

# MINUTES ORDINARY COUNCIL MEETING

# Tuesday, 12 August 2025

**Time** 3.01pm

**Location** Council Chambers

26 Lyall Street

Westbury, Tasmania

**Telephone** 6393 5300

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# 1. Opening of Meeting and Apologies

Acting Mayor Stephanie Cameron opened the Meeting at 3.01pm.

It was noted that Mayor Wayne Johnston was on a leave of absence.

# 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

Acting Mayor Stephanie Cameron 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.

# 4. Confirmation of Minutes

#### Recommendation

That Council receives and confirms the Minutes of the last Ordinary Council Meeting held on 8 July 2025.

Moved Councillor Anne-Marie Loader Seconded Councillor Daniel Smedley

Votes For Acting 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: 109/2025

# 5. Declarations of Interest

There were no Declarations of Interest for this Meeting

# 6. Council Workshop Report

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

Topics Discussed – 22 July 2025

#### **Planning Application for August Council Meeting**

Councillors received a review of the Planning Application to be presented to the August Council Meeting.

#### **Tourism Association Update**

Councillors received an update of discussions with the Tourism Association.

#### **External Presentation – Tasmanian Irrigation**

Councillors received a presentation from Tasmanian Irrigation regarding the recent augmentation works completed in the municipality.

#### **Community Wellbeing Program Overview**

Councillors were provided with an overview of the planned direction and key components of a Community Wellbeing program for 2025-26.

#### Road Construction Methods and Unsealed Roads Overview

An overview was provided to Councillors on road construction methods, the Council's road network and its management.

#### **Westbury Town Centre Character Study**

Councillors were updated on the Westbury Town Centre Character Study and its preliminary recommendations.

#### **Audit Panel Membership**

Councillors received a briefing on membership of the Council's Audit Panel.

#### **Deloraine Racecourse Precinct Update**

Councillors received an update on works occurring at the Deloraine Racecourse Precinct.

#### **ERP (Technology) Project Update**

Councillors received an update on the Enterprise Resource Planning project.

#### Local Government Association of Tasmania's Meeting Decisions

Councillors were provided with the opportunity to discuss the proposed motions in advance of the General and Annual General Meetings to be held on 25 July 2025.

#### Review of Policy No. 49: Media Communications

Councillors discussed the proposed changes to Policy No. 49: Media Communications.

#### **TasNetworks North-West Transmission Development Easements**

Councillors discussed the Construction Agreement and Easement Deed proposed by TasNetworks to facilitate the North-West Transmission Developments.

#### **Child and Youth Safety Framework: Operational Materials**

Councillors reviewed and discussed the mechanisms required to operationalise the Council's compliance with the Child and Youth Safe Organisations Act 2023.

# 7. Mayor and Councillors' Reports

Councillors' Official Activities and Engagements Since Last Meeting

#### **Acting Mayor Stephanie Cameron**

Attended or participated in the following events:

- 25 July 2025- LGAT General Meeting and AGM
- 26 July 2025 Bendigo Bank, Community Bank Deloraine and Districts 20<sup>th</sup> Anniversary Cocktail Party

#### **Councillor Ben Dudman**

Attended or participated in the following events:

• 9 July 2025 – Great Western Tiers Tourism Association Meeting

#### **Councillor Anne-Marie Loader**

Attended or participated in the following events:

- 9 July 2025 Great Western Tiers Tourism Association Meeting
- 26 July 2025 Local Government Association of Tasmania Professional Development Day
- 26 July 2025 Bendigo Bank, Community Bank Deloraine and Districts 20<sup>th</sup> Anniversary Cocktail Party

#### Councillors' Acknowledgements

Councillor Anne-Marie Loader congratulated the Blackstone Heights Community Newsgroup on the recent election of Committee Members following their Annual General Meeting and noted the community work undertaken by the group.

## 8. Petitions

There were no Petitions received for this Meeting

# 9. Community Representations

There were no Community Representations for 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**

Tanya King – Gravel Roads in the Municipality – submitted via email on 1 July 2025 and responded to at the Council Meeting of 8 July 2025

- 1. How many other gravel roads in the Meander Valley Municipality of this same length support 12 driveway crossovers and an intersection?
  - **David Murray (Director Infrastructure Services)** advises that further to the response provided in the 8 July 2025 Council Meeting Agenda, the Council's Officers have conducted a desktop assessment to determine whether there are unsealed roads present within the Meander Valley Municipality of similar length and characteristics to Jones Street South that support 12 or more driveway crossovers and an intersection. Investigations identified one road section that meets the requested criteria:
  - Whiteleys Road, Meander has a length of 617m, 18 driveway crossovers and an intersection with Unnamed Road.

There are a number of similar roads that are of similar characteristics worth noting. Some examples of comparable unsealed roads within the Meander Valley Municipality include:

- Morrison Street, Kimberley has a length of 737m, 14 driveway crossovers, with no intersecting roads.
- East Church Street, Deloraine has a length of 617m, 10 driveway crossovers and in intersection with Liverpool Street.
- Reid Street West, Westbury has a length of 459m, 10 driveway crossovers and in intersection with Pensioners Row.

There is likely to be a number of other unsealed roads that meet slight variations to the requested criteria that haven't been captured as part of this desktop assessment.

#### **Question**

Alan Mann – Domestic Ducks and Geese at Deloraine – submitted via email on 4 August 2025

- 1. Would the Council consider sending a deputation to either the Glenorchy or, Clarence Councils, or both, to examine how those Councils have managed the problem of domestic ducks on their waterways and, in particular, how they have managed public opinion about the removal of domestic ducks and hybrids?
  - Jonathan Harmey (General Manager) advises that Council Officers have received information on installed signage and website content from the Glenorchy City and City of Clarence Councils which are being considered for the Council's signage and website requirements. The Council does not currently have any plans to send a deputation to Glenorchy City or City of Clarence Council.
- 2. If the Council is not able to arrange the removal of domestic ducks and geese from the Meander River at Deloraine in the short term, will it instigate regular water quality testing of the river between weir and the pedestrian bridge to ensure the platypus habitat is not adversely affected by these birds' faeces?
  - **Jonathan Harmey (General Manager)** advises that the Council has not commissioned a cull of the duck population in Deloraine, however, will continue to monitor the presence of ducks in the area. The Council does not undertake regular testing of the water in this area as a recreational space, however, will write to Natural Resources Environment Tasmania to forward the water testing concerns.

#### 10.2. Public Questions Without Notice

#### Question

Tanya King - PA\25\0225 - 7 Jones Street South, Westbury

- 1. What criteria, scoring framework or Policy does the Council currently apply to the identification of unsealed roads for sealing in the Capital Works program?
  - David Murray (Director Infrastructure Services) advised that the Council does not currently have an official Policy in place regarding the sealing of unsealed roads. The Council's Officers are working through developing some relevant guidelines. These guidelines were workshopped with Councillors at the July Workshop and further development will continue. The development of these guidelines will set the framework for candidacy of Council sealed roads.
- 2. [With regard to Agenda Item 13.1 in today's Agenda] why was no traffic impact assessment required for this application and what is the criteria for traffic impact assessments to be conducted?
  - David Murray (Director Infrastructure Services) advised that the requirement for a Traffic Impact Assessment is based on traffic generation of the development. Under the planning scheme, if it is likely that a development generates fewer than 40 vehicle movements per day then there is no requirement for a traffic impact assessment. This development that is being considered today generates 7.8 vehicle movements to the property so it is less that the 40 threshold.

Jonathan Harmey (General Manager) added that the traffic impact assessment undertaken with the last development on the same street and many of the points of information and advice provided in that report are relevant to this current application. Both the volumes and the advice provided in that report have been considered with this assessment.

#### Question

Tania Tyson - PA\25\0225 - 7 Jones Street South Westbury

- 1. Does the Council have a proposal to widen the roads or to make sure cars can pass and that people can walk along the road safely without being hit by a car?
  - Jonathan Harmey (General Manager) responded that Council considered the existing unsealed nature and condition of Jones Street South in the last Capital Works program and that was following the last decision for development of properties on that road (five additional driveway crossovers).

The application being considered today contributes another two driveway crossovers - one on Jones Street South and one on South Street. It is understood that the look and feel of that area is changing for the residents nearby. Council considered this road in the Capital Works program this year, they considered the road surface, drainage, pedestrian safety and as things change over time - this is not uncommon in terms of other roads in the municipality that have had subdivisions approved, the Council will monitor this road moving forward and if additional infrastructure is required it will be considered. Your question specifically asked about road widening and footpath connectivity, we currently have no intent to widen the road and no decision to provide any additional footpath connectivity on either of these two roads. The area will be monitored in terms of increased dwellings activity and will consider the needs as they change over time.

#### Question

Steve Gregory - Westbury Men's Shed

1. Can the Council allow the Westbury Mens' Shed to store equipment at the works depot until the planning and building processes are completed for the current planning application?

Acting Mayor Stephanie Cameron advised that the Council would be open for a discussion regarding the request and added that the progress of the project was pleasing and it is exciting that the shed is nearing completion.

Jonathan Harmey (General Manager) that the Council was unaware of the noted title issue. It is pleasing to note that the funding was secured, that the project is progressing and the Council is open to having a discussion regarding storage options. As far as the current lease is concerned, it is a month-by-month arrangement so there will be no problem their either.

# 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 Rodney Synfield – Cluan Tip Site – asked at the Council Meeting held on 8 July 2025

With regard to the Cluan Tip site:

1. How long will the underutilised cell remain active for?

David Murray (Director Infrastructure Services) advises that the Cluan tip site is not in active use. As part of the current decommissioning works at the Westbury Waste Depot, this landform will be removed in the coming months with the soil extracted used in the rehabilitation of the site as landfill cover material. There is no unutilised cell capacity as this cell is complete after taking into account the shaping of the entire area.

2. What is the purpose for it not being filled and will it be filled in the future?

**David Murray (Director Infrastructure Services)** notes that the cell has been fully utilised and rehabilitation has commenced as detailed above.

3. What is the cost of capping the cell at Cluan?

**David Murray (Director Infrastructure Services)** advises that final cover or *capping* for a landfill cell forms a barrier to the migration of water into the waste, controls gas emissions and promotes revegetation. The acceptable standard for landfill cells, like those constructed at Westbury, is to have a 2m composite cap consisting of several layers including topsoil, drainage layer, barrier layer, gas drainage layer and seal bearing layer. The liability estimate at 30 June 2024 was \$2.4 million. A detailed rehabilitation plan is currently being developed.

#### **Question**

Councillor Anne-Marie Loader – Pacific Black Duck Population at Deloraine – received via email on 1 August 2025

1. It has come to my attention that the native Pacific Black Duck population along the Meander River at Deloraine is facing threats due to the release of domestic ducks and inappropriate feeding practices. Would the Council consider installing educational signage at key locations within this area to raise community and visitor awareness regarding the detrimental impacts of feeding ducks on this endemic species? Additionally, could the Council disseminate information via social media platforms outlining these concerns and providing guidance on how to support the well-being of our Pacific Black Ducks.

Jonathan Harmey (General Manager) advised that the Council was contacted by one customer in July 2025 and one customer in November 2024 regarding the native duck population, and introduced duck species, in Deloraine. Councillors and Council Officers discussed this enquiry at the Workshop held on 22 July 2025; six Councillors were in attendance. Council Officers proposed updated signage to the Deloraine Riverbank recreation area, which was supported by elected members and is currently being designed. Council Officers will be producing a webpage and social media posts to highlight the duck population issues, when the signs are implemented.

#### 11.2. Councillors' Questions Without Notice

#### Question

Councillor Anne-Marie Loader - TasWater Price Concerns

1. Has TasWater advised the Meander Valley Council of any plans to limit new connections until these upgrades [on essential TasWater infrastructure] are complete?

Jonathan Harmey (General Manager) noted for background information, information on TasWater's proposed Price and Service Plan currently being considered by the Tasmanian Economic Regulator. TasWater has provided information on why the increases were necessary (including the aging sewerage treatment plant and Tasmanian infrastructure) and why the proposed price increases have been proposed. With regard to your specific question regarding limitations and advice to the Council, the answer is no. Historically information was provided regarding limitations in the Hadspen area, but since then TasWater approved subdivision applications and have now progressed infrastructure plans for improvements in that area which is good to see.

#### Question

Councillor Rodney Synfield – Westbury Mens' Shed and Waste Vouchers

- 1. [With regard to the Westbury Mens' Shed), did the Council deal with the Title Office regarding the Showgrounds titles in recent times?
  - Jonathan Harmey (General Manager) advised that during 2018-19 it was noted that some buildings at the Westbury Showgrounds were constructed across title lines. The Agricultural Society worked with the State Government trying to resolve those issues. The Council supported this process and survey works from that time was recently provided to the President of the Show Society, but that was not the title deed. No title deed information was received by Council during that project.
- 2. Is there, or should there be, a mechanism by the Council to reimburse, or offset against future rates, ratepayers for unused tip vouchers?
  - Acting Mayor Stephanie Cameron advised that it would certainly be possible to discuss this issue during budget discussions for next year, we did have a good discussion about it this year. There is data available regarding waste voucher usage and discussions were certainly held during this year's budget consideration. It would also be possible to have additional discussions regarding the waste vouchers when there is updated usage data for this financial year.

Jonathan Harmey (General Manager) also advised the Council has never made a decision to provide a reimbursement of unused vouchers and records are not kept regarding individual voucher usage and redemption by individual property owners. It is anticipated that redemption rates will change over time as the increase of kerbside collections improve within the municipality, consumer behaviour and infrastructure changes. In the last few years, changes to the Council's facilities have occurred and the Deloraine Waste Transfer Station plans are nearing finalisation. It would be anticipated that, should a reimbursement scheme occur, there would be additional costs for all ratepayers to fund the reimbursements.

# 12. Councillor Notices of Motion

Local Government (Meeting Procedures) Regulations 2025 Regulations 19 and 20

No Notices of Motion were received as part of this Meeting

Acting Mayor Stephanie Cameron advised that Council acts as a Planning Authority with regards to Agenda Items in Section 13.

# 13. Planning Authority Reports

13.1. PA\25\0225 - 276 Jones Street South, Westbury

Proposal Subdivision (3 lots)

**Report Author** Brenton Josey

Town Planner

**Authorised By** Krista Palfreyman

Director Development and Regulatory Services

Tanya King spoke against the Recommendation

#### Recommendation

That Council, acting as a Planning Authority, receives the Agenda Item tabled for PA\25\0225 - 276 Jones Street South, 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.

#### **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 (3 lots), on land located at 276 Jones Street South, Westbury (CT 16656/4) 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: 3 March 2025; Edition: v1.0; Job No: L241212; Proposed 3 Lot Subdivision; Sheet: 1/1; and

b. Woolcott Land Services; Dated: 25 June 2025; Revision: 1; Job No: L241212; Bushfire Hazard Report.

#### **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 authorized 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. The vehicle crossings for Lots 1 and 2 must be constructed generally in accordance with the Tasmanian Standard Drawings TSD-R03 and R04 to the satisfaction of the Council's Director Infrastructure Services (Refer Note 1).
- 3. The works required by the endorsed Bushfire Hazard Management Plan are to be completed to the satisfaction of the Tasmanian Fire Service or an accredited bushfire practitioner and documentation of compliance is to be submitted to Council to the satisfaction of the Council's Town Planner.
- 4. For each vacant lot created, a cash-in-lieu contribution for Public Open Space must be paid to the Council. The payment must be equal to 4% of the value of the land at the time of lodgement 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 Note 2).
- 5. Prior to the sealing of the final plan of survey, the following must be completed to the satisfaction of the Council:
  - a. the vehicle crossings constructed to the satisfaction of the Council's Director Infrastructure Services in accordance with Condition 2.
  - b. the documentation of compliance to the satisfaction of the Council's Town Planner in accordance with Condition 3.
  - c. payment of the Public Open Space contribution in accordance with the requirements of Condition 4.
- 6. The lots approved by this permit must be maintained at all times in accordance with the endorsed Bushfire Hazard Management Plan.

#### **Permit Notes**

- 1. Works in the road reserve to construct the new vehicle crossings 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. It is strongly recommended that the property owner 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 (03) 6393 5312.
- 2. For further information, please refer to the Council's *Public Open Space* Policy, Policy No. 11, within the Council's Policy Manual that can be found here: <a href="https://www.meander.tas.gov.au/council-policies">https://www.meander.tas.gov.au/council-policies</a>.
- 3. Any other proposed development or use (including amendments to this proposal) may require separate planning approval. For further information, contact the Council.
- 4. 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.
- 5. 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.
- 6. 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.
- 7. 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.
- 8. 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.

Moved Councillor Ben Dudman

Seconded Councillor Anne-Marie Loader

Votes For Acting Mayor Stephanie Cameron, Councillor Ben Dudman,

Councillor Kevin House, Councillor Anne-Marie Loader, Councillor Rodney Synfield, Councillor Daniel Smedley and Councillor

Christine Cronshaw

Votes Against Councillor John Temple

Motion carried by simple majority

Minute Reference: 110/2025

Acting Mayor Stephanie Cameron announced that Council no longer acts as a Planning Authority.

# 14. Governance and Community Wellbeing

14.1. Review of Policy No. 49: Media Communications

File Reference S13-11-004

**Report Author** Anthony Kempnich

Manager Governance and Legal

**Authorised By** Jonathan Harmey

General Manager

#### Recommendation

That Council approves the continuation of Policy No. 49: *Media Communications*, reviewed as shown below and includes it in the Council's Policy Manual:

Policy No. 49 Media Communications

Purpose The purpose of this Policy is to provide rules and

processes that manage how Meander Valley Council

Workers communicate on and with Media.

**Department** Governance and Community Wellbeing

Author Anthony Kempnich, Manager Governance and Legal

**Council Meeting Date** 12 August 2025

Minute Reference 111/2025

Next Review Date August 2029

#### POLICY

#### 1. Definitions

Council Worker Any person who has been engaged by, or is part of,

the 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.

Media

Includes all offline and online platforms or channels that are, or could reasonably be, used to disseminate information to the public, a broad audience, or an audience not subjected to confidentiality requirements. This includes, but is not limited to, television, print publications, radio, podcasts, websites and Social Media.

#### Official Communication

#### Communication:

- a. that occurs through Council-managed platforms and channels, such as websites and Social Media;
- b. that occurs in the course, or as a result, of the person's role with the Council;
- c. that conveys information the person received in the course, or as a result, of the person's role with the Council:
- d. when the Council Worker is reasonably identifiable as holding their role with the Council; or
- e. when the Council Worker's opinions or views may reasonably be attributed to the Council or are given greater weight or attention due to the person's role with the Council.

Social Media

Any online websites, platforms, or apps that enable users to engage and communicate by creating and sharing content. This can include, but is not limited to, newsletter and blog platforms like Substack, wikis like Wikipedia, social networking sites like Facebook and content-sharing sites like YouTube.

The Act

The Local Government Act 1993.

#### 2. Objective

This Policy provides Council Workers with a framework for communicating on and with Media. It acknowledges and is consistent with the roles and responsibilities of the Mayor, Councillors and the General Manager as outlined in the Act.

#### 3. Scope

This Policy applies to Council Workers.

#### 4. Restriction on Engaging in Official Communication

Council Workers must not engage in Official Communication on or with Media unless acting as the Council's spokesperson, as Councillor or with written authority, in accordance with this Policy and the Act.

#### 5. Authorisation to Engage in Official Communication

- 5.1 Council's Spokesperson
- a. The Mayor is the authorised spokesperson for all Council matters.
- b. The Mayor may delegate the function of spokesperson:
  - i. to the Deputy Mayor, a Councillor or General Manager for a specified period or specific matter; or
  - ii. after consulting with the General Manager to a Council Officer for a specific operational matter.
- c. If the Mayor, for whatever reason, is unavailable, a spokesperson can be nominated by:
  - i. the Deputy Mayor, or
  - ii. if the Deputy Mayor is unavailable, the General Manager.
- d. The spokesperson must consult with the General Manager before engaging in Official Communication about operational matters.

#### 5.2 Councillors

In accordance with the Act and this Policy, Councillors are authorised to engage in Official Communication on Media if that communication is to:

- share their personal views and endorsements, provided those personal views and endorsements are clearly and expressly delineated from the Council's decisions, policies, positions, commitments, views and endorsements; or
- b. facilitate general communication between the Council and the community, provided those communications:
  - i. accurately represent the Council's decisions, policies, positions, views or endorsements; and
  - ii. do not comment on the Council's operational matters.

#### 5.3 Other Authorisations

The General Manager and the Mayor may consult and agree to give any Council Worker authority to engage in Official Communication on or with Media, if that authorisation is captured in writing and defines a process or scope for the communication.

#### 6. Process for Engaging in Official Communication

If a Council Worker receives or becomes aware of a question or enquiry from or on Media, the response to which would require engaging in Official Communication, that Council Worker must refer the question or enquiry to Manager Governance and Legal.

The Manager Governance and Legal will then consult with the General Manager and Mayor to ensure the response is managed in accordance with this Policy.

#### 7. Content of Communication

When engaging in Official Communication on or with Media, Council Workers must comply with the rules in table 1 below:

#### Table 1: Communication Rules for all Council Workers X Council Workers must NOT ✓ Council Workers MUST Confine communication Misrepresent or inaccurately convey to matters that are within the the Council's decisions, policies, of positions, views or endorsements. authorised scope that communication. Commit, or appear to commit, the Maintain decorum and civility Council's resources to any activity without prior Council resolution. respectful, polite considerate. Disclose any information received in Act in a way that is consistent the course, or as a result, of the with the Council's decisions, person's role with the Council unless: prior consent is given by the General values, policies, positions, commitments, Manager, or the information has views and endorsements. previously been made public by legal means. Make any admission about Council's legal liability in any matter. Breach any laws or Council policies. Bring the Council into disrepute. Defame any person. Share personal views and endorsements, unless that person is a Councillor acting in accordance with 5.2.

#### 8. Legislation and Related Standards

Local Government Act 1993

Meander Valley Council – Councillor Code of Conduct

Meander Valley Council – Code of Conduct Policy

#### 9. Responsibility

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

**Moved** Councillor Ben Dudman

**Seconded** Councillor Christine Cronshaw

Votes For Acting 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: 111/2025

#### 14.2. New Policy No. 7: Reportable Conduct

File Reference S13-11-002

Report Author Anthony Kempnich

Manager Governance and Legal

**Authorised By** Jonathan Harmey

General Manager

#### Recommendation

That Council approves Policy No. 7: *Reportable Conduct* as shown below and includes it in the Council's Policy Manual:

Policy No. 7 Reportable Conduct

**Purpose** The purpose of this Policy is to describe how the Council

will comply with its obligations under the Reportable

Conduct Scheme.

**Department** Governance and Community Wellbeing

**Author** Anthony Kempnich, Manager Governance and Legal

Council Meeting Date 12 August 2025

Minute Reference 112/2025

Next Review Date August 2027

#### **POLICY**

#### 1. Definitions

Child A person who has not attained the age of 18 years.

Conviction In relation to an offence, includes:

a. a finding of guilt, or

b. the acceptance of a guilty plea, regardless of whether a conviction was recorded or where the

offence occurred.

Council Worker See 4.3.1 below, which adopts the meaning given at

section 8 of the Child and Youth Safe Organisations Act

*2023*.

Independent Regulator The independent oversight body – established in Part 2 of

the *Child and Youth Safe Organisations Act 2023* – which exists to help organisations understand how to comply with Tasmania's Child and Youth Safe Framework, provide

guidance and advice and monitor compliance.

Reportable Conduct See 4.3.2-4.3.3 below, which adopts the meaning given at

section 7 of the *Child and Youth Safe Organisations Act* 2023. Further explanatory information and examples can be found here at the website of the Office of the

Independent Regulator.

Reportable Conduct Scheme The obligations and requirements in relation to

Reportable Conduct established in Part 4 of the Child and

Youth Safe Organisations Act 2023.

Reportable Conviction A conviction for an offence that involves Reportable

Conduct, regardless of when the conviction occurred.

Youth A person who has attained the age of 16 years but has not

attained the age of 18 years.

#### 2. Objective

This Policy outlines how the Council will comply with its obligations under the Reportable Conduct Scheme, including the:

- responsibilities of Council Workers;
- scope of conduct that is captured; and
- procedures that can be used to disclose and report conduct.

#### 3. Scope

This Policy applies to all Council Workers.

#### 4. Policy

#### 4.1 Context

The Reportable Conduct Scheme (the Scheme) is a set of obligations and requirements in relation to Reportable Conduct established in <u>Part 4</u> of the *Child and Youth Safe Organisations Act 2023*. The Scheme aims to govern how organisations respond to allegations of certain types of misconduct, by its workers, involving children.

The Scheme imposes legal obligations on the General Manager to have systems in place to:

- a. prevent child abuse, and
- b. if child abuse is alleged ensure allegations are reported and investigated.

When navigating this Policy, remain aware of the following:

- c. the Reportable Conduct Scheme does not displace other reporting requirements.
- d. the Reportable Conduct Scheme and this Policy do not determine criminal liability. Allegations may be referred to law enforcement, where appropriate, but Council Workers are entitled to the presumption of innocence and should not be treated as criminally liable unless and until such liability is established through appropriate legal channels.
- e. except for the disclosures and sharing required by the Reportable Conduct Scheme and this Policy, Council Workers must uphold the privacy and confidentiality of all involved parties.

#### 4.2 Responsibilities

4.2.1 Council Workers

All Council Workers are responsible for:

- a. complying with the procedures outlined in this Policy;
- b. ensuring that children are respected and kept safe and free from harm in the Council environments and reporting processes;
- c. outside of the disclosures required by this Policy respecting the privacy and confidentiality of people and information involved; and
- d. maintaining an awareness of their responsibilities under the Reportable Conduct Scheme.

#### 4.2.2 Human Resources

Human Resources is responsible for:

- a. ensuring training and resources for this Policy and the Reportable Conduct Scheme are provided to
- i. new Council Workers during induction; and
  - ii. all Council Workers on a regular basis.
- b. ensuring the Council's Contact Officers are trained to support children in a child-centred way during a reporting process; and
- c. participating in any disciplinary processes related to this Policy or the Reportable Conduct Scheme.

#### 4.2.3 Executive Management Team

The Executive Management Team is responsible for:

- a. embedding and encouraging a culture that is aware of and promotes the Reportable Conduct Scheme; and
- b. supporting Council Workers in adhering to this Policy and the Reportable Conduct Scheme.

#### 4.2.4 General Manager

The General Manager is responsible for:

- a. reporting allegations of Reportable Conduct or Reportable Convictions to the Independent Regulator;
- b. investigating Reportable Conduct or Reportable Convictions; and
- c. providing updates to the Independent Regulator during and at the conclusion of investigations into Reportable Conduct or Reportable Convictions.

#### 4.3 Who and What Should be Reported Under the Reportable Conduct Scheme?

#### 4.3.1 Who is a Council Worker?

Council Workers include any person who is 18 or older and has been engaged by, or is part of, the Council in any of the following capacities, regardless of whether their role is connected to working with children:

- a. employee (full-time, part-time, casual);
- b. Councillor or any other elected official;
- c. committee member or office holder, whether elected, appointed or otherwise engaged;
- d. volunteer;
- e. contractor, subcontractor or consultant; and
- f. trainee, apprentice, intern, placement student or any other person engaged in work experience.

This definition is intentionally broad; so, for the purposes of this Policy, if you are unsure whether a person is considered a Council Worker, assume they are.

#### 4.3.2 Conduct and Convictions

To understand when it is reasonable to suspect Reportable Conduct involving a child by a Council Worker, it is important to understand what behaviour constitutes Reportable Conduct.

Reportable conduct is broader than illegal conduct. It can include criminal and non-criminal behaviour, such as:

- a. significant neglect of a child;
- b. conduct that causes, or is likely to cause, significant emotional or psychological harm to a child;

- c. physical violence against a child;
- d. sexual misconduct against, with, or in the presence of a child;
- e. grooming of a child;
- f. failing to report child abuse; or
- g. other relevant offences identified at <u>section 7</u> of the *Child and Youth Safe Organisations Act 2023*.

Further resources to help understand what constitutes Reportable Conduct are available <u>here</u> at the website of the Office of the Independent Regulator.

A Reportable Conviction is a conviction for any offence that involves Reportable Conduct.

#### 4.3.3 Time and Place of Conduct or Convictions

Reportable Conduct and Reportable Convictions could have occurred at any time, at any place, and do not need to have occurred during the Council Worker's Council duties. This is intentionally very broad and means the conduct or conviction may have occurred:

- a. in the past;
- b. before the Council Worker commenced with the Council; or
- c. outside the Council Worker's Council duties.

#### 4.4 Procedure

STEP 1: LISTEN AND SUPPORT		
Any Council Worker who receives a complaint or information about the safety of		
child should listen, provide support and address any immediate safety concern		
Who completes	Any Council Worker who receives a complaint or information	
this step?	related to child safety.	
When do they	As soon as the Council Worker is approached or receives the	
take this step?	relevant information.	

What happens during this step?	Ensure any impacted child is safe and supported.
during this step?	<ul> <li>Specific actions at this step will be determined by the situation, but might include:</li> <li>checking there is no immediate or ongoing risk to the child.</li> <li>if there is an immediate risk or emergency – <ul> <li>removing the child from the situation; or</li> <li>contacting the police.</li> </ul> </li> <li>if the situation arises because a child has approached you and is sharing information with you – <ul> <li>having a contact officer attend, if possible;</li> </ul> </li> </ul>
	o providing the child with support;
	<ul><li>allowing the child to share their story; or</li><li>not investigating or interviewing.</li></ul>

STEP 2: DOCUMENT AND DISCLOSE THE REASONABLE SUSPICION			
Any Council Worker who reasonably suspects Reportable Conduct or Reportable			
Convictions by another Council Worker must document and disclose the			
information to the	General Manager or Independent Regulator.		
Who completes Any Council Worker who reasonably suspects Repo			
this step?	Conduct by, or a Reportable Conviction of, another Council		
	Worker.		
When do they	Immediately after reasonably suspicion is formed and any		
take this step?	actions at step 1 are complete.		
What happens Document the information you have become aware			
during this step?	disclose it to the General Manager or the Independent		
	Regulator.		
	To disclose to the General Manager –		
	<ul> <li>complete the Child Safety Reporting Form.</li> </ul>		
	o email the completed form and any relevant		
	attachments to <a href="mailto:childsafety@mvc.tas.gov.au">childsafety@mvc.tas.gov.au</a> .		
	If you are not comfortable disclosing internally within the		
	Council, you can disclose directly to the Officer of the		
	Independent Regulator		
	independent Regulator.		

STEP 3: REPORT ALLEGATION TO THE INDEPENDENT REGULATOR		
The General Manager or their delegate must, within three days of receiving reportable allegations, provide a written report to the Independent Regulator.		
Who completes this step?	General Manager or their delegate.	
When do they take this step?	Within three days of being made aware of alleged Reportable Conduct or a Reportable Conviction.	

# What happens during this step?

Provide a written report of the allegation to the Independent Regulator. The report should include the following:

- the Council's name, address and phone number;
- the General Manager's name;
- that an allegation of Reportable Conduct or a Reportable Conviction has been made;
- the Council Worker's name and date of birth; and
- if applicable, whether Tasmania Police has been informed.

The Reportable Conduct Scheme does not displace existing reporting requirements; so, at this point, it may be necessary to report via other avenues, including:

- Tasmania Police;
- the Registrar of the Working with Vulnerable People Act;
- the Advice and Referral Line; or
- other bodies, such as administrators of regulated professions (eg. health, legal).

#### **STEP 4: BEGIN AN INVESTIGATION**

As soon as possible after notifying the Independent Regulator of reportable allegations, the General Manager or their delegate must start an investigation into those allegations.

those allegations.		
Who completes	General Manager or their delegate.	
this step?		
When do they take this step?	As soon as possible after notifying the Independent Regulator of the alleged Reportable Conduct or Reportable Conviction.	
What happens during this step?	<ul> <li>Start an investigation into the Reportable Conduct or Reportable Conviction. This investigation may be carried out internally or externally. Where possible:</li> <li>the Council will preference using an external independent investigator to avoid any potential or perceived conflicts of interest.</li> <li>the external independent investigator will be sourced from the Multi-Use Register – a panel of external independent investigators collated and maintained by the Local Government Association of Tasmania.</li> </ul>	

#### STEP 5: PROVIDE UPDATE TO THE INDEPENDENT REGULATOR Within 30 days of starting an investigation, the General Manager or their delegate must update the Independent Regulator. Who completes General Manager or their delegate. this step? When do they Within 30 days of beginning the investigation. take this step? What happens Provide the Independent Regulator with an update on the during this step? investigation. The update should include the following: all the information the Council has collected about the Reportable Conduct or Reportable Conviction; what, if any, actions have been taken in response; and any written submissions the Council Worker has asked to be considered.

STEP 6: PROVIDE REPORT TO THE INDEPENDENT REGULATOR  At the end of an investigation, the General Manager or their delegate must pro the Independent Regulator with an investigation report.		
Who completes this step?	General Manager or their delegate.	
When do they take this step?	At the end of the investigation.	
What happens during this step?	Provide the Independent Regulator with an investigation report. The report should include the following:  • investigation findings;  • reasons for those findings; and  • details of actions taken because of the findings.	

AFTERCARE  Council Workers should take care of their health by being proactive, monitoring how they feel, and making use of available supports.		
Who completes this step?	Any Council Worker.	
When do they take this step?	As and when required.	
What happens during this step?	Take care of yourself. Dealing with this subject matter can be distressing and impact your physical and emotional health, even without your conscious awareness.	

It is important to be proactive and monitor how you are feeling. The Council provides a free and confidential Employee Assistance Program (EAP), which is available to employees and their immediate family members. This can be used for work-related or personal matters. Details for contacting the EAP are available on the intranet and in physical form in the Council Office and depot lunch rooms.

Further support resources are listed at the bottom of <u>this page</u> on the website of the Office of the Independent Regulator.

#### 4.5 Review

This Policy will be reviewed at the earliest of the following events:

- a. when initiated by the Council's Volunteers and Child Safety Working Group; or
- b. two years has lapsed since the most recent review.

C.

#### 5. Legislation and Related Standards

Local Government Act 1993

Child and Youth Safe Organisations Act 2023

Meander Valley Council Policy No. 96: Safeguarding Children and Young People

Meander Valley Council Child Safety Reporting Form

Meander Valley Council Volunteers and Child Safety Working Group Terms of

Reference

#### 6. Responsibility

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

**Moved** Councillor Ben Dudman

**Seconded** Councillor Anne-Marie Loader

Votes For Acting 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: 112/2025

#### 14.3. Review of Policy No. 96: Safeguarding Children and Young People

File Reference S13-11-002

Report Author Anthony Kempnich

Manager Governance and Legal

**Authorised By** Jonathan Harmey

General Manager

#### Recommendation

That Council approves the continuation of Policy No. 96: *Safeguarding Children and Young People*, as shown below and includes it in the Council's Policy Manual:

Policy No. 96 Safeguarding Children and Young People

**Purpose** The purpose of this Policy is to provide direction to assist

all Meander Valley Council Workers fulfil their obligations under the *Child and Youth Safe Organisations Act 2023*.

**Department** Governance and Community Wellbeing

**Author** Anthony Kempnich, Manager Governance and Legal

Council Meeting Date 12 August 2025

Minute Reference 113/2025

Next Review Date August 2027

#### **POLICY**

#### 1. Definitions

Abuse An act, or a failure to act, towards or on behalf of a child

or young person that may result in harm. It can occur on one occasion, or multiple occasions. Sometimes the impact of multiple events leads to harm that becomes cumulative in nature. Types of abuse include physical,

emotional, sexual and neglect.

Child/Children Adopts the meaning given in the Child and Youth Safe

Organisations Act 2023 and means any person who has

not attained the age of 18 years.

#### Child Safe

For this Policy, child safe means protecting the rights of children and young people to be safe by taking actions that can help prevent harm and abuse.

Child Safe Organisation

Defined in the Royal Commission Final Report as an organisation that:

- a. creates an environment where childrens' safety and wellbeing are at the centre of thought, values and actions;
- b. places emphasis on genuine engagement with and valuing of children and young people;
- c. creates conditions that reduce the likelihood of harm to children and young people;
- d. creates conditions that increase the likelihood of identifying any harm; and
- e. responds to any concerns, disclosures, allegations or suspicions of harm.

*Note*: in the context of Local Government organisations, this would involve referring concerns to the Independent Regulator and in the case of suspected criminal behaviour, to Tasmania Police to respond as appropriate.

Implementation of the Child and Youth Safe Standards (which mirror the National Principles for Child Safe Organisations) give effect to the above.

Child and Youth Safe Standards (the Standards) Ten standards, established in Part 3 of the Child and Youth Safe Organisations Act 2023, which councils must put into practice in an ongoing and simultaneous manner. These mirror the National Principles for Child Safe Organisations.

Contractor

In the scope of this policy means a person or company used by the Meander Valley Council to provide services directly to children and young people, or where the contract's activities will, or are likely to involve contact with children and young people that is a usual part of and more than incidental to, the services.

#### Council Facilities

Properties, buildings and facilities including parks and sporting facilities owned and managed by the Meander Valley Council including those used by the public or available for hire.

#### Council Worker

Adopts the meaning given at <u>section 8</u> of the *Child and Youth Safe Organisations Act 2023* and means any person who has been engaged by, or is part of, the 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.

#### Harm

Any detrimental effect of a significant nature on the child's wellbeing, whether caused by a single act, omission or circumstance, or a series or combination of acts, omissions or circumstances.

#### Independent Regulator

Means the independent oversight body – established in Part 2 of the *Child and Youth Safe Organisations Act 2023* – which exists to help organisations understand how to comply with Tasmania's Child and Youth Safe Framework, provide guidance and advice and monitor compliance.

#### **LGAT**

The Local Government Association of Tasmania.

#### Reportable Conduct Scheme (the Scheme)

Means the obligations and requirements in relation to Reportable Conduct established in <u>Part 4</u> of the *Child and Youth Safe Organisations Act 2023*.

#### Universal Principle for Aboriginal Cultural Safety

The principle, established in <u>Part 3</u> of the *Child and Youth Safe Organisations Act 2023*, that applies across all 10 Child and Youth Safe Standards and means the right of Aboriginal and Torres Strait Islander children and young people to cultural safety must be respected.

Youth/Young Person

Adopts the meaning given in the *Child and Youth Safe Organisations Act 2023* and means a person who has attained the age of 16 years but has not attained the age of 18 years.

#### 2. Objective

The objective of this Policy is to define Meander Valley Council's commitment to creating and maintaining a Child Safe Organisation in accordance with the *Child and Youth Safe Organisations Act 2023 (the Act)*. This Policy outlines the Meander Valley Council's approach towards achieving best practices for safeguarding of children and young people.

#### 3. Scope

This Policy applies to all Council Workers.

#### 4. Policy

#### 4.1 Commitment to Child Safety

Meander Valley Council is committed to being a Child Safe Organisation. This means the Council will:

- a. prioritise the safety and wellbeing of children;
- b. champion the legal and moral responsibilities to keep children safe;
- c. recognise that children should feel and be safe at all the Council's facilities and activities;
- d. have no tolerance for child abuse or harm;
- e. treat all child safety concerns and allegations with the utmost seriousness;
- f. foster a culture where children, families, workers, and the community feel safe and encouraged to report concerns about the safety of children;
- g. encourage the participation of children as valued members of the community; and
- h. maintain robust policies and procedures to achieve these commitments and the Child Safe Standards.

#### 4.2 Child Safe Standards

a. The Child Safe Standards outline how an organisation can develop a culture with child safety and wellbeing at its centre. The Child Safe Standards contribute to preventing abuse and harm. The Child Safe Standards require organisations to meet a benchmark which ensures children and young people's rights to safety and wellbeing are respected and upheld.

- b. All 10 The Child Safe Standards must be put into practice in accordance with a Universal Principle for Aboriginal Cultural Safety. The Universal Principle says organisation must provide an environment that ensures the right to cultural safety of Aboriginal and Torres Strait Islander children is respected.
- c. Tasmania's 10 Child and Youth Safe Standards mirror the National Principles for Child Safe Organisations which emerged from the work of the Royal Commission into Institutional Responses to Child Sexual Abuse.
- d. The 10 Child and Youth Safe Standards are:

Standard	Requirements
Standard 1: Child safety and wellbeing is embedded in organisational leadership, governance and culture.	All people in the organisation care about children and young people's safety and wellbeing above everything else and make sure they act that way and lead others to act that way.
Standard 2: Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.	Children and young people are told about their human rights, have a say in decisions and are taken seriously.
Standard 3: Families and communities are informed and involved in promoting child safety and wellbeing.	Families, carers and communities know about and are involved in the organisation's child and safety and wellbeing activities.
Standard 4: Equity is upheld and diverse needs respected in policy and practice.	The rights of every child and young person are being met and children and young people are treated with dignity, respect and fairness.
Standard 5:  People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.	People working with children and young people are safe to work with children and young people and are respectful of them.  They are taught how to keep children safe and well.
Standard 6: Processes to respond to complaints and concerns are child focused.	Children, young people, families, carers, staff and volunteers are listened to and can share problems and concerns.

Standard 7:	
Staff and volunteers are equipped	Staff and volunteers keep learning all the
with the knowledge, skills and	time so they know how to keep children
awareness to keep children and	and young people safe and well.
young people safe through	
ongoing education and training.	
Standard 8:	
Physical and online environments	Children and young people are safe in
promote safety and wellbeing while	online and physical spaces.
minimising the opportunity for	
children and young people to be	
harmed.	
Standard 9:	
Implementation of the Child and	The organisation keeps reviewing and
Youth Safe Standards is regularly	improving its child safety and wellbeing
reviewed and improved.	practices.
Standard 10:	
Policies and procedures document	The organisation writes down how it
how the organisation is safe for	keeps children and young people safe
children and young people.	and well and makes sure that everyone
	can see these documents.

#### 4.3 Reportable Conduct Scheme

The Reportable Conduct Scheme (the Scheme) aligns closely with the Standards. The Scheme aims to improve how organisations respond to allegations of certain types of misconduct, involving children, committed by their workers.

The Scheme imposes legal obligations on the General Manager, as head of the organisation, to have systems in place to prevent child abuse and, if child abuse is alleged, to ensure allegations are reported and investigated.

The Council will establish and maintain n a Reportable Conduct Policy, which governs how the Council will comply with its obligations under the Scheme, including the:

- a. responsibilities of Council Workers,
- b. scope of conduct that is captured, and
- c. procedures that can be used to disclose and report conduct.

#### 4.4 Working Group

The Council will establish a working group that oversees the Council's child safety practices, including:

- a. developing an action plan for implementing the Act's obligations and standards;
- b. supporting the implementation and improvement of child safeguarding policies, procedures, and practices, including post-incident reviews;
- c. monitoring the Council's capacity, capability and preparedness to respond quickly and effectively to concerns and reports of child abuse; and
- d. championing a culture that prioritised the safety and wellbeing of children and young people.

#### 4.5 Roles and Responsibilities

#### 4.5.1 Council Workers

All Council Workers are responsible for:

- a. maintaining an awareness and understanding of all relevant child safety policies, procedures, and obligations;
- b. complying with all relevant child safety policies, procedures and obligations;
- c. participating in child safety training, as required; and
- d. contributing positively to an environment that promotes the values in the Council's statement of commitment to child safety.

#### 4.5.2 Human Resources

Human Resources is responsible for:

- a. fulfilling the responsibilities required of all Council Workers (as above);
- b. ensuring recruitment activities accommodate child safety considerations and obligations;
- c. ensuring training and resources for the Council's child safe practices are provided to:
- i. new Council Workers during induction, and
  - ii. all Council Workers on a regular basis;
- d. managing any disciplinary processes related to child safety;
- e. maintaining personnel records relevant to child safety; and
- f. ensuring the Council's Contact Officers are trained to support children in a childcentred way.

#### 4.5.3 Executive Management Team

The Executive Management Team is responsible for:

- a. fulfilling the responsibilities required of all Council Workers (as above);
- b. embedding and encouraging a culture that is aware of and promotes the values in the Council's statement of commitment to child safety; and
- c. supporting Council Workers in achieving their child safety responsibilities.

#### 4.5.4 General Manager

The General Manager is responsible for:

- a. fulfilling the responsibilities required of all Council Workers (as above);
- b. fulfilling the responsibilities required of the Executive Management Team (as above);
- c. complying with their responsibilities under the Reportable Conduct Scheme, as the head of an entity under the Act.

#### 4.5.6 Elected Members

Elected Members are responsible for:

- a. fulfilling the responsibilities required of all Council Workers (as above); and
- b. modelling and promoting a culture of child safety, in line with the statement of commitment to child safety, by the Council and in the community.

The Council is not legally responsible for ensuring external organisations comply with the Act; however, the Council will take any reasonable steps to promote such compliance, where appropriate.

#### 4.6 Continual Improvement

The Council will work with the Independent Regulator, LGAT, other Councils, training providers and other entities, as necessary, when reviewing and improving its child safe practices.

#### 5. Legislation and Related Standards

Local Government Act 1993
Archives Act 1983
Right to Information Act 2009
Child and Youth Safe Organisations Act 2023
Children, Young Persons and their Families Act 1997
Mender Valley Council Policy No. 1: Risk Management
Meander Valley Council Policy No. 45: Information Management
Human Resources Policies and Procedures

#### 6. Responsibility

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

Moved Councillor Ben Dudman Seconded Councillor Kevin House

Votes For Acting 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: 113/2025

#### 14.4. TasNetworks North-West Transmission Development Agreements

File Reference S02-05-030

Report Author Anthony Kempnich

Manager Governance and Legal

**Authorised By** Jonathan Harmey

General Manager

#### Recommendation

That Council approves the execution of the:

1. TasNetworks Construction Access Agreement (Attachment 1); and

2. TasNetworks Easement Deed (Attachment 1) in accordance with *Local Government* (*Highways*) *Act 1982* section 61.

Moved Councillor Ben Dudman

Seconded Councillor Daniel Smedley

Votes For Acting Mayor Stephanie Cameron, Councillor Ben Dudman,

Councillor Kevin House, Councillor Daniel Smedley and Councillor

**Christine Cronshaw** 

Votes Against Councillor Anne-Marie Loader, Councillor Rodney Synfield and

Councillor John Temple

Motion carried by absolute majority

Minute Reference: 114/2025

# 15. Motion to Close Meeting

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

#### Recommendation

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 Audit Panel Membership

Refer to Local Government (Meeting Procedures) Regulations 2015: Regulation 17(2)(e) regarding contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal.

#### 15.5 End of Closed Session and Release of Public Information

Refer to Local Government (Meeting Procedures) Regulations 2015: Regulation 17(8) To be determined in Closed Council.

Councillor Ben Dudman Moved

Seconded Councillor Anne-Marie Loader

**Votes For** Acting 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: 115/2025

Council adjourned for a break at 4.13pm

Council moved into Closed Session at 4.19pm

Council returned to Ordinary Session at 4.24pm

# 16. End of Closed Session and Release of Public Information

Council, pursuant to Regulation 34(1)(b) of the Local Government (Meeting Procedures) Regulations 2015, resolves to report in Open Session that it has considered the following matters in Closed session:

Minutes Item	Agenda Item Precis	Brief Description and Release of Public Information
2	Closed Council Minutes – 8 July 2025	Minutes not to be released to the public.
3.1	Requests for Leave of Absence	No Requests for Leave of Absence received for this Meeting.
3.2	Notifications of Leave of Absence for Parental Leave	No Notifications of Leave of Absence for Parental Leave received for this Meeting.
4.1	Audit Panel Membership	No details to be released to the public.

# 17. Close of Meeting

Acting Mayor Stephanie Cameron closed the Meeting at 4.29pm.

Acting Mayor Stephanie Cameron Chairperson	•
Date	