



Meander Valley Council
Working Together

MINUTES

ORDINARY COUNCIL MEETING

Tuesday, 10 February 2026

Time 5.01pm

Location Council Chambers
26 Lyall Street
Westbury, Tasmania

Telephone 6393 5300

Attendance

Chairperson Mayor Wayne Johnston

Councillors Present Deputy Mayor Stephanie Cameron
Councillor Ben Dudman
Councillor Kevin House
Councillor Anne-Marie Loader
Councillor Rodney Synfield
Councillor John Temple
Councillor Daniel Smedley
Councillor Christine Cronshaw

Officers Present

Jonathan Harmey	General Manager
Krista Palfreyman	Director Development and Regulatory Services
Craig Davies	Director Corporate Services
David Murray	Director Infrastructure Services
Matthew Millwood	Director Works
Anthony Kempnich	Manager Governance and Legal
Linda Butler	Team Leader Project Delivery (Closed Agenda Item 4.2)
Ryan Fisk	Project Manager - Technology Transformation (Closed Agenda Item 4.3)
Anthea Rooney	Governance Officer
Linda Coull	Executive Assistant

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1. Opening of Meeting and Apologies

Mayor Wayne Johnston opened the Meeting at 5.01pm.

2. Acknowledgment of Country

I begin today by acknowledging the Pallitore and Panninher past peoples, the Traditional Owners and Custodians of the land on which we gather today and I pay my respects to Elders past and present. I extend that respect to all Aboriginal and Torres Strait Islander peoples here today.

3. Statement of Attendance

Local Government (Meeting Procedures) Regulations 2025: Regulation 8

Mayor Wayne Johnston advised that persons attending this Meeting should note that:

- (a) an audio and visual recording is being made of the Meeting;
 - (b) all persons attending the Meeting are to be respectful of, and considerate towards, other persons attending the Meeting; and
 - (c) language and conduct at the Meeting that could be perceived as offensive, defamatory or threatening to a person attending the Meeting, or listening to the recording, is not acceptable.
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4. Confirmation of Minutes

Motion

That Council receives and confirms the Minutes of the last Ordinary Council Meeting held on 20 January 2026.

Moved Councillor Kevin House

Seconded Councillor Ben Dudman

Votes For Mayor Wayne Johnston, Deputy Mayor Stephanie Cameron, Councillor Ben Dudman, Councillor Kevin House, Councillor Anne-Marie Loader, Councillor Rodney Synfield, Councillor John Temple, Councillor Daniel Smedley and Councillor Christine Cronshaw

Votes Against Nil

Motion carried by simple majority

Minute Reference: 017/2026

5. Declarations of Interest

No Declarations of Interest were received as part of this Meeting.

6. Council Workshop Report

Local Government (Meeting Procedures) Regulations 2025: Regulation 10(3)(c)

Topics Discussed – 27 January 2026

Workshop Attendance

Present

Mayor Wayne Johnston, Deputy Mayor Stephanie Cameron, Councillor Ben Dudman, Councillor Anne-Marie Loader, Councillor Kevin House, Councillor Rodney Synfield, Councillor John Temple, Councillor Daniel Smedley and Councillor Christine Cronshaw.

Draft Carrick Structure Plan

Councillors reviewed the Draft Carrick Structure Plan 2026-46 and provided feedback prior to public consultation.

Land Development Options – Westbury Works Depot (King Street) and Other Public Land

Councillors provided feedback on proposed land development proposals.

External Presentation – Sustainable Timber Tasmania – Quamby Bluff

Councillors received a presentation from Sustainable Timber Tasmania following the Notice of Motion raised at the Annual General Meeting.

Quamby Bluff Background Information

Councillors were provided with documentation associated with the HU304Y logging operations at Quamby Bluff.

Enterprise Resource Planning Vendor Assessment

Councillors received a briefing on the Enterprise Resource Planning process.

Review of Policy No. 67: *Personal Information Protection*

Councillors reviewed and provided feedback on the Personal Information Protection Policy.

Review of Policy No. 24: *Councillor Expense Entitlements, Attendance at Conferences and Training*

Councillors reviewed and provided feedback on the Councillor Expense Entitlements, Attendance at Conferences and Training Policy.

State Government Electoral Act Proposed Reforms

Councillors considered potential changes by the State Government to the Act.

Draft of the State Government's Health Revolution – Tasmania's 20-Year Preventative Health Strategy

Councillors received information.

2026 Australian Local Government Association National General Assembly – Call for Motions

Councillors considered if the Meander Valley Council would submit any motions.

7. Mayor and Councillors' Reports

Councillors' Official Activities and Engagements Since Last Meeting

Mayor Wayne Johnston

Attended or participated in the following events:

- 22 January 2026 – Meander Valley 2026 Volunteer Awards, Citizenship and Community Celebration

Deputy Mayor Stephanie Cameron

Attended or participated in the following events:

- 22 January 2026 – Meander Valley 2026 Volunteer Awards, Citizenship and Community Celebration

Councillor Ben Dudman

Attended or participated in the following events:

- 22 January 2026 – Meander Valley 2026 Volunteer Awards, Citizenship and Community Celebration
- 27 January 2026 – Meander Valley Council Audit Panel

Councillor Kevin House

Attended or participated in the following events:

- 22 January 2026 – Meander Valley 2026 Volunteer Awards, Citizenship and Community Celebration
- 26 January 2026 – Rotary Club of Westbury Australia Day Breakfast
- 29 January 2026 – Prospect Vale Blackstone Heights Structure Plan – Community Drop-In Session

Councillor Anne-Marie Loader

Attended or participated in the following events:

- 21 January 2026 – Meander House Community Meeting
- 22 January 2026 – Meander Valley 2026 Volunteer Awards, Citizenship and Community Celebration
- 26 January 2026 – Rotary Club of Westbury Australia Day Breakfast
- 29 January 2026 – Prospect Vale Blackstone Heights Structure Plan – Community Drop-In Session

Councillor Rodney Synfield

Attended or participated in the following events:

- 22 January 2026 – Meander Valley 2026 Volunteer Awards, Citizenship and Community Celebration
- 29 January 2026 – Prospect Vale Blackstone Heights Structure Plan – Community Drop-In Session

Councillor John Temple

Attended or participated in the following events:

- 22 January 2026 – Meander Valley 2026 Volunteer Awards, Citizenship and Community Celebration
- 29 January 2026 – Prospect Vale Blackstone Heights Structure Plan – Community Drop-In Session

Councillor Christine Cronshaw

Attended or participated in the following events:

- 22 January 2026 – Meander Valley 2026 Volunteer Awards, Citizenship and Community Celebration
- 27 January 2026 – Meander Valley Council Audit Panel

Councillors' Announcements and Acknowledgements

- Councillor Ben Dudman, the Mayor and other Councillors acknowledged the passing of Sharon Corvinus-Jones with special reference to her contributions to the community especially the Mole Creek Progress Association. Condolences were extended to Sharon's family, friends and community.
- Mayor Wayne Johnston advised that *Deloraine Street Car Show* is being held this Sunday, 15 February 2026.
- Deputy Mayor Stephanie Cameron advised that the *Chudleigh Show* will be held on 21 February 2026 and encouraged community attendance.
- Councillor House noted that *Italia Day* is being held at the Australian Italian Club at Prospect on 28 February 2026 from 11.30am - 5.00pm.

8. Petitions

8.1. Consideration of Issues Associated With Logging at Quamby Bluff

File Reference S13-09-007

Authorised By Jonathan Harmey
General Manager

Motion

That Council:

1. notes, pursuant to section 57(1) of the *Local Government Act 1993*, Shanna Souvlis lodged a petition requesting the Meander Valley Council *to act on its stated values by visiting Quamby Bluff to observe the impact of recent logging, investigate social and environmental impacts and ineffective restoration and regeneration caused by Coupe HU304Y and work to protect the forested slopes of Quamby Bluff.*
2. notes that the petition is compliant with section 57(2) of the *Local Government Act 1993* and is therefore tabled by the General Manager; and
3. pursuant to section 60(2)(b) of the *Local Government Act 1993*, determines the action that Council will meet with Hands Off Quamby Bluff to gain a greater understanding of their concerns relating to the Quamby Bluff Coupe HU304Y.

Moved Councillor Ben Dudman

Seconded Deputy Mayor Stephanie Cameron

Votes For Mayor Wayne Johnston, Deputy Mayor Stephanie Cameron, Councillor Ben Dudman, Councillor Kevin House, Councillor Anne-Marie Loader, Councillor Rodney Synfield, Councillor John Temple, Councillor Daniel Smedley and Councillor Christine Cronshaw

Votes Against Nil

Motion carried by simple majority

Minute Reference: 018/2026

9. Community Representations

Community Representations are an opportunity for community members or groups to request up to three minutes to address Council on a topic of particular interest.

Requests received at least 14 days prior to a Council Meeting will be considered by the Chairperson. For further information, contact the Office of the General Manager on 6393 5317 or email ogm@mvc.tas.gov.au.

No Community Representations were received as part of this Meeting

10. Public Question Time

10.1. Public Questions With Notice

Local Government (Meeting Procedures) Regulations 2025: Regulation 38(1)

(Questions With Notice must be in writing and should be received by the General Manager at least seven days before the relevant Council Meeting).

Question

Doreen Wileman, Westbury (submitted via email on 30 January 2026)

1. *Can Westbury dog owners expect a dog exercise park along the lines of the park in Deloraine in the near future?*

Matthew Millwood (Director Works) advised that the Council is constructing a new off lead dog area at Moore Street Westbury; these works are anticipated to be completed before the end of June 2026.

2. *[With reference to the introductory remarks made by the Mayor at the Council Meeting held on 20 January 2026] will the Mayor clarify what the event was in Sydney to which he referred?*

Wayne Johnston (Mayor) advised that the major event referred to at the referenced Council Meeting was the 14 December 2025 tragedy at Bondi Beach.

Question

Peter Wileman, Westbury (submitted via email on 30 January 2026)

1. *Were the ratepayers of the Meander Valley municipality consulted at any point on issues concerning Bracknell Hall, in a manner comparable to the consultation undertaken regarding the council's annexation of the Westbury Town Hall?*

Jonathan Harmey (General Manager) advises that the Council undertook community consultation from 6 to 21 November 2025 and requested feedback from the community regarding the two options for building improvements at Council's facilities at Lyall Street, Westbury (one option included upgrades to the Westbury Town Hall). This feedback survey was available via the Council's website and in hard copy at the Council's offices. It was promoted on Facebook and advertised in the *Examiner* newspaper. Councillors and the Council's Management were provided with all survey responses and these formed part of their deliberation for decision 164/2025. A summary of the public feedback was also published to the Council's website on 2 December 2025 and the link to this page has been shared with you previously in correspondence from the Council. A public survey of this nature was not undertaken with the project referenced which saw improvements to the Council's facilities at Louisa Street, Bracknell.

2. *Has the former Meander Valley Mayor and current Committee Member of the Bracknell Hall Committee written to the Council regarding his appreciation for the assistance in gaining the original \$1,000,000 of State and Federal funds and the further gift from the Meander Council of the \$235,000 that was supposed to be spent on upgrading the Westbury Sports Centre and if so, will the Council publish the correspondence?*

Jonathan Harmey (General Manager) advises that no former Meander Valley Council Mayors are currently members of the Bracknell Public Hall and Recreation Ground Committee. The Bracknell Hall project referred to in this question has not been completed at the expense of any Westbury Sports Centre projects; this is incorrectly stated in the question.

10.2. Public Questions Without Notice

Question

Julie Hanson, Deloraine - Geese at Deloraine

1. *What do the Councillors think about the proposition of removing, relocating or culling the geese from the riverbank?*

Mayor Wayne Johnston advised that he has recently spoken to several people who have expressed concerns about the number of geese on the riverbank that stray to private property creating a nuisance and making a mess. Personally, I am concerned about the number of geese at the site. Last week they were on the road which is of concern with regards to road safety issues.

Jonathan Harmey (General Manager) advised that the Council has taken calls concerning the geese. The Council has received numerous complaints regarding the geese moving about the riverbank and West Parade area and creating a hazard on the streets as well as the geese displaying aggressive behavior. The Council's Officers are currently having discussions with the Department of Natural Resources and Environment Tasmania (NRE) regarding the geese as there is evidence numbers have increased over time. NRE is ultimately the organisation that will make the decision on whether any geese and ducks will be removed from the Deloraine riverbank. Discussions between the Council's Officers and NRE have included the potential to reduce the numbers, not removing the geese and ducks completely. It is being monitored at this point in time and NRE will, over the next month, make a decision as to what will occur at the site.

11. Councillor Question Time

11.1. Councillors' Questions With Notice

Local Government (Meeting Procedures) Regulations 2025: Regulation 35

(Questions With Notice must be in writing and should be received by the General Manager at least seven days before the relevant Council Meeting).

Question

Councillor Anne-Marie Loader (received via email – 30 January 2026)

1. *Since the December 2025 Council Meeting, has there been any progress with the planning to refurbish the Westbury Town Hall and Supper Room, and if so, can I have an outline of what has occurred.*

Jonathan Harmey (General Manager) advised that the Council approved their preferred project to achieve additional area for administration and governance arrangements, which includes repurposing the current Council Chambers as offices, renovating the Westbury Supper Room and renovating the Westbury Town Hall. Since 9 December 2025, the Council's Officers have commenced work on the decision. A surveyor has been on site to record ground height levels to assist with changes to the rear car park. A meeting has been scheduled with an architect to progress designs for the Westbury Supper Room and Westbury Town Hall refurbishments. There have also been two Workshops providing an opportunity for Councillors and management to discuss the project further.

2. *Members of the public have contacted me about the removal of the cricket nets at Prospect Vale Park. Are there any plans to reinstate them somewhere in and around this area?*

David Murray (Director Infrastructure Services) advised that the Council acknowledges that the removal of the cricket nets has raised concerns for some local families and casual users who have valued the facility as an informal practice space over many years.

Cricket has not been played at Prospect Vale Park since the Prospect Vale Cricket Club last played in February 2010. Other sports have fully utilised the recreation grounds since that time.

The upcoming works align with the Prospect Vale Park Development Plan approved by Council in 2012. This Plan sets a long-term 20-year direction for how the park is used and invested in and was developed through consultation with clubs, residents and key stakeholders.

As part of this Plan, the old concrete scoreboard and cricket nets were identified for removal to support road and parking upgrades and improve overall site safety and access at Prospect Vale Park. The decision to remove the cricket pitch from the oval was made some years ago and reflected the need to prioritise other sporting and community uses at this location, given the range of sports already operating at the precinct and the limited available space. The cricket nets have remained in place until it has been made necessary to remove them to facilitate the current roadworks project.

At this stage, the Council has not identified an alternative location for cricket nets within the Prospect Vale Park precinct. The current project scope and site constraints mean that the area is unable to accommodate facilities for all ball sports while still meeting safety, access and infrastructure requirements.

The Council acknowledges that this change may be inconvenient for some families, particularly those who live nearby. Cricket nets remain available for use at other locations including Hadspen Recreation Ground and a number of local schools and parks across the greater Launceston area.

11.2. Councillors' Questions Without Notice

Question

Councillor Anne-Marie Loader – Childcare Facilities in Westbury

1. *A joint media release from the Federal and State Education Ministers was issued at the end of January this year. In it, funding was announced to expand access to early learning education in Tasmania, including Westbury. Apart from the funding, are there other details available as members of the Westbury community are keen to know details and particularly if there will be opportunities for community input?*

Jonathan Harmey (General Manager) advised that the Council has not been included in any discussions regarding the project. Deputy Mayor Stephanie Cameron (when in the role as Acting Mayor) and I met with Rebecca White MP and asked for an update on the project around September 2025. There have been no further discussions with Rebecca White MP since the initial meeting. Of course, the Council has, and is continuing to, advocate for much-needed childcare facilities in Westbury. The Westbury Primary School is an important part of the community. Recently, Council's Manager Community Wellbeing and I met with the Principal of the Westbury Primary School.

The Council is currently unsure of what the project looks like; the school and Department of Education are still working on the project's delivery. It is understood the Child Care Centre will be located on Primary School property. No progress has been made towards the design stage at this point in time. The Primary School and the State Government are working with the Parents and Friends Association and discussions have also engaged with the students to gain their views.

Question

Councillor John Temple - Heritage Assessment Associated with Town Hall Redevelopment

1. *With regard to Councillor Loader's Question With Notice [regarding the Town Hall], there is a possibility that the response could be misunderstood and I would like to seek some clarification from the General Manager as to the response provided. The first is that Council Officers have commenced work on the decision and the other is regarding the two Workshops provided to Councillors in order to discuss the project further although the matter was not specifically listed on the Workshop Agenda. Can you please clarify what these meant?*

Jonathan Harmey (General Manager) advised that a Council decision was made regarding the Town Hall redevelopment options. Following that decision, it has been tasked to the Council's Officers to work towards progressing that decision. Regarding the Workshops held since making the decision, there has been additional opportunity for Councillors to provide input or discuss the project further although not specifically listed on the Workshop Agenda.

2. *What heritage assessment measures will be undertaken during the project?*

Jonathan Harmey (General Manager) the decision in December to refurbish the Town Hall mentioned that heritage consultation would occur with the Westbury Historical Society and a referral to Heritage Tasmania.

12. Councillor Notices of Motion

No Councillor Notices of Motion were received as part of this Meeting.

13. Corporate Services

13.1. Audit Panel Minutes - 27 January 2026

File Reference	S13-12-013
Report Author	Anthea Rooney Governance Officer
Authorised By	Craig Davies Director Corporate Services

Motion

That Council receives the Minutes of the Audit Panel Meeting held on 27 January 2026 as provided in Attachment 1.

Moved	Councillor Ben Dudman
Seconded	Councillor Christine Cronshaw
Votes For	Mayor Wayne Johnston, Deputy Mayor Stephanie Cameron, Councillor Ben Dudman, Councillor Kevin House, Councillor Anne-Marie Loader, Councillor Rodney Synfield, Councillor John Temple, Councillor Daniel Smedley and Councillor Christine Cronshaw
Votes Against	Nil

Motion carried by simple majority

Minute Reference: 019/2026

14. Governance and Community Wellbeing

14.1. Appointment of Acting General Manager

File Reference	S21-07-057
Report Author	Jonathan Harmey General Manager

Motion

That Council, as an exception to decision 151/2024, appoints Director Infrastructure Services, David Murray, as Acting General Manager for the period 2 to 8 March 2026 when the General Manager is on planned leave.

Moved	Councillor Ben Dudman
Seconded	Deputy Mayor Stephanie Cameron
Votes For	Mayor Wayne Johnston, Deputy Mayor Stephanie Cameron, Councillor Ben Dudman, Councillor Kevin House, Councillor Anne-Marie Loader, Councillor Rodney Synfield, Councillor John Temple, Councillor Daniel Smedley and Councillor Christine Cronshaw
Votes Against	Nil

Motion carried by simple majority

Minute Reference: 020/2026

14.2. Proposed Electoral Act Reform Submission

File Reference S13-08-104

Report Author Jonathan Harmey
General Manager

Motion

That Council approves a submission to the Office of Local Government on the draft *Local Government Electoral Bill 2025* and *Local Government Amendment (Electoral Reforms) Bill 2025* as provided in Attachment 1.

Moved Councillor Ben Dudman

Seconded Councillor Anne-Marie Loader

Votes For Mayor Wayne Johnston, Deputy Mayor Stephanie Cameron, Councillor Ben Dudman, Councillor Kevin House, Councillor Anne-Marie Loader, Councillor Rodney Synfield, Councillor John Temple, Councillor Daniel Smedley and Councillor Christine Cronshaw

Votes Against Nil

Motion carried by simple majority

Minute Reference: 021/2026

14.3. Review of Policy No. 24: *Councillor Expense Entitlements, Attendance at Conferences and Training*

File Reference S13-11-002

Report Author Jonathan Harmey
General Manager

Motion

That Council approves the continuation of Policy No. 24: *Councillor Expense Entitlements, Attendance at Conferences and Training*, updated as follows and includes it in the Council's Policy Manual:

Policy No. 24 **Councillor Expense Entitlements, Attendance at Conferences and Training**

Purpose The purpose of this Policy is to provide guidelines for the assistance and support provided to Councillors in undertaking their role.

Department Governance and Community Wellbeing
Author Jonathan Harmey, General Manager

Council Meeting Date 10 February 2026
Resolution Number 022/2026

Next Review Date **February 2030**

POLICY

1. Definitions

Councillors All elected members of the Meander Valley Council including the Mayor and Deputy Mayor.

2. Objective

To ensure Councillors are adequately reimbursed on a consistent basis for expenses incurred in carrying out their duties including professional development and training.

3. Scope

This Policy applies to all Councillors.

4. Policy

4.1 Allowances

The allowances for the Mayor, Deputy Mayor and Councillors are as outlined in Schedule 4 of the *Local Government (General) Regulations 2025* and section 340A of the *Local Government Act 1993*. Allowances are paid monthly, by direct deposit, into the Councillors' nominated bank account, paid in arrears.

If the Deputy Mayor is appointed to act in the role of Mayor for a period of four consecutive weeks or more, the Deputy Mayor is entitled to receive, for that period, the allowance payable to the Mayor.

4.2 Travelling and Carer Expenses

Councillors are entitled to reimbursement of travelling expenses and care of any child or dependent while carrying out the duties of office in the following situations:

- a. to attend Council Meetings, Council Workshops, meetings of any Committee of the Council and any other meeting where the Councillor has been delegated or authorised by Council to attend.
- b. upon inspections or business within the Council area undertaken in compliance with a Council decision or Council Meeting Agenda Item.
- c. to attend to business of the Council, outside the Council area, in compliance with a Council decision or Council Meeting Agenda Item.
- d. attendance at the Annual Conference of the Local Government Association of Tasmania or any meeting of a regional organisation or committee to which Council sends a delegate.
- e. attend any conference, seminar and training in compliance with the relevant section of this Policy.
- f. travel must be taken in the shortest route practical.
- g. the travelling allowance for Councillors shall be paid in accordance with the Australian Taxation Office cents per kilometre rate set for each financial year.
- h. reimbursement for Councillors, will be paid in line with the Council's procurement processes.
- i. the Council is to make a fully maintained Mayoral vehicle available to the Mayor, when representing Council at meetings, functions and other activities. The Mayoral vehicle will be managed in accordance with the Council's vehicle policy as approved by the General Manager, with the classification being a private user. The allocated vehicle is for use by the Mayor when attending Council's related activities and may also be used by the Mayor for private purposes.
- j. carer expense claims need to provide sufficient evidence of the cost, net of any reimbursements received or due.

4.3 Telephones

- a. the Council is to make a telephone available to the Mayor, all telephone expenses of the telephone will be met by Council.
- b. the Council will reimburse Councillors for the cost of telephone (including rentals, data and calls) used for Council business, up to a maximum \$500 per 12 months. Claims need to include evidence of the costs incurred and sufficient information to show that it relates to the carrying out of the duties of office.

4.4 Communication Equipment

For each term of office, the Council will provide each Councillor with:

- a. a council mobile telephone, tablet, computer up to the value of \$3,500; or capital reimbursement up to \$3,500, for purchase of a mobile telephone, tablet, a fax/printer/scanner and a computer (loaded with an appropriate operating system and office suite); to assist them in performing their duties.
- b. a capital reimbursement will be paid upon evidence of the purchase of the equipment.
- c. the Council will reimburse Councillors for the cost of home internet, used for Council business, up to a maximum \$500 per 12 months. Claims need to provide evidence of the costs incurred and sufficient information to show that it relates to the carrying out of the duties of office.
- d. the Council will meet the costs of one local newspaper subscription per Councillor, upon request.

Should a Councillor resign or the term of office be terminated prior to the normal four year term, then all communication equipment will be returned to the Council or a pro-rata refund of all communication equipment purchase costs will be payable by that Councillor (this shall be in the form of a cash refund or an equivalent deduction from any allowance payable to the Councillor as outlined in the *Local Government (General) Regulations 2025*).

4.5 Secretarial Assistance

The Council will provide a reasonable level of word processing assistance to enable elected members to carry out their official duties. The General Manager will have discretion in determining the extent of assistance which can be provided.

4.6 Stationery

The Council, shall upon request, provide Councillors with standard stationery held or obtained generally for the organisation's requirements. Stationery may include, but not necessarily limited to paper, business cards, writing implements, diaries, writing pads, facsimile paper, envelopes and the like.

Requests for stationery will be by the way of the completion of a requisition presented to the General Manager.

4.7 Conferences, Seminars and Training

The Council recognises the obligation on Councillors to be properly informed on matters relating to governance and Council decisions. The following guidelines apply to conference, seminars and training:

- a. the Council will provide an annual budget for conference, seminars and training expenses for Councillors.
- b. the Council and General Manager are to ensure that there is equity between Councillors in relation to attendance at conferences, seminars and training courses.
- c. the Council is to ensure that conferences, seminars and training courses are relevant to the current activities of the Council and the training and professional development needs of Councillors.
- d. Councillors attending a conference must submit a written report to the General Manager within four weeks of returning from the conference. This report should outline the conference program and benefits gained.
- e. Councillors attending a training course or seminar shall provide any course notes or handouts to the General Manager for distribution to other Councillors.
- f. Councillors who wish to attend a conference, seminar or training program must lodge a Training Registration Form with the General Manager. Details of the conference, seminar or training program must be attached to the Training Registration Form.
- g. attendance, accommodation, airfares and reasonable meal expenses will be arranged by the Council or paid by reimbursement to Councillors.
- h. where the total cost of registration, travel and expenses is likely to exceed \$2,500, the General Manager will refer the application to Council for consideration and approval. Where the total cost of registration, travel and expenses is less than \$2,500, then the General Manager will have delegated authority to consider and approve the application.
- i. if the General Manager refuses an application, a Councillor may submit an application in writing for consideration at a meeting of Council.
- j. the Mayor and Deputy Mayor are Council's designated delegates to the Local Government Association of Tasmania Annual Conference. Other Councillors may attend by using the Councillor Training Registration Form.

4.8 Legal Expenses

In accordance with section 341 of the *Local Government Act 1993*, the Council will meet the cost of legal expenses for a Councillor or employee, by direct engagement or reimbursement, which are for defense proceedings. This is on the basis of an act or omission that was undertaken by the Councillor or

employee, in good faith, and in the performance of their functions under the *Local Government Act 1993* (or other related Acts). In the event of a reimbursement, the Councillor or employee must notify the General Manager (or Mayor in the event of the General Manager) of their intention to seek legal expenses under this Policy, before incurring the legal expenses.

The Council will not cover insurance or legal expenses that are associated with:

- a. any process under the Local Government Code of Conduct framework
- b. any matter intrinsically personal to the Councillor or employee, that a Councillor or employee would initiate personally against another person

4.9 Other Expenditure

Any expenditure not specified above as expenditure for which a Councillor is entitled to be reimbursed or paid by the Council shall be the responsibility of the Councillor, except where Council resolves otherwise.

4.10 General Provisions

The following general provisions apply to this Policy wherever appropriate to determine the amount of out-of-pocket expenses that will be reimbursed to Councillors:

- a. Councillors will not be reimbursed for time spent representing the community; this is taken into account in legislated Councillor Allowances.
- b. Councillors will be provided with name badges.
- c. where travel is by flight the standard form of travel will be economy class, unless agreed with the Council prior to booking.
- d. travelling expenses, carer expenses and out-of-pocket expenses will, unless there are exceptional circumstances, be paid in arrears.
- e. the Council will not reimburse claims later than 12 months after the claim has been incurred by the Councillor.
- f. given that the Councillor Allowance is expected to be treated by the Australian Taxation Office as assessable income in the individual's hands, Councillors are encouraged to consider whether expenditure is deductible for taxation purposes as an expense necessarily and solely incurred in the carrying out of their Council duties. Prevailing taxation laws and substantiation requirements should be recognised and considered when maintaining records for deduction purposes.
- g. when claiming out of pocket expenses, copies of invoices, receipts or supporting documentation must be provided to support claims.
- h. claims will be submitted to the Office of the General Manager:
ogm@mvc.tas.gov.au

5. Legislation and Related Standards

Local Government Act 1993

Local Government (General) Regulations 2015

6. Responsibility

Responsibility for the operation of this Policy rests with the General Manager.

Moved Councillor Anne-Marie Loader

Seconded Councillor Kevin House

Votes For Mayor Wayne Johnston, Deputy Mayor Stephanie Cameron, Councillor Ben Dudman, Councillor Kevin House, Councillor Anne-Marie Loader, Councillor John Temple, Councillor Daniel Smedley and Councillor Christine Cronshaw

Votes Against Councillor Rodney Synfield

Motion carried by simple majority

Minute Reference: 022/2026

14.4. Review of Policy No. 67: *Personal Information Protection*

File Reference	S13-11-002
Report Author	Anthony Kempnich Manager Governance and Legal
Authorised By	Jonathan Harmey General Manager

Motion

That Council approves the continuation of Policy No. 67: *Personal Information Protection* as updated below and includes it in the Council's Policy Manual:

Policy No. 67	Personal Information Protection
Purpose	This Policy outlines how the Council collects, maintains, uses and discloses information in accordance with the <i>Personal Information Protection Act 2004</i> .
Department Author	Governance and Community Wellbeing Anthony Kempnich, Manager Governance and Legal
Council Meeting Date	10 February 2026
Minute Reference	023/2026
Next Review Date	February 2031

POLICY

1. Definitions

<i>Council Worker</i>	Any person who has been engaged by, or is part of, the Council as any of the following: <ol style="list-style-type: none">a. an employee;b. a Councillor or any other elected official;c. a committee member or office holder, whether elected, appointed, or otherwise engaged;d. a volunteer;e. a contractor, subcontractor, or consultant; andf. a trainee, apprentice, intern, placement student, or any other person engaged in work experience.
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Personal Information See section 4.1 below.

Sensitive Information See section 4.1 below.

2. Objective

The objectives of this Policy are:

- ensure compliance with the *Personal Information Protection Act 2004* (the Act);
- provide a clear framework for collecting, using, storing and disclosing Personal Information;
- inform individuals of their access and correction rights; and
- support consistent privacy practices across all the Council's functions.

3. Scope

Under the Act, the Council is a Personal Information custodian and must collect, maintain, use and disclose Personal Information and Sensitive Information in accordance with the Act. As such, this Policy applies to all:

- Council Workers; and
- activities and functions of the Council.

4. Policy

4.1 What is Personal Information and Sensitive Information?

Personal Information is defined in [section 3](#) of the Act to mean information or opinion, recorded in any format, about an individual whose identity is apparent or is reasonably ascertainable from the information or opinion. This includes information about individuals who have been deceased for less than 25 years. It does not include de-identified information nor information that is publicly available about a person.

Sensitive Information is defined in [section 3](#) of the Act to include things like health information, criminal record, racial origin and sexual preferences.

4.2 What information does Council collect?

The Council may collect Personal Information such as names, addresses, telephone numbers and any other specific information required to perform its functions, deliver a service, administer legislation and otherwise as permitted or required by law.

The Council will take reasonable steps to ensure that the Personal Information it holds is accurate, complete and up to date. Where practicable, the Council will check on the accuracy of your Personal Information before it is used.

Generally, the Council will only collect Sensitive Information if it is necessary and the person consents, or if the collection of that information is required or permitted by law.

4.3 Can you engage with the Council without sharing Personal Information?

The Council may be able to respond to general enquiries made anonymously; however, identification may be necessary to delivery services or to provide specific, accurate information.

4.4 Can you access or amend Personal Information the Council holds about you?

The Act provides that the Council may provide a person with access to their Personal Information held by the Council.

If a person considers that their Personal Information is incorrect, incomplete, out of date or misleading, they can request that the information be amended. Depending upon the nature of the request a fee may be charged for this service.

Requests to access or amend Personal Information held by the Council must be made in writing by email, post, or in person:

- send an email to mail@mvc.tas.gov.au with the subject line *Personal Information Request*
- post your request to PO Box 102, Westbury, Tasmania, 7303
- drop off your written request to 26 Lyall Street, Westbury, Tasmania, 7303

4.5 How does the Council use and disclose Personal Information?

The Council will use or disclose Personal Information only:

- for the primary purpose of collection, or
- for a related secondary purpose that individuals would reasonably expect (for Sensitive Information, this secondary purpose will be directly related to the primary purpose, unless consent or a specific lawful exception applies); or
- as otherwise required or authorised to do so by law.

The Council may use and disclose basic Personal Information (name, residential address, postal address, date of birth and gender) to other public authorities where reasonably necessary for the efficient storage and use of that information.

The Council may store or disclose Personal Information outside Tasmania (for example, on a cloud hosting service), if:

- the Council believes the information will be protected in a way that is substantially the same as required under the Act; or
- the person to whom the Personal Information relates has consented; or

- necessary for performance of a legal contract and that equivalent safeguards are applied; or
- doing so is otherwise permitted by law.

Personal Information in written submissions on policy matters or matters of public consultation may be disclosed in reports that are made public, unless the submission was submitted and/or accepted on a confidential basis.

The Council will not assign unique identifiers to individuals unless necessary to carry out the Council's functions efficiently or required by law.

The Council will not sell, trade or make Personal Information available to third parties for any commercial or other reason not permitted by law.

4.6 *How does the Council secure the Personal Information it holds?*

The Council uses procedural, physical and technical safeguards, including access controls, secure methods of communication and back-up and recovery systems to protect information from misuse and loss, unauthorised access, modification and disclosure.

Council Workers are only provided with, or have access to, Personal Information that is necessary for them to carry out their role. They are required to maintain appropriate confidentiality in handling this information and carrying out their duties.

Council Workers undertake training and are subject to routine reminders about information security practices.

Generally, information is destroyed or permanently de-identified when no longer required. Some information is retained for specified periods or permanently under provisions of the *Archives Act 1983*.

4.7 *What if you have a complaint about the Council's handling of Personal Information?*

The Council is committed to working to resolve any concerns or complaints regarding its collection, handling and management of Personal Information effectively.

If a person is not satisfied with the Council's handling of their Personal Information or the outcome of their request for access to or amendment of Personal Information, a complaint can be lodged with the [Ombudsman](#).

A complaint about a specific Councillor's use or handling of Personal Information may be captured by the Meander Valley Code of Conduct for Councillors. Further information about the Code, including forms and information about how to lodge a complaint, is available on the Department of Premier and Cabinet website.

5. Legislation and Related Standards

Personal Information Protection Act 2004

Right to Information Act 2009

6. Responsibility

Responsibility for the operation of this Policy rests with the General Manager.

Moved	Councillor Ben Dudman
Seconded	Deputy Mayor Stephanie Cameron
Votes For	Mayor Wayne Johnston, Deputy Mayor Stephanie Cameron, Councillor Ben Dudman, Councillor Kevin House, Councillor Anne-Marie Loader, Councillor John Temple, Councillor Daniel Smedley and Councillor Christine Cronshaw
Votes Against	Councillor Rodney Synfield
Abstained	Nil

Motion carried by simple majority

Minute Reference: 023/2026

15. Motion to Close Meeting

15.1. Motion to Close Meeting

Refer to Local Government (Meeting Procedures) Regulations 2025: Regulations 16 and 17

Motion

That Council, by absolute majority, pursuant to the *Local Government (Meeting Procedures) Regulations 2025*, closes the Meeting to the public for discussion of the Agenda Items listed below:

15.1 Confirmation of Closed Minutes

Refer to Local Government (Meeting Procedures) Regulations 2025: Regulation 40(6).

15.2 Leave of Absence Applications

Refer to Local Government (Meeting Procedures) Regulations 2025: Regulation 17(2)(i) requests by Councillors for leave of absence.

15.3 Notification of Leave of Absence for Parental Leave

Refer to Local Government (Meeting Procedures) Regulations 2025: Regulation 17(2)(j) notifications by Councillors of leave of absence for parental leave.

15.4 Purchase of Land

Refer to Local Government (Meeting Procedures) Regulations 2025: Regulation 17(2)(g) regarding proposals for the council to acquire land or an interest in land or for the disposal of land.

15.5 Contract No. 270. 270-2025-26 – Panorama Road Shared Pathway

Refer to Local Government (Meeting Procedures) Regulations 2025: Regulation 17(2)(e) regarding contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal.

15.6 Enterprise Resource Management System Upgrade

Refer to Local Government (Meeting Procedures) Regulations 2025: Regulation 17(2)(e) regarding contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal.

15.7 End of Closed Session and Release of Public Information

Refer to Local Government (Meeting Procedures) Regulations 2025: Regulation 17(8)

To be determined in Closed Council.

Motion That Council closes the Meeting to the public for discussion of matters in the list of Agenda Items above.
See Local Government (Meeting Procedures) Regulations 2025: Regulation 16

Moved Councillor Ben Dudman
Seconded Deputy Mayor Stephanie Cameron
Votes For Mayor Wayne Johnston, Deputy Mayor Stephanie Cameron, Councillor Ben Dudman, Councillor Kevin House, Councillor Anne-Marie Loader, Councillor Rodney Synfield, Councillor John Temple, Councillor Daniel Smedley and Councillor Christine Cronshaw

Votes Against Nil

Motion carried by absolute majority

Minute Reference: 024/2026

Council moved into Closed Session at 5.36pm

Council returned to Ordinary Session at 6.13pm

16. End of Closed Session and Release of Public Information

16.1. End of Closed Session and Release of Public Information

Refer to Local Government (Meeting Procedures) Regulations 2025: Regulation 17(8)

Council, pursuant to Regulation 40(1)(b) of the *Local Government (Meeting Procedures) Regulations 2025*, resolves to report in Open Session that it has considered the following matters in Closed Session:

Minutes Item	Matter	Brief Description and Release of Public Information
2	Closed Council Minutes - 20 January 2026	<i>Minutes not to be released to the public.</i>
4.1	Purchase of Land	<i>Details not to be released to the public.</i>
4.2	Contract No. 270-2025-26 – Panorama Road Shared Pathway	<i>Name of successful tenderer to be released.</i>
4.3	Enterprise Resource Management System Upgrade	<i>Name of successful tenderer to be released.</i>

17. Close of Meeting

Mayor Wayne Johnston closed the Meeting at 6.14pm.

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Mayor Wayne Johnston
Chairperson

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Date