



Meander Valley Council
Working Together

MINUTES

ORDINARY COUNCIL MEETING

Tuesday, 11 November 2025

Time 3.00pm

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 John Temple
Councillor Daniel Smedley
Councillor Christine Cronshaw

Apologies

Councillor Rodney Synfield

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
Natasha Whiteley	Team Leader Town Planning (Agenda Items 13.1 and 13.2)
Nooshin Varikodan	Town Planner (Agenda Item 13.1)
Jana Rockliff	Town Planner (Agenda Item 13.2)
Linda Butler	Team Leader Project Delivery (Closed Agenda Items 4.2 and 4.3)
Deon Bellingan	Strategic Projects Manager (Closed Agenda Items 4.2 and 4.3)
Anthony Kempnich	Manager Governance and Legal
Anthea Rooney	Governance Officer

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1. Opening of Meeting and Apologies

Mayor Wayne Johnston opened the Meeting at 3.03pm and noted an apology from Councillor Rodney Synfield.

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 14 October 2025.

Moved Councillor Kevin House

Seconded Councillor Daniel Smedley

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 Nil

Motion carried by simple majority

Minute Reference: 146/2025

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)

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

Topics Discussed – 28 October 2025

Planning Applications for November Council Meeting

Councillors received a review of Planning Applications to be presented to the November Council Meeting.

External Presentation – Northern Tasmanian Development Corporation

Councillors received an update and provided feedback.

Council Office Requirements

Councillors discussed options relating to achieving additional office space and facility improvements.

Local Government Association of Tasmania Meeting Discussions

Councillors provided input into motions to be raised at the upcoming General Meeting.

Tasmanian Government Local Government Legislation Reform

Councillors considered the position paper regarding proposed reforms to the Local Government Act 1993.

Panorama Road, Blackstone Heights – Grant Variation

Councillors were provided with an update on the project and discussed budget allocations.

Westbury Streetscape – Status Update

Councillors were provided with an update on the status of the project.

Review of Policy No. 83: *Fraud and Corruption*

Councillors reviewed and provided feedback on proposed changes to Policy No. 83: Fraud and Corruption Control and the associated Fraud and Corruption Control Plan.

Mayor and Councillors' Reports

Councillors discussed current reports which are included in Council Agendas.

7. Mayor and Councillors' Reports

Councillors' Official Activities and Engagements Since Last Meeting

Mayor Wayne Johnston

Attended or participated in the following events:

- 29 October 2025 – TasWater General Meeting
- 6 November 2025 – Northern Tasmanian Development Corporation Member's Representative Group Meeting and Annual General Meeting

Deputy Mayor Stephanie Cameron

Attended or participated in the following events:

- 17 October 2025 – Northern Tasmania Regional Land Use Steering Committee Meeting
- 24 October 2025 – Opening of the Meander Valley Art Award Exhibition

Councillor Ben Dudman

Attended or participated in the following events:

- 14 October 2025 – Development and Assessment Group Meeting
- 24 October 2025 – Opening of the Meander Valley Art Award Exhibition
- 29 October 2025 – Community Bank Deloraine and Districts Grant Presentation Evening

Councillor Anne-Marie Loader

Attended or participated in the following events:

- 14 October 2025 – Carrick Hall Committee Annual General Meeting
- 20 October 2025 – Local Government Association of Tasmania Online Councillor Information Session – Reforms to Councillor Allowances and Numbers
- 24 October 2025 – Opening of the Meander Valley Art Award Exhibition
- 27 October 2025 – *Hadspen Creates*
- 29 October 2025 – Community Bank Deloraine and Districts Grant Presentation Evening

Councillors' Announcements and Acknowledgements

Mayor Wayne Johnston:

- noted a communication from Inspector Craig Fox (TasPolice) informing the community of the Deloraine Station hours; and
- acknowledged Remembrance Day and noted the attendance at the Westbury and Deloraine events.

Deputy Mayor Stephanie Cameron thanked the Deloraine Rotary and all other organisations and volunteers who assisted with the running of the Deloraine Craft Fair.

8. Petitions

No Petitions were received as part of this Meeting

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

Steve Gregory – Westbury Men's Shed – asked at the Council Meeting held on 14 October 2025.

1. *Will the Council's Works Depot be available for use by the Westbury Men's Shed operations until at least April 2026?*

Matthew Millwood (Director Works) advises that the Westbury Men's Shed has a lease arrangement with the Council which allows occupancy of shed space at the Works Depot, 140-142 King Street, Westbury. This lease has previously been extended and allows for further month-by-month extensions. The requested lease extension, to approximately April 2026, aligns with the Council's future planning at the site and, therefore, is supported.

Question

Kerin Booth – Property Purchase – submitted via email on 28 October 2025

The property abutting the Council's land (18 Lyall Street, Westbury), is a large lot with a significant backyard.

1. *Has the Council considered acquiring that property or the vacant part of it (as it did the tennis court) to build a new Council Office building?*

Jonathan Harmey (General Manager) advises that the Council has considered the potential acquisition of 18 Lyall Street, Westbury in its review into administrative and governance needs. This option has been discounted at this time, primarily on the basis that the property was not for sale and that there are alternative lower cost options that meets the Council's requirements. This does not remove the Council considering the acquisition of this property in the future.

2. *If not, why not?*

Refer to the response in Question 1.

Question

Linda Poulton – Repurposing of the Town Hall and Supper Room – submitted via email on 28 October 2025

The Council advised, in an email to me dated 19 October 2025, that a decision had not been made and a number of options for accommodating the Council's needs were still being considered including the status quo being maintained. If the above is the case, then:

- 1. Why has the Westbury Garden Club been told it cannot hold the Westbury Flower Show in the Hall in 2026?*

Jonathan Harmey (General Manager) advises that the Council has accepted the Westbury Garden Club's request to book the Westbury Town Hall and Westbury Supper Room for their February 2026 flower show.

- 2. Why was Heather Donaldson informed by a Council staff member on 23 October 2025, that the Supper Room could not be reserved for meetings beyond November 2025?*

Jonathan Harmey (General Manager) advises Councillors are currently considering options for the future use of the Westbury Supper Room and Town Hall facilities and receiving feedback from the Meander Valley community. The Facilities Team has advised that when a request for booking was made by Heather Donaldson, she was advised that the venue could not be reserved beyond 2025 on the basis that the facility may have renovations being undertaken, subject to a decision of Council.

Question

Peter Wileman – Parking for the Council – submitted via email on 29 October 2025

There is an old tennis court which now forms part of the Council's land in Lyall Street (CT 187725/1) that is the equivalent area of the Town Hall, which, I understand is earmarked for parking.

- 1. When and through what process was this tennis court land acquired?*

Jonathan Harmey (General Manager) advises that Council approved the purchase of the tennis court land on 10 October 2023 which is referred to in the question above. The Council was notified by the Tasmanian Land Titles Office on 8 August 2025 that their processes were completed to affect the required changes for the acquisition.

2. *Could the Council implement a parking plan or policy for its staff so as to alleviate any overparking on Lyall Street (eg. implementing two-hour parking limits on Lyall Street)?*

Jonathan Harmey (General Manager) advises that once a decision is made on the options and development of 26 Lyall Street, Westbury, the Council will implement changes to the employee parking areas. This will not include a two-hour parking limit on Lyall Street. Reducing the amount of vehicles on Lyall Street was the primary reason for the purchase of the land referred to in Question 1.

Question

Peter Mackenzie – Repurposing of the Town Hall and Supper Room – received via email on 30 October 2025

1. *Why has the Council not consulted widely with the people of Westbury and other ratepayers about the proposed plan to repurpose the Town Hall and Supper Room before making a decision, given these are valuable and historic public assets?*

Jonathan Harmey (General Manager) advises that a decision of Council has not been formed and the Council commenced receiving feedback from the Meander Valley community on this project in the week starting Monday, 3 November 2025.

2. *If the Council is proposing a repurposing which still allows public access to the Town Hall and Supper Room, will the Council provide the detail of this proposal to the community and seek feedback before making a decision about it?*

Jonathan Harmey (General Manager) advises that a decision of Council has not been formed. The Council has provided details of this proposed option to the Meander Valley community and is currently receiving feedback on the options proposed.

Question

Karen Mackenzie – Working Conditions at the Council – received via email on 30 October 2025

1. *I sympathise with staff working in cramped conditions, but in a modern workforce with advanced technology it is not essential for all employees to be co-located, so has the Council considered locating more of its employees to the new works depot at Valley Central?*

Jonathan Harmey (General Manager) advises that Council has considered the option suggested.

2. *The Tasmanian State Government encourages flexible work practices including working from home. Does the Council currently allow any employees to work from home and if so, how many?*

Craig Davies (Director Corporate Services) advises that the Council has flexible working arrangements, in accordance with the *Fair Work Act 2009* (Cth) and the Meander Valley Council's Enterprise Agreement 2022, including work from home arrangements. These arrangements are currently regularly utilised by 13% of the Council's office-based employees who have an agreement in place to work at an alternate location for some portion of the working week.

Question

David Pyke – Working Conditions at the Council – received via email on 30 October 2025

1. *What has been the increase in the Council's staff numbers since the 1 January 2023 that has resulted in the now urgent need to expand office space?*

Craig Davies (Director Corporate Services) advises that the approved full time equivalent employees (FTE) in the budget as at 1 January 2023 was 90; the current FTE in the budget is 106. The Council is embarking on IT upgrades to continue to provide its services to the community. These include the Finance Software (first installed 1997), Records Management Software (first installed 1999), Property Software (first installed 2004) and this is influencing the urgency of the requirements.

2. *The need for office space for staff is apparently urgent, yet the Council put out a tender for the new Works Depot at Valley Central which closed as recently as February 2024. Did the Council not anticipate the potential increase and need to locate staff in that facility and, if not, why not?*

Matthew Millwood (Director Works) advises that the depot facility at the Valley Central industrial area will be the workplace for the Works Department employees, their heavy plant and equipment. This is the civil construction, parks and urban amenities functions of the Council. The new facility will cater for the current needs of the Works Department. The design for the new Works Depot allows for further building development if the Council elects to pursue this option in the future.

Question

Helen Lennard – Repurposing of the Town Hall and Supper Room – received via email on 1 November 2025

1. *Would any options for repurposing the Town Hall be able to accommodate a similar, successful live performance to that of the Tasmanian Symphony Orchestra in 2024?*

Jonathan Harmey (General Manager) advises that there are options available that would accommodate an event such as that listed in the question.

2. *If not, what other public venue in Westbury, does the Council propose would be suitable for such a performance?*

Jonathan Harmey (General Manager) advises that, from a review of the Tasmanian Symphony Orchestra website, the majority of their events are hosted in Hobart and the majority are held at the Federation Concert Hall. Other venues include Woolmers Estate, St David's Cathedral, St John's Anglican Church, Burnie Arts Centre, Albert Hall, Latrobe Memorial Hall and the University of Tasmania. Similar venues in Westbury, other than the Westbury Town Hall, could include St Andrew's Anglican Church and Holy Trinity Catholic Church. Other similar venues in Meander Valley could include the Village Green, many of the larger churches, larger sized venues such as the Meander Valley Performing Arts Centre, Deloraine Auditorium and public halls such as Chudleigh, Mole Creek and Carrick.

10.2. Public Questions Without Notice

Question

John Hawkins – Bentley Property

1. *[No question asked] Comment was made regarding transfer of land titles associated with the Bentley property.*
2. *With regard to the block behind the Honey Farm, what is the Council going to do about the strip of land near the railway line?*

Mayor Wayne Johnston advised that this question would be Taken on Notice and a response provided in the Council Agenda of 9 December 2025.

Question

Karen Mackenzie (Secretary Westbury Garden Club) – Repurposing of Westbury Town Hall and Supper Room

1. *Will the Council agree to hold another open Westbury forum in the near future so that all the details planned for the Town Hall and the Supper Room changes can be provided to the community and discussed openly before Council makes any decisions, and then, can that forum be in the Town Hall?*

Jonathan Harmey (General Manager) advised that a forum was held in Westbury in September 2025 and community forums are held every three months in different towns within the municipality. The Council currently does not have another one planned for Westbury, however, that is not to say that Councillors could hold another if that is a preference. The Council is keen to see the Garden Club's events continue, however, it will be a matter of what facility is available to host the events.

2. *Will the two annual Westbury Garden Club flower shows still be permitted to be held in the Town Hall and Supper Room complex after any of the proposed or planned changes by the Council and does the Council realise, that if carpeting the Town Hall is part of those renovations, this would rule out the only suitably appropriate venue the Garden Club has for its future flower shows?*

Mayor Wayne Johnston advised Councillors have always intended that access to the Town Hall is made available, regardless of the plans proposed. It was never thought, nor discussed by Councillors, that the Town Hall would not be available for public access.

Jonathan Harmey (General Manager) also advised that the Garden Club's feedback regarding carpet has been passed on and discussions have been held with the Garden Club which included a number of different venues that may be suitable for the Club's events. Further discussions will be guided by the results of the Community Survey regarding the potential Town Hall repurposing.

Question

Danielle Farrow-Pryke – Deloraine Little Theatre and Westbury Town Hall Repurposing

1. *I have noticed that the Council has only allocated \$100,000 in its budget to the arts within the municipality, so, with regard to all artists in the municipality:*
 - (a) *Is the Council aware that the Little Theatre in Deloraine is actually the oldest theatre in Australia?*
 - (b) *Is the Council liaising with the Heritage Council regarding the Westbury Town Hall modifications?*
 - (c) *Does the Council intend to increase the budget for the performing arts specifically as \$7,000 would not actually assist with the required renovations at the Little Theatre?*

Mayor Wayne Johnston responded by saying that yes, the Council is aware of the Little Theatre's importance and history and in relation to your third question regarding the Council's intent to spend additional money at the Little Theatre – requests have previously been made by community representations and money has been spent, however, I personally am unaware of future budget allocations.

Jonathan Harmey (General Manager) responded to the question regarding the Town Hall by saying that the Council is certainly aware of a heritage listing in connection with the Town Hall. Additional response was provided regarding the Little Theatre in that the Council has been involved in discussions with users regarding planned work over the next two years. From memory the Council is preparing for an upgrade the curtains and the stage itself, a hoist has also been discussed. The Council deals with long life assets, so not all costs are incurred on a consistent annual basis and planning is required to replace assets when due. Without having the budgets in front of me, I cannot detail what the \$7,000 referred to will be used for, however, it may be for normal operating costs such as cleaning, maintenance and general running costs for the Performing Arts Centre.

2. *Is the Council aware, and can the Council answer how many commercial-in-confidence clauses are applicable to any of the tendering processes currently occurring and being paid for by Meander Valley Council ratepayers?*

Mayor Wayne Johnston advised that the Council's professional staff deal with tendering processes and commercial-in-confidence issues and it is part of normal business practice. Regarding the Little Theatre, Councillors have a responsibility to look at all the municipality's assets and make the most economic and rational decision on behalf of ratepayers.

Question

Peter Wileman – Westbury Town Hall Repurposing and Booking System for the Council's Facilities

1. *What refurbishment is the Council considering or proposing with regards to the Westbury Town Hall and will the Council seek approval from the Heritage Council?*

Jonathan Harmey (General Manager) responded by saying that yes, if Option 1 is decided and a design drawn up, the plans would be provided to the Heritage Council.

2. *So, the Council has not approached the Heritage Council as yet?*

Jonathan Harmey (General Manager) advised that the decision had not yet been made so no approach has been made to the Heritage Council.

3. *[With regard to the outsourced booking system used for the Town Hall and the Supper Room] how long has this system been in place?*

Jonathan Harmey (General Manager) responded by saying that the booking system is not outsourced. As is the common practice of many other Tasmanian and Australian Councils, the Meander Valley Council utilises a booking software that allows users to book online and manages the calendar for the facility that is continually updated. The software company takes a small percentage of the booking fee.

Mayor Wayne Johnston added that the booking fee [resulting from use of the software program] is a normal operational fee.

Question

Heather Donaldson – Community Survey Problem

1. *With regards to the current community survey being run, is the Council aware that some users [such as hers] are being shown a message saying their submission was marked as spam?*

Mayor Wayne Johnston advised that he was personally unaware of that situation and thanked Heather for the information.

Jonathan Harmey (General Manager) confirmed that the survey in question has been received. The Council's Officers would look into any issue with the spam alert Heather advised that had been received. It was also noted that the Supper Room would be available for community use under both options presented, clarifying a concern raised by Heather.

11. Councillor Question Time

11.1. Councillors' Questions With Notice

No Councillors' Questions With Notice were received for this Meeting

11.2. Councillors' Questions Without Notice

Question

Councillor Anne-Marie Loader – Municipal Hall Committees and Additional Westbury Public Forum

1. *Why does Westbury not have a Hall Committee?*

Jonathan Harmey (General Manager) advised that the municipality has a small number of public hall committees which are Special Committees of Council created under a decision of Council in accordance with the *Local Government Act 1993*. In order to establish a new committee, a decision by Council would be required.

2. *Given that there are a lot of people attending the Meeting today who are concerned about the Westbury Town Hall and Supper Room repurposing, can the issue of an additional Westbury Community Forum be discussed at the next Workshop?*

Mayor Wayne Johnston responded that the Westbury Town Hall options have been discussed at the last three Workshops and was planned to again be discussed at the next Workshop [25 November 2025], an additional Community Forum may well be included in those discussions.

Question

Councillor John Temple – Entally House

1. *Is the Council aware of Entally House's current status and future operations?*

Jonathan Harmey (General Manager) advised that whilst I am not aware of its current status, a Community Forum was recently held in Hadspen and a representation was received from a previous volunteer at Entally House who raised concern about the condition of the building and maintenance. It is believed the State Government has leased the building to a private organisation. The Council cannot provide an informed position and have not been on site.

2. *As Entally House is a major heritage icon and a major tourism destination, is there any way the Council could write to the State Government regarding Entally House?*

Mayor Wayne Johnston advised that this issue could be discussed at an upcoming Workshop.

Councillor Ben Dudman advised that, as a result of community concern, he had recently written to Minister Ogilvie as the Minister for Heritage regarding Entally House and will share the response when it is received.

3. *Can you add some clarity to the process regarding the community survey and repurposing?*

Jonathan Harmey (General Manager) responded by saying that the process was discussed at the last Workshop, where Councillor Temple was in attendance. The process determined at the Workshop was that the Council would seek feedback from the community via the survey on the two established options, with that survey to be launched last week, this did occur. The results from that feedback would be discussed at the next Workshop to be held on 25 November 2025, where a decision would be made on the best way forward. I believe this is still the current process.

Question

Deputy Mayor Stephanie Cameron – Westbury Town Hall and Supper Room Repurposing

1. *With regard to the proposed Town Hall upgrade, Option 1 indicates that the adjoining Westbury Supper Room would see refurbishment and upgrades to make it more inviting - a casual meeting space for both community and Council. Can you explain what the casual meeting space refers to?*

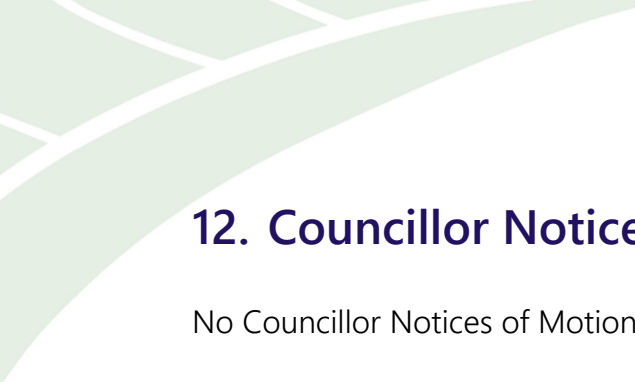
Jonathan Harmey (General Manager) advised that discussions on the Town Hall and the Supper Room have been occurring with Councillors for over three and a half months. The current two options we are seeking feedback on mean different things for the Supper Room. In the future we would like to see an upgraded facility to be used for bookings by the community and used more often by the Council's employees. Improvements would include more appropriate lighting, heating, carpet and power connections. In Options 1 and 2 there will be a period of time required to reach that vision, how long the new facilities take to be constructed will influence how long the Supper Room would be closed to reach the required standard. The venue will be closed for a period of time once the options have been discussed and a final decision made by Council. The Council's vision for that space is improved use by staff and improved use by the community.

Question

Mayor Wayne Johnston – Westbury Town Hall and Supper Room Repurposing

1. *If both options were to be removed from consideration, does the Council still need to spend money on upgrading the Supper Room?*

Jonathan Harmey (General Manager) advised that in its current state the Westbury Supper Room is not being used to its best capability, and the Council should be spending funds to refurbish the facility, it is overdue. However, feedback is being sought from the community via a survey and this input will be considered when evaluation is completed.



12. Councillor Notices of Motion

No Councillor Notices of Motion were received for this Meeting

Mayor Wayne Johnston announced that Council acts as a Planning Authority with regards to Agenda Items 13.1 and 13.2.

13. Planning Authority Reports

13.1. PA\25\0057 – 25 Sorell Street and 1519 Mole Creek Road, Chudleigh

Proposal	Subdivision (6 lots to 2 lots)
Report Author	Nooshin Varikodan Town Planner
Authorised By	Krista Palfreyman Director Development and Regulatory Services

John Hawkins spoke against the Motion

Motion

That Council, acting as a Planning Authority, receives the Agenda Item tabled for PA\25\0057 - 25 Sorell Street and 1519 Mole Creek Road, Chudleigh and resolves to approve the application.

Refer to *Details* below for further specification of the Planning Authority's decision and any conditions or notes.

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

Motion carried by simple majority

Minute Reference: 147/2025

Details

The Planning Authority 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*: section 65, *Local Government (Meeting Procedures) Regulations 2025*: Regulation 29(2) and *Land Use and Approvals Act 1993*: sections 57-59.

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

Planning Authority Recommendation

This application by JDA Planning Pty Ltd, for a Subdivision (6 lots to 2 lots), on land located at 25 Sorell Street, Chudleigh and 1519 Mole Creek Road, Chudleigh (CTs 228692/1, 232437/1, 214221/1, 229672/1, 229645/1 and 150260/1) is recommended for approval generally in accordance with the Endorsed Plans and recommended Permit Conditions and Permit Notes.

Endorsed Plan

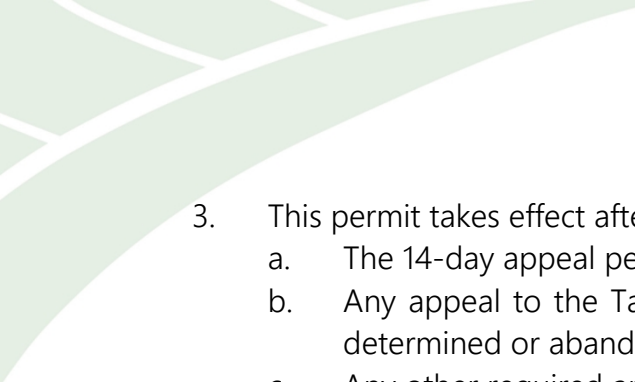
- a. PDA Surveyors, Engineers & Planners; Dated: 25/7/2025; Project no: 54891; Drawing no: 01.
- b. Scott Livingston, Livingston Natural Resource Services; Dated: 23 August 2025; Bushfire Hazard Management Report: Subdivision; Version: 1; Pages: Coversheet, 1-13.

Permit Conditions

1. Covenants or similar restrictive controls must not be included on or otherwise imposed on the titles to the lots created by the subdivision, permitted by this permit unless:
 - a. such covenants or controls are expressly authorised by the terms of this permit or by the consent in writing of the Council; and
 - b. such covenants or similar controls are submitted for and receive written approval by the Council prior to submission of a Plan of Survey and associated title documentation is submitted to the Council for sealing.

Permit Notes

1. The existing use of the subject lots is not altered under this planning permit. Any future change of use of the existing development will require a separate planning permit from the Council. Please contact the Council's Planning Team on 6393 5320 or via planning@mvc.tas.gov.au to discuss.
2. Any other proposed development or use (including amendments to this proposal) may require separate planning approval. For further information, contact the Council.

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3. This permit takes effect after:
 - a. The 14-day appeal period expires; or
 - b. Any appeal to the Tasmanian Civil and Administrative Tribunal (TASCAT) is determined or abandoned; or
 - c. Any other required approvals under this or any other Act are granted.
 4. Planning appeals can be lodged with TASCAT Registrar within 14 days of the Council serving notice of its decision on the applicant. For further information, visit the TASCAT website.
 5. This permit is valid for two years only from the date of approval. It will lapse if the development is not substantially commenced. The Council has discretion to grant an extension by request.
 6. 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 Offices on request.
 7. 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.
-

13.2. PA\26\0042 – 2 Webster Street, Westbury

Proposal	Subdivision (2 lots)
Report Author	Jana Rockliff Town Planner
Authorised By	Krista Palfreyman Director Development and Regulatory Services

Motion

That Council, acting as a Planning Authority, receives the Agenda Item tabled for PA\26\0042 - 2 Webster Street, Westbury and resolves to approve the application.

Refer to *Details* below for further specification of the Planning Authority's decision and any conditions or notes.

Moved	Councillor Ben Dudman
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	Nil

Motion carried by simple majority

Minute Reference: 148/2025

Details

The Planning Authority 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*: section 65, *Local Government (Meeting Procedures) Regulations 2015*: Regulation 29(2) and *Land Use and Approvals Act 1993*: sections 57-59.

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

Planning Authority Recommendation

This application by Woolcott Land Services, for a Subdivision (two lots), on land located at 2 Webster Street, Westbury (CT 134912/1) is recommended for approval generally in accordance with the Endorsed Plans and recommended Permit Conditions and Permit Notes.

Endorsed Plan

- a. Woolcott Land Services; Dated: 20 August 2025; Proposed Plan of Subdivision; Job Number: L200732; Revision 3;
- b. Geoton Pty Ltd; Dated: 21 July 2025; Preliminary On-site Wastewater Assessment and Site Classification; Reference No: GL25355Ab; Revision Ab;
- c. Woolcott Land Services; Dated: August 2025; Bushfire Exemption; Job Number: L200732; Revision 1.

Permit Conditions

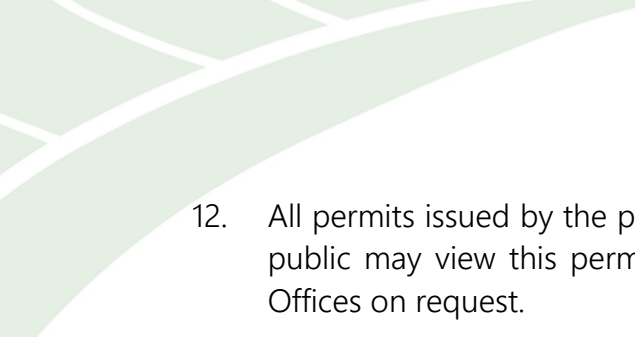
1. Covenants or similar restrictive controls must not be included on or otherwise imposed on the titles to the lots created by the subdivision, permitted by this permit unless:
 - a. Such covenants or controls are expressly authorised by the terms of this permit or by the consent in writing of the Council; and
 - b. Such covenants or similar controls are submitted for and receive written approval by the Council prior to submission of a Plan of Survey and associated title documentation is submitted to the Council for sealing.
2. Prior to commencement of any works, a Soil and Water Management Plan in accordance with industry best practices, detailing the site-specific measures to minimise on-site erosion and the release of sediment or sediment laden stormwater from the site, must be implemented and maintained until such time that soil cover is reinstated. A copy of the Soil and Water Management Plan must be made available to the Council upon request (refer to Note 1).
3. A new stormwater connection must be provided for each lot in accordance with the approved plans. A private drainage easement is to be created over the stormwater connection to Lot 2 over Lot 1 and in favour of Lot 2 (refer to Notes 2 to 4).
4. Stormwater run-off from the driveway and building areas is to be captured and directed to the stormwater connection point within the property boundary so that concentrated, or nuisance flows do not cross the property boundaries to adjoining land.
5. The existing 2m wide drainage easement shown on Plan No. 134912 is to be extended to the new property boundary of Lot 1 over the access strip of Lot 2 and in favour of Lot 1.

6. A right of carriageway easement is to be created over the full length of the access strip of Lot 2 in favour of Lot 1.
7. The hydraulic services from the existing dwelling must achieve hydraulic separation to the satisfaction of the Council's Plumbing Surveyor and must be wholly contained within Lot 1 (refer to Note 5).
8. A cash-in-lieu contribution for public open space must be paid to the Council. The payment must be equal to 5% of the value of the land at the time of lodgment of the Final Plan of Survey. The value of the land will be based on the most recent recorded valuation adjusted in accordance with the applicable adjustment factor determined by the Office of the Valuer-General (refer to Note 6).
9. Prior to the sealing of the Final Plan of Survey, the following must be completed to the satisfaction of the Council:
 - a. stormwater connections must be constructed in accordance with Condition 3;
 - b. the drainage easements must be provided for on the Final Plan of Survey and Schedule of Easements in accordance with Conditions 3 and 5.
 - c. the right of carriageway must be provided for on the Final Plan of Survey and Schedule of Easements formalising the access to Lot 1 in accordance with Condition 6;
 - d. evidence submitted to the satisfaction of the Council's Plumbing Surveyor and Town Planner that hydraulic separation has been achieved in accordance with
 - e. Condition 7;
 - f. the cash-in-lieu public open space contribution must be paid in accordance with Condition 8; and
 - g. evidence submitted to the satisfaction of the Council's Town Planner that at least two of the storage sheds on Lot 2 have been removed (refer to Note 7).
10. The development must be in accordance with the Submission to Planning Authority Notice issued by TasWater (TWDA 2025/00957-MVC) attached.

Permit Notes

1. Best practice guidelines for Soil and Water Management (also referred to as Erosion and Sediment Control) are available here:
 - a. Tasmanian Guidelines (NRM North) – Soil and Water Management on Building and Construction Sites (www.nrmnorth.org.au);
 - b. International Erosion Control Association – Best Practice Erosion and Sediment Control (BPESC) document (www.austieca.com.au);
 - c. Tamar Estuary and Esk Rivers (TEER) program – Erosion and sediment control. The fundamentals for development in Tasmania (www.teer.org.au);
 - d. Water by design (www.waterbydesign.com.au).

2. All works in the road reserve to install the new stormwater connection to Lot 2 must be completed by a suitably qualified contractor using appropriate work health and safety and traffic management processes. Prior to any construction being undertaken in the road reserve, separate consent is required by the Road Authority. An Application for Works in Road Reservation form is enclosed. The property owner must contact the Council to discuss the proposed property access before engaging a contractor for these works. All enquiries should be directed to the Council's Infrastructure Department on 6393 5312.
3. Any of the Council's infrastructure damaged during construction including road, kerb, driveways or footpaths must be reinstated to original condition prior to the sealing of the Final Plan of Survey.
4. Any areas of nature strip damaged during construction must be topped with 100mm of good quality top soil and sown with grass.
5. Prior to any plumbing works associated with the achievement of hydraulic separation on each lot is undertaken, it is recommended to contact the Council's Plumbing Surveyor to confirm if plumbing approval is required. All enquiries should be directed to the Council's Permit Authority on 6393 5320 or the Council's Plumbing Surveyor on 0419 510 770 or via email: mail@mvc.tas.gov.au.
6. For further information, please refer to the Council's Policy No. 11: *Public Open Space*, within the Council's Policy Manual that can be found here: <https://www.meander.tas.gov.au/council-policies>.
7. Clause 4.3.7 of the Planning Scheme exempts the placement of certain outbuildings on vacant lots. As a result, one storage shed would be allowed to remain on proposed
8. Lot 2.
9. Any other proposed development or use (including amendments to this proposal) may require separate planning approval. For further information, contact the Council.
10. This permit takes effect after:
 - a. The 14-day appeal period expires; or
 - b. Any appeal to the Tasmanian Civil and Administrative Tribunal (TASCAT) is determined or abandoned; or
 - c. Any other required approvals under this or any other Act are granted.
10. Planning appeals can be lodged with TASCAT Registrar within 14 days of the Council serving notice of its decision on the applicant. For further information, visit the TASCAT website.
11. This permit is valid for two years only from the date of approval. It will lapse if the development is not substantially commenced. The Council has discretion to grant an extension by request.

- 
12. 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 Offices on request.
 13. 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.
-

Mayor Wayne Johnston advised that Council no longer sits as a Planning Authority

14. Corporate Services

14.1. Review Policy No. 83: *Fraud and Corruption Control*

File Reference	S13-11-004
Report Author	Craig Davies Director Corporate Services
Authorised By	Jonathan Harmey General Manager

Motion

That Council approves the continuation of Policy No. 83 *Fraud and Corruption Control* reviewed as shown below and includes it in the Council's Policy Manual:

Policy No. 83	Fraud and Corruption Control
Purpose	The purpose of this Policy is to commit the Council to the prevention and control of incidents of fraud and corruption.
Department Author	Corporate Services Craig Davies
Council Meeting Date Minute Reference	11 November 2025 149/2025
Next Review Date	October 2029

POLICY

1. Definitions

Council Worker

Any person who has been engaged by, or is part of, Meander Valley Council as any of the following:

- (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; and
- (f) a trainee, apprentice, intern, placement student or any other person engaged in work experience.

Fraud

Inducing a course of action by deceit or other dishonest conduct, involving acts or omissions or the making of false statements, orally or in writing, with the object of obtaining money or other benefits from, or evading a liability to, the Council.

Corruption

Dishonest action in which a person acts contrary to the interests of Council and abuses their position of trust in order to achieve some personal benefit for themselves or advantage/disadvantage for another person or entity.

Whistle-Blower

A person who has or professes to have knowledge of fraudulent or corrupt conduct and who chooses to report it to the appropriate authority.

2. Objective

This Policy provides all Council Workers with a clear framework for understanding, upholding and fulfilling their ongoing responsibilities to prevent, detect and respond to fraud and corruption.

3. Scope

This Policy applies to all Council Workers.

4. Policy

Council has a zero-tolerance stance towards fraud and corruption. Demonstrating a robust ethical framework – founded on honesty, transparency and integrity – is essential for establishing and maintaining trust with the community. The Council is committed to upholding these values and continuing to act in the best interests of the community.

To demonstrate this commitment, the Council will:

- (a) comply with all relevant legislation related to fraud and corruption;
- (b) develop and maintain robust controls to prevent and identify fraud and corruption;
- (c) implement and maintain a Fraud Control Plan, which outlines the procedures for managing instances of real or alleged fraud and corruption;
- (d) foster an environment that values the need to prevent and identify fraud and corruption;

- (e) ensure Council Workers are made and kept aware of their responsibilities to prevent and identify fraud and corruption;
- (f) provide the necessary resources to implement and maintain fraud and corruption training, policies and procedures; and
- (g) protect disclosures made under the *Public Interest Disclosure Act 2002*.

5. Responsibilities

Fraud and corruption control is the responsibility of all Council Workers.

All Council Workers are responsible for:

- (a) complying with all relevant fraud and corruptions laws;
- (b) maintaining an awareness of their obligations under fraud and corruption laws, policies and procedures;
- (c) reporting any instances of fraud or corruption; and
- (d) continuing to appreciate the importance of, and connection between, their actions and the trust built with the community they serve.

Human Resources is further responsible for:

- (a) ensuring training related to fraud and corruption control is delivered to:
 - 1. new Council Workers during induction, and
 - 2. all Council Workers on a regular basis; and
- (b) participating in any disciplinary processes related to fraud and corruption control.

The Executive Management Team is further responsible for:

- (a) embedding and encouraging a culture that prevents and effectively addresses fraud and corruption; and
- (b) supporting Council Workers in adhering to this policy and the Reportable Conduct Scheme.

Elected Members, as the chosen representatives of their community, are responsible for:

- (a) embodying and demonstrating the highest ethical ideals, especially as they relate to fraud and corruption; and
- (b) promoting a culture within the Council and the broader community that values and aspires to live up to those highest ethical ideals.

Further detail about the Council's fraud and corruption controls can be found in the Fraud and Corruption Control Plan.

6. Legislation and Related Standards

Local Government Act 1993

Criminal Code Act 1924

Integrity Commission Act 2009

Police Offences Act 1935

Privacy Act 1988 (Cwth)

Public Interest Disclosures Act 2002

Right to Information Act 2009

Meander Valley Council Code of Conduct (Human Resources Policy)

Meander Valley Council Code of Tenders and Contract 2024

Meander Valley Council Fraud and Corruption Control Plan

Recruitment and Selection Policy and Procedure

Public Interest Disclosure Procedure

6. Responsibility

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

Moved	Councillor Kevin House
Seconded	Councillor Christine Cronshaw
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	Nil

Motion carried by simple majority

Minute Reference: 149/2025

15. Infrastructure Services

15.1. Budget Adjustments 2025-26

File Reference	S12-02-001
Report Author	David Murray Director Infrastructure Services
Authorised By	Jonathan Harmey General Manager

Motion

That Council, by absolute majority, pursuant to section 82(4) of the *Local Government Act 1993*, approves variations to the 2025-26 Budget Estimates and Capital Works Program (as provided in Attachment 1) noting additional grant revenue of \$95,000 and an increase of \$463,660 to the program.

Moved	Deputy Mayor Stephanie Cameron
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 John Temple, Councillor Daniel Smedley and Councillor Christine Cronshaw
Votes Against	Nil

Motion carried by absolute majority

Minute Reference: 150/2025

16. Governance and Community Wellbeing

16.1. New Policy No. 8: *Use of Surveillance by Third Parties on Council Property*

File Reference	S13-11-004
Report Author	Anthony Kempnich Manager Governance and Legal
Authorised By	Jonathan Harmey General Manager

Motion

That Council adopts Policy No. 8: *Use of Surveillance by Third Parties on Council Property* as shown below and includes it in the Council's Policy Manual:

Policy No. 8	Use of Surveillance by Third Parties on Council Property
Purpose	The purpose of this Policy is to provide a framework for how surveillance can be used by third parties on property owned or managed by the Meander Valley Council.
Department Author	Governance and Community Wellbeing Anthony Kempnich, Manager Governance and Legal
Council Meeting Date	11 November 2025
Minute Reference	151/2025
Next Review Date	November 2029

POLICY

1. Definitions

<i>Approved Legitimate Need</i>	A justifiable case for Surveillance that has been approved by the Council according to the process at section 4.9.1.
<i>Complaint Procedure</i>	The procedure described at section 4.6.
<i>Council</i>	The Meander Valley Council.

<i>Council Property</i>	Any Property owned, leased or managed by the Council.
<i>Law</i>	Includes: (a) principles of law or equity established by decisions of courts; (b) legislation and subordinate legislation; and (c) requirements, approvals (including conditions) and guidelines of any Government Body that have force of law.
<i>Property</i>	Includes: (a) any land, whether with or without any building, structure, fixture or other improvement; (b) any building, structure, fixture or other improvement, with or without rights to the underlying land; and (c) any estate, right, title, or interest (legal or equitable) in land, buildings, structures or improvements.
<i>Property User</i>	Any of the following that leases, subleases, licenses, hires, manages, or otherwise has control, authority or possession over Council Property (including their employees, authorised contractors, sub-contractors, agents, licensees, or other representatives): (a) a natural person; (b) a body corporate (regardless of how it is incorporated); or (c) a body politic (other than the Crown or Council).
<i>Property User Worker</i>	Includes any Property User, or a Property User's employees, authorised contractors, sub-contractors, agents, licensees, or other representatives.
<i>Surveillance or Surveil</i>	The use of a Surveillance System.
<i>Surveillance Direction</i>	A direction of the type described at section 4.9.3(a).

Surveillance System

Includes one or more device, instrument, apparatus, pieces of equipment, program, software or thing (or system of the same) that is capable of one or more of the following:

- (a) recording still or moving images or observing visually (excluding spectacles, contact lenses or a similar device used by a person with impaired sight to overcome that impairment);
- (b) overhearing, recording, monitoring, or listening to a conversation or words spoken by or to any person (excluding a hearing aid or similar device used by a person with impaired hearing to overcome the impairment and permit that person to hear only sounds ordinarily audible to the human ear);
- (c) recording or monitoring the input of information into, or the output out of, a computer or other device, directly or via a real or private network; and
- (d) determining or monitoring the geographical location of a person or an object.

Surveillance Record

Includes:

- (a) a record, of any type, that is captured, documented, or stored in any way by, via or because of a Surveillance System; and
- (b) a live stream of content captured by, via or because of a Surveillance System.

2. Objective

This Policy:

- (a) recognises that unregulated use of surveillance can lead to extreme encroachments on personal privacy and personal integrity (especially for vulnerable people) and the degradation of public space amenity;
- (b) understands that surveillance, used in a well-regulated and appropriate manner, can be essential for achieving desired community outcomes, like security and safety;
- (c) balances the community's need for well-regulated surveillance with its interests in personal privacy, personal integrity, and public space amenity; and
- (d) defines a framework for how Surveillance Systems can be used by third parties on property owned or managed by the Council.

3. Scope

This Policy:

- (a) applies to all Property Users and Property User Workers; and
- (b) does not apply to the Crown or Council.

4. Policy

4.1 Restriction on Use of Surveillance

A Property User must not use a Surveillance System on Council Property unless:

- (a) there is an Approved Legitimate Need for use of a Surveillance System; and
- (b) the use complies with:
 - i. this Policy,
 - ii. any lease or other contractual arrangement that applies to the Property or Property User,
 - iii. the *Privacy Act 1988* (Cth) and *Personal Information Protection Act 2004*, and
 - iv. all other applicable Laws.

4.2 Fields of View

The visual or audio captured by a Surveillance System must:

- (a) be confined to the smallest area required to fulfil the Approved Legitimate Need;
- (b) not include any sleeping areas, accommodation quarters, toilets, bath houses, saunas, change rooms, including the entrances or exits to the same, or any other area where privacy would reasonably be expected; and
- (c) not include any area outside of Council Property.

4.3 Excluded Capabilities

Any Surveillance System must not use the following functionality unless all persons captured within the Surveillance Record have agreed in writing to the use of the function:

- (a) the capturing, processing, or use of genetic information about an individual; or
- (b) the capturing, processing, or use of biometric information or biometric templates, including for the purpose of automated biometric verification or biometric identification.

4.4 Management of Surveillance Records

- (a) A Property User using a Surveillance System on Council Property must ensure its Surveillance System complies with the following requirements:
 - i. Surveillance Records must only be:
 - 1. accessible by Property User Workers with a Registration to Work with Vulnerable People, and

2. accessed for the purpose of fulfilling the Approved Legitimate Need;
 - ii. a maximum of two Property User Workers have access to Surveillance Records;
 - iii. the Property User must maintain a record of which Property User Workers had access to Surveillance Records and when; and
 - iv. Surveillance Records must be deleted permanently after 30 days, unless being used by law enforcement in an ongoing investigation.
- (b) The rules at (a) do not apply if to the extent that:
 - i. the Property User is a sporting club;
 - ii. the Surveillance System is used exclusively for recording sporting matches;
 - iii. the field of view of the Surveillance System only captures the sporting field;
 - iv. all players (and, where the player is under 18, their guardians) have been notified of the Surveillance System and its purpose; and
 - v. the Surveillance Records contain footage only of sporting matches.

4.5 Signage

A Property User using a Surveillance System on Council Property must erect and maintain signage that:

- (a) is prominently displayed and visible in all areas that are captured by the Surveillance System;
- (b) tells the users they are subject to Surveillance;
- (c) describes the purpose of the Surveillance; and
- (d) describes a way for accessing the Property User's Complaint Procedure and for contacting the Property User.

4.6 Complaint Management

- (a) A Property User using a Surveillance System on Council Property must establish and maintain a procedure for managing complaints related to the Property User's use of Surveillance (Complaint Procedure).
- (b) A Property User's Complaint Procedure must include a timeframe of no more than 10 days between receiving and responding to a complainant.
- (c) In the first fortnight of each quarter of the year, the Property User must provide the Council with a report including the following details for each complaint the Property User received in the preceding quarter:
 - i. when the complaint was received;
 - ii. a de-identified copy of the complaint text;
 - iii. when the Property User responded to the complaint; and
 - iv. any actions taken by the Property User in response to the complaint.

4.7 Insurance Requirements

A Property User who uses a Surveillance System on Council Property must hold insurance policies that:

- (a) are held with a reputable insurer carrying on insurance operations in Australia;
- (b) insure against any claims, up to a value of \$20,000,000, arising out of the Property User's use of the Surveillance System; and
- (c) indemnify the Council against any claims arising out of the Property User's use of the Surveillance System.

4.8 Liability

The Council is not liable for any actions, claims, demands, losses, damages, costs or expenses

- (a) that the Property User is subject to, or
- (b) for which the Property User becomes liable for, in connection with, or arising out of, the Property User's Surveillance or compliance (or failed compliance) with this Policy.

4.9 Council Involvement

4.9.1 Approved Legitimate Need

- (a) An Approved Legitimate Need occurs when:
 - i. the Property User has demonstrated, to the Council, a legitimate need for Surveillance; and
 - ii. the Council has approved that legitimate need in writing.
- (b) In assessing whether to approve a legitimate need, the Council:
 - i. will consider whether the use of Surveillance is proportionate and justifiable when balanced against interests such as personal privacy, personal integrity, and public amenity; and
 - ii. may direct the Property User to carry out activities, including, but not limited to
 - 1. a Privacy Impact Assessment,
 - 2. consultation with the public or other groups, and
 - 3. publication or sharing of information for public viewing.
- (c) Council retains ultimate discretion about whether it:
 - i. approves or declines a legitimate need; and
 - ii. limits the use of Surveillance in any way.
- (d) The Council's granting of an Approved Legitimate Need in no way guarantees, suggests or implies that a Property User's Surveillance complies with:
 - i. this Policy as a whole;
 - ii. any lease or other contractual arrangement that applies to the Property or Property User;

- iii. the *Privacy Act 1988* (Cth) and *Personal Information Protection Act 2004*; or
- iv. any other applicable Laws.
- (e) Despite anything in this Policy, including the granting by the Council of an Approved Legitimate Need, it is the responsibility of the Property User to ensure that their use of Surveillance complies with:
 - i. this Policy;
 - ii. any lease or other contractual arrangement that applies to the Property or Property User;
 - iii. the *Privacy Act 1988* (Cth) and *Personal Information Protection Act 2004*; and
 - iv. all other applicable Laws

4.9.2 Audit by Council

The Council may, from time to time, review, monitor or audit the Property User's use of Surveillance and any documentation or records related to it.

4.9.3 Directions by Council

- (a) A Property User who uses a Surveillance System on Council Property must comply with any reasonable direction given by the Council in relation to the Property User's Surveillance (Surveillance Direction), including, but not limited to:
 - i. providing access to the Surveillance System or other documentation for auditing; or
 - ii. a direction to stop using Surveillance.
- (b) If a Property User fails to comply with a Surveillance Direction, the Council may take action, including, but not limited to:
 - i. terminating the lease, sublease, licence or any other contractual arrangement between the Council and the Property User;
 - ii. requiring the Property User remove the Surveillance System; and
 - iii. referring the Property User or Property User Workers to law enforcement or other appropriate authorities.

4.10 Conflicting Requirements

If there is a conflict, or appearance of a conflict, between obligations in any of the following, the Property User must comply with the strictest obligation:

- (a) this Policy;
- (b) any lease or other contractual arrangement that applies to the Property or Property User;
- (c) the *Privacy Act 1988* (Cth) and *Personal Information Protection Act 2004*; or
- (d) any other applicable Laws.

5. Legislation and Related Standards

Listening Devices Act 1991

Personal Information Protection Act 2004

Privacy Act 1988 (Cth)

Registration to Work with Vulnerable People Act 2013

Child and Youth Safe Organisations Act 2023

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	Nil

Motion carried by simple majority

Minute Reference: 151/2025

16.2. *Local Government Amendment (Targeted Reform) Bill 2025 Submission*

File Reference	S13-01-025
Report Author	Jonathan Harmey General Manager

Motion

That Council approves the submission to the *Local Government Amendment (Targeted Reform) Bill 2025* Exposure Draft, included as Attachment 1.

Moved	Deputy Mayor Stephanie Cameron
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	Nil

Motion carried by simple majority

Minute Reference: 152/2025

17. 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:

17.1 Confirmation of Closed Minutes

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

17.2. Leave of Absence Applications

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

17.3 Leave of Absence Applications

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

17.4 Contract No. 273-2025-26 – Provision of Cleaning Services

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.

17.5 Contract No. 277-2025-26 – Design and Construct: Bridge No. 3095 – Gulf Road, Liffey Bridge Replacement

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.

17.6 Contract No. 278-2025-26 – Prospect Vale Sports Ground – Internal Road Reconfiguration (Stage 1)

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.

17.7 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.

Moved
Seconded
Votes For

Councillor Anne-Marie Loader
Councillor Ben Dudman
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

Nil

Motion carried by absolute majority

Minute Reference: 153/2025

Council adjourned for a break at 4.12pm

Council moved into Closed Session at 4.21pm

Council returned to Open Session at 4.37pm

18. End of Closed Session and Release of Public Information

18.1. 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	Agenda Precis	Brief Description and Release of Public Information
2	Closed Council Minutes - 14 October 2025	<i>Minutes not to be released to the public.</i>
3.1	Requests for Leave of Absence	<i>No Requests of Leave of Absence received for this Meeting.</i>
3.2	Notifications of Leave of Absence for Parental Leave	<i>No Notifications of Leave of Absence for Parental Leave received for this Meeting.</i>
4.1	Contract No. 273-2025-26 – Provision of Cleaning Services	<i>Name of successful tenderer to be released to the public.</i>
4.2	Contract No. 277-2025-26 – Design and Construct: Bridge No. 3095 – Gulf Road, Liffey River Bridge Replacement	<i>Name of successful tenderer to be released to the public.</i>
4.3	Contract No. 278-2025-26 – Prospect Vale Sports Ground – Internal Road Reconfiguration (Stage 1)	<i>Name of successful tenderer to be released to the public.</i>

19. Close of Meeting

Mayor Wayne Johnston closed the Meeting at 4.38pm.



.....
Mayor Wayne Johnston
Chairperson

.....
Date