
THREE AMIGO'S DEVELOPMENTS PTY LTD
DESIGNER
T. WILKIN
ACCREDITATION NO.
C0678X

DATE
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CONTACT
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DRIVEWAY LONGITUDINAL PLANS
DRAWING
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PLUMBING PLAN
1:500

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MULTI-UNIT DEVELOPMENT
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DESIGNER
THREE AMIGO'S DEVELOPMENTS PTY LTD
DESIGNER
T. WILKIN
ACCREDITATION NO.
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DATE
25/03/2025

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DRAWING TITLE
PLUMBING PLAN

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DA24
JOB NO.
1421

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DRAWING TITLE
PLUMBING PLAN

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MULTI-UNIT DEVELOPMENT

PROJECT	DATE	SCALE	DRAWING TITLE	NORTH
MULTI-UNIT DEVELOPMENT LOT 2, 47 ORANA PLACE RIVERSIDE TAS	25/03/2025	As shown @ A3	3D VIEWS	
CONTACT	CONTACT		DRAWING	
THREE AMIGO'S DEVELOPMENTS PTY LTD	Email: laura@wilkindesign.com.au		DA25	
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MULTI-UNIT DEVELOPMENT

PROJECT
MULTI-UNIT DEVELOPMENT
LOT 2, 47 ORANA PLACE RIVERSIDE TAS
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DESIGNER
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3D VIEWS

DRAWING
DA26
JOB NO.
1421



Wilkin Design
47 Orana Place, Riverside
Traffic Impact Assessment
March 2025





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1. Introduction

1.1 Background

Midson Traffic were engaged by Wilkin Design to prepare a traffic impact assessment for a proposed residential unit development at 47 Orana Place, Riverside.

Figure 1 Proposed Development



1.2 Traffic Impact Assessment (TIA)

A traffic impact assessment (TIA) is a process of compiling and analysing information on the impacts that a specific development proposal is likely to have on the operation of roads and transport networks. A TIA should not only include general impacts relating to traffic management, but should also consider specific impacts on all road users, including on-road public transport, pedestrians, cyclists and heavy vehicles.

This TIA has been prepared in accordance with the Department of State Growth (DSG) publication, *Traffic Impact Assessment Guidelines*, August 2020. This TIA has also been prepared with reference to the Austroads publication, *Guide to Traffic Management*, Part 12: *Integrated Transport Assessments for Developments*, 2020.

Land use developments generate traffic movements as people move to, from and within a development. Without a clear understanding of the type of traffic movements (including cars, pedestrians, trucks, etc), the scale of their movements, timing, duration and location, there is a risk that this traffic movement may contribute to safety issues, unforeseen congestion or other problems where the development connects to the road system or elsewhere on the road network. A TIA attempts to forecast these movements and their impact on the surrounding transport network.

A TIA is not a promotional exercise undertaken on behalf of a developer; a TIA must provide an impartial and objective description of the impacts and traffic effects of a proposed development. A full and detailed assessment of how vehicle and person movements to and from a development site might affect existing road and pedestrian networks is required. An objective consideration of the traffic impact of a proposal is vital to enable planning decisions to be based upon the principles of sustainable development.



This TIA also addresses the relevant clauses of C2.0, *Parking and Sustainable Parking Code*, and C3.0, *Road and Railway Assets Code*, of the Tasmanian Planning Scheme – West Tamar, 2021.

1.3 Statement of Qualification and Experience

This TIA has been prepared by an experienced and qualified traffic engineer in accordance with the requirements of Council's Planning Scheme and The Department of State Growth's, *Traffic Impact Assessment Guidelines*, August 2020, as well as Council's requirements.

The TIA was prepared by Keith Midson. Keith's experience and qualifications are briefly outlined as follows:

- 29 years professional experience in traffic engineering and transport planning.
- Master of Transport, Monash University, 2006
- Master of Traffic, Monash University, 2004
- Bachelor of Civil Engineering, University of Tasmania, 1995
- Engineers Australia: Fellow (FIEAust); Chartered Professional Engineer (CPEng); Engineering Executive (EngExec); National Engineers Register (NER)

1.4 Project Scope

The project scope of this TIA is outlined as follows:

- Review of the existing road environment in the vicinity of the site and the traffic conditions on the road network.
- Provision of information on the proposed development with regards to traffic movements and activity.
- Identification of the traffic generation potential of the proposal with respect to the surrounding road network in terms of road network capacity.
- Review of the parking requirements of the proposed development. Assessment of this parking supply with Planning Scheme requirements.
- Traffic implications of the proposal with respect to the external road network in terms of traffic efficiency and road safety.

1.5 Subject Site

The subject site is located at Lot 2, 47 Orana Place, Riverside. The site currently contains a single residential dwelling.

The subject site and surrounding road network is shown in Figure 2.

Figure 2 Subject Site & Surrounding Road Network



Image Source: LIST Map, DPIPWE

1.6 Reference Resources

The following references were used in the preparation of this TIA:

- Tasmanian Planning Scheme – West Tamar, 2021 (Planning Scheme)
- Austroads, *Guide to Traffic Management*, Part 12: *Integrated Transport Assessments for Developments*, 2020
- Austroads, *Guide to Road Design*, Part 4A: Unsignalised and Signalised Intersections, 2021
- Department of State Growth, *Traffic Impact Assessment Guidelines*, 2020
- Transport NSW, *Guide to Traffic Impact Assessment*, 2024 (TIA Guide)
- Australian Standards, AS2890.1, *Off-Street Parking*, 2004 (AS2890.1)

2. Existing Conditions

2.1 Transport Network

For the purposes of this report, the transport network consists of Orana Place, West Tamar Road and Ecclestone Road.

2.1.1 Orana Place

Orana Place is a local residential road that connects between West Tamar Highway and Ecclestone Road. It provides access to a small residential catchment area along its length. It has a narrow pavement width that provides one-way flow (eastbound flow) between 45 Orana Place and 9 Orana Place.

The general urban speed limit of 50-km/h is applicable to Orana Place. It carries a traffic volume of approximately 300 vehicles per day near the subject site.

Figure 3 Orana Place



2.1.2 West Tamar Road

West Tamar Road is a four-lane divided carriageway near the subject site. It connects between York Street/ Brisbane Street at its southern end and Cormiston Road/ Walcorm Court at its northern end where it continues as the West Tamar Highway. The posted speed limit of West Tamar Highway is 70-km/h.

West Tamar Highway carries a traffic volume of approximately 22,000 vehicles per day south of Ecclestone Road. Orana Place connect to West Tamar Highway at a T-junction with left-in/ left-out manoeuvres permitted (ie. No access via West Tamar Road's southbound carriageway).



2.1.3 Ecclestone Road

Ecclestone Road connects between West Tamar Road at its northern end and extends to a rural area to the west, connecting to Bridgenorth Road. The posted speed limit of Ecclestone Road near the Orana Place intersection is 60-km/h.

Traffic volumes are estimated to be in the order of 1,500 vehicles per day near Orana Place.

2.2 Road Safety Performance

Crash data can provide valuable information on the road safety performance of a road network. Existing road safety deficiencies can be highlighted through the examination of crash data, which can assist in determining whether traffic generation from the proposed development may exacerbate any identified issues.

Crash data was obtained from the Department of State Growth for a five-year period between 1st January 2020 and 31st December 2024 for the full length of Orana Place.

One crash was reported during this time:

- 5:30am, Friday 8th October 2021 – 'other-curve' single vehicle collision at the intersection of Fort Street and Orana Place resulting in property damage only.

The crash history does not provide any indication that there are pre-existing road safety deficiencies in the road network that may be exacerbated by traffic generated by the proposed development. Importantly no crashes were reported at the Orana Place junctions with West Tamar Road and Ecclestone Road.

3. Proposed Development

3.1 Development Proposal

The proposed development involves the construction of 12 residential units (11 new units and existing dwelling). The units will have access via a single driveway connecting to Orana Place, terminating at a cul-de-sac within the subject site.

A total of 32 on-site car parking spaces are proposed. This consists of 8 visitor parking bays, 22 garage spaces (double garage for each unit), and double carport for the existing dwelling.

The proposed development is shown in Figure 4.

Figure 4 Proposed Development Plans



4. Traffic Impacts

4.1 Trip Generation

Traffic generation rates were sourced from the TIA Guide. The TIA Guide states the following traffic generation rates for medium density residential developments:

- | | |
|------------------------------|-------------------------|
| ▪ Daily vehicle trips | 5 per day/ dwelling |
| ▪ AM peak hour vehicle trips | 0.41 per hour/ dwelling |
| ▪ PM peak hour vehicle trips | 0.60 per hour/ dwelling |

This equates to the following total traffic generation for the proposed development:

- | | |
|------------------------------|---------------------|
| ▪ Daily vehicle generation | 60 vehicles per day |
| ▪ AM peak hour vehicle trips | 5 vehicles per hour |
| ▪ PM peak hour vehicle trips | 7 vehicles per hour |

The daily traffic generation represents an increase of approximately 52 vehicles per day assuming the existing dwelling currently generates 8 vehicles per day.

4.2 Trip Assignment

At the subject site's access, Orana Place is a single lane one-way carriageway. All traffic entering and exiting the site will therefore be via right-in/ right-out manoeuvres.

4.3 Access Impacts

The Acceptable Solution A1.4 of Clause C3.5.1 of the Planning Scheme states "*Vehicular traffic to and from the site, using an existing vehicle crossing or private level crossing, will not increase by more than the amounts in Table C3.1*".

Table C3.1 states a maximum increase of 20% or 40 vehicles per day, whichever is greater. In this case the increase in traffic at the upgraded access will exceed 40 vehicles per day (estimated to be ~52 vehicles per day increase when considering the existing traffic generation associated with the existing dwelling). The access therefore does not comply with the requirements of Acceptable Solution A1.4 of Clause C3.5.1 of the Planning Scheme.

The Performance Criteria P1 of Clause C3.5.1 of the Planning Scheme is applicable to both accesses, which states:

"Vehicular traffic to and from the site must minimise any adverse effects on the safety of a junction, vehicle crossing or level crossing or safety or efficiency of the road or rail network, having regard to:

- (a) any increase in traffic caused by the use;*
- (b) the nature of the traffic generated by the use;*
- (c) the nature of the road;*
- (d) the speed limit and traffic flow of the road;*
- (e) any alternative access to a road;*
- (f) the need for the use;*
- (g) any traffic impact assessment; and*
- (h) any advice received from the rail or road authority”.*

The following is relevant to the proposed development:

- a. Increase in traffic. The increase in traffic at the access will be in the order of 52 vehicles per day, with a peak increase of 6 vehicles per hour (assuming the existing dwelling currently generates 1 vehicle per hour). The turning movements during peak periods are summarised in Section 4.2. The relatively low traffic generation at each access will result in a high level of efficiency and safety.
- b. Nature of traffic. The traffic will be residential in nature, which is consistent with the traffic currently utilising the surrounding road network.
- c. Nature of road. Orana Place is a local access road that carries a predominantly residential traffic. The nature of the road is compatible with the nature and type of traffic generated by the proposed development.
- d. Speed limit and traffic flow of road. Orana Place has a speed limit of 50-km/h and a volume of approximately 300 vehicles per day.
- e. Alternative access. No alternative access is possible or considered necessary.
- f. Need for use. The accesses are required to service the parking areas associated with the residential development.
- g. Traffic impact assessment. This report documents the findings of a traffic impact assessment.
- h. Road authority advice. Council (as road authority) have requested that a TIA be prepared in support of the proposed development.

Based on the above assessment, the proposed access arrangements comply with the requirements of Performance Criteria P1 of Clause C3.5.1 of the Planning Scheme. Importantly, the peak generation of 7 vehicles per hour can be readily absorbed at its access with Orana Place at a high level of efficiency and safety.



4.4 Sight Distance

Australian Standards, AS2890.1, provide the sight distance requirements for residential and domestic driveways. Sight distance requirements are lower for driveways compared to road junctions.

The sight distance requirements are determined by the frontage road speed limit. The AS2890.1 sight distance requirements for a 50-km/h frontage road is 40 metres.

The available sight distance exceeds 40 metres to the north of the access, noting that Orana Place is one-way at the site's access (therefore no traffic will be approaching from the south towards the access on Orana Place).

4.5 Pedestrian Impacts

The proposed development will generate a small amount of pedestrian activity. Much of this pedestrian activity is likely to be between the subject site and nearby shops/ services, bus stops, etc. The existing footpath infrastructure is considered to be adequate within the existing road network to cater for these pedestrian movements.

The Acceptable Solution A1 of Clause C2.6.5 of the Planning Scheme states:

"Uses that require 10 or more car parking spaces must:

(a) have a 1m wide footpath that is separated from the access ways or parking aisles, excluding where crossing access ways or parking aisles, by:

(i) a horizontal distance of 2.5m between the edge of the footpath and the access way or parking aisle; or

(ii) protective devices such as bollards, guard rails or planters between the footpath and the access way or parking aisle; and

(b) be signed and line marked at points where pedestrians cross access ways or parking aisles".

The single accessway through the proposed development does not have any intersections within the site. The proposed development provides short sections of pedestrian footpaths in key locations within the site (such as adjacent to visitor parking towards the end of the internal accessway). No marked pedestrian crossing locations are provided along the accessway. On this basis, the layout does not strictly comply with the requirements of Acceptable Solution A1 of Clause C2.6.5 of the Planning Scheme.

The Performance Criteria P1 of Clause C2.6.5 of the Planning Scheme states:

"Safe and convenient pedestrian access must be provided within parking areas, having regard to:

(a) the characteristics of the site;

(b) the nature of the use;

(c) the number of parking spaces;

- (d) *the frequency of vehicle movements;*
- (e) *the needs of persons with a disability;*
- (f) *the location and number of footpath crossings;*
- (g) *vehicle and pedestrian traffic safety;*
- (h) *the location of any access ways or parking aisles; and*
- (i) *any protective devices proposed for pedestrian safety”.*

The following is relevant with respect to the development:

- a. Characteristics of site. The site is a residential unit development with a single private internal accessway. Pedestrian paths are provided at key points the site and the traffic generation associated with the development is very low. Vehicle speeds will be very low by virtue of the layout and geometry of the internal road network associated with the development. The layout of the development is consistent with contemporary residential unit design.
- b. Nature of the use. The use is residential, which is consistent with land use in the surrounding area.
- c. Number of parking spaces. A total of 34 on-site parking spaces are proposed within the site. Parking spaces are accessed via a single internal accessway. Parking is well defined within the site by garages and clearly defined indented parking bays.
- d. Frequency of vehicle movements. The peak traffic generation will be 7 vehicles per hour. The low traffic generation coupled with the low vehicle speeds will result in an acceptable safety environment for shared use between pedestrians and vehicles.
- e. Needs of persons with a disability. Not applicable.
- f. Location and number of footpath crossings. Not applicable.
- g. Vehicle and pedestrian safety. A 1-metre footpath is provided at key locations within the site. As noted in d above, the low traffic generation coupled with the low vehicle speeds will result in an acceptable safety environment for shared use between pedestrians and cars.
- h. Location of access ways or parking aisles. The development has a relatively simple layout with a single accessway running through the site. Parking is accessed at 90-degrees as internal driveways associated with garages and indented visitor parking bays.
- i. Protective devices. No pedestrian protective devices are included in the design. The low-speed and low volume environment associated with the site does not warrant the use of protective devices.

Based on the above assessment, the development meets the requirements of Performance Criteria P1 of Clause C2.6.5 of the Planning Scheme.

4.6 Waste Collection

Waste collection will be undertaken using a private service. Garbage bins will be stored and collected from a designated area located opposite the existing dwelling as shown in Figure 5.

Waste collection vehicles will be required to enter the site and turn in the cul-de-sac turning head. The swept path of the waste collection vehicle is shown in Figure 6.

It is noted that the full length of the internal roadway will be constructed during the first stage of the development to facilitate vehicle turning on-site.

Figure 5 Waste Collection Area

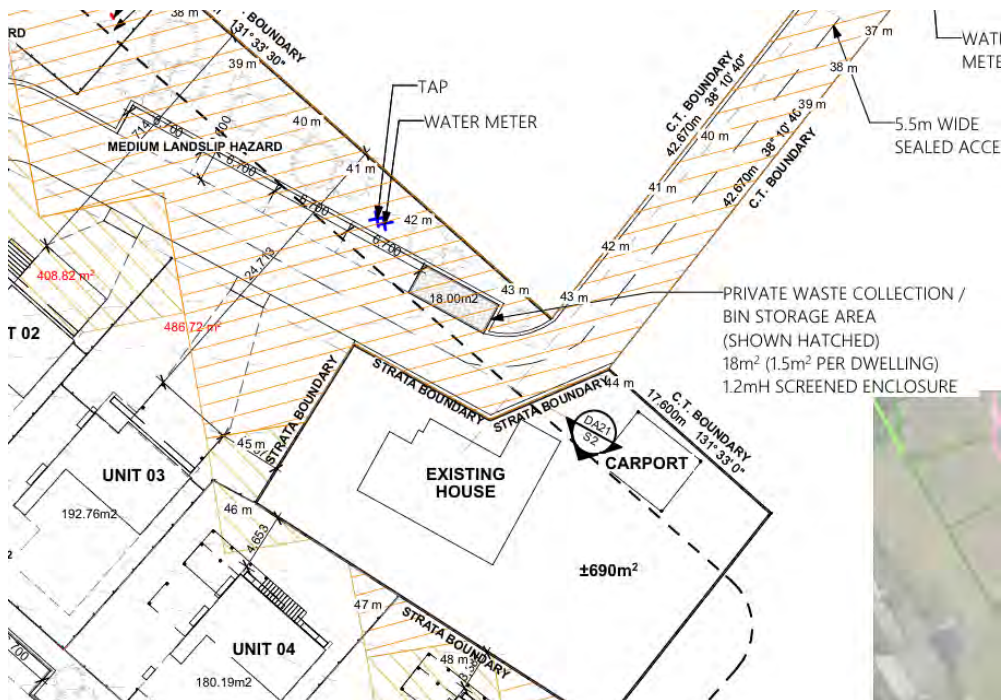
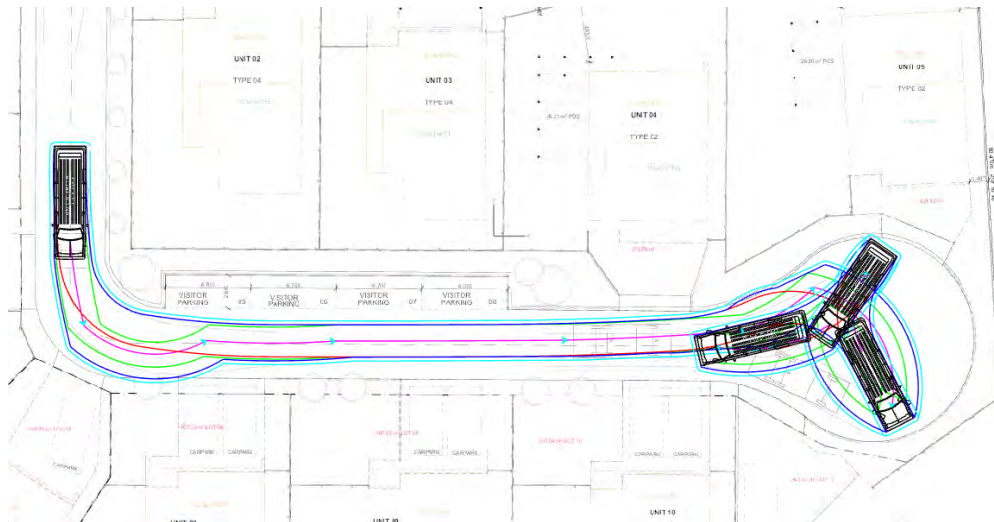


Figure 6 Waste Collection Vehicle Swept Path



4.7 Road Safety Impacts

There are no significant detrimental road safety impacts foreseen for the proposed residential development. This is based on the following:

- The surrounding road network can adequately absorb the relatively low amount of traffic generated by the proposed development. Noting particularly that the peak hour flow increase in Orana Place is likely to be in the order of 7 vehicles per hour.
- The existing road safety performance of the road network does not indicate that there are any current road safety deficiencies that might be exacerbated by the proposed development.
- Adequate sight distance is available at the proposed site access at Orana Place in relation to the speed limit of 50-km/h.
- The proposed development is located in a predominantly residential area, and as such movements into and out of the subject site will not be seen as an uncommon event by other motorists.

5. Parking Assessment

5.1 Parking Provision

The proposed development provides a total of 34 on-site car parking spaces. This comprises of 10 visitor parking bays and 22 garage spaces (double garage for each unit), and double carport for the existing dwelling.

5.2 Planning Scheme Requirements

The Acceptable Solution A1 of Clause C2.5.1 of the Planning Scheme states:

"The number of on-site car parking spaces must be no less than the number specified in Table C2.1, excluding if:

- (a) the site is subject to a parking plan for the area adopted by council, in which case parking provision (spaces or cash-in-lieu) must be in accordance with that plan;*
- (b) the site is contained within a parking precinct plan and subject to Clause C2.7;*
- (c) the site is subject to Clause C2.5.5; or*
- (d) it relates to an intensification of an existing use or development or a change of use where:*
 - (i) the number of on-site car parking spaces for the existing use or development specified in Table C2.1 is greater than the number of car parking spaces specified in Table C2.1 for the proposed use or development, in which case no additional on-site car parking is required; or*
 - (ii) the number of on-site car parking spaces for the existing use or development specified in Table C2.1 is less than the number of car parking spaces specified in Table C2.1 for the proposed use or development, in which case on-site car parking must be calculated as follows:*

$$N = A + (C - B)$$

N = Number of on-site car parking spaces required

A = Number of existing on site car parking spaces

B = Number of on-site car parking spaces required for the existing use or development specified in Table C2.1

C = Number of on-site car parking spaces required for the proposed use or development specified in Table C2.1".

The proposed development is an intensification of an existing residential property. Clause (d)(ii) is therefore applicable as follows:



- B, existing parking = 2 spaces
- A, existing parking = 2 spaces
- C, overall parking requirement = 24 spaces (12 units total) + 3 visitor parking spaces = 27 spaces.
- N, required parking = $A + (C - B) = 27$ spaces.

The proposed on-site parking provision of 32 spaces therefore satisfies the requirements of Acceptable Solution A1 of Clause C2.5.1 of the Planning Scheme.

5.3 Car Parking Layout

The car parking layout consists of a double garage for each unit, double carport for the existing dwelling and 10 visitor parking spaces located at various points within the internal accessway of the development.

The Acceptable Solution A1.1 of Clause C2.6.2 of the Planning Scheme states:

"Parking, access ways, manoeuvring and circulation spaces must either:

- (a) *comply with the following:*
 - (i) *have a gradient in accordance with Australian Standard AS 2890 - Parking facilities, Parts 1-6;*
 - (ii) *provide for vehicles to enter and exit the site in a forward direction where providing for more than 4 parking spaces;*
 - (iii) *have an access width not less than the requirements in Table C2.2;*
 - (iv) *have car parking space dimensions which satisfy the requirements in Table C2.3;*
 - (v) *have a combined access and manoeuvring width adjacent to parking spaces not less than the requirements in Table C2.3 where there are 3 or more car parking spaces;*
 - (vi) *have a vertical clearance of not less than 2.1m above the parking surface level;*
and
 - (vii) *excluding a single dwelling, be delineated by line marking or other clear physical means; or*
- (b) *comply with Australian Standard AS 2890- Parking facilities, Parts 1-6".*

The development was assessed against A1.1(b). The relevant Australian Standards associated with the development is AS2890.1. The assessment is provided in the following sections.



5.3.1 Driveway Grade

Section 2.5.3(b) of AS2890.1 states the following regarding the maximum grade of straight ramps:

- i. Longer than 20 metres – 1 in 5 (20%) maximum.
- ii. Up to 20 metres long – 1 in 4 (25%) maximum. The allowable 20 m maximum length shall include any parts of the grade change transitions at each end that exceed 1 in 5 (20%).

The access to the site has a grade of approximately 19.9% along a distance of approximately 43 metres. The grade therefore complies with AS2890.1 requirements.

5.3.2 Parking Grade

Section 2.4.6 of AS2890.1 states that the maximum grades within a car park shall be:

- Measured parallel to the angle of parking 1 in 20 (5%)
- Measured in any other direction 1 in 16 (6.25%)

All garage spaces are effectively level, thus complying with AS2890.1 requirements.

The visitor parking spaces are located in parallel to the internal accessway. The maximum grade measured in parallel to the parking spaces is 13%. The grades measured perpendicular to the parking spaces is less than 6.25%.

The parking grade therefore exceeds the maximum permitted grade by 5% measured in parallel to the parking space. The visitor parking spaces therefore do not comply with the requirements of AS2890.1.

5.3.3 Parking Dimensions

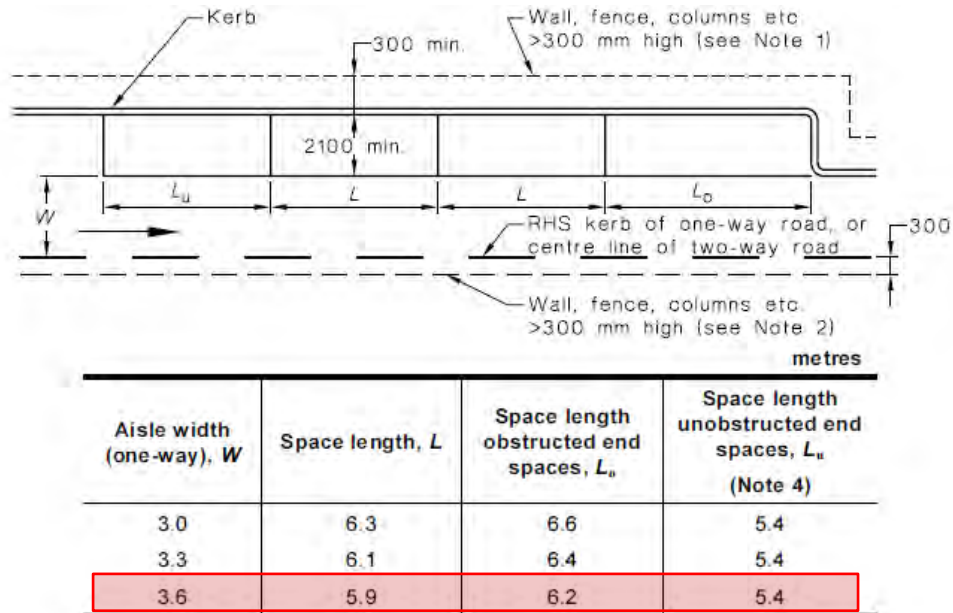
AS2890.1 defines the parking as User Class 1A, *Residential, Domestic and Employee Parking*. For the proposed garage spaces, the parking dimension requirements for 90-degree parking for User Class 1A are:

- Space length 5.4 metres
- Space width 2.4 metres
- Aisle width 5.8 metres

All garage spaces comply with AS2890.1 dimensional requirements.

The visitor parking spaces are parallel parking. AS2890.1 parallel parking requirements User Class 1A are reproduced in Figure 2.

Figure 7 AS2890.1 Parallel Parking Dimension Requirements



The parking dimensions are typically as follows:

- Space width 2.6 metres
- Space length 6.7 metres
- Adjacent aisle width exceeds 3.6 metres

The spaces therefore comply with AS2890.1 requirements.

5.3.4 Driveway Width

AS2890.1 defines both accesses servicing the proposed development as 'Category 1' access facility (Class 1A parking with 25 to 100 spaces fronting onto a local road). The AS2890.1 minimum driveway width requirement for a Category 1 access is 3.0 metres.

The available width at both access driveways complies with this requirement. The access width complies with the requirements of AS2890.1.



5.3.5 AS2890.1 Summary

The parking space dimensions comply with the requirements of AS2890.1. The grade of the parking spaces, as measured in parallel with the parking spaces exceeds the maximum grade permitted by 5%.

Technically the parking spaces do not comply with the requirements of Acceptable Solution A1 of Clause C2.6.2 of the Planning Scheme.

5.3.6 Performance Criteria Assessment

The Performance Criteria P1 of Clause C2.6.2 of the Planning Scheme states:

"All parking, access ways, manoeuvring and circulation spaces must be designed and readily identifiable to provide convenient, safe and efficient parking, having regard to:

- (a) the characteristics of the site;*
- (b) the proposed slope, dimensions and layout;*
- (c) useability in all weather conditions;*
- (d) vehicle and pedestrian traffic safety;*
- (e) the nature and use of the development;*
- (f) the expected number and type of vehicles;*
- (g) the likely use of the parking areas by persons with a disability;*
- (h) the nature of traffic in the surrounding area;*
- (i) the proposed means of parking delineation; and*
- (j) the provisions of Australian Standard AS 2890.1:2004 - Parking facilities, Part 1: Off-street car parking and AS 2890.2 -2002 Parking facilities, Part 2: Off-street commercial vehicle facilities".*

The following is relevant with respect to the development proposal:

- a. Characteristics of site. The car parking spaces are located parallel to the constructed accessway. The slope of the parking spaces is 'locked in' to the slope of the accessway. Modifying the parking space slope would require modifying the driveway slope, which is not considered possible.

The parking spaces will be used by residents of the dwellings who will have a degree of familiarity with the use of the spaces. The use of these spaces is similar to public on-street parking in roads that have similar grades. There are many examples of similar grade roads in the surrounding Riverside road network.
- b. Proposed slope dimensions and layout. The maximum grade of the parking spaces is 13%.
- c. Useability in all weather conditions. The car parking spaces and driveway are constructed in a sealed pavement surface, providing an all-weather surface.



- d. Vehicle and pedestrian traffic safety. The parking area provides access to 12 residential dwelling units. The traffic generation associated with the dwellings will be 60 vehicles per day, with a peak of 7 vehicles per hour. All vehicle movements will be at very low speed due to the layout of the site. The movement of pedestrians within the driveway access will be minimal. On this basis the conflict risk between vehicles and pedestrians will be minimal.
- e. Nature and use of the development. The development is residential in nature. The access and parking areas will only service two residential units.
- f. Expected number and type of vehicles. All vehicles will be cars. The traffic generation associated with the dwellings will be 60 vehicles per day, with a peak of 7 vehicles per hour (slightly greater than 1 vehicle movement per 10 minutes on average).
- g. Likely use of parking by persons with a disability. The site is residential and not designed for accessibility for persons with a disability. Residents of the residential units will be aware of the on-site car parking arrangements and layout.
- h. Nature of traffic in surrounding area. The site fronts onto a local residential street with low traffic volumes.
- i. Parking delineation. The parking spaces are clearly delineated by line marking.
- j. AS2890.1. The car parking complies with the dimensional requirements of AS2890.1. The slope of the parking spaces exceeds the minimum grade requirements.

In addition to the above assessment, the following is noted:

- It would not be possible to modify the parking spaces to comply with the AS2890.1 grade requirements without modifications to the adjacent accessway. This would have implications for the vertical geometry of the driveway through the site and is not considered practical. Across the full length of the visitor parking spaces, the level difference between the existing layout and 5% grade would be approximately 2.5 metres.
- The parking spaces are aligned in parallel with the access driveway. This is effectively the same arrangement as public parallel on-street car parking. It is relatively commonplace for public roads to permit on-street car parking that have slopes in excess of 10% gradient. There are numerous examples within the surrounding Riverside road network (and nearby areas).
- The parking spaces are associated with a small private residential unit development and therefore will have a relatively low turnover, and will be used by residents who will have a high degree of familiarity with the use of the spaces.

Based on the above assessment, the as-constructed parking spaces comply with the requirements of Performance Criteria P1 of Clause C2.6.2 of the Planning Scheme.



6. Conclusions

This traffic impact assessment (TIA) investigated the traffic and parking impacts of a proposed residential unit development at 47 Orana Place, Riverside.

The key findings of the TIA are summarised as follows:

- The proposed development consists of 11 new residential units and the existing residential dwelling on the site.
- The traffic generation of the proposed development is likely to be 60 vehicles per day with a peak of 7 vehicles per hour.
- The development's accesses on Orana Place satisfies the requirements of Performance Criteria P1 of Clause C3.5.1 of the Planning Scheme.
- The pedestrian infrastructure within the site meets the requirements of Performance Criteria P1 of Clause C2.6.5 of the Planning Scheme.
- The car parking provision of 32 on-site parking spaces (22 garage spaces, 2 carport spaces and 8 visitor parking spaces) meets the requirements of Acceptable Solution A1 of Clause C2.5.1 of the Planning Scheme.
- The car parking layout of the development meets the requirements of Acceptable Solution A1.1(b) of Clause C2.6.2 of the Planning Scheme. It is noted that the grade of the visitor parking spaces within the internal accessway exceeds the grade requirements for off-street parking. The layout of the parking is consistent with typical on-street parking that is provided on similarly graded roads.

Based on the findings of this report the proposed development is supported on traffic grounds.

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



Midson Traffic Pty Ltd ABN: 26 133 583 025

28 Seaview Avenue

Taroona TAS 7053

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Document Status

Revision	Author	Review	Date
0	Keith Midson	Zara Kacic-Midson	18 February 2025
1	Keith Midson	Zara Kacic-Midson	3 March 2025
2	Keith Midson	Zara Kacic-Midson	25 March 2025

8 OFFICE OF THE CHIEF EXECUTIVE OFFICER

8.1 CEO 1 - Council Workshops held in September and October

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 15 October 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

16 September 2025 – Pre-meeting Workshop (half day)

Present: Mayor Cr Christina Holmdahl
Deputy Mayor Cr Rick Shegog
Cr Joy Allen
Cr Lynden Ferguson
Cr Richard Ireland
Cr Caroline Larner
Cr Geoff Lyons
Cr Josh Manticas
Cr Julie Sladden

Apologies: Nil

In Attendance: Kristen Desmond – Chief Executive Officer
David Gregory – Director Corporate & Community
Dino De Paoli – Director Community Assets
Sharon Olsson – Acting Director People, Culture & Safety
Michelle Riley – Director Planning & Development
Simon Tennant – Manager Communications & Engagement
Eleanor Moore – Executive Assistant to the CEO
Krstyna Ennis – Team Leader - Planning
Yuxian See – Youth Mayor

Presenter: Craig Perkins, Stakeholder Relations Lead, TasWater
Matt Derbyshire, General Manager Sustainable Infrastructure Services,
TasWater

Topics Discussed:

- TasWater Presentation
- Geese at Legana
- Agenda Review

7 October 2025 – Interim Workshop (full day)

Present: Mayor Cr Christina Holmdahl
Deputy Mayor Cr Rick Shegog
Cr Joy Allen
Cr Lynden Ferguson
Cr Richard Ireland
Cr Caroline Larnar
Cr Geoff Lyons
Cr Josh Manticas
Cr Julie Sladden (by Teams)

Apologies: Nil

In Attendance: Kristen Desmond – Chief Executive Officer
David Gregory – Director Corporate & Community
Dino De Paoli – Director Community Assets
Sharon Olsson – Acting Director People, Culture & Safety
Michelle Riley – Director Planning & Development
Simon Tennant - Manager Communications & Engagement
Eleanor Moore – Executive Assistant to the CEO
Krstyna Ennis – Team Leader - Planning

Presenter: Cr Caroline Larnar

Topics Discussed:

- Origins of Commonwealth Bank – Presentation
- Taswater Letter of Support discussion
- Planning Scheme Amendments – Overview of the process
- Draft West Tamar Growth Strategy Update
- Exhibition of State Planning Provisions (SPP) – Draft Amendment 02-2025
- Planning Update
- Councillors motions for discussion
- Future of Local Government Review – Councillor Allowances and Numbers Discussion Paper
- Capital Works Project Budget Variations
- Waste Management Update – Dashboard
- Capital Works Project Update – Bridgenorth Oval Scoreboard
- Loop Road Update
- Community Grant Applications – October
- Community Grants – Tamar Sea Rescue
- Riverside Swimming Centre – Management Contract
- Proposed LGAT Motion – Immunisation Programs
- LGAT General Meeting Motions – November Meeting
- Annual Report 2024/2025
- Closure of the West Tamar Historical Society
- Review of Dog Management Policy
- Councillors Questions
- General Business

14 October 2025 – Workshop 2.30pm – 5pm

Present: Mayor Cr Christina Holmdahl
Deputy Mayor Cr Rick Shegog
Cr Joy Allen
Cr Lynden Ferguson
Cr Richard Ireland
Cr Caroline Lerner
Cr Geoff Lyons

Apologies: Cr Julie Sladden
Cr Josh Manticas

In Attendance: Kristen Desmond – Chief Executive Officer
Eleanor Moore – Executive Assistant to the CEO

Topics Discussed:

- Local Government Amendment (Targeted Reform) Bill 2025
- Future of Local Government Review – Councillor Allowances and Numbers Discussion Paper submission

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 16 September 2025, 7 October 2025 and 14 October 2025.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

8.2 CEO 2 - 2024/2025 Annual Report

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 15 October 2025

ATTACHMENTS: 1. [8.2.1] 3048 West Tamar Annual Report 24-25 6

SUMMARY

The purpose of this report is to provide Council with the 2024/2025 Annual Report for adoption.

BACKGROUND

The Annual Report is a statutory document required under Section 72 of the *Local Government Act 1993 (the Act)*.

In accordance with S72(2)(d) the electors of the municipality will be invited to comment on the 2024/2025 Annual Report at Council's Annual General Meeting (**AGM**), to be held on 18 November 2025 at 11.30am.

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 Act 1993

RISK CONSIDERATIONS

The risk consideration of adopting the attached 2024/2025 Annual Report is LOW as auditors have already reviewed the financial statements in relation to accuracy and compliance.

FINANCIAL IMPACT

The financial impact of production of the annual report is limited to Council Officers time, auditors fees and printing costs.

CONSULTATION

Consultation with Councillors occurred at the Interim Workshop held on 7 October 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

There is no formal requirement in the Act or associated regulations for the Annual Report to be presented to Council for adoption prior to the AGM.

Council Officers believe that presenting this year's Annual Report to Council and, by way of the Agenda, to the community at large for consideration prior to the AGM is an important improvement in Councils processes. Providing improved transparency to the West Tamar Community.

Formal advertising of the as required by the Act will occur in due course, advising the community of the details of the AGM and inviting submissions from electors in the municipality.

RECOMMENDATION

That Council adopts the 2024/2025 Annual Report as presented.

DECISION

Moved:

Seconded:

VOTING

For:

Against:



Annual Report

2024-2025



*We acknowledge and pay respect to all
Aboriginal and Torres Strait Islander peoples,
the Traditional Custodians of our land, and
their Elders past, present and emerging.*

690.2
AREA (SQ KM)

\$42.2m
TOTAL REVENUE (2024/25)

\$26m
TOTAL RATES LEVIED (2024/25)

OUR MUNICIPALITY

The West Tamar municipal area includes the western side of the Kanamaluka/Tamar Estuary from the suburban area of Riverside in Launceston extending north to Bass Strait and as far west as Frankford.

West Tamar Council was inaugurated on April 2, 1993 and operates within 709 square kilometres of land, including 472 kilometres of road network.

Council offices are located at Riverside, Exeter and Beaconsfield.

The major industries are tourism, retail, agriculture, fishing, world-class vineyards and world-leading maritime educational facilities.

The valley has various natural attractions including the Narawntapu National Park, Notley Fern Gorge, Tamar Island Wetlands and the Kanamaluka/Tamar Estuary.

The valley has an abundance of historical attractions and points of interest that account for the foundation of Tasmania, in particular the York Town settlement site and the Beaconsfield Mine & Heritage Centre.

The Kanamaluka/Tamar Estuary and its tributaries are home to an abundance of bird life and combined with its beautiful landscape, the West Tamar is a peaceful and idyllic residential and rural setting.

26,131
POPULATION

473km
ROADS
MAINTAINED

19,035
NUMBER OF ELECTORS
(Tasmanian Electoral
Commission, 2022)

37.5 persons
(per SQ KM)
POPULATION DENSITY

103
FULL TIME EMPLOYEES

12,597
NUMBER OF RATEABLE
PROPERTIES

10,863
NUMBER OF RESIDENTIAL
PROPERTIES

\$540m
TOTAL ASSETS

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Council's Statement of Values

OUR VISION FOR THE WEST TAMAR COMMUNITY

To create an inclusive
community where
people want to live,
work and invest.

OUR VALUES

The West Tamar
Council has based the
development of its
strategic plan on the
following values.

The principles reflect the
approach the Council
will adopt to deal with
issues arising.



LEADERSHIP

Providing governance for our community
and leading with responsibility and purpose.



COMMUNITY

Encouraging engagement through participation,
consultation and partnerships.



RESPONSIBILITY

Economically, socially and
environmentally accountable.



CUSTOMER SERVICE

Committed to quality through friendly,
respectful, and proactive customer service.



COMMUNICATION

Listening to our community and communicating
openly with honesty and integrity.



TEAMWORK

Demonstrating a culture of shared vision, mutual
respect, and support for each other.



ADVOCACY

Representing our community through lobbying
in support of our community
and to achieve our vision.

ANNUAL REPORT FOREWORD

Mayor Christina Holmdahl



As Mayor, I am proud to present the West Tamar Council's 2024/25 Annual Report, highlighting our ongoing dedication to delivering quality infrastructure, services and community-centric programs for our residents over the past financial year.

And as a member of our local community, I can proudly say that the Council and its elected members have maintained their commitment to improving the quality of life for West Tamar residents while ensuring sustainable growth, financial security and ongoing development across the municipality.

This financial year, Council has delivered almost \$12 million in capital expenditure, an incredible achievement that reflects our considered and sustainable approach to asset management and ongoing investment in community infrastructure projects.

Of that amount, \$71 million was allocated to the renewal of existing assets, ensuring the continued serviceability of key Council infrastructure, while \$4.7 million was spent developing new and upgraded assets.

The past five years have been particularly challenging for local government.

Ongoing concerns regarding cost of living pressures and the increasing cost of housing – particularly building new ones – has seen the spotlight fall on local and state governments to deliver savings to their communities, while continuing to provide stability and increased services to allow for towns and cities to grow and thrive.

It's a never-ending juggling act for councils – keeping rate rises to a minimum while maintaining or increasing the services they provide – all while remaining fiscally responsible and managing a bottom line in the black.

That's why it is encouraging to see from my perspective that once again

West Tamar has recorded an underlying surplus of \$700,000 following a \$3.35 million surplus in 2023/24.

Being in a strong position financially allows Council to maintain a steady ship, while retaining the ability to ride out any unexpected storms that may lay off over the horizon.

In this year's Annual Report, there's a fascinating, informative infographic that outlines how Council spends each \$100 of ratepayer money it receives.

As an example, \$8.28 of that \$100 is spent on maintaining and upgrading our parks and reserves, \$23.90 is spent on local roads (including bridges, stormwater and street lighting), while a further \$14.05 is allocated to community services such as operating the Beaconsfield Mine & Heritage Centre, our community grants programs as well as the many wonderful cultural activities Council provides throughout the year.

I was fortunate over the past year to officiate at two community celebrations that collectively recognised the hard work and ingenuity of Council officers with the official opening of the \$2.5 million Legana Sports Oval and the \$2 million redevelopment of the Windsor Oval.

The Legana Oval project was funded by the West Tamar Council, with a \$400,000 contribution from the Education Department and its use is shared between the school community and the broader general public.

The community celebration, which included an official ribbon-cutting event, was held in February with hundreds of locals joining staff and local sporting groups for a day of fun-filled activities.

Three months later, Council again celebrated the unveiling of another redeveloped sporting facility with the official opening of the Windsor Oval in May.

It was certainly no secret that the oval had 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 Windsor Oval began in late 2024 with the purpose of delivering the best value playing surface in Northern Tasmania.

I believe that has been achieved, and all that hard work culminated in a grand-stand opening that featured scores of young sporting stars and hundreds of eager-eyed fans at the official opening in June.

It must be said that while there are some in our community who question the amount of money allocated to sporting grounds in our region, Council fully appreciates just how important these facilities are for our broader community.

Thousands of people – of all ages – use these type of facilities on a weekly basis in the West Tamar and the benefits of enjoying a healthy lifestyle are already well documented.

In closing, and as I reflect on the achievements of the past year, I can state categorically that West Tamar Council remains committed to the well-being and progress of our community, ensuring that we continue to create a West Tamar region that is vibrant, sustainable, and inclusive.

Christina Holmdahl
Mayor

Chief Executive Officer



It is my pleasure to present the West Tamar Council's Annual Report for 2024-25. In my two years at the helm as Chief Executive Officer, I am proud to have led a team that has successfully recorded back-to-back surpluses of just over \$4 million – a positive figure that will continue to enable us to deliver on an ambitious infrastructure plan over the coming 12 months.

For the 2024/25 financial year, Council's underlying surplus will be in the vicinity of \$700,000, coming off a \$3.3 million surplus the previous year.

This result allows Council to deliver its infrastructure projects at a time in which costs of materials and contract labour continues to increase well beyond both the Consumer Price Index and the Council Cost Index.

This year has been one of transformation for the West Tamar Council.

Embedding a constructive culture, filling vacancies that have existed across the organisation for a number of years have been a priority and one that I'm proud to say has been achieved.

Similarly, there are a number of success stories over the past 12 months.

From an internal perspective, West Tamar has enjoyed a significant jump in compliance levels against our Customer Service Request System – achieving an incredible 98.2 per cent rating, which is impressive from any perspective.

The West Tamar also experienced a tremendous jump in visitor numbers to the Beaconsfield Mine and Heritage Centre, recording more than 34,000 visitors during the year.

This is a 10 per cent increase compared with the previous year.

Council also delivered more than \$11.8 million in capital works projects – including \$7.1 million in renewed assets and \$4.7 million in new and upgraded assets.

To ensure a high-level customer service Council regularly reviews and reports against its Customer Service Charter, achieving 98.2 per cent compliance rate with its Customer Service Request system over the year.

We were also able to finally sign off on the construction of the Beauty Point Foreshore Project, which is a significant milestone for the region.

The completed project features a continuous foreshore trail, a new fully accessible (and fenced) children's playground, barbecue shelters, seating and picnic tables and new formalised car parking.

This project has certainly been a labour of love for many at West Tamar Council and I'm sure many of the staff, Councillor and members of the Beauty Point community are absolutely delighted with the finished product.

Two other signature, generational projects that were completed during the year were the Legana Sports Oval and the redeveloped Windsor Oval.

The \$2.5 million Legana Oval serves both the school community and the

general public and will form part of a broader Legana Sport and Recreation Master Plan, which will guide the future development of Council land directly in front of the new primary school site.

Similarly, the \$2 million Windsor Oval redevelopment will be a god-send for many in the southern end of the community.

For many years, the oval was plagued with drainage issues due to the poor condition of the playing surface, particularly in winter when it is used the most during football season.

It's fair to say that in 2025, the West Tamar boasts two of the finest sporting ovals outside a major Tasmanian city.

Finally, I would like to recognise the work and dedication of our Mayor, Christina Holmdahl, all our Councillors as well as our Executive Team for their leadership throughout the year.

The collaborative efforts of all these people – as well as our amazing Council officers – continue to make the West Tamar Council an incredibly capable and dedicated organisation that has an incredibly strong focus on serving and delivering for our community.

Kristen Desmond
Chief Executive Officer

Councillors



Christina Holmdahl
Mayor

Since being elected to the West Tamar as both Councillor and Mayor, my priority and focus has been to provide for the health, safety and welfare of the community, to represent and promote your best interests and to ensure order and good governance of Council and in the community. Since being elected as Mayor, I have given my full-time commitment to continue as I have in the previous four years and I will take every opportunity to make where we live an even better place.

DELEGATIONS: Youth Advisory Committee, Emergency Management Committee, ANZAC Day Committee, NTDC Council Representative.

ATTENDANCE: Ordinary Meetings attended - 12, AGM - 1, Apology - 0, Leave of Absence - 0

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A PO Box 100, Exeter TAS 7275



Jess Greene
Deputy Mayor

Jess joined Council in 2020 and was elected Deputy Mayor in 2023. Jess sits on the Council Audit Panel, YAC, the Community Development Unit, and the Tourism Development Unit, working to enhance transparency and promote the region.

Jess is also Council's voting representative for LGAT and sits on

the City of Launceston Homelessness Advisory Committee. Residing in Riverside with her young family, Jess is a passionate community advocate and volunteer, devoted to creating a brighter future for all in the West Tamar Council.

DELEGATIONS: Frankford Memorial Hall and Recreation Ground Committee, City of Launceston Homelessness Advisory Group, Audit Panel, Youth Advisory Council, LGAT General Meeting.

ATTENDANCE: Ordinary Meetings attended - 11, AGM - 1, Apology - 1, Leave of Absence - 0



Joy Allen

I am an active member of our community and Council, I have been a councillor for 20 years, eight of these as Deputy Mayor. I give proven full-time leadership and commitment to address your needs.

We need to work together to build a strong healthy community. All essential services need to be delivered equally throughout our WT community including appropriate infrastructure.

I have past experience in Community Development, Youth, health and welfare. I am the current member of the Exeter Childcare Centre, Beaconsfield Park Homes & Chair of the Beaconsfield Health & Wellbeing Association. I am a community member of the Tamar Valley Business Association, the northern advisory committee & Exeter Improvement committee.

DELEGATIONS: Positive Ageing Committee, Youth Advisory Committee, Rowella Hall Committee (proxy).

ATTENDANCE: Ordinary Meetings attended - 12, AGM - 1, Apology - 0, Leave of Absence - 0

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A Beauty Point TAS 7270



Lynden Ferguson

It is a privilege to serve as one of your local government councillors. My wife Andrea and I, along with our family, are proud to call the West Tamar home.

I believe strong, effective representation and advocacy are essential for our council to continue delivering quality services for our community. If I can assist you in any way, please don't hesitate to get in touch.

DELEGATIONS: Winkleigh Hall Committee, Youth Advisory Council.

ATTENDANCE: Ordinary Meetings attended - 12, AGM - 1, Apology - 0, Leave of Absence - 0

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E lyndencferguson@gmail.com
A Riverside TAS 7250



Richard Ireland

Now into my third term, I continue to work hard with integrity and competence for our ratepayers. I have the energy and vision to make West Tamar an even better place to live, work and visit. I am always available to listen to ratepayer concerns and do my best to find resolutions as I believe every member of the community has a right to be heard.

My engineering background and business experience puts me in a good position to understand technical, planning and financial issues. I am politically independent and believe Council should be there for the whole

ORDINARY COUNCIL MEETING Tuesday 21 October 2025

community. West Tamar is a fast-growing community and I will endeavour to ensure that growth is well managed.

DELEGATIONS: Riverside Swimming Centre Redevelopment Advisory Committee, Exeter Community Hub Management Committee, TasWater Deputy Chief Owners Representative.

ATTENDANCE: Ordinary Meetings attended - **12**, AGM - **1**, Apology - **0**, Leave of Absence - **0**

P 0418 825 001

E richardireland@bigpond.com

A Lanena TAS 7275



Geoff Lyons

Work secretary Beaconsfield Hospital; business manager LGH; head of office to the Attorney General; MHR 2010-13: chair Procedures Committee, member Health and Ageing Committee, Agriculture, Resources, Fisheries and Forestry, Privileges and M's Interests; Speakers Panel; chair of the Australian Parliamentary Friends of Surf Life Saving; chair of the Caucus Economics Committee. Volunteer president of the NTFA and NTNA, life member SLSA, SLST, LLSC, NLFC; OAM. I have contributed by supporting many projects on the West Tamar.

DELEGATIONS: Riverside Swimming Centre Redevelopment Advisory Committee, Emergency Management Committee.

ATTENDANCE: Ordinary Meetings attended - **12**, AGM - **1**, Apology - **0**, Leave of Absence - **0**

P 0400 233 883

E geoff.lyons@outlook.com

A Riverside TAS 7275



Joshua Manticas

Since 2022, I've had the privilege of serving our community as a dedicated councillor, committed to delivering positive outcomes and strong local leadership.

I remain focused on ensuring our council is financially responsible, committed to balanced budgets, and constantly seeking efficiencies so that ratepayers get the best value for their money. I am grateful to our ratepayers for their support, and I'm passionate about continuing to represent your interests and advancing the West Tamar Municipality.

Together, we've made significant progress, and I'm excited about the opportunities ahead to further strengthen and grow the West Tamar for the benefit of all now and for future generations.

DELEGATIONS: Audit Panel.

ATTENDANCE: Ordinary Meetings attended - **12**, AGM - **1**, Apology - **0**, Leave of Absence - **0**

P 0427 818 050

E jcm.wtc@gmail.com

A Greens Beach TAS 7275



Rick Shegog

Rick has been your councillor since 2007 and past deputy mayor. He has two children in their 20's and has lived and worked across the Municipality. Rick grew up in Exeter on a farm, went to Exeter Primary and Riverside High Schools. Rick wants to make your Council become more contemporary and inclusive, with increased community participation and consultation when making decisions, and keeping the rates low. Rick is a paramedic

with Ambulance Tasmania since 2008, based in Launceston, and a member of the Australian Army Reserve since 2013.

DELEGATIONS: Riverside Swimming Centre Redevelopment Advisory Committee, Winkleigh Hall Committee (proxy), Rowella Hall Committee, NRM North, Tamar Natural Resource Management Inc.

ATTENDANCE: Ordinary Meetings attended - **11**, AGM - **1**, Apology - **0**, Leave of Absence - **1**

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A Riverside TAS 7275



Dr Julie Sladden

As a passionate advocate for community health and wellbeing it is a privilege to serve as West Tamar Councillor. Since being elected I have prioritised listening to the views and concerns of the community, to help ensure truly informed decisions by Council. I believe community wellbeing is a product of several factors which the Council is well-placed to influence beyond 'rates, roads and rubbish'.

This includes understanding specific community needs, planning and delivering infrastructure to promote wellbeing, and facilitating services and businesses to help the community flourish. Playgrounds, footpaths, greenspaces, and great roads are my priority. I want to help make West Tamar the place to thrive for all ages.

DELEGATIONS: Riverside Swimming Centre Redevelopment Advisory Committee, Exeter Community Hub Management Committee, Beaconsfield Community Health and Wellbeing Association, City of Launceston Homelessness Advisory Group (proxy).

ATTENDANCE: Ordinary Meetings attended - **9**, AGM - **1**, Apology - **1**, Leave of Absence - **2**

P 0427 637 081

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A Legana TAS 7277

For every \$100
in general rates –
where your rates go.



Contracts

(ABOVE \$100K)

In accordance with Section 30 of the Local Government (General) Regulations 2025, Council is required to report on contracts for the supply or provision of goods and services in excess of \$100,000 (excluding GST) entered into during the year to June 30, 2025.

Contractor Name & Address	Description of Contract	Value of Contract \$ (excl GST)	Period of Contract
SGS Economics and Planning Pty Ltd Level 14, 222 Exhibition Street Melbourne VIC 3000	West Tamar Growth Strategy	170,990	18 months
Motors Pty Ltd T/As Webster Trucks 8c Lampton Avenue, Derwent Park TAS 7009	Single Axle Tipper Truck	246,143	6 months
Crossroads Civil Contracting Pty Ltd 73-79 Lilydale Road, Rocherlea TAS 7248	Clarence Point Hall, replace public toilets & add secure storage	135,651	12 months
Digga Excavations (Tas) Pty Ltd 16523 Midland Highway, Breadalbane TAS 7258	Windsor Park Reserves Shed Extension	219,447	12 months
Walters Contracting Pty Ltd 11 East Goderich Street, Deloraine TAS 7304	Greens Beach Rd reconstruction (stage 2)	578,666	9 months
J & W Sherriff Pty Ltd Sherriff Civil Contracting, PO Box 23 Legana TAS 7277	Beauty point Coastal Pathway Footpath	970,261	9 months
The Baker Group (TAS) Pty Ltd 9 Hudson Fysh Dr, Western Junction TAS 7212	Windsor Park oval resurfacing and lighting upgrade	1,832,412	12 months
Crossroads Civil Contracting Pty Ltd 73-79 Lilydale Road, Rocherlea TAS 7248	Asphalt and bituminous resealing program	515,220	9 months
Platinum Group (TAS) Pty Ltd Tas Platinum Earthmoving Tasmania 3 Carlwood Place, Prospect Vale TAS 7250	Bowen Avenue footpath	157,442	6 months
R J May Civil Construction Pty Ltd 37 Medina Street, Youngtown TAS 7249	Riverside, Pendennis St, footpath upgrade works	105,609	6 months
Sturdybilt Agencies Pty Ltd 9 Faulkner Drive, Latrobe TAS 7307	Tailrace playground	210,620	6 months
Berry Bowling Systems Pty Ltd 7 Redland Drive, Mitcham VIC 3132	Exeter Bowls Club Synthetic Green	199,900	6 months
Crossroads Civil Contracting Pty Ltd 73-79 Lilydale Road, Rocherlea TAS 7248	Reseal road preparation works	139,153	6 months
Streetwise Developments Pty Ltd 106 Main Road, Exeter TAS 7275	Grindlewald, Atkinsons Road reconstruction and stormwater - stage 2	663,043	9 months
The Trustee for the Lowe Trust Tas Mulch Management Pty Ltd 9 Range Road, Evandale TAS 7212	Slashing rural road network	130,000	6 months
Tasmanian Networks Pty Ltd Tas TasNetworks 1-7 Maria Street, Lenah Valley TAS 7008	Electrical Connection Windsor Park 432 West Tamar Hwy Riverside CN24-274324	118,411	6 months
Agri Machinery Pty Ltd 2 Industrial Drive, Ulverstone TAS 7315	McConnel Reach Mower	112,145	3 months
Philp Lighton Architects Pty Ltd 49 Sandy Bay Road, Battery Point TAS 7004	Design work, Legana Sporting & Recreation Precinct	112,000	12 months
J & W Sherriff Pty Ltd Sherriff Civil Contracting, PO Box 23 Legana TAS 7277	Innova Business Park (Stage 2)	553,404	6 months
J & W Sherriff Pty Ltd Sherriff Civil Contracting, PO Box 23 Legana TAS 7277	Beauty Point Coastal Pathway TasPorts Car Park Upgrade	229,159	6 months
GMRI Investments Pty Ltd T/as GLB Constructions 359 Birralee Road, Westbury TAS 7303	Beauty Point Foreshore, Treadwell Beach access ramp	144,845	6 months
R J May Civil Construction Pty Ltd 37 Medina Street, Youngtown TAS 7249	Beaconsfield, Cornwall Street footpath	107,014	6 months
Holmes Dye 3/15 Featherstone Place, Adelaide SA 5000	Legana Structure Plan Structure Plan & Town Centre Design	129,905	4 months
J & W Sherriff Pty Ltd Sherriff Civil Contracting, PO Box 23 Legana TAS 7277	Gravelly Beach Village Centre Upgrade	725,450	12 months

Council's procurement policy requires application of the public tender process for amounts over \$150,000 whereas legislation has this set limit as amounts over \$250,000.

In accordance with Section 30 of the Local Government (General) Regulations 2025, council is required to report on any non-application of the public tender process.

There were no non-applications of the tender process during 2024-25 which caused Council to fall outside legislated limits.

Grants, Donations and Other Benefits

In accordance with Section 77(2) of the Local Government Act 1993, Council is to include in its Annual Report the details of any grant made or benefit provided:

Grants and Donations

Organisation or person	Reason	Amount
Val's Sing Along	Community Grant	\$690.00
Riverside Men's Shed	Community Grant	\$5,000.00
Paringa Archers	Community Grant	\$3,873.00
Exeter Bowls Club	Community Grant	\$4,498.00
Deviot Community Association Inc	Community Grant	\$814.00
Exeter Cricket Club	Community Grant	\$2,000.00
Exeter Show Society	Community Grant	\$120,500.00
Beaconsfield House Inc	Community Grant	\$2,153.50
Sidmouth Community Centre Inc	Community Grant	\$1,000.00
Exeter Sheepdog Club	Small Project Grant	\$500.00
The Exchange	Business Grant	\$1,800.00
Utzinger Pty Ltd	Business Grant	\$2,250.00
Beauty Point Cottages	Business Grant	\$1,500.00
Rosevears Farm	Business Grant	\$1,500.00
Beaconsfield Family Medical Practice	Business Grant	\$2,500.00
Christmas with Friends	Grant	\$2,500.00
St John Ambulance Australia Tasmania Inc	Grant	\$628.27
Kelso Fire Brigade	Grant	\$2,500.00
Exeter SES Shed Grant Assistance	Grant	\$1,000.00
West Tamar Landcare Cat Management	Grant/Contribution	\$5,000.00
Tamar Valley Film Society	Donation/Contribution	\$200.00
ANZAC day donations	Donation/Contribution	\$550.00
Reptile Rescue	Donation/Contribution	\$1,000.00
Just Cats	Donation/Contribution	\$10,000.00
Migrant Resource Centre	Donation/Contribution	\$2,500.00
Beaconsfield Uniting Church	Donation	\$200.00
Festival of Voices	Donation	\$2,000.00
The Valley Network	Donation	\$200.00
Total Community Grants and Donations		\$178,856.77

Sporting and Educational Donations and Contributions

Organisation or person	Reason	Amount
University of Tasmania	Scholarship	\$4,000.00
Launceston Christian School - Primary	Vocation Award	\$100.00
Exeter Primary School	Vocation Award	\$100.00
Beaconsfield Primary School	Vocation Award	\$100.00
Riverside Primary School	Vocation Award	\$100.00
Riverside High School	Vocation Award	\$200.00
Exeter High School	Vocation Award	\$200.00
Launceston Christian School - Secondary	Vocation Award	\$200.00
Individual Youth Sporting Events Donations and Contributions		
19 x \$100 donations		\$1,900.00
11 x \$500 donations		\$5,500.00
2 x \$1000 donations		\$2,000.00
Total Sporting and Educational Donations and Contributions		\$14,400.00

Other Benefits

Organisation or person	Reason	Amount
Conservation Covenants x 19	Rate Remission - eligible ratepayers	\$2,286.00
Fire levy remissions x 25	Rate Remission - eligible ratepayers	\$2,179.02
Rates Discounts	Rates discounts - by agreement	\$20.48
Rates Interest Write-off x 8	Approved Hardship applications	\$2,481.57
Beauty Point Tourist Park Residents x 25	Fee Waivers	\$10,740.00
Miscellaneous Planning Fee Waiver	Planning Fee Waiver	\$797.00
Tamar Canoe Club	Planning Fee Waiver	\$2,132.00
NTDC - Northern Tasmania Development Corp.	Contribution to Gastronomy Nthn Tas	\$2,500.00
CTST - Community Transport Services Tasmania	Contribution to Community Car	\$10,000.00
SES	Contributions	\$18,000.00
Total Other Benefits		\$51,136.07

TOTAL GRANTS, CONTRIBUTIONS AND DONATIONS

\$244,392.84

Lease Benefits

Organisation	Facility	Amount
Port Dalrymple Yacht Club	Land at Kemps Parade	Peppercorn
Lions Club	Land at Benson Court	Peppercorn
State Fire Commission	Land at Winkleigh Fire Station	Peppercorn
Exeter RSL Sub-Branch	Room at Exeter Recreation Centre	Peppercorn

Council's Financial Assistance Policy (WT-HRM42.00) states 'Council will reduce development and building application fees by 50 per cent for charitable organisations registered, or meeting the criteria for registration, with the Australian Taxation Office'.

During 2024/25, a 50 per cent planning fee reduction was granted to Akaal Sikh Society Launceston Inc. for \$290.

Public Statements



Legislative Requirements

Council's procurement policy requires application of the public tender process for amounts over \$150,000 whereas legislation has this set limit as amounts over \$250,000.

In accordance with Section 30 of the Local Government (General) Regulations 2025, council is required to report on any non-application of the public tender process.

There was one non-application of the tender process during 2024-25 – Exeter Bowls Club.

One (1) Code of Conduct complaint received in 2023/24 was determined in the 2024/25 financial year.

The total cost of the Code of Conduct complaints for 2024/25 was \$8489.90.

Land Donated by Council

In accordance with Section 72(1) of the Local Government Act 1993, Council must specify details of any land donated by council during the year.

Council has not donated any land during the 2024/25 year.

- Consolidate an agreed vision for the development, sustainability and prosperity of the geographic region that the Organisation's members encompass;
- Implement a strategic economic action plan based on the Northern Regional Futures Plan framework or similar; and
- To provide effective representation and advocacy to State and Federal governments and other stakeholders.

The NTDC is currently engaged in a number of initiatives including the development of the Regional Economic Development Plan. This plan focuses on six key themes: Industry development, investment transaction, population growth, place-making, innovation and culture, and human capacity.)

It is considered that Council, the Municipality and ratepayers generally, will benefit from the investment in NTDC.

The organisation will affect direct and material economic, employment and investment outcomes, and contribute indirectly to social and community benefits as a consequence of NTDC achieving the objectives that it will be set up to achieve.

Council's shareholding is based on annual funding contributions (membership fee) calculated using a formula based on municipality population. Council's annual membership fee for 2024/25 was \$85,101.

Complaints/Code of Conduct

The requirements in relation to Code of Conduct, Complaints and Complaint Resolution are stipulated in Division 3A of the Local Government Act 1993. Council's Code of Conduct for Elected Members policy was rescinded in October 2024 in line with amendments to the Act and the introduction of the new Local Government (Code of Conduct) Order 2024 on 10 September 2024.

No formal complaints were received under Council's Customer Service Charter.

Two (2) Code of Conduct complaints were received during the 2024/25 financial year. One complaint was dismissed, while the other was withdrawn both within in the 2024/25 financial year.

Enterprise Powers Statement - (Local Government Act 1993)

Under section 72(ca) the Council is required to report on exercising of enterprise powers relating to the formation and operation of corporations, trusts, partnerships or other bodies (section 21).

Northern Tasmanian Development Corporation Ltd

The Council is an initial member and shareholder of Northern Tasmanian Development Corporation Ltd (NTDC).

NTDC is a not-for-profit public company limited by guarantee. The primary objectives of NTDC are to:

- Provide pro-active, engaged and strategic regional economic leadership;



Public Interest Disclosures

West Tamar Council encourages and facilitates the making of disclosures of improper conduct by public officers and public bodies. Council has adopted the Model Procedures as provided by the Ombudsman's guidelines.

A paper copy of the procedures is available for inspection at reception at the Beaconsfield and Riverside Council Offices during normal office hours (8.30am to 4.45pm) and can be downloaded from our website:

www.wtc.tas.gov.au/Your-Council/Governance-Law-and-Publications/Policies-and-Governance

There were no public interest disclosures initiated in 2024/25.

Public Health Statement

Council's Development Services Department delivers the Public Health and Environmental Health functions for Council and employs three Environmental Health Officers to deliver this program.

Council's Public and Environmental Health program delivers a range of functions to meet the legislative requirements under the Local Government Act 1993, Public Health Act 1997, Food Act 2003, Burial and Cremation Act 2019 and the Environmental Management & Pollution Control Act 1994.

These Public and Environmental Health functions include regulation and delivery of programs for; food safety, disease prevention and control, public health education and promotion, public health risk activities, community immunisation programs, private and natural burials and exhumations, on-site waste disposal systems, recreational water quality, public health nuisances, air, water and soil pollution, unhealthy housing investigations, cooling and warm water systems regulation, emergency management and regulation of private water suppliers.

Dog Control

There were a total of 4171 dogs registered as at June 30, 2025, 12 dogs were impounded and 65 were returned to owners not requiring impounding with advice/warnings given to these owners. Council officers also investigated a further 387 complaints – 130 of which involved barking dogs, dog attacks, dogs off lead and dogs at large.

95 per cent of these complaints were dealt with within three (3) days of receiving the complaint.

There were also 106 complaints of fire hazards, 46 complaints regarding animals other than dogs, and 32 complaints regarding parking or abandoned vehicles.

The remaining complaints related to cemetery bookings or miscellaneous incidents.

Regular patrolling continues to be a very effective method to maintain public awareness, security and public safety. It provides an effective avenue for answering questions and passing on information to the public. It has also proven to be a successful way of informing dog-owners of their legal obligations and resolves issues regarding dog ownership.

Organisational Structure



The Year in Review

GRAVELLY BEACH MASTER PLAN

The Gravelly Beach foreshore is recognised as one of the most important community open spaces and recreational areas along the Tamar River.

The Gravelly Beach foreshore is recognised as one of the most important community open spaces and recreational areas along the Tamar River.

West Tamar Council began working with Gravelly Beach stakeholder and community groups back in 2003 to plan improvements to the Gravelly Beach foreshore.

These included representatives of the Exeter Gravelly Beach Advisory Group, the Gravelly Beach Foreshore Committee and other members of the Gravelly Beach community.

Some of the recurring themes of that public feedback included maintaining foreshore views, the restoration of the shingle beach, maintaining the existing Phoenix Palms and adding more ornamental landscaping, interpretive signage at Rose Bay Park, increased area for recreation adjacent to the shopping strip through land reclamation, general beautification of the area as well as pedestrian connections further along the Tamar River.

Based on that feedback, Council and its consultants Playstreet Landscape Architects developed the Gravelly Beach Foreshore Master Plan, which outlines key public amenity developments and improvements to Rose Bay Park in addition to the creation area adjacent to the shopping strip.

Completed works to date include:

- Rose Bay Park amenities block with one accessible, two ambulant and one standard toilet. This includes a service area and store at the rear with automated timed locks.
- A new sewerage treatment system with raised bed irrigation area (15m x 4m);
- The decommissioning and removal of old toilet block and rehabilitation of the area;
- The replacement of the existing public pontoon with new aluminium gangway (24m x 1.2m wide) and a concrete topped aluminium pontoon (10.3m x 5.6m);
- Rose Bay Park barbecue shelter (with double electric stainless-steel BBQs) and two picnic sets; and,

- A gravel path from the existing car park around the foreshore to the new BBQ area, linking to the existing park pathways.

Design work on the next stage of the development was then completed with tenders going public in April. Those works included:

- Resurfacing of the road in the "village centre";
- Formalising the car parking around the public phone area;
- Upgrading the existing bus stop;
- A DDA-compliant shared pathway between 'The Pledge' art installation and the dog park; and
- The installation of street furniture including seating, lighting and landscaping, to name but a few.

These works are expected to be completed by around the end of the year.





LEGANA SPORTS OVAL

The Legana School Oval is an exciting project for not only the Legana community, but for the entire West Tamar region, with initial works to include a full-sized sports oval, four light towers, a cricket pitch and perimeter fencing.



The \$2.5 million project was funded by the West Tamar Council with a \$400,000 contribution from the Education Department and is available for use by both the school community (during school hours) and the broader community (outside of school hours).

Civil work began on the oval in December 2023, with the project completed by late May 2025.

The oval also features large capture netting around the western end of the ground behind the goal posts similar to those at UTAS Stadium.

The oval will be under establishment period until the end of November to allow time for the newly sowed grass sufficient time to bed down and knit.

Master planning for the Legana Oval Precinct is expected to begin shortly through a public Request for Quote (RFQ) process courtesy of a \$150,000 grant from the State Government.

The purpose of the masterplan for the Legana Sport and Recreation Hub is to guide the future development and improvement of Council land in front of the school site.

This will include the development of a detailed concept designs and associated costings of a multi-purpose community sport and recreation hub that meets the current and future needs of the community and considers the unique character and local significance of the site.

Additional funding will be required to deliver on the plan.





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 a six-month period following the construction of the Legana oval adjacent to the new primary school.

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

"We were also very grateful for the assistance from AFL Tasmania, which 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."



Council Hosted Events

DESIGN AWARDS 2024

West Tamar Council has recognised excellence in design and built form through its annual Design Awards at a ceremony held at the Windsor Community Precinct in December.



Properties in Legana, Rosevears, Sidmouth, Rowella and Riverside caught the collective eyes of the Council's judging panel across four categories.

Planning officers, along with the elected members, poured over the Council's development and building applications over the past year to narrow the field down to just a select few in each category, from which the winners were ultimately chosen by a four-person panel comprising the Mayor, Councillor Richard Ireland, Team Leader Planning Tiffany Heys and Statutory Planner Dee Yuvanesan.

WINNERS BY CATEGORY:

DRAW - Single Best Dwelling:

13 Kardinya Close, Legana.
Owners: Jason and Wendy Sheriff.
Designer: Gillian van der Schans.
Builder: Adam Park from A & S Park Builder Pty Ltd.

DRAW - Single Best Dwelling:

2 McEwans Road, Rosevears.
Owners: Tim Marshall and Nyssa Skillton. *Designer:* Phil Ackerly from Cumulus Studio.
Interior Designer: Caitlyn from B+B Design Co.
Builder: Matt Barwick from Barwick Developments.

Best Renovation/Extension:

163 Glendale Road, Sidmouth.
Owner: Cassie Payne.
Designer: Jo Woodbury from Woodbury and Co Building Design.
Interior Designer: Lydia Maskiell.
Builder: Nicholas from Inhabit Construction.

Best Non-Residential Development:

114 Westwoods Road, Rowella.
Owner: William and Jacqueline Adkins.
Designer: BLEigh Dell from Plans to Build and Phil Ludbey from Cataract Designs.
Builder: Murray Griffiths from My Build Collective.

Best Multiple Dwelling:

7 Elben Court, Riverside.
Owners: Andrew Hendry.
Designer: David Gillies and Aaron Barnett from 6ty.
Builder: J&N Developments.

All winners received a Tasmanian specialty timber peg hand-crafted by Brad Latham, which represents a survey peg which often marks the beginning of a build project.





AUSTRALIA DAY AWARDS 2025

The West Tamar Council announced its Australia Day award winners at a packed ceremony at the Tailrace Centre in January.

Almost 200 guests attended the event, which also welcomed 23 conferees from right across the globe, including India, China, Germany, Sri Lanka, the UK, Kenya, Switzerland, South Africa and Nepal.

West Tamar Council recognised Australia Day award nominees from across five categories – Citizen of the Year, Young Citizen of the Year, Young Sportsperson of the Year, Community Group of the Year and Community Event of the Year.

There is also a Mayor's Award, which is presented at the Mayor's discretion for outstanding service to the West Tamar community.

Mayor Christina Holmdahl said the awards recognise individuals and community groups who have made a significant contribution during the current year or have provided an outstanding service over a number of years to their local communities.

Outstanding contributions and community service includes areas such as education, health, fund-raising, charitable and voluntary services, business, sport, arts, the environment, or any other area that contributes to the advancement and well-being of the region.

The 2025 award winners were:

CITIZEN OF THE YEAR:
Dianne Milner

Young Citizen of the Year:
Lachlan Bovill

Young Sportsperson of the Year:
Chloe White

Community Group of the Year:
Rowella Community Hall Committee

Community Event of the Year:
Port Dalrymple Yacht Club

Mayor's Award (joint winner):
Peter Voller

Mayor's Award (joint winner):
Rachelle Hawkins



Road, Civil and Capital Works Projects

BEAUTY POINT FORESHORE PROJECT

The Beauty Point Foreshore Master Plan was developed in conjunction with Tas Ports and Tourism Northern Tasmania.

The Plan provided a future direction for the foreshore that benefitted the community by providing better access to the foreshore and connection to the town and upgraded amenities, while enhancing the natural and cultural assets of the area and making it attractive to both locals and visitors alike.

The West Tamar Council received \$3 million in Federal Government funding to deliver the project.

The key features of the project include:

- A continuous foreshore trail that connects a series of nodes and passive recreation activities. The trail also frames key views and draws people to the foreshore.
- Formalised locations to access the water's edge.
- A new and innovative coastal foreshore playground with accessibility features (which additional funding contributed by the local Lions and Rotary clubs).
- Various barbecue shelters, seating and picnic tables at locations along the trail.
- Formalised car parking areas at key locations, and
- Landscape amenity and beautification.
- Shared pathways
- Barbecue shelters, new street furniture and landscaping.

There is intended to be an official opening event, coupled with a community celebration in early October.

INNOVA BUSINESS PARK

Several years ago, the West Tamar Council made one of its most strategically important decisions in recent memory when it purchased a significant plot of land midway between Legana and Riverside with the aim of developing it as an industrial estate.

But not just any industrial estate – with an eye firmly on bringing to the region the type of businesses that will lead innovation in modern technologies.

In 2023, the Council unanimously approved a 23-lot light industrial subdivision along the West Tamar Highway, spanning 9.6 hectares with lots ranging from 1480 to 8897 square meters.

The initial stage one subdivision works form part of Council's strategic plan for Legana and will create a new district collector road as identified in the Legana Structure Plan, which will eventually connect to Tatana Way and Old Dairy Way behind the new primary school, which is now fully operational.

This site, now known as Innova Business Park – already hosts a state-of-the-art fermentation hub and will soon welcome a new Legana Ambulance Station, a Tas Petroleum facility with EV charging stations, and other exciting projects to be announced in the not-too-distant future.

The FermenTas Hub, an 1800-square-meter incubator, represents a multi-million-dollar investment supported by all three levels of government as part of West Tamar Council's Innova Business Park.

More than 100 businesses have already requested space at the new hub, which is expected to become a centre of work excellence in fermentation.

Legana Park Drive along the site frontage will be upgraded with pavement

widening, kerb and a footpath and will be realigned to be removed from the roundabout and instead intersect with the new collector road.

There's still a lot of work to be done, but Innova Park is proving to be the ideal blueprint of what can be achieved when councils successful form partnerships with business.

Importantly, ratepayers will also see the benefits of what is ultimately realised at Innova Business Park through an increased rate base, an upsurge in skills and employment, a stimulated local economy as well as the significant increase in funding Council will raise through the sale of the 23 lots.

PLAYGROUND RENEWAL PROGRAM

West Tamar Council boasts 21 playgrounds spread across the municipality – each one varying in its size and the play equipment provided.

In 2021, Council officers undertook an audit of all its playgrounds to determine their condition and expected lifespan. From that audit, a renewal plan was developed to bring all Council playgrounds up to a contemporary standard by 2026-27.

Council is cognisant of the importance of playgrounds to the community, which are vital in providing physical, social, cognitive and mental well-being benefits to children of all ages.

Playgrounds encourage activities like running, climbing, and jumping, helping children develop strength, coordination, and motor skills. They also serve as social hubs, where children can interact, make friends, and learn social skills such as sharing and cooperation.

This financial year, Council updated five playgrounds as part of its annual playground renewal program – Frankford Hall, Camina Court, Eden Street at Riverside, Glencoe Avenue and the Gravelly Beach playground.



ORDINARY COUNCIL MEETING Tuesday 21 October 2025



It also developed an all-new playground at Beauty Point as part of the town's much-vaunted foreshore development project, which alone was valued at almost quarter of a million dollars.

Between the current financial year through to the 2026-27 financial year, Council's renewal program alone is valued at more than \$760,000.

Council's immediate future focus is on the replacement of some of the larger equipment at the ever-popular Tailrace Park at Riverside with several design options on the table - both of which are sourced from Australian playground companies.

CAPITAL WORKS PROGRAM SUMMARY (WORKS OVER \$20,000 EXCL. GST)

Footpaths	Amount
Beaconsfield (Cornwall Street)	\$62,610
Riverside (Assisi Avenue)	\$53,098
Riverside (Pendennis Street)	\$84,969
Riverside (Pitten Creif)	\$126,341
Trevallyn (Bowen Avenue)	\$190,656

Road Reseals	Amount
Exeter, Murray Street	\$31,984
Legana, Bindaree Road (Jetty Rd to St Clair Rd)	\$64,769
Legana, Bindaree Road (St Clair Rd to Jelisa Crt)	\$38,489
Legana, Legana Park Drive	\$138,081
Legana, Nobelius Drive (#60 to Oliver Crt)	\$46,274
Legana, Nobelius Drive (Oliver Crt to Weetman Pl)	\$36,621
Legana, Nobelius Drive (Pedley Pl to Nobelius Dr)	\$41,052
Legana, Nobelius Drive (Weetman Pl to Pedley Pl)	\$29,297
Reseal Program Annual Allocation	\$21,840
Riverside, Grinter Street	\$41,294
Riverside, Romney Street	\$48,180
Rosevears, Brady's Lookout	\$38,603

Community Recreation, Parks & Reserves Capital	Amount
Beauty Point Master Plan Foreshore Project	\$1,255,150
Clarence Point Hall, Replace Public Toilets	\$178,875
Exeter Community Hub, new synthetic greens (grant dependent)	\$214,800
Gravelly Beach Foreshore Project	\$61,759
Greens Beach Caravan Park, upgrade amenities and design 2nd amenities building	\$29,366
Kelso toilet & carpark	\$45,936
Legana recreational developments	\$229,420
Playground, replace worn equipment	\$323,799
Riverside Swimming Centre, capital maintenance	\$154,506

Community Recreation, Parks & Reserves Capital	Amount
Riverside, Windsor Park, Cricket 1 drainage around turf wickets	\$31,476
Riverside, Windsor Park, Main oval, resurface & lighting upgrade	\$2,000,868

Road Gravel Resheeting	Amount
Gravel Resheeting Annual Expenditure	\$346,798

Urban Streets	Amount
Legana, Industrial Estate access road sealing	\$49,303
Legana, Rosevears Drive reconstruction	\$239,919
Riverside, Ecclestone Road	\$153,965

Rural Roads	Amount
Bridgenorth Road/Long Plains Road intersection improvement	\$25,947
Deviot Road capital repairs/upgrade	\$42,831
Deviot Road replace retaining wall and reconstruct road	\$102,296
Exeter, Beaton Street extension	\$29,038
Grindelwald, Atkinsons Road road base, drainage, kerb and channel	\$320,357
Guard Rail and crash attenuators upgrades	\$20,985
Kelso, Greens Beach Road stage 2, Parnaple Road reconstruction	\$659,289
Sidmouth, Valley Road upgrade pavement and seal, stage 1	\$23,202

Stormwater	Amount
Emergency Infrastructure works	\$27,537

Purchase of Grouped Assets	Amount
Furniture, fittings and equipment	\$21,029
Fleet and equipment	\$184,626
Tractors and machinery	\$161,545
Trucks	\$618,843
Mowers	\$39,635
Utilities and vans	\$308,163

Purchase of Individual & Corporate Assets	Amount
Riverside, Windsor Depot, relocation of Exeter space to new shed	\$243,826
Legana Industrial Estate Extension	\$2,115,321
WTC Software suite replacement	\$33,560
Hardware / User Devices	\$46,119

Annual Plan Outcomes 2024/25

Each year, Council adopts an Annual Plan, which guides our activities for the year.

The Annual Plan is an important document which is based on Council's Strategic Plan 2022-32.

The purpose of the Annual Plan is to outline the activities and targets identified to achieve Council's identified Strategic Plan goals.

Our Annual Plan has five key goals, with each containing key objectives, strategic

actions and measures required to assist meeting those objectives and activity targets, which are directly measured and reported against every three (3) months.

The following information represents an overview of the results achieved for each key goal and highlights some of the activities that have been undertaken.

The Annual Plan report, including results, is available on the Council's website under *Your Council*.

32

TOTAL TARGET
ACTIONS

10

PLANS IN
PROGRESS

THE PILLARS

Our Community

GOAL

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

OBJECTIVES

- Council and the community work together building creative, innovative and resilient communities where people feel able and encouraged to participate
- Residents enjoy a safe, equitable and inclusive and sustainable lifestyle

Council engages with a broad cross-section of the community having professional staff working across community development, youth, seniors, recreation, tourism and environmental health.

One of the major highlights of the year was the launch of the Council's inaugural Community Roadshow, which saw elected members and senior staff attend a number of community Q&A sessions in an informal setting right across the municipality.

Council also continued its support with a significant number of community groups to assist and deliver a range of

events, including Australia Day activities and celebrations, Christmas Carols and Anzac Day commemorations, as well as a variety of youth and seniors' activities.

A significant number of community groups and organisations were supported through Council's Community Grants programs.

Health and wellbeing was promoted through the provision and upkeep of sporting and recreation facilities, the Windsor Community Garden, the school immunisation program and the ongoing monitoring of recreational water.

5

COMPLETED
PLANS

3

PLANS IN
PROGRESS

Our Future

GOAL

To encourage sustainable growth and prosperity.

OBJECTIVES

- Development is in keeping with the character of the area and natural values.
- Existing businesses grow and sustainable new businesses are attracted to our region with a focus on tourism, hospitality, agriculture, viticulture, artisan trades, home business and light industries.

Council continued its work with other Northern councils to review the Northern Tasmanian Regional Land Use Strategy and the demand and supply of residential land.

Council maintained its membership of the Northern Tasmanian Development Corporation, which is established to provide a regional approach to economic development across Northern Tasmania.

Council's ongoing financial support to Launceston's UNESCO Creative City of Gastronomy is expected to have many flow-on benefits to the food and agriculture operators within the West Tamar, including its partnership agreement with FermentTas for the

development of a world-class food innovation facility at Legana's Innova Business Park.

Council partnered with the Department of Education following the official opening of the new Legana Primary School and adjacent recreational area, with the development of a \$2.5 million sports oval that is shared between the school and the community.

The West Tamar experienced a tremendous jump in visitor numbers to the Beaconsfield Mine and Heritage Centre, recording more than 34,000 visitors during the year. This is a 10 per cent increase compared with the previous year.

3

COMPLETED
PLANS

1

PLANS IN
PROGRESS

Our Environment

GOAL

To care for and achieve balance between the natural and built environment.

OBJECTIVES

- Balance between growth and the natural environment
- Acknowledgement of the changing environment and its impact on the community

Council continues to be an active member of key stakeholder groups with an interest in improving the health of the Tamar River Estuary and its environs.

This includes working closely with the Tamar Estuary and Esk Rivers Program, the Tamar Estuary Management Taskforce and Tamar NRM.

As well as financial support, Council provides staff support and resources to the work and promotion of these organisations.

Council has continued to promote the collection of recyclable materials and the environmental benefits of recycling and reuse.

Council continued to support the Northern Tasmanian Alliance for Resilient Councils (NTARC) - a Collaboration of eight councils across the North-East to develop the region's resilience to natural hazards and emerging climates.

In what was a highlight during the year, Council endorsed its inaugural Climate Resilience Strategy 2025-2028, which was developed in conjunction with NTARC.

3

COMPLETED
PLANS

0

PLANS IN
PROGRESS

Our Infrastructure

GOAL

To ensure the provision and maintenance of an efficient and effective infrastructure network.

OBJECTIVES

- Provide for a broad range of infrastructure, services and future developments
- Planning is innovative and smart
- Council is a leader and advocate for regional infrastructure

Council continued to work closely with community groups and users to ensure facilities are fit for purpose and maintained appropriately.

Maintenance and upgrades of Council's buildings and facilities were undertaken in line with operational requirements, condition assessments within the confines of the budget allocated to the tasks.

Council delivered over \$11.8 million in capital expenditure including \$7.1 million of renewed assets and \$4.7 million of new and upgraded assets.

9

COMPLETED
PLANS

1

PLANS IN
PROGRESS





Our Organisation

GOAL

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

OBJECTIVES

- Council is a preferred employer
- The community is informed and engaged and receives quality customer service
- Council is recognised as a leader in local government
- Council is financially sustainable

Council continued to provide detailed induction to all new employees and volunteers and undertook annual development appraisals to provide a formal opportunity for employees to discuss job performance and accomplishments and to communicate any training, career and/or professional development goals or needs.

Council maintains a Training and Development Policy that commits Council to the development and support of a high performing, skilled and flexible workforce.

This policy aims to provide employees with opportunities through appropriate education, training and development to acquire additional skills that are relevant and of benefit to both the employee and the Council.

11

COMPLETED
PLANS

5

PLANS IN
PROGRESS

To ensure a high-level customer service Council regularly reviews and reports against its Customer Service Charter, achieving 98.2 per cent compliance with its Customer Service Request system over the year.

Budgeting and cost control systems are continually revised to meet best practice, and Council has a financial management strategy and rolling 10-year Long-Term Financial Plan to assist Council in adopting estimates within a longer term prudent financial framework.

The current Financial Strategy and Plan was adopted by Council in February 2023.

Councillor Training

COUNCILLOR ONLINE LEARNING MODULES

Participation Rates (as at June 23, 2025)

The Office of Local Government (OLG) and LGAT have worked together to develop the Local Government Learning and Development Framework, which aims to increase the knowledge and skills of elected representatives.

The online learning modules are an important component of elected representatives' learning and development and are designed to be completed within the council chamber.

The table below outlines the completion rate of individual councillors with respect of each of the three available Learning Packages.

Name	Role	LP1 Progress	LP2 Progress	LP3 Progress
Joy Allen	Councillor	0%	0%	0%
Lynden Ferguson	Councillor	0%	0%	0%
Jess Greene	Deputy Mayor	100%	100%	58%
Christina Holmdahl	Mayor	0%	0%	0%
Richard Ireland	Councillor	100%	100%	100%
Geoff Lyons	Councillor	75%	80%	21%
Joshua Manticas	Councillor	100%	100%	100%
Rick Shegog	Councillor	0%	0%	0%
Julie Sladden	Councillor	100%	100%	0%



Annual Financial Report

For The Year Ended
30 June 2025

WEST TAMAR COUNCIL ANNUAL REPORT 2024-2025

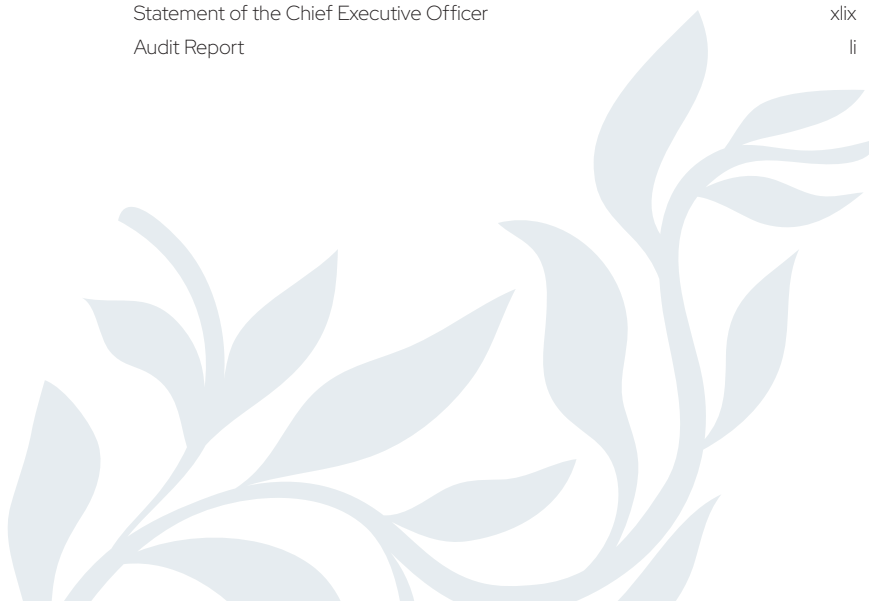
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ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2025

	Note	Budget 2025 \$'000	Actual 2025 \$'000	Actual 2024 \$'000
Income				
Recurrent Income				
Rates and charges	2.1	25,918	26,015	24,098
Statutory fees and fines	2.2	1,098	1,024	986
User fees and charges	2.3	2,397	2,546	2,420
Grants	2.4	5,358	3,311	4,068
Interest	2.5	914	1,289	1,354
Investment revenue from water corporation	2.6,5.1	787	787	787
Other income	2.7	337	480	394
		36,809	35,452	34,107
Capital Income				
Capital grants specifically for new or upgraded assets	2.4	3,770	2,664	4,221
Contributions and recognition of assets	2.8	-	4,066	3,211
Total Income		40,579	42,182	41,539
Expenses				
Employee benefits	3.1	(13,401)	(12,004)	(11,263)
Materials and services	3.2	(12,243)	(12,086)	(9,985)
Statutory contributions - fire levy		(1,639)	(1,639)	(1,572)
Depreciation and amortisation	3.3	(7,286)	(8,397)	(6,885)
Finance costs	3.4	(2)	(2)	(3)
Other expenses	3.5	(1,577)	(1,458)	(1,209)
		(36,148)	(35,586)	(30,917)
Capital Expenses				
Net loss on disposal of property, infrastructure, plant and equipment	3.6	(450)	(435)	(568)
Total Expenses		(36,598)	(36,021)	(31,485)
Net Result For The Year		3,981	6,161	10,054
Other Comprehensive Income				
Items that will not be reclassified to net result				
Net asset revaluation increment/(decrement)	8.1	-	14,884	53,692
Fair value adjustments on equity investment assets	5.1,8.1	-	1,179	3,017
Total Other Comprehensive Income		-	16,063	56,709
Total Comprehensive Result		3,981	22,224	66,763

The above statement should be read in conjunction with the accompanying notes.



STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2025

	Note	2025 \$'000	2024 \$'000
Assets			
Current Assets			
Cash and cash equivalents	4.1	4,695	6,968
Investments	4.2	20,764	16,263
Trade and other receivables	4.3	2,848	4,079
Inventories	4.4	232	222
Prepayments and other assets	4.5	717	569
Total Current Assets		29,256	28,101
Non-Current Assets			
Trade and other receivables	4.3	-	10
Investment in water corporation	5.1	61,604	60,425
Property, infrastructure, plant and equipment	6.1	449,086	427,564
Right-of-use assets	6.2	35	54
Total Non-Current Assets		510,725	488,053
Total Assets		539,981	516,154
Liabilities			
Current Liabilities			
Trade and other payables	7.1	3,569	3,299
Provisions	7.2	2,376	2,558
Lease liabilities	7.3	18	19
Contract liabilities	7.4	2,127	620
Total Current Liabilities		8,090	6,496
Non-Current Liabilities			
Trade and other payables	7.1	27	25
Provisions	7.2	267	242
Lease liabilities	7.3	19	37
Total Non-Current Liabilities		313	304
Total Liabilities		8,403	6,800
Net Assets		531,578	509,354
Equity			
Accumulated surplus		260,394	254,233
Reserves	8.1	271,184	255,121
Total Equity		531,578	509,354

The above statement should be read in conjunction with the accompanying notes.

STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2025

	Note	Accumulated Surplus	Asset Revaluation Reserve	Other Reserves	Total Equity
2025		2025 \$'000	2025 \$'000	2025 \$'000	2025 \$'000
Balance at the beginning of the financial year		254,233	255,648	(528)	509,353
Surplus / (deficit) for the year		6,161	-	-	6,161
Other Comprehensive Income:					
Net asset revaluation increment(decrement)	8.1	-	14,884	-	14,884
Fair value adjustments on equity investment assets	5.1, 8.1	-	-	1,179	1,179
Balance at the end of the financial year		260,394	270,531	651	531,577

		Accumulated Surplus	Asset Revaluation Reserve	Other Reserves	Total Equity
2024		2024 \$'000	2024 \$'000	2024 \$'000	2024 \$'000
Balance at the beginning of the financial year		244,179	201,956	(3,545)	442,590
Surplus / (deficit) for the year		10,054	-	-	10,054
Other Comprehensive Income:					
Net asset revaluation increment(decrement)	8.1	-	53,692	-	53,692
Fair value adjustments on equity investment assets	5.1, 8.1	-	-	3,017	3,017
Balance at the end of the financial year		254,233	255,648	(528)	509,353

The above statement should be read in conjunction with the accompanying notes.

**STATEMENT OF CASH FLOWS FOR
THE YEAR ENDED 30 JUNE 2025**

	2025 Inflows/ (Outflows) \$'000	2024 Inflows/ (Outflows) \$'000
Cash flows from operating activities		
Rates	25,611	24,191
Interest received	1,309	1,240
Fees and user charges (inclusive of GST)	3,736	3,884
Finance costs	(2)	(3)
Grants (inclusive of GST)	3,755	4,239
Investment revenue from water corporation	787	787
Other receipts (inclusive of GST)	547	385
Net GST refund/(payment)	1,921	1,892
Payments to employees	(12,009)	(11,778)
Payments to suppliers (inclusive of GST)	(14,550)	(11,723)
Statutory contributions	(1,639)	(1,572)
Other payments (inclusive of GST)	(1,445)	(1,214)
Net cash provided by (used in) operating activities	8.2 8,021	10,329
Cash flows from investing activities		
Payments for property, infrastructure, plant and equipment	(11,809)	(15,454)
Capital grants	4,925	2,328
Monetary contributions towards assets	29	65
Proceeds from sale of property, infrastructure, plant and equipment	1,058	379
Proceeds from investments	17,750	15,500
Payments for investments	(22,251)	(10,250)
Repayments of loans from community organisations	23	22
Net cash provided by (used in) investing activities	(10,275)	(7,410)
Cash flows from financing activities		
Repayment of lease liabilities (principal repayments)	(19)	(20)
Net cash provided by (used in) financing activities	(19)	(20)
Net increase (decrease) in cash and cash equivalents	(2,273)	2,899
Cash and cash equivalents at the beginning of the financial year	6,968	4,069
Cash and cash equivalents at the end of the financial year	4.1 4,695	6,968

The above statement should be read with the accompanying notes.



NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2025

Note 1 Overview

Note 1.1 Reporting entity

The West Tamar Council is a body corporate with perpetual succession and a common seal. Council's main office is located at Eden St, Riverside.

The purpose of the Council is to:

- provide for the health, safety and welfare of the community
- to represent and promote the interests of the community
- provide for peace, order and good government in the municipality.

Note 1.2 Basis of preparation

These financial statements are a general purpose financial report that consists of a Statement of Comprehensive Income, Statement of Financial Position, Changes in Equity, Statement of Cash Flows and notes accompanying these financial statements. The general purpose financial report complies with Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board, and the *Local Government Act 1993 (LGA1993) (as amended)*. Council has determined that it does not have profit generation as a prime objective. Consequently, where appropriate, Council has elected to apply options and exemptions within accounting standards that are applicable to not-for-profit entities.

This financial report has been prepared on the accrual and going concern basis.

All amounts are presented in Australian dollars and unless stated, have been rounded to the nearest thousand dollars.

This financial report has been prepared under the historical cost convention, except where specifically stated in notes 5.1, 6.1, and 7.2.

Unless otherwise stated, all material accounting policy information is consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, disclosure has been made of any material changes to comparatives.

All entities controlled by Council that have material assets or liabilities, such as Special Committees of Council, have been included in this financial report. All transactions between these entities and Council have been eliminated in full. Details of Special committees included in this financial report are detailed in note 9.3.

Note 1.3 Use of estimates and judgements

Judgements and assumptions

In the application of AASB standards, Council is required to make judgements, estimates and assumptions about carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the results of which form the basis of making the judgements. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimates are revised if the revision affects only that period or in the period of the revision and future periods if the revision affects both current and future periods.

Council has made no assumptions concerning the future that may cause a material adjustment to the carrying amounts of assets and liabilities within the next reporting period. Judgements made by Council that have significant effects on the financial report are disclosed in the relevant notes as follows:

Employee entitlements

Assumptions are utilised in the determination of Council's employee entitlement provisions. These assumptions are discussed in note 7.2.

Defined benefit superannuation fund obligations

Actuarial assumptions are utilised in the determination of Council's defined benefit superannuation fund obligations and are discussed further in note 8.4.



ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

**NOTES TO THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025**

Note 1 Overview (Continued)

Note 1.3 Use of judgements and estimates (continued)

Fair value of property, plant & equipment

Assumptions and judgements are utilised in determining the fair value of Council's property, plant and equipment including useful lives and depreciation rates. These assumptions are discussed in notes 6.1.

Investment in water corporation

Assumptions utilised in the determination of Council's valuation of its investment in TasWater are discussed in note 5.1.

Note 1.4 Functions/Activities of the Council

(a) *Revenue, expenditure and assets attributable to each function as categorised in (c) below:*

	Grants	Other	Total Revenue	Total Expenditure	Surplus/ (Deficit)	Assets
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Technical Services						
2024-2025	25	2	27	410	(383)	-
2023-2024	-	21	21	197	(176)	-
Road Services						
2024-2025	2,250	3,936	6,186	10,278	(4,092)	347,577
2023-2024	2,990	3,293	6,283	9,707	(3,424)	336,170
Waste Management						
2024-2025	-	4,765	4,765	4,204	561	975
2023-2024	-	4,381	4,381	4,067	314	1,006
Recreation Facilities						
2024-2025	301	247	548	2,197	(1,649)	26,710
2023-2024	966	240	1,206	1,913	(707)	24,611
Parks and Reserves						
2024-2025	1,298	623	1,921	3,429	(1,508)	40,766
2023-2024	1,790	265	2,055	3,212	(1,157)	34,087
Planning & Development Services						
2024-2025	-	1,231	1,231	3,854	(2,623)	355
2023-2024	-	1,273	1,273	2,936	(1,663)	359
Community Services						
2024-2025	182	1,551	1,733	5,748	(4,015)	21,720
2023-2024	197	1,406	1,603	3,916	(2,313)	19,387
Trading Activities/Undertakings						
2024-2025	-	1,720	1,720	1,885	(165)	-
2023-2024	-	1,647	1,647	1,808	(161)	-
Other Non Attributable						
2024-2025	1,919	22,132	24,051	4,016	20,035	101,878
2023-2024	2,347	20,724	23,071	3,730	19,341	100,534
Total						
2024-2025	5,975	36,207	42,182	36,021	6,161	539,981
2023-2024	8,290	33,250	41,540	31,486	10,054	516,154

ORDINARY COUNCIL MEETING Tuesday 21 October 2025

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2025

Note 1.4 Functions/Activities of the Council

(b) Reconciliation of Assets from note 1.4(a) with Statement of Financial Position as at 30 June:

	2025	2024
	\$'000	\$'000
Current assets	29,256	28,101
Non-current assets	510,725	488,053
	539,981	516,154

(c) Functions/activities of Council

The activities of Council are to be classified into the following functions, namely

Technical Services

Asset Operations
Engineering
Project management

Road Services

Works and services
Bridges
General and depot
Sealed roads
Stormwater
Street lighting
Unsealed roads

Waste Management

Household garbage
Exeter Transfer Station
Beaconsfield Transfer Station
Recycling

Recreation Facilities

Beaconsfield recreation grounds
Beaconsfield tennis club
Beauty Point recreation area
Bridgenorth ground
Exeter RSL and bowls club
Greens Beach caravan park
Legana recreation area
Overnight rest areas
Pontoons
Public halls and community centres
Riverside swimming pool
Riverside Olympic football clubrooms
Rosevears recreation ground
Windsor pavilion

Planning & Development

Building control
Cemeteries
Control of animals
Climate Change
General development
Health approval services
Other by-laws
Plumbing and drainage
Town planning

Community Services

Area promotion
Beaconsfield Mine and Heritage Centre
Community development
Community grants
Cultural activities
Economic development
Other welfare
Public amenities
Tourism
Youth
Windsor Community Precinct

Trading Activities/Undertakings

Fire protection per area
Private works

Parks and Reserves

Parks and public open spaces by area
Windsor Park

Other Activities (other non-attributable)

Administration
Council member expenses
Council housing
Climate Change
People & culture
Safety
Fleet services



ORDINARY COUNCIL MEETING

Tuesday 21 October 2025

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2025

FINANCIAL REPORT

	2025	2024
	\$'000	\$'000

Note 2 Revenue

Note 2.1 Rates and charges

Council uses the Annual Assessed Value (AAV) as the basis of valuation of all properties within the municipality. The AAV of a property is determined by the Valuer-General in terms of the *Valuation of Land Act 2001*.

The valuation base used to calculate general rates for 2024-25 was \$296 million (2023-24 \$262 million).
The 2024-25 general rate in the dollar was 6.525 cents (2023-24 was 6.83 cents).

Fire levy	1,654	1,584
Waste	4,529	4,158
General rates	19,588	18,137
Special rates	244	219
Total rates and charges	26,015	24,098

The date of the last general revaluation of assessed annual value utilised for rating purposes within the municipal district was 1st July 2021, and the valuation first applied to the rating period commencing 1st July 2022. Adjustment factors provided from the valuer-general were applied to annual assessed values commencing 1 July 2024.

Accounting policy

Council recognises revenue from rates and annual charges for the amount it is expected to be entitled to at the beginning of the rating period to which they relate, or when the charge has been applied. Rates and charges in advance are recognised as a financial liability until the beginning of the rating period to which they relate.

Note 2.2 Statutory fees and fines

Animal control fees and infringements	202	171
Planning fees and charges	356	395
Land information certificates	265	196
Building permits, levies and infringements	129	121
Plumbing permits	26	51
Health licences	46	52
Total statutory fees and fines	1,024	986

Accounting policy

Statutory fees and fines are recognised as income when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

NOTES TO THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

	2025	2024
	\$'000	\$'000
Note 2.3 User fees and charges		
Beaconsfield Mine and Heritage Centre entrance charges	521	429
Building surveying	156	187
Brochure displays tourism	7	6
Cemetery charges	53	35
Commissions	4	5
Merchandise TVC and Heritage Centre	284	259
Non statutory planning	3	22
Plumbing surveying	217	223
Riverside Swimming Centre	109	104
Special committees	5	7
Waste transfer stations	236	222
Operating leases	790	771
Other rentals	153	144
Other fees and charges	8	6
Total user fees and charges	2,546	2,420

Accounting policy

Council recognises revenue from user fees and charges at a point in time or over time as the performance obligation is completed and the customer receives the benefit of the goods / services being provided. A provision for impairment is recognised when collection in full is no longer probable. Licences granted by Council are all either short-term or low value and all revenue is recognised at the time that the licence is granted rather than the term of the licence.

Rental income

Council holds properties that it derives rents from. Council records rents on an accrual basis in accordance with lease or licence arrangements. Some details relating to Council as a lessor are presented at note 8.10.

Operating leases as lessor

Council is a lessor and enters into agreements with a number of lessees. These include commercial and non-commercial agreements. Where leases are non-commercial agreements, these are generally with not (for) profit groups, such as sporting organisations. In these cases, subsidised or peppercorn rents are charged because Council recognises part of its role is community service and community support. In these situations, Council records lease revenue on an accruals basis and records the associated properties as part of land and buildings within property, plant and equipment. Buildings are recognised at depreciated replacement cost.

Where leases are commercial agreements, but properties leased are part of properties predominantly used by Council for its own purposes, Council records lease revenue on an accruals basis and records the associated properties as part of land and buildings within property, plant and equipment. Buildings are recognised at current replacement cost.

Where leases are commercial agreements, and properties leased are predominantly used for leasing to third parties, Council records lease revenue on an accruals basis and records the associated properties as investment property. These properties are recognised at fair value. These leases may include incentives which have not been recognised in the statement of financial position, on the basis the amounts are unlikely to be material and or could not be reliably measured at balance date.



ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

NOTES TO THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

	2025 \$'000	2024 \$'000
Note 2.4 Grants		
Grants were received in respect of the following:		
Summary of grants		
Commonwealth funded grants	5,009	7,253
State funded grants	735	820
Others	232	216
Total	5,976	8,289
Grants - recurrent		
Commonwealth financial assistance grants - General Purpose (Untied)	1,772	2,260
Commonwealth financial assistance grants - Roads (Untied)	1,199	1,565
Trails design	25	-
Transport	25	25
Youth	136	131
Climate change	148	70
Other	6	17
Total recurrent grants	3,311	4,068
In the preceeding year the Commonwealth made early payment of instalments of untied Financial Assistance Grants for the following year. In accordance with AASB 1058 council recognises grant revenue without performance obligations when received. Council received an early payment in June 2024 of \$3.742 million for 85% of 2024-25 allocations and an early payment in June 2025 of \$2.201m for 50% of 2025-26 allocations. Budgets were set in anticipation of an annual allocation in each year.		
Capital grants received specifically for new or upgraded assets		
Beauty Point Foreshore	1,212	1,522
Beaconsfield street tree project	-	12
Bridge upgrades	-	350
Bridgenorth Rd, West Tamar Highway to Long Plains Rd	-	400
Bus stops	-	70
Exeter bowling green	200	-
Gravelly Beach foreshore	8	268
Pontoons	-	21
Greens Beach Rd, Kelso	250	60
Kelso toilet and carpark	46	66
Legana recreational developments	75	929
Blackspot funding	100	-
Roads to Recovery	675	520
Windsor oval resurface	74	-
Other	24	3
Total capital grants	2,664	4,221
Total grants	5,975	8,289
Timing of revenue recognition		
Grants recognised over time	2,979	4,439
Grants recognised at a point in time	2,996	3,850
Total grants	5,975	8,289



ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

NOTES TO THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

	2025 \$'000	2024 \$'000
Note 2.4 Grants (continued)		
Unspent grants and contributions		
Grants and contributions which were obtained on the condition that they be spent for specified purposes or in a future period, but which are not yet spent in accordance with those conditions, are as follows:		
Operating		
Balance of unspent funds at 1 July	287	140
Add: Funds received and not recognised as revenue in the current year	538	217
Less: Funds received in prior year but revenue recognised and funds spent in current year	(150)	(70)
Balance of unspent funds at 30 June	675	287
Capital		
Balance of unspent funds at 1 July	49	296
Add: Funds received and not recognised as revenue in the current year	521	-
Less: Funds received in prior year but revenue recognised and funds spent in current year	(46)	(247)
Balance of unspent funds at 30 June	524	49
Total unspent funds held as a contract liability	1,199	336

Accounting policy

Council recognises untied grant revenue and those without performance obligations when received. In cases where funding includes specific performance obligations, or is to acquire or construct a recognisable non-financial asset, a liability is recognised for funds received in advance and income is recognised as obligations are fulfilled.

Each performance obligation is considered to ensure that the revenue recognition reflects the transfer of control. Within grant agreements there may be some performance obligations where control transfers at a point in time and others which have continuous transfer of control over the life of the contract. Where control is transferred over time, generally the input methods being either costs or time incurred are deemed to be the most appropriate methods to reflect the transfer of benefit.

For construction projects, this is generally as the construction progresses in accordance with costs incurred since this is deemed to be the most appropriate measure of the completeness of the construction project as there is no profit margin. For acquisitions of assets, the revenue is recognised when the asset is acquired and controlled by the Council.

Note 2.5 Interest

Interest on cash and cash equivalents	1,288	1,352
Interest on loan receivables	1	2
Total interest	1,289	1,354

Accounting policy

Interest is recognised progressively as it is earned. Interest on rates is recognised in rates revenue.

Note 2.6 Investment revenue from water corporation

Dividends	787	787
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Accounting policy - investment revenue

Dividend revenue is recognised when Council's right to receive payment is established and it can be reliably measured.



ORDINARY COUNCIL MEETING Tuesday 21 October 2025

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2025

	2025 \$'000	2024 \$'000
Note 2.7 Other income		
Donations	5	2
Commissions	68	65
Cash contributions	227	120
Reimbursements	162	182
Other	18	25
Total other income	480	394

Accounting policies for other income

Council recognises revenue when the amount of revenue can be reliably measured, it is probable that future economic benefits will flow to the Council and specific criteria have been met for each of the Council's activities as described below. Council bases its estimates on historical results, taking into consideration the type of customer, the type of transaction and the specifics of each arrangement.

Donations

Donations revenue is recognised when the payment is received.

Cash contributions

Council recognises contributions without performance obligations when received. In cases where the contributions is for a specific purpose to acquire or construct a recognisable non-financial asset, a liability is recognised for funds received in advance and income recognised as obligations are fulfilled.

Commissions, Recycling, reimbursements and other

Revenue is recognised when a right to receive payment arises.

Other

Council recognises revenue from other income when or as the performance obligation is completed and the customer receives the benefit of the goods / services being provided.

Note 2.8 Contribution and recognition of assets

Cash - various infrastructure	29	65
Non-monetary assets		
Stormwater infrastructure	1,708	972
Road infrastructure	1,463	1,618
Recreation assets	-	42
Land public open space	334	-
Land under roads	532	514
Total contributions - non-monetary assets	4,037	3,146
Total Contribution and recognition of assets	4,066	3,211

Accounting policy

Council recognises contributions without performance obligations when received. In cases where the contributions are for a specific purpose to acquire or construct a recognisable non-financial asset, a liability is recognised for funds received in advance and income recognised as obligations are fulfilled.

Council recognises revenue from user fees and charges when or as the performance obligation is completed and the customer receives the benefit of the goods / services being provided. A provision for impairment is recognised when collection in full is no longer probable.

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

NOTES TO THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

	2025 \$'000	2024 \$'000
Note 3 Expenses		
Note 3.1 Employee benefits		
Salaries and wages	10,017	9,418
Superannuation	1,512	1,383
Payroll tax	623	625
Workers compensation insurance premiums	397	406
	<u>12,549</u>	<u>11,832</u>
Less amounts capitalised	(545)	(569)
Total employee benefits	<u>12,004</u>	<u>11,263</u>
Accounting policy		
Expenses are recognised in the Statement of Comprehensive Income when a decrease in future economic benefits related to a decrease in asset or an increase of a liability has arisen that can be measured reliably. Employee benefits include, where applicable, entitlements to wages and salaries, annual leave, sick leave, long service leave, superannuation and any other post-employment benefits.		
Note 3.2 Materials and services		
Animal Control	46	47
Building and other subsidiary maintenance	632	395
Cemeteries	39	5
Cleaning contractors	501	464
Collection costs debtors	55	61
Consumables	98	94
Economic and regional projects	253	229
Electricity	428	421
Election and councillor expenses	43	41
Fringe benefits tax	99	128
Fuel fleet	264	338
Garbage collection and recycling	3,257	3,209
Information technology contractors	25	121
Insurance (excluding workers compensation insurance)	387	386
Labour Hire	1,156	263
Land tax	72	85
Licences and registrations	456	330
Maintenance and repair fleet	215	258
Merchandise	133	116
Minor furniture and equipment	44	78
Parks and reserves contractors, materials and services	667	693
Printing, postage and stationery	148	109
Promotions	92	59
Recruitment, people and culture	174	87
Recreational facilities	72	25
Road and bridge contractors, materials and services	1,060	795
Stormwater maintenance	94	39
Swimming pool contractor	294	296
Telephone and communications	151	151
Town planning projects and reviews	250	52
Training and conferences	152	118
Trails strategy	25	-
Uniforms / personal protection equipment	26	22
Water and sewerage	359	269
Windsor Community Precinct contractors	30	26
Youth programs	60	63
Other	229	112
Total materials and services	<u>12,086</u>	<u>9,985</u>

**NOTES TO THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025**

Note 3.2 Materials and services (Continued)

Accounting policy

Expenses are recognised in the Statement of Comprehensive Income when a decrease in future economic benefits related to a decrease in asset or an increase of a liability has arisen that can be measured reliably.

Routine maintenance, repair costs, and minor renewal costs are expensed as incurred. Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

	2025 \$'000	2024 \$'000
Note 3.3 Depreciation and amortisation		
Plant and machinery	691	662
Furniture, fittings and office equipment	138	133
Stormwater and drainage infrastructure	977	914
Roads and streets	3,220	3,151
Bridges	243	228
Buildings	2,273	1,103
Parks, recreation facilities and community amenities	778	608
Right-of-use assets	19	21
Other property, plant & equipment	58	65
Total depreciation and amortisation	8,397	6,885

Accounting policy

Expenses are recognised in the Statement of Comprehensive Income when a decrease in future economic benefits related to a decrease in asset or an increase of a liability has arisen that can be measured reliably.

Buildings, land improvements, plant and equipment, infrastructure and other assets having limited useful lives are systematically depreciated over their useful lives to Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and remaining values and a separate depreciation rate is determined for each component.

Land, heritage, artwork and road earthwork assets are not depreciated on the basis that they are assessed as not having a limited useful life.

The non-depreciation of road earthwork assets shall be reviewed at least at the end of each reporting period, to ensure that the accounting policy applied to particular earthwork assets reflects the most recent assessment of the useful lives of the assets, having regard to factors such as asset usage, physical deterioration and technical and commercial obsolescence.

Straight line depreciation is charged based on the residual useful life as determined each year.

**NOTES TO THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025**

Note 3.3 Depreciation and amortisation

Accounting policy (continued)

Major depreciation periods used are listed below and are consistent with the prior year unless otherwise stated:

Classification	Years
Plant and machinery	3-30
Furniture, fittings and office equipment	2-50
Stormwater and drainage infrastructure	80-90
Roads and streets infrastructure	3-180
Bridges	23-105
Buildings	19-100
Parks, recreation facilities and community amenities	5-100
Right-of-use assets	5
Other assets	3-10

	2025 \$'000	2024 \$'000
Note 3.4 Finance costs		
Interest - lease liabilities	2	3
Total finance costs	<u>2</u>	<u>3</u>

Accounting policy - finance expense

Finance costs are expensed as incurred using the effective interest method. Borrowing costs include interest on bank overdrafts, interest on borrowings, unwinding of discounts, and finance lease charges.

Note 3.5 Other expenses

Advertising	110	153
Auditors remuneration		
Auditing the financial report	52	42
Auditing grant acquittals and travel	2	6
Bank fees	60	61
Community grants and donations	162	80
Councillor sitting allowances	323	310
Councillor other costs	42	30
Discount on rates	88	87
Entertainment	38	36
Legana landslip investigations	46	7
Legal costs	156	107
Organisational development / cultural reform	26	4
Subscriptions	147	132
Tamar Natural Resource Management strategy	72	51
Tamar Estuary and Esk Rivers (TEER) program	38	29
Valuation fees	68	63
Warranties	17	-
Other	11	11
Total other expenses	<u>1,458</u>	<u>1,209</u>

Accounting policy

Expenses are recognised in the Statement of Profit or Loss and Other Comprehensive Income when a decrease in future economic benefits related to a decrease in asset or an increase of a liability has arisen that can be measured reliably.



ORDINARY COUNCIL MEETING Tuesday 21 October 2025

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2025

FINANCIAL REPORT

	2025 \$'000	2024 \$'000
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Note 3.6 Net gain/(loss) on disposal of property, infrastructure, plant, equipment and leased assets

Proceeds from disposal	(396)	(379)
Add: Carrying amount of assets disposed	831	947
Net loss on disposal	435	568

Accounting policy

The profit or loss on sale of an asset is determined when control of the asset has irrevocably passed to the buyer.

Note 4 Current assets

Note 4.1 Cash and cash equivalents and short term investments

Cash on hand	7	7
Cash at bank	1,198	3,989
Short term deposits	3,490	2,972
Total cash and cash equivalents	4,695	6,968

Council's cash and cash equivalents are subject to a number external restrictions and internal commitments that limit amounts available for discretionary or future use. These include:

Restricted funds

Contract liabilities (note 7.4)	2,127	620
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Internal committed funds

Current provisions (note 7.2)	2,376	2,558
Windsor Park levy funds unspent	-	151
Sale proceeds quarantined for Legana Town Park	358	358
Committed funds	4,861	3,687

Total uncommitted cash and cash equivalents

(166)	3,281
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Total investments (note 4.2)	20,764	16,263
Total uncommitted funds	20,598	19,544

Accounting policy

For the purposes of the Statement of Cash Flows, cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of three months or less, net of outstanding bank overdrafts.

Cash on hand and at bank and money market call accounts are valued at face value.

Cash, surplus to requirements, and investments are held to maximise interest return whilst maintaining an acceptable level of risk in accordance with Council's investment policy.

Note 4.2 Investments

Current - term deposits	20,764	16,263
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Accounting policy

For the purposes of the Statement of Cash Flows, investments include term deposits with original maturities of greater than three months.

Term deposits are measured at face value.

Investments are held to maximise interest return whilst maintaining an acceptable level of risk in accordance with Council's investment policy.

ORDINARY COUNCIL MEETING

Tuesday 21 October 2025

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2025

	2025 \$'000	2024 \$'000
Note 4.3 Trade and other receivables		
Current		
Rate debtors	1,447	1,013
GST receivable	337	349
Grant debtors	925	2,569
Sundry debtors	129	125
Community loan debtor	10	23
Total	2,848	4,079
Non-current		
Community loan debtor	-	10
Total trade and other receivables	2,848	4,089

Council believes that no impairment allowance is necessary in respect of trade and other receivables despite a negative economic outlook. For ageing analysis of the financial assets, refer to note 8.7.

Accounting policy

Trade receivables that do not contain a significant financing component are measured at amortised cost, which represents their transaction value. Impairment is recognised on an expected credit loss (ECL) basis. When determining whether the credit risk has increased significantly since initial recognition, and when estimating the ECL, Council considers reasonable and supportable information that is relevant and available without undue cost or effort. This includes both quantitative and qualitative information and analysis based on Council's historical experience, an informed credit assessment and forward-looking information.

For rate debtors, Council takes the view that unpaid rates represent a charge against the rateable property that will be recovered when the property is next sold. For non-rate debtors, Council writes off receivables when there is information indicating that there is no realistic prospect of recovery. No material bad debts were written off during either year.

Loan debtors have attracted an interest rate no more than Council's long-term borrowing rate.

With sundry debtors, payment is required within thirty days of issue of the account. No interest is attracted to sundry debtors.

Should amounts remain unpaid outside of approved payment options, Council will instigate collection proceedings. Collectability of overdue accounts is assessed on an ongoing basis.

Note 4.4 Inventories

Beaconsfield Mine and Heritage Centre	59	56
Tamar Visitor Centre	7	8
Roadworks and Waste Management	166	158
Total inventories	232	222

Accounting policy

Inventories held for distribution are measured at cost and adjusted when applicable for any loss of service potential. Other inventories are measured at the lower of cost and net realisable value. Where inventories are acquired at no cost, or for nominal consideration, the cost shall be the current replacement cost as at the date of acquisition.



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NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2025

	2025 \$'000	2024 \$'000
Note 4.5 Prepayments and other assets		
Accrued interest	432	438
Creditor prepayments	285	131
Total accrued revenue and prepayments	<u>717</u>	<u>569</u>

Accounting policy

Accruals and Prepayments are recognised in accordance with relevant accounting standards with materiality a major factor in determining their applicability.

Note 5 Investments **Note 5.1 Investment in water corporation**

Investment in water corporation

Opening Balance	60,425	57,408
Fair value adjustments on equity investment assets	1,179	3,017
Total investment in water corporation	<u>61,604</u>	<u>60,425</u>

Council has derived returns from the water corporation as disclosed in note 2.6.

Accounting policy - investments

Investments, other than investments in the water corporation, are measured at cost.

Accounting policy - investment in water corporation

Council's investment in TasWater is held for long-term strategic purposes and Council has elected to irrevocably classify this equity investment as designated as fair value through other comprehensive income. Subsequent changes in fair value on designated investments in equity instruments are recognised in other comprehensive income (for fair value reserve, refer note 9.1) and not reclassified through the profit or loss when derecognised. Dividends associated with the equity investments are recognised in profit and loss when the right of payment has been established and it can be reliably measured.

Fair value was determined by using Council's ownership interest against the water corporation's net asset value at balance date. At 30 June 2025, Council held a 3.19% ownership interest in TasWater which is based on Schedule 2 of the Corporation's Constitution which reflects the Council's voting rights.

Note 6 Non-current assets **Note 6.1 Property, infrastructure, plant and equipment**

Summary

at cost	36,871	35,745
Less accumulated depreciation	<u>(11,326)</u>	<u>(11,477)</u>
	<u>25,545</u>	<u>24,268</u>
at fair value as at 30 June	581,718	551,788
Less accumulated depreciation	<u>(158,178)</u>	<u>(148,492)</u>
	<u>423,540</u>	<u>403,296</u>
Total	<u>449,085</u>	<u>427,564</u>

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	2025 \$'000	2024 \$'000
Note 6.1 Property, infrastructure, plant and equipment (<i>continued</i>)		
<i>Plant & Equipment</i>		
Furniture, fittings and office equipment		
at cost	1,181	1,421
Less accumulated depreciation	<u>(697)</u>	<u>(936)</u>
	484	485
Plant and machinery		
at cost	7,575	7,297
Less accumulated depreciation	<u>(3,047)</u>	<u>(3,101)</u>
	4,528	4,196
Other property, plant & equipment		
at cost	1,020	937
Less accumulated amortisation	<u>(909)</u>	<u>(851)</u>
	111	86
Total heritage assets		
at cost	<u>637</u>	<u>637</u>
	637	637
Total Plant & Equipment	5,760	5,404
<i>Infrastructure</i>		
Stormwater and drainage infrastructure		
at fair value as at 30 June	88,876	85,292
Less accumulated depreciation	<u>(27,299)</u>	<u>(26,062)</u>
	61,577	59,230
Roads and streets infrastructure		
at fair value as at 30 June	255,501	245,882
Less accumulated depreciation	<u>(86,998)</u>	<u>(84,142)</u>
	168,503	161,740
Bridges		
at fair value as at 30 June	21,622	19,563
Less accumulated depreciation	<u>(9,168)</u>	<u>(8,271)</u>
	12,454	11,292
Parks, recreation facilities and community amenities		
at cost	24,114	20,783
Less accumulated depreciation	<u>(6,673)</u>	<u>(6,589)</u>
	17,441	14,194
Total Infrastructure	259,975	246,456

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NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2025

	2,025 \$'000	2,024 \$'000
Note 6.1 Property, infrastructure, plant and equipment (continued)		
Property - Land		
Land		
at fair value as at 30 June	30,789	26,110
	30,789	26,110
Land under roads		
at fair value as at 30 June	102,284	101,752
	102,284	101,752
Total Land	133,073	127,862
Property - Buildings		
at fair value as at 30 June	82,647	73,188
Less accumulated depreciation	(34,713)	(30,017)
	47,934	43,171
Total Property	181,007	171,033
Works in progress at cost		
Furniture, fittings and office equipment	5	71
Land developments	679	2,455
Stormwater and drainage infrastructure	11	-
Roads and streets	938	349
Buildings	177	385
Parks, recreation and community amenities	534	1,374
Other property, plant & equipment	-	37
Total Works in progress	2,344	4,671
Total property, infrastructure, plant and equipment	449,086	427,564

Accounting policy - recognition and measurement of assets

Acquisitions of assets are initially recorded at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition.

Property, plant and equipment and infrastructure received in the form of contributions, are recognised as assets and revenues at fair value by Council valuation where that value exceeds the recognition thresholds for the respective asset class. Fair value is the price that would be received to sell the asset in an orderly transaction between market participants at the measurement date.

In determining the cost of Non-Current Assets constructed by Council, "cost" includes all materials used in construction, direct labour used on the project and an appropriate proportion of overhead. The cost of all materials includes all consulting fees.

Fair value is the price that would be received to sell the asset in an orderly transaction between market participants at the measurement date.

The following classes of assets have been recognised. In accordance with Council's policy, the threshold limits detailed below have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year:

Asset category	Threshold
Plant, machinery, equipment, furniture and fittings	\$2,500
Infrastructure, land and all other assets	\$5,000

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**NOTES TO THE FINANCIAL REPORT
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Note 6.1 Property, infrastructure, plant and equipment (continued)
Reconciliation of property, infrastructure, plant and equipment

2025	Balance at beginning of financial year \$'000	Recognition and acquisition of assets \$'000	Revaluation increments (decrements) (note 8.1) \$'000	Depreciation and amortisation (note 3.3) \$'000	Written down value of disposals (note 3.6) \$'000	Transfers \$'000	Balance at end of financial year \$'000
Land	26,110	-	3,017	-	-	1,662	30,789
Land under roads	101,753	531	-	-	-	-	102,284
Plant and machinery	4,196	-	-	(692)	(289)	1,313	4,528
Furniture, fittings and office equipment	485	-	-	(138)	-	137	484
Stormwater and drainage infrastructure	59,230	1,708	680	(977)	(23)	959	61,577
Roads and streets infrastructure	161,740	1,463	3,633	(3,219)	(472)	5,358	168,503
Bridges	11,292	-	1,386	(243)	-	19	12,454
Buildings	43,171	-	6,168	(2,273)	-	868	47,934
Parks, recreation facilities and community amenities	14,194	334	-	(778)	(47)	3,738	17,441
Heritage	637	-	-	-	-	-	637
Other Property, Plant & Equipment	86	-	-	(58)	-	83	111
Works in progress	4,671	11,810	-	-	-	(14,137)	2,344
	427,565	15,846	14,884	(8,378)	(831)	-	449,086
2024							
Land	25,725	-	100	-	-	285	26,110
Land under roads	50,344	514	50,869	-	-	26	101,753
Plant and machinery	3,956	-	-	(662)	(286)	1,188	4,196
Furniture, fittings and office equipment	569	-	-	(133)	(2)	51	485
Stormwater and drainage infrastructure	54,907	972	2,911	(914)	(82)	1,436	59,230
Roads and streets infrastructure	158,172	1,618	(1,114)	(3,151)	(542)	6,757	161,740
Bridges	10,955	-	55	(228)	-	510	11,292
Buildings	42,785	-	872	(1,104)	-	618	43,171
Parks, recreation facilities and community amenities	10,095	42	-	(608)	(35)	4,700	14,194
Heritage	627	-	-	-	-	10	637
Other Property, Plant & Equipment	150	-	-	(64)	-	-	86
Works in progress	4,798	15,454	-	-	-	(15,581)	4,671
	363,083	18,600	53,693	(6,864)	(947)	-	427,565

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Note 6.1 Property, infrastructure, plant and equipment (*continued*)

Accounting policy - revaluation

Council has adopted the following valuation bases for its non-current assets:

Land	fair value
Land under roads	fair value
Plant and machinery	cost
Furniture, fittings and office equipment	cost
Stormwater and drainage infrastructure	fair value
Roads and streets infrastructure	fair value
Bridges	fair value
Buildings	fair value
Other property, plant and equipment	cost
Parks, recreation facilities and community amenities	cost
Heritage	cost
Work in progress	cost

Subsequent to the initial recognition of assets, non-current physical assets, other than asset classes above listed under the cost basis, are measured at their fair value in accordance with AASB 116 Property, Plant & Equipment and AASB 13 Fair Value Measurement. An annual assessment is undertaken to determine whether the carrying amount of the assets are materially different from the fair value. If any variation is considered material, a revaluation is undertaken either by comprehensive revaluation or by applying an interim revaluation using appropriate indices. The cost of acquisitions and capital works during the year is considered to represent their fair value.

Council undertakes a formal revaluation of asset classes measured on the fair value basis on a five-year rolling cycle or with sufficient regularity to ensure assets represent fair values. The valuations are performed either by experienced Council officers or independent experts. Between such valuations, Council considers, and when necessary, applies indexation to assets to ensure the carrying values continue to represent fair values.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use of an asset result in changes to the permissible or practical highest and best use of the asset. Further details regarding the fair value hierarchy are disclosed in note 8.9, Fair value measurements.

Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

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**NOTES TO THE FINANCIAL REPORT
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	2025 \$'000	2024 \$'000
Note 6.2 Right-of-use asset		
Right of use assets comprise photocopiers under a lease arrangement		
Balance at beginning of the financial year	54	75
Additions	-	-
Disposals	-	-
Amortisation	(19)	(21)
Balance at the end of the financial year	35	54

Accounting policy - Leases Council as Lessee

In contracts where Council is a lessee, Council recognises a right-of-use asset and a lease liability at the commencement date of the lease, unless the short-term or low-value exemption is applied. Refer to note 7.3 for details on accounting policy of lease liability.

A right-of-use asset is initially measured at cost comprising the initial measurement of the lease liability adjusted for any lease payments made before the commencement date (reduced by lease incentives received), plus initial direct costs incurred in obtaining the lease and an estimate of costs to be incurred in dismantling and removing the underlying asset, restoring the site on which it is located or restoring the underlying asset to the condition required by the terms and conditions of the lease.

All right-of-use assets are measured as described in the accounting policy for property, infrastructure, plant and equipment in Note 6.1. Also, Council applies AASB 136 to determine whether a right-of-use asset is impaired and accounts for any identified impairment loss as described in the aforesaid note.

Right-of-use assets are amortised over the shorter period of lease term and useful life of the underlying asset. If a lease transfers ownership of the underlying asset or the cost of the right-of-use asset reflects that the Council expects to exercise a purchase option, the related right-of-use asset is depreciated over the useful life of the underlying asset. The depreciation starts at the commencement date of the lease.

Note 7 Current Liabilities
Note 7.1 Trade and other payables

Current payables

Accrued wages	758	566
Rates and charges in advance	943	909
Statutory fees in advance	30	25
Retention amounts	270	339
Sundry deposits	39	23
Trade creditors	1,529	1,437
Total	3,569	3,299

Non-current payables

Payroll	27	25
Total trade and other payables	3,596	3,324

For ageing analysis of trade and other payables, refer to note 8.7



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NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2025

Note 7.1 Trade and other payables (continued)

Accounting policy

Liabilities are recognised for amounts to be paid in the future for goods and services provided to Council as at balance date whether or not invoices have been received. General Creditors are unsecured, not subject to interest charges and are normally settled within 30 days of invoice receipt.

Rates and charges in advance

Rates, charges and statutory fees in advance represents amounts received by Council prior to the commencement of the rating or charging period. Revenue is recognised by Council at the beginning of the rating or charge period to which the advance payment relates.

Subdivision bonds and sundry deposits

Amounts received as bonds and retention amounts controlled by Council are recognised as Trust funds until they are returned or forfeited.

Note 7.2 Provisions

	Annual leave \$'000	RDOs and time in lieu \$'000	Long Service Leave \$'000	Other provisions \$'000	Total \$'000
2025					
Balance at beginning of the financial year	939	203	1,638	20	2,800
Additional provisions	714	144	176	75	1,109
Amounts used	(713)	(119)	(339)	(95)	(1,266)
Balance at the end of the financial year	940	228	1,475	-	2,643
Current	940	228	1,208	-	2,376
Non-current	-	-	267	-	267
Total	940	228	1,475	-	2,643
2024					
Balance at beginning of the financial year	1,134	194	1,665	336	3,329
Additional provisions	654	124	286	26	1,090
Amounts used	(849)	(115)	(313)	(342)	(1,619)
Balance at the end of the financial year	939	203	1,638	20	2,800
Current	939	203	1,396	20	2,558
Non-current	-	-	242	-	242
Total	939	203	1,638	20	2,800

The current long service leave balance includes amounts that are expected to be settled within 12 months and

Accounting policy - employee benefits

i) Short term obligations

Liabilities for wages and salaries, including non-monetary benefits, annual leave and time in lieu expected to be wholly settled within 12 months after the end of the period in which the employees render the related service are recognised in respect of employees' services up to the end of the reporting period and are measured at the amounts expected to be paid when the liabilities are settled. The liability for annual leave and time in lieu are recognised in the provision for employee benefits. All other short-term employee benefit obligations are presented as payables.

**NOTES TO THE FINANCIAL REPORT
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Note 7.2 Provisions (continued)

Accounting policy - employee benefits (continued)

ii) Other long term employee benefit obligations

The liability for long service leave and annual leave which is not expected to be wholly settled within 12 months after the end of the period in which the employees render the related service is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the end of the reporting period using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the end of the reporting period on national government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

The obligations are presented as current liabilities in the statement of financial position if the entity does not have an unconditional right to defer settlement for at least twelve months after the reporting date, regardless of when the actual settlement is expected to occur.

iii) Sick leave

No accrual is made for sick leave as Council experience indicates that, on average, sick leave taken in each reporting period is less than the entitlement accruing in that period, and this experience is expected to recur in future reporting periods. Council does not make payment for untaken sick leave.

iv) Defined benefit plans

A liability or asset in respect of defined benefit superannuation plans would ordinarily be recognised in the statement of financial position, and measured as the present value of the defined benefit obligation at the reporting date plus unrecognised actuarial gains (less unrecognised actuarial losses) less the fair value of the superannuation fund's assets at that date and any unrecognised past service cost. The present value of the defined benefit obligation is based on expected future payments which arise from membership of the fund to the reporting date, calculated annually by independent actuaries using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. However, when this information is not reliably available, Council accounts for its obligations to defined benefit plans on the same basis as its obligations to defined contribution plans i.e. as an expense when it becomes payable.

Council makes superannuation contributions for a number of its employees to the Quadrant Defined Benefits Fund (the Fund), a sub-fund of the Spirit Superannuation Fund (Spirit Super). The Quadrant Defined Benefits Fund has been classified as a multi-employer sponsored plan. As the Fund's assets and liabilities are pooled and are not allocated by employer, the Actuary is unable to allocate benefit liabilities, assets and costs between employers. As provided under paragraph 34 of AASB 119 Employee Benefits, Council does not use defined benefit accounting for these contributions.

v) Defined contribution plans

Contributions to defined contribution plans are recognised as an expense as they become payable. Prepaid contributions are recognised as an asset to the extent that a cash refund or a reduction in the future payments is available.

Note 7.3 Lease liabilities

Current

Non-Current

Total lease liabilities

	2025	2024
	\$'000	\$'000
Current	18	19
Non-Current	19	37
Total lease liabilities	37	56



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**NOTES TO THE FINANCIAL REPORT
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Note 7.3 Lease liabilities (continued)

Lease liabilities are secured by the related underlying assets. Future minimum lease payments were as follows:

	Minimum lease payments due						
	Within 1	1-2	2-3	3-4	4-5	After 5	Total
	Year	Years	Years	Years	Years	Years	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
As at 30 June 2025							
Lease payments	18	19	-	-	-	-	37
Finance charges	1	1	-	-	-	-	2
Total	19	20	-	-	-	-	39
As at 30 June 2024							
Lease payments	19	18	19	-	-	-	56
Finance charges	2	1	1	-	-	-	4
Total	21	19	20	-	-	-	60

Accounting policy leases - Council as lessee

The lease liability is measured at the present value of outstanding payments that are not paid at balance date, discounted by using the incremental borrowing rate.

The lease liability is subsequently measured by increasing the carrying amount to reflect interest on the lease liability (using the effective interest method) and by reducing the carrying amount to reflect the lease

Short-term leases and leases of low-value assets

Council has elected not to recognise right-of-use assets and lease liabilities for short-term leases i.e. leases with a lease term of 12 months or less and leases of low-value assets i.e., when the value of the leased asset when new is \$10,000 or less. Council recognises the lease payments associated with these leases as expense on a straight-line basis over the lease term.

	2025	2024
	\$'000	\$'000
Note 7.4 Contract Liabilities		
Grant funds received to acquire or construct an asset controlled by Council	524	49
Other grant funds received prior to performance obligation being satisfied	675	287
Regional climate change program - funds received prior to performance obligation being satisfied	182	115
Property proceeds in advance	661	-
Lease payments in advance	85	169
	2,127	620

Revenue recognised that was included in the liability balance at the beginning of the period

Grant funds to construct Council controlled assets	46	247
Other grant funds received prior to performance obligation being satisfied	150	72
Regional climate change program funds received prior to performance obligation being satisfied	86	170
Lease payments received in advance of services provided	169	-
	451	489

Accounting policy

Grant funds received to acquire or construct an asset controlled by Council

Grants received in advance are under an enforceable contracts which require Council to construct an identified asset which will be under Council's control on completion. The revenue is recognised as Council constructs the asset and the contract liability reflects the funding received which cannot yet be recognised as revenue.

Lease payments in advance

Upfront payments of funding are recognised as a contract liability until performance obligations in accordance with AASB 15 are satisfied and recognition criteria are met.

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Note 8 Other financial information
Note 8.1 Reserves

Asset revaluation reserves

	Balance at beginning of reporting year 2024 \$'000	Asset Revaluation 2024 \$'000	Balance 2024 \$'000	Asset Revaluation 2025 \$'000	Balance at end of reporting year 2025 \$'000
Roads and streets	114,829	(1,114)	113,715	3,633	117,348
Buildings	15,132	872	16,004	6,168	22,172
Land	15,476	100	15,576	3,017	18,593
Land under roads	19,055	50,869	69,924	-	69,924
Bridges	6,177	55	6,232	1,386	7,618
Stormwater and drainage infrastructure	31,286	2,911	34,197	680	34,877
Total asset revaluation reserve	201,955	53,693	255,648	14,884	270,532

The purpose of the asset revaluation reserve is to record increments and decrements on the revaluation of non-current assets.

Other reserves

	Balance at beginning of reporting year 2024 \$'000	Fair value movement 2024 \$'000	Balance 2024 \$'000	Fair value movement 2025 \$'000	Balance at end of reporting year 2025 \$'000
Investment in water corporation	(3,544)	3,017	(527)	1,179	652

The investment in water corporation reserve was established to capture the fair value movements in Council's water corporation investment.

	2025 \$'000	2024 \$'000
Total reserves	271,184	255,121

Note 8.2 Reconciliation of net surplus to net cash inflow from operating activities

Net surplus / (deficit)	6,161	10,054
Items not involving cash		
Depreciation and amortisation expense	8,397	6,885
Other non-cash income (non-monetary assets)	(4,037)	(3,146)
	4,360	3,739
Investing activity		
Capital grants received specifically for new or upgraded assets	(4,925)	(2,328)
Proceeds to contract liability	(661)	-
Monetary contributions towards assets	(29)	(65)
Net (Profit)/Loss on disposal of assets	435	568
	(5,180)	(1,825)

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	2025 \$'000	2024 \$'000
Note 8.2 Reconciliation of net surplus to net cash inflow from operating activities (continued)		
Changes in operating assets and liabilities		
(Increase) decrease in trade and other receivables	1,216	(1,787)
(Increase) decrease in inventories	(10)	6
(Increase) decrease in prepayments and accrued revenue	(148)	(115)
Increase (decrease) in trade and other payables	272	726
Increase (decrease) in employee provisions	(157)	(529)
Increase (decrease) in contract liabilities	1,507	60
	<u>2,680</u>	<u>(1,639)</u>
Net cash provided by operating activities	<u>8,021</u>	<u>10,330</u>

Note 8.3 Reconciliation of liabilities arising from financing activities

Liabilities arising from financing activities are liabilities for which cash flows were, or future cash flows will be, classified in the Statement of Cash Flows as cash flows from financing activities.

	Lease liabilities \$'000
Balance as at 1 July 2024	56
Changes from financing cash flows	
Cash repayments	(19)
Balance as at 30 June 2025	<u>37</u>
Balance as at 1 July 2023	76
Changes from financing cash flows	
Cash repayments	(20)
Balance as at 30 June 2024	<u>56</u>

Note 8.4 Superannuation

During the year Council made superannuation contributions for 2 of its employees to the Quadrant Defined Benefits Fund (the Fund). The Fund is closed to new members. As at 30 June 2023 the Fund had 77 members. Assets accumulate in the Fund to meet member benefits as they accrue, and if assets within the Fund are insufficient to satisfy benefits payable, Council is required to meet its share of the deficiency. The last actuarial review of the Fund at 30 June 2023 disclosed assets of the Fund was adequate to meet the liabilities in respect of vested and accrued benefits as at 30 June 2023. Favourable investment returns, since that date, has seen further improvement in the financial position of the Fund. The financial position of the Fund will be fully investigated at the actuarial review as at 30 June 2026

Council also contributes to other accumulation schemes on behalf of a number of employees, however the Council has no ongoing responsibility to make good any deficiencies that may occur in those schemes.

During the year Council made the required superannuation contributions for all eligible employees to an appropriate complying superannuation fund as required by the *Superannuation Guarantee (Administration) Act 1992*. During the reporting period the amount of contributions paid to defined benefits schemes and the amount paid to other accumulation schemes is reported below

	\$'000	\$'000
Employer superannuation contributions		
Defined benefit fund employer contributions	7	7
Accumulation funds employer contributions	1,505	1,376
	<u>1,512</u>	<u>1,383</u>

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2025
\$'000

2024
\$'000

Note 8.5 Financing arrangements

Unrestricted access was available at the reporting date to the following lines of credit:

Total facilities corporate credit cards	33	32
Used at reporting date corporate credit cards	-	-
Available at reporting date corporate credit cards	33	32

Council has a business card facility of \$50,000 with the balance cleared monthly. Council does not have any other unused borrowing facilities at 30 June 2025.

Note 8.6 Commitments for expenditure

The Council has entered into the following commitments. Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value and presented inclusive of the GST payable.

	Not later than 1 year	Later than 1 year and not later than 5 years	Later than 5 years	Total
2025	\$'000	\$'000	\$'000	\$'000
Capital expenditure commitments				
Community, parks and recreation facilities	328	-	-	328
Land developments	30	-	-	30
Local road system	592	-	-	592
Plant & equipment	105	-	-	105
Total capital expenditure commitments	1,055	-	-	1,055
Other commitments				
Advertising, tourism & events	80	138	-	218
Building services	29	-	-	29
Cleaning services & caretaking toilets	10	9	-	19
Collection costs debtors	15	-	-	15
Community Grants	22	22	-	44
Emergency relief	19	20	-	39
Information technology	151	-	-	151
Natural resource management	38	81	-	119
Northern Tasmania Development	95	-	-	95
Planning & development	229	-	-	229
Roads and stormwater	64	-	-	64
Swimming pool contractor	291	7	-	298
Valuation	28	-	-	28
Waste management	2,048	7,077	2,790	11,915
Welfare	11	22	-	33
Other	14	-	-	14
Total other expenditure commitments	3,144	7,376	2,790	13,310
Total contractual commitments	4,199	7,376	2,790	14,365

FINANCIAL REPORT

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ORDINARY COUNCIL MEETING
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**NOTES TO THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025**

Note 8.6 Commitments for expenditure (Continued)

2024	Not later than 1 year	Later than 1 year and not later than 5 years	Later than 5 years	Total
	\$'000	\$'000	\$'000	\$'000
Capital expenditure commitments				
Community, parks and recreation	100	-	-	100
Land developments	1,335	-	-	1,335
Local road system	402	-	-	402
Information technology	35	-	-	35
Plant & equipment	486	-	-	486
Total capital expenditure commitments	2,358	-	-	2,358
Other commitments				
Advertising, Tourism & Events	55	-	-	55
Cleaning services & caretaking toilets	28	10	-	38
Collection costs debtors	19	20	-	39
Community Grants	116	-	-	116
Information technology	38	17	-	55
Natural Resource Management	38	120	-	158
Northern Tasmania Development	93	96	-	189
Swimming pool contractor	287	371	-	658
Valuation	28	-	-	28
Waste management	2,004	8,700	3,233	13,937
Welfare	10	30	-	40
Other	28	-	-	28
Total other expenditure commitments	2,744	9,364	3,233	15,341
Total contractual commitments	5,102	9,364	3,233	17,699

ORDINARY COUNCIL MEETING
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**NOTES TO THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025**

Note 8.7 Financial instruments

a) Interest Rate Risk

The exposure to interest rate risk of financial assets and financial liabilities, both recognised and unrecognised, at balance date are as follows:

2025

		Fixed interest maturing in:						Total
	Note	Weighted average interest rate	Floating interest rate	1 year or less	1 to 5 years	over 5 years	Non interest bearing	
			\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Financial assets								
Cash and cash equivalents	4.1	4.07%	4	3,490	-	-	1,201	4,695
Investments	4.2	4.59%	-	20,764	-	-	-	20,764
Receivables	4.3	10.11%	-	1,457	-	-	1,391	2,848
Investment in water corporation	5.1		-	-	-	-	61,604	61,604
Total financial assets			4	25,711	-	-	64,196	89,911
Financial liabilities								
Payables	7.1		-	-	-	-	3,596	3,596
Total financial liabilities			-	-	-	-	3,596	3,596
Net financial assets (liabilities)			4	25,711	-	-	60,600	86,315

2024

		Fixed interest maturing in:						Total
	Note	Weighted average interest rate	Floating interest rate	1 year or less	1 to 5 years	over 5 years	Non interest bearing	
			\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Financial assets								
Cash and cash equivalents	4.1	4.34%	7	2,972	-	-	3,989	6,968
Investments	4.2	5.23%	-	16,263	-	-	-	16,263
Receivables	4.3	9.69%	-	1,036	10	-	3,043	4,089
Investment in water corporation	5.1		-	-	-	-	60,425	60,425
Total financial assets			7	20,271	10	-	67,457	87,745
Financial liabilities								
Payables	7.1		-	-	-	-	3,324	3,324
Total financial liabilities			-	-	-	-	3,324	3,324
Net financial assets (liabilities)			7	20,271	10	-	64,133	84,421

b) Credit Risk

The maximum exposure to credit risk at balance date in relation to each class of recognised financial asset is represented by the carrying amount of those assets as indicated in the Statement of Financial Position.



NOTES TO THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

Note 8.7 Financial instruments (continued)

c) Classification of financial instruments and net fair values

The classifications and aggregate net fair values of financial assets and financial liabilities, both recognised and unrecognised, at balance date are as follows:

	Carrying Amount 2025 \$'000	Fair Value 2025 \$'000	Carrying Amount 2024 \$'000	Fair Value 2024 \$'000
<i>Financial assets</i>				
Loans and receivables	2,848	2,848	4,089	4,089
Held to maturity investments	24,254	24,254	19,235	19,235
Cash at call and on hand	1,205	1,205	3,996	3,996
Investments	61,604	61,604	60,425	60,425
	89,911	89,911	87,745	87,745
<i>Financial liabilities</i>				
Trade and other payables	3,596	3,596	3,324	3,324
	3,596	3,596	3,324	3,324
Net financial assets / (liabilities)	86,315	86,315	84,421	84,421

d) Risks and mitigation

The Chief Executive Officer has overall responsibility for the establishment and oversight of the Council's risk management framework. Risk management policies are established to identify and analyse risks faced by the Council, to set appropriate risk limits and controls, and to monitor risks and adherence to limits.

The risks associated with our main financial instruments and our practices for minimising these risks are detailed onwards.

Interest rate risk

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in the market interest rates. Interest rate risk arises from interest bearing financial assets and liabilities that Council uses.

Council's liabilities are either non-interest bearing or at fixed rates, so there is no ongoing exposure to interest rate risk for existing financial liabilities. Council obtains loans with competitive fixed interest rates to manage its exposure to interest rate risk when loans are taken. Approvals from the Department of Treasury and Finance are required for any new borrowings.

A component of Council's cash is subject to floating interest rates. It is predicted any variations in future cash flows from interest rate movements will not be material in effect on Council incomes. Interest rate risk on deposits is managed by adopting practices that ensures:

- Conformity with State and Federal regulations and standards,
- Adequate safety,
- Appropriate return on investment,
- Staggering maturity dates to provide for interest rate variations,
- Benchmarking of returns and comparisons with budget.

**NOTES TO THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025**

Note 8.7 Financial instruments (continued)

d) Risks and mitigation (continued)

Credit risk

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause Council to make a financial loss. Council has exposure to credit risk on some financial assets included in our Statement of Financial Position. To help manage this risk:

- we ensure financial institutions maintaining material Council cash deposits have significant securities and adequate risk-management practices in place and they have a recognised credit rating specified in our investment policy;
- we ensure total amounts invested with any one institution does not exceed the maximum percentage under Council's investment policy;
- we may require collateral where appropriate.

Credit risk arises from Council's financial assets, which comprise cash and cash equivalents, and trade and other receivables. Council's exposure to credit risk arises from potential default of the counterparty, with a maximum exposure equal to the carrying amount of these instruments. Exposure at balance date is addressed in each applicable policy note. Council generally trades with recognised, creditworthy third parties, and as such collateral is generally not requested, nor is it Council's policy to securitise its trade and other receivables.

Receivables balance are monitored on an ongoing basis with the result that Council's exposure to bad debts is not significant. Receivables consist of a large number of customers with no material exposure to any individual debtor.

Credit quality of contractual financial assets that are neither past due nor impaired

	Financial Institutions \$'000	Government Agencies \$'000	Other \$'000	Total \$'000
2025				
Cash and cash equivalents	4,695	-	-	4,695
Investments	20,764	-	-	20,764
Trade and other receivables		1,239	98	1,337
Total contractual financial assets	25,459	1,239	98	26,796
2024				
Cash and cash equivalents	6,968	-	-	6,968
Investments	16,263	-	-	16,263
Trade and other receivables		2,960	67	3,027
Total contractual financial assets	23,231	2,960	67	26,258

	2025 \$'000	2024 \$'000
Ageing of Trade and Other Receivables		
Current (not yet due)	1,337	3,027
Rate debtors over 60 days past due	1,447	1,013
Sundry debtors over 60 days past due	55	26
Sundry debtors over 30 days past due but less than 60 days	3	18
Sundry debtors less than 30 days past due	6	5
Total trade and other receivables	2,848	4,089



NOTES TO THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

Note 8.7 Financial instruments (*continued*)

d) Risks and mitigation (*continued*)

Impairment losses

Impairment is recognised on an expected credit loss (ECL) basis. When determining whether the credit risk has increased significantly since initial recognition, and when estimating the ECL, Council considers reasonable and supportable information that is relevant and available without undue cost or effort. This includes both quantitative and qualitative information and analysis based on Council's historical experience, an informed credit assessment and forward-looking information.

Based on historic rates, the Council believes that no impairment allowance is necessary in respect of trade receivables despite a negative economic outlook.

Liquidity risk

Liquidity risk is the risk that the Council will not be able to meet its financial obligations as they fall due. To help reduce risks, Council monitors budget to actual performance, carries loans well within the lending benchmarks set by Department of Treasury and Finance and in accordance with Council's investment policy, investments are managed in such a way that Council is able to meet its obligations as and when they fall due. The Council's exposure to liquidity risk is deemed insignificant based on prior periods' data and current assessment of risk.

Liquidity analysis

The table below lists the contractual maturities for financial liabilities. These amounts represent undiscounted gross payments including both principal and interest amount.

2025	6 months or less	6-12 months	1-2 years	2-5 years	>5 years	Contracted Cash Flow	Carrying Amount
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Payables	3,569	-	11	12	4	3,596	3,596
	3,569	-	11	12	4	3,596	3,596
2024	6 months or less	6-12 months	1-2 years	2-5 years	>5 years	Contracted Cash Flow	Carrying Amount
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Payables	3,299	-	5	15	5	3,324	3,324
	3,299	-	5	15	5	3,324	3,324

Market rate risk

Market risk is the risk that the fair value or future cash flows of our financial instruments will fluctuate because of changes in market prices, such as interest rates. The Council's exposures to market risk are primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

**NOTES TO THE FINANCIAL REPORT
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Note 8.7 Financial instruments (continued)

e) Sensitivity disclosure analysis

Taking into account past performances, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, the Council believes the following movements are 'reasonably possible' over the next 12 months (Base rates are sourced from Federal Bank of Australia):

- A parallel shift of +2% and -2% in market rates (AUD) from year-end rates.

The table below discloses the impact on net operating result and equity for each category of financial instruments held by the Council at year-end, if the above movements were to occur.

	Carrying amount subject to interest	Interest rate risk			
		-2%		+2%	
		200 basis points		200 basis points	
		Profit	Equity	Profit	Equity
	\$'000	\$'000	\$'000	\$'000	\$'000
2025					
Financial assets					
Cash and cash equivalents*	3,494	(70)	(70)	70	70
Investments	20,764	(415)	(415)	415	415
2024					
Financial assets					
Cash and cash equivalents*	2,979	(60)	(60)	60	60
Investments	16,263	(325)	(325)	325	325

* Cash and cash equivalents and investments are both treated as subject to interest rate risk as term deposits are renewed at various times during the year.

Note 8.8 Contingent liabilities and contingent assets

Contingent liabilities

Bank guarantees held by Council against the provision of services was nil (2023/24 \$47,671).

Contingent Assets

A number of developer contributions are to be received in respect of subdivisions under development. As these matters are yet to be finalised, and the financial outcomes are unable to be reliably estimated, no allowance for these contingencies has been made in the financial report.



**NOTES TO THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025**

Note 8.9 Fair value measurements

Council measures and recognises the following assets at fair value on a recurring basis:

- Investment in water corporation
- Land
- Land under roads
- Buildings
- Roads and streets infrastructure
- Bridges
- Stormwater and drainage infrastructure

Council does not measure any liabilities at fair value on a recurring basis.

(a) Fair Value Hierarchy

AASB 13 *Fair Value Measurement* requires all assets and liabilities measured at fair value to be assigned to a level in the fair value hierarchy as follows:

Level 1	Unadjusted quoted prices in active markets for identical assets or liabilities that the entity can access at the measurement date.
Level 2	Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly.
Level 3	Unobservable inputs for the asset or liability.

The table below shows the assigned level for each asset and liability held at fair value by the Council. The table presents the Council's assets and liabilities measured and recognised at fair value at 30 June 2025.

The fair values of the assets are determined using valuation techniques which maximise the use of observable data, where it is available, and minimise the use of entity specific estimates. If one or more of the significant inputs is not based on observable market data, the asset is included in level 3. This is the case for Council infrastructure assets, which are of a specialist nature for which there is no active market for similar or identical assets. These assets are valued using a combination of observable and unobservable inputs.

As at 30 June 2025

	Note	Level 2 \$'000	Level 3 \$'000	Total \$'000
Recurring fair value measurements				
Investment in Water Corporation	5.1	-	61,604	61,604
Land	6.1	30,789	-	30,789
Land under roads	6.1	-	102,284	102,284
Buildings	6.1	-	47,934	47,934
Roads and streets infrastructure	6.1	-	168,503	168,503
Bridges	6.1	-	12,454	12,454
Stormwater and drainage infrastructure	6.1	-	61,577	61,577
		30,789	454,356	485,145

As at 30 June 2024

	Note	Level 2 \$'000	Level 3 \$'000	Total \$'000
Recurring fair value measurements				
Investment in Water Corporation	5.1	-	60,425	60,425
Land	6.1	26,110	-	26,110
Land under roads	6.1	-	101,752	101,752
Buildings	6.1	-	43,171	43,171
Roads and streets infrastructure	6.1	-	161,740	161,740
Bridges	6.1	-	11,292	11,292
Stormwater and drainage infrastructure	6.1	-	59,230	59,230
		26,110	437,610	463,720

NOTES TO THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

Note 8.9 Fair value measurements (continued)

(a) Fair Value Hierarchy (continued)

No transfers between levels occurred during the year and Council had no non-recurring fair value measurements as at 30 June 2025. There have been no changes in valuation techniques throughout the period to 30 June 2025.

(b) Highest and best use

AASB 13 requires the fair value of non-financial assets to be calculated based on their "highest and best use". Council considers that all assets valued at fair value in this note are being used for their highest and best use.

(c) Valuation techniques and significant inputs used to derive fair values

Investment in Water Corporation (level 3)

Refer to Notes 6.1 for detail of valuation techniques used to derive fair values.

Land (level 2)

Land is based on valuations determined by the Valuer-General effective 1 July 2021 and has since been updated by the application of Valuer-General adjustment Factors in 2024-25. The valuations are determined after in-depth research of property sales and rental information within each municipal area and each market sector. General attributes that are taken into consideration include land area, location, views and aspect; access to services such as water supply, sewerage, electricity and roads; the present use of the land, its zoning and the land's highest and best use.

Land under roads (level 3)

The value of the Land Under Road network at 30 June 2024 is based on valuation data determined by the Valuer-General. The valuation approach uses site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights, private interests of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation.

Buildings (level 3)

The fair value of buildings were determined by independent valuer, Herron Todd White, effective 28th February 2025. The gross current values have been derived from reference to market data for recent projects and costing guides. The most significant input into this valuation approach was price per square metre.

In determining the level of accumulated depreciation, allowance has been made for the typical asset life cycle and the condition of the asset. Condition was assessed taking into account both physical characteristics as well as holistic factors such as functionality, capability, utilisation and obsolescence. Buildings where the impact of componentisation could materially impact depreciation have been disaggregated into significant components which exhibited different useful lives.

Infrastructure assets (level 3) - Roads, streets, stormwater, drainage and bridges

Current replacement costs were measured at the cost of replacing the existing economic benefits based on an efficient set of modern equivalent assets to achieve the required level of service output.

The valuation approach estimated the replacement cost of each asset by componentising the assets into significant parts with different useful lives and taking into account a range of factors. The calculation of current replacement cost involves a number of inputs that require judgement and are therefore classed as unobservable.

Council assumes that environmental factors such as soil type, climate and topography are constant across each segment. Council also assumes a segment is designed and constructed to the same standard and uses a consistent amount of labour and materials.

In determining the level of accumulated depreciation, infrastructure assets were disaggregated into significant components which exhibited different useful lives. In most instances the replacement cost has been depreciated from the actual construction date to the valuation date against a notional useful life. However where condition assessments did not support the remaining life estimate under this approach, the replacement cost was depreciated using a re-assessed remaining life estimate based on condition against the "notional" useful life. Estimated useful lives are disclosed in note 3.3 to the Financial Report.



NOTES TO THE FINANCIAL REPORT
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Note 8.9 Fair value measurements (continued)

(c) Valuation techniques and significant inputs used to derive fair values (continued)

Methods for calculating current replacement cost

Bridges current replacement cost (level 3)

A full valuation of bridges was undertaken by AusSpan effective 30th June 2025. Each bridge is assessed individually and componentised into sub-assets representing the deck and sub-structure. The valuation is based on the material type used for construction and the deck and sub-structure area. The next revaluation of bridges is planned to occur during 2026-27.

Roads and streets current replacement cost (level 3)

A full valuation of roads and streets infrastructure was undertaken 1st of July 2023 by Council staff. Values have since been indexed up to 30th June 2025 based on the movement of the ABS road and bridge construction index Australia (Index number 3101). The movement used was for the first three quarters of 2024-25 being 2%. The next revaluation of roads and streets is expected to occur during 2026-27.

The unit rates and quantities applied to determine the current replacement cost were mainly based on a "Brownfield" assumption with the exception of earthworks. Unit rates were constructed from various sources including supplier contract rates, subdivision as constructed costs, Council's Works Department costs, supplier price lists and construction handbook rates. Additional cost factors included engineering design, earthworks, site preparation, project management, traffic management, contingency costs and reinstatement.

Stormwater and drainage infrastructure current replacement cost (level 3)

A full valuation of stormwater and drainage infrastructure was undertaken 1st of July 2023 by Council staff. Current replacement was calculated by the use of unit rates. Values have since been indexed up to 30th June 2025 based on the average movements between the ABS index Heavy and civil engineering construction Australia (Index number 31) and Other heavy and civil engineering construction Australia (Index number 3109). The movement used was for the first three quarters of 2024-25 being 0.95%. The next revaluation of stormwater and drainage is expected to occur during 2026-27.

Construction unit rates were obtained by rates from suppliers, cost guides and subdivision asset price averages. Additional costs factors taken into account were reinstatement, traffic management, contingency, supervision, engineering, CCTV and transport.

(d) Unobservable inputs and sensitivities

Asset/liability category	Carrying amount (at fair value)	Key unobservable inputs*	Expected range of inputs	Description of changes in inputs will affect the fair value
Investment in water corporation	\$61.6m	Refer to Note 5.1 for a description of the valuation basis		

*There were no significant inter-relationships between unobservable inputs that materially affect fair values.

(e) Changes in recurring level 3 fair value measurements

The changes in level 3 assets with recurring fair value measurements are detailed in note 6.1 (Property, infrastructure, plant and equipment). Investment in water corporation, which is classified as level 3 has been separately disclosed in note 5.1.

There have been no transfers between level 1, 2 or 3 measurements during the year.

Valuation processes

Council's current policy for the valuation of land, buildings, roads, bridges, stormwater and investment in water corporation (recurring fair value measurements) is set out in notes 5.1 and 6.1 respectively.

ORDINARY COUNCIL MEETING

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NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2025

Note 8.9 Fair value measurements *(continued)*

(f) Valuation techniques and significant inputs used to derive fair values *(continued)*

Assets and liabilities not measured at fair value but for which fair value is disclosed

Council has assets and liabilities which are not measured at fair value, but for which fair values are disclosed in other notes. Council borrowings are measured at amortised cost with interest recognised in profit or loss when incurred. The fair value of borrowings disclosed in note 8.7(c) is provided by Tascorp (level 2).

Note 8.10 Operating leases as lessor

Council is a lessor and enters into agreements with a number of lessees. These include commercial and non commercial agreements. Most commercial leases are related to occupancies of Council's Health and Well-Being Centre at Windsor Community Precinct.

The future (undiscounted) lease payments to be received on an annual basis for all operating leases are as follows:

	2025 \$'000	2024 \$'000
Maturity analysis of operating lease payments to be received		
Year 1	510	721
Year 2	108	476
Year 3	21	99
Year 4	10	9
Year 5	11	9
Year 6 and onwards	57	60
Total	717	1,374

The following table presents the amounts reported in profit or loss:

Lease income on operating leases	791	771
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Note 9 Other matters

Note 9.1 Events occurring after balance date

There are no subsequent events after 30 June 2025 that have had a material impact on the accounts.



ORDINARY COUNCIL MEETING Tuesday 21 October 2025

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2025

Note 9.2 Related party transactions

(a) Councillor Remuneration

Section 72(1)(cb) of the *Local Government Act 1993* requires the disclosure of expenses paid to Councillors.

2025

Name	Position	Period	Allowances	Vehicles ¹	Expenses ²	Total allowances and expenses section 72
			\$'000	\$'000	\$'000	\$'000
Mrs C Holmdahl	Mayor	Full Year	92	18	15	125
Mrs J Greene	Deputy Mayor	Full Year	48		3	51
Mrs J Allen	Councillor / Acting Deputy Mayor	Full Year	31		1	32
Mr G Lyons	Councillor	Full Year	28		5	33
Mr R Shegog	Councillor	Full Year	28		5	33
Mr R Ireland	Councillor	Full Year	30		1	31
Mr L Ferguson	Councillor	Full Year	26		1	27
Mr J Manticas	Councillor	Full year	30		6	36
Dr J Sladden	Councillor	Full Year	27		2	29
Total			340	18	39	397

2024

Name	Position	Period	Allowances	Vehicles ¹	Expenses ²	Total allowances and expenses section 72
			\$'000	\$'000	\$'000	\$'000
Mrs C Holmdahl	Mayor	Full Year	88	19	12	119
Mrs J Allen	Councillor	Full Year	28		3	31
Mrs J Greene	Deputy Mayor	Full Year	51		3	54
Mr G Lyons	Councillor	Full Year	26		4	30
Mr R Shegog	Councillor	Full Year	28		5	33
Mr R Ireland	Councillor	Full Year	26		-	26
Mr L Ferguson	Councillor	Full Year	25		-	25
Mr J Manticas	Councillor	Full year	31		5	36
Dr J Sladden	Councillor	Full Year	22		4	26
Total			325	19	36	380

¹ Includes total cost of providing and maintaining vehicles provided for private use, including registration, insurance, fuel and other consumables, depreciation and maintenance cost

² Section 72(1) of the *Local Government Act 1993* requires the disclosure of expenses paid to Councillors. The main category of Councillor expenses directly relate to communications (i.e. telephone and internet costs). Other areas include travel and accommodation costs with attending a conference or function.

(b) Key management personnel remuneration

Section 72(1)(cd) of the *Local Government Act 1993* requires Council to report the total annual remuneration paid to employees of the Council who hold positions designated by the Council as being senior positions.

Senior Positions

General Manager: Rolph Vos (left 14/07/2023)
 Director Community & Corporate, Acting General Manager: David Gregory
 Chief Executive Officer: Kristen Desmond (from 14/8/2023)
 Director People, Culture & Governance: Richard Heyward (from 11/12/2023)
 Director Infrastructure & Works: Dino De Paoli (from 15/01/2024)

Manager Works: Michael Foster (left 2/08/2024)
 Acting Director Corporate: Jason Barker (14/12/2024 to 07/02/2025)
 Acting Director Community: Elizabeth Nye (14/12/2024 to 07/02/2025)
 Manager Infrastructure: Michael Newby (left 27/10/2023)
 Manager Development: Amanda Locatelli (left 19/10/2023)

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

**NOTES TO THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025**

Note 9.2 Related party transactions (continued)

(b) Key management personnel remuneration (continued)

2025		Short term employee benefits		Post employment benefits			
Annualised remuneration band ¹	Employees number ²	Salary ³	Vehicles & Other Benefits ⁴	Super-annuation ⁵	Termination benefits ⁶	Non monetary benefit ⁷	Total
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
\$160,000 - \$180,000	1	23	3	3		2	31
\$180,000 - \$200,000	4	362	35	56	94	4	551
\$200,000 - \$220,000	1	170	17	24	-	20	231
\$220,000 - \$240,000	1	186	15	26	-	(13)	214
\$280,000 - \$300,000	1	242	20	35	-	8	305
		983	90	144	94	21	1,332

2024		Short term employee benefits		Post employment benefits			
Annualised remuneration band ¹	Employees number ²	Salary ³	Vehicles & Other Benefits ⁴	Super-annuation ⁵	Termination benefits ⁶	Non monetary benefit ⁷	Total
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
\$180,000 - \$200,000	6	455	55	64	-	4	578
\$200,000 - \$220,000	1	72	4	10	-	20	106
\$220,000 - \$240,000	1	182	18	25	-	13	238
\$260,000 - \$280,000	1	197	13	22	-	11	243
\$320,000 - \$340,000	1	21	6	3	-	1	31
		927	96	124	-	49	1,196

¹ Annualised remuneration includes salary payable, employer contributions to superannuation, value of the use of any motor vehicle provided to the employee and the value of any other allowance or benefit to or provided for the benefit of the employee.

² Number of employees includes total number of employees that held a key management personnel position during the financial year.

³ Gross Salary includes all forms of consideration paid and payable for services rendered, compensated absences during the period and salary sacrifice amounts.

⁴ Vehicles based on gross taxable value of the car fringe benefit. Other benefits include travel benefits paid based on gross taxable value of the fringe benefit and is only applicable to the highest remuneration band listed.

⁵ Superannuation means the contribution to the superannuation fund of the individual.

⁶ Termination benefits include all forms of benefit paid or accrued as a consequence of termination.

⁷ Non monetary benefits include annual, long service and time in lieu leave movements.

(c) Remuneration principles

Councillors

Regulation 42(2) of the *Local Government (General) Regulations 2015 (the Regulations)* specifies the allowances payable to councillors, mayors and deputy mayors. Further, Council has adopted guidelines for expenses which provides for reimbursements of relevant council expenditure.

Management

The employment terms and conditions of management are contained in individual employment contracts and prescribe total remuneration, superannuation, annual and long service leave, vehicle and salary sacrifice provisions. In addition to their salaries, council contributes to post-employment superannuation plans on their behalf.



ORDINARY COUNCIL MEETING Tuesday 21 October 2025

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2025

Note 9.2 Related party transactions (continued)

(c) Remuneration principles (continued) Management (continued)

The performance of each manager and director, including the Chief Executive Officer, is reviewed annually which includes a review of their remuneration package.

(d) Transactions with related parties

During the period Council entered into the following transactions with related parties

Nature of the transaction	2024-25		2023-24		Terms and conditions
	Amount of the transaction during the year	Outstanding balances council owes, including commitments at year end	Amount of the transactions during the year ¹	Outstanding balances council owes, including commitments at year	
	\$'000	\$'000	\$'000	\$'000	
Electrical goods and services	-	-	2	-	30 day terms
Plumbing goods and services	-	-	1	-	30 day terms

Relatives of key management personnel conduct businesses from which goods and services were purchased or sold. All purchases were at arm's length, on normal terms and conditions and were in the normal course of council's operations. As at 30 June 2025 there were no amounts owed to these businesses from related party transactions.

1 The amounts reported pertain to a two week period at the beginning of the financial year

(e) Reporting of material interests under the Local Government Act 1993

In accordance with s84(2)(b) of the Local Government Act 1993, no interests have been notified to the General Manager / Chief Executive Officer in respect of any body or organisation with which the Council has major financial dealings.

Note 9.3 Special committees

The statements include transactions for the following Special Committees:

		Revenue \$'000	Expenses \$'000	Cash \$'000
Exeter Recreation Centre	2024/25	9	91	-
	2023/24	8	78	-
Rowella Hall	2024/25	13	8	24
	2023/24	12	16	19
Winkleigh Hall	2024/25	2	4	6
	2023/24	3	1	8
TOTAL	2024/25	24	103	30
	2023/24	23	94	27

The cash balances form part of the cash at bank or investments balance as appropriate.

NOTES TO THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

Note 9.4 Other significant accounting policies and pending accounting standards

(a) Taxation

Council is exempt from all forms of taxation except Fringe Benefits Tax, Land Tax, Payroll Tax and the Goods and Services Tax.

Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of expense. Receivables and payables in the Statement of Financial Position are shown inclusive of GST.

Cash flows are presented in the Statement of Cash Flows on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

(b) Impairment of assets

At each reporting date, Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the Statement of Comprehensive Income, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation reserve in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

For non-cash generating assets of Council such as roads, drains, public buildings and the like, value in use is represented by the deprival value of the asset approximated by its written down replacement cost.

(c) Allocation between current and non-current

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within Council's operational cycle of 12 months, or if Council does not have an unconditional right to defer settlement of a liability for at least 12 months after the reporting date.

(d) Contingent assets, contingent liabilities and commitments

Contingent assets and contingent liabilities are not recognised in the Statement of Financial Position, but are disclosed by way of a note and, if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable respectively in note 8.8.

Commitments are not recognised in the Statement of Financial Position. Commitments are disclosed at their nominal value inclusive of the GST payable.

(e) Budget

The estimated revenue and expense amounts in the Statement of Comprehensive Income represent original and amended budget figures where relevant and are not subject to audit.

(f) Adoption of new and amended accounting standards

In the current year, Council has reviewed and assessed all the new and revised Standards and Interpretations issued by the Australian Accounting Standards Board and determined that none would have a material effect on Council's operations or financial reporting.



ORDINARY COUNCIL MEETING Tuesday 21 October 2025

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2025

FINANCIAL REPORT

Note 9.4 Other significant accounting policies and pending accounting standards (*continued*)

(g) Pending accounting standards

Certain new Australian Accounting Standards and interpretations have been published that are not mandatory for the 30 June 2025 reporting period. Council assesses the impact of these new standards. As at 30 June 2025 there were no new accounting standards or interpretations issued by the AASB which are materially expected to impact Council.

Note 9.5 Significant business activities

Council is required to report the operating capital and competitive neutrality costs in respect of each significant business activity undertaken by the council. Council has determined that there are no such significant business activities.

Note 9.6 Material Budget Variations

Council's original budget was adopted in June 2024 with a capital review approved in September 2024. The original projections on which the budget was based have been affected by a number of factors. These include Federal decisions on grant timing, changing economic activity, the weather, and by decisions made by the Council. Some material variations of more than 10% and \$100,000 impacting comprehensive income are explained below:

	Note	Original Budget \$'000	Actual \$'000	Variance \$'000
Income				
Grants	1	5,358	3,311	(2,047)
Interest	2	914	1,289	375
Other Income	3	337	480	143
Capital Income				
Capital Grants	4	3,770	2,664	(1,106)
Expenses				
Employee benefits	5	13,401	12,004	(1,397)
Depreciation	6	7,286	8,397	1,111

Notes

¹ Council received an early payment in June 2024 of \$3.74m being 85% of 2024-25 grant instalments of the Commonwealth Financial Assistance Grants. This was partially offset by the early receipt of \$2.201m for 50% of 2025-26 instalments in June 2025. Budgets were set in anticipation of no prepayment of financial assistance grant instalments. Council further had a \$0.375m timing lag in the use of trails strategy funding from the State.

² Increased interest revenue from interest rates not declining as quickly as estimated and greater than budgeted cash on hand.

³ Variations mainly driven by public open space contributions but partially offset from timing impacts of reimbursements from the regional climate change program being administered through Council's accounts.

⁴ The majority of variances relate to timing of grant activity.

⁵ Influenced by staff vacancies.

⁶ Depreciation impacted by unbudgeted accelerated depreciation of the Exeter Child Care Centre building in recognition of an impending ownership transfer of this building.

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

**NOTES TO THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025**

Note 9.7 Management indicators

(a) Underlying result

The intent of the underlying result is to show the outcome of a council's normal or usual day to day operations.

	2025	2024	2023	2022
	\$'000	\$'000	\$'000	\$'000
Net Result For The Year	6,161	10,054	9,076	5,021
less non operational income				
Contributions and recognition of assets	(4,066)	(3,211)	(1,485)	(607)
Capital grants specifically for new or upgraded assets	(2,664)	(4,221)	(3,067)	(1,821)
Federal assistance grants received in advance				
Allocation received in prior financial year	3,742	4,469	2,866	1,869
Allocation received for future financial year	(2,472)	(3,742)	(4,469)	(2,866)
add non operational expenses				
Landslip investigations	-	-	47	100
Underlying Surplus/(Deficit)	701	3,349	2,968	1,696

	2025	2024	2023	2022
	\$'000	\$'000	\$'000	\$'000

Financial management indicators

Underlying surplus or deficit	701	3,349	2,968	1,696
Benchmark \$0				

The surplus results above the benchmark in all years and their size are positive indicators towards assessments of sustainability. Except for 2020/21 budgeting, Council had intended surplus results above the benchmark as part of Council's longer term strategic approach to sustainability.

Underlying surplus ratio	1.9%	9.6%	9.2%	5.8%
Benchmark 0%				
<u>Underlying surplus or deficit</u>	<u>701</u>	<u>3,349</u>	<u>2,968</u>	<u>1,696</u>
Recurrent income	36,722	34,834	32,165	29,109

The underlying surplus ratio assesses overall financial operating effectiveness. The positive results in all years indicate sufficient operating revenue by Council to cover its operational expenses.



ORDINARY COUNCIL MEETING Tuesday 21 October 2025

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2025

Note 9.7 Management indicators (continued)

	2025 \$'000	2024 \$'000	2023 \$'000	2022 \$'000
(b) Asset management indicators				
Net financial liabilities	19,904	20,510	21,309	17,084
Benchmark \$0				
Liquid assets less	28,307	27,310	27,873	26,875
Total liabilities	(8,403)	(6,800)	(6,564)	(9,791)

Net financial liabilities can be used to assess whether total liabilities can be met by liquid assets. The size of the excess over the benchmark indicates that Council can easily meet its liabilities from liquid assets.

Net financial liabilities ratio	54%	59%	66%	59%
Benchmark 0%- (50)%				
Net financial liabilities	19,904	20,510	21,309	17,084
Recurrent income	36,722	34,834	32,165	29,109

The net financial liabilities ratio indicates the extent to which net financial liabilities could be met by recurrent income. The positive ratios outside the benchmark indicate Council was in an acceptable liquidity position with Council able to meet existing commitments and in a position of capacity to borrow.

Asset consumption ratio

Benchmark > 60%

An asset consumption ratio has been calculated in relation to each asset class required to be included in the long-term strategic asset management plan of Council.

Buildings	58%	59%	60%	61%
Fair value (Carrying amount)	47,934	43,171	42,786	40,873
Current replacement cost (Gross)	82,647	73,188	71,066	66,914
Transport Infrastructure	65%	65%	65%	66%
Fair value (Carrying amount)	180,957	173,032	169,126	161,362
Current replacement cost (Gross)	277,123	265,445	258,757	243,750
Stormwater and drainage infrastructure	69%	69%	70%	71%
Fair value (Carrying amount)	61,577	59,230	54,907	52,243
Current replacement cost (Gross)	88,876	85,292	78,521	73,835

This ratio assesses the level of service potential available in Council's existing asset base. The higher the percentage, the greater future service potential is available to provide service to ratepayers. The percentage results more than meet the benchmark to indicate a low asset sustainability risk.

ORDINARY COUNCIL MEETING

Tuesday 21 October 2025

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2025

Note 9.7 Management indicators (continued)

	2025 \$'000	2024 \$'000	2023 \$'000	2022 \$'000
Asset renewal funding ratio				
Benchmark 90-100%				
An asset renewal funding ratio has been calculated in relation to each asset class required to be included in the long-term strategic asset management plan of Council.				
Buildings	100%	132%	100%	100%
Projected capital funding outlays**	3,974	4,706	5,288	3,653
Projected capital expenditure funding***	3,974	3,575	5,288	3,653
Transport Infrastructure	100%	109%	100%	100%
Projected capital funding outlays**	23,066	23,935	27,262	18,703
Projected capital expenditure funding***	23,066	22,027	27,262	18,703
Stormwater and drainage infrastructure	100%	95%	100%	100%
Projected capital funding outlays**	3,311	2,824	3,171	2,192
Projected capital expenditure funding***	3,311	2,979	3,171	2,192

**Current value of projected capital funding outlays for an asset identified in Council's long-term financial plan.

***Value of projected capital expenditure funding for an asset identified in Council's long-term strategic asset management plan.

The asset renewal funding ratio is used to assess Council's capacity to fund future asset replacement requirements. The results meet or exceed the benchmark indicating Council is accommodating dollars sufficiently in planning for projected renewals for the asset classes reported.

Asset sustainability ratio	85%	118%	98%	119%
Benchmark 100%				
Capex on renewal of existing assets	7,128	8,127	6,121	6,980
Annual depreciation expense (note 3.3)	8,397	6,885	6,228	5,876

The asset sustainability ratio assesses the extent to which Council is maintaining operating capacity through renewal of the existing asset base. The benchmark is generic and the results below the benchmark should be viewed with caution as depreciation costs tend to be relatively stable over a period of time whereas capital renewal requirements can tend to be much more variable. Generally a high asset consumption ratio would indicate an expectation of a low asset sustainability ratio.



ORDINARY COUNCIL MEETING Tuesday 21 October 2025

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2025

Note 9.7 Management indicators (continued)

2025

	Capital renewal expenditure \$'000	Capital new/ upgrade expenditure \$'000	Total capital expenditure \$'000
Asset Class			
Plant and machinery	1,267	46	1,313
Furniture, fittings and office equipment	264	50	314
Stormwater and drainage infrastructure	28	-	28
Roads and streets infrastructure	2,793	496	3,289
Bridges	29	29	58
Buildings	206	318	524
Parks, recreation and community amenities	2,541	1,627	4,168
Land and land developments	-	2,115	2,115
	7,128	4,681	11,809

2024

	Capital renewal expenditure \$'000	Capital new/ upgrade expenditure \$'000	Total capital expenditure \$'000
Asset Class			
Plant and machinery	742	440	1,182
Furniture, fittings and office equipment	121	-	121
Stormwater and drainage infrastructure	180	6	186
Roads and streets infrastructure	4,625	528	5,153
Bridges	83	425	508
Buildings	210	269	479
Parks, recreation and community amenities	2,166	3,052	5,218
Land and land developments	-	2,607	2,607
	8,127	7,327	15,454

Note 9.8 Auditor's remuneration

	2025 \$'000	2024 \$'000
Audit fees to conduct external audit - Audit Tasmania		
Auditing the financial report	50	33
Auditing grant acquittals and travel claims	2	6
	52	39

Certification of the Financial Report

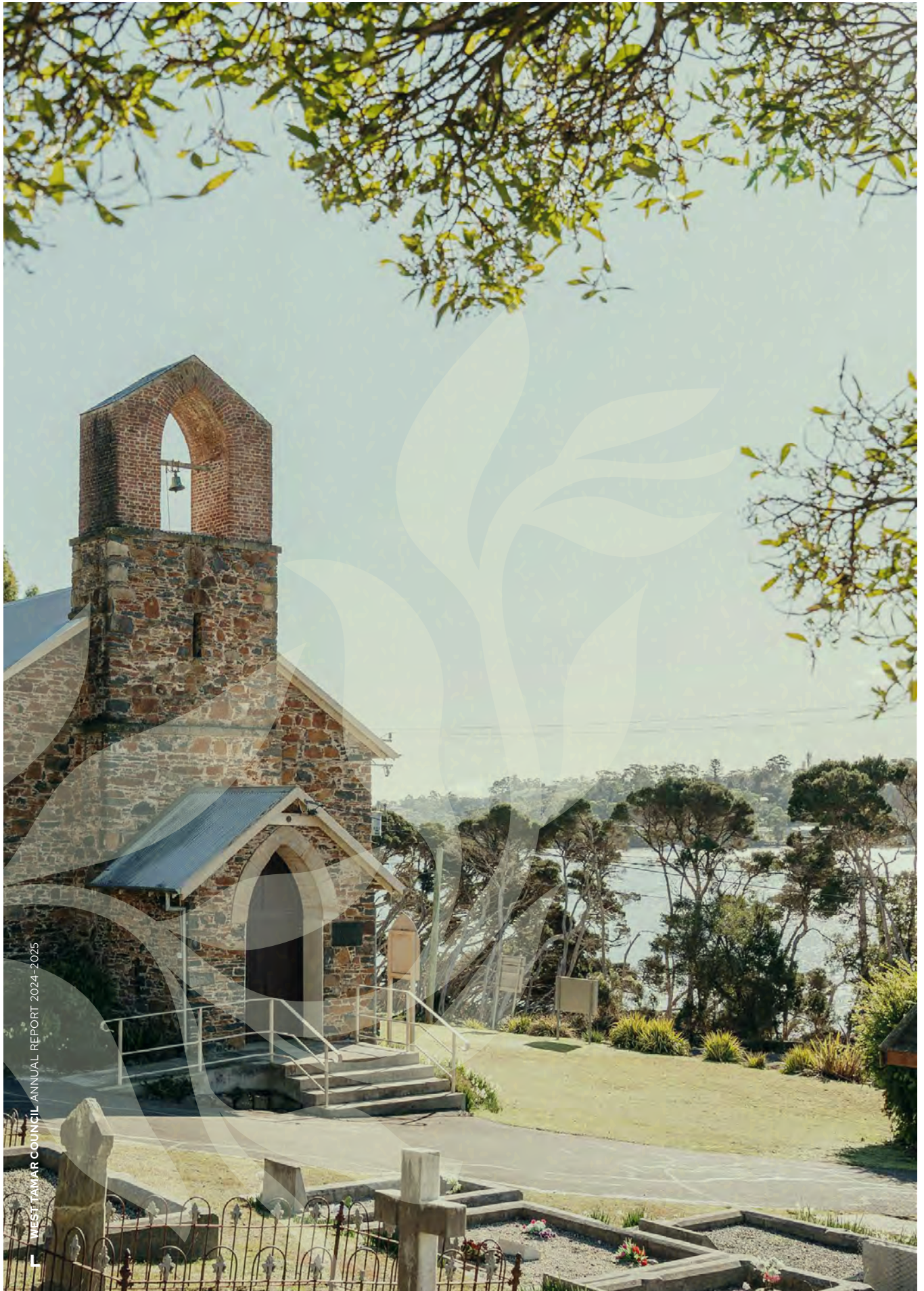
The financial report presents fairly the financial position of the West Tamar Council as at 30 June 2025, the results of its operations for the year then ended and the cash flows of the Council, in accordance with the *Local Government Act 1993*, Australian Accounting Standards (including interpretations) and other authoritative pronouncements issued by the Australian Accounting Standards Board.



Chief Executive Officer
Kristen Desmond

Dated 26 September 2025.

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.



WEST TAMAR COUNCIL ANNUAL REPORT 2024-2025



Independent Auditor's Report
To the Councillors of West Tamar Council
Report on the Audit of the Financial Report

Opinion

I have audited the financial report of West Tamar Council (Council), which comprises the statement of financial position as at 30 June 2025 and statements of comprehensive income, changes in equity and cash flows for the year then ended, notes to the financial statements, including a summary of significant accounting policies, other explanatory notes and the statement of certification signed by the Chief Executive Officer.

In my opinion, the accompanying financial report:

- (a) presents fairly, in all material respects, Council's financial position as at 30 June 2025 and its financial performance and its cash flows for the year then ended
- (b) is in accordance with the *Local Government Act 1993* and Australian Accounting Standards.

Basis for Opinion

I conducted the audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of my report. I am independent of Council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code.

The *Audit Act 2008* further promotes the independence of the Auditor-General. The Auditor-General is the auditor of all Tasmanian public sector entities and can only be removed by Parliament. The Auditor-General may conduct an audit in any way considered appropriate and is not subject to direction by any person about the way in which audit powers are to be exercised. The Auditor-General has for the purposes of conducting an audit, access to all documents and property and can report to Parliament matters which in the Auditor-General's opinion are significant.

My audit responsibility does not extend to the budget figures included in the financial report, the asset renewal funding ratio disclosed in note 9.7, nor the Significant Business Activities disclosed in note 9.5 to the financial report and accordingly, I express no opinion on them.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Key Audit Matters

Key audit matters are those matters that, in my professional judgement, were of most significance in my audit of the financial report of the current period. These matters were addressed in the context of my audit of the financial report as a whole, and in forming my opinion thereon, and I do not provide a separate opinion on these matters.

Why this matter is considered to be one of the most significant matters in the audit	Audit procedures to address the matter included
--	---

Valuation of property and infrastructure assets Refer to notes 6.1 and 8.9	
---	--

At 30 June 2025, Council's assets included land, land under roads, buildings, and infrastructure assets, such as bridges, stormwater and drainage, roads and streets assets measured at fair value totalling \$423.54 million. The fair values of these assets are based on current replacement cost.

Council undertakes formal revaluations on a regular basis to ensure valuations represent fair value. In between valuations Council considers the application of indexation to ensure that carrying values reflect fair values.

During 2024-25, Council undertook a full revaluation of buildings and bridges infrastructure. Indexation was applied to land, stormwater and drainage, and roads and streets infrastructure. The valuations were determined by experts and are highly dependent upon a range of assumptions and estimated unit rates.

- Ensuring asset valuations are conducted by appropriately qualified and experienced valuers.
- Sighting evidence of management's oversight of the valuation process and assessment of valuation results.
- Evaluating management's assessment of the valuation report provided by the independent expert, including completeness of the assets in the report.
- Assessing the scope, expertise and independence of experts involved to assist in the valuations.
- Evaluating the appropriateness of the valuation methodology applied to determine fair values.
- Critically assessing assumptions and other key inputs into the valuation model.
- Testing, on a sample basis, the mathematical accuracy of valuation model calculations.
- Evaluating indexation applied to assets between formal valuations.
- Reviewing the reconciliation of asset balances in the general ledger to the underlying fixed asset register.
- Evaluating the adequacy of disclosures made in the financial report, including those regarding key assumptions used.

Responsibilities of the Chief Executive Officer for the Financial Report

The Chief Executive Officer is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the *Local Government Act 1993* and for such internal control as determined necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Chief Executive Officer is responsible for assessing Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless Council is to be dissolved by an Act of Parliament or the Councillors intend to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Financial Report

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Council's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Chief Executive Officer.
- Conclude on the appropriateness of the Chief Executive Officer's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on Council's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate,

to modify my opinion. My conclusion is based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause Council to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Chief Executive Officer regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

From the matters communicated with the Chief Executive Officer, I determine those matters that were of most significance in the audit of the financial report of the current period and are therefore the key audit matters. I describe these matters in my auditor's report unless law or regulation precludes public disclosure about the matter or when, in extremely rare circumstances, I determine that a matter should not be communicated in my report because the adverse consequences of doing so would reasonably be expected to outweigh the public interest benefits of such communication.



Stephen Morrison
Assistant Auditor-General
Delegate of the Auditor-General

26 September 2025
Hobart



ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

Council Chambers

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Council Office

Eden Street, Riverside
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8.3 CEO 3 - Local Government Amendment (Targeted Reform) Bill 2025 Submission

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 15 October 2025

ATTACHMENTS:

1. [8.3.1] Submission to Minister Local Government - Targeted Reform Consultation Bill
2. [8.3.2] Submission Comparison Table

SUMMARY

The purpose of this report is to provide Council with a draft submission in relation to the proposed amendments to the *Local Government Act 1993* (**the Act**) (and ancillary amendments to the *Tasmanian Civil and Administrative Tribunal Act 2020*) for adoption.

BACKGROUND

On 27 November 2024 the Tasmanian Government released its Local Government Priority Reform Program 2024-26 (the **Priority Reform Program**).

The Priority Reform Program was built around five strategic priorities:

1. Lifting standards of professionalism, conduct, and integrity: Enhancing governance frameworks and promoting ethical conduct within councils to build public trust and confidence.
2. Driving a high-performing, transparent, and accountable sector: Improving transparency, accountability, and performance across the local government sector through better oversight and reporting mechanisms.
3. Improving local democracy and representation: Strengthening democratic processes and ensuring fair representation within councils to reflect the diverse interests of communities.
4. Supporting council financial sustainability: Ensuring councils are financially viable and can sustainably manage resources to meet current and future community needs.
5. Supporting council and community-led structural reform: Facilitating structural reforms

The Priority Reform Program noted that legislative changes were needed to implement many of these reforms, particularly those under the first three strategic priorities. To support implementation, the Government is undertaking three main legislative projects.

The consultation draft Bill for the first of these projects, "*Targeted amendments to the Local Government Act*" was released for consultation on 6 October 2025 with submissions due by 17 November 2025.

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 recognised as a leader in local government.

Council will:

- As a leader in local government, seek to influence decisions affecting our community.
- Continue to engage positively with our sector and the State Government to shape local government reform.
- Be accessible and responsive.

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

Local Government Act 1993

Tasmanian Civil and Administrative Tribunal Act 2020

RISK CONSIDERATIONS

The overall risk is considered Low.

FINANCIAL IMPACT

Nil.

CONSULTATION

Consultation on the Priority Reform Program was sought from Councillors at Interim Workshops on 14 January and 4 March 2025. Consultation on the draft Bill proposing the amendments occurred at an additional Workshop held on 14 October 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 Consultation Draft of the *Local Government Amendment (Targeted Reform) Bill 2025* (**the Consultation Draft Bill**) was released by the Office of Local Government for consultation on 6 October 2025. Submissions are due by 17 November 2025 which falls prior to Council's November meeting. If Council wishes to make a submission, it must be approved during the October Ordinary Council Meeting on 21 October 2025.

The draft submission to the Consultation Draft Bill has been prepared by the Chief Executive Officer following consultation with Councillors at the special Workshop held on 14 October 2025. The submission consists of a covering letter and table specifying Council's responses to each specific clause.

RECOMMENDATION

That Council:

1. Endorse the submission to the Consultation Draft Bill included in attachments 1 and 2; and
2. Authorise the Chief Executive Officer to sign the submission on their behalf.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

**ORDINARY COUNCIL MEETING
Tuesday 21 October 2025**

Enquiries: Office of the CEO
Phone: (03) 6323 9300
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22 October 2025

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The Hon. Kerry Vincent MLC
Minister for Local Government
Office of Local Government
Department of Premier and Cabinet

By email: lgconsultation@dpac.tas.gov.au

Dear Minister

Feedback on Consultation Draft Local Government Amendment (Targeted Reform) Bill 2025

West Tamar Council (Council) appreciates the opportunity to provide a submission on the Consultation Draft Local Government Amendment (Targeted Reform) Bill 2025.

Council provides the following submission, including the attached table, which was endorsed at its meeting of 21 October 2025.

Council's submission response is specified in the attached table, which provides specific comments in relation to each amended and proposed new clause. Council also makes the following general comments:

- That any proposed local government charter by way of Ministerial Order removes any parliamentary oversight that may be had over the activities of the Minister of the day. Council sees the charter as a mechanism for the State to pressure councils to confirm with its policy agenda, bringing local government into a political forum it is not designed to be a part of. If the Government believes that a Charter is required then it should be imbedded in the *Local Government Act 1993*.
- Council firmly opposes the introduction of mandatory training. It believes that the reforms risks limiting the pool of community members who will be willing to nominate to be a Councillor. Council feels that if mandatory training and professional development is introduced at a local government level, then it should be introduced at all elected representatives at all levels of government.



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- Council believes that continuing professional development for Councillors is critical, should be encouraged and publicly reported but should not be mandatory.
- Council holds concerns regarding whether genuine ministerial "consultation" would be conducted with councils noting that there is no clear definition or requirement for genuine engagement. Council feels that such consultation would end up being a symbolic exercise rather than a genuine attempt to listen to councils and take their feedback and day to day experience into consideration.

If you would like to discuss this matter further, please contact me on 6323 9300 or via email at wtc@wtc.tas.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Kristen Desmond', with a long horizontal flourish extending to the right.

Kristen Desmond
Chief Executive Officer

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	PART 2: Local Government Act 1993 Amended	
4	Section 3 amended (Interpretation) Section 3 of the Principal Act is amended as follows: (a) by inserting the following definition after the definition of community: community engagement strategy, in relation to a council, means the community engagement strategy established for that council under section 70DA(1); (b) by inserting the following definition after the definition of legal practitioner: local government charter means a local government charter issued by the Minister, and in force, under section 20; (c) by inserting the following definition after the definition of scrutineer: serious councillor misconduct – see section 28ZR; (d) by inserting the following definition after the definition of Tasmanian Electoral Commission: temporary advisor means a person appointed to be a temporary advisor to a council under section 214Q;	Supported.
5	Section 20 substituted Section 20 of the Principal Act is repealed and the following sections are substituted: 19A. Role of council (1) The role of a council is to support and improve the wellbeing of the community by –	Supported.

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	(a) harnessing and building on the unique strengths and capabilities of the community; and (b) providing infrastructure and services that, to be effective, require local approaches; and (c) representing and advocating for the specific needs and interests of the community in regional, statewide and national decision making; (d) promoting the social, economic and environmental sustainability of the community, including but not limited to by mitigating and planning for climate change impacts. (2) In performing its role, a council may – (a) perform any duties or functions or exercise any powers conferred on a council by or under this Act or any other Act; and (b) perform any other functions that the council determines are necessary to enable the council to perform its role. (3) A council may do anything necessary or convenient to perform its role either within or outside its municipal area. (4) A council may transfer to a single authority or a joint authority – (a) any of its assets and liabilities on any condition it determines; or (b) any of its employees.	

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	(5) A council may – (a) acquire, hold, dispose of and otherwise deal with property; and (b) sue and be sued in its corporate name.	
5 (cont.)	20. Local government charter (1) The Minister, by order, may issue a local government charter. (2) A charter issued under subsection (1) must be consistent with this Act and is to – (a) provide clarity and specific guidance to support councils in performing their role; and (b) specify the core functions of councils, and the principles and practices to guide when and how councils should seek to undertake functions outside those core functions; and (c) specify principles to be followed by Councils in relation to – (i) good governance; and (ii) financial management; and (iii) community engagement; and (iv) collaboration and coordination with other councils on matters of shared interest or regional issues; and (d) specify the principles and processes by which the Tasmanian government will support councils to perform their role, including in connection with consultation and engagement between the	Council's view is that as the proposed local government charter has to be updated every 5 years, it may end up having a cyclic review based on the opinions of the government of the day which is not conducive to good governance at a local government level. Council strongly feels that any detail specifying core functions of councils, principles to be followed in relation to good governance, financial management, community engagement, collaboration and coordination with other councils, and the type of support able to be provided to councils by the State Government should be embedded into the Act.

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	Tasmanian government and local government; and (e) contain such other matters as may be prescribed. (3) Councils are to have regard to any charter issued by the Minister under this section when performing their role. (4) The Minister is to ensure that any charter issued under this section is reviewed at least once in each 5-year period. (5) The Minister may amend, revoke, or revoke and substitute an order under this section. (6) Before making, amending or revoking and substituting an order, the Minister must consult with – (a) councils; and (b) the Local Government Association of Tasmania; and (c) the public – as to the matters that the Minister is considering including in the order, the amended order or the substitute order. (7) Section 47(3), (3A), (4), (5), (6) and (7) of the Acts Interpretation Act 1931 applies to an order under this section as if the order were regulations within the meaning of that Act.	

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	(8) An order under this section is subordinate legislation for the purposes of the Subordinate Legislation Act 1992. (9) An order under this section may be combined with an order under one or more of the following sections: (a) section 27A; (b) section 28AA; (c) section 62A; (d) section 62B.	
6	Section 27A amended (Order relating to Mayor's functions) Section 27A(4) of the Principal Act is amended by inserting before paragraph (a) the following paragraph: (aa) section 20;	Not supported as the ability to create a charter should not be included as it stands and details should be embedded in the Act.
7	Section 28AA amended (Order relating to functions of councillors) Section 28AA(4) of the Principal Act is amended by inserting before paragraph (a) the following paragraph: (aa) section 20;	Not supported as the ability to create a charter should not be included as it stands and details should be embedded in the Act.
8	Sections 28AB and 28AC inserted After section 28AA of the Principal Act, the following sections are inserted in Division 3:	Council does not support mandatory learning however is broadly supportive of training courses and professional development being offered to councillors.

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	28AB. Mandatory core learning and development activities for councillors (1) The Director is to approve for the purposes of this Act a course of mandatory core learning and development activities for councillors. (2) A course of mandatory core learning and development activities approved under subsection (1) is to consist of learning and development activities that relate to the roles and responsibilities of councils and councillors. (3) The Director is to, within 28 days of approving a course of mandatory core learning and development activities under subsection (1) – (a) ensure that notice of the approval is issued to each council; and (b) cause a copy of the course of mandatory core learning and development activities to be published on a website maintained by or on behalf of the Department. (4) The regulations may prescribe requirements for the learning and development activities required under this section. (5) A councillor must complete the course of learning and development activities approved by	

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	the Director under subsection (1) within 12 months after the election of the councillor. (6) The Director may extend the period referred to in subsection (5) if satisfied that it would be appropriate in the circumstances. (7) The Director may only approve a course of mandatory core learning and development activities under subsection (1) if the Director has consulted with the Local Government Association of Tasmania as to the suitability of the course for councillors.	
8 (cont.)	28AC. Policy for continuing professional development (1) A council must adopt a policy in relation to the continuing professional development of councillors (<i>a continuing professional development policy</i>) within 6 months after an ordinary election. (2) A continuing professional development policy for a council is to – (a) be prepared by the general manager for the council; and	Supported.

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	(b) relate to matters relevant to councillors' roles and responsibilities under this or any other Act; and (c) have regard to the professional development needs of councillors; and (d) include an estimate of the expenditure to be spent in a financial year by the council in implementing the policy.	
9	Section 28ZA amended (Initial assessment of code of conduct complaint) Section 28ZA of the Principal Act is amended as follows: (a) by omitting from subsection (1)(f) "Panel." and substituting "Panel;" (b) by inserting the following paragraphs after paragraph (f) in subsection (1): (g) refer the whole complaint to the Director under section 28ZBA; (h) refer part of the complaint to the Director under section 28ZBA. (c) by omitting from subsection (3)(b)(iii) "Officer." and substituting "Officer; and"; (d) by inserting the following paragraph after paragraph (b) in subsection (3):	Supported.

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	(c) if the initial assessor has referred the whole or part of the complaint to the Director, is to – (i) notify the councillor against whom the complaint is made, in writing, of the result of the initial assessment and the reasons for it; and (ii) provide a copy of the complaint to that councillor; and (iii) provide the Director with a copy of the initial assessment of the complaint and all documentation and other evidence on which the initial assessment was based.	
10	Section 28ZBA inserted After section 28ZB of the Principal Act, the following section is inserted in Subdivision 3: 28ZBA. Referral of code of conduct complaint on initial assessment to Director The initial assessor for a code of conduct complaint, on an initial assessment, may refer a code of conduct complaint, or part of it, to the Director if the initial assessor reasonably considers that the complaint includes conduct that is capable of amounting to serious councillor misconduct.	Supported.
11	Section 28ZFA inserted	Council had a divergence of views, some Councillors were broadly supportive, some believed that adding any

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	After section 28ZF of the Principal Act, the following section is inserted in Subdivision 3: 28ZFA. Investigation of multiple code of conduct complaints after convening of investigating Panel (1) This section applies if the Executive Officer has convened an investigating Panel under section 28L to conduct an investigation into a code of conduct complaint (<i>the initial complaint</i>) and the Code of Conduct Panel receives another code of conduct complaint (<i>the additional complaint</i>) that – (a) is against the same councillor or different councillors of the same council; and (b) relates to the same contravention of the code of conduct. (2) If the initial assessor for the code of conduct complaint determines that the whole or part of the additional complaint is to be investigated and determined by the Code of Conduct Panel, the assessor may make a recommendation to the Executive Officer, as part of the initial assessment of the additional complaint, that the additional complaint be investigated and determined by the investigating Panel convened to investigate the initial complaint.	additional Code of Conduct Complaints to an existing panel heightened the possibility of a perceived bias against the Councillor who is subjected to the complaints.

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	(3) If an initial assessor for a number of code of conduct complaints makes a recommendation to the Executive Officer under subsection (2), the Executive Officer may provide a copy of the additional complaint to each member of the investigating Panel convened to investigate the initial complaint. (4) The investigating Panel convened to conduct the investigation of the initial complaint may, if it has not completed the investigation, conduct a joint investigation into the initial complaint and the additional complaint.	
12	Section 28ZK amended (Notification of determination of code of conduct complaint) Section 28ZK of the Principal Act is amended as follows: (a) by omitting subsections (6) and (7); (b) by omitting subsection (9); (c) by inserting in subsection (10)(a)(ii) “, the Director” after “Officer”; (d) by omitting from subsection (10)(b) “paragraph (a)(ii); and” and substituting “paragraph (a)(ii).”; (e) by omitting paragraph (c) from subsection (10); (f) by omitting subsection (11) and substituting the following subsection:	Broadly supported

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	(11) Subsection (10) does not apply to the disclosure of a document, report or information if at the time of the disclosure – (a) the initial assessor has dismissed the code of conduct complaint to which the document, report or information relates; or (b) the determination report relating to the document, report or information, has been provided to persons as required under subsection (2).	
13	Part 3, Division 3B inserted After section 28ZP of the Principal Act, the following Division is inserted in Part 3: <i>Division 3B – Serious councillor misconduct</i> <i>Subdivision 1 – Preliminary</i> 28ZQ. Interpretation In this Division – <i>code of conduct referral</i> means the referral of a code of conduct complaint from an initial assessor to the Director under section 28ZBA; <i>decision-maker</i> includes the following persons: (a) an initial assessor; (b) the Director; (c) the Tasmanian Civil and Administrative Tribunal.	Council is broadly supportive of this change however thought that “serious councillor misconduct” was not going to be limited only to a serious breach of the Code of Conduct. Council would be supportive of the broadening of this clause to cover serious misconduct by a councillor outside of their role as an elected member if it had an serious adverse impact on the community.
13	28ZR. Serious councillor misconduct	Supported.

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	(1) For the purposes of this Act, <i>serious councillor misconduct</i> means conduct, or an attempt to engage in conduct, by a councillor that is or involves a serious or significant contravention of the code of conduct. (2) For the purposes of subsection (1), a decision-maker is to have regard to the following when determining whether conduct, or an attempt to engage in conduct, by a councillor constitutes a serious or significant contravention of the code of conduct: (a) whether the conduct is unlawful; (b) the extent of any actual or potential harm or risk, caused as a consequence of the conduct, to an individual, the council or public safety; (c) the degree to which the conduct impacts negatively on the ability of the relevant council to perform its functions under this or any other Act; (d) whether the conduct involves – (i) deliberate and intentional misuse of council resources, information, or authority, for personal gain; or (ii) undue influence or detriment to the council, community or a community member;	

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	(e) the nature and extent of any material benefit or detriment derived by the councillor or others as a result of the conduct; (f) whether the conduct is part of a repeated pattern of contraventions or involves collusion with others, and the councillor's role in such collusion; (g) such other public interest considerations that the relevant decision-maker thinks relevant; (h) such other matters or considerations as are specified in guidelines issued by the Minister under section 28ZS. 28ZS. Ministerial guidelines in relation to serious councillor misconduct (1) The Minister is to, by order, issue guidelines consistent with this Act that specify matters, and considerations, that are to be taken into account by decision-makers when determining whether conduct, or an attempt to engage in conduct, by a councillor constitutes a serious or significant contravention of the code of conduct. (2) The Minister by order may amend, revoke, or revoke and substitute any guidelines made under this section.	

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	(3) Before making, amending or revoking and substituting an order, the Minister must consult with councils as to the matters that the Minister is considering including in the order, the amended order or the substitute order. (4) Section 47(3), (3A), (4), (5), (6) and (7) of the <i>Acts Interpretation Act 1931</i> applies to an order under this section as if the order were regulations within the meaning of that Act. (5) An order under this section is subordinate legislation for the purposes of the <i>Subordinate Legislation Act 1992</i>.	
13	<i>Subdivision 2 – Assessment of serious councillor misconduct</i> 28ZT. Assessment of serious councillor misconduct (1) If the Director receives a code of conduct referral from an initial assessor in respect of the conduct of a councillor, the Director must carry out an assessment into that conduct to determine whether an investigation by the Director into the conduct is necessary or appropriate. (2) After carrying out an assessment, the Director may –	Supported.

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	(a) if the Director determines that the conduct of the councillor is capable of amounting to serious councillor misconduct, determine that the Director will conduct an investigation into that conduct; or (b) refuse to conduct an investigation into the conduct; or (c) refer the matter to another person or authority. (3) If the Director makes a determination under subsection (2)(a) – (a) the complaint is taken to be a complaint made to the Director under section 339E and ceases to be a code of conduct complaint; and (b) the Director is to proceed under that section and section 339EA in relation to the complaint. (4) If the Director refuses under subsection (2)(b) to commence an investigation into a councillor’s conduct, the Director must refer the complaint back to the initial assessor for the code of conduct complaint. (5) If the Director does not make a decision under subsection (2) within 28 days of receiving a code of conduct referral, the Director is to notify the initial assessor and the complainant that the matter is still under consideration.	

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	28ZU. Determination of Director following investigation of code of conduct referral (1) After completing an investigation into a councillor's conduct following a code of conduct referral, the Director may do any of the following: (a) make an application to the Tasmanian Civil and Administrative Tribunal under section 28ZW; (b) refer the matter back to the initial assessor; (c) refer the matter to any other person or authority; (d) dismiss the complaint. (2) A complaint that has been referred back to an initial assessor under subsection (1)(b) is taken to be a code of conduct complaint and ceases to be a complaint to the Director under section 339E. 27ZV. Referral of complaints back to initial assessor (1) If a complaint is referred back to an initial assessor under section 28ZT or 28ZU – (a) the Director must provide reasons to the initial assessor for the referral; and	

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	(b) the initial assessor is to proceed under section 28ZA in relation to that complaint within 14 days of the referral of the matter. (2) On doing a further initial assessment under section 28ZA as required by subsection (2) – (a) the initial assessor is to comply with section 28ZA as if doing a first initial assessment; and (b) if the initial assessor determined on the original initial assessment to investigate a part of the code of conduct complaint and had notified the councillor against whom the complaint was made of that determination, the initial assessor is to notify the councillor of the result of the further initial assessment in addition to any other notice that the initial assessor is required to provide under section 28ZA.	
13	<i>Subdivision 3 – Tribunal</i> 28ZW. Application to the Tasmanian Civil and Administrative Tribunal (1) If, following an investigation under section 339EA, the Director considers that the conduct of a councillor amounts to serious councillor misconduct, the Director may make an application to the Tasmanian Civil and Administrative Tribunal for a decision in relation to the matter.	Supported.

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	(2) An application – (a) is to be made in writing; and (b) is to specify the particulars upon which the application is based; and (c) is to specify the orders sought and the grounds for seeking those orders; and (d) is to be lodged with the Registrar, within the meaning of the <i>Tasmanian Civil and Administrative Tribunal Act 2020</i>. (3) The Director must, as soon as reasonably practicable after making an application under this section in respect of the conduct of a councillor, give a copy of that application to the councillor. (4) Unless otherwise specified in this Act, the provisions of the <i>Tasmanian Civil and Administrative Tribunal Act 2020</i> apply in relation to an application made to the Tasmanian Civil and Administrative Tribunal under this section. (5) At the hearing of an application under this Subdivision, a party to the application may be represented by an Australian legal practitioner.	

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	28ZX. Orders of the Tasmanian Civil and Administrative Tribunal (1) If, after hearing an application under this Division in respect of a councillor, the Tasmanian Civil and Administrative Tribunal determines that a councillor has engaged in serious councillor misconduct, the Tribunal may make a finding of serious misconduct against the councillor and may make an order doing any one or more of the following: (a) cautioning or reprimanding the councillor; (b) requiring the councillor to apologise to the complainant or other person affected by the contravention of the code of conduct, in the manner and form specified by the Tribunal; (c) requiring the councillor to participate in counselling or undertake a training course; (d) prohibiting the councillor from nominating as a candidate at any ordinary election or by-election for a period not exceeding 7 years; (e) dismissing the councillor from office; (f) suspending the councillor from office for a period of not less than 3 months but not more than 6 months; (g) imposing on the councillor a fine not exceeding an amount equivalent to 50 penalty units.	

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	(2) If the Tasmanian Civil and Administrative Tribunal makes a finding of serious misconduct against a councillor, it may make an order that all or any of the costs of proceedings be paid by the councillor and in making such order must take into account the nature and the severity of the misconduct. (3) If, after hearing an application under this Division in respect of a councillor, the Tasmanian Civil and Administrative Tribunal determines that the councillor has not engaged in serious councillor misconduct but has contravened the code of conduct, the Tribunal may make a finding against the councillor and may make an order doing any one or more of the following: (a) cautioning or reprimanding the councillor; (b) requiring the councillor to apologise to the complainant or other person affected by the contravention of the code of conduct, in the manner and form specified by the Tribunal; (c) requiring the councillor to attend counselling or a training course; (d) suspending the councillor from office for a period not exceeding 3 months. (4) If the Tasmanian Civil and Administrative Tribunal makes a finding against a councillor under subsection (3), the Tribunal may	

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	decline to make an order under that subsection if satisfied that it is not reasonable in the circumstances to make such an order. (5) A person who contravenes an order under subsection (1) or (3) is guilty of an offence. Penalty: Fine not exceeding 50 penalty units. (6) For the avoidance of doubt, the making of an order by the Tasmanian Civil and Administrative Tribunal under this section is within the original jurisdiction of the Tribunal.	
14	Section 62 amended (Functions and powers of general manager) Section 62(1) of the Principal Act is amended by inserting after paragraph (h) the following paragraph: (ha) to develop and maintain a workplace development strategy that addresses the immediate and long-term human resourcing requirements of the council;	Supported with the request that the definition for “general manager” be updated to include “chief executive officer” as well. This will ensure that the terms general manager and chief executive officer are able to be used interchangeably by councils with no legislative issues.
15	Section 62A amended (Order relating to general manager’s functions generally) Section 62A(4) of the Principal Act is amended by inserting before paragraph (a) the following paragraph: (aa) section 20;	See previous comments regarding section 20.

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16	Section 62B amended (Order relating to general manager's function to liaise with mayor) Section 62B(4) of the Principal Act is amended by inserting before paragraph (a) the following paragraph: (aa) section 20;	See previous comments regarding section 20.
17	Section 66 amended (Strategic plan) Section 66 of the Principal Act is amended by omitting subsection (3) and substituting the following subsections: (2A) A strategic plan for a municipal area is to identify community wellbeing priorities and specify strategies for achieving outcomes in relation to those priorities. (3) In preparing a proposed strategic plan, a council is to – (a) consult with the community in its municipal area and any authorities and bodies it considers appropriate; and (b) have regard to the local government charter, if any. (3A) A council is to undertake any consultation under subsection (3)(a) in accordance with the council's community engagement strategy.	Council seeks clarity on the definition of "wellbeing". There are concerns regarding the overall strategic plan of council being overtaken by a nebulous conception of "wellbeing".
18	Section 70DA inserted	Broadly supported.

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	After section 70D of the Principal Act, the following section is inserted in Division 2: 70DA. Community engagement strategy (1) A council must establish and implement a strategy for engagement with the community when developing the council's plans, policies and programs and for the purpose of determining its major activities. (2) A council is to consult with the community and any authorities and bodies it considers appropriate when preparing a proposed community engagement strategy or reviewing an established community engagement strategy. (3) A community engagement strategy is to contain – (a) strategies to ensure that the community is informed about, and has reasonable opportunity to contribute to, the decisions, activities and services of the council; and (b) principles and procedures that council will follow when engaging and consulting with the community; and (c) such other matters as may be prescribed.	
19	Section 70E amended (Review of plans, strategies and policies)	Supported.

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	Section 70E(1) of the Principal Act is amended as follows: (a) by omitting from paragraph (f) “policy.” and substituting “policy; and”; (b) by inserting the following paragraph after paragraph (f): (g) community engagement strategy.	
20	Section 70F amended (Orders determining minimum contents of plans, &c., and classes of assets) Section 70F of the Principal Act is amended as follows: (a) by omitting from subsection (1)(e) “policy.” and substituting “policy; or”; (b) by inserting the following paragraphs after paragraph (e) in subsection (1): (f) a community engagement strategy; or (g) a continuing professional development policy; or (h) a workplace development strategy. (c) by inserting the following subsection after subsection (2): (2A) In an order under subsection (1), the Minister may also specify requirements in relation to the preparation, development, consultation, review, contents and publication of all or any of the plans,	Supported.

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	strategies or policies referred to in that subsection.	
21	Sections 84A and 84B inserted After section 84 of the Principal Act, the following sections are inserted in Division 3: 84A. Council performance reporting (1) The Minister may, by order, specify performance reporting requirements that are to apply in relation to councils. (2) In an order under subsection (1), the Minister may specify – (a) the frequency and manner of performance reporting by councils to the Minister; and (b) the scope and types of performance indicators and metrics that are to be used; and (c) the methodologies and protocols for the measurement, reporting and presentation of performance data. (3) A council must comply with any performance reporting requirements specified in an order under this section.	Supported

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	(4) The Minister is to consult with councils as to the matters to be included in an order under this section. 84B. Internal audit (1) The Minister may, by order, specify requirements that are to apply to councils in relation to the conduct of internal audits. (2) The Minister is to consult with councils as to the matters to be included in an order under this section. (3) A council must conduct any internal audits in accordance with the requirements specified in an order under this section.	
22	Section 122A inserted After section 122 of the Principal Act, the following section is inserted in Division 9: 122A. Order specifying information in rates notices (1) The Minister, by order, may specify the information that, in addition to the information required under section 122(1), is to be included by the general manager in a rates notice.	Council notes that this was not listed as a priority in the Future of Local Government Review and Councillors have concerns regarding the type of information that a Minister may direct to be included in a rates notice as well as the relative difficulty for council staff to update notices.

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	(2) The Minister is to consult with councils as to the matters to be included in an order under this section.	
23	Section 214L amended (Recommendation for issuing performance improvement direction) Section 214L of the Principal Act is amended by omitting subsection (2) and substituting the following subsection: (2) Without limiting the situations in which the Director may make a recommendation under subsection (1), the Director may make a recommendation under that subsection if, in the Director's opinion, the council or councillor has failed to comply with a statutory requirement under this or any other Act or under subordinate legislation made under this or any other Act.	Council is broadly supportive but notes that the words "or any other Act" should be removed from the end of the proposed clause, limiting this to the Local Government Act 1993 only.
24	Section 214O amended (Consequences of failing to comply with performance improvement direction) Section 214O(1) of the Principal Act is amended by inserting after paragraph (a) the following paragraph: (ab) appoint a temporary advisor to the council for such period as the Minister determines;	Supported.
25	Part 12C inserted	Note that there are 2 subsections 214P (3) in the consultation draft (amended here to correctly note

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	After section 214O of the Principal Act, the following Part is inserted: PART 12C – TEMPORARY ADVISORS 214P. Recommendation to appoint temporary advisor (1) The Director may recommend to the Minister that the Minister appoint a temporary advisor to a council to assist in addressing emerging governance or operational issues at the council. (2) Without limiting the situations in which the Director may make a recommendation under subsection (1), the Director may make a recommendation under that subsection if – (a) in the Director’s opinion – (i) the council has failed to comply with a statutory requirement under this or any other Act or under subordinate legislation made under this or any other Act; or (ii) there is evidence that suggests emerging governance or operational deficiencies at the council that, if not addressed, have the potential to negatively impact the effective delivery of the council’s functions and services to the community; or (b) the council has requested the appointment of a temporary advisor.	subsections 214P (1) through to (5), as opposed to (1), (2), (3), (3), (4)) Supported.

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No. in Consultation Draft Bill	Draft Legislation Clauses	Comments
	(3) For the purposes of subsection (2)(a)(ii), evidence of emerging governance or operational deficiencies may include, but is not limited to – (a) ongoing or unresolved conflicts among councillors or between councillors and council staff that disrupt effective decision-making; and (b) governance practices that risk undermining transparency, accountability or compliance with the principles of sound and prudent management necessary to deliver the council's functions; and (c) financial management practices that indicate potential risks to the council's financial sustainability; and (d) credible complaints, reports or other information that suggests systemic operational challenges. (4) A recommendation under subsection (1) must include – (a) the grounds for the recommendation; and (b) a summary of the evidence or observations, such as complaints, reports, or patterns of conduct, on which the recommendations are based.	

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No. in Consultation Draft Bill	Draft Legislation Clauses	Comments
	(5) On receipt of a recommendation of the Director made under subsection (1), the Minister may – (a) issue to the council a direction to appoint a temporary advisor; or (b) refuse to issue such a direction. 214Q. Appointment of temporary advisors (1) A temporary advisor is to be appointed by the Minister on such terms and conditions as determined by the Minister. (2) The costs of a temporary advisor are to be met by the council in respect of which the temporary advisor is appointed. 214R. Functions and powers of temporary advisors (1) A temporary advisor has the following functions in respect of a council: (a) to monitor the council's governance processes and matters; (b) to advise the council about governance improvements that the council should make; (c) to provide general assistance and advice to the council on good governance practices;	

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	(d) such functions as are specified in the temporary advisor's instrument of appointment; (e) such other functions as may be conferred on the temporary advisor under this Act or any other Act. (2) A temporary advisor has the power to do all things necessary or convenient to be done in connection with, or incidental to, the performance of the functions of a temporary advisor. (3) For the purposes of this Act and without limiting subsection (2), a temporary advisor may – (a) enter and remain on council premises to perform any function or exercise any power under this Act; and (b) attend meetings of a council or council committee, including meetings that are closed to the public; and (c) require records and documents relating to the council's governance processes and matters to be provided to the temporary advisor. (4) If a temporary advisor is appointed to a council, the council, councillors and members of the staff of the council are	

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No. in Consultation Draft Bill	Draft Legislation Clauses	Comments
	required to co-operate with the temporary advisor and to provide any information or assistance that the temporary advisor reasonably requires to exercise the temporary advisor's functions. (5) A person must not obstruct or hinder a temporary advisor in the exercise of a power or the performance of a function under this Act. Penalty: Fine not exceeding 50 penalty units. 214S. Report by temporary advisor (1) A temporary advisor is to submit a final report to the Minister by the day specified in the temporary advisor's appointment. (2) The final report is to include the following: (a) any findings made by the temporary advisor in respect of the council; (b) details of any action that the temporary advisor recommends be taken, and the reasons for that action; (c) if the temporary advisor does not recommend that any action be taken, the reasons for that recommendation.	
26	Section 338AA amended (Director may require information, &c., for purposes of investigation)	Supported.

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No. in Consultation Draft Bill	Draft Legislation Clauses	Comments
	Section 338AA(1) of the Principal Act is amended by inserting “carrying out an assessment under section 28ZT or” after “purposes of”.	
27	Section 338A amended (Disclosure of information) Section 338A of the Principal Act is amended as follows: (a) by inserting the following subsections after subsection (1): (1A) Except as required, or allowed, by this Act, another Act or any other law, a councillor attending a closed meeting of either the council or a council committee through the use of electronic means of communication must take reasonable steps to ensure that the meeting cannot be viewed or heard by another person (<i>the unauthorised person</i>). Penalty: Fine not exceeding 50 penalty units. (1B) Subsection (1A) does not apply if a majority of councillors present at the meeting agree to the unauthorised person being able to view or hear the meeting. (1C) For the purposes of subsection (1A), reasonable steps by a councillor includes, but is not limited, to the councillor –	Council overall has concerns regarding potential security breaches inherent in allowing remote access to meetings unless under extreme circumstances.

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No. in Consultation Draft Bill	Draft Legislation Clauses	Comments
	(a) attending the meeting – (i) from a private and secure location where other persons cannot listen in to the meeting or otherwise access the meeting discussion; and (ii) through the use of prescribed secure communication technology and prescribed secure audio technology, if any; and (iii) in accordance with any prescribed requirements or procedures; and (b) ensuring that no audio or audiovisual recording of the meeting, or any part of it, is made, and that no transcript is produced from any such recording (b) by inserting in subsection (2) “or (1A)” after “subsection (1)”; (c) by inserting the following after subsection (4): (5) Except as required, or allowed, by this Act, another Act or any other law, a temporary advisor must not disclose information acquired as such an advisor on the condition that it be kept confidential. Penalty: Fine not exceeding 50 penalty units.	
28	Section 339 amended (Improper use of information)	Supported.

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No. in Consultation Draft Bill	Draft Legislation Clauses	Comments
	Section 339(2A) of the Principal Act is amended by inserting “or any investigation by the Director under this Act” after “investigation”.	
29	Section 339EA amended (Investigations of complaints and other matters) Section 339EA(4) of the Principal Act is amended by inserting “the carrying out of an assessment under section 28ZT,” after “from”.	Supported.
30	Section 341 amended (Immunity from liability) Section 341 of the Principal Act is amended as follows: (a) by inserting the following paragraph after paragraph (d) in subsection (1): (da) a temporary advisor; or (b) by inserting in subsection (3) “a temporary advisor,” after “Panel,”.	Supported.
	PART 3: Tasmanian Civil and Administrative Tribunal Act 2020 Amended	
32	Schedule 2 amended (General Division) Schedule 2 to the Principal Act is amended as follows: (a) by omitting paragraph (f) from clause 2 of Part 5 and substituting the following paragraph: (f) sections 28ZJ, 28ZP, 28ZW and 28ZX of the <i>Local Government Act 1993</i> ;	Supported.

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No. in Consultation Draft Bill	Draft Legislation Clauses	Comments
	(b) by inserting in clause 3(m) of Part 8 “, 28ZW, 28ZX” after “28ZP”.	
	PART 4: Repeal of Act	
33	Repeal of Act This Act is repealed on the first anniversary of the day on which the last uncommenced provision of this Act commenced.	

8.4 CEO 4 - Future of Local Government Review - Councillor Numbers Discussion Paper Submission

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 15 October 2025

ATTACHMENTS: 1. [8.4.1] Submission to Minister Local Government - Councillor Numbers Discussion Paper

SUMMARY

The purpose of this paper is to provide a submission in relation to the Tasmanian Government's Discussion Paper "*Reform to Councillor Numbers and Allowances*" (the **Discussion Paper**)

BACKGROUND

During the Future of Local Government Review (FoLGR), the Local Government Board noted concerns regarding existing Councillor allowances, including that they:

- do not encourage a diverse range of candidates to run for council,
- fail to reflect the effort required, given the role's growing demands, and
- may deter talented councillors and limit their ability to devote sufficient time to their duties.

It also noted that any increase in Councillor allowances must be balanced against community cost-of-living pressures and therefore recommended that the Tasmanian Government commission an independent review of Councillor numbers and allowances to support a structural reset of the sector.

The Government in its response to the FoLGR supported this recommendation in principle.

The attached Discussion Paper has been prepared to allow feedback from all 29 Councils.

The Local Government Association of Tasmania (LGAT) has advised that they will be making a submission and has requested comments and any council submission by close of business Tuesday 4 November, in order to allow them to shape the submission by the discussion paper deadline of Friday 7 November.

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 recognised as a leader in local government.

Council will:

- As a leader in local government, seek to influence decisions affecting our community.

- Continue to engage positively with our sector and the State Government to shape local government reform.
- Be accessible and responsive.

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

Local Government Act 1993

RISK CONSIDERATIONS

Low.

FINANCIAL IMPACT

Providing a submission has no financial impact. If the reform is adopted the Discussion Paper states that there would be a saving of \$27,632.

CONSULTATION

Consultation with Councillors occurred at the Interim Workshop on 7 October 2025 and an extra Workshop on 14 October 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 Discussion Paper sets out the reasons behind the proposed reforms including why the reform is needed, what reform is proposed and the benefits of the proposed changes.

The Discussion Paper requested feedback on the below three questions:

1. Should we consider any strategies/guidance for council decision making where a quorum cannot be maintained?
2. Should it be mandatory for councillors' existing superannuation equivalent payments to be directed into a nominated superannuation fund?
3. Should the methodology and ongoing review framework for councillor allowances and numbers be embedded in legislation?

Following consultation with Councillors the attached submission has been prepared for Council's endorsement.

RECOMMENDATION

That Council:

1. Endorse the attached submission to the Reform to Councillor Numbers and Allowances Discussion Paper; and
2. Authorise the Chief Executive Officer to sign the submission on their behalf;
3. Authorise the Chief Executive Officer to lodge the submission both with the Local Government Association of Tasmania and directly with the Office of Local Government.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

**ORDINARY COUNCIL MEETING
Tuesday 21 October 2025**

Enquiries: Office of the CEO
Phone: (03) 6323 9300
Fax : (03) 6323 9349



22 October 2025

Office of Local Government
Department of Premier and Cabinet

Eden Street, Riverside TAS 7250
PO Box 16, Riverside TAS 7250
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p. 03 6323 9300
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wtc.tas.gov.au

By email: lgconsultation@dpac.tas.gov.au

Dear Sir / Madam

Feedback on Reforms to Councillor Numbers and Allowances Discussion Paper

West Tamar Council (Council) appreciates the opportunity to provide a submission on the reforms to Councillor Numbers and Allowances discussion paper.

Council provides the following submission which was endorsed at its meeting of 21 October 2025.

Council's submission response to the three key consultation questions below:

1. *Should we consider any strategies/guidance for council decision making where a quorum cannot be maintained?*

Council believe that if a quorum is not able to be met then issues before Council requiring decision should be deferred until a quorum is able to be formed.

This may mean a special meeting if the matter is time critical. Council believes that Councillors are elected with an expectation that they will attend Council meetings and as such quorums should be able to be formed.

Guidance may be required where there is a conflict of interest that requires Councillors to leave the Chamber and this means that a quorum cannot be maintained. This is especially the case when all Councillors are at a meeting but conflicts see a quorum not being able to achieve.

Further some Councillors believed that there should be a delegation to the General Manager/Chief Executive Officer to make a decision if Council cannot form a quorum and the matter is time sensitive. Note this was not something that all Councillors believed was appropriate.



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2. *Should it be mandatory for councillors' existing superannuation equivalent payments to be directed into a nominated superannuation fund?*

Councillors in the main were not in favour of this – however Councillors could understand why this may be required.

3. *Should the methodology and ongoing review framework for councillor allowances and numbers be embedded in legislation?*

Council believes that the methodology and framework should be reviewed before each Local Government election to ensure that the number of Councillors is appropriate.

Council also makes the following general comments:

- That the security of the sector is important and the ability for councils to attract and retain staff is critical. Some Councillors believe that this reform is fiddling at the edges that sees more disruption to the sector. Council believes that if the State Government wants to amalgamate councils, then it should just get on with it rather than slowly reduce confidence in the sector and its Councillors.
- Further Council sees this proposed reform as an attack on democracy and notes that the reduction of numbers of members in State Parliament has now been reversed and therefore are sceptical that this proposal will not end up being reversed for similar reasons.

If you would like to discuss this matter further, please contact me on 6323 9300 or via email at wtc@wtc.tas.gov.au.

Yours sincerely



Kristen Desmond
Chief Executive Officer

9 GOVERNANCE

Nil

10 DEVELOPMENT

10.1 Dev 1 - Proposed LGAT Motion regarding Immunisation Programs

REPORT AUTHOR: Director Planning & Development - Michelle Riley

REPORT DATE: 15 October 2025

ATTACHMENTS: Nil

SUMMARY

The purpose of this paper is to obtain Council's endorsement for submission of a motion to a future Local Government Association of Tasmania (**LGAT**) General Meeting regarding the role of councils in delivering School-Based Immunisation programs.

BACKGROUND

West Tamar Council delivers a School-Based Immunisation program under section 57 of the *Public Health Act 1997*.

Year 7 students are offered vaccinations for:

- Human Papillomavirus (HPV)
- Diphtheria, Tetanus & Pertussis (dTpa)

Year 10 students are offered vaccinations for:

- Meningococcal ACWY (MenACWY).

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 recognised as a leader in local government.

Council will:

- Manage risks through continual assessment, review and improvement.
- As a leader in local government, seek to influence decisions affecting our community.
- Be accessible and responsive.

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

Public Health Act 1997

RISK CONSIDERATIONS

Delivery of immunisation programs comes with a risk to health of those receiving vaccinations and ensuring all relevant procedures are followed to minimise the risk.

FINANCIAL IMPACT

Immunisation programs are funded by Council with the Department of Health funding the cost of the vaccinations and reimbursing approximately \$11.50 per vaccination (based on the reimbursement received in 2024). A reimbursement of approximately \$5 037 is expected this year which covers around 35% of the cost of delivering the program.

CONSULTATION

Consultation with Councillors occurred at the Interim Workshop held on 7 October 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

Under section 57 of the *Public Health Act 1997*, a council must develop and implement an approved program for immunisation in its municipal area.

57. Council immunisation programs

- (1) A council must develop and implement an approved program for immunisation in its municipal area.
- (2) The Director may require a council to provide any information the Director determines relating to its immunisation program.

For most councils this includes delivering the National Immunisation Program (NIP) to high school students. This is the School-Based Immunisation Program (SBIP). Some councils also deliver community immunisation clinics.

Delivering an immunisation program is a specialised activity, requires the employment or contracting of nurse immunisers or health professionals, and the management of specialised medical processes including administering vaccines, managing adverse reactions and the storage and transport of vaccinations.

Victoria and Tasmania are the only States where local Councils deliver school-based immunisation programs. All other States coordinate this function through State government departments.

The Tasmanian Department of Health is considered to be best placed to manage the resourcing and risks associated with implementing an immunisation program across the state, including school-based immunisation programs.

This is especially the case as the State Government has implemented its school nurse program. Now that a school nurse program has been implemented it is Council Officers' belief that

running school immunisation programs should no longer be a requirement and that Council can and should be able to choose to opt in to providing these programs when and if it believes that it is appropriate to do so.

RECOMMENDATION

That Council endorses the following motion for submission to the next available Local General Association of Tasmania General Meeting:

That LGAT advocates for the following:

1. That the Tasmanian Government remove or modify section 57 of the *Public Health Act 1997* which requires Councils to develop and implement an approved program for immunisation in its municipal area.
2. That the Tasmanian Department of Health take primary responsibility for delivery of school-based immunisation programs in Tasmania.
3. That Section 57 (1) if not removed be replaced with:

"A Council may develop and implement an approved program for immunisation in its municipal area by liaising with the Tasmanian Health Service who is required to carry out school-based immunisation programs statewide."

DECISION

Moved:

Seconded:

VOTING

For:

Against:

11 CORPORATE

Nil

12 COMMUNITY

12.1 Comm 1 - Youth Advisory Council Minutes - September 2025

REPORT AUTHOR: Team Leader - Community - Elizabeth Nye

REPORT DATE: 14 October 2025

ATTACHMENTS: 1. [12.1.1] YAC Minutes - September 2025

SUMMARY

The purpose of this report is to provide Council with the minutes from the Youth Advisory Council (YAC) meeting held on 18 September 2025 for noting.

BACKGROUND

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. The meetings are recorded through meeting minutes to record and report on the activities of YAC and discussions held.

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

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 18 September 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 18 September 2025.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

		MINUTES		
		WEST TAMAR YOUTH ADVISORY COUNCIL		
DATE/TIME	18 September 2025	4.00PM	VENUE	Windsor Community Precinct
PRESENT	Alice, Nina, Elizabeth, Evie, Esther, Yuxuan, Maddi, Ava, Nicole, Kirsten, Cr Ferguson, Cr Holmdahl, Cr Allen			
APOLOGIES	Millie, Jess, Buddy, John			
ITEMS FOR DISCUSSION				
1.1 GENERAL BUSINESS AND YAC MEMBERSHIP				

Introduction

Chairperson: Yuxuan See

Acknowledgement of Country: Yuxuan See

Minute taker: Nina

Youth Mayor Update

Yuxuan provided an update on his recent activities in his role. He had a training session with Dylan Hesp which was inspirational. He attended Council meeting on 16th September where he learnt more about the roles and responsibilities of Council.

Benjamin Filleul

Benjamin attended the 2025 London International Youth Science Forum (LIYSF). Which was a prestigious two-week program held at the Imperial College in London, that brought together young science students from over 70 countries. Benjamin attended the YAC meeting where he shared a presentation about his time and the benefit of the West Tamar Youth Representative Grants program in supporting his attendance at the event in London.

Growth Strategy

Michelle Riley came to YAC to present about the West Tamar Growth Strategy. She took us through a presentation about growth in different regions and forecasted expansion and expected changes to the region over time. We discussed how this would influence the future of YAC members and how having a say now could positively impact their futures.

Advice to Council

1. Elizabeth raised an idea where Council could hire an artist to promote art in the region and to discourage vandalism by decorating the region, as a steady paid job/contract. Lynden mentioned cultural art and Christina wanted to reconsider competitions for artists in our region as we have previously done.
2. Alice raised concern about the Riverside Underpass which has a lot of litter, is dark and full of vandalism, broken lights and poor maintenance. Christina mentioned security cameras. Lynden to take back to Council.

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3. Elizabeth asked what happens to a Councillor when they are elected to state parliament? Christina explained the answer to this and how we now have a new Councillor.
4. Elizabeth raised the idea that in summer Council should provide a public bus service to Greens Beach and other places with no expected safety responsibility after drop-off.

Other business

1. Cr Ferguson gave an update on some previous Advice to Council. The Tailrace Park water safety is being looked at. The speed sign at the Underpass is being investigated.
2. YAC Christmas Breakup update – YAC’s need to register as we need to arrange transport and book activities in. By the time we travel we will have roughly four hours in Hobart. Members have until the November YAC meeting to register.
3. YAC First Aid training on the 7th-8th October, must do both days to gain the full qualification.
4. Ava’s Art Exhibition –Monday 22nd opening for 4 weeks in Exeter at the TVC.
5. Youth Mayor for 2026 is now open to applicants in grades 7-9. The age remains unchanged and will be reviewed again next year. Christina mentioned other municipalities adopting the Youth Mayor Program which would create more opportunity for the program statewide.

**MEETING
CLOSED**

5:16pm

Next Meeting

16 October 2025

4.00PM

Windsor Community Precinct

12.2 Comm 2 - Positive Ageing Committee Meeting Notes - September 2025

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

REPORT DATE: 14 October 2025

ATTACHMENTS: 1. [12.2.1] Meeting Notes September 22.9.2025 - Positive Ageing Committee

SUMMARY

The purpose of this report is to provide Council with the meeting notes from the West Tamar Positive Ageing Committee's (**PAC**) meeting held on 22 September 2025 for noting.

BACKGROUND

The 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.

The meetings are recorded through meeting notes 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 meeting notes for the 22 September 2025 PAC meeting are provided to Council for noting.

RECOMMENDATION

That Council receives and notes the meeting notes as presented for the West Tamar Positive Ageing Committee meeting held on 22 September 2025.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

	MEETING NOTES WEST TAMAR POSITIVE AGEING COMMITTEE
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DATE/TIME	22 September 2025	10.00AM	VENUE	Windsor Community Precinct
PRESENT	Ros Burr (RB) Chair, Lynn Pugh (LP), Glenda Daly (GD), Christine Fulcher (CF), Cr Christina Holmdahl (Mayor CH), Joy Allen (JA), Carl Cooper (CC), Todd Mitchell (TM), Elizabeth Nye (EN), Krstyna Ennis (KE)			
APOLOGIES	Cr Dr Julie Sladden (JS)			
ADDITIONAL	Fran Mamo (FM) not present			

ITEMS FOR DISCUSSION

CONFIRMATION OF PREVIOUS MEETING NOTES

- **Moved:** Joy Allen **Seconded:** Christina Holmdahl

INTRODUCTION AND COMMITTEE INFORMATION

- N/A

CORRESPONDENCE

- Nil

BUSINESS ARISING

- **Terms of Reference**
Elizabeth Nye (Team Leader - Community Services) spoke about Terms of Reference and that new Terms of Reference are being discussed across all West Tamar Council committees. Liz has created a survey for PAC to capture any feedback for the new Terms of Reference that will be created.
 - Purpose and strategy alignment
 - Relationship with Council
 - Membership conditions
 - Expectations of PAC Members
 - Meetings (how, when, frequency, times etc)
- **Positive Ageing Strategy Goal 2**
PAC concluded that they are currently covering goal two of the Positive Ageing Strategy. We are providing information to the community, developing community initiatives, forming partnerships, and promoting activities. No additions to the current goal and the goal to remain in the strategy.

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- **Draft West Tamar Growth Strategy**
Krstyna Ennis discussed the community consultation sessions. These sessions are seeking feedback from community and how community would like to see growth happen in the region. A long-term coherent strategy for the municipality is the aim. An increase in population will increase demand for housing and increase demand in employment. Currently, we have a shortfall. Aims are to grow around existing centres, retaining values of West Tamar, the natural environment and character. Focus on active transport and recreation and where additional growth is being placed. Limited diversity and affordability in housing. Rezoning some areas is being considered to accommodate growth. Reviewing Legana structure plan and taking a fresh approach. Expand commercial area and utilise recreation areas.
- **Ros Burr announced she is retiring at the end of the year in her role as chair of PAC.**
Ros is a long serving member and Chair Person of PAC. Ros would like to allow someone else to take have the opportunity to chair PAC. Ros would like to focus on other interests in her life and the many committees she volunteers for. Ros has done an outstanding job of Chair Person and we are grateful and thankful of her contribution over many years and wish her well in her future endeavours.
- **Mad Hatters Tea Party update**
Glenda updated the committee on the planning that has taken place so far for this event. Glenda presented costumes and decorations and explained the event schedule. The event is sold out with 80 people booked and a growing waiting list. Todd to ask Simon to contact media for the event. Committee to bring some prizes and help set up on the day.
- **Health & Wellbeing update**
Todd gave an update for the event including the list of guest speakers and times. Guest speakers include Community Rapid Response Service, Dietician Jaymeila Webb, Riverside Chiropractic Tasmania, Financial Counselling Anglicare, Continence North and Physiology.
- **General Business**
CTST meeting in Beaconsfield went well. Most people who attended had an Aged Care Number but did not know how to connect with transport. Residents need to have a MyGov number & to list transport as one of their requirements. If they have a number, they need an additional transport number to be added.
- **Christmas Break Up 28th November at the Miners Gold Brewery**

GENERAL BUSINESS

-

MEETING CLOSED

11.45AM

NEXT MEETING

27 October 2025

10.00AM

Windsor Community Precinct

12.3 Comm 3 - Community Grant - Legana Early Learning Centre

REPORT AUTHOR: Team Leader - Community - Elizabeth Nye

REPORT DATE: 14 October 2025

ATTACHMENTS:

1. [12.3.1] Legana Early Learning Centre - Community Grant Application
2. [12.3.2] Legana Early Learning Centre - Community Grant Assessment

SUMMARY

This report provides an overview of Legana Early Learning Centre's Community Grant Application received for assessment in October 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).

This application has been received by Legana Early Learning Centre's for assessment in October 2025.

Applicant	Legana Early Learning Centre
Purpose	Install Concrete Slab for New Storage Shed
Amount Requested	\$5,000.00
Matrix Score	19.5/20
Grant Summary	The Legana Early Learning Centre is completing a two-stage project, replacing three separate aging storage sheds with one streamlined new build. If successful, this grant will assist with stage one. Stage one includes the groundwork and new slab preparation.
West Tamar Council Community Health and Wellbeing Plan Alignment	Pillar 4 Best Communities 4.1.5 – Well-planned services, facilities, and programs match community needs 4.2.4 – All ages and abilities participate in community life

	4.3.2 – Playgroups, Child and Family Centre's, schools, colleges and libraries are well-resourced, valued, accessible and promoted.
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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
Sidmouth Community Centre Inc.	\$4,434.95
Legana Early Learning Centre*	\$5,000.00
Total commitment to date*	\$13,138.95
Balance remaining*	\$26,861.05

**Pending Council approval at Ordinary Council Meeting 21 October 2025.*

CONSULTATION

An Application Matrix was completed by Council Officers on 30 September 2025.

Councillors were consulted at Council's Interim Workshop held on 7 October 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 Four: Best Communities (Planned Sustainable Communities)

The application is clear and detailed with quotes provided and will provide wider community benefit.

RECOMMENDATION

That Council:

1. Approve the Legana Early Learning Center's community grant application seeking funding to assist with the completion of stage one of their project to replace three separate aging storage sheds with one streamlined new build for \$5,000.00, as outlined in the application.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



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 Early Learning Centre
ABN (if applicable)	74 163 451 558
Postal Address	797 West Tamar Highway, Legana, TAS 7277
Email Address	leganaelc@gmail.com
Contact Name	Louise Adams
Contact Number	[REDACTED]
Is your organisation registered for GST?	Yes ☐ No ☒

Project Overview

Project Name	Install concrete slab for new storage shed
Project Location	Uniting Church Hall grounds, 797 West Tamar Hwy, Legana
Project Dates	9 January – 30 January 2026
Grant Funding Amount Requested	\$5,000
Consulting Council Officer	Todd Mitchell

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.

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

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)

This work will be completed during the school holiday period to enable the existing sheds to be safely emptied, dismantled and taken away. Work will begin when the Centre is closed in January, to remove the old concrete and prepare the site for pouring of the new slab. A working bee will be held to undertake this initial work. We have a number of families and community members who have pledged their in-kind support to assist with this process. Once the site is cleared, a contracted construction company will be engaged to undertake the excavation of the site, compaction of the base material and pouring of the slab.

A meeting was held with Legana Early Learning and West Tamar Council Building and Planning representatives at WTC Riverside office on 8th August to clarify the regulations and permit requirements for this project. A "Notification of Low Risk Work" form will be submitted prior to this project commencing.

Our organisation has an excellent record of undertaking projects funded by various grant opportunities over the past 17 years. In addition to our very much appreciated previous support from WTC, we have received and provided acquittals for grants with a total value well in excess of \$90,000.

We would very enthusiastically endorse the support of WTC through signage on our front fence and via our community newsletters which are distributed to our families as well as our social media platforms.

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

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	\$
Removal of existing sheds and equipment	\$1,000.00
Removal of 3 existing concrete slabs	\$5,000.00
Site preparation and pouring of new 10 x 3 concrete slab	\$5,400.00

Expenditure Total \$11,400.00

Project Income – Include all confirmed funding and donations, including materials.

Income Description:	\$
In-kind support from Legana Early Learning Centre community to remove sheds	\$1,000.00
Legana Early Learning Centre fundraising	\$5,400.00
West Tamar Council Community Grant (<i>pending</i>)	\$5,000.00

Income Total \$11,400.00

All relevant quotes are attached

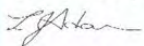


ORDINARY COUNCIL MEETING Tuesday 21 October 2025

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	Louise Adams
Role/Position	Coordinator/Director
Signature	
Date	26/09/2025

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:

✓	Checked eligibility against the guidelines
✓	Contacted the Community Services Team on 6323 9200 prior to submitting an application
✓	Completed all sections of application form (incomplete will not be assessed)
✓	Attached relevant supporting documents (quotes matching the budget, insurances, letters of support etc.)
✓	Kept a copy of your application
✓	Signed the completed application



Sheds & More

LAUNCESTON

Launceston Sheds Pty Ltd
Trading As Fair Dinkum Builds Launceston
PO Box 94, Newstead TAS 7250
ABN: 21 679 529 170

TAX INVOICE

Legana Early Learning Centre
797 West Tamar Hwy
LEGANA TAS 7277
AUSTRALIA

Invoice Date
11 Sep 2025

Invoice Number
FDLC100421

Progress Payment
PC4

Description	Amount AUD
Concrete works associated with kit shed	
	4,909.09
Total price concrete works: \$5400.00	
This is a payment claim under the Building & Construction Industry Security of Payment Act 2009	
Subtotal	4,909.09
Total GST 10%	490.91
Invoice Total	5,400.00
Total Net Payments	0.00
Amount Due	5,400.00

Terms

Payment in full of this invoice must be made within 7 days from date of invoice. Due Date: 18 Sep 2025

Electronic Payment: For electronic payment of invoices:

Account Name: Launceston Sheds Pty Ltd
BSB: 067-600
Account Number: 1117 4809
Reference: FDLC100421

**ORDINARY COUNCIL MEETING
Tuesday 21 October 2025**

to
[REDACTED]

- **From:** Jordan Vos [REDACTED]
- **To:** [REDACTED]
- **Date:** Wed, 3 Sep 2025 10:42:39 +0000

Wed, Sep 3, 2025 8:42 PM

To Whom It May Concern,

I'm writing in support of the Legana Playcentre's application for a new shed. Legana Playcentre is such a vital part of the West Tamar community – it's more than just a childcare centre. It's a fun, play-based environment where kids can learn, explore, and grow, while families connect and feel supported.

The Centre has built a strong reputation for providing a safe, welcoming space that encourages children to develop through play. It really is a cornerstone for many families in the area, giving parents peace of mind knowing their kids are cared for in such a positive and nurturing setting.

Upgrading the storage sheds will make a practical but important difference, helping the staff and volunteers continue running programs smoothly and safely. Improvements like this make it easier for the Playcentre to keep doing what it does best – supporting children and families in our community.

I strongly support this project and believe it will be a great benefit to the Legana Playcentre and the wider West Tamar area.

Kind regards,

Jordan and Anna Vos.

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

Ebony Manion



2nd September, 2025

To Whom It May Concern,

I am writing in strong support of the Legana Early Learning Centre and their application for grant funding. As a parent/community member, I have seen first-hand the significant and positive impact this centre has on children, families, and the wider community.

The centre plays an invaluable role in the lives of young children, providing not only high-quality early education but also a nurturing and supportive environment where children feel safe, engaged, and inspired to learn. The dedicated educators foster curiosity, creativity, and social development, ensuring children build the essential foundations for future success at school and beyond.

For families, the centre is more than a place of learning – it is a hub of support. It provides reassurance that children are cared for in a professional and compassionate way, enabling parents and carers to participate in the workforce and community with confidence. The staff's commitment to inclusion, respect, and collaboration ensures that all families feel welcomed and valued.

The contribution of Legana Early Learning Centre extends far beyond its doors. It strengthens the fabric of our community by supporting early learning, creating opportunities for social connection, and fostering a sense of belonging for families. Its presence has a lasting impact on children's development and on the wellbeing of the community as a whole.

For these reasons, I wholeheartedly support their application and believe that investing in this centre is an investment in our children, our families, and our community's future.

Yours sincerely,

Ebony Manion

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

Judith Hancox [REDACTED]



To:

[REDACTED]

5/12/24

To whom it may concern.

We give permission to the Legana Early Learning to replace the small equipment sheds with a safer one, with roller doors in the grounds of the prior Sunday School building attached to the church, Legana.

Mrs. J. Hancox, Chairperson of the Legana Uniting Church.

Sent from my iPad

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

to
[REDACTED]

- From: Tanya Walker [REDACTED]
- To: [REDACTED]
- Date: Tue, 2 Sep 2025 16:11:16 +1000

Tue, Sep 2, 2025 4:11 PM

To whom it may concern,

My son has been attending Legana Play Centre since the beginning of this year and loves his time there. This centre is a vital part of the West Tamar community providing a place for families to take their children that supports their development in all areas and in many cases allows parents to reenter the work force. One of these areas is their physical development which is supported by the ability of the teachers to set up engaging outdoor experiences with ease. The sheds that are currently onsite are disjointed, very small and potentially could be a safety hazard. A new shed will allow ease of access, safe storage and make setting up outdoor learning experiences easy and efficient - supporting the children's development.

I will be putting my hand up to help out via a working bee to support the centre get much needed facilities that benefit the children.

Kind Regards,

Tanya Hines



New proposed shed location (green block)

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



Grants Program 2025/2026 - Application Assessment Matrix

[This cover matrix provides an averaged score from individual initial assessments]

Application Information

Organisation/Group	Legana Early Learning Centre				
Project	Install Concrete Slab for New Storage Shed				
Amount Requested	\$5,000	Total Project Cost	\$11,400	Matrix Score	19.5/20

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
	<i>Comments (combined from individual assessments):</i> - Upgrades needed to provide a safe environment to all that use the centre clearly outlined and will be used for generations to come - Provides letters of support for the project and has clearly outlines the benefits - Clear benefit important to have safe and respected early childhood options throughout the West Tamar. Letters of support provided				
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
	<i>Comments (combined from individual assessments):</i> - Clearly outlined stage 2 of the project with timelines provided - Delivery clearly outlines with thought taken as to when the as to when the best possible time was to complete the project, plus permits required etc. - Strong application, clearly outlined. Dates specified & time of the year provided.				
Community Engagement (Value 25%)	Unclear/ Not outlined	Provided but not detailed	Engagement and partnerships outlined	Clear, realistic and achievable, with supporting documentation	4.5
	<i>Comments (combined from individual assessments):</i> - Letters of support and community engagement via fundraising and family using the centre - Clear engagement is defined, supported by the letter of support - Great use/outline of community engagement – highlight the support for the community				

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

Budget (Value 25%)	Incomplete	-	-	Clear, realistic and achievable. Official quotes must be provided.	5
	Comments (combined from individual assessments: - Reasonable figures quoted and match deliverables outlined in application - Clear budget given - Completed budget for stage 1 of the project				

West Tamar Community Health and Wellbeing Plan:

4.1.5 – Well-planned services, facilities, and programs match community needs

4.2.4 – All ages and abilities participate in community life

4.3.2 – Playgroups, Child and Family Centres, schools, colleges and libraries are well-resourced, valued, accessible and promoted.

				TOTAL	19.5/20
WTC Risk Management Plans	Yes ☐	No ☐	N/A X	Assessed By	
WTC Contractor Inductions	Yes ☐	No ☐	N/A X	Date	30 September 2025
Certificate of Currency Required	Yes ☐	No ☐	N/A X		

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



Community Grants Program 2025/2026 - Application Assessment Matrix

Application Information

Organisation/Group	LEGANA EARLY LEARNING CENTRE		
Project	INSTALL CONCRETE SLABS FOR NGN STORAGE SHED.		
Amount Requested	\$5000.00	Total Project Cost	\$11,400.00
			Matrix Score 18.5 /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	4-5
Comments: CLEAR BENEFIT. IMPORTANT TO HAVE SAFE & RESPECTED EARLY CHILDHOOD OPTIONS THROUGHOUT THE WEST TAMAR. LETTERS OF SUPPORT PROVIDED.					
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: STRONG APPLICATION, CLEARLY OUTLINED. DATES SPECIFIED & TIME OF YEAR PROVIDED.					
Community Engagement (Value 25%)	Unclear/ Not outlined	Provided but not detailed	Engagement and partnerships outlined	Clear, realistic and achievable, with supporting documentation	4
Comments: GREAT USE/OUTLINE OF COMMUNITY ENGAGEMENT - HIGHLIGHTS THE SUPPORT FROM THE COMMUNITY.					
Budget (Value 25%)	Incomplete			Clear, realistic and achievable. Official quotes must be provided.	5
Comments: COMPLETED BUDGET FOR STAGE 1 OF PROJECT.					
TOTAL					/20

Risk Management Plans	Yes ☐	No ☐	N/A ☒	Assessed By	
WTC Contractor Inductions	Yes ☐	No ☐	N/A ☒	Date	30 SEP. 25.
Certificate of Currency Required	Yes ☐	No ☐	N/A ☒		

Community Grant/Working: 3.6 (3.6.1) 4.2.4 4.3.2.
4.1.5

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



Community Grants Program 2025/2026 - Application Assessment Matrix

Application Information

Organisation/Group	Legana Early Learning Centre		
Project	Install new concrete Slab for storage shed		
Amount Requested	\$5,000	Total Project Cost	\$11,400
Matrix Score			20/20

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: upgrades needed to provide a safe environment to all that use the centre clearly outlined and will be used for generations to come.				
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: clearly outlined stage 1 of the project with timelines provided.				
Community Engagement (Value 25%)	Unclear/ Not outlined	Provided but not detailed	Engagement and partnerships outlined	Clear, realistic and achievable, with supporting documentation	5
	Comments: Letters of support & community engagement via fundraising & family using the centre				
Budget (Value 25%)	Incomplete	-	-	Clear, realistic and achievable. Official quotes must be provided.	5
	Comments: reasonable figures quoted and match deliverables outlined in application				
TOTAL					20/20

Risk Management Plans	Yes ☐	No ☐	N/A ☒
WTC Contractor Inductions	Yes ☐	No ☐	N/A ☒
Certificate of Currency Required	Yes ☐	No ☐	N/A ☒

Assessed By

Date



30.9.25

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



Community Grants Program 2025/2026 - Application Assessment Matrix

Application Information

Organisation/Group	LEGANA EARLY LEARNING CENTRE				
Project	Install Concrete slab - new storage shed,				
Amount Requested	\$ 5000	Total Project Cost	\$ 11,400	Matrix Score	19.5 /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: Provided letters of support for the project and has clearly outlined the benefit.				
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: Delivery clearly outlined with thought taken as to when the best possible time was to complete the project, plus permits required etc.				
Community Engagement (Value 25%)	Unclear/ Not outlined	Provided but not detailed	Engagement and partnerships outlined	Clear, realistic and achievable, with supporting documentation	4.5
	Comments: clear engagement is defined, supported by the letters of support.				
Budget (Value 25%)	Incomplete			Clear, realistic and achievable. Official quotes must be provided.	5
	Comments: clear budget given				
TOTAL					19.5/20

Risk Management Plans	Yes ☐	No ☐	N/A ☐	Assessed By	[Redacted]
WTC Contractor Inductions	Yes ☐	No ☐	N/A ☐	Date	30/9/25
Certificate of Currency Required	Yes ☐	No ☐	N/A ☐		

12.4 Comm 4 - Community Grant - The Rotary Club of the West Tamar

REPORT AUTHOR: Team Leader - Community - Elizabeth Nye

REPORT DATE: 14 October 2025

ATTACHMENTS:

1. [12.4.1] The Rotary Club of the West Tamar - Community Grant Application
2. [12.4.2] The Rotary Club of the West Tamar - Community Grant Assessment

SUMMARY

This report provides an overview of The Rotary Club of the West Tamar's Community Grant Application received for assessment in October 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).

This application has been received from The Rotary Club or the West Tamar for assessment in October 2025.

Applicant	The Rotary Club of the West Tamar
Purpose	The Tamar's Got Talent
Amount Requested	\$3,129.00
Matrix Score	18/20
Grant Summary	The Rotary Club of the West Tamar are looking to host The Tamar's Got Talent! A talent quest show for performing artists.
West Tamar Council Community Health and Wellbeing Plan Alignment	Pillar 1 Best Health and Wellbeing 1.1.5 – Community Health, wellbeing and belonging is supported through participation in sport, recreation, events, programs and special activities in each local area. Pillar 4 Best Communities 4.2.4 - All ages and abilities participate in community life 4.2.5 - Well-planned services, facilities, and programs match community needs

	4.6.1 – Local community groups and connections involve all ages and are fostered and nurtured
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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
Sidmouth Community Centre Inc.	\$4,434.95
Legana Early Learning Centre*	\$5,000.00
The Rotary Club of the West Tamar*	\$3,129.00
Total commitment to date*	\$16,267.95
Balance remaining	\$23,732.05

**Pending Council approval at Ordinary Council Meeting 21 October 2025.*

CONSULTATION

An Application Matrix was completed by Council Officers on 30 September 2025

Councillors were consulted at Council's Interim Workshop held on 7 October 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 1 Best Health and Wellbeing
- Pillar 4 Best Communities

The application is clear and detailed with quotes provided and will provide wider community benefit

RECOMMENDATION

That Council:

1. Approve the Rotary Club of the West Tamar community grant application to assist with the Tamar's Got Talent event to the value of \$3,129.00, as outlined in the application.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



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	The Rotary Club of West Tamar
ABN (if applicable)	86 293 159 882
Postal Address	PO Box 104, Exeter
Email Address	[REDACTED]
Contact Name	Sarah Dockrell
Contact Number	[REDACTED]
Is your organisation registered for GST?	Yes ☐ No ☒

Project Overview

Project Name	The Tamar's Got Talent
Project Location	Sidmouth Hall

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.

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

Project Dates	October 17 th , 2026
Grant Funding Amount Requested	\$3129.00
Consulting Council Officer	Todd Mitchell

Project Description - Describe your project and why you are undertaking it. (50 - 250 words)

There are many talented performing artists in the West Tamar. However, their exposure is often limited to very discreet interest groups. We would like to hold a talent quest to draw our artists together, offer public exposure and provide cash injections into clubs or single performers to increase funds available for equipment. The event would allow the community to be more aware of the breadth of performing artists in our region, provide inspiration for those seeking to join a group or develop their own capacity and perhaps provide employment opportunities for those seeking entertainers for events. This project idea has evolved from community consultations. It is considered that the event has the potential to create a strong sense of belonging/recognition, enhancing the well-being of all those involved.

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

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We hope to attract a good cross-section of performing genres and age-groups. We have letters of support from performance schools which are likely to put forward a number of youth registrations, some individual musicians, a group of poets and vocalists. We hope to attract performers by providing quality sound support, an experienced, well-respected judging panel and prize money. The hall which has been identified as a suitable venue has an indoor seating capacity of 100 and a further outdoor capacity of 100. It is anticipated that we will operate at capacity and that the funds raised will be injected into the performing arts community. The Rotary Club of West Tamar is very much concerned with creating opportunity in the local community. Our community projects are developed in response to issues raised among community members. Our goal is to identify unmet needs and seek avenues to support local residents achieve their goals.

ORDINARY COUNCIL MEETING Tuesday 21 October 2025

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)

Stage 1 has been completed. This involved seeking expressions of interest and support letters. A venue has been identified and a sound engineer has quoted to support the event. A number of experienced performers have indicated their interest in participating on a judging panel. Early discussion regarding the viability of this application has been held with The Community Services manager at WTC.

Stage 2 relates to seeking funding to support the event. During August and September of 2025, submissions will be made to The Rotary Club of West Tamar, Bell Bay Aluminium, The West Tamar Council and George Town Council. The Rotary Club of George Town will be invited to collaborate in promoting and delivering the event.

Stage 3 will commence once funding is established. It is hoped that by November 2025, the RCWT Talent Quest committee will be able to develop publicity, work on media exposure and canvas community groups/schools. All sponsors will be acknowledged on publicity. An application for a liquor licence will be made and Rotary Insurance will be confirmed. An MC and a lead act would be sought.

Stage 4 is planned for March 2026 and will involve promotion and a call-out to performers for registration. Sound and projection facilities will be paid for to be able to acquit grant within the necessary timeframe.

Stage 5 will commence in July 2026. This will involve organizing the programme once registrations have closed. The judging panels will be finalized and the need for any preliminary rounds determined on the basis of the number of registrations.

Stage 6 (August 2026) will involve promotion and sales of tickets to the public.

Stage 7 (late August 2026) will involve preparation for the provision of food and beverages, possibly involving identifying a local mobile coffee service, icecream van, and The Rotary Club of West Tamar's bar b q facility.

Stage 8 (October 2026). Event will be delivered with media coverage and sponsorship acknowledgements.

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)

ORDINARY COUNCIL MEETING
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- MARILYN BARNEWALL

- [REDACTED]

- Mobile: [REDACTED]

- -----

To whom it may concern,

As organizer of the monthly Launceston Poetry Pedlars Open Mic event, Secretary of the Tasmanian Poetry Festival committee, and resident of the West Tamar, I would like to convey my enthusiastic support for the idea of running a talent quest for the Tamar region.

Such an event would showcase the many talented people who reside in this area, and could create a previously non-existent community bond between all those involved. It would also provide a community event which would attract many, both within the Tamar region as well as visitors from outside.

I am convinced Sarah Dockrell and the Rotary Club have the skills and organizational ability to make this happen.

I hope you will consider this proposal.

Marilyn Barnewall

Marilyn Barnewall

2/05/2025

ORDINARY COUNCIL MEETING
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8/3/25, 5:31 PM

Gmail - Talent Quest.



Sarah Dockrell

Talent Quest.

1 message

kerry tylor

15 April 2025 at 17:30

To: Sarah Dockrell

Hi Sarah,

I am sending you this email in wholehearted support for your fabulous idea of a talent quest in the West Tamar area.

As a musician with over 50 years experience, I recognise the importance of fostering new musical talent, and one of the best ways of doing this is to hold a talent quest. Music also brings young and old members of the community together.

If I can be of any help please let me know.

Sincerely,
Kerry Tylor

<https://mail.google.com/mail/u/1/?ik=36315da27f&view=pt&search=all&permthid=thread-f:1829452912996731341%7Cmsg-f:1829452912996731...> 1/1

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

The event will be fantastic for performers, providing an opportunity to showcase their skills. It may lead to employment opportunities. Those winning in their categories will also benefit from cash injection. It is hoped that radio and newspaper coverage will be provided. From the perspective of the community, the event will effectively become an expo for local clubs, providing inspiration for those seeking opportunities to develop their skills and connections with like-minded people. The event will create a sense of belonging, drawing people from different genres together to share the joys of performance.

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.

Hire of Sidmouth Hall

Performance day x1	\$100.00
Rehearsal x 1	\$100.00
<u>Provision of sound system</u>	\$1617.00
<u>Provision of outside projection</u>	\$1375.00
Total	\$3129.00

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	
Hire of Sidmouth Hall	\$200.00
Performance Day and Rehearsal Day	
Provision of sound system	\$1617.00

ORDINARY COUNCIL MEETING
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Provision of outside projection	\$1375.00
Marquee hire and 120 chairs	\$4829.20
Food for BBQ	\$800.00
Drinks for bar	\$1000.00
Alcohol license	\$76.40
Prize money	\$4000.00
Expenditure Total	\$13,897.60

Project Income – Include all confirmed funding and donations, including materials.

Income Description:	\$
Ticket Sales estimate	\$2500.00
Performers Registration Fees estimate	\$1350.00
Bar Sales estimate	\$2000.00
BBQ Sales estimate	\$2000.00
Rotary Club of West Tamar	\$3000.00
Bell Bay Aluminium (awaiting approval)	\$3000.00
The West Tamar Council (awaiting approval)	\$3129.00
Income Total	\$16979.00

All relevant quotes are attached	☐
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ORDINARY COUNCIL MEETING
Tuesday 21 October 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	Sarah Dockrell
Role/Position	President of Rotary Club West Tamar
Signature	<i>S. Dockrell</i>
Date	9/09/2025

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:

☐	Checked eligibility against the guidelines
☐	Contacted the Community Services Team on 6323 9200 prior to submitting an application
☐	Completed all sections of application form (incomplete will not be assessed)
☐	Attached relevant supporting documents (quotes matching the budget, insurances, letters of support etc.)
☐	Kept a copy of your application
☐	Signed the completed application

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

WEST TAMAR ARTS GROUP



16 August 2025

Hi Sarah,

Congratulations to the Rotary Club of West Tamar for initiating this wonderful idea and for the great title 'The Tamar's Got Talent'.

The Tamar area really does have a lot of talent and to have that talent showcased would be a marvellous opportunity for them to promote their work and for the community to enjoy it.

I encourage local businesses and local and state government to endorse this event and for the community to support the performances.

It is our pleasure to support this venture and we wish the Rotary Club every success.

Your sincerely,

A handwritten signature in cursive script that reads "Frances Graham".

Frances Graham
Chairperson
West Tamar Arts Group

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



ABN:90721347036

19th May, 2025

Subject: Tamar's Got Talent

Dear Sarah,

Thank you for the invitation to participate in Tamar's Got Talent.
This sounds like a fantastic opportunity to showcase some of the homegrown talent we have right here in the Tamar Valley, and West Tamar Dance Academy would love to participate!
Please keep me informed of the finer details closer the time.

Many thanks,

Bridie Youd

ORDINARY COUNCIL MEETING
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On 7 May 2025, at 9:23 am, Deanne Gannon [REDACTED] wrote:

Dear Sarah

Thank you for your email about the Rotary Talent Quest in the Tamar Region. I am the Drama teacher at Launceston Christian School. It might be possible for us to find some interested students to perform something at the Talent Quest from among the Drama students. It is likely to be only a small number of students (around 10 at a guess) who might be able to contribute one or two items.

The Music Department may also have interested students but I will leave it to the Music staff to get in touch with you.

Thanks,

Deanne Gannon

Deanne Gannon
Secondary School Teacher

<C2_signature_lcs_protrait_efe76440-2b76-4a17-bb78-fbc231c2aff7.jpg>

Launceston Christian School
a: 452a West Tamar Road, Riverside, Tasmania, 7250
p: [REDACTED]
e: [REDACTED]
w: lcs.tas.edu.au

Disclaimer: This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to which it is addressed and contains information that is privileged and confidential. If you are not the named addressee you should not disseminate, distribute, copy, or alter this email.
Warning: Although Launceston Christian School has taken reasonable precautions to ensure no viruses are present in this email, the school cannot accept responsibility for any loss or damage arising from the use of this email or attachments.



Certificate of Currency

Date of Issue: 26 June 2025

We hereby certify that the under mentioned insurance policy is current as at the date of this certificate, please refer to the important notices below.

Policy Type	Public and Products Liability
Insured	Rotary Club of West Tamar
Insurer	QBE Insurance (Australia) Limited ABN: 78 003 191 035
Policy Number(s)	AP RODIAUS PLB
Period of Insurance	From: 4.00 pm 30/06/2025 Local Standard Time To: 4.00 pm 30/06/2026 Local Standard Time
Interest Insured	QBE will pay in respect of Personal Injury or Property Damage first happening during the Period of Insurance and caused by an Occurrence within the Territorial Limits in connection with Your Business.
Limits of Liability	Public: \$50,000,000 any one Occurrence Products: \$50,000,000 any one Occurrence & in the aggregate for all injury or damage occurring during the Period of Insurance.
Geographical Limit	Anywhere in the World but subject to the Terms, Conditions and Exceptions of the Policy
Special Conditions	Subject to the existing Terms, Conditions and Exceptions of the Policy. The above-noted Insured is one of multiple insureds covered by policy number AP RODIAUS PLB. The limits of liability are aggregate limits for all named insureds under this policy

Further Information

Should you have any queries, please contact your District Insurance Officer

Important notes

- Aon does not guarantee that the insurance outlined in this Certificate will continue to remain in force for the period referred to as the Policy may be cancelled or altered by either party to the contract at any time in accordance with the terms of the Policy and the Insurance Contracts Act 1984 (Cth)
- Aon accepts no responsibility or liability to advise any party who may be relying on this Certificate of such alteration to or cancellation of the Policy.
- Subject to full payment of premium
- This certificate does not:
 - represent an insurance contract or confer rights to the recipient;
 - amend, extend or alter the Policy; or
 - contain the full policy terms and conditions

Aon Reference: AONBNE190JW
Version: B063520

Aon Risk Services Australia Limited ABN 17 000 434 720 AFSL 241141
GPO Box 65 Brisbane QLD 4001



ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

40 Summerdale Grove, Summerhill, TAS , 7250
ABN 29023 524 498
PH: 0428434872
ABN: 29023524498
Mobile: 0428 434 872
sales@masound.com.au
www.masound.com.au

MASound

Quote

For: The Rotary Club Of West Tamar.

Quote No: 25082701
Date: 27/08/2025

AV requirements for
outdoor screening.

Supply of camera, 2 x 75" lcd screens, additional PA system/ remote power system and
cabling/wireless transmitter for indoor performances to be viewed and heard from
outdoor area.

Note (can investigate projection on larger screen if the area will cater for enough shelter/
shade and wind protection)

1 \$1,250.00 \$1,250.00

Subtotal \$1,250.00

GST 10% \$125.00

Total \$1,375.00

Total \$1,375.00

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



Collection & Drop off: 295 Invermay Road, Invermay 7248
Showroom & Office: 4 Invermay Road, Inveresk
Weeding Party Hire Pty Ltd ABN: 16 009 494 295
Email: info@weedinghire.com.au
Phone: 03 6326 6577

Quote Date Printed: 27-Aug-2025 Page 1 of 2

Quote: Q29421 Invoice No.: Purchase Order No.:
Client Code: SARAH100 Last Updated: 27-Aug-2025 02:35 PM Operator: ADMIN
Bill To: SARAH DOCKRELL Delivery To: SIDMOUTH COMMUNITY HALL,
BATMAN HIGHWAY, SIDMOUTH
SIDMOUTH TAS
Phone: [REDACTED] Phone: Mobile No:
Contact: [REDACTED] Contact:
Salesperson: ADMIN
Delivery: Tue 20-Oct-2026 Use On: Tue 27-Oct-2026 Collect: Wed 28-Oct-2026

Instructions: event in oct 2026 , dates not confirme

Event:

Stand:

Qty	Description	Unit Price	Total Price
'P' Series 10mt Wide Hoecker Structure			
1	10mt x 12mt	\$2,061.60	\$2,061.60
Chair			
120	White Chair	\$3.50	\$420.00

Sub Total: \$2,481.60

Base Discount: \$500.00

Admin Fee: \$62.04

Damage Walver: \$124.08

Labour: \$2,025.00

Delivery: \$76.00

Pickup: \$76.00

GST: \$484.47

TOTAL AMOUNT: \$4,829.19

QUOTED AMOUNT: \$4,829.20

ORDER CONFIRMATION:

Before you sign off:

- Have you signed the terms and conditions?
- Is the delivery date correct?
- Are the items correct?
- Quote is valid for 30 days.

Payment schedule:

1. Deposit: A non-refundable deposit of 20% is required to secure the booking.
2. Second Payment: An additional 30% payment is due four weeks prior to the collection or delivery date of the equipment.
3. Final Payment: The remaining 50% of the invoice must be paid fourteen days before the equipment is collected or delivered.

To confirm your acceptance of this quote please sign the below and return to info@weedinghire.com.au

Signature _____ Date / /



the



ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



Collection & Drop off: 295 Invermay Road, Invermay 7248
Showroom & Office: 4 Invermay Road, Inveresk
Weeding Party Hire Pty Ltd ABN: 16 009 494 295
Email: Info@weedinghire.com.au
Phone: 03 6326 6577

Quote Date Printed: 27-Aug-2025 Page 2 of 2

Quote: Q29421	Invoice No.:	Purchase Order No.:
Client Code: SARAH100	Last Updated: 27-Aug-2025 02:35 PM	Operator: ADMIN
Bill To: SARAH DOCKRELL	Delivery To: SIDMOUTH COMMUNITY HALL,	
Qty Description	Unit Price	Total Price

PAYMENT METHOD

EFT Details

Bank: National Australia Bank
Account Name: Weeding Party Hire
BSB: 087-728
Account Number: 689 365 666
Please make reference to Quote Q29421 in transaction.

Credit Card Details

☐ Master Card ☐ Visa
Card Number: _____
Expiry Date: _____ Amount: _____
Name of Cardholder: _____



**ORDINARY COUNCIL MEETING
Tuesday 21 October 2025**

40 Summerdale Grove, Summerhill, TAS , 7250
ABN 29023 524 498
PH: 0428434872
ABN: 29023524498
Mobile: 0428 434 872
sales@masound.com.au
www.masound.com.au

MASound

Quote

For: The Rotary Club Of West Tamar.

Quote No: 25070801

Date: 08/07/2025

Code	Description	Quantity	Rate	Amount
Sound and technical services.	Event Saturday March 14th 2026. Location Sidmouth Hall. Estimation for equipment and sound technician services for local talent contest. Basic information supplied. More to come.	1	\$0.00	\$0.00
Sound requirements	Supply of adequate PA for low demand acts (solos/duo/low level rock bands etc) Either Yamaha 1300w 12" powered speakers and 15" subs, or Hk elements PA line array system. Used for main front. 3 sends of foldback Mixing desk digital 16ch. 4 vocal, 3 drum/3 instrument mics/3 DI units. All stands and leads. Multi core. Basic led par wash lights for stage/2 front face wash warm white lights.	1	\$500.00	\$500.00
Technician services. 8 hrs.	Standard 8 hr sound technician rate for day shift. (can negotiate extra hrs if required within reason) For all aspects from setup to packdown of sound equipment and all required services in between with managing small to medium sized acts. (stage managing of performers is a separate role of your organisation)	1	\$500.00	\$500.00
Backline components if needed	As per required. Options are . Pearl masters drum kit (no cymbals) bands to bring own snare/cymbals. Gallien Krueger MB fusion 500 bass head/ Ampeg 4 x 10 cab Fender hot rod deville Vox Ac 15/ AC 30 These can be supplied at negotiated pricing if required for event.	1	\$350.00	\$350.00
Travel	Travel and fuel costs 2hrs /100km.	1	\$120.00	\$120.00

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MASQUIN - QUOTE 23070801 - 08/07/2023

Subtotal	\$1,470.00
GST 10%	\$147.00
Total	\$1,617.00

Total	\$1,617.00
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ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



Grants Program 2025/2026 - Application Assessment Matrix

[This cover matrix provides an averaged score from individual initial assessments]

Application Information

Organisation/Group	The Rotary Club of the West Tamar				
Project	The Tamar's Got Talent				
Amount Requested	\$3129.00	Total Project Cost	\$13,897.60	Matrix Score	18/20

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 (combined from individual assessments): • Clear benefit to artist in the West Tamar Region and community benefit events to attend in the area • This application demonstrates clear, realistic and achievable benefit to the community. • The event will provide social interactions for community members plus on avenue for local artists				
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 (combined from individual assessments): • Very clear steps outlined up until the project takes place, including funding, event set up group/community advertising. • Well thought out and organised project delivery timeline • Project delivery is clearly defined in stages				
Community Engagement (Value 25%)	Unclear/ Not outlined	Provided but not detailed	Engagement and partnerships outlined	Clear, realistic and achievable, with supporting documentation	4
	Comments (combined from individual assessments): • Clubs and groups notified within the area • This application states how they will engage with the community in a clear and concise way • Letters of support provided. Opportunities for connections.				
Budget (Value 25%)	Incomplete	-	-	Clear, realistic and achievable. Official quotes must be provided.	5

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025

	<i>Comments (combined from individual assessments):</i> • Clear budget ad provided quotes and other income sources. • Clear quotes for al cost outlined in the event • Quotes provided	
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West Tamar Community Health and Wellbeing Plan:

1.1.5 – Community Health, wellbeing and belonging is supported through participation in sport, recreation, events, programs and special activities in each local area.

4.2.4 - All ages and abilities participate in community life

4.2.5 - Well-planned services, facilities, and programs match community needs

4.6.1 – Local community groups and connections involve all ages and are fostered and nurtured

	TOTAL	18/20
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WTC Risk Management Plans	Yes ☐	No ☐	N/A ☒	Assessed By	
WTC Contractor Inductions	Yes ☐	No ☐	N/A ☒	Date	30 September 2025
Certificate of Currency Required	Yes ☐	No ☐	N/A ☒		

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



Community Grants Program 2025/2026 - Application Assessment Matrix

Application Information

Organisation/Group	ROTARY CLUB OF WEST TAMAR		
Project	The Tamar's Got Talent		
Amount Requested	\$ 3129.00	Total Project Cost	\$ 13897.60.
		Matrix Score	18 /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: the event would provide social interaction for community members plus an avenue for local artists.				
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: Project delivery is clearly defined in stages.				
Community Engagement (Value 25%)	Unclear/ Not outlined	Provided but not detailed	Engagement and partnerships outlined	Clear, realistic and achievable, with supporting documentation	4
	Comments: letters of support provided. Opportunity for connections.				
Budget (Value 25%)	Incomplete	-	-	Clear, realistic and achievable. Official quotes must be provided.	5
	Comments: Quotes provided.				
TOTAL					18 /20

Risk Management Plans	Yes ☐	No ☐	N/A ☐	Assessed By
WTC Contractor Inductions	Yes ☐	No ☐	N/A ☐	Date
Certificate of Currency Required	Yes ☐	No ☐	N/A ☐	

[Redacted Signature]
30/9/25

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



Community Grants Program 2025/2026 - Application Assessment Matrix

Application Information

Organisation/Group	The Rotary Club of West Tamar				
Project	The Tamar's got Talent (Sidmouth Hall)				
Amount Requested	\$3129.00	Total Project Cost	\$13,897.60	Matrix Score	17.5 /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 benefit to artists in the West Tamar Region and community benefit for Events to attend in the area				4
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: Very clear steps outlined up until the project takes place, including funding, event set up & group /community advertising				5
Community Engagement (Value 25%)	Unclear/ Not outlined	Provided but not detailed	Engagement and partnerships outlined	Clear, realistic and achievable, with supporting documentation	3.5
	Comments: clubs & groups notified within the area				3.5
Budget (Value 25%)	Incomplete			Clear, realistic and achievable. Official quotes must be provided.	5
	Comments: clear quotes outlined for all costs involved in the Event				5
TOTAL					17.5/20

Risk Management Plans	Yes ☐	No ☐	N/A ☒
WTC Contractor Inductions	Yes ☐	No ☐	N/A ☒
Certificate of Currency Required	Yes ☐	No ☐	N/A ☒

Assessed By

Date



30.9.25

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



Community Grants Program 2025/2026 - Application Assessment Matrix

Application Information

Organisation/Group	<i>The Rotary Club of West Tamar</i>				
Project	<i>The Tamar's Got Talent</i>				
Amount Requested	<i>\$3129.00</i>	Total Project Cost	<i>\$13,897.60</i>	Matrix Score	<i>18 /20</i>

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: This application demonstrates clear, realistic & achievable benefit to the community.				
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: well thought out & organised project delivery time line.				
Community Engagement (Value 25%)	Unclear/ Not outlined	Provided but not detailed	Engagement and partnerships outlined	Clear, realistic and achievable, with supporting documentation	4
	Comments: This application states how they will engage the community in a clear and concise way.				
Budget (Value 25%)	Incomplete			Clear, realistic and achievable. Official quotes must be provided.	5
	Comments: clear budget and provided quotes and other income sources.				
TOTAL					18/20

Risk Management Plans	Yes ☐	No ☐	N/A ☐
WTC Contractor Inductions	Yes ☐	No ☐	N/A ☐
Certificate of Currency Required	Yes ☐	No ☐	N/A ☐

Assessed By

Date



30.09.2025

12.5 Comm 5 - Community Grant - Grindelwald Leisure Garden Estate

REPORT AUTHOR: Team Leader - Community - Elizabeth Nye

REPORT DATE: 14 October 2025

ATTACHMENTS:

1. [12.5.1] Grindelwald Leisure Garden Estate - Community Grant Application
2. [12.5.2] Grindelwald Leisure Garden Estate - Community Grant Assessment

SUMMARY

This report provides an overview of Grindelwald Leisure Garden Estates Grant Application received for assessment in October 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).

This application has been received by Grindelwald Leisure Garden Estate for assessment in October 2025.

Applicant	Grindelwald Leisure Garden Estate (GLGE)
Purpose	GLGE Shared Food Growing Space
Amount Requested	\$2,130.00
Matrix Score	12/20 (average of matrix scores)
Grant Summary	GLGE are requesting funding to develop a small, shared food-growing area within the Leisure Garden Estate. The project intends to focus on the wellbeing of residents (approx. 80 residents).
West Tamar Council Community Health and Wellbeing Plan Alignment	Pillar 1 Best Health and Wellbeing 1.1.5 - Community health, wellbeing and belonging is supported through participation in sport, recreation, events, programs and social activities in each local area. Health and wellbeing services meet community and workforce Needs 1.2.2 - Place and needs-based community services and programs address local health and wellbeing priorities Fresh, local, seasonal produce is central to daily nutrition

	1.3.1 - Locally produced seasonal food is readily available 1.3.3 - Community gardens provide fresh food, build growing skills and social connections 1.3.4 - Food security for all and local procurement is prioritised
--	--

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
Sidmouth Community Centre Inc.	\$4,434.95
Legana Early Learning Centre*	\$5,000.00
The Rotary Club of the West Tamar*	\$3,129.00
Grindelwald Leisure Garden Estate*	\$1,500.00
Total commitment to date*	\$17,767.95
Balance remaining	\$22,232.05

**Pending Council approval at Ordinary Council Meeting 21 October 2025.*

CONSULTATION

An Application Matrix was completed by Council Officers on 30 September 2025.

Councillors were consulted at Council's Interim Workshops held on 2 September 2025 and 7 October 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 pillar of the Community Health and Wellbeing Plan:

- Pillar 1 Best Health and Wellbeing

The application is clear and detailed with quotes provided and will provide community benefit to the residents of the estate. This application was originally presented for review at the workshop held on 2 September 2025, where additional information had been requested around wider community benefit.

Clarification has been received from the Grindelwald Leisure Garden Estate that the gardens and produce would be utilised by between 50-80 residents of the estate. Consultation during the workshop held on 7 October 2025 indicated support for partial funding to the value of \$1,500.00 to go toward the purchase of a new/extended watering system.

RECOMMENDATION

That Council:

1. Approve Grindelwald Leisure Garden Estates community grant application (partial funding) to the value of \$1,500.00 for the purchase of the new/extended watering system outlined in the application.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



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 Grindelwald Leisure Garden Estate (GLGE)
ABN (if applicable) 97 370 879 955
Postal Address Box 19, 22-24 Waldhorn Drive, Grindelwald 7277
Email Address secretary@glge.com.au
Contact Name Jenny Logie (Secretary Committee of management)
Contact Number [REDACTED]
Is your organisation registered for GST? Yes ☒ No ☐

Project Overview

Project Name GLGE Shared Food Growing Space
Project Location 22 Waldhorn Drive Grindelwald 7277
Project Dates September – November 2025
Grant Funding Amount Requested \$2130
Consulting Council Officer Todd - Positive Ageing

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.

ORDINARY COUNCIL MEETING Tuesday 21 October 2025

Project Description - Describe your project and why you are undertaking it.

After experimenting in 2024 with five people developing a small shared food-growing area, interest is sufficient that we want to expand it so that more people, many of whom tend to spend a lot of time indoors on their own, can be involved in growing, sharing fresh food and enjoying each other's company in the fresh air.

Assessment Criteria

Community Benefit – Describe how the project benefits the West Tamar community. (100 - 250 words)

This may include:

- 1 The expected number of people the project directly and indirectly benefits
- 2 Supporting evidence/Demographic data
- 3 Projected benefit/outcome
- 4 How the project aligns with your strategic/business plan

Community Benefit

Grindelwald Leisure Garden Estate (GLGE) is located in Waldhorn Drive, Grindelwald, within the West Tamar Council community. This project is solely for residents of Grindelwald Leisure Garden Estate (GLGE). There are approximately 80 residents, who are in the main 70+ years of age.

While we are not a residential care village, we are a community of people who look after each other. An important part of this is having a wide range of activities, both formal and informal, which bring people out of their homes and enjoying the company of others.

This project is directly focussed on the well-being of this group of older citizens, through exercise and growing good food which will be shared and used in the preparation of weekly shared meals. It also provides a further reason for people to get out of their homes and mix with other people.

This garden will contribute to other positive ageing activities available in the area.

ORDINARY COUNCIL MEETING Tuesday 21 October 2025

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?

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 Tasmanian Department of Health available at: [Coronavirus \(COVID-19\)](https://www.health.tas.gov.au/coronavirus)
Tasmanian Department of Health.

Timeline

Identify area for use and clear unwanted vegetation -	done by resident volunteers
Invite residents to have input into design of area -	done by resident volunteers
Construct appropriately graded and compacted pathway to area which allows access for everyone –	done by resident volunteers
Purchase and plant accessible blueberry hedge.....	done by resident volunteers
Install two raised garden beds	done by resident volunteers
Install additional raised beds	October 2025
Extend watering system -	October 2025
Plant border of suitable native plants for good pollination -	September 2025
Vegetable planting into raised beds -	Oct - November 2025

Construction

There is sufficient expertise within our residents to undertake all the work ourselves except extending the watering system.

The pathway was completed under the supervision of a resident licenced builder, with 18 other volunteers from within the village.

The Committee of Management has overall responsibility for the management and maintenance of the shared grounds and buildings. To ensure continuity, one member of this Committee (Secretary) co-ordinates the gardens activities and is active in working in the food growing area.

Community Engagement – Outline clear engagement and partnerships with the community, enabling social connections and community participation. (70 - 150 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)

ORDINARY COUNCIL MEETING
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Community Engagement

This project is solely for residents of GLGE. There are approximately 80 residents, who are in the main 70+ years of age.

We anticipate that about 15 people will be involved in growing, however a further 10 or so will be involved in cooking the weekly shared meal, using some of the produce. (This shared meal already occurs). Additionally, our experience to date has shown that other elderly residents who can no longer participate in gardening or cooking like to wander along for a chat when there is someone working in the gardens.

We expect that about 50 people will have regular benefit from this project through shared growing, eating and fellowship.

Once the garden is established, we will seek donations from within the village for further seeds as required.

Budget – Detail the items of expenditure that Council funding will be used for. Refer to 'West Tamar Council Small Project Grants – Guidelines' available on West Tamar Council's website (wtc.tas.gov.au) to check funding eligibility.

Budget

We are requesting a WTC grant for the following items. Supporting quotes are attached:

2 raised beds x \$220 (excl GST)	\$ 440 (excl GST)
2 raised beds x \$120 (excl GST)	\$ 240 (excl GST)
Extend watering system	\$1,450 (excl GST)

TOTAL WTC GRANT REQUEST \$2,130 (excl. GST)

We have contributed:

Accessible pathway	N/A
2 raised beds to the value of	\$360 (excl GST)
Lemonade tree -	\$18 (excl GST)
Blueberry hedge -	\$120 (excl GST)

TOTAL applicable GLGE CONTRIBUTION \$498

Other Donations/Sponsorships:

A large quantity of suitable soil mix donated by Exeter Hardware to the value of	\$500
Bunnings vouchers	\$100

TOTAL OTHER DONATIONS \$600

ORDINARY COUNCIL MEETING
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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	\$
4 new Raised garden beds (WTC grant)	680
Watering System (WTC grant)	1450
Soil mix for raised beds (donated)	500
Blueberry hedge & lemonade tree (GLGE contributed)	138
Seeds, fertilisers, and other consumables (Bunnings vouchers)	100
2 used garden beds (GLGE contributed))	360

Expenditure Total	3228
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Project Income – Include all confirmed funding and donations, including materials.

ORDINARY COUNCIL MEETING
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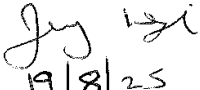
Income Description:	\$
GLGE contribution	498
Other sponsorships/donations	600
West Tamar Council Grant	2130

Income Total 3288

All relevant quotes are attached ☒

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	Jennifer (Jenny) Logie
Role/Position	Secretary, Committee of Management, Body Corporate
Signature	
Date	19/8/25

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:

- ☒ Checked eligibility against the guidelines
- ☒ Contacted the Community Services Team on 6323 9200 prior to submitting an application
- ☒ Completed all sections of application form (incomplete **will not** be assessed)
- ☒ Attached relevant supporting documents (quotes matching the budget, insurances, letters of support etc.)
- ☒ Kept a copy of your application
- ☒ Signed the completed application

ORDINARY COUNCIL MEETING
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ALLAN'S GARDEN CENTRE PROSPECT

ABN: 49 012 297 293
285 WESTBURY ROAD, PROSPECT 7250
Phone: (03) 6344 6257 Fax: (03) 6344 8795
Email: enquiries@allansprospect.com.au
Web: www.allansprospect.com

Name: COMMITTEE OF MANAGEMENT
Address: QUOTE FOR 2
RHSID CAROLAN BESS
Phone: Date: 30/4/25

Details:

ATT JENNY LOGIE
GRINDELWALD LEISURE GARDEN
ESTATE
email secretary@glgc.org.au
CAROLAN BESS
1x 1.1m x .650 x .400
CLASSIC CREAM \$220.00
1x 1.8m x .700 x .400
CLASSIC CREAM
\$120.00
Miss Discount 340.00
40.00
300.00
Prep Delivery
MARK
Staff Member:

"Where you get professional advice
every day of the week."

25773

ORDINARY COUNCIL MEETING
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5/4/25, 4:52 PM

Gmail - Quote for tap units and installation



Jenny Logie [REDACTED]

Quote for tap units and installation

2 messages

Pump Shed Sales <sales@thepumpshed.com.au>

Tue, Apr 29, 2025 at 2:58 PM

To [REDACTED]

Good Afternoon Jenny

Thankyou for visiting our shop yesterday – please see below a quotation to complete works as discussed:

We Offer:

To Supply and install 25mm polythene pipe work and all associated fittings.

3 only ¾" tap riser assemblies - 1 tap with 3 outlets and 2 taps with 2 outlets

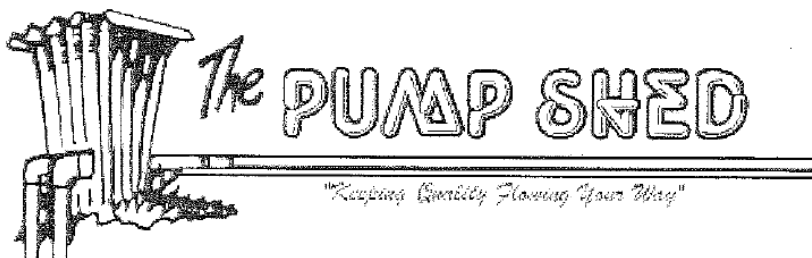
All outlets to be supplied with quick click garden hose fittings.

Price Including GST – Supply & Install \$1,450.00

Thankyou for the opportunity to quote you on your requirements. Should you require any further information regarding the above please do not hesitate to contact us.

Regards

Vicki



5 2/2 Trotters Lane Prospect, TAS 7250 (03) 6344 9211 www.thepumpshed.com.au

Jenny Logie [REDACTED]

Tue, Apr 29, 2025 at 3:01 PM

To: Pump Shed Sales <sales@thepumpshed.com.au>

Thanks heaps Vicki

{Quoted text hidden}

<https://mail.google.com/mail/u/0/?ik=f18b5e8ed6&view=pt&search=all&permthid=thread-f:1830711678515260609&siml=msg-f:18307116785152...> 1/2

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



Community Grants Program 2024/2025 - Application Assessment Matrix

Application Information

Organisation/Group	Grindelwald Leisure Garden Estate				
Project	GLGE Shared food Growing Space				
Amount Requested	\$2130	Total Project Cost \$3228.00			
Matrix Score	14/20				

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: This project is clear in benefiting those that live in this area.					
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	3
Comments: Provided a construction timeline & team of contributors. No mention of acknowledging Council.					
Community Engagement (Value 25%)	Unclear/ Not outlined	Provided but not detailed	Engagement and partnerships outlined	Clear, realistic and achievable, with supporting documentation	2
Comments: limited to 80 residents of GLGE					
Budget (Value 25%)	Incomplete			Clear, realistic and achievable. Official quotes must be provided.	4
Comments: co-contributing with additional donations to value-add to the project.					

TOTAL 14/20

Risk Management Plans	Yes ☐	No ☐	N/A ☐	Assessed By
WTC Contractor Inductions	Yes ☐	No ☐	N/A ☐	Date

20.08.2025

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



Community Grants Program 2024/2025 - Application Assessment Matrix

Application Information

Organisation/Group	GLGE
Project	GLGE Shared Food Growing Space
Amount Requested	\$2130
Matrix Score	9/10
	Total Project Cost \$3228

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	1
	Comments: Outlined but limited due to being a closed group/org				
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	3
	Comments: clear and well outlined				
Community Engagement (Value 25%)	Unclear/ Not outlined	Provided but not detailed	Engagement and partnerships outlined	Clear, realistic and achievable, with supporting documentation	1
	Comments: Outlined as residents of the estate only.				
Budget (Value 25%)	Incomplete	-	-	Clear, realistic and achievable. Official quotes must be provided.	4
	Comments: clear/Outlined to quotes				
TOTAL					9/20

Risk Management Plans Yes ☐ No ☐ N/A ☐ Assessed By [Redacted]
WTC Contractor Inductions Yes ☐ No ☐ N/A ☐ Date 20/10/25

Comments * meets a direct community needs in estate - however not the wider Community.
* GLGE is listed as a body corporate. ABN: 97 370 879 955.

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



Community Grants Program 2024/2025 - Application Assessment Matrix

Application Information

Organisation/Group	Grindelwald Leisure Garden Estate.				
Project	Shared Food Growing Space.				
Amount Requested	\$2,130	Total Project Cost		\$3,228	
Matrix Score	12.5				

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: limited to residents, some local business benefit				
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	4.5
	Comments: Dependent on residents willingness + availability. No documents.				
Community Engagement (Value 25%)	Unclear/ Not outlined	Provided but not detailed	Engagement and partnerships outlined	Clear, realistic and achievable, with supporting documentation	1
	Comments: limited to residents only.				
Budget (Value 25%)	Incomplete			Clear, realistic and achievable. Official quotes must be provided.	4
	Comments: clear, accurate, good split contribution + evidenced.				

Risk Management Plans	Yes ☐	No ☒	N/A ☐	Assessed By	\$ [REDACTED]
WTC Contractor Inductions	Yes ☐	No ☒	N/A ☐	Date	20/10/2025

GLGE is body corporate / ABN

12.6 Comm 6 - Community Grant - Tamar Sea Rescue

REPORT AUTHOR: Team Leader - Community - Elizabeth Nye

REPORT DATE: 14 October 2025

ATTACHMENTS: 1. [12.6.1] Tamar Sea Rescue - Community Grant Application
2. [12.6.2] Tamar Sea Rescue - Community Grant Assessment

SUMMARY

This paper is seeking approval to acquit a successful 2024-2025 grant from Tamar Sea Rescue out of the 2025-2026 funding pool.

BACKGROUND

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.

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.

Tamar Sea Rescue community grant was approved by Council at its May 2025 Ordinary Council Meeting.

Applicant	Tamar Sea Rescue
Purpose	Enhancing safety: Electrical Infrastructure for Tamar Sea Rescue
Amount Requested	\$4,455.00
Matrix Score	17/20 (averaged)
Grant Summary	Grant Summary Upgrade the switchboard as the current infrastructure can no longer meet the growing demands of modern rescue operations. The current switchboard is unable to safely manage the electrical load required for training, operations, and emergency responses.
West Tamar Council Community Health and Wellbeing Plan Alignment	Pillar 4 Best Communities 4.1.3 - Social infrastructure including sport and recreation facilities, keeps pace with needs 4.1.5 - Well-planned services, facilities, and programs match community needs.

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
Sidmouth Community Centre Inc.	\$4,434.95
Legana Early Learning Centre*	\$5,000.00
The Rotary Club of the West Tamar*	\$3,129.00
Grindelwald Leisure Estate*	\$1,500.00
Tamar Sea Rescue*	\$4,455.00
Total commitment to date*	\$22,222.95
Balance remaining*	\$17,777.05

**Pending Council approval at Ordinary Council Meeting 21 October 2025.*

CONSULTATION

An Application Matrix was completed by Council Officers on 28 April 2025

Councillors were consulted at Council's Interim Workshop held on 7 October 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 Four: Best Communities (Planned Sustainable Communities)

The application is clear and detailed with quotes provided and will provide wider community benefit.

RECOMMENDATION

That Council:

1. Approves the acquittal of Tamar Sea Rescue's successful 2024-2025 grant application from the 2025-2026 community grant funding pool.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

ORDINARY COUNCIL MEETING
Tuesday 21 October 2025



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	Tamar Sea Rescue Services Inc
ABN (if applicable)	57 346 885 286
Postal Address	178 Flinders Street, Beauty Point TAS 7270
Email Address	treasurer@tamarsearescue.org
Contact Name	David Arnott
Contact Number	
Is your organisation registered for GST?	Yes ☒ No ☐

Project Overview

Project Name	Enhancing Safety: Electrical Infrastructure Upgrade for Tamar Sea Rescue
Project Location	178 Flinders Street, Beauty Point TAS 7270
Project Dates	June – July 2025
Grant Funding Amount Requested	\$4455

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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Community Services Team Member	We have made several attempts to contact the Community Services Team to discuss the project scope, including by phone and email (see attached correspondence). Unfortunately, we have not received a response to date.
Project Description - Describe your project and why you are undertaking it. (50 - 250 words) Tamar Sea Rescue plays a central role in ensuring the safety of Tasmania's North and North East regions, particularly as the risks associated with boating and water activities increase. During the 2023-24 season, Surf Life Saving Tasmania's volunteer marine rescue units contributed 22,661 patrol hours, responded to 87 rescues, and assisted in 40 Tasmania Police activations. Tragically, 10 drowning fatalities occurred in Tasmania that season, with 37% related to boating and personal watercraft, underscoring the persistent dangers of our coastline. Despite these challenges, we remain committed to providing search and rescue operations and water safety education. The electrical infrastructure at our Inspection Head base, however, is outdated and can no longer meet the growing demands of modern rescue operations. Our current switchboard is unable to safely manage the electrical load required for training, operations, and emergency responses. This poses risks not only to essential equipment but also to the safety of our volunteers and responders. Upgrading the switchboard will bring us in line with modern safety standards, improve energy efficiency, and prevent overloads. It will also boost our operational capacity, allowing us to continue delivering lifesaving services while reducing the financial strain on our unit. This upgrade will protect the infrastructure we rely on, ensuring the safety of both our responders and the community we serve.	

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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Our organisation is deeply embedded in the West Tamar community, with 20 dedicated volunteers from the local area and surrounding regions. Our engagement goes beyond emergency response; we support community events, promote safe boating practices, and deliver educational outreach across the 25,000-strong West Tamar region. This active participation strengthens local connections and fosters shared responsibility for water safety, aligning with Surf Life Saving Tasmania's (SLST) vision of zero preventable deaths in Tasmanian waters.

Our work is grounded in SLST's values of safety, inclusiveness, teamwork, diversity, and respectfulness. We embody the Everyday Lifesavers theme by encouraging individuals and families to build their own safety knowledge and preparedness. Through regular training exercises and community-based water safety activities, we support SLST's mission to build stronger, safer communities.

The upgrade to our electrical infrastructure will not only enhance operational capacity but also enable continued engagement with the community through education, training, and partnerships. It supports SLST's SLS Anywhere strategy by ensuring we remain a reliable and flexible resource in how people interact with us—whether through public events, training opportunities, or emergency response.

By maintaining a welcoming and capable environment for our volunteers, we ensure that the unit continues to reflect the values and goals of the broader Surf Life Saving community. This enables strong social connections and meaningful participation from people of all backgrounds, supporting a safer and more connected West Tamar community.

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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.

Our management team has the capacity to undertake this project due to our experienced volunteers and established infrastructure. The upgrade will be managed by a qualified electrical contractor, ensuring all work meets safety standards and regulations. Our team will oversee the project's progress, ensuring it is completed on time and within budget. We have established relationships with trusted contractors and suppliers, allowing us to efficiently source the necessary equipment and services.

Upon completion, we will acknowledge West Tamar Council's support through prominent signage at our base, mentions in media and event materials, and formal recognition on our website and in annual reports. This will ensure the Council's involvement is highlighted within the local community and beyond.

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)

We aim to foster strong community engagement by actively involving local volunteers, partnering with community groups, and participating in public events and safety initiatives. Our 20-member volunteer unit represents a cross-section of the West Tamar community and plays a key role in delivering water safety education and supporting boating and coastal awareness. We work closely with Tasmania Police, Surf Life Saving Tasmania, local councils, and other emergency services to coordinate messaging and community outreach.

This project will strengthen our ability to host training, engage new members, and remain a reliable presence at local events and safety campaigns. The upgraded infrastructure will ensure a safe, welcoming space for volunteers and visitors, supporting community inclusion and participation across ages and backgrounds. Through this, we aim to build confidence, skills, and social connection, enabling residents to not only access but actively contribute to local safety and preparedness efforts.

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Budget – Detail the items of expenditure that Council funding will be used for. Refer to ‘West Tamar Council Small Project Grants – Guidelines’ available on West Tamar Council’s website (wtc.tas.gov.au) to check funding eligibility.

Upgrade main switchboard at rear exterior of building and upgrade to mains cabling from new point of attachment to main switchboard - \$4950

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	\$
Upgrade main switchboard at rear exterior of building; and upgrade mains cabling from new point of attachment to main switchboard.	4950

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Expenditure Total	\$4950
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Project Income – Include all confirmed funding and donations, including materials.

Income Description:	\$
West Tamar Council Community Grants Program GRANT	4455
Tamar Sea Rescue CONTRIBUTION	495
Income Total	4950

All relevant quotes are attached	✓
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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	David Arnott
Role/Position	Treasurer
Signature	
Date	22/04/2025

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:

✓	Checked eligibility against the guidelines
✓	Contacted the Community Services Team on 6323 9200 prior to submitting an application
✓	Completed all sections of application form (incomplete will not be assessed)

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✓	Attached relevant supporting documents (quotes matching the budget, insurances, letters of support etc.)
✓	Kept a copy of your application
✓	Signed the completed application

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QUOTE

Tamar Sea Rescue.

Date
18 Apr 2025

Peak Electrical & Heating
Pty Ltd

Expiry
18 May 2025

Quote Number
QU-0158

Reference
Mains Upgrade.

ABN
80 658 709 605

Description	GST	Amount AUD
- Upgrade main switchboard at rear exterior of building.		4,950.00
- Upgrade mains cabling from new point of attachment, to main switchboard.		
	Subtotal	4,950.00
	TOTAL AUD	4,950.00

Terms

Exclusions:

- Any associated supply authority costs. (TASNetworks)
- Any fault finding/rectification of tripping upgraded circuits.
- Any replacement of rubber/cotton cabling.

NOTE: Quote valid for 30 days.

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Community Grants Program 2024/2025 - Application Assessment Matrix

Application Information

Organisation/Group	Tamar Sea Rescue Services		
Project	Enhancing Safety: Electrical Infrastructure Upgrade		
Amount Requested	\$4455.00	Total Project Cost	\$4950
Matrix Score	17. Average		

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: upgrades will benefit community by increasing engagement + capacity. Programs to teach safety.				
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: Timeframes outlined and quote received.				
Community Engagement (Value 25%)	Unclear/ Not outlined	Provided but not detailed	Engagement and partnerships outlined	Clear, realistic and achievable, with supporting documentation	4
	Comments: upgrades will increase ability to engage with community.				
Budget (Value 25%)	Incomplete	-	-	Clear, realistic and achievable. Official quotes must be provided.	5
	Comments: Quote Provided.				

TOTAL 18/20

Risk Management Plans	Yes ☐	No ☐	N/A ☒
WTC Contractor Inductions	Yes ☐	No ☐	N/A ☒

Assessed By [REDACTED]
Date **28.04.2025**

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Community Grants Program 2024/2025 - Application Assessment Matrix

Application Information

Organisation/Group	Tamar Sea Rescue Services			
Project	Enhancing Safety: Electrical Infrastructure Upgrade			
Amount Requested	\$4455.00	Total Project Cost		\$4950
Matrix Score	17. Average			

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:				
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	3
	Comments:				
Budget (Value 25%)	Incomplete	-	-	Clear, realistic and achievable. Official quotes must be provided.	5
	Comments:				

TOTAL 15 /20

Risk Management Plans	Yes ☐	No ☐	N/A ☒
WTC Contractor Inductions	Yes ☐	No ☐	N/A ☒

Assessed By [REDACTED]
Date 28.04.2025

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Community Grants Program 2024/2025 - Application Assessment Matrix

Application Information

Organisation/Group	Tamar Sea Rescue Services			
Project	Enhancing Safety: Electrical Infrastructure Upgrade			
Amount Requested	\$4455.00	Total Project Cost		\$4950
Matrix Score	17. Average			

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
<i>Comments: Vital service to the community</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
<i>Comments: Straight forward & achievable</i>					
Community Engagement (Value 25%)	Unclear/ Not outlined	Provided but not detailed	Engagement and partnerships outlined	Clear, realistic and achievable, with supporting documentation	3
<i>Comments: Supporting community through improved infrastructure</i>					
Budget (Value 25%)	Incomplete	-	-	Clear, realistic and achievable. Official quotes must be provided.	5
<i>Comments: Quote provided & contributing 10% of project cost</i>					
TOTAL					18/20

Risk Management Plans	Yes ☐	No ☐	N/A ☐	Assessed By	
WTC Contractor Inductions	Yes ☐	No ☐	N/A ☐	Date	28.04.2025

13 COMMUNITY ASSETS

13.1 Asset 1 - Capital Works Project Budget Variations

REPORT AUTHOR: Director Community Assets - Dino De Paoli

REPORT DATE: 13 October 2025

ATTACHMENTS: 1. [13.1.1] CEO Approved Project Budget Adjustments

SUMMARY

The purpose of this item is to report to Council on capital works project budget variations approved under delegation by the Chief Executive Officer (**CEO**).

BACKGROUND

Council has delegated authority to the CEO (Minute 36/24) to approve adjustments to capital works project budgets. The resolution stated:

That Council by absolute majority:

- (1) In accordance with section 82(6) of the Local Government Act 1993 authorise the Chief Executive Officer to make adjustments not exceeding \$150,000 (and not exceeding the total amount of the estimates) within budget estimates as prescribed in section 82(2)(a), (b) and (d) of the Local Government Act 1993; and
- (2) Direct that Council receive a report from the Chief Executive Officer at the next available ordinary Council meeting when the above delegation is exercised. The report must include details of any adjustments made to budget estimates.

The CEO has recently approved two (2) minor budget variations to existing projects.

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

Local Government Act 1993 S82.(7)

Council Minute 36/24 (March 2024 Ordinary Council Meeting)

RISK CONSIDERATIONS

Project risks are considered by Officers prior to presenting project budget variations to the CEO for consideration and approval. In this instance, the financial risk to Council is minimal, on the basis that the project budget variations proposed are minor in nature and there is no net change to the value of the overall capital works budget estimate. It is noted that risks associated with safety and compliance would be higher if the funding transfer was not approved, and substandard works were completed with a lower budget.

FINANCIAL IMPACT

The approved project budget variations are within the CEO's delegation. There is nil overall change to the value of the capital works program as a result of the project budget adjustments approved by the CEO.

CONSULTATION

The management and process for approval of variations for capital works project budgets has been discussed with Council at previous Workshops.

The project adjustments in this paper were discussed at the Workshop on 7 October 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 project budget adjustments approved by the CEO have been made to the following projects and are detailed in the attachment:

- Bridge Guardrail Upgrades (Project 60002); and
- Road Guardrail Upgrades (64093).

RECOMMENDATION

That Council receives this report under the *Local Government Act 1993 section 82(7)* noting the capital works project budget adjustments approved under delegation by the Chief Executive Officer.

DECISION

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Moved:

Seconded:

VOTING

For:

Against:

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CEO Approved Project Budget Adjustments

Project No.	Project Name	Budget (\$)	Forecast Cost (\$)	Approved Variations (\$)	Adjusted Project Budget (\$)
64093	Road Guardrail Upgrades	35,000	TBC	-15,000	20,000
60002	Bridge Guardrail Upgrades	75,000	90,000	+15,000	90,000

Comment: Council officers recently issued for tender a RFQ to provide upgraded guard rail terminal structures at a number of bridge sites as recommended following the most recent bridge inspection audit.

Tenderers were invited to submit conforming and alternate tenders for the works. The preferred tenderer put forward an alternate tender with a guardrail installation proposal which better meets the current standard for installation of guardrails at bridge structures, for a cost of \$86,428 (Excluding GST). This is \$11,428 above the current approved budget.

While the conforming tender price from the preferred tenderer was within the available budget, the conforming scope of work would be at a lower level of compliance to the appropriate standard. This presents risks to motorists and Council should an accident occur.

It was recommended that the CEO approve a transfer of \$15,000 in funding as detailed above, which will also provide for officer project management costs. A \$15,000 transfer is not onerous in context of the overall value of the capital works program, therefore it is considered a reasonable transfer of funds to ensure a higher level of compliance with the completed works.

14 PEOPLE, CULTURE & SAFETY

Nil

15 PETITIONS

Nil

16 NOTICE OF MOTIONS

16.1 Motions on Notice

16.1.1 Cr Larner - Proposed Motion for LGAT regarding State owned banks

MOTION

That Council submits the following motion for consideration at the next LGAT meeting:

That LGAT:

Request the Tasmanian State Government to conduct a feasibility assessment of a pilot project state-owned combined insurance agency, regional banking and licensed post office to restore face-to-face banking services in regional Tasmania, starting with its base at Queenstown's LPO, in light of closure of their last bank in town.

Rationale

This would be a cost-effective way of securing essential community services of insurance, postal, cash availability and banking; as well as support for the viability of local businesses.

A State owned bank can be capitalised with local council and/or state capital reserves as interest-earning capital deposits (government guaranteed), with capacity to credit-issue lend to businesses and local government.

Shire of Ashburton WA's motion #132 to ALGA AGM June 2025 includes call on the Australian Government to - "*Endorse(s) the findings of the Local Government Bank feasibility study and the preferred banking model as a viable solution to restore and sustain banking services in regional and remote communities*"; and, "*Urge(s) the Australian Government to explore partnership agreements with licensed financial institutions to utilise Local Government assets for service delivery*".

The 70 year old legacy of the Bank of North Dakota, named by *Forbes Magazine* as the best place for starting a business in 2023 and 2024, ranks no. 1 state in America for taxpayer surplus; **it is the only State that escaped the credit crisis 2008**. This is a decentralised banking model which can also support community banks' deposits and part-fund their larger loans. A local community has things needing funding whereas if it's a large bank situated in a big city, there is no local knowledge and projects won't be funded. The key is to utilise credit for productive projects to prevent inflation, as China does.

Another example is the French Postal Bank which is the biggest lender to local government in France

16.2 Motions without Notice

17 COUNCILLORS' QUESTIONS

17.1 Councillors' Questions on Notice

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

Question 1: Tasmania and Western Australia do not require property agents to disclose landslip risks to buyers. At the ALGA AGM in June 2025, West Tamar Council's motion for a National Property Disclosure Standard was carried, but no response has been received from the Federal Government. How can Council urge ALGA to press the Australian Government for a national property disclosure standard?

Response: *Council is awaiting notification from the Australian Local Government Association (ALGA) before it takes any additional steps. I do not believe it is appropriate to interfere with ALGA's established processes. ALGA receives responses from the Federal Government and to date ALGA has not confirmed with Council if any response has been received.*

Question 2: The 2023 flash flooding at Beach Road Legana caused significant landslip, but the area's risk has not been reclassified. Properties on Flinders Street, Beauty Point, were sold without disclosing their 'Landslip A' classification, despite historical dwellings being structurally secure.

i) How can the State government or Mineral Resources Tas be approached to arrange accurate and consistent landslip classifications at Beach Road Legana, Flinders Street Beauty Point or any other landslip 'Medium-High Hazard' mapped properties in the municipality?

ii). Does Council intend to request relevant authorities to conduct accurate landslip assessments and/or reclassification for those properties affected in Flinders Street Beauty Point and Beach Road Legana?

Response: *Council has previously been briefed in relation to the above situation. I will organise for a briefing to be provided to you by the Director of Planning and Development and the Director of Community Assets.*

Question 3: i). Why does the *Draft West Tamar Growth Strategy* (Growth Strategy) plan for 'Growth Consolidation' in the extensive 'Landslip A' Flinders Street Beauty Point waterfront precinct, where building is currently not permitted?

Response: *The Growth Strategy is intended to be a high-level strategic document and Flinders Street remains part of the urban area of Beauty Point. The Growth Strategy will not regulate building standards.*

ii). How could the *Draft Amendment 01-2024* of the State Planning Provisions, with its particular focus on landslip and coastal erosion, allow future building in the 'Landslip A' zone through hazard management measures?

Response: *This is a question for the State Planning Office.*

iii). Since the goal is to avoid increasing risk to life, property and the environment during landslide event, it appears that there is less down-side risk to (absent) properties by those up-side of the waterfront: therefore, do the Building Act 2016 and Building Regulations 2016 accurately reflect the landslip hazard impacts for appropriate residential land use development in the Beauty Point waterfront 'Landslip A' area, given there is no 'down-side' property in danger of such risk?

Response: *This is a matter for the State Government.*

iv) What rationale can Council use to approach the State government for a review and amendment of the *Building Act 2016* and/or *Building Regulations 2016* to accommodate appropriate risk-mitigating residential development and engineered building on 'high-hazard' 'Landslip A' classified properties?

Response: *Council would need to form an endorsed position on this matter before advocacy could take place. The rationale for that decision is a matter for Council to determine.*

vi). Will Council request the State Government to direct review and amendment recommendation of the landslip provisions of the *Building Act 2016* or *Building Regulations 2016*?

Response: *There is no endorsed Council position to do this.*

vii). In the Growth Strategy for Beauty Point, why was the residential use land south of 30 Flinders Street mapped as 'Lifestyle area' when it has no landslip hazard classification and is more suitable for 'Growth Consolidation' than the properties to the north?

Response: *Councillors and all members of the West Tamar Municipality had an opportunity to provide feedback to Council via its consultation process.*

viii). Where is the evidence that the Consultant was aware of TasWater's advice about the at-capacity sewerage treatment plants and their impact on proposed residential growth?

Response: *Taswater has advised Council that it will not refuse a residential property being connected to the sewerage system where this service is available.*

ix). Given the lack of relevant detail in the 'growth consolidation' and residential use mapping, what is the (fixed) cost value of the Growth Strategy Consultant's contract?

Response: *I reject the assertion that the mapping has a "lack of relevant detail" - this is your opinion.*

The cost of the Strategic Growth Strategy process was approved in the 2025/2026 budget. The Strategic Growth Strategy is still in draft and is an overarching document, it is not intended to go to a granular level and is yet to be finalised.

Question 4: i). What adapted construction standards (if any) are to be met, with oversight of Council, for those existing dwellings which have suffered damage from an 'anomaly' rainfall event, such as those on Beach Road Legana?

Response: *Council does not set construction standards – this is a matter for the State Government.*

ii). For what reasons do these recently affected properties at Legana require, or not require, formal reclassification as to Landslip Hazard rating?

Response: *This is a matter for the State Government.*

iii). Since requirement for expert geotechnical reports of individual properties as to their actual level of landslip hazard may support development using appropriate engineering specifications for any new building applications for these sites, how may this approach assist planning for mapped 'growth consolidation' for Beauty Point in the Growth Strategy?

Response: *The growth Strategy will not go into granular detail. Revising the Landslip hazard categories is a matter for State Government.*

Question 5: While liability for property damage caused by landslip rests with the owner, 10 year liability for building construction failure rests personally with the Council's Building Inspector.

i). How can the State Minister for Local Government seek greater insurance liability protection for Council's in-house Building Surveyors under the Building Act 2016 or other relevant legislation?

Response: *This is a matter for the State Government.*

ii). While not core Council business, given the current crisis in affordable housing availability would Council consider employing an extra registered Building Surveyor dedicated to review lower cost housing developments in order to encourage and assist private sector initiative for such in this municipality?

Response: *There is no budget for additional FTE to be added to Councils establishment and at this stage there are no plans to engage an additional Building Surveyor.*

Question 6: How many West Tamar municipality businesses have been contacted or advised about the increased \$20,000 provision for the competitive 2025/2026 Business Grants and what are the names of those businesses?

Response: *318 business in the West Tamar Municipality have been contacted to date. It would not appropriate to list them in the Agenda.*

Question 7: The Department of Primary Industries Parks Water & Environment is in oversight of Council's application for development of the estuary Crown Lands at Gravelly Beach foreshore; the seawalls and coastal environmental considerations are their responsibility. The limestone rock sea walls of Stage 1 (completed) and ageing concrete barrier wall existing at Stage 1 & Stage 2 are being undermined by action of salty waves, but these items are not addressed in the Stage 1 nor Stage 2 Masterplan designs.

The impressive recent upgrade of the Beauty Point foreshore with generous government grant includes non-eroding dolerite rock sloped revetment supporting the connector footpath to Seahorse World & Aquarium, which serves as an effective buffer to wave action.

How can Council negotiate with Parks to amend the Masterplan Stage 2 to satisfy environmental and erosion concerns before proceeding with the Gravelly Beach project using the available grant money?

Response: *Council has endorsed the Gravelly Beach Masterplan. No negotiations will occur on anything outside of the current endorsed plans.*

Cr Manticas

Question 1: What actions is Council considering, if any, to address the seawall concerns raised by the Kelso community?

Response: *Council officers will be contacting Parks and Wildlife to clarify the limits of responsibility between Parks and Council in respect to foreshore erosion issues. In anticipation of Council being responsible for sea wall construction to provide protection to the road, officers will prepare a concept design and cost estimate for recommended works that can be workshopped with Council ahead of future budget decisions.*

Question 2: Will Council replace the trees that were removed in Yarrabi Way, Legana, and if so, when?

Response: *There were a small number of trees removed from the Yerrabi Way reserve a few years ago in order to undertake the construction and duplication of drainage pipework. There have been no plans to date to replace those trees.*

Question 3: When does Council anticipate commencing Stage 1 of the Greens Beach Masterplan?

Response: *Subject to receipt of a Reserve Activity Assessment approval from Parks and Wildlife to undertake work on Parks managed land, it is anticipated that the first stage of works will commence in the first quarter of the new calendar year.*

Question 4: When does Council expect works to commence on the new Orchards playground?

Response: *A tender for the early works package at the Orchards playground has been issued and officers will be seeking Council approval to award that contract at the November Council Meeting. The package of work for playground equipment supply and installation will be tendered in the coming weeks with approval to award that contract planned to come to Council at the December Council Meeting. The commencement of works will be dependent on supplier availability, however, officers are working toward a completion of the project by the end of March 2026.*

Question 5: When does Council expect the new basketball court at Beaconsfield to be completed?

Response: *The installation of post, backboard and ring is expected to be completed by the end of October. Officers are confirming with the line marking supplier for the timing to complete line marking due to delays following recent inclement weather.*

17.2 Councillors' Questions without Notice

17.3 Responses to Previous Questions on Notice

Cr Shegog

Question 1: I've had a comment from a member of the public who booked out the Community Hall at Beaconsfield, one of their events they had a total of 180 people but there were insufficient tables and they had to go to the Winkleigh Hall and move a number of tables from the Winkleigh Hall to the Beaconsfield Hall. I'm just wondering we have got enough tables but they weren't all found on the day?

Response: *Council has recently been replacing some furniture at our halls that were identified as broken, missing or no longer fit for purpose. Council has purchased 20 new tables for the Beaconsfield Hall however 8 of those tables were temporarily required for use at the Windsor Chambers during the fit out. As the Council Chambers permanent table has now been installed, those 8 tables will be relocated to Beaconsfield Hall. There should be approximately 200 chairs onsite.*

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 16 September 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.

Community Assets

9.1 Contract No. WTC 26/2025 Windsor Precinct Olympic 2 Reconstruction

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.

9.2 Contract No. WTC 22/2025 Refurbish Bonnie Beach and Deviot Pontoons

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.

9.3 Contract No. WTC 30/2025 Roadside Slashing Program 2025-2026

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.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

19 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

20 CLOSURE

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