



Meander Valley Council  
Working Together

# MINUTES

## ORDINARY COUNCIL MEETING

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**Tuesday 13 December 2022**

**Time** 3.00pm

**Location** Council Chambers  
26 Lyall Street  
Westbury, Tasmania

**Phone** (03) 6393 5300

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## Meeting Open - Attendance & Apologies

Meeting opened at 3.01pm.

**Chairperson** Mayor Wayne Johnston

**Councillors present** Deputy Mayor Stephanie Cameron  
Councillor Lochie Dornauf  
Councillor Ben Dudman  
Councillor Kevin House  
Councillor Michael Kelly  
Councillor Barry Lee  
Councillor Anne-Marie Loader

**Apologies** Councillor John Temple

<b>Officers present</b>	John Jordan	General Manager
	Geoff Guiver	Business Improvement Officer (Minute-Taker)
	Dino De Paoli	Director Infrastructure Services
	Jonathan Harmey	Director Corporate Services
	Matthew Millwood	Director Works
	Krista Palfreyman	Director Development & Regulatory Services
	Justin Marshall	Team Leader Finance
	Jacqui Parker	Manager Governance & Performance
	Jarred Allen	Team Leader Engineering
	Linda Butler	Project Manager
	Alison Hugo	Community Engagement and Events Officer
	Natasha Whiteley	Team leader Town Planning
	Matthew Abell	Graduate Town Planner
	Heidi Goess	Town Planning Consultant

## Acknowledgment of Country

The Chairperson acknowledged the Pallitore and Panninher past peoples and the traditional owners and custodians of the land on which we gather for the Council Meeting, paid respects to elders past and present and extended those respects to all Aboriginal and Torres Strait Islander peoples present.

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## Confirmation of Minutes

**Motion** Receive and confirm minutes of the last Ordinary Council Meeting held 8 November 2022.

**Moved** Councillor Michael Kelly

**Seconded** Councillor Lochie Dornauf

**Amending Motion** That the response from the General Manager to Cr John Temple (2022-11-08 Ordinary Meeting Minutes - November, Minute reference: 228/2022 - Question 1) be amended as shown below.

**Moved** Councillor Anne-Marie Loader

**Seconded** Councillor Ben Dudman

**Votes for** Deputy Mayor Stephanie Cameron  
Councillor Ben Dudman  
Councillor Kevin House  
Councillor Barry Lee  
Councillor Anne-Marie Loader

**Votes against** Mayor Wayne Johnston  
Councillor Lochie Dornauf  
Councillor Michael Kelly

**Abstained** Nil

To abstain from voting at a Council Meeting is to vote in the negative: *Local Government (Meeting Procedure) Regulations 2015: s28.*

## Amending motion carried by simple majority

Minute reference: 247/2022

### Amended Content

"John Jordan, General Manager advised that he and the Director of Community Wellbeing had met with Ms Michelle Foster and consultants from the prison project team about the proposed prison site at Ashley Youth Detention Centre on 25 October 2022.

The discussion focused on the proposed social and economic impact assessment for the proposed prison. The General Manager advised that feedback to the project covered the:

- Need to consider community feedback on past assessments, including the views expressed at the public meeting held in Deloraine;
- Potential to make use of the retired Ashley facility for community purposes;
- Need to engage neighbours affected directly by the proposed prison;
- Labour market and employment, and the capacity of low-risk prisoners to be rehabilitated and to work on community projects; and
- Concern of some elements in the community about alternative rehabilitation and corrective models and that the facility be used for community benefit.

The General Manager advised that he understood the project team would now move forward with the design and scoping of required studies and formalised consultation. He advised that the Prison Team will release information as it becomes available and that there is no current timeline for this."

The original motion on the table was then put to the vote, as amended.

**Votes for** Mayor Wayne Johnston  
Deputy Mayor Stephanie Cameron  
Councillor Lochie Dornauf  
Councillor Ben Dudman  
Councillor Kevin House  
Councillor Michael Kelly  
Councillor Barry Lee  
Councillor Anne-Marie Loader

**Votes against** Nil

**Abstained** Nil

To abstain from voting at a Council Meeting is to vote in the negative: *Local Government (Meeting Procedure) Regulations 2015: s28.*

**Amended motion carried by simple majority**

**Minute reference: 247/2022**

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## Declarations of Interest

Nil

**Minute reference: 248/2022**

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## Council Workshop Report

### Topics Discussed – 22 November 2022

General Manager, Mayor & Councillor Discussion

Council Dates 2023: Meetings, Workshops & Citizenships

Local Government Association of Tasmania – Motions for December Meeting

Deloraine Racetrack Community Consultation Results

Works Depot Development & Divestment of Assets

Deloraine Squash Courts – Project Status Update

Presentation – Workforce Culture Survey

### Items for Noting

Bracknell Hall Redevelopment – Project Status Update

Australia Day Committee – Awards Recommendations

Presentation of Meander Valley Council Draft 2021-22 Annual Report

**Minute reference: 249/2022**

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## Mayor & Councillor Report

<b>Councillor Activities Since Last Meeting</b>		
<b>10 Nov</b>	<b>Community Event</b> Community Bank Deloraine & District Grants - Programs Presentation Evening	<i>Attended by Cr Loader</i>
<b>10 Nov</b>	<b>Community Event</b> Westbury Community Tea	<i>Attended by Cr Dudman</i>
<b>11 Nov</b>	<b>Community Event</b> Remembrance Day – Deloraine Ceremony (Wreath Laying)	<i>Attended by Cr Loader, Cr House</i>
<b>11 Nov</b>	<b>Community Event</b> Remembrance Day – Westbury Ceremony (Wreath Laying)	<i>Attended by Cr Temple</i>
<b>12 Nov</b>	<b>Community Event</b> Community Gardens Open Day – Westbury and Deloraine	<i>Attended by Cr Loader</i>
<b>15 Nov</b>	<b>Professional Development</b> Induction & Introduction Session for New Council	<i>Attended by all Councillors</i>
<b>17 Nov</b>	<b>Meeting</b> Australia Day Awards Committee Meeting	<i>Attended by Cr House &amp; Cr Kelly</i>
<b>17 Nov</b>	<b>Meeting</b> Weegen Public Meeting	<i>Attended by Crs Loader &amp; Dudman</i>
<b>17 Nov</b>	<b>Community Event</b> Official Opening of PolyFoam, Westbury	<i>Attended by Mayor Johnston</i>
<b>19 Nov</b>	<b>Community Event</b> Deloraine Show	<i>Attended by Mayor Johnston</i>
<b>19 Nov</b>	<b>Community Event</b> Deloraine Fire Brigade 100th Anniversary	<i>Attended by Mayor Johnston</i>



<b>20 Nov</b>	<b>Community Event</b> Launceston City Football Club – Volunteer Appreciation Day, Prospect	<i>Deputy Mayor Cameron &amp; Cr House</i>
<b>23 Nov</b>	<b>Professional Development</b> Rotary Cub of Westbury - Guest Speaker	<i>Attended by Cr Dudman</i>
<b>26 Nov</b>	<b>Professional Development</b> Local Government Association of Tasmania (LGAT) - Induction Day, Launceston	<i>Attended by Crs Dornauf, Dudman, House, Lee, Loader &amp; Temple</i>
<b>29 Nov</b>	<b>Meeting</b> Northern Tasmania Development Corporation (NTDC) Annual General Meeting, Launceston	<i>Attended by Mayor Johnston</i>
<b>1 Dec</b>	<b>Council Event</b> Great Western Tiers Visitor Centre – Volunteer End of Year Celebration, Deloraine	<i>Attended by Crs House &amp; Lee</i>
<b>1 Dec</b>	<b>Meeting</b> Meander Valley Council Emergency Management and Social Recovery Committee Meeting	<i>Attended by Crs Kelly &amp; Dornauf</i>
<b>4 Dec</b>	<b>Community Event</b> Christmas on the Plains, Dairy Plains	<i>Attended by Deputy Mayor Cameron &amp; Crs Kelly &amp; Lee</i>

## Councillor Announcements & Acknowledgements

**Councillor Michael Kelly** thanked Council's Works Manager and his team for their efforts in the clean-up of the flood affected areas around the Deloraine riverbank and roads. He advised that he has been given some fantastic reports of the responses and appreciates the long hours that must have been involved.

**Mayor Wayne Johnston and Councillor Ben Dudman** spoke to the passing of Mr Steve Bollard and his contribution to the community.

**Motion** That the Meander Valley Council record its deep regret at the death on the 25th November, 2022 of Steven Bollard, Postmaster of the Carrick Licensed Post Office and Treasurer of the Carrick Community Committee, places on record its appreciation of his dedication and meritorious public service to the local community in Carrick and tender its profound sympathy to his family in their bereavement.

**Moved** Councillor Ben Dudman

**Seconded** Councillor Lochie Dornauf

**Votes for** Mayor Wayne Johnston  
Deputy Mayor Stephanie Cameron  
Councillor Lochie Dornauf  
Councillor Ben Dudman  
Councillor Kevin House  
Councillor Barry Lee  
Councillor Anne-Marie Loader

**Votes against** Councillor Michael Kelly

**Abstained** Nil

To abstain from voting at a Council Meeting is to vote in the negative: *Local Government (Meeting Procedure) Regulations 2015: s28.*

**Motion carried by simple majority**

**Minute reference: 250/2022**

## **Petitions**

Nil.

**Minute reference: 251 /2022**

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## **Community Representations**

Nil.

**Minute reference: 252/2022**

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# Public Question Time

## This Month's Public Questions With Notice

### **Question 1: James Redgrave, Deloraine (received via email)**

Note: this question was received by Council on Monday 31 October 2022 and inadvertently omitted from Council's November ordinary meeting agenda and minutes.

*At [the October 2022] meeting it was clear to me that Residential Planning issues place great responsibility on Council's elected officials through the new state planning scheme and associated regulations. It was clear that there are many pressures being applied to both staff and elected members of Council. My experience in this area is to suggest that an inter-generational organic and continuously improving strategic plan around the residential growth of our villages and suburban area's be implemented to both evolve with future elected representatives and current ones of no less than twenty-five years into the future with five year reviews. The time is now for this, otherwise like [October's] meeting when lots are less then 300m2 the correct balance won't be applied and ad hoc development will take place. Farmland will be lost forever and the right balance for each village won't be taken into account. I would like to ask Council to give this some very serious thought so the balance moving forward is guided well and planned as best as possible for our future*

**Krista Palfreyman, Director Development and Regulatory Services** advised that the Tasmanian Government committed to undertaking a suite of planning reforms to improve the planning framework in Tasmania. Meander Valley Council has been working with the Department of Premier and Cabinet, State Planning Office on this reform agenda.

Phase One of the planning reforms involved the introduction of a statewide planning scheme which consists of two parts:

1. State Planning Provisions (SPPs) that apply broadly across Tasmania; and
2. Local Provisions Schedules (LPSs) that provide flexibility to address local issues.

The SPP's came into effect in March 2017 but had no practical effect in Meander Valley until 19 April 2019 when the Tasmanian Planning Scheme – Meander Valley came into effect. The SPP's are required by legislation to be reviewed every five years.

The SPPs are currently being reviewed now for the first time with the process occurring in two stages over approximately 2 years. Regular review of the SPPs is not only a statutory requirement but also represents best practice ensuring we implement constant improvement and keep pace with emerging planning issues and pressures. The first stage of consultation was a scoping paper to which 162 submissions were

received. The State Planning Office is now working on reviewing and reporting on those submissions to identify projects for Stage 1 amendments to the SPP's.

Phase two planning reforms commenced in 2021 and involve:

- Introduction of Tasmanian Planning Policies (TPPs);
- Review Regional Planning Framework; and
- Comprehensive Review of Regional Land Use Strategies (RLUS).

The TPPs establish the comprehensive, high-level policy framework for the planning system and will cover important issues, not just for planners and decision makers, but for all Tasmanians. The TPPs also will shape the future for Tasmania through informing strategic land use planning and the planning rules in the Tasmanian Planning Scheme. Consultation on the Draft TPPs has occurred, and submissions will soon be lodged with the Tasmanian Planning Commission for review.

This statewide policy framework will be complemented by the improved regional land use planning framework. Comprehensive reviews of the regional land use strategies will follow the making of the Tasmanian Planning Policies and the introduction of the improved regional land use planning framework.

Meander Valley Council will continue to actively participate in the planning reform agenda to ensure our local planning best meets the varying needs of our community.

### **Question 2: James Redgrave, Deloraine (received via email)**

Note: this question was received by Council on Monday 31 October 2022 and inadvertently omitted from Council's November ordinary meeting agenda and minutes.

*The challenge right now is waste and not just for Meander Valley Council but all 29 councils. I know small councils can run their own waste facilities but they must run as a business and share the plan and resources with other close councils. I would like to challenge this Council to seek out and put in place a resource-sharing waste model with both Launceston and Northern Midlands. The numbers are right for this to work and given the new legislation around the waste levy and CRS\*.*

*This is the right time to get this right for the rest of this century. I'm working closely with government and industry around this and all are eager to see some forward thinking and collaboration in both waste and recycling. I would be more than happy to assist if asked.*

\*Container Refund Scheme

**Dino De Paoli, Director Infrastructure Services** advised that Council recognises that the delivery of waste management services to the community is becoming more expensive and complex in an evolving market and with changing regulations. Council has been working collaboratively with other northern region councils for a number of

years through the operation of the Northern Tasmanian Waste Management Group, and we will continue to look at this opportunity, noting that any regional waste governance arrangements to be implemented under the Waste and Resource Recovery Act 2022 are still to be determined. The new Council will be discussing waste management issues and strategy at upcoming workshops and meetings.

**Question 3: Linda Poulton, Westbury (received via email)**

*In the recording of the last Council meeting, the General Manager states that he raised the need for the Government's social and economic assessment of the Northern Correctional Facility to take into account the "potential use of retired Ashley facilities, the existing buildings and so forth". The draft written minutes also make reference to the "potential to make use of the Ashley facility for community purposes". Could the General Manager clarify these statements in terms of what was conveyed to the Project Team about how the AYDC site and facilities should be used, e.g. was the GM suggesting that the Government should consider using the AYDC and/or facilities other than for the Northern Regional Prison?*

**General Manager, John Jordan advised** that there was no position expressed. As recorded, the comment was specifically in the context of a preliminary discussion about the scope of any future social and economic impact assessment. The premise being that the existing Ashley Youth Detention Centre facilities could support a range of potential uses depending on the design and operating model of any prison on the site. Such potential would be of interest to the community and therefore might be appropriate to consider in the social and economic impact assessment.

**Question 4: Linda Poulton, Westbury (received via email)**

*Does the General Manager need, and if so, have the necessary delegation to act as the Council's agent/representative in conveying the Council's views on the Northern Correctional Facility to the Government and was that also the case when he met with the Project Team on 25 October 2022?*

**General Manager, John Jordan advised** that Section 62 of the *Local Government Act 1993* prescribes the broad role and powers of the General Manager. Delegation as inferred in the question is not needed. The General Manager is responsible for the day-to-day operations of Council and the affairs of Council. This includes meeting with third parties in order to co-ordinate matters that may be considered by Council at a future point.

**Question 5: Heather Donaldson, Westbury (received via email)**

*In the minutes of the last council meeting, the General Manager spoke of meeting with consultants from the prison project team. That discussion included the potential to make use of the Ashley facilities for community purposes.*

*It would be good for the community to be kept informed on this subject as much as possible. Could the notes of that meeting, and any others with government representatives regarding a northern correctional facility be released please?*

**General Manager, John Jordan advised** that the meeting with the Northern Regional Prison Project representatives was not formal and revolved around a discussion on the possible scope of any social and economic study relating to the prison proposal. No notes were made by myself. As advised in response to other questions with notice, there was no position expressed.

As stated, the comments were specifically in the context of a preliminary discussion about the scope of any future social and economic impact assessment. The premise being that the existing Ashley Youth Detention Centre facilities could support a range of potential uses depending on the design and operating model of any prison on the site. Such potential would be of interest to the community and therefore might be appropriate to consider in the social and economic impact assessment.

**Minute reference: 253/2022**

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## This Month's Public Questions Without Notice

### **Question 1: Robin Badcock, Deloraine (received via email)**

*At a recent meeting of the old Meander Valley Council, Council was asked to contact Minister Roger Jaensch to seek detail as to what a new fit for purpose therapeutic Youth rehabilitation facility may look like and where it might be located. Given, it would appear, planning would allow such a facility to be constructed also (along with a Prison though not on the same site) in Meander Valley. Has the Council successfully made contact with the Minister on this matter and if so, what is the detail available at this time?*

**John Jordan, General Manager** advised that a letter from the Mayor to Minister Roger Jaensch was sent on 30 September 2022. This was in accordance with the Mayor's commitment to Mr Badcock and the Neighbours of Ashley (refer Council's Ordinary Meeting on 13 September 2022 Question 3, Minute Reference 177/2022).

Mr Jordan further advised that a response from the Minister been received just prior to the meeting today. With the consent of the Mayor the GM read the letter to the meeting. In summary, the letter:

1. Speaks of the Tasmanian Government's Youth Justice Blueprint and its Youth Justice Facilities Model. Both documents can be found on the Department of Early Childhood and Young People website:  
([www.decyp.tas.gov.au/children/youth-justice-services/youth-justice-reform/](http://www.decyp.tas.gov.au/children/youth-justice-services/youth-justice-reform/)).
2. Indicates the State Government is proposing to replace the Ashley Youth Detention Centre (AYDC) with:
  - A detention and remand centre in southern Tasmania;
  - Two assisted bail facilities: one in the north (not near AYDC) or northwest, and one in the south;
  - Two supported residential facilities: one in the north (not near AYDC) or northwest, and one in the south.
3. Advises that *"none of these facilities will be delivered at or near the current AYDC site"*.

The GM advised that Council Mr Colin Sheppard from the Northern Prison Project Team had offered to provide a briefing to the new Council which was now tentatively scheduled for the Council Workshop on 20 December 2022.



### **Question 2: Robin Badcock, Deloraine (received via email)**

*Ashley Neighbours have been advised by Justice that Andrea Young Planning Consultants have been appointed to prepare a Social Impact Assessment. Ashley Neighbours will be meeting with Andrea Young (Andrea Young Planning Consultants) in January. Has the Council been contacted by Andrea Young for a consultation to provide an outline of the assessment study framework and seek input from the Council on this very important matter?*

**John Jordan, General Manager** referenced his response to Councillor Temple at the Ordinary Meeting on 8 November 2022 (refer to Question 1, Minute Reference 229/2022) and advised that he (GM) had met Department of Justice officers to discuss the Northern Correctional Facility on 25 October 2022. The meeting was attended by Andrea Young as well as Michelle Foster, Andrew Harvey, James McIver, Chris Cornell-McGleenan and Council's former Director Community Wellbeing, and Melissa Lewarn.

The GM also advised that on Friday 9 December 2022, Ms Young had emailed him advising:

- The social impact study had progressed through its scoping stage and that they were beginning targeted engagement with local organisations and interest groups to augment the information provided by the community earlier in the year;
- That they will be consulting with near neighbours at the Ashley Youth Detention Centre site in the New Year, and had already been in contact with Mr Robin Badcock;
- That they intend to target other groups and organisations covering: children's and health services, crisis housing, real estate agents and tourism sector representatives such as the Great Western Tiers Tourism Association and Visit Northern Tasmania;
- Seeking advice on appropriate contacts with the municipality that might be contacted to interview about local industry impacts and opportunities; and
- A response to Ms Young had not yet been provided by the General Manager.

### **Question 3: Tanya King, Westbury**

*The residents of the Meander Valley are lucky enough to have access to three public swimming pools. Both Caveside and Mole Creek are operated by dedicated community volunteers. These volunteers attend to the pools' maintenance morning and night to ensure they stay open for our community members to enjoy. The pressure on our volunteer organisations to operate in unrealistic conditions by suggesting that these pools aren't allowed to open and operate without the supervision of professional lifeguards is just another example of bureaucrats making decisions from behind their desk, with total*

*disregard for the ramifications and the impact on our communities. Decisions like this are pushing kids away from safe swimming areas and in to dams and rivers, and may also lead to idle kids finding their own fun, which may not be as safe as a community pool. Like many, I am very disappointed to hear that the Mole Creek committee has been forced to close the pool for the 2022/23 season due to the inability to secure lifeguards and therefore appropriate insurance. My question is, what assistance has council, or councillors given to the Mole Creek Pool committee to assist them to remain open?*

**John Jordan, General Manager** spoke to the increasing public liability complexity of managing pools.

The GM explained that workplace health and safety law assigned obligations, a duty of care, for Council owned pools to the GM (as the Person Conducting a Business or Undertaking under WH&S legislation). The GM spoke to concerns about the risks and adequacy of controls, and that he was unwilling to expose Council or himself to risk by opening pools that were not meeting contemporary safety standards.

In the case of Caveside the GM spoke to the condition and operation of the facility and the need for an upgrade to meet contemporary standards.

The GM advised that Mole Creek was not a Council owned pool. The operators of Mole Creek (Mole Creek Progress Association) have been offered funding support from Council to train volunteer lifeguards. This would potentially allow the pool to open. Unfortunately due to volunteer and training provider availability training in the current season could not be provided.

The GM also spoke to Deloraine Pool and the damage from the recent floods, advising that Council is working hard to have the pool open in mid-January, but that is not certain. Some repairs are expected to take until March to complete.

#### **Question 4: Tanya King, Westbury**

*Given the delay in opening the Deloraine Pool – is it possible to redirect these services - even for the short term to help secure such a popular community asset? And what will council do to ensure that the Caveside pool doesn't fall to the same fate?*

**John Jordan, General Manager** advised that the opportunity for the contract operator of the Deloraine Pool to support other pools had been considered. The GM explained officers had advised the operators of Mole Creek pool to speak directly with the Deloraine Pool operator about the potential of running the pool and secondly, the cost of any such agreement with further advice that should an agreement be reached then Council may give consideration to subsidising costs.

#### **Minute reference: 254/2022**

# Councillor Question Time

## This Month's Councillor Questions With Notice

Nil

Minute reference: 255/2022

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## This Month's Councillor Questions Without Notice

### **Question 1: Councillor Ben Dudman**

*In the absence of my colleague Cr Temple, are there any updates on the Northern Regional Prison Project?*

**John Jordan, General Manager Mayor Wayne Johnston advised that** most updates had been covered during Public Question Time and spoke to the planned visit of Colin Sheppard of the Northern Prison Project team. The GM advised Colin Shepherd which is tentatively set for Council Workshop on 20 December 2022, but yet to be confirmed by the project team.

### **Question 2: Deputy Mayor Stephanie Cameron**

*Following on from some of the questions Mrs King raised in Public Question Time and the General Manager's response, has the Mole Creek Progress Association's pool committee been advised to communicate with the Deloraine Pool contractor? From the communication I've had with them, I wouldn't have thought that has happened.*

**John Jordan, General Manager advised that** the pool subcommittee has been so advised. Director Infrastructure Services Dino De Paoli confirmed this.

### **Question 3: Deputy Mayor Stephanie Cameron**

*I emailed the Office of the General Manager on 20 November 2022 asking for some information around the pools. I've followed up on that several times. The Mayor has said to me that I could have made a phone call, but I'm yet to have a response. I find it quite disappointing that we're talking about this now after the fact. It feels weird because it's cold and I don't want to swim, but others are coming into the season and this is something that I had flagged to discuss before we got to this point. I challenge you to mention contemporary pool facilities to the Caveside pool committee, I think that would*

*be met with a firm no. My question around Caveside is: are you aware of any incidents ever being recorded in the past at that facility?*

**John Jordan, General Manager advised that** this discussion had been ongoing for some time, and that since then the October flood impacts have arisen.

There has been damage to the Caveside pool liner, and damage to the Deloraine Pool, as advised to Councillors by recent email. As per previous responses to questions the GM spoke to issues of public liability and the personal duty of care/liability as a Person Conducting a Business or Undertaking (PCBU) under the *Work Health & Safety Act 2012*. The GM explained that in this context, history was irrelevant. It is the actual incident that occurs and the discharge of responsibility that matters if something goes wrong. Whether an accident has happened in the past does not prevent an accident happening now. The GM indicated that he was not satisfied that public liability can be adequately addressed in terms of the current pool operations. This is a decision about acceptance of risk by the GM personally, and it is therefore a decision for the General Manager

**Councillor Kevin House advised** that he understood the issues for a Person Conducting a Business or Undertaking (PCBU) under the *Work Health & Safety Act 2012* and supported the GM considering these concerns.

#### **Question 4: Councillor Michael Kelly**

*The Primary School at Deloraine, how do they get away with how they operate? You can hire and use that pool without a lifeguard.*

**Mayor Wayne Johnston advised that** the Education Department manages the Deloraine Primary School pool and that the Rotary Learn to Swim program will be transferred to that facility. The GM agreed to find out what information is available about risk management protocols in place at that pool.

#### **Question 5: Councillor Lochie Dornauf**

*If the issue is about insurance and preventing liability for the General Manager, is there scope for discussion about the possibility of the Mole Creek pool committee taking over operational control of its pool under the Meander Valley Council 'realm'? That is, a transfer of services from Deloraine Pool to the Mole Creek pool?*

**John Jordan, General Manager advised that** there is need for a holistic Councillor discussion about the level of service Council can provide to the community in this type of facility. The GM noted that Deloraine Pool is a valued facility that is nevertheless an expensive service to operate, with Council currently subsidising each visitor to the pool

at a rate of approximately \$20.00 per person, while charging very low entry fees by comparison. This will be discussed further at the December Council Workshop.

**Jonathan Harmey, Director Corporate Services advised that** Council is advised by its insurer that an unmanned pool facility would not be insured.

**Question 6: Deputy Mayor Stephanie Cameron**

*With more and more people enjoying the freedom of travelling our state in a caravan or motorhome, it is increasingly important that we encourage them to include the Meander Valley in their travel plans. Many towns are listed on the CMCA [Camping & Motorhome Club of Australia] website as 'RV [Recreational Vehicle] friendly towns', listing parking and other facilities such as dump point and water fill up stations. There is a gap in this service - no RV friendly destinations between Deloraine and Launceston. While we all know that is not true as every town in our municipality is worthy of a tourist visit, the caravaners who choose to follow the guide of the CMCA would just keep driving. It is my understanding that the installation of a dump point can go a long way in attracting tourists to a town. Will council work with the CMCA to identify a location in the eastern end of our municipality for such a service?*

**John Jordan, General Manager advised that** this could be raised for discussion at Workshop, or be the subject of a notice of motion if desired by a Councillor.

**Dino De Paoli, Director Infrastructure Services advised that** a draft forward works program was pending discussion with Councillors and this would provide an opportunity to explore the possibility of a capital works project for a dump point at Westbury. This action was in response to the matters raised by the Caminos during Public Question Time at Council's November Ordinary Meeting.

**Question 7: Councillor Ben Dudman**

*Will Council commit to providing a dump point in Westbury based on the representation made by the Caminos during the November Ordinary Meeting?*

**John Jordan, General Manager advised that** this could be raised for discussion at Workshop, or be the subject of a notice of motion if desired by a Councillor, noting this has been the subject of a draft forward works program review that is now pending discussion with Councillors, and the overarching need for Council's to maintain oversight of its budget before committing to a new project.

**Question 8: Councillor Anne-Marie Loader**

*Are there any plans to install more footpaths in the Blackstone Heights suburb?*

**Mayor Wayne Johnston advised that** this is a question to be fed into overall discussions about Council's capital works program, noting the need to balance competing requests across the community. Blackstone Heights was originally developed without footpaths. In response to lobbying, the previous Council made commitments following its election in 2018 which culminated in footpaths being provided at Blackstone Heights, notably one on Panorama Road.

**Minute reference: 256/2022**

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# Planning Authority Report

## 6 Kate Reed Drive, Prospect Vale

<b>Proposal</b>	Residential outbuilding (Carport)
<b>Report Author</b>	Heidi Goess Town Planning Consultant
<b>Authorised by</b>	Krista Palfreyman Director Development & Regulatory Services
<b>Application reference</b>	PA\23\0081
<b>Motion</b>	Council receives the agenda report tabled for PA\23\0081 and resolves to refuse the application.  Refer to "Details" below for further specification of Council's decision and any conditions or notes.
<b>Moved</b>	Councillor Lochie Dornauf
<b>Seconded</b>	Deputy Mayor Stephanie Cameron

During debate on the motion, Councillor Dudman foreshadowed that he would be raising an alternate motion to approve the application.

**Votes for** Nil

**Votes against** Mayor Wayne Johnston  
Deputy Mayor Stephanie Cameron  
Councillor Lochie Dornauf  
Councillor Ben Dudman  
Councillor Kevin House  
Councillor Michael Kelly  
Councillor Barry Lee  
Councillor Anne-Marie Loader

**Abstained** Nil

To abstain from voting at a Council Meeting is to vote in the negative:  
*Local Government (Meeting Procedure) Regulations 2015: s28.*

**Motion lost by simple majority**

## Details

This application by P & R Terry for a Residential outbuilding (carport) on land located at 6 Kate Reed Drive, Prospect Vale (CT: 161889/131) is recommended for refusal on the following ground:

1. That the proposal does not satisfy Clause 8.4.2, Performance Criteria P2 as the setback of the carport is not compatible with the setbacks of existing garages or carports in Kate Reed Drive, Prospect Vale.

Following loss of the motion, an alternative was moved as had been previously foreshadowed by Councillor Dudman.

**Alternate Motion** Council receives the agenda report tabled for PA\23\0081 and resolves to approve this application.

Refer to "Details" below for further specification of Council's decision and any conditions or notes.

**Moved** Councillor Ben Dudman

**Seconded** Councillor Michael Kelly

**Votes for** Mayor Wayne Johnston  
Deputy Mayor Stephanie Cameron  
Councillor Lochie Dornauf  
Councillor Ben Dudman  
Councillor Kevin House  
Councillor Michael Kelly  
Councillor Barry Lee  
Councillor Anne-Marie Loader

**Votes against** Nil

**Abstained** Nil

To abstain from voting at a Council Meeting is to vote in the negative: *Local Government (Meeting Procedure) Regulations 2015: s28.*

**Motion carried by simple majority**

**Minute reference: 257/2022**



### Details

This application by P & R Terry for a Residential outbuilding (carport), on land located at 6 Kate Reed Drive, Prospect Vale (CT: 161889/131), is approved generally in accordance with the Endorsed Plans, and Permit Conditions and Notes.

### Endorsed Plans

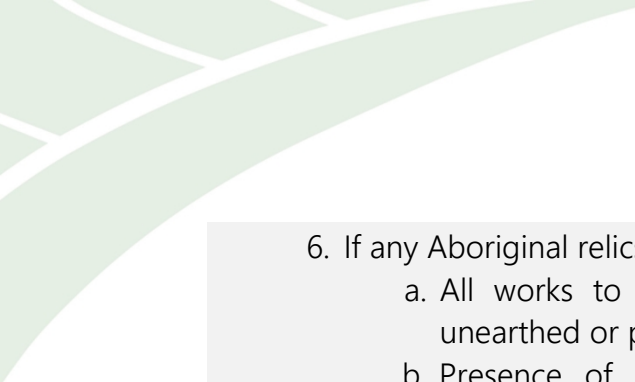
1. Building Design & Drafting; Dated May 2012; Site/Services Plan; Drawing No.: 12Ter1-001 – Marked up site plan showing carport.
2. Wide Span Sheds; Dated: 5 April 2022; Ref: NICJAM2204025; Building Layout.
3. Photo prepared by Applicant; Dated: No Date; Photomontage showing dwelling with carport.

### Permit Conditions

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

### Permit Notes

1. Any other proposed development or use (including amendments to this proposal) may require separate planning approval. For further information, contact Council.
2. This permit takes effect after:
  - a. The 14-day appeal period expires; or
  - b. Any appeal to the Tasmanian Civil & Administrative Tribunal (TASCAT) is determined or abandoned; or
  - c. Any other required approvals under this or any other Act are granted.
3. Planning appeals can be lodged with TASCAT Registrar within 14 days of Council serving notice of its decision on the applicant. For further information, visit the TASCAT website.
4. This permit is valid for two years only from the date of approval. It will lapse if the development is not substantially commenced. Council has discretion to grant an extension by request.
5. All permits issued by the permit authority are public documents. Members of the public may view this permit (including the endorsed documents) at the Council Office on request.

- 
6. If any Aboriginal relics are uncovered during works:
    - a. All works to cease within delineated area, sufficient to protect unearthed or possible relics from destruction;
    - b. Presence of a relic must be reported to Aboriginal Heritage Tasmania; and
  7. Relevant approval processes for state and federal government agencies will apply.
-

# Planning Authority Reports

## 8 Bonney Street, Deloraine

**Proposal** Single Dwelling (Secondary Residence)

**Report Authors** Matthew Abell  
Graduate Town Planner

Natasha Whiteley  
Team Leader Town Planning

**Authorised by** Krista Palfreyman

Director Development & Regulatory Services

**Application reference** PA\23\0043

**Motion** Council receives the agenda report tabled for PA\23\0043 and resolves to approve the application.

Refer to "Details" below for further specification of Council's decision and any conditions or notes.

**Moved** Councillor Anne-Marie Loader

**Seconded** Councillor Ben Dudman

**Votes for** Mayor Wayne Johnston  
Deputy Mayor Stephanie Cameron  
Councillor Lochie Dornauf  
Councillor Ben Dudman  
Councillor Kevin House  
Councillor Michael Kelly  
Councillor Barry Lee  
Councillor Anne-Marie Loader

**Votes against** Nil

**Abstained** Nil

To abstain from voting at a Council Meeting is to vote in the negative: *Local Government (Meeting Procedure) Regulations 2015: s28.*

**Motion carried by simple majority**

**Minute reference: 258/2022**

## Details

Council must take qualified advice before making a decision, and ensure that its reasons for any planning decisions are (a) minuted and (b) based on the Planning Scheme.

*See Local Government Act 1993: s65, Local Government (Meeting Procedures) Regulations 2015: s25(2) and Land Use and Approvals Act 1993: ss57-59.*

After receiving qualified advice about this planning application and its compliance with the Planning Scheme, Council resolved as follows:

## Recommendation

This application by W Noktabaek for a Single Dwelling (Secondary Residence) on land located at 8 Bonney Street, Deloraine (CT's: 32319/3 & 23876/2) is recommended for approval generally in accordance with the Endorsed Plans, and recommended Permit Conditions and Notes.

## Endorsed Plan

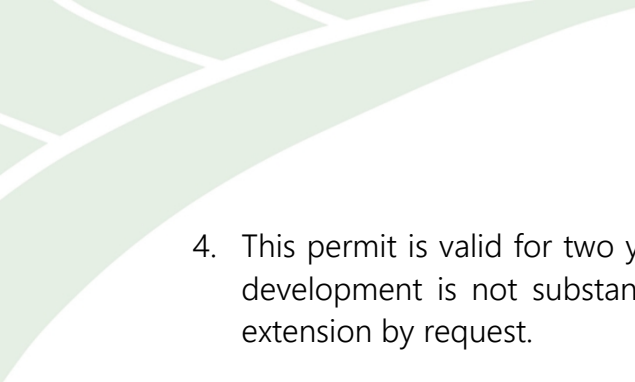
1. Weeda Drafting & Building Consultants Pty Ltd; Dated: 02/11/22; Drawing No.: 11522; Sheets: 1-5.

## Permit Conditions

No conditions recommended.

## Permit Notes

1. Any other proposed development or use (including amendments to this proposal) may require separate planning approval. For further information, contact Council.
2. This permit takes effect after:
  - a. The 14-day appeal period expires; or
  - b. Any appeal to the Tasmanian Civil & Administrative Tribunal (TASCAT) is determined or abandoned; or
  - c. Any other required approvals under this or any other Act are granted.
3. Planning appeals can be lodged with TASCAT Registrar within 14 days of Council serving notice of its decision on the applicant. For further information, visit the TASCAT website.

- 
4. This permit is valid for two years only from the date of approval. It will lapse if the development is not substantially commenced. Council has discretion to grant an extension by request.
  5. All permits issued by the permit authority are public documents. Members of the public may view this permit (including the endorsed documents) at the Council Office on request.
  6. If any Aboriginal relics are uncovered during works:
    - a. All works to cease within delineated area, sufficient to protect unearthed or possible relics from destruction;
    - b. Presence of a relic must be reported to Aboriginal Heritage Tasmania; and
    - c. Relevant approval processes for state and federal government agencies will apply.
-

## Infrastructure Services

### Proposed Road Names - Liddesdale Drive, Reedsdale Court

**Report Author** Jarred Allen  
Team Leader Engineering

**Authorised by** Dino De Paoli  
Director Infrastructure Services

**Motion** That Council approves, pursuant to Section 11 of the *Place Names Act 2020*, the following road names for proposed public roads within the subdivision located at 4 Gleadow Street, Deloraine:

1. Liddesdale Drive; and
2. Reedsdale Court.

**Moved** Councillor Michael Kelly

**Seconded** Deputy Mayor Stephanie Cameron

**Votes for** Mayor Wayne Johnston  
Deputy Mayor Stephanie Cameron  
Councillor Lochie Dornauf  
Councillor Ben Dudman  
Councillor Kevin House  
Councillor Michael Kelly  
Councillor Barry Lee  
Councillor Anne-Marie Loader

**Votes against** Nil

**Abstained** Nil

To abstain from voting at a Council Meeting is to vote in the negative: *Local Government (Meeting Procedure) Regulations 2015: s28.*

**Motion carried by simple majority**

**Minute reference: 259/2022**

## Governance

### Quarterly Report - September 2023

**Report Author** Jacqui Parker  
Manager Governance and Performance

**Authorised by** John Jordan  
General Manager

**Motion** Council to receive and note the attached report of performance against the Annual Plan 2022-23 for the period from July to September (Quarter 1).

**Moved** Councillor Lochie Dornauf

**Seconded** Councillor Ben Dudman

**Votes for** Mayor Wayne Johnston  
Deputy Mayor Stephanie Cameron  
Councillor Lochie Dornauf  
Councillor Ben Dudman  
Councillor Kevin House  
Councillor Michael Kelly  
Councillor Barry Lee  
Councillor Anne-Marie Loader

**Votes against** Nil

**Abstained** Nil

To abstain from voting at a Council Meeting is to vote in the negative: *Local Government (Meeting Procedure) Regulations 2015: s28.*

**Motion carried by simple majority**

**Minute reference: 260/2022**

## 14.1.1 Annual Plan 2022-23 Activity Summary

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Sep	Dec	Mar	Jun	Quarter 1 Status	Comment
Supporting our customers									
5.1, 5.3, 5.6	Renew the Customer Service Charter to ensure alignment to customer expectations and our capacity to deliver service outcomes	Review complete	Corporate Services		✓	✓	✓	Pending	Scheduled to commence in Q2.
5.4, 5.6	Develop a new customer feedback policy and automated customer survey tool to ensure we learn from our customers and respond to complaints	Feedback process in place	Corporate Services		✓	✓	✓	Pending	Scheduled to commence in Q2.
5.1, 5.3, 5.6	Identify opportunities to provide customers with more control through online forms and self-service which leverages the new ERP system	Report complete	Corporate Services				✓	Pending	Scheduled to commence in Q4.
3.3, 3.4	Review and update Council's New Residents Kit to improve information on key services, events, dates for people new to our community	New kit available	Community Wellbeing		✓	✓		Progressing	Internal drafting and consultation underway in preparation for Council Workshop in March (Q3).
4.1, 6.4	Update information (web) and user guides for the use of indoor facilities	Revision complete	Infrastructure Services	✓	✓			Progressing	Scheduled for completion in Q3.
4.1, 6.4	Simplify the booking process for Council facilities and assess feasibility of online booking systems and develop implementation plan if viable	System implemented	Infrastructure Services		✓	✓	✓	Progressing	Pilot system still under evaluation for Deloraine Community Complex.



## 14.1.1 Annual Plan 2022-23 Activity Summary

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Sep	Dec	Mar	Jun	Quarter 1 Status	Comment
<b>Managing our asset portfolio</b>									
5.2, 6.1, 6.3	Complete a review of property assets – develop a divestment plan for surplus assets, and implement on approval from Council	Divestment Plan	Works		✓			Progressing	Initial report considered at August Workshop. Deferred until post-election (caretaker impact).
5.2, 6.1-6.6	Determine future of former landfill at Bracknell – lease renewal or sale	Lease or sale complete	Infrastructure Services	✓	✓	✓	✓	Progressing	Ground survey undertaken at site. Land valuation pending.
6.2, 6.3	Progress the Hadspen Meander Valley Road intersection upgrades design and procurement documentation	Progressed to schedule	Infrastructure Services	✓	✓	✓	✓	Progressing	Further assessment of site constraints underway and consultant design work continuing.
6.2, 6.3	Develop a level of service strategy and policy to inform the provision, replacement and upgrading of sport, recreation and public amenities	Strategy in place	Infrastructure Services			✓		Pending	Scheduled to commence in Q3.
6.2	Renew the Eastern Play Spaces Strategy 2020	Update complete	Infrastructure Services			✓		Progressing	Scheduled to commence in Q3. Review of previous draft strategy document underway.
<b>Investing in community facilities and infrastructure</b>									
4.1, 6.4	Finalise electrical safety and asbestos audits and register and deliver program of rectification works	Works complete	Infrastructure Services	✓	✓	✓		Progressing	Work continuing with suppliers.

## 14.1.1 Annual Plan 2022-23 Activity Summary

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Sep	Dec	Mar	Jun	Quarter 1 Status	Comment
4.1, 6.4	Complete a review of all leases and agreements, develop a contemporary lease document and renew leases when due	Review complete	Infrastructure Services	✓	✓	✓		Progressing	Review of lease register progressing.
4.1, 6.4	Implement a program to renew and ensure currency of all leases and agreements	Program delivered to schedule	Infrastructure Services			✓	✓	Pending	Scheduled to commence in Q3.
4.1, 6.4	Secure lease over former Meander Primary School	Lease executed	Community Wellbeing		✓			Achieved	Lease executed; planning processes and maintenance works are progressing across Q1 and Q2.
4.1, 6.4	Develop a community hall renewal policy, considering asset condition, utilisation rates, renewal and maintenance costs and service options	Review complete	Infrastructure Services			✓	✓	Pending	Scheduled to commence in Q3.
4.1	Renew lease for the Meander River reserve areas in Deloraine	Complete	Infrastructure Services		✓	✓		Progressing	Lease documents signed by Council. Pending return of executed documents from the Crown.
6.2, 6.3	Progress tendering and commence construction of the Deloraine Squash Courts	Progressed to schedule	Infrastructure Services	✓	✓	✓	✓	Achieved	Q1 milestone achieved. Ready for tender. Tender decision deferred to Q2 until post-election.
6.1, 6.3	Progress construction of Bracknell Hall	Progressed to schedule	Infrastructure Services	✓	✓	✓	✓	Achieved	Q1 milestone achieved. Builder commenced. Foundation works to progress in Q2.

## 14.1.1 Annual Plan 2022-23 Activity Summary

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Sep	Dec	Mar	Jun	Quarter 1 Status	Comment
6.2, 6.3	Progress consultation, master planning and design of the Deloraine Recreation Precinct	Progressed to schedule	Infrastructure Services	✓	✓	✓	✓	Achieved	Q1 objectives achieved. Initial consultation phase completed.
6.1, 6.3	Design and commence construction for new centralised Works Department depot at Valley Central	Progressed to schedule	Works	✓	✓	✓	✓	Achieved	Q1 objectives achieved. Concept design completed. Detailed design in progress with decision on funding and tender post-election.
6.2, 6.3	Deliver lighting upgrades to Deloraine AFL oval	Completed	Infrastructure Services		✓	✓		Progressing	Materials and contractor commenced. Materials procured.
6.2, 6.3	Implement a preferred project management methodology for major project delivery	Method implemented	Infrastructure Services			✓		Pending	Scheduled to commence in Q3.
6.2, 6.3	Develop and deliver maintenance schedules and improvement programs for civil and road related assets	Programs complete	Works		✓	✓	✓	Pending	Scheduled to commence in Q2.
6.1, 6.3	Deliver operational programs to maintain Council owned public amenities, urban streetscapes, public land and public facilities	Progressed to schedule	Works	✓	✓	✓	✓	Achieved	Q1 objectives achieved. Operational maintenance progressing to program schedule.
6.1, 6.3	Deliver capital and maintenance program for road and associated infrastructure	Progressed to schedule	Works	✓	✓	✓	✓	Achieved	Q1 objectives achieved. Operational maintenance progressing to schedule.

## 14.1.1 Annual Plan 2022-23 Activity Summary

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Sep	Dec	Mar	Jun	Quarter 1 Status	Comment
6.1, 6.3	Deliver the bridge inspection and maintenance program	Progressed to schedule	Infrastructure Services	✓	✓	✓	✓	Achieved	Q1 inspections undertaken.
6.1, 6.3	Deliver civil construction and infrastructure works for transport and recreation assets	Progressed to schedule	Infrastructure Services	✓	✓	✓	✓	Progressing	Capital works update to be provided to Council at December workshop.
6.2, 6.3	Plan, manage, construct and maintain bridges, culverts and other infrastructure	Progressed to schedule	Infrastructure Services	✓	✓	✓	✓	Progressing	Capital works update to be provided to Council at December workshop.
<b>Making a positive contribution to community wellbeing</b>									
3.1-3.5, 4.1	Deliver support to the Meander Valley Art Award	Exhibition held	Community Wellbeing	✓	✓	✓		Achieved	Successful event held at Westbury Town Hall with a two week exhibit of 58 entries and attendance of 470 in September 2022.
3.1, 3.4, 4.1	Manage recurrent sponsorship funding to Deloraine Cup, Deloraine, Chudleigh and Westbury Show Societies	Payments made	Community Wellbeing	✓				Progressing	Funding agreement to be settled Q2.
3.3, 3.4	Deliver programmed activity and support for NAIDOC Week	Number of activities supported	Community Wellbeing	✓				Deferred	Local Indigenous groups are considering approach and options for a locally timed celebration in 2023.

### 14.1.1 Annual Plan 2022-23 Activity Summary

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Sep	Dec	Mar	Jun	Quarter 1 Status	Comment
3.1-3.5, 4.1	Deliver a community celebration and thank you event upon signing of a lease for the former Meander Primary School site	Event held	Community Wellbeing		✓			Progressing	Community BBQ and celebration event planned for October 2022.
3.1-3.5, 4.1	Deliver programmed activity and support for Youth Week	Number of activities supported	Community Wellbeing				✓	Progressing	Scheduled to commence in Q4. DPAC grant of \$50,000 received, with first milestone in Q4.
3.1-3.5, 4.1	Deliver programmed activity and support for Volunteer Week	Number of initiatives delivered	Community Wellbeing				✓	Pending	Scheduled to commence in Q4.
3.1, 3.4, 4.1	Deliver programmed activity and support for Seniors Week	Number of initiatives delivered	Community Wellbeing		✓			Progressing	Two events scheduled for Q2: <ul style="list-style-type: none"> <li>• University of the Third Age</li> <li>• Westbury Health and Westbury Community Garden</li> </ul>
3.3, 3.4	Review legacy support arrangements and finalise agreements (church lighting)	Review complete	Community Wellbeing			✓		Pending	Scheduled to commence in Q3.
3.1-3.5, 4.1	Deliver community consultation on Deloraine Recreation Precinct.	Complete	Community Wellbeing	✓	✓	✓	✓	Achieved	Q1 target achieved. Initial consultation and engagement planning undertaken.

### 14.1.1 Annual Plan 2022-23 Activity Summary

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Sep	Dec	Mar	Jun	Quarter 1 Status	Comment
3.1, 3.4,4.1	Undertake consultation and engagement to prepare inputs for Community Strategic Plan	Consultation completed	Community Wellbeing			✓	✓	Progressing	Scheduled to commence in Q3. Low key community forums progressed in Q1 to inform consultation program for CSP review.
3.1, 3.2, 3.4	Undertake needs analysis and review grant and sponsorship categories and funding amounts to ensure community needs are met	Complete	Community Wellbeing			✓		Pending	Scheduled to commence in Q3.
3.2, 3.4, 3.5	Deliver community survey and drop-in sessions to determine community views on Council performance, services and key issues of interest	Complete	Community Wellbeing	✓	✓			Progressing	Consultation program (and preparation of preliminary report on survey results to date) underway.
3.2, 3.4, 3.5	Review and update Council's Community Wellbeing Program and brief incoming Council	Council approved program	Community Wellbeing		✓	✓		Pending	Scheduled to commence in Q2.
3.2, 3.4, 3.5	Undertake consultation with key groups to identify the needs for volunteering in our community.	Findings report	Community Wellbeing	✓	✓			Progressing	Westbury volunteer surveys completed. Report to be prepared in Q3.
3.2, 3.4, 3.5	Establish a staff community volunteering program	Number of participating staff	Community Wellbeing				✓	Progressing	Q1 - Provision included in draft Enterprise Agreement. Balance scheduled to commence in Q4.

## 14.1.1 Annual Plan 2022-23 Activity Summary

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Sep	Dec	Mar	Jun	Quarter 1 Status	Comment
3.2, 3.4, 3.5	Liaise with tourism and business operators to deliver in kind support to major events i.e., Deloraine Car Show, AgFest, Winterfire	Support delivered	Works	✓	✓	✓	✓	Achieved	Q1 support provided to AgFest and Winterfire events.
Supporting economic growth, prosperity and the environment									
2.1, 2.2	Renew and release an updated Meander Valley regional prospectus to promote the region to potential businesses and people relocating	Prospectus promoted	Community Wellbeing			✓		Progressing	State Development review draft provided. To be actioned Q2.
2.1, 2.2	Progress development of branding and marketing initiatives to establish Meander Valley as a lifestyle, tourism and investment destination	Progressed with key projects	Community Wellbeing			✓	✓	Progressing	Grant milestones for Short Walks projects achieved. Walks selected, and tendering for walking track, branding and 'furniture' issued, brand workshop held.
2.1, 2.2	Assess the feasibility of electronic notice boards located at community hubs throughout the region to support Council and community messaging	Budget item for 2023-24	Community Wellbeing				✓	Pending	Scheduled to commence in Q4.
2.1, 2.2	Deliver business information and networking sessions (3) to business operators across Meander Valley	Delivered	Community Wellbeing		✓			Progressing	Three sessions scheduled to deliver in Q2. With Economy Id provider.

## 14.1.1 Annual Plan 2022-23 Activity Summary

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Sep	Dec	Mar	Jun	Quarter 1 Status	Comment
2.3, 2.5	Review services and attractions at the Great western Tiers Visitor Centre to enhance customer service and tourist satisfaction	Review undertaken	Community Wellbeing			✓		Pending	Scheduled to commence in Q3.
1.1, 1.2, 1.3	Deliver a climate change youth forum	Delivered	Community Wellbeing		✓			Achieved	Delivered in Q1 with presentation to Council Workshop in November (Q2).
<b>Supporting community health outcomes, resilience and emergency management responses</b>									
4.4	Review Municipal Emergency Management Plan in line with new SES regional template	Complete	Infrastructure Services		✓	✓		Pending	Scheduled to commence in Q2.
4.4	Complete logical test of Emergency Management Plan	Complete	Infrastructure Services			✓		Pending	Scheduled to commence in Q3.
<b>Managing planning, development and regulation</b>									
4.3	Finalise and implement the review of the Dog Management Policy	Policy approved	Development & Regulatory		✓	✓		Progressing	Second round of feedback received, to be presented to Council Meeting in Q2.
1.1, 1.2, 1.3	Contribute to regional planning initiatives: Northern Tasmanian Regional Land Use Strategy Review	Participation	Development & Regulatory	✓	✓	✓	✓	Achieved	Q1 target achieved. Regional demand and study underway.



## 14.1.1 Annual Plan 2022-23 Activity Summary

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Sep	Dec	Mar	Jun	Quarter 1 Status	Comment
1.1, 1.2, 1.3	Contribute to the Greater Launceston Plan Review	Participation	Development & Regulatory		✓	✓		Progressing	Contributed to the initial round of consultation with consultant engaged to review the GLP.
1.2	Progress development of a Structure Plan for Carrick	Plan delivered	Development & Regulatory			✓	✓	Pending	Scheduled to commence in Q3.
1.1, 1.2, 1.3	Complete the Prospect Vale - Blackstone Heights Structure Plan Review	Completed	Development & Regulatory		✓	✓		Pending	Scheduled to commence in Q2.
1.2	Complete implementation of an automated planning assessment tool and template report	Implemented	Development & Regulatory		✓			Pending	Scheduled to commence in Q2.
<b>Provide contemporary waste collection, disposal and recycling services and infrastructure</b>									
1.1, 1.5	Review and update the Waste Management Strategy and model against long-term financial plan	Endorsed strategy	Infrastructure Services		✓	✓		Pending	Scheduled to commence in Q2.
6.1, 6.6	Complete feasibility assessment of new landfill cell at Deloraine	Feasibility assessed	Infrastructure Services		✓	✓		Pending	Scheduled to commence in Q2.
1.1, 1.5	Progress purchase of landfill land (Cluan)	Land purchased	Infrastructure Services		✓	✓	✓	Progressing	Discussions with landowner concerning purchase of existing lease area ongoing.

### 14.1.1 Annual Plan 2022-23 Activity Summary

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Sep	Dec	Mar	Jun	Quarter 1 Status	Comment
1.5, 6.6	Design and commence construction a new transfer station at Deloraine	Progressed to schedule	Infrastructure Services	✓	✓	✓	✓	Progressing	Work continuing by consultant. Supply contract for weighbridge approved.
1.1, 1.5	Provide the annual Hard Waste Collection Service	Collection provided	Infrastructure Services		✓			Progressing	Scheduled to provide pick up service in Q2.
1.1, 1.5	Assess the feasibility and deliver a program to promote voluntary car body removal in rural areas	Implemented if feasible	Infrastructure Services			✓	✓	Pending	Scheduled to commence in Q3.
1.5, 6.1, 6.6	Design and construct new landfill cell at Cluan	Progressed to schedule	Infrastructure Services			✓	✓	Pending	Consultant review of concept design in progress.
1.1, 1.5	Select and implement operating model for Cluan and Deloraine landfills	New model implemented	Infrastructure Services		✓	✓		Pending	Scheduled to commence in Q3.
1.1, 1.5	Maintain planning and environmental approvals and compliance for landfill operations	Zero environmental issues	Infrastructure Services	✓	✓	✓	✓	Achieved	Compliance reporting ongoing.
1.3, 1.4, 1.5	Achieve EPA approvals for increased height and manage land fill cell at Deloraine in accordance with approvals to provide for either continuing operation or close and capping	Approval obtained	Infrastructure Services		✓	✓	✓	Progressing	Documentation for EPA approvals progressing.

## 14.1.1 Annual Plan 2022-23 Activity Summary

Provide a robust, reliable, secure and available ICT environment									
5.1, 5.2	Undertake a full review of ICT security arrangements to strengthen cyber security and data management, implement cyber security protection actions to mitigate risk of cyber attack	Plan and measures in place	Corporate Services		✓	✓		Pending	Scheduled to commence in Q2.
5.1, 5.2	Assess and implement as required upgrading of website enabling technology	Assessment complete	Corporate Services		✓	✓		Pending	Scheduled to commence in Q2.
5.1, 5.2	Invest in the skills development of our ICT team to ensure they are able to address emerging ICT agendas	Skills development underway	Corporate Services		✓	✓		Pending	Scheduled to commence in Q2.
Modernising and digitising our systems and processes to increase our productivity and capabilities									
5.1, 5.2	Deliver upgrades to Microsoft licences and software to enhance access to better technology, security and remote working capabilities	Implemented	Corporate Services		✓	✓		Pending	Scheduled to commence in Q2.
5.2, 5.3, 5.6	Establish the ERP System Upgrade Project (project plan, resourcing and financial plan, implementation staging, risk mitigation, governance)	GM approved plan	Corporate Services		✓			Pending	Scheduled to commence in Q2.
5.2, 5.3, 5.6	Commence implementation of the 2022-23 stages of the ERP System Upgrade Project including recruitment of resources	Progressed to schedule	Corporate Services		✓			Pending	Scheduled to commence in Q2.

### 14.1.1 Annual Plan 2022-23 Activity Summary

5.1, 5.2	Review technical software supporting GIS, engineering and other specialist software and implement updates as needed	Review complete	Infrastructure Services			✓	✓	Pending	Scheduled for Q3.
5.1, 5.2	Undertake progressive improvement in records and data management to enable data migration to the new ERP solution	Measures implemented	Corporate Services			✓	✓	Pending	Scheduled to commence in Q3.
<b>Deliver good governance and resilience through sound corporate and financial management</b>									
5.4	Coordinate the 2022 Local Government election including new Councillor induction and training	Induction complete	Governance	✓	✓			Achieved	Fully reviewed induction program prepared in Q1 To be delivered to newly elected Council in Q2.
5.4	Maintain General Manager's electoral roll	Role reviewed before election	Governance		✓			Achieved	General Manager's Roll reviewed and submitted to Tasmanian Electoral Commission in Q1.
5.4, 5.5, 5.6	Implement new software solutions to support Council Meetings, record keeping and public information.	Completed	Governance	✓	✓			Achieved	Core agenda & minutes software implemented. Ongoing software evaluations and staff training underway to improve customer service and performance reporting improvements.
5.4	Refresh and promote "Good Governance" program and induction for incoming Councillors	Completed	Governance		✓			Progressing	Rolling program of induction and professional development scheduled throughout Q2 & Q3.

### 14.1.1 Annual Plan 2022-23 Activity Summary

5.4	Develop a caretaker policy for the local government election period	Completed	Governance		✓			Achieved	Approved by Council 9 Aug 2022.
5.4, 5.6.	Review the risk management framework and mitigations to enhance responses to changing risk profiles	Six-month review complete	Governance	✓	✓	✓	✓	Pending	Rescheduled to Q2.
5.1, 5.2, 5.6	Review corporate risk registers and implementation status of mitigation actions	Risk registers updated	Corporate Services		✓		✓	Pending	Scheduled to be undertaken in Q2.
5.6	Conduct a review and annual test scenario and update the Business Continuity Plan	Annual test completed	Corporate Services		✓			Pending	Scheduled to commence in Q2.
5.6	Update staff Code of Conduct and related policies, complete staff training	New code implemented	Corporate Services			✓	✓	Pending	Scheduled to commence in Q3.
5.4, 5.6	Deliver staff training and development in Council's records management system	Delivered	Corporate Services	✓	✓	✓	✓	Achieved	Q1 achieved. All new employees have received induction training in records management.
5.6, 5.3	Deliver the Annual Plan for 2023-24	Delivered	Governance	✓	✓			Progressing	Drafted for Council 11 October 2022.
5.1, 5.2, 5.3	Deliver the Annual Report for 2021-22	Delivered	Governance			✓		Progressing	Drafted for approval in Dec 2022, on receipt of Tas Audit Office input.
5.1, 5.2, 5.3	Deliver the Annual General Meeting	Delivered	Governance	✓	✓			Progressing	Scheduled for 13 December 2022.
5.1, 5.2, 5.3	Renew the Community Strategic Plan	Draft CSP prepared	Governance	✓	✓			Pending	Preliminary work re-scheduled for Q2 and Q3.

## 14.1.1 Annual Plan 2022-23 Activity Summary

5.4	Represent and respond to the Future of Local Government Review	Data and responses provided	Governance	✓	✓	✓	✓	Achieved	Q1 information and data requests provided.
5.6	Review Council's administrative and legislative delegations	Internally consolidated	Governance	✓	✓	✓	✓	Progressing	Delegations review progressing internally, preparing for consultation with newly elected Council in Q3.
<b>Managing our supply chain to procure goods and services</b>									
5.4, 5.6	Deliver training and ensure compliance with organisation wide procurement and contract policy and processes	Training delivered	Corporate Services	✓	✓	✓	✓	Achieved	Q1 – All new employees have received induction training in accounts payable.
<b>Informing and engaging our community</b>									
5.1, 5.3	Develop and implement a Council Communication Strategy	Strategy implemented	Governance		✓	✓		Progressing	<ul style="list-style-type: none"> <li>Scheduled to commence in Q2.</li> <li>Contractor proposals received.</li> </ul>
5.1, 5.3	Update Council's writing style guide, including writing for the web	Style guide updated	Governance		✓	✓		Pending	<ul style="list-style-type: none"> <li>Scheduled to commence in Q4.</li> </ul>
5.1, 5.3	Update corporate photo library with new images.	Library renewed	Governance		✓	✓		Progressing	Contractor engaged with production scheduled to start February 2023.
5.1, 5.3	Develop a signage strategy to ensure all Council signage is cohesive	Visits to homepage	Governance	✓				Deferred	Pending election and consideration by Council. Note measure is incorrect.
5.1, 5.3	Implement website functionality and content improvements	Updated website	Governance			✓	✓	Pending	Scheduled to commence in Q3.

## 14.1.1 Annual Plan 2022-23 Activity Summary

Demonstrating a commitment to our people									
5.4, 5.6	Coordinate workplace culture “health check” and assistance with measures to promote a positive workplace	Survey and actions complete	Corporate Services	✓	✓	✓	✓	Achieved	Q1 –staff focus groups facilitated by an external consultant delivered.
5.4, 5.6	Review the annual staff performance review process with management	Review findings implemented	Corporate Services				✓	Pending	Scheduled to commence in Q4.
5.4, 5.6	Develop a Workforce Strategy and Resourcing Plan, including overview of recruitment and induction processes	Strategy in place	Corporate Services			✓	✓	Pending	Scheduled to commence in Q3.
5.4, 5.6	Deliver a new Enterprise Agreement to better meet the needs of employees and our organisation	New EA approved	Governance	✓	✓			Progressing	Enterprise Agreement progressed to first vote in Q1.

## Governance

# Appointment of Members to Special Committees of Council

**Report Author** Jacqui Parker  
Manager Governance and Performance

**Authorised by** John Jordan  
General Manager

**Motion** That Council:

1. Appoints under section 24(2) of the Local Government Act 1993, special committee membership as per the attached list "Recommended Appointees to Special Committees of Council"; and
2. Notes that appointments to the Mole Creek Hall Committee will be recommended separately to Council after that Committee's Annual General Meeting on 14 December 2022.

**Moved** Councillor Ben Dudman

**Seconded** Councillor Lochie Dornauf

**Votes for** Mayor Wayne Johnston  
Deputy Mayor Stephanie Cameron  
Councillor Lochie Dornauf  
Councillor Ben Dudman  
Councillor Kevin House  
Councillor Michael Kelly  
Councillor Barry Lee  
Councillor Anne-Marie Loader

**Votes against** Nil

**Abstained** Nil

To abstain from voting at a Council Meeting is to vote in the negative: *Local Government (Meeting Procedure) Regulations 2015: s28.*

**Motion carried by simple majority**

**Minute reference: 261/2022**



## 14.2.1 Recommended Appointees To Special Committees Of Council

Special Committee	Members Appointed at Special Committee's AGM
1. Birralee Memorial Hall Committee	D Arnold, Ernie Blackberry, Esther Blackberry, G Blackberry, L Blackberry, J Booth, F Camino, M Dewsberry, R Franklin, D Hall, N Hall, J Pennington, & R Rumble.
2. Bracknell Public Hall and Recreation Ground Committee	A Cousens, S Cousens, C Jones, N Jones, Sharmane Jones, Stephen Jones, E Leonard, R Leonard, I Mackenzie, T Preece, L Richardson, B Shelton, Mark Shelton, Merrilyn Shelton, O Shelton & C Spencer.
3. Carrick Community Committee	J Cunningham & D Williams.
4. Caveside Recreation Committee	C Capper, G Capper, Ann Crowden, Andrew Crowden, M Crowden, Z Crowden, C Doyle, N Doyle, L Ertler, Katy Haberle, Kelvin Haberle, B Harris, B Hedger, P Hickman, K Howe, M Howe, S Jones, R Linger, M Manners, S Manners, J Philpott, S Philpott, C Robertson, Gillian Robertson, J Robertson, T Roberstson, D Rollins, M Rollins, A Scott, D Scott, J Scott & R Stafford.
5. Chudleigh Memorial Hall Committee	A Cameron, M Cameron, S Cameron, N Clarke, D Crowden, S Crowden, L Ertler, L Flannagan, L Haberle, P Hickman, L Middleton, L Motton, D Philpott, L Philpott, P Philpott, T Picket, N Ritchie, S Snow, B Sturzaker, W Richardson, & M Wyer.
6. Dairy Plains Memorial Hall Committee	A Atkins, G Atkins, K Atkins, P Atkins, R Atkins, C Lee & B Phelan.
7. Deloraine Community Car Committee	K Earley, C Fowler, S Keegan, M Savage, L Wadley & M Young.
8. Meander Hall and Recreation Ground Committee	A Berne, K Bird, T Buttery, A Costello, C Chilcott, D Chilcott, M Johnston, N Johnston (Hon), S Johnston, B McGowan, P Mallon, S Saltmarsh & H Smith.
9. Rosevale Memorial Hall and Recreation Ground Committee	K Best, L Blackwell, G Cuthbertson, T Cuthbertson, W Cuthbertson, C Davson-Galle, R Hardwicke, C Hendley, T Hendley, R Millwood, T Reed, G Smith, B Tatnell, J Tatnell, H Scheibler & R Scheibler.

## 14.2.1 Recommended Appointees To Special Committees Of Council

Special Committee	Members Appointed at Special Committee's AGM
10. Selbourne Memorial Hall Committee	A Batterham, M Brown, J Brown, P Brown, D Eyles, G Eyles, J Eyles, P Eyles, D French, M Heazelwood, M Hills, T Hills, A Reed & N Reed.
11. Weegeena Hall Committee	J Buck, R Buck, C Gard, M Graves, S Harvey, J Hawley, A Lindsay, B Lindsay, G Lindsay, J Lindsay, M Lindsay, C Norton, L Norton, L Pittard, C Roberts, S Roberts, A Robinson, F Robinson, K Sheldon, M Sheldon, G Swinsburg, R Thomas & M Webster.
12. Westbury Community Car Committee	E Blackley, C Blazeley, T Carter, D Dienes, K Hewlett, D Pyke, R Travis & W Travis.
13. Westbury & Districts Historical Society	C Bennett, M Cameron, B Green, V Greenhill, J Starr-Thomas, P Swain, A Taylor, K Treloggan, S West & A Witherden.
14. Whitemore Recreation Ground Committee	P Coull, M Cresswell, M Dent, S French, K Hingston, N Hingston, K Johns, R Johns, B Pearn, S Pearn, K Pitt, E Shaw & C Suitor.

## Motion to Close Meeting

**Motion** Close the meeting to the public for discussion of matters in the list of agenda items below.

*See Local Government (Meeting Procedures) Regulations 2015: s15(1).*

**Moved** Councillor Michael Kelly

**Seconded** Councillor Ben Dudman

**Votes for** Mayor Wayne Johnston  
Deputy Mayor Stephanie Cameron  
Councillor Lochie Dornauf  
Councillor Ben Dudman  
Councillor Kevin House  
Councillor Michael Kelly  
Councillor Barry Lee  
Councillor Anne-Marie Loader

**Votes against** Nil

**Motion carried by absolute majority**

**Minute reference: 262/2022**

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# Closed Session Agenda

## Confirmation of Closed Minutes

Refer to *Local Government (Meeting Procedures) Regulations 2015*: s34(2).

**Minute reference: 263/2022**

## Leave of Absence Applications

Refer to *Local Government (Meeting Procedures) Regulations 2015*: s15(2)(h).

**Minute reference: 264/2022**

## 2023 Australia Day Award Nominees

Refer to *Local Government (Meeting Procedures) Regulations 2015*: s15(2)(g) regarding information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.

**Minute reference: 265/2022**

## Contract No. 236-2022/23 Construction of Deloraine Squash Courts

*Local Government (Meeting Procedures) Regulations 2015*: s15(2)(d) regarding contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal.

**Minute reference: 266/2022**

## Cluan Landfill - Acquisition of Existing Landfill Lease Area

Refer to *Local Government (Meeting Procedures) Regulations 2015*: s15(2)(f) regarding proposals for the council to acquire land or an interest in land or for the disposal of land.

**Minute reference: 267/2022**

## Council Works Depot Development & Divestment of Surplus Assets

Refer to *Local Government (Meeting Procedures) Regulations 2015*: s15(2)(f) regarding proposals for the council to acquire land or an interest in land or for the disposal of land.

**Minute reference: 268/2022**

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## Release of Public Information

**Motion** The following decisions taken by Council in Closed Session are to be released for the public's information:

1. Council awarded the contract for the construction of a new squash court at Deloraine.
2. Council approved proceeding with negotiations to purchase or acquire the existing Cluan landfill site.
3. Council approved funding and proceeding to tender for construction of a new Council depot at Westbury.
4. Council approved divestment of surplus assets in accordance with requirements of the Local Government Act 1993.

**Moved** Councillor Michael Kelly

**Seconded** Deputy Mayor Stephanie Cameron

**Votes for** Mayor Wayne Johnston  
Deputy Mayor Stephanie Cameron  
Councillor Lochie Dornauf  
Councillor Ben Dudman  
Councillor Kevin House  
Councillor Michael Kelly  
Councillor Barry Lee  
Councillor Anne-Marie Loader

**Votes against** Nil

**Abstained** Nil

To abstain from voting at a Council Meeting is to vote in the negative: *Local Government (Meeting Procedure) Regulations 2015: s28.*

**Motion carried by simple majority**

**Minute reference: 269/2022**

## Meeting End

Meeting closed at 4.55pm.

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**Mayor Wayne Johnston**  
**Chairperson**