West Tamar Council

AGENDA

Tuesday 17 November 2026
Ordinary Council Meeting

WEBSITE: www.wtc.tas.gov.au

WEST TAMAR COUNCIL

PO Box 16
RIVERSIDE TAS 7250

Council Chambers
RIVERSIDE TAS 7270

12 November 2026

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 17 November 2026 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 leterremairrener 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.

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1 PRESENT

1.1 Present

1.2 In Attendance

1.3 Apologies and Leave of Absence

1.4 Tabling of Certificate of Election

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 3 November 2026

ATTACHMENTS: 1. [**1.4.1**] West Tamar Council - Certificate of Election

SUMMARY

The purpose of this report is to provide a record of the Certificate of Election received from the Tasmanian Electoral Commission on 5 November 2026 in accordance with the requirements of Section 321 of the *Local Government Act 1993*.

BACKGROUND

In accordance with the provisions of the *Local Government Act 1993* Section 321, Council's Chief Executive Officer is to *"acknowledge the making of a declaration at its meeting and the general manager is to record that fact in the minutes of the meeting".* The Certificate of Election was provided by Michael Leyden, Returning Officer for the Tasmanian Electoral Commission dated 5 November 2026 showing the following candidates elected to the below positions:

Seven (7) Councillors
Elected for a period of 4 years

Rick SHEGOG
Carl COOPER
Dr Julie SLADDEN
Geoff LYONS
Jarryd ENGLISH
Joy ALLEN
Justine BROOKS

Mayor
Elected for a period of 4 years

Rick SHEGOG

Deputy Mayor
Elected for a period of 4 years

Dr Julie SLADDEN

STRATEGIC PLAN

This action relates to the following components of the Community Strategic Plan 2026-2036:

Our Heart: Community and Wellbeing

Goal 4: People can reach services, information and civic life more easily across the whole municipality

4.2 Improve how Council communicates decisions, services, activities and opportunities through plain English, local channels and easier to find information.

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

- *Local Government Act 1993*

RISK CONSIDERATIONS

This report is provided in accordance with the *Local Government Act 1993* Section 321. Risk implications are considered Low.

FINANCIAL IMPACT

Nil.

CONSULTATION

Nil.

OPTIONS

Nil.

OFFICER'S COMMENTS

The Certificate of Election was received from the Tasmanian Electoral Commission on 5 November 2026. The Certificate of Election is to be tabled by the Chief Executive Officer.

RECOMMENDATION

That the Certificate of Election as provided by the Tasmanian Electoral Commission dated 5 November 2026 be received and recorded in the minutes of the meeting.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

Tasmanian Electoral Commission

2026 LOCAL GOVERNMENT ELECTIONS

Certificate of Election

West Tamar Council

In accordance with the Local Government Act 1993 I have declared the following candidates elected to the positions shown below.

7 Councillors

Elected for a period of 4 years

Rick SHEGOG
Carl COOPER
Julie SLADDEN
Geoff LYONS
Jarryd ENGLISH
Joy ALLEN
Justine BROOKS

Mayor

Elected for a period of 4 years

Rick SHEGOG

Deputy Mayor

Elected for a period of 4 years

Julie SLADDEN

Michael Leyden RETURNING OFFICER

5 November 2026

2 CONFIRMATION OF MINUTES

2.1 Confirmation of Minutes of Meeting held 20 October 2026

ATTACHMENTS: 1. [**2.1.1**] 2026-10 Ordinary Council Meeting Minutes - Unconfirmed

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RECOMMENDATION

That the Minutes of Council's Ordinary Meeting held on 20 October 2026 numbered 26/165 to 26/183 as provided to Councillors be received and confirmed as a true record of proceedings.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

West Tamar COUNCIL

MINUTES

Tuesday 20 October 2026
Ordinary Council Meeting

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ORDINARY COUNCIL MEETING
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ORDINARY COUNCIL MEETING
Tuesday 20 October 2026

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 Larner
Cr Geoff Lyons
Cr Julie Sladden

1.2 In Attendance

Chief Executive Officer	Kristen Desmond
Director Community Assets	Dino De Paoli
Director People, Culture & Safety	Richard Heyward
Acting Director Planning & Development	Scott Lewis
Team Leader Planning	Krstyna Ennis
Community Development Manager	Marcus Grantham
Manager Communications & Engagement	Simon Tennant
Building Department	Jason Folo
Governance Officer	Tom Chalmers
Executive Assistant	Kathryn Prince
Personal Assistant to the CEO & Mayor	Liz du Plessis

1.3 Apologies and Leave of Absence

Cr Josh Manticas - Leave of Absence

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Cr Larner - Public Apology

Mayor, Councillors, and members of the community, I wish to make a formal apology to the petitioner and to every resident who signed the Exeter Road Safety petition. I made an error of judgement in photographing the petition sheets in order to count the signatures in preparation for my notice of motion. My intention was to establish the level of community support for a public meeting about road safety in Exeter, however, I recognise that I should have used a counting method that did not involve photographing signatures, personal details.

I wish to reassure the petitioner and signatories that the photographs were used only to count signatures, were not shared with anyone, and were deleted immediately after the count. I have confirmed that no copies remain in my possession or online accounts. I sincerely regret the concern my actions have caused, and I accept full responsibility for that decision. I have also spoken directly with the petitioner to offer my apology personally.

I deeply respect residents' privacy and their right to petition Council. Those who signed did so in good faith, and they are entitled to expect that their personal information will be handled with care. In future, I will seek advice on the appropriate way to establish petition numbers without photographing or recording personal information. I ask that this apology be recorded in full in the minutes of this meeting. Thank you.

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2 CONFIRMATION OF MINUTES

2.1 Confirmation of Minutes of Meeting held 15 September 2026

RECOMMENDATION

That the Minutes of Council's Ordinary Meeting held on 15 September numbered 26/151 to 26/164 as provided to Councillors be received and confirmed as a true record of proceedings.

Minute No. 26/165

DECISION

Moved: Cr Ferguson

Seconded: Cr Ireland

That the Minutes of Council's Ordinary Meeting held on 15 September numbered 26/151 to 26/164 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
Abstained:	Nil

CARRIED UNANIMOUSLY 8/0

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ORDINARY COUNCIL MEETING
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3 LATE ITEMS

Nil

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4 DECLARATIONS OF INTEREST IN A MATTER OF A COUNCILLOR

Cr Larner, other interest – **Item 8.5 CEO 5 - Submission on Draft Expectations for Data Centres and AI Infrastructure Developers: Tasmania**.
I have a non-pecuniary conflict in item 8.5. I have advocated for the concerns of residents of Rowella in my capacity as an individual Councillor and as an individual ratepayer of the municipality. My personal submissions to the parliamentary inquiry into AI data centres do not constitute authorized submissions on behalf of West Tamar Council, and I do not claim to speak for every resident. My personal submission to the inquiry supported the major projects assessment pathway rather than the ordinary council planning permit pathway. I also lodged a personal submission concerning DA202629. These submissions express my own position, not council's endorsed position.

Separately, I made a non-refundable contribution for legal advice and representation, connected with a community group's participation in the parliamentary inquiry. I am named the client - no, I'm not the client, I have quarantined the funds in my personal capacity, but I am not a member of the group. My financial contribution supported coordinated inquiry work. It was expressly restricted to purposes other than TASCAT proceedings. I oppose that challenge and I have made my position clear to the group. I considered my personal inquiry submission, the legal engagement in my name, the funding of inquiry-related work, and the relationship between that work and Council's proposed submission. I also considered that I am not a group member, have no personal litigation case, and excluded the TASCAT proceedings from the contribution. Although I believe I could decide impartially, an informed, reasonable person could perceive a competing commitment. I therefore declare the perceived conflict and withdraw from the meeting at item 8.5, since an informed, reasonable observer could perceive that I have a separate personal commitment to a position advanced through legal engagement.
- Left the room

Cr Allen, other interest - **Item 13.2 Comm 2 - Community Grant Application - Beaconsfield Park Homes Inc.**
I have a non-pecuniary interest in matter 13.2, which is a community grant application for Beaconsfield Park Homes. I am a current board member on that committee.
- Left the room

Deputy Mayor Cr Shegog, other interest - **Item 13.1 Comm 1 - Sponsorship request - Exeter Cricket Club.**
I have to declare an interest in 13.1, which is a sponsor request from the Exeter Cricket Club, as I am the patron of that cricket club.
- Left the room

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5 PUBLIC QUESTION TIME

5.1 Public Question Time

Commenced at: 1:40PM

Anne Brumby, Legana

Statement: I would firstly like to thank the CEO, Mayor and Councillors for their help and guidance throughout the road safety petition and the public meeting. We are so lucky to live in a community where caring for each other still exists. I found the meeting to be respectful, with the people from our community allowing individuals to speak freely with their ideas to improve road safety. A big thank you also to all the businesses who accepted to have a petition and public meeting poster. We need to keep in mind any decisions made for road safety in Exeter does not affect our small businesses. I would also like to thank my family and friends who have helped me but have chosen to stay in the background. I am hoping something positive comes from this, but if not, as a community, we will keep pursuing this.

Rebecca Luck, Grindelwald

Statement: Councillors, Mayor and executives of the council, I'm writing to express our full support to the amended food van policy, *Item 14.1 - Asset 1*, that will be voted on today. Specifically removing Tatana Way as an option for Legana.

We were getting very concerned regarding the increased regular presence of mobile food vans operating in close proximity to established food businesses including our local shop, Rhino Pizza Legana. Firstly, I wish to make very clear that we are not opposed to food vans. We recognise that they provide a valuable service and add variety to the community. We believe they have an important role at community events, agricultural shows, festivals, sporting events, markets and other special occasions where they complement existing businesses rather than compete directly with them.

Our concern is with food vans that establish a regular trading pattern in commercial areas, effectively operating as permanent businesses without being subject to the same costs and obligations as us as established businesses. Brick and mortar businesses make a substantial long-term investment in the local community. We lease a commercial premise with our rent being $40,000 per annum. We pay council rates, contribute to local taxes and charges, maintain buildings, comply with planning requirements and employ local staff throughout the whole year. These costs continue regardless of whether our business is busy or quiet. By comparison, mobile food vans can choose to operate only on the busiest trading nights, typically Friday and Saturday evenings where customer demand is highest. They avoid the quieter trading periods that established businesses must endure while still meeting all of their ongoing financial commitments. This selective approach has created an uneven competitive environment, specifically in Legana.

Our concerns include established businesses contribute significantly to council revenue through rates and ongoing investments in our permanent premises. We provide year round employment and support the local economy every day of the week, not just during peak trading periods. Mobile food vans often target the most profitable

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trading times leaving permanent businesses to absorb the costs associated with the slower trading days. Some food vans now trade on a predictable weekly basis effectively operating as a permanent business without occupying an appropriately zoned commercial premises. This regular pattern of trading appears inconsistent with the original purpose of mobile food vending which has traditionally been to service temporary events and locations where permanent food businesses are not available. The cumulative impact on established businesses can be significant, particularly during the limited peak trading periods that many hospitality businesses rely upon to remain financially viable. We appreciate Council's consideration of this matter and we respectfully suggest that the council vote for this policy, obviously in particular today removing Tatana Way which is right behind our food business, from an area that will be allowed in the future. Thank you.

Bridgette Townsend, George Town

Statement: I'm actually here as a representative for the River Cafe in Beauty Point in relation to the food vans as well. I have three questions to ask Council today.

Question 1: Has the council consulted with Beauty Point's two remaining cafes, the pub, the local bowls club, to understand their current financial viability and trading conditions and undertaken an economic impact assessment to determine whether the introduction of food vans would generate generally new spending or simply divert customers and revenue away from established local businesses?

Response: *We will take that on notice and you will be responded to in the time period that's required to reply, and that will be also written into the agenda for the next Council meeting.*

Question 2: Has council considered that established businesses carry significant ongoing costs including rent, rate, utilities, insurance, equipment and staffing and rely heavily on peak summer trading periods including three peak boxing day, easter to offset quieter winter months. What measures would Council implement to ensure that casual food vans do not unfairly undermine these businesses, their employment opportunities and their ability to remain viable year round?

Response: *I'll take that on notice as well.*

Question 3: Has Council assessed the potential long term consequences for Beauty Point if the introduction of food vans contributes to the closure of its remaining cafes, given that these established businesses provide local employment, attract visitors and support the community throughout the year, how would Council reconcile the potential loss of these permanent businesses with its objectives for the town's long term economic sustainability?

Response: *And again, I'll take that on notice and it will be thoroughly responded to.*

Peter Kearney, Lanena

Statement: I wish to address the mobile food vending policy. My particular concerns relate to Tailrace Park. Having been involved in the development of Tailrace Park, not from the start, that was way back before my time but being on the committee which consisted of the Lions Club, the Scouts, the Council and the key stakeholders that actually

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developed Tailrace Park, and were responsible for the expenditure of the Riverside rates levy which provided the cash flow that enabled that to be built in the way that it was.

Now over the time I was on that committee, we had frequent requests for businesses to come to Tailrace Park. We had requests for trains, we had requests for fun spinner things, we had requests for ice cream vans, we had requests for small scale food dispensers and on all occasions we had, we continued to adopt the policy that we did not want Tailrace Park to be a place where families went to enjoy the park but were subject to having to deal with the fact that they would under kid pressure maybe or other things to, to go and use these facilities. We always felt right through that process that that was inappropriate for Tailrace Park, that it was not consistent with the culture of that place.

Over that time, the electrical cabling in that place was upgraded so that it could host a festival, because festivals require lots of power and there was no objection to having a festival, I remember one year we had a multicultural festival there. There are barbecues there where families go and cook a meal. There is a large barbecue that the Lions Club put there which is able to be used for events, but the regular use of food vans or commercial operations in the park we, the committee had always believed and from a personal point of view, I have not changed my point of view, is inappropriate.

So I am asking that you delete 11A and 11B from your mobile food policy. In the meantime, having heard the other submissions that have come forward, I hope that very careful consideration will be given to this policy because the unintended consequences and maybe intended consequences can sometimes be very substantial for some of our best citizens.

Response: *Thank you, Mr Kearney.*

Cheryl Swan, Swan Point

Statement: I notice with interest that we have a submission on Tasmania's Road Safety Strategy discussion paper, Item 8.4 in the agenda today. Given that this is one of the major issues people have been talking about in the lead up to this council election, it is appropriate that it is in here.

What results we'll get from this will be another story. I notice in Chief Executive Officer Kristen Desmond's letter to James Verrier, it talks about where can we strengthen our management approaches, partnerships and use of evidence and data to achieve road safety outcomes. The answer to that is management approaches and partnerships can be strengthened by drawing more systematically on local knowledge. Well, as a local, I've been bringing this knowledge to this council for more than 10 years with little result. So I'm hoping now we're going to have a change in response to issues raised not only by me but other members of our community to road safety issues, because I don't call it road safety, I call it people safety on our roads. Because it's all about people and our wildlife, which is the point I'm going to raise today.

I recently went up Waldhorn Drive to go up to Grindelwald, I noticed 35km/h signs, dusk to dawn, wildlife on the road. Now I've asked before on a number of occasions for similar signage to be put down through Gravelly Beach, Deviot, Swan Point. We

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have dead wildlife on our road constantly because of the speeds in those areas at night time. It's also dangerous to people driving along there.

Just a few days ago, Mary was with me, we actually stopped one evening and I lifted a little possum off the road so he wouldn't get run over. But we constantly have dead pademelons and things lying in the gutters all the time, it's not pleasant. It's even less pleasant if something runs out in front of you. Which is why I go a lesser speed at night time. From experience, that's the better way to do it. So I'm asking, can this council actually deliver more consistency of road signage through areas that I've already spoken to you about for safer speeds, especially at times at night time in the areas where we know there's a lot of wildlife? That's just one issue with road signage and speeds, but I'll leave that one with you for today.

Response: *Thank you very much and we'll take your question on notice.*

Jim Collier, Legana

Statement: Good afternoon, everybody. I'm here to say to the Mayor and to Councillor Richard Ireland, I understand you both are soon to depart this scene. And I would like you to understand that the West Tamar community, and my wife Linda should have been here today but unfortunately, she couldn't make it so she sends her apologies but she shares my sentiments. We want to say thank you very much for everything you've done for the years that you have been on council. I know there have been difficult times for both of you, but I've seen your hard work and I've always known that you are both very approachable and that's fantastic. On behalf of the West Tamar community, myself, Linda Collier, thank you very much for everything that you've done. If the people who replace you are just half as good as you two are, we will be served very well indeed. Thank you for your stewardship.

Response: *Thank you very much, Jim. Jim, thank you to you and your wife too. You are a couple of our ratepayers that are very diligent in, getting involved in issues that are important to you, and it's been a pleasure to work with you from time to time as well. Thank you.*

Don McInnes, Kayena

Statement: Good afternoon. Item 13.2, the community grant application for Beaconsfield Park Homes. The recommendation is that you reject the application, and I would like to characterise that as being a missed opportunity if you do so. It represents an opportunity, a chance for the council to engage with the local community in a really meaningful way. The prime objective seems to be that the two defibrillators will be placed on private land, and you used the word precedent, it would be establishing a precedent if you do so. There's nothing legally, there's no legal objection, impediment to doing so. In fact other councils in Tasmania have done just that, placing defibrillators on private land, and before I go on, I should add that coronary heart disease is the largest cause, single cause of death amongst West Tamar residents.

These defibrillators will demonstrably alleviate that death rate in West Tamar. Now I urge you to… if you have concerns about it being on private property, go back to the operators of the home. You talk about access for the public, signage, etc, etc. Work through this. Come up with an accessibility agreement with this operator so all these concerns can be dealt with, and they can be dealt with. It's purely operational, it's not

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rocket science. Talk to your community, your job is to serve the community. I urge you on this matter, a chronic health issue. Talk to the people, the operators of Beaconsfield Park Homes, find a solution to the problem.

Response: *Thank you very much.*

Concluded at: 2:01PM

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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 J Brooks, Lanena

Question 1: Legana Structure Plan - properties identified for demolition. Given the length of time that Council-owned residential properties in Legana have remained occupied despite being identified for future demolition under the Structure Plan, the current housing shortage, and concerns that maintenance may be limited because of their intended future demolition, will Council review whether demolition of all of these properties is still necessary and, in the meantime, ensure they are maintained to an appropriate residential standard?

Response: *Since acquisition, properties have been subject to independent 6-monthly maintenance inspections and any necessary maintenance items have been undertaken as required. Council cannot confirm timing for demolition of all the properties until future plans for development of land to the south have progressed and the extension of Tatana Way is finalised.*

Question 2: Winkleigh Road speed limit. Given that a number of Winkleigh Road residents and road users only became aware of the reduction in the speed limit from 100 km/h to 80 km/h after it was implemented, will Council advise what community consultation was undertaken before the change and make the TCS road safety assessment relied upon by the Road Safety Committee publicly available so the community can understand the evidence supporting the decision?

Response: *As previously advised in our responses to questions on notice in our August 2026 Ordinary Council Meeting Agenda, Council undertook community consultation in relation to speed limit reviews in August 2023. The results of the survey were included in Council's Ordinary Council meeting in December 2023, and Council subsequently adopted the list of identified priority areas for speed limit review. This included Winkleigh Road.*

In April 2025, Council also received a petition from residents on Winkleigh Road requesting that Council consider a reduction in the speed limit on Winkleigh Road.

Question 3: Kelso foreshore erosion. Given the evident foreshore erosion at Kelso, including sections where erosion is encroaching toward the road and tidal debris is reaching the road surface, what works or longer-term coastal protection measures does Council have planned to protect public infrastructure and assist in reducing the risk to adjoining residential properties from ongoing erosion, coastal inundation and future sea-level rise?

Response: *Council's capital works program for the current financial year includes funding for officers to design and seek construction approval from Parks and Wildlife for erosion control works on the river side of Foreshore Road. The project does not include investigations or assessments into the erosion or innundation hazards that may impact adjoining residential properties along Foreshore Road, and the work that may mitigate these hazards.*

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5.2.2 C Sherlock, Clarence Point

Question 1: On 20 February 2024, Council unanimously adopted motion 25/24 seeking legislative changes concerning Working with Vulnerable People registration for councillors. In light of that resolution, I ask which serving West Tamar councillors have provided Council with evidence of current Registration to Work with Vulnerable People (RWVP)?

Response: *The requirements for Councillors in Tasmania are set out in the* Local Government Act 1993*.*

There is no requirement under the Local Government Act 1993 *requiring an elected member in Tasmania to have a valid Registration to Work With Vulnerable People.*

Council has no statutory authority to require a Councillor to provide evidence that they hold a current Registration to Work with Vulnerable People unless required by a West Tamar Council Policy as it is not a legislated requirement of office.

Council does require any Councillors who are representing Council on the Youth Advisory Council or who participate in a Council led youth activity (such as the WTC Youth Leadership Camp) to provide evidence of their current Registration to Work with Vulnerable People.

Question 2: For each councillor identified, when did Council last verify their registration status through the Department of Justice's online checking tool or Employer Portal?

Response: *Council verifies registration status upon nomination to the Youth Advisory Council and requires Councillors to advise Council should any changes to their Registration occur.*

Question 3: Where Council has not verified a councillor's registration, will it clearly identify their status as "not verified".

Response: *See response to question 1.*

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5.2.3 T Sherlock, Clarence Point

Question 1: On 20 February 2024, Council adopted motion 25/24 to write to the Local Government Association of Tasmania and the Minister for Local Government, seeking an amendment to the Local Government Act to include Working with Vulnerable People (WWVP) registration in the eligibility requirements for councillors and requesting a written response within 30 days. Were written responses received within the requested 30 days?

Response: *A written response from the Minister for Local Government was received 58 days after our correspondence was sent.*

*In relation to the Local Government Association of Tasmania, further conversations occurred on the subject which culminated in a September 2024 LGAT General Meeting resolution that "*LGAT request the State Government legislate, that eligibility for nomination as Councillor requires a person to hold a Working with Vulnerable People Card.*"*

Question 2: What follow-up action did Council take, and what is the current status of the proposed legislative change?

Response: *As Council received a response from the Minister for Local Government, and action by way of a motion through LGAT occurred, no follow-up action was required.*

Questions regarding local government legislation – proposed or otherwise – should be directed to the Office of Local Government.

Question 3: Council's April–June 2024 quarterly performance report records the action under motion 25/24 as completed. What action satisfied that completion status, and has Council made any subsequent decision or taken further action on councillors' WWVP registration?

Response: *The motion listed in the question requested Council to write to the Local Government Association of Tasmania and the Minister for Local Government, requesting that the Local Government Act be amended to include Working with Vulnerable People in the eligibility clause, and require a response in writing with 30 days.*

Council met all the requirements of this motion and no further decisions of Council have occurred on this issue.

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5.2.4 B Brown, Legana

Question 1: Proposed Bell Bay data centre (George Town DA 2026/29). Since 1 January 2026, on what dates have the Mayor, acting as Mayor, the Chief Executive Officer, any Council officer, or any consultant engaged by Council met with, or received correspondence from, Firmus Technologies or its representatives about the proposed Bell Bay data centre?

Response: *At the request of Council, Firmus Technologies presented to Council at the Interim Workshop on 21 July 2026. This was reported in our July Ordinary Council Meeting Agenda.*

The CEO and Council's Director of Planning & Development met with representatives of Firmus on 25 March 2026. During those discussions, Council raised potential issues that may arise, including visual amenity, noise and any potential emissions. This meeting was publicly listed in the CEO's Diary section of the January to March 2026 Quarterly Report.

Question 2: Will Council publish in its next available agenda any replies received to its February 2026 letters (resolution 26/36) to TasWater and TasNetworks on new dwelling capacity in the West Tamar?

Response: *Yes, they are available and will be published in the response to these questions below.*

Question 3: The 21 July 2026 minutes record the Major Project declaration motion as having lapsed, but the answer at item 5.3.2 of the 18 August 2026 minutes says it was not supported by Councillors. Will Council note a correction in its next agenda?

Response: *The premise of the question is incorrect. The Minutes for the July Ordinary Council Meeting correctly note that the motion lapsed for want of a mover.*

The response to your question on notice provided in the August Agenda and Minutes stating that the motion was not supported by Councillors is accurate in that no Councillor supported the motion sufficiently to move it in Cr Larner's absence.

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5.2.5 G Hay, Beauty Point

Question 1: Under the prior Management, for example 2023-2024 financial year the underlying surplus of the West Tamar Council was $3.35Million, under the new management it seems we have a 2026–27 financial year underlying surplus of only $200,000, this final position was formally adopted by the out-going Councillors, Are the out going councillors leaving the new councillors a *poison challis ?*

Response: *The 2026–27 underlying surplus of approximately $200,000 is a budget estimate, not the final financial result. Council budgets are prepared conservatively, and the budgeted underlying surpluses for the previous two years were at similar levels.*

In those years, Council's actual underlying surplus exceeded the original budget estimate. The adopted 2026–27 Budget reflects Council's prudent approach to financial planning and provides a sustainable basis for the incoming Council to continue delivering services and maintaining community assets. Council's sound financial position will be supported by regular financial reporting, active budget management and timely responses to emerging cost pressures.

Question 2: Further when to come to the financial position of the West Tamar Council in the past 3 years rates have risen by over 14%, in the same period inflation was !0%, given there is a 4 % variation between the two is the West Tamar Council loosing control of its once secure financial position ?

Response: *Rate increases are not determined solely by movements in the Consumer Price Index. Council's budget must also account for factors such as wage and contract cost increases, insurance, utilities, regulatory requirements, the maintenance and renewal of infrastructure, service levels and the delivery of the capital program.*

The rating increase is set as part of the overall budget process to ensure that Council can continue to provide services, maintain its assets and achieve a financially sustainable underlying result. Council's prudent budgeting, ongoing financial monitoring and capacity to respond to changing cost pressures demonstrate its continued ability to manage its financial position responsibly and sustainably.

Question 3: Based on the council's public financial reporting, the West Tamar Council has not recorded any underlying deficit in recent years, it has historically retained a reserve fund this has been spent it seems, the last financial report did not show the capital cost of for example the replacement of the Stoney Creek Bridge, if these works are to be undertaken in a timely fashion will the West Tamar Council for the first time in many years go Into deficit ?

Response: *Any required works relating to the Stony Brook Bridge are expected to be funded from Council's available cash reserves. The construction or replacement cost would generally be treated as capital expenditure and recognised as an asset, rather than being recorded as an operating expense. It would therefore reduce Council's cash reserves but would not directly reduce the underlying operating result.*

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5.2.6 A Collier, Kayena

Question 1: Legana supermarket disabled parking area - two disabled residents have complained that the disabled parking area requires them to reverse into the pedestrian crossing which creates a safety issue. Is Council responsible for the parking area? Could the disabled parking be interchanged with the Woolworths direct to boot parking spots? Ideally disabled residents would like to reverse into the parking spot. Furthermore, additional disabled parking spots need to be created given the aging community - can this be addressed?

Response: *The car park at the Legana Shopping Centre is privately owned and Council has no responsibility or authority over the same.*

Question 2: A resident has noted that an additional defibrillator is required at 1 Outreach Drive Legana 7277. Residents are concerned that they do not have easy access to a defibrillator. The resident has investigated purchasing this herself for the community but notes it requires maintenance hence requests Council purchase and install the defibrillator. Will Council buy and install a defibrillator at 1 Outreach Drive?

Response: *Whilst Council notes the importance of early access to defibrillators in the event of an emergency, it has no authority to install or maintain defibrillators on private property.*

Council has a community grant application process through which any private property owners may apply for a community grant for the purchase and installation of a defibrillator which would be assessed against Council's community grant assessment matrix. Should the community grant application be successful, Council would not be responsible for the installation or maintenance of the defibrillator.

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5.3 Responses to Questions from Previous Public Question Time

5.3.1 D Barr, Kayena

Our Ref: GO.COU.194
Enquiries: Office of the Chief Executive Officer
Phone : (03) 6323 9300

28 September 2026

D Barr
[redacted]

Dear Ms Barr

Response to Questions on Notice – Ordinary Council Meeting 15 September 2026

I refer to the question set out below taken on notice at the West Tamar Council meeting on 15 September 2026, and now provide the following response:

Question 1: *My comment and then following up question is about some government conventions. It's quite common for National, Provincial, State, and Local governments to go into a caretaker period before elections. This is not a mandatory thing in Tasmanian legislation, but many councils in Tasmania do do so. And I was just wondering if the West Tamar Council has considered that in the past, and if not, you know, what are the reasons why you've decided not to go into caretaker mode?*

A draft Election Period Policy was presented to Council for its consideration at the Ordinary Council Meeting held on 21 July 2026 with a recommendation to adopt the new policy. The motion was lost 1/6 with Cr Lynden Ferguson voting for the policy, and the remaining 6 Councillors present voting against. Councillors debated their reasoning for not adopting the draft policy during the meeting and the recording can be located on our YouTube Channel at https://www.youtube.com/@WestTamarCouncil7250.

Yours sincerely

Kristen Desmond
CHIEF EXECUTIVE OFFICER

2-4 Eden Street, Riverside TAS 7250
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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.

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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 PA2022244-2 Extension of Planning Permit - 27 Greenfield Drive, Riverside

REPORT AUTHOR: Statutory Planner - Patrick McMahon

REPORT DATE: 25 September 2026

ATTACHMENTS: 1. [**7.1.1**] Plan 1 - Location Plan

RECOMMENDATION

That application PA2022244-2 be determined as follows:

That the application for a further extension of time for Planning Permit PA2022244 for Residential – Single Dwelling and Outbuilding, by Adrian Leary, for land at 27 Greenfield Drive, Riverside Lot No.11 on Plan No. 170950 be **APPROVED** under Section 53(5B) of the *Land Use Planning and Approvals Act,* extending the time to commence for a further 2 years until 26/09/2028.

Team Leader Planning entered the meeting at 2:02pm

Minute No. 26/166

DECISION

Moved: Cr Lyons

Seconded: Cr Larner

That application PA2022244-2 be determined as follows:

That the application for a further extension of time for Planning Permit PA2022244 for Residential – Single Dwelling and Outbuilding, by Adrian Leary, for land at 27 Greenfield Drive, Riverside Lot No.11 on Plan No. 170950 be **APPROVED** under Section 53(5B) of the *Land Use Planning and Approvals Act,* extending the time to commence for a further 2 years until 26/09/2028.

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VOTING

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

CARRIED UNANIMOUSLY 8/0

Team Leader Planning left the meeting at 2:06pm

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8 OFFICE OF THE CHIEF EXECUTIVE OFFICER

8.1 CEO 1 - Council Workshops held in September and October 2026

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 12 October 2026

ATTACHMENTS: Nil

RECOMMENDATION

That Council receives the report on Council Workshops held on 15 September and 6 October 2026.

Minute No. 26/167

DECISION

Moved: Cr Ferguson

Seconded: Cr Lyons

That Council receives the report on Council Workshops held on 15 September and 6 October 2026.

VOTING

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

Against: Nil

Abstained: Nil

CARRIED UNANIMOUSLY 8/0

UNCONFIRMED

ORDINARY COUNCIL MEETING
Tuesday 20 October 2026

8.2 CEO 2 - Northern Tasmania Development Corporation (NTDC) Quarterly Report - April to June 2026

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 8 October 2026

ATTACHMENTS: 1. [**8.2.1**] NTDC Quarterly Report - Apr- Jun 2026

RECOMMENDATION

That Council receives and notes the Northern Tasmania Development Corporation Ltd Quarterly Report for the period 1 April 2026 to 30 June 2026.

Minute No. 26/168

DECISION

Moved: Deputy Mayor Cr Shegog

Seconded: Cr Ferguson

That Council receives and notes the Northern Tasmania Development Corporation Ltd Quarterly Report for the period 1 April 2026 to 30 June 2026.

VOTING

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

Against: Nil

Abstained: Nil

CARRIED UNANIMOUSLY 8/0

UNCONFIRMED

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Tuesday 20 October 2026

8.3 CEO 3 - Northern Tasmania Development Corporate (NTDC) Annual Report 2025/26

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 7 October 2026

ATTACHMENTS: 1. [**8.3.1**] NTDC 2025-2026 Annual Report

RECOMMENDATION

That Council receives and notes the Northern Tasmania Development Corporation Ltd Annual Report for the 2025-2026 financial year.

Minute No. 26/169

DECISION

Moved: Cr Ferguson

Seconded: Cr Allen

That Council receives and notes the Northern Tasmania Development Corporation Ltd Annual Report for the 2025-2026 financial year.

VOTING

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

CARRIED UNANIMOUSLY 8/0

UNCONFIRMED

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8.4 CEO 4 - Submission on Tasmania's Road Safety Strategy Discussion Paper

REPORT AUTHOR:	Chief Executive Officer - Kristen Desmond
REPORT DATE:	12 October 2026
ATTACHMENTS:	1. [**8.4.1**] Draft Road Safety Strategy Submission 2. [**8.4.2**] Tasmanias Road Safety Strategy Discussion Paper

RECOMMENDATION

That Council;

1. endorses the attached letter as its feedback on Tasmania's next Road Safety Strategy; and
2. authorises the Chief Executive Officer to sign the submission and submit to Building Tasmania.

Minute No. 26/170

DECISION

Moved: Cr Larner

Seconded: Cr Sladden

That Council:

1. endorses the attached letter as its feedback on Tasmania's next Road Safety Strategy; and
2. authorises the Chief Executive Officer to sign the submission and submit to Building Tasmania.

VOTING

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

CARRIED UNANIMOUSLY 8/0

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8.5 CEO 5 - Submission on Draft Expectations for Data Centres and AI Infrastructure Developers: Tasmania

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 14 October 2026

ATTACHMENTS:
1. [**8.5.1**] Draft Submission Statement of Expectations for AI Data Centre
2. [**8.5.2**] Data Centre and AI Statement of Expectations 4_ September 2026

RECOMMENDATION

That Council:

1. Endorses the attached letter as its feedback on the Draft Expectations for Data Centres and AI Infrastructure Developers: Tasmania document; and

2. Authorises the Chief Executive Officer to sign the submission and submit to the Tasmanian Government.

Cr Larner left the meeting at 2:21 pm

Minute No. 26/171

DECISION

Moved: Cr Ferguson

Seconded: Cr Ireland

That Council:

1. Endorses the attached letter as its feedback on the Draft Expectations for Data Centres and AI Infrastructure Developers: Tasmania document; and

2. Authorises the Chief Executive Officer to sign the submission and submit to the Tasmanian Government.

VOTING

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

Against: Nil

Abstained: Nil

CARRIED UNANIMOUSLY 7/0

Cr Larner entered the meeting at 2:29 pm

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8.6 CEO 6 - 2025/2026 West Tamar Council Annual Report

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 13 October 2026

ATTACHMENTS: 1. [**8.6.1**] Draft 2025-2026 West Tamar Council Annual Report

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RECOMMENDATION

That Council

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

Minute No. 26/172

DECISION

Moved: Cr Sladden

Seconded: Cr Allen

That Council

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

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VOTING

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

CARRIED UNANIMOUSLY 8/0

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ORDINARY COUNCIL MEETING
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8.7 CEO 7 - Public Meeting Report

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 14 October 2026

ATTACHMENTS:
1. [**8.7.1**] Submission 1
2. [**8.7.2**] Submission 2

RECOMMENDATION

That Council:

1. acknowledges the concerns of the community in relation to safety in Exeter;
2. acknowledges the community support for:
    a. a signalised pedestrian crossing;
    b. a bypass;
    c. moving the speed limit signs further out; and
    d. exploring changes to the current parking situation;
3. defers consideration of next steps in relation to advocacy to the November 2026 Interim Workshop for discussion with the new Council.

Minute No. 26/173

DECISION

Moved: Cr Ireland

Seconded: Cr Lyons

That Council:

1. acknowledges the concerns of the community in relation to safety in Exeter;
2. acknowledges the community support for:
    a. a signalised pedestrian crossing;
    b. a bypass;
    c. moving the speed limit signs further out; and
    d. exploring changes to the current parking situation;
3. defers consideration of next steps in relation to advocacy to the November 2026 Interim Workshop for discussion with the new Council.

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VOTING

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

CARRIED UNANIMOUSLY 8/0

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9 GOVERNANCE

Nil

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10 SPECIAL COMMITTEES

10.1 Special 1 - Youth Advisory Council Minutes - September

REPORT AUTHOR: Manager Community Development - Marcus Grantham

REPORT DATE: 10 September 2026

ATTACHMENTS: 1. [**10.1.1**] YAC Minutes - 10 September 2026

RECOMMENDATION

That Council receives and notes the minutes as presented for the Youth Advisory Council Meeting held on 10 September 2026.

Community Development Manager entered the meeting at 2:47pm

Minute No. 26/174

DECISION

Moved: Cr Ferguson

Seconded: Cr Allen

That Council receives and notes the minutes as presented for the Youth Advisory Council Meeting held on 10 September 2026.

VOTING

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

Against: Nil

Abstained: Nil

CARRIED UNANIMOUSLY 8/0

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10.2 Special 2 - Positive Ageing Committee Minutes - September

REPORT AUTHOR: Community Development Officer - Todd Mitchell

REPORT DATE: 12 October 2026

ATTACHMENTS: 1. [**10.2.1**] 28.09.2026 PAC minutes

RECOMMENDATION

That Council receives and notes the minutes as presented for the West Tamar Positive Ageing Committee meeting held on 28 September 2026.

Minute No. 26/175

DECISION

Moved: Cr Allen

Seconded: Cr Lyons

That Council receives and notes the minutes as presented for the West Tamar Positive Ageing Committee meeting held on 28 September 2026.

VOTING

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

CARRIED UNANIMOUSLY 8/0

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10.3 Special 3 - Winkleigh Hall Committee - Minutes of Annual General Meeting 21 September 2026

REPORT AUTHOR:	Director Corporate & Community - David Gregory
	Manager Community Development - Marcus Grantham
REPORT DATE:	12 October 2026
ATTACHMENTS:	1. [**10.3.1**] Minutes of AGM 21 Sept 2026

RECOMMENDATION

That Council receives and notes the minutes of the Winkleigh Hall Committee Annual General Meeting 2026, as presented.

Minute No. 26/176

DECISION

Moved: Cr Larner

Seconded: Cr Ferguson

That Council receives and notes the minutes of the Winkleigh Hall Committee Annual General Meeting 2026, as presented.

VOTING

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

CARRIED UNANIMOUSLY 8/0

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10.4 Special 4 - Winkleigh Hall Committee - Nomination of Members

REPORT AUTHOR:	Director Corporate & Community - David Gregory
	Manager Community Development - Marcus Grantham
REPORT DATE:	12 October 2026
ATTACHMENTS:	Nil

RECOMMENDATION

That Council in accordance with the WT-TOR04.00 - Winkleigh Hall Committee Terms of Reference endorses the appointment of the following ten (10) people as Community Members (pending nomination of Office Bearers) of the Winkleigh Hall Committee until the next Annual General Meeting of the Committee:

1. Sally Clements
2. Joel Clements
3. Edwin Darke
4. Stephen Buckland
5. Donald Beams
6. Elizabeth Jordan
7. Janet Beams
8. Karen Plapp
9. Tanya Ellis
10. Rose-Marie Callaghan

Minute No. 26/177

DECISION

Moved: Cr Ferguson

Seconded: Deputy Mayor Cr Shegog

That Council in accordance with the WT-TOR04.00 - Winkleigh Hall Committee Terms of Reference endorses the appointment of the following ten (10) people as Community Members (pending nomination of Office Bearers) of the Winkleigh Hall Committee until the next Annual General Meeting of the Committee:

1. Sally Clements
2. Joel Clements
3. Edwin Darke
4. Stephen Buckland
5. Donald Beams
6. Elizabeth Jordan
7. Janet Beams
8. Karen Plapp
9. Tanya Ellis
10. Rose-Marie Callaghan
11. Debbie Buckland

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VOTING

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

CARRIED UNANIMOUSLY 8/0

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11 DEVELOPMENT

Nil

UNCONFIRMED

12 CORPORATE

Nil

UNCONFIRMED

ORDINARY COUNCIL MEETING
Tuesday 20 October 2026

13 COMMUNITY

13.1 Comm 1 - Sponsorship request - Exeter Cricket Club

REPORT AUTHOR: Manager Community Development - Marcus Grantham

REPORT DATE: 12 October 2026

ATTACHMENTS: 1. [**13.1.1**] Exeter Cricket West Tamar Council 26_27

RECOMMENDATION
That Council does not approve the Exeter Cricket Club sponsorship application for $1,000 to purchase uniforms for the club's Over 50s team.

Deputy Mayor Cr Shegog left the meeting at 3:02 pm

Minute No. 26/178

DECISION

Moved: Cr Ferguson

Seconded: Cr Larner

That Council does not approve the Exeter Cricket Club sponsorship application for $1,000 to purchase uniforms for the club's Over 50s team.

VOTING

For: Mayor Cr Holmdahl, Cr Ferguson, Cr Ireland, Cr Larner and Cr Sladden

Against: Cr Allen and Cr Lyons

Abstained: Nil

CARRIED 5/2

Deputy Mayor Cr Shegog entered the meeting at 3:12 pm

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ORDINARY COUNCIL MEETING
Tuesday 20 October 2026

13.2 Comm 2 - Community Grant Application - Beaconsfield Park Homes Inc

REPORT AUTHOR: Manager Community Development - Marcus Grantham

REPORT DATE: 12 October 2026

ATTACHMENTS: 1. [**13.2.1**] Grant Application - Beaconsfield Park Homes

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RECOMMENDATION
That Council does not approve the Beaconsfield Park Homes Inc community grant application for the amount of $4,450 to procure and install two AEDs.

Cr Allen left the meeting at 3:14 pm

Minute No. 26/179

DECISION

Moved: Cr Ireland

Seconded: Cr Lyons

That Council does not approve the Beaconsfield Park Homes Inc community grant application for the amount of $4,450 to procure and install two AEDs.

VOTING

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

Against: Nil

Abstained: Nil

CARRIED UNANIMOUSLY 7/0

Community Development Manager left the meeting at 3:19pm

Cr Allen entered the meeting at 3:19 pm

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ORDINARY COUNCIL MEETING
Tuesday 20 October 2026

14 COMMUNITY ASSETS

14.1 Asset 1 - Review of Mobile Food Vendor Policy

REPORT AUTHOR: Director Community Assets - Dino De Paoli
Director Corporate & Community - David Gregory

REPORT DATE: 12 October 2026

ATTACHMENTS:
1. [**14.1.1**] WT-HRM45.00 - Mobile Food Vendor Policy - Draft 260922 Tracked Changes
2. [**14.1.2**] WT-HRM45.00 - Mobile Food Vendor Policy - Draft 260922 - Clean
3. [**14.1.3**] Mobile Food Business - Application for Permit 260922
4. [**14.1.4**] Mobile Food Business - Certificate of Permit - 260922
5. [**14.1.5**] Work Instruction - Mobile Food Vendor Application Approval Process -260922

RECOMMENDATION

That Council:

1. Rescinds the existing Mobile Food Vendor Policy;
2. Adopts the revised Mobile Food Vendor Policy as presented, effective 20 October 2026;
3. Updates the version number to 3.00; and
4. Approves a review date of October 2030.

Director Community Assets entered the meeting at 3:19pm

Minute No. 26/180

DECISION

Moved: Cr Ireland

Seconded: Cr Lyons

That Council:

1. Rescinds the existing Mobile Food Vendor Policy;
2. Adopts the revised Mobile Food Vendor Policy (with the removal of site 7A at Greens Beach) as presented, effective 20 October 2026;
3. Updates the version number to 3.00; and
4. Approves a review date of October 2028.

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VOTING

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

CARRIED 7/1

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14.2 Asset 2 - Capital Works Projects - Change of Scope Approval

REPORT AUTHOR: Director Community Assets - Dino De Paoli

REPORT DATE: 12 October 2026

ATTACHMENTS: Nil

RECOMMENDATION

That Council, by simple majority, approves a change in scope of work to capital works project number 63146 for the design of a retaining wall in Ecclestone Road, Riverside, to the implementation of a soft landscape treatment.

Minute No. 26/181

DECISION

Moved: Cr Ferguson

Seconded: Cr Lyons

That Council, by simple majority, approves a change in scope of work to capital works project number 63146 for the design of a retaining wall in Ecclestone Road, Riverside, to the implementation of a soft landscape treatment.

VOTING

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

Against: Nil

Abstained: Nil

CARRIED UNANIMOUSLY 8/0

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ORDINARY COUNCIL MEETING
Tuesday 20 October 2026

14.3 Asset 3 - Waste Disposal for Charity and Community Groups Policy - New

REPORT AUTHOR: Director Community Assets - Dino De Paoli

REPORT DATE: 13 October 2026

ATTACHMENTS: 1. [**14.3.1**] WT- HRM 77.00 - Waste Disposal for Charity and Community Groups Policy - October 2026 - DRAFT

RECOMMENDATION

That Council:

1. Adopts the new Waste Disposal for Charity and Community Groups Policy effective 20 October 2026;
2. Allocates a new policy number of 77.00;
3. Updates the version number to 1.00; and
4. Approves a review date of October 2030

Minute No. 26/182

DECISION

Moved: Cr Allen

Seconded: Cr Sladden

That Council:

1. Adopts the new Waste Disposal for Charity and Community Groups Policy effective 20 October 2026;
2. Allocates a new policy number of 77.00;
3. Updates the version number to 1.00; and
4. Approves a review date of October 2028

UNCONFIRMED

VOTING

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

CARRIED UNANIMOUSLY 8/0

Director Community Assets left the meeting at 3:45pm

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15 PEOPLE, CULTURE & SAFETY

Nil

UNCONFIRMED

16 PETITIONS

Nil

UNCONFIRMED

ORDINARY COUNCIL MEETING
Tuesday 20 October 2026

17 NOTICE OF MOTIONS

17.1 Motions on Notice

Nil

UNCONFIRMED

17.2 Motions without Notice

Nil

UNCONFIRMED

18 COUNCILLORS' QUESTIONS

18.1 Councillors' Questions on Notice

Nil

UNCONFIRMED

18.2 Councillors' Questions without Notice

Cr Sladden

Question 1: I asked about the motion that we passed regarding the pathway between Acropolis Drive and the Wetland Centre, and whether we could have any correspondence printed, and I think that that was going to appear in this agenda if we'd received anything?

Response: (From the CEO through the Chair) *All we've got is an acknowledgement to date. We've got a meeting with Building Tasmania I think next week to get some updates, so hopefully in the next agenda we'll have something further for you.*

Question 2: I did have an enquiry from a couple of people about disabled parking here at Windsor. I haven't done an audit on the number of disabled parks that we have here, there's two? And whether that is enough.

Response: (From the CEO through the Chair) *I might just take that one on notice.*

Cr Ferguson

Question 1: Just in terms of the issue that's previously been raised about the traffic queuing on Cleghorn, just considering we're going to have a new council, will (that issue) be picked up by anyone in the new council?

Response: (From the CEO through the Chair) *Building Tasmania is currently looking at that issue as part of the West Tamar corridor work. So that continues to be on council officers' agendas and we will provide regular updates to Council as we continue to see what traffic management Building Tasmania is looking at as they investigate that issue.*

Cr Lyons

Question 1: I had a query from a couple of people on Stephensdale Drive, I suggested to them that they write to the Chief Executive. What they're requesting is dropping the speed limit down to 60km/h on Stephensdale Drive. At any rate, I haven't got a copy of the letter, but I'm just asking if you've received one.

Response: (From the CEO through the Chair) *Not that I'm aware of last time I looked, so I would continue to encourage them to do that and we will go through the normal kind of assessment processes to see whether that's something that road safety would recommend and then it can go through its process back to Council.*

Deputy Mayor Cr Shegog

Question 1: Do we have an update on the roadworks on the Frankford Main Road from Exeter to Long Plains Road, and if not, could we possibly get an update on those works?

Response: (From the CEO through the Chair) *We received a response from the government in terms of they were going to have a study done and part of the previous motion of Council was that they provide us with a copy of any studies that they do. We haven't received anything yet, so very happy to follow up Building Tasmania to see where that's up to.*

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Cr Ireland

Statement: Well after 12 years as a councillor for West Tamar Council, it's finally time for me to shut up, but I hope you'll indulge me a few final words.

12 years is a long time in council. When I first became a councillor, I thought I had a pretty good idea what local government was all about. I was wrong, totally wrong. I've discovered that local government is a fascinating mixture of big decisions, small decisions, complicated decisions, and planning applications that somehow manage to make everybody unhappy. I also learned that no matter how many potholes Council fixes, there's always someone who knows where the next one is.

But seriously, serving as a councillor has been a wonderful experience. It's opened my eyes to how much goes on behind the scenes to keep a community like West Tamar functioning, and it functions extremely well. Thanks to the many people who work hard here to make it happen, it's a pity that so much of this goes unseen. I've met some incredibly professional and dedicated people within council, in the community, and across Tasmania. They work extremely hard, often without recognition, to make West Tamar a better place. And of course, I've made some great friends along the way.

There have been plenty of challenges, also plenty of laughs. I think it's important that if you can't laugh at local government occasionally, you're probably taking yourself too seriously. I've been involved in many worthwhile council initiatives, from the Rowella Hall and business grants, to the architectural awards and the Exeter Community Hub. It's been satisfying to see ideas turn into real outcomes for our community.

I've always tried to be available to residents, to listen to their concerns, and where possible find a solution. I haven't always got it right, I'm sure there's plenty of people who'd be happy to confirm that. But I've always tried to act with integrity, common sense, and a genuine belief in what was best for the community, which is not necessarily the easiest way, or the most popular way, or even the right way. But it's always been my intention of doing the best I could for West Tamar.

After 12 years, I think it's time for fresh ideas, fresh energy, and most importantly, someone else to read those lengthy council agendas and explain why a planning application for a shed has somehow become a major strategic issue. To my fellow councillors past, present, and future, and to the council staff, and to everyone in the community, it's been a pleasure working with you, and especially those who've been great friends. Thank you.

It's been a real privilege to serve the West Tamar community. I leave with wonderful memories, a much better understanding of local government, and some great friendships. I'm grateful for all of it. So may your future agendas be short, your public input time be civil, and your coffee be significantly stronger. After 12 years, it's time to say goodbye. Goodbye and thank you.

Response: *Thank you, Richard.*

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Cr Larner

Question 1: I met a young couple who own a property at Deviot, frustrated that there are no green bins for garden waste available on request of Council for the many garden-loving Deviot residents living there. What are the processes for providing these user-pays, needed services in this clearly residential area of the municipality?

Response: (From the CEO through the Chair) *There's a form on council's website that can be used by residents who wish to lodge an expression of interest for the extension of FOGO collection services beyond our current serviced areas. Alternatively, residents can contact Council's customer service team to discuss the collection service. Council sets the charges for kerbside organic collections when it approves the budget estimates and the rates each financial year. If a request to extend FOGO services results in an increase in annual service delivery charge, this would be required to be approved by council, but I would be suggesting that that couple contact council either via the website or our customer service team.*

Question 2: Just with regards to the youth, the minutes of the YAC meeting talking about a more sort of outdoor facility for young people. I received feedback from a number of teenagers living in the Exeter and Beaconsfield settlements that there is no socialising opportunity for young people to engage in locally. Can council investigate the options, and I don't want to burden operations staff at this point, maybe it's a budgetary matter, for a regular indoor youth space for young people between the ages of say 13 and 18 for casually connecting with each other socially, watching movies on a video screen facility as is available to older people? Or another youth suggestion that a simple gazebo or outdoor roofed space, preferably with a wind wall, be provided in a local public area such as Miners Park, Beaconsfield to include multiple charge points for their smartphones.

Response: (From the CEO through the Chair) *I think we certainly acknowledge the feedback from young people in Exeter and Beaconsfield and recognise that providing safe and accessible opportunities for them to connect is important, and it's part of our health and wellbeing plan to try and achieve some of that, often we can't do that on our own. We're currently looking at our youth strategy, so of course that kind of feedback will certainly come into that.*

I think it's important to understand that Council's youth team currently delivers a program at the youth centre within the Beaconsfield Community Centre from 3pm to 5pm each Wednesday during school terms. The program's available to young people aged between 10 and 17 and offers a range of activities and informal social activities, and we normally have 25 to 30 participants, but I'm sure they would be very happy to welcome further participants at that.

I think some other programs that are important for people to understand include Fun Station activities for children aged 6 to 12 and Free To Be Girls program that Beaconsfield House offers. Our youth team also delivers school holiday programs in April, July, and October for young people aged between 10 and 17 across the municipality, and there's also a number of local sporting and recreation organisations that provide additional participation. So I think what we really need to do is better spread the word of some of the work that we're already doing in those areas, and of course as part of our youth strategy we'll continue to look at what other things are appropriate for council to deliver.

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Question 3: Just in conclusion of this term, I've only been here for 13 months. When I first came to Council I was very gung-ho and thinking "oh, you know, it'd be good to get things sorted like the TasWater funding and get our..."

At the beginning of my term, I raised the matter of a public post office bank as an alternative funding vehicle for TasWater infrastructure. Following delivery of my council workshop presentation 16th of September 2025 on the historic role of the state-owned Commonwealth Bank in funding public infrastructure outside annual budgets, has council considered, or is it prepared to consider, formal advocacy through collaboration with other councils, or directly to advocate to the Australian Government for the re-establishment of a publicly owned post office bank using the branch network of Australia Post as a long-term public finance mechanism to fund the aging water and sewerage infrastructure upgrades needed particularly for growth areas Legana and Exeter that TasWater has indicated will now be deferred as a result of the regulator's draft determination? And this goes directly to a question in our agenda from a member of the public about exactly this matter of sewerage needed for the expansion of Legana.

Response: (From the CEO through the Chair) *What I can say, I'd have to go back and look at the motions, but I believe there's already been a motion put in relation to that that wasn't supported by Council, so it would be up to the new Council to determine whether that's something they would likely support or not, but as it stands right now, it's not something on the books that this Council has supported.*

Mayor Cr Holmdahl

Statement: I'd just like to recall a little bit about my time on Council, and what I'd like to say is that after 16 years of service on the West Tamar Council, including my 12 years as Mayor, I wish to express a profound gratitude to the people of our municipality.

Serving this community has been one of the greatest privileges of my life. Every decision, every challenge, and every achievement has been shaped by the trust you placed in me and in our council. During these 16 years, our municipality has grown stronger, we've become more connected and more forward-looking.

Together, we have delivered projects and initiatives that have improved the daily lives of residents and strengthened the foundations of our future. Among the achievements I'm proud to have been a part of are the major infrastructure upgrades that we undertook, the enhancements to recreational and cultural amenities, environmental stewardship initiatives, support for local business and economic growth, and community engagement improvements.

These achievements were never mine alone. They belong to our dedicated Council staff, who, as I said earlier on today, I can't speak highly enough of, and I'm so very proud at the way they look after our municipality.

I thank my fellow elected members, um, our community organisations, our volunteers, and most importantly, the people of West Tamar, who have always shown passion, pride, and a willingness to work together. As I step away from Council, I do so with deep appreciation for the honour that you've given me. I leave confident in the strength of our community and optimistic about the future of the West Tamar. Thank you for

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your support, your trust, and your commitment, and for making this municipality a place that we're proud to call home.

Chief Executive Officer

Statement: Madam Mayor, if I may be indulged, I have an email from Cr Manticas who couldn't be here today, he would very much like to read in his thoughts.

Cr Manticas

Statement: *(Read on Cr Manticas's behalf by the CEO)* Councillor Richard Ireland - Firstly, Richard, I'd like to thank you for your dedication and service to the West Tamar community during your time on Council. On a personal level, over the last four years, you've been somebody that I've genuinely looked up to, respected and listened to. You've always brought an incredible level of expertise, experience and depth to your reasoning and decision making. There have been many occasions where your perspective has either changed my own thinking or helped me better understand what sometimes can be quite complicated matters. For that, I want to personally thank you.

You've helped shape me as a Councillor, particularly in the way I approach issues, consider different perspectives and ultimately make decisions. Your knowledge and experience have been incredibly valuable, not just to me personally, but to the entire Council and the broader community that we serve. I wish you all the very best in your future endeavours, your contribution has been greatly appreciated, and you'll certainly be missed around the council table.

Mayor Christina Holmdahl - Christina, I'd also like to take this opportunity to thank you for your many years of dedication, leadership and service to the West Tamar community. Speaking particularly of the last four years during which I've had the privilege of serving alongside you, I've seen firsthand the compassion, sensitivity and professionalism you've brought to the role of Mayor. You've been the face and voice of our Council through some challenging times, and I've watched you navigate those challenges with dignity, grace and poise. One thing I've particularly admired is your ability to bring people together. You've helped create an environment where despite our different perspectives and opinions, we work constructively with one another and make decisions in the best interests of our community.

Under your leadership over the past four years, we've also made significant progress on a number of major projects and initiatives that will benefit the West Tamar community for many years to come. I think that's something you should be incredibly proud of. You've led with compassion, professionalism and a genuine commitment to the people you represent, and I have enormous respect for that. I wish you the absolute very best in whatever comes next. You'll be sorely missed, and I sincerely thank you for everything you've contributed to our council and community.

To both Richard and Christina, thank you for your guidance, support and leadership over the past four years. I've personally learned a great deal from both of you, and I know our community has been fortunate to have had such two dedicated and experienced people representing them - Josh.

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Chief Executive Officer

Statement: I just want to take this opportunity to thank everybody sitting around the table. We could not have achieved what we've achieved, certainly in my three years here, without all of you and the work that's done. It's very easy from the outside to think that all you do is come to this meeting. I think we've heard a number of you talk about how long the agendas are and I thank you for bearing with me as they've become longer over the past three years, as has the amount of time that you're required to be here to make those really key strategic decisions.

So I want to take this opportunity to say thank you to each and every one of you, the community is lucky to have each and every one of you represent them, and to those seeking re-election, good luck. Democracy is a wonderful thing, but it can make life rather difficult as well.

Richard, you bring a real balance to council. When sometimes there's difficult decisions, the precision and the way in which you are able to contribute and to bring a different thought process in, is simply remarkable to watch and I think we're going to be very disappointed and sad to see that go, but I also respect that it's time for renewal at council.

Christina, you're the only Mayor I've ever sat next to, I'm not sure how that's going to work without you sitting there. For those that don't know, Christina and I speak probably almost every day, I can't make this organisation work without the relationship that she and I have, I have a special relationship with all councillors, but very particularly with Christina.

I want to thank you, Madam Mayor, for the hours that you put in, the work that you have to do that no one ever gets to see, the criticism you cop when it's not justified, and the professionalism that you work under. You do a huge job to bring this Council together, to bring the community with you, and to stand up and be principled even when you might be howled down.

I really appreciate how everybody has worked with me, but I certainly appreciate the time and effort that you put in as Mayor, you will be sorely missed sitting in that chair, and I'm going to hand over to the Deputy Mayor because we have a few little things to provide to both Christina and Richard in their last open Council meeting.

Deputy Mayor Cr Shegog

Statement: Richard, on behalf of Councillors and Council as a whole, we'd like to just give you a small token of our appreciation for your years of service. I was here when you started and you're a person who can't be fazed, you're never fussed by anything, you just soldier on. Your experience through life, your life experiences through your previous work as an engineer, has been invaluable and I agree with what Josh said.

Listening to you, you've often changed my perspective on things because of your experience and the way you deliver it. You will be sorely missed, I've appreciated your friendship over that time. We haven't always agreed on things, but we've always come out the other end as friends. On behalf of Council, presented to Richard Ireland, in recognition of 12 years of dedicated and loyal service to the community of the West Tamar municipality, 2014 – 2026. Well done, my friend.

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Christina, I was on Council, as was Councillor Allen, when Christina joined, soon becoming the Deputy Mayor and soon thereafter becoming the Mayor. I've had the greatest pleasure being your Deputy Mayor for the last 13 months, and in all your service to the community, you've served with aplomb, and I had to actually google that to make sure it was the right word. But it was, and you'll be very, very hard to replace. Whoever is in that chair will have big, big footsteps to fill. So thank you again, and again presented to Mayor Christina Holmdahl in recognition of 17 years of dedicated and loyal service to the community of the West Tamar Municipality, Councillor 2009 to 2026, Mayor 2014 to 2026. What an achievement and congratulations.

Response: *How beautiful. Thank you very much, thank you. I will miss you all. Thank you.*

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18.3 Responses to Previous Questions on Notice

18.3.1 Cr Sladden - Question from 15 September 2026

Question 1: There was an email received regarding the possibility of a bus shelter at 68 Beach Road bus stop. I was wondering if that's ever been on the council's agenda?

Response: *The recent email correspondence to Councillors requesting consideration of a new bus shelter in Beach Road has not previously been presented on Council's agenda for discussion. Requests for a bus shelter in this location have previously been submitted by the customer in August 2025 and through a Snap Send Solve enquiry in May 2026. The request has been included on Council's draft capital works project listing for the 2027/28 financial year and will be brought to Council for consideration as part of budget approval processes for the next financial year.*

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18.3.2 Cr Ferguson - Question from 15 September 2026

Question 1: Are we able to get the asset manager just to give me an update on the asset management plan for the playground in front of the doctor's surgery here at Windsor?

Response: *The playground equipment at Windsor was installed in 2011 and is not scheduled for renewal until around 2034. Council officers regularly inspect our playgrounds to identify any maintenance requirements and the Windsor playground is noted as still being in good condition. Following the initial installation of the playground equipment, a ramp was installed in 2013 and table settings in 2014.*

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18.3.3 Cr Larner - Question from 15 September 2026

Question 1: How many inspections of erosion and sediment control on development sites in the Legana catchment did Council carry out in the 12 months to the 30th of June 2026?

Response: *It is estimated there were in the order of 65 inspections undertaken.*

Question 2: How many notices, directions, or penalties were issued?

Response: *There were 4 directions issued.*

Question 3: Will Council bring a report on the Zone 2 result and Council's response, including any TasWater sewer overflow events reported to Council within the West Tamar municipality, to a public Council meeting?

Response: *Publicly available information on the Zone 2 TEER Report card results are publicly available on the TEER website at https://www.teer.org.au/tamar-estuary-report-cards. As such no Council report will be provided. TEER is the appropriate body to provide the information requested.*

Question 4: When will the community be able to see and comment on Council's input to the 2026 update of the Water Quality Improvement Plan?

Response: *TEER staff are currently liaising with technical officers from councils across the region, including West Tamar Council. As this is a technical document, input will be provided from appropriately qualified technical officers.*

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19 INTO CLOSED MEETING

RECOMMENDATION

That, 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 15 September 2026
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 CEO

6.1 Confidential 1 – Sale of Land
This report has been submitted to the closed part of the Council Meeting in accordance with Regulation 17(2)(g) proposals for the council to acquire land or an interest in land or for the disposal of land.

Corporate & Community

8.1 Confidential 2 – Frankford Soldiers Memorial Hall Committee – Nomination of Members
This report has been submitted to the closed part of the Council Meeting in accordance with Regulation 17(2)(h) information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.

Community Assets

9.1 Confidential 3 – Contract No. WTC 72/2026 Reseal Program 2026/27, Spray & Asphalt Resurfacing
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.

9.2 Confidential 4 – Contract No. WTC 68/2026 Notley Hills Road Reconstruction
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.

9.3 Confidential 5 – Contract No. WTC 73/2026 Pitt Avenue Road Reconstruction
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.

9.4 Confidential 6 – Contract No. WTC 43/2026 Glengarry, Loop Road – Culvert, Embankment & Pavement Reconstruction
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.

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ORDINARY COUNCIL MEETING
Tuesday 20 October 2026

Minute No. 26/183

DECISION

Moved: Cr Lyons

Seconded: Cr Sladden

That, pursuant to Regulation 17(1) of the *Local Government (Meeting Procedures) Regulations 2025*, Council close the meeting to the public at 4:11pm to discuss the following items:

Confirmation of Minutes

2.1 Confirmation of Minutes of Closed Meeting held 15 September 2026
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 CEO

6.1 Confidential 1 – Sale of Land
This report has been submitted to the closed part of the Council Meeting in accordance with Regulation 17(2)(g) proposals for the council to acquire land or an interest in land or for the disposal of land.

Corporate & Community

8.1 Confidential 2 – Frankford Soldiers Memorial Hall Committee – Nomination of Members
This report has been submitted to the closed part of the Council Meeting in accordance with Regulation 17(2)(h) information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.

Community Assets

9.1 Confidential 3 – Contract No. WTC 72/2026 Reseal Program 2026/27, Spray & Asphalt Resurfacing
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9.4 Confidential 6 – Contract No. WTC 43/2026 Glengarry, Loop Road – Culvert, Embankment & Pavement Reconstruction

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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.

VOTING

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

CARRIED UNANIMOUSLY 8/0

REQUIRES ABSOLUTE MAJORITY OF COUNCIL

UNCONFIRMED

20 OUT OF CLOSED MEETING

Council resolved to move out of Closed Session at 5:00pm.

UNCONFIRMED

ORDINARY COUNCIL MEETING
Tuesday 20 October 2026

21 CLOSURE

There being no further business, the meeting closed at 5:00pm.

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 allowed a maximum of five (5) minutes to make one (1) statement and/or up to three (3) questions. 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.*
- *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 at 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 Council Meeting Engagement 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 B Brown, Legana

Question 1: At its meeting on 17 December 2024, Council resolved (Minute 24/170, Part 2) to authorise the Chief Executive Officer "to continue investigations into the stormwater catchment for Upper McEwans Road and report back to the first available Council meeting when the investigation and any appropriate recommendations regarding this issue have been made". When will that report be presented to Council?

Response: *Information on the assessment of the stormwater catchment investigation was presented to the Council workshop meeting in September 2025. Following that briefing, work has continued and a report will be provided to Council in an upcoming meeting.*

Question 2: At its meeting on 15 October 2024, Council resolved (Minute 24/131) that Council prepare a policy addressing stormwater quality management for new developments, and that Officers present a draft outline of the new policy at an upcoming Council workshop. When will that policy be presented to Council?

Response: *Development of a draft stormwater management policy is still in progress and will be presented to Council in the near future.*

Question 3: The 2nd Quarter Performance Report 2024/25 recorded resolutions 24/131 and 24/170 as Completed, using wording that differs from the resolutions in the confirmed minutes. Council's Outstanding Motions appendix notes that "Council motions that are completed will be removed from this list for the next Quarterly Reporting period", and I couldn't find either resolution in the six quarterly reports since. Will Council return both resolutions to the outstanding motions list in its next quarterly performance report until they are completed?

Response: *Council Officers have reviewed the 2nd Quarter Performance Report 2024/25 and acknowledge that the resolution as recorded in the Report was incorrectly recorded as per the recommendation and not the resolution as made by Council. Council Officers note that the Confirmed Minutes are the official record of Council decisions, which record the correct decision, and not the Quarterly Report.*

Further, Council Officers have reviewed the whether the resolutions have been marked as "Complete" in error and acknowledge that as both resolutions 24/131 and 24/170 are still in progress, this should be noted on the Quarterly Reports moving forward until such time as they are completed. The draft Quarterly Report attached to this Agenda has been updated with these amendments for adoption by Council.

5.2.2 C Larner, Gravelly Beach

Question 1: The Model WHS laws and local government frameworks clearly distinguish between democratic speech/statutory performance/representation of constituents/customer service charter and operational overreach in suppression of Chamber debate/altering motions under duress/obstruction of constituent advocacy. A number of community members have been repeatedly banned from Chamber for periods of up to 3 months. How many reported incidents or identified psychosocial hazards involving elected officials and/or members of the West Tamar community have been formally recorded on Council's WHS Psychosocial Risk Register for the period 1 January 2026 - 30 October 2026?

Response: *Council does not hold a formal register. Instead, it registers complaints in relation to the psychological safety of employees in its Work Health Safety system and complaints or concerns from Councillors in its records management system. There is only one community member who has been restricted from attending Council meetings on more than one occasion, with a total of two community members having been subjected to a restriction from attending Council meetings in the past three years.*

Question 2: Do Council's WHS risk management procedures require the inclusion of formal responses or statements from the affected elected officials or community members within the Register entries, and if so, how many such responses are currently appended to the entries recorded between 1 January 2026 and 30 October 2026?

Response: *See answer to question one.*

Question 3: Under Council's current governance framework, the Local Government Act 1993 (Tas.), and the CEO's employment contract, what specific investigative pathways, independent review mechanisms, or governance remedies are available to the elected Council if concerns are raised regarding potential administrative overreach or the disproportionate application of WHS policies by operational management?

Response: *Council manages the CEO's performance and can investigate any concerns with her performance at any time. At no time has Council raised concerns about the CEO's performance in relation to the exercising of her Work Health Safety statutory obligations.*

5.3 Responses to Questions from Previous Public Question Time

5.3.1 C. Swan, Swan Point

Our Ref : GO.COU.195
Enquiries: Office of the CEO
Phone: (03) 6323 9300
Fax: (03) 6323 9349

2-4 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

23 October 2026

Ms Cheryl Swan
[redacted]

Dear Ms Swan

Response to Question on Notice – Ordinary Council Meeting 20 October 2026

I refer to the question set out below taken on notice at the West Tamar Council meeting on 20 October 2026, and now provide the following response:

Question 1: *So I'm asking, can this council actually deliver more consistency of road signage through areas that I've already spoken to you about for safer speeds, especially at times at night time in the areas where we know there's a lot of wildlife?*

Council acknowledges the importance of consistent road signage in areas where wildlife-vehicle collisions are known to occur. Council will review available data in respect to locations where there is a higher incidence of animal deaths due to vehicle strikes and assess the need for installation of new, or additional, warning and advisory signage in these locations including areas where visibility may be reduced during night-time periods.

Yours sincerely

Kristen Desmond
Chief Executive Officer
West Tamar Council

5.3.2 B. Townsend, George Town

Our Ref : GO.COU.195
Enquiries: Office of the Chief Executive Officer
Phone: (03) 6323 9300
Fax: (03) 6323 9349

2-4 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

23 October 2026

Ms B Townsend
[redacted]

Dear Ms Townsend

Response to Questions on Notice – Ordinary Council Meeting 20 October 2026

I refer to the questions set out below taken on notice at the West Tamar Council meeting on 20 October 2026, and now provide the following response:

Question 1: *Has the Council Consulted with Beauty Point's two remaining cafes, the pub, the local bowls club, to understand their current financial viability and trading conditions and undertaken an economic impact assessment to determine whether the introduction of food vans would generate generally new spending or simply divert customers and revenue away from established local businesses?*

Council appreciates that some businesses may have concerns about the presence of food vans. In assessing applications under the revised Mobile Food Vendor Policy and supporting Application Approval Process, Council officers will carefully consider proposed operating days and times of operations for food vans when assessing applications, and the potential impacts on nearby businesses. Council is confident that the Policy will assist in activating community spaces and provide benefit to both business owners and consumers in the future.

Question 2: *Has council considered that established businesses carry significant ongoing costs including rent, rate, utilities, insurance, equipment and staffing and rely heavily on peak summer trading periods including three peak boxing day, easter to offset quieter winter months. What measures would Council implement to ensure that casual food vans do not unfairly undermine these businesses, their employment opportunities and their ability to remain viable year-round?*

Yes, Council has considered the costs that established businesses incur and the seasonal changes to consumer demand during the year. As noted in response to your first question, the revised Policy and supporting process requires Council to consider the potential impacts on nearby businesses when assessing mobile food vendor permit applications.

Question 3: *Has Council assessed the potential long-term consequences for Beauty Point if the introduction of food vans contributes to the closure of its remaining cafes, given that these established businesses provide local employment, attract visitors and support the community throughout the year, how would Council reconcile the potential loss of these permanent businesses with its objectives for the town's long term economic sustainability?*

Council acknowledges the importance of established cafés and other permanent businesses in providing local employment opportunities, supporting tourism, and contributing to the ongoing vitality of Beauty Point. In developing the Mobile Food Vendor Policy, Council sought to balance these interests with opportunities to activate community spaces and encourage greater economic activity within the municipality. As part of the application assessment process, Council officers are required to consider the proposed days and times of operation of mobile food vendors and any potential impacts on nearby businesses.

Council will receive regular reports on the number of mobile food vendor permits approved, together with their approved days and times of operation, to assist in evaluating the effectiveness of the Policy and any impacts on existing businesses. This information will inform the scheduled review of the Policy in 2028 and enable Council to consider whether any amendments are required to ensure the Policy continues to support the long-term economic sustainability of local townships, including Beauty Point.

Yours sincerely



Kristen Desmond
Chief Executive Officer
West Tamar Council

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 - PA2026261 Subdivision (1 into 2 Lots) - 11 Upper McEwans Road, Legana

REPORT AUTHOR: Senior Statutory Planner - Eric Smith

REPORT DATE: 11 November 2026

ATTACHMENTS:
1. [**7.1.1**] Plan 1 - Attachment 1 - Location Plan
2. [**7.1.2**] Plan 1 - Attachment 2 - Proposal Plan

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 Subdivision of one lot into two at 11 Upper McEwans Road. The proposed subdivision creates a 6,064m^2 lot containing the existing dwelling (Lot 1), with a new crossover and driveway from Upper McEwans Road and a vacant 1.05ha lot (Lot 2) which is an internal lot with an 11.1m wide access strip containing the existing driveway. A proposed 3.0m wide drainage easement is included along the north-western side boundary to preserve this land for the conveyance of stormwater through the site, should it be required in future.

As part of a Planning Scheme Amendment for 11 Upper McEwans Road (AMD03-24) which applied the Rural Living Zone (A) to the site and removed WTA-S3.0 Residential Supply and Density Specific Area Plan from the part of the site, several Site Specific Qualifications (SSQs) were also added for the site.

- WTA-11.2 provides an Acceptable Solution for increased setbacks to the adjoining Agricultural Zone which substitutes clause 11.4.2 A4. This clause is a standard for buildings and is not assessed for subdivision. WTA-11.2 would apply to assessment of any future dwelling on Lot 2.

- WTA-11.3 substitutes the minimum lot size of 1ha for the Rural Living Zone (A) specified in Table 11.1 with an Acceptable Solution minimum lot size of 0.6ha. The proposed lots are 6064m^2 and 1.05ha and therefore comply with WTA-11.3 regarding minimum lot size.
- WTA-11.4 adds an additional Acceptable Solution to clause 11.5.3 regarding stormwater management for subdivision. Specifically, it requires that lots must be capable of connecting to the public stormwater system and must not result in a net increase of stormwater flows to properties to the north on Upper McEwans Road. The Stormwater Authority has recommended conditions to ensure compliance with WTA11.4 including connection of both lots to the underground public stormwater system, rather than discharging to the roadside drain and a headwall to increase the inlet capacity of existing pipes which drain the driveway, thereby reducing overflows of stormwater from the drain onto Upper McEwans Road. Subject to the recommended conditions, WTA11.4 is complied with.

The proposal repurposes the existing sealed driveway to provide access to the new lot, while a new driveway would be provided for the existing dwelling. Conditions are recommended to ensure the new driveway is sealed and drained to the public stormwater system as required in the Acceptable Solution development standards.

Part of the site is mapped within the Statewide flood hazard mapping at the "1% annual exceedance probability + climate change" level as H1 for overland flooding, being the lowest risk category, and is not otherwise mapped by the Flood-prone areas hazard overlay. The majority of proposed Lot 2 is outside the mapped area and is able to accommodate an area for suitably located and designed dwelling, one which responds to the site.

The site is within the Bushfire-prone area overlay and connected to reticulated water supply. The existing crossing will be upgraded and the new crossing constructed to meet the required standard for access. The submitted Bushfire Hazard Assessment Report confirms that a BAL12.5 can be achieved for both lots, noting that the building area on the Bushfire Hazard Management Plan is only indicative and exceeds the required building area for a dwelling. It demonstrates that bushfire management areas around a dwelling can be accommodated within Lot 2 even if a future dwelling were located further to the north-east on the lot. Notwithstanding, appropriate bushfire management areas and BAL ratings would be further assessed at the future building stage for a dwelling on Lot 2.

Most of the site is mapped as medium or low landslip hazard. A new driveway crossover can be provided to the existing dwelling that complies with the exemption in Clause C15.4.1 (d) (ii) e. However, the subdivision itself has been assessed against C15.6 of the Landslip hazard code, including C15.6.1 and C15.7.1 as detailed in this report.

As the proposed lots both exceed 5,000m^2, a public space contribution is not required for this development under Council's Public Open Space Policy.

The proposal requires a discretion of the following development standards:

	Acceptable Solution	Proposed
11.5.1 P1	Boundaries maintain setbacks to existing buildings (10m)	Existing dwelling has a setback of 6.8m from the new internal boundary
11.5.1 P2	40m frontage	Lot 1: 33m; Lot 2: 11.1m
11.5.3 P2	Connected to reticulated sewer	Onsite wastewater
C15.6.1 P1	No Acceptable Solution	Significant works within the medium landslip hazard area

C15.7.1 P1	All building areas, access and services outside the mapped landslip area	Most of Lot 2 is within the mapped medium landslip hazard area

STATUTORY REQUIREMENTS AND TIMEFRAMES

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

Receipt Date	4 September 2026
Request for further information	14 September 2026
Information satisfied	23 September 2026
Advertised	30 September 2026
Closing date for representations	15 October 2026
Day 42	26 October 2026
Extension of time granted	15 October 2026
Decision due	20 November 2026

THE APPLICATION

Application Details:

Development Application	PA2026261
Location	11 Upper McEwans Road, Legana
Applicant	PDA Surveyors on behalf of Leigh and Josephine De Deuge
Planning Instrument	Tasmanian Planning Scheme – West Tamar (**the Scheme**)
Zone	Rural Living (A)
Use	N/A – Subdivision only
Codes	C2.0 Parking and Sustainable Transport Code C3.0 Road and Railway Assets Code C12.0 Flood-Prone Areas Code C13.0 Bushfire Prone Areas Code C15.0 Landslip Hazard Code
Specific Area Plans	None
Site Specific Qualifications	WTA-11.2 (replaces 11.4.2 A4) WTA-11.3 (varies minimum lot size in Table 11.1) WTA-11.4 (stormwater management standard for subdivision)

Site Details:

Area	1.658ha
Slope	Approx. 10%, variable.

Existing Use/Development	The site includes a single dwelling with driveway and domestic garden. Parts of the site are currently utilised for lucerne and/or grazing.
Surrounding Use/Development	The site is situated between Agricultural land and Low density residential land, with other Rural Living land along the Highway and down towards the Estuary. Legana town centre is over 2.5km away to the southeast.

STRATEGIC PLAN

This action relates to the following components of the Community Strategic Plan 2026-2036:

Our Shape: Growth and Place

Goal 1: Growth is shaped, serviced and true to place

1.1 Direct most new housing and mixed-use growth to the Riverside-Legana corridor and other serviced locations, rather than extending scattered development with high long-run servicing access costs.

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 **11.5.1 Lot design**

ACCEPTABLE SOLUTION NOT ACHIEVED	**A1** Each lot, or a lot proposed in a plan of subdivision, must: (a) have an area not less than specified in Table 11.1 and: (i) be able to contain a minimum area of 15m x 20m clear of: a. all setbacks required by clause 11.4.2 A2 and A3; and b. easements or other title restrictions that limit or restrict development; and

	(ii) existing buildings are consistent with the setback required by clause 11.4.2 A2 and A3; (b) be required for public use by the Crown, a council or a State authority; (c) be required for the provision of Utilities; or (d) be for the consolidation of a lot with another lot provided each lot is within the same zone.
PERFORMANCE CRITERIA	**P1** **Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must have sufficient useable area and dimensions suitable for its intended use, having regard to:** **(a) the relevant requirements for development of existing buildings on the lots;** **(b) the intended location of buildings on the lots;** **(c) the topography of the site;** **(d) any natural or landscape values;** **(e) adequate provision of private open space; and** **(f) the pattern of development existing on established properties in the area, and** **must be no more than 20% smaller than the applicable lot size required by clause 11.5.1 A1.**
ASSESSING OFFICER'S COMMENTS	*The proposal would create a new side boundary to the southeast of the existing dwelling which would have a setback of only 6.8m, less than the Acceptable Solution of 10m.* *The new lots created would have sufficient useable area and dimensions suitable for future use in the Zone, having regard to:* *(a) the setback of 6.8m from the existing dwelling to the new side boundary complies with the standard in 11.4.2 P3 noting:* • *the topography of the land requires a wider access strip to accommodate appropriate earthworks and drainage, vehicle passing areas and bushfire access requirements for the existing driveway - this has necessitated the proposed boundary location;* • *the size and shape of the lots are appropriate in the Zone, and are not considered to unreasonably hamper existing and future development;* • *The site is the only lot in the Rural Living Zone in the street, so surrounding setbacks are not comparable to this standard. The proposed setback exceeds the Acceptable Solution for the surrounding Low Density Residential Zone and is therefore substantially in character with the area;* • *the existing development is a two-storey dwelling. It is an established two-bedroom dwelling of an appropriate bulk and form for the area;* • *The surrounding area has a number of internal lots with similar access arrangements/driveways, so the proposal is generally in keeping with the locality character; and* • *any overshadowing would be on an access strip which would not significantly impact amenity. The main bedroom of the existing*

	dwelling is the only window to the southeast and the distance is sufficient to preserve privacy; *(b) the proposed vacant lot would have more than the scheme's specified sufficient area for a future building, one that complies with both the Acceptable Solution setbacks in the zone and the setbacks specified in the Site Specific Qualifications;* *(c) the topography does not unreasonably restrict the proposed subdivision plan;* *(d) the site is not mapped in the Natural Assets or Scenic Protection overlay codes;* *(e) each proposed lot would have sufficient private open space; and* *(f) the site is in a spot-zoned Rural Living (A) area, and compatible with the mix of adjoining zones.* *and the size of the lots comply with the requirements in Table 11.1 as modified by the Site Specific Qualification WTA-11.3, both being over 6,000m^2.* *The proposal complies with the Performance Criteria.*

CLAUSE **11.5.1 Lot design**

ACCEPTABLE SOLUTION NOT ACHIEVED	**A2** Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must have a frontage not less than 40m.
PERFORMANCE CRITERIA	**P2** **Each lot, or a lot proposed in a plan of subdivision, must be provided with a frontage or legal connection to a road by a right of carriageway, that is sufficient for the intended use, having regard to:** **(a) the width of frontage proposed, if any;** **(b) the number of other lots which have the land subject to the right of carriageway as their sole or principal means of access;** **(c) the topography of the site;** **(d) the functionality and useability of the frontage;** **(e) the ability to manoeuvre vehicles on the site; and** **(f) the pattern of development existing on established properties in the area,** **and is not less than 3.6m wide.**
ASSESSING OFFICER'S COMMENTS	*Both proposed lots have frontage widths of less than 40 metres. Proposed Lot 1 contains the existing dwelling and has a proposed frontage width of 33m. Proposed Lot 2, the new vacant lot, would be an internal lot with a frontage of 11.1m.* *Each lot has a frontage sufficient for the likely future use, having regard to:*

	(a) Proposed Lot 1 and 2 both have direct frontages to Upper McEwans Road. Lot 2 is an internal lot with an access strip sufficient to accommodate vehicle access and services; *(b) Neither of the lots would gain access via a right of way;* *(c) The width of the access strip responds to the topography of the land, being able to accommodate earthworks and drainage for the driveway, along with service connections within the access strip;* *(d) The existing driveway would be retained within the access strip for Lot 2, while a new crossing would provide access to the existing dwelling. This is a functional and useable arrangement;* *(e) Each site has suitable land for on-site turning; and* *(f) While the site is in a different zone to the surrounding land, internal lots are common on the street, including at adjoining 9 and 15 Upper McEwans Road.* *and the frontages are both greater than 3.6m.* *The proposal complies with the Performance Criteria.*

CLAUSE 11.5.3 Services

ACCEPTABLE SOLUTION NOT ACHIEVED	**A2** Each lot, or a lot proposed in a plan of subdivision, excluding within Rural Living Zone C or Rural Living Zone D or for public open space, a riparian or littoral reserve or Utilities, must: (a) be connected to a reticulated sewerage system; or (b) be connected to a reticulated sewerage system if the frontage of each lot is within 30m of a reticulated sewerage system and can be connected by gravity feed.
PERFORMANCE CRITERIA	**P2** **Each lot, or a lot proposed in a plan of subdivision, excluding within Rural Living Zone C or Rural Living Zone D or for public open space, a riparian or littoral reserve or Utilities, must be capable of accommodating an on-site wastewater treatment system adequate for the future use and development of the land.**
ASSESSING OFFICER'S COMMENTS	*The site is in Rural Living (A), not currently sewer-serviced land, and is located more than 30m from a reticulated sewerage system.* *The onsite wastewater for the existing dwelling will be retained within Lot 1 and Council's Environmental Health officer is satisfied that the setback from the new boundary is sufficient.* *The Landslide risk assessment report submitted with the application concludes that the site has sufficient area and is capable of supporting onsite wastewater disposal, with several suitable design options available for a three or four bedroom dwelling on Lot 2. The actual wastewater disposal system for*

	a future dwelling would be designed by a registered practitioner at the relevant stage in the future: the current matter only pertains to subdivision. *The proposal complies with the Performance Criteria.*

CLAUSE **15.6.1 Building and works within a landslip hazard area**

ACCEPTABLE SOLUTION NOT ACHIEVED	**A1** No Acceptable Solution.
PERFORMANCE CRITERIA	**P1.1** **Building and works within a landslip hazard area must minimise the likelihood of triggering a landslip event and achieve and maintain a tolerable risk from landslip, having regard to:** **(a) the type, form, scale and intended duration of the development;** **(b) whether any increase in the level of risk from a landslip requires any specific hazard reduction or protection measures;** **(c) any advice from a State authority, regulated entity or a council; and** **(d) the advice contained in a landslip hazard report.** **P1.2** **A landslip hazard report also demonstrates that the buildings and works do not cause or contribute to landslip on the site, on adjacent land or public infrastructure.** **P1.3** **If landslip reduction or protection measures are required beyond the boundary of the site the consent in writing of the owner of that land must be provided for that land to be managed in accordance with the specific hazard reduction or protection measures.**
ASSESSING OFFICER'S COMMENTS	*The proposal includes driveway works and drainage works which are significant works as defined in the planning scheme, and so assessment is required against this development standard.* ***P1.1*** *The works are considered to be relatively minimal to achieve the creation of a new land parcel: this goes towards managing the likelihood of triggering a landslip event, and achieves and maintain a tolerable risk from landslip, having regard to:* *(a) the proposed access and drainage works are intended to support future development of the site for residential purposes;* *(b) no specific hazard reduction or protection measures are required other than standard good hillside practices;*

	(c) no advice was received from State agencies about landslip on this site; and *(d) a landslip report provided with the application demonstrates the proposal is suitable.* ***P1.2*** *The landslip report provided as part of the application considers the proposed works and future development and concludes that they would not contribute to landslip on the site, on adjacent land, nor on public infrastructure.* ***P1.3*** *Not applicable – no measures are required beyond the boundary of the site.* *The proposal complies with the Performance Criteria.*

CLAUSE **15.7.1 Subdivision within a landslip hazard area**

ACCEPTABLE SOLUTION NOT ACHIEVED	**A1** Each lot, or a lot proposed in a plan of subdivision, within a landslip hazard area, must: (a) be able to contain a building area, vehicle access, and services, that are wholly located outside a landslip hazard area; (b) be for the creation of separate lots for existing buildings; (c) be required for public use by the Crown, a council or a State authority; or (d) be required for the provision of Utilities.
PERFORMANCE CRITERIA	**P1** **Each lot, or a lot proposed in a plan of subdivision, within a landslip hazard area must not create an opportunity for use or development that cannot achieve a tolerable risk from landslip, having regard to:** **(a) any increase in risk from a landslip for adjacent land;** **(b) the level of risk to use or development arising from an increased reliance on public infrastructure;** **(c) the need to minimise future remediation works;** **(d) any loss or substantial compromise, by a landslip, of access to the lot on or off site;** **(e) the need to locate building areas outside the landslip hazard area;** **(f) any advice from a State authority, regulated entity or a council; and** **(g) the advice contained in a landslip hazard report.**
ASSESSING OFFICER'S COMMENTS	*The proposed subdivision creates a new vacant lot, proposed Lot 2, within a mapped medium landslip hazard area. There is no opportunity for a future*

	dwelling on Lot 2 to be located outside of the mapped area. The Performance Criteria must be assessed. *The proposed subdivision creates an additional lot that could accommodate future development whilst maintaining a tolerable level of risk, having regard to:* *(a) The proposed subdivision and associated works will not significantly increase risk to adjacent land, where carried out in line with good hillside practices, as outlined in the landslip report;* *(b) the road authority and stormwater authority have confirmed there is capacity in the road and stormwater network for the proposed development. The landslip hazard report has confirmed the additional traffic and stormwater flows will not materially increase the risk of landslip at the site or surrounds;* *(c) Subject to works being carried out in accordance with the recommendations of the landslip report, no remediation works are required;* *(d) the landslip report confirms that there is no significant risk of loss or compromise of access. By creating a second crossing and driveway, the proposal further reduces the potential risk;* *(e) there are no areas on the lot outside the landslip hazard overlay. However, the report has demonstrated that the risk within the overlay area is 'low' subject to the recommendations;* *(f) no advice was required or offered by State agencies regarding this application; and* *(g) the report provides recommendations to mitigate risk associated with subdivision works. The report also confirms that a future dwelling on Lot 2 could be designed with suitable footings for the soil type with site specific soil investigation once the specific location of a future dwelling is determined. There would be no specific hazard reduction or protection measures, nor would future buildings contribute to or cause landslip at the site, adjacent land or public infrastructure. No works are required beyond the site to facilitate development.* *The proposal complies with the Performance Criteria*.

ROAD AUTHORITY COMMENTS

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

> *Lot 2 will use the existing vehicular crossing and sealed driveway in the access strip. The private driveway will be extended and upgraded to a bushfire access standard when a dwelling is constructed on the lot in the future.*
>
> *Subdivision works will include a new vehicular crossing to access Lot 1. A condition has been recommended requiring a sealed private driveway to be constructed between the new vehicular crossing and the existing dwelling.*
>
> *It is expected that approximately 8 additional daily vehicle trips will be added onto Upper McEwans Road when a dwelling is constructed on Lot 2. The surrounding road network can easily absorb the additional traffic.*

STORMWATER AUTHORITY COMMENTS

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

> *The subdivision works will include the provision of a stormwater connection to each lot, which will drain impervious areas and the upstream natural catchment. The Acceptable Solution A3 of 10.6.3 is therefore met.*
>
> *The new lot connections will be directly connected to the underground drainage system, rather than discharge into the roadside drain.*
>
> *The new public stormwater system created to drain each lot will ensure that the existing roadside drainage continues to function. A condition is recommended that requires an inlet headwall to be constructed over existing pipes which collect stormwater from table drains along the driveway to the existing dwelling. A headwall will increase the inlet capacity of the pipe and reduce overflows of stormwater from the drain onto Upper McEwans Road.*
>
> *The plan of subdivision includes a proposed drainage easement along the northern perimeter of the site. Once created, the drainage easement will benefit West Tamar Council and will allow for the extension or redirection of Council's public stormwater system, if required. No stormwater works are required in the future drainage easements as part of this proposal.*

NOTIFICATION

The application was notified for the required 14-day period in accordance with the Act. Copies of any reps are provided to Councillors prior to the meeting. Consideration of any representation is a requirement under both the Scheme and the Act.

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

ISSUE 1	The representor stresses they are not against the proposal, but want it carefully managed.
ASSESSING OFFICER'S COMMENTS	**Noted.**
ISSUE 2	The representor is concerned about stormwater runoff from the subdivision, with a number of specific issues relating to type, size and location of drainage.
ASSESSING OFFICER'S COMMENTS	**Clause WTA-11.4 is a site-specific qualification regarding stormwater management, in addition to the 11.5.3 Development Standards for Subdivision that requires stormwater from the lots be connected to the public system. The stormwater authority has recommended conditions requiring both lots be connected to the underground public stormwater system and upgrades to increase the inlet capacity of existing pipes which drain the driveway, thereby reducing overflows of stormwater from the drain onto Upper McEwans Road.**
ISSUE 3	The representor is concerned about development close to boundaries and possible damage to a boundary hedge along the northwestern side boundary.

ASSESSING OFFICER'S COMMENTS	**No development is proposed adjacent to this side boundary as part of this application, only subdivision of land to create a new lot and appropriate access to the road. To the extent that it complies with the exemptions in the planning scheme, fencing or hedges are a civil matter between property owners. Boundary hedges would also be subject to the *Neighbourhood Disputes about Plants Act 2017*.** **Future development, such as construction of a dwelling on Lot 2, would be assessed against the Planning Scheme at that stage, and respond to whatever design that future development may take. The proposed new lot to be created is considered to be capable of hosting the planning scheme's designated appropriate areas and siting for development, as anticipated for the zone.**
ISSUE 4	The representor is concerned about landslip risk from additional onsite wastewater disposal.
ASSESSING OFFICER'S COMMENTS	**The landslip report addresses the potential for onsite wastewater disposal for a future dwelling and confirms that whilst there are specific requirements for the design, the site is capable of supporting an onsite wastewater system for a future dwelling without resulting in an intolerable risk of landslip.**
ISSUE 5	The location of, and potential discharge from, the existing onsite wastewater disposal system for the existing dwelling was raised as an issue.
ASSESSING OFFICER'S COMMENTS	**The approximate location of the existing onsite wastewater disposal system was shown on the submitted plans. The Council's Environmental Health Officer is satisfied that the existing system would meet the setback requirements from the new boundaries, and that there is space on the new lot to meet requirements for assessment of Clause 11.5.3 P2.**
ISSUE 6	The representor proposed that conditions be applied in relation to the following: (a) specific stormwater arrangements; (b) a requirement to show a building area on the final title plan; (c) control the operation of a future soil and water management plan; (d) specific drainage easement requirements; (e) a report showing that onsite wastewater is suitable; and (f) a Part 5 / Section 71 Agreement be entered into controlling the above.
ASSESSING OFFICER'S COMMENTS	**All requested conditions have been considered:** **(a) the stormwater authority has provided recommended conditions in accordance with its requirements and the subdivision standard in WTA-11.4;** **(b) It is not appropriate to restrict the future building area of a dwelling on lot 2 beyond the requirements of the planning scheme, which already include specific standards regarding the siting of buildings on the site, which can be accommodated on the proposed new land parcel;** **(c) the proposal does not involve significant works other than creation of a new driveway for the existing dwelling, and associated stormwater works towards the frontage of the site. A condition is**

	recommended requiring the management of soil, water and dust during construction for the subdivision works; **(d) standard conditions are recommended to require easements over any public infrastructure;** **(e) The submitted landslide risk assessment report addresses the capacity of the new lot to accommodate onsite wastewater disposal. Council's Environmental Health Officer is also satisfied that the existing onsite wastewater arrangement is suitable and that a future dwelling on the vacant lot will be capable of meeting the relevant requirements subject to detailed assessment at that stage; and** **(f) The recommended conditions are sufficient to manage subdivision works, with compliance required prior to plan sealing. The new lot is not constrained to an extent that would necessitate additional siting or development controls to achieve compliance. A Section 71 Agreement is not necessary to manage future development on the newly created lot, which will be subject to the Planning Scheme, and other relevant legislation.**

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 change the assessment of the application and the officer's recommendation.

RECOMMENDATION

That application PA2026261 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 Subdivision – one lot into two lots by PDA Surveyors on behalf of Leigh and Josephine De Deuge, for land at 11 Upper McEwans Road, Legana Lot No. 1 on Plan No. 174506 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 PDA Surveyors, Ref 56087 – DA01(b), Rev B dated 21 September 2026;

(b) Bushfire Hazard Report by Environmental Service & Design, Ref 2 lot subdivision 11 Upper McEwans Road, dated 10 August 2026; and
(c) Landslide Risk Assessment by Tasman Geotechnics, Ref TG26151/1 - 01report dated 3 August 2026.

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 2026/01080-WTC) attached.

SUBMISSION AND APPROVAL OF PLANS

3. Prior to the commencement of any works on the site, detailed plans and specifications must be submitted to the Council 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) Access arrangements to each lot, as well as a longitudinal section of the new driveway from the Upper McEwans Road carriageway to the existing dwelling on Lot 1;
      (ii) Stormwater connections;
      (iii) Existing and proposed drainage features such as open drains and underground drainage;
      (iv) Electricity infrastructure; and
      (v) Communications infrastructure;
   (b) Be prepared strictly in accordance with the Tasmanian Infrastructure Design Guidelines applicable at the date of approval of the plans. These Guidelines are available at www.lgat.tas.gov.au;
   (c) Be prepared by a suitably qualified and experienced engineer or Engineering Consultancy; and
   (d) Be accompanied by:
      (i) An estimate of the construction cost of the future public works together with a schedule of the major components and their relevant costs; and
      (ii) A Plan Checking fee as described in Council's Fees and Charges. Such fee covers assessment of the plans and specifications, audit inspections and Practical Completion & Final inspections.

ONSITE WASTEWATER MANAGEMENT

4. The land application area for onsite wastewater disposal must be separate from all buildings, parking and access ways, and new site boundaries.

LANDSLIP RISK

5. A copy of the endorsed Landslip Risk Assessment must be on the site at all times during construction works and all site workers must be made aware of the requirements and recommendations of that report.

6. Prior to the sealing of a Final Plan of Subdivision, a suitably qualified person must complete and submit to Council Form G geotechnical Declaration Final Geotechnical Certificate (Australian Geomechanics Vol 42 No 1 March 2007) confirming all development works have been carried out in accordance with the requirements of the Landslip Risk Assessment endorsed above.

STORMWATER WORKS

7. Stormwater works must include:

(a) Provision of a public drainage system to drain each lot, and the roadside drain on Upper McEwans Road;
(b) The new stormwater system, including existing pipes under the driveway, is to be sized to cater for all flows from the existing upstream catchment and the developed site;
(c) Provision of a minimum DN225 connection to drain each lot, directly connected to the new underground public stormwater system;
(d) Provision of an overland flow path for flows up to a 1% AEP storm event;
(e) Table drains along the existing driveway are to be lined with rock to prevent erosion, and relocated where necessary to not cross future lot boundaries without a suitable right of drainage;
(f) Provision of a headwall in table drains where they enter the public stormwater system, to increase inlet capacity and control overland flow onto the carriageway;
(g) Provision of a private drainage system to drain stormwater from existing and new impervious areas in Lot 1 to its new stormwater connection. Drainage must be contained within the lot unless a suitable right of drainage is added to the final plan of subdivision and schedule of easements; and
(h) Decommission and remove existing underground polypipes feeding paddock water troughs.

ROAD WORKS

8. Road works must include
   (a) provision of a sealed vehicular crossing to access each lot within the subdivision; and
   (b) Upgrade and repair of any damage to the existing vehicle crossing, to provide a sealed surface free from potholes and cracking.

DRIVEWAY WORKS

9. Driveway works must include the provision of a sealed private access driveway from the new Lot 1 vehicular crossing to the existing parking area associated with the existing dwelling in Lot 1, with a minimum carriageway width of 3m.

CONSTRUCTION OF WORKS

10. 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.

CONSTRUCTION MANAGEMENT

11. 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 be installed and maintained on site until work recommences. The measures must include weekly inspections and reporting to Council as well as before and after every rain event to the satisfaction of the Director of Community Assets or their delegate.

ELECTRICITY, COMMUNICATIONS & OTHER UTILITIES

12. A reticulated electricity system must be provided to service all lots and installed to the approval of the Responsible Authority.

13. A telecommunications system must be provided to service all lots and installed to the approval of the Responsible Authority.

SEPARATION OF SERVICE CONNECTIONS

14. 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;
    (b) Stormwater drains that do cross the title boundaries between lots must be upgraded to a public drain standard.
    (Note: only when a public drain or where sufficient rights of drainage are not proposed)

FINAL PLAN OF SUBDIVISION

15. The Final Plan of Subdivision and Schedule of Easements (and three copies) must be submitted for sealing, together with a copy of the Survey Notes.

16. The Final Plan of Subdivision must include a 3.0m wide drainage easement along the northwestern site boundary, in favour of West Tamar Council

17. Unless this permit specifically provides otherwise, the Final Plan of Subdivision will not be sealed by Council and/or TasWater where applicable until all conditions of this permit have been satisfied.

18. Prior to the sealing of the Final Plan of Subdivision, any existing services that are disturbed during the subdivision, including any damage to road, kerb and channel, nature strip and footpath, must be reinstated to the satisfaction of Council.

EASEMENTS

19. Easements are required over all Council and third party services located in private property. The minimum width of easements is detailed in the Tasmanian Subdivision Guidelines. A lesser width may be approved for a private service prior to the lodgement of a Final Plan of Subdivision.

Permit Notes

Notations

A. This permit was issued based on the proposal documents submitted for PA2026261. You should contact Council with any other use or developments, as they may require the separate approval of Council.
B. This permit take effect after:
    (a) The 14-day appeal period expires; or
    (b) Any appeal to the Tasmanian Civil and Administrative Tribunal is abandoned or determined; or
    (c) Any agreement that is required by this permit pursuant to Part 5 of the *Land Use Planning and Approvals Act 1993* is executed; or
    (d) Any other required approvals under this or any other Act are granted.
C. This permit is valid for two (2) years only from the date of approval and will thereafter lapse if the development is not substantially commenced. An extension may be granted subject to the provisions of the *Land use Planning and Approvals Act 1993* as amended, by a request to Council.

Other Approvals

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

Appeal Provisions

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

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

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

Permit Commencement

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

DECISION

Moved:

Seconded:

VOTING

For:

Against:

Plan 1 – Attachment 1 – Location Plan
PA2026261
11 Upper McEwans Road, Legana





PLAN OF SUBDIVISION

Owners
LEIGH & JOSEPHINE DE DEUGE

Title References
FR 174506/1

Address
11 Upper McEwan Road, Legana

Council
West Tamar Council

Tasmanian Planning scheme
Tasmanian Planning Scheme - West Tamar

Zone
11.0 Rural Living A with SSQ

Code Overlay Name
C13.0 Bushfire-Prone Areas
C15.0 Landslip Hazard Code

Schedule of Easements
Nil.

NOTES

1. This plan has been prepared only for the purpose of obtaining preliminary subdivision approval from the Council and the information shown hereon should be used for no other purpose. All measurements and areas are subject to final survey.
2. The entirety of the site is covered by Bushfire and Landslip overlay and not shown for clarity.

REV	AMENDMENTS	DRAWN	DATE	APPR.
E				
D				
C				
B	INCLUSIONS OF DRAINS AND SEPTIC SYSTEM	AB	21/09/26	AB
A	CHANGES TO LOT SIZE	AB	19/06/26	AB

NOTES:

SURVEYOR	GEOCIVIL
N/A	N/A
DRAWN	CHECKED
AB	LK
DATE	
19th of June 2026	

PLAN OF SUBDIVISION
11 Upper McEwan Road, Legana
FR 174506/1
Leigh & Josephine De Deuge

PDA
SURVEYORS, ENGINEERS & PLANNERS

3/23 Brisbane Street,
Launceston, Tasmania, 7250
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Devonport, Swansea & Huonville

SCALE	PAPER
1:800	(A3)
JOB NUMBER	DRAWING
56087	56087 - DA01(b)

56087 - DA01(b)

7.2 Plan 2 - PA2026306 Residential: Single Dwelling - 14 Cormiston Road, Riverside

REPORT AUTHOR: Statutory Planner - Patrick McMahon

REPORT DATE: 30 October 2026

ATTACHMENTS:
1. [**7.2.1**] Plan 2 - Location Plan
2. [**7.2.2**] Plan 2 - Proposal Plans

INTRODUCTION

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

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

> *(a) "all applicable standards and requirements in this planning scheme; and*
> *(b) Any representations received pursuant to and in conformity with section 57(5) of the Act.*
>
> *But in the case of the exercise of discretion, only insofar as each such matter is relevant to the particular discretion being exercised."*

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

The purpose of this report is for Council to consider a proposal for the construction of a new single dwelling at 14 Cormiston Road, Riverside. The dwelling appears as a single storey at the street frontage, with a partial lower floor at the rear due to the site topography which slopes away from the road. The garage and main living areas are provided on the upper level for accessibility.

Residential – single dwellings are provisionally 'no permit required' in the General Residential Zone. However, the proposal triggers assessment of a discretion of the following development standards:

	Acceptable Solution	Proposed
8.4.2 A3 Building Height	Building within the building envelope, including maximum building height of 8.5m	Maximum height of 8.9m

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	1/10/2026
Request for further information	N/A
Information satisfied	N/A
Advertised	4/10/2026
Closing date for representations	28/10/2026

Day 42	12/11/2026
Extension of time granted	30/10/2026
Decision due	29/11/2026

THE APPLICATION

Application Details:

Development Application	Residential – Single Dwelling
Location	14 Cormiston Road, Riverside
Applicant	MZSR Developments
Planning Instrument	Tasmanian Planning Scheme – West Tamar (**the Scheme**)
Zone	General Residential
Use	Residential – Single Dwelling
Codes	C2.0 Parking and Sustainable Transport Code C3.0 Road and Railway Assets Code C15.0 Landslip Hazard Code
Specific Area Plans	NA

Site Details:

Area	934m²
Slope	~8%
Existing Use/Development	Vacant Land
Surrounding Use/Development	Vacant Land, Single Residences, Multiple Dwellings

STRATEGIC PLAN

This action relates to the following components of the Community Strategic Plan 2026-2036:

Our Shape: Growth and Place Our Shape: Growth and Place

Goal 2: Housing choice supports people through different life stages

2.3 Use design expectations and public-realm decisions to make more compact housing comfortable, attractive and connected to streets, green space and nearby neighbours.

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 A3 Setbacks and building envelope for all dwellings

ACCEPTABLE SOLUTION NOT ACHIEVED	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).
PERFORMANCE CRITERIA	**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 roofline towards the rear of the dwelling is partially outside the building envelope specified by the Acceptable Solutions, specifically due to the height exceeding 8.5m from the existing ground level. As such, the Performance Criteria is used to assess the standard.*

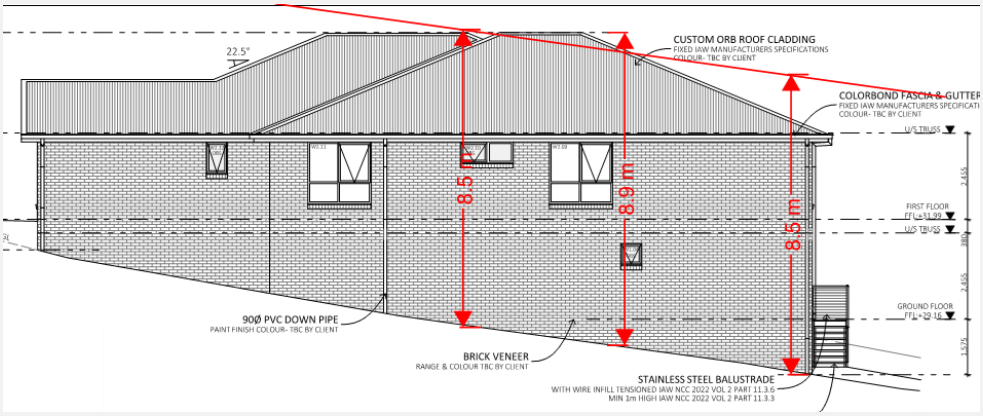


Figure 1 SE Elevation with street to the left

The subject site slopes away from the street level: this means that the proposed dwelling is seated on that ground and has a variable height as the ground level slopes, with heights of approximately 5m at the street front and 6.865m wall height at the rear of the dwelling. Building height under the Planning Scheme is the vertical distance from existing ground level at any given point to the uppermost part of the building directly above that point. Due to the sloping ground level and hipped roof, the building achieves a maximum building height of 8.9m above existing ground level at its highest point (see Fig 1 above).

The land slopes down significantly toward the middle of the property, meaning that there is a substantial difference in ground level between the front and rear of the proposed dwelling. The proposed dwelling plans show that from the street, it presents as a single-storey at street level, then following the slope of the land a partial understorey is at the rear of the dwelling. The upper level maintains a consistent floor level roughly at the level of the adjacent road, with the ground sloping away to the rear of the land.

(a) The additional building height is a result of the slope of the land, and as such it is considered that the proposed dwelling is responding to the facts and features of the land. It is further considered that this proposed development will not result in an unreasonable loss of amenity to adjoining properties, in this case being 14 and 16 Cormiston Road to the sides and 7 and 8 Rochester Court to the rear. This is after having regard to the following:

(i) Both 12 and 16 Cormiston Road are currently vacant land sites without development on them: the proposed dwelling being considered in this report will not affect solar access to an existing habitable room on these adjacent properties as there are none present. Given the residential nature of the area, it is anticipated that these lots will accommodate a dwelling in the future. In considering this likely future development, it is observed that the proposed dwelling at 14 Cormiston Road meets and exceeds all required setbacks from boundaries.

	While there is land slope and variable height in relation to the ground level as a result, this varied height of the dwelling would result in some increased shadow on 12 Cormiston Road at certain times of the day. However, it is not of an unreasonable extent. Shadow diagrams provided by the proponent show that on the day of the winter solstice, a future dwelling at 12 Cormiston Road would still receive in excess of the required three hours of sunlight as it is only after 2pm that significant overshadowing would occur. There is no overshadowing or impact on the lots to the rear at the winter solstice. It is also observed that any future dwelling development of neighbouring land sites must meet the planning scheme requirements applicable at that time. *(ii) The location of private open space on the lots adjoining to the sides has not yet been determined as they are currently vacant. However, the proposed dwelling does not result in any overshadowing in the rear parts of the adjoining lots, so there is ample opportunity for solar access to future private open space areas.* *(iii) While the land adjacent is currently vacant it has been considered in (i) above to ensure sufficient sunlight to a future dwelling on the adjacent properties is preserved, to avoid unreasonably impacting future amenity;* *(iv) When viewed from the road frontage, the proposed dwelling will appear as a typical 6.2m high dwelling. When viewed from the side properties, it may appear taller than the other adjoining buildings to the rear. However, the properties adjoining to the sides share a similar topography. The increased height will be most apparent when viewed from the adjoining properties at the rear which are at a lower ground level. However, the proposed dwelling is setback over 10m, which significantly exceeds the separation required by the acceptable solution. This will assist in mitigating the visual bulk when viewed from the adjoining properties to the rear.* *(b) The proposed dwelling is setback more than 3.5m from both side boundaries and greater than 10m from the rear boundary greatly exceeding the minimum setback for the Acceptable Solution and providing greater separation than the average for the area.* *(c) There will be no loss of solar access for any existing solar installation on an adjoining property.* *Taking all the above into consideration, the proposal satisfies the Performance Criteria.*

ROAD AUTHORITY COMMENTS

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

> *The proposed dwelling is expected to create up to eight (8) regular daily traffic movements at the existing vehicular crossing, which the surrounding road network can absorb easily. There are no changes proposed to the vehicular crossing as part of this development.*

STORMWATER AUTHORITY COMMENTS

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

> *The property has a connection to Council's public drainage system. Impervious areas from the proposed development should be connected to the existing stormwater connection.*

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 as to 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 three (3).

ISSUE 1	The representors expressed concern about the proposed dwelling being too high and exceeding the acceptable solution by 1.225m at one part.
ASSESSING OFFICER'S COMMENTS	**As discussed for Clause 8.4.2 above, the maximum building height measured vertically from the highest point of the dwelling to the existing ground level directly below, is 8.9m, exceeding the Acceptable Solution by 0.4m for part of the roofline. The 9.75m dimension shown on the proposal plans does not represent the building height, measured in accordance with the Planning Scheme.** **The proposed building height is assessed against the Performance Criteria clause 8.4.2 P3, above. Standards consist of both Acceptable Solutions and Performance Criteria. Compliance with an Acceptable Solution is not required if Performance Criteria is met. The Performance Criteria applies specifically to adjoining properties only and has been assessed as not causing an unreasonable loss of amenity in relation to overshadowing or visual bulk and scale when viewed from the properties at the sides and rear.**
ISSUE 2	The representors raised concerns regarding overshadowing on the adjoining properties and private open space.
ASSESSING OFFICER'S COMMENTS	**Shadow Diagrams were provided by the applicant, which demonstrate the extent of overshadowing at various times of the day at the winter solstice, the time of year when shadows cast are at their greatest. The shadow diagrams show that only 12 Cormiston Road is affected by overshadowing, and this is limited to the afternoon, with sufficient hours of solar access being maintained for any future dwelling on the currently-vacant property. The rear of 12 Cormiston Road is not affected by overshadowing at any time of the day, so the opportunity for solar access to private open space is not changed.** **As considered above, there is only one property that will be overshadowed and is currently in the same ownership as 14 Cormiston Road. The yard the representor is concerned about would not be overshadowed unreasonably.**

ISSUE 5	One representor was concerned that notification was not done adequately, specifically in relation to the signage and notification of surrounding properties.
ASSESSING OFFICER'S COMMENTS	**Notification to adjoining landowners followed all requirements under the *Land Use Planning and Approvals Act 1993*, including a sign at the road frontage of the site, a notice to adjoining landowners in the mail, and a public notice in the Examiner. Council is not able to impose additional requirements beyond those required by the Act.**
ISSUE 6	A representor requested that the applicant be required to reduce the floor level or change the roof pitch to conform to the Acceptable Solution.
ASSESSING OFFICER'S COMMENTS	**Compliance with the planning scheme does not require compliance with an Acceptable Solution. The above assessment has found that the Performance Criteria has been satisfied by the current design responding to the slope of the land, being within the setbacks required, and outside of easement areas. Based on this assessment, the application satisfies the planning scheme.**
ISSUE 7	A representor was concerned that the land is within a mapped landslip hazard area but no information has been provided as part of the application.
ASSESSING OFFICER'S COMMENTS	**The site is identified on mas as being within a low risk landslide hazard area. In the low risk hazard band, use and development is exempt from the Landslip hazard code, and is not assessable at the planning permit stage as per clause C15.4.1 (a) and (d) of the planning scheme. As such, a Landslip hazard report was not required to assess the relevant standards.**
ISSUE 8	A representor was concerned that insufficient information has been provided about the energy efficiency of the dwelling.
ASSESSING OFFICER'S COMMENTS	**There are no standards in the Tasmanian Planning Scheme in relation to the energy efficiency of dwellings. As such, there are no grounds to require energy efficiency information at the planning application stage. Such matters would be considered by a building surveyor at the building approval stage.**
ISSUE 9	A representor was concerned that shadow diagrams had not been provided in order to assess the extent of overshadowing.
ASSESSING OFFICER'S COMMENTS	**Whilst shadow diagrams are not a mandatory requirement of the planning scheme, in certain instances where buildings may be located beyond the Acceptable Solution building envelope, shadow diagrams can assist in undertaking an assessment of the Performance Criteria. The expectation within a residential area is that a reasonable extent of overshadowing will occur at certain times of the day, due to the allowable separation of buildings. However, overshadowing should not be of such an unreasonable extent that it results in significant loss of amenity.** **As part of Council's assessment against the Performance Criteria, shadow diagrams were requested and provided by the applicant. As outlined above, the representors property is not significantly overshadowed as the main shadow cast by the dwelling during the winter solstice would be towards the southeast, and any overshadowing of**

	adjoining properties would be limited in its extent and duration. The assessment detailed above concluded that it is not unreasonable in this instance.
ISSUE 10	A representor was concerned that the additional building height will impact view corridors from the southwestern side of the road towards the Tamar River.
ASSESSING OFFICER'S COMMENTS	**The relevant Performance Criteria requires an assessment of unreasonable loss of amenity to adjoining properties as a result of the additional building height at the rear of the dwelling. It does not enable a broader consideration of properties in the broader area. View corridors for existing dwellings are not protected through any standard of the planning scheme.** **The Planning Authority is limited to considering the specific discretion to the extent required to satisfy the relevant Performance Criteria. Council is unable to consider additional matters in their assessment.**
ISSUE 11	A representor was concerned that the proposal does not consider the topography of the land and prefilling of the land that occurred during the subdivision. As a result, they are concerned that the proposed building height is greater than indicated on the plans.
ASSESSING OFFICER'S COMMENTS	**The proposed design responds to the topography of the land in providing a dwelling which is built on the slope, rather than further changing it.** **When the land was prepared and subdivided, works were undertaken which established the now-existing ground level. It is noted that these were works approved prior to the commencement of the current planning scheme.** **Notwithstanding, filling that occurred on this lot as part of the subdivision works was predominately towards the road frontage as part of the verge and crossover formation, to achieve the street level and connection seen today. This created a flatter verge profile, with some fill extending into the front of the lot. This was confirmed by the Council's engineer and review of previous subdivision and engineering approvals during assessment of this application.** **The area of previous fill is located in the part of the site where the building height of the dwelling is lowest, such that even if the fill did require reassessment, it would not increase the extent of the building height discretion.**
ISSUE 12	A representor noted that the proposed dwelling design does not respect the established pattern of development in the neighbourhood.
ASSESSING OFFICER'S COMMENTS	**The proposal is a single residential dwelling, on land classified as General residential zoned in the planning scheme.** **The Performance Criteria only allow for broader assessment of established development in the surrounding area in relation to the separation between buildings. As the proposed dwelling exceeds the Acceptable Solution setbacks from all side and rear boundaries, it satisfies the Performance Criteria in providing 'separation between**

	dwellings on adjoining properties that is consistent with that existing on established properties in the area'.

OPTIONS

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

A recommendation for approval is provided with conditions. Any alternative recommendation/s require justification with relevant planning reasons.

PROFESSIONAL COMMENTS OF THE ASSESSING OFFICER

The assessing officer has evaluated the proposal and is satisfied the proposal meets the relevant acceptable solutions and demonstrates compliance with the performance criteria for the requested discretions.

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

RECOMMENDATION

That application PA2026306 be determined as follows:

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

That the application for a Residential – Single Dwelling, by MZSR Developments for land at 14 Cormiston Road, Riverside Lot No. 30 on Plan No. 189851 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 Design To Live, Dated 19/10/2026 Job no. CRMS30 Revision 2
   Any other development and/or use, or substantial intensification of the approved use, may require separate assessment against the planning scheme provisions, and so a new application should be made to Council.

DRIVEWAY AND PARKING AREA CONSTRUCTION

2. Before 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 surfaced with an all-weather (impervious) surface; and
   (c) be adequately drained to prevent stormwater being discharged to neighbouring property.
   Parking areas and access lanes must be kept available for these purposes at all times and maintained for the life of the use.

CONSTRUCTION MANAGEMENT

3. 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 be installed and maintained on site until work recommences. The measures must include weekly inspections and reporting to Council as well as before and after every rain event to the satisfaction of the Director of Community Assets or their delegate.

Permit Notes

Notations

A. This permit was issued based on the proposal documents submitted for PA2026306. You should contact Council with any other use or developments, as they may require the separate approval of Council.
B. This permit take effect after:
(a) The 14 day appeal period expires; or
(b) Any appeal to the Tasmanian Civil and Administrative Tribunal is abandoned or determined; or
(c) Any agreement that is required by this permit pursuant to Part 5 of the *Land Use Planning and Approvals Act 1993* is executed; or
(d) Any other required approvals under this or any other Act are granted.

C. This permit is valid for two (2) years only from the date of approval and will thereafter lapse if the development is not substantially commenced. An extension may be granted subject to the provisions of the *Land use Planning and Approvals Act 1993* as amended, by a request to Council.

Other Approvals

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

Appeal Provisions

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

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

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

Permit Commencement

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

DECISION

Moved:

Seconded:

VOTING

For:

Against:

Location Plan

Subject site highlighted in blue



PROPOSED DWELLING
LOT 30, 14 CORMISTON ROAD, RIVERSIDE, 7250.



DRAWINGS

A01	COVER PAGE
A02	SITE PLAN
A03	SHADOW DIAGRAMS 1
A04	SHADOW DIAGRAMS 2
A05	GROUND FLOOR PLAN
A06	FIRST FLOOR PLAN
A07	ELEVATIONS NE-SW
A08	ELEVATIONS SE-NW

CLASSIFICATION OF BUILDING		COUNCIL		ZONE	
CLASS 1A		WEST TAMAR		GENERAL RESIDENTIAL	
AREAS	(m^2)	LAND TITLE REFERENCE	183341/202	ENERGY STAR RATING	6.3
FIRST FLOOR	273.14	PROPERTY ID	9326342	CLIMATE ZONE	7
GROUND FLOOR	93.39	LOT SIZE (M^2)	942	ALPINE AREA	N/A
ALFRESCO	26.00	BAL RATING	N/A	CORROSION ENV'	LOW
PORCH	3.40	DESIGN WIND CLASS	N2	SITE HAZARDS	LOW LANDSLIP HAZARD BAND
LANDING	1.00	SOIL CLASSIFICATION	P/H1		
		PLANNING OVERLAY	LOW LANDSLIP HAZARD BAND		

DESIGN TO LIVE
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ABN. 71 615 812 747
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CLIENT/S: MZSR DEVELOPMENTS

SITE ADDRESS: LOT 30, 14 CORMISTON ROAD, RIVERSIDE, 7250.

DRAWING COVER PAGE

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REV.	DATE	DESCRIPTION
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R2	19/10/2026	SHADOW DIAGRAMS

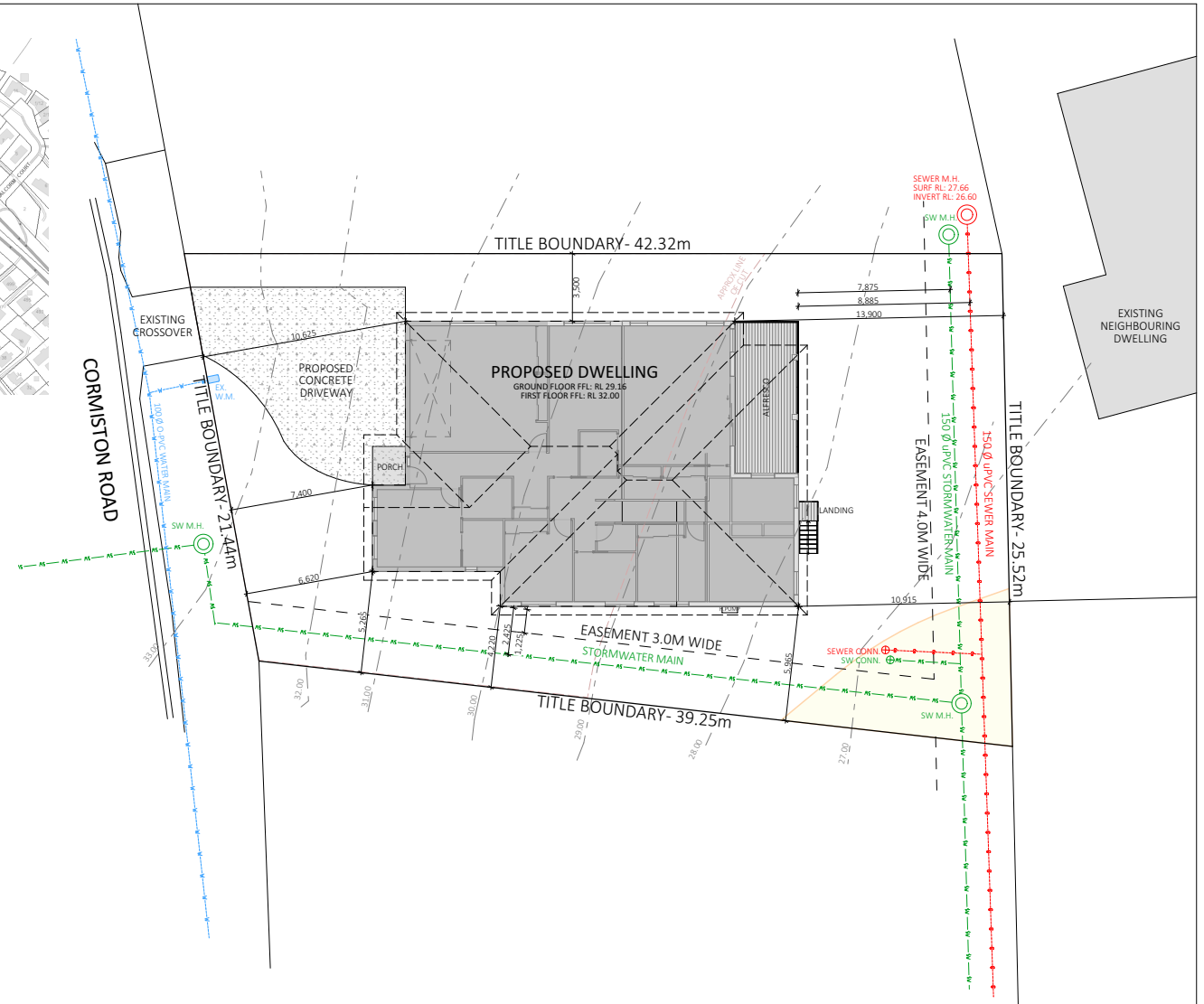
DESIGNER	TAS LAND	**JOB NUMBER**	CRMS30
DRAWN	H.K.	**DRAWING**	A01 1 OF 8
CHECKED	M.L.	**PAGE SIZE**	**A3**



LOCALITY PLAN
NOT TO SCALE

AREA	m²
FIRST FLOOR	273.14
GROUND FLOOR	93.39
ALFRESCO	26.00
PORCH	3.40
LANDING	1.00

LOW LANDSLIP HAZARD BAND



North

SITE PLAN
SCALE 1:200
0 2000 4000 6000 8000 10000

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DRAWING SITE PLAN

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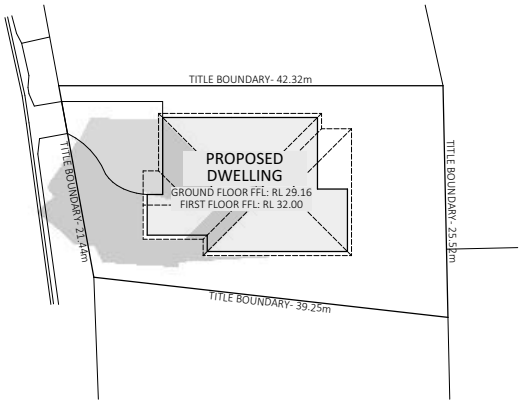
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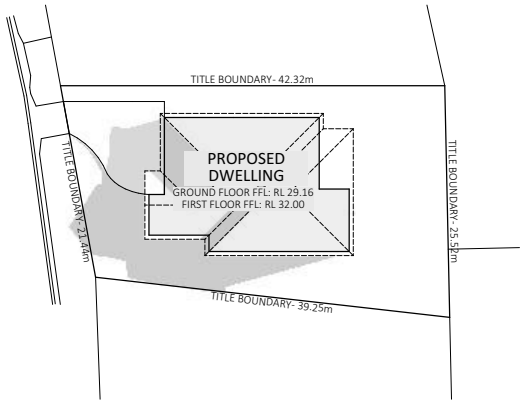
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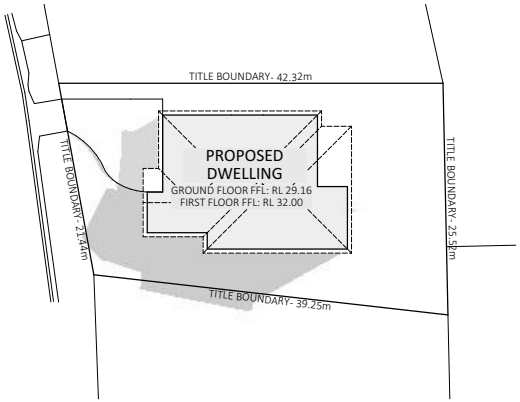
SHADOW DIAGRAM - 9AM
JUNE 21ST- WINTER SOLSTICE



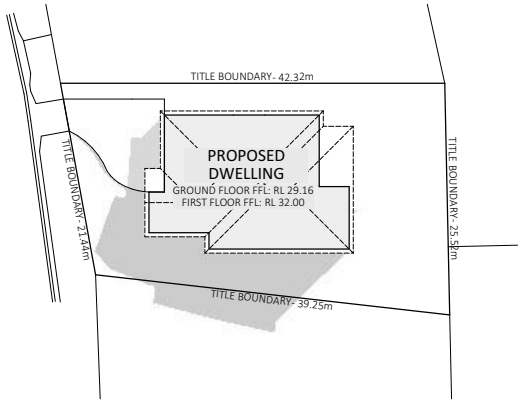
SHADOW DIAGRAM - 10AM
JUNE 21ST- WINTER SOLSTICE



SHADOW DIAGRAM - 11AM
JUNE 21ST- WINTER SOLSTICE



SHADOW DIAGRAM - 12PM
JUNE 21ST- WINTER SOLSTICE



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SITE ADDRESS: LOT 30, 14 CORMISTON ROAD, RIVERSIDE, 7250.

DRAWING SHADOW DIAGRAMS 1

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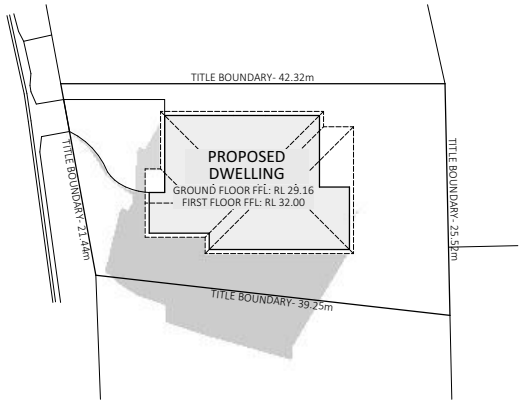
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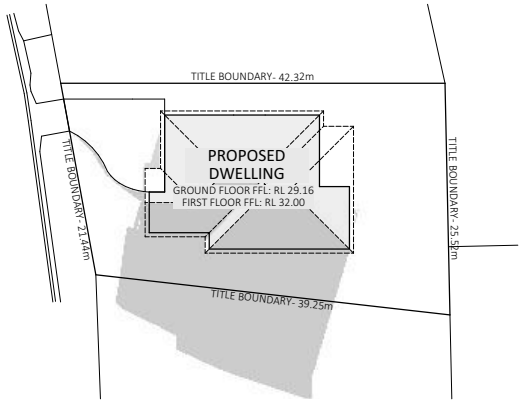
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CHECKED	M.L.	**PAGE SIZE**	**A3**

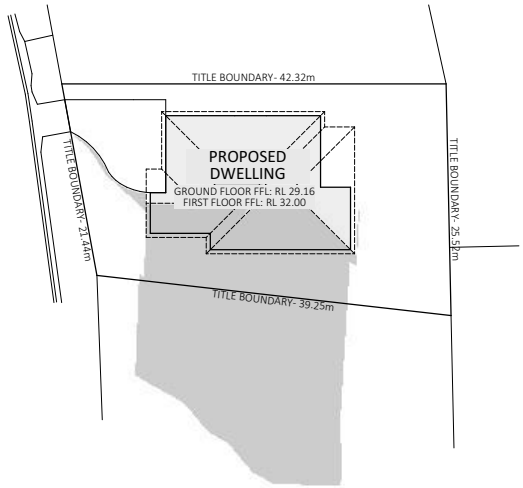
SHADOW DIAGRAM - 1PM
JUNE 21ST- WINTER SOLSTICE



SHADOW DIAGRAM - 2PM
JUNE 21ST- WINTER SOLSTICE



SHADOW DIAGRAM - 3PM
JUNE 21ST- WINTER SOLSTICE



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DRAWING SHADOW DIAGRAMS 2

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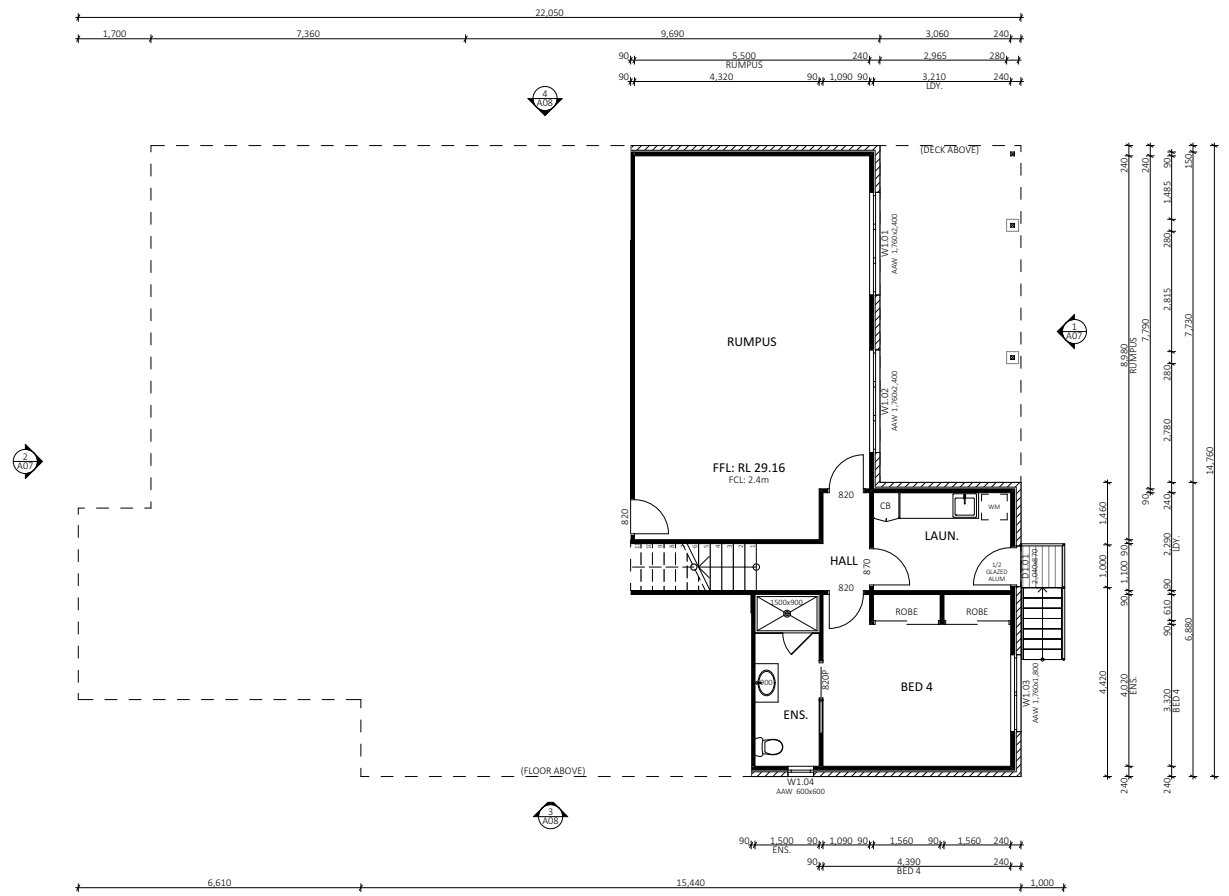
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R2	19/10/2026	SHADOW DIAGRAMS

DESIGNER	TAS LAND	**JOB NUMBER**	CRMS30
DRAWN	H.K.	**DRAWING**	A04 4 OF 8
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GROUND FLOOR PLAN
SCALE 1:100
0 1000 2000 3000 4000 5000

North

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DRAWING GROUND FLOOR PLAN

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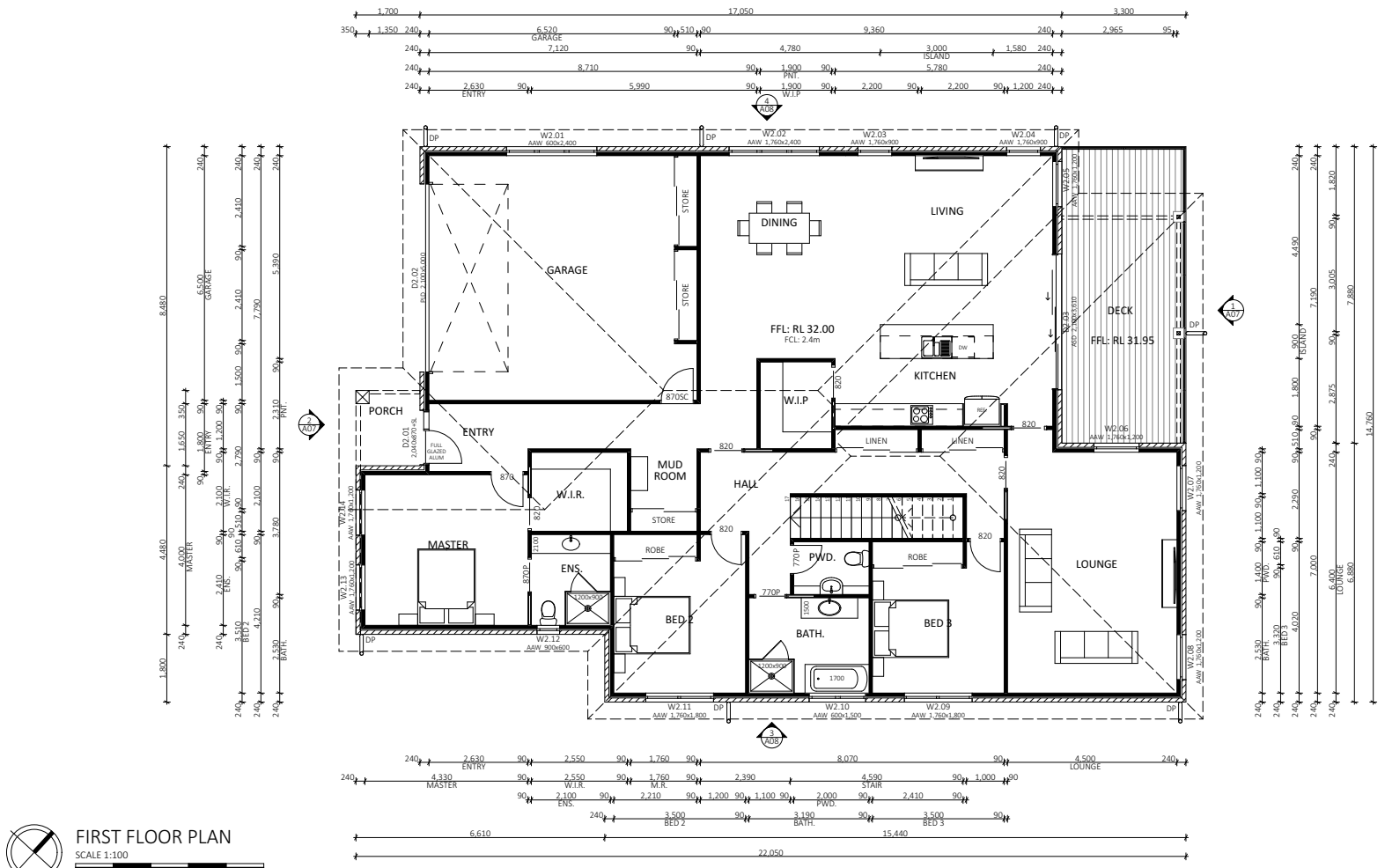
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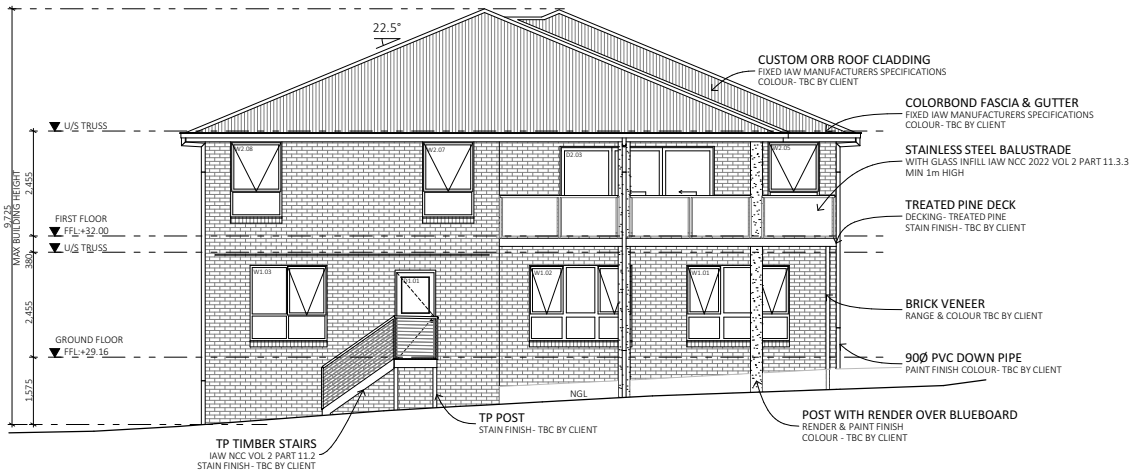
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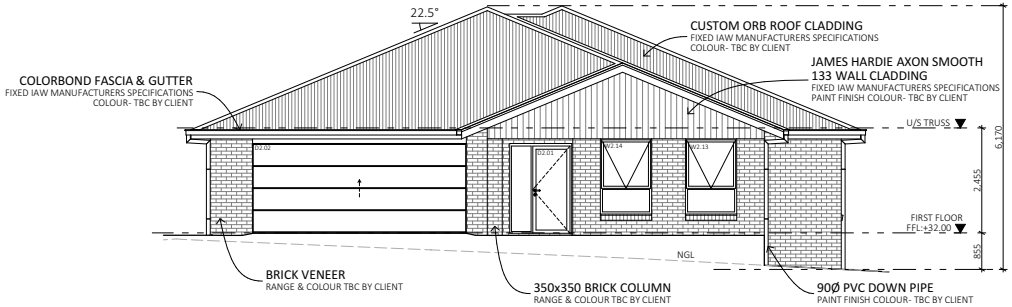
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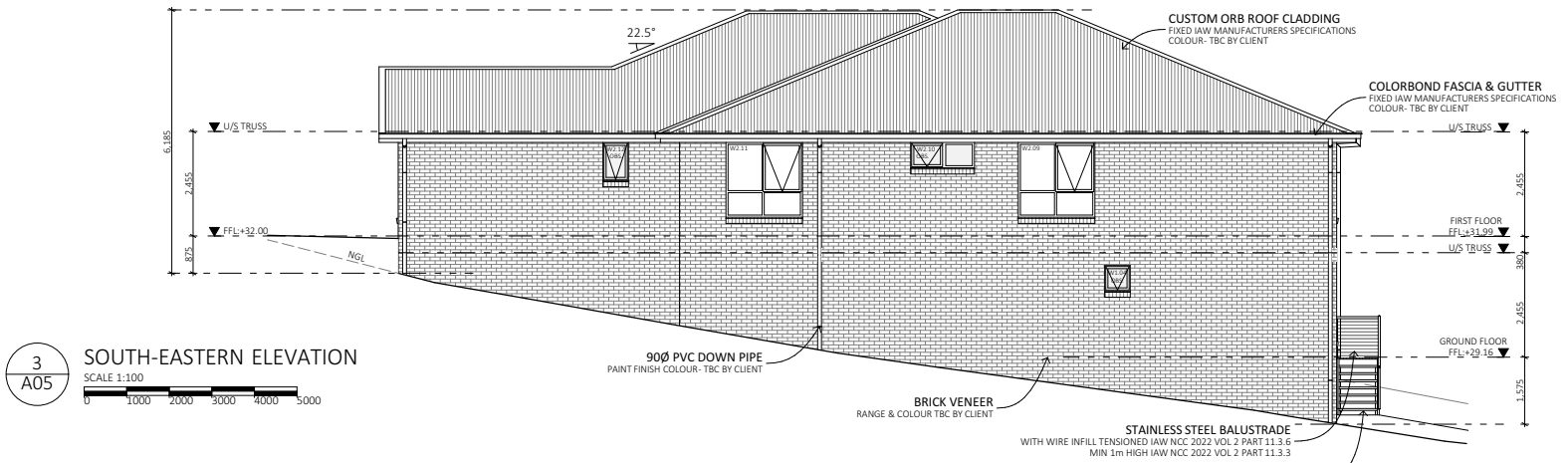


1 / A05 NORTH-EASTERN ELEVATION
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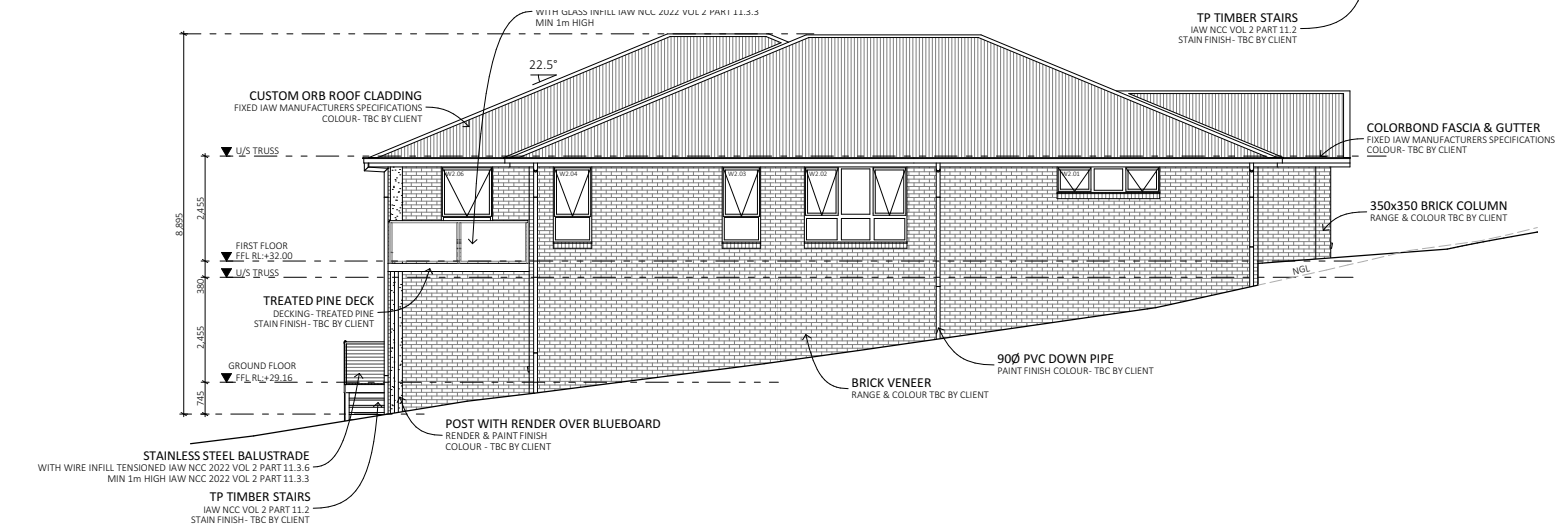


2 / A05 SOUTH-WESTERN ELEVATION
SCALE 1:100
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						R2	19/10/2026	SHADOW DIAGRAMS	**CHECKED**	M.L.	**PAGE SIZE**	**A3**



3 / A05 SOUTH-EASTERN ELEVATION
SCALE 1:100
0 1000 2000 3000 4000 5000



4 / A05 NORTH-WESTERN ELEVATION
SCALE 1:100
0 1000 2000 3000 4000 5000

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DRAWING ELEVATIONS SE-NW

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CHECKED	M.L.	**PAGE SIZE**	**A3**

8 OFFICE OF THE CHIEF EXECUTIVE OFFICER

8.1 CEO 1 - Council Workshops held in October and November 2026

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 12 November 2026

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

20 October 2026 – Pre-meeting Workshop (half day)

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

Leave of Absence: Cr Josh Manticas

In Attendance:
Kristen Desmond – Chief Executive Officer
Dino De Paoli – Director Community Assets
Richard Heyward – Director People, Culture & Safety
Scott Lewis – Acting Director Planning & Development
Simon Tennant – Communications & Engagement Manager
Krstyna Ennis – Team Leader Planning
Jason Folo – Building Department
Marcus Grantham – Community Development Manager
Tom Chalmers – Governance Officer
Kathryn Prince – Acting Executive Assistant
Liz du Plessis – Personal Assistant to the CEO and Mayor

Topics Discussed:
Planning Appeals Update
Agenda Review
Councillor Questions
Councillor Motions
Other Business

10 November 2026 – Induction Workshop (full day)

Present:	Mayor Cr Rick Shegog Deputy Mayor Cr Julie Sladden Cr Joy Allen Cr Justine Brooks Cr Carl Cooper Cr Jarryd English Cr Geoff Lyons
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 – Communications & Engagement Manager Eleanor Moore – Executive Assistant Kathryn Prince – Personal Assistant to the CEO and Mayor Tom Chalmers – Governance Officer Krstyna Ennis – Team Leader – Planning Daniel Balkin – Team Leader – Planning Sharon Olsson – Business Partner People & Culture Marcus Grantham – Community Development Manager
Presenter:	Nathan Street – Director, Simmons Wolfhagen Andrew Gray – Director, Newton Henry
Topics Discussed:	Swearing in and Photographs Mayor Welcome & Address Council as a Planning Authority Planning & Development Directorate Overview Planning Matters coming before Council Office of the CEO Directorate Overview People, Culture & Safety Directorate Overview Corporate & Community Directorate Overview Audit Panel and Financial Literacy

11 November 2026 – Induction Workshop (full day)

Present:	Mayor Cr Rick Shegog Deputy Mayor Cr Julie Sladden Cr Joy Allen Cr Justine Brooks Cr Carl Cooper Cr Jarryd English Cr Geoff Lyons
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 – Communications & Engagement Manager Eleanor Moore – Executive Assistant Kathryn Prince – Personal Assistant to the CEO and Mayor

	Marcus Grantham – Community Development Manager Jason Barker – Chief Financial Officer
Presenter:	Ekaterina Skalidis – Director Dispute Resolution & Litigation, Dobson Mitchell Allport
Topics Discussed:	Roles, authority and conflicts of interest Community Assets Directorate Overview Councillor Committee Representation 2027 Meeting dates and times Australia Day 2027 Grant Applications Community Grant Application – Tamar Valley Business Association Community Grant Application – Riverside Olympic Football Club Youth Mayor 2027 Legana Indoor Multipurpose Sport & Community Facility Road Safety Report: Bridgenorth Road Potential Sale of Public Land Exeter Road Safety & West Tamar Highway Corridor Improvement Projects New Exeter Playground – concept and cost Other Business

STRATEGIC PLAN

This action relates to the following components of the Community Strategic Plan 2026-2036:

Our Heart: Community and Wellbeing

Goal 9: People can reach services, information and civic life more easily across the whole municipality

9.2 Improve how Council communicates decisions, services, activities and opportunities through plain English, local channels and easier to find information.

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 20 October 2026, 10 November 2026 and 11 November 2026.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

8.2 CEO 2 - 2027 Meeting dates and times

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 11 November 2026

ATTACHMENTS: Nil

SUMMARY

The purpose of this report is to provide Councillors with options for the scheduling of Ordinary Council Meetings for 2027 for decision and endorsement.

BACKGROUND

The *Local Government (Meeting Procedures) Regulations 2025* (**the Regulations**) govern the convening of Council meetings, the commencement time of those meetings, and the advance notice required to be given of each meeting.

After each ordinary election, Council is required to review the times of commencement of their meetings.

Council is also 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 from 9am to 5pm on the first Tuesday of each month (full day), 9am to 2pm on the second Tuesday of each month as a strategic workshop (when required), and 9am to 12.30pm on the third Tuesday of each month, prior to the Council meeting.

STRATEGIC PLAN

This action relates to the following components of the Community Strategic Plan 2026-2036:

Our Heart: Community and Wellbeing

Goal 1: People feel part of local life and can see themselves in West Tamar's future

1.2 Keep safety, inclusion and accessibility in view when shaping public spaces, facilities, events and local communications.

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

Local Government Act 1993

Local Government (Meeting Procedures) Regulations 2025

RISK CONSIDERATIONS

Failure to review the times of commencement of meetings or advertise the location and timing of Council meetings before the January 2027 meeting will result in a breach of Regulation 9(2) of the *Local Government (Meeting Procedures) Regulations 2025.*

FINANCIAL IMPACT

To be confirmed.

CONSULTATION

Discussions on the 2027 schedule with Councillors occurred at the Induction Workshop on 11 November 2026.

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 2027 schedule, including:

- Retaining the current schedule and timings
- Increasing the frequency of Ordinary Council Meetings to twice every month from February to November (meeting on the second and fourth Tuesdays of the month), with monthly meetings in January and December on the third Tuesday of those months
- 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 – noting live streaming can only occur at the Windsor Precinct Chambers

To ensure the Chief Executive Officer can gain clear instructions for progression of Council's vision and projects, it is important that Councillors are available to attend Workshops in person as much as possible.

Council Meeting Schedule

The following options for the scheduling of Council Meetings are presented to Councillors for consideration. In all instances, the provisional time and date for the AGM is 5.30pm, Tuesday 7 December 2027 and will not be included in the options.

For monthly Ordinary Council Meetings the proposed dates are:

- 19 January 2027
- 16 February 2027
- 16 March 2027
- 20 April 2027
- 18 May 2027
- 15 June 2027
- 20 July 2027
- 17 August 2027
- 21 September 2027
- 19 October 2027
- 16 November 2027
- 21 December 2027

For Ordinary Council Meetings twice a month (excluding January and December), the proposed dates are:

- 19 January 2027
- 9 February 2027
- 23 February 2027
- 9 March 2027
- 23 March 2027
- 13 April 2027
- 27 April 2027
- 11 May 2027
- 25 May 2027
- 8 June 2027
- 22 June 2027
- 13 July 2027
- 27 July 2027
- 10 August 2027
- 24 August 2027
- 14 September 2027
- 28 September 2027
- 12 October 2027
- 26 October 2027
- 9 November 2027
- 23 November 2027
- 21 December 2027

- **Option 1: No change to current timing or schedule of Ordinary Meetings**

  Meetings will be held on the third Tuesday of every month, at the Windsor Chambers, Windsor Community Precinct, commencing at 1.30pm.

- **Option 2: Evening Meetings held once a month, commencing at 5.30pm**

  Meetings will be held on the third Tuesday of every month at the Windsor Chambers, Windsor Community Precinct, commencing at 5.30pm

- **Option 3: Meetings held once a month, alternating between afternoon and evening meetings**

  Meetings will be held on the third Tuesday of every month at the Windsor Chambers, Windsor Community Precinct as follows:

  - The January, March, May, July, September and November meetings commence at 1.30pm
  - The February, April, June, August, October and December meetings commence at 5.30pm

- **Option 4: Meetings held twice a month (excluding January and December), no change to timing**

  Meetings from February to November inclusive will be held on the second and fourth Tuesdays of every month, at the Windsor Chambers, Windsor Community Precinct, commencing at 1.30pm.

The January and December meetings will be held on the third Tuesday of the month, at the Windsor Chambers, Windsor Community Precinct, commencing at 1.30pm.

- **Option 5: Evening Meetings held twice a month (excluding January and December), commencing at 5.30pm**

  Meetings from February to November inclusive will be held on the second and fourth Tuesdays of every month, at the Windsor Chambers, Windsor Community Precinct, commencing at 5.30pm.

  The January and December meetings will be held on the third Tuesday of the month, at the Windsor Chambers, Windsor Community Precinct, commencing at 5.30pm.

- **Option 6: Meetings held twice a month (excluding January and December, alternating between afternoon and evening meetings**

  Meetings from February to November inclusive will be held on the second and fourth Tuesdays of every month, at the Windsor Chambers, Windsor Community Precinct. The Meeting held on the second Tuesday of the month commencing at 1.30pm and the meeting held on the fourth Tuesday of the month commencing at 5.30pm.

  The January and December meetings will be held on the third Tuesday of the month, at the Windsor Chambers, Windsor Community Precinct, commencing at 1.30pm.

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

Workshop Schedule

Council Officers are unable to schedule in appropriate workshop times until a Meeting Schedule has been agreed however a preliminary schedule should the number of Ordinary Council Meetings increase to twice a month may include a half or full day Workshop on the first Tuesday of every month, with a strategic or half day Workshop on the third Tuesday of every month. A pre-meeting Workshop would also occur for approximately 2 hours before each Ordinary Council Meeting.

Budgetary Implications

Should Council choose to increase the frequency/number of Meetings, or move to Meetings and/or workshops that commence after 5pm, budgetary implications will occur. All staff required to attend the Council meeting who are covered by Council's Enterprise Agreement (**EA**) will be required to be paid overtime for all hours after 6pm. They cannot work more than 12 hours in a day and would require a minimum of 10 hours break between when they finish work (usually around 30 minutes after a Council meeting has finished) until they can commence work on the next day. Any move to after 5pm will require a Meetings Policy that meets the requirements of Council and the industrial instrument that covers staff members employment conditions.

On average at least 4 staff covered by Council's EA are present at a Council meeting and anywhere up to 10 may be required at a Workshop dependent on topics to be discussed.

Furthermore, these changes will impact resourcing within the Office of the CEO. This department is primarily responsible for the production of Council Meeting agendas, minutes, and the live-streaming of Council Meetings. An increase in the frequency of Council Meetings will result in a corresponding rise in the administrative effort needed to execute these duties.

RECOMMENDATION

To be determined at Council Meeting.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

8.3 CEO 3 - Councillor Committee Representation

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond
Governance Officer - Tom Chalmers

REPORT DATE: 6 November 2026

ATTACHMENTS: Nil

SUMMARY

The purpose of this report is for Council to review its membership of committees as current appointments were made for a period of two years in November 2024.

BACKGROUND

Councillor committee appointments have previously been made for a period of two (2) years, being either from the commencement of the new term of Council or the mid-point of the Council term, in November of the relevant year.

With the new Council now formed appointments to the below committees will need to be made at the November Council meeting and will be for a two-year period concluding at the first Ordinary Council Meeting in November 2028.

Special Committees	Positions Available	Nominations
Exeter Community Hub Management Committee	2	Cr Joy Allen Cr Julie Sladden
Rowella Hall Committee	1	Cr Jarryd English Cr Geoff Lyons (Proxy)
Winkleigh Hall Committee	1	Deputy Mayor Cr Julie Sladden Cr Joy Allen (Proxy)
Frankford Soldiers Memorial Hall Committee	1	Cr Jarryd English Cr Joy Allen (Proxy)
Delegations Review Committee	3	Cr Justine Brooks Cr Carl Cooper Cr Geoff Lyons
Swimming Pool Special Committee	4	Mayor Cr Rick Shegog Deputy Mayor Cr Julie Sladden Cr Justine Brooks Cr Geoff Lyons
Council Committees		
Audit Panel	2	Cr Justine Brooks Cr Carl Cooper
External Committees		
Beaconsfield Community Health & Wellbeing Association	1	Deputy Mayor Cr Julie Sladden Cr Jarryd English (Proxy)
Emergency Management Committee (Chairperson)	1	Mayor Cr Rick Shegog Cr Geoff Lyons (Proxy)
Advisory Committees		
Positive Ageing Committee	2	Cr Joy Allen

		Cr Carl Cooper
Youth Advisory Council (RWVP required)	3	Cr Joy Allen Cr Justine Brooks Cr Jarryd English
Other		
Voting rights LGAT General Meeting	1	Mayor Cr Rick Shegog
TasWater – Owner's Representative	1	Cr Geoff Lyons
NRM North	1	Mayor Cr Rick Shegog
Tamar Natural Resource Management Inc.	1	Cr Carl Cooper
ANZAC Day Committee	1	Mayor Cr Rick Shegog Cr Carl Cooper (Proxy)
Design Awards Judging Panel	2	Mayor Cr Rick Shegog Cr Geoff Lyons Cr Carl Cooper (Proxy)

STRATEGIC PLAN

This action relates to the following components of the Community Strategic Plan 2026-2036:

Our Heart: Community and Wellbeing

Goal 1: People feel part of local life and can see themselves in West Tamar's future

1.1 Design and support welcoming public places, programs and local settings that reduce isolation and strengthen everyday belonging.

1.2 Keep safety, inclusion and accessibility in view when shaping public spaces, facilities, events and local communications.

1.3 Work with community organisations, schools, clubs and service providers to widen participation for people facing barriers to local life.

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

WT-HRM75.00 – Governance of Special Committees Policy

WT-TOR01.00 - Positive Ageing Committee (PAC) Terms of Reference

WT-TOR02.00 - Delegations Review Committee Terms of Reference

WT-TOR03.00 - Rowella Hall Committee Terms of Reference

WT-TOR04.00 - Winkleigh Hall Committee Terms of Reference

WT-TOR05.00 - Frankford Soldiers Memorial Hall Committee Terms of Reference

RISK CONSIDERATIONS

Deciding Councillor committee representation is seen to be low

FINANCIAL IMPACT

Nil

CONSULTATION

Consultation with Councillors occurred at the Induction Workshop held on 11 November 2026 with self-nominations requested.

OPTIONS

Council may choose to:

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

OFFICER'S COMMENTS

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

Councillors have been requested to nominate for Committee representation and those nominations are set out in the Background section above. If the number of nominations exceeded the positions available on any Committee, a ballot would have been required to be undertaken. This would be conducted as a secret ballot during the November 2026 Council Meeting prior to the recommendation being put to Council for endorsement of the nominees for all positions.

Following on from the consultation at the 11 November 2026 Induction Workshop, it is unlikely that a ballot will be required however should a Councillor choose to nominate for a Committee they are not currently nominated for, this will require a ballot process to be undertaken.

RECOMMENDATION

That Council approves the following Committee representatives for a period of 2 years, concluding at the Ordinary Council Meeting in November 2028:

Special Committees	Positions Available	Nominations
Exeter Community Hub Management Committee	2	Cr Joy Allen Cr Julie Sladden
Rowella Hall Committee	1	Cr Jarryd English Cr Geoff Lyons (Proxy)
Winkleigh Hall Committee	1	Deputy Mayor Cr Julie Sladden Cr Joy Allen (Proxy)
Frankford Soldiers Memorial Hall Committee	1	Cr Jarryd English Cr Joy Allen (Proxy)
Delegations Review Committee	3	Cr Justine Brooks Cr Carl Cooper Cr Geoff Lyons
Swimming Pool Special Committee	4	Mayor Cr Rick Shegog Deputy Mayor Cr Julie Sladden Cr Justine Brooks Cr Geoff Lyons

Council Committees		
Audit Panel	2	Cr Justine Brooks Cr Carl Cooper

External Committees		
Beaconsfield Community Health & Wellbeing Association	1	Deputy Mayor Cr Julie Sladden Cr Jarryd English (Proxy)
Emergency Management Committee (Chairperson)	1	Mayor Cr Rick Shegog Cr Geoff Lyons (Proxy)

Advisory Committees		
Positive Ageing Committee	2	Cr Joy Allen Cr Carl Cooper
Youth Advisory Council (RWVP required)	3	Cr Joy Allen Cr Justine Brooks Cr Jarryd English

Other		
Voting rights LGAT General Meeting	1	Mayor Cr Rick Shegog
TasWater – Owner's Representative	1	Cr Geoff Lyons
NRM North	1	Mayor Cr Rick Shegog
Tamar Natural Resource Management Inc.	1	Cr Carl Cooper
ANZAC Day Committee	1	Mayor Cr Rick Shegog Cr Carl Cooper (Proxy)
Design Awards Judging Panel	2	Mayor Cr Rick Shegog Cr Geoff Lyons Cr Carl Cooper (Proxy)

DECISION

Moved:

Seconded:

VOTING

For:

Against:

8.4 CEO 4 - Northern Tasmania Development Corporation Quarterly Report - July to September 2026

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 10 November 2026

ATTACHMENTS: 1. [**8.4.1**] NTDC Quarterly Report - July to Sept 2026

SUMMARY

The purpose of this report is to provide Council with the Northern Tasmania Development Corporation (**NTDC**) Quarterly Report for the period April to June 2026.

BACKGROUND

In accordance with the NTDC Funding Agreement 2026-2029, Council as a Member has been provided with the Quarterly Report for consideration. In order to promote transparency and to ensure ease of access, the Chief Executive Officer has determined that the quarterly reports should be published in a Council Meeting Agenda.

STRATEGIC PLAN

This action relates to the following components of the Community Strategic Plan 2026-2036:

Our Economy: Economy and Innovation

Goal 1: Local jobs and enterprise grow closer to home

1.3 Work with business networks, regional bodies and services providers to strengthen capability, resilience and practical support for local operators.

Our Economy: Economy and Innovation

Goal 4: West Tamar grows from its distinctive strengths without weakening them

4.5 Work regionally where it improves outcomes for West Tamar, while keeping West Tamar's own priorities, identity and environmental limits clear.

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

NTDC Funding Agreement 2026-2029

RISK CONSIDERATIONS

Overall risk is considered 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

As a part of Council Officers' review of regional partnerships, the Chief Executive Officer has determined that it is good governance that the NTDC Quarterly Report is formally noted by Council and appears in the public agenda.

RECOMMENDATION

That Council receives and notes the Northern Tasmania Development Corporation Ltd Quarterly Report for the period 1 April 2026 to 30 June 2026.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

NTDC
Northern Tasmania Development Corporation

NORTHERN TASMANIA DEVELOPMENT CORPORATION

Quarterly Report

JULY – SEPTEMBER 2026 / QUARTER ONE



One region. One voice. Shared prosperity.

A new strategy. A shared regional agenda. A clear account of NTDC's projects, milestones and regional progress.

Cover photograph: Cataract Gorge | Jarrad Seng.

Chair's Introduction

The first quarter of the 2026–27 financial year marks an important new chapter for NTDC. Our new 2026–2029 Strategy builds on the success of our previous three years, with a collective ambition of being a connected, confident and thriving Northern Tasmania with one voice and shared prosperity. It sharpens NTDC's focus on the areas where regional collaboration can deliver the greatest value. Thank you to all of our mayors, councillors and general managers who took the time to participate in the creation of the strategy.

An important evolution for us is NTDC's movement from advocacy towards the practical task of identifying the priorities, partnerships and delivery pathways that will benefit the North. To help us achieve this, we are thrilled to welcome Michael Bailey OAM to the role of CEO and Chris de Bono as our Director of Major Projects. The NTDC team is now at full complement and we are seeing some great progress and initiatives being delivered. I would like to acknowledge our team and the way staff have worked together through this period of organisational renewal.

This report continues our transparent approach to sharing our progress. The Annual Work Plan dashboard identifies what we are doing, the main achievements of the quarter and the status of each key project. The accompanying stories provide context for the projects and partnerships that matter to our region.

We also welcomed Hans Van Pelt to the board this quarter. Hans' extensive experience in aviation and logistics has already proven invaluable to our team and members, and we look forward to exploring the benefits this can bring to the region more broadly. We will see more movement on the board in the next quarter as local government elections conclude and a new landscape of leaders emerge across the region. This will conclude Greg Keiser's term on our board and he will be greatly missed. Once the elections are finalized, we will set about filling one or two vacancies on the board to build a comprehensive skill set.

On the elections, we are already mobilised with induction packs and welcome events, as well as taking the time to thank our wonderful outgoing mayors and councillors. We look forward to building the next era of collaboration in partnership with all of our member councils.

On behalf of the Board, thank you to our member councils, government partners, industry and communities for their commitment to working collectively for Northern Tasmania.

Dr Allison Anderson | Chair

Our Strategy on a Page

NTDC Strategy 2026–2029 | Board-endorsed August 2026

Vision

A connected, confident and thriving Northern Tasmania where people, communities, culture, business and industry prosper.

Purpose

NTDC brings the region together to shape and advance shared priorities that strengthen Northern Tasmania's economic, social, community, cultural and environmental development.

Our values

Connected | Clear | Creative | Curious

Our four strategic priorities

STRATEGIC PRIORITY	INTENDED OUTCOME
1 Align and lead the region	A shared regional agenda and an influential, coordinated voice.
2 Build the evidence for better decisions	Trusted regional intelligence for policy, advocacy and investment.
3 Advance priorities into outcomes	A disciplined portfolio securing decisions, partnerships, funding and delivery.
4 Strengthen NTDC's capability and trust	A sustainable, well-governed and high-performing organisation.

Our 2029 ambition

By June 2029, NTDC is the recognised regional leadership body for Northern Tasmania — trusted by members and partners, influential with governments and investors, and demonstrably progressing focused region-shaping priorities.



Northern Tasmania community and heritage | supplied photograph

Annual Work Plan Update

Quarter at a glance | Reporting period ending 30 September 2026

The dashboard distinguishes completed milestones from work that is progressing against the current plan. A status of "On track" does not mean a project is complete. Project narratives explain scope, progress and what comes next.

PROJECT / INITIATIVE	KEY ACTIVITIES THIS QUARTER	STATUS
1 ALIGN AND LEAD THE REGION		
Northern Economic Plan	Regional advocacy and Government Plan release; began working with Council GMs on an operational regional strategy.	ON TRACK
Council/member engagement	Meetings across member councils to clarify local priorities and develop shared regional priorities.	ON TRACK
Regional workforce approach	Initial collaborative framework and scope under development; governance, funding and delivery model still to be settled.	IN DEVELOPMENT
2 BUILD THE EVIDENCE FOR BETTER DECISIONS		
Regional information repository	Website-based repository and improved Economy.id use commenced; indicators and source standards to be defined.	ON TRACK
Bell Bay / regional evidence	Evidence needs identified for industrial advocacy and regional data alignment; publication of analysis not verified.	IN DEVELOPMENT
3 ADVANCE PRIORITIES INTO OUTCOMES		
Northern Regional Land Use Strategy	NTDC's component completed; ongoing Regional Planners Meeting support planned.	MILESTONE MET
TRANSlink	Project/program management and business-case work continued against current delivery requirements.	ON TRACK
Gastronomy Northern Tasmania	Refreshed strategy developed; wider program continuing.	ON TRACK
AMC / Navy proposition	Maritime/defence proposition progressing at Coordinator-General level.	IN DEVELOPMENT
4 STRENGTHEN CAPABILITY AND TRUST		
Strategy and reporting	2026–2029 Strategy endorsed; new work-plan and Board performance reporting embedded.	MILESTONE MET

Financial and office operations	Financial position reported in line with expectations; fit-out completed within approved envelope.	ON TRACK
Cyber, people and communications	IT, records, compliance, workforce capability and communication improvements underway.	ON TRACK

Statuses are based on September Board reporting and require project-owner sign-off. "On track" does not indicate completion.

1 Align and Lead the Region

Northern Economic Plan: from advocacy to coordinated action

NTDC advocated for a dedicated Northern economic strategy and contributed to the Northern Tasmania Economic Summit attended by the Premier and Cabinet. The State Government subsequently released its Northern Economic Plan, identifying NTDC and local government among regional delivery partners.

The quarter's next phase involved working with Council General Managers on an operational regional strategy: priority actions, ownership, sequencing and decision pathways. That implementation framework was still being developed at quarter-end, rather than being a completed or funded delivery program.

Council collaboration

Direct meetings at council chambers helped clarify member priorities, strengthen relationships and connect individual local opportunities with the whole-of-region agenda. NTDC's role is to convene and coordinate where collective action creates value beyond municipal boundaries.

Regional workforce development

A coordinated regional workforce approach was being explored with Council General Managers. Further decisions are needed on the scope, governance, evidence requirements, funding and delivery responsibilities before the proposed work can be described as committed implementation.



Northern Tasmania river landscape | supplied photograph

2 Build the Evidence for Better Decisions

Regional intelligence and information portal

NTDC commenced work to bring regional information together through its website, improve practical access to Economy.id and create an accessible knowledge base for councils, governments, investors and the community. The next milestone is to agree core indicators, sources and standards for the first public-facing outputs.

Economic-impact evidence for Bell Bay and potential state-wide coordination remain relevant opportunities, but the available source material does not verify a completed July–September published report.



Regional agriculture and productive landscapes | supplied photograph

Evidence before advocacy

NTDC's regional information work is at foundation stage. Core measures, data ownership, publication standards and decision-useful outputs are the next steps; no completed quarterly evidence dashboard is claimed here.

3 Advance Priorities into Outcomes

Northern Regional Land Use Strategy

NTDC reported that its own component of the regional land use strategy process was complete during the quarter. Regional coordination and refinement will continue through the Regional Planners Meeting hosted by NTDC. This is not a statement that the entire strategy had been formally declared by government.

TRANSlink intermodal facility

NTDC continued its project and program-management role for this significant freight and infrastructure initiative. The September Board report assessed current delivery requirements as on track. The project brings together complex planning, business-case and stakeholder coordination work. A detailed public timeline and next deliverables should be inserted after project-owner verification.

Gastronomy Northern Tasmania

A refreshed Gastronomy Northern Tasmania strategy was developed during the quarter, providing a clearer foundation for program direction, partnerships and NTDC's delivery role. The wider program was assessed as on track. Gastronomy connects food and agriculture, cultural identity, tourism and the visitor economy.

Australian Maritime College / Navy proposition

NTDC progressed a strategic proposition to strengthen the Australian Maritime College and build connections to maritime, defence, research, innovation and advanced manufacturing opportunities. The proposal was being considered at Coordinator-General level at quarter-end; no approval, funding or final investment decision is claimed.



Northern Tasmanian seafood and regional industry | supplied photograph

4 Strengthen Capability and Trust

Strategic reset and performance reporting

The endorsed Strategy 2026–2029 and Annual Work Plan 2026–27 establish clearer priorities, roles and reporting expectations. The September CEO Board report assessed the work plan overall as on track, with evidence of progress in 13 of 19 workstreams. That is a management snapshot, not 13 completed projects or a full-year success rate.

Financial stewardship and organisational systems

Financial performance was reported as tracking in line with expectations and the office fit-out was completed within the approved budget envelope. Further work on cybersecurity, IT, records, compliance, people, capability and communications continued in accordance with the Annual Work Plan.

Quarter-end management assessment

AREA	QUARTER-END POSITION
Strategy and member relationships	On track; council and government engagement continuing.
Major project delivery	TRANSlink and Gastronomy on track; NTDC land-use milestone met.
Financial performance	In line with expectations in September CEO reporting.
Capability and governance	Improvements underway; maintain focused prioritisation.

What happens next: October–December 2026

- Agree practical Northern Economic Plan actions, owners and pathways with Council GMs.
- Define the region-shaping project portfolio and initial indicators for the knowledge portal.
- Develop the AMC/Navy proposition and confirm the next TRANSlink and Gastronomy milestones.
- Continue improvements to cyber, IT, records, people, communications and Board assurance.

NTDC
Northern Tasmania
Development Corporation

Northern Tasmania: People, Places and Prosperity



Images: Low Head lighthouse (Chris Crerar), regional heritage and agriculture (supplied).

Acknowledgement of Country

Northern Tasmania Development Corporation acknowledges the palawa community of lutruwita/Tasmania, the custodians of Country. We pay our respects to Elders past and present.

Editorial and publication checks

For internal review only: Chair to approve introduction and names/titles; project owners to confirm statuses at 30 September 2026; confirm sensitive proposition wording, photography permissions and credits, public financial metrics, and corporate logo placement before external release.

Sources: NTDC Strategy 2026–2029, September 2026 CEO Board report, prior quarterly publications and supplied draft.

8.5 CEO 5 - 1st Quarter Performance Report - July to September 2026

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 10 November 2026

ATTACHMENTS: 1. [**8.5.1**] Draft 1st Quarter Performance Report July to September 2026

SUMMARY

The purpose of this report is to provide the draft West Tamar Council 1st Quarterly Performance Report for the period 1 July 2026 to 30 September 2026 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 Community Strategic Plan 2026-2036:

Our Heart: Community and Wellbeing

Goal 9: People can reach services, information and civic life more easily across the whole municipality

9.2 Improve how Council communicates decisions, services, activities and opportunities through plain English, local channels and easier to find information.

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 on Wednesday 11 November 2026. 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 2026 is provided for consideration and endorsement.

RECOMMENDATION

That Council:

1. Receives the West Tamar Council 1st Quarter Performance Report 1 July 2026 to 30 September 2026; 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 13
Jul-Sep 2026



DRAFT

West Tamar
COUNCIL



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Message from the CEO



The first quarter of 2026–27 reflects a strong start to the financial year, with West Tamar Council maintaining a strong financial position while progressing an extensive program of capital works and initiatives across the municipality.

At September 30, Council held $38.6 million in cash and term deposits, supported by rates income, Commonwealth grants received in advance and capital project carryovers.

Rates revenue was ahead of expectations, driven by supplementary rating income, while the proportion of rates outstanding reduced to 53.2 per cent, meeting Council's first-quarter target.

Operating expenditure of $8.9 million was below the year-to-date budget of $9.7 million, due to vacancies and timing differences.

Council recorded an underlying surplus of $25.4 million for the quarter, compared with a budgeted $24.4 million.

While this is encouraging, it is important to recognise that first-quarter results are influenced by the timing of annual rates revenue, grants and expenditure.

Our capital program is gathering momentum. At quarter's end, expenditure and commitments represented 17 per cent of the annual budget, with projects moving through design, procurement and delivery.

Significant work included planning for the Legana Recreation Masterplan, procurement for the Exeter playground, road and streetscape improvements, and completion of the Beaconsfield Stormwater Management Plan.

A major focus is the reconstruction of the Loop Road culvert at Gowans Creek.

Following detailed hydrological, engineering and planning work, a contractor has been appointed, with construction expected to commence in November. The replacement has been designed as a safer, more resilient long-term asset.

Alongside this investment, Council continued to deliver services, achieving 96.76 per cent compliance across 433 customer service requests and advancing the actions contained in our Annual Plan.

These results provide a solid foundation for the year ahead, supported by careful financial stewardship, responsible planning and a continued commitment to delivering practical outcomes for our community.

Kristen Desmond
Chief Executive Officer

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CEO Meeting Schedule

Quarter 1, 2026-27 – July to September 2026

JULY	
1	Meeting with Proponent
2	Meeting with Proponent
3	Meeting with Consultant – Technology One
	Working Group Meeting - LG Pro Annual Conference
6	Function - Tasmanian Labor Bass Leaders Lunch
	Rowella Hall Annual General Meeting (AGM)
7	Interim Council Workshop
8	Northern Tasmania Regional Land Use Strategy (NTRLUS) – Working Group Meeting
	Meeting with Proponent
9	Media Interview - VLGA Connect Podcast
	Function - 2026 CareSuper Business Excellence Awards
10	Meeting with Consultant
	Mentoring Session
13	Northern Tourism Operator Forum with Senator the Hon Nita Green, Assistant Minister for Northern Australia, Tourism and Pacific Island Affairs
	Tamar Estuary Management Taskforce (TEMT) Working Group Meeting
15	Premier's Roundtable Event – Northern Tasmania Economic Summit
16	Bell Bay Response Team Meeting
17	Northern Tasmania Regional Land Use Strategy (NTRLUS) – Steering Committee
	Meeting Local Government Professional (LG Pro) Board Meeting
	Northern GM/CEO's Regional Meeting - July Meeting Update
20	Meeting with Proponent
	Meeting with The Honourable Kerry Vincent MLC, Member for Prosser
	Reconvened West Tamar CEO Performance Review Committee
21	Pre-Meeting Council Workshop
	July Council Meeting
22	Northern Tasmania Development Corporation (NTDC) Meeting
	Roadshow - Clarence Point Hall
23	Corporate Refresher Program
	Meeting with Consultant
	Meeting with Ratepayer
	Media Interview - Potential Article – Business Review Magazine
	Tamar Valley Partnership Proposal review
24	Positive Aging Committee (PAC) Meeting
27	Meeting Exeter Carols
	Tasmanian Tourism Conference
28	Function - Tasmanian Tourism Conference
	Tasmanian Tourism Conference
29	Roadshow - Exeter Community Hub
	Meeting with Ratepayer
30	Policy Panel UTAS
	Meeting with Proponent

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31	Meeting with Ratepayer
	Meeting with Proponent
AUGUST	
4	Meeting with Proponent
	Meeting with Proponent
5	Meeting with TasPorts
	Roadshow - Legana Memorial Hall
6	Meeting with Consultant
	BBAMZ General Members Meeting
7	LG Pro Annual Conference Working Group Meeting
	Annual Symposium Discussion - Tasmanian Leaders
	Mentoring Session
	Meeting with Proponent
	Meeting - West Tamar Arts Group
10	Meeting with Examiner
11	Meeting with Proponent
13	Roadshow - Windsor Community Precinct
14	Meeting with Proponent
17	Northern Tasmania Development Corporation (NTDC) Meeting
	2026 Kanamaluka / Tamar Estuary Report Card Launch Meeting
	Meeting - Northern Recreation Trails Steering Committee
18	Pre-Meeting Council Workshop
	August Council Meeting
19	LGAT AGM, General Meeting & Conference
	Bell Bay Response Team Meeting
20	LGAT AGM, General Meeting & Conference
21	LGAT AGM, General Meeting & Conference
24	Positive Aging Committee (PAC) Meeting
	House of Representatives Standing Committee on Regional Development, Infrastructure and Transport Parliament of Australia Inquiry into Local Government Funding
25	Isolated Older Tasmanians Roundtable
	Candidate Information Session
26	Meeting with Proponent
	Steering Group - Growing tourism in the Tamar Valley
	Candidate Information Session
27	Bell Bay Aluminium Consultation session
	Northern Tasmania Development Corporation (NTDC) Meeting
	Northern Region Meeting - Regional Land Use Strategy - The Honourable Kerry Vincent MLC, Member for Prosser
	Function - Champions of Tourism 2026 – Visit Northern Tasmania
28	2026 Tamar Estuary Report Card Launch - Tamar Estuary and Esk Rivers (TEER) Program
	Northern GM/CEO's Regional Meeting
	LG Pro Annual Conference Catch Up
31	Meeting with Ratepayer
SEPTEMBER	
1	Interim Council Workshop
	Tasmanian Leaders Program 2027 Info Sessions
2	LG Innovate National Summit
	Stakeholder Briefing - H5 Bird Flu Update
3	LG Innovate National Summit

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4	LG Pro Annual Conference Working Group Meeting
	Mentoring Session
	The Confluence Trails - Draft Framework Criteria Meeting
	Meeting with Proponent
	Tasmanian Leaders Symposium speaker briefing
7	Briefing- LG Pro Annual Conference
	Meeting with Ferment Tasmania
	Meeting with Proponent
8	Stakeholder Briefing - H5 Bird Flu Update
9	Meeting with Proponent
	Function - AT+M
10	Tasmanian Leaders Symposium
	Function - Tasmanian Leaders Symposium 20-Year Celebration
11	Community Information Session - Frankford Hall
14	Meeting with Premier's Office - Northern Economic Plan
	LG Pro Annual Conference Meeting
15	Pre-Meeting Council Workshop
	September Council Meeting
16	Meeting with Tasmanian Department of Justice – Residential Parks Bill
	Meeting with Proponent
	LG Pro Tasmania Board Meeting
	LG Pro Annual Conference Welcome Event
17	LG Pro Annual Conference
	Function - LG Pro Annual Conference
18	LG Pro Annual Conference
22	West Tamar Council Corporate Refresher Program
	Function – ABC Heywire Red Carpet Premiere
23	Meeting with Proponent
	Meeting with Ratepayer
	Stakeholder Briefing - H5 Bird Flu Update
	Natural Resource Management (NRM) Annual General Meeting (AGM)
	BBAMZ CEO Roundtable
28	Positive Aging Committee (PAC) Meeting
	Tasmanian Labor Business & Community Forum - BBAMZ
	Exeter Carols Meeting
29	Function – Tas ICT/Launceston Chamber of Commerce
30	Northern Tasmania Development Corporation (NTDC) Annual General Meeting (AGM) 2026
	Northern Tasmania Development Corporation (NTDC) Members Representative Group (MRG) Meeting

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Use of the Council Seal

Date Common Seal Affixed	Reference No	Document Under Seal	Applicant/Other Party	Names of Signatories
3/07/2026	CS-241	Request to Amend Sealed Plan SP15688 and SP158531	Ross A Hart Barrister and Solicitor, Ashleigh K Atkinson	CEO Kristen Desmond, Mayor Christina Holmdahl
22/07/2026	CS-242	FY27 Black Spot Funding for Greens Beach Road and Kellys Lookout Road, Beaconsfield	The Crown and West Tamar Council	CEO Kristen Desmond, Mayor Christina Holmdahl
22/07/2026	CS-243	PA2021064 Final Survey Diagram & Schedule of Easements	Vos Construction & Joinery Pty Ltd	CEO Kristen Desmond, Mayor Christina Holmdahl
22/07/2026	CS-244	Final Survey & Diagrams	Mark Shane Purton & Rebecca Joyce Purton	CEO Kristen Desmond, Mayor Christina Holmdahl
22/07/2026	CS-245	PA2023320 Final Survey Diagram & Schedule of Events	Elizabeth Torma	CEO Kristen Desmond, Mayor Christina Holmdahl
24/07/2026	CS-246	Final Survey Diagram & Schedule of Easements	Bass Corporation Pty Ltd	CEO Kristen Desmond, Mayor Christina Holmdahl
27/07/2026	CS-247	PA2026037 Final Survey and Schedule of Easements	Wendy Mitchell	CEO Kristen Desmond, Mayor Christina Holmdahl
21/08/2026	CS-248	Tasmania Parks and Wildlife Service Resale Agent Agreement (kiosk) 1 July 2026 to 30 June 2027 as per s37 National Parks and Reserved Land Regulations 2019 (Tas)	Parks & Wildlife Service	CEO Kristen Desmond, Mayor Christina Holmdahl
14/09/2026	CS-249	PA2024251 - Final Survey Diagram & Schedule of Easements	Timothy & Susan Johnstone - AJ Phillips Surveying	CEO Kristen Desmond, Mayor Christina Holmdahl
22/09/2026	CS-250	PA2025275 - Final Survey Diagram - 76 Reatta Road, Trevallyn	Nicholas Daniel Hubbard & 6TY Degrees	CEO Kristen Desmond, Mayor Christina Holmdahl

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22/09/2026	CS-251	WTC 24/2026 Bridgenorth Road/Long Plains Road Intersection Improvement - Boundary Adjustment	Rae & Partners	CEO Kristen Desmond, Mayor Christina Holmdahl
5/10/2026	CS-252	PA2025227 - 353 Gravelly Beach Road	Ernest Welcome Gatenby & Janice Olive Gatenby	CEO Kristen Desmond, Mayor Christina Holmdahl
5/10/2026	CS-253	PA2026008 - Garry Ronald Hawkeswood	Garry Ronald Hawkeswood	CEO Kristen Desmond, Mayor Christina Holmdahl
12/10/2026	CS-254	PA2025417 - 103 Bridgenorth Road	D J McCulloh & Associates	CEO Kristen Desmond, Mayor Christina Holmdahl
12/10/2026	CS-255	PA2016006 - 11 Allison Avenue	6TY Degrees	CEO Kristen Desmond, Mayor Christina Holmdahl
19/10/2026	CS-256	PA2023306 - Final Survey Documents	Nova Land Consulting	CEO Kristen Desmond, Mayor Christina Holmdahl

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Audit Panel Actions

Ref	Date	Item	Action	Responsible	Comment
2604.01	29/06/26	6.1	Provide further detail on Council's insurance broker's market engagement strategy	Governance Officer	August 2026
2604.02	29/06/26	7.1	Progress Audit Panel Charter review for recommendation to Council at August 2026 meeting	Governance Officer	August 2026
2604.03	29/06/26	7.2	Submit Annual Report of the Audit Panel 2025-26 and Annual Work Plan 2026-27 to Council for information and approval	Chief Executive Officer	July 2026
2604.04	29/06/26	7.3	Submit Audit Panel Performance Self-Assessment to Council for information and approval	Chief Executive Officer	July 2026
2701.01	8/09/26	2.2	Coordinate alignment of review of Asset Management Plan, the Long-Term Strategic Asset Management Plan, and the Asset Management Strategy	Governance Officer	December 2026
2701.02	8/09/26	2.3	Provide additional detail in Policy review reporting	Governance Officer	December 2026
2701.03	8/09/26	4.1	Modify reporting of Corrective Action and Improvements to be outstanding items only	Governance Officer	December 2026

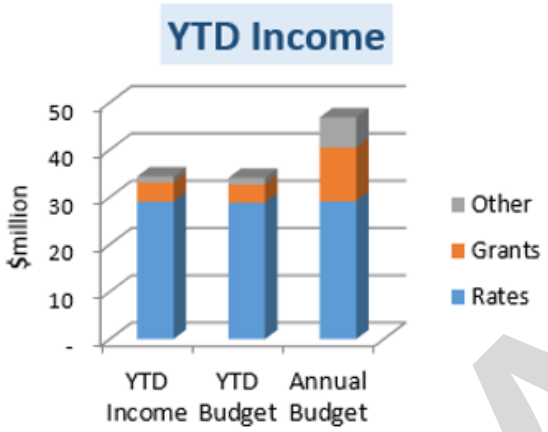
* *Denotes items completed previously and able to be removed*
BOLD *Denotes items completed or included in the current agenda*

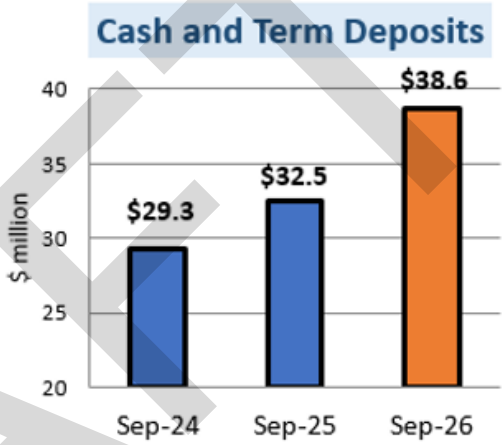
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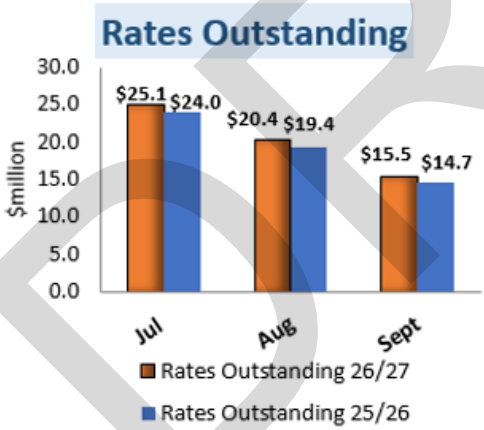
Financial Reports

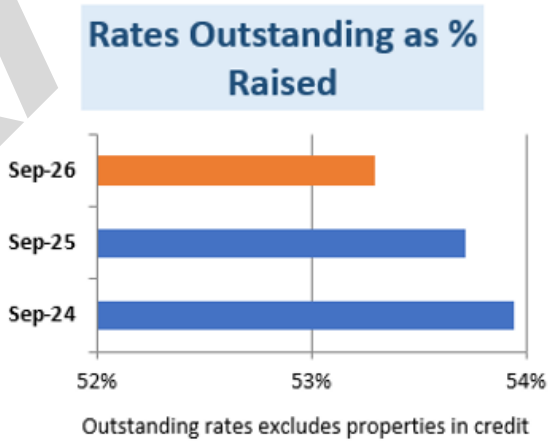
Cash balance remains healthy fuelled by rates income, Commonwealth financial assistance grants in advance and capital project carryovers from 2025-26. A minor timing lag to budget present with TasWater dividends.

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







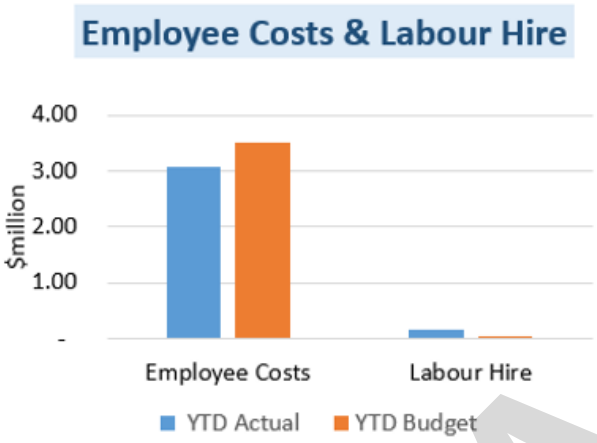


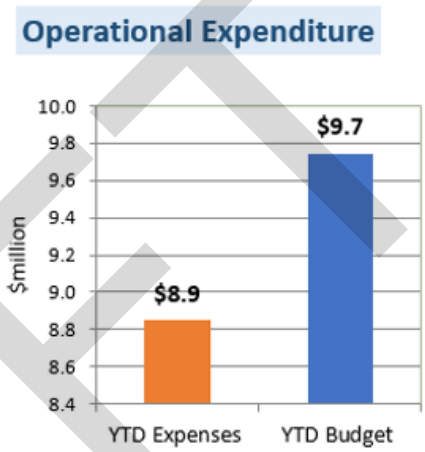
Rates outstanding as a percentage raised has decreased marginally.

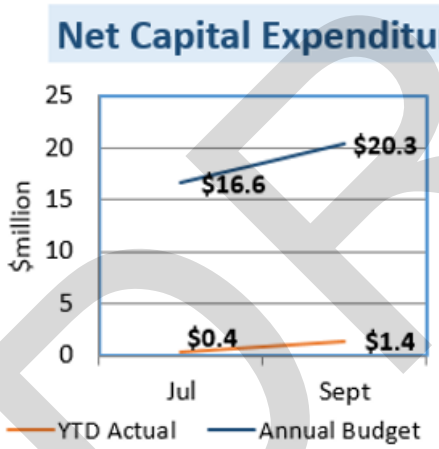
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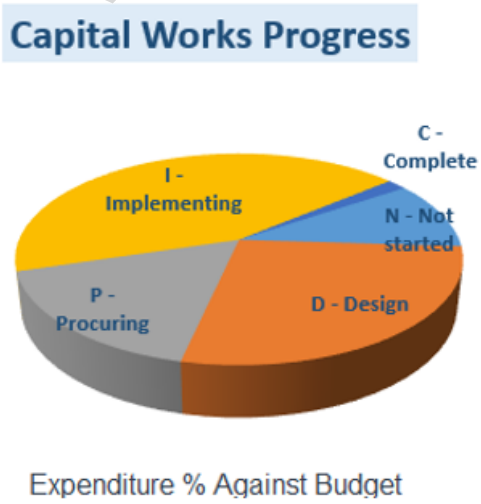
Financial Reports

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









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

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Service Delivery

Customer Service Requests

- 433 total Customer Service Requests
- 419 compliant
- 14 non-compliant
- 96.76 per cent compliant
- Works and Infrastructure responded to 328 customer service requests during the first quarter.

Planning and Development

Description	Previous Year Total	Q4 June 26	Q1 Sep 26	Year to Date
S57 Discretionary	208	42	47	
S57 Discretionary (avg days)		36.73	37.42	
S58 Permitted	62	18	11	
S58 Permitted (avg days)		13.61	16.81	
S56 Amended Permits	18	6	-	
No permit required/exempt	152	28	49	
Planning Appeals	5	1	1	

Building

Description	Previous Year Total	Q4 June 26	Q1 Sep 26	Year to Date
Council issued Certificate of Likely Compliance (COLC)	41	6	11	
Privately surveyed (COLC)	293	84	69	
Council issued Permits	41	13	19	
Privately surveyed Certificates of Substantial Compliance	14	6	9	
Inspections	262	52	64	

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Service Delivery

Plumbing

Description	Previous Year Total	Q4 June 26	Q1 Sep 26	Year to Date
CoLC/Permit:				
West Tamar Council	219	52	57	
Dorset Council	44	12	10	
George Town Council	88	19	23	
Flinders Island Council	13	5	2	
Inspections:				
West Tamar Council	486	120	99	
Dorset Council	36	4	8	
George Town Council	149	29	40	
Flinders Island Council	0	0	6	
Drainage Nuisances:	20	6	5	

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Compliance

Development Compliance

Description	Previous Year Total	Q4 June 26	Q1 Sep 26	Year to Date
Complaints received and investigation initiated	47	0	14	
Building orders issued	43	12	9	
Plumbing orders issued	8	2	1	
Planning notice of intent	1	1	0	
Planning Enforcement notice issued	1	1	1	
Matter resolved - withdrawn	5	0	4	
Matter resolved – satisfied/revoked	45	15	7	

There were 309 ongoing compliance matters during the September Quarter 2026, which includes historic building orders which have not previously been reported on.

Environmental Health

Description	Previous Year Total	Q4 June 26	Q1 Sep 26	Year to Date
New food business applications approved	33	7	5	
Food business inspections - number	141	29	88	
Vaccinations administered – number	409	0	407	
Complaints received and investigations initiated - number	84	20	19	
Complaints resolved - number	74	19	12	
Notifiable disease investigations	10	3	2	
OWMS consent	66	11	23	
OWMS inspections	44	10	7	

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Compliance

Municipal Inspectors

Description	Previous Year Total	Q4 June 26	Q1 Sep 26	Year to Date
Dog registrations - number	3292		3284	
Lifetime Dog Registrations - Total	518	475	517	
Dogs at large detained - number	59	19	17	
Barking dog complaints investigated - number	14	4	3	
Dog attacks investigated – number	25	9	11	
Burials - number	9	2	5	
Internment of ashes - number	7	1	1	
Fire abatement inspections - number	131	0	0	
Fire abatement notices issued - number	93	0	0	

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Community

Event highlights

CITIZENSHIP CEREMONIES

West Tamar Council hosted a citizenship ceremony on Friday, August 28.

Council welcomed 16 new Australian citizens to our beautiful municipality - with conferees from the Germany, Nepal, Ireland, New Zealand, the UK and the Philippines, to name but a few.











Community

Community Facility Bookings

	July	August	September
WINDSOR COMMUNITY PRECINCT			
Windsor Community Hall (Area 1)	11	17	12
Myrtle Room (Area 2)	21	32	27
Huon Room (Area 3)	18	29	18
Windsor Computer Hub	29	22	26
Windsor Chambers	15	16	12
Tamar Function Centre	8	12	9
Tamar Function Centre – Youth	N/A	21	22
Tamar Function Centre – Office	3	6	6

	July	August	September
WCP - RECREATION			
Amphitheatre	0	0	0
Indoor Training Centre	44	56	63
Windsor Oval	48	48	34
Launceston Christian School Oval	41	41	35
Olympic 1	5	7	1
Olympic 2	0	0	0
Cricket 1	0	2	0
Cricket 2	38	32	31
Taster	32	32	31
Junior 1	0	2	0
Orienteering Trails	0	0	0
Cross Country Trails	0	0	0
Legana Precinct Oval	N/A	N/A	N/A

	July	August	September
COMMUNITY HALLS/FUNCTION SPACES			
Legana Hall	46	48	53
Rowella Hall	8	8	6
Frankford Hall	0	2	2
Clarence Point Hall	5	7	7
Exeter Community Hub – Function Room	36	31	31
Exeter Squash Courts	0	1	0
Beaconsfield Community Centre - Gym	28	15	15
Beaconsfield Community Centre – Function Room	9	7	13

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Community

Grants & Funding

JULY

COMMUNITY GRANT APPLICATIONS 2026-27		
Organisation Details	**Amount**	**Status**
None received		

AUGUST

COMMUNITY GRANT APPLICATIONS 2026-27		
Organisation Details	**Amount**	**Status**
Tamar Valley Business Association – Cultural Program	$5000	Awaiting Council decision
Beaconsfield Park Homes Inc – Defibrillators	$4950	To be assessed

SEPTEMBER

COMMUNITY GRANT APPLICATIONS 2026-27		
Organisation Details	**Amount**	**Status**
Beaconsfield Park Homes – Defibrillators	$4450	Awaiting Council decision
Tamar Valley Business Association – Cultural Program	$5000	Rejected by Council
Tamar Canoe Club	$993	Considered ineligible
Young Makers Initiative	$4218	To be brought to Council

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Community

Sponsorship Applications

JULY

ORGANISATION DETAILS	Amount
Exeter Cricket Club	Corporate Sponsorship for season 2026-27 $3000 – Under consideration
Diabetes Australia	Pollie Pedal 2027 $3000-$8000 – Further information requested
Tasmanian Bands League	Tasmanian Band Championships and School Band Festival – TBC. Assessed - with CEO

AUGUST

ORGANISATION DETAILS	Amount
Exeter Cricket Club	Juniors Program $2000 - Assessed
Exeter Cricket Club	Over 50s uniform $1000 - Assessed
World Street Eats – Beaconsfield	$5000 – Awaiting Council Decision

SEPTEMBER

ORGANISATION DETAILS	Amount
Exeter Cricket Club	Juniors Program $2000 – Approved by CEO
Exeter Cricket Club	Over 50s uniform $1000 – Awaiting Council decision
World Street Eats – Beaconsfield	$5000 – Rejected by Council
Foreshore Art Prize	Arts competition at Beauty Point $1000 – Assessed by officers

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Community

Beaconsfield Mine and Heritage Centre

1. GROUPS

Date	Number of entries	Number of Groups
July	1820	6 groups
August	1266	2 groups
September	2237	12 groups

2. SOCIAL MEDIA INSIGHTS BMHC

Facebook	Followers	Post Views	Post Engagement
July	3389 total followers	Post views 78.7k	Post engagement 1.3k
August	3560 total followers	Post views 17.3k	Post engagement 885
September	3400 total followers	Post views 26k	Post engagement 3.3k

3. VISITOR FIGURES

Year	2022-22	2023-24 YTD	2024-25 YTD	2025-26 YTD	2026-27 YTD
Visitor Numbers YTD		30,542	34,291	33,220	5323

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Project Updates

LOOP ROAD CULVERT RESTORATION



Council has appointed a contractor to reconstruct the culvert and road at the Gowans Creek crossing on Loop Road.

Civil works are set to commence in mid-November and are expected to be completed by the end of April 2027, subject to weather and site conditions.

The culvert beneath Loop Road failed on October 1 last year. The existing structure comprised a small concrete section topped by an arched corrugated iron section.

Its failure caused substantial erosion and undermining of the road and adjoining embankment, requiring Council to close the road to protect public safety. Since the closure, Council has undertaken extensive investigation, assessment and design work to identify a safe, durable and resilient replacement.

A hydrological assessment of the Gowans Creek catchment was completed to determine anticipated creek flows during different storm events and inform the appropriate capacity of the new structure.

Council also engaged a consulting engineer to provide initial advice and cost estimates for several reconstruction options, including a replacement culvert and a concrete bridge.

Following a detailed site survey, engineering designs were prepared for a large reinforced concrete box culvert, together with the associated embankment reconstruction, erosion protection and new roadworks.

The project also includes replacing the existing small-diameter water supply main beneath the road with a larger pipeline, with design input provided by TasWater.

The replacement culvert will be slightly longer than the former structure and realigned at its upstream end to improve hydraulic performance. It has been designed to accommodate flows associated with a one per cent Annual Exceedance Probability flood event, incorporating allowances for climate change. This will provide a long-term asset with greater resilience to significant flood events.

Due to the site's location and conditions, Council was also required to lodge a planning application for the project, supported by a landslide hazard report.

For safety reasons, Loop Road will remain closed to vehicles and pedestrians at the work site for the duration of construction.

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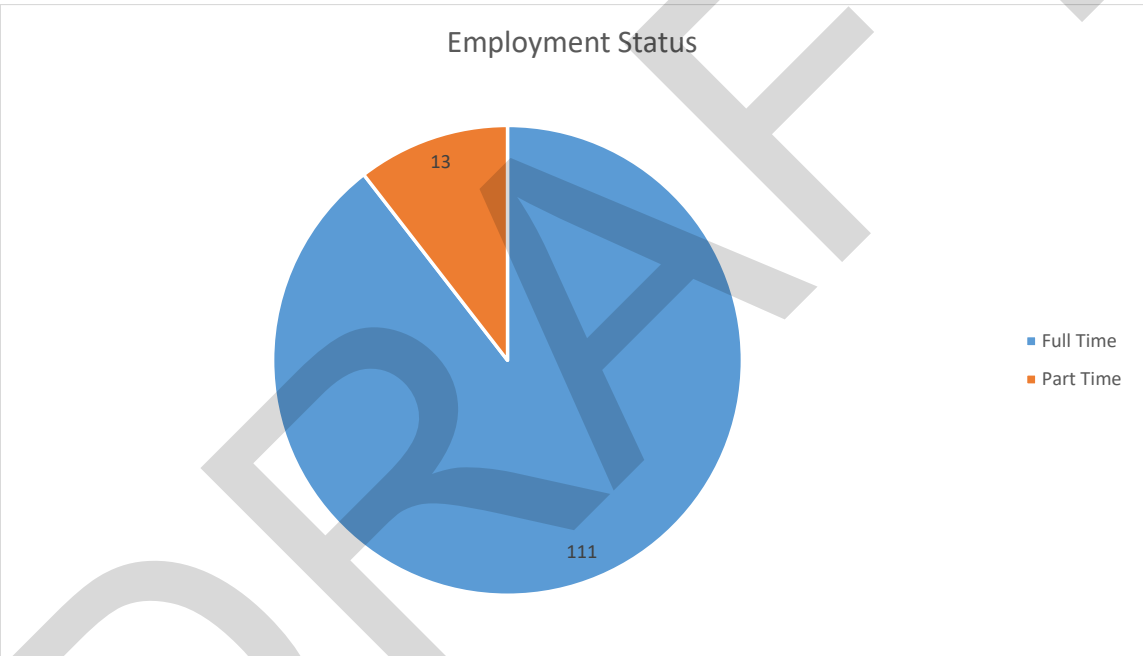
Workforce

At the end of the reporting period Council had a headcount of 124 employees. This equated to an establishment of 109.65 FTE.

Council has budgeted 118 FTE establishment for the 2026/27 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 3.35 per cent.

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Incident Reporting

The chart below sets out the July to September 2026 incidents reported along with the total numbers of hazards reported through Council's Take 5 process.

Description	July	August	September	Total Incidents
Near miss	3	2	1	6
Minor first-aid injury	1	3	2	6
Serious injury	0	0	0	0
Equipment/property/vehicle damage	7	6	4	17
Psychosocial hazards	2	4	5	11
Serious or Notifiable incidents	0	0	1	1
Minor incident (other)	3	8	10	21
Total incidents	**16**	**23**	**23**	**62**

Incident severity	Low	Medium	High	Critical
	42	17	3	0

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Appendix 1 – Operational Summary

Operational Summary Report
September Quarter 2026

	YTD $'(000)	YTD Budget $'(000)	Variance $'(000)	Annual Budget $'(000)
Recurrent Income				
Fees & Charges	(1,105)	(984)	(121)	(3,727)
Grants Current	(3,999)	(3,887)	(111)	(4,999)
Interest	(37)	(60)	24	(1,233)
Investment Water Corporation	0	(246)	246	(984)
Other Income	(90)	(103)	13	(410)
Rates	(29,085)	(28,812)	(274)	(29,144)
Total Recurrent Income	(34,316)	(34,092)	(224)	(40,497)
Expenditure				
Depreciation	1,981	2,042	(61)	8,168
Employee Costs	3,080	3,513	(433)	14,597
Materials & Services	2,759	3,116	(357)	13,655
Other Operating Expenses	604	621	(17)	1,605
Statutory Contributions	451	451	(0)	1,804
Total Underlying Expenditure	8,875	9,744	(869)	39,828
Net loss (profit) on disposal	16	(7)	23	470
Underlying (Surplus)/Deficit	(25,425)	(24,356)	(1,069)	(199)
Profit on disposal assets				(600)
Timing Cwlth Assistance Grants	3,608	3,500	108	3,500
Capital Grants	(46)	0	(46)	(6,350)
Net (Surplus)/Deficit	(21,863)	(20,856)	(1,007)	(3,648)

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Appendix 2 – Capital Works Program

Capital Report Sept Quarter 2026-27	Work No	26-27 YTD Actual $'(000)	On Order $'(000)	Budget 26/27 $'(000)	Code
Transport Capital					
Bridges					
1 Guard Rail upgrades to bring steel rails to current standards	60002	1	0	90	P
3 Gravelly Beach, Stony Brook footbridge	60027	2	34	1,000	P
Bridges Total		**3**	**34**	**1,090**	
Footpaths					
4 Beaconsfield - New Footpaths Program - Archer Street	60241	0	0	110	P
5 Beaconsfield - New Footpaths Program - Crowther Street	60240	0	0	90	N
6 Beaconsfield - New Footpaths Program - Fysh Street	60242	0	0	60	N
8 Beaconsfield, Archer St, Grubb St to Shaw St	60236	1	0	190	P
13 Beaconsfield, Grubb Street - new pedestrian crossings	60247	0	0	20	N
14 Beaconsfield, Shaw Street, Cornwall to Fysh St	60235	10	0	16	C
15 Beauty Point, Charles St, access ramp improvements including Beatty St	60243	0	0	10	N
18 Beauty Point, Kitchener Av, Flinders St to Esplanade	60237	3	0	2	P
19 Gravelly Beach, river edge retaining wall and footpath near boat ramp	60238	0	0	150	P
21 Legana, Partridge Dr, Quail St to end, reconstruct	60246	0	0	65	N
22 Riverside, Riverside Dr, Rannoch Ave to Pitten Crief	60248	0	0	25	N
27 Riverside, West Tamar Highway parking lanes, #460 WTH, footpath reconstruction	60245	0	0	20	P
Footpaths Total		**14**	**0**	**758**	**0**
Gravel Resheeting					
30 Gravel Resheet Program	64013	76	0	400	I
Gravel Resheeting Total		**76**	**0**	**400**	
Road Reseals					
31 Reseal Program Annual Allocation	61000	9	0	800	P
Road Reseals Total		**9**	**0**	**800**	**0**
Urban Streets					
32 Beaconsfield streetscape improvement plan	63116	0	0	40	P

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Appendix 2 – Capital Works Program

	Capital Report Sept Quarter 2026-27	Work No	26-27 YTD Actual $'(000)	On Order $'(000)	Budget 26/27 $'(000)	Code
33	Beaconsfield, Grubb St, disability parking outside of Beaconsfield House	63151	0	0	25	N
34	Beaconsfield, Julian St, upgrade Weld St to Bell St	63140	46	0	50	C
35	Beauty Point, Charles St, bus shelter cover	63152	3	0	15	I
33	Beauty Point, West Arm Rd, Kitchener Ave to Mainwaring Street, kerb and channel - design 25/26	63139	6	0	4	C
35	Design works - various infrastructure projects	69061	4	0	50	N
37	Gravelly Beach Rd, Rose Bay corner, kerb and channel northern side	63153	0	0	65	P
38	Legana, Bindaree Rd, reconstruct the intersections at Bindaree and Ridge Rd	63103	3	0	300	P
40	Legana, Tatana Way, extension to Fulton St stage 3	63143	1	0	47	P
42	Riverside, Cooper Cr, rebuild failing pavement	63149	0	0	150	N
44	Riverside, Ecclestone Rd, Allison A to Stephensdale Dr, replace failed pavement	63154	0	0	300	N
45	Riverside, Ecclestone Rd, New Ecclestone Rd to Allison Ave, design new retaining wall	63146	0	0	14	P
47	Riverside, New Ecclestone Rd, property access road reconstruct at No 45	63144	2	0	100	P
48	Riverside, Pitt Av, k&c and footpath from Cherry Ave to Anthony St	63137	5	0	750	P
51	Riverside, Riverside Drive, No 31 to No 71, retaining wall construction and pavement repairs	63145	15	27	500	P
53	Riverside, Rowsphorn Rd, pavement reconstruction	63150	3	0	300	P
	Urban Streets Total		**88**	**27**	**2,710**	
Rural Roads						
54	Beaconsfield, Greens Beach Road - Pavement reconstruction	64100	23	0	450	P
55	Bridgenorth Rd, Long Plains road =100m to +600m, reconstruct	64094	8	0	615	P
56	Deviot Rd retaining wall, reconstruct	64062	3	9	2,010	P
56	Glengarry, Loop Road - Culvert, embankment and pavement reconstruction	64097	10	0	755	P
57	Intersection Safety Improvement - Greens Beach Road and Kellys Lookout Road	64095	5	0	50	P
57	Bridgenorth Rd/Long Plains Rd, intersection improvement. grant funded $365,000	64058	2	0	0	

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Appendix 2 – Capital Works Program

	Capital Report Sept Quarter 2026-27	Work No	26-27 YTD Actual $'(000)	On Order $'(000)	Budget 26/27 $'(000)	Code
60	Kelso Foreshore Retaining Wall	64096	0	0	30	P
61	Notley Hills Road - Reconstruction Stage 4	64098	2	0	400	P
61	Road guardrail upgrades	64093	2	0	71	P
62	Road intersection sealing projects	64099	0	0	100	N
63	Rosevears Drive, from Brady's Lookout Rd south 300m	64088	98	0	290	I
64	Rosevears, Brady's Lookout Rd, + 175m reconstruct	64087	80	95	625	I
65	Sidmouth, Valley Rd, upgrade pavement and seal, stage 1	64089	2	25	410	P
	Rural Roads Total		235	128	5,806	0
Total Transport			425	190	11,564	
Stormwater						
66	Beauty Point, Eton street, SW	65134	2	88	115	P
68	Beauty Point, Flinders St, stormwater upgrade exisiting culvert to open drain at No 32 Flinders St - Design	65132	0	0	50	N
69	Emergency infrastructure works and unplanned infrastructure contributions, budget allocation	69056	8	41	75	N
70	Gravelly Beach Rd, drainage No #395-397 to improve access	65139	0	0	5	N
71	Gravelly Beach, Little Swan Point, Teggs Rd +50m, pipe open drain	65140	0	0	60	N
72	Riverside, New Ecclestone Rd, pipe open drain	65136	2	0	0	
73	Green Beach, 49 Gardners Rd, upgrade	65138	0	0	20	N
74	Legana, Jetty Rd, drainage works to mitigate flooding Beach Rd, investigate and design	65133	0	0	10	N
75	Riverside, Pomona Rd, Tamar Rise to Riverside Dr. New stormwater pipeline design.	65137	0	0	40	N
	Stormwater Capital Total		12	129	375	0
Waste Management						
76	Beaconsfield, Waste Transfer Station barrier	65910	3	0	12	C
77	Exeter Waste Transfer Station - Shipping Container	65912			12	P
	Waste Management Capital Total		3	0	24	

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Appendix 2 – Capital Works Program

Capital Report Sept Quarter 2026-27	Work No	26-27 YTD Actual $'(000)	On Order $'(000)	Budget 26/27 $'(000)	Code
Community, Recreation, Parks & Reserves Capital					
78 Barbeque and shelter replacement program ongoing	67269	23	13	35	I
80 Beaconsfield Cemetery, expand capacity and improvements	67240	6	6	93	P
81 Beaconsfield Community Centre – AV Equipment public area	67333	0	8	10	P
82 Beaconsfield Community Centre, internal improvements	67287	0	0	11	P
90 Beaconsfield Grubb Recreation St public toilet renewal, design 24-25	67290	5	63	130	I
91 Beaconsfield Mens Shed - Initial scoping and planning towards a purpose built shed	67323	0	0	20	P
92 Beaconsfield RSL Park, renew Howitzer display area	67337	14	0	15	I
93 Beaconsfield Tennis Club Court 3 Surface and Fence (Council contribution 20%)	67334	0	0	55	R
95 Beaconsfield, Grubb St, seal parking area RV rest area	67335	0	0	36	N
97 Beaconsfield, RSL Park, public toilet and drinking fountain	67336	7	0	210	P
98 Brady's Lookout platform, renewal. Stage 1 design.	67324	0	0	60	P
100 Bridgenorth Football Club - Netting behind goals at Bridgenorth Ground	67338	0	0	17	P
101 Dog parks, amenities improvement program	67301	13	0	8	C
102 Exeter Bowls and Community Club Inc - Upgrade shade facilities - subject to $59k grant and $15k cash from EBC	67339	0	0	74	N
103 Exeter Community Hub - Private Space	67340	0	9	20	P
104 Exeter Community Hub - Tamar Valley Film Society, UVA - new chairs	67341	15	0	15	I
105 Exeter Community Hub, contribution to light towers, $55k State Grant to Club. $69k Project	67326	37	31	13	I
106 Exeter Community Hub, kitchen upgrade, cabinetry, oven & deepfryer	67214	0	0	14	N
111 Exeter Community Park, Exeter Arts facility - investigate / design 25/26	67179	0	0	18	P
112 Exeter RV parking & dump point	67321	28	0	25	C
115 Exeter, playground for children	67342	1	0	50	P
119 Flag poles and lighting at Council Parks	67349	0	16	30	P
121 Frankford Cemetery plinths	67319	2	0	5	I

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Appendix 2 – Capital Works Program

	Capital Report Sept Quarter 2026-27	Work No	26-27 YTD Actual $'(000)	On Order $'(000)	Budget 26/27 $'(000)	Code
122	Frankford Hall - air conditioning	67327	0	0	15	P
123	Gravelly Beach, Anzac Park, BBQ, picnic table and shelter	67344	13	12	25	I
129	Gravelly Beach, Rose Bay Park, pump track	67343	0	0	165	N
130	Greens Beach Caravan Park, sewerage upgrade	67286	46	0	235	p
131	Greens Beach Masterplan implementation stage 1 - State grant	67292	(11)	28	140	p
133	Kayena, Bonnie Beach, retaining structure and toilet ramp	67275	1	0	55	p
134	Legana Basketball and Community Centre - Cmwlth funded	67320	3	1,057	3,250	I
138	Kelso toilet & carpark, $150k grant component	67254	7	0	0	
139	Legana Cricket multi purpose clubrooms and nets	67350	1	0	2,000	I
141	Legana Hall, upgrade design	67304	0	0	25	P
142	Municipal Entrance x3 & Tourism signage	67298	2	6	65	P
143	Legana Indoor Basketball Facility beginning works - grant dependant	67251	3	0	0	
146	Pontoon capital maintenance, $276k grant dependent	67307	113	0	125	C
149	Power point installlation at food van sites	67332		0	20	P
150	Riverside Cricket Club - Floodlights - outside nets/pole safety padding - further $ grant dependant	67328	0	0	35	N
151	Riverside Office, dog cage enclosure 2 bay	67265	0	0	7	N
152	Riverside Swimming Centre, capital maintenance	67225	24	123	925	P
154	Riverside Windsor Park, resurface for Olympic 2 ground	67309	135	14	150	I
155	Riverside, Eden St Playground, provision of shade structure over part of seating/play area	67347	1	0	50	P
157	Riverside, Eden St, dog park in greenspace opposite Council offices	67348	0	0	25	P
161	Riverside, Eden St, fence around play ground	67345	9	7	16	P
162	Riverside, Tailrace Park, Scout Hall improvements	67346	22	22	45	P
171	Rosevears Pontoon - Renewal - $250k potential grant	67329	0	20	61	P
173	Rowella Hall, improvements / development masterplan	67310	1	0	10	P
178	Windsor Community Precinct - Loading Bay Design	67330	2	0	3	C
179	Winkleigh Hall - upgrading rest rooms	67331	0	0	35	P

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Appendix 2 – Capital Works Program

Capital Report Sept Quarter 2026-27	Work No	26-27 YTD Actual $'(000)	On Order $'(000)	Budget 26/27 $'(000)	Code
Community, Recreation, Parks and Reserves Capital Total		**524**	**1,435**	**8,446**	**0**
Information Technology					
180 Hardware / User Devices	68536	0	2	70	N
181 Software, expense management system	68543	0	0	12	P
182 Software, WTC Software suite enhancement	68504	31	26	220	P
184 Ethernet wiring upgrade, Riverside	68540	0	0	10	N
Information Services Capital Total		**32**	**28**	**312**	
Purchase of Individual & Corporate Assets					
185 Beaconsfield Community Centre AV equipment - Youth Trust funded	69101	0	0	15	P
186 Beaconsfield Depot facility improvements	69071	0	0	40	N
187 Beaconsfield Youth Centre storage	69102	4	0	10	P
188 Exeter - Tamar Visitor Centre - refurbishment	69084	1	0	13	C
189 Exeter Depot, back-up generator and wiring	69085	0	0	30	P
190 Exeter Depot, design Property Services shed	69067	0	0	20	N
191 Exeter Depot, security improvements	69068	0	43	46	P
196 Legana, Industrial Estate extension	69064	2	0	100	P
197 Organisation unified alarm system & surveillance- in stages	69053	0	0	60	I
198 Riverside Office, accessibility access - design	69091	0	0	20	P
202 Tamar Function Centre - Safety Rail – downstairs Space	69095	0	0	20	P
204 Tamar Function Centre – Tables replacement	69096	0	0	5	P
205 Tamar Function Centre, AV System – Youth Space and TFC Downstairs Space (12)	69103	0	0	5	P
210 Tamar Visitor Centre – CCTV	69097	0	0	15	N
211 Windsor Community Precinct Audio Visuals	69098	0	0	15	P
214 Windsor Community Precinct, Council Chambers establishment	69081	0	0	7	C
215 Windsor Community Precinct, directional signage program	69078	1	0	16	P
218 Windsor Community Precinct, Outside seating and shading (café)	69099	14	0	10	I

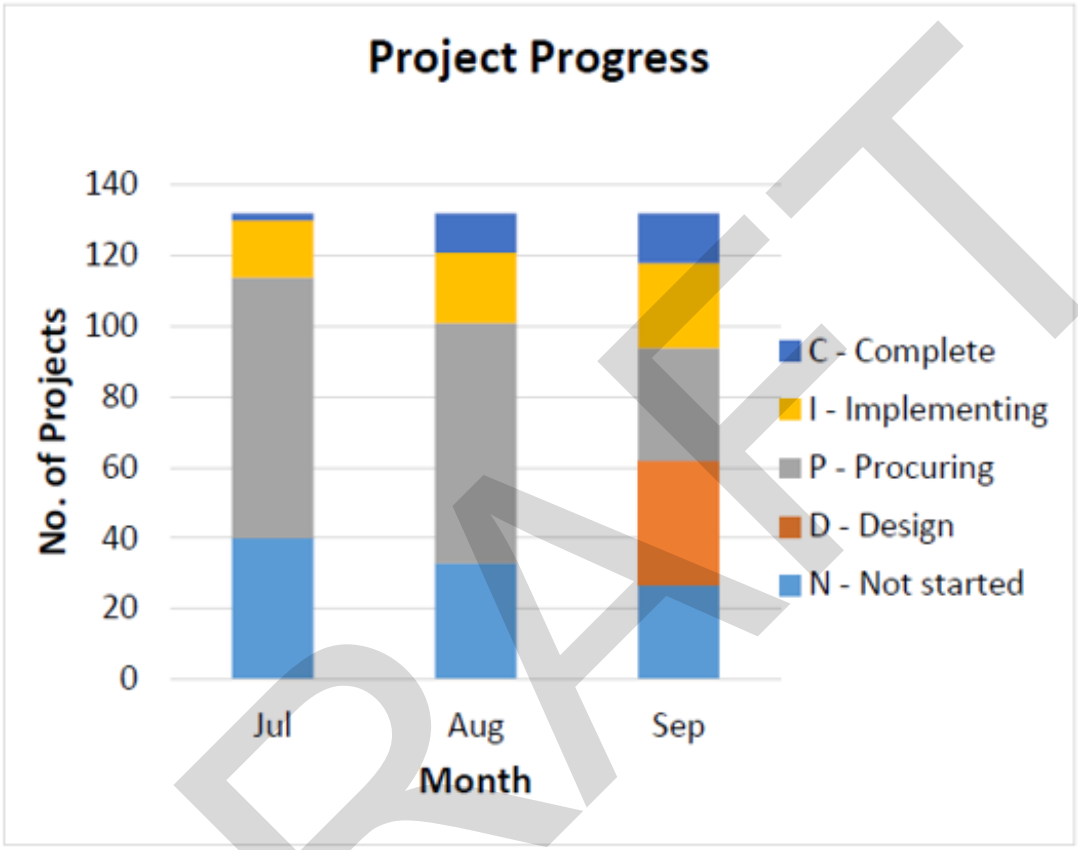
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Appendix 2 – Capital Works Program

	Capital Report Sept Quarter 2026-27	Work No	26-27 YTD Actual $'(000)	On Order $'(000)	Budget 26/27 $'(000)	Code
221	Windsor Community Precinct, undercover seating outside pharmacy	69088	10	18	15	I
224	Windsor Precinct - Council Chambers - Acoustic improvement	69100	0	0	8	C
226	Xmas decorations and flagtrax	69033	1	9	56	I
	Purchase of Individual Assets Total		32	71	526	0
Purchase of Grouped Assets						
227	Furniture, fittings and equipment	69500	4	0	77	I
229	Land and buildings	69510	286	0	315	I
228	Plant & Equipment(Tractors, Excavators, mowers, attachments etc)	69502	49	110	548	P
229	Trucks	69530	0	0	435	N
230	Light fleet (utes, sedans, wagons, vans)	69570	0	0	596	N
	Purchase of Grouped Assets Total		339	110	1,971	
Sale/Disposal of Assets						
232	Disposal of land and buildings	69800	0	0	(2,500)	N
233	Disposal of plant (trade and tender)	69810	(11)	(9)	(394)	N
	Sale of Assets Total		(11)	(9)	(2,894)	
	Total Capital Purchases		1,368	1,962	23,218	
	Total Capital Sales		(11)	(9)	(2,894)	
	Total Net Capital Works		1,357	1,954	20,324	

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Appendix 2 – Capital Works Program



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Appendix 3 – Annual Plan Report

No.	Directorate	Annual Plan Action	On Track?	Target Status Q1 July-September	Q1 Status Update/Notes	On Track?	Target Status Q2 October - December	Q2 Status Update/Notes	On Track?	Target Status Q3 January – March	Q3 Status Update/Notes	On Track?	Target Status Q4 April – June	Q4 Status Update/Notes
1	Office of the CEO	Commence reviewing requirements for Doc Assembler to process s337 Certificates	Progressing as expected	Not yet started	Review not yet scheduled to commence.									
2	Office of the CEO	Commence and progress review of delegations to CEO reviewed through Delegations Review Committee (50% by parent legislation) of delegations to CEO to be reviewed.	Progressing as expected	Not yet started	Anticipated to commence in new term of Council ~Dec 2026.									
3	Office of the CEO	Deliver induction program to new Council	Progressing as expected	50%	Planning and Scheduling progressing as expected for Q1.									
4	Office of the CEO	Consideration of consolidation of Council administrative buildings and staff	Progressing as expected	Not yet started	Not expected to commence until Q3 FY27.									
5	Office of the CEO	Continued Land Sales at Innova Business Park	Progressing as expected	25%	Ongoing									
6	Office of the CEO	Commencement of an Exeter Hub Stage 2 Masterplan	Progressing as expected	Not yet started	Not expected to commence until Q3 FY27.									
7	Corporate & Community	Prepare annual financial statements that are technically accurate, compliant, and supported by appropriate working papers	Progressing as expected	100%	Completed. Statements provided to Auditor General prior to 15 August requirement.									
8	Corporate & Community	Review and update the rolling Financial Management Strategy & Long Term Financial Plan	Progressing as expected	70%	Initial work already commenced and expecting first draft to be presented to Audit Panel in December.									
9	Corporate & Community	In collaboration with Technology Services project manage the transition to new payroll system, including implementation and training	Progressing slower than expected	25%	Project team has met and developing implementation plan – some delays due to staff turnover and awaiting progress of EA.									
10	Corporate & Community	The level of gross rates outstanding end of each quarter to be: - 30 September – <=55% - 31 December – <=35% - 31 March – <=19% - 30 June – <=5%	Target Met	100%	Monthly Percentages are: July 86.7% Aug 70% Sept 53.2%									
11	Corporate & Community	Completion of IT Disaster Recovery Plan	Progressing as expected	50%	Draft document prepared and with IT for									

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No.	Directorate	Annual Plan Action	On Track?	Target Status Q1 July-September	Q1 Status Update/Notes	On Track?	Target Status Q2 October - December	Q2 Status Update/Notes	On Track?	Target Status Q3 January – March	Q3 Status Update/Notes	On Track?	Target Status Q4 April – June	Q4 Status Update/Notes
					addition of technical detail.									
12	Corporate & Community	Ongoing development of digital transformation strategy	Progressing as expected	25%	Gathering of information including a review of vendor offerings has commenced.									
13	Corporate & Community	Finalise review of WTC Social Recovery Plan and recommend any changes to the WTMEMC	Progressing as expected	65%	Draft of new document utilising new template has commenced.									
14	Corporate & Community	Review of Positive Ageing Committee strategy and program and recommend any changes to Council	Progressing slower than expected	75%	A high-level project plan has been developed to undertake this work to coincide with the Youth Strategy. Feedback received from Committee on strategy.									
15	Corporate & Community	Completion of the Beaconsfield/Beauty Point Recreation Plan for adoption by Council.	Progressing slower than expected	50%	Work to be undertaken									
16	Corporate & Community	Commencement development of 2027-2030 Youth Strategy in preparation for launch by June 2027	Progressing slower than expected	75%	A high-level project plan has been developed to undertake this work to coincide with the Youth Strategy. Feedback received from Committee on strategy.									
17	Corporate & Community	Implement a Pathways to Employment Program as part of Council's youth program	Progressing as expected	100%	Initial pilot program has been delivered and outcomes being reviewed.									
18	Planning & Development	Prepare a West Tamar Housing Plan	Progressing as expected	25%										
19	Planning & Development	Progress review of the SAP in the Riverside area and prepare an LPS amendment if removal/amendment is supported	Progressing as expected	50%										
20	Planning & Development	Prepare and progress an LPS amendment for Legana Town Centre to align with the Structure Plan	Progressing as expected	Not yet started										
21	Planning & Development	Prepare and progress an LPS amendment between Exeter and Blackwall to align with the Exeter and District Structure Plan (if adopted)	Progressing as expected	Not yet started										
22	Planning & Development	Commence Review of the West Tamar LPS	Progressing as expected	Not yet started										
23	Planning & Development	Provide leadership and contribute to the development of a new Northern Tasmania Regional Land Use Strategy	Target Met	100%										

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No.	Directorate	Annual Plan Action	On Track?	Target Status Q1 July-September	Q1 Status Update/Notes	On Track?	Target Status Q2 October - December	Q2 Status Update/Notes	On Track?	Target Status Q3 January – March	Q3 Status Update/Notes	On Track?	Target Status Q4 April – June	Q4 Status Update/Notes
24	People, Culture & Safety	Commence Implementation of the Work Health Safety aspects of the West Tamar Mental Health Strategy once approved by the Chief Executive Officer	Progressing as expected	Not yet started	Yet to see the strategy from PC&S Director									
25	People, Culture & Safety	Finalise implementation of Council's new recruitment software	Target Met	100%										
26	Community Assets	Completion of storm water management plan for Beaconsfield	Target Met	100%	Final Beaconsfield Stormwater Management Plan received 25/09/2026 inc. model.									
27	Community Assets	Complete Exeter playground	Progressing as expected	40%	Procurement complete, contractor awarded.									
28	Community Assets	Progress approval process and construction for Stage 1 works for the Greens Beach Masterplan	Progressing slower than expected	20%	Consultant progressing Parks approval documentation.									
29	Community Assets	Complete design and construction of scheduled footpath work in Beaconsfield	Progressing as Expected	25%	Archer Street commencing Q2.									
30	Community Assets	Complete design for extension of Tatana Way through to Fulton Street	Progressing as expected	15%	Concept design accepted at Council workshop									
31	Community Assets	Progress detailed design of the Legana Recreational Masterplan Stage 1	Progressing as expected	25%	Concept design accepted at Council Workshop									
32	Community Assets	Complete construction for the Loop Road culvert replacement	Progressing as expected	0%	Proceeding to contractor decision at October meeting.									
33	Community Assets	Tender for the design and construction of a new pedestrian access bridge over Stony Brook at Gravelly Beach	Progressing as expected	5%	Engaging consultant to PM and assist with RFQ preparation									
34	Community Assets	Complete design and pavement reconstruction for Bridgenorth Road and Greens Beach Road	Progressing as expected	10%	Design for Greens Beach Road complete and under review, Bridgenorth Road to follow.									
35	Community Assets	Construction of pump track at Rose Bay, Gravelly Beach	Progressing as expected	0%	Detailed feasibility shows current funding is insufficient for desired facility – going to workshop in November.									
36	Community Assets	Completion of feasibility study of the West Tamar Trails Strategy	Progressing as expected	15%										
37	Community Assets	Continued capital maintenance of Riverside Pool	Progressing as expected	10%	Condition assessment scheduled at end of current pool season. Install of marshalling shelter now.									

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

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- Green for “Progressing as Expected”
- Amber for “Progressing Slower than Expected”
- Red for “Not Progressing”

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Appendix 4

Outstanding Motions

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

Resolution No.	Date	Report	Resolution	Action
153/23	19 December 2023	**Infra 1 – Speed Limit Review Overview**	That Council: 1. Endorses the priority list of works as set out above; and 2. Authorises the Chief Executive Officer to prepare all necessary documents for submission to the Department of State Growth for consideration.	In Progress
24/131	15 October 2024	**Cr Manticas – Motion on adopting State Stormwater Policy**	That Council prepares a policy addressing stormwater quality management for new developments that is informed by the *State Stormwater Strategy 2010* and the *Local Government Association of Tasmania Stormwater Policy Guidance and Standards for Development 2021*, and Officers present a draft outline of the new policy at an upcoming Council workshop for further discussion.	In Progress
24/140	19 November 2024	**Cr Sladden - Motion on Public Advocacy on Reported DNA Contamination in COVID-19 Vaccines**	As per resolution	Completed - Ongoing
24/170		**Dev 4 – Consideration of AGM Motion – Stormwater at Upper McEwans Road**	That Council: 1. rejects the motion as presented to the Annual General Meeting; 2. authorises the Chief Executive Officer to continue investigations into the stormwater catchment for Upper McEwans Road and report back to the first available Council meeting when the investigation and	In Progress

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Resolution No.	Date	Report	Resolution	Action
			any appropriate recommendations regarding this issue have been made; and 3. that the Chief Executive Officer notify the mover of that motion of the outcome of this decision made today.	
26/16	20 January 2026	**PET 2 - Petition for recognition of Windsor Park Gardens as an Official Botanical Garden**	As per resolution	Completed
26/91	19 May 2026	**Cr Lyons – Motion on Notice regarding rezoning along Acropolis Drive**	That the West Tamar Council review the Legana Town Centre Structure Plan to investigate the possibility of having an Urban Mixed Use zoning of the Southern area extending North of Acropolis Drive on the West side of the West Tamar Highway, to an area adjacent to the light industrial zone on the Eastern side of the West Tamar Highway or extending further North to Bridgenorth Road.	In Progress
26/108	16 June 2026	**Cr Larner – Motion to release Survey Results**.	That Council release the 2026 Ratepayers Opinion Survey Results Summary, including the Competence scores, on Council's website, as part of Council's upcoming 4th Quarterly Report.	Completed
26/112	21 July 2026	**Confirmation of Minutes of Meeting held 16 June 2026**	That the Minutes of Council's Ordinary Meeting held on 16 June 2026 numbered 26/95 to 26/111 as provided to Councillors be received and confirmed as a true record of proceedings.	Completed
26/113	21 July 2026	**Plan 1 - PA2026070 - Residential: Outbuilding at 35a Ecclestone Road, Riverside**	As per resolution	Completed
26/114	21 July 2026	**CEO 1 - Council Workshops held in June and July**	That Council receives the report on Council Workshops held on 16 June 2026 and 7 July 2026.	Completed
26/115	21 July 2026	**CEO 2 - Draft Terms of Reference - Frankford Soldiers Memorial Hall**	That Council, pursuant to section 24 of the *Local Government Act 1993*:	Completed

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Resolution No.	Date	Report	Resolution	Action
			1. Adopts the Terms of Reference for a Frankford Soldiers Memorial Hall Committee as presented, effective 21 July 2026; 2. Endorses the proposed timeline for the formation of a new Frankford Soldiers Memorial Hall Committee as presented; 3. Allocates a new Terms of Reference number of 5.00; 4. Updates the version number to 1.00; and 5. Approves a review date of July 2028.	
26/116	21 July 2026	**CEO 3 - 2026-2036 Community Strategic Plan**	That Council: 1. Adopts the 2026-2036 Community Strategic Plan as presented; 2. Makes a copy available for inspection at Council's Beaconsfield and Riverside Offices and the Windsor Community Precinct; 3. Ensures an electronic copy is available on Council's website; and 4. Provides a copy to the Director of Local Government and the Director of Public Health	Completed
26/117	21 July 2026	**CEO 4 - 2026-2027 Annual Plan**	That Council: 1. Adopts the 2026/2027 Annual Plan as presented; 2. Makes a copy available for inspection at Council's Beaconsfield and Riverside Offices and the Windsor Community Precinct; 3. Ensures an electronic copy is available on Council's website; and 4. Provides a copy to the Director of Local Government and the Director of Public Health.	Completed
26/118	21 July 2026	**Gov 1 - West Tamar Council Audit Panel Minutes**	That Council receives and notes the confirmed Minutes of the Audit Panel meeting held on 24 March 2026 and the	Completed

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Resolution No.	Date	Report	Resolution	Action
			unconfirmed Minutes of the Audit Panel meeting held on 29 June 2026.	
26/119	21 July 2026	**Gov 2 - West Tamar Council Audit Panel Annual Report 2025-2026**	That Council receives for information the Audit Panel Annual Report 2025-2026 and Annual Performance Self-Assessment 2025-2026.	Completed
26/120	21 July 2026	**Gov 3 - West Tamar Council Audit Panel Annual Work Plan 2026-2027**	That Council approves the adoption of the 2026-2027 Annual Work Plan as presented.	Completed
26/121	21 July 2026	**Special 1 - Youth Advisory Council Minutes - June 2026**	That Council receives and notes the minutes as presented for the Youth Advisory Council Meeting held on 11 June 2026.	Completed
26/122	21 July 2026	**Special 2 - Positive Ageing Committee Minutes - June 2026**	That Council receives and notes the minutes as presented for the West Tamar Positive Ageing Committee meeting held on 22 June 2026.	Completed
26/123	21 July 2026	**Special 3 - Rowella Hall Committee - Nomination of Members**	As per resolution	Completed
26/124	21 July 2026	**Dev 1 - Submission to State Planning Provisions - Draft amendment 01-2026 - Secondary Residence**	That Council: 1. Endorse the submission on the Draft Amendment 01-2026 – State Planning Provisions -Secondary Residence included as Attachment 1; and 2. Authorise the Chief Executive Officer to sign the submission and submit to the Tasmanian Planning Commission.	Completed
26/125	21 July 2026	**Corp 1 - Proposed Funding Agreement - Just Cats Tasmania Inc**	As per resolution	In progress
26/126	21 July 2026	**Comm 1 - Sponsorship Request - Royal Yacht Club of Tasmania**	As per resolution	In progress
26/127	21 July 2026	**Comm 2 - Sponsorship Request - Transplant Games**	That Council:	In progress

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Resolution No.	Date	Report	Resolution	Action
			1. Approve a $5,000 cash sponsorship to Transplant Australia to support the Volunteer Thank You BBQ associated with the 2026 Australian Transplant Games. 2. Acknowledge the hosting of the football competition within the West Tamar municipality at Windsor Park. 3. Authorise the Chief Executive Officer to finalise sponsorship arrangements and recognition opportunities with Transplant Australia. 4. Receive a post-event summary outlining outcomes and attendance associated with the Volunteer Thank You BBQ.	
26/128	21 July 2026	**Cr Manticas - Motion without Notice**	That Council: 1. Write to the Ministers for Planning and Environment to ask whether Tasmania's current planning and environmental laws are fully equipped to assess modern, high-tech, emerging industries and whether in their view introducing clearer statewide standards would provide greater certainty for communities, councils, and developers.	Completed
26/129	21 July 2026	**Cr Holmdahl - Motion without Notice**	As per resolution	In progress
26/130	21 July 2026	**Into Closed Meeting**	As per resolution	Completed
26/C35	21 July 2026	**Confirmation of Minutes of Closed Meeting held 16 June 2026**	As per resolution	Completed
26/C36	21 July 2026	**Confidential 1 - Leave of Absence Request - Cr Geoff Lyons**	As per resolution	Completed
26/C37	21 July 2026	**Late Item – Motion to accept**	As per resolution	Completed
26/C38	21 July 2026	**Late Item - Chief Executive Officer's Performance Review 2025/2026**	As per resolution	Completed

DRAFT

Resolution No.	Date	Report	Resolution	Action
26/C39	21 July 2026	**Cr Shegog - Motion regarding memorial signage for Exeter Community Park (FY27 capital project - design)**	As per resolution	Deferred
26/C40	21 July 2026	**Move Out of Closed Meeting**	As per resolution	Completed
26/131	18 August 2026	**Confirmation of Minutes of Meeting held 21 July 2026**	That the Minutes of Council's Ordinary Meeting held on 21 July 2026 numbered 26/112 to 26/130 as provided to Councillors be received and confirmed as a true record of proceedings.	Completed
26/132	18 August 2026	**CEO 1 - Council Workshops held in July and August**	That Council receives the report on Council Workshops held on 21 July, 4 August and 11 August 2026.	Completed
26/133	18 August 2026	**CEO 2 - Designation of Windsor Gardens as a Botanical Garden**	That Council: 1. Designates the gardens located at the Windsor Community Precinct as the "Windsor Community Precinct Botanical Gardens". 2. Requests the Chief Executive Officer to: take all actions necessary to update signage at the Windsor Community Precinct; and 3. investigate the potential to establish a new Special Committee of Council or a community group of volunteers to assist with the maintenance of the Botanical Gardens and bring the outcome of the investigation to a future Workshop.	In Progress
26/134	18 August 2026	**CEO 3 - 4th Quarter Performance Report - April to June 2026**	That Council: 1. Receives the West Tamar Council 4th Quarter Performance Report 1 April 2026 to 30 June 2026; and 2. Provides public access to the report as part of Council's commitment to ongoing good governance	Completed

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Resolution No.	Date	Report	Resolution	Action
26/135	18 August 2026	**CEO 4 - Economic Diversification and Investment Strategy - Submission on Consultation Draft**	That Council: 1. Endorse the submission on the Economic Diversification and Investment Strategy Consultation Draft included as Attachment 1; and 2. Authorise the Chief Executive Officer to sign the submission and submit to the Tasmanian Government before the close of the consultation period.	Completed
26/136	18 August 2026	**CEO 5 - Funding Agreement for Tamar Valley Wine Route**	As per resolution	In progress
26/137	18 August 2026	**Gov 1 - Review of Audit Panel Charter**	That Council: 1. Rescinds the existing Audit Panel Charter (Minute 94/22); 2. Adopts the updated Audit Panel Charter as presented, effective 18 August 2026; 3. Updates the version number to 5.00; and 4. Approves a review date of August 2030.	Completed
26/138	18 August 2026	**Special 1 - Youth Advisory Council Minutes - July**	That Council receives and notes the minutes as presented for the Youth Advisory Council Meeting held on 9 July 2026.	Completed
26/139	18 August 2026	**Special 2 - Positive Ageing Committee Minutes - July**	That Council receives and notes the minutes as presented for the West Tamar Positive Ageing Committee meeting held on 27 July 2026.	Completed
26/140	18 August 2026	**Special 3 - Rowella Hall Committee Office Bearers and Meeting Schedule**	As per resolution	Completed
26/141	18 August 2026	**Dev 1 - Adoption of the Exeter and District Structure Plan**	That Council:	Completed

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Resolution No.	Date	Report	Resolution	Action
			1. Adopt the Exeter and District Structure Plan 2026 (Attachment 1) as its long-term strategy for managing land use and development.	
26/142	18 August 2026	**Corp 1 - Capital Budget Carry-Overs & Amendments August 2026**	That Council by absolute majority pursuant to section 82 of the Local Government Act 1993, adopts the 2025-26 capital carryovers and amendments into the 2026-27 estimates.	Completed
26/143	18 August 2026	**Comm 1 - Australia Day Awards and Citizenship Ceremony 2027**	That Council: 1. Holds the West Tamar Council Australia Day Awards and Citizenship Ceremony dinner on Tuesday 26 January 2027; 2. Sponsors a family fun day at the Riverside Aquatic Centre on the declared public holiday; and 3. Holds a competitive Australia Day Community Event Grant round for events held in the municipality on the declared public holiday.	In progress
26/144	18 August 2026	**Comm 2 - Australia Day Awards - Nominations and Assessment**	As per resolution	In progress
26/145	18 August 2026	**Cr Larner - Motion regarding Acropolis Drive to Tamar Island shared path**	That Council: 1. Notes the recent completion of the West Tamar Highway upgrades between Acropolis Drive and Freshwater Point Road, including a new shared pedestrian and cycle path. 2. Notes that completing the missing link between Acropolis Drive and the existing Tamar Island Trail would provide a significant step towards a continuing dedicated pedestrian and cycling route between Legana and Launceston.	Completed

DRAFT

Resolution No.	Date	Report	Resolution	Action
			3. Requests the Chief Executive Officer write to the Tasmanian Government seeking that the Acropolis Drive - Tamar island connection be identified as a priority section of the broader trail project, and that opportunities to expedite its planning, funding and delivery be explored while the broader feasibility work continues.	
26/146	18 August 2026	**Cr Manticas - Motion to advocate for public toilet at Beauty Point Boat Ramp**	That Council writes to the CEO of TasPorts requesting a meeting in relation to the potential provision of a toilet near the boat ramp in Beauty Point.	In progress
26/147	18 August 2026	**Cr Manticas - Motion to advocate for formalised footpath on Flinders Street, Beauty Point**	That Council's CEO seeks a meeting with the Department of Natural Resources and Environment Tasmania and Building Tasmania to discuss the potential of a formalised footpath from 116 to 166 Flinders Street, Beauty Point.	In progress
26/148	18 August 2026	**Cr Larner - Motion without Notice**	Motion deferred	Completed
26/149	18 August 2026	**Cr Larner - Motion without Notice**	Motion deferred to an upcoming workshop.	Completed
26/150	18 August 2026	**Into Closed Meeting**	As per resolution	Completed
26/C41	18 August 2026	**Confirmation of Minutes of Closed Meeting held 21 July 2026**	As per resolution	Completed
26/C42	18 August 2026	**Confidential 1 - Proposal for naming of Memorial Park**	As per resolution	Completed
26/C43	18 August 2026	**Confidential 2 - Beaconsfield Men's Shed**	As per resolution	Completed

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Resolution No.	Date	Report	Resolution	Action
26/C44	18 August 2026	**Confidential 3 - Rosevears Pontoon Renewal - Revised Project Scope and Budget**	As per resolution	Completed
26/C45	18 August 2026	**Confidential 4 - WTC Contract No. 35/2025, Beaconsfield, Shaw Street & Julian Street - Contract Variation Approval**	As per resolution	Completed
26/C46	18 August 2026	**Confidential 5 - WTC 37/2026 Legana Indoor Multipurpose Sport & Community Facility Detailed Design**	As per resolution	Completed
26/C47	18 August 2026	**Move Out of Closed Meeting**	As per resolution	Completed
26/151	15 September 2026	**Confirmation of Minutes of Meeting held 18 August 2026**	That the Minutes of Council's Ordinary Meeting held on 18 August 2026 numbered 26/131 to 26/150 as provided to Councillors be received and confirmed as a true record of proceedings.	Completed
26/152	15 September 2026	**Plan 1 - PA2026154 - Resource Development: Egg Production - 52 Gibbs Street, Beaconsfield**	As per resolution	Completed
26/153	15 September 2026	**Plan 2 - PA2026202 - Residential: Dwelling and Outbuildings - 28 Countryside Court, Riverside**	As per resolution	Completed
26/154	15 September 2026	**CEO 1 - Council Workshops held in August and September**	That Council receives the report on Council Workshops held on 18 August and 1 September 2026.	Completed
26/155	15 September 2026	**CEO 2 - Submission on Fire and Emergency Services Bill**	As per resolution	Completed

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Resolution No.	Date	Report	Resolution	Action
26/156	15 September 2026	**CEO 3 - Submission to Government Inquiry into AI Data Centre in Tasmania**	As per resolution	Completed
26/157	15 September 2026	**Gov 1 - West Tamar Council Audit Panel Minutes**	That Council receives and notes the confirmed Minutes of the Audit Panel meeting held on 29 June 2026 and the unconfirmed Minutes of the Audit Panel meeting held on 8 September 2026.	Completed
26/158	15 September 2026	**Special 1 - Youth Advisory Council Minutes - August**	That Council receives and notes the minutes as presented for the YAC Meeting held on 13 August 2026.	Completed
26/159	15 September 2026	**Special 2 - Positive Ageing Committee Minutes - August**	That Council receives and notes the minutes as presented for the West Tamar Positive Ageing Committee meeting held on 24 August 2026.	Completed
26/160	15 September 2026	**Comm 1 - Sponsorship Request - World Street Eats Beaconsfield**	That Council does not approve the World Street Eats Beaconsfield sponsorship application for funding of $5,000, plus in-kind support for the proposed event to be held on 5 December 2026.	Completed
26/161	15 September 2026	**Comm 2 - Community Grant Application - Tamar Valley Business Association**	That Council does not approve the Tamar Valley Business Association community grant application for the amount of $5,000 for a Community Cultural Program in late 2026.	Completed
26/162	15 September 2026	**Asset 1 - Rowella Hall Master Plan**	That Council approves the attached draft Master Plan and supports expenditure of capital funding for stage one work, including the establishment of the Centenary Gardens.	Completed
26/163	15 September 2026	**Pet 1 - Petition regarding Road Safety in Exeter**	As per resolution	Completed

DRAFT

Resolution No.	Date	Report	Resolution	Action
26/164	15 September 2026	**Into Closed Meeting**	As per resolution	Completed
26/C48	15 September 2026	**Confirmation of Minutes of Closed Meeting held 18 August 2026**	As per resolution	Completed
26/C49	15 September 2026	**Confidential 1 - Leave of Absence Request - Cr Joshua Manticas**	As per resolution	Completed
26/C50	15 September 2026	**Confidential 2 - Leave of Absence Request - Cr Julie Sladden**	As per resolution	Completed
26/C51	15 September 2026	**Confidential 3 - Adoption of the Chief Executive Officer's Performance Agreement 2026/27**	As per resolution	Completed
26/C52	15 September 2026	**Move Out of Closed Meeting**	As per resolution	Completed

DRAFT

8.6 CEO 6 - Exeter Public Meeting - Outcomes

REPORT AUTHOR: Chief Executive Officer - Kristen Desmond

REPORT DATE: 12 November 2026

ATTACHMENTS: Nil

SUMMARY

The purpose of this report is to provide Council with an update on the outcomes of the Public Meeting into road safety in Exeter, held on Tuesday 13 October 2026.

BACKGROUND

At its Ordinary Council Meeting held on 15 September 2026, Council tabled a petition received from Ms Anne Brumby of Exeter entitled "Petition regarding road safety in Exeter". The petition requested "*that we the residents of the West Tamar call on the West Tamar Council to hold a public meeting regarding the road safety issues relating to pedestrians and vehicles on the Main Street of Exeter between Frankford Highway and Glen Ard Mohr Road*".

Whilst the petition did not meet the minimum number of signatures required under the *Local Government Act 1993* (**the Act**) to automatically enact a public meeting, Council exercised its ability under section 60(3) of the Act and resolved to hold a public meeting regarding the subject matter of the petition. Accordingly, Council had 30 days from the meeting held on 15 September 2026 to hold a public meeting.

On 13 October 2026, Council held a public meeting to discuss the following:

1. The road safety issues relating to pedestrians and vehicles on the Main Street of Exeter between Frankford Highway and Glen Ard Mohr Road; and

2. Council's advocacy position that roundabouts be constructed at the intersections of the West Tamar Highway with Frankford Road and Glen Ard Mohr Road, and that a signalised pedestrian crossing be installed on the West Tamar Highway in the Exeter shopping strip.

As required under legislation, at its Ordinary Council Meeting held on 20 October 2026, Council Officers reported the outcomes arising from the Public Meeting and under resolution number 26/173 Council resolved as follows:

"That Council:

1. *Acknowledges the concerns of the community in relation to safety in Exeter*
2. *Acknowledges the community support for:*
   a. *A signalised pedestrian crossing*
   b. *A bypass*
   c. *Moving the speed limit signs further out; and*
   d. *Exploring changes to the current parking situation;*
3. *Defers consideration of next steps in relation to advocacy to the November 2026 Interim Workshop for discussion with the new Council."*

Consultation with the new Council has now occurred.

STRATEGIC PLAN

This action relates to the following components of the Community Strategic Plan 2026-2036:

Our Economy: Economy and Innovation

Goal 2: Centres and destinations are active, useful and confidently local

2.2 Improve access, walkability, public spaces, amenity and infrastructure that is event-ready so towns feel worth using, not just worth driving through.

2.4 Align centre growth with transport, freight, utilities and digital upgrades so basic access problems do not blunt confidence or investment.

Our Economy: Economy and Innovation

Goal 4: West Tamar grows from its distinctive strengths without weakening them

4.5 Work regionally where it improves outcomes for West Tamar, while keeping West Tamar's own priorities, identity and environmental limits clear.

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

Local Government Act 1993

RISK CONSIDERATIONS

The risk considerations are low.

FINANCIAL IMPACT

Nil.

CONSULTATION

Consultation with Councillors occurred at the Induction Workshop held on 11 November 2026.

OPTIONS

Council may choose to:

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

OFFICER'S COMMENTS

As required under resolution 26/173, Council Officers listed the outcomes of the Public Meeting at Exeter for discussion at the Induction Workshop held on 11 November 2026.

Council Officers recommend that the next step would be to authorise the Mayor and Chief Executive Officer to seek a meeting with the Minister for Transport, Building Tasmania Secretary and the Commissioner for Transport to advocate for the community's position in relation to:

a. A signalised pedestrian crossing

b. A bypass
c. Moving the speed limit signs further out; and
d. Exploring changes to the current parking situation

It is noted that Council Officers will continue to explore changes to the current parking situation, which will in part be defined by the outcome of the advocacy in relation to the signalised pedestrian crossing.

RECOMMENDATION

That Council:

1. authorises the Mayor and Chief Executive Officer to seek a meeting with the Minister for Transport, the Deputy Secretary of Building Tasmania and the Commissioner for Transport to advocate on the following key points:
    a. A signalised pedestrian crossing on the West Tamar Highway in the main shopping strip in Exeter;
    b. An Exeter bypass; and
    c. Adjusting the position of the current temporary 40km/h speed limit signs to extend the scope of the area covered by the reduction and to provide better sight lines of the speed limit signs; and
    d. Exploring changes to the current parking situation

2. requests the Chief Executive Officer to report back to Council at the first available workshop on the outcome of the abovementioned meeting.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

9 GOVERNANCE

Nil

10 SPECIAL COMMITTEES

10.1 Special 1 - Youth Advisory Council Minutes - October 2026

REPORT AUTHOR: Manager Community Development - Marcus Grantham

REPORT DATE: 22 October 2026

ATTACHMENTS: 1. [**10.1.1**] Youth Advisory Council Minutes - 22 October 2026

SUMMARY

The purpose of this report is to provide the minutes of the most recent Youth Advisory Council (**YAC**) meeting to Councillors for noting.

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 Community Strategic Plan 2026-2036:

Our Heart: Community and Wellbeing

Goal 8: West Tamar works better across life stages, with stronger youth pathways and better conditions to age well in place

8.2 Expand youth spaces, local activity, early work links and ways to get around that respond to boredom, isolation and the need to stay connected to school, sport, work and friends.

8.3 Improve age-friendly movement, clear information, outreach links and accessible community places so older residents can stay active, independent and involved for longer.

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 22 October 2026 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 22 October 2026.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

West Tamar COUNCIL	**MINUTES** **WEST TAMAR YOUTH ADVISORY COUNCIL**

DATE/TIME	22 October 2026	4.00PM	**VENUE**	Windsor Community Precinct
PRESENT	Nina, Millie, Josie, Ruth, Arriana, Elizabeth, Jack, Esther, Evie, Meg, Serena, Cr Holmdahl, Cr Ferguson			
APOLOGIES	Cr Allen			
GUESTS	Michael, Kirsten, Ellie (Youth Grant presenter), Marcus			

ITEMS FOR DISCUSSION

1.1 GENERAL BUSINESS AND YAC MEMBERSHIP

Introduction
Chairperson: Millie
Acknowledgement of Country: Millie

Previous meeting minutes
Moved by: Evie
Seconded by: Esther

Youth Representative Grant recipient – Ellie
Ellie presented her international experience as a cyclist in TIS. She represented AUS in New Zealand as a proud racer, overcoming challenges to complete her race with a well-deserved finish. She made great memories during her time there and learned amazing skills. She thanks WTC for supporting her aspirations.

Youth Mayor Update
Millie had a public speaking session recently.

Advice to Council
Elizabeth – Danger in the underpass, one side has a guardrail and zig zag, but the other side of the highway has no barrier. Hazard for children running who are unaware of the abrupt stop.
Serena – Community Hall bathrooms. Council reviewing construction. Big accessibility issues – idea approved by councillors. Council to get back to her.
Evie – Happy that council is renovating Tamar wetlands.

Youth Mayor 2027
Ruth left the meeting room.
Members completed a *confidential* assessment of the five (5) 2027 Youth Mayor applicants. The committee shortlisted applicants from five (5) to three (3) to then complete the interview process.
Jack, Josie, and Elizabeth volunteered to sit on the interview panel as the YAC representative.
Ruth returned to the room.

Discussion topic: Youth Strategy
Kirsten explained the Youth strategy project for YACs who had not yet completed their task.

Acknowledgment of Councillor's
Millie thanked Councillors for their time committed to YAC and a video presentation was shown.

Any other business

- Kirsten mentioned Children's Week event and sent out forms for the break-up and ball feedback.
- Todd arranging a Christmas market in Legana with Legana Rotary. Members voted and a motion for YAC to be involved in the market was moved 11/11.
- YAC welcomed Meg to YAC and asked her some questions.
- Serena asked YAC if anyone would be interested in helping set up for the Beaconsfield Market in early December. Vote was conducted and motion for YAC to be involved was moved 9/10.

Reports

Confidential; each member delivered reports on what they have been up to and what they have coming up.

MEETING CLOSED	5:29PM		
Next Meeting	12 November 2026	4.00PM	Windsor Community Precinct

10.2 Special 2 - Positive Ageing Committee Minutes - October 2026

REPORT AUTHOR: Manager Community Development - Marcus Grantham

REPORT DATE: 10 November 2026

ATTACHMENTS: 1. [**10.2.1**] Positive Ageing Committee Minutes - 26 October 2026

SUMMARY

The purpose of this report is to provide the minutes from the latest Positive Ageing Committee (**PAC**) meeting to Councillors for noting.

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 Community Strategic Plan 2026-2036:

Our Shape: Growth and Place

Goal 4: Everyday movement is safer, easier and more inclusive

4.4 Expand community transport responses and keep pressing for more useful public transport coverage, timing and frequency, especially for young people, older residents and households without a car.

Our Heart: Community and Wellbeing

Goal 6: People feel part of local life and can see themselves in West Tamar's future

6.2 Keep safety, inclusion and accessibility in view when shaping public spaces, facilities, events and local communications.

Our Heart: Community and Wellbeing

Goal 9: People can reach services, information and civic life more easily across the whole municipality

9.4 Work with State agencies and service providers to close local access gaps in health, education, care, transport and outreach where residents cannot be well served by the Council alone.

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 26 October 2026 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 meeting held on 26 October 2026.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

MINUTES
WEST TAMAR POSITIVE AGEING COMMITTEE

DATE/TIME	26 October 2026	10.00AM	**VENUE**	Windsor Community Precinct
PRESENT	Liz Swain - Chairperson, Cr Joy Allen – Deputy Chairperson, Carl Cooper, Christine Fulcher, Fran Mamo, John Farrar, Heather Jolly, Ian Saunders (phone link up)			
APOLOGIES	Cr Christina Holmdahl – Mayor WTC, Cr Julie Sladden			
ADDITIONAL	Todd Mitchell – CDO WTC, Marcus Grantham – CDM WTC			

ITEMS FOR DISCUSSION

CORRESPONDENCE

- No correspondence noted

BUSINESS ARISING

Previous minutes resolved

Peter Kearney – Guest Speaker

Peter discussed the Older Tasmanians Ministerial Advisory Council, the members that make up the Council, and the Older Tasmanian Action Plan 2025 – 2029. Peter encouraged members to work with our youth, understand the Age-Friendly Language Guide, and provided general advice relating to senior Tasmanians and focussing on purpose, practical and achievable outcomes.

Positive Ageing Strategy Feedback

- Question about whether information about PAC individuals should be included.
- Could we identify which members came from which part of the municipality – this could be broad (and perhaps the skills and diversity).
- Consideration for marketing of the strategy and how it can be promoted.
- The wording in Council documents should reflect the way we discuss positive ageing
- We could consider extending the PAC TOR to a three-year term – which would be practical for the Committee, maxing at 6 years in total – the Committee agreed.
- The Committee agreed upon the events feedback page – however we should consider how prescriptive it should be (and how we market it). Consider helping other events, not just run our own. Events are a focus of the committee, particularly senior's month.

- The committee agree with the PAS goals – survey to be undertaken.
- Agreed upon achievements.
- Growth areas – the Committee agrees with this page. Speaker could be invited from Aboriginal community to help include these groups. Exeter is being addressed currently (road crossing).

Community Health Forum update

- Todd provided an update on the Community Health forum, which is to be held this Friday, 30 October. PAC members were invited to assist with setting up the event. Todd to book people – everyone in the room including Ian (and wife), except Fran (late attendee), and circulate digital version of the CHF.

PACtivities

Council to consider changing the colours of the events page (it prints black/white). All events were well attended. Council should consider using PAC banners at the events. There is a view that we lock events in too early – and that we could support other events rather than running them all.

GENERAL BUSINESS

- A suggestion for the Short Walks Northern Tasmania to be displayed at Windsor.
- The committee suggested having meetings on the 3rd Monday of each month (starting on 16 November 2026).
- PAC thanked Cr Allen for her tenure on the committee.
- Todd will send the committee suggestions for Christmas lunch dates (Monday's work best – or Wednesday 16 December @ 12pm).

ACTION ITEMS

Action items	Owner(s)	Actions Undertaken (What has been done so far)	Status
Review effectiveness in six months' time.	PAC	Start of February	Not started
Talk to UTAS about trail mapping they have completed. Include trails in Riverside & Trevallyn	Ian to talk to his niece	Sent to committee on 12.09.2026. Ian to gather further trails	In progress
Collect stories from healthy ageing in the community (long term action item)	PAC	One collected so far (Marlene)	In progress
Christina to review PAS using AI and compare to similar strategies in Australia. Kristen Desmond CEO has volunteered to undertake this work.	Kristen	Compare similar size councils	In progress
Increase the sitting terms of PAC members. Change to a three-year term instead of two, in the Terms of Reference (TOR)	PAC/WTC		Not Started

MEETING CLOSED 11.45AM

NEXT MEETING	TBC	10.00AM	Windsor Community Precinct

11 DEVELOPMENT

Nil

12 CORPORATE

Nil

13 COMMUNITY

13.1 Comm 1 - Community Grant Application - Tamar Valley Business Association

REPORT AUTHOR: Manager Community Development - Marcus Grantham

REPORT DATE: 11 November 2026

ATTACHMENTS:
1. [**13.1.1**] TVBA - Detailed Budget
2. [**13.1.2**] TVBA - Grant Application
3. [**13.1.3**] TVBA - Letters of Support for Grant Application
4. [**13.1.4**] TVBA - Project Delivery Plan Timeline
5. [**13.1.5**] TVBA - Risk Management Plan

SUMMARY

This report is provided to consider a community grant application received from the Tamar Valley Business Association which is seeking support to the amount of $3,258.00 to assist with the delivery of the Anne O'Grady Retrospective Exhibition, and Artisan Makers Christmas Market.

BACKGROUND

West Tamar Council offers various levels of financial assistance to not-for-profit organisations and community members through its grants and sponsorship programs. These programs are outlined in Council's Grants and Assistance Policy, Youth Services Policy and Guide, and on Council's website.

Grant applications are first assessed for eligibility and then scored against an assessment matrix containing established criteria. Applications are then provided to Council for decision.

For grants up to $1,000 applicants are not required to make a financial contribution to the project but must provide in-kind contributions. Evidence of these contributions must be included in the application.

For 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).

Applicant	Tamar Valley Business Association
Purpose	To run the Anne O'Grady Retrospective Exhibition, and Artisan Makers Christmas Market
Amount Requested	$3,258.00
Matrix Score	14/20
Grant Summary	The program seeks funding to deliver a retrospective exhibition celebrating Anne O'Grady's 80th birthday and 20 years of artistic and volunteer involvement in Beaconsfield and Beauty Point, alongside a three-day Christmas Artists & Makers Market at The Exchange in Beaconsfield.

	The project includes: • An invitation-only event that honours Ann O'Grady; • a retrospective exhibition featuring works depicting local identities, children and community members, as well as works connected with Anne's former art group at Beaconsfield District Hospital; • a free public viewing week, including activities and invitations aimed at local school students and aged-care residents; and • a Christmas market focused on emerging and first-time stallholders, providing a low-cost environment to gain experience and confidence in selling their work.

STRATEGIC PLAN

This action relates to the following components of the Community Strategic Plan 2026-2036:

Our Heart: Community and Wellbeing

Goal 1: People feel part of local life and can see themselves in West Tamar's future

1.3 Work with community organisations, schools, clubs and service providers to widen participation for people facing barriers to local life.

Our Heart: Community and Wellbeing

Goal 2: Shared places and social infrastructure stay strong as the population grows

2.4 Work with clubs, volunteers, arts groups and community organisations to reduce governance strain and keep local participation strong.

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 2026-2027, the Council has allocated a total funding pool of $45,000 towards Community Grants.

Community Grant applications open on the 1 July 2026, and close 17 February 2027 (4pm), or until the funding pool is exhausted. Applications are assessed and funded on a 'first-in' basis.

The current funding pool for Community Grants follows:

COMMUNITY GRANTS	
Total commitment to date	**$0**
Balance Remaining	**$45,000**
*TVBA Cultural Program**	$3,258
*Riverside Olympic Football Club**	$5,000
Pending Balance*	**$36,742**

**Pending Council approval at Ordinary Council Meeting 17 November 2026.*

CONSULTATION

A previous application from the TVBA was discussed at the Council Meeting held on 15 September 2026, and the recommendation to not approve the grant funding request was endorsed by the Council.

Applications received in October were discussed at the Interim Workshop held on 10 November 2026.

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 attached Community Grant application is the second that the TVBA has submitted to Council this financial year. Officers do not recommend that it be approved, for the reasons set out below.

At its Ordinary Council Meeting on 15 September 2026, Council endorsed the assessment panel's recommendation to decline the TVBA's first application for a $5,000 Community Grant towards a Community Cultural Program proposed for late 2026. Officers did not recommend the grant for these key reasons:

1. The application provided limited information about contractors, site plans, event layouts, and other project planning documentation.

2. The application did not adequately explain how catering requirements and costs would be managed if attendance exceeded projections.

3. It was unclear whether the grant request provided commensurate value for money.

In October, the TVBA submitted a second application intended to address these concerns. Before assessing it, Council officers contacted the applicant to ensure that Council's feedback, including its concerns about the use of community funds, had been considered. The applicant chose not to remove the invitation-only event but submitted a revised application with lower opening night fees.

The second application appears to address many of the Council's original concerns. Officers noted the community benefit of both the Christmas Artist and Makers Market and the exhibition of Anne O'Grady's artworks. The application also shows a commendable degree of planning and risk analysis, indicating a well-planned event.

The assessment panel identified genuine community merit, noting that:

- the proposed invitation to Beaconsfield Primary School students and aged-care residents would strengthen community pride, encourage intergenerational connection and reduce isolation for older residents over the Christmas period;

- the market would give emerging, first-time and hobbyist artists and makers a low-cost, low-risk first step into selling their work, and give residents an affordable local option for Christmas shopping; and

- over 95% of project expenditure would be spent with Tamar Valley businesses, with the events proposed to draw foot traffic and gift-buying spend into Beaconsfield’s town centre in the lead-up to Christmas.

On this basis, the panel scored the application a weighted average of 14 out of 20 (70%) against the following criteria:

1. Community benefit

2. Project delivery

3. Community engagement

4. Budget

However, outside of the assessment criteria, the panel also raised the following concerns:

- the concentration of funds in a single business (85% of grant funds) related to the TVBA;

- the use of funds for an invitation-only event (39% of grant funds, excluding venue hire); and

- whether there is an actual or perceived conflict of interest, given that TVBA-associated businesses would receive most of the grant funding (https://tamarvalleybusinessassociation.com.au/places).

Although the invitation-only event could be considered an artist thank you, officers felt that this component of the grant could reasonably be perceived as community funds being used primarily for private benefit that on its own would not satisfy grant criteria.

For these reasons, despite the application's community merit for individual components and its score of 70% against the assessment criteria, the panel concluded that as a package the application could not be recommended to Council for approval because of the concerns outlined above.

RECOMMENDATION

That Council:

1. Does not approve the Tamar Valley Business Association's Community Grant request for $3,258 to run the Anne O'Grady Retrospective Exhibition, and Artisan Makers Christmas Market.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

Tamar Valley Business Association

Detailed Project Budget (Final – Version 2 Reduced Catering)

The Anne O'Grady Art Retrospective Exhibition & Artisan Makers Christmas Market — supporting attachment

Project Expenditure

Expenditure Description	Amount (AUD)	Quote Status
Gallery/venue hire — exhibition, opening night (5 Dec) + public viewing week (7–11 Dec) @ $150/day	**$1,050.00**	Quoted — The Exchange
Opening night catering, approx. 60 guests (Platters)	**$500.00**	Quoted — The Exchange
Opening night arrival drinks, up to 60 guests @ $10pp (1 soft drink/glass of bubbles)	**$600.00**	Quoted — The Exchange
Wait staff x2 — opening night, 2 hrs each (1 hr before 7pm + 1 hr after 7pm)	**$163.24**	Quoted rate — The Exchange ($39.16/hr + $42.46/hr per staff member)
Professional installation & de-installation of exhibition artworks (incl. loaned works)	**$460.00**	Quoted — G. Robinson Carpentry (6 hrs + materials)
Exhibition signage — A-Frame ACM panel	**$132.00**	Quoted — Dollar Signs (DS3426)
Invitation design/printing — exhibition	**$0.00**	In-kind contribution
Market venue hire — 13 December (single day) @ $150/day	**$150.00**	Quoted — The Exchange
Market venue hire — 19–20 December (weekend) @ $150/day	**$300.00**	Quoted — The Exchange
Marketing & promotion — all sessions (print, social media, local press)	**$100.00**	Beaconsfield Online Centre — based on previous charges, not yet a dated written quote
Contingency (5% of confirmed/quoted subtotal — see Risk Management Plan)	**$172.76**	N/A — Association reserve

Subtotal before contingency: $3,455.24 | Expenditure Total (incl. 5% contingency): $3,628.00

Project Income

Income Description	Amount (AUD)	Status
West Tamar Council grant funding requested	**$3,258.00**	Requested
TVBA cash contribution (≥10% of grant requested)	**$370.00**	Confirmed
Exchange Hotel Beaconsfield — in-kind/partner support (discounts)	**In-kind**	Confirmed (in-kind — not a cash figure)
Anne O'Grady — in-kind contribution (artist time, promotion)	**In-kind**	Confirmed (in-kind)
In-kind — volunteer hours, committee time	**In-kind**	Not counted toward the 10%

Value for Money

A $3,258.00 Council grant, combined with the Association's $370.00 cash contribution, is funding a project with a total cost of $3,628.00 (including contingency) — the budget balances in full with no funding gap, before in-kind support from Anne O'Grady and The Exchange Hotel Beaconsfield is counted.

Across 9 public-facing sessions over 16 days (5–20 December), the program is projected to reach 270–480 attendances. At the midpoint estimate (375 attendances), this is a cost of approximately $9 per attendance against the $3,258 grant request — reasonable value for a multi-week, multi-venue-day cultural program with no entry fee.

Over 95% of expenditure is being spent directly with Tamar Valley small businesses — The Exchange Beaconsfield (venue hire, drinks, catering and staffing), G. Robinson Carpentry (installation) and Dollar Signs (signage) — returning grant funding directly into the local economy alongside the community benefit.

Grant application 2026/27

West Tamar Council's Grants Program responds to funding requests for projects that demonstrate community engagement, involvement and benefit for the West Tamar community.

Applications open on 1 July 2026 and close at 4.00 pm on 17 February 2027, or earlier if the funding pool is exhausted. Applications will be assessed and funded on a first-in basis.

Funding applications may be made for amounts up to $5,000. Applicants seeking funding of up to $1,000 are not required to contribute financially to the project but are expected to provide in-kind contributions. For applications seeking $1,000 to $5,000, 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.

Applications seeking greater funding than $2,000 may require endorsement at a Council meeting.

Applicants are advised to contact the Community Services Team on 6323 9200 before applying.

Before you begin

- Read the Community Grants Program Guidelines before completing this form.
- If a criterion does not apply, mark it "Not applicable" and briefly explain why.
- Where applicable, attach supporting material such as quotes, project plans, evidence of need, insurance certificates, letters of support and risk management documents.

APPLICANT DETAILS

Legal name of applicant	Tamar Valley Business Association Inc.
Trading or organisation name (if applicable)	Not applicable
ABN / incorporated association number (if applicable)	69 135 221 254
Primary contact person	Donna Hodgon
Contact position / role	Secretary and Membership Officer
Postal address	PO Box 200, Beaconsfield TAS 7270
Email	Tamarvalleybusinessassocation@gmail.com
Phone	0423 828 994

West Tamar COUNCIL

EVENT OR INITIATIVE DETAILS

Name of event / initiative	The Anne O'Grady Art Retrospective Exhibition and Artisan Makers Christmas Market – Version two – Reduced Catering
Type of event / initiative	Community Art Exhibition and Artisan Makers Christmas Market
Proposed date(s)	5 December 2026 – Art Retrospective Exhibition Opening Evening invitation and rsvp only – for the special guests and those who are loaning works for art 7 December to 11 December – Art Retrospective Exhibition Open to the public (free entry) between the hours of 10 am to 3 pm, with the artist on site. 13 December – Christmas Artist & Makers Market – Open to the Public (free entry) 19 & 20 December – Christmas Artist & Makers Market – Open to the Public (Free entry)
Location / venue	The Exchange Function Rooms, 141 Weld Street, Beaconsfield TAS 7270
Expected attendance / participation	5 December 2026 – Art Retrospective Exhibition Opening Evening invitation and RSVP only – for special guests and those loaning works for the exhibition. **Expected between 30 – 80 People** 7 December to 11 December – Art Retrospective Exhibition Open to the public (free entry) between the hours of 10 am to 3 pm, with the artist on site. **Estimated 30- 50 people each day – a total of up to 250.** 13 December – Christmas Artist & Makers Market – Open to the Public (free entry). **Estimated 30 – 50 People.** 19 & 20 December – Christmas Artist & Makers Market – Open to the Public (Free entry). **Estimated 60 – 100 People over the two days.** **Across all events, we estimate 270-480 people will attend and being Christmas time, this could be more.**
Target audience	Local Community, including Beaconsfield Primary School students and staff, aged-care residents and their carers, locals and visitors to Beaconsfield.
Application submitted by deadline? (applications should be submitted at least 6 weeks prior to funding required)	☒ Yes ☐ No ☐ Not applicable

Provide a concise description of the event or initiative

Include its purpose, key activities and intended outcomes.

This program marks Anne O'Grady's 80th birthday with a retrospective exhibition of her work — 20 years painting and volunteering in Beaconsfield and Beauty Point — alongside a three-day Christmas Artist & Makers Market. Key activities: an invitation-only opening evening (5 December) for the 40–50 people and institutions loaning works, including Beaconsfield District Hospital and Beaconsfield Child Care Centre; a free public viewing week (7–11 December, 10am–3pm) with Anne on site daily; and three market days (13, 19–20 December) at The Exchange, Beaconsfield.

The exhibition is itself a piece of community history, featuring portraits of around 10–20 local identities — including a young Beaconsfield man, Anne's neighbours and carer, local café workers, eight local children and a well-known 92-year-old resident — plus work from the art group Anne ran at Beaconsfield District Hospital in 2005–06. Beaconsfield Primary School and aged-care residents are being personally invited by Anne, with a 'Where's Wally'-style activity designed for children. The Christmas Market deliberately targets small, beginner vendors rather than seasoned stallholders, mentoring them in a safe, low-cost setting with a view to building the confidence and track record to move into larger markets in future. Together, the program celebrates a long-term community member, reduces isolation for older residents over the Christmas period, and gives emerging local artists a genuine first step into selling.

How will the event or initiative benefit people in the West Tamar municipality?

Direct beneficiaries include the 40–50 lenders and two institutions (Beaconsfield District Hospital, Beaconsfield Child Care Centre) loaning artwork, the Beaconsfield Primary School children and families featured in and invited to the exhibition, aged-care residents and carers specifically invited for accessible daytime viewing, and the emerging artists and makers given their first low-barrier selling opportunity at the market. Across all sessions we project 270–480 attendances.

Economically, over 95% of project expenditure is being spent directly with Tamar Valley small businesses — The Exchange Beaconsfield (venue, catering, drinks and staffing), G. Robinson Carpentry (installation) and Dollar Signs (signage) — while the market itself drives foot traffic and gift-buying spend through Beaconsfield's town centre in the lead-up to Christmas, a traditionally quiet trading period for small venues.

This aligns directly with Council's own Community Strategic Plan, which names Beaconsfield a District Centre and identifies activating town centres and growing local jobs and businesses as priorities under its 'Our Economy' theme.

West Tamar COUNCIL

GRANT REQUEST

Amount requested (cash)	$3,258.00
Value requested (in-kind)	$0.00 (Nil — cash request only)
Total grant value requested	$3,258.00
Preferred decision date	Mid-November 2026 — the exhibition opens 5 December 2026, and bookings/contractors need to be confirmed in advance.

Describe exactly what Council's grant will be used for

Itemise the proposed use of cash and in-kind support. Do not include unsupported lump-sum amounts.

1. Exhibition venue hire — The Exchange Function Room, opening night (5 Dec) and public viewing week (7–11 Dec): $1,050.00

2. Opening night catering (platters), arrival drinks and wait staff for approx. 60 guests (The Exchange): $1,263.24

3. Professional installation and de-installation of exhibition artworks, including works on loan from private collections: $460.00

4. Market venue hire across the three market days — 13, 19 & 20 December: $450.00

5. Marketing and promotion across all events (print, social media, local press): $100.00, plus exhibition A-Frame signage: $132.00. Total itemised project cost is $3,628.00 (incl. 5% contingency) against $3,628.00 confirmed income (grant + cash contribution) — the budget now balances in full, with no funding gap (see attached Budget).

What will not proceed, or will be reduced if the requested grant is not approved?

The events will continue without the grant, but we may need to charge admission to help cover costs and reduce or remove certain items, such as catering.

West Tamar COUNCIL

BENEFITS AND ASSESSMENT CRITERIA

IMPORTANT: Address all criteria relevant to your situation

1. Community benefit **Describe how the project benefits the West Tamar community.** *This may include the expected number of people the project directly and indirectly benefits, supporting evidence or demographic data, projected benefits and outcomes, and how the project aligns with your strategic or business plan.*	Across the two events, we project 270–480 attendances in total: 30–80 at the opening evening, up to 250 across the exhibition's public viewing week, and 90–150 across the Christmas Artist & Makers Market's three market days. Being the lead-up to Christmas, actual numbers could be higher. Indirect reach extends well beyond this through social media, local press and word-of-mouth promotion across the Tamar Valley Business Association's network. The retrospective exhibition honours a resident who has lived and worked in the community, giving multiple generations — including her own family, friends and the wider public — the chance to view a body of work that would otherwise remain in private hands; many pieces will be loaned from other community members. The Christmas market gives emerging, hobbyist and established artists and makers — of all ages — a safe, low-cost way to sell their work without the cost and effort of running their own market stall, while giving residents an affordable, local option for Christmas shopping and gifting. Collectively, the program strengthens community pride and intergenerational connection, and supports the Association's strategic focus on activating Beaconsfield's town centre and showcasing local creative talent.
2. Project delivery **Outline how your organisation, business or group will undertake and complete the proposed project, including how West Tamar Council will be acknowledged.** *This may include a project timeline, key steps, site plans, photos, and the roles and responsibilities of group members, volunteers, service providers, or contractors.*	Tamar Valley Business Association's committee and volunteer base will help deliver the program events: (Retrospective exhibition): venue booking, works collection, catalogue and invitation design/print, opening night event, and a week of staffed public viewing. (Christmas market): site layout and safety planning, marquee/tables/signage required, stallholder recruitment and selection (prioritising first-time and young/emerging artists alongside established makers), and on-the-day event management. Volunteers from the Association will coordinate front-of-house and artist, writer and stallholder support at each event. West Tamar Council's support will be acknowledged on all printed and digital promotional material (posters, social media, invitations), and with a verbal acknowledgment at all events. A full project delivery plan and timeline — covering milestones, roles and responsibilities — is attached.

3. Community engagement **Outline clear engagement and partnerships with the community that enable social connections and community participation.** *This may include how the project delivers a social or lifestyle benefit, how it is inclusive and supports the broader community, and any letters of support submitted with the application.*	The exhibition directly engages the featured artist's family, friends and the private lenders of artwork, and invites the wider community to a shared week of free viewing, with the artist on site, building social connection around a local figure. The Christmas market is deliberately structured to be inclusive — stallholder selection will welcome young people, first-time sellers and hobbyists as well as established artisans, and entry will be free for shoppers, supporting broad participation across the community. The market runs across two sessions — Sunday 13 December, then Saturday–Sunday 19–20 December. All events will be advertised in the community and through the Tamar Valley Business Association's networks. Anne O Grady will personally approach the aged care residents and the Beaconsfield Primary School to encourage attendance at the art exhibition and will design a 'Where is Wally-type' activity for children to find a list of items in the paintings on display.
4. Budget **Detail the items of expenditure that Council funding will be used for. Refer to 'Community Grants Program 2026/2027 - Application Guidelines' available on West Tamar Council's website (wtc.tas.gov.au) to check funding eligibility.**	The budget is estimated on quotes received to date. Final figures will not be available until the final events are undertaken as some of the quotes are dependent on numbers attending the event and the quotes are on a per-person basis. We have based the quote for marketing on previous charges by the Beaconsfield online centre. The hanging of pictures will be undertaken by G. Robinson Carpentry, who has provided a written quote for installation and de-installation (see attached Budget), given some of the works will be on loan from private collections and our committee does not feel they can undertake the work themselves. The Tamar Valley Business Association hold public liability insurance, a copy of which is attached. A detailed, itemised budget with supporting quotes and a Risk Management Plan covering budget contingency (including how over-attendance or a catering shortfall would be managed) are attached.

West Tamar COUNCIL

FINANCIAL CAPACITY, RISK, AND INSURANCE

Total project / event budget	$3,628.00 (incl. 5% contingency) — see attached Budget. This figure balances in full against confirmed income below, with no funding gap.
Confirmed income excluding Council	$370.00 (TVBA cash contribution)
Unconfirmed income (projection)	$0.00 (None — the budget balances in full against confirmed income, see attached Budget)
Applicant cash contribution	$370.00
Applicant in-kind contribution	$1,200.00 (approx. 40 hours at $30/hour for volunteer/committee help
Amount requested from Council	$3,258.00

Public liability insurance held	☒ Yes ☐ No ☐ In progress
Coverage amount	$ 20,000,000
Risk management plan attached	☒ Yes ☐ No ☐ Not applicable
Permits / approvals required	☐ Yes ☒ No ☐ Unsure
List any permits, licences, approvals or landowner consents required and their status	Not applicable — no permits, licences or additional landowner consents are required for this venue-based event.

List other sponsors, partners or funding sources and indicate whether each is confirmed

The Exchange Hotel Beaconsfield - confirmed

Anne O'Grady - confirmed

Describe your organisation's financial stability and capacity to deliver the proposal

The Tamar Valley Business Association has received many grants over the last 3 to 4 years, and all projects have been successfully delivered on time and within budget. Some examples are as follows:

- Commonwealth Grant for Cyber Security Awareness Support for Vulnerable Groups and Businesses in regional areas
- State Government Grant for Beaconsfield Master Plan
- Tasmanian Chamber of Commerce and Industry Grant for a dedicated support coordinator
- Wellbeing and Resilience Grant for Three Community breakfast functions with guest speakers

SUPPORTING DOCUMENTS

Please ensure you have attached relevant documents where applicable.

☒ Detailed project / event budget including quotes

☒ Marketing and promotion plan

☒ Public liability insurance certificate

☒ Risk management plan

☒ Event or project plan / timeline

☒ Recent financial statements

☒ Letters confirming partners or co-funding

☐ Relevant permits, approvals or consents

☐ Organisation constitution or incorporation evidence, if requested

Other: _____

DECLARATION

By signing this application, I declare that:

- The information provided is true, complete, and not misleading to the best of my knowledge.
- I am authorised to submit this application on behalf of the applicant.
- The applicant can meet the proposed grant obligations and will advise Council of any material change.
- The applicant holds, or will obtain before delivery, appropriate insurance, permits and approvals.
- Council may verify information in this application and request further supporting information.
- Any grant funding is subject to Council approval and the terms of a written funding agreement.
- I acknowledge that this application may be included in a Council agenda and published on Council's website, subject to applicable privacy and confidentiality requirements.

Authorised representative	Donna Hodgon
Position / role	Tamar Valley Business Association Secretary and Membership Officer
Signature	
Date	21 October 2026

Please e-mail your completed application form to wtc@wtc.tas.gov.au

Anne O'Grady

Beauty Point

20 October 2026

Community Services Team

West Tamar Council

PO Box 63, Beaconsfield TAS 7270

Re: Letter of Support — The Anne O'Grady Art Retrospective Exhibition & Artisan Makers Christmas Market

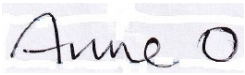
Dear Community Services Team,

I am writing to confirm my support for, and full participation in, the Tamar Valley Business Association's proposed retrospective exhibition of my work, to be held at The Exchange Function Room, Beaconsfield, with an opening evening on 5 December 2026 and public viewing from 7 to 11 December 2026.

I am pleased to make my own work available for display, alongside pieces loaned by the Beaconsfield District Hospital, the Beaconsfield Child Care Centre, and a number of private collectors from within the community. I will attend the opening evening and will be on site each day of the public viewing week to speak with visitors about my work.

This exhibition, coinciding with my 80th birthday, means a great deal to me as a longtime resident, painter and volunteer in the Beaconsfield and Beauty Point community, and I fully support the Association's application for funding to help bring it to life.

Yours sincerely,



Anne O'Grady

The Exchange

141 Weld Street

Beaconsfield TAS 7270

20 October 2026

Community Services Team

West Tamar Council

PO Box 63, Beaconsfield TAS 7270

Re: Letter of Support — The Anne O'Grady Art Retrospective Exhibition & Artisan Makers Christmas Market

Dear Community Services Team,

I am writing on behalf of The Exchange Hotel Beaconsfield to confirm our support for, and partnership in, the Tamar Valley Business Association's Anne O'Grady Art Retrospective Exhibition and Artisan Makers Christmas Market, to be held at our Function Rooms, 141 Weld Street, Beaconsfield, across the opening evening (5 December), exhibition viewing week (7–11 December) and market days (13, 19 and 20 December) 2026.

The Exchange will host all sessions of this program at our Function Rooms, and we look forward to supporting the Association in delivering a welcoming, accessible space for the Beaconsfield community over this period.

We fully support the Association's application for funding from West Tamar Council to deliver this program and are happy to provide in-kind support and discounts to enable these functions to go ahead.

Yours sincerely,



Mr Gavin Gordon

Owner

The Exchange Beaconsfield

Tamar Valley Business Association

Project Delivery Plan & Timeline

The Anne O'Grady Art Retrospective Exhibition & Artisan Makers Christmas Market

1. Project Summary

Project Name	The Anne O'Grady Art Retrospective Exhibition and Artisan Makers Christmas Market - Version Two - Reduced Catering
Applicant	Tamar Valley Business Association Inc.
Project Lead	Donna Hodgon, Secretary and Membership Officer
Venue	The Exchange Function Rooms, 141 Weld Street, Beaconsfield TAS 7270
Event Dates	5 Dec (opening evening), 7–11 Dec (public viewing), 13, 19 & 20 Dec (market days) 2026

2. Timeline & Milestones

Fill in the person responsible for each task as roles are confirmed. Update Status as the project progresses (Not started / In progress / Complete).

Event 1 — Anne O'Grady Art Retrospective Exhibition

Milestone / Task	Detail	Responsible	Target Date	Status
Grant outcome confirmed	Council notification received	**TVBA Secretary**	**[ASAP]**	**[Not started]**
Confirm venue booking	The Exchange Function Room — opening night + viewing week	**TVBA Secretary**	**By early Nov**	**[In Progress]**
Engage installation contractor	Confirm provider, confirm quote	**TVBA Secretary**	**By mid-Nov**	**[Not started]**
Collect & condition-report loaned artworks	Artist to agree loan arrangements incl. hospital and childcare centre pieces	**Anne O'Grady**	**By late Nov**	**[In Progress]**
Source 'lost' paintings	Facebook/word-of-mouth appeal run by Anne O'Grady	**Anne O'Grady**	**Ongoing from Nov**	**[In Progress]**
Invitations	Design, print, distribute to approx. 40–50 lenders and special guests	**Anne O'Grady**	**By mid-Nov**	**[In Progress]**
Confirm catering	Exchange — opening night platters, hard guest cap agreed	**TVBA Secretary**	**By late Nov**	**[Not started]**
Opening evening (invite/RSVP only)	Special guests incl. portrait subjects, lenders, artist on site	**Anne O'Grady**	**5 Dec 2026**	**[Not started]**
Public viewing week	Free entry, 10am–3pm daily, artist on site	**Anne O'Grady**	**7–11 Dec 2026**	**[Not started]**
De-install & return artworks	Safe removal, return to lenders incl. hospital/childcare centre	**TVBA**	**By 12 Dec**	**[Not started]**

Event 2 — Christmas Artist & Makers Market

Milestone / Task	Detail	Responsible	Target Date	Status
Open stallholder applications	Call via TVBA network; prioritise first-time/young makers	**TVBA Secretary**	**By early Nov**	**[Not started]**
Site layout & safety plan	Stallholder spacing and table arrangements agreed, timing for stallholder access, ramp access confirmed	**TVBA and The Exchange Team**	**By mid-Nov**	**[Not started]**
Confirm stallholder selection	Notify successful stallholders, confirm numbers per market day	**TVBA**	**By late Nov**	**[Not started]**
Venue set-up	The Exchange — market layout for each of the three market days	**TVBA and The Exchange Team**	**Each market day**	**[Not started]**
Market day — single day	Open to the public, free entry	**TVBA and The Exchange Team**	**13 Dec 2026**	**[Not started]**
Market weekend	Open to the public, free entry, both days	**TVBA and The Exchange Team**	**19–20 Dec 2026**	**[Not started]**
Pack down after each session	Site reinstatement	**The Exchange Team**	**Each market day**	**[Not started]**

3. Roles & Responsibilities

Role	Name / Contact	Responsibilities
Project Lead / Secretary	**Donna Hodgon**	Overall coordination, Council liaison, acquittal reporting
Exhibition Coordinator	**Anne O'Grady**	Artwork collection/loan agreements, catalogue, viewing week roster
Installation Contractor	**To be confirmed on engagement**	Safe installation and de-installation of all exhibition works
Market Coordinator	**Donna Hodgon**	Stallholder recruitment/selection, site plan, on-day safety across all three market days
Volunteers / Front of House	**Gavin Gordon**	Bump-in/out, front-of-house, stallholder and visitor support at all sessions

4. Acknowledgement of West Tamar Council

West Tamar Council's support will be acknowledged on all printed and digital promotional material (posters, social media, invitations, catalogue), with signage at the venue across all sessions, and with a verbal acknowledgement at the opening evening.

5. Success Measures & Reporting

- Attendance recorded at each session against the projected ranges (30–80 opening evening; up to 250 across the viewing week; 90–150 across the three market days)
- Number of stallholders participating across the three market days, with a target mix of first-time/young makers alongside established artisans
- Number of loaned artworks displayed and safely returned, including the hospital and childcare centre pieces
- Photographic record of sessions
- Confirmed local spend — amount paid to Tamar Valley/Beaconsfield suppliers (catering, venue, installation, marketing)
- Acquittal form submitted within 6 weeks of project completion, and no later than 29 May 2027

Tamar Valley Business Association

Risk Management Plan

The Anne O'Grady Art Retrospective Exhibition & Artisan Makers Christmas Market — supporting attachment for West Tamar Council Community Grant application

1. Purpose & Scope

This plan identifies the key risks associated with delivering the Anne O'Grady Art Retrospective Exhibition (5–11 December 2026) and the Christmas Artist & Makers Market (13, 19 & 20 December 2026) at The Exchange Function Room, Beaconsfield, and sets out how the Tamar Valley Business Association (TVBA) will manage and mitigate each one. The Project Lead reviews it throughout planning and delivery and updates it as new risks are identified.

TVBA holds Public Liability Insurance of $20,000,000 (Certificate of Currency attached to application), which covers all three event components.

2. Risk Register

Likelihood and Impact rated Low / Medium / High. This register is reviewed fortnightly in the lead-up to the events and at each milestone in the attached Project Delivery Plan.

Risk	Likelihood	Impact	Rating	Mitigation / Control	Owner
Hanging/installation contractor not confirmed in time	Medium	High	**High**	Confirm and quote a contractor immediately upon grant outcome; identify a backup local framer/tradesperson;	**Project Lead**
Catering budget exceeded due to over-attendance at opening night	Medium	Medium	**Medium**	RSVP-only opening night (invited guests + lenders, approx. 40–60) with a hard catering cut-off number confirmed with Exchange 7 days prior; if turnout exceeds capacity, overflow guests are welcomed into the viewing space without catering rather than turned away, and additional light refreshments purchased from the contingency factored into the budget.	**Project Lead / Treasurer**
Over-attendance at free public viewing days or market days straining volunteer capacity or site safety	Medium	Medium	**Medium**	Volunteer roster includes a reserve list; maximum safe occupancy for the venue confirmed with The Exchange and displayed at entry; additional volunteers called in from the reserve list if a session is unexpectedly busy (e.g. Christmas week).	**Market Coordinator**
Low attendance at one or more sessions	Medium	Medium	**Medium**	Coordinated promotion (see attached Marketing & Promotion Plan) from 6 weeks out; cross-promotion between the exhibition and the market; target audience includes Beaconsfield Primary School, aged-care residents and carers specifically named to broaden reach.	**Project Lead**

Budget shortfall or unquoted/underquoted expenditure	Medium	Medium	**Medium**	Written quote obtained and filed for every budget line before submission (see attached Budget); total expenditure reconciled against confirmed income monthly; a contingency allowance is held against unbudgeted costs.	**Treasurer**
Volunteer/staff shortfall on any event day	Medium	Medium	**Medium**	Confirm the volunteer roster at least 4 weeks ahead, with a reserve list; brief all volunteers on roles beforehand; and engage wait staff for opening night rather than relying solely on volunteers.	**Project Lead**
Adverse weather affecting market days	Medium	Low	**Low**	All market days held inside The Exchange Function Room (not outdoors), removing most weather risk; indoor capacity confirmed for forecast attendance.	**Market Coordinator**
Accessibility barriers for attendees	Low	Medium	**Low**	Ramp access at The Exchange confirmed and signed; exhibition and market layouts will allow wheelchair/pram access; aged-care residents and carers specifically invited, with accessible viewing times (10am–3pm daily) programmed.	**Project Lead**
Public liability / injury on site	Low	High	**Medium**	Current $20M public liability policy in place; safe, uncluttered site layout for both exhibition and market; volunteers briefed on hazard reporting; first aid kit on site at all times.	**Project Lead**
Stallholder cancellations/no-shows at the market	Medium	Low	**Low**	Maintain a waitlist of interested stallholders from the open call; confirm attendance with each stallholder 1 week prior to each market day.	**Market Coordinator**
Key organiser unavailable (illness, etc.)	Low	Medium	**Low**	All bookings, contacts and supplier details documented centrally; at least one other committee member briefed on the status of each event component.	**Project Lead**

3. Contingency & Budget Overflow

In direct response to Council's feedback on contingency planning, the following specific measures apply if demand or costs exceed projections:

- Catering: a hard guest cap will be confirmed with Exchange and once platter are finished function will be without any further food or provided if contingency available.
- Venue capacity: maximum safe numbers for each session are agreed with The Exchange in advance and displayed at entry; sessions are not allowed to exceed this regardless of demand.
- General cost overrun: the detailed budget (attached) includes a contingency allowance; if this is exhausted, the Project Lead and Treasurer will reprioritise non-essential spend (e.g. signage, print run size).
- The Treasurer can seek discounts by direct negotiation to ensure value for money and enable the events to proceed within budget.

- Underspend: any unused grant funds will be reported and returned/reallocated in line with Council's funding agreement terms.

4. Review

The TVBA committee will review this plan at each milestone in the Project Delivery Plan, update it as needed.

13.2 Comm 2 - Community Grant Application - Riverside Olympic Football Club

REPORT AUTHOR: Manager Community Development - Marcus Grantham

REPORT DATE: 11 November 2026

ATTACHMENTS:
1. [**13.2.1**] ROFC - Grant Application
2. [**13.2.2**] ROFC - Business and Feasibility Case

SUMMARY

This report is provided to consider a community grant application received from the Riverside Olympic Football Club which is seeking support to the amount of $5,000 for the purchase of portable futsal goals.

BACKGROUND

West Tamar Council offers various levels of financial assistance to not-for-profit organisations and community members through its grants and sponsorship programs. These programs are outlined in Council's Grants and Assistance Policy, Youth Services Policy and Guide, and on Council's website.

Grant applications are first assessed for eligibility and then scored against an assessment matrix containing established criteria. Applications are then provided to Council for decision.

For grants up to $1,000 applicants are not required to make a financial contribution to the project but must provide in-kind contributions. Evidence of these contributions must be included in the application.

For 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).

Applicant	Riverside Olympic FC
Purpose	To purchase six futsal goals for a 5-a-side Football competition in early 2027.
Amount Requested	$5,000.00
Matrix Score	12.3/20
Grant Summary	Riverside Olympic Football Club is seeking funding to establish a five-week pilot 5-a-side football competition during February-April 2027. Funding would be used to purchase portable goals and football equipment needed to deliver the program. The pilot aims to: • provide an affordable, inclusive off-season sporting opportunity for children, young people, adults and families;

	• create paid employment opportunities for young people aged 14–19 through refereeing and canteen roles; • activate the club's facilities during the football off-season; • test participant demand, registration processes, referee development and competition operations; and • inform the development of a full 10-week competition proposed for 2028.

STRATEGIC PLAN

This action relates to the following components of the Community Strategic Plan 2026-2036:

Our Heart: Community and Wellbeing

Goal 1: People feel part of local life and can see themselves in West Tamar's future

1.3 Work with community organisations, schools, clubs and service providers to widen participation for people facing barriers to local life.

Our Heart: Community and Wellbeing

Goal 2: Shared places and social infrastructure stay strong as the population grows

2.4 Work with clubs, volunteers, arts groups and community organisations to reduce governance strain and keep local participation strong.

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 2026-2027, the Council has allocated a total funding pool of $45,000 towards Community Grants.

Community Grant applications open on the 1 July 2026, and close 17 February 2027 (4pm), or until the funding pool is exhausted. Applications are assessed and funded on a 'first-in' basis.

The current funding pool for Community Grants follows:

COMMUNITY GRANTS	
Total commitment to date	**$0**
Balance Remaining	**$45,000**
*TVBA Cultural Program**	$3,258
*Riverside Olympic Football Club**	$5,000
Pending Balance*	**$36,742**

**Pending Council approval at Ordinary Council Meeting 17 November 2026.*

CONSULTATION

Applications received in October were discussed at the Interim Workshop held on 10 November 2026.

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 application received from Riverside Olympic FC scored 12.3/20 against the assessment matrix, exceeding the minimum passing score of 10/20, and is presented to Council for consideration.

The grant assessment panel noted that the purchase of goals for a trial 5-a-side program will likely increase participation, with a focus on youth and women. If the trial is successful, it may also improve the club's revenue and sustainability, and increase employment opportunities. The panel also noted that the application includes a well-developed business plan, while recognising that its projections are estimates and not guaranteed outcomes.

The panel's key concern was that the $5,000 expense for a trial may not represent commensurate community value for money should the trial fail. This concern was partially offset by the applicant's acknowledgement that the goals could also be used out of season for training.

The goals are quoted as costing $899.99 (including tax) each, with six goals to be purchased to meet the club's game schedule. The total cost for six goals is $5,399.94, with the club contributing $399.94 towards the purchase – slightly less than the 10% of funding required as per the grant guidelines.

The club has confirmed that it would welcome partial funding towards the purchase of the goals should Council not wish to fund the full amount.

The assessment panel, in balance of the risks against the benefits, has recommended that Council partially fund the Riverside Olympic FC to the amount of $2,699.97 (50% of the grant request) with the club to fund the remaining balance (with a minimum 10% contribution of $270.00) to purchase futsal goals for its 5-a-side competition, slated to begin in early 2027.

RECOMMENDATION

That Council:

1. Approve grant funding to the amount of $2,699.97 for the Riverside Olympic FC to purchase futsal goals.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

Grants Program 2026/2027 - 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 2026, and close 17 February 2027 (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	Riverside Olympic Football Club	
ABN (if applicable)	26 615 887 913	
Postal Address	PO box 68, Riverside Tas 7250	
Email Address	admin@riversideolympic.com.au	
Contact Name	Stuart McCarron	
Contact Number	0419562609	
Is your organisation registered for GST?	Yes ☒	No ☐

Project Overview

Project Name	Riverside Olympic Football Club: 5-a-Side Football and Canteen Activation – Grant Funding
Project Location	Riverside Olympic Football Club
Project Dates	January 2027 – April 2027 (Ongoing Annually)
Grant Funding Amount Requested	$5,000
Consulting Council Officer	

The personal information on this form is required by Council for the Community Grants Program. Your personal information will be used for this related purpose. If this information is not provided, we may not be able to deal with this matter. You may access and/or amend your personal information at any time. How we use this information is explained in our Privacy Policy, which is available at www.wtc.tas.gov.au or at Council offices.

Project Description

Riverside Olympic Football Club is seeking funding to establish and test a pilot 5-a-side football competition during the football off-season. The project will provide an accessible, affordable and inclusive sporting opportunity for children, young people, adults and families while creating practical youth employment pathways through referee and canteen operations.

The project will be delivered as a five-week pilot competition during February-April 2027. Funding will support the purchase of portable goals and football equipment required to establish the program and provide the foundation for future growth.

The pilot will allow the club to test competition operations, registration systems, referee development, participant demand, and canteen activation before launching a full ten-week seasonal competition in 2028. Young people aged 14-19 years will have opportunities to undertake paid referee and canteen support roles, developing transferable employment skills including customer service, communication, leadership and workplace responsibility.

The project will activate club facilities during the off-season, increase participation in physical activity, strengthen community connection and provide evidence-based planning for the long-term sustainability of the program.

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 will deliver significant community benefits across the West Tamar municipality by increasing participation in sport, creating youth employment pathways and strengthening community connection during the football off-season.
Riverside Olympic Football Club currently supports approximately 600 registered players, including more than 400 junior members. The pilot competition will provide an opportunity for existing members, former players, families and community members to remain active and connected outside the traditional football season.
The pilot is expected to directly engage approximately 200 participants and volunteers in its first year while providing valuable information about participation demand and community needs. Importantly, the program will create paid skill-development opportunities for young people through referee and canteen roles, supporting employability, leadership and workforce participation.
The project aligns with the club's strategic objectives of increasing participation, strengthening community engagement, creating sustainable revenue streams and developing future volunteers, officials and community leaders. Subject to successful evaluation, the pilot will establish the foundation for a larger annual competition from 2028 onwards.

Expected benefits

- The project is expected to deliver broad community, health and financial benefits by increasing access to regular physical activity, strengthening social connection and improving the club's long-term sustainability.
- Increased participation by juniors, adolescents, adults, families, social players and new participants.
- Improved physical and mental wellbeing through regular movement, teamwork and community connection.
- Greater use of Riverside Olympic Football Club outside traditional competition times.
- New revenue through registrations, game fees, sponsorship, event activation and canteen sales.
- Stronger volunteer engagement through clearer rostering and program systems.
- Enhanced visibility of Riverside Olympic Football Club as an inclusive, welcoming and accessible community destination.

Project Delivery – Outline how your organisation/business/group will be able to undertake and complete the proposed project, including how West Tamar Council will be acknowledged?

This may include:

- A summary of the project timeline (recommended) and a brief overview of the steps involved in your project to demonstrate how it will be completed (tell us your plan)
- Site plans, photos (if applicable)
- Outline the roles/responsibilities of any group members, volunteers, service providers and/or contractors who will be undertaking work on this project. WTC Contractor Induction details will need to be provided prior to any works commencing (wtc.tas.gov.au/contractor_inductions)

Riverside Olympic Football Club has extensive experience delivering football competitions, community programs and volunteer-led events. The club possesses the facilities, equipment, governance structures and volunteer capacity necessary to successfully implement the proposed pilot program.

The project will be delivered through five key stages:

Stage	Timing	Activities
Planning and procurement	Nov-Dec 2026	Purchase equipment, develop rules, establish registration systems and finalise pilot format
Marketing and workforce preparation	Dec 2026-Jan 2027	Recruit participants, youth referees and volunteers
Pilot program delivery	Feb-Apr 2027	Deliver five-week competition and canteen activation
Evaluation and refinement	Apr-May 2027	Collect feedback, review participation and financial outcomes
Future planning	2027	Refine the model and prepare for full implementation in 2028

Club committee members will oversee project governance and financial management. Youth participants will be supported through supervised referee and canteen roles, providing practical workplace experience in a safe environment.

West Tamar Council's support will be acknowledged through project signage, social media, promotional materials, media releases and reporting provided through the acquittal process

Community Engagement – Outline clear engagement and partnerships with the community, enabling social

connections and community participation.

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)

Community participation and social connection are at the centre of this pilot project. The 5-a-side format is intentionally designed to reduce participation barriers through shorter games, lower costs and a social, welcoming environment.

The pilot will engage existing football participants while also targeting new players, social teams, families and community members who may not currently be involved in organised sport. The project will create opportunities for young people to gain meaningful employment experience as referees and canteen assistants, creating pathways into leadership, volunteering and future employment.

Strong relationships with local schools, families, players and community organisations will support recruitment and promotion throughout the West Tamar region. The pilot will establish an active and welcoming community hub while generating valuable community feedback that will shape future program development.

Budget – Detail the items of expenditure that Council funding will be used for. Refer to 'Community Grants Program 2026/2027 - Application Guidelines' available on West Tamar Council's website (wtc.tas.gov.au) to check funding eligibility.

Council Funding Request ($5,000)

Item	Amount
Portable 5-a-side goals - $899 each	$5394
Total Grant Request	**$5,000**

Project Expenditure – Include all cost associated with the project and attached quotes (inclusive of GST, if applicable).

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.

Expenditure Description – Club Contribution	**$**
Portable 5-a-side goals	394
Additional Football equipment	2250
Administration and registrations setup	1500
Marketing and promotion	500
Training and compliance	1500
Kitchen equipment	300
Initial Kitchen Stock	1000
Contingency	500
Expenditure Total	7,944

Project Income – Include all confirmed funding and donations, including materials.

Income Description:	**$**
Pilot - 5 Week Competition 2027	
Canteen income (assumed $750 per week)	$3,750
Game fees (40 teams - Proposed one-time payment of $325 per team for the 5 - week season)	$13,000
Registrations (280 people - $20 per participant)	$5,600
Pilot Competition 2027 - Income total	22,350

Full 10 Week - Competition Model to start 2028	
Canteen income (assumed $900 per week)	$9,000
Game fees (50 teams - Proposed one-time payment of $650 per team for the 10-week season)	$32, 500
Registrations (50 teams – 350 people - $25 per participant)	$8,750
Full competition Model 2028 - Income Total	50,250

All relevant quotes are attached	¤

Declaration

By signing and submitting this form I declare that:

- The information given in this application is true and accurate to the best of my knowledge.
- I agree to liaise with Council, should my application be successful 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 2027

Name	
Role/Position	Natalie Brown, Secretary
Signature	Nbrown

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

10/21/26, 1:52 PM Invoice 26-00025512

INTERSPORT LAUNCESTON

Sportsfam PTY LTD
ABN: 71 615 839 051
117 St John St, Launceston TAS 7250
Ph: 03 6331 8400, Email: launceston@intersport.com.au

QUOTE 26-00025512

Sales Person: COMMERCIAL S
Date: 21 Oct 2026

CUSTOMER DETAILS			
Billing		**Delivery**	
Riverside Olympic FC Riverside Olympic	P:0408388481 Account#: GT-163225	Riverside Olympic F.C Stuart McCarron	P:0408388481

Order Comments
For Pay ID payments use launceston@intersport.com.au

DESCRIPTION:	QTY:	UNIT PRICE: (INC TAX)	TOTAL: (EX TAX)	TOTAL: (INC TAX)
PRO ALU MATCH FUTSAL GOAL 3x2m ID: 1035810, QUOTES, QUOTES	6	$899.99	$4,909.04	$5,399.94
		Freight:	$0.00	$0.00
TOTAL ITEMS:	6	GRAND TOTAL:	$4,909.04	$5,399.94
		TOTAL PAID:		$0.00
		ROUNDING:		$0.00
		TOTAL GST:		$490.90
		BALANCE DUE:		$5,399.94

OUR DIRECT DEPOSIT DETAILS:

ACC Name: Sportsfam Pty Ltd
BSB: 087728
ACC: 329940209

We will happily refund within 7 days. Exchanges within 30 days of purchase.

For all returns/exchanges of items must be in original and re-saleable condition.

Quotes are only valid for 30 Days.

Business and Feasibility Case

Riverside Olympic Football Club: 5-a-Side Football and Canteen Activation – Grant Funding

1. Executive Summary

Riverside Olympic Football Club is seeking grant funding to establish a community 5-a-side football program supported by upgraded club kitchen and café services. A five-week pilot competition will be delivered in 2027 to test the competition and administrative model, with the full program commencing in January 2028. The project will create a new, accessible participation pathway for juniors, adults, families, beginners, social players and community members who may not currently engage in formal competition football.

The initiative responds to strong football participation across Tasmania and local demand at Riverside Olympic Football Club, which has approximately 600 registered players, including more than 400 juniors. By activating Riverside Olympic Football Club beyond traditional match days, the project will generate new registration, game-fee and food-and-beverage income while supporting physical activity, social connection, and volunteer-led community engagement.

The total projected project cost is $12,944. Riverside Olympic Football Club is seeking $5,000 through the West Tamar Council grants program to contribute to essential start-up costs, specifically the purchase of portable football goals.

2. Project Need and Opportunity

Football continues to thrive in Tasmania. According to Football Australia's 2025 National Participation Report, 41,395 people took part in outdoor football, futsal, school programs and social football, making football the most-played organised sport in the state. Riverside Olympic Football Club is a major contributor to this participation base, with strong junior and family engagement every weekend at Churchill Park.

Like many community clubs, Riverside Olympic relies on volunteers, sponsorship and fundraising to keep participation affordable. The proposed 5-a-side program will diversify the club's income while giving the community a low-barrier, flexible and social way to be active. A simple, reliable kitchen offering—such as hot chips, nachos, coffee, and family-friendly refreshments—will encourage spectators and participants to stay longer, strengthen social connection, and help reduce social isolation through regular community gatherings.

Physical inactivity remains a significant public health challenge in Australia. The Australian Institute of Health and Welfare (AIHW) reports that 37% of adults aged 18 to 64 do not meet recommended physical activity levels, while 83% of adolescents aged 15 to 17 fail to

achieve the recommended amount of daily physical activity. National guidelines recommend that children and young people aged 5 to 17 participate in at least 60 minutes of moderate to vigorous physical activity every day, while adults should accumulate 150 to 300 minutes of moderate intensity activity, or 75 to 150 minutes of vigorous activity, each week, alongside muscle-strengthening activities on at least two days per week.

The proposed 5-a-side football program responds directly to this need by creating an accessible, affordable and flexible opportunity for community members to increase their physical activity in a supportive sporting environment. The modified format reduces common participation barriers, including time commitments, cost and competitive pressures, making it attractive to children, adolescents, adults, families, social players and residents who may not otherwise participate in organised sport.

Research demonstrates that regular physical activity improves cardiovascular health, mental wellbeing, musculoskeletal health and healthy weight management, while reducing the risk of chronic conditions including heart disease, type 2 diabetes, osteoporosis, dementia and several cancers. AIHW identifies physical inactivity as the ninth leading preventable cause of ill health and premature death in Australia, contributing approximately 2.5% of the nation's total disease burden.

Community sport also delivers substantial social benefits. Evidence indicates that participation in organised sport strengthens community connection, reduces social isolation, supports mental health and helps build volunteer capacity and community resilience. By combining social football with a welcoming café and gathering space, Riverside Olympic Football Club will create a vibrant community hub that promotes both physical and social well-being.

3. Government Strategy Alignment

The project is strongly aligned with current state and federal government priorities to increase participation in sport and active recreation through safe, welcoming, inclusive and accessible community settings.

At the Tasmanian level, Active Tasmania provides funding and support to increase opportunities for participation in sport and active recreation and to assist the ongoing development of the sport and recreation sector. The project directly supports this objective by creating a new participation pathway at Riverside Olympic Football Club and strengthening the club’s capacity to deliver regular, affordable and inclusive community sport.

The project also aligns with Tasmanian Government priorities for inclusive community sport facilities and broader participation access. Active Tasmania’s facility development guidance emphasises identifying community need, planning for sustainable sport and recreation infrastructure, and supporting inclusive facilities that maximise participation.

At the national level, Australia's Sport Participation Strategy, Play Well, sets a vision that everyone has a place in sport and focuses on safe, welcoming, inclusive and enjoyable sporting environments. The Australian Government's National Sport Strategy, Sport Horizon 2024–2034, also prioritises participation, inclusion, safety and healthy, active, connected communities. The proposed 5-a-side program gives practical effect to these priorities by creating a flexible grassroots sports model that encourages participation from juniors, adults, families, social players, and new participants.

The project also supports national preventative health priorities by creating additional opportunities for Tasmanians to meet the Australian Physical Activity and Exercise Guidelines and addresses the well-documented health, social and economic impacts associated with physical inactivity.

4. Alignment with Grant Guidelines

Grant Priority	Project Alignment
Innovation & Business Diversification	The project creates new revenue streams through paid 5-a-side registrations, weekly game fees, café/kitchen sales, sponsorship opportunities and event-day activation. Administration, rostering and marketing systems will professionalise delivery and reduce volunteer burden.
Activating Visitation & Regional Promotion	Regular 5-a-side nights and weekend activations will draw players, families and spectators to Riverside Olympic Football Club, increasing local visitation and supporting the club as a community destination.
Sustainable & Accessible Growth	The program provides affordable, social and inclusive participation for children, adults, families and new players. Energy-efficient equipment choices, reduced waste practices and reusable playing infrastructure will support long-term sustainability.

5. Proposed Project

The project will establish a structured 5-a-side football program at Riverside Olympic Football Club through a staged rollout. A five-week pilot competition will be delivered in 2027, followed by the full program commencing in January 2028. The format is designed to be flexible, fast-paced and accessible, with shorter games, smaller teams and lower entry barriers than full competition football.

The 2027 pilot is necessary because adequate lead time is required to organise the competition, procure equipment, establish registration and payment systems, develop fixtures and policies, recruit and train referees and volunteers, and prepare the canteen

service. The pilot will allow the club to test these administrative and operational processes on a manageable scale, gather participant and volunteer feedback, and apply lessons learned before the full January 2028 rollout.

The kitchen/café component will be tested during the pilot by offering quick, consistent and affordable food and beverages. The proposed menu will focus on simple, high-demand items such as hot chips, nachos and coffee, creating a reliable fundraising pathway while improving the experience for families and visitors.

6. Expected Benefits

- The project is expected to deliver broad community, health and financial benefits by increasing access to regular physical activity, strengthening social connection and improving the club's long-term sustainability.
- Increased participation by juniors, adolescents, adults, families, social players and new participants.
- Improved physical and mental wellbeing through regular movement, teamwork and community connection.
- Greater use of Riverside Olympic Football Club outside traditional competition times.
- New revenue through registrations, game fees, sponsorship, event activation and café sales.
- Stronger volunteer engagement through clearer rostering and program systems.
- Enhanced visibility of Riverside Olympic Football Club as an inclusive, welcoming and accessible community destination.

Measuring Success and Project Performance

Project performance will be monitored during the 2027 pilot and the full program from January 2028 using participation, financial, operational and community indicators. Baseline data will be recorded at registration, results will be reviewed weekly during delivery, and a formal evaluation will be completed after the pilot and each full season.

Success Measure	Target / Indicator	Monitoring Method and Timing
Participation and reach	Recruit 40 teams for the five-week pilot and progress toward 50 teams for the full season; record participation across juniors, adolescents, adults, families, social players and new participants.	Registration-system reports reviewed before launch and weekly; final participation profile assessed after each program.
Program delivery and retention	Deliver 100 scheduled pilot games, minimise cancellations, and track the proportion of teams completing	Fixtures, attendance records, cancellation logs and post-

	the program and expressing interest in returning.	program team survey reviewed weekly and at completion.
Participant experience and wellbeing	Achieve at least 80% positive responses regarding accessibility, enjoyment, safety, social connection and likelihood of participating again.	Short participant and parent surveys season; feedback themes documented.
Financial performance	Track team-fee income against the pilot projection of $13,000 and referee costs against $1,500; measure canteen sales, costs and gross margin to establish a sustainable operating model.	Weekly reconciliation of registrations, payments, referee expenses and point-of-sale records; final budget-to-actual report.
Volunteer and youth workforce capacity	Maintain sufficient trained referees, canteen staff and volunteers for all scheduled sessions; record youth members engaged in paid referee or canteen roles.	Roster coverage, training records, hours worked, unfilled shifts and volunteer feedback reviewed weekly.
Safety and compliance	Complete required inductions and food-safety processes, record incidents and near misses, and close corrective actions promptly.	Induction registers, safety checklists, incident reports and compliance reviews monitored throughout delivery.
Club activation and community reach	Measure additional visits to the club on program nights, spectator attendance, school and community referrals, and promotional engagement.	Attendance estimates, referral questions at registration, social-media analytics and stakeholder feedback reviewed after each campaign and program.

The committee will use these results to compare actual performance with the pilot assumptions, identify corrective actions, and refine pricing, scheduling, staffing, promotion and canteen operations before the January 2028 rollout.

7. Projected Costs

Projected costs have been estimated using Australian market rates for portable football equipment, commercial kitchen equipment, basic digital administration, marketing and casual labour. Portable 5-a-side goals are budgeted at approximately $899 each, while commercial coffee and kitchen equipment varies widely depending on capacity, whether it is new or refurbished, and delivery to Tasmania.

Cost Item	Basis of Estimate	Projected Cost
Portable 5-a-side goals	Six quality portable goals at approximately $899 each	$5394
Football equipment	Match balls, bibs, cones, first aid top-up, pump, storage tubs and small equipment	$2250
Administration and registration setup	Digital system setup, templates, online forms, policies and participant communication	$1500
Marketing and regional promotion	Graphic design, social media advertising, flyers, signage, launch promotion and local campaign activity	$500
Kitchen equipment upgrade	Milkshake makers	$300
Initial food, beverage and packaging stock	Opening stock for hot chips, nachos, coffee, milk, condiments, cups, containers and cleaning supplies	$1000
Training, licences and compliance	Food safety training, safe operating procedures, induction material and incident management resources	$1500
Contingency	Allowance for freight to Tasmania, price variation and installation or compliance adjustments	$500
Total Project Cost		$12,944

8. Revenue and Sustainability

The proposed 5-a-side football competition has been modelled on successful local participation formats, including Northern Futsal and Super 7s. Riverside Olympic Football Club will first deliver a five-week pilot program in 2027, using a 40-team planning scenario, before commencing the full program in January 2028. Under the full model, the three 5-a-side fields would operate across two weekday afternoons or evenings each week, with capacity for up to 36 games per week.

This format provides capacity for up to 72 team appearances per week while allowing age groups and divisions to be scheduled progressively throughout the evening. Younger players can participate in earlier time slots, while youth, adult and social competitions can be

scheduled later, ensuring the program remains family-friendly and concludes before 9.00 pm.

The staged timing is critical to successful delivery. The five-week 2027 pilot provides the lead time and practical testing needed to finalise competition administration, scheduling, registrations, payments, referee and volunteer rosters, equipment, communications and canteen operations. Lessons learned from the pilot will inform adjustments before the full program commences in January 2028. The full season should also be scheduled to avoid competing with Super 7s and to maximise participation during the football off-season.

Comparison with Existing Local Competitions

Competition	Format	Fees	Revenue	Referee Costs
Northern Futsal	4 courts, approximately 27 games weekly, 54 teams, 40-minute matches	$130 per game ($65 per team), $75 annual registration	Approximately **$3,510 weekly game-fee revenue** plus annual registration income	Approximately **$675 per week** ($25 per game)
Super 7s	8 fields, 24 matches weekly, 48 teams, 40-minute matches	$700 per team per season plus registration fees	Approximately **$3,360 average weekly income** over a 10-week competition	Approximately **$360 per week** ($15 per game)
Proposed Riverside Olympic 5-a-Side	3 fields over 2 weeknights, with capacity for 36 games weekly; modelled on 50 teams – 25 games per week	Proposed one-time payment of $650 per team for the 10-week season, plus any applicable player registration fees	Approximately **$32,500 per 10-week season** (50 teams), equivalent to $3,250 per week	Approximately **$375 per week** ($15 per game)

Proposed Competition Revenue Model

The financial modelling below describes the full 10-week competition commencing in January 2028. A separate five-week pilot model for 2027 is provided below.

2027 Five-Week Pilot Program Costings

The pilot model uses 40 teams, producing 20 games per week. The proposed pilot team fee is $325, equal to half of the planned $650 fee for the full 10-week season. This planning scenario remains within the available competition capacity.

Item	Basis	Five-Week Pilot
Teams	Planning scenario	40 teams
Games	20 games per week	100 games
Team game fee	One upfront fee per team for five weeks	$325 per team
Gross team-fee income	40 teams × $325	$13,000
Referee costs	100 games × $15	($1,500)
Net income before other expenses	Gross team-fee income less referee costs	**$11,500**
Player registration fee	280 participants x $20 per participant	$5,600
Canteen income and costs	Assumed $750 per week (2 nights' sales per week)	$3,750

The pilot will provide actual data on registrations, attendance, referee availability, administration time, canteen demand and operating costs. These lessons will be used to refine pricing, scheduling, staffing and systems for the January 2028 rollout.

- Three fields operating across two weeknight competitions from January 2028.
- Six game timeslots per field per night.
- A 50-team competition producing 25 games per week, within the available 36-game weekly capacity, allowing for growth.
- A proposed one-time payment of $650 per team for the full 10-week season, consistent with the Super 7s fee structure.
- Referee payments of $15 per game.
- A full 10-week competition season commencing in January 2028.

Full Competition model

Item	Weekly	10-Week Season
Games Played	25	250
Gross Team Fee Income	$3,250 average	$32,500
Registrations (assumed 350 participants)		8,750

Item	Weekly	10-Week Season
Referee Costs	($375)	($3,750)
Net Income Before Other Expenses		**$37,500**

Proposed Team Payment: Each team would make a single upfront payment of $650 for the full 10-week competition, consistent with the Super 7s fee model. Based on 50 teams, this would generate $32,500 in team-fee revenue for the season, simplifying administration and giving teams certainty about their total competition cost.

Registration Revenue

Player registration arrangements and any applicable fees will be tested during the 2027 pilot, with the final approach confirmed before the January 2028 rollout. Registration income can support administration, insurance, equipment replacement and competition management.

Potential registration income is outlined below:

Registration Fee	Participants	Additional Income
$25	350	$8,750

Combined with weekly game fees, registration revenue creates a stable financial base that reduces reliance on fundraising and sponsorship alone.

Workforce Sustainability

A key sustainability benefit of the program is the opportunity to create paid development opportunities for young club members. Riverside Olympic Football Club intends to establish a junior referee pathway for members aged 14 to 19 years, with referees paid approximately $15 per game ($20 per hour; this remuneration aligns with similar competitions). This provides valuable employment experience, leadership development and officiating pathways while helping contain competition operating costs.

The club will also explore employing young club members aged 15 to 19 years in casual canteen and kitchen support roles during competition nights. Providing paid opportunities for local young people reduces reliance on volunteers, supports workforce development and strengthens member engagement with the club.

Community Canteen and Ancillary Revenue

The proposed competition is expected to increase visitation to Windsor Park across multiple weeknights each week. Players, families and spectators attending regular fixtures will create additional demand for food, beverages and café services. Income from hot food sales, coffee, snacks, and refreshments will provide an important supplementary revenue stream while improving the participant experience and encouraging community connection.

Operating the competition across two evenings also distributes volunteer and staffing requirements, reducing burnout and improving long-term sustainability compared to concentrating activity into a single event.

Long-Term Sustainability

The proposed model demonstrates the capacity for Riverside Olympic Football Club to establish a self-sustaining participation program that generates income through multiple revenue streams including:

- Weekly match fees.
- Player registrations.
- Canteen sales.
- Sponsorship and advertising opportunities.
- Special events and holiday competitions.

Based on projected participation levels, the proposed one-time fee of $650 per team could generate approximately $32,500 in team-fee revenue over a 10-week season, with an estimated $28,750 remaining after referee costs and before other operating expenses. Additional player registration and canteen income would further strengthen the program's financial viability and provide resources for future facility improvements, equipment replacement, and club development initiatives.

This diversified income model supports the long-term sustainability of Riverside Olympic Football Club while creating additional opportunities for participation, community engagement and local youth employment.

9. Implementation Plan

Stage	Timing	Activities
Planning and procurement	November / December 2026	Confirm the pilot format, purchase equipment, establish registration and payment systems, develop policies and fixtures, and finalise kitchen requirements.
Marketing and workforce preparation	December – Mid January 2027	Promote the pilot, recruit teams, volunteers and referees, complete training, and test participant communications and rostering.
Five-week pilot competition	February – April	Deliver five weeks of games and canteen service; monitor registrations, attendance,

		administration, staffing, safety, costs and participant experience.
Evaluation and refinement	After the 2027 pilot	Review financial and participation results, gather feedback, document lessons learned, and refine fees, schedules, policies and operating procedures.
Full program rollout	January 2028	Launch the full competition using the systems, pricing and delivery model refined through the pilot.

10. Risk Management

Risk	Mitigation
Volunteer fatigue	Use clear rosters, simple menus, repeatable operating procedures and paid casual support during the establishment phase.
Lower than expected registrations	Start with a pilot, promote through schools and club networks, offer mixed and social formats, and adjust timeslots to demand.
Equipment price increases or freight costs	Include contingency, seek multiple supplier quotes and prioritise essential equipment first.
Food safety and compliance	Provide food safety training, documented procedures, safe storage, cleaning schedules and appropriate supervision.

11. Conclusion

The grant investment in Riverside Olympic Football Club's 5-a-side football and kitchen/café activation will deliver lasting community, participation and economic benefits through a carefully staged approach. A five-week pilot in 2027 will provide the lead time needed to establish competition and administrative processes, test delivery and capture lessons learned. The full program will then commence in January 2028 with refined systems, pricing and operating procedures. This approach reduces implementation risk while supporting inclusive participation, sustainable income and the club's role as a welcoming community hub.

Supporting Documents

1. Football Australia. 2025 National Participation Report. Sydney (AU): Football Australia; 2026. Available from: https://footballaustralia.com.au/sites/default/files/2026-02/4371%20Participation%20Report%202025.pdf
2. Australian Institute of Health and Welfare. Physical activity [Internet]. Canberra: AIHW; 2024 [cited 2026 Aug 26]. Available from: https://www.aihw.gov.au/reports/physical-activity
3. Pedersen BK, Saltin B. Exercise as medicine - evidence for prescribing exercise as therapy in 26 different chronic diseases. Scand J Med Sci Sports. 2015;25(Suppl 3):1-72.
4. Eime RM, Young JA, Harvey JT, Charity MJ, Payne WR. A systematic review of the psychological and social benefits of participation in sport for children and adolescents: informing development of a conceptual model of health through sport. Int J Behav Nutr Phys Act. 2013;10:98.

Appendix I.

Example Schedule (18 Games on 3 Fields)

Time	Field 1	Field 2	Field 3
4:30pm - 5:10pm	Game 1	Game 2	Game 3
5:15pm - 5:55pm	Game 4	Game 5	Game 6
6:00pm - 6:40pm	Game 7	Game 8	Game 9
6:45pm - 7:25pm	Game 10	Game 11	Game 12
7:30pm - 8:10pm	Game 13	Game 14	Game 15
8:15pm - 8:55pm	Game 16	Game 17	Game 18

This schedule also provides a natural progression of kick-off times, allowing younger age groups to play earlier and older age groups or adult/social competitions to play in the later time slots.

13.3 Comm 3 - Australia Day 2027 Grant Application - West Tamar Lions Club

REPORT AUTHOR: Manager Community Development - Marcus Grantham

REPORT DATE: 11 November 2026

ATTACHMENTS:
1. [**13.3.1**] West Tamar Lions Club - Australia Day Grants Program Application
2. [**13.3.2**] West Tamar Lions Club 2027 Activities

SUMMARY

The purpose of this report is for Council to consider a Community Grant application received from the West Tamar Lions Club to host an Australia Day celebration at Rose Bay Park, Gravelly Beach.

BACKGROUND

West Tamar Council offers various levels of financial assistance to not-for-profit organisations and community members through its grants and sponsorship programs. These programs are outlined in Council's Grants and Assistance Policy, Youth Services Policy and Guide, and on Council's website.

The Australia Day Grant offers up to $2,500 to assist community groups in the West Tamar municipality to hold community Australia Day events.

Grant applications are first assessed for eligibility and then scored against an assessment matrix containing established criteria. Applications are then provided to the Council for approval.

Two Australia Day Grant applications have been received for consideration.

Applicant	West Tamar Lions Club
Purpose	To provide an inclusive, family-friendly Australia Day event at Rose Bay Park, Gravelly Beach.
Amount Requested	$2,000.00 + in-kind support (waste bins)
Matrix Score	16/20
Grant Summary	The West Tamar Lions Club aims to bring the local community together to celebrate Australia Day, strengthen community connections and provide an inclusive, family-friendly event at Rose Bay Park. It will offer free food, entertainment, games, and activities, with participation open to the whole community.

STRATEGIC PLAN

This action relates to the following components of the Community Strategic Plan 2026-2036:

Our Heart: Community and Wellbeing

Goal 1: People feel part of local life and can see themselves in West Tamar's future

1.3 Work with community organisations, schools, clubs and service providers to widen participation for people facing barriers to local life.

Our Heart: Community and Wellbeing

Goal 2: Shared places and social infrastructure stay strong as the population grows

2.4 Work with clubs, volunteers, arts groups and community organisations to reduce governance strain and keep local participation strong.

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 2026-2027, the Council has allocated a total of $7,500 from the Community Grants budget towards Australia Day events.

Australia Day Grant applicants	
Balance Remaining	$7,500
West Tamar Lions Club	$2,000
Kelso Volunteer Fire Brigade	$2,500
Pending Balance*	$3,000

*Pending Council decision at Ordinary Council Meeting 17 November 2026.

CONSULTATION

Applications received for the Australia Day Grant were discussed at the Interim Workshop held on 10 November 2026.

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 application received from the West Tamar Lions Club exceeds the minimum assessment threshold of 10 out of 20 and is therefore presented to Council for consideration.

The assessing panel determined that the proposed event is a well-planned community activity that aligns strongly with the objectives of Australia Day celebrations.

The proposal was viewed positively for its broad range of activities, which cater to different ages, interests, and abilities. Holding the event at Gravelly Beach also supports accessibility, given its relatively central location within the municipality and potential to attract participation from across the West Tamar.

The application demonstrates clear community benefit through inclusive participation opportunities, community connection, and local engagement. The organisers have also identified practical delivery arrangements and demonstrated the capacity to successfully deliver the event.

RECOMMENDATION

That Council:

1. Approves $2,000 in Australia Day Grant funding and in-kind support comprising additional waste bins to the West Tamar Lions Club for its proposed Australia Day event.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

Australia Day Grants Program 2027 – Guidelines & Application Form

Grant Overview

West Tamar Council is offering grants (up to the value of $2500) to assist community groups in the West Tamar municipality to hold community Australia Day events.

On Australia Day we come together as a nation to celebrate what is great about Australia and being Australian. It is the day to reflect on what we can be proud of and for communities to celebrate together.

Please note: If your application is successful, Council may decide to part-fund your event/project to support more groups in the community.

Applicants are expected to contribute financially or in-kind to the cost of the event.

Applications must be received by 5pm on Friday, October 30, 2026. Late applications will not be accepted.

Assessment Criteria

To hold Australia Day events in the West Tamar Municipal Area, applicants must:

- Be from not-for-profit organisations.
- Hold the event on Australia Day: Tuesday, 26 January 2027.
- Be initiated within the community and actively involve local people.
- Be inclusive of all sectors of the community.
- Hold the appropriate insurances to cover the event (please attach copies with

Applications will not be considered if they are:

- Commercial enterprise events.
- Private functions.
- Seeking retrospective funding.
- Seeking to pay debts.

Applications must:

- Include detailed estimates of costs.
- Include written evidence from the community demonstrating support.
- Be discussed with Council's Community Development Officer prior to submission.
- Show evidence of a progression toward self-funding (Council may not recurrently fund the same events in consecutive years).

Assessment Process and Timeline

Your application will be assessed against the selection criteria in conjunction with any supporting documentation and quotes.

30 October 2026 (5pm)	Grant Applications Close – late applications will not be accepted
25 November 2026	Applicants notified of decision in writing
26 January 2027	Australia Day community event
31 March 2027	Grant acquittal and evaluations due

Submitting Your Application

Applications must be received by close of business (5pm) on Friday 30 October 2026.

In person at any of the following council offices:
Riverside: 2-4 Eden Street, Riverside 7250
Windsor (Riverside): 1 Windsor Drive, Riverside 7250
Beaconsfield: 6 West Street, Beaconsfield 7270

Mailing Address: PO Box 16, Riverside TAS 7250

Email: wtc@wtc.tas.gov.au

Late applications will not be accepted.

Keen to Learn More

For further information or to discuss your event idea please contact Council's Community Development Officer.

Phone: 6323 9200
E-mail: wtc@wtc.tas.gov.au

Assistance completing the application form is available by appointment only.

Application Details

Applicant Details

Organisation/Group Name	West Tamar Lions Club
ABN (if applicable)	84081303984
Postal Address	P O Box 30, Exeter Tas 7275
Email Address	westtamarlions@outlook.com
Contact Name	Bernard Dobson - President
Contact Number	0400 947 358
Is your organisation registered for GST?	Yes ☐ No ☑

Event Overview

Name of the Event	Australia Day Celebrations	
Event Location	Rose Bay Park, 243 Gravelly Beach Road, Gravelly Beach Tas 7276	
Event Start Time	10.00 am	
Event Finish Time	14.30 pm	
Funding amount requested	$2,000.00	
Type of funding (select all that apply)	In-kind ☑	Financial ☑

If your application is successful, Council may decide to part-fund your event/project to support more groups in the community.

Does the organisation have insurance to cover this event?	Yes ☑ A copy of certificate of currency **must** be provided	No ☐
Does this event require a Place of Assembly License?	Yes ☐	No ☑
Will food and/or drinks be served at this event? *Food providers must have a Food Business Registration with WTC. For assistance relating to the service of food and drinks*	Yes ☑	No ☐

or Place of Assembly, please contact the Environmental Health Officers by phoning 6323 9300.		

IN-KIND ASSISTANCE		
Event Waste Bins	Yes ☑ QTY:	No ☐
Event Tables	Yes ☐ QTY:	No ☑
Chairs	Yes ☐ QTY:	No ☑
Does your event require Council venue hire?	Yes ☐ If Yes, which venue:	No ☑

WTC PROMOTION		
If your application is successful, please select if you would like council to assist with the promotion of your event through the following council channels:		
Beacon Newsletter	Yes ☑	No ☐
e-Noticeboards at Council offices	Yes ☑	No ☐
Email (Community Services Network)	Yes ☑	No ☐
West Tamar Council Website (events/latest news)	Yes ☑	No ☐
If you have selected yes to any of the above options you will be required to provide a copy of your event flyer/poster to wtc@wtc.tas.gov.au		

Detailed description of your event: Describe your event and why you are undertaking it. (100 - 250 words)

The 2027 Australia Day event will be held at the Rose Bay Park in Gravelly Beach to Celebrate Australia Day 2027 and conducted by the West Tamar Lions Club as a non-profit organisation. The purpose of this activity is to celebrate and recognise Australia Day with the existing local community whilst building connection and resilience. A timely and supportive event during the cost of living cycle.

We will provide a free sausage sizzle with entertainment, games and activities for children and families. There will be handouts of flags, hats and water. We will acknowledge, support and respect the inclusive and diverse local communities, with events and activities open to all participants.

The event celebrations at Rose Bay Park Gravelly Beach are supported by WTC amenities and infrastructure highlighting the ongoing public community development programs.

On previous event occasions community expectations indicated a strong desire for ongoing Australia Day events at this location.

How will the event be managed: (100 - 250 words)

The West Tamar Lions Club is responsible for the event and coordination of contributing services. Event managed via WTLC Monthly meeting and governance.

The utilisation of existing infrastructure and amenities at Rose Bay Park, Gravelly Beach including use of on-site park power outlets for entertainment, music and food vendors.

Any additional costs will be managed and covered by the West Tamar Lions Club.

There is no sale of alcohol at this event. There is no specific alcohol restriction listed for Rose Bay Park in the official West Tamar Council facility information, but alcohol consumption is subject to general public safety laws and any on-site signage or council by-laws.

- WTLC has food business registration and all members are trained and registered for food handling.
- WTLC has a minor / lite event management plan with no road closures or traffic diversions required.
- WTLC has performed a local risk management assessment promoting community safety and aligns with West Tamar Municipal Emergency Management Plan.

How will the event be promoted to the community: (100 - 250 words)

West Tamar Lions Communication strategy includes:

- Advertising and Posting on West Tamar Lions Club Website and Facebook
- Delivery of WTL event flyers to the community businesses
- Sharing with WTL community partners and stakeholders
- Local businesses and public noticeboards
- Local Radio community announcements
- Display via WTL event banners
- West Tamar Council Website - Event listing & Promotion

The role of the West Tamar Council is to be acknowledged in all advertising

Additional Information: (100 - 250 words)

Australia Day objectives for West Tamar Loins community engagement:

The objectives for community engagement during Australia Day are multifaceted, aiming to foster a sense of belonging, unity, and inclusivity within the West Tamar Community Region. These objectives include:
Strengthening local community connections: Community events bring neighbors and families together, creating a sense of belonging and unity.

Celebrating Diversity: Local celebrations often include multicultural elements, showcasing Australia's rich cultural tapestry. Inclusive and Accessible: Community events are typically free or low-cost, ensuring everyone can participate regardless of age or background.

Event is aligned to and promotes Gravelly Beach Foreshore Master Plan (2018-2028) in particular Rose Bay Park infrastructure and community improvements. Opportunity to promote WTC development of Pump Track at Rose Bay Park.

Budget – Detail the items of expenditure that Council funding will be used for.

Police & Citizens Youth Club (PCYC - North) @ $93.00 per hour over four hours (providing sports & entertainment equipment)
West Tamar Lions Club BBQ Van providing sausages, bread, onions condiments, Bottled Water etc

- Taiko Drumming Group (Exhibition & demonstration / participation) - Donation
- West Tamar Band and West Tamar Junior Band (Entertainment & Dancing) - Donation
- Coffee Van in situ donation
- Real Fruit Ice-cream van insitu donation
- Face Painting in situ donation

Event Expenditure – Include all costs associated with the project and **attached quotes** (inclusive of GST, if applicable).

Expenditure Description	**$**
Sausages - 500 sausages @ $1.50/sausage	750.00
Bread - 18 slices of bread per loaf - 14 loaves needed = $3.50 per loaf (approx)	80.00
Condiments - Sauces - 3 x Tomato, 3 x BBQ and 3 x Mustard -	50.00
Drinks - Bottled Water, Bulk packs (24 pack of 600ml) $8.90 to $10.90 per pack (45c each btl	60.00
Paper Towel - Handee Ultra Band (3 rolls per pack) @ $5.00 per pack of 3	60.00
10 kgs of Onions - @$2.50 per 1kg bag	25.00
In Kind Donations [securing attendance/setup] to:	
Australia Day Hats/flags/memorabilia	100.00
PCYC (Sports & Entertainment @ $93.00 per hour - 4 hours	372.00
West Tamar Bands (incorporating West Tamar Junior Band	200.00
Taiko Drumming Group	150.00
Face Painting	100.00
Mobile Coffee Van	100.00
Real Fruit Ice-Cream Van	100.00
Expenditure Total	2147.00

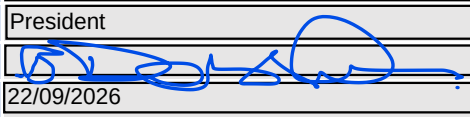
Event Income – Include all confirmed funding and donations, including materials.

Income Description:	**$**
In-kind - 10 x West Tamar Lions Members @ $25.00 per member - over 6 hours	250.00
West Tamar Lions Club Tables, Chairs & Gazebos	200.00
West Tamar Lions Club Mobile BBQ Van & Equipment	100.00
Income Total	550.00

All relevant quotes are attached	☐

Declaration

By signing and submitting this form I declare that the information given in this application is true and accurate to the best of my knowledge. I agree to liaise with Council, should my application be successful, if there are any changes to the project and to submit and acquittal form by close of business 31 March 2027. I understand that the event must take place on the 26 January 2027.

Name	Bernard Dobson
Role/Position	President
Signature	
Date	22/09/2026

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 information you have provided in the application may initiate additional paperwork/confirmation. Council will contact you directly if required.

The following may assist you, check that you have:

☑	Checked eligibility against the guidelines
☑	Contacted the Community Services Department on 6323 9200 prior to submitting an application to discuss the event and your 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

Outlook

Fw: Australia Day Function held by the West Tamar Lions Cl

From Secretary west tamar lions club <westtamarlions@outlook.com>
Date Tue 22/09/2026 3:14 PM
To Alison Howlett <ally_cat_56@hotmail.com>

1 attachment (42 KB)
The PCYC MAC Activity List - 2025.doc;

Regards,
Alison HOWLETT

West Tamar Lions Club Secretary
Phone 0421 139 689
email westtamarlions@outlook.com
PO Box 30 Exeter TAS 7275

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From: PCYC North MAC <mac@pcycnorth.org.au>
Sent: 14 August 2026 17:50
To: Secretary west tamar lions club <westtamarlions@outlook.com>
Subject: RE: Australia Day Function held by the West Tamar Lions Cl

Hi Alison,

Thanks for touching base, I can certainly look at being part of your event, especially as it is on a week day in 2027. Our rates (for a public holiday) are as follows:-

- Hourly Rate = $95.00 per hour, which covers both site time and travel/set up and pack up time) based on $95.00 per hour.

Please also see the attached activity list, and get back to me on this either way when convenient?

Cheers, Mark (0427 467146)

From: Secretary west tamar lions club <westtamarlions@outlook.com>
Sent: Friday, 14 August 2026 12:55 PM
To: PCYC North MAC <mac@pcycnorth.org.au>

Cc: bernard@dobsonfamily.org
Subject: Australia Day Function held by the West Tamar Lions Cl

Hi Mark,

Our President and I met you at the opening of the Gravelly Beach bike and walking track organised by the West Tamar Council earlier this year.

We were impressed by the sports equipment provided for the children and would like to know whether it would be available for hire on Australia Day 2027 at Rose Bay Park, Gravelly Beach.

Could you please let us know your rates and your availability on the day?

We would appreciate a reply at your earliest convenience so we can begin organising the other activities for the celebrations.

Regards,
Alison HOWLETT

West Tamar Lions Club Secretary
Phone 0421 139 689
email westtamarlions@outlook.com
PO Box 30 Exeter TAS 7275

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Launceston PCYC – List of Activities (2025)

Football – sport specific skills development ie; kicking, marking, bouncing etc, actual games on a smaller field with cone goal markers, or small marked zones.

Soccer – Similar to above, using the small netted goals and/or cones.

Basketball – Once again, sport specific skills, using half court 5-6 a side games, players can wear bibs, using existing courts or mobile goals, which can be pre-set at lower or higher height levels.

Hula Hoops – General skills development with all over body movement and coordination.

Skipping Ropes – Using long and short ropes, looking improving the participants skill level each time, with long and short ropes (criss-crossed, double-dutch etc).

Frisbees – General control, throwing and catching skills, rebounding off hard surfaces, hitting targets etc.

Stilts – Skills development, walking (backwards, forwards, sideways, turning).

Cricket – All aspects of sport specific skills development (catching, batting, bowling, fielding).

Hockey – General hand eye skills development, using existing court surfaces with a puck (instead of a ball), or outside on grass (using a ball or puck).

Totem Tennis – Hand eye skills development, all ages.

Ball Scoops – Hand eye coordination and general throwing/catching skills development.

Toddler Hop Scotch – For the younger ones, can assemble foam pieces in jig saw formation, and use the completed formation for hop-scotch.

Parachute - Generally for use by the younger kids, or with infant children in conjunction with parents present.

Bean Bags – Used for the younger ones also, hand eye skills development.

Vortex -Throwing skills development which can then be of use for cricket, baseball etc.

Board Games—Used as an be an alternative to the activities usually held outdoors.

Slack-Lines – Used like a low 'tight-rope' for balance and confidence development.

Trust and coordination exercises (MAC Attack) - can also be performed (falling backwards into hands without moving the feet, ball tricks, altered sensation stuff, hand clapping games), skills that have been learnt from the participants themselves. This alternative stuff tends to get the kids out of their comfort zone and take forward steps forward, either as individuals, or as teams.

13.4 Comm 4 - Australia Day 2027 Grant Application - Kelso Volunteer Fire Brigade

REPORT AUTHOR: Manager Community Development - Marcus Grantham

REPORT DATE: 11 November 2026

ATTACHMENTS: 1. [**13.4.1**] Kelso Volunteer Fire Brigade - Australia Day Grants Program Application

SUMMARY

The purpose of this report is for Council to consider a Community Grant application received from the Kelso Volunteer Fire Brigade for an Australia Day celebration at the Greens Beach foreshore.

BACKGROUND

West Tamar Council offers various levels of financial assistance to not-for-profit organisations and community members through its grants and sponsorship programs. These programs are outlined in Council's Grants and Assistance Policy, Youth Services Policy and Guide, and on Council's website.

The Australia Day Grant offers up to $2,500 to assist community groups in the West Tamar municipality to hold community Australia Day events.

Grant applications are first assessed for eligibility and then scored against an assessment matrix containing established criteria. Applications are then provided to the Council for approval.

Two Australia Day Grant applications have been received for consideration.

Applicant	Kelso Volunteer Fire Brigade
Purpose	To provide an inclusive, family-friendly "Bushfire Community Awareness Day" hosted on Australia Day at Greens Beach.
Amount Requested	$2,500.00 + in-kind support (waste bins)
Matrix Score	14.6/20
Grant Summary	The Kelso Volunteer Fire Brigade is offering a free event on Australia Day to bring awareness of the bushfire ready campaign. The event offers a free sausage sizzle, competitions and activities, and education regarding fire safety.

STRATEGIC PLAN

This action relates to the following components of the Community Strategic Plan 2026-2036:

Our Heart: Community and Wellbeing

Goal 1: People feel part of local life and can see themselves in West Tamar's future

1.3 Work with community organisations, schools, clubs and service providers to widen participation for people facing barriers to local life.

Our Heart: Community and Wellbeing

Goal 2: Shared places and social infrastructure stay strong as the population grows

2.4 Work with clubs, volunteers, arts groups and community organisations to reduce governance strain and keep local participation strong.

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 2026-2027, the Council has allocated a total of $7,500 from the Community Grants budget towards Australia Day events.

Australia Day Grant applicants	
Balance Remaining	$7,500
West Tamar Lions Club	$2,000
Kelso Volunteer Fire Brigade	$2,500
Pending Balance*	$3,000

*Pending Council decision at Ordinary Council Meeting 17 November 2026.

CONSULTATION

Applications received for the Australia Day Grant were discussed at the Interim Workshop held on 10 November 2026.

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 application received from the Kelso Volunteer Fire Brigade exceeds the minimum assessment threshold of 10 out of 20 and is therefore presented to Council for consideration.

The assessing panel determined that the proposed event demonstrates a clear commitment to delivering positive community outcomes that align with the objectives of the Australia Day Community Grant Program.

The panel also considered the event's focus on bushfire awareness to be particularly relevant and timely, given the heightened risk of bushfires during the summer period.

The proposed event encourages community participation, strengthens local connections and provides an opportunity for residents to come together and celebrate Australia Day. The proposal is achievable within the funding requested and demonstrates an appropriate level of planning and organisational capacity to deliver the event successfully.

Overall, the proposal provides meaningful community benefit and represents a valuable contribution to local Australia Day celebrations.

RECOMMENDATION

That Council:

1. Approves $2,500 in Australia Day Grant funding and in-kind support comprising additional waste bins to the Kelso Volunteer Fire Brigade for its proposed Australia Day event.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

In person at any of the following council offices:
Riverside: 2-4 Eden Street, Riverside 7250
Windsor (Riverside): 1 Windsor Drive, Riverside 7250
Beaconsfield: 6 West Street, Beaconsfield 7270

Mailing Address: PO Box 16, Riverside TAS 7250

Email: wtc@wtc.tas.gov.au

Late applications will not be accepted.

Keen to Learn More

For further information or to discuss your event idea please contact Council's Community Development Officer.

Phone: 6323 9200
E-mail: wtc@wtc.tas.gov.au

Assistance completing the application form is available by appointment only.

Application Details

Applicant Details

Organisation/Group Name	Kelso Volunteer Fire Brigade
ABN (if applicable)	
Postal Address	652 Greens Beach road, York Town
Email Address	kevincleaver@bigpond.com
Contact Name	Kevin Cleaver
Contact Number	0417302924

Is your organisation registered for GST? Yes ☐ No ☑

Event Overview

Name of the Event	Australia Day
Event Location	Greens Beach
Event Start Time	10.00
Event Finish Time	14.00
Funding amount requested	$2,500

Type of funding (select all that apply) In-kind ☐ Financial ☑

If your application is successful, Council may decide to part-fund your event/project to support more groups in the community.

Does the organisation have insurance to cover this event?	Yes ☑ A copy of certificate of currency **must** be provided	No ☐
Does this event require a Place of Assembly License?	Yes ☐	No ☑
Will food and/or drinks be served at this event?	Yes ☑	No ☐

Food providers must have a Food Business Registration with WTC. For assistance relating to the service of food and drinks

West Tamar COUNCIL

Australia Day Grants Program 2027 – Guidelines & Application Form

Grant Overview

West Tamar Council is offering grants (up to the value of $2500) to assist community groups in the West Tamar municipality to hold community Australia Day events.

On Australia Day we come together as a nation to celebrate what is great about Australia and being Australian. It is the day to reflect on what we can be proud of and for communities to celebrate together.

Please note: If your application is successful, Council may decide to part-fund your event/project to support more groups in the community.

Applicants are expected to contribute financially or in-kind to the cost of the event.

Applications must be received by 5pm on Friday, October 30, 2026. Late applications will not be accepted.

Assessment Criteria

To hold Australia Day events in the West Tamar Municipal Area, applicants must:

- ✓ Be from not-for-profit organisations.
- ✓ Hold the event on Australia Day: Tuesday, 26 January 2027. ?
- ✓ Be initiated within the community and actively involve local people.
- ✓ Be inclusive of all sectors of the community.
- ✓ Hold the appropriate insurances to cover the event (please attach copies with

Applications will not be considered if they are:

- Commercial enterprise events.
- Private functions.
- Seeking retrospective funding.
- Seeking to pay debts.

Applications must:

- ✓ Include detailed estimates of costs.
- X Include written evidence from the community demonstrating support.
- ✓ Be discussed with Council's Community Development Officer prior to submission.
- X Show evidence of a progression toward self-funding (Council may not recurrently fund the same events in consecutive years).

Assessment Process and Timeline

Your application will be assessed against the selection criteria in conjunction with any supporting documentation and quotes.

30 October 2026 (5pm)	Grant Applications Close – late applications will not be accepted
25 November 2026	Applicants notified of decision in writing
26 January 2027	Australia Day community event
31 March 2027	Grant acquittal and evaluations due

Submitting Your Application

Applications must be received by close of business (5pm) on Friday 30 October 2026.

or Place of Assembly, please contact the Environmental Health Officers by phoning 6323 9300.

IN-KIND ASSISTANCE		
Event Waste Bins	Yes ☑ QTY:	No ☐
Event Tables	Yes ☐ QTY:	No ☑
Chairs	Yes ☐ QTY:	No ☑
Does your event require Council venue hire?	Yes ☐ If Yes, which venue:	No ☑

WTC PROMOTION		
If your application is successful, please select if you would like council to assist with the promotion of your event through the following council channels:		
Beacon Newsletter	Yes ☑	No ☐
e-Noticeboards at Council offices	Yes ☑	No ☐
Email (Community Services Network)	Yes ☑	No ☐
West Tamar Council Website (events/latest news)	Yes ☑	No ☐

If you have selected yes to any of the above options you will be required to provide a copy of your event flyer/poster to wtc@wtc.tas.gov.au

Detailed description of your event: Describe your event and why you are undertaking it. (100 - 250 words)

The Bushfire Community Awareness Day will be a free, family-friendly community event. A free sausage sizzle will be offeref on behalf of the West Tamar Council to promote community awareness of the bushfire ready campaign.

Both fire trucks from the Keso brigade will be at the Greens Beach foreshore near near the shop and the caravan park for children to explore. There will be a sand castle competition, activities on the beach for children and familyactivities.

We all have recent training in child and youth safety protocols and working with vulnerable people cards.

The desired outcomes are community awareness of the volunteer brigade, recruitment of volunteers and an awareness of property preparations to be bush fire ready.

Event Type: Free community education and engagement activity.

How will the event be managed: (100 - 250 words)

All event participants have Working with vulnerable people cards and recent child and youth safety training.

Fire trucks will be positioned safely and supervised by brigade members.

Food handling will comply with council and public health standards. All volunteers have safe food handling certificates.

Risk assessment will be completed for weather conditions beach safety and traffic management near the forshore

First aid support and fire safety measures will be available on site.

Event Co-ordinator: Kevin Cleaver Overall planning, logistics, liaison with west Tamar Council.
Kelso Brigade members: Supervise vehicles, provide demonstration and lead bush fire awareness.

Community volunteers: Assist with BBQ, children's activities and information disrubution.

Council: Support promotion.

How will the event be promoted to the community: (100 - 250 words)

Event promotion: through West Tamar Council Channels, community notice boards and local social media.

Engagement with local families, caravan park visitors and holiday makers to expand outreach.

Inclusion in the Tasmanian Fire Service Bushfire Ready campaign calendar.

Tamar FM and social media.

Additional Information: (100 - 250 words)

Familiarising children with emergency personal and equipment

Increased understanding of property preparation and bushfire risks

Engagement between the community and local fire brigade

New volunteer sign- ups for the Kelso brigade

Stronger local networks supporting emergency resilience

Budget – Detail the items of expenditure that Council funding will be used for.

Hire of Equipment and purchase of food and condiment Total cost $2764.00.

Event Expenditure – Include all costs associated with the project and **attached quotes** (inclusive of GST, if applicable).

Expenditure Description		**$**
Food and Condiments	Supplies for community sausage sizzle, sausages ,bread, Sauses,	1800.00
BBQ hire (2 units)	Hire of 2 large barbeques at $125.00	250.00
Portrtable generators to power equipment and food x2		250.00
Fridge hire		100.00
Gazebo x2, Bain Marie x2, Gas cylinders x2		364,00
	Expenditure Total	2764-00

Event Income – Include all confirmed funding and donations, including materials.

Income Description:	**$**
Labour 14 persons in uniform	in kind support
Donated prizes for activities	in kind support
Table and chairs	in kind support
One Gazebo	in kind support
Fire trucks and equipment	in kind support
Income Total	

All relevant quotes are attached ☐

Declaration

By signing and submitting this form I declare that the information given in this application is true and accurate to the best of my knowledge. I agree to liaise with Council, should my application be successful, if there are any changes to the project and to submit and acquittal form by close of business 31 March 2027. I understand that the event must take place on the 26 January 2027.

Name	Kevin Cleaver
Role/Position	Brigade Captain.
Signature	
Date	9/09/2026

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 information you have provided in the application may initiate additional paperwork/confirmation. Council will contact you directly if required.

The following may assist you, check that you have:

- ☑ Checked eligibility against the guidelines
- ☑ Contacted the Community Services Department on 6323 9200 prior to submitting an application to discuss the event and your 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

14 COMMUNITY ASSETS

14.1 Asset 1 - Road Safety Report: Bridgenorth Road

REPORT AUTHOR: Director Community Assets - Dino De Paoli
Engineering & Asset Team Lead - Craig West

REPORT DATE: 12 November 2024

ATTACHMENTS: Nil

SUMMARY

The purpose of this report is to seek Council approval to implement recommendations for improvements to road safety on Bridgenorth Road, including reductions in posted speed limits from the West Tamar Highway through to the intersection with Notley Gorge Road.

BACKGROUND

As part of Council's ongoing commitment to improving road safety across the municipality, traffic engineering consultant Traffic & Civil Services (TCS) was engaged to undertake a Road Safety Review of Bridgenorth Road between the West Tamar Highway at Legana and the municipal boundary near Rosevale. The review was commissioned to assess crash history, identify existing road safety risks using Austroads road safety audit and Safe System Assessment methodologies, and recommend treatments to reduce the likelihood and severity of crashes.

Concerns regarding vehicles speeds, poor driver behaviour and road geometry have been raised by the Legana Christian Church and other residents along Bridgenorth Road in recent years.

Bridgenorth Road is a rural collector road approximately 11.8 kilometres in length and servicing a mix of low-density residential, rural living and agricultural land uses. The road corridor experiences increasing traffic volumes and performs an important function connecting communities within the northern part of the municipality.

STRATEGIC PLAN

This action relates to the following components of the Community Strategic Plan 2026-2036:

Our Shape: Growth and Place

Goal 4: Everyday movement is safer, easier and more inclusive

4.2 Target roads, bridges, intersections and freight pinch points where safety, congestion or growth pressure now disrupt daily movement and public confidence.

STATUTORY REQUIREMENTS & RELATED COUNCIL DOCUMENTS

Local Government (Highways) Act 1982 s.21

Traffic Act 1925

RISK CONSIDERATIONS

The consultant's safety review identified that sections of Bridgenorth Road do not consistently align with the characteristics generally associated with a 100 km/hr rural road environment. The

recommendation to reduce the existing posted speed limit seeks to better align vehicle operating speeds with the road environment and contemporary Safe System principles.

The review also noted a history of serious crashes along the corridor, including fatal and serious injury crashes, refer Figure 1.

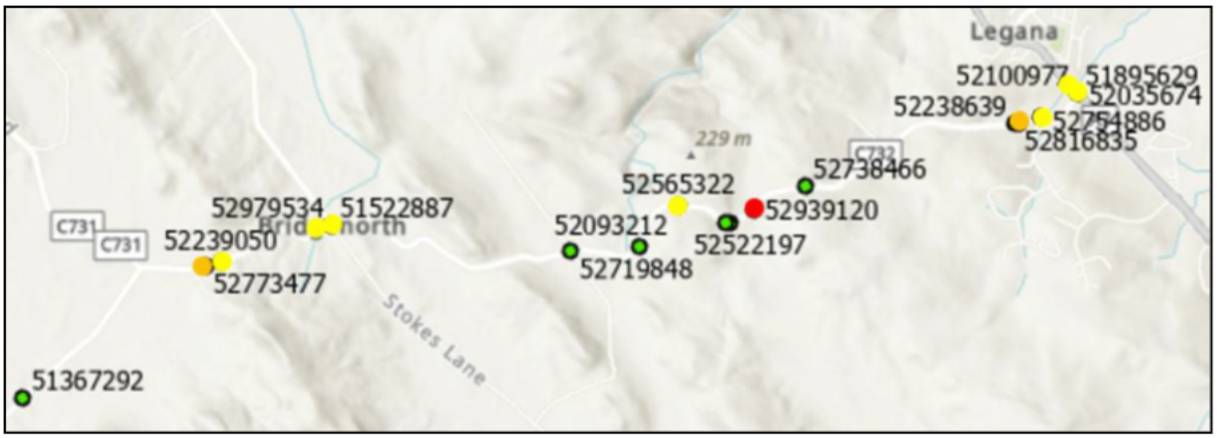


Figure 1 – Bridgenorth Road - 5 year reported crash locations (markers: red – fatality, orange – serious injury, yellow – minor injury, green – property damage only).

By considering recommendations prepared by qualified traffic engineering professionals, Council can improve road safety outcomes, reduce the likelihood and severity of crashes, and demonstrate an evidence-based and consistent approach to speed management across the road network.

FINANCIAL IMPACT

The recommended speed limit reduction would require amendments to existing speed zoning and the installation or replacement of regulatory signage. These works are expected to be operational in nature and funded through existing operational budgets, subject to final design and approval requirements.

Other recommendations for the installation of give way signs, warning/advisory signs, remarking of lines and upgrading of barrier fencing, will be managed through Council's operational budget or capital works program budget, as approved by Council.

CONSULTATION

Council has received concerns from the Legana Christian Church and other residents regarding vehicle speeds, driver behaviour and road safety along Bridgenorth Road over a number of years.

While community feedback assisted in identifying local concerns, the recommendations contained within the Road Safety Review report are based on an independent technical assessment undertaken by Traffic & Civil Services.

The reduction of speed limit on Bridgenorth Road was discussed at the interim Workshop on 6 October and Interim Workshop on 11 November.

Subject to approval of the recommendation presented to Council it is proposed that Officers mail out letters to all property owners within the extents of the proposed speed limit reductions to advise of Council's decision to support the speed reduction and write to the Commissioner of Transport seeking approval for the change. Following receipt of a response from the Commissioner of Transport, officers will again write to property owners to advise them of the Commissioner's decision.

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 engaged Traffic & Civil Services (TCS) to undertake a Road Safety Review of Bridgenorth Road from the West Tamar Highway at Legana to the municipal boundary near Rosevale.

The review considered road geometry, roadside hazards, traffic volumes, crash history and operating conditions, together with an assessment against Safe System principles.

The key recommendation for Council's consideration is the reduction of the posted speed limit on sections of Bridgenorth Road from 100 km/hr to 80 km/hr, and a 600m length of road from 80 km/h to 60 km/h at the West Tamar Highway end of the road.

The consultant concluded that an 80 km/hr speed environment would provide a more appropriate alignment between travel speeds, roadside conditions, intersection density and the overall function of the road corridor. The review notes that reducing vehicle speeds is likely to improve safety outcomes by reducing both crash risk and crash severity.

Proposed speed limit changes are:

- CH00 [West Tamar Highway] to CH600 [Bridgenorth Road] change from 80 km/h to 60 km/h.
- CH600 to CH8700 [Notley Gorge Road] change from 100 km/h to 80 km/h.

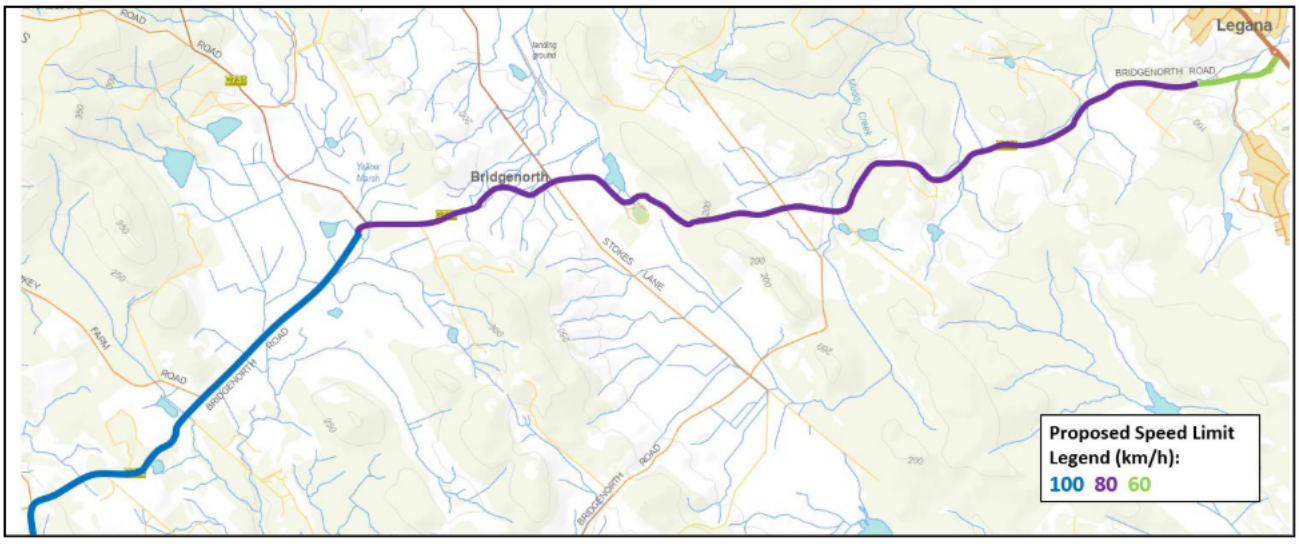


Figure 2 – Proposed Bridgenorth Road Speed Limits

Formal approval of speed limit changes is the responsibility of the Office of the Transport Commission. Should Council support the recommended speed limit change, officers will prepare a formal submission to the Commissioner for consideration and approval.

RECOMMENDATION

That Council:

1. Authorises the Chief Executive Officer to write to the Commissioner for Transport to formally request approval to reduce the posted speed limits on Bridgenorth Road in line with the recommendations outlined in this report;
2. Subject to recommendation No.1, authorises the Chief Executive Officer to write to Bridgenorth Road property owners within the extents of the proposed speed limit reduction area to notify them of Council's decision, and subsequently the decision of the Commissioner for Transport.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

15 PEOPLE, CULTURE & SAFETY

Nil

16 PETITIONS

Nil

17 NOTICE OF MOTIONS

17.1 Motions on Notice

Nil

17.2 Motions without Notice

18 COUNCILLORS' QUESTIONS

18.1 Councillors' Questions on Notice

Nil

18.2 Councillors' Questions without Notice

18.3 Responses to Previous Questions on Notice

18.3.1 Cr Sladden - Question from 20 October 2026

Question 1: I asked about the motion that we passed regarding the pathway between Acropolis Drive and the Wetland Centre, and whether we could have any correspondence printed, and I think that that was going to appear in this agenda if we'd received anything?

Response: *Council officers will provide a further update to Council at the first available workshop following the upcoming meeting with officers from Building Tasmania.*

Question 2: I did have an enquiry from a couple of people about disabled parking here at Windsor. I haven't done an audit on the number of disabled parks that we have here, there's two? And whether that is enough.

Response: *There are four accessible parking spaces in the southern car park, and two more spaces in the eastern car park. This meets the Planning and Building requirements for accessible parking relative to the number of spaces in the vicinity of the buildings within the main Windsor precinct.*

18.3.2 Cr Shegog - Question from 20 October 2026

Question 1: Do we have an update on the roadworks on the Frankford Main Road from Exeter to Long Plains Road, and if not, could we possibly get an update on those works?

Response: *Council officers will provide an update to Council following the upcoming meeting with officers from Building Tasmania.*

19 INTO CLOSED MEETING

RECOMMENDATION

That, 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 20 October 2026
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 CEO

6.1 Confidential 1 – Legana Indoor Multipurpose Sport & Community Facility
This report has been submitted to the closed part of the Council Meeting in accordance with Regulation 17(2)(d) commercial information of a confidential nature that, if disclosed, is likely to - (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the council; or (iii) reveal a trade secret;

Corporate & Community

8.1 Confidential 2 – Youth Mayor 2027
This report has been submitted to the closed part of the Council Meeting in accordance with Regulation 17(2)(h) information of a personal and confidential nature or information provided to the council on the condition it is kept confidential;

Community Assets

9.1 Confidential 3 – Contract No. WTC 26/2026 Roadside Spraying Contract
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;

9.2 Confidential 4 – Potential sale of Public Land
This report has been submitted to the closed part of the Council Meeting in accordance with Regulation 17(2)(g) proposals for the council to acquire land or an interest in land or for the disposal of land.

DECISION

Moved:

Seconded:

VOTING

For:

Against:

20 OUT OF CLOSED MEETING

Council resolved to move out of Closed Session at ... pm.

21 CLOSURE

There being no further business, the meeting closed at …pm