



AGENDA

Tuesday 18 November 2025
Ordinary Council Meeting

WEBSITE: www.wtc.tas.gov.au

WEST TAMAR COUNCIL

PO Box 16
RIVERSIDE TAS 7250

Council Chambers
BEACONSFIELD TAS 7270

13 November 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 18 November 2025 at 1:30 pm.



Kristen Desmond
Chief Executive Officer

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ACKNOWLEDGEMENT OF COUNTRY

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

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

PUBLIC ATTENDANCE

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

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

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

AUDIO RECORDINGS OF COUNCIL MEETINGS

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

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

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

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

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

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

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

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

1 PRESENT

1.1 Present

1.2 In Attendance

1.3 Apologies and Leave of Absence

2 CONFIRMATION OF MINUTES

2.1 Confirmation of Minutes of Meeting held 21 October 2025

ATTACHMENTS: 1. [2.1.1] 2025-10 - Ordinary Council Meeting Minutes - Unconfirmed

RECOMMENDATION

That the Minutes of Council's Ordinary Meeting held on 21 October 2025 numbered 25/128 to 25/145 as provided to Councillors be received and confirmed as a true record of proceedings.

DECISION

Moved:

Seconded:

VOTING

For:

Against:



MINUTES

Tuesday 21 October 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 Julie Sladden

1.2 In Attendance

Acting Chief Executive Officer	Michelle Riley
Director Community Assets	Dino De Paoli
Acting Director People, Culture & Safety	Sharon Olsson
Executive Assistant to the CEO	Eleanor Moore
Governance Officer	Tom Chalmers
Manager Communications & Engagement	Simon Tennant
Team Leader - Planning	Krstyna Ennis
Team Leader - Community	Elizabeth Nye
Manager Asset Operations	Leigh Handley

1.3 Apologies and Leave of Absence

Cr Josh Manticas – Leave of Absence

Kristen Desmond, CEO - Apology

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2 CONFIRMATION OF MINUTES

2.1 Confirmation of Minutes of Meeting held 16 September 2025

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.

Minute No. 25/128

DECISION

Moved: Cr Ireland

Seconded: Cr Lyons

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.

VOTING

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

Against: Nil

CARRIED UNANIMOUSLY 8/0

3 LATE ITEMS

Nil

UNCONFIRMED

4 DECLARATIONS OF INTEREST IN A MATTER OF A COUNCILLOR

Cr Allen - 12.4.1 - perceived conflict of interest - leaving the room

Cr Lyons - 12.6 - conflict of interest - leaving the room.

UNCONFIRMED

5 PUBLIC QUESTION TIME

5.1 Public Question Time

Commenced at: 1.35pm

Concluded at: 1.48pm

Thomas Hemphill, Riverside

Statement: Today I went for my morning walk and one section of the road is a one-way section, less than 4m wide with a high wall on one side and a steep drop on the other. And when a vehicle comes the other way, this is on Orana Place, it's bad enough squeezing into the gutter when it's a car, but when it's a large truck, it's downright dangerous. And it made me think of a couple of things.

Firstly, this narrow and dangerous road was probably built about 50 years ago. Fast forward in time, and did the council back then realise what a problem this street would be now and how difficult it is to fix?

Secondly, with the proposed development at number 46, car traffic will only get worse. Not only that, but this dodgy section of road is actually being used as an example of why it is okay to approve another dodgy access road into the new development.

We have a plan here with this development with four standards not being in compliance and requiring Council discretion. The 20% driveway access is right on the limit. The acceptable solution for doing away with pedestrian access makes no mention in the planning documents of four schools within walking distance and the likelihood of school children walking down that driveway during peak hour.

The Council's strategic plan states that its objective is that development is in keeping with the character of the area and natural values. May I ask the Council today to think of the long-term effects of its decision? This application might just tick the boxes, but does it pass the pub test? In 50 years' time, will the residents of Orana Place wonder at the wisdom of a Council decision in 2025 which created a monstrous development with permanently unfixable, difficult, and dangerous access that changed for worse the character of the area and its natural values?

Question 1: And my question is to Council, is how much does it take into account the character of the areas and its natural values in considering applications of this type?

Response: *Mr. Hemphill, thank you for your statement and your question, we do take it on notice and you'll be responded to in the required statutory time period.*

Adrian Coomber, Riverside

Statement: The driveway that we're talking about is between our properties and Mr. Hans Piatek, who's sitting there next to me. This driveway, if it ever gets built, which I doubt because of the fact that it is so arduous to build on a steep drive being 5.5 m wide, is going to leave 1 inch either side of the driveway to property boundaries, which when cars are going to meet each other in the driveway, are more than likely going to hit it or sideswipe it or run into it from an accident. Regardless of where the water's going to go when it runs down the driveway, because there'll be no gutters. This is another

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issue that's going to create tension and responsibilities down the track, which I don't know if it's going to be responsible for Council or for the developer, but it's going to be an issue.

And I've since been told today now also that the garbage vehicles that were supposedly be designed to go up the driveway and pick up garbage bins from the top, which would be roughly 24 to 30 bins per fortnight, is now going to have all the bins delivered to the bottom of the street, where there is absolutely no room because there's hardly enough room for our own bins, let alone 30 more where a garbage truck's going to be going along Orana Place. And I also raised this question last time, how does Council allow an application to proceed or to be approved if there's no way that any of the vehicles can actually designedly get up the driveway to actually build these things? I mean, there won't be a garbage truck required up there because there won't be any houses. They can't get materials up there.

And they have to also jump through several more hoops before this becomes an and an ongoing concern, because they have to move a Hydro pole to do this, which Hydro have to approve, which will require consideration by at least 10 houses in the area because they're going to lose power for a period of time. Also any runoff from the road, because it's going to be a hard-packed area, the runoff water will be running through our side fences, undermining our fences and into people's backyards, because there'll be three or four times the amount of water from a hard-packed road surface.

Question 1: How does Council, when they assess the, this is the question, how does Council when they get their driveway application form, are they going to inform the developer that there there's no way they're going to get heavy vehicles up the driveway? There's simply not enough room to turn them, or get them out. They won't even get around the first corner in Orana Place off the highway, because of the cars parked on the side of the road, let alone turn into a 5m driveway. I mean, I'm an engineer. I know these things can't happen. It will not happen.

Response: *Mr. Coomber, we take your statement on notice and your questions. We will find out about the rubbish arrangement, I'm not aware of that. We will take that on notice and we'll get back to you with a reply.*

Tracey Kelly, Riverside

Question 1: At the September meeting, Mayor Holmdahl, in response to my question, it was indicated that you had in good faith received legal advice stating that you would be covered by Council's insurance policy regarding the Code of Conduct. Additionally, Ms. Desmond noted at the meeting that the mMayor would not knowingly breach the Local Government Act. However, as reported in the Examiner on August 30, Ms. Desmond stated during the July meeting, a request for repayment of the money was made on June 20, 2025. I believe this request suggests that new advice, potentially related to the Northern Midlands case, had been provided, indicating that you would now be aware that you may not have been eligible to use the Council's insurance policy and that there was an awareness of a possible breach.

There appears to be some inconsistency in responses to my questions. One indicates legal advice was provided in good faith, which I believe gave you an unfair advantage, while another referenced a general understanding at the time that deductibles

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associated with the code of conduct would be covered by Council. To my knowledge, the Act does not state this explicitly.

For the community's benefit, Mayor Holmdahl, and in good faith, could you please clarify whether the request for repayment pertained to the full cost of all legal advice or only to the deductible?

Response: *We'll take that question on notice, Ms. Kelly, and reply to you in the required statutory time period.*

Question 2: Following Ms. Desmond's statement at the September meeting that the current motion before council relates only to changing legislation and does not affect past actions, has the Council notified the insurance company about the error with this claim and assured them that any money paid out will be repaid in good faith?

Response: *Again, I'll take that question on notice and you will be responded to in the required statutory time period.*

Question 3: In the interest of transparency, is Council willing to provide to me a copy of the correspondence that was sent to the legal firm asking if Council's insurance policy could be used for legal advice for Mayor Holmdahl in the Code of Conduct, in spite of the fact that the Code of Conduct fact sheet clearly stated that all parties are to bear their own costs?

Response: *We take that question on notice as well, Ms. Kelly, and you'll be responded to in the required statutory time period.*

Cheryl Swan, Paper Beach

Statement: People over the West Tamar might like to know that some of these people have been spending the morning with our Premier and others at Exeter. I know because I was there. Not with them, but I was there. Kerry Vincent's just had a little talk to me and has said he will hopefully proceed the pedestrian crossing that we so desperately need in Exeter. I'm not going to hold my breath, but I look forward to seeing that actually done. So, a commitment, he's made me a commitment. We'll see what happens.

Currently there is a development application at 171 Paper Beach Road waiting for decision by this Council whether it can proceed or not. You have my objection to it already. This particular application has no purpose written in the application of what it's to be used for. I do not understand how this Council can accept an application when you don't know what the development is to be used for. Let alone all the reasons that I have spoken of in my objection, which looking at it and all the reasons I've said, this clearly is not a residential building. I hope that you actually do look at the detail of this application and make a decision that is appropriate. We have, I think it's nearly 25,000 people living in the West Tamar with almost 11,000 residential properties. If a development such as this is allowed to proceed and be done, then all the existing properties and any in the future will be at risk of losing their residential amenity.

So every single person in this community won't want to live where they are if a similar development is allowed to proceed next door, including you, Mayor.

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Response: *Ms. Swan, if I could, your time has expired for your question. What I would say to you is that matter hasn't come before the Council at the moment so we can't answer any questions, we're not in a position to know how it's been assessed or what the recommendations are, so I'm afraid we can't answer any questions regarding that matter.*

Statement: No, I'm just asking you to think about it objectively and thoroughly and with decency. Do the right thing, in other words. Thank you. Um, I do have one other question though.

Question 1: Previously I've asked for an extension of time for people to be able to speak as 3 minutes is extremely short, especially when you hear how some of the, you know, talk goes around this table, and I would like to know if that is actually going to happen in the future. I'm happy to.

Response: *Do you want some more time at the moment?*

Statement: No, that's that was all for today. Okay, thank you very much. Thank you.

Don Mcinnes, Kayena

Statement: This lectern obscures my view of the councillors, and I might suggest that this be moved to the side at future meetings.

Response: We are actually going to lower the height of the lectern.

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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 T Kelly, Riverside

Question 1: How much has been paid to date for legal advice by West Tamar Council's 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 defending 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.*

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5.3 Responses to Questions from Previous Public Question Time

5.3.1 C Swan, Paper Beach

Our Ref: GO.COU.180

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

16 October 2025

Ms C Swan
[REDACTED]

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

Team Leader - Planning entered the meeting at 1.50pm

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.

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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.

Minute No. 25/129

DECISION

Moved: Cr Lyons

Seconded: Cr Ferguson

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

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which the permit has been granted within the 14-day period, the Council must be so notified in writing. A copy of Council's Notice to Waive Right of Appeal is attached.

VOTING

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

Against: Nil

CARRIED UNANIMOUSLY 8/0

UNCONFIRMED

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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

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;

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- (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.

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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.

Minute No. 25/130

DECISION

Moved: Cr Ireland

Seconded: Cr Ferguson

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:

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- (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.

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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.

VOTING

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

Against: Nil

CARRIED UNANIMOUSLY 8/0

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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

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:

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- (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:

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- (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; 

- (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.

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- 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.

Minute No. 25/131

DECISION

Moved: Cr Ireland

Seconded: Cr Ferguson

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 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.

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.

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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; ☐
 - (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.

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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.

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VOTING

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

Against: Nil

Abstained: Cr Lerner

CARRIED 7/1

Team Leader Planning left the meeting at 2.23pm

UNCONFIRMED

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

RECOMMENDATION

That Council receives the report on Council Workshops held on 16 September 2025, 7 October 2025 and 14 October 2025.

Minute No. 25/132

DECISION

Moved: Cr Allen

Seconded: Cr Sladden

That Council receives the report on Council Workshops held on 16 September 2025, 7 October 2025 and 14 October 2025.

VOTING

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

Against: Nil

CARRIED UNANIMOUSLY 8/0

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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

RECOMMENDATION

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

Minute No. 25/133

DECISION

Moved: Cr Ireland

Seconded: Cr Ferguson

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

VOTING

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

Against: Nil

Abstained: Nil

CARRIED UNANIMOUSLY 8/0

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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

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.

Minute No. 25/134

DECISION

Moved: Deputy Mayor Cr Shegog

Seconded: Cr Lyons

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.

VOTING

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

Against: Nil

CARRIED UNANIMOUSLY 8/0

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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

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.

Minute No. 25/135

DECISION

Moved: Deputy Mayor Cr Shegog

Seconded: Cr Ferguson

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.

VOTING

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

Against: Nil

CARRIED UNANIMOUSLY 8/0

9 GOVERNANCE

Nil

UNCONFIRMED

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

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."

Point of Order called by Cr Ferguson at 2.49pm

Conflict of interests called by Cr Ferguson and Deputy Mayor Cr Shegog

Cr Ferguson left the meeting at 2:49 pm.

Deputy Mayor Cr Shegog left the meeting at 2:49 pm.

Minute No. 25/136

DECISION

Moved: Cr Sladden

Seconded: Cr Lyons

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:

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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."

VOTING

For: Mayor Cr Holmdahl, Cr Allen, Cr Ireland, Cr Lerner, Cr Lyons and Cr Sladden

Against: Nil

CARRIED UNANIMOUSLY 6/0

Deputy Mayor Cr Shegog entered the meeting at 2:54 pm.

Cr Ferguson entered the meeting at 2:54 pm.

11 CORPORATE

Nil

UNCONFIRMED

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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

RECOMMENDATION

That Council receives and notes the minutes as presented for the Youth Advisory Council Meeting held on 18 September 2025.

Team Leader - Community entered the meeting at 2.55pm

MOTION

Moved: Cr Lyons

Seconded:

That Council receives the notes as presented for the Youth Advisory Council Meeting held on 18 September 2025.

MOTION LAPSED FOR WANT OF A SECONDER

Minute No. 25/137

MOTION

Moved: Cr Allen

Seconded: Cr Ferguson

That Council receives and notes the minutes as presented for the Youth Advisory Council Meeting held on 18 September 2025.

VOTING

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

Against: Nil

CARRIED UNANIMOUSLY 8/0

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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

RECOMMENDATION

That Council receives and notes the meeting notes as presented for the West Tamar Positive Ageing Committee meeting held on 22 September 2025.

Minute No. 25/138

DECISION

Moved: Cr Allen

Seconded: Deputy Mayor Cr Shegog

That Council receives and notes the meeting notes as presented for the West Tamar Positive Ageing Committee meeting held on 22 September 2025.

VOTING

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

Against: Nil

CARRIED UNANIMOUSLY 8/0

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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

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.

Minute No. 25/139

DECISION

Moved: Cr Ireland

Seconded: Cr Sladden

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.

VOTING

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

Against: Nil

CARRIED UNANIMOUSLY 8/0

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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

Cr Allen left the meeting at 3:02 pm.

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.

Minute No. 25/140

DECISION

Moved: Cr Ferguson

Seconded: Cr Sladden

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.

VOTING

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

Against: Nil

CARRIED UNANIMOUSLY 7/0

Cr Allen entered the meeting at 3:05 pm.

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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

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.

Minute No. 25/141

DECISION

Moved: Cr Ireland

Seconded: Cr Ferguson

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.

VOTING

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

Against: Nil

CARRIED UNANIMOUSLY 8/0

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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

Cr Lyons left the meeting at 3:07 pm.

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.

Minute No. 25/142

DECISION

Moved: Cr Allen

Seconded: Deputy Mayor Cr Shegog

That Council:

1. Approves the acquittal of Tamar Sea Rescue's successful 2024-2025 grant application from the 2025-2026 community grant funding pool.

VOTING

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

Against: Nil

CARRIED UNANIMOUSLY 7/0

Cr Lyons entered the meeting at 3:10 pm.

Team Leader - Community left the meeting at 3.10pm

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

Director Community Assets entered the meeting at 3.11pm

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.

Minute No. 25/143

DECISION

Moved: Cr Ferguson

Seconded: Cr Ireland

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.

VOTING

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

Against: Nil

CARRIED UNANIMOUSLY 8/0

Director Community Assets left the meeting at 3.12pm

14 PEOPLE, CULTURE & SAFETY

Nil

UNCONFIRMED

15 PETITIONS

Nil

UNCONFIRMED

16 NOTICE OF MOTIONS

16.1 Motions on Notice

16.1.1 Cr Larnier - Proposed Motion for LGAT regarding State owned banks

MOTION ON NOTICE

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.

MOTION

Moved: Cr Larnier

Seconded: Cr Sladden

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.

PROCEDURAL MOTION

Minute No. 25/144

Moved: Deputy Mayor Cr Shegog

Seconded: Cr Allen

That the motion be put.

VOTING

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

Against: Nil

CARRIED UNANIMOUSLY 8/0

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DECISION

Moved: Cr Larner

Seconded: Cr Sladden

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.

VOTING

For: Deputy Mayor Cr Shegog, Cr Larner, Cr Lyons and Cr Sladden

Against: Mayor Cr Holmdahl, Cr Allen, Cr Ferguson and Cr Ireland

LOST 4/4

UNCONFIRMED

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16.2 Motions without Notice

Nil

UNCONFIRMED

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.

Cr Larner

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?

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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?

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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.

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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.*

UNCONFIRMED

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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

Cr Sladden

Question 1: It's just regarding the augmentation of our waste recycling. And I notice that the recycle rewards program has really taken off in West Tamar. I think in July we hit over 500,000 deposits just at the Windsor one down here which has raised \$50,000 to the community, either individuals or their selected charities and they've had to put in a second one in Beaconsfield, I believe, as well. So this is obviously something that our community wants to do. When I was interstate recently, I spotted alongside regular waste bins, and I did send a picture of this to councillors, a simple basket mechanism where people could put in aluminium cans or glass bottles for other members of the community to come and collect them. Now, there may be some certain occupational health and safety things that need to be addressed here, but I thought it was such a simple idea and a way of capitalising on what we're already doing well. My question is, would it be possible for Council to look into the pricing of such an idea in the municipality and where and how that might work, just that additional waste basket for recycling alongside, especially in our high use areas, maybe Greens Beach or Beaconsfield and in and around Windsor?

Response: *We can certainly take that question on notice, Councillor Sladden, and supply you with the answers that you want to that question.*

Cr Ferguson

Statement: Last YAC meeting there was discussion about maintenance of the underpass for the school at times being untidy and graffitied. the Infrastructure Manager might expect some contact, probably through our council officers actually on that from that last meeting.

Also just to report back to Council that the Infrastructure Manager got back to YAC and informed them that the school zone sign is actually not in the best position and that is being re-evaluated. That came through YAC feedback, so that was pleasing to have that come back, thank you for following that up, Dino.

Cr Lyons

Statement: I did a walk through with other councillors of the goat track at Exeter with a member of the community, Barry Blenkhorn, who pointed out his concerns about the potential subdivision in that whole area, and it was really worthwhile doing. It cemented my view that it's going to take a considerable amount of entrepreneurial skills to get any subdivision up in that area. I just thought I should report that to Council.

Cr Shegog

Statement: I went to a meeting with Rick Marton and I think most people would probably know Rick around the table, he's actually now the new weather man. He's starting up a project called Rosie's Reading that some of you may or may not be aware of. He wishes to also launch it into this local government area. There was the Minister for Education and so on and so on there. So, I just wanted a heads up that there'll

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probably be a presentation from Rick at maybe the next council meeting potentially or the workshop prior to.

Cr Allen

Question 1: If I could just have a follow up on the disabled parking bays in Grubb Street, Beaconsfield and Charles Street near the post office?

Statement: The Tamar Valley Wine festival on Saturday was a very successful day. There were 1,200 paying patrons and that doesn't include all the volunteers on the day and all the stallholders and their families, it was a very successful day.

Cr Ireland

Statement: We're in the architectural awards season coming up and we usually end the process by having an awards ceremony and, quite frankly, the awards ceremonies has very few people turn up and it's very exclusive. I was wondering whether it would be feasible to combine the architectural awards on Australia Day, so that would probably add another 20 minutes to the Australia Day process, but it means that it gives people a bit more kudos. They've gone to all the effort of winning this prize and there are four other people watching it happen. If it happened at the Australia Day awards in January then I think it would be good, more kudos, give more publicity to the actual awards and it saves us organising a second event, adds half an hour to our ceremony and everybody would be very happy.

Response: *I think that's a great idea, and it would also make people aware of some of the amazing architecture. Councillor Ireland and I are two of the assessment committee members and the last year they were really quite something. I think it's a great idea, and maybe we'll discuss that at our next workshop and see how we can make it happen.*

Cr Larner

Question 1: Just by way of harking back to the idea of the government bank, I did offer, or I have on offer, another PowerPoint presentation on the Bank of North Dakota and the model that it runs, which might give some insight as to how a state bank doesn't necessarily compete with private banks. Just wondering whether that would be possible to present?

Response; *I would suggest that you send it around to all the councillors, I think that would be a start. And then if there is an interest to continue the discussion, I'm sure they'll let us know. But in the first instance, perhaps email it to all the councillors and also to the executive team as well.*

Question 2: *This question was refused by the Chair as it did not meet the requirements of Regulations 33(3)(d) and 34(2)(b) of the Local Government (Meeting Procedures) Regulations 2025.*

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Cr Holmdahl

Statement: I was driving down Grubb Street the other day in Beaconsfield, and I'd like to commend the people that run the online access centre. The courthouse looks fabulous from the street. Our works department have done a bit of painting as I understand it, but the garden looks really lovely, the building actually pops. So full marks to the team at the online access centre in Beaconsfield.

Point of Order called by Cr Ferguson at 3.44pm

Cr Shegog

Question 1: Has there been any new date for the opening of the Beauty Point Foreshore?

Response: Yes, it's the 15th of November.

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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.

Minute No. 25/145

DECISION

Moved: Cr Ireland

Seconded: Cr Sladden

That, pursuant to Section 17(1) of the *Local Government (Meeting Procedures) Regulations 2025*, Council close the meeting to the public at 3.46pm 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.

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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.

VOTING

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

Against: Nil

CARRIED UNANIMOUSLY 8/0

REQUIRES ABSOLUTE MAJORITY OF COUNCIL

19 OUT OF CLOSED MEETING

DECISION

That Council:

1. Moves out of Closed Meeting at 4.31 pm; and
2. endorses those decisions made while in Closed Meeting; and
3. the information remains Confidential unless authorised to be released at the Chief Executive Officer's discretion

UNCONFIRMED

20 CLOSURE

There being no further business, the meeting closed at 4.31 pm.

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 J Dorman, Swan Point

Jeanette Dorman, Swan Point

Question 1: There are four large (30-40m) radiata pines on the track between the car park at Paper Beach to where the track descends to the river level. Over the last couple of years, huge limbs have fallen from two of these trees - none during high winds. During our last gale (Oct. 2025), two macaranga pines on private property were blown out of the ground, causing extensive damage to the track, outbuildings and a fence.

Submissions regarding the radiata pines on Council land to the WTC in the past, resulted only in the fallen limbs being removed and an assurance that all radiatas were now "safe". Paper Beach is a very popular place for many people - school groups visit regularly, dog walkers every day, families with young children often, local residents take their daily exercise on the track and beach and tourists routinely camp here.

Radiata pines have an expected lifespan of 80-90 years; my calculations based on their girth indicate that they are all well into their 90's. Given the proximity of these pines to the Paper Beach car park, the barbeque area, toilet block, playground and residences, the risk to life and property and the concomitant liability the WTC carries is significant.

What plans do the WTC have to manage the risks associated with these pine trees that have passed their "use by" date that include taking all reasonable measures to ensure the safety of residents and visitors?

Response: *Council officers are currently awaiting the receipt of a report from an external contractor engaged to undertake an assessment of the trees in question. Irrespective of the findings of the report, Council officers have begun to schedule a program of works including quarterly ground-based inspections of the trees.*

Council officers will engage directly with yourself once the report has been received and reviewed.

5.3 Responses to Questions from Previous Public Question Time

5.3.1 T Hemphill, Riverside

Our Ref: GO.COU.181

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

31 October 2025

Mr Thomas Hemphill



Dear Mr Hemphill



2-4 Eden Street, Riverside TAS 7250
PO Box 16, Riverside TAS 7250
e. wtc@wtctas.gov.au
p. 03 6323 9300
wtc.tas.gov.au

Response to Question on Notice – Ordinary Council Meeting 21 October 2025

I refer to the question set out below taken on notice at the West Tamar Council meeting on 21 October 2025, and now provide the following response:

Question 1: *How much does it (Council) take into account the character of the areas and its natural values in considering applications of this type?*

As a Planning Authority, the Council's assessment of an application is bound by the requirements of the *Land Use Planning and Approvals Act 1993* and the Tasmanian Planning Scheme. Multiple dwellings are a permitted use in the General Residential Zone. The application met all but four acceptable solutions, so the assessment of discretionary matters was bound to only those matters - being building height, pedestrian access, traffic generation and landslip. As detailed in the assessment included in the meeting agenda, impacts on amenity were considered in the assessment of the building height discretion.

The site has not been mapped as a Priority Vegetation Area or containing any specific natural values under the planning scheme and this did not form part of the assessment.

Yours sincerely



Kristen Desmond
CHIEF EXECUTIVE OFFICER



5.3.2 A Coomber, Riverside

Our Ref: GO.COU.181

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

31 October 2025

Mr Adrian Coomber

By email: [REDACTED]

Dear Mr Coomber

Response to Question on Notice – Ordinary Council Meeting 21 October 2025

I refer to the question set out below taken on notice at the West Tamar Council meeting on 21 October 2025, and now provide the following response:

Question 1: *How does Council, when they get their driveway application form, are they going to inform the developer that there there's no way they're going to get heavy vehicles up the driveway?*

The approved conditions for the development include the requirement to provide engineering plans for Council approval and specific requirements for the driveway including that it be designed with a twin-steer, side-lift garbage truck as the design vehicle. This will include the ability to turn the vehicle on site.

Orana Place is capable of allowing trucks to turn at the bend. Management of construction vehicles entering the site is a matter for the developer.

Yours sincerely



Kristen Desmond
CHIEF EXECUTIVE OFFICER



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

wtc.tas.gov.au



ORDINARY COUNCIL MEETING
Tuesday 18 November 2025

5.3.3 T Kelly, Riverside

Our Ref: GO..COU.181

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

31 October 2025

Ms Tracey Kelly

By email: [REDACTED]

Dear Ms Kelly

Response to Question on Notice – Ordinary Council Meeting 21 October 2025

I refer to the questions set out below taken on notice at the West Tamar Council meeting on 21 October 2025, and now provide the following responses:

Question 1: *For the community's benefit, Mayor Holmdahl, and in good faith, could you please clarify whether the request for repayment pertained to the full cost of all legal advice or only to the deductible?*

The request for repayment related only to the deductible. The use of Council's insurance policy was valid.

Question 2: *Has the Council notified the insurance company about the error with this claim and assured them that any money paid out will be repaid in good faith?*

The Insurance Claim was valid - it was the entity that was responsible for payment of the deductible that was investigated. The Mayor has now paid the deductible and the matter is considered closed.

Question 3: *Is Council willing to provide to me a copy of the correspondence that was sent to the legal firm asking if Council's insurance policy could be used for legal advice for Mayor Holmdahl in the Code of Conduct, in spite of the fact that the Code of Conduct fact sheet clearly stated that all parties are to bear their own costs?*

No.

Yours sincerely



Kristen Desmond
CHIEF EXECUTIVE OFFICER



Eden Street, Riverside TAS 7250
PO Box 16, Riverside TAS 7250
e. wtc@wtc.tas.gov.au
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ORDINARY COUNCIL MEETING
Tuesday 18 November 2025

5.3.4 C Swan, Paper Beach

Our Ref: GO.COU.181

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

31 October 2025

Ms Tracey Kelly
[REDACTED]

By email: [REDACTED]

Dear Ms Kelly

Response to Question on Notice – Ordinary Council Meeting 21 October 2025

I refer to the questions set out below taken on notice at the West Tamar Council meeting on 21 October 2025, and now provide the following responses:

Question 1: *For the community's benefit, Mayor Holmdahl, and in good faith, could you please clarify whether the request for repayment pertained to the full cost of all legal advice or only to the deductible?*

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No.

Yours sincerely



Kristen Desmond
CHIEF EXECUTIVE OFFICER



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e. wtc@wtc.tas.gov.au
p. 03 6323 9300

wtc.tas.gov.au



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

Council 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 - PA2025177 Residential - Outbuilding - 171 Paper Beach Road, Swan Point

REPORT AUTHOR: Statutory Planner - Patrick McMahon

REPORT DATE: 5 November 2025

ATTACHMENTS:

1. [7.1.1] Attachment 1 - Location Plan - 171 Paper Beach Road
2. [7.1.2] Attachment 2 - Proposal Plans - 171 Paper Beach Road

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 a Residential - Outbuilding in the Low Density Residential (WTA-S3.0) Zone. The purpose of the outbuilding is for a workshop and storage associated with the existing residential use of the property.

Single dwellings, including associated outbuildings, are a ‘No Permit Required’ use within the Low-Density Residential Zone. However, discretionary assessment of the proposal is triggered due to a minor extension of the existing gravel driveway to provide access to the new outbuilding.

The proposal requires a discretion of the following development standards:

	Acceptable Solution	Proposed
C2.6.1 Construction of parking areas	A1 – Access ways must be surfaced with a spray seal, asphalt, concrete, pavers or equivalent material.	Proposed unsealed gravel surface for extension of driveway

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		26/06/2025
Request for further information		04/07/2025
Information satisfied		22/09/2025
Advertised		24/09/2025
Closing date for representations		8/10/2025
Day 42		28/10/2025
Extension of time granted		28/10/2025
Decision due		30/11/2025

THE APPLICATION

Application Details:

Development Application		PA2025177
Location		171 Paper Beach Road, Swan Point
Applicant		Plans to Build
Planning Instrument		Tasmanian Planning Scheme – West Tamar (the Scheme)
Zone		Low Density Residential
Use		Residential – Single Dwelling
Codes		C2.0 Parking and Sustainable Transport Code C7.0 Natural Assets Code
Specific Area Plans		WTA-S3.0

Site Details:

Area		7996m ²
Slope		Relatively flat
Existing Use/Development		Residential - Single Dwelling
Surrounding Use/Development		The surrounding development predominantly consists of single dwellings and associated outbuildings, within the Low Density Residential Zone. Access is via an existing 200m long (approx.) gravel driveway from Paper Beach Road. The existing dwelling and outbuildings are located towards the rear of the site, closer to the Paper Beach foreshore, which is NRE land, consistent with the pattern of development to the south-west.

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 discretion that follows. When a proposal relies on discretion, it must be assessed against the relevant performance criteria for compliance.

CLAUSE C2.6.1	Construction of parking areas
ACCEPTABLE SOLUTION NOT ACHIEVED	A1 All parking, access ways, manoeuvring and circulation spaces must: (a) be constructed with a durable all weather pavement; (b) be drained to the public stormwater system, or contain stormwater on the site; and (c) excluding all uses in the Rural Zone, Agriculture Zone, Landscape Conservation Zone, Environmental Management Zone, Recreation Zone and Open Space Zone, be surfaced by a spray seal, asphalt, concrete, pavers or equivalent material to restrict abrasion from traffic and minimise entry of water to the pavement.
PERFORMANCE CRITERIA	All parking, access ways, manoeuvring and circulation spaces must be readily identifiable and constructed so that they are useable in all weather conditions, having regard to: (a) the nature of the use;

	(b) the topography of the land; (c) the drainage system available; (d) the likelihood of transporting sediment or debris from the site onto a road or public place; (e) the likelihood of generating dust; and (f) the nature of the proposed surfacing.
ASSESSING OFFICER'S COMMENTS	The driveway extension, like the existing driveway is proposed to be constructed of an all-weather non-sealed gravel. As such, the Performance Criteria must be assessed as the proposed surface varies from the Acceptable Solution A1 (c). The majority of the driveway is existing and not altered by the proposed development. However, to provide all-weather access directly to the new outbuilding, a minor extension of the driveway has been proposed. It is proposed to continue the gravel surface, rather than sealing this new section of the internal driveway. The driveway extension will provide useable access to the new outbuilding in all weather conditions, including as follow: (a) The existing use of the property as a single dwelling is not altered by the proposal and already gains access via a gravel driveway. (b) As the site is relatively flat, a gravel driveway does not present an access constraint due to slope or runoff during wet weather. (c) The majority of the driveway is already existing. The proposed extension around the new outbuilding has been reviewed by Council's engineer and Stormwater Authority. The existing and new proposed stormwater channels are sufficient to drain the additional gravel surface. (d) The proposed driveway extension is located approximately 200m from Paper Beach Road and will not increase the likelihood of transporting sediment onto Paper Beach Road, compared to the existing situation. (e) The property is already accessed via an existing gravel driveway along the northeast side of the property. The proposed driveway extension will not generate significant dust compared to the existing situation. (f) The existing driveway has a large gravel rock surface. The driveway extension proposes to continue the same gravel surface, which is a common driveway surface type used along Paper Beach Road. As such, the Performance Criteria has been met.

ROAD AUTHORITY COMMENTS

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

The proposed outbuilding and driveway extension is not expected to create any additional regular traffic movements at the existing crossover, or any negative impact to the surrounding road network.

STORMWATER AUTHORITY COMMENTS

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

The subject site does not have a recorded stormwater connection to Council's public stormwater system, although it is likely that an unmapped, legacy connection exists to drain the existing dwelling.

Stormwater from the outbuilding roof and surrounding area of the outbuilding will be collected and contained within an on-site absorption area.

An unsealed driveway is proposed to access the new outbuilding, via an extension of an existing unsealed driveway within the site. Unsealed driveways are typical in this area and are considered suitable for the development. The driveway extension is not expected to create a stormwater nuisance to neighbouring properties or increase the likelihood of sediment being transported onto the public road.

NOTIFICATION

The application was notified for the required 14 day period in accordance with the Act. Full copies of the representations received during the public exhibition period were provided with this report. Consideration of any representation is a requirement under both the Scheme and the Act.

The number of representations received during this time was two (2).

ISSUE 1	Safety concerns regarding lack of railing shown on the proposal plans for the Mezzanine level and stairs.
ASSESSING OFFICER'S COMMENTS	The planning scheme does not include requirements for the internal layout and design of outbuildings. Details such as balustrading are not assessed at the planning stage. However, the inclusion of balustrading for fall protection and staircase design are assessable under the Building Act. The internal layout of the outbuilding will be assessed for compliance at the building application stage by a Building Surveyor. Minor alterations to the internal layout can be made as required and do not trigger the requirement for further planning assessment.
ISSUE 2	The drainage from the outbuilding roof may inundate adjoining properties.

ASSESSING OFFICER'S COMMENTS	Stormwater from the roof of the outbuilding and surrounding area will be collected and contained within an onsite absorption area. The proposed outbuilding is compliant with the planning scheme and cannot be further assessed. The Stormwater Authority has reviewed the proposed gravel extension of the driveway and advised that it will not generate or increase stormwater nuisance to adjoining properties.
ISSUE 3	Power disruptions to adjoining properties.
ASSESSING OFFICER'S COMMENTS	It is expected that the outbuilding will be provided with a power connection. Any electrical work will need to be undertaken by a qualified electrician in accordance with any requirements of TasNetworks. Typically, electrical works are planned to avoid or minimise power disruption, and any effected property notified.
ISSUE 4	The proposed outbuilding may be used for residential purposes and the design of the building is not consistent with a residential/hobbyist use.
ASSESSING OFFICER'S COMMENTS	This is not a matter that relates to the discretion being assessed by this application. However, the applicant has advised that the outbuilding will be used as a workshop, garage, storage and associated residential purposes. Outbuildings cannot be used for habitable purposes, such as bedrooms or dwellings, and this is enforced through a standard condition on the planning permit. Use of the proposed outbuilding for commercial purposes is not permitted. Should the owner wish to establish a home occupation or a home-based business in the future, a further planning requirements would apply. The requirements limit the types of activities that could be permitted, to avoid impacts on residential amenity. The planning scheme does not dictate the design of outbuildings based on the specific hobbies or residential activities of the current occupants. However, as the ground level is identified as 'Workshop' and 'Garage', it can be expected to accommodate parking of personal vehicles. There is also no restriction on the storage or use of personal machinery as long as it is not for a commercial purpose and within residential noise limits.
ISSUE 5	The proposed outbuilding is inconsistent with the character of the neighbourhood.
ASSESSING OFFICER'S COMMENTS	The proposed outbuilding is fully compliant with the applicable planning scheme requirements, including site area and height. The only discretion relates to the gravel surface of the driveway extension. Where Acceptable Solutions are achieved, further assessment against Performance Criteria in relation to building design or character cannot be undertaken. Notwithstanding, large outbuildings are a common feature on similar sized blocks in the area, including along this part of Paper Beach Road.

ISSUE 6	Previous alterations including tree removal and shipping container additions have been undertaken without approval.
ASSESSING OFFICER'S COMMENTS	The site is partially mapped as being within a Priority Vegetation Area. However, the Natural Assets Code does not apply to development within the Low Density Residential Zone. No planning permit is required prior to tree removal. The application did not include the permanent placement of shipping containers on the site. If they remain on the site, further investigation and appropriate compliance action will be undertaken. Council's compliance team has investigated works that may have been undertaken on the property. Any potential compliance issues have been satisfactorily resolved and do not form part of this application.
ISSUE 7	The proposal will result in loss of private open space amenity
ASSESSING OFFICER'S COMMENTS	The proposed outbuilding complies with all planning scheme requirements in relation to building height, site coverage, setbacks and private open space for the existing dwelling. The site coverage of buildings represents a small portion of the total site area of 7996m². As the Acceptable Solutions are achieved no further assessment of private open space and building design can be undertaken.
ISSUE 8	The proposed outbuilding will affect power generation from nearby solar panels due to overshadowing.
ASSESSING OFFICER'S COMMENTS	The proposed outbuilding complies with the Acceptable Solutions for building height and setbacks for the Low Density Residential Zone. As the Acceptable Solutions are achieved, further assessment of overshadowing is not possible as a relevant planning matter. Notwithstanding, the proposed outbuilding is setback 10.98m from the southwestern side boundary, being more than double the Acceptable Solution setback of 5 metres.
ISSUE 9	Concern regarding development occurring in adjacent property.
ASSESSING OFFICER'S COMMENTS	No works are being proposed on adjacent properties. All works are to be contained within the property boundaries of 171 Paper Beach Road.

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. The only discretion for this application is for the unsealed driveway, which is not a matter raised by the representors.

As such, the assessing officer recommends the development for approval.

RECOMMENDATION

That application PA2025177 for Residential – Outbuilding at 171 Paper Beach Road, Swan Point 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 - Outbuilding by Plans to Build, for land at 171 Paper Beach Road Lot No. 1 on Plan No. 111341 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 Plans to Build, dated 18/09/2025 Project number 24145 (13 Sheets)Any other proposed development and/or use, or substantial intensification of the use, will require a separate application to and assessment by the Council.

DRIVEWAY AND PARKING AREA CONSTRUCTION

2. Before the commencement of the use, parking bays and access ways as shown on the endorsed plans must:
 - (a) Be properly constructed to such levels that they can be used in accordance with the plans;
 - (b) Be adequately drained to prevent stormwater being discharged to neighbouring property; and
 - (c) Parking areas and access lanes must be kept available for these purposes at all times and maintained for the life of the use.

OUTBUILDINGS

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

SOIL, WATER AND DUST CONTROL

4. 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

Where development has commenced on site and then stops for two weeks or more, interim stormwater, erosion and dust control measures must:

- (c) be installed and maintained on site to the satisfaction of the Director Infrastructure;
- (d) ensure that overland flows do not become a nuisance to adjoining properties or Councils infrastructure;
- (e) be maintained until work recommences on site; and
- (f) 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 PA2025177. 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 Orange

171 Paper Beach Road, Swan Point



**NEW OUTBUILDING
at 171 PAPER BEACH ROAD SWAN POINT 7275
for M SMITH & D SPENCER-SMITH**



LOCATION PLAN

DRAWING SCHEDULE

- A00 COVER PAGE
- A01 OVERALL SITE PLAN
- A02 SITE PART DEMOLITION PLAN
- A03 PART SITE PLAN
- A04 PART SITE DRAINAGE PLAN
- A05 SITE SEPTIC TANK PLAN
- A06 GROUND FLOOR PLAN
- A07 FIRST FLOOR PLAN
- A08 GROUND FLOOR DRAINAGE PLAN
- A09 ROOF PLAN
- A10 NORTHERN & EASTERN ELEVATIONS
- A11 SOUTHERN & WESTERN ELEVATIONS
- A12 SECTION AA



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Launceston, Tasmania, 7250.
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Email - leigh@plantobuild.com.au
L.M.DELL LIC. No. CC5932 G

GENERAL NOTES:

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

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

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

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

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

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

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

PROJECT INFORMATION:

SPECIFIC AREA PLAN (SAP)
RESIDENTIAL SUPPLY AND DENSITY SAP

FLOOR AREAS:
NEW OUTBUILDING FLOOR AREA TOTAL - 261m²

SITE AREA:
8,230m²

WIND SPEED

LAND TITLE, VOLUME & FOLIO
111341/1

SITE OVERLAYS:
COASTAL EROSION HAZARD
BUSHFIRE PRONE AREA
LANDSLIP HAZARD AREA
PRIORITY VEGETATION AREA

SITE CLASSIFICATION :

CLIMATE ZONE: ALPINE AREA:
7 N/A

BUSHFIRE ATTACK LEVEL:

EXEMPT

WIND REGION:
A3

CORROSION ENVIRONMENT
MEDIUM

TERRAIN CLASSIFICATION:

COUNCIL:
WEST TAMAR

SCALE: IF IN DOUBT ASK
SCALE @ A3

PRINT DATE:
18/09/2025

PROJECT NUMBER:
24145

rev. Amendment

Date

DRAWING No:

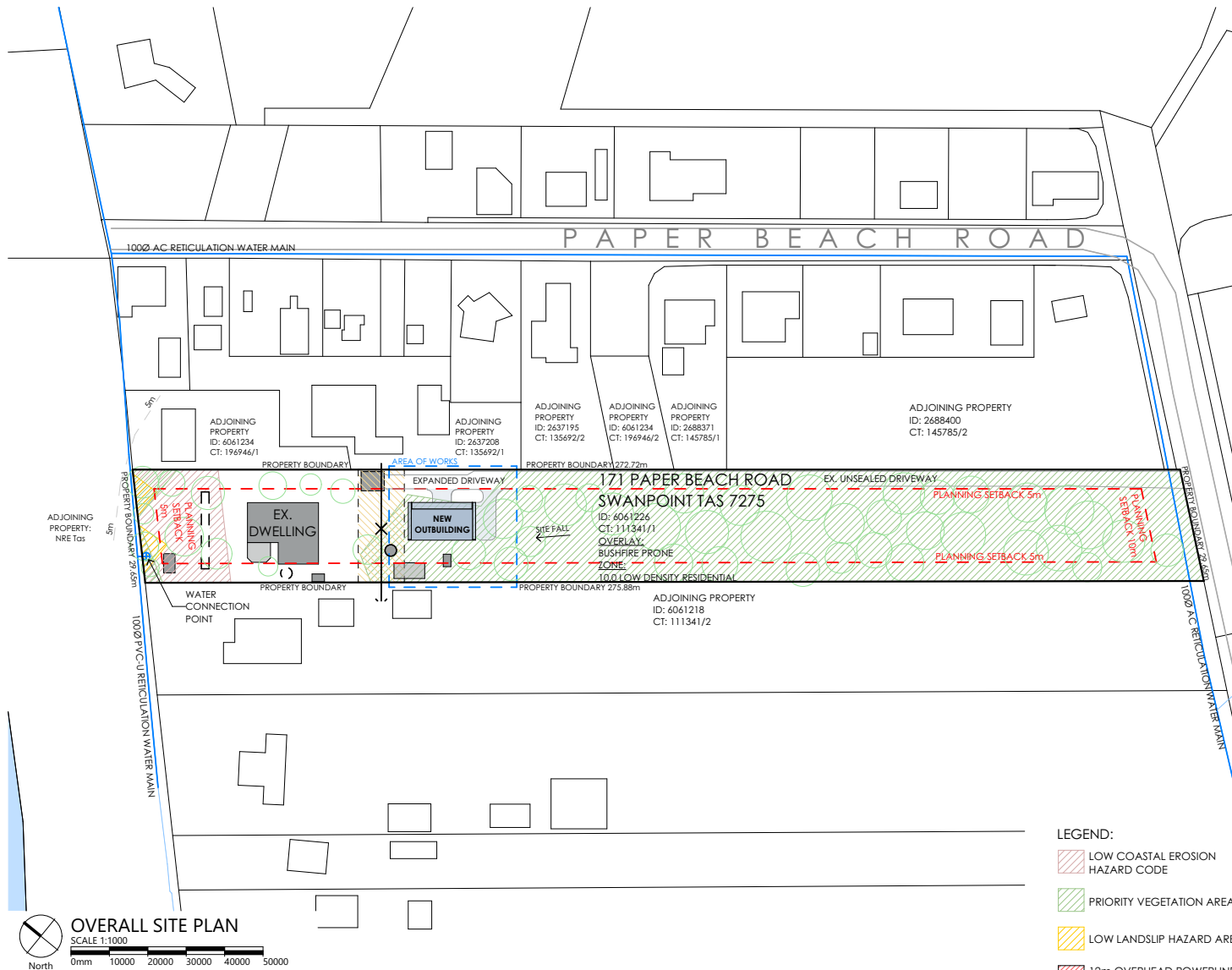
ISSUE: APPROVAL

A00

1 of 13

REV: 0

ORDINARY COUNCIL MEETING
Tuesday 18 November 2025



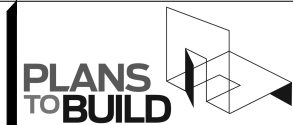
SITE PLAN NOTES

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

SOIL AND WATER MANAGEMENT
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L.M.DELL LIC. No. CC5932 G

Owner:
M SMITH & D SPENCER-SMITH

rev.	Amendment	Date
DRAWING No:	ISSUE: APPROVAL	
A01	2 of 13	REV: 0

171 PAPER BEACH ROAD SWAN POINT 7275

PROJECT NUMBER:
24145

SCALE: IF IN DOUBT ASK
SCALE @ A3

PRINT DATE:
18/09/2025

ORDINARY COUNCIL MEETING Tuesday 18 November 2025

DEMOLITION LEGEND

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

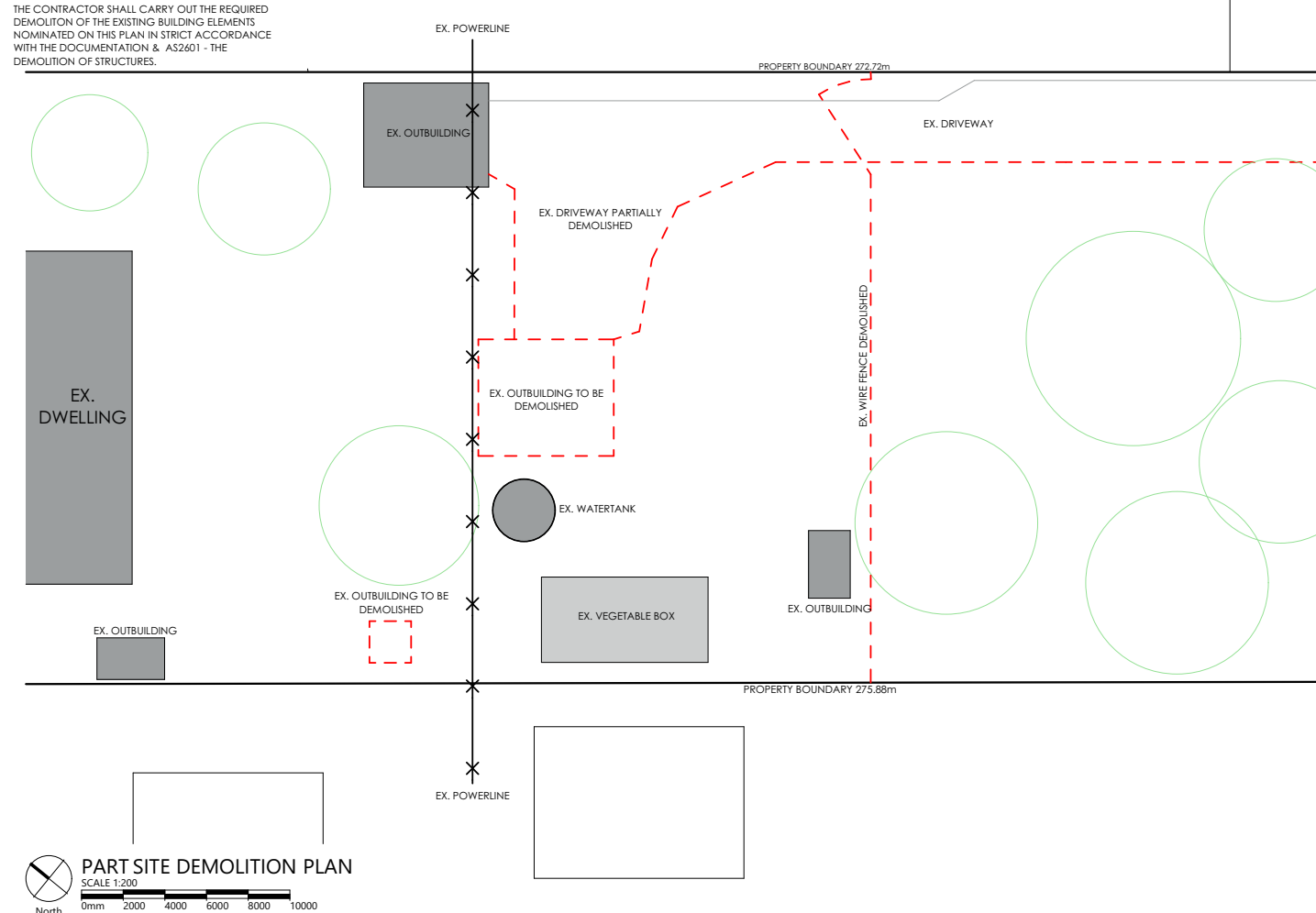
■ EXISTING WALLS RETAINED

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

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

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



SITE PLAN NOTES

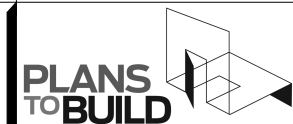
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DRAWING No:	A02	ISSUE: APPROVAL
	3 of 13	REV: 0

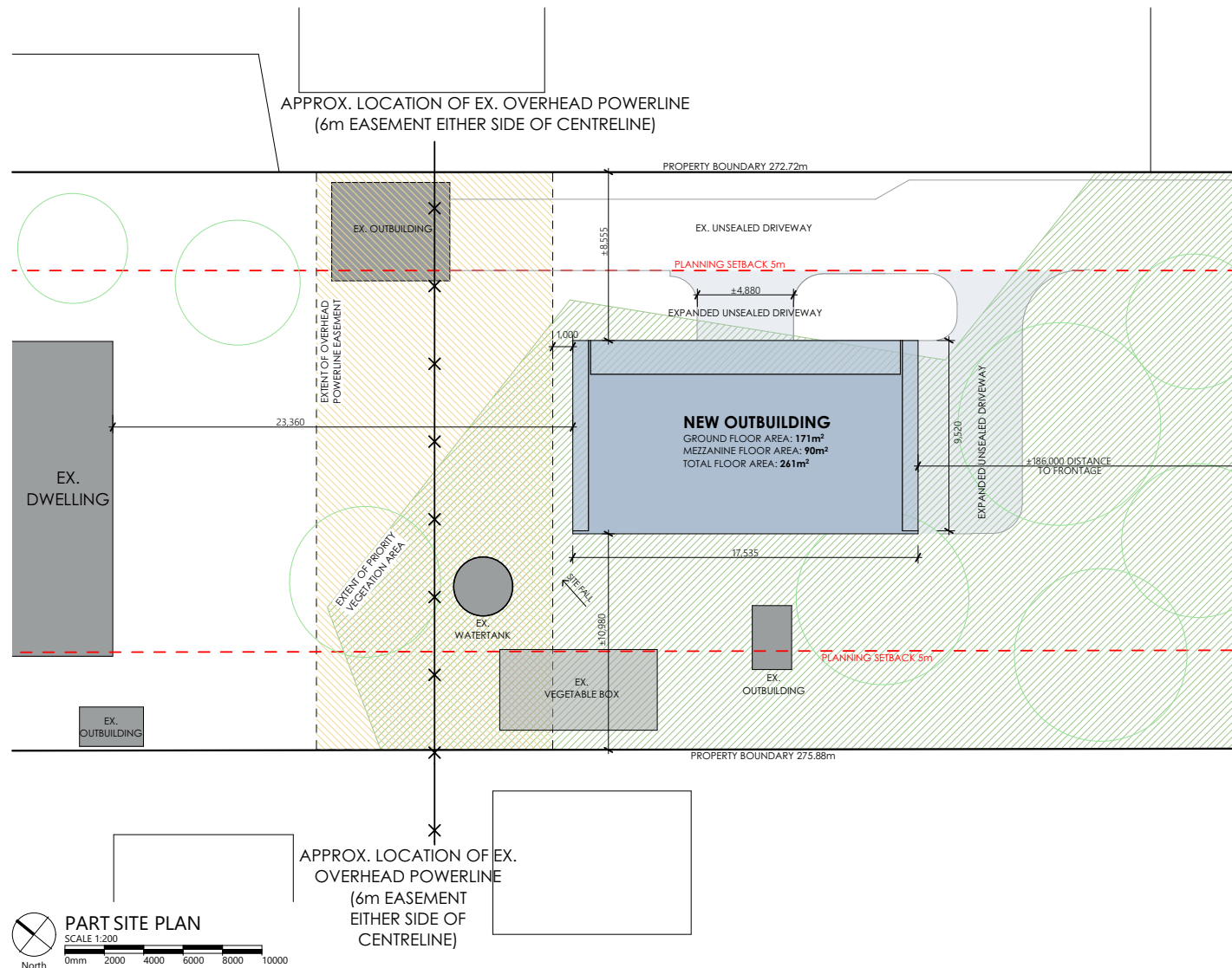
171 PAPER BEACH ROAD SWAN POINT 7275

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PRINT DATE:
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ORDINARY COUNCIL MEETING
Tuesday 18 November 2025



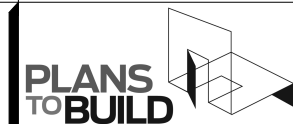
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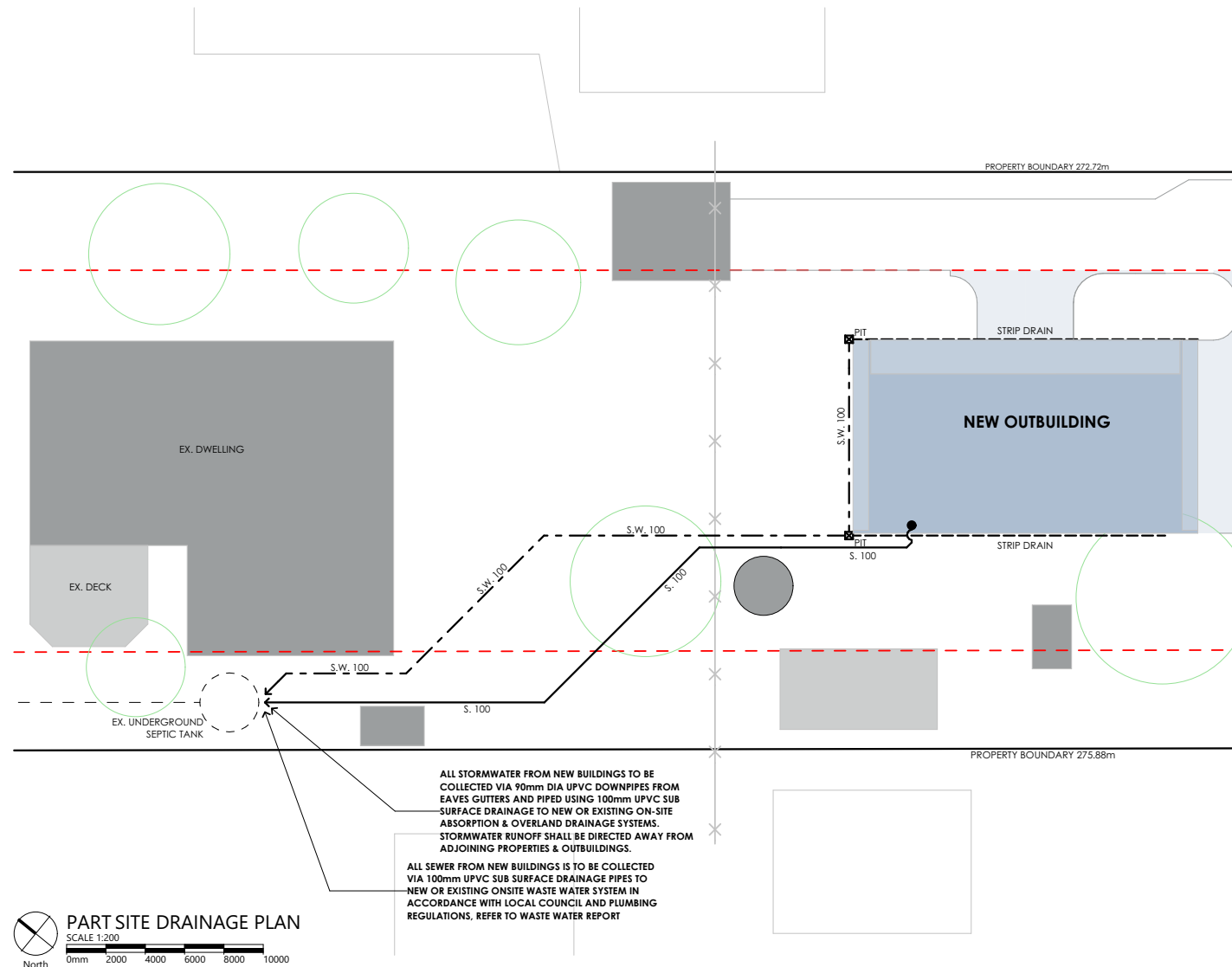
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DRAWING No:	A03	ISSUE: APPROVAL
	4 of 13	REV: 0

NEW OUTBUILDING
171 PAPER BEACH ROAD SWAN POINT 7275

PROJECT NUMBER: **24145**
SCALE: IF IN DOUBT ASK **SCALE @ A3**
PRINT DATE: **18/09/2025**

ORDINARY COUNCIL MEETING
Tuesday 18 November 2025



SITE PLAN NOTES

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PLUMBING LEGEND

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

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

PLANS TO BUILD

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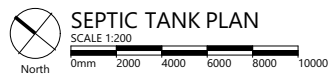
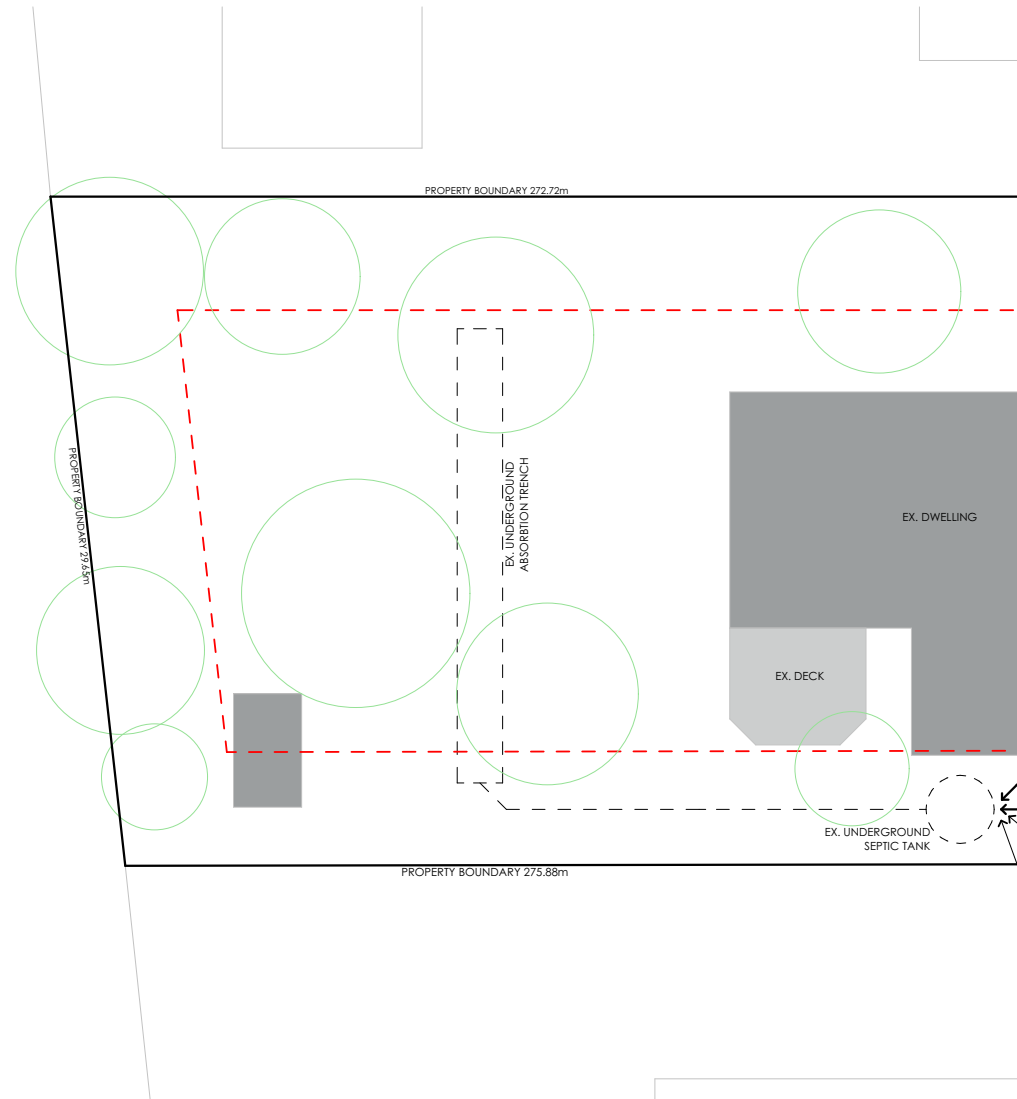
DRAWING No:	ISSUE: APPROVAL
A04	5 of 13 REV: 0

NEW OUTBUILDING

171 PAPER BEACH ROAD SWAN POINT 7275

PROJECT NUMBER: **24145**
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Tuesday 18 November 2025



171 PAPER BEACH ROAD SWAN POINT 7275

NEW OUTBUILDING

PROJECT NUMBER: **24145**
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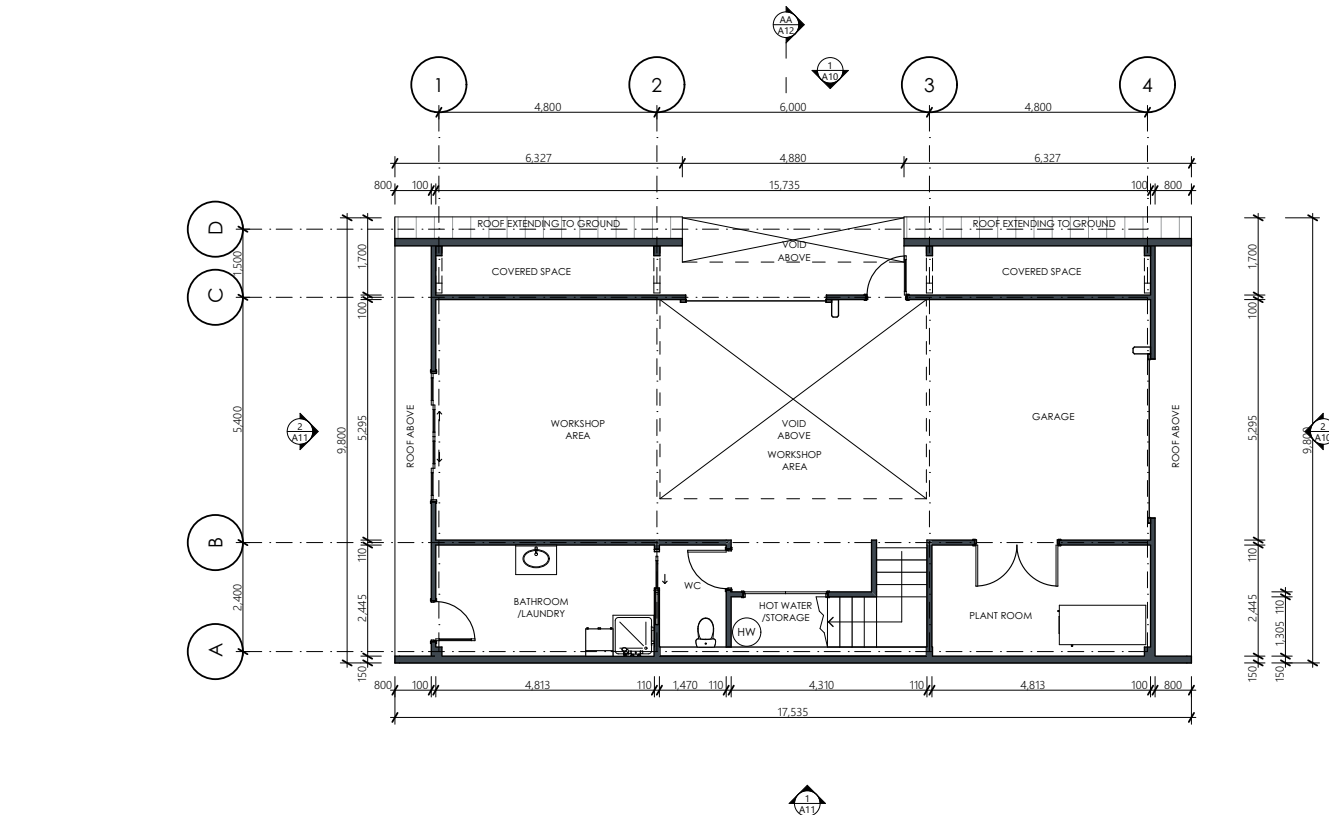
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DRAWING No: **A05**
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6 of 13
REV: 0

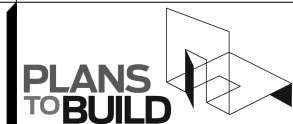
ORDINARY COUNCIL MEETING
Tuesday 18 November 2025



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

FLOOR PLAN LEGEND

- PAINT GRADE HOLLOW CORE INTERIOR SWING DOOR WITH ARCHITRAVES, JAMBS AND STOPS. PAINT FINISH
- PAINT GRADE HOLLOW CORE (SOLID IN WET AREAS) INTERIOR CAVITY SLIDING DOOR WITH ARCHITRAVES AND JAMBS. PAINT FINISH
- POWDERCOATED ALUMINIUM FRAMED GLAZED WINDOWS REFER TO DOOR AND WINDOW SCHEDULE
- NEW WALLS



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7 of 13	REV: 0

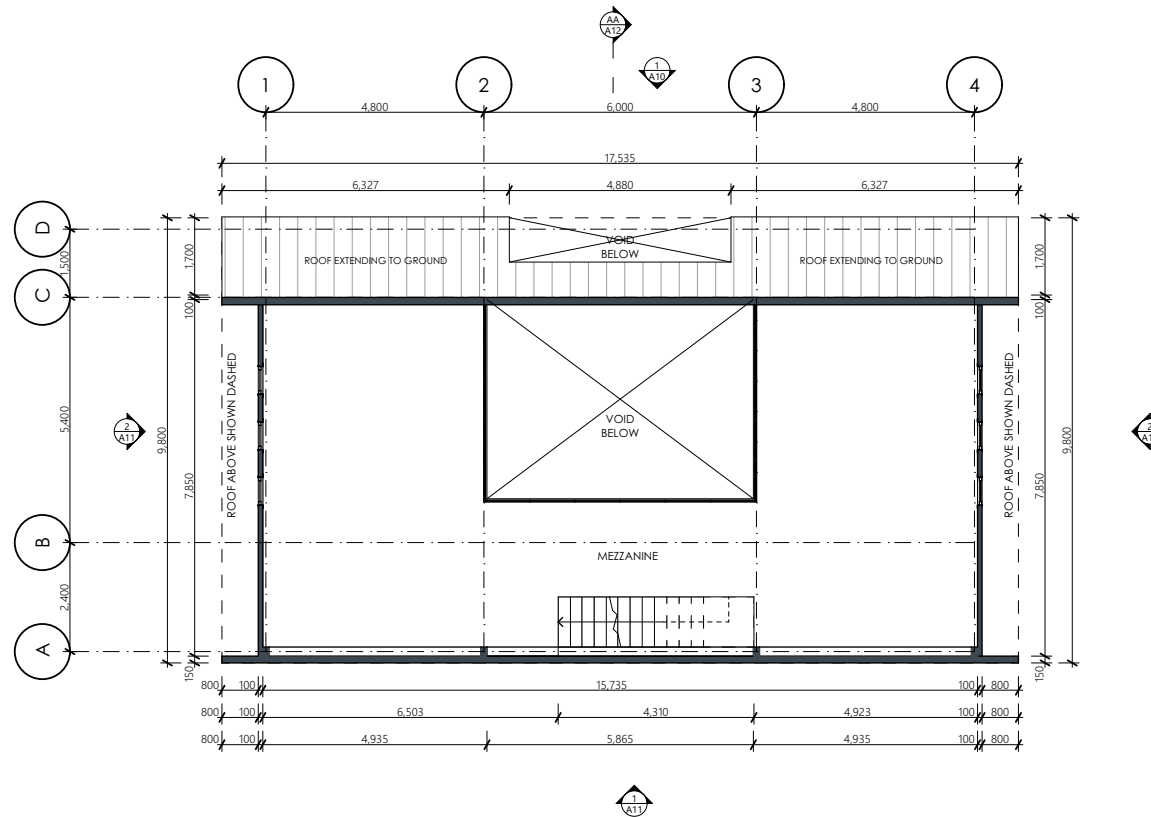
171 PAPER BEACH ROAD SWAN POINT 7275

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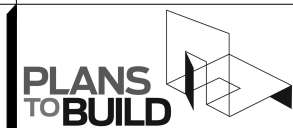
ORDINARY COUNCIL MEETING
Tuesday 18 November 2025



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

FLOOR PLAN LEGEND

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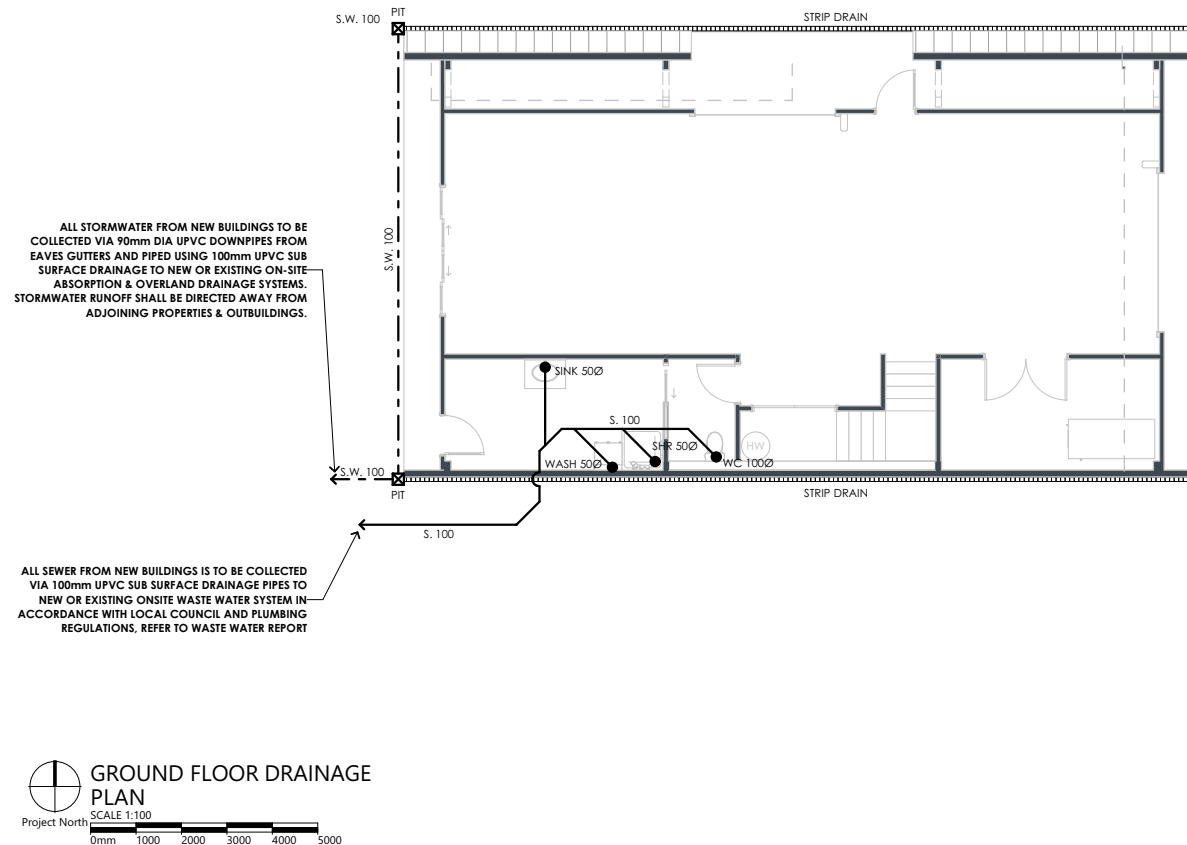
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DRAWING No: **A07**
ISSUE: APPROVAL
8 of 13
REV: 0

NEW OUTBUILDING
171 PAPER BEACH ROAD SWAN POINT 7275

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

PLANS TO BUILD

ABN 23 249 055 701
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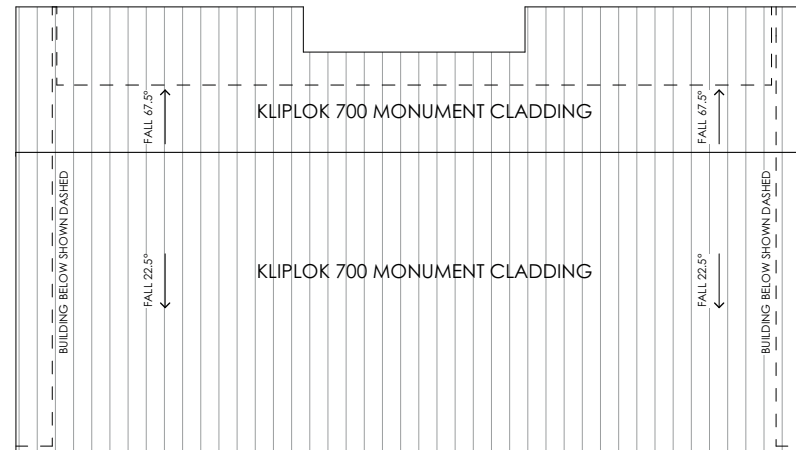
DRAWING No: A08	ISSUE: APPROVAL 9 of 13 REV: 0
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NEW OUTBUILDING

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ORDINARY COUNCIL MEETING
Tuesday 18 November 2025



ROOF PLAN NOTES

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

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

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

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

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

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

REFER TO INSULATION SCHEDULE FOR INSULATION REQUIREMENTS.

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

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



NEW OUTBUILDING

171 PAPER BEACH ROAD SWAN POINT 7275

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A09

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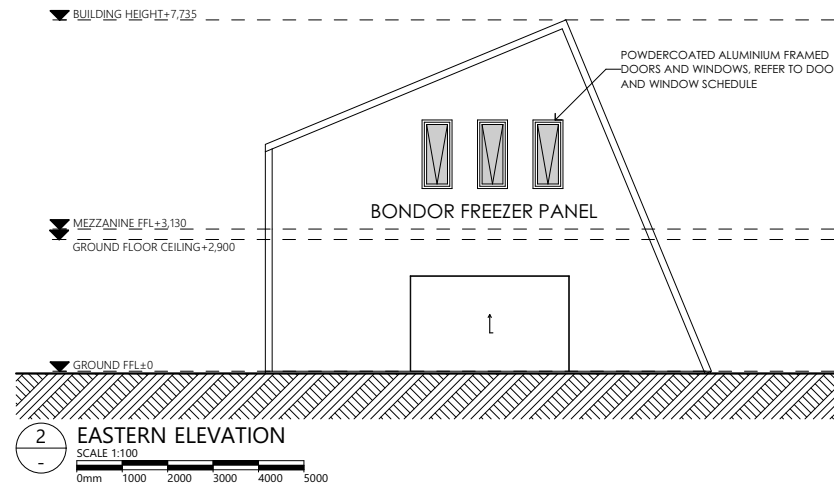
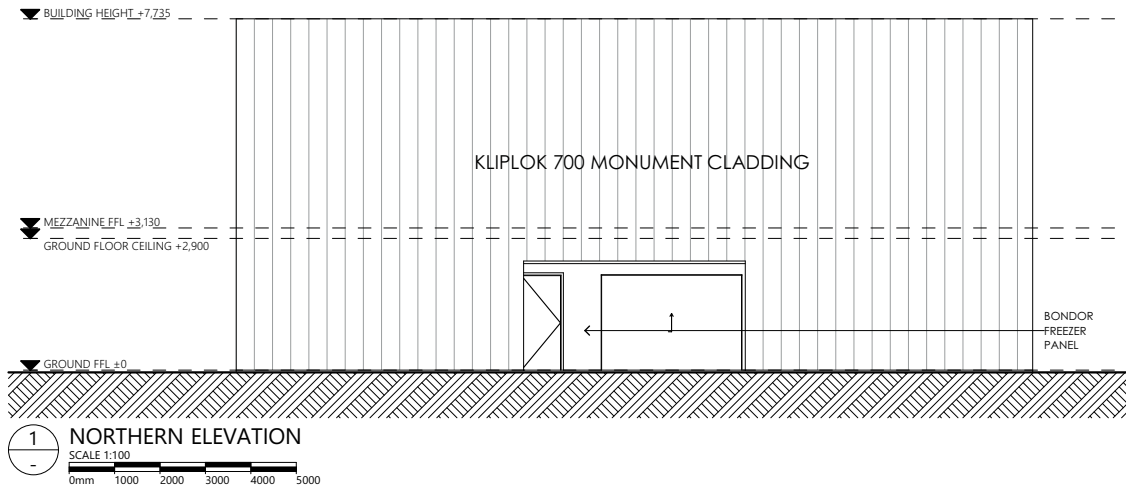
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ORDINARY COUNCIL MEETING
Tuesday 18 November 2025



ELEVATION NOTES

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

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

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NEW OUTBUILDING

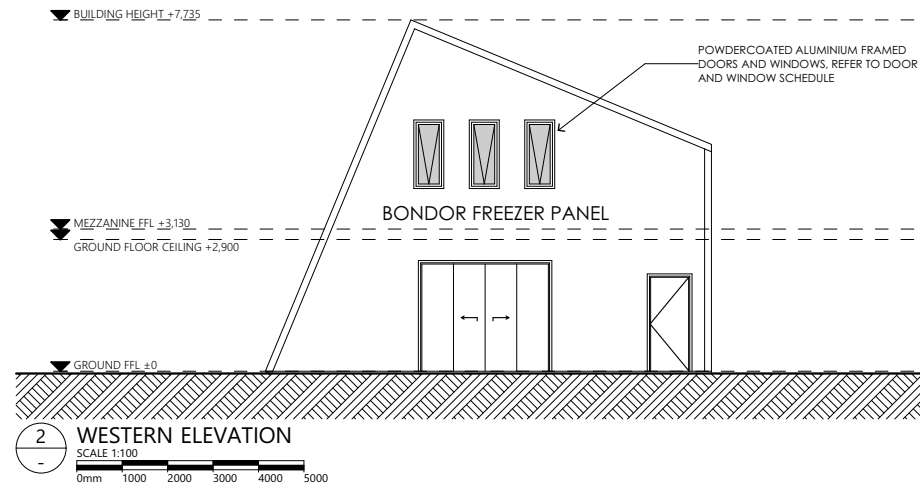
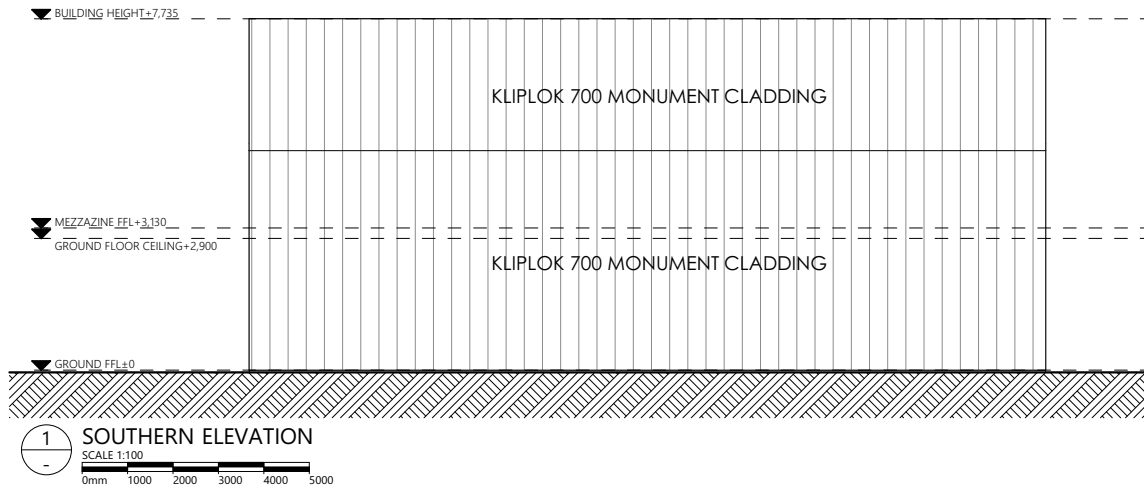
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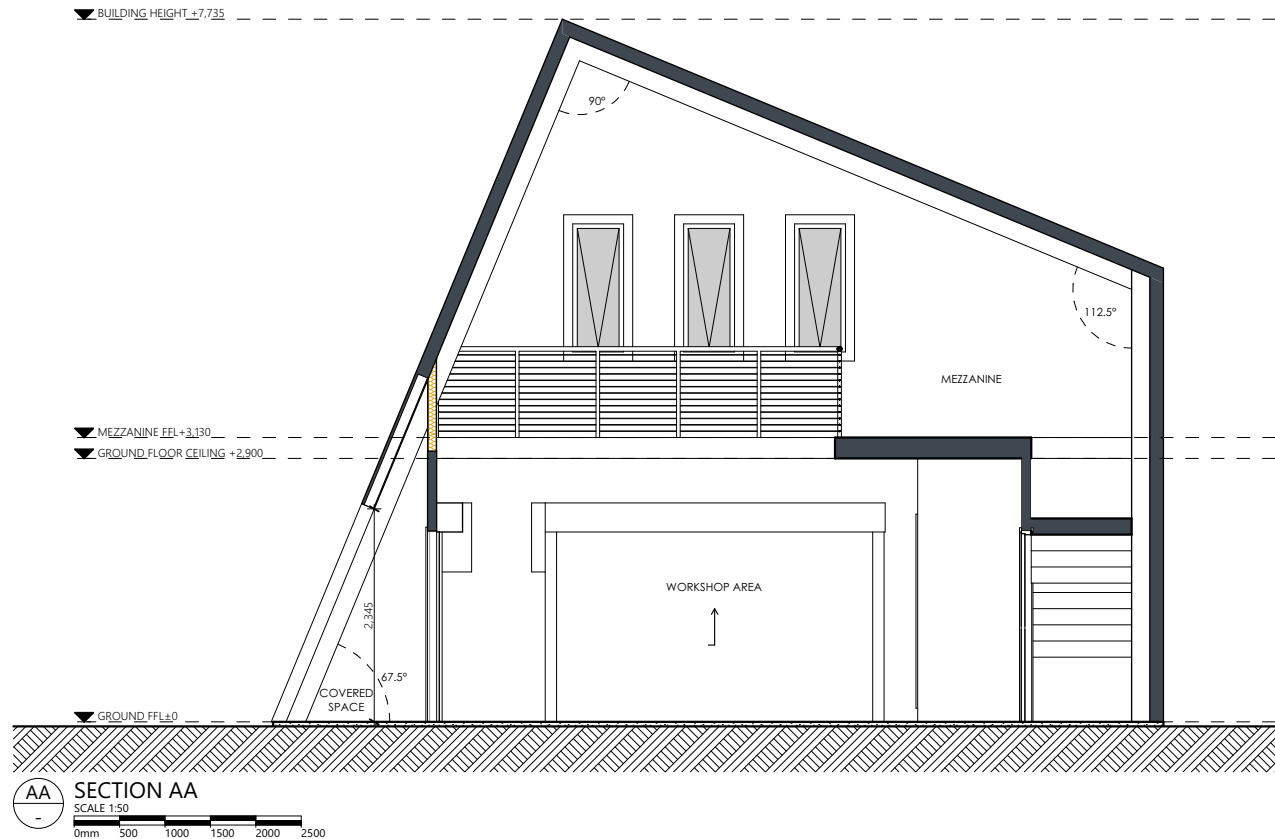
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A12

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Owner:
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7.2 Plan 2 - PA2025275 - Boundary Adjustment and Residential - Single Dwelling & Outbuilding - 76 & 78 Reatta Road, Trevallyn

REPORT AUTHOR: Statutory Planner - Purnima Shrestha

REPORT DATE: 5 November 2025

ATTACHMENTS:

1. [7.2.1] Plan 2 - Attachment 1 - Location Plan
2. [7.2.2] Plan 2 - Attachment 2 - Proposal Plans

INTRODUCTION

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

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

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

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

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

The purpose of this report is for the Council to consider a proposal for a minor boundary adjustment between 76 and 78 Reatta Road and construction of a new dwelling and outbuilding at 76 Reatta Road, Trevallyn.

The proposed dwelling has a total floor area of 285m² and includes three bedrooms, a garage, family room, living and dining areas, kitchen, and a covered deck. The proposed outbuilding has an area of 82.5 m². Vehicle access will be provided via the existing crossover, which is proposed to be extended. Single Dwellings are a ‘No permit required’ use within the General Residential Zone. However, a discretionary application is required due to a minor encroachment outside of the building envelope specified in the Acceptable Solution.

The proposal also includes a minor boundary adjustment between 76 and 78 Reatta Road, which is ‘Permitted’ under Clause 7.3 of the Planning Scheme and complies with all relevant standards. There are no discretions in relation to boundary adjustment component of the application.

The proposal requires a discretion of the following development standards:

	Acceptable Solution	Proposed
8.4.2 Setbacks and building envelope for all dwellings	A3(a) – Dwellings must be contained within a building envelope shown in Figure 8.1 of the Planning Scheme.	Minor projection outside building envelope on Eastern side of dwelling.

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		15 September 2025
Request for further information		23 September 2025
Information satisfied		25 September 2025
Advertised		08 October 2025
Closing date for representations		23 October 2025
Day 42		5 November 2025
Extension of time granted		30 October 2025
Decision due		21 November 2025

THE APPLICATION

Application Details:

Development Application		PA2025275
Location		76 Reatta Road, Trevallyn TAS 7250
Applicant		Cataract Desings
Planning Instrument		Tasmanian Planning Scheme – West Tamar (the Scheme)
Zone		General Residential Zone
Use		Residential - Single Dwelling
Codes		C13.0 Bushfire Hazard Code C16.0 Safeguarding of Airports Code
Specific Area Plans		NA

Site Details:

Area		Existing dwelling at No.78 – 681m ² New dwelling at No.76 – 746m ²
Slope		The site falls from South to North. South being its highest point at 187m and North being its lowest point at 183m.
Existing Use/Development		76 Reatta Road is currently vacant land.
Surrounding Use/Development		Existing development in the surrounding area predominantly consists of single dwellings and outbuildings in the General residential zone. The site adjoins vegetated Open Space to the North and the Trevallyn WTP is located to the west on Reatta Road.

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
ACCEPTABLE SOLUTION NOT ACHIEVED	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: (a) be contained within a building envelope (refer to Figures 8.1, 8.2 and 8.3) determined by: (i) a distance equal to the frontage setback or, for an internal lot, a distance of 4.5m from the rear boundary of a property with an adjoining frontage; and (ii) projecting a line at an angle of 45 degrees from the horizontal at a height of 3m above existing ground level at the side and rear boundaries to a building height of not more than 8.5m above existing ground level; and (b) only have a setback of less than 1.5m from a side or rear boundary if the dwelling: (i) does not extend beyond an existing building built on or within 0.2m of the boundary of the adjoining property; or (ii) does not exceed a total length of 9m or one third the length of the side boundary (whichever is the lesser).

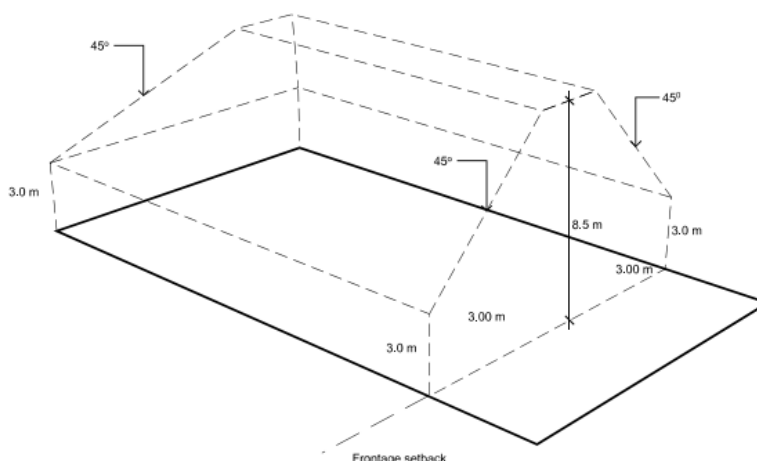


Figure 8.1 Building envelope required by 8.4.2 A3(a)

PERFORMANCE CRITERIA

P3 The siting and scale of a dwelling must:

- (a) not cause an unreasonable loss of amenity to adjoining properties, having regard to:
 - (i) reduction in sunlight to a habitable room (**other than a bedroom**) of a dwelling on an adjoining property;
 - (ii) overshadowing the private open space of a dwelling on an adjoining property;
 - (iii) overshadowing of an adjoining vacant property; and
 - (iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining property;
- (b) provide separation between dwellings on adjoining properties that is consistent with that existing on established properties in the area; and
- (c) not cause an unreasonable reduction in sunlight to an existing solar energy installation on:
 - (i) an adjoining property; or
 - (ii) another dwelling on the same site.

ASSESSING OFFICER'S COMMENTS

The proposed dwelling complies with Acceptable Solution A3(b) as less than 9 metres of length is located within 1.5m of the eastern side boundary.

However, the height of the dwelling protrudes outside the building envelope shown on Figure 8.1 in the abovementioned Acceptable Solution. Accordingly, an assessment against the Performance Criteria is required.

The dwelling exceeds the building envelope on the eastern side, adjacent to 74 Reatta Road, as illustrated by the red-shaded area in the figure below.

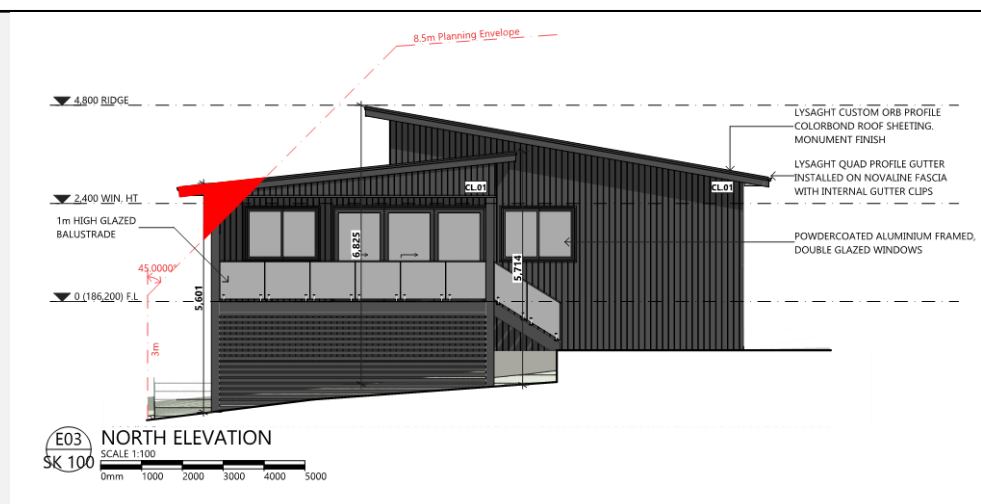


Figure 1: Proposed Building Envelope

Despite the minor encroachment outside the building envelope, the proposal will not have unreasonable loss to the amenity of adjoining properties, as follows:

- (i) The closest property to the building envelope encroachment is 74 Reatta Road. Shadow diagrams provided with the application demonstrate that the proposed dwelling will not cause an unreasonable loss of sunlight to a habitable room (other than a bedroom) of adjoining dwellings. Both dwellings will continue to receive more than three hours of direct sunlight on 21 June. Overshadowing on 78 Reatta Road will occur only in the morning (between 9:00 am and 11:00 am), while 74 Reatta Road will experience some overshadowing in the afternoon (between 2:00 pm and 4:00 pm).

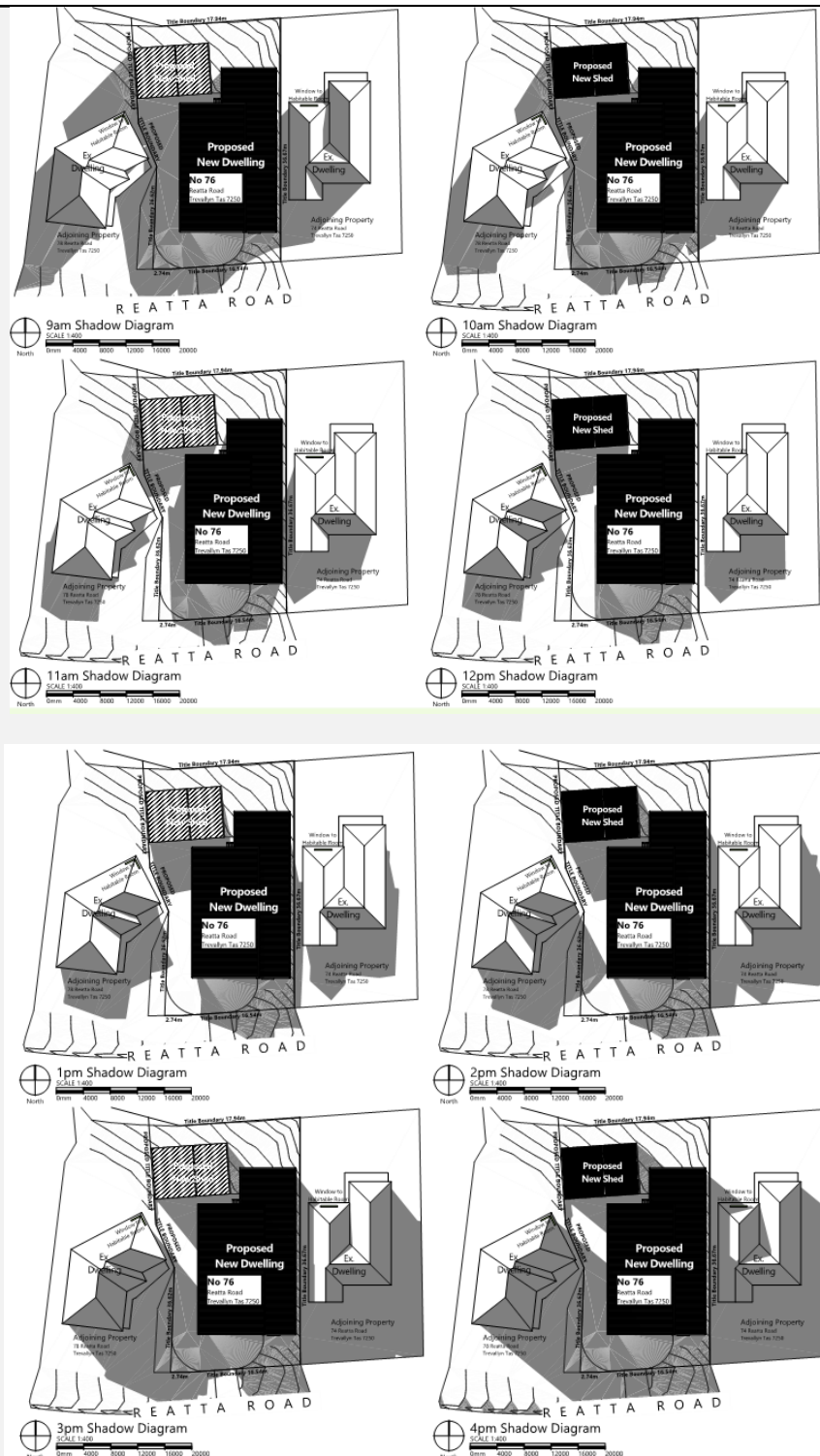


Figure 2: Shadow diagrams on 21st June

- (ii) In addition, the adjacent property has adequate private open space areas in the north of the lot that will remain unshaded for the majority of the day, as demonstrated in the submitted diagrams. The scale, bulk, and form of the proposed dwelling is consistent with existing development in the surrounding area and will not result in visual intrusion or unreasonable loss of amenity when viewed from adjoining properties.

	(iii) 76 Reatta Road does not adjoin any vacant land that would be overshadowed. (iv) The extent of height encroachment outside the building envelope, as shown in the image above, is relatively minor. It will not significantly increase the visual bulk of the building when viewed from the adjacent property compared to the Acceptable Solution. The separation distances between dwellings are also consistent with the established pattern of development in the surrounding General residential zone. The dwelling complies with the required setbacks, including a 1.0m setback for 8.4m length and 1.5m for the remainder of the dwelling's eastern facade. The adjoining property does not have a known solar energy installation that would be overshadowed by the proposal. Therefore, the proposal satisfies the relevant Performance Criteria.
--	--

ROAD AUTHORITY COMMENTS

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

The proposal seeks to realign the boundary between 76 and 78 Reatta Road and construct a new dwelling and outbuilding on the realigned 76 Reatta Road. It is understood that the realigned boundary is to provide additional area for the proposed outbuilding.

A dwelling exists on the current 78 Reatta Road. 76 Reatta Road is vacant but has an existing sealed driveway and crossover which will be retained to access the new dwelling. The existing, albeit modified, crossover will be used to access the new dwelling and outbuilding and a new crossover will be constructed to access the existing dwelling from the frontage of 78 Reatta Road.

It is expected that the new dwelling will create up to 9 additional daily vehicle movements. Reatta Road and the surrounding road network can easily absorb the small increase in traffic.

There are no discretions in relation to road or access matters.

STORMWATER AUTHORITY COMMENTS

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

Vacant 76 Reatta Road does not currently have a connection to a reticulated stormwater system. However, there is an existing stormwater main in the verge and the land naturally falls away from the road, toward the Council reserve to the north. There is approximately three metres of elevation difference between the southeast and northeast corners of the site.

The development proposes to provide a gravity stormwater connection from the southeast corner of the site, into the stormwater main in the verge. Stormwater from impervious surfaces will be collected and then be pumped up to the stormwater connection.

Since stormwater from impervious areas will be collected and drained to the public stormwater system, the development is not expected to create a nuisance.

There are no discretions in relation to stormwater matters.

NOTIFICATION

The application was notified for the required 14-day period in accordance with the Act. Full copies of the representations received during the public exhibition period were provided to the Councillors. 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	Concern regarding overshadowing and loss of amenity to 74 Reatta Road as a result of the building envelope encroachment. Also provided additional information regarding habitable rooms on the adjacent dwelling, as follows: The site plan and shadow diagrams indicate a habitable room (bedroom) facing north that will lose some afternoon sun but the diagrams appear to omit two other windows on the western wall in habitable rooms that will be more adversely affected. Both of these windows are also bedrooms.
ASSESSING OFFICER'S COMMENTS	It is acknowledged that the proposed dwelling will result in some additional overshadowing to the dwelling at 74 Reatta Road, particularly affecting the western elevation where Bedroom 2 and Bedroom 3 are located. As demonstrated in the submitted shadow diagrams, the overshadowing will primarily affect the bedroom windows on the western side of the adjoining dwelling. Under the Tasmanian Planning Scheme 8.4.2 P3(a)(i), the performance criteria seeks to protect sunlight access to habitable rooms other than bedrooms (i.e., living rooms, kitchens, dining areas), as these are the primary spaces where sunlight access is considered essential to residential amenity. It is acknowledged that the proposed dwelling extends marginally outside the building envelope and will result in some additional overshadowing to the western side of the adjoining dwelling at 74 Reatta Road. However, due to the natural topography of the site, some level of overshadowing would occur irrespective of the building envelope compliance. The extent of additional overshadowing is limited to the bedroom windows on the western elevation for part of the afternoon and does not result in an unreasonable loss of sunlight to the main habitable rooms or private open space of the adjoining property. Accordingly, the proposal is considered to satisfy the performance criteria relating to building envelope and overshadowing.

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. The proposal complies with the Performance Criteria

RECOMMENDATION

That application PA2025275 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 a Boundary Adjustment and Residential – Single Dwelling and Outbuilding by Cataract Designs, for land at 76 & 78 Reatta Road, Trevallyn, Lot No. 39 and 40 on Plan No. 54890 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 Cataract Designs dated 25/09/2025, project no. 25019 (Rev DA2)
 - (b) Shed plans by Fair Dinkum Builds Launceston, quote number 100504 dated 7/08/2025.

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.

TASWATER

2. The development must be in accordance with the Submission to Planning Authority Notice issued by TasWater (TWDA 2025/01076-WTC) attached.

DRIVEWAY AND PARKING AREA CONSTRUCTION

3. 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;
 - (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.

OUTBUILDINGS

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

SUBMISSION AND APPROVAL OF PLANS

5. Prior to the commencement of any works on the site, detailed plans and specifications must be submitted to the Road and Stormwater Authority for approval. Such plans and specifications must:
 - (a) Include all infrastructure works required by the permit or shown in the endorsed plans and specifications including:
 - (i) The proposed electricity connection;
 - (ii) Communications infrastructure;
 - (iii) Any upgrades to the site access; and
 - (iv) The new site stormwater connection;
 - (b) Be prepared strictly in accordance with the *Tasmanian Subdivision Guidelines* applicable at the date of approval of the plans. These Guidelines are available at www.lgat.tas.gov.au; and
 - (c) Be prepared by a suitably qualified person.

CONSTRUCTION OF WORKS

6. Prior to the sealing of the Final Plan of Subdivision, 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 approval of the detailed engineering drawings and specifications.

STORMWATER WORKS

7. Stormwater works must include the provision of a stormwater connection from the property into the existing Council stormwater main located in the verge. The stormwater connection is to be designed and constructed in accordance with the following criteria:
 - (a) A pipe diameter of at least 100mm;
 - (b) At least 600mm of cover over the pipe in the road reserve;
 - (c) Pipe material is to uPVC;
 - (d) Pipe stiffness is to be at least classification SN8;
 - (e) Be a gravity connection; and
 - (f) Terminate with a receiving pit at the upstream end inside the property
8. Works in the road reserve shall not commence until an *Application for Works in a Road Reserve Form* has been submitted to Council and approved by the Road Authority.

VEHICULAR CROSSING

9. A vehicular crossing must be provided to each lot, prior to the sealing of the Final Plan of Subdivision.

10. Unless the Road Authority provides written advice otherwise, any modification to an existing crossover or driveway apron must be constructed in accordance with TSD-R09. The nature strip is to be battered with a slope no steeper than 1V:4H.
11. Works in the road reserve shall not commence until a *Driveway Application Form* has been submitted to Council and approved by the Road Authority.

SEPARATION OF SERVICE CONNECTIONS

12. The person responsible must locate and identify the existing service connections (water supply, sewer and stormwater) and complete the following work:
 - (a) Where required, reroute internal stormwater within each lot to provide an independent system for each lot.

DEFECTS LIABILITY PERIOD

13. A defects liability period of 12 months applies to all infrastructure required under this permit.

CONSTRUCTION DOCUMENTATION

14. At the time of practical completion of the infrastructure, Council must be provided with construction documentation sufficient to show that the works are completed in accordance with Council standards and are locatable for maintenance or connection purposes. The construction documentation must consist of:
 - (a) An "as constructed" plan in accordance with council's standard requirements for as constructed drawings;
 - (b) Completed "Asset Recording Forms" that show the construction cost of all new infrastructure to be maintained by Council.

SOIL AND WATER MANAGEMENT CONTROL PLAN

15. 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;
 - (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.
16. 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

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.

Permit Notes

- A. This permit was issued based on the proposal documents submitted for PA2025275. 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:

ORDINARY COUNCIL MEETING
Tuesday 18 November 2025

Plan 2 – Attachment 1 – Location Plan
PA2025275
76 Reatta Road, Trevallyn

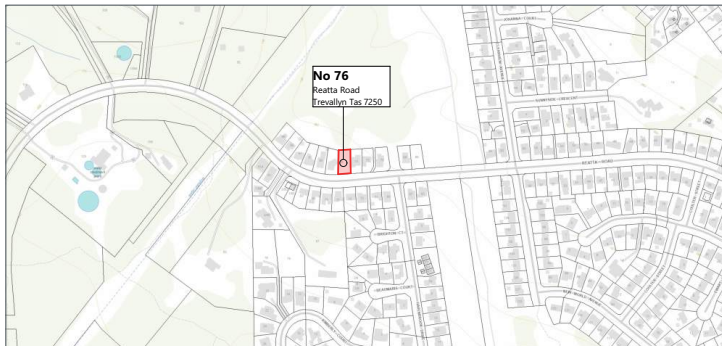




Project No. 25019



New Dwelling & Boundary Adjustment 76 Reatta Road, Trevallyn



Drawing Schedule

SK 000	Cover Page
SK 001	Minor Boundary Adjustment Plan
SK 002	Site Plan
SK 100	Floor Plan
SK 101	Shed Plan
SK 200	Elevations
SK 201	Elevations
SK 300	Shadow Diagrams
SK 301	Shadow Diagrams

Project details

Council	West Tamar Council
Zone	General Residential
Planning Overlay	Bushfire Prone Areas
PID	6051140
Title Folio	39
Title Volume	54890
Climate Zone	7
Design Wind Speed	-
Soil Class	-
BAL Rating	n/a
Energy Rating	6 Star
Corrosive Environment	No
Other	-

Area Schedule

Name	Area
Ex. Site Area	681m ²
Proposed Site Area	749m ²
Proposed Dwelling Area	243m ²
Proposed Covered Deck Area	39m ²
Proposed Shed Area	82.5m ²

Rev	Description	Date	Int	App
01	ISSUED FOR CLIENT COMMENT	19/08/2025	PL	PL
DA1	ISSUED FOR APPROVAL	29/08/2025	PL	PL
DA2	ISSUED FOR APPROVAL, RFI INFO ADDED	25/09/2025	PL	PL

REVISION

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Project Name

New Dwelling & Boundary Adjustment

Project No. 25019
Project Address 76 Reatta Road, Trevallyn

Client N Hubbard
Drawn P Ludbey
Approved P Ludbey

Cover Page

Status **APPROVAL**
Original size A3 (Landscape)
Drawing No. /Revision

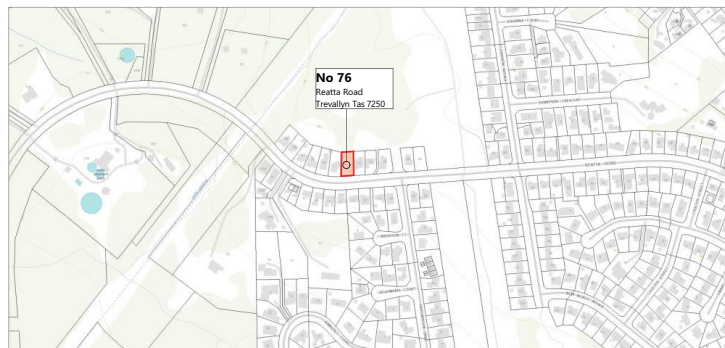
SK 000-DA2



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New Dwelling & Boundary Adjustment 76 Reatta Road, Trevallyn



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Approved P Ludbey

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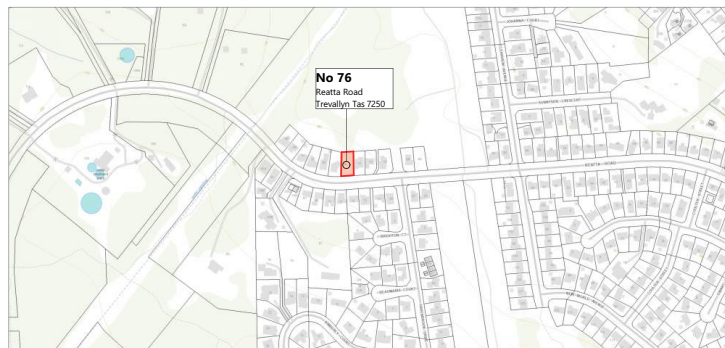
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DA2	ISSUED FOR APPROVAL, RFI INFO ADDED	25/09/2025	PL	PL

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Project Address 76 Reatta Road, Trevallyn

Client N Hubbard
Drawn P Ludbey
Approved P Ludbey

Cover Page

Status **APPROVAL**
Original size A3 (Landscape)
Drawing No. /Revision

SK 000-DA2



R E V I S I O N	

Cataract Designs

Project No.	25019
Project Address	76 Reatta Road, Trevallyn

Client	N Hubbard
Drawn	P Ludbey
Approved	P Ludbey

Status	APPROVAL
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Original size | A3 (Landscape)
Drawing No. /Revision

SK 001-DA2

ORDINARY COUNCIL MEETING
Tuesday 18 November 2025



SITE PLAN NOTES

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

ALL NEW STORMWATER IS TO CONNECT INTO EXISTING SYSTEM IN ACCORDANCE WITH LOCAL COUNCIL AND PLUMBING REGULATIONS.

ALL WORKS ARE TO BE IN ACCORDANCE WITH THE WATER SUPPLY CODE OF AUSTRALIA WSA 03 - 2011-3.1 VERSION 3.1 MRWA EDITION V2.0 AND SEWERAGE CODE OF AUSTRALIA MELBOURNE RETAIL WATER AGENCIES CODE WSA 02-2014-3.1 MRWA VERSION 2 AND TASWATER'S SUPPLEMENTS TO THESE CODES.

SURFACE DRAINAGE - FINISHED GROUND TO FALL AWAY FROM BUILDING FOR A MINIMUM DISTANCE OF 1M AT 1:20 MIN AND TO A POINT WHERE PONDING WILL NOT OCCUR.

SERVICES LOCATION NOTES:

SEWER MAINS, MANHOLES, CONNECTION POINTS & WATER MAINS, WATER METERS, STOP VALVES AND FIRE HYDRANT LOCATED BY DETECTION SERVICES TAS & RADIAN SURVEYING.

Rev	Description	Date	Int	App
01	ISSUED FOR CLIENT COMMENT	22/05/2025	PL	PL
02	ISSUED FOR CLIENT COMMENT	28/05/2025	PL	PL
03	ISSUED FOR CLIENT COMMENT	30/05/2025	PL	PL
04	ISSUED FOR CLIENT COMMENT	19/08/2025	PL	PL
DA1	ISSUED FOR APPROVAL	26/08/2025	PL	PL
DA2	ISSUED FOR APPROVAL, B11 INFO ADDED	25/09/2025	PL	PL

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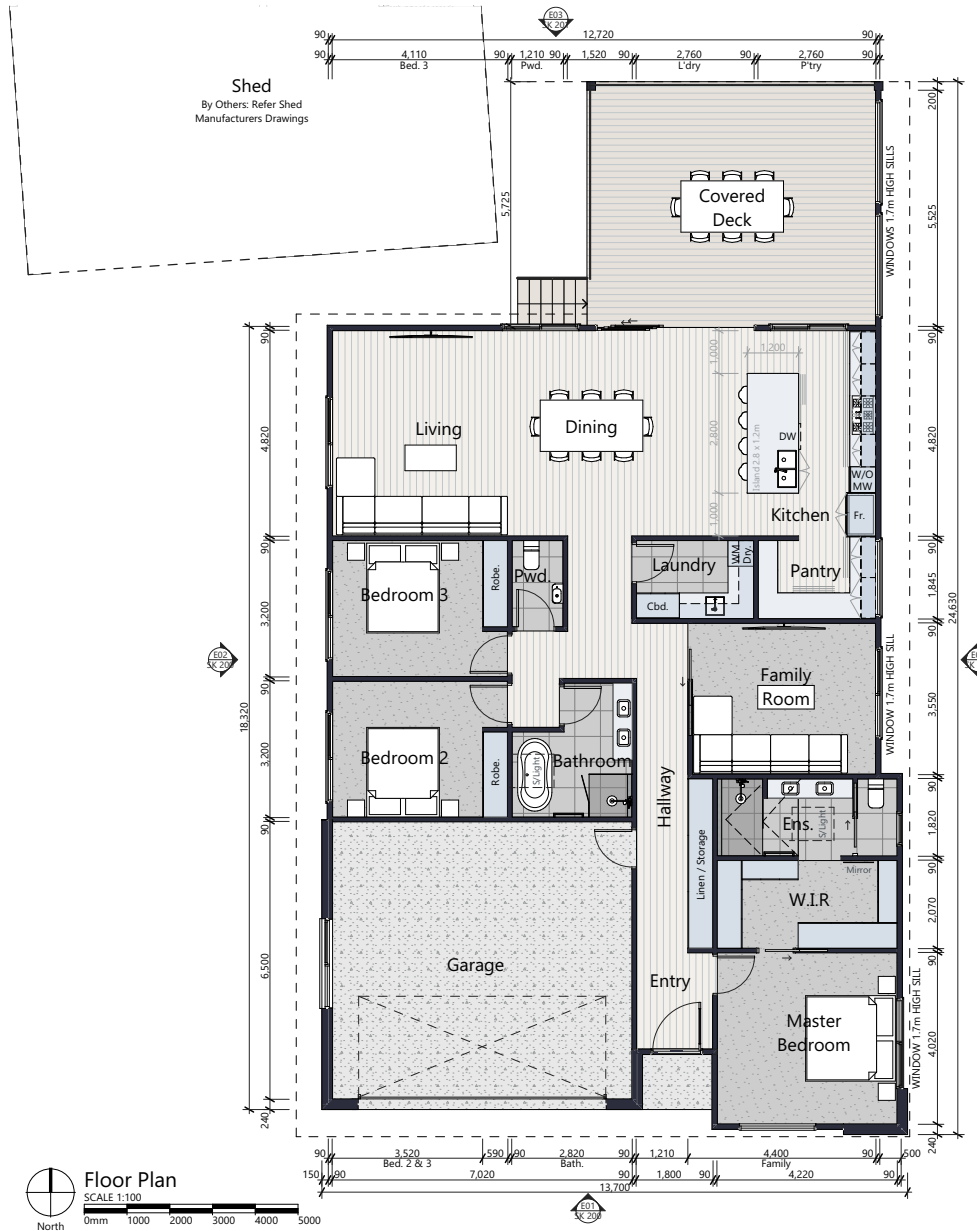
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Original size A3 (Landscape)
Drawing No. /Revision

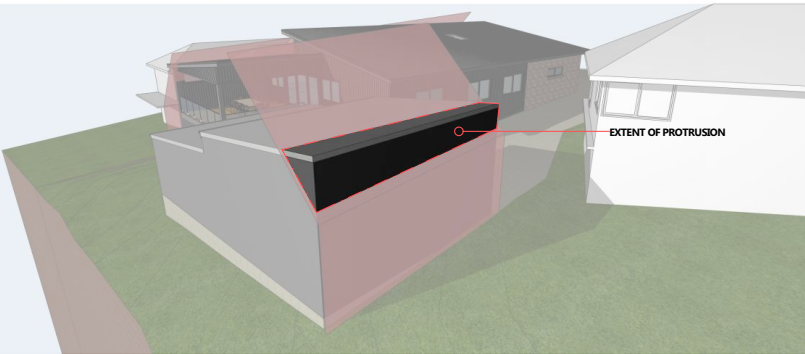
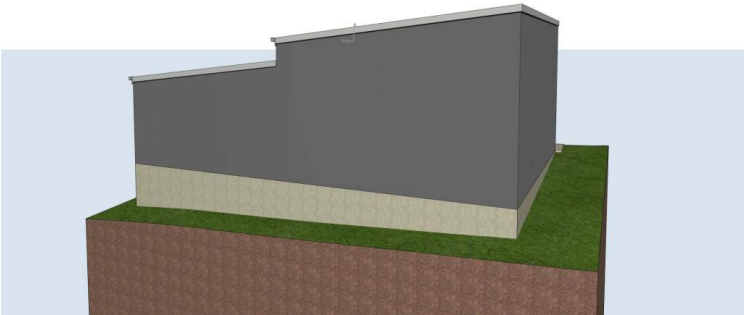
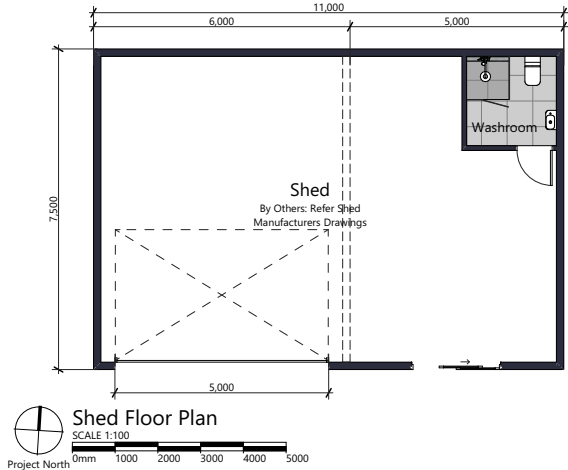
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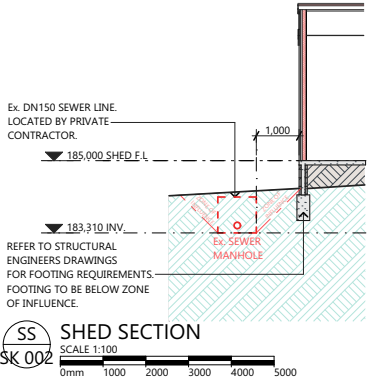


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02	ISSUED FOR CLIENT COMMENT	30/05/2025	PL	PL
03	ISSUED FOR CLIENT COMMENT	19/08/2025	PL	PL
DA1	ISSUED FOR APPROVAL	29/08/2025	PL	PL
DA2	ISSUED FOR APPROVAL, R/I INFO ADDED	25/09/2025	PL	PL

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Project Name New Dwelling & Boundary Adjustment				
Project No. 25019 Project Address 76 Reatta Road, Trevallyn				
Client N Hubbard Drawn P Ludbey Approved P Ludbey				
Floor Plan Status: APPROVAL Original size: A3 (Landscape) Drawing No.: /Revision				
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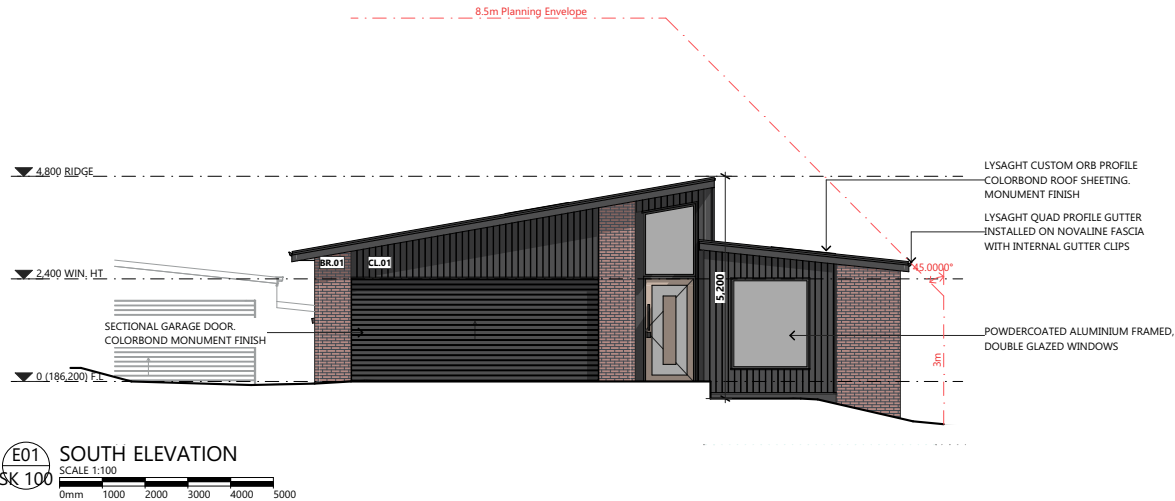


Shed Envelope Protrusion



Rev	Description	Date	Int	App
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DA1	ISSUED FOR APPROVAL	29/08/2025	PL	PL
DA2	ISSUED FOR APPROVAL, RFI INFO ADDED	25/09/2025	PL	PL
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Project No. 25019 Project Address 76 Reatta Road, Trevallyn				
Client N Hubbard Drawn P Ludbey Approved P Ludbey				
Shed Plan Status APPROVAL Original size A3 (Landscape) Drawing No. /Revision				
SK 101-DA2				

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ELEVATION LEGEND



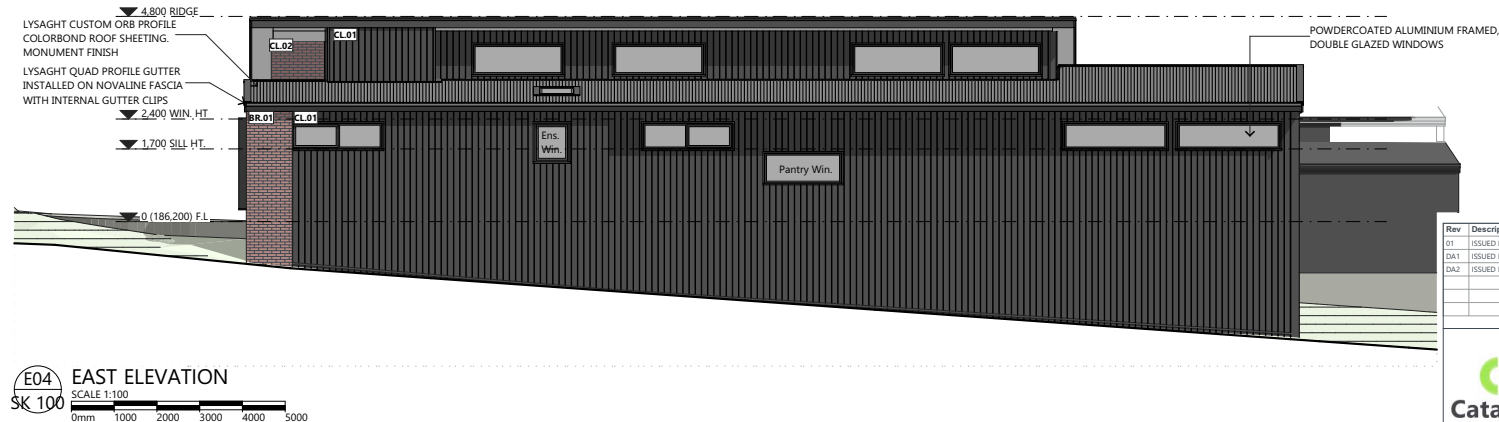
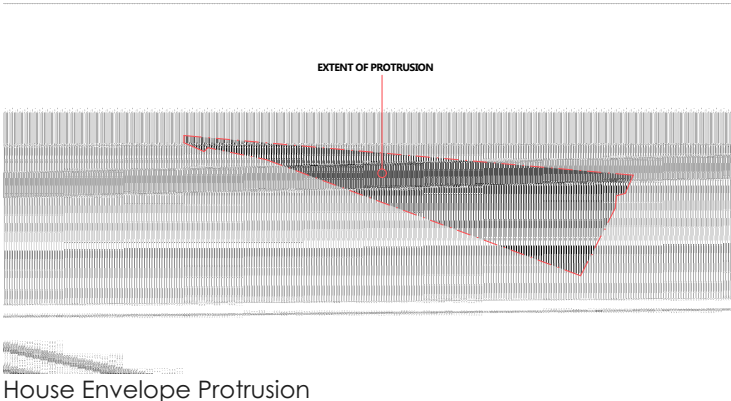
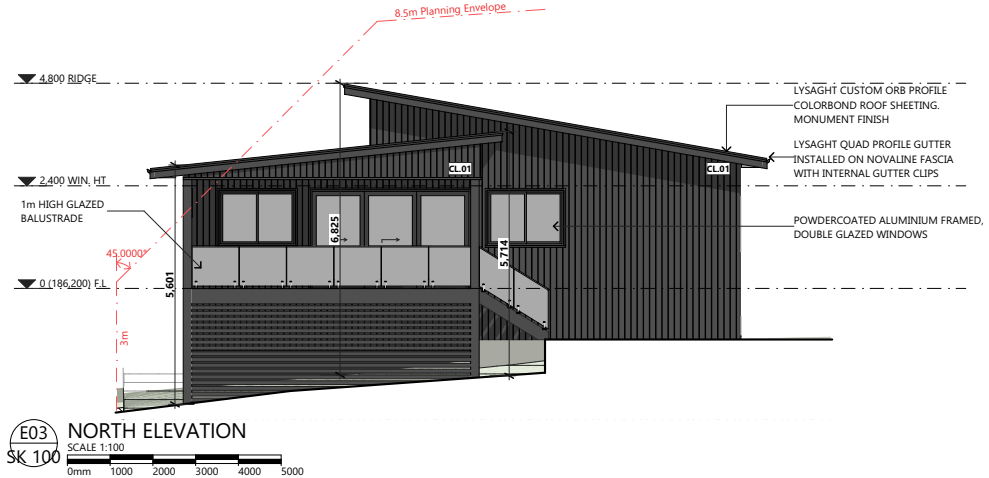
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JAMES HARDIE SCYON AXON 133
SMOOTH FIBRE CEMENT SHEET
CLADDING.
DARK PAINTED FINISH.



BR.01 BRICK 01
DANIEL ROBERTSON OVERLAND SERIES
TASMAN BLENDED.

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Project Name				
New Dwelling & Boundary Adjustment				
Project No.		25019		
Project Address		76 Reatta Road, Trevallyn		
Client		N Hubbard		
Drawn		P Ludbey		
Approved		P Ludbey		
Elevations				
Status		APPROVAL		
Original size		A3 (Landscape)		
Drawing No. /Revision				
SK 200-DA2				

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Tuesday 18 November 2025



ELEVATION LEGEND

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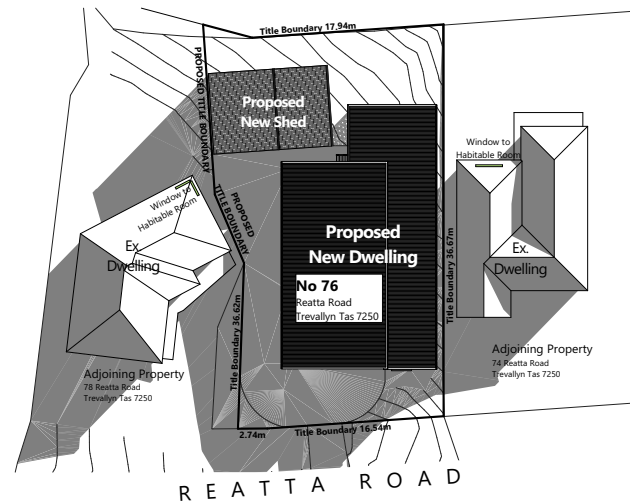
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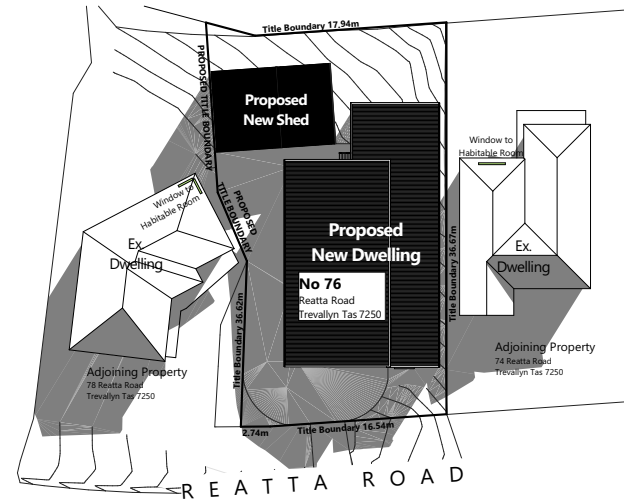
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Project No.	25019
Project Address	76 Reatta Road, Trevallyn
Client	N Hubbard
Drawn	P Ludbey
Approved	P Ludbey

Elevations	
Status	APPROVAL
Original size	A3 (Landscape)
Drawing No. / Revision	
SK 201-DA2	

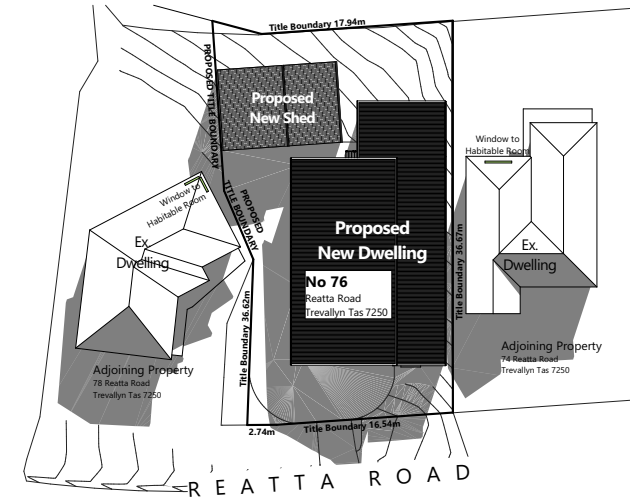
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Tuesday 18 November 2025



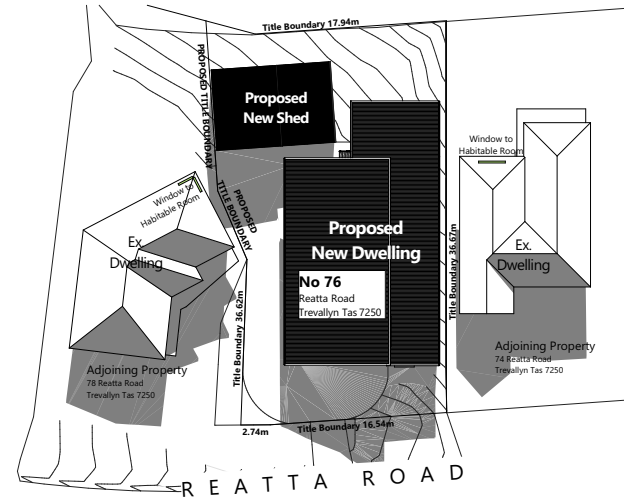
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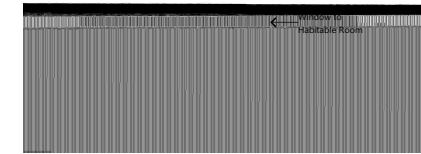
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11am Shadow Diagram
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12pm Shadow Diagram
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9am Shadow to 78 Reatta Rd



10am Shadow to 78 Reatta Rd



11am Shadow to 78 Reatta Rd

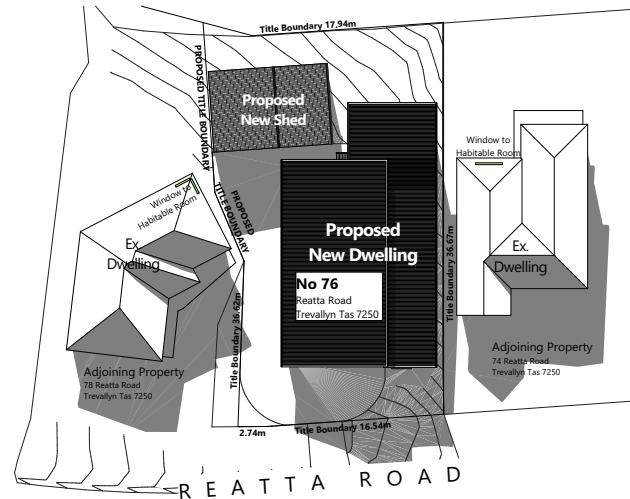


New Dwelling & Boundary Adjustment
76 Reatta Road, Trevallyn

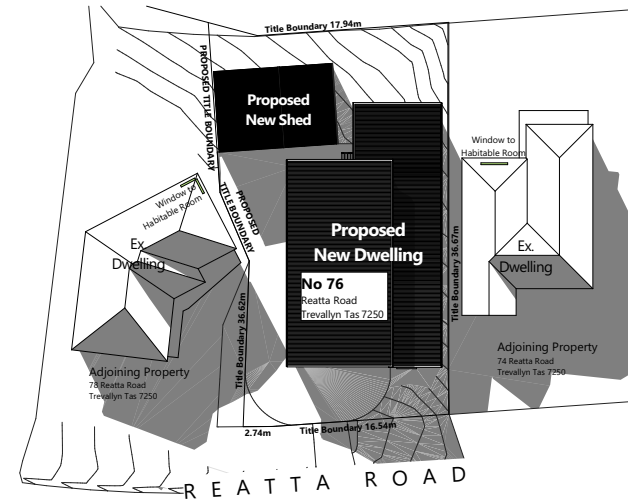
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Status	APPROVAL			
Original size	A3 (Landscape)			
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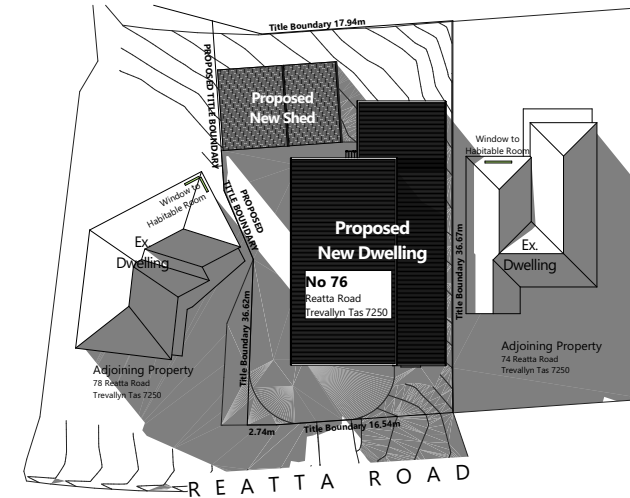
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Tuesday 18 November 2025



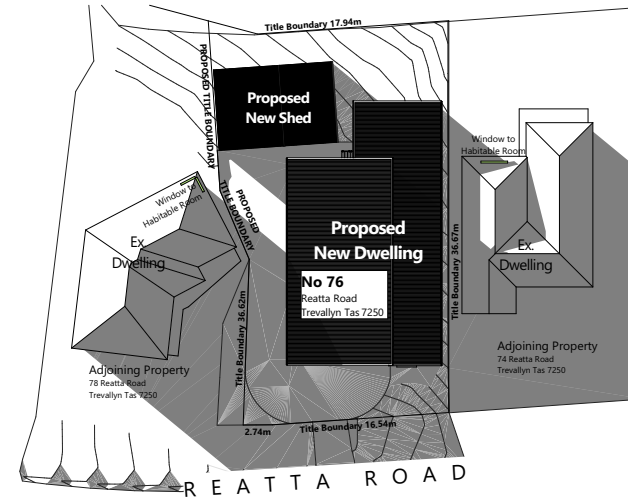
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3pm Shadow Diagram
SCALE 1:400
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4pm Shadow Diagram
SCALE 1:400
North 0mm 4000 8000 12000 16000 20000



3pm Shadow to 74 Reatta Rd



4pm Shadow to 74 Reatta Rd



New Dwelling & Boundary Adjustment
76 Reatta Road, Trevallyn

Project No.
25019

Rev	Description	Date	Int	App
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Approved	P Ludbey			
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Original size	A3 (Landscape)			
Drawing No./Revision	SK 301-DA2			

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Tuesday 18 November 2025



Sheds & More

LAUNCESTON

QUOTE NUMBER
100504
7/08/2025
Quote Valid for 30 Days

Dear Nick Hubbard,

Thank you for your enquiry. We are pleased to present our quote for your new Fair Dinkum Build.

Australia's most trusted name in sheds and more.

We believe some of life's best moments start in our sheds, garages, carports, patios, barns and storage units. We're talking moments like completing that amazing car restoration, hosting a wonderful surprise party, dusting off the Christmas tree at the start of summer – or hearing all Dad's classic jokes in while you prep the boat for a perfect day out on the water.

Nothing beats a Fair Dinkum. Our sheds are designed for one of the world's most unforgiving climates and we've been supplying Fair Dinkum Aussie quality builds for over 30 years.

Skyline Roofing & Sheetmetal have been supporting the local community in Northern Tasmania for nearly 40 years in the roof, cladding and shed industry. You can rely on our experience and expertise to ensure you get the shed you need!!

CUSTOMER DETAILS			
Customer Name: Nick Hubbard		Mobile: 0419371254	
Site Address: 78 Reatta Road Trevallyn 7250		Email: nick.hubbard@fire.tas.gov.au	
BUILDING SUMMARY		DESIGN FACTORS	
Span	6m	Importance Level	2
Length	7.5m	Wind Region	Reg A
Bay Width	3.75m x 2 bay(s) at 3m each	Terrain Category	TCat 3
Eave Height	3.4m	Topography	1.03
Roof Pitch	Monopitch 5Deg	Shielding Factor	0.99
Left Lean-to		Internal Pressure	-0.68, 0.75
Right Lean-to	Right LeanTo of Span 5m. and eaves height of 2.463m for 2 bays from the Front. Pitch is 5Deg.	Site wind speed in m/s	38.1

Should you need to discuss any part of your quote, please do not hesitate to reach out to our expert team.

Kalem Richardson
SHED SALES MANAGER

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99 to 103 Forster Street, INVERMAY TAS 7248
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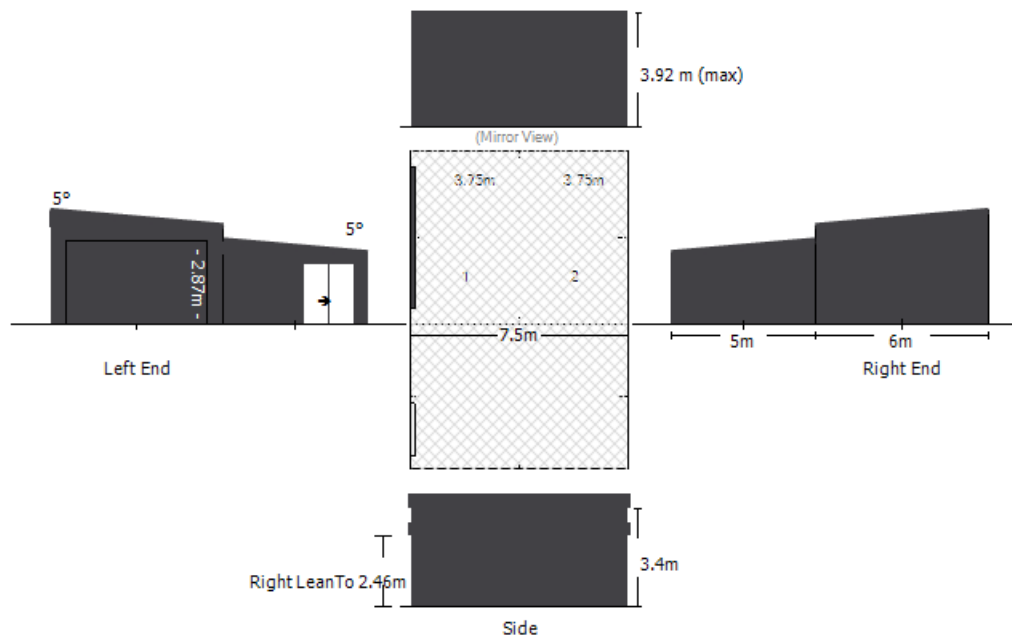
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LAUNCESTON

YOUR DESIGN



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7.3 Plan 3 - PA2025260 Residential - Multiple Dwellings x 3 - 1 Wivell Street, Legana

REPORT AUTHOR: George Walker - Consultant Planner

REPORT DATE: 5 November 2024

ATTACHMENTS: 1. [7.3.1] Plan 3 - Attachment 1 - Location Plan - 1 Wivell Street
2. [7.3.2] Plan 3 - Attachment 2 - Proposal Plans - 1 Wivell Street

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 development of 3 new dwellings at 1 Wivell Street in Legana.

The proposal requires a discretion of the following development standards:

	Acceptable Solution	Proposed
Site coverage	325m ² per dwelling	317.7m ² per dwelling
Secondary frontage setback	Secondary frontage setback 3m	Secondary frontage setback to Ridge Road 2.5m
Building envelope	All dwellings within building envelope	Unit 3 protrudes from envelope on western side
Privacy – shared driveway	Separated by 2.5m or 1m with screening	Less than 1m separation
Frontage fence	No Acceptable Solution Exemption 4.6.3: Solid fence to 1.2m or 1.8m with uniform transparency of 30% above 1.2m	1.8m high solid fence on boundary to Ridge Road and Bindaree Road
Access width	4.5m wide for first 7 metres	Access 4m wide

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		26/08/2025
Request for further information		NA
Information satisfied		NA
Advertised		06/09/2025
Closing date for representations		22/09/2025
Day 42		07/10/2025
Extension of time granted		23/09/2025
Decision due		30/11/2025

THE APPLICATION

Application Details:

Development Application		PA2025260
Location		1 Wivell Street, Legana
Applicant		Nova Land Consulting
Planning Instrument		Tasmanian Planning Scheme – West Tamar (the Scheme)
Zone		General Residential
Use		Residential – Multiple Dwellings
Codes		C2.0 Parking and Sustainable Transport Code
Specific Area Plans		NA

Site Details:

Area		953m ²
Slope		~12% incline from to east to west
Existing Use/Development		Vacant
Surrounding Use/Development		Residential - Single dwellings, Residential – multiple dwellings, Vacant land

STRATEGIC PLAN

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

3.2 Our Future

Goal: To encourage sustainable growth and prosperity.

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

Council will:

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

STATE POLICIES

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

LAND USE PLANNING AND APPROVALS ACT 1993

The proposal is consistent with the objectives of the Act.

GOVERNMENT CONSULTATION

The application did not require State Government referral.

FINANCIAL IMPACT

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

STANDARDS REQUIRING COUNCIL DISCRETION

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

CLAUSE 8.4.1	Residential density for multiple dwellings
ACCEPTABLE SOLUTION NOT ACHIEVED	<i>A1 Multiple dwellings must have a site area per dwelling of not less than 325m².</i>
PERFORMANCE CRITERIA	<i>P1 Multiple dwellings must only have a site area per dwelling that is less than 325m², if the development will not exceed the capacity of infrastructure services and:</i> <i>(a) is compatible with the density of existing development on established properties in the area; or</i> <i>(b) provides for a significant social or community benefit, and is:</i> <i>(i) wholly or partly within 400m walking distance of a public transport stop; or</i> <i>(ii) wholly or partly within 400m walking distance of an Inner Residential Zone, Village Zone, Urban Mixed Use Zone, Local Business Zone, General Business Zone, Central Business Zone or Commercial Zone.</i>
ASSESSING OFFICER'S COMMENTS	The proposal is for 3 dwellings on a site with an area of 953m², resulting in a site area per dwelling of 317.7m². This is less than required to meet the Acceptable Solution of 325m², so consideration of the Performance Criteria is required. The first part of clause 8.4.1 P1 requires development to be within the capacity of infrastructure services. Relevant infrastructure services required

to be considered include reticulated water, sewerage and stormwater and to a lesser extent road infrastructure.

With respect to water, sewerage and stormwater services, the site is located within an area with reticulated water and sewer under the authority of TasWater and stormwater under the authority of Council. The development application has been referred to TasWater in accordance with the statutory requirements and TasWater have issued a Submission to Planning Authority Notice, accepting the proposal. The proposal has been considered by Council's Engineer and no concerns were raised regarding the capacity of stormwater services.

It is estimated that the development of three 2-bedroom units will produce around 18 vehicle movements per day. Therefore, the proposed use satisfies clause C3.5.1 A1.4(a) on the basis that it will generate less than 40 vehicle movements per day using an existing vehicle crossing.

On this basis, the proposed development is not expected to exceed the capacity of infrastructure services.

Clause 8.4.3 P1(a) requires development for multiple dwellings with a site area per dwelling that is less than 325m² to be compatible with the density of existing development on established properties in the 'area'.

The Scheme does not define the term 'area'. There are several recognised methods for assessing and determining what constitutes an area where the term is required to be considered for compliance with a performance criterion. In this instance, a radius method has been adopted as the primary way to determine the extent of the area.

The spatial extent of the area (the Area') used for the purposes of determining compliance with clause 8.4.3 P1(a) is illustrated below, encompassing a radius of 400m around the site.



The following table provides a summary of the lots within the Area that contain multiple dwellings, including the proposed development:

Address	Site Area Per Dwelling		
	Total Lot Area (m ²)	No. of Dwellings	Density (m ²)
1 Wivell Street (proposed)	953	3	317.7
65 Bindaree Road	725.6	2	362.8
20 Montague Park Ave	1548	4	387
11 Montague Park Ave	1582	4	395.5
8-10 Montague Park Ave	1600	4	400
7 Coles Gardens	1630	4	407.5
3 Dowerin Drive	827.7	2	413.9
15 Dowerin Drive	850.8	2	425.4
9 Andros Place	872.5	2	436.3
83 Bindaree Road	1770	4	442.5
37 Wivell Street	1786	4	446.5
17 Dowerin Drive	904	2	452
87-89 Bindaree Road	1816	4	454
8 Wivell Street	1893	4	473.3
73 Brigalow Street	1579	3	526.3
5 Andros Place	2157	4	539.3

69 Brigalow Street	1262	2	631
71 Brigalow Street	1353	2	676.5
Average			454.9
Median			436.3
Largest			676.5
Smallest (existing)			362.8

The analysis reveals that there are currently 56 multiple dwellings over 18 lots within the Area and the average (mean) site area per dwelling is 454.9m² and the median is 436.3m². The lowest existing site area per dwelling is 362.8m² per dwelling.

The Scheme does not define the term 'compatibility'. In the absence of a Scheme definition, compatibility is interpreted as not requiring consistency but requiring that the proposal be in harmony or broad correspondence with the area.

Based on the assessment of the area, the proposed multiple dwellings will be compatible with development on established properties within the area for the following reasons:

- The Proposal's site area per dwelling of 317.7m² will be only marginally lower than the Acceptable Solution of 325m² and the lowest existing site area per dwelling (362.8m²) for multiple dwellings in the Area;
- Spatially, the Proposal sits comfortably within the Area, being proximate to other multiple dwellings and single dwellings on smaller lot sizes. The Proposal is therefore in harmony or broad correspondence with the density of the area in this regard.
- The proposed dwellings are of a low height and form, will be well setback from the primary frontage and will be located one behind the other when viewed from Wivell Street. This will contribute to the dwellings not appearing incongruous or overtly contrasting with the existing pattern of development. The Proposal is therefore in harmony or broad correspondence with the density of the Area.

The Performance Criteria 8.4.1 P1(a) is therefore met.

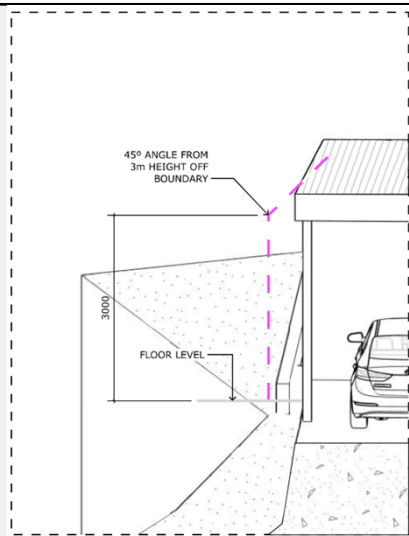
With regard to Clause 8.4.3 P1(b), the term 'social or community' benefit is not defined in the Scheme. In the absence of a Scheme definition, it is considered that residential development that provides a significant social or community benefit is residential development that is for a clearly demonstrated or defined public, community or assisted housing purpose.

The application is for a private development that is not associated with a defined social or community housing benefit. On this basis, the proposal does not meet Performance Criteria 8.4.1 P1(b). However, only P1(a) or P1(b) need to be met. In this instance, the proposal relies on P1(a) to satisfy the Performance Criteria.

CLAUSE 8.4.2	Setbacks and building envelope for all dwellings
ACCEPTABLE SOLUTION NOT ACHIEVED	<i>A1 Unless within a building area on a sealed plan, a dwelling, excluding garages, carports and protrusions that extend not more than 0.9m into the frontage setback, must have a setback from a frontage that is:</i> <i>(a) if the frontage is a primary frontage, not less than 4.5m, or, if the setback from the primary frontage is less than 4.5m, not less than the setback, from the primary frontage, of any existing dwelling on the site;</i> <i>(b) if the frontage is not a primary frontage, not less than 3m, or, if the setback from the frontage is less than 3m, not less than the setback, from a frontage that is not a primary frontage, of any existing dwelling on the site;</i> <i>(c) if for a vacant site and there are existing dwellings on adjoining properties on the same street, not more than the greater, or less than the lesser, setback for the equivalent frontage of the dwellings on the adjoining sites on the same street; or</i> <i>if located above a non-residential use at ground floor level, not less than the setback from the frontage of the ground floor level.</i>
PERFORMANCE CRITERIA	<i>P1 A dwelling must have a setback from a frontage that is compatible with the streetscape, having regard to any topographical constraints.</i>
ASSESSING OFFICER'S COMMENTS	Unit 3 of the proposed development will be setback 2.5m from the secondary frontage to Ridge Road, which is less than the Acceptable Solution of 3m, so the Performance Criteria must be assessed. The subject lot has frontages to three roads, with primary frontage and access from Wivell Street and secondary frontages to both Ridge Road and Bindaree Road, being located at the junction of these roads. In this case, Ridge Road is generally treated as a rear boundary for properties with primary frontages to Wivell Street due to the orientation of the subdivision and the topography sloping down from Ridge Road. Several properties north of the site have sheds aligned to this boundary. The proposed position of Unit 3 with a setback of 2.5m to Ridge Road is therefore in keeping with the existing pattern of development and is compatible with the surrounding streetscape.

CLAUSE 8.4.2	Setbacks and building envelope for all dwellings
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) a distance equal to the frontage setback or, for an internal lot, a distance of 4.5m from the rear boundary of a property with an adjoining frontage; and (ii) projecting a line at an angle of 45 degrees from the horizontal at a height of 3m above existing ground level at the side and rear boundaries to a building height of not more than 8.5m above existing ground level; and (b) only have a setback of less than 1.5m from a side or rear boundary if the dwelling: (i) does not extend beyond an existing building built on or within 0.2m of the boundary of the adjoining property; or does not exceed a total length of 9m or one third the length of the side boundary (whichever is the lesser).
PERFORMANCE CRITERIA	P3 The siting and scale of a dwelling must: (a) not cause an unreasonable loss of amenity to adjoining properties, having regard to: (i) reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining property; (ii) overshadowing the private open space of a dwelling on an adjoining property; (iii) overshadowing of an adjoining vacant property; and (iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining property; (b) provide separation between dwellings on adjoining properties that is consistent with that existing on established properties in the area; and (c) not cause an unreasonable reduction in sunlight to an existing solar energy installation on: (i) an adjoining property; or another dwelling on the same site.
ASSESSING OFFICER'S COMMENTS	Unit 3 will protrude from the building envelope on the southwestern side, as shown in the detailed drawing provided:



The proposed dwellings are single storey with a low roof form and height not exceeding 4.5m above natural ground level at any point.

- (a) The proposal will not cause an unreasonable loss of amenity to adjoining properties, having regard to:
- (i) There are no habitable rooms of a dwelling on an adjoining property that will be overshadowed by the proposed development (as shown on the submitted shadow diagrams);
 - (ii) There are no private open spaces of a dwelling on an adjoining property to be overshadowed by the proposed development.
 - (iii) There are no vacant properties that will be overshadowed by the proposed dwellings.
 - (iv) The visual impacts caused by the apparent scale, bulk or proportions of the development when viewed from an adjoining property are minimal due to the low height and orientation of the dwellings at an angle to the nearest adjoining dwelling to the northern side.
- (b) The proposal will maintain a suitable level of separation between dwellings on adjoining properties, with compliant side setbacks and space to each side that is consistent with that existing on established properties in the area;

The proposal will not cause a reduction in sunlight to any existing solar energy installation.

CLAUSE 8.4.6	Privacy for all dwellings
ACCEPTABLE SOLUTION NOT ACHIEVED	<i>A3 A shared driveway or parking space (excluding a parking space allocated to that dwelling) must be separated from a window, or glazed door, to a habitable room of a multiple dwelling by a horizontal distance of not less than:</i> (a) 2.5m; or

	(b) 1m if: (i) it is separated by a screen of not less than 1.7m in height; or (ii) the window, or glazed door, to a habitable room has a sill height of not less than 1.7m above the shared driveway or parking space, or has fixed obscure glazing extending to a height of not less than 1.7m above the floor level.
PERFORMANCE CRITERIA	<i>P3 A shared driveway or parking space (excluding a parking space allocated to that dwelling), must be screened, or otherwise located or designed, to minimise unreasonable impact of vehicle noise or vehicle light intrusion to a habitable room of a multiple dwelling.</i>
ASSESSING OFFICER'S COMMENTS	Unit 1 is located less than 1m from the shared driveway, with separation of approximately 0.5m. The sill height for this window is raised and the alignment of the driveway will ensure that headlights generally are not facing directly into any of the dwellings, reducing any impact from light intrusion. The low intensity, frequency and speed of traffic within the site also contribute to maintaining a reasonable level of amenity for all the dwellings with regard to vehicle noise.

CLAUSE 8.4.7	Frontage fences for all dwellings
ACCEPTABLE SOLUTION NOT ACHIEVED	<i>A1 No Acceptable Solution.</i>
PERFORMANCE CRITERIA	<i>P1 A fence (including a free-standing wall) for a dwelling within 4.5m of a frontage must:</i> (a) <i>provide for security and privacy while allowing for passive surveillance of the road; and</i> (b) <i>be compatible with the height and transparency of fences in the street, having regard to:</i> (i) <i>the topography of the site; and</i> (ii) <i>traffic volumes on the adjoining road.</i>
ASSESSING OFFICER'S COMMENTS	The proposal includes a 1.8m high solid Colorbond fence around the perimeter of the site, excluding only the frontage entrance from Wivell Street. The fence will be within 4.5m of the frontages to Ridge Road and Bindaree Road. The proposed fence responds to the orientation of the lot within the subdivision, with Wivell Street being the primary frontage and the other sides acting as rear boundaries. There is an existing pattern of higher fences on

	secondary frontages established in the area and the proposal is consistent with the character of fencing in the locality. It is expected that a roundabout will be constructed at the Ridge Road and Bindaree Road intersection adjacent to the site. There is an increased traffic volume on these roads with the expansion of residential development in the area. The site will retain a suitable level of security and privacy, with passive surveillance still possible, particularly from Wivell Street and Ridge Road.
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CLAUSE C2.6.2	Design and layout of parking areas
ACCEPTABLE SOLUTION NOT ACHIEVED	<i>A1.1 Parking, access ways, manoeuvring and circulation spaces must either:</i> (a) <i>comply with the following:</i> (i) <i>have a gradient in accordance with Australian Standard AS 2890 -Parking facilities, Parts 1-6;</i> (ii) <i>provide for vehicles to enter and exit the site in a forward direction where providing for more than 4 parking spaces;</i> (iii) <i>have an access width not less than the requirements in Table C2.2;</i> (iv) <i>have car parking space dimensions which satisfy the requirements in Table C2.3;</i> (v) <i>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;</i> (vi) <i>have a vertical clearance of not less than 2.1m above the parking surface level; and</i> (vii) <i>excluding a single dwelling, be delineated by line marking or other clear physical means; or</i> (b) <i>comply with Australian Standard AS 2890- Parking facilities, Parts 1-6.</i>
PERFORMANCE CRITERIA	<i>P1</i> <i>All parking, access ways, manoeuvring and circulation spaces must be designed and readily identifiable to provide convenient, safe and efficient parking, having regard to:</i> (a) <i>the characteristics of the site;</i> (b) <i>the proposed slope, dimensions and layout;</i> (c) <i>useability in all weather conditions;</i> (d) <i>vehicle and pedestrian traffic safety;</i> (e) <i>the nature and use of the development;</i> (f) <i>the expected number and type of vehicles;</i> (g) <i>the likely use of the parking areas by persons with a disability;</i> (h) <i>the nature of traffic in the surrounding area;</i> (i) <i>the proposed means of parking delineation; and</i> (j) <i>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.</i>

ASSESSING OFFICER'S COMMENTS	The proposed access driveway will have a width of 4m for the first 7m from the boundary, which is less than the 4.5m width required by Table C2.2 where the access is for 6-20 car parking spaces. The existing crossover is a shared crossover with the neighbouring 3 Wivell Street. It has a total width of approximately 6m, with a driveway apron to each property boundary, approximately 11m from the carriageway to the site. The internal driveway will be no less than 3m wide and is provided with passing bays within the site and vehicles will be able to turn onsite and leave in a forward direction. The proposed development is expected to generate around 18 vehicle movements per day, with the low level and speed of traffic contributing to a safe and efficient access and parking area for vehicles and pedestrians. The proposal is residential in nature and the traffic generated will typically be light vehicles. The driveway access and parking will be finished in concrete. Wivell Street is a local no-through road with a low traffic volume. Overall, the proposed parking, access ways, manoeuvring and circulation spaces are suitably designed to provide convenient, safe and efficient parking and access to the site.
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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 three new multiple dwellings which will access Wivell Street using an existing crossover.

The existing crossover is a shared crossover with the neighbouring 3 Wivell Street. It has a width of approximately 6m, with a driveway apron to each property boundary, approximately 11m from the carriageway to the subject site. The combined driveway apron from the edge of the footpath to the property boundaries has an area of approximately 60m².

The access width is greater than 3m to a distance 7m from the carriageway and within the site, so the crossover and internal access way is appropriate and satisfies the internal access way widths in Table C2.2 of the Scheme.

While not strictly a requirement for the number of parking spaces served by this development, the existing double crossover and driveway apron allows for two-way passing traffic at the access without queuing in the site or cul-de-sac.

It is estimated that the development will create 18 vehicle movements per day, two of those being in the peak hour. Since the increase in vehicular traffic at the existing vehicle crossing will be fewer than 40 vehicle movements per day, the Acceptable Solution of C3.5.1 is met.

It is expected that up to six wheelie bins will be placed in the road reserve on any waste collection day from the proposed three multiple dwellings. Since the subject site has a narrow frontage without sufficient width for bin placement for waste collection, the additional wheelie

bins will need to rely on neighbouring frontages to find available space to place bins for collection.

The impact of the additional wheelie bins in the road reserve has been considered by assessing the existing and future demand for bin collection space, compared with the space available in the court. The Court bowl provides access and bin collection space for the following properties: 1, 2, 3, 4 & 5 Wivell Street. Assuming each property is developed, including the proposed three multiple dwellings on the subject site, space for 14 bins is required in the court bowl.

There is approximately 30m of space available in the court bowl, not including the area at the end of the cul-de-sac between the crossovers to 2 Wivell Street and the subject site. Even with a conservative assumption that each of the 14 bins will be the maximum 240L bin size, and each bin is placed with the recommended 1m spacing, 21.5m of space is required for collection. The 30m of available space is suitable for up to 19 bins, or five more than what is proposed as part of this development.

An additional 18m of space is available between the court bowl and the pedestrian access ramps, which equates to space for an additional 12 bins.

Private waste collection was considered but not preferred for this site or for this level of development. The substantial existing shared crossover and concrete apron was constructed to an urban driveway standard as part of the subdivision and is therefore not suitable for regular heavy vehicle movements such as that of a garbage truck.

The internal access driveway does not provide space for convenient internal waste collection. Based on the above assessment, external waste collection utilising Council's waste collection service is the preferred and most appropriate method.

The Road Authority has considered and assessed the proposed development with regard to site access, traffic generation and potential impacts to surrounding road users from excessive bin collection at the court bowl.

The surrounding road network can absorb the additional traffic proposed by the development. The predicted traffic movements at the existing crossover are not expected to create issues at the court bowl or surrounding road network. The court bowl offers plenty of storage for bin collection. External waste collection through Council's fortnightly collection service is considered the most appropriate solution for a development on this site.

STORMWATER AUTHORITY COMMENTS

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

The site has an existing connection to Council's public stormwater system at the site frontage. The development will create impervious carparking areas and access ways. Stormwater runoff from these areas will be collected and drained to the site stormwater connection.

A condition has been included in the recommended conditions to ensure sediment and erosion runoff from the development site does not impact Council's road or stormwater network.

Stormwater from the proposed development is not expected to create issues or impacts to the surrounding area or Council's drainage network.

NOTIFICATION

The application was notified for the required 14-day period in accordance with the Act. Full copies of the representations received during the public exhibition period were provided to the Councilors. Consideration of any representation is a requirement under both the Scheme and the Act.

The number of representations received during this time was two (2).

ISSUE 1	Traffic Flow in Wivell Street will increase. The court is used by children for recreational purposes.
ASSESSING OFFICER'S COMMENTS	The proposed development is expected to generate around 18 traffic movements per day, with 2 at peak hour. Any development on the currently vacant lot would increase traffic in the cul-de-sac. For example, a single dwelling would be expected to produce up to 10 traffic movements per day. The proposal meets the Acceptable Solution for generation of traffic using an existing vehicle access under the Road and Railway Assets Code, which is no more than 40 trips per day. The vehicle access and parking areas within the site meet the requirements of the Parking and Access Code, including allowing vehicles to turn onsite and leave in a forward direction. Overall, the proposed development has been appropriately designed to allow for safe traffic and pedestrian movements to and from the site.
ISSUE 2	No off-street parking in Wivell Street for the site. Traffic and parking congestion will increase. Construction vehicles and excess visitor parking will hinder use of Wivell Street and prevent trucks turning in the cul de sac.
ASSESSING OFFICER'S COMMENTS	The proposed development provides a compliant level of car parking on the site, with 2 dedicated spaces for each dwelling and a visitor parking space. It is not anticipated that the proposed development will generate a large need for on-street parking. If and when on-street parking does occur, it is the responsibility of drivers to park in a legal and safe manner.
ISSUE 3	Direct access to the Bindaree Road bus stop will be cut off and there is no pedestrian access lane provided.
ASSESSING OFFICER'S COMMENTS	It is understood that residents have enjoyed a direct pedestrian route across the site to access the bus stop, which will no longer be available with the development of 1 Wivell Street. 1 Wivell Street is private land intended for residential development and there are no public access rights over this land. The proponent is not responsible for the original subdivision design not including a public pedestrian thoroughfare.

	The bus stop will still be within 400-500m walk for many of the properties in the subdivision.
ISSUE 4	Where will the additional garbage and recycling bins fit on Wivell Street? It is already tight for existing residences. Access from Bindaree or Ridge Road would be preferable.
ASSESSING OFFICER'S COMMENTS	Council's Engineer has advised that there is more than adequate space in Wivell Street to accommodate the maximum number of bins for the existing and proposed dwellings in the street.
ISSUE 5	The driveway is 4m wide, which may be reduced by letterboxes. Is this sufficient for emergency vehicles?
ASSESSING OFFICER'S COMMENTS	Council's Engineer has advised that the existing crossover is a shared crossover with the neighbouring 3 Wivell Street. It has a width of approximately 6m, with a driveway apron to each property boundary, approximately 11m from the carriageway to the subject site. The internal access is no less than 3m wide, which complies with the planning scheme requirements for a development of this size. If necessary, it is expected that emergency vehicles will be able to enter the site.
ISSUE 6	No soil report/landslip assessment in Planning application.
ASSESSING OFFICER'S COMMENT	The site is not located in a mapped Landslide Hazard Area. It is not necessary to provide a soil report at planning stage for this development.
ISSUE 7	We were told all dual occupancy lots were allocated and this did not include 1 Wivell Street.
ASSESSING OFFICER'S COMMENTS	The <i>Tasmanian Planning Scheme</i> allows for multiple dwellings at a density of 325m² per dwelling as an Acceptable Solution in the General Residential Zone and consideration of higher density multiple dwelling developments if the corresponding Performance Criteria is met. The assessment in this report finds that the proposal meets the Performance Criteria of Clause 8.4.1 – Residential density of multiple dwellings.
ISSUE 8	The look of the new units is inconsistent with the established dwellings in the street and will diminish the character of the area.
ASSESSING OFFICER'S COMMENT	The <i>Tasmanian Planning Scheme</i> does not specify building material or other design criteria of this nature.
ISSUE 9	An increase of residents, cars and activity will bring higher noise levels and disruption, reducing the peaceful enjoyment of our home.

ASSESSING OFFICER'S COMMENTS	The proposal is for three small, two-bedroom dwellings only. The use is residential in nature, and the expected level of traffic will be low at around 18 vehicle trips per day. While the level of activity and noise will certainly be greater than the current vacant lot, the proposal is not expected to significantly change or reduce the residential amenity of the area.
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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.

The proposed development complies with all relevant Performance Criteria, and conditions have been drafted to ensure that the development proceeds in a suitable manner. As such, the proposal is recommended for approval.

RECOMMENDATION

That application PA2025260 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 (3 dwellings) by Nova Land Consulting, for land at 1 Wivell Street, Legana Lot No. 77 on Plan No. 180377 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.

CONSTRUCTION OF WORKS

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

SOIL AND WATER MANAGEMENT CONTROL PLAN

3. 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;
 - (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.
4. 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

5. 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

- 6. The development must be in accordance with the Submission to Planning Authority Notice issued by TasWater TWDA 2025/01012-WTC attached.

TASNETWORKS

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

VISITOR PARKING FOR MULTIPLE DWELLINGS

- 8. 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

- 9. 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.

Permit Notes

- A. This permit was issued based on the proposal documents submitted for PA2025260. 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 Orange

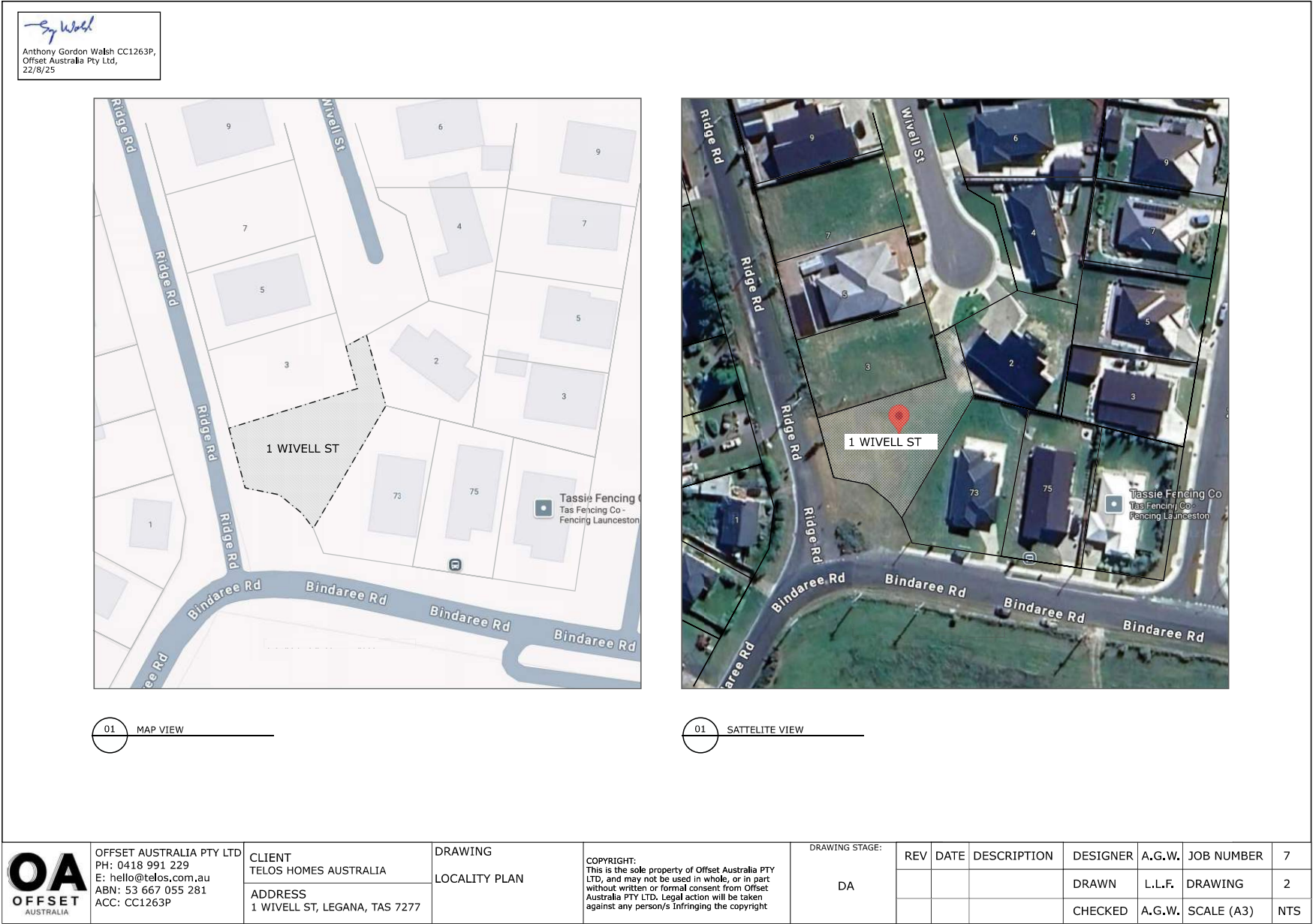
1 Wivell Street, Legana



ORDINARY COUNCIL MEETING
Tuesday 18 November 2025

BUILDER TELOS OFFSET HOMES CC873587752 PO BOX 3002 LAUNCESTON, TAS, 7250 0418 991 229 hello@telos.com.au	DEVELOPMENT APPLICATION 1 WIVELL ST LEGANA, TASMANIA 7277		1 - COVER PAGE 2 - LOCALITY PLAN 3 - FOLIO DOCUMENTS 4 - SITE PLAN 5 - VEHICLE SWEEP DIAGRAM PLAN 6 - ONSITE SERVICES, CONNECTIONS & DRAINAGE 7 - STRATA TITLE PLAN 8 - FLOOR PLAN 9 - PLUMBING PLAN 10 - ELEVATIONS #1 11 - ELEVATIONS #2 12 - SHADOW STUDY 13 - BUILDING ENVELOPE DETAILS													
BUILDING DESIGN AND DOCUMENTATION OFFSET AUSTRALIA TONY WALSH DESIGNER GRAD DIP ARCH HIA 802926 CC1263P hello@telos.com.au			LAND TITLE: SP 180377 VOLUME: 180377 FOLIO: 77 MULTIPLE CLASS 1A DWELLINGS FLOOR AREA: 72.42m² STAR RATING: — WIND CLASSIFICATION: TBA SOIL CLASSIFICATION: H1 NCC CLIMATE ZONE: ZONE 7 BUSHFIRE BAL RATING N/A ALPINE AREA: N/A LOCAL GOVT AUTHORITY: WEST TAMAR COUNCIL													
STRUCTURAL DESIGN JMG ENGINEERS & PLANNERS																
BUILDING SURVEYOR BRADDON BUILDING SURVEYING ANDREW WALKER (03) 6424 1299 admin@bradbuild.com.au																
THERMAL ASSESSMENT ENERGYMAN WAYNE GORMAN THERMAL PERFORMANCE ASSESSOR DMN11/1346 CC256C 0430 180 188 waynegorman@bigpond.com																
 Anthony Gordon Walsh CC1263P, Offset Australia Pty Ltd, 22/8/25		01 PERSPECTIVE VIEW														
		CLIENT TELOS HOMES AUSTRALIA ADDRESS 1 WIVELL ST, LEGANA, TAS 7277		DRAWING COVER PAGE		COPYRIGHT: This is the sole property of Offset Australia PTY LTD, and may not be used in whole, or in part without written or formal consent from Offset Australia PTY LTD. Legal action will be taken against any person/s infringing the copyright		DRAWING STAGE: DA		REV 	DATE 	DESCRIPTION 	DESIGNER DRAWN CHECKED	A.G.W. L.L.F. A.G.W.	JOB NUMBER DRAWING SCALE (A3)	7 1 NTS

ORDINARY COUNCIL MEETING
Tuesday 18 November 2025



ORDINARY COUNCIL MEETING
Tuesday 18 November 2025

Sy Ward

Anthony Gordon Walsh CC1263P,
Offset Australia Pty Ltd,
22/8/25

the list

FOLIO PLAN
RECORDER OF TITLES
Issued Pursuant to the Land Titles Act 1980



Search Date: 26 Jun 2025 Search Time: 11:24 AM Volume Number: 180377 Revision Number: 01 Page 1 of 1
Department of Natural Resources and Environment Tasmania www.thelist.tas.gov.au

01 FOLIO PLAN

the list

RESULT OF SEARCH
RECORDER OF TITLES
Issued Pursuant to the Land Titles Act 1980



SEARCH DATE : 26-Jun-2025
SEARCH TIME : 11.23 AM

DESCRIPTION OF LAND

Town of LEGANA
Lot 77 on Sealec Plan 180377
Derivation : Part of 2500 Acres Gtd. to John Griffiths.
Prior CT 179399/1

SCHEDULE 1

N120141 TRANSFER to DONNA MAREE RILEY Registered
25-May-2023 at noon

SCHEDULE 2

Reservations and conditions in the Crown Grant if any
SP180377 FENCING COVENANT in Schedule of Easements
SP174704 FENCING COVENANT in Schedule of Easements
SP 18801 FENCING COVENANT in Schedule of Easements

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other rotations

Department of Natural Resources and Environment Tasmania www.thelist.tas.gov.au

02 FOLIO TEXT

the list

SCHEDULE OF EASEMENTS
RECORDER OF TITLES
Issued Pursuant to the Land Titles Act 1980



VOLUME	FOLIO
180377	77
EDITION	DATE OF ISSUE
4	18-Feb-2025

SCHEDULE OF EASEMENTS	Registered Number
NOTE: THE SCHEDULE MUST BE SIGNED BY THE OWNERS & MORTGAGEES OF THE LAND AFFECTED. SIGNATURES MUST BE ATTESTED.	SP 180377
PAGE 1 OF 3 PAGE/S	

EASEMENTS AND PROFITS

Each lot on the plan is together with:-
(1) such rights of drainage over the drainage easements shown on the plan (if any) as may be necessary to drain the stormwater and other surplus water from such lot; and
(2) any easements or profits a grantee described hereunder.
Each lot on the plan is subject to:-
(1) such rights of drainage over the drainage easements shown on the plan (if any) as passing through such of as may be necessary to drain the stormwater and other surplus water from any other lot on the plan; and
(2) any easements or profits a grantee described hereunder.
The direction of the flow of water through the drainage easements shown on the plan is indicated by arrows.

Lots 50, 51, 53, 54 and 55 on the Plan are each subject to a Right of Drainage in favour of the West Tamar Council over the land marked "PIPELINE & SERVICES & DRAINAGE EASEMENT 4.00 WIDE 'A'" shown on the Plan.

Lots 50, 51, 53, 54 and 55 on the Plan are each subject to a Pipeline and Services Easement in gross in favour of TasWater over the land marked "PIPELINE & SERVICES & DRAINAGE EASEMENT 4.00 WIDE 'A'" shown on the Plan ("the Easement Land").

Lots 66, 67, 68, 69 and 70 on the Plan are each subject to a Right of Drainage in favour of the West Tamar Council over the land marked "PIPELINE & SERVICES & DRAINAGE EASEMENT 4.00 WIDE 'B'" shown on the Plan.

Lots 66, 67, 68, 69 and 70 on the Plan are each subject to a Pipeline and Services Easement in gross in favour of TasWater over the land marked "PIPELINE & SERVICES & DRAINAGE EASEMENT 4.00 WIDE 'B'" shown on the Plan ("the Easement Land").

Lot 72 on the Plan is subject to a Right of Drainage in favour of the West Tamar Council over the land marked "DRAINAGE EASEMENT 3.00 WIDE 'A'" shown passing through Lot 72 on the Plan.

Lot 76 on the Plan is subject to a Right of Drainage in favour of the West Tamar Council over the land marked "DRAINAGE EASEMENT 3.00 WIDE 'B'" shown passing through Lot 76 on the Plan.

Lots 89, 90 and 91 on the Plan are each subject to a Right of Drainage in favour of the West Tamar Council over the land marked "PIPELINE & SERVICES & DRAINAGE EASEMENT 4.00 WIDE 'C'" shown on the Plan.

Lots 89, 90 and 91 on the Plan are each subject to a Pipeline and Services Easement in gross in favour of TasWater over the land marked "PIPELINE & SERVICES & DRAINAGE EASEMENT 4.00 WIDE 'C'" shown on the Plan.

Lot 90 on the Plan is subject to a right of drainage in favour of the West Tamar Council over the land marked Drainage Easement 3.00 wide 'C' shown passing through Lot 90 on the Plan.

The Owner of each lot on the Plan covenants with the Vendor (Vos Enterprises Pty Ltd) that the Vendor shall not be required to fence.

Adrian Donald Bell Barry David Sprao

(USE ANNEXURE PAGES FOR CONTINUATION)

SUBDIVIDER: Vos Enterprises Pty Ltd	PLAN SEALED BY: West Tamar Council
FOLIO REF: Certificate of Title Volume 179399 Folio 1	DATE: 24/12/2020
SOLICITOR: Sprao & Associates - Barry Sprao	PA2020/2472
& REFERENCE:	REF NO:
NOTE: The Council Delegate must sign the Certificate for the purposes of identification.	

Search Date: 26 Jun 2025 Search Time: 11:24 AM Volume Number: 180377 Revision Number: 01 Page 1 of 3
Department of Natural Resources and Environment Tasmania www.thelist.tas.gov.au

03 SCHEDULE OF EASEMENTS



OFFSET AUSTRALIA PTY LTD
PH: 0418 991 229
E: hello@telos.com.au
ABN: 53 667 055 281
ACC: CC1263P

CLIENT
TELOS HOMES AUSTRALIA
ADDRESS
1 WIVELL ST, LEGANA, TAS 7277

DRAWING
FOLIO DOCUMENTS

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DRAWING STAGE:
DA

REV	DATE	DESCRIPTION	DESIGNER	A.G.W.	JOB NUMBER	7
			DRAWN	L.L.F.	DRAWING	3
			CHECKED	A.G.W.	SCALE (A3)	NTS

1 WIVELL ST, LEGANA, TAS 7277

UNIT 1 72.5m²
UNIT 2 72.5m²
UNIT 3 72.5m²

U1 Total P.O.S. 73m²
U2 Total P.O.S. 94m²
U3 Total P.O.S. 92m²

LEGEND

- BOUNDARY
- CONTOURS
- PARKING
- SETBACKS
- INTERNAL FNC
- REFUSE BINS (1.8 x 0.6m²)
- EXIS. BUILDING
- GARDEN BED AREA
- BITUMEN/CONCRETE
- 24m² P.O.S. (PAVED)
- PRIVATE OPEN SPACE

01 SITE PLAN

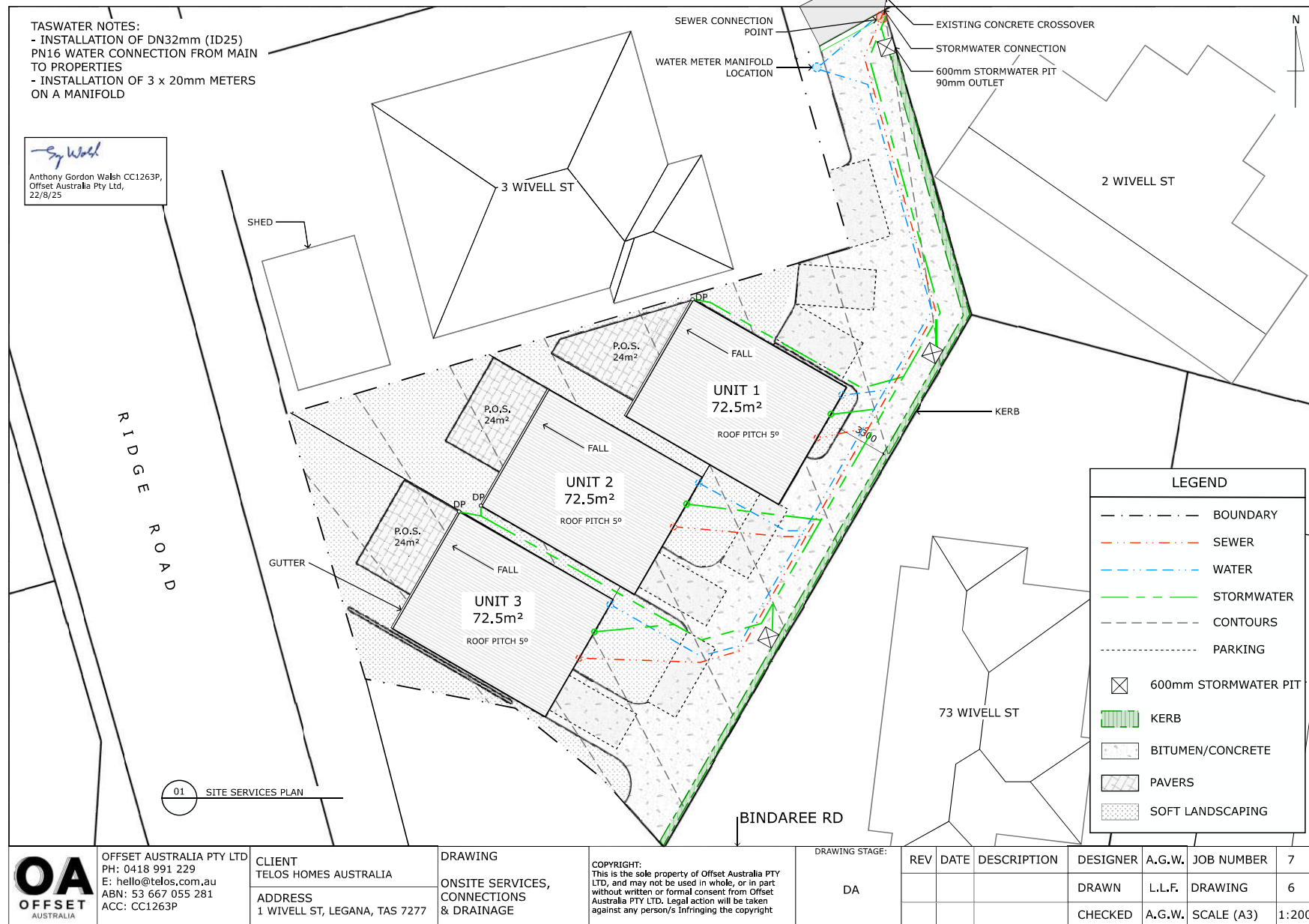
01 SITE PLAN

01 SITE PLAN

ORDINARY COUNCIL MEETING
Tuesday 18 November 2025



ORDINARY COUNCIL MEETING
Tuesday 18 November 2025



01 STRATA TITLE PLAN

LEGEND

- BOUNDARY
- FENCING
- PARKING
- UNIT 1 STRATA - 188,8 m²
- UNIT 2 STRATA - 228,39 m²
- UNIT 3 STRATA - 244,02 m²
- COMMON LAND
- CONCRETE
- PAVED AREA

CLIENT
TELOS HOMES AUSTRALIA

ADDRESS
1 WIVELL ST, LEGANA, TAS 7277

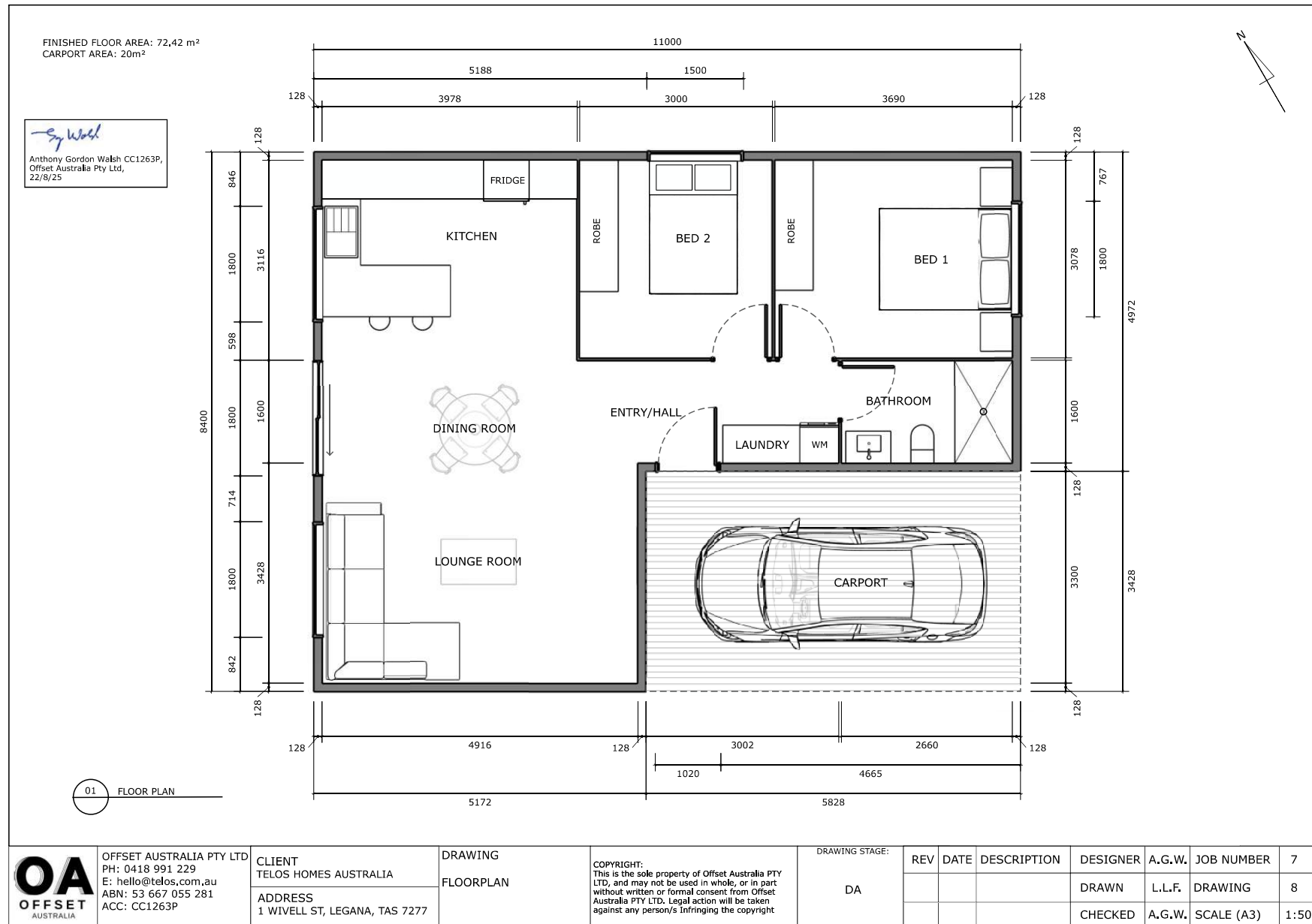
DRAWING
STRATA TITLE PLAN

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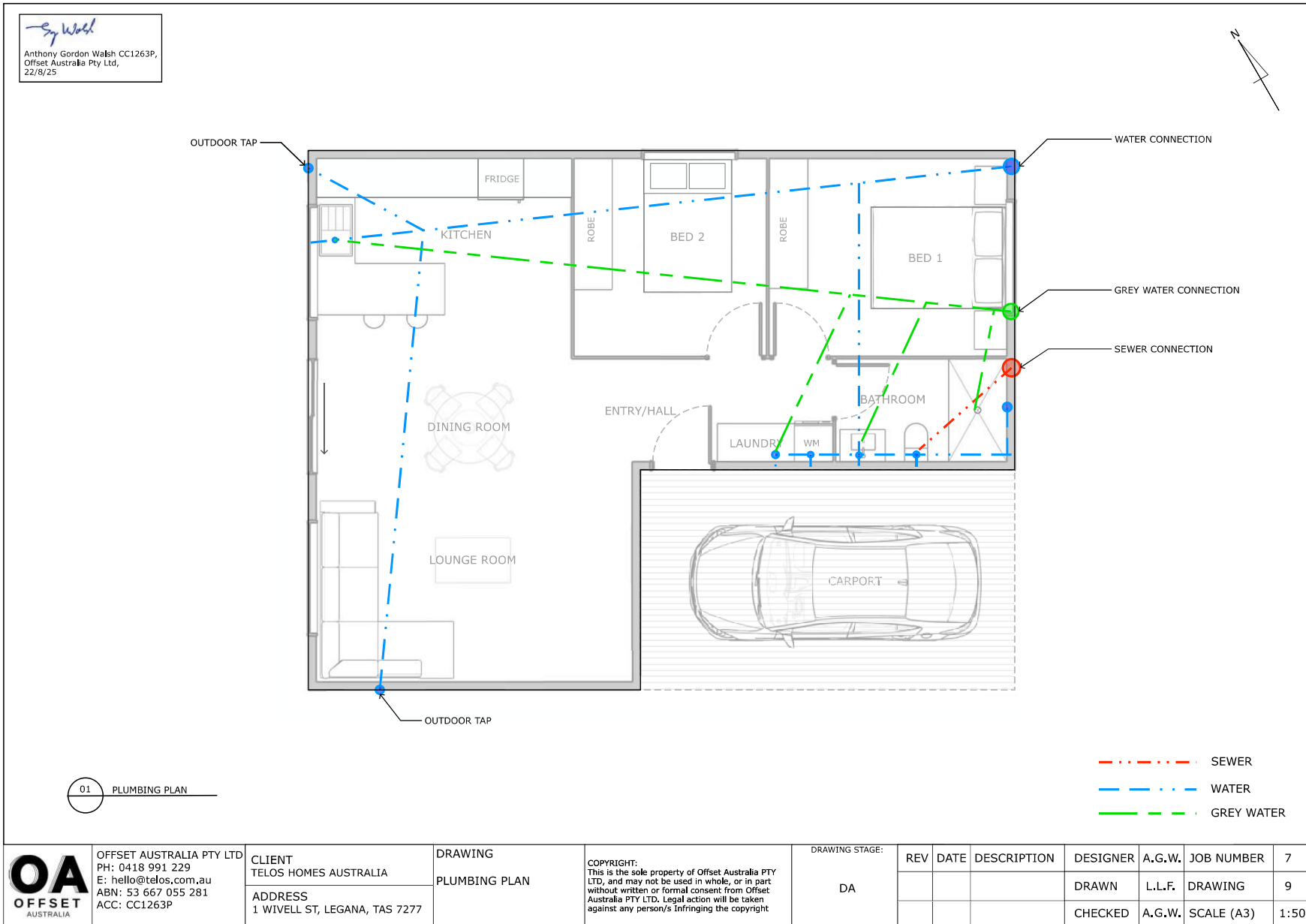
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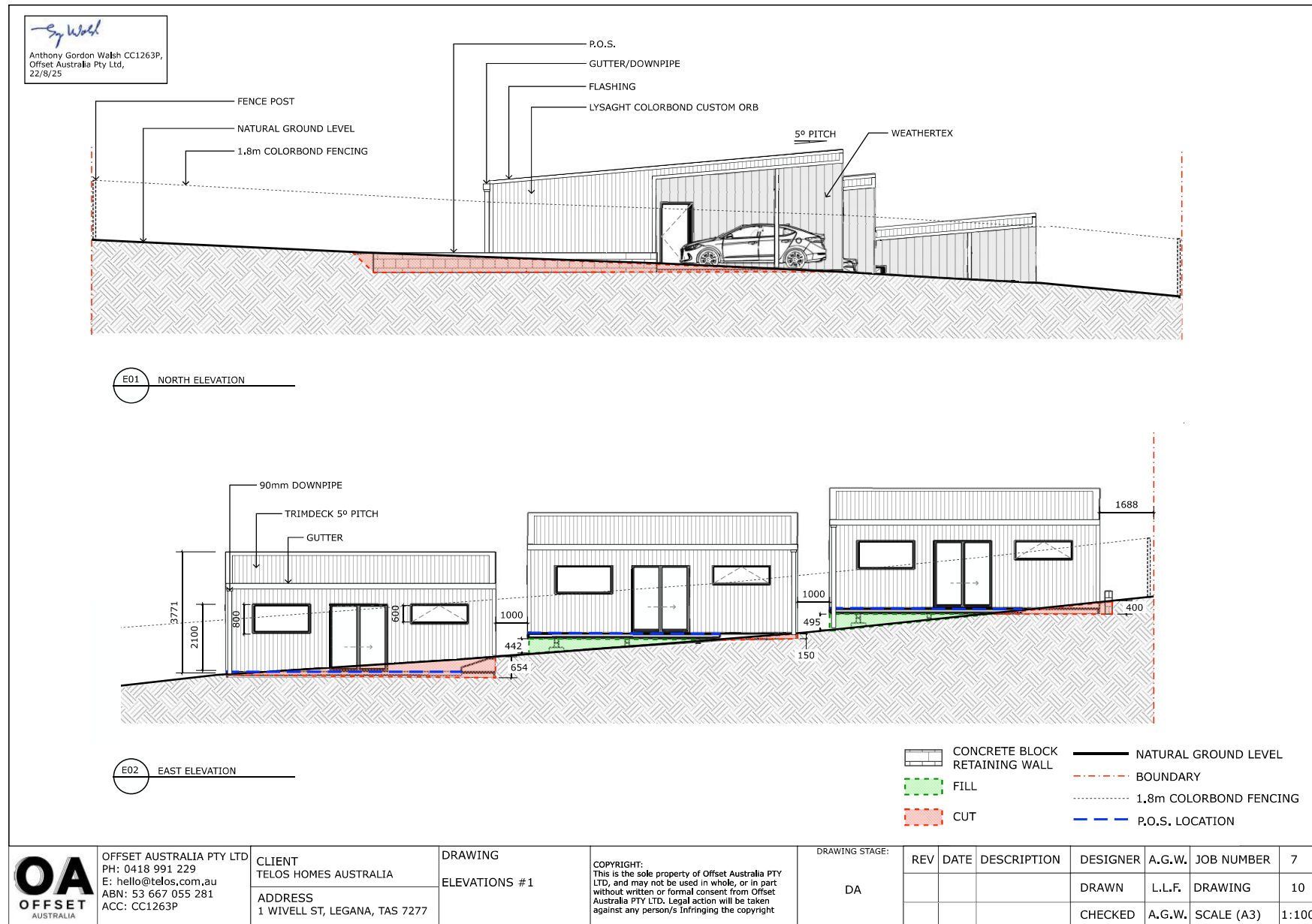
ORDINARY COUNCIL MEETING
Tuesday 18 November 2025



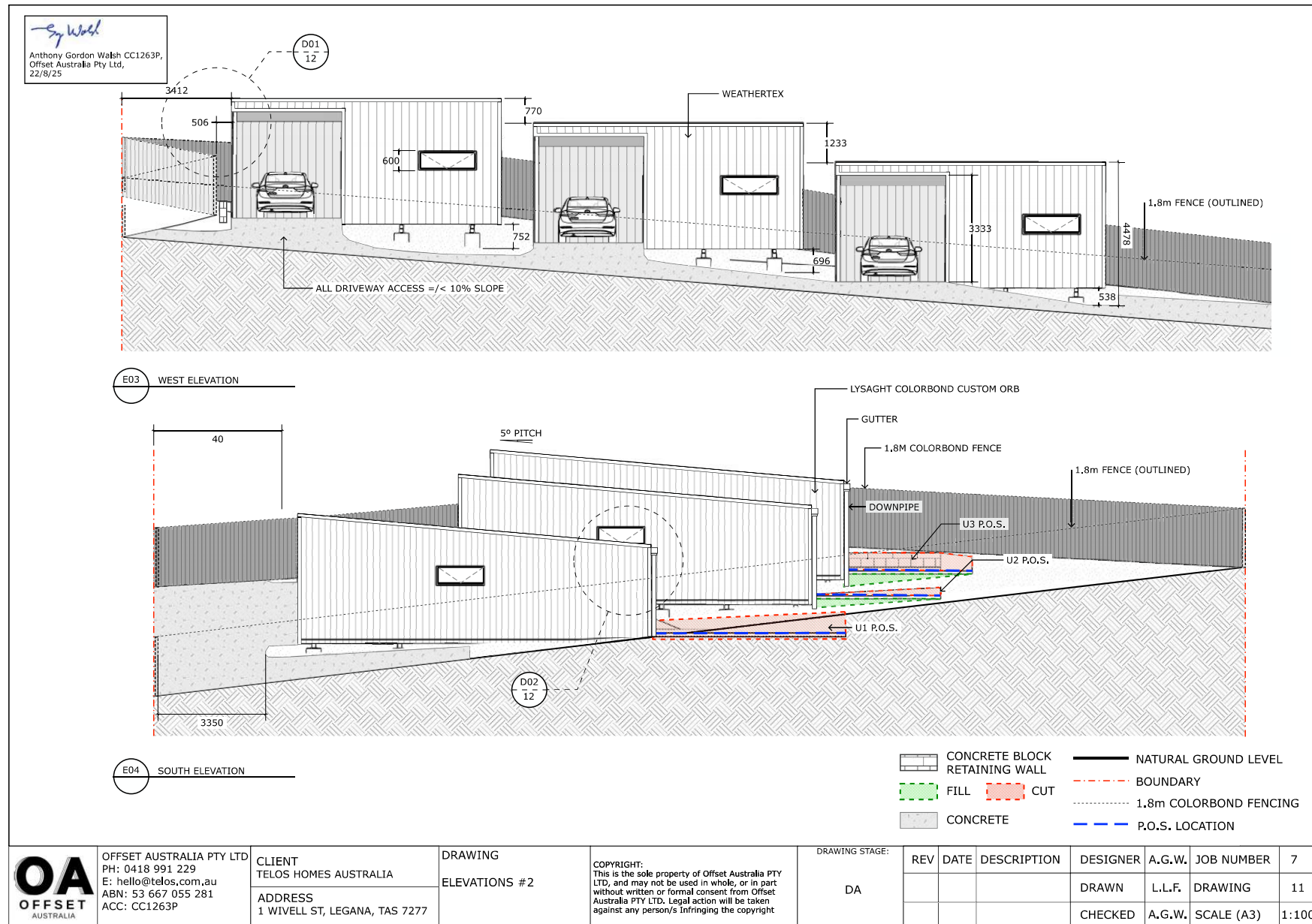
ORDINARY COUNCIL MEETING
Tuesday 18 November 2025



ORDINARY COUNCIL MEETING
Tuesday 18 November 2025

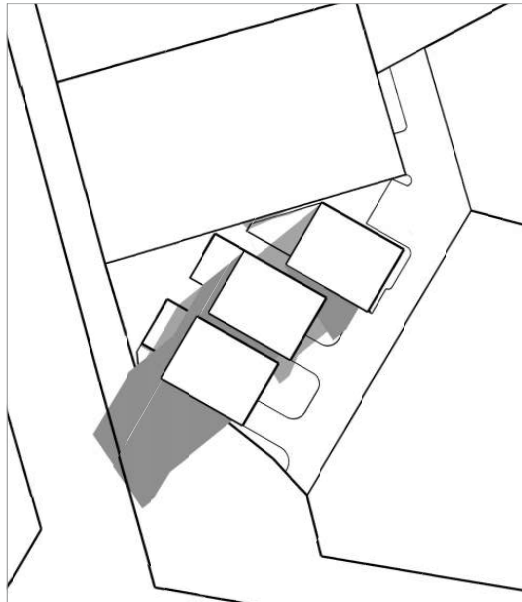


ORDINARY COUNCIL MEETING
Tuesday 18 November 2025

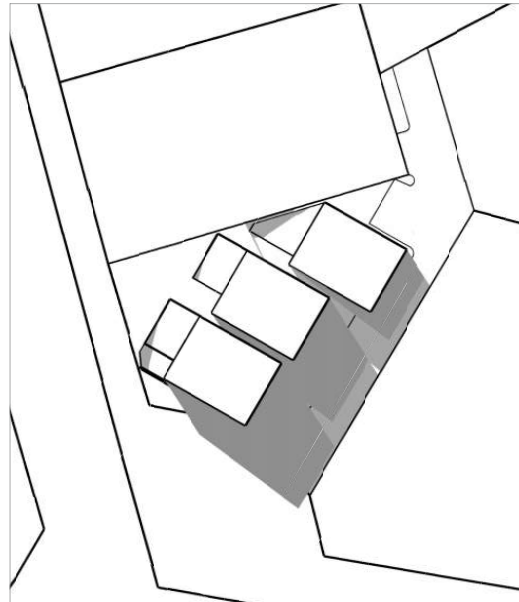


ORDINARY COUNCIL MEETING
Tuesday 18 November 2025

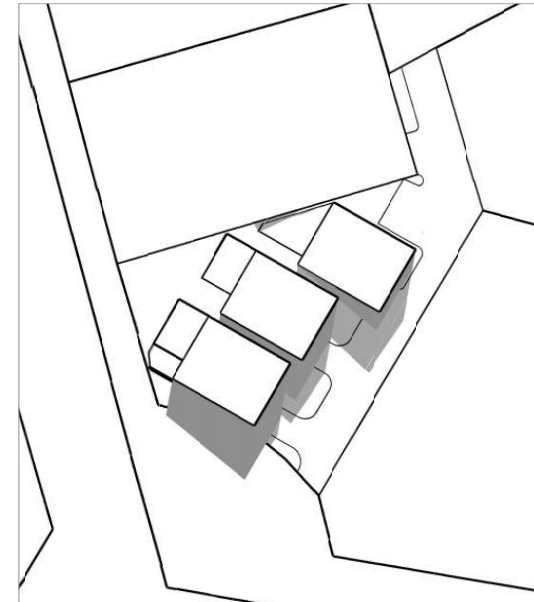
Sy Wood
Anthony Gordon Walsh CC1263P,
Offset Australia Pty Ltd,
22/8/25



01 9am 21st June



02 12pm 21st June



03 3pm 21st June



OFFSET AUSTRALIA PTY LTD
PH: 0418 991 229
E: hello@telos.com.au
ABN: 53 667 055 281
ACC: CC1263P

CLIENT
TELOS HOMES AUSTRALIA

ADDRESS
1 WIVELL ST, LEGANA, TAS 7277

DRAWING
SHADOW STUDY

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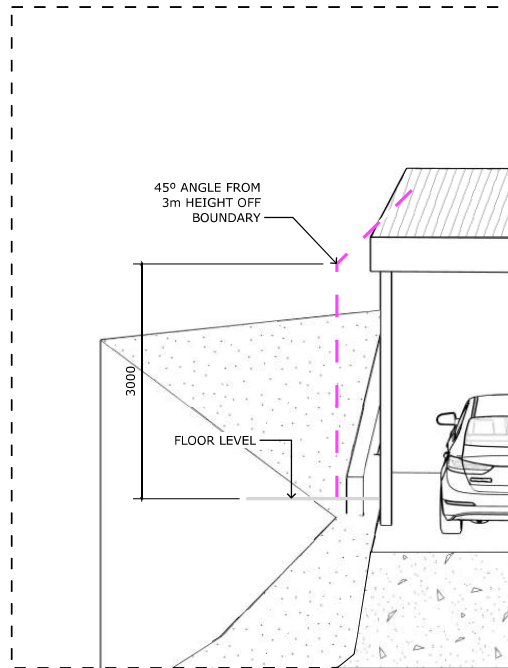
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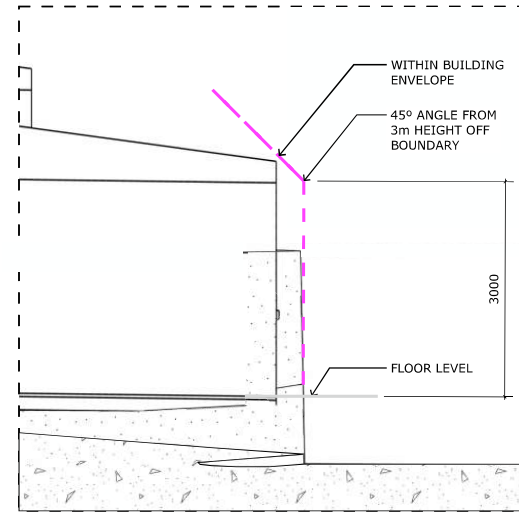
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			CHECKED	A.G.W.	SCALE (A3)	1:500

ORDINARY COUNCIL MEETING
Tuesday 18 November 2025

Sy Walsh
 Anthony Gordon Walsh CC1263P,
 Offset Australia Pty Ltd,
 22/8/25



D01 DETAIL #1



D02 DETAIL #2

OA OFFSET AUSTRALIA	OFFSET AUSTRALIA PTY LTD PH: 0418 991 229 E: hello@telos.com.au ABN: 53 667 055 281 ACC: CC1263P	CLIENT TELOS HOMES AUSTRALIA ADDRESS 1 WIVELL ST, LEGANA, TAS 7277	DRAWING BUILDING ENVELOPE DETAILS	COPYRIGHT: This is the sole property of Offset Australia PTY LTD, and may not be used in whole, or in part without written or formal consent from Offset Australia PTY LTD. Legal action will be taken against any person/s infringing the copyright	DRAWING STAGE: DA	REV	DATE	DESCRIPTION	DESIGNER	A.G.W.	JOB NUMBER	7
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									CHECKED	A.G.W.	SCALE (A3)	1:100

8 OFFICE OF THE CHIEF EXECUTIVE OFFICER

8.1 CEO 1 - Council Workshops held in October and November

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 6 November 2025

ATTACHMENTS: Nil

SUMMARY

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

DATE AND PURPOSE OF WORKSHOP HELD

21 October 2025 – Pre-meeting Workshop (half day)

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

Apologies: Nil

In Attendance: Kristen Desmond – Chief Executive Officer
David Gregory – Director Corporate & Community
Dino De Paoli – Director Community Assets
Michelle Riley – Director Planning & Development
Simon Tennant – Manager Communications & Engagement
Tom Chalmers – Governance Officer
Eleanor Moore – Executive Assistant to the CEO
Krstyna Ennis – Team Leader Planning

Presenter: Alaric Hellawell - REALMstudios
David Allingham - Form Planning + Projects
Liz Walsh - So. Architecture
Selvi Kannan - University of Tasmania

Topics Discussed:

- Miner's Park Consultation
- Woolworths Legana Development
- Riverside Pool Slide Refurbishment Tender
- Agenda Review

4 November 2025 – Interim Workshop (full day)

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

Apologies: Nil

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

Presenter: Bethany Hold - Holmes Dyer
Nitsan Taylor - Holmes Dyer
Elsbeth Moroni - Department of State Growth
Ben Lehner - Department of State Growth
Shaun Hekmatshoar - GHD

Topics Discussed:

- Draft Legana Town Centre and Township Structure Plan
- Capital Works Update
- Capital Works Contract Variation Approvals
- West Tamar Arts Group
- Winkleigh Hall – Anniversary and Equipment Request
- West Tamar Corridor Pre-Consultation Briefing
- Bonnie Beach Wall
- Planning Update
- Update of Draft Amendment AMD03-24 – 11 Upper McEwans Road
- Strategic Workplan 2025/26
- Community Grant Applications
- Youth Mayor Program
- Australia Day
- Positive Ageing Committee – Draft Terms of Reference
- Pre-State Budget Consultation
- Workshop and Council Meetings Schedule 2026
- TasWater Advocacy for Legana
- 1st Quarter Performance Report – July to September 2025
- Council Meeting Engagement Policy
- Visit Northern Tasmania – 1st Quarter Performance Report

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*, regulation 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 21 October 2025 and 4 November 2025.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

8.2 CEO 2 - Council Meeting Dates 2026

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 6 November 2025

ATTACHMENTS: Nil

SUMMARY

This report provides Council with the proposed schedule of Ordinary Council meetings and Council Workshops for 2026 for its consideration, noting and endorsement.

BACKGROUND

Council is required to adopt a schedule for the Ordinary Council meeting dates and times each year for the coming 12 months. This schedule is required to be published in a daily newspaper.

Currently Council meetings are held on the third Tuesday of each month, commencing at 1.30pm. Workshops are held on the first Tuesday of each month (full day) and the morning of the third Tuesday of each month, prior to the Council meeting.

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

Local Government Act (Meeting Regulations) 2025

RISK CONSIDERATIONS

Failure to advertise the location and timing of Council meetings before the January 2026 meeting will result in a breach of Regulation 9(2) of the *Local Government Act (Meeting Regulations) 2025*.

FINANCIAL IMPACT

Nil.

CONSULTATION

Consultation with Councillors occurred at the Interim Workshop held on 4 November 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 are a number of options available to Councillors for the 2026 schedule, including:

- Retaining the current schedule and timings
- Choosing a different day/time for Council Meetings
- Choosing a different day/time for Workshops, including the option of evening workshops, or an increased number of shorter workshops
- Changing the location of Meetings

Should we continue on the current schedule and timings, the calendar, including gazetted public holidays in bold, will be as follows:

Thu	1	January	New Year's Day	Mon	8	June	King's Birthday
<i>Tue</i>	<i>13</i>	<i>January</i>	<i>Interim Workshop</i>	<i>Tue</i>	<i>16</i>	<i>June</i>	<i>Council Meeting</i>
<i>Tue</i>	<i>20</i>	<i>January</i>	<i>Council Meeting</i>	<i>Tue</i>	<i>7</i>	<i>July</i>	<i>Interim Workshop</i>
Mon	26	January	Australia Day	<i>Tue</i>	<i>21</i>	<i>July</i>	<i>Council Meeting</i>
<i>Tue</i>	<i>3</i>	<i>February</i>	<i>Interim Workshop</i>	<i>Tue</i>	<i>4</i>	<i>August</i>	<i>Interim Workshop</i>
<i>Tue</i>	<i>17</i>	<i>February</i>	<i>Council Meeting</i>	<i>Tue</i>	<i>18</i>	<i>August</i>	<i>Council Meeting</i>
Wed	25	February	Launceston Cup Day	<i>Tue</i>	<i>1</i>	<i>September</i>	<i>Interim Workshop</i>
<i>Tue</i>	<i>3</i>	<i>March</i>	<i>Interim Workshop</i>	<i>Tue</i>	<i>15</i>	<i>September</i>	<i>Council Meeting</i>
Mon	9	March	Eight Hours Day	<i>Tue</i>	<i>6</i>	<i>October</i>	<i>Interim Workshop</i>
<i>Tue</i>	<i>17</i>	<i>March</i>	<i>Council Meeting</i>	Thu	8	October	Launceston Show Day
Fri	3	April	Good Friday	<i>Tue</i>	<i>20</i>	<i>October</i>	<i>Council Meeting</i>
Mon	6	April	Easter Monday	Mon	2	November	Recreation Day
<i>Tue</i>	<i>7</i>	<i>April</i>	<i>Easter Tuesday</i>	<i>Tue</i>	<i>3</i>	<i>November</i>	<i>Interim Workshop</i>
<i>Wed</i>	<i>8</i>	<i>April</i>	<i>Interim Workshop</i>	<i>Tue</i>	<i>17</i>	<i>November</i>	<i>Council Meeting</i>
<i>Tue</i>	<i>21</i>	<i>April</i>	<i>Council Meeting</i>	<i>Tue</i>	<i>1</i>	<i>December</i>	<i>Interim Workshop</i>
Sat	25	April	ANZAC Day	<i>Tue</i>	<i>15</i>	<i>December</i>	<i>Council Meeting</i>
<i>Tue</i>	<i>5</i>	<i>May</i>	<i>Interim Workshop</i>	Fri	25	December	Christmas Day
<i>Tue</i>	<i>19</i>	<i>May</i>	<i>Council Meeting</i>	Mon	28	December	Boxing Day (Observed)
<i>Tue</i>	<i>2</i>	<i>June</i>	<i>Interim Workshop</i>				

The interim workshops scheduled for 13 January 2026 and 8 April 2026 (in italics above) have been highlighted as they are proposed to be held outside the usual schedule of first Tuesday of the month. A workshop on 6 January would not provide Council Officers sufficient time to prepare an agenda given the leave period between Christmas and the New Year, and Tuesday 7 April is Easter Tuesday, a public holiday observed by the Tasmanian Public Service.

As per Regulation 7(1) of the *Local Government (Meeting Procedures) Regulations 2025*, a Council meeting is not to start before 5:00 p.m. unless otherwise determined by the council by absolute majority.

RECOMMENDATION

That Council:

1. by absolute majority endorse West Tamar Council's Ordinary Council Meetings to commence at 1.30pm on the following dates:

Tuesday 20 January 2025
Tuesday 17 February 2025
Tuesday 17 March 2025
Tuesday 21 April 2025
Tuesday 19 May 2025
Tuesday 16 June 2025
Tuesday 21 July 2025
Tuesday 18 August 2025
Tuesday 15 September 2025
Tuesday 20 October 2025
Tuesday 17 November 2025
Tuesday 15 December 2025

2. authorises the Chief Executive Officer to advertise the agreed dates as required by the *Local Government (Meeting Procedure) Regulations 2025*; and
3. notes the proposed Council Workshop dates.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

REQUIRES ABSOLUTE MAJORITY OF COUNCIL

8.3 CEO 3 - Appointment of Acting Chief Executive Officer

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 11 November 2025

ATTACHMENTS: Nil

SUMMARY

This report is provided to Council for their consideration to appoint two officers of Council as Acting Chief Executive Officer in the case of absence of the Chief Executive Officer and in accordance with the requirements of Section 61B of the *Local Government Act 1993 (the Act)*.

For the avoidance of doubt, "Chief Executive Officer" means General Manager for the purposes of the Act and all other legislation administered by or concerning Council.

BACKGROUND

Section 61B of the Act provides for the Council to appoint a person to act in the office of Chief Executive Officer (**CEO**) during every absence of the CEO for a term not exceeding 5 years.

Pursuant to Minute 25/3, Council appointed Michelle Riley, Director Planning & Development, as Acting CEO for the period 21 January to 31 December 2025, inclusive. Minute 25/3 also appointed Dino de Paoli, Director Community Assets to be Acting CEO for the same period in the instance of both Kristen Desmond and Michelle Riley being absent.

The CEO has periods of planned annual leave scheduled at various times throughout 2026 and an Acting CEO is required to be appointed to cover these periods. It is also prudent to have a standing Acting CEO in order to cover any instances of unplanned leave.

The appointment of an alternate Acting CEO is seen as a prudent way of mitigating the risk of the appointed Acting CEO being unavailable in the CEO's absence.

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:

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

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

Local Government Act 1993

61B. Acting general managers

1. For the purposes of this section, a general manager is absent if –
 - a. he or she is absent from duty for any reason; or
 - b. he or she is otherwise unavailable or unable to perform the functions of the office of general manager; or
 - c. the position of general manager is vacant.
2. The mayor may appoint a person to act in the office of general manager if –
 - a. the general manager is absent and no person holds an appointment under subsection (4) ; or
 - b. the general manager is absent and the person appointed under subsection (4) is absent from duty or otherwise unavailable or unable to act in the office of general manager.
3. An appointment under subsection (2) ends when the first of the following occurs:
 - a. the general manager returns to duty;
 - b. the term of the appointment expires;
 - c. the mayor or the council revokes the appointment;
 - d. a person is appointed as general manager under section 61 .
4. The council may appoint a person to act in the office of general manager during every absence of the general manager.
5. An appointment under subsection (4) is for the term, not exceeding 5 years, specified in the appointment and ends when the first of the following occurs:
 - a. the term of the appointment expires;
 - b. the council revokes the appointment;
 - c. if the appointment is to the holder of an office, the person ceases to hold that office.
6. While a person appointed to act in the office of general manager is acting as general manager, that person is taken to be the general manager.

RISK CONSIDERATIONS

The appointments of an Acting CEO and an alternate Acting CEO are designed to minimise the risk to the organisation. The recommendation also provides transparency to the Councillors and the community.

FINANCIAL IMPACT

Nil.

CONSULTATION

Consultation with Councillors occurred at the Interim Workshop held on 4 November 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

Section 61B of the Act provides Council with the opportunity to appoint an Acting CEO for a period not exceeding five (5) years.

Council has a preference to alternate the appointment of the Acting CEO amongst the members of the Executive team for periods of 12 months. This is to provide professional development for the Executive team as well as spread the administrative burden. David Gregory, Director Corporate & Community, was appointed as Acting CEO in 2023/2024 with Michelle Riley, Director Planning & Development, appointed to cover the CEO's leave in November 2024 and for the 2025 calendar year.

It is proposed that Dino De Paoli, Director Community Assets, be appointed as Acting Chief Executive Officer with Michelle Riley, Director Planning & Development as the alternate for 2026 calendar year.

RECOMMENDATION

That Council:

1. Appoint Dino De Paoli, Director Community Assets, as Acting Chief Executive Officer during the absence of the Chief Executive Officer in accordance with the requirements of Section 61B(4) of the *Local Government Act 1993* for the period 1 January 2026 and 31 December 2026 inclusive; and
2. Appoint Michelle Riley, Director Planning & Development, as Acting Chief Executive Officer in accordance with the requirements of Section 61B(2)(b) of the *Local Government Act 1993* for the period 1 January 2026 and 31 December 2026 inclusive, that is if the Chief Executive Officer is absent and Dino De Paoli, Director Community Assets, being the person appointed under Section 61B(4) of the *Local Government Act 1993* is absent from duty or otherwise unavailable or unable to act in the office of Chief Executive Officer.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

8.4 CEO 4 - 1st Quarter Performance Report - July to September 2025

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 12 November 2025

ATTACHMENTS: 1. [8.4.1] 1st Quarterly Report July - September 2025

SUMMARY

The purpose of this report is to provide the West Tamar Council 1st Quarterly Performance Report for the period 1 July 2025 to 30 September 2025 to Council for endorsement.

BACKGROUND

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

STRATEGIC PLAN

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

3.5 Our Organisation

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

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

Council will:

- Keep our people and our community informed.

3.5 Our Organisation

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

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

Council will:

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

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

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

RISK CONSIDERATIONS

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

FINANCIAL IMPACT

Nil.

CONSULTATION

The draft 1st Quarterly Report was provided to Councillors for consideration at workshop on Tuesday 4 November 2025. The report will also be provided to the Audit Panel at the next scheduled meeting.

OPTIONS

Council may choose to:

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

OFFICER'S COMMENTS

The 1st Quarterly Performance Report for the period July to September 2025 is provided for consideration and endorsement.

RECOMMENDATION

That Council:

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

DECISION

Moved:

Seconded:

VOTING

For:

Against:

West Tamar Council

QUARTERLY REPORT

Edition 9
July - Sept 2025





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Message from the CEO

I am pleased to share with you the highlights from first quarter of the 2025-26 financial year.

This new quarter for the financial year has been marked by significant progress and achievements right across our organisation.

From a financial perspective, Council remains - as always - in a strong position, particularly from a cash perspective, fuelled by rates income and higher than expected Commonwealth financial assistance grants payments.

The percentage of rates payments outstanding is higher than the norm - most likely an indicator of ongoing cost-of-living pressures being felt in our communities.

Our compliance levels for our Customer Service Requests remain impressively high at almost 98.4 per cent, which is a testament to the diligence and commitment of our officers to serving our residents.

One surprising - and very pleasing figure that came out over the first quarter was the number of successful applications for new food businesses in the West Tamar.

While there 16 approvals recorded for all of the 24/25 financial year (and just one in the previous quarter) there have been 11 food business applications in the July to September quarter, which just underpins all the work we do to promote our beautiful Tamar region as a world-class food and wine experience.

A new addition to our Quarterly Reporting from this edition is our facility bookings, which showcases the popularity our many community facilities spread across the region. This includes the ever-busy Windsor Community Centre, the Tamar Function Centre, our recently upgraded Indoor Training Centre at Riverside, the new-look Windsor Oval and the two Olympic soccer grounds, through to our community halls and function spaces such as Legana Hall, the Exeter Community Hub and the Rowella Hall.

The historic Beaconsfield Mine & Heritage Centre continues to perform at a high level as a drawcard for tourists across the region – registering a noticeable spike in patronage with more than 2150 visitors in September, up from just over 1600 in August.

As always, I would like to again thank Council staff for their continued dedication and hard work and I look forward to reporting on what I am sure will be a very busy second quarter in the lead-up to the Christmas and New Year period.



Kristen Desmond
Chief Executive Officer



CEO Meeting Schedule

Quarter 1, 2025-26 – July to September 2025

July	
1	Interim Workshop
	Meeting with Sporting Club
	Tasmanian Tourism Evening Networking Event
2	Meeting with Tas Nationals Candidate
4	TEER Strategy and Partnerships Committee
7	Rowella Hall Annual General Meeting
10	Meeting with CEO BBAMZ
11	State Election Priorities Session NTDC
	Northern General Manager/Chief Executive Officer's Regional Meeting
15	Pre-meeting Workshop
	Ordinary Council Meeting
17	Meeting with Proponent
	Tamar Yacht Club
	Meeting with NTDC re Population Program Consult
22	Meeting with Business Representatives
	TEMT Infrastructure and Amenities Master Plan Working Group Meeting
24	Meeting with Proponent
25	LGAT Climate Project Discussion
	Northern General Managers/Chief Executive Officer's Meeting
	LGAT Climate Change Program Update
	LGAT General Meeting and Annual General Meeting
29	Meeting with Business
30 – 1 August	Local Government Chief Officer's Group Conference, Tweed Heads
August	
4	TasWater PSP5 Council Briefing
	Meeting with Office of Coordinator General
6	Meeting with Business
	Meeting with TasWater
7	Meeting with Business
	TasTAFE Awards Ceremony
8	Meeting with Sporting Club
12	Workshop – Influential Communication Training
13	Workshop – Risk Appetite
14	Meeting with Business
15	Meeting with Business Representatives
	Meeting with Minister Palmer, Rob Fairs MP and Ratepayer
	NTRLUS Steering Meeting
19	CEO Performance Review 2024/25
	Pre-Meeting Workshop
	Ordinary Council Meeting
20	Community Meeting – Glengarry Fire Station

ORDINARY COUNCIL MEETING
Tuesday 18 November 2025

21	Meeting with Business Representatives
	Media event – Tas Petroleum, Innova Business Park
	Meeting with Senator Helen Polley, Jess Teesdale MP and Business
22	Northern General Manager/Chief Executive Officer's Regional Meeting
25	West Tamar Council Community Carols Meeting
26	Meeting with Department of State Growth – West Tamar Highway Improvements
	Community Roadshow – Beaconsfield
27	Meeting with Business
	Meeting with Proponent
	Audit Panel meeting – Q1
28	Meeting with Proponent
	Meeting with Community Club
	Tamar Estuary Management Taskforce Meeting
	Meeting with NOSS
	TSO Business Collective Networking Event
29	Northern General Manager/Chief Executive Officers Regional Meeting – Special
30	Community Roadshow - Rowella
	Launceston Chamber of Commerce Excellence Awards
31	Meeting with Business
September	
2	Interim Workshop
3-4	LG Innovate 2025 – The National AI Summit for Local Government
5	Meeting with Minister Palmer and Community Representative
	Meeting with Minister Palmer, Rob Fairs MP and Ratepayer
6	Community Roadshow – Frankford
8	Meeting with Residents
9	Meeting with Proponent
	Community Roadshow – Exeter
10	Attendance at Conciliation Meeting
	Workshop – Risk Appetite
11	Meeting with Residents
15	Meeting with Minister Palmer and Business
	Riverside Swimming Centre Redevelopment Advisory Committee Meeting
16	Pre-Meeting Workshop
	Council Meeting
17	Citizenship Ceremony
17-19	Local Government Professionals Tasmania Annual Conference
20	Exeter Bowls Club – Opening of Synthetic Green
22	Meeting with Exeter Child Care representative
	Taswater Online Developer Forum
	Event: Ava Ferguson Art Exhibition
	West Tamar Council Community Carols Meeting
24	Site Visit with Tourism Tasmania – Greens Beach to Beauty Point
	Tourism Tasmania Stakeholder Roundtable – Growing Tourism in the Tamar Valley
	NRM North Annual General Meeting
25	Meeting with Business
	Community Roadshow – Beauty Point
30	Meeting with Business

Use of the Council Seal

Date Common Seal Affixed	Reference No	Document Under Seal	Applicant/Other Party	Names of Signatories
7/07/2025	CS - 187	PA2022479 Final Survey Diagram & Schedule of Easements 131B West Tamar Road,	6ty Degrees Pty Ltd	CEO Kristen Desmond, Mayor Christina Holmdahl
14/07/2025	CS - 188	PA2024222 Final Survey Diagram & Schedule of Easements – 42 Glen Ard Mohr Road	6ty Degrees Pty Ltd	CEO Kristen Desmond Mayor Christina Holmdahl
14/07/2025	CS - 189	PA2024091 Final Survey Diagram & Schedule of Easements – 466 Frankford Road	Nova Land Consulting	CEO Kristen Desmond Mayor Christina Holmdahl
14/07/2025	CS - 190	Part 5 Agreement – 5A Eiger Street, Grindelwald	Cohen & Associates	CEO Kristen Desmond Mayor Christina Holmdahl
14/07/2025	CS - 191	Adhesion Order - 300 Ecclestone Road and Crown Road Reserve Title	Craggy Ridge Investment Corporation Pty Ltd	CEO Kristen Desmond, Mayor Christina Holmdahl
4/08/2025	CS - 192	PA2023398 - Final Survey Diagram & Schedule of Easements	BDF Law/Siggins Pty Ltd	CEO Kristen Desmond, Mayor Christina Holmdahl
4/08/2025	CS - 193	PA2022052 Final Survey Diagram and Schedule of Easements	Nova Land Consulting/Foot-hill Super Fund Pty Ltd	CEO Kristen Desmond, Mayor Christina Holmdahl
8/08/2025	CS - 194	PA2023142 Final Survey Diagram & Schedule of Easements	Loratone Investments Pty Ltd/6ty Degrees	CEO Kristen Desmond, Mayor Christina Holmdahl
8/08/2025	CS - 195	PA2025100 Final Survey Diagram & Schedule of Easements	GF & PJ Rigney/Cohen & Associates Pty Ltd	CEO Kristen Desmond, Mayor Christina Holmdahl
13/08/2025	CS - 196	Tasmania Parks and Wildlife Service Resale Agent Agreement (Kiosk) – providing for the authorisation to collect certain fees in relation to National Parks and Reserved Land Regulations 2019	CM & GD Wylie, Cohen & Associates	CEO Kristen Desmond, Mayor Christina Holmdahl

ORDINARY COUNCIL MEETING
Tuesday 18 November 2025

2/09/2025	CS - 197	PA2022229 Final Survey Diagram & Schedule of Easements	Tamar Visitor Centre / Tasmania Parks and Wildlife Service	CEO Kristen Desmond, Mayor Christina Holmdahl
8/09/2025	CS - 198	PA2020105 Final Survey Diagram & Schedule of Easements	Lot 100 Tennyson Drive Riverside	CEO Kristen Desmond, Mayor Christina Holmdahl
8/09/2025	CS - 199	PA2025300 Final Survey Diagram & Schedule of Easements	5A Eiger Court Grindelwald	CEO Kristen Desmond, Mayor Christina Holmdahl
17/09/2025	CS - 200	PA2025106 Final Survey Diagram & Schedule of Easements	146 & 146A Weld Street, Beaconsfield - Nova Land Consulting	CEO Kristen Desmond, Mayor Christina Holmdahl
17/09/2025	CS - 201	PA2023047 Schedule of Easements to support final plan with Lot 3 and Lot 22 (balance Land)	9 Leeman Court Riverside TAS - Survey and Alignment Services (owner Sokram Pty Ltd)	CEO Kristen Desmond, Mayor Christina Holmdahl
22/09/2025	CS - 202	Deed of Release - Compulsory Acquisition of Land from West Tamar Council by Tasmanian State Government - Lot 1, Survey Plan P185920, Register Volume 154705 Folio 1	Rae & Partners, West Tamar Council	CEO Kristen Desmond, Mayor Christina Holmdahl
30/09/2025	CS - 203	PA2022479 Final Survey Diagram & Schedule of Easements 131B West Tamar Road,	Minister The Hon. NJH Duigan MLC	CEO Kristen Desmond, Mayor Christina Holmdahl

Audit Panel Actions

	Audit Panel Action Sheet
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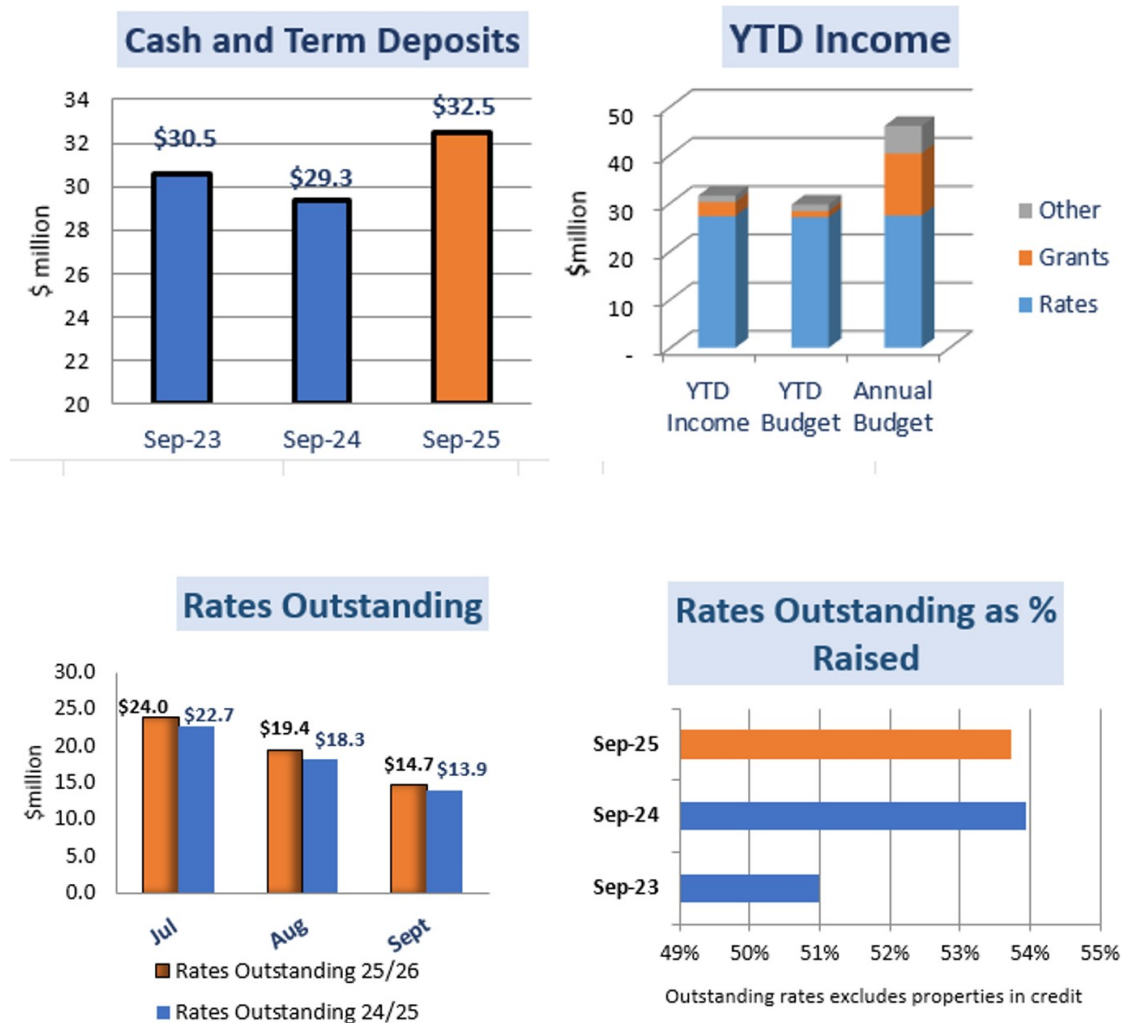
Ref	Date	Item	Action	Responsible	Comment
2412.04	11/12/24	16	Engage external provider for Risk Analysis function	Chief Executive Officer	June 2025
2503.01	25/03/25	7	Review previous motion of Council re delegations	Chief Executive Officer	June 2025
2503.02	25/03/25	11	Prioritise the Corrective Action Register and the development of an appropriately scheduled program of work	Chief Executive Officer	June 2025
2503.03	25/03/25	12	Prepare proposed internal audit program	Director Corporate & Community	June 2025
2506.01	4/6/25	4, 20	Prioritise review WT-HRM35.00, WT-HRM35.01 and WT-HRM35.02.	Director People, Culture & Safety	September 2025

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

Financial Reports

Cash balance remains healthy fuelled currently by rates income and Commonwealth financial assistance grants. Grants for the quarter are \$0.5m higher than YTD budget due to the unexpected 50% prepayment of 2025-26 financial assistance grant allocations.

Rates income is exceeding the quarter's expectations driven from greater supplementary rating than budgeted.

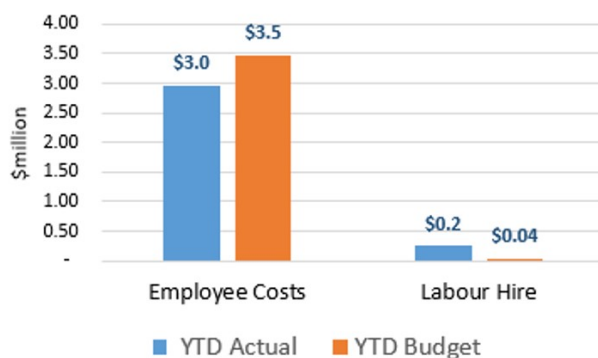


Rates outstanding as a % raised has increased and may indicate the changing economic pressures at the moment. Results will continue to be closely monitored.

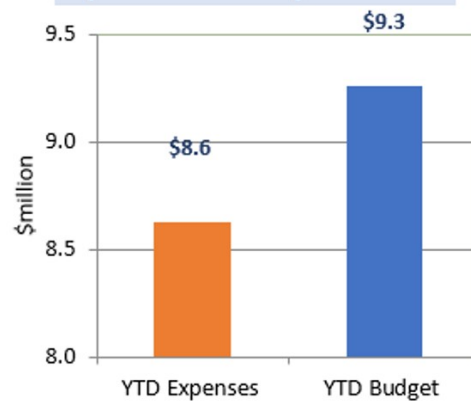
Financial Reports

Operational expenses for the first quarter of the financial year are lagging behind budget mainly influenced by vacant labour positions.

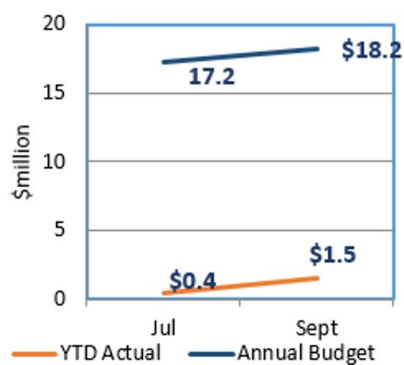
Employee Costs & Labour Hire



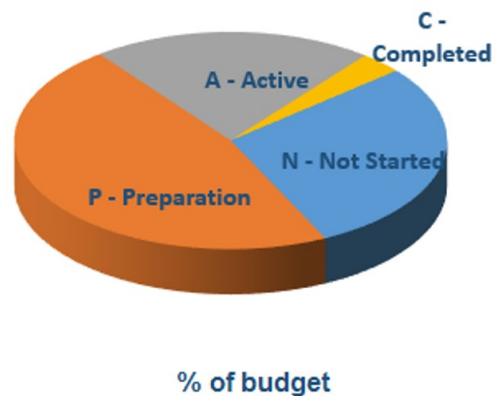
Operational Expenditure



Net Capital Expenditure



Capital Works Progress



Net Capital Expenditure for the quarter has expenditure and commitments at 17% of the annual budget.

Service Delivery

Customer Service Requests

- 428 total Customer Service Requests
- 421 compliant
- 9 non-compliant
- 98.36 per cent compliant
- Works and Infrastructure responded to 298 customer service requests during the first quarter

Planning and Development

Description	Previous Year Total	Q4 Jun 25	Q1 Sept 25	Year to Date
S57 Discretionary	180	55	63	63
S57 Discretionary (avg days)		36.83	34.34	
S58 Permitted	42	10	12	12
S58 Permitted (avg days)		13.8	18.08	
S56 Amended Permits	21	7	4	4
No permit required/exempt	125	31	50	50
Planning Appeals	2	0	0	0

Building

Description	Previous Year Total	Q4 Jun 25	Q1 Sep 25	Year to Date
Council issued Certificate of Likely Compliance (COLC)	107	27	15	
Privately surveyed (COLC)	164	44	76	
Council issued Permits	45	19	12	
Privately surveyed Certificates of Substantial Compliance	10	6	1	
Inspections	383	120	86	

Service Delivery

Plumbing

Description	Previous Year Total	Q4 Jun 25	Q1 Sep 25	Year to Date
CoLC/Permit:				
West Tamar Council	167	39	57	
Dorset Council	40	9	10	
George Town Council	207	23	21	
Flinders Island Council	18	6	3	
Inspections:				
West Tamar Council	550	130	132	
Dorset Council	68	13	11	
George Town Council	136	72	52	
Flinders Island Council	7	7	0	
Drainage Nuisances:	59	13	6	

Compliance

Development Compliance

Description	Previous Year Total	Q4 Jun 25	Q1 Sep 25	Year to Date
Complaints received and investigation initiated	62	19	18	
Building orders issued	47	10	11	
Plumbing orders issued	18	3	2	
Planning notice of intent	3	1	0	
Planning Enforcement notice issued	1	0	0	
Matter resolved - withdrawn	5	1	3	
Matter resolved – satisfied/revoked	15	2	15	

There were 218 ongoing compliance matters during the September Quarter 2025

Environmental Health

Description	Previous Year Total	Q4 Jun 25	Q1 Sep 25	Year to Date
New food business applications approved	16	1	11	
Food business inspections - number	250	69	47	
Vaccinations administered – number	0	0	409	
Complaints received and investigations initiated - number	77	23	26	
Complaints resolved - number	61	21	23	
Notifiable disease investigations	15	3	1	
OWMS consent	44	10	13	
OWMS inspections	73	6	11	

Compliance

Municipal Inspectors

Description	Previous Year Total	Q4 Jun 25	Q1 Sep 25	Year to Date
Dog registrations - number	16935	4171	3625	
Lifetime Dog Registrations - Total			334	
Dogs at large detained - number	75	11	16	
Barking dog complaints investigated - number	6	1	8	
Dog attacks investigated – number	21	9	5	
Burials - number	16	7	4	
Internment of ashes - number	5	0	1	
Fire abatement inspections - number	114	0	0	
Fire abatement notices issued - number	80	0	0	

Community

Event highlights

SEPTEMBER CITIZENSHIP CEREMONY

In September, West Tamar Council celebrated its latest Citizenship Ceremony, welcoming a staggering 22 new Australian citizens to our community.

Our amazing conferees came from Poland, Pakistan, New Zealand, Columbia, India, Germany, the UK, Iran, Thailand, Sri Lanka, Iraq, Nepal, South Africa and Hong Kong.

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



ORDINARY COUNCIL MEETING
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Community Facility Bookings

	July	August	September
WINDSOR COMMUNITY PRECINCT			
Windsor Community Hall	15	16	17
Myrtle Room (Area 2)	17	20	23
Huon Room (Area 3)	15	15	23
Windsor Computer Hub	11	22	19
Youth Space Meeting Room	8	6	9
Windsor Chambers	11	14	8
Tamar Function Centre (currently tenanted)	30	31	32

	July	August	September
WINDSOR COMMUNITY PRECINCT - RECREATION			
Amphitheatre	0	0	0
Indoor Training Centre	38	59	82
Windsor Oval	25	28	14
Launceston Christian School Oval	27	29	25
Olympic 1	20	27	25
Olympic 2	17	17	18
Cricket 1	0	0	0
Cricket 2	0	0	3
Taster	22	21	1
Junior 1	11	21	0
Orienteering Trails	0	0	0
Cross Country Trails	4	0	0

	July	August	September
COMMUNITY HALLS/FUNCTION SPACES			
Legana Hall	45	51	47
Rowella Hall	8	10	6
Frankford Hall	1	0	1
Clarence Point Hall	21	4	2
Exeter Community Hub – Function Room	31	25	31
Exeter Squash Courts	0	8	13
Beaconsfield Community Centre - Gym	14	12	7
Beaconsfield Community Centre – Function Room	10	13	4

ORDINARY COUNCIL MEETING
Tuesday 18 November 2025

Beaconsfield Mine and Heritage Centre

1. GROUPS					
Date	Number of entries	Number of Groups			
July	1800	5 groups			
August	1628	6 groups			
September	2159	10 groups			
2. SOCIAL MEDIA INSIGHTS BMHC					
Facebook	Followers	Post Reach	Post Engagement		
July	3251 total followers	Post reach 5.7k	Post engagement 727		
August	3260 total followers	Post reach 2k	Post engagement 288		
September	3259 total followers	Post Reach 8.3k	Post engagement 1k		
3. VISITOR FIGURES					
Year	2021-22	2022-23	2023-24 YTD	2024-25 YTD	2025-26 YTD
Visitor Numbers YTD			5473	5533	5587

Key Project Update

BEAUTY POINT FORESHORE REDEVELOPMENT

After almost two years of civil works, work on the Beauty Point Foreshore Redevelopment has finally been completed.

This generational project - which was funded by a \$3 million grant from the Federal Government - has transformed the iconic waterfront into a vibrant, accessible destination for residents and visitors alike.



The redevelopment, which was guided by the Beauty Point Foreshore Master Plan, delivers enhanced public access to the Tamar River estuary, upgraded amenities, and a renewed focus on the area's natural and cultural heritage.

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.

Key features include:

- A continuous foreshore trail that connects a series of nodes and passive recreation activities
- 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 and I warmly thank them for their support)
- Barbecue shelters, seating and picnic tables
- Formalised car parking areas at key locations, and
- Landscape amenity and beautification, and
- Refreshed public spaces that better integrate with local attractions like Seahorse World and Platypus House.

Developed in partnership with TasPorts and Tourism Northern Tasmania, the project builds on \$3 million in Federal Government funding, to create a sustainable hub that supports tourism, recreation, and community well-being.

The initiative addresses long-standing community priorities, including better foreshore connectivity and enhanced safety and usability of public facilities.

West Tamar Council Mayor Christina Holmdahl said that the Beauty Point Foreshore redevelopment was more than just barbecue shelters and new pathways.

"In reality, it's a testament to our community's vision and resilience," Mayor Holmdahl said.

"For years, Beauty Point residents have championed better access to our stunning foreshore, and today we celebrate that dream becoming reality.

"This space will foster connection to our Tamar River heritage, boost local tourism, and provide joyful, inclusive places for play and relaxation.

"The West Tamar Council is immensely proud of this remarkable facility, which we believe will serve as a vibrant centrepiece for our community for generations to come," Mayor Holmdahl said.

One of the final aspects of the redevelopment - a purpose-built, DDA compliant ramp - provides easy access from the redevelopment section of the foreshore to the beach below.



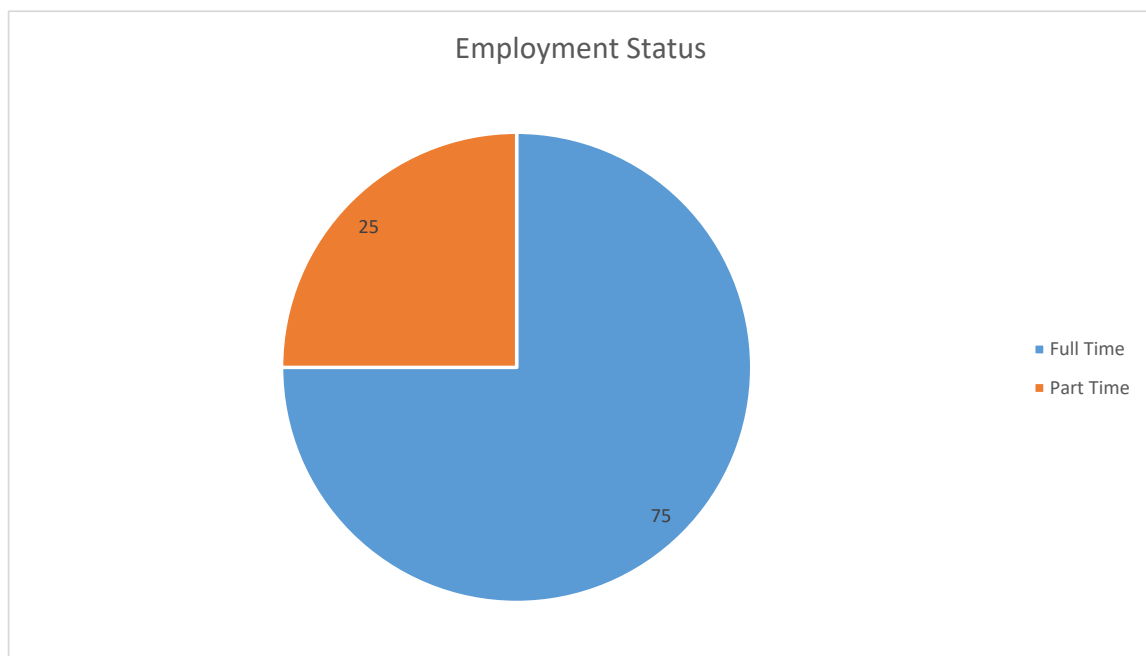
Workforce

At the end of the reporting period Council had a headcount of 116 employees. This equated to an establishment of 101.8 FTE.

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

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

The workforce profile can be found in the chart below:



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

The turnover rate for the quarter was approximately 1.7 per cent.

Incident Reporting

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

Description	July	August	September	Total Incidents
Near miss	1	1	1	3
Minor first-aid injury	1	4	4	9
Serious injury	0	0	0	0
Equipment/property/vehicle damage	1	4	2	7
Psychosocial hazards	0	0	0	0
Serious or Notifiable incidents	0	0	0	0
Minor incident (other)	1	3	4	8
Total incidents	4	12	11	27

Incident severity	Low	Medium	High	Critical
	19	6	2	0

Appendix 1 – Capital Works Program

Operational Summary Report September Quarter 2025

	Note	YTD \$'(000)	YTD Budget \$'(000)	Variance \$'(000)	Annual Budget \$'(000)
Recurrent Income					
Fees & Charges		(978)	(1,021)	43	(3,667)
Grants Current	1	(2,883)	(1,223)	(1,660)	(5,496)
Interest		(18)	(61)	43	(920)
Investment Water Corporation		(180)	(164)	(16)	(656)
Other Income		(205)	(131)	(75)	(444)
Rates		(27,289)	(27,085)	(203)	(27,406)
Total Recurrent Income		(31,553)	(29,684)	(1,868)	(38,588)
Expenditure					
Depreciation		1,923	1,948	(25)	7,791
Employee Costs		2,972	3,467	(495)	14,126
Finance Charges		0	0	(0)	2
Materials & Services		2,727	2,856	(129)	12,853
Other Operating Expenses		587	561	27	1,521
Statutory Contributions		428	428	(0)	1,713
Total Underlying Expenditure		8,638	9,260	(622)	38,005
Net loss (profit) on disposal		(10)	0	(10)	475
Underlying (Surplus)/Deficit		(22,925)	(20,424)	(2,501)	(108)
Timing Cwlth Assistance Grants		2,201	0	2,201	0
Capital Grants		(18)	0	(18)	(7,378)
Net (Surplus)/Deficit		(20,742)	(20,424)	(318)	(7,486)

Note 1 - Commonwealth prepaid 50% of 2025-26 Financial Assistance Grant allocations

Appendix 1 – Capital Works Program

Capital Report Sept Quarter 2025		YTD	On	Amended	Code
	Work No	Actual \$'(000)	Order \$'(000)	Budget \$'(000)	
Transport Capital					
Bridges					
1	Guard Rail upgrades to bring steel rails to current standards	60002	2	0	75 P
2	Beaconsfield, Tattersalls Rd, bridge 1328 over Anderson Crk - superstructure replacement and guardrail	60015	2	0	250 P
Bridges Total			4	0	325
Footpaths					
3	Beaconsfield, Shaw Street, Cornwall to Fysh St	60235	9	0	160 P
4	Beaconsfield, Archer St, Grubb St to Shaw St	60236	0	0	160 P
5	Beauty Point, Kitchener Av, Flinders St to Esplanade	60237	0	0	5 N
6	Beauty Point, Beatty St, additional works	60220			10 C
7	Gravelly Beach, river edge retaining wall and footpath near boat ramp	60238	0	0	150 N
8	Riverside, Grinter Street, from Francis St to No 33, investigate and design	60239	1	0	20 P
9	Trevallyn, Bowen Avenue - footpath	60232	(10)	0	0 C
10	Riverside, Pendennis Street - footpath	60233	19	0	20 C
11	Beaconsfield, Cornwall Street - footpath	60234	62	0	65 C
Footpaths Total			81	0	590
Gravel Resheeting					
12	Gravel Resheet Program	64013	54	0	400 A
Gravel Resheeting Total			54	0	400
Road Reseals					
13	Reseal Program Annual Allocation	61000	6	138	700 P
Road Reseals Total			6	138	700
Urban Streets					
14	Beauty Point, West Arm Rd, Kitchenere Ave to Mainwaring Street, kerb and channel - design 25/26	63139	0	0	10 N

Appendix 1 – Capital Works Program

Capital Report Sept Quarter 2025		YTD	On	Amended	Code
	Work No	Actual \$'(000)	Order \$'(000)	Budget \$'(000)	
15	Blackwall, 29 to 45 Gravelly Beach Road, kerb and channel	63142	0	0	50 P
16	Legana, Legana Boulevard Main Street, extend to Fulton St stage 3	63143	0	0	100 N
17	Riverside, New Ecclestone Rd, property access road reconstruct at No 45	63144	0	0	50 N
18	Riverside, Riverside Drive, No 31 to No 71, retaining wall construction and pavement repairs	63145	0	0	50 N
19	Riverside, Ecclestone Rd, New Ecclestone Rd to Allison Ave, design new retaining wall	63146	1	0	20 P
20	Riverside WTH, verge treatment Cormiston Rd to creek approx 200m.	63147	1	0	70 P
21	Beaconsfield, Julian St, upgrade Weld St to Bell St	63140	0	0	150 P
22	Beaconsfield streetscape improvement plan	63116	0	0	40 N
23	Design works - various infrastructure projects	69061	4	0	80 A
24	Legana, Bindaree Rd, retrofit roundabout, Ridge Rd to Bindaree Rd - in stages	63103	1	0	50 P
25	Riverside, Pitt Av, k&c and footpath from Cherry Ave to Anthony St	63137	2	0	720 P
27	Trevallyn, Cherry Road, reconstruct between Newland St and exisiting kerb (150m)	63100	0	0	11 C
Urban Streets Total		10		1,401	
Rural Roads					
28	Deviot Rd retaining wall, design 24/25	64062	11	4	880 P
29	Notley Hills Rd reconstruction	64092	3	0	300 P
30	Road guardrail upgrades	64093	0	0	35 N
31	Rosevears Drive, from Brady's Lookout Rd south 300m	64088	2	0	375 P
32	Rosevears, Brady's Lookout Rd, + 175m reconstruct	64087	12	0	375 P
33	Sidmouth, Valley Rd, upgrade pavement and seal, stage 1	64089	0	66	250 P
34	Bridgenorth Rd/Long Plains Rd, intersection improvement. grant funded \$365,000	64058	0	0	10 C
35	Grindelwald, Atkinsons Rd, road base, drainage, kerb and channel further stage	64051	333	89	387 C
Rural Roads Total		361	159	2,612	

Appendix 1 – Capital Works Program

Capital Report Sept Quarter 2025		YTD	On	Amended	Code
	Work	Actual	Order	Budget	
	No	\$'(000)	\$'(000)	\$'(000)	
Total Transport		517	297	6,028	
Stormwater					
36	Beauty Point, 31 Esplanade, stormwater line to reduce flooding	65131	2	0	60 P
37	Beauty Point, Eton street, SW	65134	0	0	60 N
38	Lanena, Paringa Av, pipe open channel to improve capacity and mitigate flooding risk	65135	2	0	150 P
39	Riverside, New Ecclestone Rd, extend road side drain pipe to creek	65136	11	29	250 P
40	Beauty Point, Flinders St, stormwater upgrade existing culvert to open drain at No 32 Flinders St - Design	65132	0	0	50 N
41	Emergency infrastructure works and unplanned infrastructure contributions, budget allocation	69056	37	4	75 A
42	Legana, Jetty Rd, drainage works to mitigate flooding Beach Rd, investigate and design	65133	0	0	10 N
Stormwater Capital Total		52	33	655	
Waste Management					
43	Beaconsfield, Waste Transfer Station barrier	65910	0	0	100 P
44	Exeter Depot wash bay improvements	65911	0	0	50 P
Waste Management Capital Total		0	0	150	
Community, Recreation, Parks & Reserves Capital					
45	Beauty Point Cricket Club, toilet upgrade	67295	0	0	10 P
46	Bridgenorth Football Club, electronic scoreboard - \$25,00 grant dependant	67296	0	0	45 P
47	Clarence Point Hall, heating/electrical upgrade	67300	0	0	20 P
48	Dog parks, amenities improvement program	67301	28	25	60 A
49	Greyhound off leash area	67303	22	19	40 A
50	Legana Hall, upgrade design	67304	0	0	20 N
51	Legana Tennis Club, rebuild retaining wall	67305	2	24	20 A
52	Parks various, fencing provision	67306	2	0	25 N
53	Pontoon capital maintenance, \$276k grant dependent	67307	0	0	316 P

Appendix 1 – Capital Works Program

Capital Report Sept Quarter 2025		YTD	On	Amended	Code
	Work No	Actual \$'(000)	Order \$'(000)	Budget \$'(000)	
54	Riverside Tennis Club, kitchen upgrade	67308	0	0	50 P
55	Riverside Windsor Pak, resurface for Olympic 2 ground	67309	2	0	1,500 P
56	Rowella Hall, improvements	67310	0	0	10 P
57	Riverside Tennis Club, upgrade lights to LED	67311	0	29	40 A
58	Riverside, Windsor Park, Launceston Football Club, replace urinal	67312	0	0	10 P
59	Riverside Tennis Club, upgrade mens urinal	67313	0	0	10 P
60	Riverside Olympic Football Club, general joinery changerooms	67314	0	0	20 N
61	Riverside Olympic Football Club, spectator seating	67315	15	0	15 C
62	Barbeque and shelter replacement program ongoing	67269	0	0	35 P
63	Beaconsfield Cemetery, expand capacity and improvements	67240	0	0	50 N
64	Beaconsfield Lions lookout upgrade	67271	4	0	8 A
65	Beaconsfield Grubb Recreation St public toilet renewal, design 24-25	67290	0	0	250 P
66	Beaconsfield Mine and Heritage Centre, CCTV upgrade	67288	11	0	30 N
67	Beaconsfield basketball ring, 1/3 court RSL Park	67209	31	2	35 A
68	Brady's Lookout capital maintenance	67273	0	0	40 N
69	Exeter Community Park, Exeter Arts facility - investigate / design 25/26	67179	2	0	20 P
70	Exeter RV parking design	67321	1	0	65 P
71	Exeter, Goat track trail upgrades, West Tamar Landcare	67302			20 P
72	Gravelly Beach Foreshore Project, partially Cmwltth funded	67201	4	725	1,130 A
73	Greens Beach Caravan Park, sewerage upgrade	67286	0	0	265 N
74	Green Beach Masterplan implementation stage 1 - State grant	67292	10	19	150 P
75	Kayena, Bonnie Beach, retaining structure and toilet ramp	67275	0	0	55 N
76	Kelso toilet & carpark, \$150k grant component	67254	21	361	445 P
77	Legana Orchard estate Jonagold Gold Playground	67293	3	0	295 P

Appendix 1 – Capital Works Program

Capital Report Sept Quarter 2025		YTD	On	Amended	Code
	Work	Actual	Order	Budget	
	No	\$'(000)	\$'(000)	\$'(000)	
78 Legana Park design and toilets renewal	67294	0	0	300	N
79 Legana future recreational developments	67251	75	22	350	A
80 Legana Basketball and Community Centre - Cmwth funded	67320	0	0	5,000	N
81 Playground renewal program (PRP)	67106	35	6	100	A
82 Riverside Swimming Centre, capital maintenance	67225	37	107	450	A
83 Tourism & Entrance signage	67298	0	0	65	N
84 Frankford Cemetery plinths	67319	0	0	5	N
85 Beauty Point foreshore master plan, partially Cmwth funded	67200	242	1	276	C
86 Beaconsfield Community Centre, internal improvements	67287	0	0	11	A
87 Exeter Community Hub, kitchen upgrade, cabinetry, oven & deepfryer	67214	0	0	14	N
88 Riverside Office, dog cage enclosure 2 bay	67265	0	0	7	N
89 Trevallyn dam, signage water quality	67297	2	0	6	A
Community, Recreation, Parks and Reserves Capital Total		550	1,341	11,688	
Information Technology					
90 Hardware / User Devices	68536	3	3	70	P
91 Software, expense management system	68543	0	0	10	N
92 Software, WTC Software suite enhancement	68504	0	0	75	N
93 Tablets - WHS Online	68544	0	0	15	N
94 Ethernet wiring upgrade, Riverside	68540	0	0	10	N
95 UPS Batteries / upgrades	68507	0	0	10	N
96 Monitors bulk buy	68541	0	0	5	N
Information Services Capital Total		3	3	195	
Purchase of Individual & Corporate Assets					
97 Exeter Depot, shade shelter	69082	9	0	20	A
98 Exeter Depot, SES shed minor extension - design	69083	0	0	10	P
99 Exeter - Tamar Visitor Centre - refurbishment	69084	0	0	20	N
100 Exeter Depot, back-up generator and wiring	69085	0	0	30	P
101 Riverside Office, accessibility access - design	69091	0	0	20	N

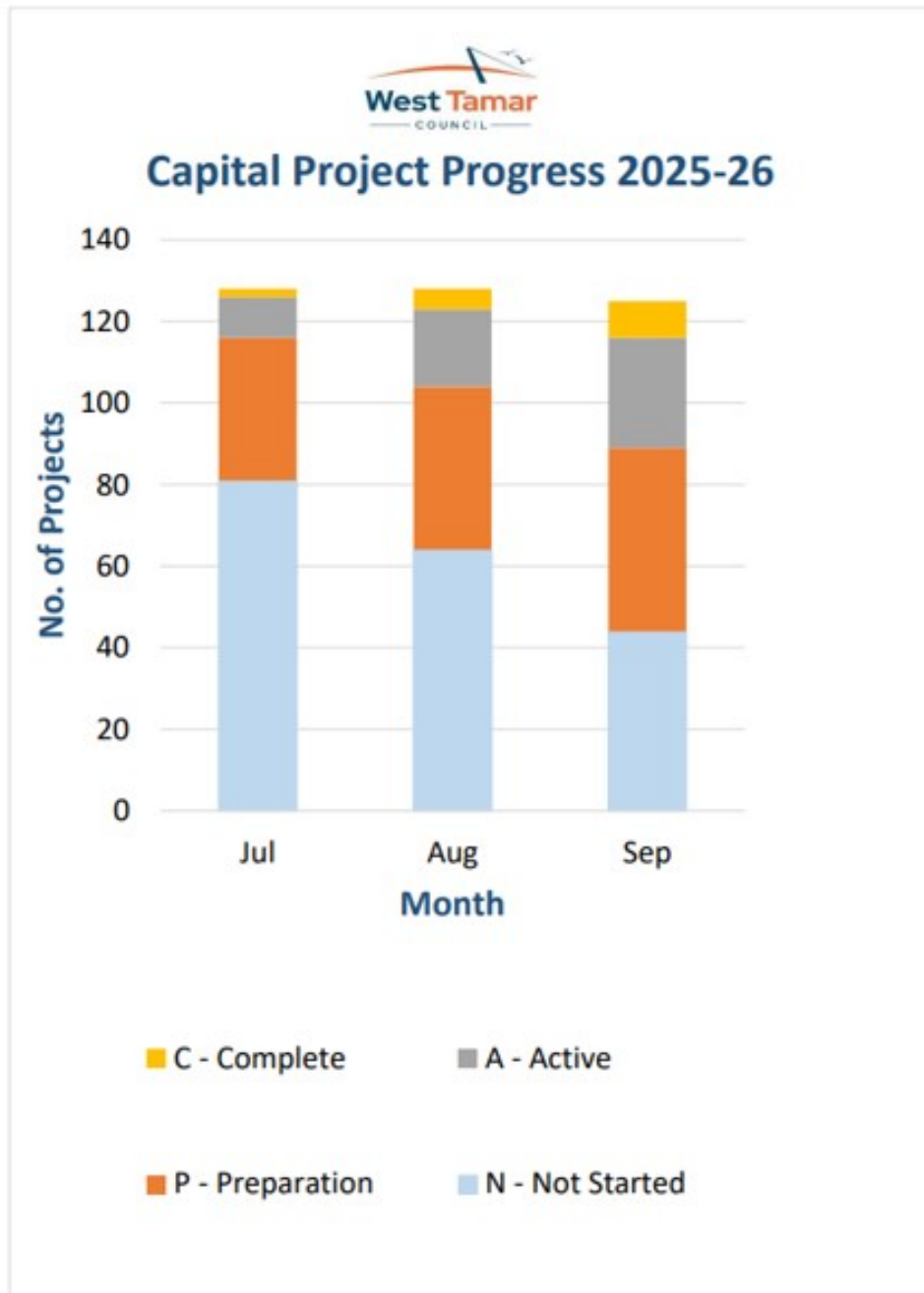
Appendix 1 – Capital Works Program

Capital Report Sept Quarter 2025		YTD	On	Amended	Code
	Work	Actual	Order	Budget	
	No	\$'(000)	\$'(000)	\$'(000)	
102 Riverside Office, shower installation	69086	0	0	15	P
103 Windsor Community Precinct, indoor training centre - replace nets & flooring	69087	2	94	150	A
104 Windsor Community Precinct, undercover seating outside pharmacy	69088	0	0	15	N
105 Windsor Community Precinct, Council Chambers establishment	69081	123	0	120	A
106 Windsor Community Precinct, install LEDs	69089	0	0	40	N
107 Windsor Community Precinct, install LED lights throughout Medical Practice	69090	0	0	8	N
108 Exeter Depot, security improvements	69068	0	26	40	
109 Exeter Depot, design Property Services shed	69067	0	0	20	N
110 Organisation unified alarm system & surveillance- in stages	69053	0	0	70	N
111 Windsor Community Precinct, CCTV & security lighting upgrade	69075	0	0	30	N
112 Windsor Community Precinct, directional signage program	69078	0	0	16	N
113 Xmas decorations, B'fld & Exeter	69033	1	99	100	A
114 Health & Safety asset purchases	69092			20	P
115 Beaconsfield Depot facility improvements	69071	0	0	40	N
117 Legana, Industrial Estate extension	69064	82	67	350	A
119 Windsor Community Precinct, chambers council chairs - bulk buy	69076	0	0	10	A
Purchase of Individual Assets Total		218	290	1,144	
Purchase of Grouped Assets					
120 Furniture, fittings and equipment	69500	0	41	75	A
122 Land and buildings	69510	56	0	410	A
121 Fleet and equipment	69502	0	11	118	A
123 Tractors & machinery	69520	0	0	41	N
124 Trucks	69530	78	0	503	A
125 Mowers	69540	0	0	50	N
126 Utilities and vans	69550	0	0	216	N
127 Sedans and wagons	69560	31	0	238	A
Purchase of Grouped Assets Total		165	52	1,651	

Appendix 1 – Capital Works Program

Capital Report Sept Quarter 2025		YTD	On	Amended	Code
	Work	Actual	Order	Budget	
	No	\$'(000)	\$'(000)	\$'(000)	
Sale/Disposal of Assets					
128 Disposal of land and buildings	69800	0	0	(3,000)	P
129 Disposal of plant (trade and tender)	69810	(20)	0	(322)	A
Sale of Assets Total		(20)	0	(3,322)	
Total Capital Purchases		1,506	2,016	21,511	
Total Capital Sales		(20)	0	(3,322)	
Total Net Capital Works		1,486	2,016	18,190	

Appendix 1 – Capital Works Program



Appendix 2 – Annual Plan Report

No.	Directorate	Annual Plan Action	On Track?	Target Status Q1 July-September	Status Update/Notes
1	Community Assets	Ongoing monitoring and reporting on Beach Road Landslip	Progressing as expected	25%	Monitoring ongoing. Report from consultant and MRT prepared for Council discussion at a November Council Workshop.
2	Community Assets	Complete Beaconsfield streetscape development concept plans	Progressing as expected	Not Yet Started	Project work to commence in late October/early November following arrival of new staff.
3	Community Assets	Completion of stage 2 works for the Gravelly Beach Masterplan	Progressing slower than expected	5%	Work has commenced at northern end of project site.
4	Community Assets	Progress approval process and construction for Stage 1 works for the Greens Beach Masterplan	Progressing slower than expected	5%	Preliminary engineering drawings complete and submitted to Parks with RAA application documentation.
5	Community Assets	Delivery of a new Legana Orchards Playground	Progressing as expected	10%	Tender submissions for first stage of site work due mid-October and will be presented to Council Meeting in November for approval. Tender for Stage 2 (playground) works anticipated to be issued early November and presented to Council Meeting for approval in December.
6	Community Assets	Complete design for extension of Tatana Way through to Fulton Street	Progressing as expected	5%	Project scoping underway.
7	Community Assets	Construction of greyhound off leash exercise area at Windsor	Progressing as expected	80%	Anticipated completion late October
8	Community Assets	Complete program for improvement of amenities at existing dog exercise areas with all areas having a	Progressing as expected	80%	Anticipated completion November

ORDINARY COUNCIL MEETING
Tuesday 18 November 2025

No.	Directorate	Annual Plan Action	On Track?	Target Status Q1 July-September	Status Update/Notes
		minimum of water and seating available			
9	Community Assets	Progression of the design and building of the Legana Basketball Courts and Community Centre	Progressing as expected	Not Yet Started	Master planning work for the development almost complete.
10	Community Assets	Progression of the design and building of the Legana Cricket Club rooms	Progressing as expected	Not Yet Started	Project scoping and consultant procurement to commence in Q2.
11	Community Assets	Completion of storm water management plan for Greens Beach.	Progressing as expected	35%	Draft consultant modelling report submitted for review.
12	Corporate & Community	Review and update the rolling Financial Management Strategy & Long Term Financial Plan	Progressing slower than expected	15%	Discussions ongoing with the CEO on the influence of Legana recreation developments and riverside pool life to the Long Term Financial Management Plan.
13	Corporate & Community	The level of gross rates outstanding end of each quarter to be: - 30 September 2025 – <=55% - 31 December 2025 – <=35% - 31 March 2026 – <=19% - 30 June 2026 – <=5%	Progressing as expected	100%	Meeting budgeted forecast.
14	Corporate & Community	Complete the implementation of Microsoft 365	Progressing as expected	50%	Progressing as expected
15	Corporate & Community	Commence development of a digital transformation strategy	Progressing as expected	10%	Initial discussions between Senior Technology officer and Director Corporate & Community undertaken
16	Corporate & Community	Develop and embed the Snap Send Solve platform into Customer Service processes	Progressing as expected	80%	Ongoing
17	Corporate & Community	Complete review of West Tamar Council Social Recovery Plan	Progressing slower than expected	Not Yet Started	Not yet started

ORDINARY COUNCIL MEETING
Tuesday 18 November 2025

No.	Directorate	Annual Plan Action	On Track?	Target Status Q1 July-September	Status Update/Notes
18	Corporate & Community	Complete review of West Tamar Recreation Plan and develop an implementation plan	Progressing slower than expected	Not Yet Started	Not yet started
19	Corporate & Community	Complete the Beaconsfield Recreation Plan	Progressing as expected	50%	Consultant engaged and project plan completed.
20	Corporate & Community	Develop and introduce an Implementation Plan to assist delivery of Council relevant objectives of the Community Health and Wellbeing Plan	Progressing slower than expected	10%	Officers are currently exploring reporting options.
21	Corporate & Community	Review Youth Services Policy and Guidelines	Progressing as expected	10%	Youth Development Officer initial review underway.
22	Corporate & Community	Review of Positive Ageing Committee strategy and program	Progressing as expected	10%	Progressing well, with new Terms of Reference anticipated to be ready for Council endorsement in quarter two.
23	Planning & Development	Finalise the West Tamar Growth Strategy.	Progressing as expected	75%	Progressing as expected
24	Planning & Development	Finalise the Legana Structure Plan review	Progressing as expected	50%	Progressing as expected
25	Planning & Development	Identify and progress priority amendments to the West Tamar Local Provisions Schedule to implement the Growth Strategy and Structure Plans.	Progressing as expected	Not Yet Started	Not due to commence until January 2026
26	Planning & Development	Explore opportunities for additional resource sharing arrangements within local government	Progressing as expected	Ongoing	Ongoing
27	Planning & Development	Scope the 5 year review of the West Tamar Local Provisions Schedule	Progressing as expected	Not Yet Started	Not due to commence until January 2026
28	People & Culture	Complete an Employee Mental Health Strategy	Progressing as expected	25%	Progressing as expected

ORDINARY COUNCIL MEETING
Tuesday 18 November 2025

No.	Directorate	Annual Plan Action	On Track?	Target Status Q1 July-September	Status Update/Notes
29	People & Culture	Development of new safety reporting guidelines	Progressing as expected	75%	Well progressed
30	People & Culture	Finalise implementation of Council's Scout recruitment platform	Progressing as expected	75%	Onboarding to be tested and ensure ready for use from October 25
31	People & Culture	Complete a full review of Volunteers recruitment, induction processes	Progressing as expected	25%	Initial work on this review has commenced
32	People & Culture	Develop and implement a new development review process aligned with the capability framework	Progressing slower than expected	Not Yet Started	New framework outline to be drafted in quarter two
33	People & Culture	Ensure that Child Safety, Emergency Management, Work Health & Safety, and Human Resources responsibilities are incorporated in all policies as they are reviewed	Progressing slower than expected	Not Yet Started	Not yet started
34	Office of the CEO	Identify and execute land sales at Innova Business Park	Progressing as expected	25%	Ongoing
35	Office of the CEO	Develop a Rate Reduction Strategy for Council adoption	Progressing as expected	Not Yet Started	Consultation with Councillors to commence in December 2025
36	Office of the CEO	Complete a governance review for all Section 24 Council Committees	Progressing as expected	Not Yet Started	Due to commence in quarter two with the review of the Terms of Reference for the Positive Ageing Committee
37	Office of the CEO	Complete feasibility study of the West Tamar Trail Strategy (Tailrace Park to Rosevears)	Progressing as expected	50%	Pitt & Sherry have been engaged to undertake feasibility work.
38	Office of the CEO	Completion of a review of the West Tamar Council Strategic Risk Register	Progressing as expected	50%	Risk workshops with Marsh completed
39	Office of the CEO	Complete a review of Council's Community Strategic Plan	Progressing as expected	25%	Progressing as expected

ORDINARY COUNCIL MEETING
Tuesday 18 November 2025

No.	Directorate	Annual Plan Action	On Track?	Target Status Q1 July-September	Status Update/Notes
40	Office of the CEO	Complete the fit out of the Windsor Council Chambers to enable live streaming of Council meetings	Progressing as expected	95%	Progressing as expected
41	Office of the CEO	Continue advocating strongly for the upgrade of TasWater infrastructure in Legana and Exeter	Progressing as expected	25%	Ongoing
42	Office of the CEO	Ensure that the Riverside Swimming Centre Redevelopment Advisory Committee meets at least quarterly and provides ongoing reporting of its work to Council	Progressing as expected	25%	Ongoing
43	Office of the CEO	Complete a review of all Council land holdings	Progressing slower than expected	25%	Review has commenced
44	Office of the CEO	Complete a review of all regional partnership arrangements	Progressing as expected	Not Yet Started	Due to commence in quarter two

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

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

Appendix 3

Outstanding Motions

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

Minute No.	Date	Motion	Resolution	Action
Office of the Mayor				
25/88	19/08/2025	Appointment of Councillor to preside at Meeting That Council appoints Mayor Cr Christina Holmdahl to preside at the meeting for the period of the ballot to elect a Deputy Mayor.		Completed
25/C43	16/09/2025	Mayor 1 - CEO Performance Review <i>As per resolution</i>		Completed
Office of the Chief Executive Officer				
24/140	19/11/2024	Cr Sladden - Motion on Public Advocacy on Reported DNA Contamination in COVID-19 Vaccines <i>As per resolution</i>		Completed - Ongoing
24/175	17/12/2024	Cr Sladden - Motion to Live Stream video of Council Meetings <i>As per resolution</i>		Completed
25/C24	20/05/2025	Local Government Association of Tasmania (LGAT) - 2025 Elections <i>As per resolution</i>		Completed
25/C32	17/06/2025	Confidential 2 - Authority to enter into negotiations for contract of sale of land <i>As per resolution</i>		Completed
25/80	15/07/2025	Confirmation of Minutes of Meeting held 17 June 2025 That the Minutes of Council's Ordinary Meeting held on 17 June 2025 numbered 25/63 to 25/79 as provided to Councillors be received and confirmed as a true record of proceedings.		Completed
25/82	15/07/2025	CEO 1 - Council Workshops held in June and July That Council receives the report on Council Workshops held on 17 June and 1 July 2025.		Completed
25/83	15/07/2025	CEO 2 - 2025-2026 Annual Plan That Council: 1. Adopts the 2025/2026 Annual Plan as presented;		Completed

ORDINARY COUNCIL MEETING
Tuesday 18 November 2025

		2. Makes a copy available for inspection at Council's Beaconsfield and Riverside Offices and the Windsor Community Precinct; 3. Ensures an electronic copy is available on Council's website; and 4. Provides a copy to the Director of Local Government and the Director of Public Health.	
25/84	15/07/2025	CEO 3 - West Tamar Council Climate Change Strategy That Council: 1. Adopts the West Tamar Council Climate Resilience Strategy 2025-2028 as presented; 2. Authorises the Chief Executive Officer to have an electronic copy available on Council's website.	Completed
25/87	15/07/2025	Into Closed Meeting <i>As per resolution</i>	Completed
25/C36	15/07/2025	Confirmation of Minutes of Closed Meeting held 17 June 2025 That the Minutes of Council's Closed Ordinary Meeting held on 17 June 2025 numbered 25/C27 to 25/C35 as provided to Councillors be received and confirmed as a true record of proceedings.	Completed
25/C37	15/07/2025	Confidential 1 - Contract WTC 15/2025 - Northern Tasmanian Councils - Building Climate & Disaster Resilience through Collaboration <i>As per resolution</i>	Completed
25/C38	15/07/2025	Confidential 2 - Approval to negotiate for sale of land <i>As per resolution</i>	Completed
25/C39	15/07/2025	Move Out of Closed Meeting That Council: 1. moves out of Closed Meeting at 2.35pm; and 2. endorses those decisions made while in Closed Meeting; and 3. the information remains Confidential unless authorised to be released at the Chief Executive Officer's discretion	Completed
25/89	19/08/2025	Confirmation of Minutes of Meeting held 15 July 2025 That the Minutes of Council's Ordinary Meeting held on 15 July 2025 numbered 25/80 to 25/87 as provided to Councillors be received and confirmed as a true record of proceedings.	Completed
25/91	19/08/2025	CEO 1 - Council Workshops held in July and August That Council receives the report on Council Workshops held on 15 July and 5 August 2025.	Completed
25/92	19/08/2025	CEO 2 - 4th Quarter Performance Report - April to June 2025 That Council:	Completed

ORDINARY COUNCIL MEETING
Tuesday 18 November 2025

		1. Receives the West Tamar Council 4th Quarter Performance Report 1 April 2025 to 30 June 2025; and 2. Provides public access to the report as part of Council's commitment to ongoing good governance.	
25/93	19/08/2025	CEO 3 - Partnership with West Tamar Landcare - Goat Track Upgrade That Council: 1. Authorises the Chief Executive Officer to work in partnership with West Tamar Landcare to upgrade the existing walking trail from Glen Ard Mohr Road through the local reserve to connect the Exeter Gravelly Beach Trail to the West Tamar Highway and the Exeter Township.	Completed
25/105	19/08/2025	Motion without Notice – Acknowledgment of Country <i>As per resolution</i>	Deferred
25/106	19/08/2025	Motion without Notice – Acknowledgment of Mr John Watson That the West Tamar Council acknowledge and pay respect to our former Councillor and Senator, Mr John Watson, who passed away recently.	Completed
25/107	19/08/2025	Into Closed Meeting <i>As per resolution</i>	Completed
25/C40	19/08/2025	Confirmation of Minutes of Closed Meeting held 15 July 2025 That the Minutes of Council's Closed Ordinary Meeting held on 15 July 2025 numbered 25/C36 to 25/C39 as provided to Councillors be received and confirmed as a true record of proceedings.	Completed
25/C41	19/08/2025	Move Out of Closed Meeting That Council: 1. moves out of Closed Meeting at 4.10pm; and 2. endorses those decisions made while in Closed Meeting; and 3. the information remains Confidential unless authorised to be released at the Chief Executive Officer's discretion	Completed
25/108	16/09/2025	Confirmation of Minutes of Meeting held 19 August 2025 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.	Completed
25/110	16/09/2025	CEO 1 - Council Workshops held in August and September That Council receives the report on Council Workshops held on 19 August 2025 and 2 September 2025.	Completed
25/111	16/09/2025	CEO 2 - Elected Members Work Health & Safety Policy	Completed

ORDINARY COUNCIL MEETING
Tuesday 18 November 2025

		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.	
25/121	16/09/2025	Cr Sladden - Motion Regarding Livestreaming of Council Meetings 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	Completed
25/122	16/09/2025	Cr Holmdahl - Proposed LGAT Motion To Review, Clarify and Amend s28ZN of the Local Government Act 1993 (LGA) <i>As per resolution</i>	Completed
25/124	16/09/2025	Motion without Notice – Cr Larner - Allocation of Time at Workshop for Presentation on State-owned Banking 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.	Completed
25/125	16/09/2025	Motions without Notice – Cr Larner - Safe System Assessment of Gravelly Beach Road That the motion be deferred until the October Workshop.	Deferred
25/126	16/09/2025	Motions without Notice – Cr Larner – Amendments to the Local Provision Schedule of Gravelly Beach That the motion be deferred.	Deferred
25/127	16/09/2025	Into Closed Meeting <i>As per resolution</i>	Completed
25/C42	16/09/2025	Confirmation of Minutes of Closed Meeting held 19 August 2025 That the Minutes of Council’s Closed Ordinary Meeting held on 19 August 2025 numbered 25/C40 to 25/C41 as provided to Councillors be received and confirmed as a true record of proceedings.	Completed
25/C44	16/09/2025	CEO 1 - Approval to Enter into Binding Heads of Agreement for Sale of Land at Innova Business Park	Completed

ORDINARY COUNCIL MEETING
Tuesday 18 November 2025

		<i>As per resolution</i>	
25/C47	16/09/2025	Move Out of Closed Meeting 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	Completed
Governance			
25/94	19/08/2025	Gov 1 - Councillor Committee Representation <i>As per resolution</i>	Completed
25/95	19/08/2025	Gov 2 - New Policy - Dispute Resolution Policy That Council: 1. Adopts the new Dispute Resolution Policy as presented, effective 19 August 2025; 2. Allocates a new policy number of 67.00; 3. Updates the version number to 1.00; and 4. Approves a review date of December 2026.	Completed
25/112	16/09/2025	Gov 1 - West Tamar Council Audit Panel Minutes 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.	Completed
25/113	16/09/2025	Gov 2 - NRM North - Councillor Representation That Council endorses the nomination of Deputy Cr Mayor Rick Shegog as Council's representative for NRM North for the forthcoming 12-month period.	Completed
Corporate & Community			
25/86	15/07/2025	Comm 1 - Rowella Community Hall Committee Appointment - 2025-2026 <i>As per resolution</i>	Completed
25/96	19/08/2025	Corp 1 - Capital Budget Carryovers & Amendments August 2025 That Council pursuant to section 82 of the Local Government Act 1993, adopts the 2024/2025 capital carryovers and amendments into the 2025/2026 estimates.	Completed
25/97	19/08/2025	Comm 1 - Youth Advisory Council Minutes - July 2025 That Council receives and notes the minutes as presented for the Youth Advisory Council Meeting held on 3 July 2025.	Completed
25/98	19/08/2025	Comm 2 - Positive Ageing Committee Minutes - July 2025 That Council receives and notes the minutes as presented for the West Tamar Positive Ageing Committee held a meeting on 21 July 2025.	Completed

ORDINARY COUNCIL MEETING
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25/99	19/08/2025	Comm 3 - Australia Day Awards and Citizenship Ceremony 2026 That Council: - holds the West Tamar Council Australia Day Awards and Citizenship Ceremony (dinner) on Monday 26 January 2026 at the Tailrace Centre in Riverside; - sponsors a family fun day at the Riverside Pool on the declared public holiday; and - holds a competitive Australia Day community event grant round for events in the municipality	Completed
25/100	19/08/2025	Comm 4 - West Tamar Council Australia Day Awards - Nominations and Assessment Process <i>As per resolution</i>	Completed
25/101	19/08/2025	Comm 5 - Youth Mayor Program 2026 Eligibility <i>As per resolution</i>	Completed
25/102	19/08/2025	Comm 6 - Community Grant Application - Legana Tennis Club That Council: Approves the Legana Tennis Club Community Grant Application for the All Access Light Solution Project to the value of \$2,354.00.	Completed
25/103	19/08/2025	Comm 7 - Community Grant Application - Beaconsfield House That Council: Approves the Beaconsfield House Community Grant Application for the Seniors Day Out Project to the value of \$1,350.00.	Completed
25/114	16/09/2025	Fees & Charges Amendment for 2025/2026 Financial Year 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.	Completed
25/115	16/09/2025	Comm 1 - Youth Advisory Council Minutes - August 2025 That Council receives and notes the minutes as presented for the Youth Advisory Council Meeting held on 14 August 2025.	Completed
25/116	16/09/2025	Comm 2 - Positive Ageing Committee Minutes - August 2025 That Council receives and notes the minutes as presented for the West Tamar Positive Ageing Committee meeting held on 25 August 2025.	Completed
25/117	16/09/2025	Comm 3 - Community Grant - Sidmouth Community Centre Inc. 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	Completed
25/118	16/09/2025	Comm 4 - Business Grants Program 2025/2026	Completed

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		<i>As per resolution</i>	
Planning & Development			
25/81	15/07/2025	Plan 1 - PA2024325 106 Main Road, Exeter - Residential: Multiple Dwellings x 4 (3 new, 1 existing)	Completed
		<i>As per resolution</i>	
25/85	15/07/2025	Dev 1 - Proposed Street Names in West Tamar - Legana Orchards Subdivision That Council: 1. Approve Rubigold Street and Jazz Court for the new street and cul-de-sac respectively; and 2. Advise Placenames Tasmania accordingly.	Completed
		Plan 1 - PA2023172 - Residential - Multiple dwellings x 3 - 21 Beatty Street, Beauty Point	Completed
25/90	19/08/2025	<i>As per resolution</i>	
		Plan 1 - PA2024357 - Multiple Dwellings Development (11 new 1 existing) 47 Orana Place, Riverside	Deferred
25/109	16/09/2025	That the motion be deferred until the October meeting.	
Community Assets			
153/23	19/12/2024	Infra 1 – Speed Limit Review Overview That Council: 1. Endorses the priority list of works as set out above; and Authorises the Chief Executive Officer to prepare all necessary documents for submission to the Department of State Growth for consideration.	In Progress
		Cr Manticas - Motion regarding Greens Beach Road and Kellys Lookout Road	Completed
25/104	19/08/2025	<i>As per resolution</i>	
		Asset 1 - Road Safety Review - Rowella Road & Auburn Road 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.	In Progress
25/119	16/09/2025		
		Asset 2 - Road Safety Review - Winkleigh Road That Council: 1. Endorses the recommendations of the road safety review for Winkleigh Road between the West Tamar Highway and Glengarry Road; and	In Progress
25/120	16/09/2025		

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		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.	
25/123	16/09/2025	Cr Manticas - Motion Regarding Construction of Public Toilet at RSL Park, Beaconsfield 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.	In Progress
25/C45	16/09/2025	Contract No. WTC 11/2025 Kelso Toilet and Parking <i>As per resolution</i>	Completed
25/C46	16/09/2025	Contract No. WTC 13/2025 Riverside Swim Centre Slide Refurbishment <i>As per resolution</i>	Completed

8.5 CEO 5 - Advocacy for TasWater for Legana

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 13 November 2025

ATTACHMENTS: 1. [8.5.1] Draft submission to Economic Regulator

SUMMARY

The purpose of this report is provide Council with an advocacy letter for endorsement to the Economic Regulator in relation to critical upgrades required for the Legana Sewerage Treatment Plant (**Legana STP**) in line with our Annual Plan actions.

BACKGROUND

TasWater are proposing a restructure of their price and service plan (**PSP5**) in order to fund their infrastructure upgrade plans. The opportunity for advocacy is available with the Economic Regulator currently reviewing the PSP5.

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

West Tamar Council Annual Plan 2025/26

RISK CONSIDERATIONS

Overall risk of providing a submission is low.

FINANCIAL IMPACT

Nil.

CONSULTATION

Consultation with Councillors occurred at the Pre-Meeting Workshop on 16 September and Interim Workshops held on 7 October 2025 and 4 November 2025.

OPTIONS

Council may choose to:

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

OFFICER'S COMMENTS

Council's Annual Plan action states that Council will "Continue advocating strongly for the upgrade of TasWater infrastructure in Legana and Exeter". By endorsing the attached submission, Council would be acting in line with its annual plan action and seizing the opportunity to strongly advocate for the required upgrades to Legana.

RECOMMENDATION

That Council authorise the Chief Executive Officer to sign the proposed submission to the Economic Regulator advocating support for TasWater's infrastructure upgrade plans - specifically the commencement of the Ti-Tree Bend sewage treatment plant - proposed in its Price and Services Plan 5 for the regulatory period 2026–2030.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

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Enquiries: Office of the CEO
Phone: (03) 6323 9300
Fax: (03) 6323 9349



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

wtc.tas.gov.au

XXX

The Office of the Tasmanian Economic Regulator
The Treasury Building
Level 3, 21 Murray Street
HOBART TAS 7000

By email:

Re : Advocacy for TasWater - Legana

On behalf of West Tamar Council, I write to express Council's support for TasWater's infrastructure upgrade plans - specifically the commencement of the Ti-Tree Bend sewage treatment plant - proposed in its Price and Services Plan 5 (PSP5) for the regulatory period 2026–2030.

Council understands the challenges associated with balancing affordability for customers with the need to invest in essential infrastructure. Whilst Council does not necessarily agree with the proposed changes to TasWater pricing as set out in its PSP5 submission, it is Council's view that the infrastructure upgrades proposed are critical to our municipality.

TasWater's plan outlines significant investment in upgrading ageing infrastructure, improving service reliability, and meeting environmental obligations. These improvements are critical to supporting population growth, protecting public health, and ensuring sustainable water services for generations to come in the West Tamar municipality.

West Tamar Council are working with TasWater and continue to lobby TasWater, State and Federal Governments for appropriate funding for sewerage infrastructure improvements for the Legana area. Council is pleased to see that these critical works have been included in the PSP5.

As can be seen below, part of TasWater's PSP5 submission set out the current level of non-compliance with wastewater parameters at the Legana Sewage Treatment Plant (STP). Council considers this non-compliance as significant and something that needs to be addressed as a matter of urgency.



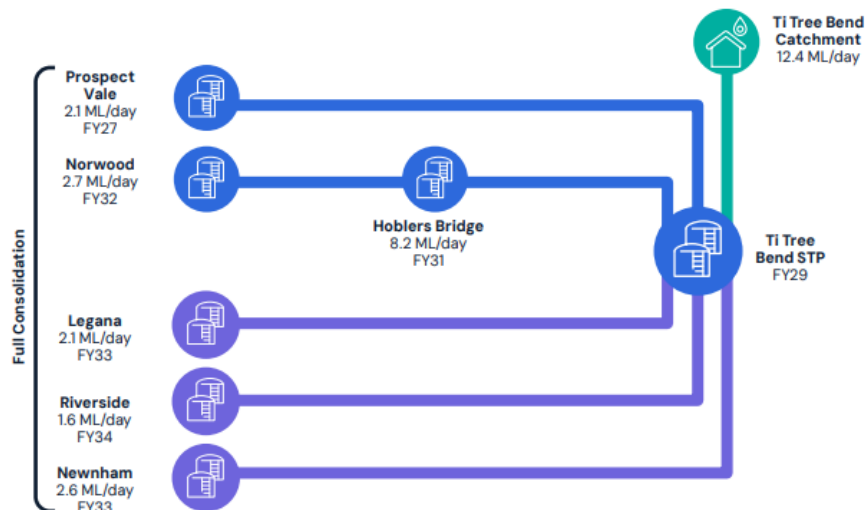
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Site	Key Wastewater Parameters							Discharge Risk
	Ammonia	Biochemical Oxygen Demand	Chlorine	E. coli	Total Suspended Solids	Nitrogen	Phosphorus	
Legana STP	●	●	--	●	●	●	●	Medium

Table key ● Compliant >95 per cent ● Minor non-compliance 75-<95 per cent
 ● Substantially non-compliant 50-<75 per cent ● Non-compliant >50 per cent
 -- Chlorine disinfection not used NA – No outfall to waterways

The Launceston Sewage transformation project is critical to the decommissioning of the Legana STP as set out in the PSP5 submission (see below) and resolving the non-compliance currently occurring at the Legana STP.

Figure 8.12. Launceston Sewer Transformation schematic



Council urges the Economic Regulator in approving the PSP5, or any alternative pricing structure to that submitted by TasWater, ensures that the essential upgrades planned for the Launceston Sewer Transformation project can proceed without delay.

Thank you for considering these comments.

Yours sincerely

Kristen Desmond
Chief Executive Officer
West Tamar Council

9 GOVERNANCE

9.1 Gov 1 - Council Meeting Engagement Policy

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 10 November 2025

ATTACHMENTS: 1. [9.1.1] W T- HR M 73.00 Council Meeting Engagement Policy - November 2025 - DRAFT

SUMMARY

The purpose of this report is to seek Council approval of a new Council Meeting Engagement Policy and the rescinding of Council's existing Public Question Time Policy, which this new policy is intended to replace.

BACKGROUND

WT-HRM51.00 Public Question Time Policy was last updated in November 2023 (127/23), with the Council meeting report referring to public feedback in relation to the inclusion of statements.

The *Local Government (Meeting Procedures) Regulations 2025 (the Regulations)* (made 26 May 2025) have also expanded regulations and added new regulations, covering topics such as the explicit power given to the Chief Executive Officer to refuse to list a question on the agenda for various reasons.

The Regulations, as written, are not applicable to Annual General Meetings, so the scope of the policy has been expanded to provide some guidance as to the behavioural expectations and requirements of members of the public when attending an Annual General Meeting in accordance with the requirements of the *Local Government Act 1993*.

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:

- Undertake appropriate and effective engagement with our community.

3.5 Our Organisation

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

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

Council will:

- Have appropriate policies and procedures in place with clearly defined accountability.

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

WT-HRM51.00 Public Question Time Policy

Local Government (Meeting Procedures) Regulations 2025

RISK CONSIDERATIONS

The risk of adopting a new policy relating to question and, more generally, input time is seen as moderate as it is likely to be subject to significant public scrutiny and feedback.

FINANCIAL IMPACT

Nil

CONSULTATION

Consultation occurred with elected members at the 4 November 2025 Interim Workshop.

OPTIONS

Council may choose to:

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

OFFICER'S COMMENTS

Council officers have completed a rewrite of the policy with the aim of retaining the intent of the existing Public Question Time Policy, and to reduce ambiguity and potential confusion. Changes include:

- Refinement of behavioural standards and expectations to be more consistent, provide greater coverage, and provide the mechanism to act on other behaviour that is reasonably perceived to be unacceptable.
- Clarification around the permissibility of statements
- Expansion of scope to include Councillor questions and statements, both on notice and without notice, and Annual General Meetings and associated activities such as the moving of motions by members of the public.

RECOMMENDATION

That Council:

1. Rescinds the existing WT-HRM51.00 Public Question Time Policy (minute 127/23);
2. Adopts the new Council Meeting Engagement Policy as presented, effective 18 November 2025;
3. Allocates a new policy number of 73.00;
4. Updates the version number to 1.00; and
5. Approves a review date of November 2026.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

Council Meeting Engagement Policy



Document No.:		WT-HRM73.00	Approved By:	Council
Issue No.:		1.00	Approved On:	18 November 2025
Responsibility:		Office of the CEO	Review Date:	November 2026
Document Control For External Release – N2025232746				
Rev. No.	Date	Revision Details	Reviewer	Approver

1 PURPOSE

The purpose of this Policy is to outline the procedures for contributions from members of the public and Councillors at West Tamar Council (**Council**) meetings including Ordinary Council Meetings, Special Council Meetings, Annual General Meetings and Council Committee Meetings. This aims to ensure a fair, efficient, and transparent process for members of the public and Councillors to ask relevant questions about the activities of Council in line with the requirements of the *Local Government (Meeting Procedures) Regulations 2025 (the Regulations)*.

2 SCOPE

This policy applies to statements, questions on notice, questions without notice and behaviour from members of the public and Councillors at all Ordinary Council Meetings, Annual General Meetings, Special Council Meetings and Council Committee Meetings held by Council. Additionally, motions moved by members of the public, either provided on notice prior to or without notice, at Annual General Meetings are within the scope of this policy.

3 DEFINITIONS

- **Chairperson:** The person chairing the Council Meeting, typically the Mayor or Deputy Mayor.
- **Chief Executive Officer:** 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.
- **Councillor:** An elected member of Council.
- **Member of the public:** Any person who is not acting in an official capacity as a councillor, council employee, or appointed agent of the council.
- **Question on Notice:** A written question submitted to the Chief Executive Officer at least seven (7) clear days prior to the meeting.

- **Question Without Notice:** A question asked in-person at a Council Meeting without prior written notice.

4 POLICY STATEMENT

Council is committed to providing a transparent and accessible forum for community engagement through its meetings. This policy provides a framework for managing the various forms of input during Council Meetings, from both members of the public and Councillors. It aims to ensure that questions and statements are received and addressed in a manner that is fair, consistent, and respectful, balancing community participation with the efficient conduct of Council business.

4.1 BEHAVIOURAL EXPECTATIONS

The Council chamber is a formal workplace for elected members and staff. To ensure the professional and effective conduct of Council business, and to meet legal obligations for a safe work environment, all attendees are required to observe standards of decorum and respect. These behavioural expectations apply equally to all Councillors, staff, and members of the public present.

If a member of the public:

- (a) Hinders or disrupts, or tries to hinder or disrupt, a meeting, including the use of language or behaviour that is reasonably perceived to be obscene or offensive, or
- (b) fails to leave a closed meeting

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

Additionally, the following behavioural expectations are required to be signed, acknowledged and agreed to, by all members of the public prior to being granted entry to the Council chamber. These expectations are not exhaustive; any behaviour that is reasonably perceived by the Chairperson to be unacceptable is prohibited:

West Tamar Council Meeting – Behavioural Expectations

At any Council Meeting of West Tamar Council I will not:

- (a) refuse to follow instructions from the Chairperson, especially regarding the maintaining of decorum particularly,
- (b) exhibit behaviour or language reasonably perceived by the Chairperson as threatening, aggressive, inflammatory, defamatory, abusive, or generally objectionable in nature,
- (c) ask questions that are trivial, repetitive (having already been answered), or designed to annoy (being vexatious),
- (d) seek to discuss the personal views of Councillors or staff, legal matters, or topics that have a reasonable potential to be prejudicial to Council,

- (e) attempt to distract others or unduly draw attention to oneself while others are speaking,
- (f) audibly interject, heckle, applaud, boo, or create any other form of disruptive reaction to the proceedings,
- (g) engage with Councillors or staff at any time other than the designated Public Input Time or when invited to make a submission
- (h) use a mobile phone or other electronic device in a manner that causes a disruption,
- (i) make any audio or visual recording (including photographs) of the meeting without the prior and express permission of the Chairperson,
- (j) display or distribute any placard, banner, sign, pamphlet, or other material within the meeting room without the prior and express permission of the Chairperson,
- (k) exceed the specific time limit allocated for speaking, as directed by the Chairperson, or
- (l) behave in any other way that is reasonably perceived by the Chairperson to be unacceptable, or that contravenes the *Local Government Meeting Regulations 2025* or any other relevant legislation or policy of West Tamar Council.

4.2 PUBLIC QUESTION TIME

Collectively, with responses to public questions provided and taken on notice, this portion of the meeting shall be referred to as Public Question Time.

Public Question Time is not a platform for:

- (a) debating issues, including with Councillors, staff, or other members of the public,
- (b) making submissions, or
- (c) making statements or asking questions that:
 - a. do not relate to the activities of Council.
 - b. relate to activities that are beyond Council's control,
 - c. relate to confidential, personnel, or legal matters.

4.2.1 PUBLIC QUESTIONS ON NOTICE

A member of the public may submit up to three (3) written questions to the Chief Executive Officer to be answered at the next Ordinary Council Meeting.

Questions on notice that comply with this policy or the Regulations, along with the response prepared by the Chief Executive Officer, shall be published in the agenda for the relevant Ordinary Council Meeting.

Where questions are not compliant with this policy or the Regulations, the Chief Executive Officer shall advise the member of the public of this and provide reasons as to why the questions are not compliant.

ORDINARY COUNCIL MEETING
Tuesday 18 November 2025

Questions can be lodged by:

Email: wtc@wtc.tas.gov.au
Mail: PO Box 16, Riverside 7250
In person: Riverside Council Offices, 2-4 Eden Street, Riverside or
Beaconsfield Council Offices, 6 West Street, Beaconsfield

Whilst not explicitly applicable to Annual General Meetings, it is a requirement of this policy for public questions on notice at an Annual General Meeting to be aligned with relevant requirements of Regulation 38 of the Regulations, namely that:

- (a) a member of the public may, at least 7 days before an Annual General Meeting, give written notice to the Chief Executive Officer of a question to which the member of the public seeks an answer at the meeting, and
- (b) a public question on notice must relate to the activities of the council.

4.2.2 PUBLIC QUESTIONS WITHOUT NOTICE

During Public Question Time, the Chairperson shall invite members of the public who have indicated that they wish to make a statement and/or ask questions to do so.

Questions and statements must comply with the requirements of this policy.

A member of the public wishing to ask a question or make a statement must, when invited by the Chairperson, stand and clearly state their name and their suburb of residence before asking their question.

- All questions must be addressed to the Chairperson.
- In accordance with Regulation 36(2) of the Regulations, a question asked by a member of the public and the answer given are not to be debated.
- A person asking a question or making a statement without notice must be physically present to ask their question. A question or statement may not be read on another person's behalf unless in exceptional circumstances and prior agreement has been sought and obtained from the Chairperson.

Members of the public are allowed up to one (1) statement and/or up to three (3) questions, with a maximum of five (5) minutes for the making of a statement or for all questions to be asked. For clarity, a member of the public has a maximum of five (5) minutes total irrespective of making a statement, asking questions, or a combination thereof.

Multi-part questions are taken to be separate questions. That is a question with parts (a), (b) and (c) will be considered to be three (3) questions.

Whilst not explicitly applicable to Annual General Meetings, it is a requirement of this policy for public questions without notice at an Annual General Meeting to be aligned with relevant requirements of Regulation 37 of the Regulations, namely that:

- (a) a member of the public may, on invitation by the chairperson of an Annual General Meeting, ask a question without notice at the meeting, and
- (b) a public question without notice must relate to the activities of the council.

4.3 COUNCILLOR'S QUESTIONS WITH OR WITHOUT NOTICE

Collectively, with responses to councillor questions provided and taken on notice, this portion of the meeting shall be referred to as Councillors Questions With or Without Notice.

4.3.1 COUNCILLOR'S QUESTIONS ON NOTICE

A Councillor may submit up to three (3) written questions on notice to the Chief Executive Officer to be answered at the next Ordinary Council Meeting. Multi-part questions are taken to be separate questions. That is a question with parts (a), (b) and (c) will be considered to be three (3) questions.

Questions on Notice that comply with this Policy, along with the response prepared by the Chief Executive Officer, shall be published in the agenda for the relevant Ordinary Council Meeting.

Where questions are not compliant with this policy or the Regulations, the Chief Executive Officer shall advise the Councillor of this and provide reasons as to why the questions are not compliant.

Questions on notice that a Councillor is submitting for a closed Council meeting shall be clearly marked and explicitly confirmed as such in direct correspondence with the Chief Executive Officer.

4.3.2 COUNCILLORS QUESTIONS WITHOUT NOTICE

During Councillor Questions with or without Notice, the Chairperson shall invite Councillors to make statements or ask questions.

Questions and statements must comply with the requirements of this policy.

Councillors are allowed up to five (5) questions without notice with a maximum of five (5) minutes in total for questions.

4.4 MOTIONS MOVED BY MEMBERS OF THE PUBLIC AT ANNUAL GENERAL MEETINGS

In accordance with the *Local Government Act 1993*, electors of the municipal area are entitled to move motions at an Annual General Meeting.

4.4.1 REQUIREMENTS FOR MOTIONS

Whilst not explicitly applicable to Annual General Meetings, it is a requirement of this policy for motions moved at an Annual General Meeting to be aligned with relevant requirements of Regulation 18 of the Regulations, namely that:

- (a) The chairperson of a meeting is not to allow a motion to be debated or otherwise dealt with unless it has been moved by one member of the public and seconded by another member of the public or a Councillor,
- (b) If a member of the public, who has given notice of a motion that has not been refused does not move the motion at the meeting, the motion lapses, and
- (c) The chairperson of a meeting may refuse to accept a motion if, in the opinion of both the chairperson and the Chief Executive Officer, the motion:

- a. is defamatory; or
- b. contains offensive language; or
- c. is unlawful; or
- d. does not relate to the activities, or functions, of the council.

4.4.2 CONDUCT

Any member of the public moving a motion, or speaking to a motion, must strictly adhere to the Behavioural Expectations detailed in Section 4.1 of this Policy.

4.4.3 REFUSAL OF MOTIONS

The Chairperson may refuse to accept a motion from a member of the public if it does not comply with the requirements of Section 4.4.1 of this Policy or if the person moving the motion fails to adhere to the Behavioural Expectations. The Chairperson must state the reason for any such refusal, and this reason shall be recorded in the minutes of the AGM.

5 PROCEDURES

5.1 COUNCIL MEETING REGISTRATION

Prior to entry to the Council chamber, members of the public are required to complete a *Council Meeting Registration and Conditions of Entry* form, providing basic information such as name and address, and acknowledging the Behavioural Expectations outlined in Section 4.1 of this Policy.

This registration form also allows for members of the public to indicate whether they would like to make a statement, ask any questions, or both. The information provided assists the Chief Executive Officer to seek clarification on or provide responses to any questions taken on notice.

5.2 TIME ALLOCATION

Regulation 36 of the Regulations require the Chairperson of an ordinary council meeting to make available at least 15 minutes for questions by members of the public.

Council has determined that a period of 30 minutes total be set aside for members of the community to ask questions and make statements relating to Council activities.

If no members of the public are present for Public Question Time, or if all questions have been addressed before the time allocation has expired, the Chairperson shall declare Public Question Time closed and proceed to the next item of business.

5.3 TIMEFRAMES FOR RECEIPT OF QUESTIONS ON NOTICE

In accordance with Regulations 35(1) and 38(1) of the Regulations, questions on notice must be received at least seven (7) days before a meeting to allow for research and a response to be prepared. For the avoidance of doubt, the seven (7) day period does not include the day of the meeting or the day of receipt of the question. For

meetings held on a Tuesday, the question must be received by close of business (5pm) on the Monday of the previous week.

Receipt of a question on notice is to be acknowledged by the Chief Executive Officer, where practicable, by close of business on the following business day.

5.4 ANSWERING OF QUESTIONS

The Chairperson may:

- Answer the question immediately.
- Refer the question to a Councillor or the Chief Executive Officer to answer.
- Take the question on notice.

If a question is taken on notice, a written response shall be provided to the person who asked the question within ten (10) working days, and the question and response shall be published in the agenda for the next Ordinary Council Meeting.

Where a question on notice requires further research or consideration to answer and is subsequently not able to be answered prior to the publishing of the agenda, this is to be noted in the agenda with a researched answer to be provided at, and recorded in the minutes of, the meeting.

5.5 REFUSAL OF QUESTIONS

The Chairperson in the case of a question without notice, or the Chief Executive Officer in the case of a question on notice, may refuse to accept a question in line with the requirements of Regulation 33(3) of the Regulations.

If the Chief Executive Officer refuses to accept a question on notice, they must provide the reason or reasons for doing so. Any reasons for refusal shall be recorded in the agenda and minutes of the meeting; there is no requirement to publish the refused question.

If the Chairperson refuses to accept a question without notice, they must state the reason or reasons for doing so. Any reasons for refusal shall be recorded in the minutes of the meeting; there is no requirement to publish the refused question.

5.6 RECORDING OF QUESTIONS/STATEMENTS IN MINUTES

Per the requirements of WT-HRM68.00 – *Audio Recording and Minutes Policy*, where resourcing and an audio recording of sufficient quality allows, Council staff shall endeavour to provide an accurate transcription of the salient and most relevant points in questions and statements and their respective responses in the minutes of the meeting, however no assurance is made as to the accuracy of any transcription.

To assist in questions/statements being recorded accurately in the minutes, persons asking questions or making statements without notice are strongly encouraged to provide a written copy of their questions/statement to Council staff upon arrival at the meeting.

6 RESPONSIBILITIES

6.1 CHAIRPERSON

- To manage Public Question Time in an orderly and efficient manner,
- To determine if a question is allowable under the Regulations.
- To disallow any question that is not allowable and state the reason for doing so.
- To determine the method of answering a question.
- To ensure the answer to a question is not debated.

6.2 COUNCILLOR

- To comply with the procedures outlined in this policy when asking questions or making statements during Councillor Questions with or without Notice.
- To comply with the requirements of WT-HRM72.00 Elected Members Work Health Safety Policy.
- To accept the Chairperson's decision on whether a question is allowed or how it will be answered.

6.3 CHIEF EXECUTIVE OFFICER

- To acknowledge receipt of and answer Questions on Notice.
- To ensure compliant Questions on Notice and their prepared responses are included in the meeting agenda.
- To ensure all questions, statements, and any responses are recorded in the minutes.
- To provide written responses for questions taken on notice within ten (10) working days.

6.4 MEMBERS OF THE PUBLIC

- To comply with the procedures outlined in this policy.
- To clearly state their name and suburb of residence when invited to ask a question.
- To accept the Chairperson's decision on whether a question is allowed or how it will be answered.

7 LEGISLATION AND REFERENCES

- *Local Government Act 1993 (Tas)*
- *Local Government (Meeting Procedures) Regulations 2025*
- *WT-HRM68.00 – Audio Recording and Minutes Policy*
- *WT-HRM72.00 Elected Members Work Health Safety Policy*

8 APPROVAL

Approved by Council on 18 November 2025 (25/XX)

Signed: _____
Chief Executive Officer

DRAFT

9.2 Gov 2 - Positive Ageing Committee (PAC) Terms of Reference

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 10 November 2025

ATTACHMENTS: 1. [9.2.1] W T- TO R 01.00 - Positive Ageing Committee (PA C)
Terms of Reference - November 2025 - DRAFT

SUMMARY

The purpose of this report is to seek Council adoption of the newly developed Terms of Reference for the West Tamar Council Positive Ageing Committee (**PAC**).

BACKGROUND

The attached Terms of Reference for PAC have been drafted based on a survey undertaken by Council's Community team of the Committee members and refined based on consultation with Committee members present at the 27 October 2025 PAC meeting.

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

Local Government Act 1993

RISK CONSIDERATIONS

The adopting of terms of reference for special committees of Council is expected to lower risk as it documents key governance arrangements, including the committee's specific scope, objectives, and reporting obligations.

FINANCIAL IMPACT

Nil

CONSULTATION

Consultation on the draft Terms of Reference occurred with elected members at the 4 November 2025 Interim Workshop.

OPTIONS

Council may choose to:

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

OFFICER'S COMMENTS

West Tamar Council's Community team surveyed members of PAC which then fed into the development of these Terms of Reference. The Chief Executive Officer and Governance Officer ensured that draft terms of reference were in line with feedback received and Section 24 of the Local Government Act 1193. Consultation on the draft Terms of Reference then occurred with members of PAC at their 27 October 2025 meeting.

RECOMMENDATION

That Council, pursuant to Section 24 of the *Local Government Act 1993*:

1. Adopts the Terms of Reference for the West Tamar Council Positive Ageing Committee as presented, effective 18 November 2025;
2. Allocates a new Terms of Reference number of 1.00;
3. Updates the version number to 1.00; and
4. Approves a review date of November 2027.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

Positive Ageing Committee (PAC) – Terms of Reference



Document No.:	WT-TOR01.00	Approved By:	Council	
Issue No.:	1.00	Approved On:	18 November 2025	
Responsibility:	Office of the CEO	Review Date:	November 2027	
Document Control For External Release – N2025xxxxxx				
Rev. No.	Date	Revision Details	Reviewer	Approver

1 ESTABLISHMENT

The Positive Ageing Committee (**the Committee**) is established by the West Tamar Council (**Council**) as a Special Committee of Council under Section 24 of the *Local Government Act 1993*.

2 PURPOSE

The primary purpose of the Committee is to assist and advise Council in:

- The implementation, monitoring, and review of Council's Positive Ageing Strategy.
- Identifying and responding to the needs, interests, and priorities of older residents within the West Tamar municipal area.
- Promoting an age-friendly community that supports older people to live active, healthy, respected, and engaged lives.

3 OBJECTIVES

The specific objectives of the Committee are to:

- Provide strategic advice and recommendations to Council on policies, strategies, services, and infrastructure that impact older residents.
- Act as a key consultation body for Council on matters relating to positive ageing and age-friendly principles.
- Identify and advise Council on emerging issues, trends, and barriers affecting the well-being and participation of older people in the community.
- Advocate to Council for initiatives that enhance the quality of life, health, and inclusion of older residents.
- Foster partnerships and facilitate communication between Council, service providers, community groups, and older residents.
- Promote a positive and respectful image of ageing within the West Tamar community.

- Assist Council in monitoring the effectiveness of its Positive Ageing Strategy and recommend updates as required.

4 MEMBERSHIP

4.1 COMPOSITION

The Committee shall consist of:

- Two (2) Councillors, appointed by Council.
- Up to eight (8) community members who are residents of the West Tamar municipal area and represent the interests of older people, local service providers, or relevant community organisations.
- The Council's Community Development Officer (or other nominated officer) as an ex-officio, non-voting member providing administrative and secretariat support.

4.2 APPOINTMENT

Appointments to the Committee will be in accordance with the following:

- Councillor members will be appointed by Council for a term of two (2) years concurrent with their term of office or as otherwise determined by Council.
- Community members will be appointed by Council, following a public expression of interest process, for a term of two (2) years, with the option of reappointment for one further term to ensure rotation of membership.

4.3 CHAIRPERSON AND DEPUTY CHAIRPERSON

The committee shall appoint a community committee member as Chairperson, and Council shall appoint a Councillor committee member as Deputy Chairperson, at the commencement of each term.

In the absence of the appointed Chairperson, the Deputy Chairperson shall preside over the meeting. Where neither the Chairperson nor the Deputy Chairperson is present, another committee member shall be appointed to preside over the meeting.

4.4 POSITIONS BECOMING VACANT

In the event of the position of Chairperson becoming vacant, the committee shall appoint a community committee member as the new Chairperson at the next committee meeting.

In the event of the position of Deputy Chairperson becoming vacant, Council shall appoint one of the councillor committee members as the new Deputy Chairperson at the next ordinary Council meeting.

4.5 ABANDONMENT OF POSITION

Where a committee member is absent from three (3) consecutive meetings, or from three (3) of the most recent six (6) meetings, without having been granted a Leave or

Leaves of Absence, the position will become vacant and a new committee member shall be appointed. If required, a new Chairperson or Deputy Chairperson will be appointed.

5 REPORTING

The Committee is an advisory body and reports directly to the West Tamar Council.

Minutes of each Committee meeting, along with any recommendations, shall be presented to the next available ordinary meeting of Council for consideration and noting.

The Committee has no authority to act or speak on behalf of Council unless explicitly authorised by a Council resolution.

6 ADMINISTRATIVE SUPPORT

Council shall provide appropriate administrative and secretariat support to the Committee, including the preparation of agendas, distribution of papers, taking of minutes, and maintenance of records.

7 FINANCIAL DELEGATION

The Committee has no delegated financial or operational authority from Council.

The Council officer appointed to provide administrative and secretariat support may incur minimal expenditure for the administrative operation of the Committee in accordance with the officer's approved purchasing authority and budget availability.

8 REVIEW OF TERMS OF REFERENCE

These Terms of Reference shall be reviewed by the Committee and Council at least once every two (2) years, or following each ordinary Council election, to ensure they remain relevant and effective.

9 DISSOLUTION

The Committee may be dissolved at any time by a resolution of the Council.

10 APPROVAL

Approved by Council on 18 November 2025 (25/xx)

Signed: _____
Chief Executive Officer

10 DEVELOPMENT

Nil

11 CORPORATE

11.1 Corp 1 - Capital Works Project Budget Variations

REPORT AUTHOR: Director Corporate & Community - David Gregory

REPORT DATE: 10 November 2025

ATTACHMENTS: 1. [11.1.1] CEO Approved Project Budget Adjustments (1)

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 one (1) 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 a preferred employer.

Council will:

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

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 can be discussed at the Workshop on 18 November 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:

- Beaconsfield Mine and Heritage Centre CCTV Upgrade (Project 67288);
- Windsor Community Precinct CCTV and Security Lighting Upgrade (Project 69075);

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

Moved:

Seconded:

VOTING

For:

Against:

ORDINARY COUNCIL MEETING
Tuesday 18 November 2025

CEO Approved Project Budget Adjustments

Project No.	Project Name	Budget (\$)	Forecast Cost (\$)	Approved Variations (\$)	Adjusted Project Budget (\$)
67288	Beaconsfield Mine and Heritage Centre CCTV Upgrade	30,000	11,000	-19,000	11,000
69075	Windsor Community Precinct CCTV and Security Lighting Upgrade	30,000	49,000	+19,000	49,000

An upgrade of the BMHC CCTV system has recently been completed by Council's Security contractor. Cost of works for updating came in at \$11k leaving unspent funding of \$19k from the \$30k budget.

A similar budget of \$30k has been allocated to upgrade the CCTV system at WCP. This is a much larger and more complex system. Quotes to upgrade the CCTV are in the process of being sourced with one quote already received indicating like for like replacement will be in the vicinity of \$40k. Increasing the available budget to \$49k is expected to allow for the installation of additional higher quality, cameras that will provide a better overview of the outside areas around the precinct.

It was recommended that the CEO approve a transfer of \$19,000 in funding as detailed above, to enable a better project outcome that will benefit the safety of users of the precinct.

11.2 Corp 2 - Adjustment to Estimated Capital Works

REPORT AUTHOR: Director Corporate & Community - David Gregory

REPORT DATE: 10 November 2025

ATTACHMENTS: Nil

SUMMARY

The purpose of this report is to seek Council's approval for the inclusion of an additional \$7,000 for the purchase and installation of an audio visual system for Winkleigh Hall to the 2025-2026 Capital Works estimates and a related \$7,000 reduction to an existing capital works project.

While Council has delegated authority to the CEO to approve adjustments to capital works project budgets, this does not include the addition of new projects. An adjustment to the approved capital works estimates requires the support of an absolute majority of Council.

BACKGROUND

The Winkleigh Hall is a council-owned hall under the day-to-day management of a Special Committee of Council. The committee have recently notified Council of the hall's 125th anniversary in 2026 and are seeking Council's support to recognise this milestone event.

A specific request is for the installation of audio-visual equipment to enable them to showcase the history of the hall at a special event to commemorate the anniversary. The equipment would then be available for future events at the hall.

Recent dealings with another group suggest an estimated cost in the vicinity of \$5,000 would provide the required equipment. A contingency amount of \$2,000 in case of additional installation costs should also be considered. This cost exceeds Council's capitalization threshold. Therefore, if the project was approved it would need to be recognised in the capital works budget.

As a way of funding this project from within the existing estimates, there is an option to transfer unused funds from a project at the Clarence Point Hall. An upgrade of the Clarence Point Hall heating system is due to be completed this week with the installation of 2 new heat pumps costing approximately \$13,000, leaving unexpended funding of \$7,000 from the \$20,000 budget.

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.
- Develop and celebrate a sense of place among residents through a range of special events and festivals.

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

Local Government Act 1993 S82(4)

RISK CONSIDERATIONS

Risk is considered LOW as the project is not expected to exceed estimated costs.

FINANCIAL IMPACT

There is nil overall change to the value of the capital works program because of the proposed additional item.

CONSULTATION

Elected members were consulted on the requirement for audio visual equipment at the Winkleigh Hall at its Interim November Workshop on 4 November and again will be consulted at its pre meeting Workshop on 18 November 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 transfer of unused capital funds provides a good opportunity to enable the installation of modern equipment that will have ongoing community benefit without impacting Council's overall financial position. The hall committee will be able to manage the AV equipment, and it will allow more opportunities for digital and online presentations in the future.

RECOMMENDATION

That Council by absolute majority approves the following adjustments to the 2025-2026 Capital Works estimates:

1. the addition of a new project budget of \$7,000 for the installation of AV equipment at Winkleigh Hall; and
2. a reduction in the Clarence Point Hall heating upgrade budget (project 67300) from \$20,000 to \$13,000.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

REQUIRES ABSOLUTE MAJORITY OF COUNCIL

12 COMMUNITY

12.1 Comm 1 - Youth Advisory Council Minutes - October

REPORT AUTHOR: Director Corporate & Community - David Gregory

REPORT DATE: 10 November 2025

ATTACHMENTS: 1. [12.1.1] YAC Minutes Oct

SUMMARY

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

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

BACKGROUND

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

STRATEGIC PLAN

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

3.1 Our Community

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

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

Council will:

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

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 16 October 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 16 October 2025.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

ORDINARY COUNCIL MEETING
Tuesday 18 November 2025

		MINUTES	
		WEST TAMAR YOUTH ADVISORY COUNCIL	
DATE/TIME	16 October 2025	4.00PM	VENUE Windsor Community Precinct
PRESENT	Kirsten Howard, Cr Lynden Ferguson, Nicole, Emerson, Yuxuan, Nina, Alice, Ava, Esther, Amelia, Evie		
IN ATTENDANCE	Liz Nye		
APOLOGIES	Mayor Christina Holmdahl, Cr Joy Allen, Maddi, Jess		
ITEMS FOR DISCUSSION			
1.1 GENERAL BUSINESS AND YAC MEMBERSHIP			

Introduction

- Chairperson: Yuxuan
- Acknowledgement of Country: Yuxuan
- Minutes: Liz Nye

Youth Mayor Update

- Yuxuan attended the Council Meeting held on 16 September 2025.
- Yuxuan will complete his final public speaking session with Dylan Hesp in November

Advice to Council

- Continuing concern on access issues through Cleghorn Avenue in Riverside at peak times. Cars waiting in the left-hand lane continue to cause congestion and limit traffic flow.
- The condition of the underpass located between Riverside Highschool and Riverside is not in the best condition. It has been several years since it was last repainted. YAC members and other users have concerns about antisocial behavior, rubbish and lighting (safety). Cr Ferguson noted that rubbish/litter is more of a social issue. Cr Fergusons raised the question to YAC members: How do we change this problem? Cr Ferguson suggested YAC/Council look at establishing an MOU with DSG and local schools (RPS/RHS).
- Antisocial behaviour has been taking place at the boarded site below Gorilla Coffee.
- Speed limit updates. Cr Ferguson advised that there will be changes to the school zone location, with the relocation of the speed limit sign to a more appropriate place prior to the underpass. Well done Elizabeth on raising this issue and resulting in real change being made by State Growth.

Youth Mayor 2026 – Applications

- Amelia left the room as she was an applicant for the position in 2026.
- Assessment guidelines and process was delivered by Kirsten Howard.
- Suggestion has been made that the Youth Mayor (current standing) should be on the panel. Yuxuan has advised that due to school commitments (Sidefest) he would not be able to attend the interviews. Evie nominated to be the YAC representative on the interview panel.
- Confidential assessment process completed.

ORDINARY COUNCIL MEETING Tuesday 18 November 2025

First Aid

- YAC members have recently completed first aid training. The feedback received was very positive and the content was suited to the delivery to youth participants.
- YAC members would like the option to complete FA training to continue
- Participants have requested that their certificated are printed and provided to them.

Christmas Break Up

- Saturday 6 December 2025, RSVPs are required ASAP. Information about the trip is available via QR code, or by contacting Kirsten directly.

Future Changers Camp

- Submissions/Application are currently open.
- Kirsten will look at a leadership option for over 18 YAC members.

2026 Events

- Camp is all booked in for 2026 (14/15/16 January) – Spring Beach.
- YAC meeting dates have been confirmed and will be circulated shortly.
- Youth Festival will take place during Youth Week. Dates are to be confirmed.
- Tas Youth Form.
- YAC Youth Ball (planning to commence shortly).

2025 Remaining Events

- Children's Week Event – Friday 17 October 2025 Exeter Primary School.
- Children's Week Event – Wednesday 22 October 2025, Beaconsfield (at Fysh Street).
- Legana Christmas Movie, Friday 5 December 2025.

Other business

- N/A

MEETING CLOSED

5:07pm

Next Meeting

13 November 2025

4.00PM

Windsor Community Precinct

12.2 Comm 2 - Positive Ageing Committee Minutes - October

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

REPORT DATE: 10 November 2025

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

SUMMARY

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

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

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

BACKGROUND

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

STRATEGIC PLAN

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

3.1 Our Community

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

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

Council will:

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

3.1 Our Community

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

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

Council will:

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

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

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

RISK CONSIDERATIONS

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

FINANCIAL IMPACT

Nil

CONSULTATION

Nil

OPTIONS

Council may choose to:

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

OFFICER'S COMMENTS

The minutes for the 27 October 2025 PAC meeting are provided to Council for noting.

RECOMMENDATION

That Council receives and notes the minutes as presented for the West Tamar Positive Ageing Committee held a meeting on 27 October 2025.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

ORDINARY COUNCIL MEETING
Tuesday 18 November 2025

	MINUTES WEST TAMAR POSITIVE AGEING COMMITTEE
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DATE/TIME	27 October 2025	10.00AM	VENUE	Windsor Community Precinct
PRESENT	Ros Burr (RB) Chair, Lynn Pugh (LP), Glenda Daly (GD), Christine Fulcher (CF), Cr Joy Allen (JA), Cr Dr Julie Sladden (JS), Todd Mitchell (TM)			
APOLOGIES	Cr Christina Holmdahl (Mayor CH), Carl Cooper (CC), Fran Mamo (FM)			
ADDITIONAL	CEO Kristen Desmond (KD), Tom Chalmers (TC)			

ITEMS FOR DISCUSSION

CONFIRMATION OF PREVIOUS MEETING NOTES

- **Moved:** Joy Allen **Seconded:** Glenda Daly

INTRODUCTION AND COMMITTEE INFORMATION

- Glenda is an apology for November meeting

CORRESPONDENCE

- Nil

BUSINESS ARISING

- **Terms of Reference – CEO Kristen Desmond**
- Kristen presented the themes that arose from responses to the Terms of Reference Survey that PAC members answered recently. This included the following:
1. Primary Purpose of the Committee
 2. Alignment with Council's Positive Ageing Strategy
 3. Outcomes & Goals
 4. Supporting/Advising Council
 5. Strengthening Council Connections
 6. Membership Criteria & Terms
 7. Diversity & Representation
 8. Participation & Engagement
 9. Skills & Perspectives
 10. Meeting Frequency & Format
- PAC members were happy with the draft Terms of Reference that was presented and Chairperson Ros Burr noted that the T.O.R. were very similar to what PAC aligns with currently. It was agreed that new PAC members would serve for two years with the option

ORDINARY COUNCIL MEETING Tuesday 18 November 2025

of continuing for an additional two years. PAC agreed that a community person will be the Chairperson in future and a Councillor to be the Deputy Chair. This is the same arrangement that is currently in place.

The Terms of Reference for PAC will be presented to Council Workshop and then Council Meeting.

PAC membership expressions of interest (EOI) to be advertised in newspaper and flyers and at upcoming PAC events. Current members can apply to be on the committee again.

Twenty years of PAC

It was raised that next year will represent twenty years of PAC/SAG and that there could be a party to celebrate in 2026.

Mad Hatters Tea Party

- A successful event and warm thankyou to everyone who attended and organised the event.

Health and Wellbeing Event

- CDO to continue advertising the event and to move the time of lunch to the end of the event.

PAC Activities 2026

- March: Visit to Tasmania Zoo
- May: Mother's Day Fashion Parade
- July: Lunch Time Musical in Launceston. Potentially a community musical event.
- October: Senior's week, include Kelly Palmer from CTST, potentially the Minister of Aging.
- December: Workshop at Gravelly Beach Metal Works. Could be two sitting sessions. One in the morning and one in the afternoon. Event to be on a Friday if possible. Not Monday or Tuesday.

Could we charge participants to events to encourage attendance. Joy and Julie to raise with Councillors.

GENERAL BUSINESS

- - Christmas Lunch at Brewery. CDO to email committee to confirm numbers.
 - Photos from Mad Hatter's to be shared to Beacon.
 - School for seniors Christmas Calendars are available.

MEETING CLOSED

11.30AM

NEXT MEETING

24 November 2025

10.00AM

Windsor Community Precinct

12.3 Comm 3 - Community Grant Application - Greens Beach Golf Club

REPORT AUTHOR: Team Leader - Community - Elizabeth Nye

REPORT DATE: 12 November 2025

ATTACHMENTS:

1. [12.3.1] Greens Beach Golf Club. Fire Fighting Trailer - Application
2. [12.3.2] Greens Beach Golf Club Fire Fighting Trailer - Matrix Redacted

SUMMARY

The purpose of this report is for Council to consider a Community Grant application received from the Greens Beach Gold Club for the purchase of a firefighting trailer.

BACKGROUND

Grant applications are first assessed for eligibility and then scored against an assessment matrix containing various established criteria. Eligible 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 Greens Beach Golf Club for assessment in November 2025.

Applicant	Greens Beach Golf Club
Purpose	Fire Fighting Trailer
Amount Requested	\$3,906.00
Matrix Score	14.33/20
Grant Summary	The Greens Beach Golf Club are seeking funding to purchase a Fire Fighting Trailer for the use around the facilities and surrounding areas of Greens Beach.
Community Health and Wellbeing Plan	Pillar 1 Best Health and Wellbeing • 1.2.1 Place and needs based community services and programs address local health and wellbeing priorities Pillar 4 Best Communities • 4.2.5 - 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
Rotary Club of the West Tamar	\$3,129.00
Grindelwald Leisure Garden Estate	\$1,500.00
Tamar Sea Rescue	\$4,455.00
Greens Beach Golf Club	*\$3,906.00
Total commitment to date*	\$26,128.95
Balance remaining	\$13,871.05

**Pending Council approval at Ordinary Council Meeting November 2025.*

CONSULTATION

An Application Matrix was completed by Council Officers on 20 October 2025

Councillors were consulted at Council's Interim Workshop held on 4 November 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 exceeds the minimum matrix requirements and demonstrates community benefit. Council officers have been in contact with Kelso and Beaconsfield Volunteer Fire Brigades. Both brigades advised their support for the Greens Beach Golf Club's application.

RECOMMENDATION

That Council approve the grant application submitted by the Greens Beach Golf Club to the value of \$3,906.00 to purchase a Fire Fighting Trailer as outlined in the application.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

ORDINARY COUNCIL MEETING
Tuesday 18 November 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	Greens Beach Golf and Community Club
ABN (if applicable)	67 604 401 638
Postal Address	1764 Greens Beach Road Greens Beach 7270
Email Address	info@greensbeachgolf.com.au
Contact Name	Jacqui Wilson Manager
Contact Number	63839102
Is your organisation registered for GST?	Yes ☒ No ☐

Project Overview

Project Name	Fire fighting trailer
Project Location	Greens Beach Golf Club
Project Dates	October / November 2025
Grant Funding Amount Requested	\$4340 minus 10% contribution
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.

Project Description - Describe your project and why you are undertaking it. (50 - 250 words)

Purchase of a fire fighting trailer for use around the facility and surrounding of Greens Beach if required. It would also serve as a watering point for all the trees planted, and to be planted around the facility.

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

The project is intended to support, in the first instance, the Golf Club area should a fire break out. It would not be restricted to the Golf course but made available for assistance if required in the local area.

Being surrounded on two sides by residential buildings, adjacent to the Greens Beach shop and another boundary by the Greens Beach caravan park, the area is always busy with people, caravans and vehicle traffic, especially in the summer months and holiday periods.

During these times it is not unusual to see zero parking available in the area due to number of visitor vehicles.

It is the Golf Club's long-term plan to be utilized as an emergency hub for the community and visitors. This would be another piece of equipment to enhance this plan.

ORDINARY COUNCIL MEETING Tuesday 18 November 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)

The trailer would be purchased from Affordable Trailers in Hobart as a complete unit. Please attached for the quote and trailer description.

Timeline for the project would be:

- Grant application submitted October 2025.
- Council approval November 2025
- Trailer ordered and purchased by Greens Beach Golf Club November 2025
- Greens Beach Golf Club submit proof of purchase and receipt of payment to Council
- Reimbursement of for the cost of the unit by Council minus 10% contribution

As the trailer is being purchased as a completed unit no service providers would be utilised and no Council permission required.

Community Engagement – Outline clear engagement and partnerships with the community, enabling social connections and community participation. (50 - 250 words)

This may include:

- How does the project deliver a social/lifestyle benefit to the community
- Details of how the project is inclusive in its membership and supports the broader community
- Letters of support (copies submitted with the application)

The unit would be operated by the club's full-time grounds man and members of the Club's grounds committee. Two of the grounds committee are residents of Greens Beach and within 5 minutes of the Club should an emergency develop out of normal working hours.

It is the intention of the club to ensure emergency contact information is available to the Greens Beach shop and Greens Beach caravan park should an emergency arise.

Letter of support from the operator of the Greens Beach caravan park is attached.

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.

This project came to the Club's attention when a recent grass fire on the edge of the golf course had the potential to spread to the houses along the adjoining boundary.

Kelso Fire Brigade were contacted and attended.

This brought into focus that the time frame from first notification of the grass fire and the arrival of the Fire Brigade. This is not meant to denigrate the great effort of the volunteers at Kelso Brigade but simply outline the facts.

If the fire trailer had been available, the matter could have been dealt with in a timely manner, under 10 minutes, and resulted in the Fire Brigade not being called to attend.

The Club believes that this demonstrates the value the community and demonstrates a clear saving of time, resources and money.

The club also strongly believes it falls under the Community Grants Program.

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	\$
Quote form Affordable Trailers Hobart for fire trailer	\$4340

ORDINARY COUNCIL MEETING
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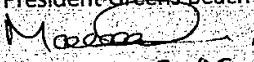
	Expenditure Total	\$4340
Project Income – Include all confirmed funding and donations, including materials.		
Income Description:		\$
Council Community Grant \$4340 minus contribution of 10%		\$3906
Income Total		\$3906
All relevant quotes are attached		☒

ORDINARY COUNCIL MEETING
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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 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	Malcolm Hume
Role/Position	President Greens Beach Golf Club
Signature	
Date	15 October 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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Affordable Trailers Tasmania

A.B.N.: 67626885014
107 Grove Road Glenorchy TAS 7010
Phone: 0362888000

Quote

Quote No.:	6850	Date:	23/09/2025
		Expiry Date:	7/10/2025
Status:	Active	Served By :	Liam Giltus

Ordered By : Malcolm Hume
Greens Beach Golf Club

Deliver To:

PH: 0419352551

Bar code	Description	Tax	Qty	Price \$	Total \$
ATFFT	Fire Fighting Trailer	GST	1	2,295.00	2,295.00
FFPHK	Fire Fighting Pump & Hose Kit	GST	1	1,605.00	1,605.00
JW08	Jockey Wheel 8"	GST	1	79.00	79.00
ATSWB	Spare Wheel Bracket	GST	1	25.00	25.00
ATWT185R14C	Wheel & Tyre 185R14LT	GST	1	158.00	158.00
SJAK6	Jack Stand 5000lbs 375mm Extension	GST	2	89.00	178.00

No. of Items (7)

Payment Details	Quote Totals
	Subtotal \$4,340.00
	Discount \$0.00
	Rounding \$0.00
	Tax \$394.55
	TOTAL Inc GST \$4,340.00

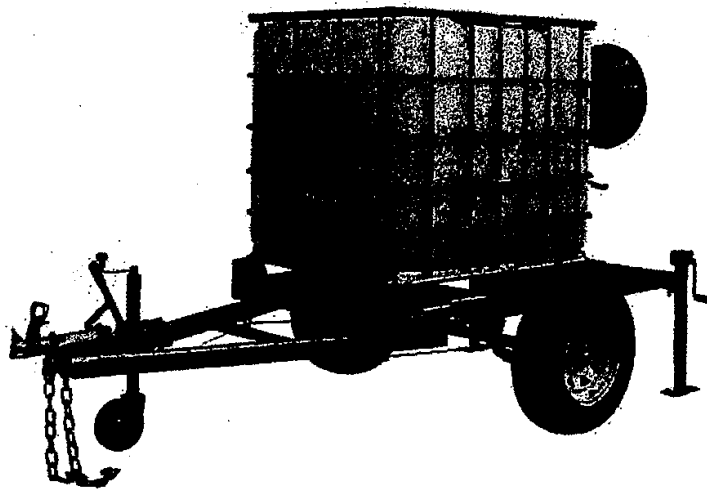
Quote Terms & Conditions

A 10% deposit will need to be paid up front prior to the commencement of works. Deposits made are strictly non refundable.
Payment in full will be required prior to release of the product.
Payments can be made in store or via EFT to the following bank account details:
AFFORDABLE GROUP NO. 1 PTY LTD - BSB 037009 - Account No. 394041
EFT payments must be visible in our account before release of the product.
Please email remittance to accounts@affordablegroup.net

107 Grove Rd, Glenorchy, 7010 - Ph 62 888 000 - www.affordabletrailerstasmania.com

(duplicate copy, printed 23/09/2025)

Fire Fighting Trailer



Heavy Duty

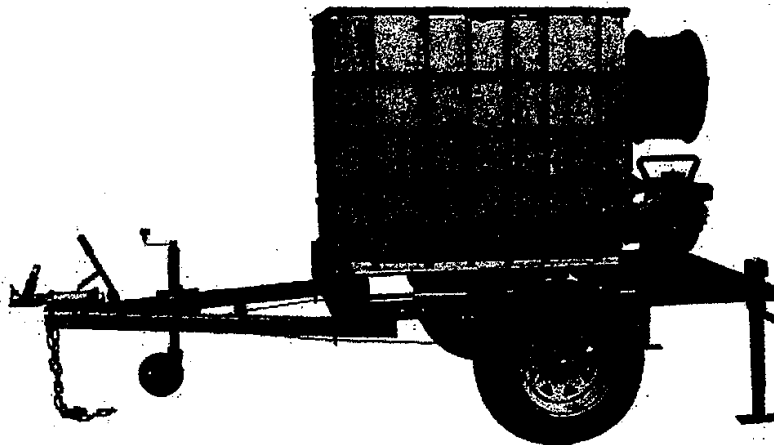
Our Fire Fighting Trailers are built to last. Being hot dip galvanized ensures that the trailer will look great for years - no paint can chip or scratch. Keep your property, family and live stock safe with this fire fighting trailer.

5.5hp Genuine Honda Pump with 2 years warranty
36m fire fighting Australian standard hose with reel.
1000L IBC Tank (used) Non Potable
Strong tie down points to anchor IBC Tank

If you ever need to replace the bearings, axles, springs or wheels they are easily obtainable and we carry them in stock.

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Off road use only.
All Trailers come with a 12 month warranty

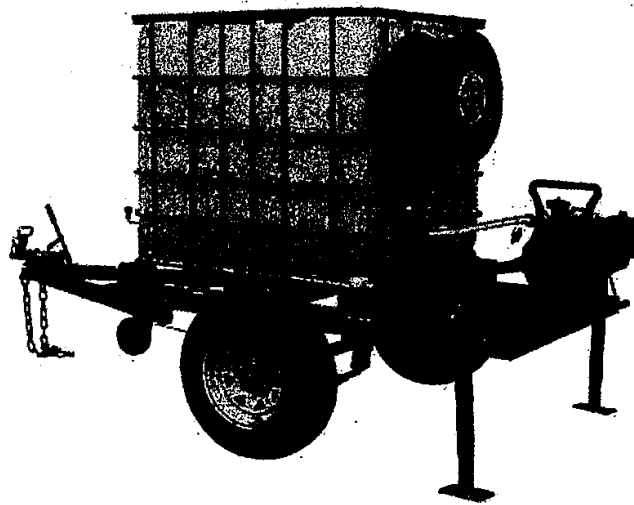


Specifications

LOA: 3300mm
Width: 1560
ATM 1400KG
Coupling: Apv; AS 4177.3
Safety Chain Apv: 2 x PWB4177-25
Frame: 50 x 70mm
Axle: 50mm Solid Round
Bearings: SL- Ford
Dust Cap
Tyres: 185 R14
Rims: White 14 x 6 x 5 Stud

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Springs: 50 x 8 x 7 Leaf
Fish Plate: 95 x 95 x 6mm
Production: Fully Welded
Surface Treatment: Hot Dipped Galvanized



Price & Optional Accessories

\$2295

Pump & Hose Reel \$1605

14' Spare Wheel \$158
Spare Wheel Bracket \$25

Stabilizer Legs \$89 Each

Jockey Wheel

~~6' \$55~~

8' \$79



To Whom It May Concern,

On behalf of Greens Beach Caravan Park, I'm pleased to offer our full support for the Greens Beach Golf Club's application for funding to purchase a fire trailer.

Given the shared proximity of our properties and the surrounding bushland, the addition of a fire trailer would be a valuable asset for the broader community. It would greatly improve the ability to respond quickly to fire incidents on or near the golf course, helping to reduce risk and potential damage.

Kind regards,

Tom Reinmuth

Greens Beach Caravan Park

ORDINARY COUNCIL MEETING
Tuesday 18 November 2025



Community Grants Program 2025/2026 - Application Assessment Matrix

Application Information

Organisation/Group	<i>Greens Beach Golf Club</i>				
Project	<i>Fire fighting Trailer</i>				
Amount Requested	<i>\$3906.00</i>	Total Project Cost	<i>\$4340.00</i>	Matrix Score	<i>13 /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	3
	Comments: Community benefit could have been expanded on				
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: Greater detail needed.				
Community Engagement (Value 25%)	Unclear/ Not outlined	Provided but not detailed	Engagement and partnerships outlined	Clear, realistic and achievable, with supporting documentation	3
	Comments: Provided without great detail.				
Budget (Value 25%)	Incomplete	-	-	Clear, realistic and achievable. Official quotes must be provided.	4
	Comments: Clear & straight forward budget				
TOTAL					13/20

Risk Management Plans	Yes ☐	No ☐	N/A ☒	Assessed By	<i>[Redacted]</i>
WTC Contractor Inductions	Yes ☐	No ☐	N/A ☒	Date	<i>20/10/2025</i>
Certificate of Currency Required	Yes ☐	No ☐	N/A ☒		

ORDINARY COUNCIL MEETING
Tuesday 18 November 2025



Community Grants Program 2025/2026 - Application Assessment Matrix

Application Information

Organisation/Group	Greens Beach Golf and community club		
Project	Fire fighting trailer		
Amount Requested	\$3906.00	Total Project Cost	4340.00
		Matrix Score	15 /20

Criteria:	Not evident (Score: 0)	Evident (Score: 1)	Good (Score: 2 - 3)	Excellent (Score: 4- 5)	Score:
Community Benefit (Value 25%)	Unclear/ Not stated	Provided but not detailed	Clear benefit to the community outlined 3	Clear, realistic and achievable benefit provided with supporting evidence	3
	Comments: Would be good to know how the local community will be made aware of this asset.				
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: Timeline is clear. 4				
Community Engagement (Value 25%)	Unclear/ Not outlined	Provided but not detailed	Engagement and partnerships outlined 3	Clear, realistic and achievable, with supporting documentation	3
	Comments: The club should consider every effort to ensure staff and groundsman are adequately trained in fire response training.				
Budget (Value 25%)	Incomplete	-	-	Clear, realistic and achievable. Official quotes must be provided. 5	5
	Comments:				
TOTAL					15/20

Risk Management Plans	Yes ☐	No ☐	N/A ☒
WTC Contractor Inductions	Yes ☐	No ☐	N/A ☒
Certificate of Currency Required	Yes ☐	No ☐	N/A ☒

Assessed By	[Redacted]
Date	20.10.2025

ORDINARY COUNCIL MEETING
Tuesday 18 November 2025



Community Grants Program 2025/2026 - Application Assessment Matrix

Application Information

Organisation/Group	GREENS BEACH GOLF AND COMMUNITY CLUB				
Project	Fire Fighting trailer.				
Amount Requested	\$ 3906	Total Project Cost	\$ 4340	Matrix Score	15 /20

Criteria:	Not evident (Score: 0)	Evident (Score: 1)	Good (Score: 2 - 3)	Excellent (Score: 4- 5)	Score:
Community Benefit (Value 25%)	Unclear/ Not stated	Provided but not detailed	Clear benefit to the community outlined	Clear, realistic and achievable benefit provided with supporting evidence	3.
	Comments: the club has identified in the long term as an emergency hub.				
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	34
	Comments: clear outline of delivery.				
Community Engagement (Value 25%)	Unclear/ Not outlined	Provided but not detailed	Engagement and partnerships outlined	Clear, realistic and achievable, with supporting documentation	4.
	Comments: Letter of support provided.				
Budget (Value 25%)	Incomplete	-	-	Clear, realistic and achievable. Official quotes must be provided.	4.
	Comments: quotes received, ad attached.				
TOTAL					15/20

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



20/10/25

13 COMMUNITY ASSETS

Nil

14 PEOPLE, CULTURE & SAFETY

Nil

15 PETITIONS

Nil

16 NOTICE OF MOTIONS

16.1 Motions on Notice

16.1.1 Motion - Cr Larner

MOTION

Moved: Cr Caroline Larner

That Council:

1. Engage a qualified engineer or drainage expert to prepare a stormwater drainage report and cost estimate for Little Swan Point Road where the culvert near Teggs Road is too high to allow a drainage channel for backlog of stormwater lying behind it.
2. Make costing and feasibility assessment of providing a covered stormwater drainage channel for 20m either side of the culvert (eastern end of Little Swan Point Road).
3. Requests that the report provide recommendations for improved stormwater drainage and safety measures given the assessment findings.
4. Receives the report at a future Council meeting, with the findings and recommended actions presented for Council's consideration.

Rationale

Whenever it rains, excess stormwater accumulates around the drainage easement of the property 424 Gravelly Beach Road which cannot escape via a nearby road culvert under Little Swan Point Road since the main culvert beside Teggs Road is too high to do so.

Whenever it rains, excess stormwater accumulates in swamp-like conditions on the property opposite 424 Gravelly Beach Road since the Little Swan Point Road open roadside drains are inadequate, being without downward slope nor well positioned culvert drain for ground-water to escape.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

16.1.2 Motion - Cr Sladden

MOTION

Moved: Cr Julie Sladden

That Council:

Request the CEO to investigate and prepare a report, including design options and costings, for repurposing the vacant corner block on Eden Street into a small, fenced dog park, with a view to including the project in the 2026–27 budget if supported by Council.

Background

The small corner block of land on Eden Street, once the site of a playground, is currently an unused and unmaintained grassed area. The playground was relocated to the opposite side of the road several years ago for safety reasons, leaving the fenced block vacant. Today, it remains an unkempt and underutilised space, with a small number of trees, a bench, and partial fencing but no gate or water supply.

The land is owned and managed by Council and is located in a highly visible and accessible part of the community - directly opposite the swimming pool, playground, and Council offices, and within walking distance of local shops. It sits within a mixed residential area home to many families, retirees, and dog owners.

Interestingly, after the original playground was moved, residents informally began using the site as a dog exercise area. However, after the gate was removed, this ceased. This history demonstrates a natural community preference for the space to serve local pet owners and walkers.

Rationale

Repurposing this vacant land as a small dog park would deliver multiple community benefits:

- **Amenity and Activation:** Transforming an unkempt block into an attractive, functional open space would enhance the visual appeal and liveability of the area.
- **Safe Off-Leash Area:** The site would provide a much-needed small, contained off-leash area for residents, especially those without large yards or transport to larger dog parks.
- **Efficient Land Use:** The project would repurpose existing Council land that currently requires maintenance but offers little community benefit.
- **Community Connection:** Dog parks provide social opportunities for residents, promoting both physical activity and community cohesion. This motion relates to pillar one and pillar four of the West Tamar Community Health and Wellbeing Plan.

Given the site's history, location, and existing partial infrastructure, it presents a cost-effective opportunity to deliver a high-impact local amenity.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

16.2 Motions without Notice

17 COUNCILLORS' QUESTIONS

17.1 Councillors' Questions on Notice

Cr Manticas

Question 1: How much did it cost council for tables and chairs and covered pergola including any site preparation costs such as concrete slabs at the dog exercise area in Beauty Point?

Response: *The cost of construction of a table, seating, shelter and site preparation costs including a concrete slab is estimated at \$15,000, noting that there is not currently a table at the dog exercise area in Beauty Point.*

Question 2: Is there any money left in the budget under the Beauty Point foreshore upgrade capital item?

Response: *\$33,000 of the funds in the current year's budget allocation for the Beauty Point foreshore upgrade remain unspent.*

Question 3: Could you provide an update to the Storm Water Management plan for the Greens Beach community and where this project is currently at?

Response: *Council has received a preliminary SSMP (Stormwater Systems Management Plan) for the Greens Beach catchments from its consultant and the Plan is under review by officers in the Community Assets team. The Plan models 1% AEP and greater storm events and considers the overland flow path issues. There will be a second phase of work for data from this modelling to be incorporated into piped system design software to assess performance of the underground network. Once work is completed, high risk issues will be identified and Council can consider what actions need to be prioritised, and the cost and timeframes associated.*

Question 4: In the Long Term Financial Plan for the year 2026/2027 there is \$5,000,000 dollars budgeted to spend on Legana Recreational Developments – Can the council update the community on that capital item and confirm if that project is still on schedule for delivery in that financial Year?

Response: *The \$5 million figure in the Long Term Financial Plan caters for future recreational development in Legana – the monies and extent of Legana recreational developments will alter upon more conceptual planning. The Legana Community Sport and Recreation Precinct Masterplan has not yet been finalised and, upon finalisation, the Long Term Financial Plan will be revised in line with this.*

Question 5: Can the council advise if there are any funding shortages associated with that capital item?

Response: *The \$5 million outlined across 2025-26 and 2026-27 financial years for Legana recreational developments in the current Long Term Financial Plan is funded from Council operations and working capital. Until the finalisation of the Legana Community Sport and Recreation Precinct Masterplan and the Legana Structure Plan and the extent of the works is known, the estimated capital requirements and any potential funding shortage cannot be better assessed.*

Question 6: In the Long Term Financial Plan for the year across the 2030/2031 and 2031/2032 financial years there is \$17,000,000 dollars budgeted for Riverside Aquatic Centre but

slated as grant dependent, Can the council provide an update as to whether any successful grants have been obtained for this capital item?

Response: *Council's adopted Aquatic Centre Strategy is currently being reviewed by Council's Riverside Swimming Centre Redevelopment Advisory Committee. Until that work is complete no applications for grant funding will be made. Further, it should be noted that Council continues to allocate capital funding to ensure that the Riverside Pool is fit for purpose for use by West Tamar and greater Launceston residents.*

Question 7: Can the council provide an update as to whether the council is on track for delivering this capital item in the FY years stated in the Long Term Financial Plan along with what progress has been made to date on this capital item?

Response: *Capital maintenance works have been completed or are underway to ensure the pool remains operational until its planned renewal.*

17.2 Councillors' Questions without Notice

17.3 Responses to Previous Questions on Notice

Cr Sladden

Question 1: It's just regarding the augmentation of our waste recycling. And I notice that the recycle rewards program has really taken off in West Tamar. I think in July we hit over 500,000 deposits just at the Windsor one down here which has raised \$50,000 to the community, either individuals or their selected charities and they've had to put in a second one in Beaconsfield, I believe, as well. So this is obviously something that our community wants to do. When I was interstate recently, I spotted alongside regular waste bins, and I did send a picture of this to councillors, a simple basket mechanism where people could put in aluminium cans or glass bottles for other members of the community to come and collect them. Now, there may be some certain occupational health and safety things that need to be addressed here, but I thought it was such a simple idea and a way of capitalising on what we're already doing well. My question is, would it be possible for Council to look into the pricing of such an idea in the municipality and where and how that might work, just that additional waste basket for recycling alongside, especially in our high use areas, maybe Greens Beach or Beaconsfield and in and around Windsor?

Response: *Council officers will research options that may be suitable for a community container drop off point. However, as noted in the question, this may present safety issues to the community and Council officers due to broken glass, and along with contamination, cleaning and inspection requirements, will add to Council's operational costs. This could offset the financial benefit for potentially only a few people that may be able to collect containers from these locations. An alternate solution may be for Council to continue to raise awareness of the container deposit facilities and encouraging the community to donate containers directly to community and sporting groups.*

Cr Allen

Question 1: If I could just have a follow up on the disabled parking bays in Grubb Street, Beaconsfield and Charles Street near the post office?

Response: *The installation of 10 minute parking signs for one parking space in Charles Street, Beauty Point, near the post office, will allow for people with a disability to park in that space for up to 30 minutes. The physical constraints with existing high kerb and channel in the location of the shops is not conducive to simple retrofitting of a compliant, disabled parking space. Officers have not been in a position to progress concept design or costing for a compliant space at this point in time. Officers have inspected the road reserve in Grubb Street adjacent the Neighbourhood House and are currently waiting for a supplier quote to install a pedestrian ramp on the northern side of the road. It is expected this would require capital funding. Similar to Charles Street, officers have not been in a position to progress design or costing of a compliant disability space in Grubb Street but are planning to do so to present to Council for consideration as part of upcoming capital works programs.*

18 INTO CLOSED MEETING

RECOMMENDATION

That by absolute majority, pursuant to Regulation 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 21 October 2025

This report has been submitted to the closed part of the Council Meeting in accordance with Regulation 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 Confidential 1 - Adoption of the Chief Executive Officer Performance Agreement 2025/26

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

Corporate & Community

9.1 Confidential 2 - Youth Mayor Program Applications 2026

This report has been submitted to the closed part of the Council Meeting in accordance with Regulation 17(2)(h) information that is of a personal and confidential nature or provided to the council on the condition that it be kept confidential;

Community Assets

10.1 Confidential 3 - Contract No. WTC 23/2025 The Orchards Estate Public Open Space Stage 1

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

10.1 Confidential 4 - 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 Regulation 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:

REQUIRES ABSOLUTE MAJORITY OF COUNCIL

19 OUT OF CLOSED MEETING

Council resolved to move out of Closed Session at ...pm

20 CLOSURE

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