Latrobe Council

AGENDA

COUNCIL MEETING
26 OCTOBER 2026

Commencing at 5:00 pm

NOTICE is hereby given that the next Ordinary Meeting of the Latrobe Council will be held at the Latrobe Council on Monday 26 October 2026 at 5:00 pm.

Council meetings are currently open to public attendance, however attendance limits may still be considered due to Council's Workplace Health & Safety obligations. **It is recommended that members of the public wishing to attend a Council meeting RSVP prior to each meeting by calling Council on 6426 4444.**

ACKNOWLEDGEMENT OF COUNTRY

The Latrobe Council would like to acknowledge the original custodians of the land on which we meet today. We pay our respects to their knowledge, culture and continuing connection to country.

RECORDING OF COUNCIL MEETINGS

All persons in attendance are advised that it is Council policy to record Council Meetings, in accordance with Council's *Digital Recording & Streaming Policy*. The digital recording of this meeting will be made available to the public on Council's website within 2 days of the meeting and will remain available on the website for a minimum period of twelve months. The meeting will also be live streamed via Microsoft Teams and the recorded live streaming will be made available to the public after the meeting on Council's website.

LANGUAGE AND BEHAVIOUR

Council is committed to the "Lift the Tone" Campaign and will challenge the normalisation of abuse against Elected Members, Council Officers and uphold exemplary standards of public and political debate in all it does.

LIFT THE TONE
Better debate for stronger communities.

All persons attending the meeting are to be respectful of, and considerate towards, Elected Members, Council Officers and other persons attending the meeting.

Language and conduct at the meeting that could be perceived as offensive, defamatory or threatening to Elected Members, Council Officers or any person attending the meeting, or listening to the recording, will not be accepted.

CERTIFICATE OF QUALIFIED ADVICE

Background

To comply with section 65 of the *Local Government Act 1993*:

1. A general manager must ensure that any advice, information or recommendation given to the council or a council committee is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation.
2. A council or council committee is not to decide on any matter which requires the advice of a qualified person without considering such advice unless:
    a. the general manager certifies in writing
        i. that such advice was obtained; and
        ii. the general manager took the advice into account in providing general advice to the council or council committee; and
    b. a copy of that advice or, if the advice was given orally, a written transcript or summary of that advice is provided to the council or council committee with the general manager's certificate.

Certification

I certify that:

i. the advice of a qualified person has been sought where required;

ii. this advice was taken into account in providing general advice to the council or council committee; and

iii. a copy of the advice, or a written transcript or summary of advice provided orally, is included with the agenda item.



Jeff Morgan
CHIEF EXECUTIVE OFFICER

Legislative terminology – Chief Executive Officer/General Manager

At Latrobe Council, the title Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993;* and carries the same meaning for the purposes of the *Local Government Act 1993* and all other legislation administered by or concerning the Council.

Council's Corporate Values

Our values guide our behaviour as our staff, contractors, volunteers, and councillors work toward achieving our goals.

Safety

We feel safe and secure in our environment by looking after ourselves and each other's physical and mental wellbeing.

What we'll do:

- Speak up, question and raise issues safely, without fear of repercussions.
- Work compliantly by completing training and following all policies, procedures and legislation.
- Be proactive and encourage continuous safety awareness and improvement.
- Create safe spaces by maintaining awareness of the potential impacts of our actions on other people and surrounds.

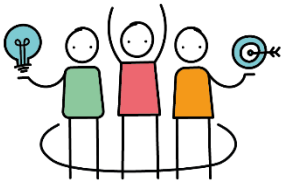


Teamwork

We work as ONE team — regardless of location or role — supporting each other to provide quality services to our community and achieve the Councils' goals.

What we'll do:

- Communicate in an open, present and collaborative way to ensure information is appropriately shared and feedback is encouraged.
- Encourage and support diversity of all kinds by listening to and valuing each other's input.
- Be approachable and friendly, creating a positive workplace culture that supports fun and social connection.
- Acknowledge individual and team achievements — creating camaraderie, pride and satisfaction in our work.



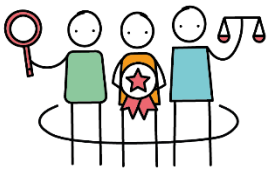
Our Values

Accountability

We work in a transparent and open way, doing our best and working with pride, professionalism and integrity with our colleagues and for the community.

What we'll do:

- Take responsibility and own our work, decisions and mistakes — working to learn and improve.
- Plan and manage tasks to ensure the best use of all Council resources — time, money and equipment.
- Work with integrity — doing the right thing, even when no one is looking.
- Be present and 'in the moment' to ensure people feel heard and that we deliver our work with care and quality.



Respect

We act with integrity and kindness to create an inclusive workplace where our colleagues, customers and the community feel welcomed, respected and valued.

What we'll do:

- Foster a positive and safe culture by being aware in our actions and interactions with others.
- Listen and seek to understand without judgement and acknowledging other's views and needs.
- Be courteous, kind and empathetic to everyone, including ourselves.
- Value the resources provided by Council and ensure they are cared for and maintained.

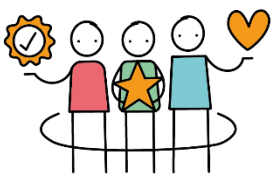


Table of Contents

1 Apologies / Leave Of Absence / Parental Leave 7

1.1 Apologies 7

1.2 Leave Of Absence - Nil 7

1.3 Notifications Of Leave Of Absence For Parental Leave - Nil 7

2 Urgent Business 7

3 Declarations Of Interests - Local Government Act 1993 - Sections 48 - 51 8

4 Confirmation Of Minutes 8

4.1 Confirmation Of Minutes - Ordinary Meeting - Held 28 September 2026 8

5 Presentation 33

6 Notices Of Motion 33

7 Petitions 33

8 Public Participation - Response To Questions Taken On Notice At Prior Ordinary Council Meeting 33

9 Public Participation - Questions On Notice From The Public 34

10 Public Participation - Questions Without Notice From The Public 37

11 Planning Authority 38

11.1 Development Application - Eagle Point Road, Bakers Beach 38

11.2 Cease To Act As Planning Authority 151

12 Development And Regulatory Services Department 152

12.2 Building Department Report - September 2026 155

13 Office Of The Chief Executive Officer 158

13.1 2026/27 Latrobe Council Annual Plan Quarter One Progress Update - July To September 2026 158

13.2 Council Term Plan 2025-2026 - End Of Term Review Report 173

13.3 Chief Executive Officer Performance Management Policy 201

14 Corporate And Business Services Department 211

14.1 Finance Report - September 2026 And September Budget Review 211

14.2 Councillor Allowances And Expenses For The Quarter Ended September 2026 242
14.3 Strategic Budget Initiative - Digitisation Of Records 247
14.4 Child Safety And Wellbeing Policy 250
15 Infrastructure And Assets Department 288
16 Operations Department 288
17 Information 288
17.1 Council Workshops 288
17.2 Delegates Report 288
17.3 Council Decision Status Report - September 2026 290
18 Committees Of Council 312
18.1 Latrobe Sport And Recreation Management Committee Meeting - Held 30 September 2026 312
19 Council Joint Authorities And Other Committees 320
19.1 Kentish And Latrobe Councils' Municipal Alliances Committee Meeting - Held 29 September 2026 320
20 Councillor Questions - Response To Questions Taken On Notice At Prior Ordinary Council Meeting 335
21 Councillor Questions - Questions On Notice 335
22 Councillor Questions - Questions Without Notice 335
23 Closed Meeting 336
24 Closure 337

1 APOLOGIES / LEAVE OF ABSENCE / PARENTAL LEAVE

1.1 APOLOGIES

1.2 LEAVE OF ABSENCE - NIL

Nil

1.3 NOTIFICATIONS OF LEAVE OF ABSENCE FOR PARENTAL LEAVE - NIL

Refer section 48 of the Local Government (Meeting Procedures) Regulations 2025

Section 48 refers:

(1) A Councillor is entitled to leave of absence for parental leave from one or more meetings for a period not exceeding 3 consecutive months, beginning on the day on which the Councillor -

(a) Becomes a parent due to the birth of a child; or

(b) Either alone or with another person, adopts, becomes the guardian or foster parent of, a child under the age of 16.

(2) A Councillor who intends to take leave of absence for parental leave is to –

(a) Give written notice of that intention to the General Manager before commencing the leave of absence; and

(b) Include with that written notice information supporting the Councillor's intention.

(3) The purpose for which the Councillor gives written notice of leave of absence for parental leave and the period involved are to be recorded in the minutes.

(4) Leave of absence for parental leave must not be taken concurrently with leave of absence granted under regulation 47.

Chief Executive Officer's Comment

No Councillors have provided written notice of leave of absence for parental leave for the meeting.

2 URGENT BUSINESS

Note: Local Government (Meeting Procedures) Regulations 2025

Regulation 10

(7) A council by absolute majority at an ordinary council meeting, or a council committee by simple majority at a council committee meeting, may decide to deal with a matter that is not specifically listed on the agenda if –
(a) the General Manager has reported the reason for which it was not possible to include the matter on the agenda; and
(b) the General Manager has reported that the matter is urgent; and

(c) in a case where the matter requires the advice of a qualified person, the General Manager has certified under section 65 of the Act that the advice has been obtained and taken into account in providing general advice to the council.

RECOMMENDATION

That Council deal with any Urgent Business pursuant to Part 2, Division 1 and Regulation 10 (7) of the Local Government (Meeting Procedures) Regulations 2025.

3 DECLARATIONS OF INTERESTS - LOCAL GOVERNMENT ACT 1993 - SECTIONS 48 - 51

The Chairperson is to request whether Councillors have an Interest to declare in any Item on the Agenda.

4 CONFIRMATION OF MINUTES

4.1 CONFIRMATION OF MINUTES - ORDINARY MEETING - HELD 28 SEPTEMBER 2026

RECOMMENDATION

That the Minutes of the Ordinary Meeting of the Latrobe Council, held at the Council Chambers, Latrobe on Monday 28 September 2026, be confirmed as a true and accurate record of that meeting.

Latrobe Council

MINUTES

COUNCIL MEETING

Held on
28 September 2026
at 5:00 pm

Unconfirmed

Table of Contents

1 Apologies / Leave Of Absence / Parental Leave 4
1.1 Apologies 4
1.2 Leave Of Absence - Nil 4
1.3 Notifications Of Leave Of Absence For Parental Leave - Nil 4
2 Urgent Business 4
3 Declarations Of Interests - Local Government Act 1993 - Sections 48 - 51 5
4 Confirmation Of Minutes 5
4.1 Confirmation Of Minutes - Ordinary Meeting - Held 24 August 2026 5
4.2 Confirmation Of Minutes - Special Meeting - Held 7 September 2026 5
5 Presentation 5
6 Notices Of Motion 6
7 Petitions 6
8 Public Participation - Response To Questions Taken On Notice At Prior Ordinary Council Meeting 6
9 Public Participation - Questions On Notice From The Public 7
10 Public Participation - Questions Without Notice From The Public 8
11 Planning Authority 10
11.1 L-DA195/2025 Proposed Dwelling & Outbuilding - 158 Native Plains Rd, Sassafras 10
11.2 L-DA205/2025 Proposed Subdivision (1 Lot) - 4 Sunrise Court, Shearwater 12
11.3 Cease To Act As Planning Authority 14
12 Development And Regulatory Services Department 15
12.1 Building Department Report - August 2026 15
12.2 Development Application Status Report - August 2026 15
13 Office Of The Chief Executive Officer 16
13.1 Latrobe Council Submission To Tasmanian Government Inquiry Into AI Data Centres In Tasmania 16
14 Corporate And Business Services Department 16
14.1 Finance Report - August 2026 16

Unconfirmed

14.2 Economic Development Strategy 2026-2030 16
14.3 Sub-Regional Tourism Strategy Funding 17
14.4 RSL Memorial Wall 17
14.5 Council Term Plan Budget Allocation 18
15 Infrastructure And Assets Department 18
15.1 Latrobe Recreation Precinct Development Plan 18
16 Operations Department 18
17 Information 19
17.1 Council Workshops 19
17.2 Delegates Report 19
17.3 Council Decision Status Report - August 2026 19
17.4 Port Sorell Community Information Evening Notes - 10 September 2026 19
18 Committees Of Council 20
18.1 Latrobe Sport And Recreation Management Committee - Held 19 August 2026 20
18.2 Kentish And Latrobe Councils' Joint Audit Panel Meeting - Held 15 June 2026 20
18.3 Latrobe Council's Extraordinary Audit Panel Meeting - Held 12 August 2026 20
18.4 Community Grants 2026/27 - Round 2 21
18.5 Latrobe Council's Audit Panel Meeting - Held 21 September 2026 21
18.6 Kentish And Latrobe Councils' Joint Audit Panel Meeting - Held 21 September 2026 22
19 Council Joint Authorities And Other Committees 22
20 Councillor Questions - Response To Questions Taken On Notice At Prior Ordinary Council Meeting 22
21 Councillor Questions - Questions On Notice 22
22 Councillor Questions - Questions Without Notice 22
23 Closed Meeting 23
23.1 Release Of Report Material To The Public 24
24 Closure 24

Unconfirmed

MINUTES of the Ordinary Meeting of the Latrobe Council held at the Latrobe Council, on Monday 28 September 2026 at 5:00 pm.

ATTENDANCE AT THE CHAMBERS:

Councillors: Mayor P Freshney in the Chair, Deputy Mayor V Mead, Crs J Martin, G Brown, G Sims, G Wicks, D Fidler and L Gorniak.

Council Officers: Mr J Morgan (Chief Executive Officer), Mrs J Febey (Director Development and Regulatory Services), Mr J Magor (Director Infrastructure and Assets), Mr A Cock (Team Leader Finance), Ms P Patel (Statutory Planning Officer) and Mrs S Cairns (Executive Assistant).

1 APOLOGIES / LEAVE OF ABSENCE / PARENTAL LEAVE

1.1 APOLOGIES

Cr David Fidler moved and Cr Gerrad Wicks seconded:

That Cr Claudia Baldock be granted an Apology for the meeting.

CARRIED UNANIMOUSLY
8 / 0

FOR: Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead
AGAINST: Nil

1.2 LEAVE OF ABSENCE - NIL

Nil

1.3 NOTIFICATIONS OF LEAVE OF ABSENCE FOR PARENTAL LEAVE - NIL

Chief Executive Officer's Comment

No Councillors have provided written notice of leave of absence for parental leave for the meeting.

2 URGENT BUSINESS

Nil

Unconfirmed

3 DECLARATIONS OF INTERESTS - LOCAL GOVERNMENT ACT 1993 - SECTIONS 48 - 51

Interest Declared

Councillor	Agenda Item Number	Interest Declared
Deputy Mayor Mead	11.1 - L-DA 195/2025 Proposed Dwelling & Outbuilding - 158 Native Plains Rd, Sassafras	Owner of neighbouring property

4 CONFIRMATION OF MINUTES

4.1 CONFIRMATION OF MINUTES - ORDINARY MEETING - HELD 24 AUGUST 2026

Cr David Fidler moved and Cr Gerrad Wicks seconded:

That the Minutes of the Ordinary Meeting of the Latrobe Council, held at the Council Chambers, Latrobe on Monday 24 August 2026, be confirmed as a true and accurate record of that meeting.

CARRIED UNANIMOUSLY
8 / 0

FOR: Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead

AGAINST: Nil

4.2 CONFIRMATION OF MINUTES - SPECIAL MEETING - HELD 7 SEPTEMBER 2026

Cr Garry Sims moved and Cr Lucy Gorniak seconded:

That the Minutes of the Special Meeting of the Latrobe Council, held at the Council Chambers, Latrobe on Monday 7 September 2026, be confirmed as a true and accurate record of that meeting.

CARRIED UNANIMOUSLY
8 / 0

FOR: Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead

AGAINST: Nil

5 PRESENTATION

Nil

Unconfirmed

6 NOTICES OF MOTION

Nil

7 PETITIONS

Nil

8 PUBLIC PARTICIPATION - RESPONSE TO QUESTIONS TAKEN ON NOTICE AT PRIOR ORDINARY COUNCIL MEETING

Chief Executive Officer's Comments

At the Ordinary Council Meeting held on 24 August 2026 at the Council Chambers, Latrobe, the following question was taken on notice from James Redgrave during Public Participation Time.

Council provides the following answer to the question taken on notice:

James Redgrave

Why does Latrobe and Kentish have no representation on the Cradle Coast Waste Management Group?

Response provided at the meeting

Mayor Freshney advised that the basis of the question is factually incorrect. The CEO represents Latrobe and Kentish on the Cradle Coast Waste Management Group.

Mr Redgrave asked if that be confirmed as an item in the agenda tonight says that Latrobe and Kentish Councils don't have a representative.

Mayor Freshney confirmed he would investigate and have a written response provided.

Additional Response

During Paul West's time as interim General Manager, I can confirm that Kentish and Latrobe Council Director of Infrastructure and Assets, Jonathan Magor, and Director of Operations, Michael Mouat acted as Council representatives at various meetings and provided input into draft documents related to CCWMG and Dulverton Waste Management. Kentish and Latrobe Councils therefore had input into these important strategic matters.

Cr Gerrad Wicks moved and Cr Lucy Gorniak seconded:

That the response to the question from James Redgrave, at the Council meeting held 24 August 2026, be received and noted.

CARRIED UNANIMOUSLY
8 / 0

Unconfirmed

FOR:	Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead
AGAINST:	Nil

9 PUBLIC PARTICIPATION - QUESTIONS ON NOTICE FROM THE PUBLIC

Chief Executive Officer's Comments

Questions on Notice provided to the Chief Executive Officer at least seven (7) days before the meeting and Council's proposed responses are as follows:

James Redgrave

Q1 Members of the community have asked me if Council is still accepting Centrepay payments as they have tried to pay rates via this payment method and have been unsuccessful?

Proposed Response

Council discontinued accepting payments through Centrepay after 30 June 2026. Only an extremely low number of ratepayers were making payments to Council using Centrepay and it was decided that the administrative cost of maintaining this payment gateway outweighed the benefits of providing this additional payment service. Council wrote to affected ratepayers in May 2026 advising them of this change.

Q2 MAST has scheduled construction works to upgrade the Port Sorell boat ramp carpark in 2026/27. Has council any plans to upgrade access and facilities at the Port Sorell Boat Ramp for this coming summer season?

Proposed Response

MAST is responsible for the boat ramp, pontoons, signage and associated car parking area. Other than general maintenance Council has no plans to upgrade to the vehicular beach access in 2026/27, although would potentially support an application by MAST to undertake upgrades within the leased foreshore area if deemed appropriate or necessary for their project.

Cr Lucy Gorniak moved and Cr David Fidler seconded:

That Council in relation to the Questions on Notice received from James Redgrave, endorse the responses proposed and authorise their release.

CARRIED UNANIMOUSLY
8 / 0

FOR:	Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead
AGAINST:	Nil

Unconfirmed

10 PUBLIC PARTICIPATION - QUESTIONS WITHOUT NOTICE FROM THE PUBLIC

Tracey Bell

Ms Bell raised concern regarding the R&D facility that Firmus has recently announced for Wesley Vale. Ms Bell expressed that Firmus has described the R&D facility as a separate development that will test new battery energy storage and power management technologies. However, on the Firmus website, it says that the R&D facility is part of Firmus' broader Wesley Vale development area, and that it will form part of the staged development of the site within the broader planned electrical capacity.

Ms Bell further expressed concern about the initial application and how a separate facility can fit within the same electrical capacity that's already been fully allocated.

Q - Does Council consider the R&D facility to be a separate development from the 52 megawatt data centre, or an integral component of the same staged development; and on what basis, given that Firmus has not clarified whether the facility will operate commercially or as a genuine research project?

Q - Given that Firums' own website states the R&D facility will not increase the overall planned maximum electricity demand for the Wesley Vale site, and that the initial AI factory/data centre application already accounts for full planned demand, will the Council write to Firmus requiring them to explain how the facility will be powered within an application is already full committed?

Ms Bell commented that in light of community concern, she encourages Council to resolve not to receive a separate R&D application until the major project determination for the data centre is finalised.

Mayor Freshney advised that the second application referred to for the site, is yet to be assessed by Council's Development and Regulatory Service's team which should address most of the questions Ms Bell has referred to. The Mayor commented he believes the application has been lodged with Council and it will be worked through just like the first application. It should be treated as a separate application, however Council will be advised once Council's Planning Officers have assessed the application.

The Mayor took the questions on notice and advised a written response would be provided.

James Redgrave

Q - Has Council changed its Policy with political signs on Council property?

Mayor Freshney advised that there is not a Council policy. The placement of electoral signs is regulated by the Tasmanian Planning Scheme.

Q - Is Council aware that the butcher and his staff are being blocked in for hours with vehicles blocking access to their approved parking spaces behind the shop? Will Council rectify this issue with signage and road marking to ensure those parking in those spaces have access to and from their approved parking spaces from Council's public car park, without obstruction?

Mayor Freshney advised that Council is aware of this matter as it has been raised directly with the CEO. The CEO has inspected the site and is working with Council's Operations Team to identify a solution, and has discussed directly with the butcher.

Unconfirmed

Cush Allison

Q - Can Council please ask Firmus why they need another R&D facility when they already have one at St Leonards which received approximately $65m from State Government and maybe event Federal Government funding for it?

Q - The recent works on the Firmus site was supposed to be under a Forest Practices Authority application. That finished 4 months ago and was supposed to be dust and weed suppressant works. It is estimated that there has been about 2 tonne of soil moved on site. There now is a dust issue and there are no sprinklers on site. Will Council immediately request Firmus to undertake dust suppression on site?

Mayor Freshney referred to the CEO. The CEO advised that On Friday 25 September, Council issued a Notice of Intention to Firmus and as part of that process, Council will be investigating the matters Mr Allison referred to. Mayor Freshey commented that monitoring compliance is full time work for Council staff. Council will deal with it in the appropriate way once we have a determination of what is happening on site and will put the appropriate notices in place, should they be required.

Erin Woodcock - Moriarty

Ms Woodcock advised that the following questions have been provided to Council in writing.

Q - Does Firmus have permission to continue to undertake electrical work on the site offices that have been installed on site?

Q - As adjoining neighbours, can they have a copy of the Forest Practices Plan for the site?

Q - If it is found that the works that have been undertaken, are ground works, can they have some guidelines what works can occur on a greenfield site.

Mayor Freshney acknowledged that Ms Woodcock's questions were provided to Council in writing and that a formal response will be provided in writing. He further commented that in relation to the Forest Practices Plan, Council does not administer the Act or any provisions under the Act.

Ms Woodcock commented that she believes it can be acquired through the Forest Practices Authority, through a freedom of information request. A comment was made from the gallery that Council should have been provided a copy of the Plan with the development application.

Mayor Freshney took the further query on notice and advised that a response would be provided.

Suzanne Debroskie - Devonport

Ms Debroskie commented that at the last meeting, Council admitted they did not have the expertise in-house, and the Planning Scheme is not fit for purpose to assess the Firmus application.

Q - If the development application, that has currently been referred to State Government for assessment as a 'major project' is rejected and handed back to Council for assessment and a decision, does that mean that Council will need to reject the application because it doesn't have the expertise to assess it?

Mayor Freshney advised, that no it does not mean that. Council has incredible expertise in-house and Council will undertake a robust assessment and will engage subject matter experts, if needed, to assess the application.

Q - If changes were made to the Planning Act/Scheme, how long would that take?

Mayor Freshney advised that would be up to the Minister. Any changes would need to be considered and there is no definitive timeframe around that.

Unconfirmed

Q - On 1 September 2026, the Local Government Act was updated. Does everyone know about it, as there are potential candidates who aren't aware?

Mayor Freshney advised that it is up to the individual to educate themselves. Council is holding Intending Candidate Forums which is an opportunity for candidates to ask questions.
The CEO commented that all existing Councillors are aware of the changes.

The Chairperson advised that was the end of Public Question Time.

Deputy Mayor Mead declared an interest in item 11.1 and left the meeting at this time, 5.23pm, ahead of discussion of item 11.1.

11 PLANNING AUTHORITY

In accordance with Clause 29(1) of the *Local Government (Meeting Procedures) Regulations 2025* the Chairperson advised that Council will now act as a Planning Authority.

11.1 L-DA195/2025 PROPOSED DWELLING & OUTBUILDING - 158 NATIVE PLAINS RD, SASSAFRAS

Cr Gerrad Wicks moved and Cr David Fidler seconded:

That the report by the Statutory Planning Officer concerning L-DA195/2025 Proposed Dwelling & Outbuilding - 158 Native Plains Rd, Sassafras, be received and that application for the proposed dwelling and outbuilding be approved subject to the following conditions:

1. **ENDORSED PLANS**

   Consent is for the proposed single dwelling and outbuilding substantially in accordance with the endorsed plans unless modified by a condition of this permit:

   a) Proposal Plans, prepared by Tas Laughlin, “Farm Mangers Residence and Shed”, Drawing No: CHADWICKS 03, 04, 06, Dated 06/03/2026

   b) Proposed Site Plan, prepared by Woolcott Surveyors, “Site Plan”, Job No L260102, Sheet 1 and 2, dated 25/03/26

   c) Agricultural Assessment prepared by MZ Advisory, “Agricultural Report: Lot 1 Brookland Avenue, Acacia Hills”, Project No. 2305, rev 1.0, Dated 18/3/2024.

2. **APPROVED USE**

   Consent is for the proposed dwelling integral and subservient to an agricultural use, as defined in the Tasmanian Planning Scheme – Latrobe LPS, for keeping and breeding livestock and cropping, on land contained in Certificate of Title 131348/1 off Native Plains Road, Sassafras substantially in accordance with endorsed proposal detail.

Unconfirmed

3. **VEGETATION SCREENING**

   Prior to the issuing of the Building Permit under the *Building Act 2016* for the dwelling, a vegetation screen/shelterbelt is to be established and maintained as part of the development along the northwest boundary and northern adjacent to the proposed dwelling for a length of 50 metres respectively. It must be a minimum of three metres wide and comprise a mix of trees and shrubs.

4. **OUTBUILDING**

   The use of the outbuilding is not permitted for human habitation and is limited to storage and agricultural and/or residential activities only.

5. **WASTEWATER**

   An environmental consultant's report and design for on-site wastewater disposal, in accordance with the Plumbing Regulations 2016 and AS1547, is required with the Plumbing Application.

   Ensure the proposed works do not adversely impact potential for future on-site wastewater disposal system.

6. **RECHARGEABLE DRINKING WATER**

   A rechargeable drinking water system with a storage capacity of not less than 10,000 litres to be provided for domestic use.

7. **CLADDING REFLECTANCE**

   The external finish of the dwelling and shed cladding are to be clad in a material with a light reflectance value of less than 40%.

8. **VEHICULAR ACCESS**

   The existing vehicular access for this rural property is approved and is to be used for vehicular access to the existing dwelling. The proposed vehicular access for the farm mangers residence/ Irrigation Scheme has not been approved and will require separate approval and permit.

9. **WORKS IN ROAD RESERVE**

   An Application for a Road Works Permit is required for approval from the Council's Director Infrastructure & Assets to assess, approve, and issue a permit for any construction proposed within the road reserve, including alternate vehicular access.

10. **STORMWATER**

    No public stormwater system is available. A large rural property with waterways and dam which can easily manage concentrated stormwater with a private stormwater system which is installed in accordance with AS3500.3 and the NCC-2019 Vol 3 for the dwelling. The proposed residence should manage concentrated stormwater so as not to create a nuisance.

Notes:

- This permit is issued under Section 57 of the *Land Use Planning Approvals Act 1993* as the proposal has discretionary status under the Tasmanian Planning Scheme - Latrobe.
- **Relevant approvals must be sought under the *Building Act 2016* for all building and plumbing works.**
- Forico Pty Limited has advised that the adjoining land to the west of their property is managed by them and supports pine plantations used for the purpose of fibre production on a sustainable basis. It is our intention to progressively thin and eventually harvest these plantations on a 10-25 year rotation and replant the trees again. The operations include but may not be limited to the following:
  - Felling, processing and forwarding of logs using mechanical equipment and chainsaws;
  - Road construction using bulldozers and excavators;

Unconfirmed

- Transport of processed logs using log trucks;
- Burning of logging slash;
- Site preparation using excavator type equipment;
- Weed control (aerial and ground application);
- Tree planting;
- Fertilizer application;
- Pest control;
- Tree pruning; and
- Tree measuring.

CARRIED UNANIMOUSLY
7 / 0

FOR: Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin and Cr Lucy Gorniak

AGAINST: Nil

Deputy Mayor Mead returned to the meeting at this time, 5.33pm.

11.2 L-DA205/2025 PROPOSED SUBDIVISION (1 LOT) - 4 SUNRISE COURT, SHEARWATER

Cr David Fidler moved and Cr Lucy Gorniak seconded:

That the report by the Statutory Planning Officer concerning L-DA205/2025 Proposed Subdivision (1 lot) - 4 Sunrise Court, Shearwater, be received and:

1. ENDORSED PLANS

Consent is for the proposed subdivision substantially in accordance with the endorsed plan of subdivision prepared by PDA Surveyors Engineers and Planners, job number 55287-DA-01, revision B, dated 6 July 2026.

2. WORK IN ROAD RESERVE

An application for a road works permit is required from Council's Infrastructure & Assets Department to assess, approve and issue a permit for any activity within the road reserve to install stormwater, construct vehicular access and any other services required, (except for reshaping and grassing nature strips).

3. CONSTRUCTION OF WORKS

The developer is to construct works in accordance with detailed construction plans of all proposed works prepared by suitably qualified persons and complying with current Council standards and approved by the Director Infrastructure & Assets.

Such plans and specifications are to include the necessary dimensions for driveways, calculations for flow rates in drains, the pipe sizes for drains, and the materials used in construction.

The works are to include:

a) Stormwater

All necessary stormwater drains and pits to:

(i) Provide a DN100 connection to the lowest point on each lot to adequately service the building envelope.

Unconfirmed

b) Constructed Driveways

All lots are to be provided with a shared constructed concrete driveway from the edge of the road pavement to the property boundary full property frontage. Construction is to be in accordance with TSD R09.v1.

4. STORMWATER PEAK FLOW – EXISTING DEVELOPMENT

Stormwater detention is to be provided to limit the peak rate of piped stormwater discharge and overland flows from the property to that generated by each new title area developed to a level of 30% impervious or by the site at its current level of development for the existing title area, whichever is greater.

The detention storage system for the existing impervious area for Lot 1 is to be assessed and designed by a professional engineer with experience in hydraulic design, for storm events in the range of 20% AEP to 5% AEP if the overland flow path is towards the street. If the overland flow path is to an adjoining property, the system is to be designed to cater for 20% AEP to 1% AEP storm events.

A plumbing permit is required for stormwater detention design and installation.

The design plans are to include surface levels, pipe invert levels, orifice location, pit or tank cross section showing orifice, storage area, overland flow path and separate calculations are to be submitted with the plumbing application to the Director Infrastructure & Assets for approval.

On completion an "as constructed" plan complete with levels, is to be submitted with a certification or Form 55 referencing the as-constructed plan that the storage has been constructed in accordance with the approved design.

5. CONNECTIONS TO COUNCIL MAINS

Any new connection to Council's stormwater system is to be undertaken by Council approved plumbers or civil contractors at the developer's cost approval by the application and issuing of a stormwater connection authorisation by Infrastructure & Assets department.

New connections to the town sewer or water system are to be supplied by *TasWater.*

6. SECTION 71 - AGREEMENT

The developer is to enter into a Part 5 Agreement, under Section 71 of the Land Use Planning and Approvals Act 1993, with Council that provides for:

a) The property owners (current and future) being made aware that residential development on the proposed lot 1 and lot 2 requires that a private on-site stormwater detention system is to be provided for each lot as part of the development: and

b) Stormwater detention will be required to limit the peak rate of piped stormwater discharge and overland flows from the property in its developed state to that generated by the complete title developed to a level of 30% impervious. Such a system shall be designed by a professional engineer with experience in hydraulic design.

Such agreement shall be placed on the Certificate of Title in accordance with Section 78 of the *Land Use Planning and Approvals Act 1993*. All costs associated with the preparation and registration of the agreement must be met by the applicant and must be lodged with council prior to sealing of final plans.

7. ELECTRICTY INFRASTRUCTURE

The developer is to provide written confirmation from TasNetworks that:

a) The existing infrastructure is adequate to facilitate a future basic connection to the proposed lot/s; or

b) Electricity infrastructure has been constructed and installed in accordance with TasNetworks' requirements to facilitate future connections to the proposed lot/s; or

c) The developer has paid TasNetworks to provide the required electricity infrastructure when future connections are sought.

8. TELECOMMUNICATIONS INFRASTRUCTURE

Unconfirmed

The developer is to provide written confirmation that either:

a) Telecommunications network infrastructure has been constructed and installed in accordance the NBN Co or the relevant Statutory Infrastructure Provider's requirements in compliance with the *Telecommunications Act 1997*; or

b) The developer is exempt from requiring pit and pipe infrastructure pursuant to Part 20A of the *Telecommunications Act 1997.*

9. COMPLETION OF WORKS

All works are to be carried out to Council standards and to the satisfaction of the Director Infrastructure & Assets under the direct supervision of a civil engineer engaged by the applicant and approved by Council. Certification that all works have been carried out in accordance with the approved engineering design plans and to Council standards will be required.

10. CONSTRUCTION PLANS

An "As Constructed" plan shall be provided in accordance with Councils requirements and shall be lodged with Council prior to sealing the final plan.

Council Requirements: As-constructed detail plan for subdivision of an existing urban lot is to include the vehicular crossings, stormwater infrastructure with surface level, inverts levels for inlet and outlet, pipe type and length, offsets for lot connection points with invert depth.

All other services (sewer, water, electrical, Telstra) lot connections.

The plan is to be provided in dxf or dwg format with a jpg or pdf copy or other formats by agreement from the Director Infrastructure and Assets.

11. EASEMENTS

Easements are required over all services located in private property. For the stormwater drainage easements, a 1.0m offset the outside edge of the public stormwater system is required (offset the outside edge of the trench wall is preferred).

12. TASWATER

The developer shall comply with the conditions, which TasWater has required the planning authority to include in the permit in accordance with Section 56P(1) of the Water and Sewerage Industry Act 2008. These conditions are specified in TasWater's submission to Council, Reference, TWDA 2026/00045-LC, a copy of which is attached and endorsed to be a document forming part of this permit.

13. FINAL PLAN OF SURVEY

The final plan of survey, including easements for all stormwater drainage maintainable by Council, will not be sealed until all conditions have been complied with.

Notes:

- This permit is issued under Section 57 of the *Land Use Planning and Approvals Act 1993*, as the permit application has discretionary status under the Tasmanian Planning Scheme – Latrobe.

CARRIED UNANIMOUSLY
8 / 0

FOR: Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead

AGAINST: Nil

Unconfirmed

11.3 CEASE TO ACT AS PLANNING AUTHORITY

Cr Gerrad Wicks moved and Cr Lucy Gorniak seconded:

That Council cease to act as a Planning Authority.

CARRIED UNANIMOUSLY
8 / 0

FOR: Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead
AGAINST: Nil

Ms Patel left the meeting at 5.40pm during discussion of item 12.1.

12 DEVELOPMENT AND REGULATORY SERVICES DEPARTMENT

12.1 BUILDING DEPARTMENT REPORT - AUGUST 2026

Cr Garry Sims moved and Cr David Fidler seconded:

That the report advising of Building and Plumbing Applications and Notifications received for the month of August 2026 be received.

CARRIED UNANIMOUSLY
8 / 0

FOR: Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead
AGAINST: Nil

12.2 DEVELOPMENT APPLICATION STATUS REPORT - AUGUST 2026

Cr David Fidler moved and Cr Gerrad Wicks seconded:

That the status report of development applications for the month of August 2026 be received.

CARRIED UNANIMOUSLY
8 / 0

FOR: Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead
AGAINST: Nil

Unconfirmed

13 OFFICE OF THE CHIEF EXECUTIVE OFFICER

13.1 LATROBE COUNCIL SUBMISSION TO TASMANIAN GOVERNMENT INQUIRY INTO AI DATA CENTRES IN TASMANIA

Cr Garry Sims moved and Cr Lucy Gorniak seconded:

That the report by the Director - Development and Regulatory Services concerning Latrobe Council Submission to Tasmanian Government Inquiry into AI Data Centres in Tasmania, be received and:

1. Council formally endorse the Council submission and the actions taken by officers in lodging it to the House of Assembly Government Administration Committee A – Inquiry in AI Data Centres in Tasmania by the due date.

CARRIED UNANIMOUSLY
8 / 0

FOR: Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead

AGAINST: Nil

14 CORPORATE AND BUSINESS SERVICES DEPARTMENT

14.1 FINANCE REPORT - AUGUST 2026

Cr Jacki Martin moved and Cr Gerrad Wicks seconded:

That the financial report for the period ending August 2026 as provided by the Team Leader Finance be received.

CARRIED UNANIMOUSLY
8 / 0

FOR: Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead

AGAINST: Nil

14.2 ECONOMIC DEVELOPMENT STRATEGY 2026-2030

Cr Jacki Martin moved and Cr Vonette Mead seconded:

That the report by the Economic Development Officer concerning Economic Development Strategy 2026-2030, be received and Council:

1. Adopt the Final Latrobe Economic Development Strategy 2026-2030.

CARRIED UNANIMOUSLY
8 / 0

Unconfirmed

FOR: Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead

AGAINST: Nil

14.3 SUB-REGIONAL TOURISM STRATEGY FUNDING

Cr Garry Sims moved and Cr David Fidler seconded:

That the report by the Team Leader Community & Economic Development concerning Sub-Regional Tourism Strategy Funding, be received and Council:

1. Approve the release of up to $23,397 from strategic initiatives identified in the 2026-27 Budget, to fund Latrobe Council's contribution to the development of the Sub-Regional Mersey Leven Tourism Strategy, as identified in Action 2.3 of Council's 2026-27 Annual Plan; and
2. Note that the release of the funds is contingent on Central Coast, Devonport and Kentish Councils confirming their respective contributions, and on appropriate project governance arrangements being established through the Mersey Leven Strategic Alliance.

CARRIED UNANIMOUSLY
8 / 0

FOR: Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead

AGAINST: Nil

14.4 RSL MEMORIAL WALL

Cr David Fidler moved and Cr Garry Sims seconded:

That the report by the Community Development Officer concerning RSL Memorial Wall, be received and Council:

1. Endorse the revised location for the proposed Latrobe Veterans Memorial Wall within the Sheean VC Memorial reserve on Gilbert Street, as identified in the attached image and supported by the Latrobe RSL;
2. Note that the previously endorsed location at the River Road end of the Edward 'Teddy' Sheean Memorial Walk is no longer proposed due to its distance from the established commemorative precinct and consideration of the future development and layout of the reserve, including the proposed HMAS Armidale Memorial; and
3. Note that endorsement of the revised location will enable the Latrobe RSL to seek further quotations for the proposed works to support its grant application, which closes on 16 October 2026.

CARRIED UNANIMOUSLY
8 / 0

FOR: Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead

AGAINST: Nil

Unconfirmed

14.5 COUNCIL TERM PLAN BUDGET ALLOCATION

Cr David Fidler moved and Cr Jacki Martin seconded:

That the report by the Team Leader Finance concerning Council Term Plan Budget Allocation, be received and that Council approves the re-allocation of $3,000 budgeted for consultancy support for councillor inductions and approves an increase in the budget allocation for consultancy support for preparation of a Council Term Plan from $5,000 to $8,000.

CARRIED UNANIMOUSLY
8 / 0

FOR: Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead

AGAINST: Nil

15 INFRASTRUCTURE AND ASSETS DEPARTMENT

15.1 LATROBE RECREATION PRECINCT DEVELOPMENT PLAN

Cr David Fidler moved and Cr Graeme Brown seconded:

That the report by the Buildings & Facilities Project Officer concerning Latrobe Recreation Precinct Development Plan, be received and Council:

1. Endorse and adopt the Latrobe Recreation Precinct Development Plan 2026-2031 (draft) as final version, including the following changes to page 27 to address the risk that has been highlighted regarding the bike track:

   Undertake a condition and safety assessment of the existing bicycle racing track, including surface deterioration, joint movement, user safety risks and future maintenance requirements. In consultation with stakeholders and user groups, investigate the long-term future of the facility, including retention, renewal, re-purposing or removal. Should removal be supported, seek external funding opportunities to facilitate removal of the track and associated infrastructure and improve the functionality, safety and accessibility of the Recreation Ground; and

2. Make the Plan available to the public.

CARRIED UNANIMOUSLY
8 / 0

FOR: Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead

AGAINST: Nil

16 OPERATIONS DEPARTMENT

Nil

Unconfirmed

17 INFORMATION

17.1 COUNCIL WORKSHOPS

Cr Garry Sims moved and Cr Gerrad Wicks seconded:

That information on topics discussed at the 24 August and 14 September, 2026 Council Workshops be received.

CARRIED UNANIMOUSLY
8 / 0

FOR: Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead
AGAINST: Nil

17.2 DELEGATES REPORT

Cr David Fidler moved and Cr Gerrad Wicks seconded:

That the Delegates Reports be received and noted.

CARRIED UNANIMOUSLY
8 / 0

FOR: Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead
AGAINST: Nil

17.3 COUNCIL DECISION STATUS REPORT - AUGUST 2026

Cr Jacki Martin moved and Cr David Fidler seconded:

That the August 2026 status report of Open Council Meeting decisions be received.

CARRIED UNANIMOUSLY
8 / 0

FOR: Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead
AGAINST: Nil

17.4 PORT SORELL COMMUNITY INFORMATION EVENING NOTES - 10 SEPTEMBER 2026

Cr David Fidler moved and Cr Vonette Mead seconded:

Unconfirmed

That the notes of the Port Sorell Community Information Evening held on 10 September 2026 be received.

CARRIED UNANIMOUSLY
8 / 0

FOR: Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead

AGAINST: Nil

18 COMMITTEES OF COUNCIL

18.1 LATROBE SPORT AND RECREATION MANAGEMENT COMMITTEE - HELD 19 AUGUST 2026

Cr David Fidler moved and Cr Graeme Brown seconded:

That the unconfirmed minutes of the Latrobe Sport and Recreation Management Committee meeting held on 19 August 2026, be received and the following recommendation endorsed:

1. The newly renovated hot dog stand into accessible seating be renamed the “Bill Redpath Pavilion”.

CARRIED UNANIMOUSLY
8 / 0

FOR: Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead

AGAINST: Nil

18.2 KENTISH AND LATROBE COUNCILS' JOINT AUDIT PANEL MEETING - HELD 15 JUNE 2026

Cr Jacki Martin moved and Cr Vonette Mead seconded:

That the unconfirmed minutes of the Kentish and Latrobe Councils’ Joint Audit Panel meeting held on 15 June 2026, be received.

CARRIED UNANIMOUSLY
8 / 0

FOR: Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead

AGAINST: Nil

Unconfirmed

18.3 LATROBE COUNCIL'S EXTRAORDINARY AUDIT PANEL MEETING - HELD 12 AUGUST 2026

Cr Jacki Martin moved and Cr Vonette Mead seconded:

That the unconfirmed minutes of the Latrobe Council's Extraordinary Audit Panel meeting held on 12 August 2026, be received.

CARRIED UNANIMOUSLY
8 / 0

FOR: Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead

AGAINST: Nil

18.4 COMMUNITY GRANTS 2026/27 - ROUND 2

Cr Garry Sims moved and Cr David Fidler seconded:

That the unconfirmed minutes of the Community Development Grants Committee meeting held on 7 September 2026, be received and that Council approve the following grants, amounting to $4,467.85 (ex GST), from Latrobe Council's 2026-27 Community Grants Budget:

St James Northdown Community Church Inc.	To replace the weatherboards on the western wall of the hall.	$1,500
North-West Remote Control Club Inc.	To construct a roof over an existing storage container.	$1,467.85
Port Sorell Cricket Club	To hire four portable toilets for the 2027 Port Sorell Car and Bike Show.	$1,500

CARRIED UNANIMOUSLY
8 / 0

FOR: Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead

AGAINST: Nil

18.5 LATROBE COUNCIL'S AUDIT PANEL MEETING - HELD 21 SEPTEMBER 2026

Cr Jacki Martin moved and Cr Vonette Mead seconded:

That the unconfirmed minutes of the Latrobe Council Audit Panel meeting held on 21 September 2026, be received.

Unconfirmed

CARRIED UNANIMOUSLY
8 / 0

FOR: Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead
AGAINST: Nil

18.6 KENTISH AND LATROBE COUNCILS' JOINT AUDIT PANEL MEETING - HELD 21 SEPTEMBER 2026

Cr Jacki Martin moved and Cr Vonette Mead seconded:

That the unconfirmed minutes of the Kentish and Latrobe Council's Joint Audit Panel meeting held on 21 September 2026, be received.

CARRIED UNANIMOUSLY
8 / 0

FOR: Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead
AGAINST: Nil

19 COUNCIL JOINT AUTHORITIES AND OTHER COMMITTEES

Nil

20 COUNCILLOR QUESTIONS - RESPONSE TO QUESTIONS TAKEN ON NOTICE AT PRIOR ORDINARY COUNCIL MEETING

Chief Executive Officer's Comments

There were no Questions Taken on Notice from Councillors at the prior meeting.

21 COUNCILLOR QUESTIONS - QUESTIONS ON NOTICE

Chief Executive Officer's Comments

There were no Questions on Notice provided to the Chief Executive Officer at least seven (7) days before the meeting from Councillors.

22 COUNCILLOR QUESTIONS - QUESTIONS WITHOUT NOTICE

Nil

Unconfirmed

23 CLOSED MEETING

Cr David Fidler moved and Cr Gerrad Wicks seconded:

That the following items be discussed in Closed Session:

Item No. 1	*Apologies*
Item No. 2	*Leave of Absence Requests*
	(Section 17(2)(i) Local Government (Meeting Procedures) Regulations 2025)
Item No. 3	*Notifications by Councillors of Leave of Absence for Parental Leave*
	(Section 17(2)(j) Local Government (Meeting Procedures) Regulations 2025)
Item No. 4	*Urgent Business*
	(Section 10(7) Local Government (Meeting Procedures) Regulations 2025)
Item No. 5.1	*Confirmation of Minutes – Closed Meeting – Held 24 August 2026*
	(Section 40 Local Government (Meeting Procedures) Regulations 2025)
Item No. 6.1	*Closed Council Decision Status Report – August 2026*
	(Section 40 Local Government (Meeting Procedures) Regulations 2025)
Item No. 13.1	*Kentish and Latrobe Councils Joint Audit Panel Committee Meeting – Held 15 June 2026 – Closed Item*
	(Section 17(2)(a) Local Government (Meeting Procedures) Regulations 2025)
Item No. 13.2	*Latrobe Council's Extraordinary Audit Panel Meeting – Held 12 August 2026 – Closed Item*
	(Section 17(2)(a) Local Government (Meeting Procedures) Regulations 2025)
Item No. 13.3	*Kentish and Latrobe Councils' Joint Audit Panel Meeting – Held 21 September 2026 – Closed Item*
	(Section 17(2)(a) Local Government (Meeting Procedures) Regulations 2025)
Item No. 14.1	*Dulverton Regional Waste Management Authority Board Meeting – Held 17 June 2026*
	(Section 17(2)(h)(ii) Local Government (Meeting Procedures) Regulations 2025)
Item No. 14.2	*Dulverton Regional Waste Management Authority Special Board Meeting – Held 20 July 2026*
	(Section 17(2)(h)(ii) Local Government (Meeting Procedures) Regulations 2025)
Item No. 14.3	*Dulverton Regional Waste Management Authority Board Meeting – Held 12 August 2026*
	(Section 17(2)(h)(ii) Local Government (Meeting Procedures) Regulations 2025)
Item No. 17.1	*Councillor Questions – Questions Without Notice*
	(Section 34 Local Government (Meeting Procedures) Regulations 2025)

CARRIED UNANIMOUSLY
8 / 0

FOR: Mayor Peter Freshney, Cr David Fidler, Cr Garry Sims, Cr Gerrad Wicks, Cr Graeme Brown, Cr Jacki Martin, Cr Lucy Gorniak and Cr Vonette Mead

AGAINST: Nil

Unconfirmed

Council held a short recess at 6.24pm and moved into Closed Session at 6.26pm.

23.1 RELEASE OF REPORT MATERIAL TO THE PUBLIC

Having resumed the meeting in Open Council, the Mayor advised the meeting of the following decisions made in Closed Session that Council determined were to be released to the public:

Nil.

24 CLOSURE

Having resumed the meeting in Open Council the Mayor advised as there was no further business, the meeting was declared closed at 6.46pm.

Confirmed:_____ MAYOR

Unconfirmed

5 PRESENTATION

Nil

6 NOTICES OF MOTION

Nil

7 PETITIONS

Nil

8 PUBLIC PARTICIPATION - RESPONSE TO QUESTIONS TAKEN ON NOTICE AT PRIOR ORDINARY COUNCIL MEETING

Chief Executive Officer's Comments

At the Ordinary Council Meeting held on 28 September 2026 at the Council Chambers, Latrobe, the following questions were taken on notice from Tracey Bell and Erin Woodcock during Public Participation Time.

Council provides the following answer to the question(s) taken on notice:

Tracey Bell

Q1 - Does Council consider the R&D facility to be a separate development from the 52 megawatt data centre, or an integral component of the same staged development; and on what basis, given that Firmus has not clarified whether the facility will operate commercially or as a genuine research project?

Response

The application is for a separate, stand-alone development. A research project/development does not exclude any commercial interest.

Q2 - Given that Firums' own website states the R&D facility will not increase the overall planned maximum electricity demand for the Wesley Vale site, and that the initial AI factory/data centre application already accounts for full planned demand, will the Council write to Firmus requiring them to explain how the facility will be powered within an application is already full committed?

Response

The application includes detail as to the proposed power connections and it will be referred to TasNetworks as the asset owner for their consideration.

Erin Woodcock

Q1 - Does Firmus have permission to continue to undertake electrical work on the site offices that have been installed on site?

Response

Electrical works per se do not require a permit from Council however, there is a current planning compliance investigation underway in relation to works on the site.

Q2 - As adjoining neighbours, can they have a copy of the Forest Practices Plan for the site?

Response

This request should be directed to the Forest Practices Authority as a development permit was not required for the harvesting/clearing of the trees.

Q3 - If it is found that the works that have been undertaken are ground works, can they have some guidelines what works can occur on a greenfield site?

Response

The Tasmanian Planning Scheme-Latrobe will determine any controls required in relations to groundworks including installation of silt fencing and cut off drains.

RECOMMENDATION

That the responses to the questions from Tracey Bell and Erin Woodcock, at the Council meeting held 28 September 2026, be received and noted.

9 PUBLIC PARTICIPATION - QUESTIONS ON NOTICE FROM THE PUBLIC

Refer sections 33 and 36 of the Local Government (Meeting Procedures) Regulations 2025

Chief Executive Officer's Comments

Questions on Notice provided to the Chief Executive Officer at least seven (7) days before the meeting and Council's proposed responses are as follows:

Mark Newman

Q1 - Will the Latrobe Council be consistent and refer the Firmus' Proposed R&D AI Factory to the Minister for Housing and Planning, as Latrobe Council has done in the past?

Q2 - If NO, then provide in writing the Latrobe Councils' comprehensive reasons why not?

Proposed Response

Council will not be referring the development application for the proposed Firmus R & D factory to the Minister for Housing and Planning as it does not believe that it is of a significant scale and complexity to meet the requirements for a Major Project as defined in the *Land Use Planning and Approvals Act 1993.*

Q3 - In the event Firmus' Power is reduced, will Firmus' use diesel generators 24 hours per day?

Proposed Response

The proposed R &D centre will contain a minimal number of generators, significantly less than the number proposed for the adjoining AI data centre. The generators will not be of sufficient generating capacity to power the computing equipment in the event of a power outage.

James Redgrave

Q1 - Page 160 of 28th September 2026 general meeting agenda shows some pretty remarkable financial turnarounds in twelve months

Assets/ current assets Cash and Cash equivalents more than double

Term Deposits up %10

Trade and other receivables eleven times more from $882,787:00 to $8,862,885:00

Can council please give an in-depth response to such a dramatic turn around and massive increase in bottom-line and what is the plan for this financial windfall?

Proposed Response

The figures referred to in the question reflect a comparison between different reporting dates and the normal timing of Council's revenue recognition, rates collection and expenditure. They do not represent a financial windfall.

Page 160 of the September Council meeting agenda contained Council's Balance Sheet as at 31 August 2026. The prior-year actual column showed balances as at 30 June 2026. The comparison is therefore between 30 June 2026 and 31 August 2026, rather than a comparison with twelve months earlier. A balance sheet provides a snapshot of Council's financial position at a particular point in time. Changes in individual asset balances therefore need to be considered together with Council's financial result and should not be interpreted in isolation as additional income or surplus funds.

The movements in the current assets identified in the question were:

Balance Sheet item	Movement from 30 June to 31 August 2026
Cash and cash equivalents	**+$4.142 million**
Term deposits	**+$1.000 million**
Trade and other receivables	**+$7.980 million**
Combined increase	**+$13.122 million**

These movements should be considered alongside Council's Income Statement on page 159 of the September Council meeting agenda, which reported a year-to-date financial result of approximately $13.277 million as at 31 August 2026. The combined $13.122 million increase in the current assets identified above therefore largely reflects Council's year-to-date financial position at that date. The figures are not expected to reconcile exactly, as the table above considers only the three current asset categories identified in the question.

A significant part of the explanation is the timing of Council's annual rates. The Rates Collection Report on page 164 provides the following information:

Rates position at 31 August 2026	Approx. amount	Relevance to Council's financial position
Rates and charges raised	**$15.688 million**	Rates and charges raised for the year to date

Rates payments received	**$6.872 million**	Contributes to Council's cash and investment balances
Rates outstanding	**$8.045 million**	Largely explains the higher receivables balance

These figures are reported measures of rates raised, payments received and rates outstanding at 31 August and should not be interpreted as a simple arithmetic reconciliation of each other.

In particular, trade and other receivables increased from $882,787 at 30 June 2026 to $8,862,885 at 31 August 2026, an increase of approximately $7.980 million. This significant movement is principally explained by the timing of the annual rates process. At 30 June, most rates raised for the previous financial year had been collected. Following the raising of rates for the new financial year, approximately $8.045 million in rates remained outstanding at 31 August 2026. These outstanding rates largely account for the significantly higher receivables balance at that date.

The increase in receivables does not therefore represent additional cash or a financial windfall. Rather, it principally represents amounts owed to Council at 31 August that had been recognised as revenue but had not yet been collected.

Similarly, approximately $6.872 million in rates payments had been received by 31 August, contributing to Council's cash and investment balances. The $1 million increase in term deposits should be considered as part of the overall movement in Council's cash and investments, rather than as a separate $1 million financial windfall.

Under accrual accounting, rates revenue is recognised when rates are raised, even though a significant proportion may not yet have been paid and is therefore recorded as a receivable. Council expenditure, by contrast, is incurred progressively throughout the financial year. Consequently, Council can report a significant accounting surplus early in the financial year following the raising of annual rates, with that surplus reducing as expenditure is incurred over the remainder of the year.

In summary

There has not been a financial windfall. The increases in cash, term deposits and receivables largely reflect the normal annual rates cycle:

- rates are raised → some rates are paid and become cash/investments → unpaid rates remain as receivables → Council progressively incurs expenditure during the year.

The figures therefore do not represent an additional pool of money available for Council to allocate or spend.

Q2 - Could council please advise the ratepayers how many rateable properties in the municipality that currently have religious status so portions of the rates are not collected by council?

Proposed Response

There are currently eight properties in the municipality that are exempt from General Rates under Section 87 (1) (d) of the Local Government Act on the basis that they are owned and occupied exclusively for religious charitable purposes.

RECOMMENDATION

That Council in relation to the Questions on Notice received from Mark Newman and James Redgrave, endorse the responses proposed and authorise their release.

10 PUBLIC PARTICIPATION - QUESTIONS WITHOUT NOTICE FROM THE PUBLIC

Refer sections 33 and 37 of the Local Government (Meeting Procedures) Regulations 2025.

Chief Executive Officer's Comments

Council meetings are currently open to public attendance, however attendance limits may still be considered due to Council's Workplace Health & Safety obligations. **It is recommended that members of the public wishing to attend a Council meeting RSVP prior to each meeting.**

Members of the public are invited to ask questions in accordance with Council's *Participation at Meetings Procedure* which refers:

- At each Ordinary Council meeting, if required, at least 15 minutes will be provided at a time determined by the Chairperson for public questions. During the 15 minutes provided, the Chairperson will address questions without notice from any person present at the meeting (other than a Councillor), which relate to the activities of the Council.
- A member of the public who wishes to ask a question at a meeting must first identify themself by stating their name and inform the meeting of the subject matter of their question prior to asking it. If the member of the public does not wish to state their address, and their question/s are taken on notice, then the member of the public is to complete a contact details form before leaving the meeting so a written response can be provided by the General Manager.
- A question by any member of the public and the answer given are not to be debated.
- The Chairperson may refuse to accept a question on notice to be listed in the agenda or refuse to respond to a question put at a meeting without notice that:
    a) Include comments, questions or submissions that relate to items listed in the Planning Authority agenda;
    b) Is unlawful in any way;
    c) Does not comply with the requirements of Council's *Participation at Meetings Procedure*;
    d) Contains defamatory remarks, offensive and/or improper language;
    e) Questions the competency of Council staff or Councillors;
    f) Relates to the personal affairs or actions of Council staff or Councillors;
    g) Relates to confidential matters, legal advice, or actual or possible legal proceedings;
    h) Relates to any matter which would normally be discussed in the Closed Section of a Council meeting pursuant to Regulation 17 of the *Local Government (Meeting Procedures) Regulations 2025*;
    i) Is proffered to advance a particular point of view rather than making a genuine enquiry;
    j) Is vague in nature or irrelevant to Council activities;
    k) Are questions that have been substantively asked (and responded to) at any previous Council meeting;
    l) Is not clear, brief, is a statement or does not have minimal pre-amble.

11 PLANNING AUTHORITY

In accordance with Clause 29(1) of the *Local Government (Meeting Procedures) Regulations 2025* the Chairperson advised that Council will now act as a Planning Authority.

11.1 DEVELOPMENT APPLICATION - EAGLE POINT ROAD, BAKERS BEACH

REPORT AUTHOR:	Caleb Borg, Statutory Planning Officer
Note: The Report Author does not have a pecuniary interest in the subject matter	
AUTHORISING MANAGER:	Jan Febey, Director - Development and Regulatory Services
REPORT CLASS:	Public/Open
DATE OF REPORT:	25/09/2026
FILE NO:	L-DA116-2026
ATTACHMENTS:	1. Vessel Access for Oyster Farming Activity - DA Bundle (incl. Crown Consent) - Eagle Point Beach BAKE [**11.1.1** - 81 pages]

SUMMARY INFORMATION

Applicant	Planning Ahead Tasmania
Project	Aquaculture Vessel Launch/Retrieval Point (Retrospective)
Zone	Environmental Management
Owner	The Crown (Administered by NRE)
Use Category	Resource Development
Development Status	Discretionary
Discretions Invoked	23.3.1 P1 – Discretionary use within the zone C2.5.1 P1 – Reduction in required parking spaces C7.6.1 P1 & P2 - Works within waterway and coastal protection and future coastal refugia area C9.5.1 P1 - Activities with potential to cause emissions
Recommendation	Approval subject to conditions

PROPOSAL

Council is in receipt of an application made under Section 57 of the *Land Use Planning and Approvals Act 1993* seeking retrospective approval for an aquaculture vessel launch/retrieval point at Bakers Beach. The works are within an existing Crown licence area which has been used for many years as an access point which supports an adjoining marine lease area for commercial oyster farming operations.

The proposal is to construct an aquaculture launch and retrieval point. The works are located approximately 330m southeast of the turnoff from Eagle Point Road and comprise of a 40m x 6m (240m²) area. The retrieval point is to be constructed from a crushed rock base material and topped with a 35mm gravel wearing surface. The surface of the access is to be graded and compacted upon completion to blend the works into the surrounding beach profile.

Minimal earthworks are proposed as part of the application with no vegetation removal proposed.

A copy of the plans as provided are shown in figures 1-3.

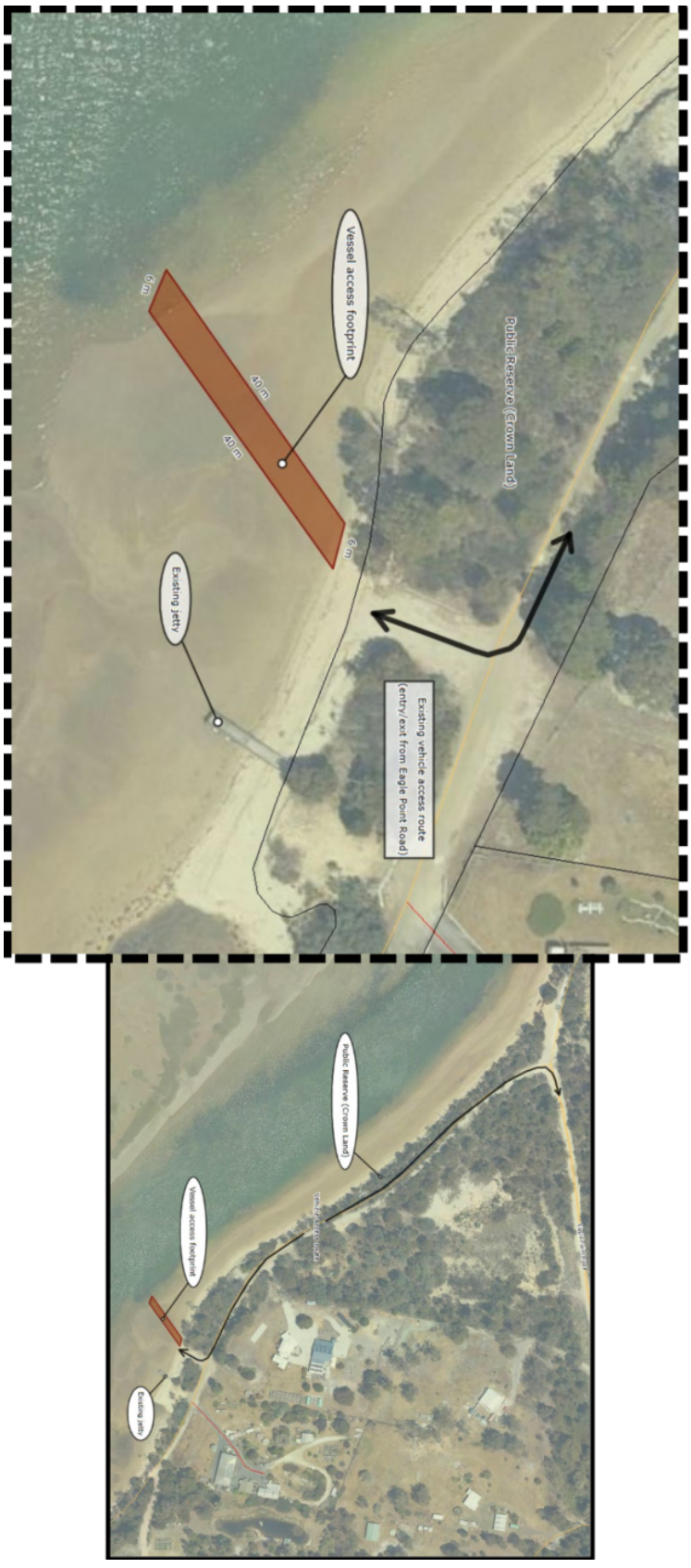


Figure 1: Site Plan



Figure 2: Crown Access Licence Area



Figure 3: Localised Site Plan

SITE AND LOCALITY

The works as shown within the application are within Crown land. The site does not have a property ID or title document. The Crown licence area comprises 9334m².

The site is located within the locality of Bakers Beach with the works occurring within Eagle Point Beach. The surrounding area comprises of single dwellings and associated outbuilding development to the north and northeast of the site. A quarry is located approximately 370m north of where the yellow circle is outline in figure 4. The area outlined in blue is the Crown access licence area. The location of the proposed works are shown within the yellow circle as shown in figure 4.

An aerial view of the subject area is included in Figure 4.



Figure 4: Aerial image of surrounding area (Crown licence shown in light blue) (area of access/retrieval point in yellow)

PLANNING SCHEME CONSIDERATIONS

The site is located within the Environmental Management zone under the Tasmanian Planning Scheme – Latrobe as shown in green in Figure 5 below.

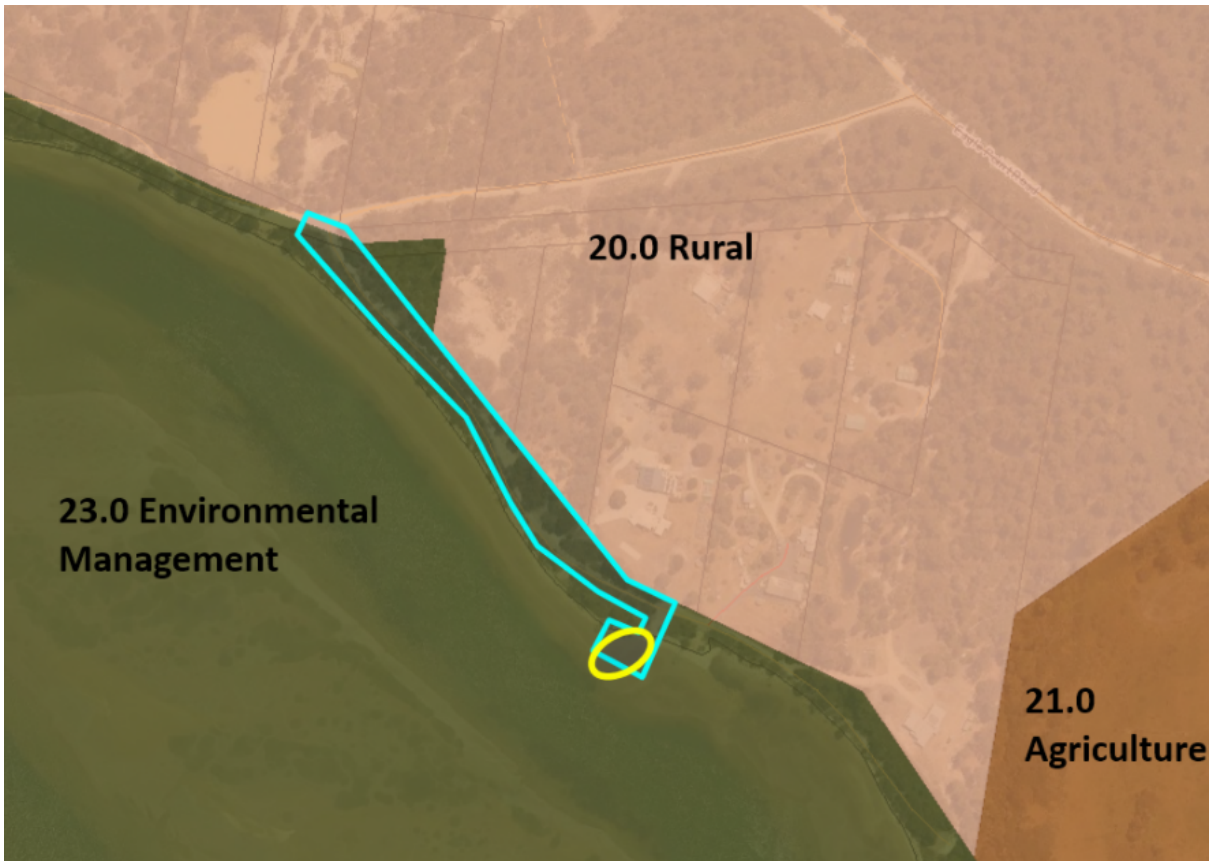


Figure 5: Aerial zone view (Crown licence shown in light blue) (area of access/retrieval point in yellow)

Overlays and specific areas

The site is located within a Waterway and coastal protection area, Future coastal refugia area and Natural assets code. Clause C7 Natural Assets Code of the Tasmanian Planning Scheme – Latrobe is applicable as works occur within the waterway and coastal protection area and future coastal refugia area.

The site is located within a Coastal erosion investigation area. Clause C10 Coastal Erosion Hazard Code of the *Tasmanian Planning Scheme – Latrobe* does not apply. The application provides justification as to why the development is exempt from the code. Under 10.4.1 the resource development use is exempt from the code unless it is within the high coastal erosion hazard band and is for building work or plumbing work as defined in the *Building Act 2016.* The term *"*Building work: is defined within the *Building Act* as follows:

building work *means work consisting of, or relating to –*

(a) erecting, re-erecting, constructing, altering, repairing, underpinning, demolishing or removing a building; or

(b) adding to a building; or

(c) excavating, or filling, that is incidental to an activity referred to in paragraph (a) or (b); or

(d) any other prescribed work;

There are no buildings proposed within the application and is therefore exempt from the code.

The site is within a high coastal inundation hazard band. Clause C11 Coastal Inundation Hazard Code of the Tasmanian Planning Scheme – Latrobe does not apply. The application is exempt under C11.4.1 (d) as the application is associated with development of land associated with a Resource Development (aquaculture).

The site is located within a Bushfire Prone Area as shown on the Planning Scheme overlay maps. Clause C13 Bushfire-Prone Areas Code of the Tasmanian Planning Scheme – Latrobe does not apply because the application does not involve a subdivision, vulnerable use, or hazardous use as defined in the Code.

ADVERTISING / CONSULTATION

The proposal was advertised in accordance with the Land Use Planning and Approvals Act 1993 on 16 September 2026 and five (5) representations were received.

REFERRALS

The application did not require any external referrals.

INTERNAL REFERRALS

The application was referred to Councils Engineering, Environmental Health and Building departments.

Engineer's report and recommendation conditions

Comments:

- The existing gravel road at the end of Eagle Point Road is approved to access the foreshore Public Reserve track which is maintained by NRE. Vessel access only.
- Rural Area – no public stormwater system is available. Foreshore vessel access only

Conditions: Nil

Environmental Health Officer's report and recommended conditions

Comments:

- Upgrade of vehicle access to an existing oyster farm

Conditions:

- **HOURS OF CONSTRUCTION**

  Hours of Construction shall be: Monday to Friday Between 7am - 6pm, Saturday between 9am - 6pm and Sunday and statutory holidays 10am - 6pm.

Building Department's report and recommended conditions

Comments: Nil

Conditions: Nil

SERVICES

The subject title is located within an un-serviced area for water, sewerage and stormwater services. Connection to reticulated electricity can be achieved. The site is accessible via a Crown access licence which is accessible via Eagle Point Road, a unsealed Council-maintained road.

DEVELOPMENT STANDARDS

Section 51(2) of the Land Use Planning & Approvals Act 1993 requires that in determining an application for a planning permit, Council as a Planning Authority must take into consideration all applicable standards, any representations received, and the objectives set out in Schedule 1 of The Act, which outline the objectives of the Resource Management Planning System in Tasmania and the Planning Process established by this Act. The Latrobe Interim Planning Scheme 2013 contains provisions intended to implement the objectives of the Resource Management Planning System. The application has been assessed using these provisions and as such all relevant economic, environmental and social impacts have been considered.

ASSESSMENT

Section 51(2) of the *Land Use Planning & Approvals Act 1993* requires that in determining an application for a planning permit, Council as a Planning Authority must take into consideration all applicable standards, any representations received, and the objectives set out in Schedule 1 of The Act, which outline the objectives of the Resource Management Planning System in Tasmania and the Planning Process established by this Act. The Tasmanian Planning Scheme – Latrobe Local Provisions Schedule contains provisions intended to implement the objectives of the Resource Management Planning System. The application has been assessed using these provisions and as such all relevant economic, environmental and social impacts have been considered.

The application was received as a Section 57 application under the *Land Use Planning and Approvals Act 1993.* It is required to be assessed under the Tasmanian Planning Scheme – Latrobe Local Provisions Schedule.

Tasmanian Planning Scheme – Latrobe Local Provisions Schedule

The application will be considered as per the requirements of Clause 6.10, which sets out the matters that Council shall take into consideration when assessing an application. Clause 6.10 reads as follows:

6.10 Determining Applications

6.10.1 In determining an application for any permit for use or development the planning authority must, in addition to the matters required by section 51(2) of the Act, take into consideration:

a) all applicable standards and requirements in this planning scheme; and

b) any representations received pursuant to and in conformity with ss57(5) of the Act,

but in the case of the exercise of discretion, only insofar as each such matter is relevant to the particular discretion being exercised.

6.10.2 In determining an application for a permit for a discretionary use the planning authority must, in addition to the matters referred to in subclause 8.10.1, have regard to:

(a) the purpose of the applicable zone;

(b) any relevant local area objective for the applicable zone;

(c) the purpose of any applicable code;

(d) the purpose of any applicable specific area plan;

(e) any relevant local area objective for any applicable specific area plan; and

(f) the requirements of any site-specific qualification, but only insofar as each such purpose, local area objective or desired future character statement is relevant to the particular discretion being exercised.

but in the case of the exercise of discretion, only insofar as each such matter is relevant to the particular discretion being exercised.

The subject site is located within the Environmental Management zone.

The proposal is assessed under the relevant use and development standards for the Environmental Management zone as follows.

Clause 6.2 of the Planning Scheme requires use or uses of land for which use and development is proposed to be categorised in accordance with the definitions contained in Table 6.2. The proposal has been categorised as *Resource Development.*

Under Table 6.2: Use Classes, a *Resource Development* use means:

> *use of land for propagating, cultivating or harvesting plants or for keeping and breeding of livestock or fishstock. If the land is so used, the use may include the handling, packing or storing of produce for dispatch to processors. Examples include agricultural use, aquaculture, controlled environment agriculture, crop production, horse stud, intensive animal husbandry, plantation forestry, forest operations, turf growing and marine farming shore facility.*

Under Clause 23.2: Use Table, a Resource Development use has permitted status in the zone if;

a) for grazing; and

b) an authority under the *National Parks and Reserve Management Regulations 2019* is granted by the Managing Authority, or approved by the Director-General of Lands under the *Crown Lands Act 1976*.

Clause 6.8.1 (b) of the planning scheme states that an application becomes discretionary if it relies on performance criteria for compliance with any standard. The proposal invokes discretion by relying on the following Performance Criteria:

- 23.3.1 P1 – Discretionary use within the zone
- C2.5.1 P1 – Reduction in required parking spaces
- C7.6.1 P1 & P2 - Works within waterway and coastal protection and future coastal refugia area
- C9.5.1 P1 - Activities with potential to cause emissions

23.0 ENVIRONMENTAL MANAGEMENT ZONE

23.3 Use Standards

23.3.1 Discretionary uses

Objective:

That uses listed as Discretionary recognise and reflect the relevant values of the reserved land.

A1 – Acceptable Solution

No Acceptable Solution.

Assessment against the performance criteria is required.

P1 – Performance Criteria

A use listed as Discretionary must be consistent with the values of the land, having regard to:

(a) the significance of the ecological, scientific, cultural or scenic values;

(b) the protection, conservation, and management of the values;

(c) the specific requirements of the use to operate;

(d) the location, intensity and scale of the use;

(e) the characteristics and type of the use;

(f) traffic and parking generation;

(g) any emissions and waste produced by the use;

(h) the measures to minimise or mitigate impacts;

(i) the storage and handling of goods, materials and waste; and

(j) the proximity of any sensitive uses.

Assessment: The purpose of the Environmental Management zone is to provide for the protection, conservation and management of land with significant ecological, scientific, cultural or scenic value. Additionally use and development is required to be consistent with the protection, conservation and management of the values of the land; and applicable reserved land management objectives and objectives of reserve management plans. The works as detailed within the application are associated with a resource development use. The use table as per 23.2 has a permitted pathway if either for grazing or an authority under the *National Parks and Reserve Management Regulations 2019* is granted by the Managing Authority, or approved by the

Director-General of Lands under the *Crown Lands Act 1976*. The application does not meet either of the permitted pathway qualifications, and it is required to be assessed under the performance criteria.

Assessment against the performance criteria is to have consideration of each subpoint to meet the requirements of the criteria. The mandatory requirement, and the primary question posed by the performance criteria, is that the application must demonstrate why the proposed use must be consistent with the values of the land.

The following commentary from TASCAT which describes the method of undertaking assessment with the phrase 'having regard to":

"The process of having regard to each subclause requires that they must be considered and given due weight in the assessment of compliance, but it does not necessitate strict compliance with each subclause." [1]

To determine whether the use is appropriate for the site the assessment against each subclause is as follows:

(a) the significance of the ecological, scientific, cultural or scenic values;

The associated works are confined to a 40m x 6m area located on Eagle Point Beach. The works within the application do not appear to impact upon any native vegetation communities, intact coastal dunes system or other undisturbed environmental features. As part of the provided planning assessment, a Natural Values Atlas was provided which identified no threatened flora within 500m of the subject site. The planning officer contacted a representative from the Department of Natural Resources and Environment Tasmania regarding potential environmental concerns with the proposal. As part of their process, a conservation assessment was undertaken for the application, and there were no issues or concerns with the proposed activity. Consideration is given to areas which are considered sensitive areas, and relevant conditions may be included on a licence dependent on information found within the conservation assessment. The issuing of the Crown licence acknowledges the proposal area as an area which has been previously disturbed and is appropriate for the construction of the aquaculture launch and retrieval point.

On completion of the proposed works, the launch and retrieval point is to be blended into the surrounding environment to lessen any impacts upon the scenic values of the site. It is proposed that the crushed rock and gravel surface will be graded and blended into the surrounding foreshore profile, preserving the informal and natural appearance of the beach environment. To ensure that the access and retrieval point is blended into the surrounding environment the following condition is to be included on any issued permit:

COMPATIBILITY WITH SURROUNDING ENVIRONMENT

The access and retrieval point as detailed within the endorsed plans is to be graded and blended into the surrounding foreshore profile to the satisfaction of the Director of Development and Regulatory services.

(b) the protection, conservation, and management of the values;

The application is consistent with the protection, conservation and management of the environmental values of the beach. If vehicle movements were to continue without a suitable surface, disturbances to sediment through rutting and wheel spin would increase the amount of erosion and have a greater potential impact on the localised environment. The applicant has also mentioned that within the existing Crown licence, the licencee is required to maintain the access infrastructure to a standard necessary to undertake the authorised marine farming activity. In

[1] B Paterson& Ors v Hobart City Council and Tasmania Wild Experience Pty Ltd [2020] TASRMPAT 24 at [45] & [72]

respect to the above, the proposed development is a suitable alternative, and provides a beneficial surface to protect, conserve and manage the environmental values of the land.

(c) the specific requirements of the use to operate;

The proposal is to establish a launch and retrieval point to support an existing aquaculture enterprise within the adjoining marine environment. The proposal aims to establish a suitable vessel launching point to minimise further beach degradation associated with launching directly from the beach. The planning consultant has provided the following response "*Commercial oyster farming is inherently dependent upon reliable tidal access between land-based facilities and offshore marine lease areas. The subject access represents the principal interface between the terrestrial road network and Marine Farm Lease No's. 095 and 145, enabling vessels, equipment and personnel to safely access the licenced marine farming operations."* Councils planning officer agrees with the above statement as any aquaculture-based activity requires a suitable launch point to facilitate marine based farming. In the case of the existing aquaculture use, there are Crown licences in place to allow for ongoing aquaculture operations. Without a suitable launch and retrieval point, further degradation to the beach may occur. It is important to note that the use of the beach itself does not inherently require a permit, rather the works associated with the use require a permit. Eagle Point Beach can continue to be used as a launch and retrieval point for vessels which may result in degradation to the beach environment. The proposal allows for associated aquaculture vessels to launch during ideal tidal conditions while reducing further degradation of the beach.

(d) the location, intensity and scale of the use;

The works are confined to Eagle Point Beach as shown within Figure 1. The works comprise an area of approximately 40 metres by 6 metres and are confined to an existing Crown access licence. The application does not seek to establish a concrete boat ramp intended for the public. Rather, it is for the placement of crushed rock to be used for the sole purpose of aquaculture vessel launching and retrieval. The use of crushed rock in the construction of the ramp will assist in blending the workings into the surrounding beach. A condition has been recommended to be included on any issued permit to blend the ramp into the surrounding environment.

(e) the characteristics and type of the use;

The proposal is ancillary to the existing oyster farming operations conducted within the Port Sorell estuary. Appropriate launch and retrieval points are vital for aquaculture operations to allow for periodic access and retrieval of vessels. The proposal does not change the use as what has previously commenced many years ago, however it improves the safety and functionality of the point. As previously stated within subpoint (c) the use does not require a permit to use the beach. A permit is required in this instance as works are required to improve a launch and retrieval point. The application demonstrates that the infrastructure is integral to the authorised marine farming enterprise and does not constitute an independent or competing land use.

(f) traffic and parking generation;

The applicant has indicated that there may be a total of 12 vehicles movements associated with the use. On further discussion with the applicant, this number has been provided as a maximum scenario for the business depending on the growth of the enterprise. As specified within the application, the vehicle movements associated with the use are two movements a day. The 12-vehicle movement figure used is the maximum expected vehicle movements to and from the area of works and is not 12 separate vessel launches and retrievals. The expected maximum is a potential forecast which recognises the potential growth of the company and is not a guaranteed outcome.

As part of the Crown licences issued for the commercial operation of the land there are requirements relating to the parking of the vehicles on the land. Parking of any vehicles within the Crown land cannot prevent access to Eagle Point Beach. Further consideration and assessment

has been given to the parking requirements within C2.5.1 Car parking numbers of the Parking and Sustainable Transport code.

(g) any emissions and waste produced by the use;

The construction of the access/retrieval point is as follows:

Construction activities are temporary and involve only placement, grading and compaction of locally sourced crushed rock and gravel materials.

On completion of the works, the use of the land is to function in a similar manner to the existing operations. The Crown licence issued for the use imposes specific operation controls such as prohibiting refueling of vehicles within the licence area and the use of appropriate oil spill response equipment. The controls on the licence limit the potential for contamination entering the coastal environment.

The works associated with the construction of the access and retrieval points is using material derived from the nearby quarry. The ongoing waste associated with the use is likely to be low. Ongoing maintenance of the proposal may be required. Appropriate material would be required to effectively maintain the point and comply with the relevant requirements under the *Tasmanian Coastal Works Manual* and the *Waterway and Wetlands Works Manual.* Further to this, the Crown will stipulate additional requirements within their licence to further reduce any waste associated with the use. Emissions associated with the use would stem from the associated aquaculture vehicles. Noise has been considered within the performance criteria of C9.5.1 Activities with the potential to cause emissions.

(h) the measures to minimise or mitigate impacts;

There are a number of measures in place to mitigate any environmental impacts associated with the proposed works. The Environmental Best Practice guidelines in the Wetlands and Waterways Works Manual and the Tasmanian Coastal Works Manual must be complied with to reduce any impacts on the environment. A condition has been recommended to be included on any issued permit to ensure these guidelines are met and to reduce any environmental impacts.

The impacts of the proposal have been further minimised through works occurring within an existing vehicular access area, minimising transport via sourcing material from the nearby quarry, and maintaining the informal appearance of the beach with the blending of the ramp. The use of rock as the surface material and the avoidance of a permanent engineered structure reduce any impacts upon visual amenity and minimise alterations to natural coastal processes.

(i) the storage and handling of goods, materials and waste; and the proximity of any sensitive uses.

The proposal does not involve the ongoing storage of goods, plant, equipment or waste materials upon the subject land. Materials will be brought to the site during the relatively short construction period. After the works are completed, there are no storage facilities, stockpiles or waste handling areas. Any associated operational activities are to continue to occur within the existing marine farming operations as per the conditions of the Crown licence.

(j) the proximity of any sensitive uses.

The proposed works are located near a relatively small node of residential dwellings. This comprises 6 dwellings within a 300m proximity of the proposal with the nearest dwelling located approximately 100m. The work proposed within the application is for the placement and construction of the launch and retrieval point. Councils Environmental Health Officer has recommended times when the construction may occur. This will reduce any disturbance to the surrounding sensitive uses. Consideration for amenity has been given within C9.5.1 of the assessment. Conditions have been recommended to be included on any issued permit which limits the hours of operation of the use. The owner of the business has indicated that the hours of operation are between 7am and – 3:30pm. It is of the Planning Officers' opinion that the specified hours of operation are reasonable considering the zoning of the surrounding area. Given the

potential delay with farming operations the following condition is recommended to be included on any issued permit:

HOURS OF OPERATION

The hours of operation of the launch and retrieval point associated with the aquaculture enterprise are to be within 7am to 6pm.

The provided hours of operation allow for work to occur mostly during daylight hours. It is worthwhile noting that if the development were within the Rural zone there would be no consideration given to impacts of primary industry uses and nearby sensitive uses

23.4 Development Standards for Buildings and Works

23.4.1 Development area

Objective:

That the development area is:

(a) compatible with the values of the site and surrounding area; and

(b) minimises disturbance of the site.

A1 – Acceptable Solution

The development area must:

(a) be not more than 500m2;

(b) be in accordance with an authority under the *National Parks and Reserve Management Regulations 2019* granted by the Managing Authority or the *Nature Conservation Act 2002*; or

(c) be in accordance with an approval of the Director-General of Lands under the *Crown Lands Act 1976.*

A1: Complies. The area which works have occurred is less than 500m²

23.4.2 Building height, setback and siting

No buildings or sensitive uses are proposed within the application.

23.4.3 Exterior finish

No buildings are proposed within the application.

23.4.4 Vegetation management

Objective:

That the site contributes to the values of the surrounding area by restricting vegetation removal.

A1 – Acceptable Solution

Building and works must:

(a) be located on land where the native vegetation cover has been lawfully removed; or

(b) be in accordance with an authority under *National Parks and Reserve Management Regulations 2019* granted by the Managing Authority or the *Nature Conservation Act 2002.*

A1: Complies. The associated works are located on Eagle Point Beach with no native vegetation cover proposed to be removed.

23.5 Development Standards for Subdivision

No subdivision is proposed as part of the application and works are only associated with the vehicle launch and retrieval point.

C1.0 Signs Code

The application does not propose or detail any signage.

The Code does not apply.

C2.0 PARKING AND SUSTAINABLE TRANSPORT CODE

C2.5 Use StandardsUse Standards

C2.5.1

Objective:

That an appropriate level of car parking spaces are provided to meet the needs of the use.

A1 – Acceptable Solution

The number of on-site car parking spaces must be no less than the number specified in Table C2.1, excluding if:

(a) the site is subject to a parking plan for the area adopted by council, in which case parking provision (spaces or cash-in-lieu) must be in accordance with that plan;

(b) the site is contained within a parking precinct plan and subject to Clause C2.7;

(c) the site is subject to Clause C2.5.5; or

(d) it relates to an intensification of an existing use or development or a change of use where:

(i) the number of on-site car parking spaces for the existing use or development specified in Table C2.1 is greater than the number of car parking spaces specified in Table C2.1 for the proposed use or development, in which case no additional on-site car parking is required; or

(ii) the number of on-site car parking spaces for the existing use or development specified in Table C2.1 is less than the number of car parking spaces specified in Table C2.1 for the proposed use or development, in which case on-site car parking must be calculated as follows:

a. N = A + (C- B)

b. N = Number of on-site car parking spaces required

c. A = Number of existing on site car parking spaces

d. B = Number of on-site car parking spaces required for the existing use or development specified in Table C2.1

e. C= Number of on-site car parking spaces required for the proposed use or development specified in Table C2.1.

A1: Does not comply. The aquaculture use has the following parking space requirements:

2 spaces per 3 employees

The application does not propose any parking spaces associated with the use. Further assessment against the performance criteria is required.

P1.1 – Performance Criteria

The number of on-site car parking spaces for uses, excluding dwellings, must meet the reasonable needs of the use, having regard to:

(a) the availability of off-street public car parking spaces within reasonable walking distance of the site;

(b) the ability of multiple users to share spaces because of:

  (i) variations in car parking demand over time; or

  (ii) efficiencies gained by consolidation of car parking spaces;

(c) the availability and frequency of public transport within reasonable walking distance of the site;

(d) the availability and frequency of other transport alternatives;

(e) any site constraints such as existing buildings, slope, drainage, vegetation and landscaping;

(f) the availability, accessibility and safety of on-street parking, having regard to the nature of the roads, traffic management and other uses in the vicinity;

(g) the effect on streetscape; and

(h) any assessment by a suitably qualified person of the actual car parking demand determined having regard to the scale and nature of the use and development.

P1.2 – Performance Criteria

The number of car parking spaces for dwellings must meet the reasonable needs of the use, having regard to:

(a) the nature and intensity of the use and car parking required;

(b) the size of the dwelling and the number of bedrooms; and

(c) the pattern of parking in the surrounding area.

P1.1 Assessment: The associated works are for a launch and retrieval point associated with the aquaculture farming leases operated within the Port Sorell Estuary. Employee parking associated with the use occurs within a private freehold lot. A tractor and trailer are proposed to park informally near the launch and retrieval point while the vessel is out. The tractor is required to be parked near the site to be able to practically and reasonably retrieve the vessel on return. On further discussion with a member of the Department of Natural Resource and Environment, the owner of the company has a commercial licence within the Crown land. As part of this licence the owner is required to not prevent access to the beach with the parking of the vehicle and trailer. It is recommended that a condition is to be included on any issued permit to allow for public access to the beach which is as follows:

PARKING

The launch and retrieval vehicles are to be parked in such a way which allows for public access to Eagle Point Beach from the nearest beach access to the proposal.

P1.2 Assessment: No dwellings are proposed within the application.

C2.5.2 Bicycle parking numbersBicycle parking numbers

Objective:

That an appropriate level of bicycle parking spaces are provided to meet the needs of the use.

A1 – Acceptable Solution

Bicycle parking spaces must:

(a) be provided on the site or within 50m of the site; and

(b) be no less than the number specified in Table C2.1.

A1: Complies. There is no requirement for bicycle parking to be provided for the Resource Development use.

C2.5.3 Motorcycle parking numbers Motorcycle parking numbers

Objective:

That the appropriate level of motorcycle parking is provided to meet the needs of the use.

A1 – Acceptable Solution

The number of on-site motorcycle parking spaces for all uses must:

(a) be no less than the number specified in Table C2.4; and

(b) if an existing use or development is extended or intensified, the number of on-site motorcycle parking spaces must be based on the proposed extension or intensification, provided the existing number of motorcycle parking spaces is maintained.

A1: Complies. Under Table C2.4, there is no requirement for motorcycle parking spaces to be provided.

C2.5.4 Loading Bays

No loading bays are proposed as part of the application. The application is for a launch and retrieval point.

C2.5.5 Number of car parking spaces within the General Residential Zone and Inner Residential Zone

The site is not within the General Residential Zone or the Inner Residential zone.

C2.6 Development Standards for Buildings and WorksDevelopment Standards for Buildings and Works

C2.6.1 Construction of parking areasConstruction of parking areas

Objective:

That parking areas are constructed to an appropriate standard.

A1 – Acceptable Solution

All parking, access ways, manoeuvring and circulation spaces must:

(a) be constructed with a durable all weather pavement;

(b) be drained to the public stormwater system, or contain stormwater on the site; and

(c) excluding all uses in the Rural Zone, Agriculture Zone, Landscape Conservation Zone, Environmental Management Zone, Recreation Zone and Open Space Zone, be surfaced by a spray seal, asphalt, concrete, pavers or equivalent material to restrict abrasion from traffic and minimise entry of water to the pavement.

A1: Complies. There are no parking spaces proposed within the application.

C2.6.2 Design and layout of parking areas Design and layout of parking areas

Objective:

That parking areas are designed and laid out to provide convenient, safe and efficient parking.

A1.1 – Acceptable Solution

Parking, access ways, manoeuvring and circulation spaces must either:

(a) comply with the following:

(i) have a gradient in accordance with *Australian Standard AS 2890 - Parking facilities, Parts 1-6*;

(ii) provide for vehicles to enter and exit the site in a forward direction where providing for more than 4 parking spaces;

(iii) have an access width not less than the requirements in Table C2.2;

(iv) have car parking space dimensions which satisfy the requirements in Table C2.3;

(v) have a combined access and manoeuvring width adjacent to parking spaces not less than the requirements in Table C2.3 where there are 3 or more car parking spaces;

(vi) have a vertical clearance of not less than 2.1m above the parking surface level; and

(vii) excluding a single dwelling, be delineated by line marking or other clear physical means; or

(b) comply with *Australian Standard AS 2890- Parking facilities, Parts 1-6*.

A1.2 – Acceptable Solution

Parking spaces provided for use by persons with a disability must satisfy the following:

(a) be located as close as practicable to the main entry point to the building;

(b) be incorporated into the overall car park design; and

(c) be designed and constructed in accordance with *Australian/New Zealand Standard AS/NZS 2890.6:2009 Parking facilities, Off-street parking for people with disabilities*. [S35]

Footnotes

[S35] Requirements for the number of accessible car parking spaces are specified in part D3 of the National Construction Code 2016.

A1: N/A. No parking areas are proposed within the application.

C2.6.3 Number of accesses for vehicles Number of accesses for vehicles

Objective:

That:

(a) access to land is provided which is safe and efficient for users of the land and all road network users, including but not limited to drivers, passengers, pedestrians and cyclists by minimising the number of vehicle accesses;

(b) accesses do not cause an unreasonable loss of amenity of adjoining uses; and

(c) the number of accesses minimise impacts on the streetscape.

A1 – Acceptable Solution

The number of accesses provided for each frontage must:

(a) be no more than 1; or

(b) no more than the existing number of accesses,

whichever is the greater.

A1: N/A. No access to a frontage is proposed.

A2 – Acceptable Solution

Within the Central Business Zone or in a pedestrian priority street no new access is provided unless an existing access is removed.

A2: N/A. The site is not within a Central Business Zone.

C2.6.4 Lighting of parking areas within the General Business Zone and Central Business Zone

The site is not within a General Business Zone or a Central Business Zone.

C2.6.5 Pedestrian access

Objective:

That pedestrian access within parking areas is provided in a safe and convenient manner.

A1.1 – Acceptable Solution

Uses that require 10 or more car parking spaces must:

(a) have a 1m wide footpath that is separated from the access ways or parking aisles, excluding where crossing access ways or parking aisles, by:

(i) a horizontal distance of 2.5m between the edge of the footpath and the access way or parking aisle; or

(ii) protective devices such as bollards, guard rails or planters between the footpath and the access way or parking aisle; and

(b) be signed and line marked at points where pedestrians cross access ways or parking aisles.

A1.2 – Acceptable Solution

In parking areas containing accessible car parking spaces for use by persons with a disability, a footpath having a width not less than 1.5m and a gradient not steeper than 1 in 14 is required from those spaces to the main entry point to the building.

A1: N/A. The application does not propose a use which requires 10 or more parking spaces.

C2.6.6 Loading bays

No loading bays are proposed as part of the application. The application is for a launch and retrieval point.

C2.6.7 Bicycle parking and storage facilities within the General Business Zone and Central Business Zone

The site is not within a General Business Zone or Central Business Zone.

C2.6.8 Siting of parking and turning areas

The site is not within a Inner Residential Zone, Village Zone, Urban Mixed Use Zone, Local Business Zone, General Business Zone or Central Business Zone.

C2.7 Parking Precinct Plan

The site is not within an identified parking precinct plan.

C3.0 Road and Railway Assets Code

The application does not involve vehicle movements within a public road nor requires a new vehicular crossing.

The code does not apply.

C4.0 Electricity Transmission Infrastructure Protection Code

The subject site is not near an electricity transmission corridor, communication station buffer area or substation facility buffer area.

The Code does not apply.

C5.0 Telecommunications Code

There is no telecommunications infrastructure proposed.

The Code does not apply.

C6.0 Local Historic Heritage Code

The subject site is not a local heritage place nor is it located in a local heritage/landscape precinct.

The Code does not apply.

C7.0 Natural Assets Code

C7.0 NATURAL ASSETS CODE

C7.6 Development Standards for Buildings and Works

C7.6.1 Buildings and works within a waterway and coastal protection area or a future coastal refugia area

Objective:

That buildings and works within a waterway and coastal protection area or future coastal refugia area will not have an unnecessary or unacceptable impact on natural assets.

A1 – Acceptable Solution

Buildings and works within a waterway and coastal protection area must:

(a) be within a building area on a sealed plan approved under this planning scheme;

(b) in relation to a Class 4 watercourse, be for a crossing or bridge not more than 5m in width; or

(c) if within the spatial extent of tidal waters, be an extension to an existing boat ramp, car park, jetty, marina, marine farming shore facility or slipway that is not more than 20% of the area of the facility existing at the effective date.

A1: Does not comply. The application is for works within an identified waterway and coastal protection area.

P1.1 – Performance Criteria

Buildings and works within a waterway and coastal protection area must avoid or minimise adverse impacts on natural assets, having regard to:

(a) impacts caused by erosion, siltation, sedimentation and runoff;

(b) impacts on riparian or littoral vegetation;

(c) maintaining natural streambank and streambed condition, where it exists;

(d) impacts on in-stream natural habitat, such as fallen logs, bank overhangs, rocks and trailing vegetation;

(e) the need to avoid significantly impeding natural flow and drainage;

(f) the need to maintain fish passage, where known to exist;

(g) the need to avoid land filling of wetlands;

(h) the need to group new facilities with existing facilities, where reasonably practical;

(i) minimising cut and fill;

(j) building design that responds to the particular size, shape, contours or slope of the land;

(k) minimising impacts on coastal processes, including sand movement and wave action;

(l) minimising the need for future works for the protection of natural assets, infrastructure and property;

(m) the environmental best practice guidelines in the Wetlands and Waterways Works Manual; and

(n) the guidelines in the Tasmanian Coastal Works Manual.

P1.2 – Performance Criteria

Buildings and works within the spatial extent of tidal waters must be for a use that relies upon a coastal location to fulfil its purpose, having regard to:

(a) the need to access a specific resource in a coastal location;

(b) the need to operate a marine farming shore facility;

(c) the need to access infrastructure available in a coastal location;

(d) the need to service a marine or coastal related activity;

(e) provision of essential utility or marine infrastructure; or

(f) provisions of open space or for marine-related educational, research, or recreational facilities.

P1.1 Assessment:

The application is required to demonstrate that the works within a waterway and coastal protection area must avoid or minimise adverse impacts on natural assets, having regard to

a) impacts caused by erosion, siltation, sedimentation and runoff;

Impacts associated with erosion, siltation and runoff are considered within the Wetlands and Waterways Works Manual and the Tasmanian Coastal Works Manual. A condition is to be recommended on any permit issued to ensure impacts associated erosion, siltation, sedimentation and runoff are reduced. The manual also considers any ongoing maintenance of works within waterway and coastal areas. The proposal in its completed form will have less impact on erosion compared to if launching were to occur from the beach without a suitable surface.

b) impacts on riparian or littoral vegetation;

The impacts upon riparian or littoral vegetation refer to any vegetation which may be either on Eagle Point Beach or within the water immediately off the beach. On a site visit the planning officer did not note any riparian vegetation within the vicinity of the proposal. There also do not appear to be any seagrass beds within the vicinity of the site as shown within

the Seagrass distributions and species layer on the LIST (Land Information System Tasmania).

c) maintaining natural streambank and streambed condition, where it exists;

There are no proposed works which will alter the natural streambank and streambed. The works are confined to a 40m x 6m stretch of beach with no in-stream works required.

d) impacts on in-stream natural habitat, such as fallen logs, bank overhangs, rocks and trailing vegetation;

There are no proposed works which will alter the natural streambank and streambed. There are no in-stream works proposed.

e) the need to avoid significantly impeding natural flow and drainage;

The area of the associated works comprises a relatively low area compared to the overall size of the Port Sorell Estuary. It is highly unlikely that the works will impede on the natural flow and drainage of the estuary.

f) the need to maintain fish passage, where known to exist;

The area of the proposed works comprises a relatively small size in comparison to the width of the Port Sorell Estuary. Given the extent of the works, it is highly unlikely that the works will prevent any known fish passages. The aerial on the LIST does show a small island which mostly appears during low tide which is adjacent to the proposed works. The distance between the works and this island are still sufficient to allow for fish passage.

g) the need to avoid land filling of wetlands;

Wetlands as defined within the *Tasmanian Planning Scheme – Latrobe*

means a depression in the land, or an area of poor drainage, that holds water derived from ground water and surface water runoff and supports plants adapted to partial or full inundation and includes an artificial wetland.

No wetlands are being filled as a part of the application.

h) the need to group new facilities with existing facilities, where reasonably practical;

Aerial imagery of the site shows a boat ramp located approximately 540m north west of the proposed works location. It is the planning officers understanding that there are currently issues associated with suitable access to this boat ramp. In addition to this issue, on further discussion with the applicant it has been deemed that the existing boat ramp is not suitable for the aquaculture vessel. The site on which the works are proposed, appears to have had vehicular access to the point from historic imagery from the 1960s. It is reasonable to assume that the point has been historically used to launch vessels which is reflective of the access width to the beach. The proposed works seek to stabilise the ground to be able to adequately launch vessels without causing significant damage to the beach environment. In addition to this the granting of the Crown licence demonstrates to an extent the appropriateness of a launch point in the area.

i) minimising cut and fill;

The placement of rock seeks to minimise the amount of cut and fill required. The works associated within the application requires substantially less cut when compared to works associated with a concrete boat ramp. On completion of the works, the ramp is to be blended into the surrounding beach to make the works compatible with the surrounding environment.

j) building design that responds to the particular size, shape, contours or slope of the land;

No buildings are proposed as part of the proposed development.

k) minimising impacts on coastal processes, including sand movement and wave action;

The works are required to minimise any degradation of the existing beach regarding any rutting, wheel spin, localised erosion and unnecessary disturbance of surrounding foreshore sediments during vessel launching and retrieval operations. Given the extent and height of the works, it is unlikely there will be any significant impact on wave action.

l) minimising the need for future works for the protection of natural assets, infrastructure and property;

The proposed works have a relatively low bulk regarding the height of the works. The development in its form will not have a substantial impact on the coastal process occurring within Eagle Point Beach. Any maintenance works will need to be conducted in accordance with the best practice guidelines in the Wetlands and Waterway Works Manual and guidelines in the Tasmanian Coastal Works Manual.

m) the environmental best practice guidelines in the Wetlands and Waterways Works Manual; and

The Wetlands and Waterways Works Manual aims to minimise environmental harm. The guideline outlines that the following environmental harm may occur within any works which may occur in or near a waterway. The environmental harm which is most relevant to the application is as follows

- eroding stream beds and banks
- filling in deep holes and pools
- polluting water
- destroying riparian and wetland vegetation

The works associated with the development are relatively low impact when considering the entirety of the proposed works. The overall height and overall footprint are relatively low when considering the surrounding environment. Any works and maintenance of the access and retrieval point is required to meet the relevant requirements not only under the *Land Use Planning and Approvals Act* but also other legislation. To ensure that the works are carried out in a manner that minimises environmental impact, it is recommended that the following condition is included on any issued report:

WETLANDS AND WATERWAYS WORKS MANUAL

All works must be undertaken in accordance with the relevant environmental best-practice guidelines outlined in the Wetlands and Waterways Works Manual, with appropriate measures implemented to minimise environmental disturbance, control erosion and sedimentation, and protect surrounding natural values.

n) the guidelines in the Tasmanian Coastal Works Manual.

The guidelines within the Tasmanian Coastal Works Manual have a series of guidelines on specific management issues or approaches that complement each of the 15 chapters within the manual. To ensure that works are undertaken in a manner that is consistent with the relevant guidelines within the Tasmanian Coastal works Manual it is recommended that the following condition is included on any issued permit.

TASMANIAN COASTAL WORKS

Any works and maintenance are to minimise adverse impacts on coastal natural values and must be undertaken in accordance with the relevant best-practice guidelines outlined in the Tasmanian Coastal Works Manual.

P1.2 Assessment:

The application is required to demonstrate that the works within the spatial extent of tidal waters must be for a use that relies upon a coastal location to fulfil its purpose, having regard to:

(a) **the need to access a specific resource in a coastal location;**

The details of the works are to allow for an effective access and retrieval point associated with an existing marine farming leases operated by the Shearwater Oyster Supply Pty Ltd.

Given the nature of the aquaculture an effective launch and retrieval point is required to facilitate the existing farming operations. The works are ancillary infrastructure to the existing oyster farm enterprise located in the surrounding marine environment.

(b) **the need to operate a marine farming shore facility;**

The works within the application are not directly for a marine shore facility however are associated with one. As discussed within the prior point the associated works have been constructed to improve the retrieval and launch point associated with an existing oyster farming lease within the marine environment. The proposed launch point will assist in launching vessels in ideal tidal conditions.

The proposal is to improve vehicular movements between the land and ocean and reduce any associated erosion and any continuous harm to the coastal environment when launching are retrieving vessels.

(c) **the need to access infrastructure available in a coastal location;**

The works are required to have an effective way to get to the existing oyster farming operations conducted within the adjoining body of water.

(d) **the need to service a marine or coastal related activity;**

As discussed within the prior sub points the works are required to services the existing oyster farming operations within the area.

(e) **provision of essential utility or marine infrastructure; or**

The proposed development does not provide for essential utility or marine infrastructure. The application is for an access/retrieval point associated with the existing marine farming leases in the area.

(f) **provisions of open space or for marine-related educational, research, or recreational facilities.**

The application does not provide for a launch point associated with marine-related educational, research, or recreational facilities. As discussed within the previous points the associated works are essential to the continued operation of the aquaculture operations within the estuary. It is recommended that a sign is to be included on any issued permit which limits the use of the access and retrieval point for the sole operation of the aquaculture use as proposed within the application.

A2 – Acceptable Solution

Buildings and works within a future coastal refugia area must be located within a building area on a sealed plan approved under this planning scheme.

A2: Does not comply. The application proposes works within the future coastal refugia area. Further assessment against the performance criteria is required.

P2.1 – Performance Criteria

Buildings and works within a future coastal refugia area must allow for natural coastal processes to continue to occur and avoid or minimise adverse impacts on natural assets, having regard to:

(a) allowing for the landward transgression of sand dunes and the landward colonisation of wetlands, saltmarshes and other coastal habitats from adjacent areas;

(b) avoiding the creation of barriers or drainage networks that would prevent future tidal inundation;

(c) allowing the coastal processes of sand deposition or erosion to continue to occur;

(d) the need to group new facilities with existing facilities, where reasonably practical;

(e) the impacts on native vegetation;

(f) minimising cut and fill;

(g) building design that responds to the particular size, shape, contours or slope of the land;

(h) the impacts of sea-level rise on natural coastal processes and coastal habitat;

(i) the environmental best practice guidelines in the Wetlands and Waterways Works Manual; and

(j) the guidelines in the Tasmanian Coastal Works Manual.

P2.2 – Performance Criteria

Buildings and works within a future coastal refugia area must be for a use that relies upon a coastal location to fulfil its purpose, having regard to:

(a) the need to access a specific resource in a coastal location;

(b) the need to operate a marine farming shore facility;

(c) the need to access infrastructure available in a coastal location;

(d) the need to service a marine or coastal related activity;

(e) provision of essential utility or marine infrastructure; and

(f) provision of open space or for marine-related educational, research, or recreational facilities.

P2.1 Assessment:

The application is required to demonstrate whether the natural coastal processes can continue whilst minimising any adverse impacts on natural assets having regard to the following:

(a) allowing for the landward transgression of sand dunes and the landward colonisation of wetlands, saltmarshes and other coastal habitats from adjacent areas;

The described works are for a weatherable material being crushed rock which on completion is to be blended into the surrounding environment. In comparison to a concrete launch point the proposal would have little impact on landward transgression of sand dunes or the landward colonisation of wetlands, saltmarshes and other coastal habitats from adjacent areas. This is largely due to the type of material used within the works. There are no barriers proposed which would prevent either land transgression or landward colonisation. The context of the works is of a scale which will avoid any interference with the evolution of the foreshore.

(b) avoiding the creation of barriers or drainage networks that would prevent future tidal inundation;

The application does not propose the construction of a conventional concrete boat ramp, seawall, revetment, or other permanent coastal engineering structure. The works remain relatively low impact comprising of crushed rock base material and a gravel wearing surface. Given no additional works are proposed and the relatively low bulk form of the works, the application is unlikely to have a significant impact upon natural coastal process. The application is unlikely to create a barrier which would prevent future tidal inundation and does not create a drainage network.

(c) allowing the coastal processes of sand deposition or erosion to continue to occur;

The proposal is designed in a way which will not have a substantial impact on sand deposition or erosion. The proposal has a relatively low built form compared to an engineered structure. On completion of the works, they are to be graded, and the surface is to blend into the surrounding beach. Natural tidal activity and wave action will still be able to occur.

(d) the need to group new facilities with existing facilities, where reasonably practical;

The application is for a standalone access and retrieval point for an established aquaculture enterprise conducted within the estuary. There is a nearby boat ramp where the proposed access and retrieval point is located. The applicant has indicated that the existing ramp along Eagle Point Beach is not suitable as a launch point for their vessel. The Department of Natural Resources and Environment have issued a licence for the area where the proposal is located. Consideration from Crown has not been given for any alternative sites and assessment has been given for the proposed location as detailed within the application.

(e) the impacts on native vegetation;

The proposed works will not have any impacts on native vegetation. The subject site within the application is shown to be relatively free of vegetation. A condition is recommended to be included on any issued permit which prevents vegetation removal.

REMOVAL OF NATIVE VEGETATION

Any vegetation removal must be in accordance with an authority under National Parks and Reserve Management Regulations 2019 granted by the Managing Authority or the Nature Conservation Act 2002.

(f) minimising cut and fill;

There is no significant cut and fill proposed within the application. The associated works are for a relatively small rock access and retrieval point which is to be blended into the natural environment.

(g) building design that responds to the particular size, shape, contours or slope of the land;

No buildings are proposed.

(h) the impacts of sea-level rise on natural coastal processes and coastal habitat;

Consideration has gone into the design of the proposal. The use of a weatherable material such as rock will have a much smaller impact upon natural coastal processes and coastal habitat when compared to an engineered structure. The application establishes a relatively low impact access/retrieval point in a location which has previously been used as an area for vessel launching. Rather than established an engineered structure which would require ongoing maintenance the proposal allows for a reasonably low impact design which will not require significant upkeep. Any works will additionally need to be in line with the principles reflected in the Wetlands and Waterways Works Manual and the Tasmanian Coastal Works Manual.

(i) the environmental best practice guidelines in the Wetlands and Waterways Works Manual; and

Consideration has been given to the Wetlands and Waterways Works Manual within C7.6.1 and relevant conditions are recommended to be included on any issued permit.

(j) the guidelines in the Tasmanian Coastal Works Manual.

Consideration has been given to the Tasmanian Coastal Works Manual within C7.6.1 and relevant conditions are recommended to be included on any issued permit.

P2.2 Assessment:

Works within a future coastal refugia area must be for a use that relies upon a coastal location to fulfil its purpose, having regard to:

(a) the need to access a specific resource in a coastal location;

The details of the works are to allow for an effective access and retrieval point associated with an existing marine farming leases operated by the Shearwater Oyster Supply Pty Ltd. An effective launch and retrieval point is required to facilitate the existing farming operations.

The works are ancillary infrastructure to the existing oyster farm enterprise located in the surrounding marine environment.

(b) the need to operate a marine farming shore facility;

The works within the application are not directly for a marine shore facility however are associated with one. As discussed within the prior point the associated works have been constructed to improve the retrieval and launch point associated with an existing oyster farming lease within the marine environment. The proposed launch point will assist in launching vessels in ideal tidal conditions.

The proposal is to improve vehicular movements between the land and ocean and reduce any associated erosion and any continuous harm to the coastal environment when launching and retrieving vessels.

(c) the need to access infrastructure available in a coastal location;

The works are required to have an effective way to get to the existing oyster farming operations conducted within the adjoining body of water.

(d) the need to service a marine or coastal related activity;

As discussed within the prior sub points the works are required to service the existing oyster farming operations within the area.

(e) provision of essential utility or marine infrastructure; or

The proposed development does not provide for essential utility or marine infrastructure. The application is for an access/retrieval point associated with the existing marine farming leases in the area.

(f) provisions of open space or for marine-related educational, research, or recreational facilities.

The application does not provide for a launch point associated with marine-related educational, research, or recreational facilities. As discussed within the previous points the associated works are essential to the continued operation of the aquaculture operations within the estuary. It is recommended that a sign is to be included on any issued permit which limits the use of the access and retrieval point for the sole operation of the aquaculture use as proposed within the application.

A3 – Acceptable Solution

Development within a waterway and coastal protection area or a future coastal refugia area must not involve a new stormwater point discharge into a watercourse, wetland or lake.

A3: Complies. The application does not involve any new stormwater point discharge into a watercourse, wetland or lake.

A4 – Acceptable Solution

Dredging or reclamation must not occur within a waterway and coastal protection area or a future coastal refugia area.

A4: Complies. The application does not propose any dredging or reclamation.

A5 – Acceptable Solution

Coastal protection works or watercourse erosion or inundation protection works must not occur within a waterway and coastal protection area or a future coastal refugia area.

A5: N/A. The application is not for coastal protection works or watercourse erosion or inundation protection works.

C7.6.2 Clearance within a priority vegetation area

Objective:

That clearance of native vegetation within a priority vegetation area:

(a) does not result in unreasonable loss of priority vegetation;

(b) is appropriately managed to adequately protect identified priority vegetation; and

(c) minimises and appropriately manages impacts from construction and development activities.

A1 – Acceptable Solution

Clearance of native vegetation within a priority vegetation area must be within a building area on a sealed plan approved under this planning scheme.

A1: Complies. No native vegetation is proposed to be removed as part of the application. A condition is recommended to be included on any issued permit which will prevent native vegetation removal.

C7.7 Development Standards for Subdivision

The application does not propose subdivision.

C8.0 Scenic Protection Code

The subject site is not near any classified scenic protection areas or scenic road corridors.

The Code does not apply.

C9.0 ATTENUATION CODE

C9.5 Use Standards

C9.5.1 Activities with potential to cause emissions

Objective:

That an activity with potential to cause emissions is located so that it does not cause an unreasonable impact on an existing sensitive use.

A1 – Acceptable Solution

The attenuation area of an activity listed in Tables C9.1 or C9.2 must not include:

(a) a site used for a sensitive use which is existing;

(b) a site that has a planning permit for a sensitive use; or

(c) land within the General Residential Zone, Inner Residential Zone, Low Density Residential Zone, Rural Living Zone A, Rural Living Zone B, Village Zone or Urban Mixed Use Zone.

A1: Does not comply. The application is associated with an aquaculture operation which under table C9.1 has the following attenuation distances:

300m - Marine or estuarine operations - emissions such as odour and noise.

100m - Land operations - emissions such as odour and noise.

There are existing sensitive uses within the specified attenuation distances; further assessment against the performance criteria is required.

P1 – Performance Criteria

An activity listed in Tables C9.1 or C9.2 must not cause:

(a) an unreasonable loss of amenity or unreasonable impacts on health and safety of a sensitive use which is existing, or has a planning permit; or

(b) unreasonable impacts on land within the relevant attenuation area that is in the General Residential Zone, Inner Residential Zone, Low Density Residential Zone, Rural Living Zone A, Rural Living Zone B, Village Zone or Urban Mixed Use Zone, having regard to:

(i) operational characteristics of the activity;

(ii) scale and intensity of the activity;

(iii) degree of hazard or pollution that may be emitted from the activity;

(iv) hours of operation of the activity;

(v) nature of likely emissions such as noise, odour, gases, dust, particulates, radiation, vibrations or waste;

(vi) existing emissions such as noise, odour, gases, dust, particulates, radiation, vibrations or waste; and

(vii) measures to eliminate, mitigate or manage emissions from the activity.

P1 Assessment: The proposed works associated with the aquaculture operations are within 100m of three sensitive uses within the area as shown in the figure below.



Figure 6: Dwellings within 100m of shared site boundary (approximate area of proposed works outlined in yellow)

The marine and estuarine operations are located more than 300m from a sensitive use and do not require consideration within this assessment. The works which are associated with the land operations of the use need consideration within the performance criteria. The land operations are the launch and retrieval associated with the aquaculture vessel and tractor. There is no processing of any materials at the launch and retrieval point. Noise impacts associated during the use will largely be associated with the use of engines for either the tractor or aquaculture vessel. The timeframes which these engines will be running will be limited to the times of vessel launching and retrieval. Conditions have been recommended to be included on any issued permit which will limit the hours of operation. With the inclusion of this condition, impacts upon amenity will be reduced. The adjoining sensitive uses are located within the Rural zone and not a residential zone as per the residential zonings within the *Tasmanian Planning Scheme.* The residential node is additionally located near an operation quarry which would operate during daylight hours. Limiting the hours of operation by the recommended condition is considered reasonable given the zoning of the area. It is found that the proposal does not result in an unreasonable loss of amenity.

C9.5.2 Sensitive use within an attenuation area

No sensitive use is proposed.

C9.6 Development Standards for Subdivision

C9.6.1 Lot design

No subdivision is proposed.

C10.0 Coastal Erosion Hazard Code

The site is located within a Coastal erosion investigation area. Clause C10 Coastal Erosion Hazard Code of the *Tasmanian Planning Scheme – Latrobe* does not apply. The application provides justification as to why the development is exempt from the code. Under 10.4.1 the resource development use is exempt from the code unless it is within the high coastal erosion hazard band and is for building work or plumbing work as defined in the *Building Act 2016.*

The Code does not apply.

C11.0 Coastal Inundation Hazard Code

The application is exempt under C11.4.1 (d) as the applications is associated with development of land associated with a Resource Development (aquaculture).

The Code does not apply.

C12 Flood Prone Areas Code

The subject site is not in an identified flood prone area.

The Code does not apply.

C13.0 Bushfire Prone Areas Code

The subject site is located under the Bushfire Prone Areas overlay. The Code only applies to subdivision and uses that are classified as vulnerable or hazardous.

The application does not propose subdivision nor a vulnerable or hazardous use.

C14 Potentially Contaminated Land Code

The subject site is not identified as potentially contaminated land.

The Code does not apply.

C15 Landslip Hazard Code

No use or development is located under a landslip hazard overlay.

The Code does not apply.

C16 Safeguarding of Airports Code

The subject site is not located within an airport noise exposure area or an airport obstacle limitation area.

The Code does not apply.

DISCUSSION

Five (5) representations were received following public exhibition of the proposal. A copy of the representations has been provided to Councillors. The matters raised in the representations are as follows, and Council's Statutory Planning Officer makes the following comments in response to these concerns:

a) **The aquaculture enterprise should be required to use the existing boat ramp rather than the one within the application**

The representors are concerned regarding the location of the proposed works and whether the existing boat ramp located to the northeast of the proposal is capable of being used as an alternative. Consideration has been given to the need to group new and existing facilities within Clause 7.6.1 P1.1 subpoint (h).

b) The representor is concerned regarding the number of vehicle movements as detailed within the application

The number of vehicle movements could increase to 10-12 launches the day after any permit is issued and potential conflicts with commercial vehicle movements. The representor is concerned regarding conflict with commercial vehicle movements and residential vehicle movements.

The 12-vehicle movement figure is the maximum expected vehicle movements to and from the area of works and is not 12 separate vessel launches and retrievals. The expected maximum is a potential forecast which recognizes the potential growth of the company and is not a guarantee. As the application does not involve vehicle movements on a public road and is within a Crown owned parcel of land C3.0 Road and Railway Assets Code does not require assessment.

c) The tractor and launch vehicle takes up the entirety of the shared access road and there are limited parking areas.

The representor is concerned regarding the shared access road to the site and where the tractor is parked. The road is located within a Crown owned parcel of land. Any conflicts with vehicles using the road will require management through the Crown and details of any licences. Assessment against C3.0 is not required for the application. A condition has been recommended to be included on any issued permit regarding the parking of the tractor.

d) Environmental plan for any fuel/oil spills while sitting there

The representors are concerned regarding any potential oil spills associated with the vehicles used on site. The Crown licence prohibits the refuelling of vessels within the licenced area and requires appropriate spill kits and trained personnel in the event of an oil spill.

e) Delivery of items to ramp area

The representors are concerned regarding further deliveries to the launch/retrieval point which will increase vehicle movements along the road.

The application has not specified any additional vehicle movements to and from the launch and retrieval point.

f) Launch and retrievals could occur during any time of day and potential night time activity

The representors are concerned regarding potential vessel launch times and the potential to disturb the residential area. The planning officer has contacted the applicant, and the intended hours of operation are between 7:00am and 3:30pm. It is appropriate to recommend a condition which limits the use to mostly daylight hours between 7am – 6pm which accords with the *Environmental Management and Pollution Control (Noise) Regulations 2026*. This will reduce any impacts upon amenity within the area.

g) Request Parks and Wildlife Services to place signs limiting use in the area

The representors are concerned regarding the continued use of Eagle Point Beach with particular regard to signs restricting day use only, no camping or fire permitted, and no parking signs at the foreshore entry area.

The land is not owned by Latrobe Council and is owned and managed by the Crown. Council does not have the ability particularly under the planning approval process to condition the applicant to include signage regulating the abovementioned concerns. As a planning authority consideration can only be given to matters which relate to the proposed development. On further discussion with a representative of the Department of Natural Resource and Environmental Tasmania they are happy for Council to include a sign condition associated with the proposed development. It is recommended that the following condition is included on any issued permit:

SIGNAGE

Advisory signage is to be located near the launch and retrieval point indicating the use as per the endorsed plans.

h) What works have already occurred before lodgement of the application and what further works are proposed, and does the retrospective component relate to the physical works, commercial use of the launch point or both.

The representor is questioning the level of works completed and the additional works which are to be completed if approval is granted for the proposed development. The commenced work comprises of the placement of rocks as detailed within the application. Further works would seek to establish the 40m x 6m surface as detailed within the application. In addition to this the works will be blended into the surrounding beach. The commercial use of the beach does not necessarily require a planning permit to commence. As works are proposed those works are required to be assigned a use class under 6.0 Assessment of an Application for Use or Development of the *Tasmanian Planning Scheme – Latrobe.*

i) Consideration for the entire operation footprint not simply the physical footprint

The representor is concerned that consideration for the entire operation footprint will not be considered. Council is required to assess the development against the relevant requirement of the *Tasmanian Planning Scheme – Latrobe.* Within the scheme there are relevant considerations for vehicular movements within C2.0 Parking and Sustainable Transport Code and C3.0 Road and Railway Assets Code where applicable. In the case of the application C2.0 of the code requires assessment.

j) Extent of the council-maintained road

As per the information on the LIST, Eagle Point Road is a Council maintained road. The extent of Council responsibility for this road is shown in the figure below. The blue line indicates the road which Council maintains.



k) Changing coastal environment and wildlife

The representors are concerned regarding the impact of the development on the coastal environment, wildlife, and the lack of any supporting specialist supports. As part of the Crown's process a conservation assessment is undertaken for the site. Any concerns from the Crown will be inclusive on the conditions of the licence. As part of the application a natural values report was provided which was generated on 29 June 2026. While the Port Sorell Estuary is considered an important area for conservation value and management there are no recorded threatened fauna or flora within 500m of the subject location. The Natural Values Atlas provides comprehensive information on Tasmanian natural values and there is no information to conflict with what has been provided.

l) Cannot view a copy of the Crown licence provided to the operator

The representors are requesting that the Crown licence issued to the operator is provided. Additionally, how does the commercial licence conflict with the private licences provided. Council is not privy to the Crown licences issued nor was one provided as part of the planning application.

m) Why is the Crown (administered by NRE) the owner in the proposed use and/or development?

The representor raises the above question. The owner of the land is the Crown which is administered by the Department of Natural Resource and Environment Tasmania. The information displayed on the development application form is correct.

n) Who is paying for the development

The representor is questioning who is paying for the development. Who is responsible for the cost of the development is not a planning matter.

o) Why is the application considered as retrospective

The representor is questioning as to why the application is retrospective and why it took so long for an application to be submitted. The application was with the Crown as consent is required to lodge an application. A retrospective application allows for an approval pathway for works for which a permit was not received.

p) Completion of the ramp will encourage other boating enthusiasts

The representors are concerned that the ramp will be used by private persons and will not be for the sole purpose of oyster farm operator. The application before Council is for the sole purpose of the resource development use class and not for the purposes of recreation. It is recommended that advisory signage is to be included on any issued permit.

q) Heavy machinery will accelerate erosion

The representors are concerned that the works will accelerate erosion along the coast particularly with heavy vehicle movements. The development does not require assessment against C10.0 Coastal Erosion Hazard Code as the works are identified as a resource development use. All works are to comply with the Wetlands and Waterways Works Manual which aims to minimise environmental harm

r) Council undertake a feasibility study into the parking facilities and public safety in relation to water activities in the immediate area

The representor is requesting that the above action is undertaken by Council. This is not a planning matter, and it is Council's role as the planning authority to assess the development against the relevant requirements of the *Tasmanian Planning Scheme – Latrobe.*

s) Will the rock be removed if the works are not approved.

The representor is questioning whether the works will need to be removed if the development is not approved. The works which have currently been completed will need to be removed, and the site be rehabilitated if the issue of a permit is refused.

RECOMMENDATION

That the report by the Statutory Planning Officer concerning Development Application - Eagle Point Road, Bakers Beach, be received and:

1. ENDORSED PLANS

Consent is for the proposed development substantially in accordance with the endorsed plans, unless modified by a condition of this permit.

a) Vessel Access (aquaculture) - Supporting Submission prepared by Planning Ahead Tasmania, version 1.0, dated July 2026.

2. COMPATIBILITY WITH SURROUNDING ENVIRONMENT

The access and retrieval point as detailed within the endorsed plans is to be graded and blended into the surrounding foreshore profile to the satisfaction of the Director of Development and Regulatory services.

3. HOURS OF OPERATION

The hours of operation of the launch and retrieval point associated with the aquaculture enterprise as outlined in the application are to be within the hours of 7am to 6pm.

4. PARKING

The associated vehicles as detailed within the endorsed plans are to be parked in a way which allows for public access to Eagle Point Beach from the nearest beach access to the proposal.

5. WETLANDS AND WATERWAYS WORKS MANUAL

All works must be undertaken in accordance with the relevant environmental best-practice guidelines outlined in the *Wetlands and Waterways Works Manual*, with appropriate measures implemented to minimise environmental disturbance, control erosion and sedimentation, and protect surrounding natural values.

6. TASMANIAN COASTAL WORKS

Any works and maintenance are to minimise adverse impacts on coastal natural values and are intended to be undertaken in accordance with the relevant best-practice guidelines outlined in the *Tasmanian Coastal Works Manual*.

7. REMOVAL OF NATIVE VEGETATION

Any vegetation removal must be in accordance with an authority under *National Parks and Reserve Management Regulations 2019* granted by the Managing Authority or the *Nature Conservation Act 2002*.

8. SIGNAGE

Advisory signage is to be located near the launch and retrieval point indicating its use as per the endorsed plans.

Notes:

- This permit is issued under Section 57 of the Land Use Planning Approvals Act 1993 as the proposal has discretionary status under the Tasmanian Planning Scheme – Latrobe.

Office Use Only	
Application No	PID

LATROBE COUNCIL

DEVELOPMENT APPLICATION

Application for Development Permit under Section 58 or Section 57 of the
Land Use Planning and Approvals Act 1993, and
Request for Development Certification for when No Permit Required.

1 Full Name of Applicant(s): Planning Ahead Tasmania

2 Postal Address of Applicant(s): 73 Salisbury Crescent

West Launceston TAS 7250 Phone:

Mobile No.: 0480 518 568 Email: rwillis@planningaheadtas.com

3 Full Name of Owner(s): The Crown (administered by DNRE)

4 Postal Address of Owner(s): Department of Natural Resources and Environment Tasmania

GPO Box 44 Hobart 7001 Phone: 1300 368 550

Mobile No. Email: PropertyServices@parks.tas.gov.au

5 Present Use of the Land: Marine-based activities and passive recreation

6 Proposed Use and/or Development (subject of this application): Aquaculture

At (Location of property): Eagle Point Beach, BAKERS BEACH

Certificate/s of Title reference: N/A (PID 9272507)

7 Estimate costs of development: $ 10,000

8 Supporting Details: **A CHECK LIST IS PROVIDED ON THE NEXT PAGE AND MUST BE ACKNOWLEDGED AND SIGNED BY THE APPLICANT.**

Signed  Rohan Willis
(Planning Ahead Tasmania) **Dated:** 09/07/2026

CHECKLIST - APPLICATION DOCUMENTATION:-

1. A copy of the Certificate of Title, Folio Text, Folio Plan and any Schedule of Easements (if any) for the subject land
2. A copy of all plans and specifications for the proposed development, including the following where applicable.

(a) A site plan, drawn to scale, showing:

the location of all existing and proposed development on the title;

i. the dimensions and use of all buildings and /or development;
ii. the distances of buildings from each other and the title boundaries;
iii. the location of the on-site waste water management system and drains in relation to the building development and the title boundaries; and
iv. the location of access and car parking arrangements.

(b) Detail in regard to:

i. site preparation, including details of buildings and works to be demolished, areas to be cut and filled and trees to be removed and other land clearing;
ii. advertising signs including dimensions, wording, logos, colours, illumination, supporting structures and positions on land, building and works;
iii. floodlighting and other exterior lighting including the location and direction of light sources and the strength of illumination;
iv. landscaping; including location, dimensions and detail of site enhancement, tree planting and screening;
v. materials proposed for construction purposes and the colour of such materials on all exterior surfaces;

(c) Floor plans and elevations of all proposed buildings, relative site levels, provisions for drainage and the purpose of rooms, other enclosed spaces and structures;

(d) Description of proposed use including:

i. Number of employees;
ii. Number, type and frequency of vehicles servicing the site;
iii. Any hazardous chemicals to be stored on the site; and
iv. Hours and days of operation.

ADDITIONAL INFORMATION MAY BE REQUESTED AT THE DISCRETION OF THE PLANNERS

HERITAGE TASMANIA INFORMATION

(a)	Is the property on the Tasmanian Heritage Register?	Yes / X	No
(b)	Have you sought advice from Heritage Tasmania?	Yes /	No
(c)	Has a Certificate of Exemption been sought for these works?	Yes /	No

TO BE COMPLETED BY THE APPLICANT:-

I/We declare that the information given is a true and accurate representation of the proposed development. I/We understand that the information and materials provided with the development application may be made available to the public and that the Council may make such copies of the information and materials as in its opinion are necessary to facilitate a thorough consideration of the Permit Application. I/We have obtained the relevant permission of the copyright owner for the communication and reproduction of the plans accompanying the development application for the purposes of assessment of that application. I/We indemnify the Latrobe Council for any claim or action taken against it in respect of breach of copyright in respect of any of the information or material provided.

I/We also acknowledge that, in the course of inspections and investigations relating to this application, it may be necessary for Council officers to enter upon the land which is the subject of this application. Accordingly, permission is hereby given for that purpose provided reasonable attempts are made on site to inform any resident or occupant at the time.

Print Name Planning Ahead Tasmania ..... **Date:** 09/07/2026 .....

INSTRUCTION FOR MAKING A PERMIT APPLICATION

(a) Use or development?

The application must provide a full description of the proposed use and/or development and of the manner in which the use and/or development is to operate. (Eg: dwelling and shed or subdivision # lots).

"Use" is the purpose or manner for which land is utilised. "Development" is any site works (including any change in natural condition or topography of land and the clearing or conversion of vegetation), and the construction, alteration, or removal of buildings, structures and signs, required in order to prepare a site for use or to change existing conditions within a site. Subdivision is development.

Clause 6.2 of the Tasmanian Planning Scheme - Latrobe provides the use classes by which all use or development must be described. Development must be categorised by reference to the use class it is to serve.

(b) Required Information

Adequate statements, plans and specifications must be included within the permit application to address and demonstrate compliance with all applicable requirements of the planning scheme, including any site analysis, impact report and recommendation, and advice, consent or determination required from a State agency or utility entity. The application must clearly identify the documents relied upon for determination.

Section 51(1AC) *Land Use Planning and Approvals Act 1993* provides that a permit application is not valid unless it includes all of the information required by a planning scheme. Clause 6.1 of the Tasmanian Planning Scheme - Latrobe prescribes the minimum information that is necessary in order to complete a valid permit application.

S54 *Land Use Planning and Approvals Act 1993* provides that the planning authority may require the applicant to supply further information before it considers a permit application. If the planning authority requires further information to more particularly address one or more of the applicable requirements of Tasmanian Planning Scheme - Latrobe, the statutory period for determination of a permit application does not run until that information is answered to the satisfaction of the planning authority

(c) Applicable Provisions and Standards

The permit application must be assessed against the applicable provisions and standards of the Tasmanian Planning Scheme - Latrobe. The application is to identify by reference the clauses it relies upon to demonstrate compliance. (eg *clause 8.4.3 (A1 – A4, and P5*)

(d) Discretionary Permits

If a permit is discretionary the permit application must be notified for a period of 14 days to allow opportunity for any interested person to consider the proposed use and/or development and to provide comment on the discretionary matter.

If a permit application relies on performance criteria to satisfy an applicable standard or is discretionary under another provision of the Planning Scheme, the permit is discretionary only with respect to that standard.

The Council must have regard to all representations received during the notification period on a discretionary matter when determining whether to grant or refuse a permit.

(e) If the applicant is not the landowner

If the applicant is not the owner of the land in the use or development site, the applicant is required to notify all of the owners either prior to or within 7 days from the date of making the permit application.

The permit application must identify all of the landowners; and the applicant must sign the application form to acknowledge the obligation to advise such landowners that the permit application has been made.

If the site includes land owned or administered by the Latrobe Council or by a State Government agency, the consent in writing from the Council or the Minister responsible for Crown land must be provided at the time of making the application.

(f) Applicant declaration

It is an offence for a person to do any act that is contrary to a compliance requirement created under the section 63 *Land Use Planning and Approvals Act 1993*. The applicant is required to complete a declaration that the information given in the permit application is true and correct.

(g) Payment of Fees

The Council is not required to take any action on the permit application until all the relevant fees have been paid.

If the permit application involves land owned or administered by the LATROBE COUNCIL
Latrobe Council consents to the making of this permit application. General Manager (Signature) Date

If the permit application involves land owned or administered by the CROWN
I, Jesse Walker Unit Manager (Assessments) the Minister (Delegate) responsible for the land, consent to the making of this permit application. Minister (Signature)  26/08/2026

Notification of Landowner/s (s.52 Land Use Planning and Approvals Act, 1993) **If land is not in applicant's ownership**
I, _____ declare that the owner /each of the owners of the land has/have been notified of my/our intent to make this permit application. Applicant's signature: Date

ELECTRONIC APPLICATIONS ARE ENCOURAGED,
Email to: Planning@latrobe.tas.gov.au

Tasmanian Government

Department of Natural Resources and Environment Tasmania

GPO Box 44, Hobart, TAS 7001 Australia
Ph 1300 TAS PARKS / 1300 827 727 Fax 03) 6223 8308
www.parks.tas.gov.au

Enquiries: Tanya Simm
Phone: 6165 4691
Email: tanya.simm@parks.tas.gov.au
Our ref: 26/1448

26 August 2026

Mr Rohan Willis
Planning Ahead Tasmania
73 Salisbury Crescent
WEST LAUNCESTON TAS 7250

Email: rwillis@planningaheadtas.com

Dear Mr Willis,

LODGEMENT OF PLANNING APPLICATION
PLANNING AHEAD TASMANIA
AQUACULTURE
EAGLE POINT BEACH, BAKERS BEACH

This letter, issued pursuant to section 52(1B) of the *Land Use Planning and Approvals Act 1993* (LUPAA), is to confirm that the Crown consents to the making of the enclosed Planning Permit Application, insofar as the proposed development relates to Crown land managed by the Department of Natural Resources and Environment Tasmania.

Crown consent is only given to the lodgement of this application. Any variation will require further consent from the Crown.

This letter does not constitute, nor imply, any approval to undertake works, or that any other approvals required under the *Crown Lands Act 1976* have been granted. If planning approval is given for the proposed development, the applicant will be required to obtain separate and distinct consent from the Crown before commencing any works on Crown land.

If you need more information regarding the above, please contact the officer nominated at the head of this correspondence.

Yours sincerely

Jesse Walker
Unit Manager (Assessments)

Instrument of Revocation and Delegation

DELEGATION OF THE DIRECTOR-GENERAL OF LANDS' FUNCTIONS UNDER THE *LAND USE PLANNING AND APPROVALS ACT 1993*

I, JASON JACOBI, being and as the Director-General of Lands appointed under section 7 of the *Crown Lands Act 1976*, hereby revoke any previous delegation made pursuant to section 52(1E) of the *Land Use Planning and Approvals Act 1993* ("the Act"), and acting pursuant to section 52(1E) of the Act, hereby delegate the functions described (by reference to the relevant provision of the Act and generally) in Schedule 1, to the persons respectively holding the offices of Deputy Secretary (Parks and Wildlife Service) (position number 700451), General Manager (Operations) (position number 708581), Manager (Property Services) (position number 707556), Unit Manager (Operations) (position number 702124) and Unit Manager (Assessments) (position number 334958) in accordance with the functions delegated to me by the Minister for Parks, being and as the Minister administering the *Crown Lands Act 1976,* by instrument dated 9 November 2023.

SCHEDULE 1

Provision	**Description of Functions**
Section 52(1B)	Signing, and providing written permission for, applications for permits in relation to Crown land.

Dated at HOBART this 22 day of February 2026

.....

Jason Jacobi
DIRECTOR-GENERAL OF LANDS

Planning Ahead Tasmania



VESSEL LAUNCH AND RETRIEVAL ACCESS (OYSTER FARMING OPERATIONS) – EAGLE POINT BEACH, BAKERS BEACH

- Logistical extension for vessel launching and retrieval operations directly associated with existing aquaculture operations (oyster farming).
- To be setback minimum 65 metres from sensitive uses (single dwellings upon Rural Zone land to the north).
- To be constructed of crushed rock base material and topped with a 35 mm gravel wearing surface (40 metres length, 6 metres width). Surface will be graded and compacted upon completion, blended into the surrounding beach profile.
- Minimal earthworks required, only involves placement of rock materials atop existing beach profile.
- No vegetation works required.

Planning Ahead Tasmania



VESSEL ACCESS (AQUACULTURE) – SUPPORTING SUBMISSION

Eagle Point Beach, Bakers Beach

Version 1.0 - July 2026

SUPPORTING SUBMISSION

Vessel Access (Ancillary to Oyster Farming Operations) Slipway – Eagle Point Beach, Bakers Beach

Table of Contents

1 Overview 2
2 Site Details 3
3 Description of Proposal 4
4 Planning Assessment – *Tasmanian Planning Scheme – Latrobe* 11
4.1 Assessment Overview 11
4.2 Zone Assessment 11
4.2.1 Zone Purpose Assessment 11
4.2.2 Development Standards for Buildings and Works – Acceptable Solutions – Environmental Management Zone 12
4.2.3 Use Standards – Performance Criteria – Environmental Management Zone 14
4.3 Code Assessments 21
4.3.1 Development Standards for Buildings and Works – Acceptable Solutions – Natural Assets 24
4.3.2 Development Standards for Buildings and Works – Performance Criteria – Natural Assets 25
5 Conclusion 35

Attachment 1: Natural Values Report

BASIC PLANNING OVERVIEW	
DESCRIPTION OF PROJECT:	**Vessel Access Works (Oyster Farming Operations)**
PROPERTY ADDRESS(ES):	Eagle Point Beach BAKERS BEACH
TITLE NUMBER(S):	N/A
PROPERTY ID(S):	9272507
PLANNING INSTRUMENT:	Tasmanian Planning Scheme – Latrobe
APPLICABLE ZONE(S):	Environmental Management
APPLICABLE CODE(S):	Natural Assets
	Coastal Erosion Hazard
	Coastal Inundation Hazard
	Flood-Prone Areas Hazard
SPECIFIC AREA PLAN:	N/A

1 Overview

This submission provides planning appraisal support for development of vessel launch/retrieval access works, ancillary to an existing aquaculture use (Resource Development use class), upon Crown land at identified Eagle Point Beach, Bakers Beach.

The subject land is entirely identified within the Environmental Management Zone under the Latrobe Council's Planning Scheme (the 'Tasmanian Planning Scheme – Latrobe'). The land is contained within an existing Crown Licence (DNRET Ref: 25/1161) area and is accessed via Eagle Point Road, a local (unsealed) road maintained by the Latrobe Council.

This report provides a planning appraisal of the proposal against relevant statutory provisions of the Tasmanian Planning Scheme – Latrobe.

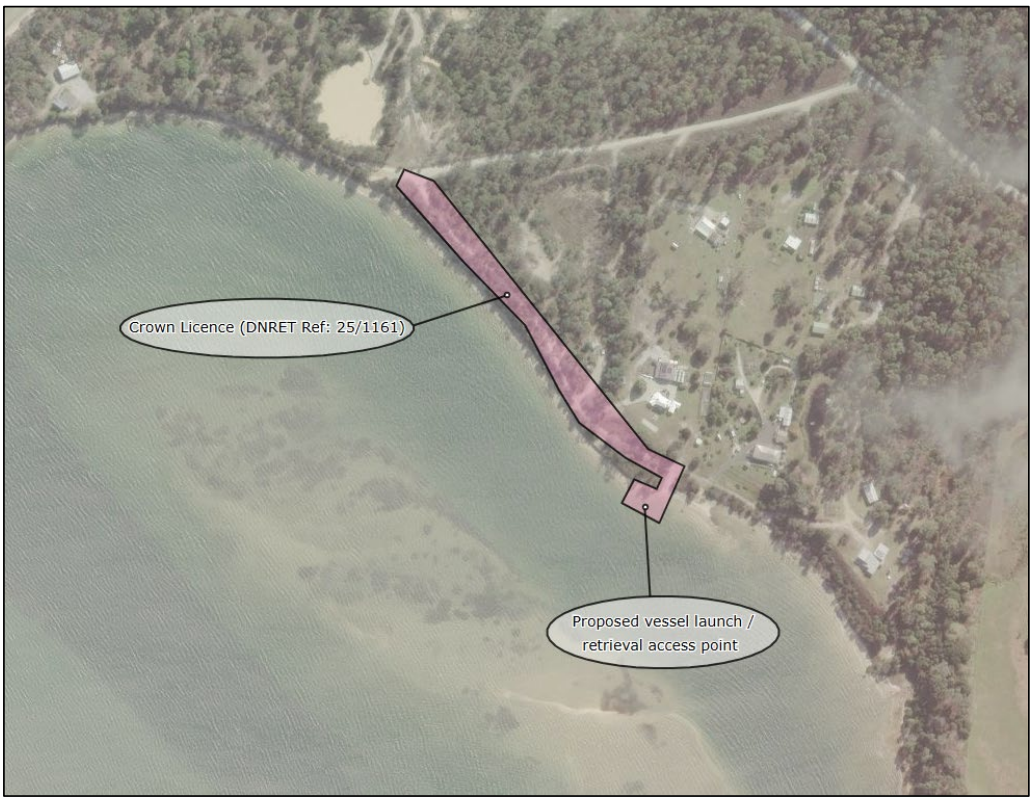


Figure 1: Aerial image identifying Crown Licence area applicable to vessel launch/retrieval use and development (Source: LISTmap).

2 Site Details

Address:	Eagle Point Beach BAKERS BEACH			
Title No(s):	N/A			
Landowner(s):	The Crown (administered by Dept. Natural Resources and Environment)			
Dimensions:	**Area**		**Average Width**	**Average Depth**
	N/A (untitled Crown land)		6 m	40 m
Slope:	**Grade**		**Elevation**	**Direction**
	Flat		1-2 AHD	N/A
Existing Use or Development:	Aquaculture (Oyster Farming – Resource Development use class)			
Vegetation:	N/A			
Services:	**Water**		**Sewer**	**Stormwater**
	Unserviced Area		Unserviced Area	Unserviced Area
	Connection		**Connection**	**Connection**
	Not Applicable		Not Applicable	Not Applicable
Vehicle Access:	**Road**		**Access Type**	**Vehicle Crossing**
	Eagle Point Road		Direct Frontage	Existing
Surrounding Use and Development	**North**	Single Dwellings and associated outbuildings (Rural Zone)		
	South	Eagle Point Beach (Environmental Management Zone)		
	East	Single Dwellings and associated outbuildings (Rural Zone)		
	West	Eagle Point Beach (Environmental Management Zone)		

3 Description of Proposal

Site Context

The land subject to this application comprises a licensed area of Crown land situated at the southern termination of Eagle Point Road, Bakers Beach (Property Identification Number 9272507), commonly referred to as Eagle Point Beach. The site occupies a foreshore setting immediately adjoining the waters of Port Sorell and forms part of the broader coastal reserve administered by the Crown. The licensed area encompasses approximately 9,300 m² square metres and provides the principal land-based access point to adjoining marine farming lease areas utilised by Shearwater Oyster Supply Pty Ltd for commercial oyster farming operations.

The site is characterised by a gently sloping beach environment comprising compacted sand, gravel and naturally occurring foreshore sediments extending from the termination of Eagle Point Road to the water's edge. The existing access corridor provides the practical interface between the terrestrial transport network and the adjacent marine environment, enabling specialised oyster farming vessels to be launched and retrieved in accordance with tidal conditions. While the surrounding foreshore retains its natural coastal character, the access location itself has historically functioned as a recognised vessel launching and retrieval area for many decades, with marine access activities occurring within the locality since at least the 1990s following the gradual relocation of launching activities from an earlier boat ramp situated approximately 675 metres to the north-west.

Vehicle access to the site is obtained directly from Eagle Point Road, with the licensed area extending seaward from the road termination. The existing access serves as the sole practical launching point for vessels servicing Marine Farm Lease No. 095 and Marine Farm Lease No. 145, both of which are operated by Shearwater Oyster Supply Pty Ltd. The operational functionality of this access is therefore fundamental to the ongoing commercial viability of the marine farming enterprise, providing the necessary connection between land-based infrastructure and the offshore oyster leases. The site is already subject to a commercial licence issued under the *Crown Lands Act 1976*, specifically authorising the use of the land for vessel launching, retrieval and associated access purposes.

Planning Context

The subject land comprises Crown land situated within the Environmental Management Zone under the Tasmanian Planning Scheme – Latrobe and is located immediately adjacent to the coastal foreshore of Port Sorell. Land surrounding the licensed area includes Crown reserve land (public reserve), the adjoining coastal environment and privately owned rural properties situated to the north of Eagle Point Road. The planning framework reflects the environmentally sensitive nature of the locality whilst recognising that certain established resource-based activities continue to operate within the broader coastal landscape.

Importantly, the proposal does not seek to establish a new marine access location or introduce a new land use to the site. Rather, the application relates to works associated with an existing lawful access arrangement that has historically facilitated vessel launching and retrieval associated with marine activities within Eagle Point Beach. The Crown licence expressly authorises the construction (where required), maintenance and ongoing use of the access for vessel launching and retrieval servicing the adjoining marine farming lease areas, thereby recognising the operational necessity of maintaining reliable access between the shore base and the offshore aquaculture operations.

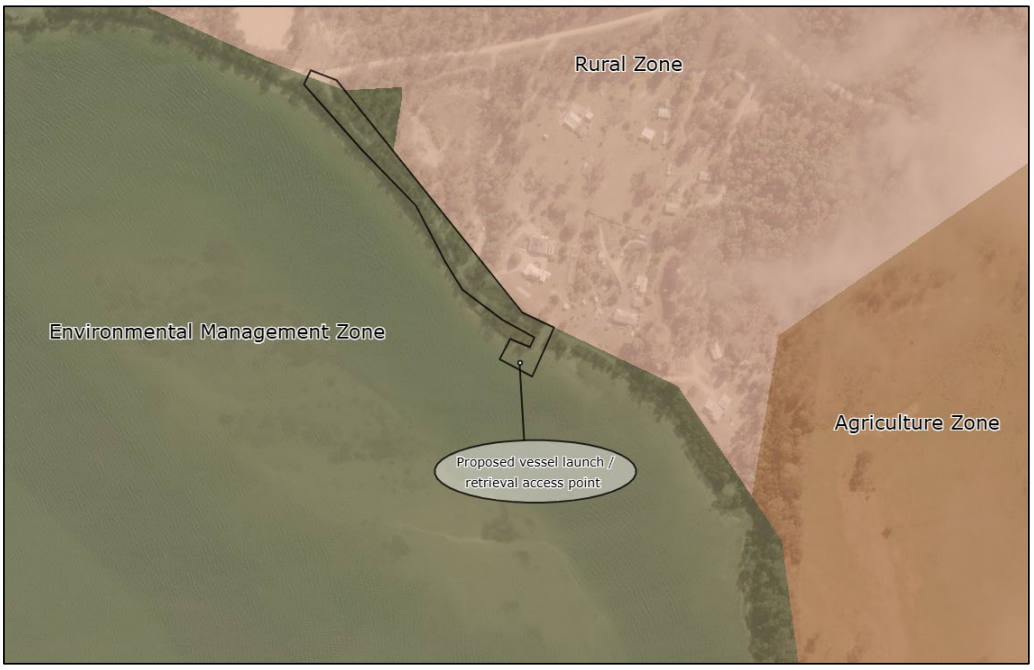


Figure 2: Site and surrounding land zoning configuration under the Tasmanian Planning Scheme – Latrobe (Source: LISTmap).

Proposal Context

The application seeks approval for maintenance and improvement works to the existing vessel launch and retrieval area located on Crown land at Eagle Point Beach. The proposal comprises the placement of crushed rock base material and a 35 mm gravel wearing surface over the existing launch area, together with minor levelling, grading and blending of the finished surface into the surrounding foreshore. The improved launch area will occupy an existing operational footprint measuring approximately 40 metres in length by 6 metres in width, extending from the existing access towards the water's edge. The works are ancillary to the established commercial oyster farming operations undertaken by Shearwater Oyster Supply Pty Ltd and are intended to maintain safe, reliable and efficient vessel access between the shore and the adjoining marine farming lease areas. The access forms the principal land-based connection between Eagle Point Road and the offshore oyster leases and has historically functioned as the recognised launching and retrieval point for vessels servicing marine activities within the locality.

Importantly, the proposal does not involve the construction of a conventional engineered boat ramp, hardstand or other permanent coastal structure. Instead, crushed rock and gravel will be placed over the existing access to provide a more stable and durable launching surface capable of accommodating ongoing vessel launching and retrieval activities. Upon completion, the surface will be graded, compacted and blended into the surrounding beach profile so that it integrates with the existing landform and maintains the informal character of the foreshore. The proposal remains confined entirely to an existing disturbed access corridor and does not extend the existing access or introduce new infrastructure elsewhere along the coastline.

Construction will be limited in duration and relatively minor in nature. Materials will be sourced from the nearby quarry, approximately 350 metres from the site, and transported directly to the licensed area by wheel loader operating entirely within the existing access corridor. Machinery movements associated with the construction works will remain confined to the licensed area and will not utilise the public road network, with temporary signage and traffic management measures implemented during the short construction period. Subject to suitable tidal conditions, the works are expected to be completed within approximately four days. The surrounding locality is characterised by an established low-density coastal settlement pattern, with widely dispersed residential development set well back from the foreshore and interspersed amongst extensive areas of native coastal vegetation. This generous separation between the shoreline and adjoining dwellings reinforces the predominantly natural character of the locality and ensures the proposal remains visually and functionally subordinate within the broader coastal landscape.



Figure 3: Aerial image identifying location of access footprint (Source: LISTmap).

Once operational, the proposal will not result in a substantive increase in vehicle movements or activity levels within the locality. The existing oyster farming operation typically generates two vehicle ingress and egress movements daily associated with vessel launch and retrieve activities. This is estimated to increase to up 10-12 daily movements over coming years. This level of activity is negligible within the context of the locality and is consistent with the long-established pattern of vessel launching and retrieval occurring from this section of the foreshore for both commercial and recreational marine activities. The proposal therefore does not represent an intensification of the existing use, but rather a modest improvement to existing authorised infrastructure that enhances operational safety, reduces

localised disturbance to the foreshore and supports the continued operation of the adjoining marine farming leases while responding appropriately to the environmental sensitivity, scenic qualities and low-density coastal character of the surrounding area.



Figure 4: Vessel access area (left) and jetty (right) at Eagle Point Beach (photo taken: 08-07-2026).



Figure 5: Vessel access area (left) and vehicle entry area (centre) at Eagle Point Beach (photo taken: 08-07-2026).



Figure 6: Vessel access area (left) and vehicle entry area (centre), with residential property (Rural Zone land) in backdrop (photo taken: 08-07-2026).



Figure 7: Vessel entry route to proposed works site, with residential property (Rural Zone land) in backdrop (photo taken: 08-07-2026).



Figure 8: Junction of site's vehicle access route onto Eagle Point Road (right) (photo taken: 08-07-2026).



Figure 9: Development site (foreground), looking southwest from vehicle entry point onto Eagle Point Beach (photo taken: 08-07-2026).



Figure 10: Working oyster lease area at South East Arm accessed from vessel access site (photo taken: 08-07-2026).

4 Planning Assessment – *Tasmanian Planning Scheme – Latrobe*

4.1 Assessment Overview

Applicable Zone(s):	Environmental Management
Use Status:	Aquaculture (Resource Development use class) – Discretionary use status in Environmental Management Zone
Development Status:	Discretionary (relying on performance criteria)
Applicable Code(s):	Natural Assets
	Coastal Erosion Hazard
	Coastal Inundation Hazard
	Flood-Prone Areas Hazard
Applicable Specific Area Plan(s)	N/A

4.2 Zone Assessment

4.2.1 Zone Purpose Assessment

Pursuant to provisions of Clause 6.10.2 of the Tasmanian Planning Scheme – Latrobe, in determining an application for a permit for a Discretionary use the planning authority must, in addition to the matters referred to in sub-clause 6.10.1 of the Tasmanian Planning Scheme – Dorset, have regard to the purpose of the applicable zone.

The purpose of the Environmental Management Zone is:

- *To provide for the protection, conservation and management of land with significant ecological, scientific, cultural or scenic value.*
- *To allow for compatible use or development where it is consistent with:*
  - *the protection, conservation and management of the values of the land; and*
  - *applicable reserved land management objectives and objectives of reserve management plans.*

Planning response:

The proposal is consistent with the purpose of the Environmental Management Zone by protecting and conserving the ecological and scenic values of the coastal environment while facilitating an established, location-dependent resource use. The works are confined to an historically utilised vessel launch and retrieval area and do not establish a new access point or extend into previously undisturbed areas. Rather than introducing substantial engineered infrastructure, the proposal involves only the placement of crushed rock and gravel within the existing access corridor, with the finished surface graded and blended into the surrounding beach profile. In this way, the proposal maintains the natural character of the foreshore while providing a practical improvement to existing infrastructure.

The proposal is also consistent with the objective of protecting and managing the environmental values of the land. The improved launch surface is intended to reduce ongoing disturbance associated with

repeated vehicle movements across unconsolidated beach sediments by providing a more stable and durable running surface. Construction activities will be limited in duration, confined to the existing licensed area and undertaken using locally sourced materials. No significant vegetation removal, reclamation or substantial alteration to the coastal landform is proposed, and the works will remain within the established operational footprint.

Environmental investigations undertaken for the application further support the suitability of the proposal. The Natural Values Atlas identifies no threatened flora records within 500 metres of the site, and the works are confined to an existing disturbed access area rather than affecting intact native vegetation or significant natural habitats. Given the limited scale and nature of the proposal, the works are not expected to adversely affect the environmental values of the surrounding coastal environment and will instead improve the condition and functionality of an existing access arrangement.

The proposal also provides for a compatible use that is consistent with the protection and management of the land and the objectives applying to Crown-managed coastal reserve land. The vessel access works are ancillary to an established commercial oyster farming operation that relies upon direct access to the adjoining marine farming leases. The Crown licence expressly authorises the construction, maintenance and ongoing use of the access for vessel launching and retrieval, and the proposed works simply improve that existing authorised infrastructure. Accordingly, the proposal appropriately balances the operational requirements of the aquaculture enterprise with the ongoing protection and conservation of the environmental values of the site.

*4.2.2 Development Standards for Buildings and Works – **Acceptable Solutions** – Environmental Management Zone*

23.0 Environmental Management Zone			
23.4	**Development Standards for Buildings and Works**		
Clause	**Acceptable Solution**	**Assessment**	**Compliance**
23.4.1	**Development area**		
A1	The development area must: (a) be not more than 500m²; (b) be in accordance with an authority under the *National Parks and Reserve Management Regulations 2019* granted by the Managing Authority or the *Nature Conservation Act 2002*; or (c) be in accordance with an approval of the Director-General of Lands under the *Crown Lands Act 1976*.	**The development area of the proposed works will be approximately 240 m² area. The development satisfies Acceptable Solution A1 accordingly.**	**Complies**
23.4.2	**Building height, setback and siting**		
A1	Building height must: (a) be not more than 6m;	**The proposal does not constitute a building.**	**Not Applicable**

23.0 Environmental Management Zone			
23.4	**Development Standards for Buildings and Works**		
Clause	**Acceptable Solution**	**Assessment**	**Compliance**
	(b) be in accordance with an authority under the *National Parks and Reserve Management Regulations 2019* granted by the Managing Authority or *Nature Conservation Act 2002*; or (c) be in accordance with an approval of the Director-General of Lands under the *Crown Lands Act 1976*.		
A2	Buildings must have a setback from all boundaries: (a) not less than 10m; (b) not less than the existing building for an extension; (c) in accordance with an authority under the *National Parks and Reserve Management Regulations 2019* granted by the Managing Authority and/or *Nature Conservation Act 2002*; or (d) be in accordance with an approval of the Director-General of Lands under the *Crown Lands Act 1976*.	**The proposal does not constitute a building.**	**Not Applicable**
A3	Buildings for a sensitive use must be separated from an adjoining Rural Zone or Agriculture Zone: (a) not less than 200m; or (b) where an existing building for a sensitive use on the site is within 200m of that boundary, not less than the existing building.	**The proposal does not constitute a building.**	**Not Applicable**
23.4.3	**Exterior finish**		
A1	Exterior building finishes must: (a) be coloured using colours with a light reflectance value not more than 40% in dark natural tones of grey, green or brown; (b) be in accordance with an authority under *National Parks and Reserve Management Regulations*	**The proposal does not constitute a building.**	**Not Applicable**

23.0 Environmental Management Zone			
23.4	**Development Standards for Buildings and Works**		
Clause	**Acceptable Solution**	**Assessment**	**Compliance**
	2019 granted by the Managing Authority or the *Nature Conservation Act 2002*; or (c) be in accordance with an approval of the Director-General of Lands under the *Crown Lands Act 1976*.		
23.4.4	**Vegetation management**		
A1	Building and works must: (a) be located on land where the native vegetation cover has been lawfully removed; or (b) be in accordance with an authority under *National Parks and Reserve Management Regulations 2019* granted by the Managing Authority or the *Nature Conservation Act 2002*.	**The proposed works will be installed upon land where native vegetation cover is non-existent.**	**Complies**

*4.2.3 Use Standards – **Performance Criteria** – Environmental Management Zone*

23.0 Environmental Management Zone			
23.3	**Use Standards**		
Clause	**Acceptable Solution**	**Assessment**	**Compliance**
23.3.1	**Discretionary uses**		
P1	A use listed as Discretionary must be consistent with the values of the land, having regard to: (a) the significance of the ecological, scientific, cultural or scenic values; (b) the protection, conservation, and management of the values; (c) the specific requirements of the use to operate; (d) the location, intensity and scale of the use; (e) the characteristics and type of the use;	**The Environmental Management Zone recognises that certain resource-based activities may appropriately occur within environmentally sensitive locations, provided those activities are undertaken in a manner that respects and maintains the environmental, scenic and ecological values that the zone seeks to protect. The proposed vessel access works satisfy that overarching objective. While the proposal facilitates the continued operation of an existing commercial oyster farming enterprise, it does so through modest works that are ancillary to an already established and authorised marine farming activity occurring under both a Crown Licence and Marine Farm**	**Complies**

23.0 Environmental Management Zone			
23.3	Use Standards		
Clause	Acceptable Solution	Assessment	Compliance
	(f) traffic and parking generation; (g) any emissions and waste produced by the use; (h) the measures to minimise or mitigate impacts; (i) the storage and handling of goods, materials and waste; and (j) the proximity of any sensitive uses.	Leases. The proposal neither establishes a new land use nor introduces an intensified form of development within an otherwise undisturbed coastal environment. Rather, it seeks to improve the safety, functionality and environmental performance of an existing launch and retrieval location that has historically serviced marine access activities within Eagle Point Beach for several decades. In considering the significance of the ecological, scientific, cultural and scenic values of the land, it is relevant to recognise that the proposal is confined to a previously disturbed section of foreshore already utilised for vehicle access associated with vessel launching and retrieval. The works are not directed toward native vegetation communities, intact coastal dune systems or other undisturbed environmental features. The accompanying Natural Values Atlas investigations identify no threatened flora records within 500 metres of the subject site, while the proposed works remain confined to an existing operational footprint that has long accommodated marine access activities. Although the surrounding coastal environment is recognised as containing important natural values typical of the Port Sorell estuarine environment, the proposal has been deliberately designed to avoid expansion into adjoining natural areas and instead utilises an existing access corridor whose continued function has already been recognised through the grant of the Crown Licence. The scenic character of the locality will likewise remain substantially unchanged, as the proposal does not involve buildings, substantial engineering structures or visually dominant infrastructure. Upon completion, the crushed rock and gravel surface will be graded and blended into the surrounding foreshore profile, preserving the	

23.0 Environmental Management Zone			
23.3	Use Standards		
Clause	Acceptable Solution	Assessment	Compliance
		informal and natural appearance of the beach environment. The proposal is similarly consistent with the protection, conservation and ongoing management of the environmental values present on the land. Rather than increasing disturbance, the works are devised to reduce ongoing impacts arising from repeated vehicle movements across unconsolidated beach sediments. The provision of a stable running surface will better define the access alignment and reduce rutting, wheel spin, localised erosion and unnecessary disturbance of surrounding foreshore sediments during vessel launching and retrieval operations. In that respect, the proposal represents an environmental improvement over the existing condition by concentrating vehicle movements within a clearly defined access corridor and reducing the extent of disturbance that would otherwise occur under repeated operational use. This approach is also consistent with the maintenance obligations imposed under the existing Crown Licence, which specifically requires the licensee to maintain the access infrastructure to a standard necessary to undertake the authorised marine farming activities. The specific operational requirements of the use strongly support the need for the proposed works. Commercial oyster farming is inherently dependent upon reliable tidal access between land-based facilities and offshore marine lease areas. The subject access represents the principal interface between the terrestrial road network and Marine Farm Lease No's. 095 and 145, enabling vessels, equipment and personnel to safely access the licensed marine farming operations. Without a stable launching and retrieval surface, ongoing vehicle movements become increasingly difficult	

23.0 Environmental Management Zone			
23.3 Use Standards			
Clause	Acceptable Solution	Assessment	Compliance
		during varying tidal conditions and have the potential to create greater disturbance to the foreshore through repeated wheel rutting and uncontrolled manoeuvring. The proposed improvements therefore respond directly to the operational characteristics of the established aquaculture use rather than facilitating any broader or unrelated development. The location, intensity and scale of the proposal are also entirely proportionate to its intended purpose. The works are confined to an area of approximately 40 metres by 6 metres situated wholly within the existing licensed access area and do not extend the operational footprint beyond that already historically utilised for marine access. Importantly, the proposal does not comprise construction of a formal concrete boat ramp, jetty, retaining structure or permanent hardstand. Instead, it consists solely of placement of crushed rock base material and a gravel wearing surface that will integrate with the existing beach profile. The modest scale of the works appropriately reflects their ancillary role in supporting an existing lawful use of the land and avoids unnecessary modification of the surrounding coastal landscape. The characteristics and nature of the use further reinforce its compatibility with the values of the land. Aquaculture is fundamentally dependent upon access to coastal environments and, by necessity, requires periodic vessel launching and retrieval operations. The proposed access improvements do not alter the nature of those activities but simply improve the efficiency, safety and environmental performance of an already established operation. The proposal therefore represents infrastructure that is functionally inseparable from the authorised marine	

23.0 Environmental Management Zone			
23.3 Use Standards			
Clause	Acceptable Solution	Assessment	Compliance
		farming enterprise rather than an independent or competing land use. Traffic and parking implications associated with the proposal will remain modest and readily manageable. The proposed works themselves do not generate additional demand for vehicle access, but rather facilitate the ongoing operation and anticipated future growth of the existing oyster farming enterprise. Current operations typically generate two vehicle movements per day associated with vessel launching and retrieval activities, with this expected to increase gradually to approximately 10–12 daily movements as the business expands over coming years. Even at that level, the traffic generated will remain low in absolute terms and entirely consistent with the long-established pattern of commercial and recreational vessel launching activities occurring from this section of the foreshore. Vehicle access will continue to utilise the existing access from Eagle Point Road, with no new access points, public parking areas or vehicle storage facilities proposed. Consequently, the development will not materially affect the capacity, safety or operation of the surrounding road network and will continue to operate in a manner compatible with the character and function of the locality. Likewise, the proposal will not generate significant emissions, waste or environmental pollutants during either construction or ongoing operation. Construction activities are temporary and involve only placement, grading and compaction of locally sourced crushed rock and gravel materials. Once completed, the use will continue to operate in substantially the same manner as existing conditions. The Crown Licence also imposes specific operational controls prohibiting vessel refuelling within the licensed area and	

23.0 Environmental Management Zone			
23.3 Use Standards			
Clause	Acceptable Solution	Assessment	Compliance
		requiring appropriately sized oil spill response equipment to be maintained on site, thereby further minimising the potential for contamination of the surrounding coastal environment. A number of measures have been incorporated into the proposal to minimise potential environmental impacts. These include confining all works to the existing access alignment, avoiding unnecessary disturbance outside the established operational footprint, sourcing construction materials from a nearby quarry to minimise transport impacts, blending the completed surface into the surrounding beach profile and maintaining the informal appearance of the foreshore. The proposal also avoids construction of permanent engineered structures that would otherwise increase visual prominence or alter natural coastal processes. Collectively, these measures ensure that environmental disturbance is minimised whilst improving the long-term sustainability of ongoing access arrangements. The proposal does not involve the ongoing storage of goods, plant, equipment or waste materials upon the subject land. Construction materials will be brought to the site during the relatively short construction period and placed immediately within the access alignment. Upon completion, no additional storage facilities, stockpiles or waste handling areas are proposed. Operational activities will continue to occur in accordance with the existing marine farming operation and the conditions of the Crown Licence. Finally, the proposal is appropriately separated from sensitive land uses and is unlikely to result in unreasonable impacts upon adjoining properties or other users of the coastal environment.	

23.0 Environmental Management Zone			
23.3	Use Standards		
Clause	Acceptable Solution	Assessment	Compliance
		The nearest sensitive uses comprise dispersed rural residential properties situated north of Eagle Point Road, separated from the access works by the existing road reserve and vegetated foreshore. The proposal neither increases operational intensity nor introduces additional sources of noise, lighting or activity beyond those already associated with the established oyster farming enterprise. Importantly, the improved access surface is also expected to provide broader benefit to other legitimate users of the foreshore by providing a more stable and better-defined launching surface that reduces unnecessary disturbance of surrounding beach sediments. Having regard to each of these matters, the proposed vessel access works remain entirely consistent with the environmental, scenic and operational values of the land. The proposal is modest in scale, directly associated with an established and authorised marine farming operation, confined to an existing area of historical disturbance and incorporates appropriate measures to minimise environmental impacts whilst improving the ongoing management of the site. The proposed use therefore appropriately balances the operational requirements of commercial aquaculture with the protection and conservation of the environmental values that underpin the Environmental Management Zone. Accordingly, the proposal is considered to satisfy the requirements of Clause 23.3.1 P1 of the Tasmanian Planning Scheme – Latrobe.	

4.3 Code Assessments

The following Codes have been assessed as being applicable[1] to the proposal:

- Natural Assets

Other Codes which are mapped within the planning scheme maps as being relevant to the proposed use/development site, but which are rendered inapplicable to assessment of the slipway by virtue of exemption criteria contained within the respective Code standards, comprise the following:

- Coastal Erosion Hazard
- Coastal Inundation Hazard
- Flood-Prone Areas

A brief explanation of how the slipway complies with the exemption criteria within each of these Codes is elaborated below:

Coastal Erosion Hazard Code

- The subject land is identified within a 'coastal erosion investigation area' of the Code.
- Pursuant to Clause 10.4.1(d) and excluding where development occurs on an actively mobile landform in the coastal zone, use or development for Resource Development – excluding use or development in the high coastal erosion hazard band that is building work or plumbing work as defined in the *Building Act 2016* – is exempt from the Code.
- Building work – within the meaning of the *Building Act 2016* – means work consisting of, or relating to:
    - *erecting, re-erecting, constructing, altering, repairing, underpinning, demolishing or removing a building; or*
    - *adding to a building; or*
    - *excavating, or filling, that is incidental to an activity referred to in paragraph (a) or (b); or*
    - *any other prescribed work.*

  The vessel launch/retrieval access is not compatible nor consistent with any of those works described in the above points. As such, the development does not fall within the meaning of 'building work' under the *Building Act 2016*. By extension, the development is consistent with the exemption criteria provided at Clause 10.4.1(d).
- This position is further reinforced by the content of the Director's Determination – Coastal Erosion Hazard Areas (2021), which is similarly dismissive of the Codes applicability to the circumstances at hand (see Division 1 and Schedule 1 of the Determination for further details).

[1] In accord with provisions of Clause 5.6 of the Tasmanian Planning Scheme – Latrobe.

- Note: although not expressly defined within either the Tasmanian Planning Scheme – Latrobe nor the State Coastal Policy 1996, it is submitted that the subject land is not compatible with reasonable considerations of what might constitute an 'actively mobile landform'. This is evidenced by historical aerial imagery of the site, demonstrating geomorphological consistency in composition and configuration of the estuarine environment applicable to the development site (see Figures 11-13, below).

Coastal Inundation Hazard Code

- The subject land is identified within the 'high' coastal inundation hazard band of the Code.
- Pursuant to Clause 11.4.1(d), use or development for Resource Development is exempt from the Code.

Flood-prone Areas Code

- As noted, the subject land is identified within the 'high' coastal inundation hazard band of the Coastal Inundation Hazard Code. As such, and pursuant to Clause C12.2.5 of the Tasmanian Planning Scheme- Latrobe, the Flood-Prone Area Hazard Code does not apply to the proposal.

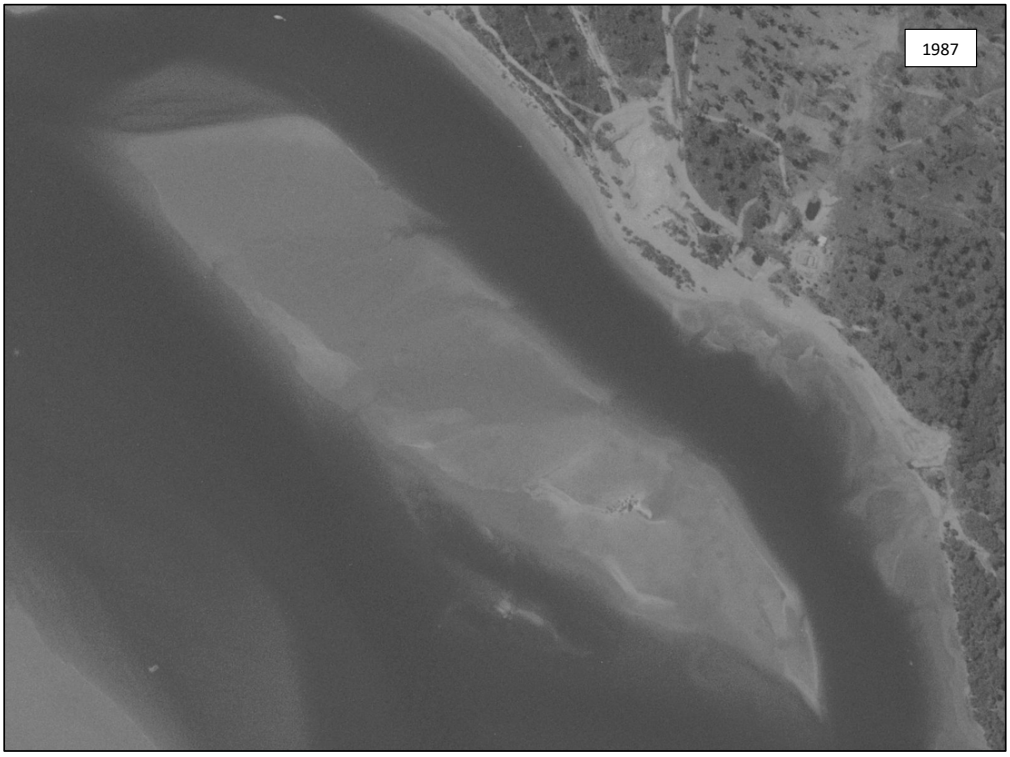


Figure 11: Aerial imagery illustrating the geomorphological setting of the estuarine environment of Eagle Point Beach during 1987 (Source: LISTmap).



Figure 12: Aerial imagery illustrating the geomorphological setting of the estuarine environment of Eagle Point Beach during 2005 (Source: LISTmap).



Figure 13: Aerial imagery illustrating the geomorphological setting of the estuarine environment of Eagle Point Beach during 2023 (Source: LISTmap).

The following sections now provide an assessment of relevant standards of the applicable Codes.

*4.3.1 Development Standards for Buildings and Works – **Acceptable Solutions** – Natural Assets*

C7.0 Natural Assets Code			
C7.6	**Development Standards for Buildings and Works**		
Clause	**Acceptable Solution**	**Assessment**	**Compliance**
C7.6.1	**Buildings and works within a waterway and coastal protection area or a future coastal refugia area**		
A1	Buildings and works within a waterway and coastal protection area must:	**The vessel access works are unable to satisfy the solutions of A1 and must therefore rely on demonstrating**	**Does not Comply**

C7.0 Natural Assets Code			
C7.6	**Development Standards for Buildings and Works**		
Clause	**Acceptable Solution**	**Assessment**	**Compliance**
	(a) be within a building area on a sealed plan approved under this planning scheme; (b) in relation to a Class 4 watercourse, be for a crossing or bridge not more than 5m in width; or (c) if within the spatial extent of tidal waters, be an extension to an existing boat ramp, car park, jetty, marina, marine farming shore facility or slipway that is not more than 20% of the area of the facility existing at the effective date.	**compliance with the corresponding performance criteria provided at Clause C7.6.1 P1.1 and P1.2. Assessment of the proposal against these performance criteria are outlined at Section 4.3.2 of this report.**	
A2	Buildings and works within a future coastal refugia area must be located within a building area on a sealed plan approved under this planning scheme.	**The vessel access works are unable to satisfy the solutions of A2 and must therefore rely on demonstrating compliance with the corresponding performance criteria provided at Clause C7.6.1 P2.1 and P2.2. Assessment of the proposal against these performance criteria are outlined at Section 4.3.2 of this report.**	**Does not Comply**
A3	Development within a waterway and coastal protection area or a future coastal refugia area must not involve a new stormwater point discharge into a watercourse, wetland or lake.	**The development does not comprise any new stormwater point discharge into a watercourse, wetland or lake.**	**Complies**

*4.3.2 Development Standards for Buildings and Works – **Performance Criteria** – Natural Assets*

C7.0 Natural Assets Code			
C7.6	**Development Standards for Buildings and Works**		
Clause	**Performance Criteria**	**Assessment**	**Compliance**
C7.6.1	**Buildings and works within a waterway and coastal protection area or a future coastal refugia area**		
P1.1	Buildings and works within a waterway and coastal protection area must avoid or minimise adverse impacts on natural assets, having regard to: (a) impacts caused by erosion, siltation, sedimentation and runoff;	**The proposed works have been specifically designed to maintain and improve an existing vessel launch and retrieval area, rather than establish a new access point or materially alter the character of the foreshore. The works are**	**Complies**

C7.0 Natural Assets Code			
C7.6	**Development Standards for Buildings and Works**		
Clause	Performance Criteria	Assessment	Compliance
	(b) impacts on riparian or littoral vegetation; (c) maintaining natural streambank and streambed condition, where it exists; (d) impacts on in-stream natural habitat, such as fallen logs, bank overhangs, rocks and trailing vegetation; (e) the need to avoid significantly impeding natural flow and drainage; (f) the need to maintain fish passage, where known to exist; (g) the need to avoid land filling of wetlands; (h) the need to group new facilities with existing facilities, where reasonably practical; (i) minimising cut and fill; (j) building design that responds to the particular size, shape, contours or slope of the land; (k) minimising impacts on coastal processes, including sand movement and wave action; (l) minimising the need for future works for the protection of natural assets, infrastructure and property; (m) the environmental best practice guidelines in the *Wetlands and Waterways Works Manual*; and (n) the guidelines in the *Tasmanian Coastal Works Manual*.	confined to a historically utilised vessel access corridor within the existing Crown licence area and comprise only the placement of crushed rock base material and a gravel wearing surface over an existing disturbed launch area. The finished surface will be graded, compacted and blended into the surrounding beach profile, ensuring that the proposal remains consistent with the existing landform and minimises ongoing disturbance associated with repeated vehicle movements. The proposal will avoid or minimise adverse impacts arising from erosion, sedimentation, runoff and coastal disturbance by stabilising an area that is already routinely trafficked by vehicles servicing the adjoining marine farming leases. Rather than repeatedly disturbing unconsolidated beach sediments through direct tyre contact, the improved running surface will distribute vehicle loads more evenly and reduce rutting, scouring and localised sediment mobilisation. No alteration is proposed to natural drainage patterns, tidal exchange, streambanks, streambeds or wetlands, and no in-stream works are required. Likewise, the proposal will not impede natural coastal processes, fish passage or tidal flows, as the works simply reinforce the existing launch interface without creating a raised structure, barrier or reclamation extending into coastal waters. Importantly, the proposal does not require the removal of riparian or littoral vegetation, nor does it involve disturbance of natural habitat features such as bank overhangs, fallen timber, rocks or trailing vegetation. The access corridor is already devoid of established native vegetation as a consequence of its longstanding use for vessel launching and retrieval, and the works remain confined entirely within that existing	

C7.0 Natural Assets Code			
C7.6	Development Standards for Buildings and Works		
Clause	Performance Criteria	Assessment	Compliance
		disturbed footprint. The accompanying Natural Values Atlas search further identifies that no threatened flora records occur within 500 metres of the site, supporting the conclusion that the proposal will not result in significant impacts upon identified botanical values. The proposal also reflects the principles of minimising earthworks and responding appropriately to the physical characteristics of the site. The works involve only minor levelling and grading of the existing beach surface, with no substantial excavation, retaining structures or engineered hardstand proposed. The naturally flat foreshore eliminates any requirement for significant cut or fill, while the finished gravel surface will remain flush with surrounding levels and visually integrate with the existing beach environment. Materials will be sourced from a nearby quarry and transported directly to the site over a short construction period, thereby limiting the duration and extent of disturbance. The proposal also represents an appropriate consolidation of infrastructure associated with an established aquaculture operation. Rather than creating a new launch facility elsewhere along the coastline, the works improve an existing authorised access point expressly recognised under the Crown licence for vessel launching, retrieval and ongoing maintenance. Concentrating activities within an established operational footprint avoids unnecessary proliferation of coastal infrastructure, reduces the potential for disturbance elsewhere along the foreshore and is consistent with the environmental management objectives underpinning both the Wetlands and Waterways Works Manual and the Tasmanian Coastal Works Manual. In practical terms, the proposal constitutes a modest maintenance and stabilisation	

C7.0 Natural Assets Code			
C7.6	Development Standards for Buildings and Works		
Clause	Performance Criteria	Assessment	Compliance
		project that reduces ongoing environmental disturbance while supporting the continued lawful operation of an existing marine farming enterprise. Accordingly, the proposal is considered to satisfy the requirements of Clause C7.6.1 P1.1 of the Tasmanian Planning Scheme – Latrobe.	
P1.2	Buildings and works within the spatial extent of tidal waters must be for a use that relies upon a coastal location to fulfil its purpose, having regard to: (a) the need to access a specific resource in a coastal location; (b) the need to operate a marine farming shore facility; (c) the need to access infrastructure available in a coastal location; (d) the need to service a marine or coastal related activity; (e) provision of essential utility or marine infrastructure; or (f) provisions of open space or for marine-related educational, research, or recreational facilities.	The proposed works are inherently dependent upon their coastal location to fulfil their intended purpose. The development comprises the improvement of an existing vessel launch and retrieval route that provides the essential interface between land-based aquaculture operations and the adjoining marine farming lease areas operated by Shearwater Oyster Supply Pty Ltd. The works do not represent a standalone access facility or general boat ramp. Rather, they are ancillary infrastructure that enables the ongoing operation of an established commercial oyster farming enterprise, the productive resource of which is located entirely within the adjacent marine environment. As such, the proposal is intrinsically reliant upon its coastal setting and could not reasonably be located elsewhere. The proposal directly satisfies the requirement for a use that relies upon access to a specific coastal resource. Commercial oyster farming is wholly dependent upon access to the adjoining marine farming leases, which constitute the productive resource supporting the use. The Crown Licence expressly authorises the use of the licensed area for construction and maintenance of an access, together with the launching and retrieval of vessels servicing Marine Farm Lease No. 095 and Marine Farm Lease No. 145. The proposed works simply improve the functionality and reliability of that authorised access and do not establish a new or unrelated coastal activity.	Complies

C7.0 Natural Assets Code			
C7.6	Development Standards for Buildings and Works		
Clause	Performance Criteria	Assessment	Compliance
		The works also directly facilitate the operation of a marine farming shore facility and the servicing of an existing marine-related activity. The licensed foreshore provides the only practical point from which specialised oyster farming vessels can be launched and retrieved in accordance with tidal conditions, allowing personnel, equipment and harvested product to move efficiently between the shore base and the offshore lease areas. Without a safe and reliable launching area, the marine farming operation could not function as intended. In this respect, the proposal provides essential supporting infrastructure that is functionally inseparable from the established aquaculture enterprise. The proposal further relies upon existing coastal infrastructure, namely the established access corridor extending from Eagle Point Road to the licensed foreshore area. Rather than establishing a new point of marine access elsewhere along the coastline, the works improve an existing and historically utilised launch location that has served marine access activities within Eagle Point Beach for many decades. This approach concentrates marine infrastructure within an established operational footprint, avoids unnecessary duplication of coastal facilities and represents an efficient use of existing infrastructure serving the marine environment. While the proposal is not directed toward public recreation, education or utilities, it nevertheless provides infrastructure that is essential to the continued operation of a lawful marine-based industry that is dependent upon direct access to coastal waters. The development therefore responds squarely to the intent of the performance criterion by providing	

C7.0 Natural Assets Code			
C7.6	**Development Standards for Buildings and Works**		
Clause	**Performance Criteria**	**Assessment**	**Compliance**
		infrastructure that services an established marine-related activity and which, by its very nature, must be located at the land-water interface in order to fulfil its operational purpose. Accordingly, the proposal is considered to satisfy the requirements of Clause C7.6.1 P1.2 of the Tasmanian Planning Scheme – Latrobe.	
P2.1	Buildings and works within a future coastal refugia area must allow for natural coastal processes to continue to occur and avoid or minimise adverse impacts on natural assets, having regard to: (a) allowing for the landward transgression of sand dunes and the landward colonisation of wetlands, saltmarshes and other coastal habitats from adjacent areas; (b) avoiding the creation of barriers or drainage networks that would prevent future tidal inundation; (c) allowing the coastal processes of sand deposition or erosion to continue to occur; (d) the need to group new facilities with existing facilities, where reasonably practical; (e) the impacts on native vegetation; (f) minimising cut and fill; (g) building design that responds to the particular size, shape, contours or slope of the land; (h) the impacts of sea-level rise on natural coastal processes and coastal habitat; (i) the environmental best practice guidelines in the *Wetlands and Waterways Works Manual*; and (j) the guidelines in the *Tasmanian Coastal Works Manual*.	The proposed works have been designed to function within the existing coastal environment without materially altering the natural processes that shape the foreshore. The proposal does not involve construction of a conventional concrete boat ramp, seawall, revetment or other permanent coastal engineering structure. Rather, it comprises the placement of crushed rock base material and a gravel wearing surface over an existing and historically utilised vessel launch area, followed by grading, compaction and blending into the surrounding beach profile. Consequently, the proposal maintains the informal character of the foreshore while allowing natural coastal processes to continue to operate largely unimpeded. Importantly, the proposal will not impede the natural landward migration of coastal habitats or interfere with future tidal inundation processes. The works do not involve land reclamation, filling of wetlands, construction of bunds or the creation of drainage infrastructure capable of restricting tidal exchange. Equally, no barriers are proposed that would prevent the future landward transgression of sand dunes, saltmarsh or other coastal habitats should those processes occur over time. The improved access surface will remain at existing ground levels and within an established operational footprint, thereby avoiding	Complies

C7.0 Natural Assets Code			
C7.6	Development Standards for Buildings and Works		
Clause	Performance Criteria	Assessment	Compliance
		any material interference with the natural evolution of the foreshore. The proposal has similarly been designed to allow the coastal processes of sand movement, sediment deposition and natural erosion to continue. The improved launch area will not extend into coastal waters as a rigid engineered structure, nor will it alter tidal currents or wave action. Instead, the gravel surface will be integrated into the existing beach profile and remain responsive to the natural characteristics of the foreshore. The proposal therefore differs fundamentally from conventional coastal protection works that seek to resist or redirect natural coastal processes. Rather than controlling coastal dynamics, the proposal accommodates them while providing a more stable running surface for vehicles operating within an existing launch corridor. The works also minimise impacts upon natural assets by remaining entirely within an existing and historically disturbed access corridor. No native coastal vegetation requires removal, no additional facilities are proposed elsewhere along the coastline, and the proposal consolidates infrastructure within a location that has historically accommodated vessel launching and retrieval activities for many decades. Construction activities are limited to minor grading and levelling associated with placement of crushed rock and gravel, with no substantial excavation, retaining structures or significant cut and fill proposed. The naturally flat topography of the site enables the finished surface to closely follow existing ground levels, allowing the works to respond appropriately to the physical characteristics of the land while minimising disturbance. The accompanying Natural Values Atlas search further indicates that no	

C7.0 Natural Assets Code			
C7.6	**Development Standards for Buildings and Works**		
Clause	**Performance Criteria**	**Assessment**	**Compliance**
		threatened flora records occur within 500 metres of the site, reinforcing that the proposal will not result in significant impacts upon identified botanical values. The proposal also demonstrates an appropriate response to longer-term coastal change, including the potential effects of sea-level rise. Rather than relying upon substantial engineered coastal protection infrastructure that may require ongoing intervention, the proposal adopts a low-impact design that works with the existing coastal environment and can be readily maintained or adapted over time if coastal conditions evolve. By improving an existing launch location instead of establishing new coastal infrastructure elsewhere, the proposal minimises cumulative disturbance while remaining consistent with the environmental management principles reflected in the *Wetlands and Waterways Works Manual* and the *Tasmanian Coastal Works Manual*. Overall, the proposal represents a modest and sympathetic improvement that enables continued operation of the established marine farming enterprise whilst preserving the capacity for natural coastal processes to continue to occur. Accordingly, the proposal is considered to satisfy the requirements of Clause C7.6.1 P2.1 of the Tasmanian Planning Scheme – Latrobe.	
P2.2	Buildings and works within a future coastal refugia area must be for a use that relies upon a coastal location to fulfil its purpose, having regard to: (a) the need to access a specific resource in a coastal location; (b) the need to operate a marine farming shore facility; (c) the need to access infrastructure available in a coastal location;	As noted, the proposed works are inherently dependent upon their coastal location to fulfil their intended purpose. The development comprises the improvement of an existing vessel launch and retrieval route that provides the essential interface between land-based aquaculture operations and the adjoining marine farming lease areas operated by Shearwater Oyster Supply Pty Ltd. The works do not represent a standalone access facility or general boat ramp. Rather, they are ancillary	Complies

C7.0 Natural Assets Code			
C7.6	Development Standards for Buildings and Works		
Clause	Performance Criteria	Assessment	Compliance
	(d) the need to service a marine or coastal related activity; (e) provision of essential utility or marine infrastructure; and (f) provision of open space or for marine-related educational, research, or recreational facilities.	infrastructure that enables the ongoing operation of an established commercial oyster farming enterprise, the productive resource of which is located entirely within the adjacent marine environment. As such, the proposal is intrinsically reliant upon its coastal setting and could not reasonably be located elsewhere. The proposal directly satisfies the requirement for a use that relies upon access to a specific coastal resource. Commercial oyster farming is wholly dependent upon access to the adjoining marine farming leases, which constitute the productive resource supporting the use. The Crown Licence expressly authorises the use of the licensed area for construction and maintenance of an access, together with the launching and retrieval of vessels servicing Marine Farm Lease No. 095 and Marine Farm Lease No. 145. The proposed works simply improve the functionality and reliability of that authorised access and do not establish a new or unrelated coastal activity. The works also directly facilitate the operation of a marine farming shore facility and the servicing of an existing marine-related activity. The licensed foreshore provides the only practical point from which specialised oyster farming vessels can be launched and retrieved in accordance with tidal conditions, allowing personnel, equipment and harvested product to move efficiently between the shore base and the offshore lease areas. Without a safe and reliable launching area, the marine farming operation could not function as intended. In this respect, the proposal provides essential supporting infrastructure that is functionally inseparable from the established aquaculture enterprise.	

C7.0 Natural Assets Code			
C7.6	Development Standards for Buildings and Works		
Clause	Performance Criteria	Assessment	Compliance
		The proposal further relies upon existing coastal infrastructure, namely the established access corridor extending from Eagle Point Road to the licensed foreshore area. Rather than establishing a new point of marine access elsewhere along the coastline, the works improve an existing and historically utilised launch location that has served marine access activities within Eagle Point Beach for many decades. This approach concentrates marine infrastructure within an established operational footprint, avoids unnecessary duplication of coastal facilities and represents an efficient use of existing infrastructure serving the marine environment. While the proposal is not directed toward public recreation, education or utilities, it nevertheless provides infrastructure that is essential to the continued operation of a lawful marine-based industry that is dependent upon direct access to coastal waters. The development therefore responds squarely to the intent of the performance criterion by providing infrastructure that services an established marine-related activity and which, by its very nature, must be located at the land-water interface in order to fulfil its operational purpose. Accordingly, the proposal is considered to satisfy the requirements of Clause C7.6.1 P2.2 of the Tasmanian Planning Scheme – Latrobe.	

5 Conclusion

The proposal represents a modest and carefully considered upgrade to an existing vessel launch and retrieval area that has historically serviced commercial oyster farming operations at Eagle Point Beach. Rather than establishing a new access point or intensifying the existing use, the works improve the safety, reliability and environmental performance of an established and authorised access arrangement through the placement of crushed rock and gravel within an existing disturbed access corridor. The proposal avoids permanent engineered coastal infrastructure, retains the informal character of the foreshore and remains confined to the existing operational footprint, ensuring the environmental, scenic and operational qualities of the locality are maintained while supporting the ongoing viability of an established location-dependent aquaculture enterprise.

The proposal demonstrates a clear response to the relevant provisions of the Tasmanian Planning Scheme – Latrobe. It is consistent with the purpose of the Environmental Management Zone by facilitating a compatible resource-based use while protecting the ecological and scenic values of the surrounding coastal environment. The works have been designed to reduce ongoing disturbance associated with repeated vehicle movements across unconsolidated beach sediments by providing a stable and well-defined access surface, without requiring vegetation removal, significant earthworks or alteration of natural coastal processes. The assessment further demonstrates compliance with the applicable development standards and performance criteria, with the proposal incorporating appropriate measures to avoid or minimise impacts on natural assets while maintaining the environmental values of the site.

Overall, the proposed works provide an appropriate balance between environmental protection and the operational requirements of an established commercial oyster farming enterprise. The development is limited in scale, generates no material increase in traffic or operational intensity, and will not adversely affect neighbouring land uses or the broader coastal landscape. Instead, it formalises and improves an existing access arrangement in a manner that enhances long-term environmental management, operational safety and functional efficiency. Accordingly, the proposal is considered to satisfy the relevant requirements of the Tasmanian Planning Scheme – Latrobe and is appropriate for planning approval.

Natural Values Atlas Report

Authoritative, comprehensive information on Tasmania's natural values.

Reference:	
Requested For:	
Report Type:	Summary Report
Timestamp:	04:39:13 PM Monday 29 June 2026
Threatened Flora:	buffers Min: 500m Max: 5000m
Threatened Fauna:	buffers Min: 500m Max: 5000m
Raptors:	buffers Min: 500m Max: 5000m
Tasmanian Weed Management Act Weeds:	buffers Min: 500m Max: 5000m
Priority Weeds:	buffers Min: 500m Max: 5000m
Geoconservation:	buffer 1000m
Acid Sulfate Soils:	buffer 1000m
TASVEG:	buffer 1000m
Threatened Communities:	buffer 1000m
Fire History:	buffer 1000m
Freshwater Ecosystem Values:	buffer 1000m
Freshwater Ecosystem Values displayed:	Estuaries
Tasmanian Reserve Estate:	buffer 1000m
Biosecurity Risks:	buffer 1000m



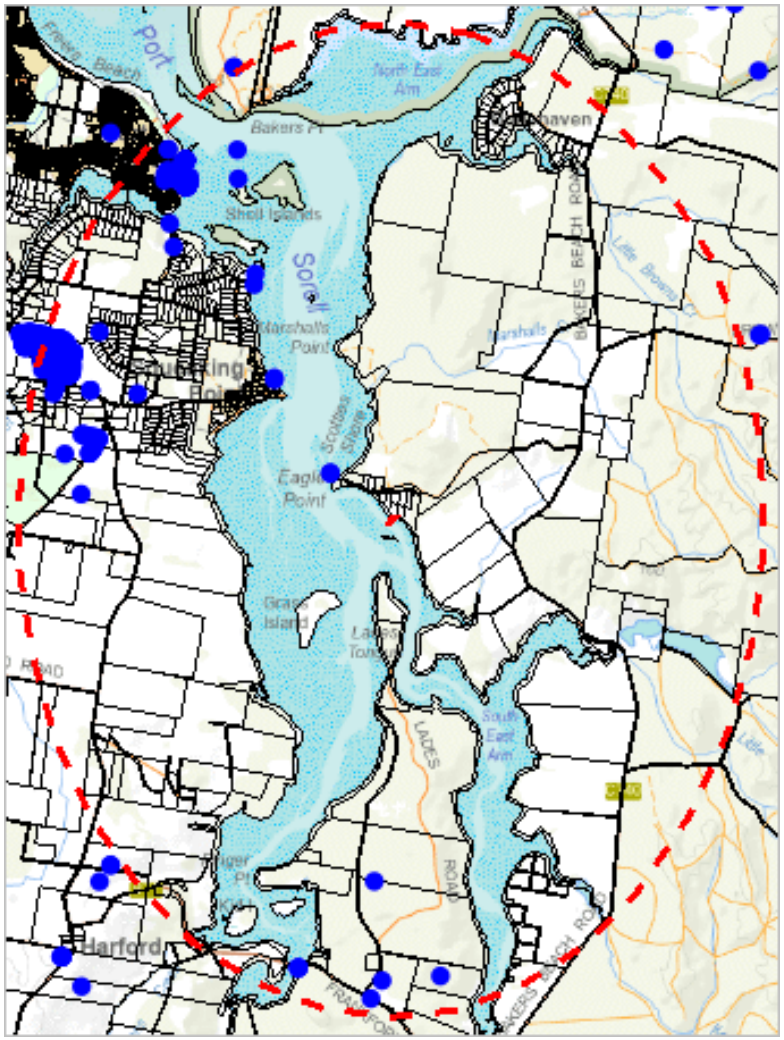
The centroid for this query GDA94: 465237.0, 5438910.0 falls within:

*** No threatened flora found within 500 metres ***

Threatened flora within 500 metres

Threatened flora within 5000 metres

469205, 5444147



461271, 5433669

Please note that some layers may not display at all requested map scales

Threatened flora within 5000 metres

Legend: Verified and Unverified observations

- Point Verified
- Point Unverified
- Line Verified
- Line Unverified
- Polygon Verified
- Polygon Unverified

Legend: Cadastral Parcels

Threatened flora within 5000 metres

Verified Records

Species	Common Name	SS	NS	Bio	Observation Count	Last Recorded
Amphibromus neesii	southern swampgrass	r		n	20	22-Nov-2017
Caladenia congesta	blacktongue finger-orchid	e		n	34	18-Nov-2017
Caladenia tonellii	robust fingers	e	CR	e	2	01-Apr-2004
Cassinia rugata	wrinkled dollybush	e	VU	n	798	07-Nov-2024
Centipeda cunninghamii	erect sneezeweed	r		n	2	21-Mar-2010
Comesperma defoliatum	leafless milkwort	r		n	179	08-Feb-2024
Epacris exserta	south esk heath	e	PEN	e	1	01-Nov-1895
Euphrasia scabra	yellow eyebright	e		n	1	18-Apr-1932
Gratiola pubescens	hairy brooklime	r		n	97	18-Dec-2016
Gynatrix pulchella	fragrant hempbush	r		n	25	30-Jan-2008
Isolepis stellata	star clubsedge	r		n	71	30-Dec-2017
Juncus vaginatus	clustered rush	r		n	2	01-Jan-2025
Limonium australe var. australe	yellow sea-lavender	r		n	140	10-Apr-2025
Lycopus australis	australian gypsywort	e		n	4	30-Jan-2008
Lythrum salicaria	purple loosestrife	v		n	7	30-Jan-2008
Paraprasophyllum apoxychilum	tapered leek-orchid	v	EN	e	4	01-Oct-2014
Paraprasophyllum limnetes	marsh leek-orchid	e	CR	e	61	06-Jan-2023
Paraprasophyllum pulchellum	pretty leek-orchid	e	CR	e	327	19-Nov-2019
Persicaria decipiens	slender waterpepper	v		n	1	03-Mar-2010
Pimelea curviflora	curved riceflower	p		n	3	07-Nov-1948
Pomaderris intermedia	lemon dogwood	r		n	3	05-Aug-2025
Prasophyllum limnetes	marsh leek-orchid	pe	PCR	e	2	14-Dec-2009
Prasophyllum pulchellum	pretty leek-orchid	pe	PCR	e	4	10-Nov-2012
Pterostylis grandiflora	superb greenhood	r		n	2	22-Apr-2022
Pterostylis squamata	ruddy greenhood	v		n	1	29-Nov-1980
Pterostylis ziegeleri	grassland greenhood	v	VU	e	1	31-Oct-1981
Ruppia megacarpa	largefruit seatassel	r		n	1	28-Feb-1887
Senecio squarrosus	leafy fireweed	r		n	28	16-Dec-2016
Solanum opacum	greenberry nightshade	e		n	2	06-Nov-1932
Spyridium parvifolium	dustymiller	p		n	3	22-Sep-1986
Tetratheca ciliata	northern pinkbells	r		n	1	01-Jan-1000
Thelymitra holmesii	bluestar sun-orchid	r		n	196	12-Nov-2024
Thelymitra mucida	plum sun-orchid	e		n	28	01-Oct-2017

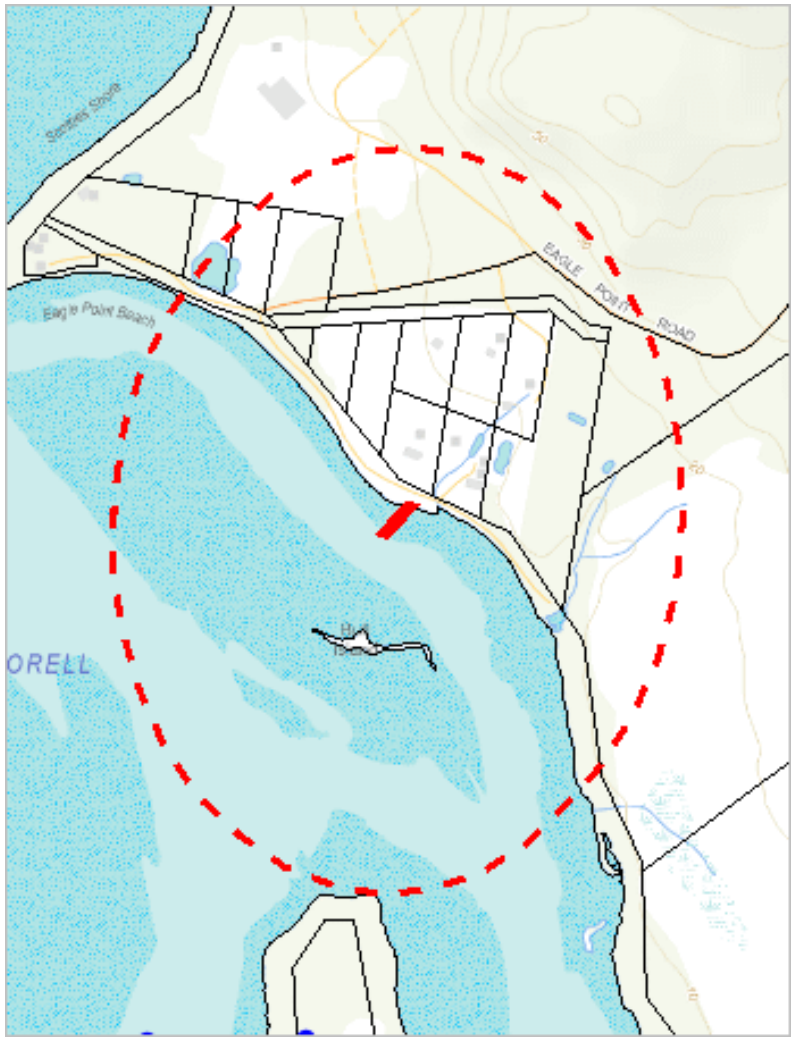
Unverified Records

No unverified records were found!

For more information about threatened species, please contact Threatened Species Enquiries.
Telephone: 1300 368 550
Email: ThreatenedSpecies.Enquiries@nre.tas.gov.au
Address: GPO Box 44, Hobart, Tasmania, Australia, 7000

Threatened fauna within 500 metres

465792, 5439636



464682, 5438184

Please note that some layers may not display at all requested map scales

Threatened fauna within 500 metres

Legend: Verified and Unverified observations

- Point Verified
- Point Unverified
- Line Verified
- Line Unverified
- Polygon Verified
- Polygon Unverified

Legend: Cadastral Parcels

Threatened fauna within 500 metres

Threatened fauna within 500 metres

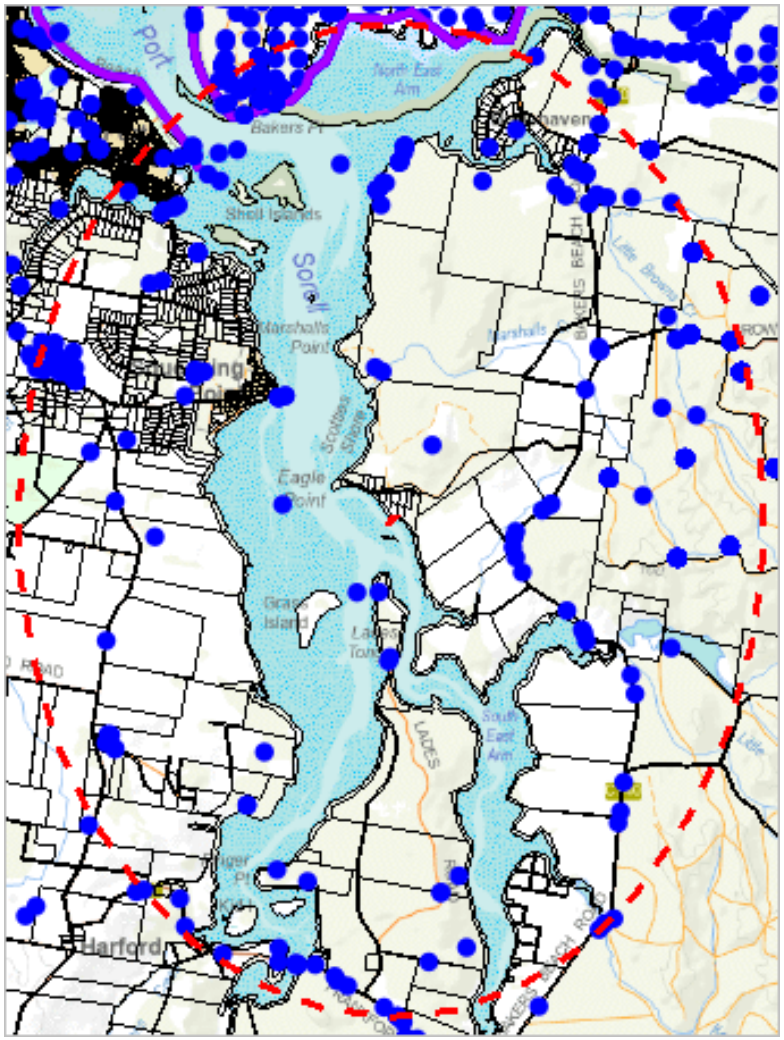
(based on Range Boundaries)

Species	Common Name	SS	NS	BO	Potential	Known	Core
Astacopsis gouldi	lutaralipina or giant freshwater crayfish	v	VU	e	1	0	0
Lathamus discolor	swift parrot	e	CR	mbe	1	0	0
Tachyspiza novaehollandiae	grey goshawk	e		n	1	0	0
Prototroctes maraena	australian grayling	v	VU	ae	2	0	0
Antipodia chaostola	chaostola skipper	e	EN	ae	1	0	0
Haliaeetus leucogaster	white-bellied sea-eagle	v		n	2	0	0
Limnodynastes peroni	striped marsh frog	e		n	1	0	0
Tyto novaehollandiae subsp. castanops	Tasmanian masked owl	e	VU	e	1	0	1
Dasyurus maculatus subsp. maculatus	spotted-tailed quoll	r	VU	n	1	0	0
Litoria raniformis	green and gold frog	v	VU	ae	1	0	1
Catadromus lacordairei	Green-lined ground beetle	v		n	1	0	0
Accipiter novaehollandiae	grey goshawk	e		n	1	0	0
Sarcophilus harrisii	tasmanian devil	e	EN	e	1	0	0
Engaeus granulatus	Central North burrowing crayfish	e	EN	e	1	1	0
Aquila audax subsp. fleayi	tasmanian wedge-tailed eagle	e	EN	e	1	0	0
Pseudomys novaehollandiae	pookila or new holland mouse	e	VU	n	1	0	0
Galaxiella pusilla	eastern dwarf galaxias	v	EN	n	1	0	0
Dasyurus viverrinus	eastern quoll		EN	n	0	0	1
Icthyophaga leucogaster	white-bellied sea-eagle	v		n	1	0	0

For more information about threatened species, please contact Threatened Species Enquiries.
Telephone: 1300 368 550
Email: ThreatenedSpecies.Enquiries@nre.tas.gov.au
Address: GPO Box 44, Hobart, Tasmania, Australia, 7000

Threatened fauna within 5000 metres

469205, 5444147



461271, 5433669

Please note that some layers may not display at all requested map scales

Threatened fauna within 5000 metres

Legend: Verified and Unverified observations

- Point Verified
- Point Unverified
- Line Verified
- Line Unverified
- Polygon Verified
- Polygon Unverified

Legend: Cadastral Parcels

Threatened fauna within 5000 metres

Verified Records

Species	Common Name	SS	NS	Bio	Observation Count	Last Recorded
Aquila audax	wedge-tailed eagle	pe	PEN	n	14	23-Jul-2025
Aquila audax subsp. fleayi	tasmanian wedge-tailed eagle	e	EN	e	6	18-Nov-2009
Arenaria interpres	ruddy turnstone		VU	n	3	12-Oct-2001
Calidris canutus	red knot		VU	n	3	23-Nov-2024
Calidris ferruginea	curlew sandpiper	e	CR	n	1	15-Oct-2013
Catadromus lacordairei	Green-lined ground beetle	v		n	5	26-Sep-2003
Dasyurus maculatus	spotted-tailed quoll	r	VU	n	23	28-Feb-2024
Dasyurus maculatus subsp. maculatus	spotted-tailed quoll	r	VU	n	81	21-Sep-2023
Engaeus granulatus	Central North burrowing crayfish	e	EN	e	40	20-Oct-2022
Gallinago hardwickii	Lathams snipe	v	VU	n	1	25-Jan-2025
Hirundapus caudacutus	white-throated needletail		VU	n	7	30-Mar-2024
Icthyophaga leucogaster	white-bellied sea-eagle	v		n	40	16-Oct-2025
Lathamus discolor	swift parrot	e	CR	mbe	1	10-Dec-1994
Litoria raniformis	green and gold frog	v	VU	ae	14	06-Dec-2025
Neophema chrysostoma	blue-winged parrot	v	VU	n	14	03-Dec-2025
Numenius madagascariensis	eastern curlew	e	CR	m	13	30-Dec-2024
Perameles gunnii	eastern barred bandicoot		VU	n	6	12-May-2023
Perameles gunnii subsp. gunnii	eastern barred bandicoot		VU		1	02-Oct-2024
Pluvialis squatarola	grey plover		VU	n	2	24-Jan-2020
Sarcophilus harrisii	tasmanian devil	e	EN	e	923	25-Feb-2026
Seriolella brama	Blue Warehou		CD	n	2	01-Jan-1995
Sternula nereis subsp. nereis	fairy tern	v	VU	n	2	03-Dec-2024
Tachyspiza novaehollandiae	grey goshawk	e		n	3	07-Mar-2025
Thinornis cucullatus	hooded plover		PVU	ae	7	14-Mar-2025
Thinornis rubricollis	hooded plover		VU	n	17	12-Apr-2018
Tyto novaehollandiae	masked owl	pe	PVU	n	2	30-Aug-2025
Tyto novaehollandiae subsp. castanops	Tasmanian masked owl	e	VU	e	1	01-Jan-2024

Unverified Records

No unverified records were found!

Threatened fauna within 5000 metres

(based on Range Boundaries)

Species	Common Name	SS	NS	BO	Potential	Known	Core
Astacopsis gouldi	lutaralipina or giant freshwater crayfish	v	VU	e	1	0	0
Lathamus discolor	swift parrot	e	CR	mbe	1	0	0
Tachyspiza novaehollandiae	grey goshawk	e		n	1	0	0
Prototroctes maraena	australian grayling	v	VU	ae	5	0	0
Antipodia chaostola	chaostola skipper	e	EN	ae	6	0	0
Ceyx azureus subsp. diemenensis	Tasmanian azure kingfisher	e	EN	e	0	0	1
Haliaeetus leucogaster	white-bellied sea-eagle	v		n	2	0	0
Limnodynastes peroni	striped marsh frog	e		n	1	0	0
Tyto novaehollandiae subsp. castanops	Tasmanian masked owl	e	VU	e	1	0	1
Dasyurus maculatus subsp. maculatus	spotted-tailed quoll	r	VU	n	1	0	4
Litoria raniformis	green and gold frog	v	VU	ae	1	0	1
Catadromus lacordairei	Green-lined ground beetle	v		n	1	0	0
Accipiter novaehollandiae	grey goshawk	e		n	1	0	0
Sarcophilus harrisii	tasmanian devil	e	EN	e	1	0	0
Engaeus granulatus	Central North burrowing crayfish	e	EN	e	4	4	0
Perameles gunnii	eastern barred bandicoot		VU	n	1	0	0
Aquila audax subsp. fleayi	tasmanian wedge-tailed eagle	e	EN	e	1	0	0
Pseudomys novaehollandiae	pookila or new holland mouse	e	VU	n	4	0	0
Galaxiella pusilla	eastern dwarf galaxias	v	EN	n	1	0	0
Dasyurus viverrinus	eastern quoll		EN	n	0	0	1
Icthyophaga leucogaster	white-bellied sea-eagle	v		n	1	0	0

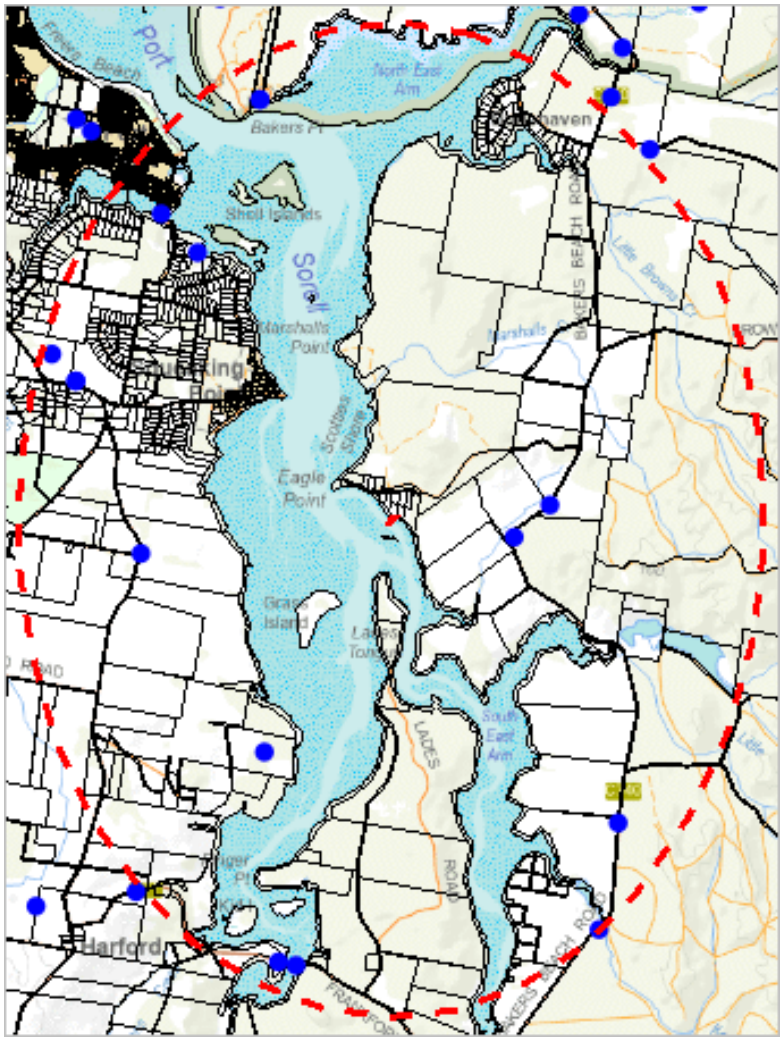
For more information about threatened species, please contact Threatened Species Enquiries.
Telephone: 1300 368 550
Email: ThreatenedSpecies.Enquiries@nre.tas.gov.au
Address: GPO Box 44, Hobart, Tasmania, Australia, 7000

Threatened fauna within 5000 metres

*** No Raptor nests or sightings found within 500 metres. ***

Raptor nests and sightings within 5000 metres

469205, 5444147



461271, 5433669

Please note that some layers may not display at all requested map scales

Raptor nests and sightings within 5000 metres

Legend: Verified and Unverified observations

- Point Verified
- Point Unverified
- Line Verified
- Line Unverified
- Polygon Verified
- Polygon Unverified

Legend: Cadastral Parcels



Raptor nests and sightings within 5000 metres

Verified Records

Nest Id/Location Foreign Id	Species	Common Name	Obs Type	Observation Count	Last Recorded
1281	Icthyophaga leucogaster	white-bellied sea-eagle	Nest	3	18-Jun-2025
1598	Aquila audax subsp. fleayi	tasmanian wedge-tailed eagle	Nest	5	08-Sep-2009
1746	Icthyophaga leucogaster	white-bellied sea-eagle	Nest	1	02-Dec-2008
1866	Aquila audax subsp. fleayi	tasmanian wedge-tailed eagle	Nest	1	18-Nov-2009
2324	Icthyophaga leucogaster	white-bellied sea-eagle	Nest	1	05-Sep-2016
3630	Icthyophaga leucogaster	white-bellied sea-eagle	Nest	1	16-Oct-2025
565	Icthyophaga leucogaster	white-bellied sea-eagle	Nest	1	01-May-2004
789	Icthyophaga leucogaster	white-bellied sea-eagle	Nest	1	02-May-2001
840	Icthyophaga leucogaster	white-bellied sea-eagle	Nest	1	01-Jan-1985
99	Icthyophaga leucogaster	white-bellied sea-eagle	Nest	1	01-Jan-1985
	Aquila audax	wedge-tailed eagle	Sighting	14	23-Jul-2025
	Falco longipennis	australian hobby	Sighting	2	21-May-2024
	Falco peregrinus	peregrine falcon	Not Recorded	1	01-Jan-1900
	Tyto novaehollandiae	masked owl	Audible	1	01-Jan-2024
	Tyto novaehollandiae	masked owl	Sighting	1	30-Aug-2025

Unverified Records

No unverified records were found!

Raptor nests and sightings within 5000 metres

(based on Range Boundaries)

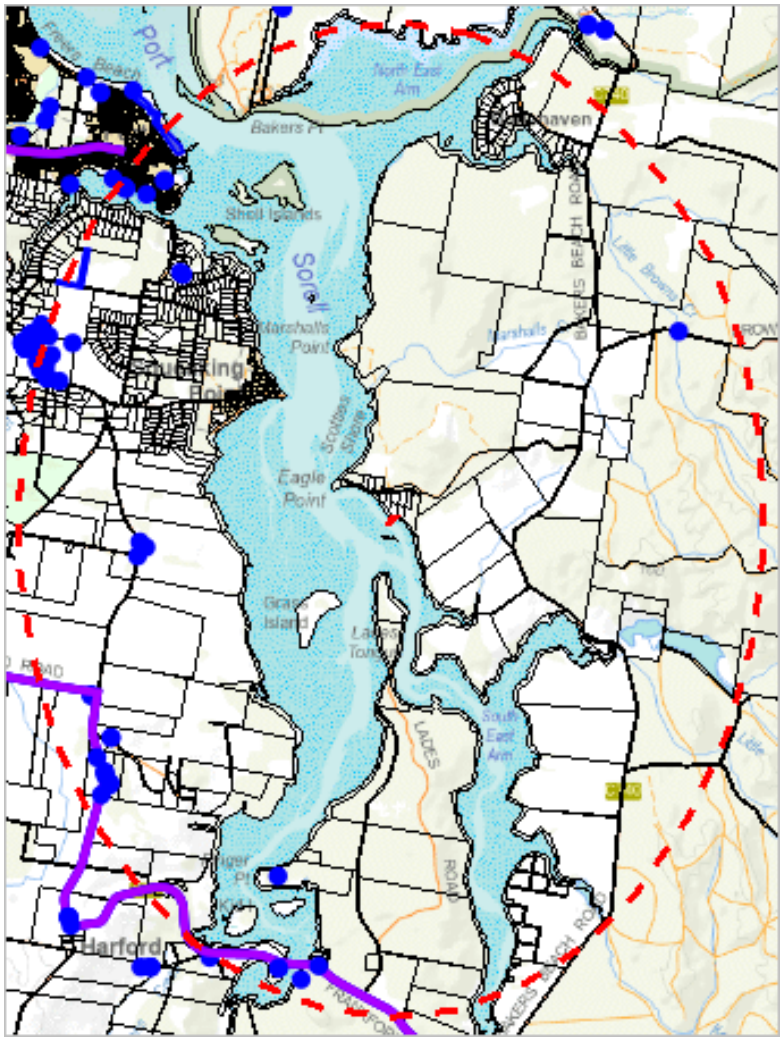
Species	Common Name	SS	NS	Potential	Known	Core
Aquila audax subsp. fleayi	tasmanian wedge-tailed eagle	e	EN	1	0	0
Accipiter novaehollandiae	grey goshawk	e		1	0	0
Haliaeetus leucogaster	white-bellied sea-eagle	v		2	0	0

For more information about raptor nests, please contact Threatened Species Enquiries.
Telephone: 1300 368 550
Email: ThreatenedSpecies.Enquiries@nre.tas.gov.au
Address: GPO Box 44, Hobart, Tasmania, Australia, 7000

*** No Tas Management Act Weeds found within 500 metres ***

Tas Management Act Weeds within 5000 m

469205, 5444147



461271, 5433669

Please note that some layers may not display at all requested map scales

Tas Management Act Weeds within 5000 m

Legend: Verified and Unverified observations

- Point Verified
- Point Unverified
- Line Verified
- Line Unverified
- Polygon Verified
- Polygon Unverified

Legend: Cadastral Parcels

Tas Management Act Weeds within 5000 m

Verified Records

Species	Common Name	Observation Count	Last Recorded
Asparagus asparagoides	bridal creeper	4	29-Apr-2024
Carduus tenuiflorus	winged thistle	1	17-Nov-0125
Chrysanthemoides monilifera subsp. monilifera	boneseed	1	21-Dec-2010
Cirsium arvense var. arvense	creeping thistle	1	21-Dec-2009
Cortaderia sp.	pampas grass	2	29-Apr-2009
Erica lusitanica	spanish heath	61	12-May-2023
Foeniculum vulgare	fennel	1	08-Jan-1995
Genista monspessulana	montpellier broom or canary broom	4	10-Oct-2024
Ilex aquifolium	holly	7	04-Apr-2025
Rubus fruticosus	blackberry	15	18-May-2023
Rubus leucostachys	blackberry	9	17-Nov-0125
Rubus polyanthemus	blackberry	6	09-Feb-2009
Salix x fragilis nothovar. fragilis	crack willow	1	31-Oct-2003
Senecio jacobaea	ragwort	4	06-Dec-2016
Ulex europaeus	gorse	15	18-May-2023

Unverified Records

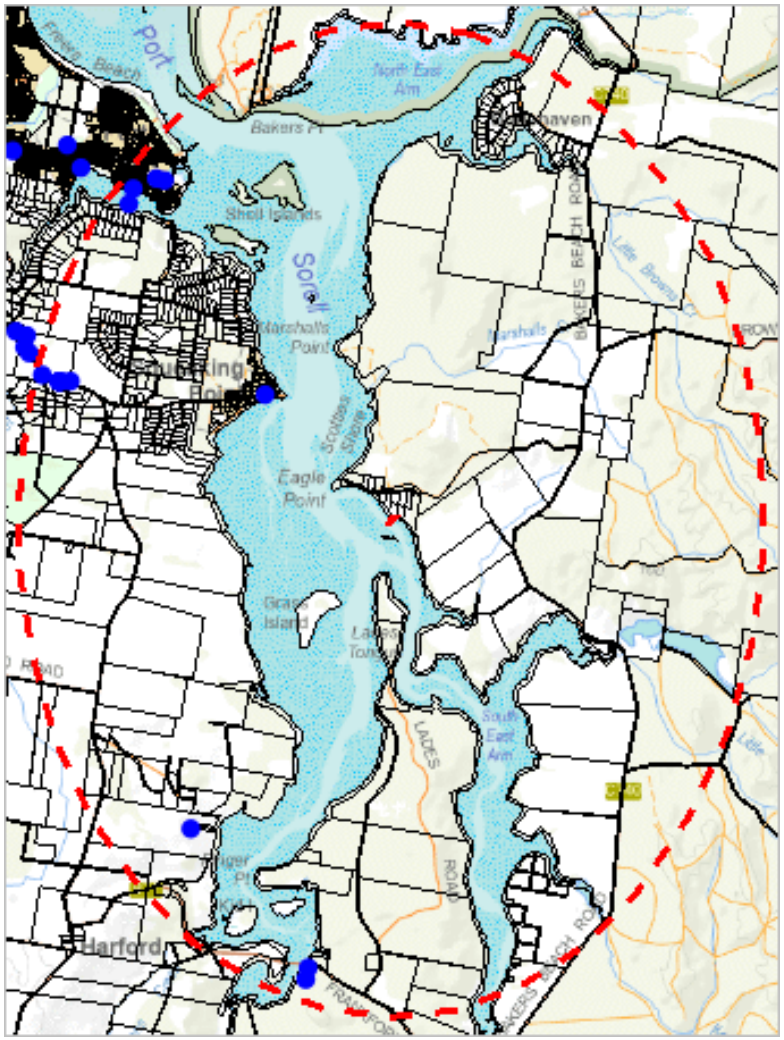
For more information about introduced weed species, please visit the following URL for contact details in your area:

https://www.nre.tas.gov.au/invasive-species/weeds

*** No Priority Weeds found within 500 metres ***

Priority Weeds within 5000 m

469205, 5444147



461271, 5433669

Please note that some layers may not display at all requested map scales

Priority Weeds within 5000 m

Legend: Verified and Unverified observations

- Point Verified
- Point Unverified
- Line Verified
- Line Unverified
- Polygon Verified
- Polygon Unverified

Legend: Cadastral Parcels

Priority Weeds within 5000 m

Verified Records

Species	Common Name	Observation Count	Last Recorded
Acacia baileyana	cootamundra wattle	1	24-Nov-2023
Acacia howittii	sticky wattle	5	14-Mar-2023
Billardiera heterophylla	bluebell creeper	6	22-Apr-2023
Cenchrus clandestinus	kikuyu grass	1	04-Feb-2025
Gomphocarpus fruticosus subsp. fruticosus	swanplant	1	09-Mar-2024
Sporobolus anglicus	common cordgrass	3	14-Jan-2001
Verbascum thapsus	great mullein	3	27-Oct-2019
Watsonia meriana var. bulbillifera	bulbil watsonia	1	16-Jun-2000

Unverified Records

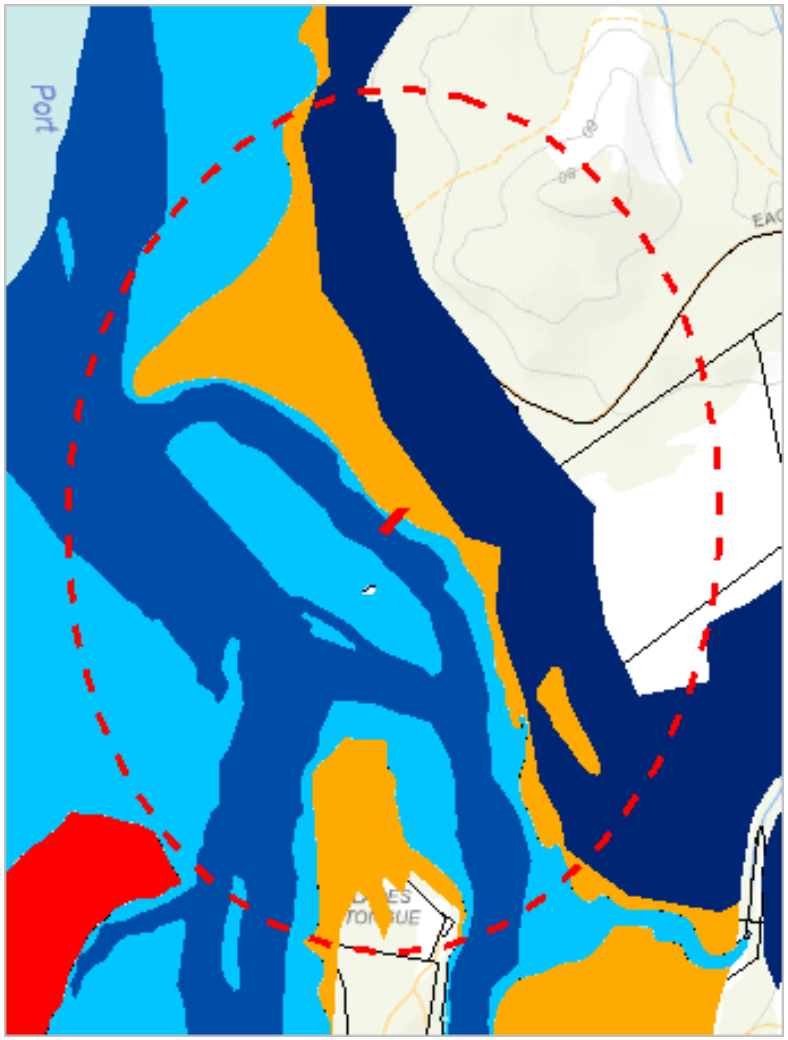
For more information about introduced weed species, please visit the following URL for contact details in your area:

https://www.nre.tas.gov.au/invasive-species/weeds

*** No Geoconservation sites found within 1000 metres. ***

Acid Sulfate Soils within 1000 metres

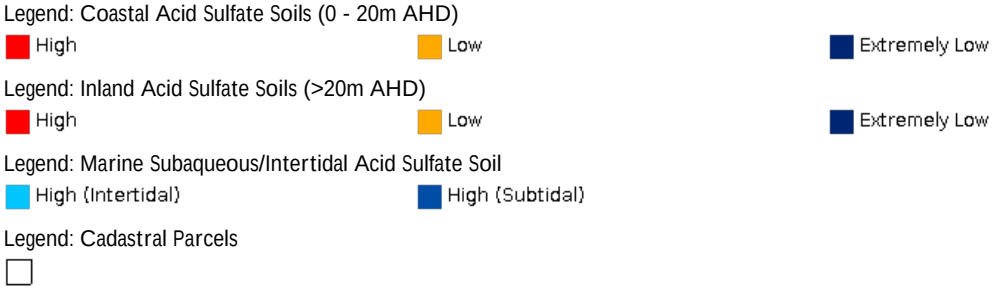
466172, 5440137



464303, 5437683

Please note that some layers may not display at all requested map scales

Acid Sulfate Soils within 1000 metres



Acid Sulfate Soils within 1000 metres

Dataset Name	Acid Sulfate Soil Probability	Acid Sulfate Soil Atlas	Description
Coastal Acid Sulfate Soils	Extremely Low	Ci(p3)	Extremely low probability of occurance (1-5% of mapping unit). with occurences in small areas. Sandplains and dunes 2-10m AHD, ASS generally below 1m from the surface. Heath, forests. Holocene or Pleistocene. Potential acid sulfate soil (PASS) = sulfidic material (Isbell 1996 p.122). No necessary analytical data are available but confidence is fair, based on a knowledge of similar soils in similar environments.
Coastal Acid Sulfate Soils	Extremely Low	Cj(p3)	Extremely low probability of occurance (1-5% of mapping unit). with occurences in small areas. Sandplains and dunes >10m AHD, ASS generally below 1m from the surface. Heath, forests. Mainly Pleistocene. Potential acid sulfate soil (PASS) = sulfidic material (Isbell 1996 p.122). No necessary analytical data are available but confidence is fair, based on a knowledge of similar soils in similar environments.
Coastal Acid Sulfate Soils	Low	Bh(p3)	Low probability of occurance (6-70% chance of occurrence in mapping unit). Sandplains and dunes <2m AHD, ASS generally within 1m of the surface. Often wet heath. Holocene or Pleistocene. Potential acid sulfate soil (PASS) = sulfidic material (Isbell 1996 p.122). No necessary analytical data are available but confidence is fair, based on a knowledge of similar soils in similar environments.
Coastal Acid Sulfate Soils	Low	Bi(p3)	Low probability of occurance (6-70% chance of occurrence in mapping unit). Sandplains and dunes 2-10m AHD, ASS generally below 1m from the surface. Heath, forests. Holocene or Pleistocene. Potential acid sulfate soil (PASS) = sulfidic material (Isbell 1996 p.122). No necessary analytical data are available but confidence is fair, based on a knowledge of similar soils in similar environments.
Coastal Acid Sulfate Soils	Low	Bm(p3)	Low probability of occurance (6-70% chance of occurrence in mapping unit). Hydrosols, ASS generally within upper 1m in wet/riparian areas with Hydrosols (Isbell 1996). Potential acid sulfate soil (PASS) = sulfidic material (Isbell 1996 p.122). No necessary analytical data are available but confidence is fair, based on a knowledge of similar soils in similar environments.
Coastal Acid Sulfate Soils	Low	Bu(p3)	Low probability of occurance (6-70% chance of occurrence in mapping unit). Unclassified - Insufficient landscape information available to classify map unit. Potential acid sulfate soil (PASS) = sulfidic material (Isbell 1996 p.122). No necessary analytical data are available but confidence is fair, based on a knowledge of similar soils in similar environments.
Marine Subaqueous and Intertidal Acid Sulfate Soils	High	Aa(p3)	High probability of occurance (>70% chance of occurrence in mapping unit). Subaqueous material in subtidal wetland, PASS material and/or MBO. Often seagrasses. Potential acid sulfate soil (PASS) = sulfidic material (Isbell 1996 p.122). No necessary analytical data are available but confidence is fair, based on a knowledge of similar soils in similar environments.
Marine Subaqueous and Intertidal Acid Sulfate Soils	High	Ab(p3)	High probability of occurance (>70% chance of occurrence in mapping unit). Intertidal flats, PASS generally within upper 1m. Potential acid sulfate soil (PASS) = sulfidic material (Isbell 1996 p.122). No necessary analytical data are available but confidence is fair, based on a knowledge of similar soils in similar environments.

For more information about Acid Sulfate Soils, please contact Land Management Enquiries.

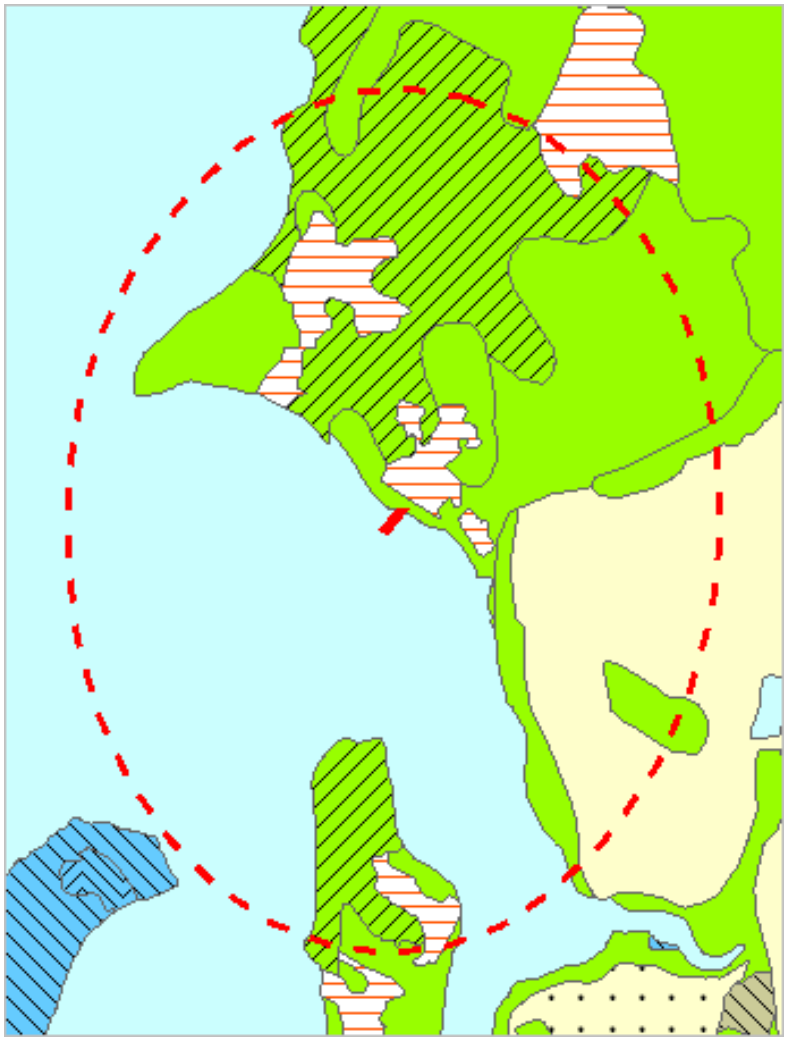
Telephone: (03) 6777 2227

Email: LandManagement.Enquiries@nre.tas.gov.au

Address: 171 Westbury Road, Prospect, Tasmania, Australia, 7250

TASVEG 5.0 Communities within 1000 metres

466172, 5440137



464303, 5437683

Please note that some layers may not display at all requested map scales

TASVEG 5.0 Communities within 1000 metres

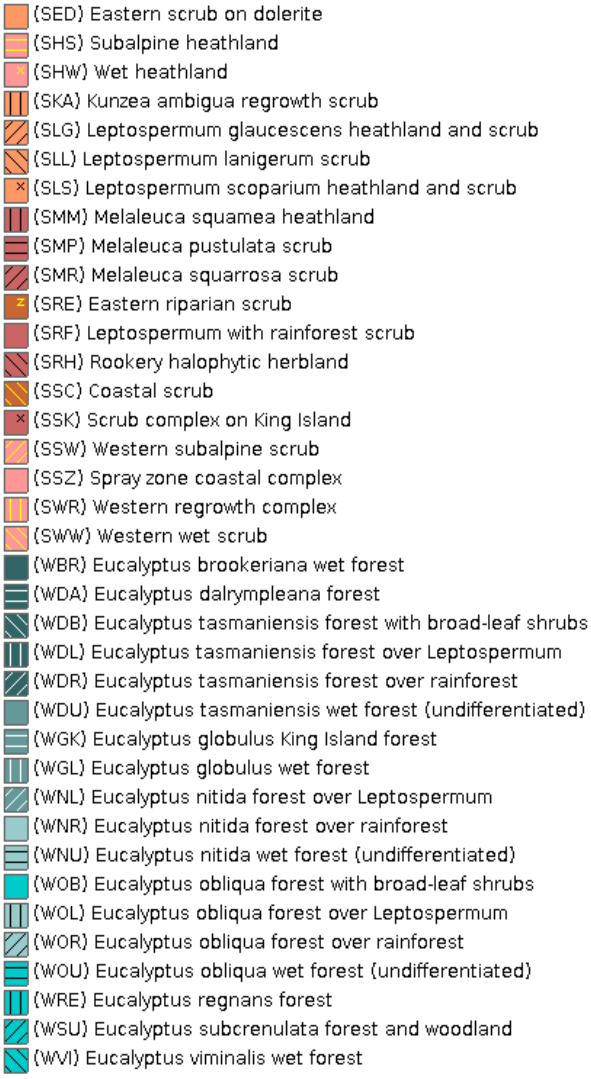
Legend: TASVEG 5.0

- (DAC) Eucalyptus amygdalina coastal forest and woodland
- (DAD) Eucalyptus amygdalina forest and woodland on dolerite
- (DAM) Eucalyptus amygdalina forest on mudstone
- (DAS) Eucalyptus amygdalina forest and woodland on sandstone
- (DAZ) Eucalyptus amygdalina inland forest and woodland on Cainozoic deposits
- (DBA) Eucalyptus barberi forest and woodland
- (DCO) Eucalyptus coccifera forest and woodland
- (DCR) Eucalyptus cordata forest
- (DDE) Eucalyptus tasmaniensis dry forest and woodland
- (DDP) Eucalyptus dalrympleana - Eucalyptus pauciflora forest and woodland
- (DFP) Furneaux peppermint forest
- (DGL) Eucalyptus globulus dry forest and woodland
- (DGW) Eucalyptus gunnii woodland
- (DKW) King Island Eucalypt woodland
- (DMO) Eucalyptus morrisbyi forest and woodland
- (DMW) Midlands woodland complex
- (DNI) Eucalyptus nitida dry forest and woodland
- (DOB) Eucalyptus obliqua dry forest
- (DOV) Eucalyptus ovata forest and woodland
- (DOW) Eucalyptus ovata heathy woodland
- (DPD) Eucalyptus pauciflora forest and woodland on dolerite
- (DPE) Eucalyptus perriniana forest and woodland
- (DPO) Eucalyptus pauciflora forest and woodland not on dolerite
- (DPU) Eucalyptus pulchella forest and woodland
- (DRI) Eucalyptus risdonii forest and woodland
- (DRO) Eucalyptus rodwayi forest and woodland
- (DSC) Eucalyptus amygdalina - Eucalyptus obliqua damp sclerophyll forest
- (DSG) Eucalyptus sieberi forest and woodland on granite
- (DSO) Eucalyptus sieberi forest and woodland not on granite
- (DTD) Eucalyptus tenuiramis forest and woodland on dolerite
- (DTG) Eucalyptus tenuiramis forest and woodland on granite
- (DTO) Eucalyptus tenuiramis forest and woodland on sediments
- (DVC) Eucalyptus viminalis - Eucalyptus globulus coastal forest and woodland
- (DVF) Eucalyptus viminalis Furneaux forest and woodland
- (DVG) Eucalyptus viminalis grassy forest and woodland
- (HCH) Alpine coniferous heathland
- (HCM) Cushion moorland
- (HHE) Eastern alpine heathland
- (HHW) Western alpine heathland
- (HSE) Eastern alpine sedgeland
- (HSW) Western alpine sedgeland/herbland
- (HUE) Eastern alpine vegetation (undifferentiated)
- (FAC) Improved pasture with native tree canopy
- (FAL) Agricultural land
- (FMG) Marram grassland
- (FPE) Permanent easements
- (FPF) Pteridium esculentum fernland
- (FPH) Plantations for silviculture - hardwood
- (FPS) Plantations for silviculture - softwood
- (FPU) Unverified plantations for silviculture
- (FRG) Regenerating cleared land
- (FSM) Spartina marshland
- (FUM) Extra-urban miscellaneous
- (FUR) Urban areas
- (FWU) Weed infestation
- (MBE) Eastern buttongrass moorland
- (MBP) Pure buttongrass moorland
- (MBR) Sparse buttongrass moorland on slopes
- (MBS) Buttongrass moorland with emergent shrubs

TASVEG 5.0 Communities within 1000 metres

(MBU) Buttongrass moorland (undifferentiated)
(MBW) Western buttongrass moorland
(MDS) Subalpine Diplarrena latifolia rushland
(MGH) Highland grassy sedgeland
(MRR) Restionaceae rushland
(MSW) Western lowland sedgeland
(GCL) Lowland grassland complex
(GHC) Coastal grass and herbfield
(GPH) Highland Poa grassland
(GPL) Lowland Poa labillardierei grassland
(GRP) Rockplate grassland
(GSL) Lowland grassy sedgeland
(GTL) Lowland Themeda triandra grassland
(NAD) Acacia dealbata forest
(NAF) Acacia melanoxylon swamp forest
(NAL) Allocasuarina littoralis forest
(NAR) Acacia melanoxylon forest on rises
(NAV) Allocasuarina verticillata forest
(NBA) Bursaria - Acacia woodland
(NBS) Banksia serrata woodland
(NCR) Callitris rhomboidea forest
(NLA) Leptospermum scoparium - Acacia mucronata forest
(NLE) Leptospermum forest
(NLM) Leptospermum lanigerum - Melaleuca squarrosa swamp forest
(NLN) Subalpine Leptospermum nitidum woodland
(NME) Melaleuca ericifolia swamp forest
(OAQ) Water, sea
(ORO) Lichen lithosere
(OSM) Sand, mud
(RCO) Coastal rainforest
(RFE) Rainforest fernland
(RFS) Nothofagus gunnii rainforest scrub
(RHP) Lagarostrobos franklinii rainforest and scrub
(RKF) Athrotaxis selaginoides - Nothofagus gunnii short rainforest
(RKP) Athrotaxis selaginoides rainforest
(RKS) Athrotaxis selaginoides subalpine scrub
(RKX) Highland rainforest scrub with dead Athrotaxis selaginoides
(RML) Nothofagus - Leptospermum short rainforest
(RMS) Nothofagus - Phyllocladus short rainforest
(RMT) Nothofagus - Atherosperma rainforest
(RMU) Nothofagus rainforest (undifferentiated)
(RPF) Athrotaxis cupressoides - Nothofagus gunnii short rainforest
(RPP) Athrotaxis cupressoides rainforest
(RPW) Athrotaxis cupressoides open woodland
(RSH) Highland low rainforest and scrub
(AAP) Alkaline pans
(AHF) Freshwater aquatic herbland
(AHL) Lacustrine herbland
(AHS) Saline aquatic herbland
(ARS) Saline sedgeland / rushland
(ASF) Freshwater aquatic sedgeland and rushland
(ASP) Sphagnum peatland
(ASS) Succulent saline herbland
(AUS) Saltmarsh (undifferentiated)
(AWU) Wetland (undifferentiated)
(SAL) Acacia longifolia coastal scrub
(SBM) Banksia marginata wet scrub
(SBR) Broad-leaf scrub
(SCA) Coastal scrub on alkaline sands
(SCH) Coastal heathland
(SCL) Heathland on calcareous substrates

TASVEG 5.0 Communities within 1000 metres



TASVEG 5.0 Communities within 1000 metres

Code	Community	Notable Tree
DAC	(DAC) Eucalyptus amygdalina coastal forest and woodland	
DAM	(DAM) Eucalyptus amygdalina forest on mudstone	
FAL	(FAL) Agricultural land	
FUM	(FUM) Extra-urban miscellaneous	
OAQ	(OAQ) Water, sea	

For more information contact: Coordinator, Tasmanian Vegetation Monitoring and Mapping Program.
Telephone: (03) 6165 4320
Email: TVMMPSupport@nre.tas.gov.au
Address: GPO Box 44, Hobart, Tasmania, Australia, 7000

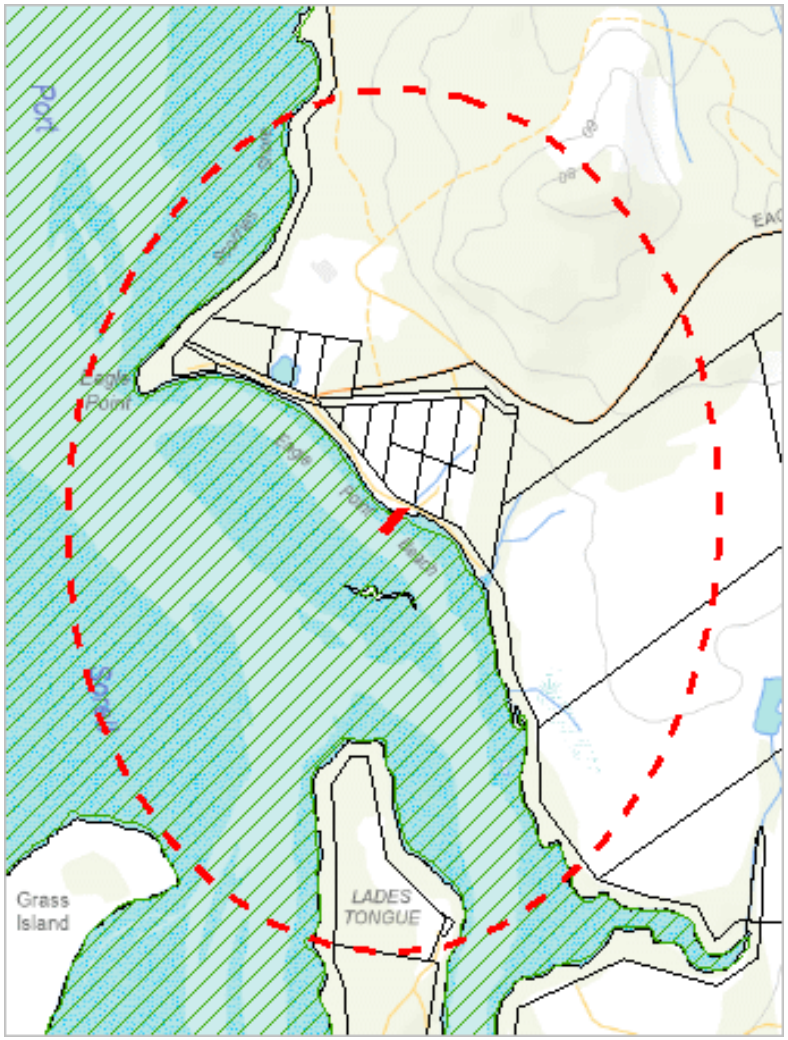
*** No Threatened Communities (TNVC 2025) found within 1000 metres ***

*** No Fire History (All) found within 1000 metres ***

*** No Fire History (Last Burnt) found within 1000 metres ***

Freshwater Ecosystem Values within 1000 metres

466172, 5440137



464303, 5437683

Please note that some layers may not display at all requested map scales

Freshwater Ecosystem Values within 1000 metres

Legend: CFEV Estuaries - Integrated Conservation Value

Very High High Medium

Legend: Cadastral Parcels

Freshwater Ecosystem Values within 1000 metres

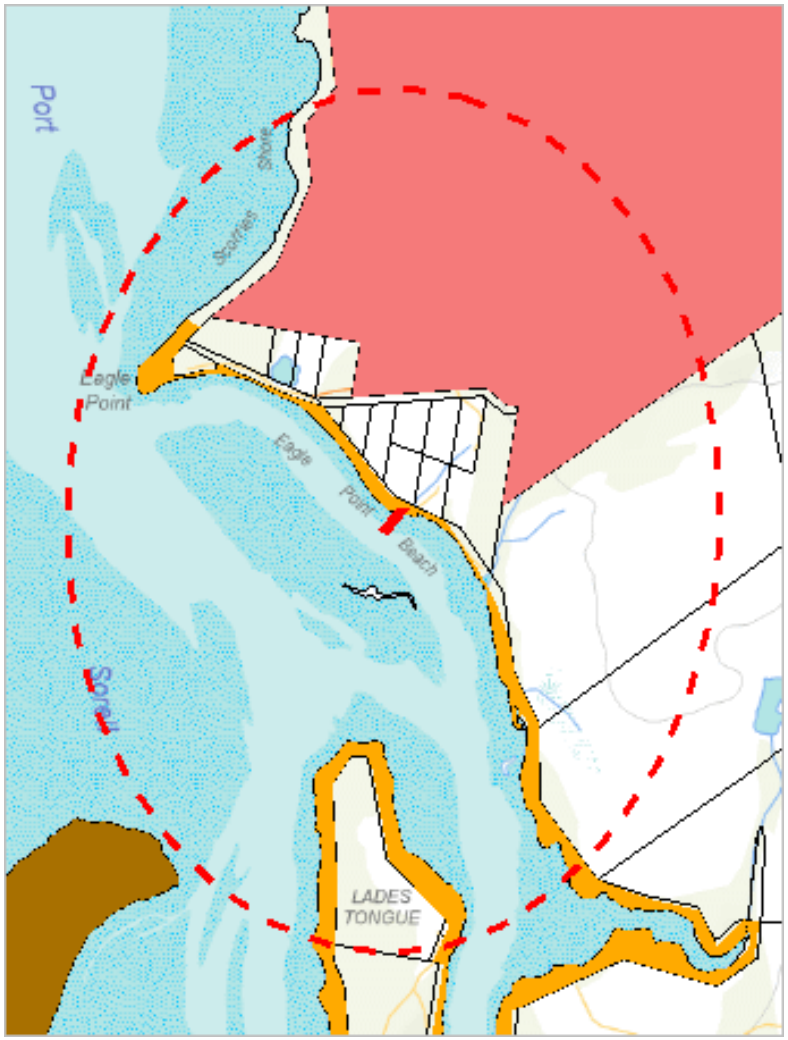
Estuaries

Id	Name	Naturalness	Integrated Conservation Value	Conservation Management Priority	Number of Special Values
22.0	Port Sorell	Low	H	VH	4.0

For more information about Freshwater Ecosystem Values, please contact the Conservation of Freshwater Ecosystem Values Program.
Telephone: (03) 6165 53271
Email: cfev@nre.tas.gov.au
Address: GPO Box 44, Hobart, Tasmania, Australia, 7000
Website: https://www.nre.tas.gov.au/cfev
For more detailed information on freshwater ecosystems, see the Conservation of Freshwater Ecosystem Values (CFEV) database: https://wrt.tas.gov.au/cfev

Reserves within 1000 metres

466172, 5440137



464303, 5437683

Please note that some layers may not display at all requested map scales

Reserves within 1000 metres

Legend: Tasmanian Reserve Estate

- Conservation Area
- Conservation Area and Conservation Covenant (NCA)
- Game Reserve
- Historic Site
- Indigenous Protected Area
- National Park
- Nature Reserve
- Nature Recreation Area
- Regional Reserve
- State Reserve
- Wellington Park
- Other Public Authority Land within TWWHA
- Future Potential Production Forest
- Informal Reserve on Permanent Timber Production Zone Land or STT managed land
- Informal Reserve on other public land
- Roadside Conservation Site
- Conservation Covenant (NCA)
- Private Nature Reserve and Conservation Covenant (NCA)
- Private Sanctuary and Conservation Covenant (NCA)
- Private Sanctuary
- Private land within TWWHA
- Private land within other WHA (Convict Sites)
- Management Agreement
- Stewardship Agreement
- Part 5 Agreement (Meander Dam Offset)
- Other Private Reserve

Legend: Cadastral Parcels

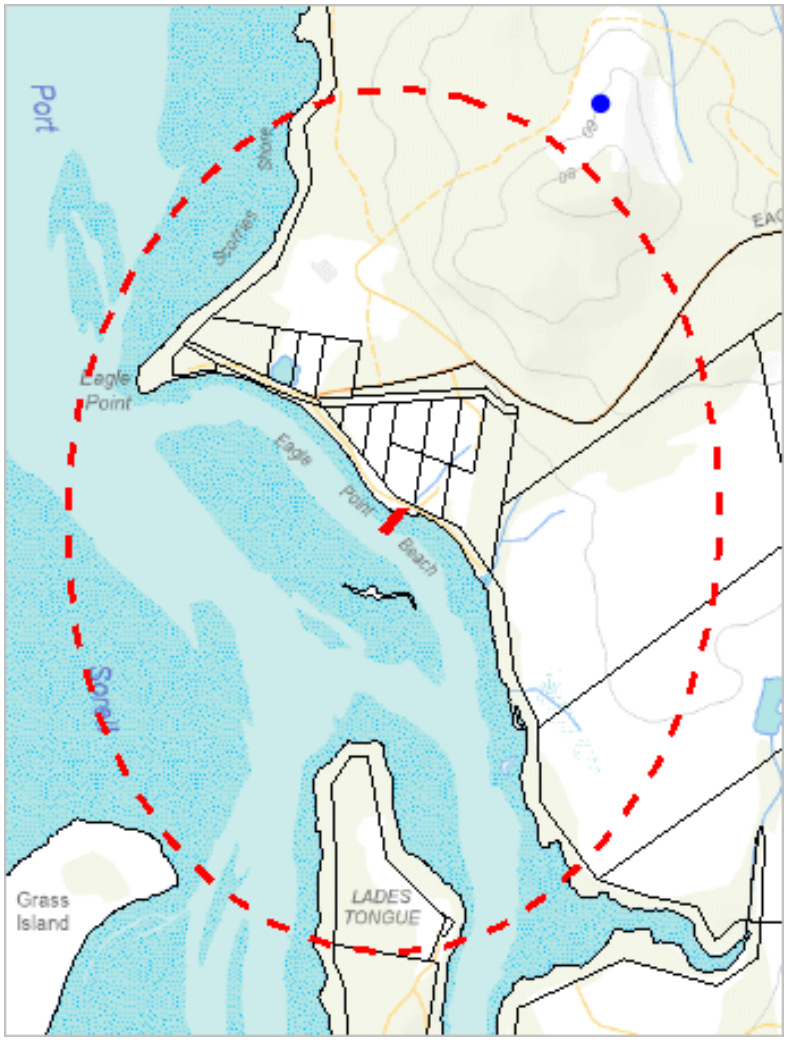
Reserves within 1000 metres

Name	Classification	Status	Area (HA)
	Future Potential Production Forest	Informal Reserve	331.5361418
	Informal Reserve on other public land	Informal Reserve	6.60266324
	Informal Reserve on other public land	Informal Reserve	34.60061713

For more information about the Tasmanian Reserve Estate, please contact the Natural Values Science Services Branch.
Email: LandManagement.Enquiries@nre.tas.gov.au
Address: GPO Box 44, Hobart, Tasmania, Australia, 7000

Known biosecurity risks within 1000 meters

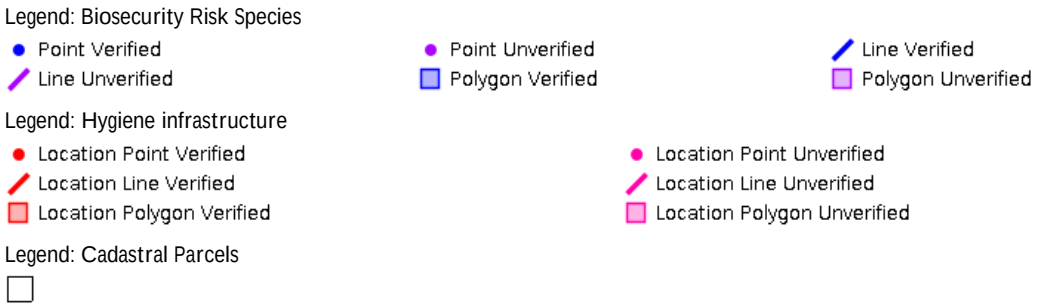
466172, 5440137



464303, 5437683

Please note that some layers may not display at all requested map scales

Known biosecurity risks within 1000 meters



Known biosecurity risks within 1000 meters

Verified Species of biosecurity risk

No verified species of biosecurity risk found within 1000 metres

Unverified Species of biosecurity risk

No unverified species of biosecurity risk found within 1000 metres

Generic Biosecurity Guidelines

The level and type of hygiene protocols required will vary depending on the tenure, activity and land use of the area. In all cases adhere to the land manager's biosecurity (hygiene) protocols. As a minimum always Check / Clean / Dry (Disinfect) clothing and equipment before trips and between sites within a trip as needed https://www.nre.tas.gov.au/invasive-species/weeds/weed-hygiene/keeping-it-clean-a-tasmanian-field-hygiene-manual

On Reserved land, the more remote, infrequently visited and undisturbed areas require tighter biosecurity measures.

In addition, where susceptible species and communities are known to occur, tighter biosecurity measures are required.

Apply controls relevant to the area / activity:

- Don't access sites infested with pathogen or weed species unless absolutely necessary. If it is necessary to visit, adopt high level hygiene protocols.
- Consider not accessing non-infested sites containing known susceptible species / communities. If it is necessary to visit, adopt high level hygiene protocols.
- Don't undertake activities that might spread pest / pathogen / weed species such as deliberately moving soil or water between areas.
- Modify / restrict activities to reduce the chance of spreading pest / pathogen / weed species e.g. avoid periods when weeds are seeding, avoid clothing/equipment that excessively collects soil and plant material e.g. Velcro, excessive tread on boots.
- Plan routes to visit clean (uninfested) sites prior to dirty (infested) sites. Do not travel through infested areas when moving between sites.
- Minimise the movement of soil, water, plant material and hitchhiking wildlife between areas by using the Check / Clean / Dry (Disinfect when drying is not possible) procedure for all clothing, footwear, equipment, hand tools and vehicles https://www.nre.tas.gov.au/invasive-species/weeds/weed-hygiene
- Neoprene and netting can take 48 hours to dry, use non-porous gear wherever possible.
- Use walking track boot wash stations where available.
- Keep a hygiene kit in the vehicle that includes a scrubbing brush, boot pick, and disinfectant https://www.nre.tas.gov.au/invasive-species/weeds/weed-hygiene/keeping-it-clean-a-tasmanian-field-hygiene-manual
- Dispose of all freshwater away from natural water bodies e.g. do not empty water into streams or ponds.
- Dispose of used disinfectant ideally in town though a treatment or septic system. Always keep disinfectant well away from natural water systems.
- Securely contain any high risk pest / pathogen / weed species that must be collected and moved e.g. biological samples.

Hygiene Infrastructure

No known hygiene infrastructure found within 1000 metres

11.2 CEASE TO ACT AS PLANNING AUTHORITY

RECOMMENDATION

That Council cease to act as a Planning Authority.

12 DEVELOPMENT AND REGULATORY SERVICES DEPARTMENT

12.1 PLANNING DEVELOPMENT APPLICATIONS STATUS REPORT - SEPTEMBER 2026

PURPOSE

The purpose of this report is to update the Council on the development applications received for the month of September 2026 and their status. Details of these applications are listed below.

New applications				
Number	**Developer**	**Address**	**Proposal**	**Decision**
115/2026	Latrobe Council	Camp Banksia, 1 Anderson Street, Port Sorell	Demolition beach cabin buildings	Approved
116/2026	Planning Ahead Tasmania	Bakers Beach Road, Bakers Beach	aquaculture vessel launch/retrieval point (retrospective) (PID 9272507)	Pending
117/2026	E R A Planning	13 Airport Road, Wesley Vale	car hire and associated offices and wash down facility	Pending
118/2026	Reece Australia Pty Ltd	2 Henry Street, Latrobe	Signage & Change of Use - Bulky Goods Sales for Trade Supplies	Pending
119/2026	Barry Holman	35 Watsons Road, Northdown	Outbuilding	Approved
120/2026	Jakeb Hampton	15 Seabreeze Avenue, Shearwater	Change of Use to Visitor Accommodation	Approved
121/2026	Latlong Projects Pty Ltd	Port Street, Port Sorell	Interpretation Centre	Pending
122/2026	N plus B Design	Percival Street, Latrobe	Dwelling	Pending
123/2026	Cameron Rand	62 Seymour Street, Tarleton	Outbuilding	Pending
124/2026	Accent Super Co Pty Ltd	22 Shearwater Boulevard, Shearwater	Change of Use to Visitor Accommodation	Pending
125/2026	Pitt & Sherry	226 Mill Road, Wesley Vale	Change of Use of existing building for proposed Research & Development Data Centre, Development of Minor Utilities external power supply structures	Pending
126/2026	PDA Surveyors Engineers & Planners	2908 Railton Road, Latrobe	Boundary Reconfiguration	Pending
127/2026	Mark Austin	19 Gilbert Street, Latrobe	Subdivision (1 x additional lot) & Single Dwelling	Pending
128/2026	Cody Apted	585 Bakers Beach Road, Bakers Beach	Domestic Animal Breeding Shed	Pending

129/2026	Tasmanian Consulting Service	40 Millrace Lane, Latrobe	Outbuilding	Pending
L-PC				
051/2026	Wilson Homes	11 Hedges Court, Latrobe	Dwelling	Approved
052/2026	Frank Burridge	35 Taroona Street, Hawley Beach	Dwelling	Approved
053/2026	Thirlstane Golf Club	291 Squeaking Point Road Thirlstane	Storage Shed	Approved
054/2026	Malcolm Nield	189 Beer Street, Wesley Vale	Farm Shed	Approved
055/2026	Action Steel	3171 Frankford Road, Frankford	Yard Cover	Approved
056/2026	Engineering Plus	4 Diamond Way, Hawley Beach	Dwelling	Approved
057/2026	David Wayne Weber	2 Chardonnay Drive, Port Sorell	Outbuilding	Approved
Pending applications				
042/2024	Veris Aust Pty Ltd	138 Wilmot Street Port Sorell	Staged Multiple Dwellings (x7) & Modification of Watercourses	Pending
056/2025	Michell Hodgetts & Ass P/L	23 Rice Street Port Sorell	Subdivision (1 lot)	Approved
099/2025	L J Douglas	31 Fleetwood Drive Port Sorell	Subdivision (1 lot)	Pending
115/2025	S Group	197 Moriarty Road Latrobe	Classroom	Pending
195/2025	Chadwicks Road Pty Ltd	158 Native Plains Rd Sassafras	Dwelling	Approved
205/2025	PDA Surveyors	4 Sunrise Court Shearwater	Subdivision (1 lot)	Approved
001/2026	M Smith	275 Smith & Others Rd Sassafras	Dwelling (retrospective)	Pending
029/2026	Michell Hodgetts & Assoc P/l	Milldam Road Squeaking Point	Subdivision (19 lots) and Road	Pending
066/2026	Pitt & Sherry	174 & 226 Mill Road Wesley Vale	Data Centre	Pending
068/2026	Stephen Lawes Drafting	62 Gardams Road Port Sorell	Secondary Residence	Approved
078/2026	S Group	33 Moriarty Road, Latrobe	Change of Use of existing building to Multiple Dwellings (x7) & 2 lot Subdivision (1 x additional lot) plus Multiple Dwelling Development (x6)	Pending
084/2026	Michell Hodgetts & Associates Pty Ltd	Wilmot Street, Port Sorell (CT27631/2)	Subdivision (3 lots)	Approved
086/2026	Tasmanian Irrigation Pty Ltd	Native Plains Rd Sassafras	Placement of Fill within watercourse	Pending
087/2026	Penton Building Design	7 Jones Place Latrobe	Multiple Dwellings (x2)	Approved

089/2026	Titan Garages	5 Sunhaven Drive Port Sorell	Outbuilding	Approved
091/2026	Platinum Pro Construction	15 Darling Street Port Sorell	Dwelling	Approved
092/2026	Engineering Plus	Gardiner Street Squeaking Point	Dwelling & Outbuilding	Approved
093/2026	SJM Property Development	Torquay Rd Latrobe	Multiple Dwellings (x2)	Approved
097/2026	Wilson Homes Tas Pty Ltd	19 Magnolia Avenue Latrobe	Dwelling	Approved
099/2026	Lachlan Walsh Design	30 Chardonnay Drive Hawley Beach	Dwelling & Outbuilding	Approved
100/2026	Wilson Homes Tasmania Pty Ltd	3 Meadowsweet Close, Hawley Beach	Single Dwelling	Approved
101/2026	PDA Surveyors	17 Hamilton Street, Latrobe	Boundary Adjustment	Approved
102/2026	Sally Anne Freeman	3 Opal Mews, Hawley Beach,	Single Dwelling	Approved
103/2026	Paul Krawczyk	34 Hawley Esplanade, Hawley Beach	Change of Use to Visitor Accommodation	Approved
104/2026	Coventry's Pharmacy Pty Ltd T/A TerryWhite Chemmart Latrobbe	45 Gilbert Street, Latrobe	Illuminated Signs x 2	Approved
105/2026	Fair Dinkum Builds Devonport	5 Franklin Court, Shearwater,	Outbuilding	Approved
106/2026	Commercial Project Delivery	373 Brooke Street, East Devonport	Realignment & Upgrade to Harness Training Facility	Pending
107/2026	Tasmanian Consulting Service	Cockers Creed Road, Spreyton	Greenhouse & Propagation Building	Approved
108/2026	Aiden Shelton	1/17 Mason Place, Shearwater	Change of Use to Visitor Accommodation	Approved
109/2026	Stephen Lawes Drafting	48 Wescombes Road, Moriarty	Secondary Residence	Approved
110/2026	SJM Property Developments	Torquay Road, Latrobe	Multiple Dwellings	Approved
111/2026	AJM Drafting Services	15 Arnold Drive, Port Sorell	Dwelling Extension & Outbuilding	Approved
112/2026	Tracey Cook	130 Tarleton Road, Latrobe	Dwelling Extension	Approved
113/2026	Stuart Bright	6 Franklin Drive, Shearwater	Change of Use to Visitor Accommodation	Approved
114/2026	TP Admin	24 Bushland Avenue, Hawley Beach	Dwelling & Outbuilding	Pending

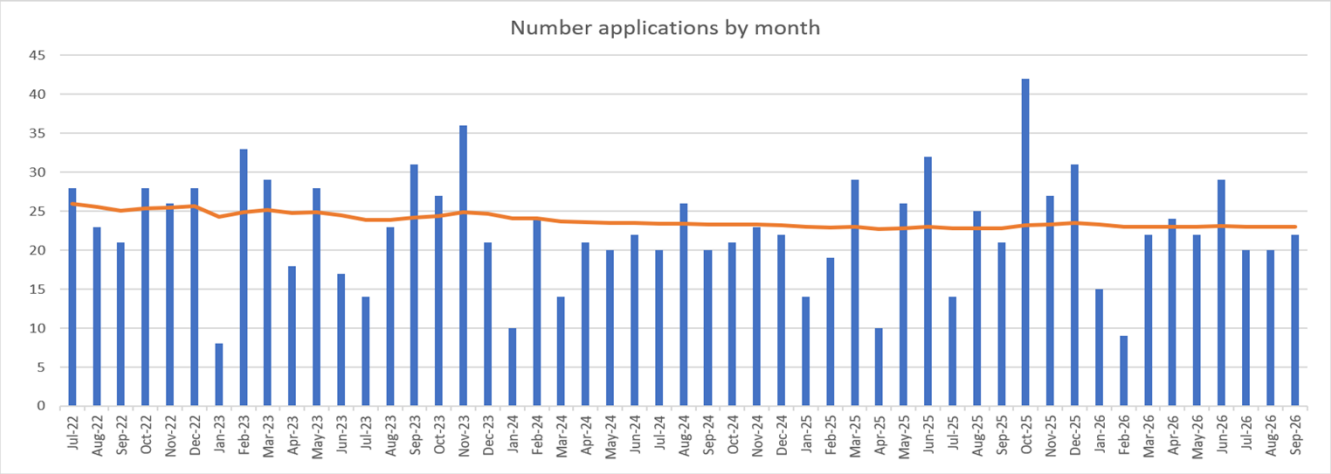


Image: Monthly rolling planning development applications

DA NUMBER	PROPOSAL	DEVELOPMENT ADDRESS	STATUS
191/2025	Subdivision & consolidation to create 8 lots	1050 Bakers Beach Road	Consent agreement with TASCAT for determination
157/2025	16 SDA units & 5 commercial tenancies	169-171 Gilbert Street, Latrobe	Draft consent agreement being prepared.

RECOMMENDATION

That the status report of development applications for the month of September 2026 be received.

ATTACHMENTS

Nil

12.2 BUILDING DEPARTMENT REPORT - SEPTEMBER 2026

REPORT AUTHOR: Jan Febey, Director - Development and Regulatory Services

Note: The Report Author does not have a pecuniary interest in the subject matter

AUTHORISING MANAGER: Jeff Morgan, Chief Executive Officer

REPORT CLASS: Public/Open

DATE OF REPORT: 6 October 2026

ATTACHMENTS: Nil

PURPOSE OF REPORT

To update Council on the number of building and plumbing applications and notifications received during the month of September 2026.

BACKGROUND

A total of 25 building and plumbing applications and notifications were received by Council during the month of **September 2026.** The conservative construction cost for these works is **$3,773,803.** The following are the categories of which the applications and notifications comprise – dwellings; dwelling extensions; outbuildings and industrial/commercial.

Dwellings - Total	**5**
Number of permit applications	2
(Category 4 works)	Latrobe – 2 (2 Dwellings & 0 Units)
	Port Sorell – 0 (0 Dwellings & 0 Units)
Number of notifications	**3**
(Category 3 works)	Latrobe – 2 (1 Dwelling & 4 Units)
	Port Sorell – 1 (1 Dwelling & 0 Units)
Estimated cost of construction	**$2,839,100**

Dwelling Additions/Alterations - Total	**2**
Number of permit applications (Cat 4)	0
Number of joint applications	0
Number of notifications (Cat 3)	2
Number of joint notifications	0
Estimated cost of construction	**$370,000**

Outbuildings - Total	**6**
No. outbuilding only applications (Cat 4)	0
No. outbuilding only notifications (Cat 3)	6
Number of Joint applications	0
Total number of outbuildings	6
Estimated cost of construction	**$488,000**

Commercial & Industrial - Total	**0**
Number of applications (Cat 4)	0
Number of applications (Cat 3)	0
Estimated cost of construction	**$0**

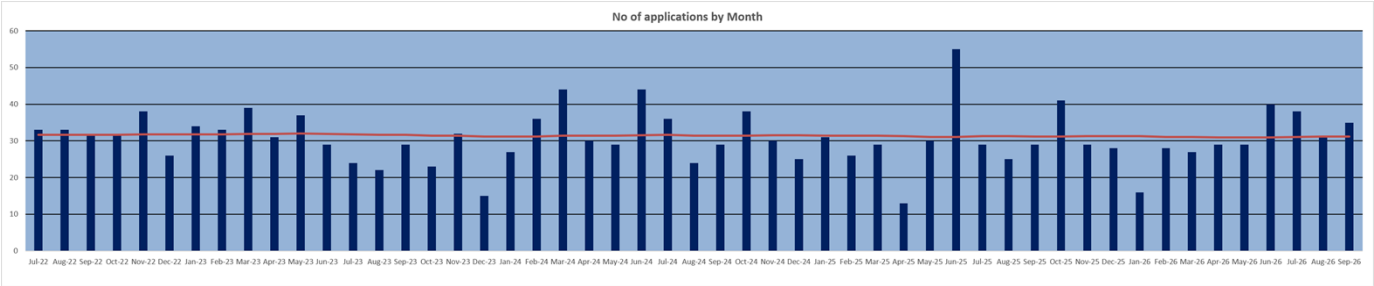
Demolition - Total	**0**
Number of permit applications (Cat 4)	0
Number of notifications (Cat 3)	0
Estimated cost of works	**$0**

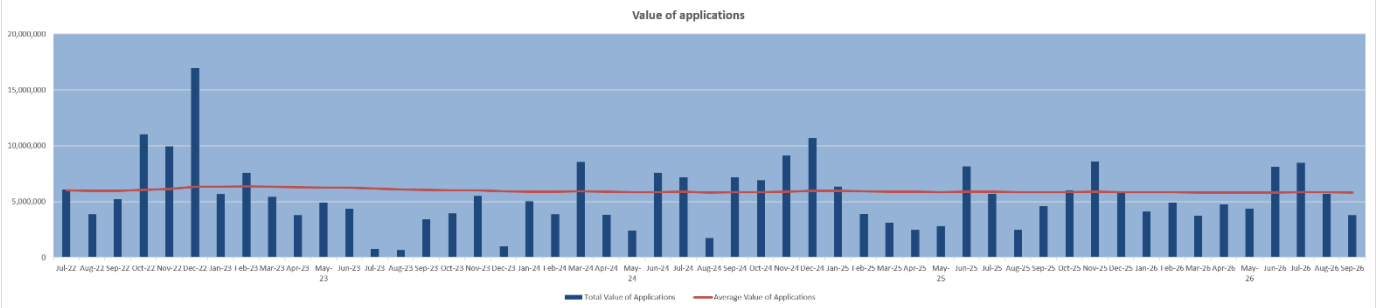
Plumbing - Total	**8**

Number of applications - Category 4	2
Number of notifications - Category 3	5
Low Risk – Category 2	1
Other - Total	**4**
Low Risk Building	**3**
Solar Panels	**1**
Building Certificates	0
Substantial Compliance Application	0
Estimated cost	**$76,703**
Total applications/notifications	**25**

Commercial/Industrial

Applicant	Address	Development detail	Est. Cost
	NIL		





RECOMMENDATION

That the report advising of Building and Plumbing Applications and Notifications received for the month of September 2026 be received.

13 OFFICE OF THE CHIEF EXECUTIVE OFFICER

13.1 2026/27 LATROBE COUNCIL ANNUAL PLAN QUARTER ONE PROGRESS UPDATE - JULY TO SEPTEMBER 2026

REPORT AUTHOR: Jeff Morgan, Chief Executive Officer

Note: The Report Author does not have a pecuniary interest in the subject matter

REPORT CLASS: Public/Open

DATE OF REPORT: 5 October 2026

ATTACHMENTS:

1. 2026-27 Latrobe Annual Plan Quarter 1 Progress Update - July to September 2026 [**13.1.1** - 13 pages]

PURPOSE OF REPORT

To present the 2026/27 Latrobe Council Annual Plan Quarter One Progress Update – July to September 2026 to Council for receiving.

BACKGROUND INFORMATION

Council is required to produce an Annual Plan each year under section 71 of the *Local Government Act 1993*. The Annual Plan is developed and adopted as part of the annual budget process and sets out the major actions and initiatives for the coming 12-month period, in line with Council's Strategic Plan.

The purpose of the report is to provide an update on our progress of key actions in our annual plan. The format follows the presentation of our FY2026/27 Annual Plan with inclusion of the status of key actions and commentary, where applicable, on performance measures in support of achieving our targeted performance. The benefit of this report is that it creates a shared understanding between Councillors and Management of progress toward achieving the Annual Plan and early identification of any challenges or impediments.

PROPOSAL/SUMMARY

The Quarter One Progress Update reports on the progress of the Annual Plan major actions and initiatives for the period 1 July to 30 September 2026.

RELATIONSHIP WITH STRATEGIC PLANNING AND POLICY

The Latrobe Council Strategic Plan 2020-2030 provides the following objectives and strategies:

1.2 Governance - Provide consistent, accountable, transparent and effective governance

1.2.7 Communicate the rationale and outcome of Council's decisions, policies and activities through appropriate communication channels

LEGAL AND RISK IMPLICATIONS

The Annual Plan is prepared in accordance with section 71 of the *Local Government Act 1993* and must be summarised in the Annual Report (section 72(1)(a) of the Act).

The implementation of a quarterly report is designed to minimise risk to the Council and increase transparency through providing an ongoing performance report on the Council's financial, strategic and customer service objectives, to both the elected members and wider community.

FINANCIAL IMPLICATIONS

There are no significant financial implications.

PUBLIC/CUSTOMER IMPLICATIONS

There are no significant public/customer implications.

SOCIAL/ENVIRONMENTAL IMPLICATIONS

There are no significant social or environmental implications.

CONSULTATION

The progress update was circulated to all departments within the organisation for input.

OPTIONS FOR COUNCILTO CONSIDER

Council may choose to:

1. Support the motion as presented; or
2. Support the motion with an amendment; or
3. Not support the motion.

OFFICER'S COMMENTS/CONCLUSION

The 2026/27 Latrobe Council Annual Plan Quarter One Progress Update – July to September 2026 is submitted for consideration by Council.

RECOMMENDATION

That the report by the Chief Executive Officer be received and:

1. Council receive and note the 2026/27 Latrobe Council Annual Plan Quarter One Progress Update for the quarter July to September 2026.

Latrobe Council

2026-27 – Q1

ANNUAL PLAN

PROGRESS REPORT

JULY TO SEPTEMBER 2026

2026/27 ANNUAL PLAN PROGRESS REPORT – Q1

***Preserving** the past **Promoting** the present **Planning** for the future*

Introduction

We are pleased to present our Quarterly Annual Plan Update for quarter one (Q1) of the 2026/27 financial year (FY2026/27).

The purpose of the report is to provide an update on our progress of key actions in our annual plan. The format follows the presentation of our FY2026/27 Annual Plan with inclusion of the status of key actions and commentary, where applicable, on performance measures in support of achieving our targeted performance.

The Year to Date (YTD) status is coloured indicating whether the annual action is completed, in progress, or delayed.

Executive Summary

Key actions progressed over the year support us achieving our targeted outcomes, and we are pleased to confirm progress over the quarter has been largely as planned for the 30 actions as noted in this report.

The financial result from continuing operations was a surplus of $14.652 million, $3.135 million favourable to year to date (YTD) budget primarily due to higher than budgeted contributions/ take up of non-monetary assets.

The underlying result is $64,000 favourable to the year-to-date budget. The proposed September Quarter Budget review results in a decline in the budgeted underlying result from a surplus of $76,000 to an underlying deficit of $252,000. A significant portion of this decline relates to expenditure carried forward from 2025/26. The revised budgeted underlying deficit is more than offset by an expected $1.775m underlying surplus for 2025/26.

The most significant operating budget review item is a $400,000 increase in estimated depreciation expense. If not for this increase, the operating budget review change would have been a $73,000 increase in the budgeted underlying surplus

Expenditure for the capital program was $1.540 million which represents 20.6% of the original full-year capital budget.

Further detail on initiative progress is provided under each of the strategic objectives, financial performance and capital program headings below.

2026/27 ANNUAL PLAN PROGRESS REPORT – Q1

***Preserving** the past **Promoting** the present **Planning** for the future*

Measuring our Progress

The following tables summarise the specific actions included in our Annual Plan together with the performance measure to be applied. The status of our quarterly progress is outlined below.

Strategic Objective 1 – Governance & Organisational Development

No.	Action	Performance Measure	Status ✗ Delayed > In Progress ✓ Completed
1.1	Finalise People Strategy	Strategy finalised	>
1.2	Strengthen alignment with the Child and Youth Safe Organisations Act 2023	Alignment strengthened	>
1.3	Progress work on digitising paper records	Paper records digitised	>
1.4	Implement improved online payment system	New online payment system implemented	>
1.5	Improve Financial Reporting Software	Additional module implemented	>
1.6	Conduct councillor induction program	All councillors completed induction	>
1.7	Develop a Councillor Term Plan	Term Plan Developed	>

Commentary on YTD status

1.1 – Finalise People Strategy

Council is in the early stages of developing a People Strategy that will help align future initiatives with Council's priorities, support Council's ongoing development, and maintain a focus on the areas that deliver the greatest benefit to our community.

1.2 – Strengthen alignment with the Child and Youth Safe Organisations Act 2023

This quarter Council strengthened alignment with the *Child and Youth Safe Organisations Act 2023* through the review and update of the Safeguarding Children and Young People Policy, establishment of key child safe governance arrangements and review of the child safety implementation framework. Work has also progressed on facility risk assessments, contractor requirements, induction content and compliance tools to support ongoing implementation of the Child and Youth Safe Standards.

1.4 – Implement improved online payment system

Procurement has been completed for a new online payment processing system with the project to implement the new system to commence in November 2026. Roll-out of the online payment system to ratepayers is expected to begin by March 2027.

1.5 - Improve Financial Reporting Software

Procurement for improvements to financial reporting software has been completed with the system improvements expected to be implemented during the quarter ending June 2027.

1.6 – Conduct councillor induction program

Candidate information sessions prepared and scheduled for September. Further work on this action will commence following the Local Government Elections in October 2026.

1.7 – Develop a Councillor Term Plan

This action will commence following the Local Government Elections in October 2026.

2026/27 ANNUAL PLAN PROGRESS REPORT – Q1

***Preserving** the past **Promoting** the present **Planning** for the future*

Strategic Objective 2 - Community & Economic Development

No.	Action	Performance Measure	Status ✘ Delayed > In Progress ✓ Completed
2.1	Develop Youth Engagement Program	Program developed	✘
2.2	Improve (plain English) communication	Communication improved	>
2.3	Collaborate on a sub-regional Mersey Leven Tourism Strategy	Strategy completed	>

Commentary on YTD status

2.1 Develop Youth Engagement Program

The scope and requirements of this action is yet to be finalised.

2.2 Improve (plain English) communication

Council is building its communication capability. The current Mayor has attended communications training, and Council personnel involved in media communication are continuing to strengthen their delivery and to adapt their communication style to suit each audience and circumstance.

2.3 Collaborate on a sub-regional Mersey Leven Tourism Strategy

Council continues to be an active member of the Mersey Leven Strategic Alliance. Following the successful branding activities provided by Moon Cheese, a tourism strategy sub-committee has been formed, and initial meetings have been held. Council's Economic Development Officer is contributing to this process, positioning Council well to influence the strategy's direction.

2026/27 ANNUAL PLAN PROGRESS REPORT – Q1

***Preserving** the past **Promoting** the present **Planning** for the future*

Strategic Objective 3 - Infrastructure & Assets

No.	Action	Performance Measure	Status ✖ Delayed > In Progress ✓ Completed
3.1	Improve buildings asset data, componentisation and condition assessments	Data improved	>
3.2	Commence implementation of a comprehensive waste reduction and minimisation management plan	Implementation commenced	>
3.3	Demolish and remove Camp Banksia Beach Cabins	Cabins removed and site rehabilitated	>
3.4	Deliver the Council's capital works program	Meet the target KPI of 80%	>
3.5	Progress implementation of the Field Force 4 report recommendations within the Operations area	Recommendations 30% implemented	>
3.6	Remove high risk roadside trees	High risk trees identified developing a controlled removal plan prioritising the most at risk	>
3.7	Update evacuation diagrams	Diagrams updated	✖
3.8	Collect data demonstrating the scale of demand for better pedestrian connectivity across the Bass Highway near Moriarty Road	Data collected	✖
3.9	Complete concept design work for a pathway from Latrobe to Tarleton	Concept Plans Completed	✖
3.10	Complete concept design work for a pathway from Latrobe to Geneva School.	Concept Plans Completed	✖
3.11	Construct an access ramp in Kings Park and other identified operational improvements to the flood levy system in Latrobe.	Access ramp and general improvements are operational	✓

2026/27 ANNUAL PLAN PROGRESS REPORT – Q1

Preserving *the past* ***Promoting*** *the present* ***Planning*** *for the future*

No.	Action	Performance Measure	Status ✖ Delayed > In Progress ✓ Completed
3.12	Progress designs and begin priority stormwater capital works in Sankey Street Hawley	Designs completed and capital works progressed	>
3.13	Progress designs and begin priority stormwater capital works in Taroona Street Hawley	Designs completed and capital works progressed	>
3.14	Undertake significant ground works to improve lighting and drainage at Latrobe Recreation Ground	Lighting upgraded and Drainage system maintained with ongoing works planned	>
3.15	Commence design and planning for priority capital works identified in the Latrobe Recreation Precinct Master Plan review	Priority capital works designed and planned	✖

Commentary on YTD status

Many of the strategic objectives relating to both the Infrastructure & Assets Department and Operations Department were commenced in the first quarter of the year. A large proportion of the initiatives take significant time between inception and completion and will continue to be monitored, and the highest priorities determined subject to ongoing resourcing and expectations.

2026/27 ANNUAL PLAN PROGRESS REPORT – Q1

***Preserving** the past **Promoting** the present **Planning** for the future*

Strategic Objective 4 - Development & Regulation

No.	Action	Performance Measure	Status ✖ Delayed > In Progress ✓ Completed
4.1	Undertake licencing and inspections of all relevant public health and food businesses	Licences issued and inspections conducted	✓
4.2	Promote the education of food handlers and the requirement for Food Safety Supervisors training	Promotion delivered	>
4.3	Monitor the quality of water used for recreational purposes	Regular monitoring performed	>
4.4	Maintain sharps container exchange service for the community	Service maintained	✓
4.5	Conduct the School Based Immunisation Program at local secondary schools in accordance with the National Immunisation Program	Program delivered	>

Commentary on YTD status

Existing food businesses have registered to 2026/27, and inspections will be undertaken throughout the year based on the risk/category of the business. The annual school-based immunisation program commenced in February 2026 with the schedule to be completed by December 2026. Pool/spa watering sampling is routinely conducted during the year, and sampling of rivers and beaches commences in October and continues until April.

2026/27 ANNUAL PLAN PROGRESS REPORT – Q1

***Preserving** the past **Promoting** the present **Planning** for the future*

Quarterly Financial Overview

The following information reports on the financial performance of the Council for the period ending September 2026.

Operating Budget Variances

The net result against the budget for September 2026 is favourable by $3.135 million. Actual revenue is greater than budget by $2.902 million and expenses are lower than budget by $233,000.

This favourable result is mostly due to found pavement assets and Blackwood Avenue subdivision assets taken up during September with a combined carrying amount of $2.746 million. These assets were added to Council's asset register during September.

Adding to the favourable result was the receipt of the quarterly Financial Assistance Grant, which was $15,000 higher than budget, along with additional investment income of $50,000 due to delays in 2025-26 capital program which resulted in additional cash held along with higher interest rates. Likewise, development application contributions of $27,000 over budget added to the favourable variance.

Year-to-date expenses were lower than expected, partially due to the timing of the program of works against the budget which has resulted in delayed receipt of invoices for materials and services of $328,000. Employee costs were $105,000 lower than budgeted in the first quarter due to vacancies which remain at a higher rate than the year-to-date budget, further contributing to the favourable result.

The September Quarter Budget Review reflects known increases to budgeted revenue including increased Financial Assistance Grants by $134,000, increased interest revenue by $250,000.

Changes to budgeted expenditure in the budget review include $197,000 of operating expenditure carried forward for projects initiated in 2025/26, $400,000 higher than originally budgeted depreciation expense, $55,000 additional employee costs associated with enterprise agreement classifications, $29,000 of increased expenditure due to new information since the budget was set and $112,000 of proposed new expenditure for projects identified after the original budget was set.

These changes result in a decline in the underlying result by $227,000 from a surplus of $76,000 to a deficit of $252,000.

The most significant operating budget review item is the $400,000 increase in estimated depreciation expense. It is noted that depreciation is a non-cash item and the budget increase is an increase in the accounting estimate of the value of the economic benefits from assets to be "used up" during the year rather than a decision to spend additional funds. If not for this increase, the operating budget review change would have been a $73,000 increase in the budgeted underlying surplus.

Council's underlying result should be considered over the medium to long term. While it is not sustainable to have underlying deficits over the medium to long term, there may be acceptable reasons for underlying deficits in the short term. The 2025/26 financial report is currently in the final stages of audit and is expected to show a significantly better than budgeted underlying

surplus of $1.775 million. Had the $197,000 of operating expenditure carried forward in this budget review have been spent during 2025/26 as originally planned, then the result for that year would have been an underlying surplus of $1.578 million and the revised 2026/27 budget underlying result would be a deficit of $55,000.

The two-year average of the expected 2025/26 underlying result and the proposed revised 2026/27 underlying result is an average underlying surplus of $761,000.

Capital Expenditure

The year-to-date capital expenditure was $1.540 million, with the full year budget of $7.502 million. Actual year-to-date expenditure represents 20.5% of the total budgeted expenditure.

Rate Collections

As of 30 September 2026, there were $7.061 million (45.1%) of rates outstanding (excluding credit balances) compared to $5.709m (39.4%) outstanding at the same time last year.

Cash and Investments

The closing cash and investments balance was $18.993 million. The average return on cash and investments is 5.21% pa, which is above the benchmark Bank Bill Swap Rate (BBSW) for 90 days of 4.77%.

2026/27 ANNUAL PLAN PROGRESS REPORT – Q1

***Preserving** the past **Promoting** the present **Planning** for the future*

Quarterly Capital Program Overview

Our approved capital program is $7.502 million for FY 2026/27 and includes 53 capital projects including fleet, plant and equipment purchases. 60% of our capital projects and programs have commenced, with 9% of our capital projects and programs complete YTD.

The following table provides a YTD status update on our Top 5 Capital Projects and Programs as shared in our Annual Plan:

Project / Program	YTD Spend ($'000)	YTD Budget ($'000)	Variance ($'000)	Project / Program Budget ($'000)	Stage
Sankey Street Stormwater Hawley	$13	$13	$-	$1,400	Design
Tarleton Road Pavement Rehabilitation	$11	$11	$-	$907	Pre-construction
Latrobe Recreation Ground lighting upgrade	$2	$2	$-	$472	Procurement
Flood Levees - land purchase, minor modifications	$114	$114	$-	$345	Planning
Percival Street pavement rehabilitation	$305	$268	$37	$268	Complete
Sealed Road Reseal Program	$6	$6	$-	$588	Pre-construction
Fleet Plant & Equipment Program	$-	$-	$-	$500	Not Started
Unsealed Road Resheeting Program	$-	$-	$-	$250	Procurement
Elderly Persons Units Refurbishment	$90	$90	$-	$300	Construction
Information Communication & Technology Program	$1	$1	$-	$116	Construction

Appendix A – Income Statement

Income Statement for Latrobe Council for the Period Ending 30 September 2026

	YTD		Period	YTD Variance			2026-2027 - Full Year		
	Budget	Actual	Movement	+/(-)	%		Original Budget 2026-27	1st Qtr Budget Review	Revised Budget 2026-27
Recurrent Income									
Rates, Levies & Annual Charges	15,779,144	15,737,648	66,570	(41,496)	-0.3%	▼	15,864,279		15,864,279
User charges and fees	525,018	508,647	142,841	(16,371)	-3.1%	▼	2,454,162		2,454,162
Interest & Investment Revenue	144,790	195,239	77,737	50,449	34.8%	▲	388,000	250,000	638,000
Other Income	26,210	77,814	21,744	51,603	196.9%	▲	181,233		181,233
Grants, subsidies, contributions and donations - Operating	126,805	141,596	-	14,791	11.7%	▲	2,535,749	133,958	2,669,707
Statutory fees and fines	309,533	338,224	82,342	28,692	9.3%	▲	688,200		688,200
Investment Income from Water Corporation	-	-	-	-	0.0%	▬	440,000		440,000
Share of net profits/(losses) of associates and joint ventures	-	-	-	-	0.0%	▬	276,125		276,125
	16,911,500	**16,999,169**	**391,235**	**87,668**	**0.5%**		**22,827,748**	**383,958**	**23,211,706**
Capital Income									
Grants, subsidies, contributions and donations - Capital	249,930	271,941	22,011	22,011	8.8%	▲	995,370		995,370
Contributions - cash (Capital)	6,255	33,125	-	26,870	429.5%	▲	20,000		20,000
Contributions - non monetary assets	-	2,765,646	2,765,646	2,765,646	0.0%	▲	1,000,000		1,000,000
	256,185	**3,070,712**	**2,787,657**	**2,814,526**	**1098.6%**		**2,015,370**	**0**	**2,015,370**
Total income from continuing operations	**17,167,685**	**20,069,880**	**3,178,892**	**2,902,194**	16.9%		**24,843,118**	**383,958**	**25,227,076**
Expenses from continuing operations									
Employee Costs	1,671,954	1,567,476	411,681	(104,478)	-6.2%	▲	6,592,476	55,603	6,648,079
Materials & Contracts	1,829,352	1,501,426	460,951	(327,926)	-17.9%	▲	7,254,868	270,431	7,525,299
Impairment	-	-	-	-	0.0%	▬	-		-
Depreciation & Amortisation	1,325,214	1,438,295	478,095	113,081	8.5%	▼	5,300,856	400,000	5,700,856
Interest & Investment Losses	135,118	135,118	44,060	-	0.0%	▬	998,033		998,033
Net gain/loss on disposal of property, infrastructure, plant and equipment	0	134,231	134,231	134,231	0.0%	▼	218,009	(52,000)	166,009
Other Expenses	688,550	641,044	274,975	(47,506)	-6.9%	▲	2,387,959	37,226	2,425,185
Total expenses from continuing operations	**5,650,188**	**5,417,591**	**1,803,994**	**(232,597)**	**-4.1%**		**22,752,200**	**711,260**	**23,463,460**
Result from continuing operations	11,517,497	14,652,289	1,374,898	3,134,792			2,090,917	(327,302)	1,763,615
Net result for the year	**11,517,497**	**14,652,289**	**1,374,898**	**3,134,792**	**27.2%**	▲	**2,090,917**	**(327,302)**	**1,763,615**
Adjustments for underlying surplus/deficit									
Less non-operating income									
Contributions - cash (Capital)		(33,125)		(33,125)			(20,000)	-	(20,000)
Contributions - non monetary assets		(2,765,646)		(2,765,646)			(1,000,000)	-	(1,000,000)
Grants, subsidies, contributions and donations - Capital		(271,941)		(271,941)			(995,370)	-	(995,370)
Grants received in advance - current year	- 2,014,526	(2,014,526)		0			(2,014,526)	(2,014,526)	(4,029,052)
Grants received in advance - prior year	2,014,526	2,014,526		0			2,014,526	2,014,526	4,029,052
Underlying Surplus/(Deficit)	**11,517,497**	**11,581,577**	**1,374,898**	**64,080**			**75,547**		**(251,755)**

Favourable / Unfavourable Variance

▲	Favourable Variance greater than $5,000
▬	On Target
▼	Unfavourable Variance greater than $5,000

Appendix B – Balance Sheet

Balance Sheet for Latrobe Council as at 30 September 2026

	YTD Actual 2026/27[1]	Prior Year Actual 2025/26[1]
ASSETS		
Current Assets		
Cash and cash equivalents	1,993,405	3,792,452
Term Deposits*	17,000,000	10,000,000
Trade & Other Receivables	7,446,814	882,787
Inventories	17,052	9,859
Current Assets - Other	224,930	528,112
Total Current Assets	26,682,200	15,213,210
Non Current Assets		
Non current assets classified as held for sale	133,000	133,000
Infrastructure, Property, Plant and Equipment	478,797,392	476,119,652
Investments accounted for using the equity method	6,182,544	6,182,544
Investment in TasWater	34,037,831	34,037,831
Total Non Current Assets	519,150,767	516,473,027
TOTAL ASSETS	545,832,967	531,686,237
LIABILITIES		
Current Liabilities		
Current Payables	1,227,330	1,948,830
Current Borrowings	425,930	425,930
Current Provisions	1,179,865	1,109,546
Trust Funds and Deposits	760,580	614,955
Contract Liabilities - Current	14,832	14,832
Total Current Liabilities	3,608,536	4,114,093
Non Current Liabilities		
Non Current Borrowings	9,881,579	9,881,579
Non Current Provisions	19,271,276	19,271,276
Total Non Current Liabilities	29,152,855	29,152,856
TOTAL LIABILITIES	32,761,391	33,266,948
NET ASSETS	513,071,576	498,419,288
EQUITY		
Retained Earnings	141,576,979	130,322,944
Asset revaluation Reserves	356,842,309	356,842,309
Current Year Surplus / (Deficit)	14,652,289	11,254,036
TOTAL EQUITY	513,071,576	498,419,288

Note

* Term deposit investments with maturity not more than 3 months are classified as Cash and Cash Equivalents

[1] The figures for 2025/26 Financial Year may change as accounts are completed, which will change the balances for the 2026/27 Financial Year

13.2 COUNCIL TERM PLAN 2025-2026 - END OF TERM REVIEW REPORT

REPORT AUTHOR:	Jeff Morgan, Chief Executive Officer
Note: The Report Author does not have a pecuniary interest in the subject matter	
REPORT CLASS:	Public/Open
DATE OF REPORT:	5 October 2026
ATTACHMENTS:	1. Latrobe Council Term Plan 2025-2026 - End of Term Review Report FINAL [**13.2.1** - 24 pages]

PURPOSE OF REPORT

For Council to endorse the 2025-2026 End of Term Review Report for publication.

BACKGROUND INFORMATION

As Councillors passed the halfway mark of their 4 year term, they developed a list of priorities that were captured and progressed as key initiatives through annual plans and budgets, in alignment with our strategic plan. To clearly outline these priorities, Councillors agreed to establish its first Term Plan that covered 2025 and 2026 and was endorsed at the 24 February 2025 Ordinary meeting.

Aligned to Council's Strategic Plan 2020 – 2030 the Term Plan drew on the strategic plan objectives and highlights the key initiatives that Councillors prioritised to be progressed over the period until the October 2026 elections.

PROPOSAL/SUMMARY

Councillors are now at the end of their current term, and an End of Term Review Report has been developed to assess the Council's progress in delivering the priorities across the second half of the term as outlined in the 2025-2026 Term Plan.

RELATIONSHIP WITH STRATEGIC PLANNING AND POLICY

Council does not have any specific Policy relating to this report. The Review Report has been prepared to complement the planning framework set out in the *Strategic Plan 2020-2030.*

The Latrobe Council Strategic Plan 2020-2030 provides the following objectives and strategies:

1.2 Governance - Provide consistent, accountable, transparent and effective governance

1.2.7 Communicate the rationale and outcome of Council's decisions, policies and activities through appropriate communication channels

1.2.9 Ensure Council information meets community and stakeholder interests, is accessible, easy to understand and complies with legislative requirements

LEGAL AND RISK IMPLICATIONS

There is no legislative requirement for this report, however it is seen as a better practice approach to improve communication between Councillors, the community and other stakeholders and staff.

The risk implications of initiatives outlined in the 2025 - 2026 Term Plan were considered as projects and initiatives were scoped for delivery.

FINANCIAL IMPLICATIONS

Funding for the initiatives outlined in the 2025 - 2026 Term Plan were considered through the applicable budget processes.

PUBLIC/CUSTOMER IMPLICATIONS

The 2025 - 2026 End of Term Review Report is a valuable communication tool to share with community, staff and other key stakeholders that clearly outlines the focus of Councillors over the last two years.

SOCIAL/ENVIRONMENTAL IMPLICATIONS

There are no significant social or environmental implications associated with this report.

CONSULTATION

Council's Executive Leadership Team were engaged in the development of the End of Term Review Report.

OPTIONS FOR COUNCIL TO CONSIDER

Councillors may:

1. Endorse the 2025-2026 End of Term Review Report as attached.
2. Propose amendments to the 2025-2026 End of Term Review Report attached.
3. Not endorse the 2025-2026 End of Term Report.

OFFICER'S COMMENTS / CONCLUSION

The Term Plan was developed in 2025 and therefore covered only part of Council's four-year term. Delivery was also affected by organisational change, staff vacancies, competing priorities and reliance on external funding and approvals. The following commentary provides an overview of progress against each goal, followed by an overall assessment of achievements, unfinished priorities and lessons for the incoming Council.

The goal-by-goal commentary considers the broader progress and outcomes achieved across each area, rather than repeating the detailed assessment of individual success measures.

Goal 1 – Governance and Organisational Development

Council's performance under Goal 1 was mixed, with the strongest results achieved in core financial governance and accountability. The balanced budget and timely completion of the annual audit provide a sound foundation, while regional collaboration through the Mersey Leven Strategic Alliance has continued to produce useful strategic work, including the industrial land use strategy and work on a sub-regional tourism strategy.

Several organisational and governance initiatives were not sufficiently advanced within the shortened planning period. Workforce development arrangements remain under development, while formal councillor training needs analysis and individual training plans were not completed during the term. These will need to be incorporated into the induction and ongoing development program for the incoming Council. Merger-related work did not proceed in the absence of renewed State Government direction, while investigation of a Bass Highway pedestrian crossing remains only partly advanced.

Overall, Council maintained its essential governance functions and strengthened regional partnerships, but further work is required to embed workforce capability, councillor development, long-term financial and asset planning, and clearer delivery arrangements for strategic initiatives.

Goal 2 – Community and Economic Development

Goal 2 delivered a significant community outcome through the completion of expanded childcare provision, demonstrating Council's ability to facilitate a practical response to an identified service need. The endorsed Sport, Recreation and Open Spaces Plan has also established a stronger evidence base for future recreation and community infrastructure investment.

Beyond these achievements, progress was constrained by sequencing, resourcing and staff vacancies. Finalisation of the Latrobe and Port Sorell Structure Plans is required before township improvement actions and planning for the Kobe Lane area can be prioritised. Initiatives relating to youth engagement, reconciliation, volunteering, promotion of recreation spaces and support for community groups were either delayed or not completed.

The overall position is therefore one of important groundwork and a notable service outcome, but with several community development priorities requiring renewed consideration, clearer ownership and appropriate resourcing.

Goal 3 – Infrastructure

Goal 3 recorded the broadest and most visible progress across the Term Plan. Council completed the Hawley pathway, endorsed the Sport, Recreation and Open Spaces Plan, progressed the Port Sorell dog park, completed priority works at Bosworth Park and advanced planning for the Latrobe Recreation Precinct. Work also progressed on major stormwater, landfill rehabilitation and pathway projects.

Several larger projects extend beyond the term because of their scale, funding requirements, external approvals and technical dependencies. Overall, the goal established strong momentum: tangible assets were delivered, strategic priorities were clarified and several complex projects are positioned for continuation. Sustained investment and improved asset-management systems will be needed to convert the remaining planning and design work into completed outcomes.

Goal 4 – Development and Regulatory

Progress under Goal 4 was primarily foundational. Council adopted planning principles intended to influence the form and quality of future development and has commenced making developers aware of them. Work also continued on the Latrobe and Port Sorell Structure Plans, with further Council consideration and implementation activity to follow.

Regular engagement with TasWater has supported discussion of enabling infrastructure, while the independent building assessment project has established a basis for considering accessibility across Council assets. These initiatives strengthen the policy and information base for future decision-making, but most had not reached full implementation by the end of the term.

Evidence of the planning principles changing development outcomes is still emerging, the structure plans remain to be endorsed, accessibility information for businesses and community organisations was not completed, and TasWater engagement has not yet been consolidated into a formal plan. The next phase should focus on moving from framework development to implementation, monitoring and measurable outcomes.

Overall Summary

The Term Plan provided Council with a useful, shared focus, but its development in 2025 meant that it operated for only part of the four-year Council term. Delivery was also affected by organisational change, staff vacancies, competing operational demands and the dependence of several projects on external agencies, funding, consultation or statutory processes. These factors limited the time and organisational capacity available to complete all actions.

Within those constraints, Council achieved meaningful outcomes in financial governance, childcare, regional collaboration, pathways, recreation planning, open-space improvements and road maintenance. It also advanced a substantial pipeline of infrastructure and strategic planning work that will carry into the next term.

Performance was strongest where priorities were clearly scoped, resourced and linked to established operational programs or funded projects. Progress was slower where actions depended on new policy frameworks, dedicated staff capacity, external advocacy or work that had not been fully incorporated into annual planning and budgets.

The review demonstrates the value of preparing the next Term Plan early in the incoming Council's four-year term and directly linking it to annual plans, budgets, workforce capacity, long-term financial planning and asset management. Priorities should have clear ownership, realistic timeframes and regular reporting so that emerging constraints can be addressed promptly.

On balance, the Term Plan delivered several important community outcomes and established sound foundations for further work. It also identified a group of unfinished priorities that should be reconsidered and, where they remain relevant, carried forward by the incoming Council.

RECOMMENDATION

That the report by the Chief Executive Officer concerning Council Term Plan 2025-2026 - End of Term Review Report, be received and Council:

1. Endorse the 2025-2026 End of Term Review Report as presented;
2. Share the 2025-2026 End of Term Review Report on Council's website, with staff and make it available free of charge at the Council office; and
3. Use the End of Term Review Report to inform the newly elected Councillors and the development of the Term Plan for the next Council term.


Council Term Plan
2025-2026
End of Term Review
Latrobe Council

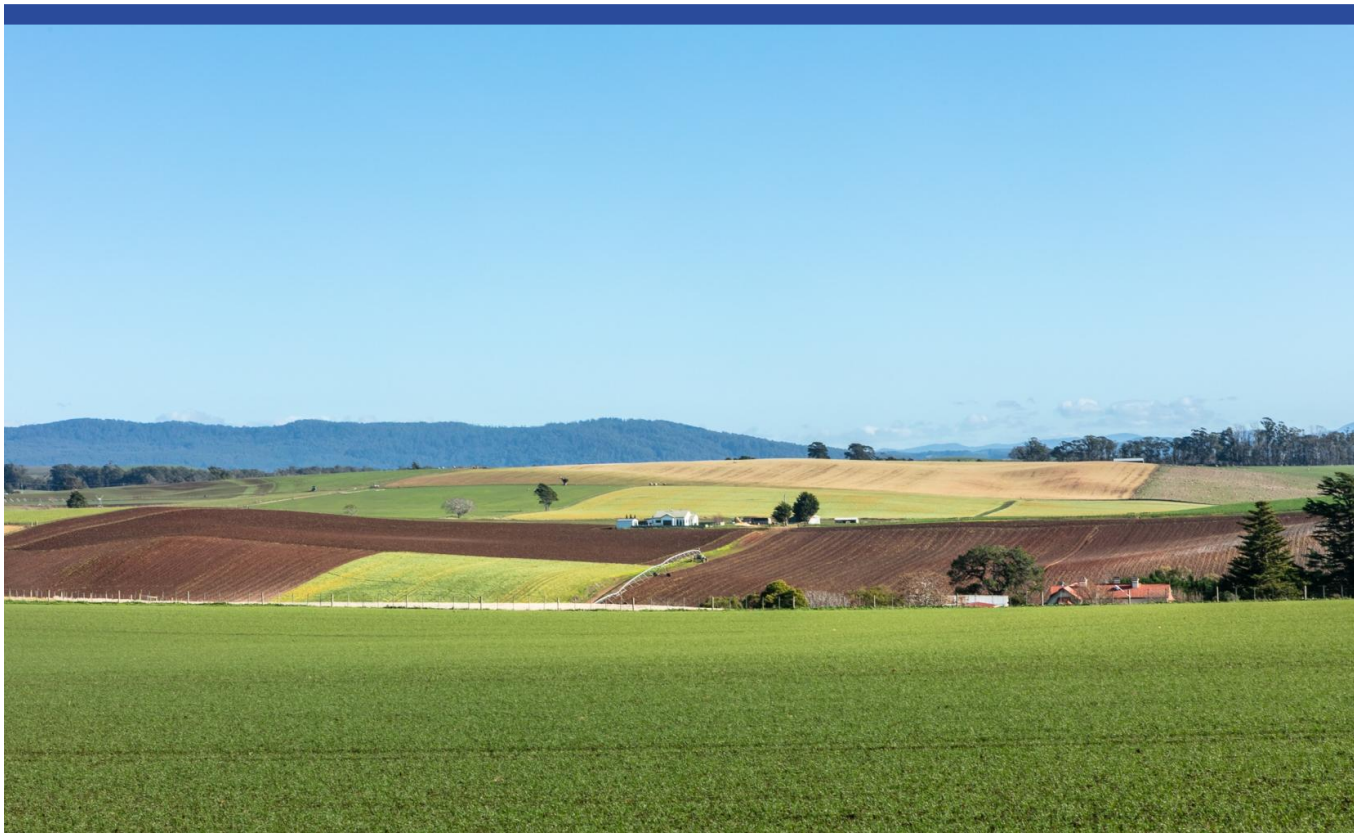


We acknowledge the traditional owners of the land on which we work and live: the punnilerpanner clan of the North Nation. We recognise the continuing connection of Aboriginal and Torres Strait Islander people to land, water and community, and pay our respects to elders; past, present and future.

All photographs are © Reflect Imaging

Content

Message from Our Mayor 4
Our Strategic Framework 6
Our Council 7
Our Term Achievements – Goal 1 8
Our Term Achievements – Goal 2 12
Our Term Achievements – Goal 3 16
Our Term Achievements – Goal 4 21



Message from Our Mayor

The term plan developed by the current Council was intended to provide elected members with an opportunity to collaboratively identify, prioritise and progress projects, initiatives and programs over the remaining two years of our term. Ideally, this process would have commenced at the beginning of the four-year term, providing a framework to guide Council's priorities and decision-making throughout that period. Although developed later than intended, I believe the exercise was worthwhile in establishing a shared focus and identifying key priorities.

The implementation of the plan was subsequently affected by significant organisational changes, particularly the departure of the then General Manager and the Manager of Corporate and Business. These disruptions impacted Council's capacity to progress some priorities, resulting in delays and, in some cases, preventing initiatives from proceeding as originally intended.

Despite these challenges, a number of positive outcomes have been achieved across governance, infrastructure, recreation, advocacy and strategic planning.

Governance and organisational performance

A significant achievement has been the completion of Council's annual audit in time for presentation at the Annual General Meeting, in accordance with local government requirements. In recent years, Council has experienced difficulties meeting this timeframe, but we now appear to be on track to achieve this consistently. This is a credit to the Finance team and all those involved in completing this important work.

Advocacy and community services

Council's advocacy for childcare provision following the unfortunate closure of St Pat's childcare centre has been particularly important. This included supporting an interim solution for local families, alongside advocacy for a longer-term facility developed in partnership with Lady Gowrie. The new facility is nearing completion and is expected to open in November. These outcomes demonstrate the value of Council working collaboratively with service providers to address community needs.

Infrastructure, recreation and open spaces

Several important infrastructure and recreational projects have progressed during the term. The long-awaited Hawley pathway has been completed, and Council's Open and Green Spaces Strategy has been finalised and endorsed. Construction of the new dog park at Port Sorell is underway, with opening anticipated before the summer holiday period.

Council has also continued to improve sporting and recreational facilities, including works at Bosworth Park, Perkins Park and the Latrobe Recreation Ground, particularly the change rooms and associated facilities.

Progress has also been made on stormwater infrastructure, with the Sankey Street project having gone to tender and construction expected to commence before the end of the calendar year. Similar works in Taroona Street, Hawley, will address another long-standing community priority.

Strategic planning and development

Council has developed its Planning Principles to guide developers on the style and form of subdivision that Council seeks to encourage within the municipality. Available to developers during the early design stages, these principles clearly communicate Council's expectations and provide an opportunity to achieve better planning outcomes that reflect the long-term interests of our community.

Recommendations for the incoming Council

I strongly recommend that the incoming Council develop a term plan early in its four-year term. With at least three of the seven elected representatives expected to be new to Council, the process would provide a valuable opportunity to establish a shared understanding of priorities, identify common objectives and agree on the outcomes that Council wishes to pursue collectively.

The term plan should be developed in partnership with the CEO and executive team and incorporated into Council's annual plans, strategic planning, long-term financial planning and annual budget deliberations. This would help ensure that agreed priorities are appropriately resourced, regularly reviewed and progressively delivered.

A well-developed and actively maintained term plan can provide a clear sense of direction, strengthen collaboration between elected members and the executive team, and help ensure that Council's decisions remain focused on delivering meaningful outcomes for the community.

In my view, the experience gained through our current term reinforces the value of this process and the importance of establishing it early, with clear priorities, appropriate organisational support and a commitment to collective responsibility.



Peter Freshney

Our Strategic Framework

Purpose

Latrobe Council's primary purposes and functions are to:

- Provide for the health, safety, and welfare of the community
- Represent and promote the interests of the community
- Provide for the peace, order, and good government of the municipal area.

Vision

Latrobe is a friendly and welcoming community recognised for:

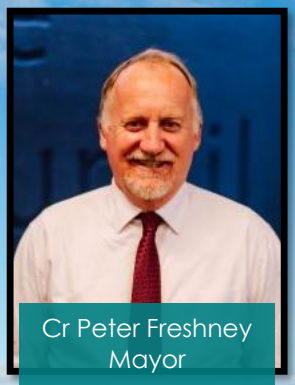
- *The high quality of life enjoyed by residents and visitors within an attractive built environment.*
- *The preservation of the rural character and rich soils of the area which enables agricultural to be a key component of our economy.*
- *The uniquely beautiful natural environment including the seaside settlement areas.*
- *An efficient, responsive, and adaptive Council which provides strong, visionary, and consultative leadership.*

Values

The values which will guide Council's choices and actions as we implement our vision for the future.

- **Leadership** – committed to providing the highest standard of leadership and performance.
- **Community participation** – encourages and values the contributions made by each person.
- **Lifestyle and Environment** – committed to providing, encouraging, and promoting the area's natural advantages and developed attributes which enhances our quality of life.
- **Employee Management** – values the contribution of our staff and is committed to ensuring their ongoing well-being and development.
- **Asset Management** – committed to effective and efficient management of all our infrastructure assets.
- **Regional Co-operation** – to work collaboratively and cooperatively with our neighbours.

Our Council



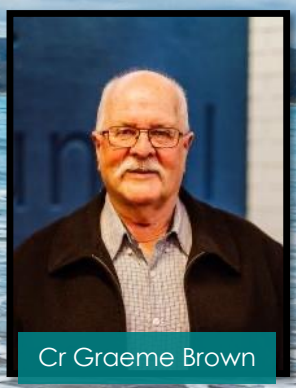
Cr Peter Freshney
Mayor



Cr Vonette Mead
Deputy Mayor



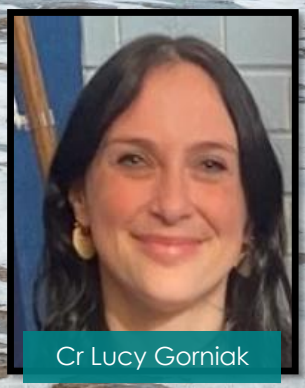
Cr Claudia Baldock



Cr Graeme Brown



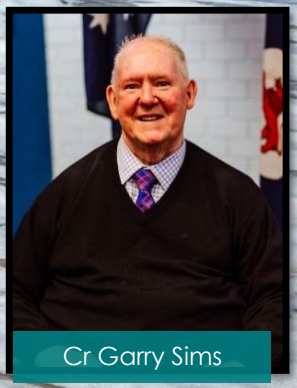
Cr Dave Fidler



Cr Lucy Gorniak



Cr Jacki Martin



Cr Garry Sims



Cr Gerrad Wicks

Our Term Achievements – Goal 1

Goal	Objectives
1: Governance and Organisational Development 	1.1 Provide leadership and advocacy on behalf of our community. 1.2 Provide consistent, accountable, transparent and effective governance. 1.3 Ensure the long-term financial viability of the Council. 1.4 Develop opportunities for skilled, experienced and motivated staff. 1.5 Committed to risk management and building community capacity and resilience.

Term Priority

A. Promote financial stability within the Council through active management of finances and an annual budget that supports a sustainable underlying surplus.

Success Measures	End of Term Result (✗ Delayed, > In Progress, ✓ Completed)
a. *Financial stability within the Council promoted through active management of finances and a balanced annual budget.*	✓
b. *Annual audit completed for presentation at the AGM, held in accordance with local government requirements.*	✓

Comments

The financial stability priority was achieved. The balanced budget measure and annual audit were both completed, demonstrating sound financial management and accountability. Financial stability does remain a work in progress. Long term financial planning, linked with Asset Management and improving operational efficiencies are key priorities.

Term Priority	
B. Implement processes for professional development framework and succession planning in Council.	
Success Measures	**End of Term Result** ✗ Delayed > In Progress ✓ Completed
a. *Development framework is updated and implemented.*	>
b. *Half yearly reports on related measures are provided to Councillors for review.*	>

Comments

Council is continuing to explore opportunities for development across the organisation, including initiatives that support organisational capability and capacity, workplace culture, leadership and people management, workplace practices, and a positive employee experience.

Opportunities for future work in this area will continue to be considered as organisational needs and priorities evolve.

Term Priority	
C. Facilitate strategic working relationships with neighbouring councils to support local government reform.	
Success Measures	**End of Term Result** ✗ Delayed > In Progress ✓ Completed
a. *Action Plan defining outcomes is developed with strategic alliance partners.*	>

Comments

The proposed action plan with strategic alliance partners is in progress. Work within the Mersey Leven Strategic Alliance has progressed well, with industrial land use strategy completed and a variety of other initiatives underway, the most recent being a sub-regional Tourism Strategy.

Term Priority	
D. Undertake strategic work to support possibility of State Government progress on Council mergers.	
Success Measures	**End of Term Result** ✘ Delayed > In Progress ✓ Completed
a. *Advocacy for funding from State Government to support mergers undertaken.*	✘
b. *Strategy to progress consultation is completed.*	✘

Comments

The merger-related success measures were not progressed to completion and no end-of-term result was assigned. Advocacy for State Government funding and a consultation strategy would need to be reconsidered if the State Government renews merger reform activity.

Term Priority	
E. Implement a training program to ensure all councillors understand their roles and responsibilities.	
Success Measures	**End of Term Result** ✘ Delayed > In Progress ✓ Completed
a. *Training needs analysis and training processes developed for councillors.*	✘
b. *Training plans established for current councillors.*	✘

Comments

A formal councillor training needs analysis and individual training plans were not recorded as completed. These measures will be incorporated into the induction and ongoing development program for the incoming Council and will be a legislated requirement for the incoming Council.

Term Priority	
F. Investigate requirements for a Bass Highway people crossing for development by State Government.	
Success Measures	**End of Term Result**

	✖Delayed >In Progress ✓Completed
a. *Data collected and needs analysis completed.*	✖
b. *Advocacy with Dept of State Growth commenced.*	>

Comments

The crossing investigation is partly advanced. Initial engagement has occurred with Building Tasmania regarding Bass Highway upgrades and pedestrian access at the roundabout, while the required data collection and needs analysis remain to be undertaken as planning progresses.

Our Term Achievements – Goal 2

Goal	Objectives
2: Community and Economic Development 	2.1 Identify, promote and support economic development opportunities. 2.2 Promote, develop and support tourism activities. 2.3 Work with the community to facilitate and celebrate festivals, events and culture. 2.4 Provide a range of quality community facilities and services which engage and empower the community to participate. 2.5 Be prepared to respond to emergency situations and assist in the community recovery.

Term Priority

A. Improve townships of Latrobe and Port Sorell to create more vibrant centres and opportunities for business expansion.

Success Measures	End of Term Result ✗ Delayed > In Progress ✓ Completed
a. *Actions from the Latrobe and Port Sorell Structure Plans are prioritised.*	✗
b. *Development plan for Kobe Lane area, including carparking, street connectivity and future commercial development, completed.*	✗

Comments

Both measures remain delayed pending finalisation of the Latrobe and Port Sorell Structure Plans. Prioritisation of township actions and planning for the Kobe Lane area should follow completion and endorsement of those plans.

Term Priority	
B. Facilitate the development of the proposed childcare centre or similar facility.	
Success Measures	**End of Term Result** ✘ Delayed > In Progress ✓ Completed
a. *Sale of land completed.*	✓
b. *Project has commenced.*	✓

Comments

The childcare priority was achieved. The land sale was completed and the development project completed, providing expanded local childcare provision.

Term Priority	
C. Undertake development of Youth Engagement Strategy with local schools and community groups.	
Success Measures	**End of Term Result** ✘ Delayed > In Progress ✓ Completed
a. *Youth Engagement Strategy completed.*	✘

Comments

The Youth Engagement Strategy was not completed. Future progress will require a defined scope, renewed engagement with schools and community groups, and an identified funding source.

Term Priority	
D. Promote a vibrant and inclusive community culture that celebrates diversity, honours our history, and encourages participation in our community groups and events.	
Success Measures	**End of Term Result** ✘ Delayed > In Progress ✓ Completed
a. *Reconciliation Action Plan completed.*	✘
b. *Options paper regarding processes and funding to support community events and groups provided to Council.*	✘

Comments

Neither success measure was completed. The Reconciliation Action Plan was deferred because of limited resourcing and requires reconsideration by Council, while an options paper on support and funding for community events and groups remains outstanding.

Term Priority	
E. Encourage volunteers within the community and connect with Volunteers Tasmania.	
Success Measures	**End of Term Result** ✘ Delayed > In Progress ✓ Completed
a. *Webpage with links to relevant organisations published.*	✘
b. *New volunteering framework implemented.*	> Work commenced but delayed due to position vacancy. It will not be completed within this Term but is scheduled to continue through to completion.

Comments

The volunteering framework was commenced but delayed by a position vacancy and is scheduled to continue beyond the term. No result was recorded for the proposed webpage, which should be completed alongside the broader framework and links to relevant organisations.

Term Priority
F. Develop and promote a physical activity program to increase community engagement with sporting and recreation spaces, venues and decision making.

Success Measures	End of Term Result ✘ Delayed > In Progress ✓ Completed
a. *Communication strategy to promote recreational spaces completed.*	✘
b. *Gap analysis for future infrastructure priorities conducted.*	✓

Comments

Results were mixed. The infrastructure gap analysis was completed through the endorsed Sport, Recreation and Open Spaces Plan, identifying an additional indoor basketball court at the Latrobe Youth Centre as a priority. The communication strategy remains delayed, subject to staff availability.

Our Term Achievements – Goal 3

Goal	Objectives
3: Infrastructure 	3.1 Provide a safe and well-maintained road network that caters for all road users. 3.2 Develop and improve the system for stormwater reticulation and disposal. 3.3 Manage Council owned buildings and facilities for the benefit of the community. 3.4 Maintain parks and reserves for community use. 3.5 Integrate NRM principles into Council's operational environment. 3.6 Provide responsible waste management services.

Term Priority

A. Develop community linkages between towns and spaces through the construction of all-ability pathways.

Success Measures	End of Term Result (✗ Delayed, > In Progress, ✓ Completed)
a. *Hawley pathway build completed.*	✓
b. *Scope and concept design of Latrobe to Tarleton pathway completed.*	>
c. *Scope for Stage 1 of Latrobe to Port Sorell pathway completed.*	>

Comments

The Hawley pathway was completed and well received. The Latrobe–Tarleton and Latrobe–Port Sorell pathway measures remain in progress, with potential alignment criteria discussed but detailed scoping and concept work still required.

Term Priority **B.** Finalise the development of an Open and Green Space Strategy, including prioritised activities.	
Success Measures	**End of Term Result** ✖ Delayed > In Progress ✓ Completed
a. *Strategy endorsed by Council.*	✓
b. *Prioritisation plan completed.*	✓
c. *Dog park in Port Sorell constructed, with community consultation in design phase.*	>

Comments

The strategy and prioritisation plan were completed through Council's endorsed Sport, Recreation and Open Spaces Plan. Construction of the Port Sorell dog park commenced during 2025–26 and remains in progress, with completion expected in 2026.

Term Priority **C.** Continue to develop and upgrade sport and recreation facilities within the municipality including playgrounds and access requirements.	
Success Measures	**End of Term Result** ✖ Delayed > In Progress ✓ Completed
a. *Review of initial design and scope for Bosworth Park completed.*	✓
b. *Construction of prioritised components for Bosworth Park commenced.*	✓

Comments

The Bosworth Park measures were achieved. The endorsed Sport, Recreation and Open Spaces Plan informed the review, priority works were completed, and future improvements will be assessed against needs across other recreation spaces in the municipality.

Term Priority **D.** Undertake redevelopment of the Latrobe Youth Centre and associated facilities.	
Success Measures	**End of Term Result** ✖ Delayed > In Progress ✓ Completed
a. *Community and stakeholder consultation completed.*	✓
b. *Development plan finalised with identified funding source.*	>

Comments

Community and stakeholder consultation was completed through the updated Latrobe Recreation Precinct Master Plan. The redevelopment remains in progress, with the Youth Centre identified as a priority and 2026–27 funding allocated for staging and concept development, while external funding opportunities will be pursued.

Term Priority **E.** Support Cradle Coast NRM to develop and implement a vegetation management program, including community engagement and education.	
Success Measures	**End of Term Result** ✖ Delayed > In Progress ✓ Completed
a. *Community and stakeholder consultation completed.*	>
b. *Vegetation rehabilitation and maintenance plan developed.*	✓
c. *Advocacy for long-term funding of specific projects completed.*	✖

Comments

Progress was project-specific. Consultation and a rehabilitation and maintenance plan were completed for the Hawley Esplanade project. Broader advocacy for long-term funding was not completed, although rice grass management is expected to be raised again during a future election cycle.

Term Priority	
F. Prioritise the redevelopment of stormwater infrastructure in Sankey Street leading to Hawley Beach.	
Success Measures	**End of Term Result** ✗ Delayed > In Progress ✓ Completed
a. *New design successfully constructed.*	>
b. *Incidents of flooding are significantly reduced.*	>

Comments

The Sankey Street project remains in progress. Design work is complete, TasWater-related plans are being finalised, and construction is scheduled for 2026–27. Interim detention-basin improvements have been made, with further flood mitigation dependent on delivery of the main project.

Term Priority	
G. Undertake monitoring and rehabilitation of the Port Sorell landfill site.	
Success Measures	**End of Term Result** ✗ Delayed > In Progress ✓ Completed
a. *Rehabilitation method decided and agreed.*	>
b. *Environmental Protection Authority sign off on agreed method.*	>

Comments

Rehabilitation planning remains in progress. Council is working with the EPA to determine priorities, an agreed rehabilitation method and the approvals required for the disused Port Sorell landfill site.

Term Priority	
H. Develop a proactive maintenance program for rural roads that is data driven with well-defined service levels.	
Success Measures	**End of Term Result** ✖ Delayed > In Progress ✓ Completed
a. *Reactive work orders are reduced.*	>
b. *Asset Management System is kept up to date and used to generate the maintenance schedule.*	>

Comments

The revised gravel-road program, including Friday pothole runs, reduced customer-requested reactive work orders by 58%, showing meaningful progress toward proactive maintenance. Asset mapping and data capture are substantially complete, but the Asset Management System and Transport Asset Management Plan require further updating following the next independent road-condition survey.

Our Term Achievements – Goal 4

Goal	Objectives
4: Development and Regulatory 	4.1 Effectively manage land use planning and building services. 4.2 Promote and maintain public health standards. 4.3 Encourage and recognise responsible animal ownership.

Term Priority

A. Support the Alberta Street Road reserve as a pilot program to integrate alternative housing options into development projects.

Success Measures	End of Term Result ✗ Delayed > In Progress ✓ Completed
a. *Guidelines for developers on style and type of housing are developed and implemented.*	>
b. *Development applications meeting guidelines increased.*	>

Comments

This priority is in progress. Council has approved planning principles to guide growth and development, and staff are making developers aware of them. Further monitoring is required to determine whether the principles are increasing the number of compliant development applications.

Term Priority	
B. Finalise planning and commence implementation of structure plans for Latrobe and Port Sorell.	
Success Measures	**End of Term Result** ✗ Delayed > In Progress ✓ Completed
a. *Latrobe plan is finalised and endorsed.*	>
b. *Port Sorell plan is finalised and endorsed.*	>

Comments

Both structure plans remain in progress. Second drafts of the Latrobe and Port Sorell plans are scheduled for Council consideration in November / December 2026 with endorsement and implementation actions to follow that consideration.

Term Priority	
C. Facilitate design and construction of new estates consistent with recent planning principles and community need.	
Success Measures	**End of Term Result** ✗ Delayed > In Progress ✓ Completed
a. *Approved sub-division designs meets Council's planning principles.*	>

Comments

The measure is recorded as in progress. Council's planning principles provide the intended basis for assessing new subdivision designs.

Term Priority	
D. Promote the need for all-ability access to public and private spaces to support greater inclusion in the community.	
Success Measures	**End of Term Result** ✘ Delayed > In Progress ✓ Completed
a. *Prioritisation framework developed and review of assets against accessibility standards commenced.*	>
b. *Information pack on accessibility developed and made available to business and community organisations.*	✘

Comments

Work has commenced on the accessibility prioritisation framework through an independent building-condition, componentisation, valuation and floor-plan project. The proposed accessibility information pack for businesses and community organisations was not completed.

Term Priority	
E. Promote the future water/sewerage needs of the Latrobe municipality with TasWater.	
Success Measures	**End of Term Result** ✘ Delayed > In Progress ✓ Completed
a. *Engagement plan for TasWater is developed and implemented.*	>

Comments

A formal TasWater engagement plan has not been prepared, but regular meetings and forums are occurring, with a focus on enabling infrastructure for development. The priority is therefore in progress, with future work needed to document objectives, actions and responsibilities for water and sewerage advocacy.

00



For information about this document or the Latrobe Municipality, contact us:

https://www.latrobe.tas.gov.au
170 Gilbert Street, Latrobe
council@latrobe.tas.gov.au
(03) 6426 4444

13.3 CHIEF EXECUTIVE OFFICER PERFORMANCE MANAGEMENT POLICY

REPORT AUTHOR: Peter Freshney, Mayor

Note: The Report Author does not have a pecuniary interest in the subject matter

REPORT CLASS: Public/Open

DATE OF REPORT: 20 October 2026

ATTACHMENTS:
1. KL- GOVPOL013 - CEO Performance Management Policy v 1 DRAFT [**13.3.1** - 7 pages]

PURPOSE OF REPORT

To consider and adopt the Chief Executive Officer Performance Management Policy (KL-GOVPOL013), including the Terms of Reference for the CEO's Performance Management Committee, to provide a consistent framework for monitoring and reviewing the shared CEO's performance across Latrobe and Kentish Councils.

BACKGROUND INFORMATION

Latrobe and Kentish Councils share a Chief Executive Officer. A common performance management framework is therefore important to ensure that expectations, review arrangements and recommendations are coordinated, while preserving each Council's responsibility to make its own decisions.

The *Local Government Act 1993* assigns Councillors collectively the responsibility for monitoring the performance of the General Manager, referred to by the Councils as the CEO. The Mayor has a leadership role in that process. The *Local Government (Appointment and Performance of General Managers) Order 2024* also establishes requirements for performance monitoring, including a written assessment at least once in every 12-month period, commencing from appointment, and agreement on clear and measurable assessment criteria.

The attached draft Policy brings the review procedure, Committee Terms of Reference, membership arrangements and reporting responsibilities together in one document. It is intended to operate alongside the CEO's contract of employment and Performance Plan.

PROPOSAL/SUMMARY

It is proposed that Council adopt the attached Policy, with a corresponding policy considered separately by Kentish Council.

The principal features are:

- A performance review at least annually, supported by an appropriately qualified external facilitator.
- A six-member Committee comprising the Mayor, Deputy Mayor and one additional Councillor from each Council, with the Mayor of Latrobe Council as Chairperson and the Deputy Mayor of Latrobe Council as Acting Chairperson.
- Appointment of each additional Councillor following an ordinary Council election, with a two-year appointment cycle or until the next ordinary election if sooner.
- Consultation with the CEO on review timing and the proposed facilitator, and separate approval by each Council of the facilitator and common review process.

- Written notice by the Councils and CEO of specific concerns at least 28 days before the review.
- Committee assessment and recommendations to each Council on the review outcome and related matters, including remuneration, the following year's Performance Plan and the employment contract.
- Separate Council resolutions on matters requiring approval, with any differences referred back to the Committee for further recommendations before a common outcome is communicated or implemented.

The Committee's role is to monitor, review and recommend. Committee establishment and Councillor appointments must also be addressed by express resolutions, having regard to any existing arrangements.

RELATIONSHIP WITH STRATEGIC PLANNING AND POLICY

The Latrobe Council Strategic Plan 2020-2030 provides the following objectives and strategies:

1.4 Employee Development - Develop opportunities for skilled, experienced, and motivated staff

1.4.6 Undertake staff performance reviews

LEGAL AND RISK IMPLICATIONS

The relevant legislative framework includes sections 23, 27(1)(g) and 28(2)(d) of the *Local Government Act 1993*, the *Local Government (Appointment and Performance of General Managers) Order 2024* and the *Local Government (Meeting Procedures) Regulations 2025*.

The Policy supports a documented, consistent process and makes clear that Committee recommendations do not replace decisions required of each Council. Implementation must also satisfy the statutory annual assessment requirements; use agreed clear and measurable criteria and comply with the CEO's employment contract.

The principal risks are addressed through defined responsibilities, external facilitation, separate resolutions, written reporting, and a process for resolving differing Council decisions.

This report concerns the adoption of a governance policy, not an assessment of the CEO. Individual employment matters and associated confidential information must be managed in accordance with applicable privacy requirements and the Meeting Procedures Regulations.

FINANCIAL IMPLICATIONS

Adoption of the Policy does not authorise expenditure. Implementation will involve external facilitator costs and administrative support.

The proposed facilitator's scope, fees, procurement requirements and cost-sharing arrangements between the Councils should be confirmed and submitted for the required approvals before any commitment is made.

PUBLIC/CUSTOMER IMPLICATIONS

The Policy provides the community with a clear statement of how the Councils will oversee the shared CEO's performance. A consistent and documented framework supports accountability for delivery of Council priorities and services.

SOCIAL/ENVIRONMENTAL IMPLICATIONS

There are no significant social or environmental implications.

CONSULTATION

The attached draft is intended for consideration by both Latrobe and Kentish Councils.

Implementation of the Policy will require consultation with the CEO on review timing, the proposed external facilitator and development of the common review process. Coordination between the Councils will also be necessary to secure corresponding decisions on shared arrangements.

OPTIONS FOR COUNCILTO CONSIDER

1. Adopt the Policy and refer it to Kentish Council for corresponding consideration. This is the recommended option.

2. Adopt the Policy with substantive amendments. Any changes affecting the shared framework or Terms of Reference would need to be referred to Kentish Council for corresponding consideration.

3. Defer adoption and request further work on specified matters. Existing statutory and contractual performance review obligations would continue to apply.

OFFICER'S COMMENTS/CONCLUSION

The proposed Policy provides a practical framework for the two Councils to coordinate oversight of the shared CEO while retaining separate decision-making responsibilities. It clarifies Committee membership, review arrangements, external facilitation, reporting and the treatment of differing Council decisions.

RECOMMENDATION

That the report by the Mayor concerning Chief Executive Officer Performance Management Policy, be received and:

1. Council adopt the Chief Executive Officer Performance Management Policy (KL-GOVPOL013), including the incorporated Committee Terms of Reference, as attached to this report.
2. Council refer the adopted Policy to Kentish Council for corresponding consideration.

Chief Executive Officer Performance Management Policy

(Policy Number – KL-GOVPOL013)
Council Policy

1 Aim

The purpose of this Policy is to provide guidance and support for Councillors and the Chief Executive Officer (CEO) in undertaking the CEO's performance reviews. It complements the contract of employment for the employee of Council and supports compliance with section 28(2)(d) of the *Local Government Act 1993* (the Act) and the *Local Government (Appointment and Performance of General Managers) Order 2024* for monitoring the performance of the CEO. This Policy seeks to assist Councillors in undertaking their responsibilities under the Act and establishes a process for performance reviews. For the avoidance of doubt, the CEO is a term of reference for General Manager within the meaning of the Act.

2 Policy Statement

The CEO's performance will be reviewed as required and at least annually. The CEO must be treated fairly in the assessment of their performance, including with consideration to merit, equity, and transparency of the performance assessment process. The performance management of the CEO is to be documented and recorded in the open or closed minutes of a Council meeting. Decisions of Council regarding the performance review, remuneration, reappointment, or termination of the CEO are to have regard to relevant aspects of its most recent performance assessment.

3 Policy Detail

3.1. Performance review process

1. Establish or confirm the Committee: The Councils will establish the CEO's Performance Management Committee (the Committee) by their respective resolutions pursuant to section 23 of the Act. Before each performance review, each Council will confirm its representation on the Committee; the Committee need not be re-established for each review.

2. Consult the CEO: The Committee will consult the CEO on the timing of the review and the proposed external facilitator.

3. Recommend a facilitator: Following consultation with the CEO, the Committee will recommend to each Council the same external facilitator, being a person

appropriately qualified in contemporary human resources practices, to assist the Committee and the Councils in complying with the CEO's contract of employment.

4. Appoint the facilitator: Each Council will approve the appointment of the recommended external facilitator by separate resolution. Appointment is a decision for the Councils, not the Committee.

5. Develop and approve the review process: The Committee, in consultation with the CEO and the appointed external facilitator, will develop and recommend a common review process to each Council. Each Council will approve the process by separate resolution. The process will measure the CEO's performance, including discharging the Duties of the role and achievement of the Performance Plan.

6. Give notice of concerns: At least 28 days before the review, the Councils and the CEO must each give the other written notice of any specific concerns they wish to have addressed.

7. Conduct the review and report the outcome: The Committee will undertake the review in accordance with the approved process, with assistance from the external facilitator. The Committee may consult with other Councillors regarding the CEO's performance against the Performance Plan and other duties required under the Act. The Committee will prepare its assessment and recommendations for consideration by each Council, followed by communication of the approved outcome to the CEO, in accordance with the Reporting provisions below. The Committee's monitoring, review, remuneration, Performance Plan, contract and acting appointment functions are set out below.

3.2. Terms of reference

The CEO's Performance Management Committee is established by separate resolutions of Latrobe Council and Kentish Council pursuant to section 23 of the Act to monitor the performance of the CEO, manage the CEO's performance review process and make recommendations to each Council. The Committee's recommendations do not replace the decisions required of each Council. Each Council must separately consider and resolve on the appointment of the external consultant, the review process, the review outcome, remuneration, the Performance Plan, the CEO's contract of employment and any acting or permanent CEO appointment. The engagement of the external consultant requires approval by each Council as set out below.

3.2.1. Functions

The Terms of Reference of the Committee shall be limited to the following roles and functions:

- To monitor the performance of the CEO in accordance with the CEO's contract of employment.
- To undertake the annual performance review of the CEO in accordance with the CEO's contract of employment in a timely manner.
- To recommend to the Councils, following consultation with the CEO, an appropriately qualified external facilitator for appointment by the Councils to assist the Committee and the Councils in complying with the terms and conditions of the CEO's employment contract.
- To recommend a common CEO performance review process to each Council for approval by separate resolution.
- To negotiate with the CEO on the remuneration package to be paid in the following year at the completion of the performance review process, for recommendation to each Council for approval by separate resolution.
- To negotiate with the CEO on the Performance Plan for the following year at the completion of the performance review process, for recommendation to each Council for approval by separate resolution.
- To provide recommendations to each Council on the CEO's contract of employment for consideration and decision by separate resolution.
- To prepare the performance assessment and recommendations for consideration by each Council. After each Council has considered the recommendations and a consistent outcome has been approved, the Mayors or Acting Mayors are to liaise with the CEO and provide a written assessment of performance of the Duties and the Performance Plan, including whether performance has been satisfactory. Any differing Council decisions are to be addressed through the process set out under Reporting before an agreed outcome is communicated.

These Terms of Reference remain in force until varied, substituted or repealed by corresponding resolutions of each Council. A proposed change approved by only one Council is to be referred to the other Council for consideration and does not, by itself, amend these shared Terms of Reference.

3.2.2. Committee Membership

(a) The Committee comprises six members, with three members from each Council as follows:

- The Mayor of Latrobe Council and the Mayor of Kentish Council.
- The Deputy Mayor of Latrobe Council and the Deputy Mayor of Kentish Council.
- One suitably qualified and/or experienced additional Councillor member appointed by Latrobe Council and one appointed by Kentish Council, neither being the Mayor or Deputy Mayor of the appointing Council.

(b) Where a Member is granted leave of absence by their Council or the Committee in accordance with regulation 47 of the Meeting Procedures Regulations, the Council represented by that Member may appoint another of its Councillors to act in their place for the period of leave. A vacancy in an additional Councillor position is to be filled by the appointing Council for the remainder of the appointment. A vacancy arising from a person ceasing to hold office as Mayor or Deputy Mayor is filled by the person holding that office.

3.2.3. Appointment of Committee Members

Each Council will appoint its additional Councillor member by resolution following each ordinary Council election and review that appointment every two years. The appointment will be made in accordance with that Council's process for appointing representatives to committees. Any annual confirmation of committee representation does not, of itself, end or restart the two-year appointment cycle.

3.2.4. Tenure of Committee Members

- The Mayors and Deputy Mayors are members while they hold their respective offices. Additional Councillor members are appointed for two years, or until the next ordinary Council election if sooner, and may be reappointed. Membership ends if a Member ceases to be a Councillor of the appointing Council or to hold the office qualifying them for membership.
- The membership of any Member shall be reviewed by the Council they represent if that Member is absent from three (3) consecutive ordinary Meetings without leave obtained from the Committee or granted by that Council in accordance with regulation 47 of the Meeting Procedures Regulations.

3.2.5. Committee Chairperson

- Chairperson – The Chairperson of the Committee shall be the Mayor of Latrobe Council who pursuant to section 27(1)(g) of the Act, is to lead and participate in the appointment, and the monitoring of the performance, of the CEO.
- Acting Chairperson – In the absence of the Chairperson the Acting Chairperson shall be the Deputy Mayor of Latrobe Council.

3.2.6. Frequency of Committee Meetings

The Committee will meet annually or as required at the discretion of the Committee, on days and times to be determined by the Committee at its first meeting.

3.2.7. Reporting

The Committee will prepare its performance assessment and recommendations following each CEO performance review, conducted at least annually. The minutes, assessment, advice and recommendations are to be reported to the next available Ordinary Meeting of each Council for consideration in accordance with the Meeting Procedures Regulations. Each Council will separately resolve on the review outcome and any related recommendations. If the Councils' decisions differ, the Mayors or Acting Mayors will refer the differences to the Committee for further recommendations to each Council. No common outcome, remuneration change, Performance Plan or contract change is to be represented as agreed or implemented under this Policy until corresponding resolutions have been passed by both Councils. Once a consistent outcome is approved, the Mayors or Acting Mayors will communicate it to the CEO and provide the written assessment specified under Terms of reference — functions.

4 Responsibilities

- **Councils:** Each Council will separately resolve on Committee establishment and its representation, external facilitator appointment following consultation with the CEO, the review process and outcome, remuneration, the Performance Plan, the CEO's contract and acting or permanent CEO appointments. Each Council will also approve external facilitator engagement and expenditure arrangements before any commitment is made, as set out in section 3.
- **Committee:** Undertake the roles, functions and reporting requirements set out in section 3.
- **Mayors or Acting Mayors:** Refer differing Council decisions to the Committee for further recommendations. Following approval of a consistent outcome by each Council, liaise with the CEO and provide the written assessment specified in the Terms of Reference.

- **CEO:** Participate in the review process and provide written notice of specific concerns at least 28 days before the review, as set out under Performance review process.
- **External facilitator:** Assist with the review process as set out in section 3.

5 Definitions

In this Policy, including the Terms of Reference, the following words mean:

Reference	Description
Committee	The CEO's Performance Management Committee established as a Council Committee pursuant to section 23 of the Act.
Council	Latrobe Council or Kentish Council individually, as applicable. "Each Council" requires a separate decision by both Councils where a resolution is specified.
Councils	Latrobe and Kentish Councils.
Councillor	A current elected member of either Council, including a Mayor or Deputy Mayor. "Additional Councillor member" means the Committee member appointed by each Council other than its Mayor or Deputy Mayor.
Council Officer	A current employee of the Council.
CEO	CEO of the Kentish and Latrobe Councils
Meeting Procedures Regulations	The *Local Government (Meeting Procedures) Regulations 2025*.
Member	A member of the Committee appointed under the Committee membership provisions of this Policy.

6 Associated Documents and References

6.1. Local Government Act 1993 Reference

Local Government Act 1993 — sections 23, 27(1)(g), 28(2)(d) and 61, as referenced in this Policy.

6.2. Other Legislation Reference

- *Local Government (Meeting Procedures) Regulations 2025*
- *Local Government (Appointment and Performance of General Managers) Order 2024*

6.3. Strategic Plan Reference

Kentish Council

Program	1	Governance and Organisational Development
Objective	1.4	Employee Development
Activity	1.4.2	Identify and provide appropriate training and encourage development of all employees

Latrobe Council

Program	1	Governance
Objective	1.4	Employee Development
Activity	1.4.6	Undertake staff performance reviews

6.4. Other Associated Documents

- CEO's contract of employment
- CEO's Performance Plan
- Committee Terms of Reference — incorporated in section 3 of this Policy

DRAFT

APPROVED BY COUNCIL:

Kentish Council: < Minute: <

Latrobe Council: < Minute: <

EFFECTIVE DATE: <

ADMINISTERED BY: Chief Executive Officer

This policy will be reviewed periodically to ensure its relevance in terms of community needs and expectations and Council goals, targets, budget and statutory requirements.

14 CORPORATE AND BUSINESS SERVICES DEPARTMENT

14.1 FINANCE REPORT - SEPTEMBER 2026 AND SEPTEMBER BUDGET REVIEW

REPORT AUTHOR: Andrew Cock, Team Leader Finance

Note: The Report Author does not have a pecuniary interest in the subject matter

AUTHORISING MANAGER: Jeff Morgan, Chief Executive Officer

REPORT CLASS: Public/Open

DATE OF REPORT: 19 October 2026

ATTACHMENTS:
1. Latrobe Finance Report and Budget Review September 2026 [**14.1.1** - 21 pages]

PURPOSE OF REPORT

The purpose of this report is to provide an analysis of year-to-date actual financial performance against Council's budget and recommend changes to the original budget for adoption.

By adopting the revised budget estimates, Council continues to implement sound financial management and Council staff will be provided clear guidance and authority to commit expenditure as required.

BACKGROUND INFORMATION

Council receives the financial report monthly, which compares actual expenditure against the budget.

Council adopted the 2026-2027 Annual Plan and Budget at the Ordinary Council meeting held 22 June 2026. Changes to the budget must be approved by Council at a later Ordinary Meeting. This report seeks Council approval for budget variations identified during the first quarter of 2026-2027 financial year. In addition, unspent funds from 2025-2026 financial year are included as carry forward for both operational and capital budget items from 2025-2026.

The annual budget provides Council with the means to control resource allocation and revenues as per the objectives set out in its annual Plan. The annual budget forms the basis for future forecasts and provides Council staff the legal authority to commit expenditure. Regular monitoring and budget updates are therefore important for sound financial management.

ISSUES AND COMMENTARY

Operational Budget Review

This quarterly review is of Council's financial performance for the first quarter of the 2026-2027 financial year.

The highlighted column in the Income Statement in the attached Financial Management Report and September Quarterly Budget Review shows the total budget review amount for each line item in the income statement.

Carry forward Items from 2025-2026

Council's underlying surplus for last financial year, 2025-2026 (based on the unaudited draft financial statements) is $1.775 million, which was higher than the original budget by $1.306 million and higher than the March quarter revised budget by $1.383 million. This improvement in underlying surplus was partially due to some operational projects not being completed by 30 June 2026. These projects and the associated expenditure were approved in the 2025/26 project and in some cases, the expenditure has been committed to, but the project was not completed and invoiced before the end of the 2025/26 financial year. It is recommended to carry forward these projects, as shown in the following table, to the 2026-27 budget:

Carry forward incomplete budget items from 2025-2026	**From 2025/2026 Budget**	**Change to Net Result for the 2026/2027 Year**	**Change to Underlying Surplus/ Deficit 2026/2027**
Expenses			
Materials and Contracts			
Non-discretionary:			
• Bridge repair works	55,000	(55,000)	(55,000)
• Asset condition assessment and revaluation – buildings	48,800	(48,800)	(48,800)
• Stormwater Grant (final payment)	17,226	(17,226)	(17,226)
• Advertising (final payment)	10,000	(10,000)	(10,000)
Discretionary:			
• IT project – GIS to Cloud Migration	45,600	(45,600)	(45,600)
• Digitisation of Records Storage	19,900	(19,900)	(19,900)
Total Expenses	196,526	(196,526)	(196,526)
Change to Result for the year		**(196,526)**	**(196,526)**

Budget changes approved since the original budget

Since the 2026-2027 budget was adopted in June 2026, Council approved the following additional expenditure:

Council approved changes		Change to Net Result for the 2026/2027 Year	Change to Underlying Surplus/ Deficit 2026/2027
Expenses			
• Henley on Mersey Event – additional donation		(5,000)	(5,000)
• Demolition of Banksia Beach Cabin		(5,000)	(5,000)
Total Expenses		(10,000)	(10,000)
Change to Result for the year		**(10,000)**	**(10,000)**

Proposed budget changes due to new information

The 2026-2027 budget was based on the information available at the time of drafting the budget. Updates to the budget are recommended due to the following new information:

- Income has increased as the Financial Assistance Grant annual increase was higher than expected and the interest rates assumption was lower than current rates.
- The original budget included a $40,000 strategic initiatives allowance for removal of trees along Gilbert Street. This expenditure was subject to a business case and subsequent approval by Council. On finalisation of the business case, it was determined that this expenditure was not required at this time. Nominally, this saving can be seen as funding the implementation of the Field Force 4 recommendations as shown in the new funding requirements table below.
- Council is in the process of undertaking a significant review of its land improvements, road and stormwater network. This process will result in more precise information in both the geographic information system (GIS) and asset register. As a result of this process, useful lives and depreciation rates were reviewed which will result in changes to the depreciation expense.
- During the annual purchase order processing in July, it became apparent that some maintenance budgets were inadequate for current contracts
- Responses to Council's request for quote process for building asset condition assessment and valuation were higher than budget allowance for this work.
- The classification of staff positions, under the new enterprise agreement, is currently underway and it is expected to increase budgeted employee costs. Whilst meeting the obligations of the enterprise agreement is not discretionary, overall staffing levels and employee costs is discretionary to an extent.

The total net effect of these changes is a reduction to net result from operations by $8,621 as shown below:

Changes due to updated information to 2026-2027 Budget	Income/ Expense	Change to Net Result for the 2026/2027 Year	Change to Underlying Surplus/ Deficit 2026/2027
Income			
• Financial Assistance Grant – under budgeted (Quarterly payments)	133,958	133,958	133,958
• Interest – higher interest rates	250,000	250,000	250,000
Total Income	**383,958**	**383,958**	**383,958**
Expenses			
Non-discretionary			
• Gain/loss on disposal of Property, Plant & Equipment	(52,000)	52,000	52,000
• Savings – Gilbert St tree removal	(40,000)	40,000	40,000
• Depreciation & Amortisation	400,000	(400,000)	(400,000)
• Building Maintenance and Security Monitoring	5,829	(5,829)	(5,829)
• Subscription – re Economic Development Strategy	5,000	(5,000)	(5,000)
• Asset condition assessment and revaluation – additional costs	18,147	(18,147)	(18,147)
Discretionary			
• Employee costs associated with EA classification	55,603	(55,603)	(55,603)
Total Expenses	**392,579**	**(392,579)**	**(392,579)**
Change to Result for the year	**(8,621)**	**(8,621)**	**(8,621)**

New funding requirements

New funding requirements identified for 2026-2027 financial year for operational projects include:

New Operational projects 2026-2027 Budget	Expense	Change to Net Result for the 2026/2027 Year	Change to Underlying Surplus/ Deficit 2026/2027
Expenses Discretionary			
• Implementation of efficiencies from Field Force 4 recommendations	33,000	(33,000)	(33,000)
• Contracts & Project Lifecycle Management – IT application	31,355	(31,355)	(31,355)
• Latrobe Gym Roof Repair Latrobe	5,500	(5,500)	(5,500)
• Latrobe Memorial Hall – window repairs and outside Painting	20,000	(20,000)	(20,000)
• Historical Building – Old Police Station floor rebuild – repair under floor rot	15,000	(15,000)	(15,000)
• Cenotaph & Reisz memorial update	1,300	(1,300)	(1,300)
• Dust Suppression – WTS & Depot	6,000	(6,000)	(6,000)
Total Expenses	**112,155**	**(112,155)**	**(112,155)**
Change to Result for the year		**(112,155)**	**(112,155)**

Council engaged Field Force 4 last financial year to provide recommendations for improvement in operational areas of Council. Council started the implementation of the recommendations with the changes to staff positions in 2025-2026, however, there is a body of work to implement additional recommendations which were not budgeted for in the 2026-2027 budget.

The investment in the Contracts Management and Project Lifecycle Management applications from TechnologyOne represents an opportunity to improve governance, visibility and oversight across contracts and projects. The integrated enterprise platform provides a centralised contract register, provides project governance capability, clear procurement linkages, contractor visibility, financial integration, improved reporting, reduces current duplication and provides stronger overall governance.

Reactive works identified include; the Gymnasium roof at the Recreation Grounds requiring repair due to water ingress; Latrobe Memorial Hall window rot remediation and outside panelling painting; and remediation works where rot has been identified at the Latrobe Historical Building - Old Police Station.

Both Memorials in Latrobe require minor updating, including the Cenotaph for the Afghan war.

Council’s roadways at the waste transfer station and depot are unsealed. The use of a dust suppression material is recommended, to be applied by Council staff during the year, estimated at $6,000.

Summary of operating budget changes

The following is a summary of the net operating budget impact of the budget changes proposed above:

Summary of net recommended change to budget	Change to Net Result for the 2026/2027 Year	Change to Underlying Surplus/ Deficit 2026/2027
Carry forward incomplete items from 2025-2026	(196,526)	(196,526)
Budget changes approved since the original budget	(10,000	(10,000)
Proposed changes due to new information	(8,621)	(8,621)
New operational projects proposed for 2026-2027	(112,155)	(112,155)
Change to Result for the year	**(327,302)**	**(327,302)**

The following table summarises the total proposed change for each impacted line of the Income Statement:

Summary of recommended change to budget	Change to Net Result for the 2026/2027 Year	Change to Underlying Surplus/ Deficit 2026/2027
Recurrent Income		
• Grants, subsidies, contributions and donations – Operating	133,958	133,958
• Interest & Investment Revenue	250,000	250,000
Total Income	**383,958**	**383,958**
Expenses		
• Employee Costs	55,603	55,603
• Materials & Contracts	270,431	270,431
• Depreciation & Amortisation	400,000	400,000
• Other Expenses	37,226	37,226
• Gain/loss on disposal of IPPE	(52,000)	(52,000)
Total Expenses	711,260	711,260
Change to Result for the year	**(327,302)**	**(327,302)**

The original budgeted 2026-2027 underlying surplus was $75,547. The recommended changes to the 2026-2027 budget will result in a budgeted underlying deficit for 2026-2027 of $251,755, a partial usage of the savings from last financial year.

The most significant operating budget review item is the $400,000 increase in estimated depreciation expense. It is noted that depreciation is a non-cash item and the budget increase is an increase in the accounting estimate of the value of the economic benefits from assets to be “used up” during the year rather than a decision to spend additional funds. If not for this increase, the operating budget review change would have been a $73,000 increase in the budgeted underlying surplus.

Capital Budget Review

Correction to capital budget amounts carried forward from 2025-2026

The original capital budget was adopted in June 2026 for $7.482m including $3.382m estimated capital budget carried forward from 2025-2026 financial year based on the expected total expenditure for each carry-forward project. Now that the actual expenditure for 2025-2026 is known, these carry forward amounts can be corrected. The additional carry forward amount is $1.735m, bringing the total carried forward from 2025-2026 approved projects to $5.117m. This carry forward amount was effectively funded from the 2025/26 budget, and the new carry forward amount is represented by cash and investment reserves as at 30 June 2026.

September Quarter Capital Budget Review Changes

Capital Budget changes considered at closed Council meeting 25 May 2026

Council accepted an offer of $500,000 of Black Spot funding for the Port Sorell roundabout. The corresponding expenditure is included in this quarterly budget review.

Council agreed to fund additional works associated with the Latrobe flood levees project to improve safety, the ability to maintain and operate the system, further reduce the risk of potential flooding and to remotely monitor the system. Several flood related project allocations have been adjusted with the net effect of a $66,000 increase recognised in this quarterly budget review.

Budget changes approved since the original budget

Since the 2026-2027 budget was adopted in June 2026, Council approved $20,000 additional expenditure in relation to pedestrian crossings associated with vulnerable road user grant funding received.

Capital budget changes due to new information since original budget adoption

Due to new information about the scope or expected cost of projects an additional budget allocation of $274,811 is required. The attached Capital Report includes details of the proposed budget revisions for the relevant projects.

Summary – Capital Budget Review Changes

In summary, the original budget for the capital program was $7.482m. Adjusting for additional carried forward budget from 2025-2026 of $1.735m, budget approvals of $586,000 and changes due to new information of $274,811, brings the total 2026-2027 capital program to $10.078m after the first quarter budget review.

Of the additional amount $572,500 is externally funded with the remainder to be funded from Council accumulated surpluses.

LEGAL AND RISK IMPLICATIONS

The Local Government Act 1993 at Section 82 states:

“(1) The general manager must prepare estimates of the council’s revenue and expenditure for each financial year.

(2) Estimates are to contain details of the following:

(a) the estimated revenue of the council;

(b) the estimated expenditure of the council;

(c) the estimated borrowings by the council;

(d) the estimated capital works of the council;

(e) any other detail required by the Minister.

(4) A council may alter by absolute majority any estimate referred to in subsection (2) during the financial year."

And Section 74 states:

"A council may expend its funds for the purpose of exercising its powers or carrying out its functions under this or any other Act within the estimates adopted under section 82."

Therefore, any alterations to Councils original budget are required to be approved by Council.

FINANCIAL IMPLICATIONS

The overall financial implications of the budget review are summarised in the following tables.

Operating Budget

	2026/2027 Original Budget	Change to Original Budget	Total Revised 2026/2027 Budget
Recurrent Income	22,827,748	383,958	23,211,706
Capital Income	2,015,370	0	2,015,370
Total Income	**24,843,118**	**383,958**	**25,227,076**
Total Expenses	22,752,201	711,260	23,463,461
Net Result from Continuing Operations	**2,090,917**	**(327,302)**	**1,763,615**

Underlying Surplus

Underlying Surplus	2026/2027 Original Budget	Change to Original Budget	Total Revised 2026/2027 Budget
Recurrent Income*	22,827,748	383,958	23,211,706
Recurrent Expenses*	22,752,201	711,260	23,463,461
Adjusted Underlying Result	**75,547**	**(327,302)**	**(251,755)**

Capital Budget

	2026/2027 Original Budget	Including carried forward from 2025/2026
Original Budget Adopted June 2026	7,482,287	3,382,195
Review of capital budget amounts carried forward from 2025/2026	1,735,118	1,735,118
Budget changes considered at council meetings	586,000	
Requests for budget amendment due to new information received	274,811	
Revised 2026/2027 Capital Budget for adoption in October 2026	**10,078,215**	**5,117,313**

PUBLIC/CUSTOMER IMPLICATIONS

The proposed amendments are not expected to have significant public/customer implications.

SOCIAL/ENVIRONMENTAL IMPLICATIONS

There are no significant social or environmental implications.

OPTIONS FOR COUNCIL TO CONSIDER

It is noted that some items of increased operating expenditure listed in the above budget review are not discretionary either because they relate to a contract or commitment already entered into by Council, or they are an unavoidable cost such as depreciation.

Discretionary items of additional expenditure included in this budget review are:

Budget Review Additional Expenditure	Discretionary Amount
Carry forward from 2025/26- IT project – GIS to Cloud Migration	45,600
Carry forward from 2025/26 - Digitisation of Records Storage	19,900
Employee costs associated with EA classification	55,603
Implementation of efficiencies from Field Force 4 recommendations	33,000
Contracts & Project Lifecycle Management – IT application	31,355
Latrobe Gym Roof Repair Latrobe	5,500
Latrobe Memorial Hall – window repairs and outside painting	20,000
Historical Building – Old Police Station floor rebuild	15,000
Cenotaph & Reisz memorial update	1,300
Dust Suppression – WTS & Depot	6,000
Total discretionary operating budget review expenditure items	**233,258**

Whilst the above items are discretionary, they are recommended by council staff for strategic reasons, operational efficiency reasons or due to risk considerations.

Options for Council are to:

1. Adopt the budget review as recommended
2. Adopt the budget review except for specific discretionary items to be listed

OFFICER COMMENTS

It is noted that the first quarter budget review focussed on correction to carry forward budget amounts from 2026/2027 and the impact of new information received, and decisions made during the first quarter of the 2026/2027 financial year. Forecasts will continue to be updated throughout the financial year, and a more detailed mid-year budget review will be presented to Council at the February 2027 Council meeting.

As noted above, the most significant operating budget review item is the $400,000 increase in estimated depreciation expense. If not for this increase, the operating budget review change would have been a $73,000 increase in the budgeted underlying surplus.

Council's underlying result should be considered over the medium to long term. While it is not sustainable to have underlying deficits over the medium to long term, there may be acceptable reasons for underlying deficits in the short term. The 2025/26 financial report is currently in the final stages of audit and is expected to show a significantly better than budgeted underlying surplus of $1,775,000. Had the $197,000 of operating expenditure carried forward in this budget review have been spent during 2025/26 as originally planned, then the result for that year would have been an underlying surplus of $1,578,000 and the revised 2026/27 budget underlying result would be a deficit of $55,000.

The two-year average of the expected 2025/26 underlying result and the proposed revised 2026/27 underlying result is an average underlying surplus of $761,000.

RECOMMENDATION

1. That the financial report for the period ending 30 September 2026 as provided by the Team Leader – Finance be received.

2. That Council adopts the revised budget estimates for the year ended 30 June 2027 as detailed in the attached report, resulting in a budgeted underlying deficit of $251,755 and an increase in the 2026-2027 capital program, including the 2025-2026 carry forward budget amounts, to $10.078m.

Latrobe Council

Financial Report

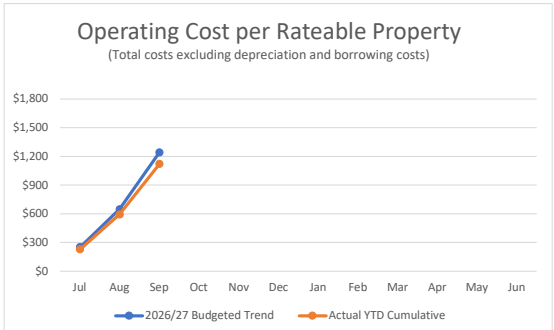
September 2026 Budget Review

30 September 2026

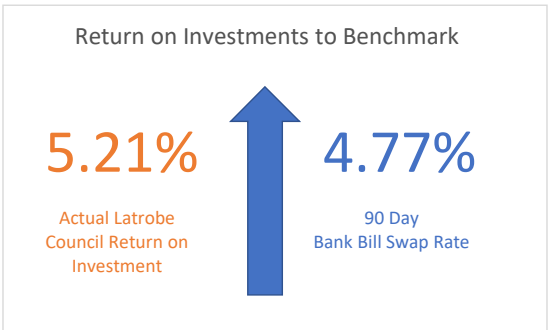
Table of Contents

Report Title	Page No.
Dashboard	2
Commentary	3
Income Statement	7
Balance Sheet	8
Investment Schedule	9
Debtors Outstanding Report	11
Rates Collection Report	12
Capital Expenditure Report	13
Capital Report Budget Review	18

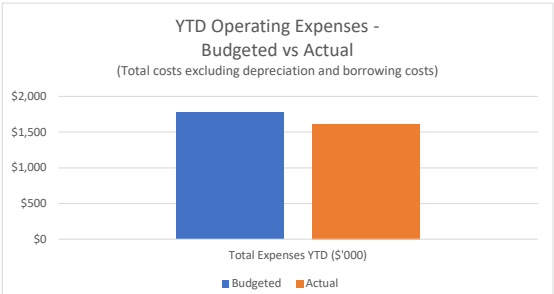
Latrobe Council
Financial Report
30 September 2026



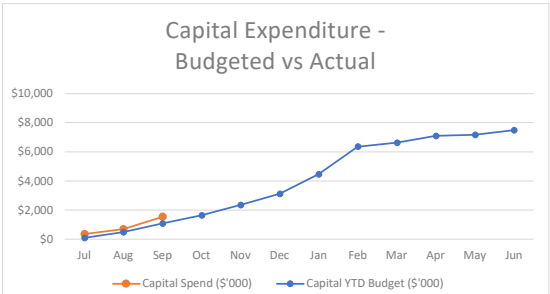
Comment: The trend line will show actual YTD cumulative operating costs per rateable property against the revised budget. If actual YTD line trends inline with the budget then spending is consistent with budget. The operating costs include all costs except depreciation and borrowing costs.



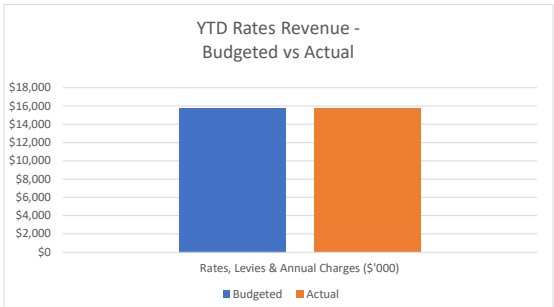
Comment: This graphic presents the annual weighted return on Latrobe's investments (fixed term deposits) against the 90 day BBSW rate. This is an indicator whether Latrobe is performing well against the market.



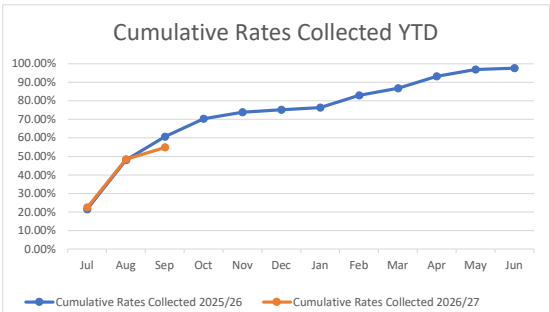
Comment: This graph presents YTD budgeted operating expenses YTD against YTD actual expenses. If the actual spend is consistent with the budget then the bars should be similar. The variance between total expense YTD and revised budget YTD is explained in the commentary.



Comment: This graph presents the actual YTD capital spend against the YTD capital budget.



Comment: This graph presents the YTD budgeted rates revenue against the YTD actual rates revenue for 2026/27. As additional revenue is claimed during the year we expect the YTD revenue column to grow.



Comment: The trend line will show actual YTD cumulative rates collected as a percentage of total rates against the 2025/26 actual trend. This will provide a comparison with how the Council is progressing with collecting rates compared with the prior year.

Financial Management Reports
and
September Quarter Budget Review
For the Period Ending 30 September 2026
Commentary

The following information reports on the financial performance of Latrobe Council for the period ending 30 September 2026 and recommendations for changes to the 2026/27 Original Budget.

Operating budget variance Summary

The net result against the budget for September 2026 is favourable by $3,135,000. Actual revenue is greater than budget by $2,902,000 and expenses are lower than budget by $233,000.

This favourable result is mostly due to found pavement assets and Blackwood Avenue subdivision assets taken up during September with a combined carrying amount of $2,745,631. These assets were added to Council's asset register during September.

Adding to the favourable result was the receipt of the quarterly Financial Assistance Grant, which was $15,000 higher than budget, along with additional investment income of $50,000 due to delays in 2025-26 capital program which resulted in additional cash held along with higher interest rates. Likewise, development application contributions of $27,000 over budget added to the favourable variance.

Year-to-date expenses were lower than expected, partially due to the timing of the program of works against the budget which has resulted in delayed receipt of invoices for materials and services of $328,000. Employee costs were $105,000 lower than budgeted in the first quarter due to vacancies which remain at a higher rate than the year-to-date budget, further contributing to the favourable result.

The September Quarter Budget Review reflects known to budgeted revenue including increased Financial Assistance Grants by $134,000, increased interest revenue by $250,000.

Changes to budgeted expenditure in the budget review include $197,000 of operating expenditure carried forward for projects initiated in 2025/26, $400,000 higher than originally budgeted depreciation expense, $55,000 additional employee costs associated with enterprise agreement classifications, $29,000 of increased expenditure due to new information since the budget was set and $112,000 of proposed new expenditure for projects identified after the original budget was set.

These changes result in a decline in the underlying result by $227,000 from a surplus of $76,000 to a deficit of $252,000.

Overview of year-to-date variances

Income

Rates, Levies & Annual Charges – $41,000 Unfavourable **Budget Review – no change**

The unfavourable variance is mainly a timing variance relating to new rates from growth (supplementary rates). The original budget assumed 99.5% of budgeted rates would be raised by 30 September, however the actual rates raised to date are 99.2% of the full-year budget.

User charges and fees - $16,000 Unfavourable **Budget Review – no change**

Most of the unfavourable variance was due to lower than budgeted catering income, $18,000 at Camp Banksia. Additionally, income from hire of Council's premises was lower than budget by $13,000. This unfavourable result was partially offset by higher than budget miscellaneous property income, namely reimbursements from Aurora Energy and TasWater of $8,000.

Interest & Investment Revenue – $50,000 Favourable **Budget Review - $250,000 increase**

Council's investment revenue has exceeded year to date budget by $50,000. This is a result of holding more cash and investments due to 2025-26 capital program delays, and increased interest rates.

The budget review includes a $250,000 increase in the expected interest for the full year.

Other Income - $52,000 Favourable **Budget Review – no change**

Other income is generated from one-off transactions which are generally unbudgeted. To date, Council has received supplier rebates, reimbursements, insurance claim proceeds and other sundry income totalling $52,000.

Grants, subsidies, contributions and donations – Operating - $15,000 Favourable **Budget Review - $134,000 increase**

Council received the first quarterly Financial Assistance Grant payment for $142,000. The payment exceeded budget by $15,000.

The September Quarter Budget Review includes a full-year expected increase of $134,000 in Financial Assistance Grants.

Statutory fees and fines - $29,000 Favourable **Budget Review – no change**

The main factor in the favourable variance is development fees received that were $32,000 higher than budgeted for the year-to-date. Plumbing surveying fees collected were $7,000 higher than expected, along with permits received that were $3,000 above expected. These favourable variances were partially offset by fines received which were 15,000 lower than budgeted.

Grants, subsidies, contributions and donations – Capital - $22,000 Favourable **Budget Review – no change**

Council received the second instalment of the Community Energy Upgrade Fund grant of $34,500 for energy upgrades at the hydrotherapy pool and swimming pool.

Contributions – cash (Capital) – $27,000 Favourable **Budget Review – no change**

Development application contributions received during the first quarter totalled $33,000, whilst $6,000 was budgeted over that period, resulting in the favourable variance.

Contributions – non-monetary assets - $2,765,646 Favourable **Budget Review – no change**

The favourable variance was the result of the take-up of $1,050,000 of found road pavement assets that were added to Council's asset register, in addition to $1,696,000 Blackwood Avenue subdivision assets commissioned into the asset register during September.

Over the past year, Council's asset management team have systematically worked through a reconciliation of transport assets. This ongoing process involves cross checking those assets contained within the asset register against Council's mapping/Geographic Information System (GIS). Where there had not been a previous mapped layer to represent a particular asset type (road pavements and wearing surfaces), one was created. Through auditing of the GIS layers, it was then possible to produce a more accurate report on road lengths, widths and area/volumes. Additionally, through the inclusion of pavement and wearing surface map layers, it was possible to have the GIS system identify those sections of roads and carparks that did not have a corresponding asset represented in the asset register. Most of the increase of the pavement assets was identified due to the ability to visualise the data through the newly created map/GIS layers. The $1,050,000 current depreciated replacement cost of these found/updated assets (the current replacement cost less accumulated depreciation) has been recognised as capital income (non-monetary assets taken up) in September 2026 representing the net dollar amount added to Council's asset register. The accounting treatment of this item will be reviewed before inclusion in the mid-year budget review.

Expenses

Employee Costs - $105,000 Favourable **Budget Review - $56,000 increase**

The favourable variance is due to vacancies continuing at a higher rate than budget, however, Council has backfilled some vacancies with short term contract labour.

The budget review includes allowance for classification of staff positions under the new enterprise agreement currently underway which is expected to increase budgeted employee costs by $56,000.

Materials & Contracts - $328,000 Favourable **Budget Review - $270,000 increase**

The variance is mainly due to timing of the program of works and receipt of invoices from suppliers. In addition to timing of the program of works, waste charges contributed substantially to the favourable variance as they were $143,000 below year-to-date budget. Contracted services were $138,000 below expected for the quarter.

The budget review includes; an increase of $159,000 for materials and contracts relating to 2025/26 operating project expenditure carried forward to 2026/27; and an increase of $111,000 for new operational project identified during the first quarter of 2026/27.

Depreciation & Amortisation - $113,000 Unfavourable **Budget Review - $400,000 increased**

Council is in the process of undertaking a significant review of its land improvements, road and stormwater network. This process will result in more precise information in both the geographic information system (GIS) and asset register. As a result of this process, useful lives and depreciation rates were reviewed which resulted in changes to depreciation expense. These changes included an increase in depreciation of $113,000 per annum for road assets. Capitalising land improvement and building assets at Camp Banksia has resulted in an additional depreciation expense of $224,000 per annum.

The budget review recommendation is for an increase in depreciation expense by $400,000 for the year.

Net gain/loss on disposal of property, infrastructure, plant & equipment - $134,000 Unfavourable
Budget Review - $52,000 decrease

The unfavourable variance to the year-to-date budget mainly reflects a timing variance because asset capitalisations have been processed earlier than budgeted resulting in earlier recognition of the write-off os assets replaced.

The budget review recommends a $52,000 decrease in the budgeted loss on disposal as scoping of the project to improve pathways at Camp Banksia has revealed that the existing base can be used as the subbase for the path and thus reducing the asset write-off on the renewal/upgrading of the asset.

Other Expenses – $48,000 Favourable **Budget Review - $37,000 increase**

The majority of this favourable variance results from lower than budgeted electricity charges of $36,000, and lower than estimated annual insurance premiums of $12,000.

The forecast has been increased by $17,000 for carryover operational projects from the 2025-26 budget where the works had started but were not completed by 30 June 2026 plus $10,000 for additional expenditure approved by Council since the original budget was adopted.

Capital expenditure

The year-to-date capital expenditure was $1,540,000, with the full year budget of $7,502,000. Actual year-to-date expenditure represents 20.5% of the total budgeted expenditure.

The capital project report at page 13 provides further details of the capital expenditure to date based on the original budget.

The original capital budget for 2026-2027 adopted in June 2026 included estimated capital budget amounts carried forward from 2025-2026 financial year based on the expected total expenditure for each carry-forward project. Now that the actual expenditure for 2025-2026 is known, these carry forward amounts can be corrected. The change to the carried forward amount is an increase of $1,735,000.

In addition to updating capital budget amounts carried forward from 2025/26, the budget review includes capital budget changes needed in response to new information since the original budget was adopted, including decisions made by Council and new information about design, scope and expected costs of budgeted capital projects.

The original budget for the capital program was $7,482,000. Including additional carried forward budget from 2025-2026 of $1,735,000 and additional budget needed due to new information as mentioned above of $861,000, brings the total capital program to $10,078,000 for the first quarter budget review. The itemised Capital Budget Review is at Page 18.

Rate Collections

At the end of the month, there was $7,061,000 (45.1%) of rates outstanding (excluding credit balances) compared to $5,709,000 (39.4%) outstanding at the same time last year.

Cash and Investments

The closing cash and investments balance was $18,993,000. The average return on cash and investments is 5.21% pa, which is above the benchmark Bank Bill Swap Rate (BBSW) for 90 days of 4.77%.

Restricted cash consists of rates receipts in advance, grant revenue in advance, bonds held and deposits held. This amount totalled $1,264,000 at month end.

Income Statement for Latrobe Council for the Period Ending 30 September 2026

	YTD		Period	YTD Variance			2026-2027 - Full Year		
							Original Budget	1st Qtr	Revised Budget
	Budget	Actual	Movement	+ / (-)	%		2026-27	Budget Review	2026-27
Recurrent Income									
Rates, Levies & Annual Charges	15,779,144	15,737,648	66,570	(41,496)	-0.3%	▼	15,864,279		15,864,279
User charges and fees	525,018	508,647	142,841	(16,371)	-3.1%	▼	2,454,162		2,454,162
Interest & Investment Revenue	144,790	195,239	77,737	50,449	34.8%	▲	388,000	250,000	638,000
Other Income	26,210	77,814	21,744	51,603	196.9%	▲	181,233		181,233
Grants, subsidies, contributions and donations - Operating	126,805	141,596	-	14,791	11.7%	▲	2,535,749	133,958	2,669,707
Statutory fees and fines	309,533	338,224	82,342	28,692	9.3%	▲	688,200		688,200
Investment Income from Water Corporation	-	-	-	-	0.0%	▬	440,000		440,000
Share of net profits/(losses) of associates and joint ventures	-	-	-	-	0.0%	▬	276,125		276,125
	16,911,500	**16,999,169**	**391,235**	**87,668**	**0.5%**		**22,827,748**	**383,958**	**23,211,706**
Capital Income									
Grants, subsidies, contributions and donations - Capital	249,930	271,941	22,011	22,011	8.8%	▲	995,370		995,370
Contributions - cash (Capital)	6,255	33,125	-	26,870	429.5%	▲	20,000		20,000
Contributions - non monetary assets	-	2,765,646	2,765,646	2,765,646	0.0%	▲	1,000,000		1,000,000
	256,185	**3,070,712**	**2,787,657**	**2,814,526**	**1098.6%**		**2,015,370**	**0**	**2,015,370**
Total income from continuing operations	**17,167,685**	**20,069,880**	**3,178,892**	**2,902,194**	16.9%		**24,843,118**	**383,958**	**25,227,076**
Expenses from continuing operations									
Employee Costs	1,671,954	1,567,476	411,681	(104,478)	-6.2%	▲	6,592,476	55,603	6,648,079
Materials & Contracts	1,829,352	1,501,426	460,951	(327,926)	-17.9%	▲	7,254,868	270,431	7,525,299
Impairment	-	-	-	-	0.0%	▬	-		-
Depreciation & Amortisation	1,325,214	1,438,295	478,095	113,081	8.5%	▼	5,300,856	400,000	5,700,856
Interest & Investment Losses	135,118	135,118	44,060	-	0.0%	▬	998,033		998,033
Net gain/loss on disposal of property, infrastructure, plant and equipment	0	134,231	134,231	134,231	0.0%	▼	218,009	(52,000)	166,009
Other Expenses	688,550	641,044	274,975	(47,506)	-6.9%	▲	2,387,959	37,226	2,425,185
Total expenses from continuing operations	**5,650,188**	**5,417,591**	**1,803,994**	**(232,597)**	**-4.1%**		**22,752,200**	**711,260**	**23,463,460**
Result from continuing operations	11,517,497	14,652,289	1,374,898	3,134,792			2,090,917	(327,302)	1,763,615
Net result for the year	**11,517,497**	**14,652,289**	**1,374,898**	**3,134,792**	**27.2%**	▲	**2,090,917**	**(327,302)**	**1,763,615**
Adjustments for underlying surplus/deficit									
Less non-operating income									
Contributions - cash (Capital)							(20,000)	-	(20,000)
Contributions - non monetary assets							(1,000,000)	-	(1,000,000)
Grants, subsidies, contributions and donations - Capital							(995,370)	-	(995,370)
Grants received in advance - current year							(2,014,526)	(2,014,526)	(4,029,052)
Grants received in advance - prior year							2,014,526	2,014,526	4,029,052
Underlying Surplus/(Deficit)							**75,547**		**(251,755)**

Favourable / Unfavourable Variance

- ▲ Favourable Variance greater than $5,000
- ▬ On Target
- ▼ Unfavourable Variance greater than $5,000

Balance Sheet for Latrobe Council as at 30 September 2026

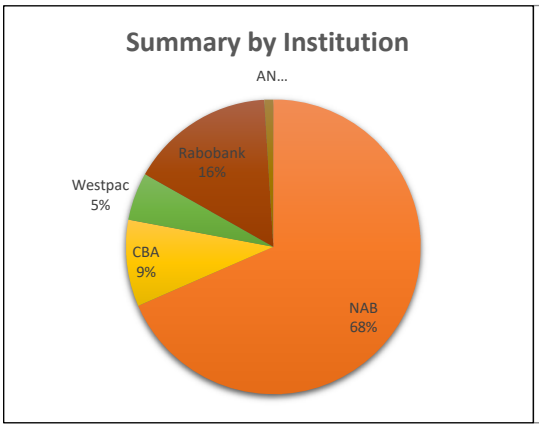
	YTD Actual	Prior Year Actual
	2026/27[1]	2025/26[1]
ASSETS		
Current Assets		
Cash and cash equivalents	1,993,405	3,792,452
Term Deposits*	17,000,000	10,000,000
Trade & Other Receivables	7,446,814	882,787
Inventories	17,052	9,859
Current Assets - Other	224,930	528,112
Total Current Assets	26,682,200	15,213,210
Non Current Assets		
Non current assets classified as held for sale	133,000	133,000
Infrastructure, Property, Plant and Equipment	478,797,392	476,119,652
Investments accounted for using the equity method	6,182,544	6,182,544
Investment in TasWater	34,037,831	34,037,831
Total Non Current Assets	519,150,767	516,473,027
TOTAL ASSETS	545,832,967	531,686,237
LIABILITIES		
Current Liabilities		
Current Payables	1,227,330	1,948,830
Current Borrowings	425,930	425,930
Current Provisions	1,179,865	1,109,546
Trust Funds and Deposits	760,580	614,955
Contract Liabilities - Current	14,832	14,832
Total Current Liabilities	3,608,536	4,114,093
Non Current Liabilities		
Non Current Borrowings	9,881,579	9,881,579
Non Current Provisions	19,271,276	19,271,276
Total Non Current Liabilities	29,152,855	29,152,856
TOTAL LIABILITIES	32,761,391	33,266,948
NET ASSETS	513,071,576	498,419,288
EQUITY		
Retained Earnings	141,576,979	130,322,944
Asset revaluation Reserves	356,842,309	356,842,309
Current Year Surplus / (Deficit)	14,652,289	11,254,036
TOTAL EQUITY	513,071,576	498,419,288

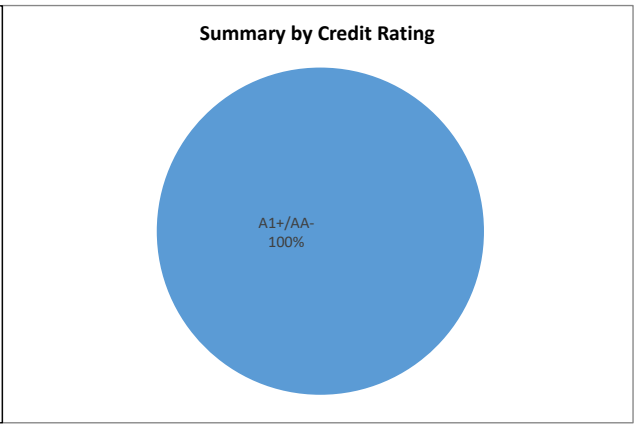
Note

* Term deposit investments with maturity not more than 3 months are classified as Cash and Cash Equivalents

[1] The figures for 2025/26 Financial Year may change as accounts are completed, which will change the balances for the 2026/27 Financial Year

LATROBE COUNCIL
Investment Summary
As at 30 September 2026





CASH AND INVESTMENTS BY INSTITUTION								
Institution	Investment Rating (S&P short/long term)	Number of Accounts	Current Amount Invested	Interest Accrued To Date	Average Term (Days)	Average Interest Rate	% of Total Funds	Investment Policy Maximum
NAB	A1+/AA-	4	13,000,000	22,986	158	5.37%	68%	80%
CBA	A1+/AA-	0	1,992,299	15,289	At Call	4.30%	9%	35%
Westpac	A1+/AA-	2	1,000,000	12,036	186	5.23%	5%	80%
Rabobank	A1+/AA-	1	3,000,000	29,471	91	4.98%	16%	80%
ANZ	A1+/AA-	1	55	0	1	4.10%	1%	80%
Total Funds			18,992,355	79,782			100%	

CASH AND INVESTMENTS BY RISK CATEGORY					
Risk Category		Current Amount Invested		% of Total Funds	Investment Policy Maximum
A1+/AA-		18,992,355		100%	100%
A-1/A+		0		0%	60%
Total Funds		18,992,355		100%	

LATROBE COUNCIL
Cash and Investment Report
As at 30 September 2026

Cash and Cash Equivalents Details				
Description			Effective Annual Interest	Amount Invested
Cash at CBA Chequing Account			4.35%	$ 64,940
Cash at CBA At-Call Account			4.45%	$ 1,778,278
Cash at ANZ At-Call Account			4.35%	$ 55
Special Committee Balances			N/A	$ 78,403
Port Sorell Caravan Park			4.10%	$ 70,678
Cash Floats & Petty Cash			N/A	$ 1,050
Cash and Cash Equivalents Total (Weighted Average Interest Rate - 4.43%)				$ 1,993,405

Investment Details						
Financial Instituition	S&P Short/ Long Term Rating	Date Lodged	Maturity Date	Term (Days)	Effective Annual Interest	Amount Invested
NAB	AA-	22/09/2026	22/03/2027	181	5.45%	$ 5,000,000
Westpac	AA-	23/07/2026	25/01/2027	186	5.23%	$ 1,000,000
NAB	AA-	30/09/2026	29/03/2027	180	5.47%	$ 3,000,000
Rabobank	AA-	20/07/2026	19/10/2026	91	4.98%	$ 3,000,000
NAB	AA-	3/09/2026	2/12/2026	90	5.12%	$ 3,000,000
NAB	AA-	16/09/2026	15/03/2027	180	5.42%	$ 2,000,000
Investments Total (Weighted Average Interest Rate - 5.30%)						$ 17,000,000

Total Investments, Cash and Cash Equivalents (Weighted Average Interest Rate - 5.21%)	**$ 18,993,405**

Investment Benchmarks in Australia	
RBA Cash Rate	4.60%
BBSW 90 Day Swap Rate	4.77%

LATROBE COUNCIL
Debtors Outstanding
As at 30 September 2026

Transaction Summary	
Transaction	$
Balance brought forward	85,353
Levied during the month	78,268
Less paid during the month	-95,929
Adjustments/Credit Notes	-52,756
Refunds/Reversals	
Total Outstanding	14,937

Debtors Ageing Summary	
Ageing Periods	$
Current	8,291
30 Days	6,505
60 Days	970
90 Days and Over	417
Credits	-1,546
Total Outstanding	14,637

LATROBE COUNCIL
Rates Collection Report
As at 30 September 2026

	Current Year 30 September 2026		Prior Year 30 September 2025	
	$	%	$	%
Arrears - 1 July [1]	$ (95,332)		$ (92,041)	
Rates & Charges Levied	$ 15,686,644		$ 14,462,834	
Other Fees and Charges	$ 2,703		$ 481	
Supplementary Rates	$ 65,628		$ 117,027	
Total Demanded	**$ 15,659,644**		**$ 14,488,301**	
Refunds	$ 6,913		$ 5,295	
Receipts	$ 7,944,798	**50.7%**	$ 8,078,223	**55.8%**
Pensioner Remissions	$ 771,443	**4.9%**	$ 705,611	**4.9%**
Council Remissions/Adjustments	$ 33,431	**0.2%**	$ 33,693	**0.2%**
Discounts	$ -	**0.0%**	$ (89,310)	**-0.6%**
Rates Outstanding (including credit balances)	**$ 6,916,884**	**44.2%**	**$ 5,586,760**	**38.6%**
Rates in Credit	$ 144,389		$ 121,947	
Rates Outstanding (excluding credit balances)	**$ 7,061,273**	**45.1%**	**$ 5,708,707**	**39.4%**

[1] Rate arrears credit relates to rates paid in advance

Budgeted Capital Works for the Year Ending 30 June 2027 - including transactions up to 30, September, 2026

Finance Project	Project	Detail / Scope	2027 Original Full-Year Budget	2027 Revised Full-Year Budget	$ YTD Actual	$ Budget Remaining	Project Stage/ Status	% Complete	Council Report Notes	Scope	Budget	Time
108400	2025/26 EPU Annual refurbishments - vacated units		-	-	33,431	(33,431)	Complete	100%	Project C/Fwd from 2025/26. Budget adjustment to be made against 2026/27 Project.	G	R	G
108405	Latrobe Recreation Ground	Repair and potentially repurpose hot dog stand as DDA viewing area	65,000	65,000	25,294	**39,706**	Construction	95%	Building and electrical works have been completed and asbestos has been removed. Project C/Fwd from 2025/26. C/Fwd budget is yet to be adjusted. External painting yet to be completed .	G	G	G
108503	Latrobe Swimming Pool & Latrobe Hydrotherapy Pool Energy Upgrades	Energy upgrades, heat pumps and solar funded up to 50% by Community Energy Upgrades Round 2	87,500	87,500	58,890	**28,610**	Complete	100%	Project activities approved by funding body have been completed, 2 x heat pump replacements and toddler pool cover.	G	G	G
108530	2026/27 EPU Annual refurbishments - vacated units		300,000	300,000	56,513	**243,487**	Construction	15%		G	G	G
108531	Latrobe Visitor Information Centre - Access Control		6,600	6,600	-	**6,600**	Not Started	0%		G	G	G
108532	Latrobe Public Toilets - auto locks	Install auto locks at priority locations.	30,000	30,000	257	**29,743**	Planning	5%		G	G	G
108533	Camp Banksia dining hall - replace decking		46,200	46,200	452	**45,748**	Pre Construction	10%		G	G	G
108534	Camp Banksia Dining Hall - resurface timber floor		23,760	23,760	15,470	**8,290**	Complete	100%		G	G	G
108535	Banksia Centre/ Camp Banksia - pathways	Improve pathways to reduce gravel carried into buildings	110,000	110,000	642	**109,358**	Procurement	10%		G	G	G
108536	Banksia Centre Stadium barge flashing replacement		24,000	24,000	390	**23,610**	Procurement	10%		G	G	G
108537	Transportable toilet/ changeroom facility	For use at Perkins Park	105,600	105,600	82	**105,518**	Design	15%	Designs are in progress for options of this facility, ensuring it is accessible and is able to be relocated in future if Council decides to do so.	G	G	G
108538	Latrobe Swimming Pool site plan	Site plan to consider safety improvements	26,400	26,400	56	**26,344**	Planning	5%		G	G	G
108539	Latrobe Pool Resurfacing	Main Pool - Resurfacing. Toddler Pool - Remove tiles and replace with fibreglass lining.	126,482	126,482	102,764	**23,718**	Complete	100%	Work is completed with refreshed pool and changeroom surfaces within the Latrobe Swim Centre created a safer and more visually appealing space for users this coming summer pool season.	G	G	G
108540	Latrobe Croquet Club clubrooms - replace kitchen		13,200	13,200	8,439	**4,761**	Complete	100%		G	G	G
108560	Depot Roof Replacement	Reactive works due to internal water damage. Replacement of roof sections over offices and training room.	-	-	15,547	(15,547)	Complete	100%	Reactive works due to internal water damage. Roof sections over the offices and training room were replaced, the box gutter was replaced and two additional rain heads were installed with associated down pipes. Internal repairs will be covered by insurance.	G	R	G
		Buildings Total	**964,742**	**964,742**	**318,229**	**646,513**						

Finance Project	Project	Detail / Scope	2027 Original Full-Year Budget	2027 Revised Full-Year Budget	$ YTD Actual	$ Budget Remaining	Project Stage/ Status	% Complete	Council Report Notes	Scope	Budget	Time
108521	Hawley Esplanade Carpark retaining wall	Carpark near Sankey St	72,000	72,000	3,428	**68,572**	Pre Construction	10%		G	G	G
		Car Parks Total	**72,000**	**72,000**	**3,428**	**68,572**						
108363	Hawley Esplanade Shared Path	Stages 3&4		-	184,112	**(184,112)**	Complete	100%	Project C/Fwd from 2025/26. C/Fwd budget of $264k is yet to be attributed. Stages 3 &4 have been completed under budget.	G	G	G
108518	Minor Footpath works	Replacement of damaged or non-compliant footpath segments including kerb ramps for crossings	36,000	36,000	341	**35,659**	Construction	10%		G	G	G
108519	Scope concept design for Latrobe to Tarleton pathway		30,000	30,000	-	**30,000**	Not Started	0%		G	G	G
108520	Scope Stage 1 design for Latrobe to Port Sorell pathway	Latrobe to Geneva School	24,000	24,000	-	**24,000**	Not Started	0%		G	G	G
		Footpaths Total	**90,000**	**90,000**	**184,453**	**(94,453)**						
108410	Tarleton Road pavement rehabilitation		906,943	906,943	11,351	**895,592**	Pre Construction	20%	Pavement rehabilitation is subject to ecological assessments and design which has delayed the expected start date to February 2027.	G	G	A
108411	Percival Street pavement rehabilitation		267,502	267,502	304,829	**(37,327)**	Complete	100%	Additional pavement works were required due to insufficient pavement depth identified during proof rolling.	G	R	G
100696	Bakers Beach Road/Eagle Point Road Safety Improvements			-	12,607	**(12,607)**	Construction	90%	Civil works and fencing is complete. Further opportunities to utilise funding including re-alignment and widening of the road are being planned. Project C/Fwd from 2025/26. C/Fwd budget of $29k is yet to be attributed.	G	G	G
100697	Oppenheims Road/ Hermitage Lane Safety Improvements			-	153,830	**(153,830)**	Complete	100%	Carried forward budget of $105k is to be attributed. Based on the lowest quote received, additional budget approval of $60k is sought, of which $45k will be funded externally by the Black Spot program.	G	G	G
108511	2026/27 Annual Reseals	Annual reseal allocation	588,000	588,000	6,336	**581,664**	Pre Construction	10%		G	G	G
108512	2026/27 Annual Unsealed Roads Resheeting Program	Annual resheeting allocation	250,000	250,000	-	**250,000**	Procurement	10%		G	G	G
108513	Quinlan Roundabout Reconstruction 12m	Address pavement failure on 12m section	28,000	28,000	1,291	**26,709**	Procurement	10%	Project to be completed in conjunction with intersection sealing project subject to approval.	G	A	G
108514	Intersection treatments	Sites to be confirmed	43,200	43,200	-	**43,200**	Not Started	0%		G	G	G
108515	Vertical alignment of bridge approaches	Browns Creek, Bakers Beach Rd and Panatana Rivulet, Bonneys Lane approaches	21,600	21,600	-	**21,600**	Not Started	0%		G	G	G
108522	Shearwater Blvd - Design & Geotechnical works	Design works for future Kerb and Pavement Reconstruction	85,800	85,800	-	**85,800**	Not Started	0%		G	G	G

Finance Project	Project	Detail / Scope	2027 Original Full-Year Budget	2027 Revised Full-Year Budget	$ YTD Actual	$ Budget Remaining	Project Stage/ Status	% Complete	Council Report Notes	Scope	Budget	Time
108523	Hamilton Street / Cotton Street Junction - Pedestrian Crossing Facility		15,000	5,000	-	**5,000**	Not Started	0%	VRUP funding not successful, budget has been reduced accordingly with remaining budget to develop a concept plan further.	G	G	G
	Alexander Street - Pedestrian Crossing Facility	Widen and lengthen pedestrian refuge	-	30,000	-	**30,000**	Not Started	0%	Partially funded by VRUP as per Council report 24/08/2026.	G	G	G
		Road Base and Seal Total	**2,206,045**	**2,226,045**	**490,243**	**1,735,802**						
108415	Panatana Footbridge	(1) Replace Timber Deck, (2) Recoat Steel Members, (3) Replace Balustrade Mesh		-	2,569	**(2,569)**	Complete	100%	Project C/Fwd from 2025/26. Budget overspend due to some materials that were expected to be re-used required replacing with new materials (Timber boards and steel joists).	G	R	G
108516	Bridges Miscellaneous Capital	Miscellaneous works on existing bridges including vertical alignment, armour rocks, approach seal, stabilization, and barrier rail works.	30,000	30,000	-	**30,000**	Not Started	0%		G	G	G
		Bridges Total	**30,000**	**30,000**	**2,569**	**27,431**						
108517	Taroona Street , Hawley - Kerb and Channel (or alternative drainage infrastructure) and associated stormwater works	High-level estimate	150,000	150,000	231	**149,769**	Design	5%		G	G	G
		Kerb & Channel Total	**150,000**	**150,000**	**231**	**149,769**						
108167	Latrobe Depot - New Automated Entry Gate			-	63,989	**(63,989)**	Complete	100%	Project complete. Project C/Fwd from 2025/26. C/Fwd budget is yet to be adjusted.	G	G	G
108330	Latrobe flood levees - landscaping	Tree planting, groundcovers , artwork, etc.		-	17,464	**(17,464)**	Construction	80%	Project C/Fwd from 2025/26. C/Fwd budget is yet to be adjusted. Landscaping pending cracking issues being resolved on flood levy.	G	G	G
108335	Wild Mersey Gateway Sign	Warrawee		-	4,245	**(4,245)**	Complete	100%	Prior year project. Signs have been delivered and are ready to be installed. Cost of signs more than estimated.	G	R	A
108380	Franklin Crt open space landscaping, footpath etc			-	2,857	**(2,857)**	Complete	100%	Project complete. Project C/Fwd from 2025/26. C/Fwd budget is yet to be adjusted.	G	G	G
108394	Annual Park Bench Donations				789	**(789)**	Complete	100%	WO# set up to enable capitalisation of the asset. Cost offset by donation recognised in P&L. Unbudgeted item in Capital.	G	A	G
108421	Enclosed off leash dog exercise area for Port Sorell.			-	638	**(638)**	Construction	70%	Project C/Fwd from 2025/26. C/Fwd budget is yet to be adjusted.	G	G	G
108422	Port Sorell Entry Sign upgrade		17,250	17,250	-	**17,250**	Planning	5%	Project requires further stakeholder engagement to define scope.	G	G	A
108423	Port Sorell Surf Club Playground			-	114,505	**(114,505)**	Complete	100%	Project has been completed. Project C/Fwd from 2025/26. C/Fwd budget of $133k is yet to be attributed.	G	G	G
108425	New Street EPU Gazebo		8,000	8,000	7,134	**866**	Construction	85%	Under construction.	G	G	A
108543	Picton Grange roadway and fence	Complete last of road and fence	31,500	31,500	286	**31,214**	Procurement	30%	Budget extension requested in Q1 budget review to allow for fencing and resealing.	G	G	G

Finance Project	Project	Detail / Scope	2027 Original Full-Year Budget	2027 Revised Full-Year Budget	$ YTD Actual	$ Budget Remaining	Project Stage/ Status	% Complete	Council Report Notes	Scope	Budget	Time
108544	Latrobe Recreation Ground Lighting	Lighting and tower upgrade substantially funded from the Australian Government Major and Local Community Infrastructure Program	472,500	472,500	1,819	**470,681**	Procurement	10%	Tender closes 9/10/2026	G	G	G
108545	Latrobe Recreation Precinct - Master Plan Priority	Allowance for design and planning work for Master Plan Priorities	145,200	145,200	(1,795)	**146,995**	Planning	10%		G	G	G
108546	Rick Rockliff Memorial/Sassafras town entry sign		35,000	35,000	-	**35,000**	Planning	5%		G	G	G
108547	Hawley Esplanade - beach access	Replace approximately 11 Beach accesses	99,000	99,000	10,397	**88,603**	Procurement	5%		G	G	G
108548	Rubicon reserve exercise park replacement	Replacement of exercise park equipment	79,200	79,200	48,815	**30,385**	Construction	60%	Under construction.	G	G	G
108549	Bells Parade - picnic tables and seats	Replace 10 Picnic tables and 8 bench seats	100,800	100,800	61,617	**39,183**	Pre Construction	50%		G	G	G
108550	Latrobe Recreation Ground - 2nd wicket concrete pitch	Concrete pitch replacement and artificial turf overlay. Also pole padding and shade cover to cricket net area	30,000	30,000	182	**29,818**	Pre Construction	10%	Construction to be completed mid-October to improve compliance for junior field requirements	G	G	G
		Land Improvements Total	**1,018,450**	**1,018,450**	**332,943**	**685,507**						
108555	ICT Equipment Renewals	Replace desktops, monitors and laptops	47,520	47,520	-	**47,520**	Not Started	0%		G	G	G
108556	Replacement minor equipment	Replacement equipment for Depot - Chainsaws, line trimers, drills etc	18,000	18,000	-	**18,000**	Not Started	0%		G	G	G
108557	Installation of CCTV system at Banksia Facilities and Shearwater Village	Installation of 3x indoor and 4x outdoor cameras and monitor system to existing rack.	50,280	50,280	882	**49,398**	Construction	80%	Works have commenced.	G	G	G
		Miscellaneous Equipment Total	**115,800**	**115,800**	**882**	**114,918**						
108190	Small transit type truck replacing - L70			-	21,705	**(21,705)**	Complete	100%	Project C/Fwd from 2025/26. C/Fwd budget is yet to be adjusted.	G	R	G
108552	Replace plant 4000046, 60 inch parks mower		36,750	36,750	-	**36,750**	Not Started	0%		G	G	G
108553	Replace 400L tractor spray unit		18,700	18,700	-	**18,700**	Not Started	0%		G	G	G
108510	Replacement GM Vehicle #4000076		65,000	65,000	53,095	**11,905**	Complete	100%		G	G	G
108554	Plant replacement allowance	Subject to Council approval	500,000	500,000	-	**500,000**	Not Started	0%		G	G	G
108427	108427 - 2 Tonne Excavator		-	-	1,400	**(1,400)**	Complete	100%	Project C/Fwd from 2025/26. C/Fwd budget is yet to be adjusted.	G	G	G
		Plant & Equipment Total	**620,450**	**620,450**	**76,201**	**544,249**						
108058	Latrobe Flood Mitigation Project - c/fwd.	Finalisation	150,000	150,000	-	**150,000**	Delivery	10%	Currently in contractual 12 month defect liability period. Additional budget was allocated to cover improvements identified following early Sept 2024 flooding. Works have commenced in Kings Park.	G	G	G
108233	Sankey Street, Hawley - address flood issues	Design and implement solution Hawley Esplanade at junction	1,400,000	1,400,000	3,566	**1,396,434**	Design	15%	Design is complete.	G	G	G

Finance Project	Project	Detail / Scope	2027 Original Full-Year Budget	2027 Revised Full-Year Budget	$ YTD Actual	$ Budget Remaining	Project Stage/ Status	% Complete	Council Report Notes	Scope	Budget	Time
108349	Sankey Street, Hawley - Stormwater Design				9,498	(9,498)	Complete	100%	Awaiting revised Stage 1 report from GHD. Detailed survey has been undertaken; validating proposal. Over-expenditure to be accommodated by associated project budget 108233 above.	G	A	G
108431	Flood levees - land purchases, minor modifications etc	Land purchases, secondary isolation valve, SW pipe diversion for low areas, trash rack in front of Kings Park diversion fates.	345,000	345,000	113,959	**231,041**	Planning	10%	Transfer of land titles has been initiated. Budget increases for secondary manual override isolation valve, SW pipe diversion from low properties and trash rack will be included in Q1 capital budget review.	G	G	G
108432	Port Sorell priority SW works -	Refer Poyston Creek Stage 2 report recommendations	200,000	200,000	-	**200,000**	Not Started	0%		G	G	G
108524	Port Sorell Golf Course - Pitcairn St to outfall	Reconfigure discharge from Shearwater Village area to be more parallel with main drain.	19,800	19,800	2,462	**17,338**	Design	5%		G	G	G
108525	Correa Ct, Hawley - drainage and turning facility	Resident concern with lack of facilities and poor asset condition	50,000	50,000	-	**50,000**	Design	5%		G	G	G
108526	Minor Stormwater capital	Miscellaneous stormwater works including manhole and pits, lids, replacing storm water pipes, rain gauges and river flow gauges.	50,000	50,000	1,023	**48,977**	Construction	5%		G	G	G
		Stormwater Total	**2,214,800**	**2,214,800**	**130,508**	**2,084,292**						
		TOTALS	**7,482,287**	**7,502,287**	**1,539,687**	**5,962,600**						

Budgeted Capital Works for the Year Ending 30 June 2027 - September Quarter Budget Review Changes

Finance Project	Project	Program	2027 Original Full-Year Budget	Inc. c/fwd. from 2026	Change to 25-26 C/fwd	Q1 Budget Review	Budget Adjustment Comment	2026-27 Budget Revision amounts	2026-27 Proposed Revised Full Year Budget
108400	2025/26 EPU Annual refurbishments - vacated units	Buildings	-			35,000	Expenditure to finalise renovation started in 2025/26. Re-allocated from 108530.	35,000	35,000
108402	EPU Fences	Buildings			9,001		Carried forward remaining budget allocation from 2025/26.	9,001	9,001
108405	Latrobe Recreation Ground	Buildings	65,000		52,721	(15,000)	Reduce budget as costs of asbestos removal were less than expected. External painting is yet to be completed.	37,721	102,721
108503	Latrobe Swimming Pool & Latrobe Hydrotherapy Pool Energy Upgrades	Buildings	87,500	87,500	(22,212)		Adjusted for expenditure in 2025/26.	(22,212)	65,288
108530	2026/27 EPU Annual refurbishments - vacated units	Buildings	300,000	-		(35,000)	Re-allocated $35k to project 108400 to finalise renovation started in 2025/26.	(35,000)	265,000
108531	Latrobe Visitor Information Centre - Access Control	Buildings	6,600	-				-	6,600
108532	Latrobe Public Toilets - auto locks	Buildings	30,000	-				-	30,000
108533	Camp Banksia dining hall - replace decking	Buildings	46,200	-		8,000	Quotes came in more than expected. Offset by adjustment to project 108534 below.	8,000	54,200
108534	Camp Banksia Dining Hall - resurface timber floor	Buildings	23,760	-		(8,000)	Quotes came in less than expected.	(8,000)	15,760
108535	Banksia Centre/ Camp Banksia - pathways	Buildings	110,000	-		50,000	Increase based on quotes received to cover existing scope and allow for contingency and overheads.	50,000	160,000
108536	Banksia Centre Stadium barge flashing replacement	Buildings	24,000	-				-	24,000
108537	Transportable toilet/ changeroom facility	Buildings	105,600	-				-	105,600
108538	Latrobe Swimming Pool site plan	Buildings	26,400	-				-	26,400
108539	Latrobe Pool Resurfacing	Buildings	126,482	-		(20,000)	Contractor selected, full budget not likely to be required.	(20,000)	106,482
108540	Latrobe Croquet Club clubrooms - replace kitchen	Buildings	13,200	-				-	13,200
108560	Depot Roof Replacement	Buildings	-			18,700	Reactive works due to water ingress. Roof section over the offices and training room was replaced, the box gutter was completely replaced and two additional rain heads were installed with associated down pipes.	18,700	18,700
		Buildings Total	**964,742**	**87,500**	**39,510**	**33,700**		**73,210**	**1,037,952**
108521	Hawley Esplanade Carpark retaining wall	Car Parks	72,000	-		58,500	Budget increase requested, based on the lowest quote received to complete the works.	58,500	130,500
		Car Parks Total	**72,000**	**-**	**-**	**58,500**		**58,500**	**130,500**
108363	Hawley Esplanade Shared Path	Footpaths			264,422	(40,000)	Project expected to be completed under budget.	224,422	224,422
108407	Benny Street Upgrade/Extension - Design	Footpaths			10,000		Carried forward remaining budget allocation from 2025/26.	10,000	10,000
108518	Minor Footpath works	Footpaths	36,000	-				-	36,000
108519	Scope concept design for Latrobe to Tarleton pathway	Footpaths	30,000	-				-	30,000
108520	Scope Stage 1 design for Latrobe to Port Sorell pathway	Footpaths	24,000	-				-	24,000
		Footpaths Total	**90,000**	**-**	**274,422**	**(40,000)**		**234,422**	**324,422**
108410	Tarleton Road pavement rehabilitation	Road Base and Seal	906,943	906,943	294,980		Carried forward remaining budget allocation from 2025/26.	294,980	1,201,923
108411	Percival Street pavement rehabilitation	Road Base and Seal	267,502	267,502	6,113	19,500	Additional pavement works were required due to insufficient pavement depth identified during proof rolling.	25,613	293,115
100696	Bakers Beach Road/Eagle Point Road Safety Improvements	Road Base and Seal			29,038		Carried forward remaining budget allocation from 2025/26.	29,038	29,038
100697	Oppenheims Road/ Hermitage Lane Safety Improvements	Road Base and Seal			105,766	60,000	Based on the lowest quote received, additional budget approval of $60k is sought, of which $45k will be funded externally by the Black Spot program.	165,766	165,766
108508	57 Archer St - Subdivision	Road Base and Seal			43,000		Carried forward budget allocation from 2025/26.	43,000	43,000
108511	2026/27 Annual Reseals	Road Base and Seal	588,000	-		20,000	Additional $20,000 fo r epair of pavement failure at Chapel Rd and Valley Field Rd intersection.	20,000	608,000
108512	2026/27 Annual Unsealed Roads Resheeting Program	Road Base and Seal	250,000	-				-	250,000
108513	Quinlan Roundabout Reconstruction 12m	Road Base and Seal	28,000	-		27,000	Quote received. Additional budget required for mobilisation and traffic management.	27,000	55,000
108514	Intersection treatments	Road Base and Seal	43,200	-		(20,000)	Re-allocate to Reseals Project 108511.	(20,000)	23,200
108515	Vertical alignment of bridge approaches	Road Base and Seal	21,600	-				-	21,600
108522	Shearwater Blvd - Design & Geotechnical works	Roads - Miscellaneous	85,800	-				-	85,800
108523	Hamilton Street / Cotton Street Junction - Pedestrian Crossing Facility	Roads - Miscellaneous	15,000	-		(10,000)	VRUP funding not successful, budget has been reduced accordingly with remaining budget to develop concept plan further.	(10,000)	5,000
	Alexander Street - Pedestrian Crossing Facility	Roads - Miscellaneous	-	-		30,000	VRUP funding successful. [VRUP-2026-10 - Alexander Street].	30,000	30,000
		Road Base and Seal Total	**2,206,045**	**1,174,445**	**478,895**	**126,500**		**605,395**	**2,811,440**
108415	Panatana Footbridge	Bridges				30,000	Budget overspend due to some materials that were expected to be re-used required replacing with new materials (Timber boards and steel joists).	30,000	30,000
108516	Bridges Miscellaneous Capital	Bridges	30,000	-				-	30,000
		Bridges Total	**30,000**	**-**	**-**	**30,000**		**30,000**	**60,000**
108049	Port Sorell Main Rd / Alexander Street existing roundabout	Kerb & Channel			198,895	500,000	$500K Black Spot funding has been granted towards this project. Total project cost is expected to be $1.177M, with an additional $677K budget allocation expected for 2027/28.	698,895	698,895
108413	Benny St - Kerb & Channel - Design etc	Kerb & Channel			10,000		Carried forward budget allocation from 2025/26.	10,000	10,000
108517	Taroona Street , Hawley - Kerb and Channel (or alternative drainage infrastructure) and associated stormwater works	Kerb & Channel	150,000	-				-	150,000
		Kerb & Channel Total	**150,000**	**-**	**208,895**	**500,000**		**708,895**	**858,895**
108449	Alberta Street alignment subdivision (Percival to Stanley)	Land			29,360		Carried forward remaining budget allocation from 2025/26.	29,360	29,360

Finance Project	Project	Program	2027 Original Full-Year Budget	Inc. c/fwd. from 2026	Change to 25-26 C/fwd	Q1 Budget Review	Budget Adjustment Comment	2026-27 Budget Revision amounts	2026-27 Proposed Revised Full Year Budget
		Land Total	**-**	**-**	**29,360**	**-**		**29,360**	**29,360**
108167	Latrobe Depot - New Automated Entry Gate	Land Improvements			62,083	2,500	Supplier was cheapest from three quotes, project expected to be slightly over budget but within 5%.	64,583	64,583
108330	Latrobe flood levees - landscaping	Land Improvements			41,833	(15,000)	$35,000 was identified to be re-allocated to SW project 108431 - refer to Council Report dated 15 May 2026. Re-allocation has been reduced to $15,000 to allow for over planting in Kings Park and topsoiling.	26,833	26,833
108335	Wild Mersey Gateway Sign	Land Improvements				4,500	Original designs for signs were over budget, sign size was reduced however budget didn't allow adequate enough for footings.	4,500	4,500
108380	Franklin Crt open space landscaping, footpath etc	Land Improvements			9,582	(5,000)	Project completed under budget.	4,582	4,582
108394	Annual Park Bench Donations	Land Improvements				9,000	Provision for 3 x park benches - purchase and installation are partially offset by donation income.	9,000	9,000
108420	Bells Parade - Upgrade irrigation	Land Improvements			6,978		Carried forward remaining budget allocation from 2025/26.	6,978	6,978
108421	Enclosed off leash dog exercise area for Port Sorell.	Land Improvements			58,747	34,000	Additional budget required to complete stage two including topsoil, seeding and basic signs and bins.	92,747	92,747
108422	Port Sorell Entry Sign upgrade	Land Improvements	17,250	17,250	-			-	17,250
108423	Port Sorell Surf Club Playground	Land Improvements			133,251		Carried forward remaining budget allocation from 2025/26.	133,251	133,251
108425	New Street EPU Gazebo	Land Improvements	8,000	8,000	-			-	8,000
108502	Port Sorell Tyre Hard Stand Area	Land Improvements			-			-	-
108506	Streetlight replacement	Land Improvements			-	15,000	Condemned power pole that WorkSafe Tasmania has requested replacement of.	15,000	15,000
108543	Picton Grange roadway and fence	Land Improvements	31,500	-		20,000	A number of quotes were received and all quotes were above initial estimates. Road and fence works should be done together.	20,000	51,500
108544	Latrobe Recreation Ground Lighting	Land Improvements	472,500	-				-	472,500
108545	Latrobe Recreation Precinct - Master Plan Priority	Land Improvements	145,200	-				-	145,200
108546	Rick Rockliff Memorial/Sassafras town entry sign	Land Improvements	35,000	-				-	35,000
108547	Hawley Esplanade - beach access	Land Improvements	99,000	-				-	99,000
108548	Rubicon reserve exercise park replacement	Land Improvements	79,200	-		21,500	Increase requested based on lowest quoted price and to allow for overheads and 5% contingency.	21,500	100,700
108549	Bells Parade - picnic tables and seats	Land Improvements	100,800	-				-	100,800
108550	Latrobe Recreation Ground - 2nd wicket concrete pitch	Land Improvements	30,000	-				-	30,000
		Land Improvements Total	**1,018,450**	**25,250**	**312,474**	**86,500**		**398,974**	**1,417,424**
108499	Latrobe Office Furniture	Miscellaneous Equipment			30,324.55	(20,325)	Sit/stand desks, returns and chair replacements.	10,000	10,000
108555	ICT Equipment Renewals	Miscellaneous Equipment	47,520	-				-	47,520
108556	Replacement minor equipment	Miscellaneous Equipment	18,000	-				-	18,000
108557	Installation of CCTV system at Banksia Facilities and Shearwater Village	Miscellaneous Equipment	50,280	-				-	50,280
		Miscellaneous Equipment Total	**115,800**	**-**	**30,325**	**(20,325)**		**10,000**	**125,800**
108190	Small transit type truck replacing - L70	Plant & Equipment			16,878	4,500	Additional costs relate to custom made toolbox. Supplier was the cheaper of two quotes.	21,378	21,378
108384	Replace plant 82	Plant & Equipment			30,000		Carried forward budget allocation from 2025/26.	30,000	30,000
108435	Plant 79	Plant & Equipment			125,000		Carried forward budget allocation from 2025/26.	125,000	125,000
108438	Replace plant 4000345	Plant & Equipment			75,000		Carried forward budget allocation from 2025/26.	75,000	75,000
108444	Replace plant 4000324	Plant & Equipment			4,500		Carried forward budget allocation from 2025/26.	4,500	4,500
108428	Installation of Vehicle Monitoring System	Plant & Equipment			1,674		Remaining budget to be used for TV at depot to view vehicle tracking.	1,674	1,674
108552	Replace plant 4000046, 60 inch parks mower	Plant & Equipment	36,750					-	36,750
108553	Replace 400L tractor spray unit	Plant & Equipment	18,700					-	18,700
108510	Replacement GM Vehicle #4000076	Plant & Equipment	65,000			(11,905)	Vehicle delivered under budget.	(11,905)	53,095
108554	Plant replacement allowance	Plant & Equipment	500,000					-	500,000
108427	108427 - 2 Tonne Excavator	Plant & Equipment	-		3,250	(1,850)	Adjust carried forward budget allocation from 2025/26, budget not required.	1,400	1,400
		Plant & Equipment Total	**620,450**	**-**	**256,302**	**(9,255)**		**247,047**	**867,497**

Finance Project	Project	Program	2027 Original Full-Year Budget	Inc. c/fwd. from 2026	Change to 25-26 C/fwd	Q1 Budget Review	Budget Adjustment Comment	2026-27 Budget Revision amounts	2026-27 Proposed Revised Full Year Budget
108058	Latrobe Flood Mitigation Project - c/fwd.	Stormwater	150,000	150,000	(71,190)	(78,810)	Balance re-allocated to SW project 108431 - refer to Council Report dated 15 May 2026	(150,000)	0
108233	Sankey Street, Hawley - address flood issues	Stormwater	1,400,000	1,400,000	30,983	35,248	Re-allocated from associated project 108238 (Sankey Street s/w detention basin).	66,231	1,466,231
108238	Sankey Street stormwater detention basin	Stormwater			35,248	(35,248)	Re-allocated balance of 2025/26 carry forward to associated project 108233 (Sankey Street, address flood issues).	-	-
108349	Sankey Street, Hawley - Stormwater Design	Stormwater						-	-
108430	Club Drive, Shearwater pipeline renewal	Stormwater			45,000		Carried forward budget allocation from 2025/26.	45,000	45,000
108431	Flood levees - land purchases, minor modifications etc	Stormwater	345,000	345,000	64,895	174,000	Overall increase in SW projects of $66k, $174k includes $108k re-allocated from SW projects 108330 and 108058 - refer to Council Report dated 15 May 2026	238,895	583,895
108432	Port Sorell priority SW works -	Stormwater	200,000	200,000			Budget allocation covered by c/fwd from existing PS priority works project 108350.	-	200,000
108524	Port Sorell Golf Course - Pitcairn St to outfall	Stormwater	19,800	-				-	19,800
108525	Correa Ct, Hawley - drainage and turning facility	Stormwater	50,000	-				-	50,000
108526	Minor Stormwater capital	Stormwater	50,000	-				-	50,000
		Stormwater Total	**2,214,800**	**2,095,000**	**104,936**	**95,190**		**200,126**	**2,414,926**
		TOTAL CAPITAL PROGRAM	**7,482,287**	**3,382,195**	**1,735,118**	**860,811**		**2,595,928**	**10,078,215**

14.2 COUNCILLOR ALLOWANCES AND EXPENSES FOR THE QUARTER ENDED SEPTEMBER 2026

REPORT AUTHOR: Andrew Cock, Team Leader Finance

Note: The Report Author does not have a pecuniary interest in the subject matter

AUTHORISING MANAGER: Jeff Morgan, Chief Executive Officer

REPORT CLASS: Public/Open

DATE OF REPORT: 5 October 2026

ATTACHMENTS:
1. Councillor Allowances and Expenses - Latrobe 2026-2027 [**14.2.1** - 2 pages]

PURPOSE OF REPORT

The purpose of this report is to provide transparency regarding payments to Councillors by reporting allowances and expense payments in accordance with the reporting requirements of section 3 of Council Policy Number L-GOVPOL001 – Payment of Councillor Allowances, Expenses and Provision of Facilities.

BACKGROUND INFORMATION

Council Policy Number L-GOVPOL001 – Payment of Councillor Allowances, Expenses and Provision of Facilities was adopted at the Council meeting held 15 June 2020 and reviewed on 13 June 2023.

Section 3 of this policy includes the following reporting requirements:

“To provide transparency and accountability, a report will be tabled to Council on a quarterly basis, detailing the total payments in respect of each councillor for each of the following:

1. Councillor allowances;
2. Travelling expenses;
3. Telephone expenses;
4. Care of dependents;
5. Conferences and Seminars;
6. Other expenses.

PROPOSAL/SUMMARY

The attached Councillor Allowances and Expenses Payments Report detail the total payments made in respect of each Councillor during each quarter of the financial year to date in accordance with Council Policy as outlined above.

RELATIONSHIP WITH STRATEGIC PLANNING AND POLICY

The Latrobe Council Strategic Plan 2020-2030 provides the following objectives and strategies:

1.2 Governance - Provide consistent, accountable, transparent and effective governance

1.2.7 Communicate the rationale and outcome of Council’s decisions, policies and activities through appropriate communication channels

1.2.9 Ensure Council information meets community and stakeholder interests, is accessible, easy to understand and complies with legislative requirements

The attached report detailing Councillor Allowances and Expense Payments for each quarter to date of the 2026/27 financial year assists in meeting this objective.

LEGAL AND RISK IMPLICATIONS

The *Local Government Act 1993* at Schedule 5 states:

"1. Expenses

(1) A council, on or before 1 January 2026, is to –
(a) Adopt a policy in respect of payment of expenses incurred by Councillors in carrying out the details of office; and
(b) Make a copy of the policy available for public inspection
(2) A Councillor is entitled to be reimbursed for reasonable expenses in accordance with the policy adopted under subclause (1) in relation to –
(a) Any prescribed expenses; and
(b) Any other expenses the council determines appropriate

2. Loan of services, facilities, and equipment.

A council may decide to provide support services, facilities, and equipment on loan to a councillor on any conditions it considers appropriate"

The *Local Government (General) Regulations 2025*, Regulation 50 states:

"50. Expenses for Councillors

A Councillor is entitled to be reimbursed for reasonable expenses in accordance with the policy adopted under Schedule 5 in the Act in relation to –

1. Telephone rental, telephone calls, and the use of the internet; and
2. Travelling; and
3. Care of any person who is dependent on the Councillor and who requires the care while the Councillor is carrying out his or her duties or functions as a Councillor; and
4. Stationery and office supplies.

Transparency and accountability regarding Councillor Allowance and Expense Payments is expected to lower the risk of inappropriate payments to Councillors and has the potential to increase public confidence that ratepayer funds are being expended appropriately.

FINANCIAL IMPLICATIONS

The total costs allocated to elected member expenses for the quarter ending 30 September 2026 detailed in the attached report are summarised as follows:

Payment Type	September Quarterly Total	YTD Total
Councillor Allowance	50,265	**50,265**
Professional Development	2,625	**2,625**
Travel	1,404	**1,404**
Total Councillor Allowance & Expenses	**54,294**	**54,294**

PUBLIC/CUSTOMER IMPLICATIONS

Reporting of Councillor expenses and allowances provides transparency and accountability for public spending. This report helps to increase public confidence that the level of Councillor allowances and expenses is reasonable and that ratepayer funds are being expended appropriately.

SOCIAL/ENVIRONMENTAL IMPLICATIONS

There are no significant social or environmental implications.

CONSULTATION

Not applicable

OPTIONS FOR COUNCILTO CONSIDER

Not applicable

OFFICER'S COMMENTS/CONCLUSION

The attached report provides transparency and accountability in relation to Councillor allowances and expense payments for the quarter ending 30 September 2026.

RECOMMENDATION

That the report by the Team Leader Finance concerning Councillor Allowances and Expenses for the Quarter Ended September 2026, be received.

Councillor Allowance and Expense Payments Report - Latrobe 2026-2027

Quarter Ended 30 September 2026

	Mayor	Deputy Mayor	CR	CR	CR	CR	CR	CR	CR	
Payment Description	**P J Freshney**	**V Mead**	**G C Brown**	**G M Wicks**	**J Martin**	**G S Sims**	**D Fidler**	**C Baldock**	**L Gorniak**	**Totals**
Councillor Allowance	14,123	7,897	4,035	4,035	4,035	4,035	4,035	4,035	4,035	**50,265**
Professional Development	530	537	707	0	0	0	0	0	851	**2,625**
General Expenses	0	0	0	0	0	0	0	0	0	
Travel	448	0	477	0	0	0	0	0	479	**1,404**
Total Councillor Allowance & Expenses	**15,101**	**8,434**	**5,219**	**4,035**	**4,035**	**4,035**	**4,035**	**4,035**	**5,365**	**54,294**
Kms Claimed@ 88 cents per km	509	0	542	0	0	0	0	0	544	1,595

Quarter Ended 31 December 2026

	Mayor	Deputy Mayor	Councillor	Councillor	Councillor	Councillor	Councillor	Councillor	Councillor	
Payment Description	**P J Freshney**	**V Mead**	**G C Brown**	**G M Wicks**	**J Martin**	**G S Sims**	**D Fidler**	**C Baldock**	**L Gorniak**	**Totals**
Councillor Allowance	0	0	0	0	0	0	0	0	0	0
Professional Development	0	0	0	0	0	0	0	0	0	0
General Expenses	0	0	0	0	0	0	0	0	0	0
Travel	0	0	0	0	0	0	0	0	0	0
Total Councillor Allowance & Expenses										**0**
Kms Claimed@ 91 cents per km	0	0	0	0	0	0	0	0	0	0

Quarter Ended 31 March 2027

	Mayor	Deputy Mayor	CR	CR	CR	CR	CR	CR	CR	
Payment Description	**P J Freshney**	**V Mead**	**G C Brown**	**G M Wicks**	**J Martin**	**G S Sims**	**D Fidler**	**C Baldock**	**L Gorniak**	**Totals**
Councillor Allowance	0	0	0	0	0	0	0	0	0	0
Professional Development	0	0	0	0	0	0	0	0	0	0
General Expenses	0	0	0	0	0	0	0	0	0	0
Travel	0	0	0	0	0	0	0	0	0	0
Total Councillor Allowance & Expenses	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Kms Claimed@ 91 cents per km	0	0	0	0	0	0	0	0	0	0

Councillor Allowance and Expense Payments Report - Latrobe 2026-2027

Quarter Ended 30 June 2027

	Mayor	Deputy Mayor	CR	CR	CR	CR	CR	CR	CR	
Payment Description	**P J Freshney**	**V Mead**	**G C Brown**	**G M Wicks**	**J Martin**	**G S Sims**	**D Fidler**	**C Baldock**	**L Gorniak**	**Totals**
Councillor Allowance	0	0	0	0	0	0	0	0	0	0
Professional Development	0	0	0	0	0	0	0	0	0	0
General Expenses	0	0	0	0	0	0	0	0	0	0
Travel	0	0	0	0	0	0	0	0	0	0
Total Councillor Allowance & Expenses	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Kms Claimed@ 91 cents per km	0	0	0	0	0	0	0	0	0	0

YTD Total Period 1 Jul 2026 to 30 Jun 2027

	Mayor	Deputy Mayor	CR	CR	CR	CR	CR	CR	CR	
Payment Description	**P J Freshney**	**V Mead**	**G C Brown**	**G M Wicks**	**J Martin**	**G S Sims**	**D Fidler**	**C Baldock**	**L Gorniak**	**Totals**
Councillor Allowance	14,123	7,897	4,035	4,035	4,035	4,035	4,035	4,035	4,035	**50,265**
Professional Development	530	537	707	0	0	0	0	0	851	**2,625**
General Expenses	0	0	0	0	0	0	0	0	0	**0**
Travel	448	0	477	0	0	0	0	0	479	**1,404**
Total Councillor Allowance & Expenses	**15,101**	**8,434**	**5,219**	**4,035**	**4,035**	**4,035**	**4,035**	**4,035**	**5,365**	**54,294**
Kms Claimed	509	0	542	0	0	0	0	0	544	1,595

14.3 STRATEGIC BUDGET INITIATIVE - DIGITISATION OF RECORDS

REPORT AUTHOR:	Heather Ragg, Records Management Officer
Note: The Report Author does not have a pecuniary interest in the subject matter	
AUTHORISING MANAGER:	Andrew Boskell, Manager Information & Technology and Jeff Morgan, Chief Executive Officer
REPORT CLASS:	Public/Open
DATE OF REPORT:	13 October 2026
ATTACHMENTS:	Nil

PURPOSE OF REPORT

For Council to consider and approve the release of up to $40,000 from the identified strategic budget initiative within the 2026-27 budget to fund progress on the digitisation of paper records as identified in Action 1.3 of Council's 2026-27 Annual Plan.

BACKGROUND INFORMATION

Action 1.3 of Council's 2026-27 Annual Plan commits Council to progressing work on digitising its paper records. The Annual Plan states "*We will further progress work on digitising paper records enabling our team to work more productively.*"

PROPOSAL/SUMMARY

It is proposed that Council approve the expenditure of up to $40,000 which is already within budget to enable the digitisation of historic valuation records. Valuation books are master records compiled by Council prior to the *Value of Land Act 2001.* The State Archivist deems these to be permanent retention records that Council is legislatively required to transfer to the Tasmanian Archives 25 years after their creation. These items are currently due for transfer, hence the need to digitise.

Several of these volumes require immediate remediation actions to be taken to avoid records loss and mitigate WHS hazards related to mould infestation. The affected volumes are not all from one period or section of the municipality. Digitisation of all the records will allow for remediation of the mould, prevent its reoccurrence and promote access to these historic records.

Valuation Books covering the period 1950 – 1997 will be digitised in compliance with the Office of the State Archivist (OSA) Digitisation Standard and hard copies compliantly destroyed. The digital copies and metadata that meets the OSA Metadata Standard will be stored and maintained in Council's digital filing system - TechnologyOne ECM with links provided in SharePoint to promote user-friendly access without taking up SharePoint and TechnologyOne storage space.

RELATIONSHIP WITH STRATEGIC PLANNING AND POLICY

The Latrobe Council Strategic Plan 2020-2030 provides the following objectives and strategies:

1.2 Governance - Provide consistent, accountable, transparent and effective governance

1.2.9 Ensure Council information meets community and stakeholder interests, is accessible, easy to understand and complies with legislative requirements

1.5 Risk Management - Committed to risk management and building community capacity and resilience

1.5.4 Integrate risk management principles into all business practices and establish risk-based decision making

LEGAL AND RISK IMPLICATIONS

There are no legislative impediments to Council releasing the identified funds.

Valuation books are master records compiled by Council prior to the *Value of Land Act 2001.* The State Archivist deems these to be permanent retention records that Council is legislatively required to transfer to the Tasmanian Archives 25 years after their creation. These items are currently due for transfer, hence the need to digitise. Releasing the funds will allow us to mitigate the WHS risk and potential loss of records risk posed by mould.

FINANCIAL IMPLICATIONS

An amount of $40,000 has been included in Council's 2026-27 budget. No additional or unbudgeted funding is sought through this report.

PUBLIC/CUSTOMER IMPLICATIONS

Accessible records promote accountability, transparency and trust in Council. Whilst these records may not be made immediately accessible to the public, they will be easier to locate and provide in the event of a Right to Information Application and will ultimately be transferred to the State Archives and made accessible to future generations. Council could also investigate assessed disclosure for older items.

SOCIAL/ENVIRONMENTAL IMPLICATIONS

There are no significant social or environmental implications.

CONSULTATION

Executive leadership and key stakeholders were given the opportunity to comment on digitisation project priorities for both Councils. Only three responses were received. Valuation Books did not rate as the highest priority, however the risk posed by mould and their current inaccessibility, particularly if sent to off-site storage, make these a priority. Insufficient funds have been set aside for the completion of other projects, and it was noted in the comments received that the current accessibility of other hard copy files in the Latrobe Office was not a problem.

OPTIONS FOR COUNCILTO CONSIDER

1. Approve the release of up to $40,000 from the strategic initiatives budget to fund the digitisation of historic valuation records to mitigate risks and promote their accessibility.
2. Decline to the release the funds at this time. This would continue to put the records and the staff handling them at risk from mould and would prevent investigation of options for increased accessibility to staff and potentially to the public.

OFFICER'S COMMENTS/CONCLUSION

The records and the staff handling them are at risk. They are not fully accessible and are likely to become even more inaccessible with off-site storage. The funds exist to mitigate the problems of mould and physical storage once and for all. This is a discreate project the funds would cover in full. Officer therefore recommends that Council approves the release of up to $40,000 for the digitisation of historic valuation books.

RECOMMENDATION

That the report by the Records Management Officer concerning Strategic Budget Initiative - Digitisation of Records, be received and Council approve the release of up to $40,000 from the strategic initiatives budget to fund the digitisation of historic valuation records.

14.4 CHILD SAFETY AND WELLBEING POLICY

REPORT AUTHOR: Kate Parsons, WHS & Training Officer

Note: The Report Author does not have a pecuniary interest in the subject matter

AUTHORISING MANAGER: Jeff Morgan, Chief Executive Officer

REPORT CLASS: Public/Open

DATE OF REPORT: 12/10/2026

ATTACHMENTS:

1. KL GOVPOL005 Child Safety and Wellbeing Policy V3 0 DRAFT Clean [**14.4.1** - 9 pages]
2. KL GOVPOL005 Child Safety and Wellbeing Policy V3 0 DRAFT Marked Up Version [**14.4.2** - 14 pages]
3. KL- GOVPOL005 - Safeguarding Children and Young People Policy V 2 0 [**14.4.3** - 12 pages]

PURPOSE OF REPORT

For Council to consider and adopt the reviewed and updated Safeguarding Children and Young People Policy, renamed the Child Safety and Wellbeing Policy.

BACKGROUND INFORMATION

The existing Safeguarding Children and Young People Policy has been reviewed to ensure it reflects Council's current child safety responsibilities and ongoing obligations under Tasmania's Child and Youth Safe Organisations Framework, which commenced on 1 January 2024 under the *Child and Youth Safe Organisations Act 2023* (Tas). The Framework establishes the Child and Youth Safe Standards, the Universal Principle for Aboriginal Cultural Safety, the Reportable Conduct Scheme, information-sharing arrangements and oversight by the Independent Regulator. The amendments recognise that Council has moved beyond the initial implementation phase, with the focus now on maintaining, monitoring, reviewing and continually improving its child safe practices. The review has also updated the policy title and terminology to provide greater consistency with the Framework and clarify Council's ongoing commitment to the safety and wellbeing of children and young people.

PROPOSAL/SUMMARY

The review updates the existing Safeguarding Children and Young People Policy and changes its name to the Child Safety and Wellbeing Policy. The revised policy reflects Council's transition from the initial implementation of the Child and Youth Safe Organisations Framework to an ongoing approach centred on maintaining, monitoring, reviewing and continually improving child safe practices. It retains Council's commitment to being a child-safe organisation while updating terminology and clarifying alignment with current legislative and regulatory requirements. The policy applies to Councillors, employees, volunteers, contractors, consultants and others engaged to deliver Council functions. It addresses child-focused governance, participation of children and young people, family and community involvement, equity and inclusion, culturally safe practice, suitable and supported workers, child-focused complaints and reporting, education and training, safe physical and online environments, recordkeeping, continuous improvement and accountability.

RELATIONSHIP WITH STRATEGIC PLANNING AND POLICY

The Latrobe Council Strategic Plan 2020-2030 provides the following objectives and strategies:

1.2 Governance - Provide consistent, accountable, transparent and effective governance

1.2.7 Communicate the rationale and outcome of Council's decisions, policies and activities through appropriate communication channels

LEGAL AND RISK IMPLICATIONS

Reviewing and updating the existing policy supports Council's ongoing compliance with the *Child and Youth Safe Organisations Act 2023* (Tas) and Tasmania's Child and Youth Safe Organisations Framework. The name change from Safeguarding Children and Young People Policy to Child Safety and Wellbeing Policy does not reduce or alter Council's safeguarding obligations; it more clearly reflects the broader focus of the revised policy. Key risks include harm to a child or young person, failure to identify or report concerns, inadequate screening or supervision, unsafe physical or online environments, poor recordkeeping, regulatory action, reputational damage and loss of community confidence. These risks will continue to be managed through defined responsibilities, child-safe recruitment and screening, codes of conduct, training, reporting and complaint pathways, risk assessment, contractor controls, appropriate records and periodic review.

FINANCIAL IMPLICATIONS

Implementation of the reviewed policy will primarily be managed within existing operational budgets and staff resources. Costs may arise from workforce training, screening, communication materials, system or recordkeeping improvements, specialist advice and any additional controls identified through implementation.

PUBLIC/CUSTOMER IMPLICATIONS

The reviewed policy will continue to provide the community with clear expectations about how Council safeguards children and young people and how concerns or complaints can be raised. The revised name, Child Safety and Wellbeing Policy, uses clearer and more contemporary language and reflects the policy's emphasis on safety, participation, and wellbeing. The updates are intended to strengthen confidence in Council programs, facilities, events and services, improve accessibility and participation, and ensure that children and young people are listened to and taken seriously.

SOCIAL/ENVIRONMENTAL IMPLICATIONS

The policy has positive social implications by promoting the safety, wellbeing, participation and inclusion of children and young people, including Aboriginal and Torres Strait Islander children and young people and those with diverse needs. It supports a culture in which children and young people feel safe, are heard, and can participate in decisions that affect them. No significant environmental implications have been identified.

CONSULTATION

The policy review and proposed name change have previously been communicated to Council. Council was advised that the review ensures the policy reflects Council's current child safety responsibilities and ongoing obligations under the Child and Youth Safe Organisations Framework; recognises Council's transition beyond the initial implementation phase to maintaining, monitoring, reviewing and continually improving its child safe practices; and updates the policy title and terminology for greater consistency with the Framework. The review has also had regard to the *Child and Youth Safe Organisations Act 2023* (Tas), guidance from Tasmania's Office of the Independent Regulator, the Child and Youth Safe Standards, the Universal Principle for Aboriginal Cultural Safety and the National Principles for Child Safe Organisations.

OPTIONS FOR COUNCIL TO CONSIDER

Council may consider the following options:

1. Adopt the Child Safety and Wellbeing Policy as presented;
2. Adopt the Child Safety and Wellbeing Policy with amendments; or
3. Defer consideration of the policy pending further review or additional information.

OFFICER'S COMMENTS/CONCLUSION

The review of the Safeguarding Children and Young People Policy ensures the policy reflects Council's current child safety responsibilities and ongoing obligations under Tasmania's Child and Youth Safe Organisations Framework. The amendments appropriately recognise that Council has moved beyond the initial implementation phase and now requires an ongoing focus on maintaining, monitoring, reviewing and continually improving its child safe practices. Renaming the document the Child Safety and Wellbeing Policy and updating its terminology provide greater consistency with the Framework and more clearly express Council's ongoing commitment to the safety and wellbeing of children and young people.

RECOMMENDATION

That the report by the WHS & Training Officer concerning Child Safety and Wellbeing Policy, be received and Council adopt the Child Safety and Wellbeing Policy as presented.

Child Safety and Wellbeing Policy

(Policy Number – KL-GOVPOL005)
(Policy Type – Council)

1 Purpose

The purpose of this policy is to define Kentish and Latrobe Council's (Council) commitment to creating and maintaining a Child Safe Organisation. It establishes Council's commitment, principles and responsibilities for protecting the safety, wellbeing and rights of children and young people, and for promoting child safety across all Council services, activities, facilities and online environments.

2 Scope

a) This policy applies to the following:
   i) Council, when acting as the governing and decision-making body;
   ii) Elected Members;
   iii) Council employees (permanent, temporary, casual, apprentices, trainees, work experience students and employees engaged through a labour-hire agency);
   iv) Employees on secondment;
   v) Volunteers;
   vi) Contractors or consultants engaged by Council; and
   vii) Any other person undertaking work or providing services on behalf of Council.

b) The application of this policy is irrespective of involvement in child related work, and there are no exclusions to the application of this policy.

3 Policy Detail

Council are committed to creating and maintaining a Child Safe Organisation. Council recognises its legal and moral responsibility to protect the safety, wellbeing and rights of children and young people and to comply with the *Child and Youth Safe Organisations Act 2023* (Tas)

3.1 Statement of Commitment

a) We are committed to the safety and wellbeing of children and young people while enabling their participation as valued members of the community.

b) We have zero tolerance to child abuse and harm. Our people are obliged to prioritise the safety of the children they interact with in the performance of their role and to report conduct of concern.

Note: If this document is a printed copy always check the electronic version to ensure it is up-to-date.

c) We recognise the importance of child safety in the provision of quality community services. All children who attend services, programs, events, and community spaces (including online environments) that are delivered, owned, contracted, or managed by Council, have the right to feel safe, be safe, and be heard.

d) We recognise our legal and moral responsibilities in keeping children and young people safe and have robust policies and procedures in place to meet this commitment that are aligned with the National Principles for Child Safe Organisations.

e) We want children to thrive, be safe, happy, and empowered, and are dedicated to ensuring their views are listened to and respected, and they are given the opportunities to contribute to how we plan and deliver our services that affect them.

f) We are committed to upholding equity and respecting the diverse needs of children and young people.

g) We are committed to respecting and supporting the cultural rights, safety and wellbeing of Aboriginal children and young people in accordance with the Universal Principle for Aboriginal Cultural Safety.

h) We are committed to being a Child Safe Organisation.

3.2 Child and Youth Safe Standards

Council will implement and maintain the Tasmanian Child and Youth Safe Standards in accordance with the Universal Principle for Aboriginal Cultural Safety.

The Standards are:

a) **Standard 1 –** Child safety and wellbeing is embedded in organisational leadership, governance, and culture.

b) **Standard 2 –** Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.

c) **Standard 3 –** Families and communities are informed and involved in promoting child safety and wellbeing.

d) **Standard 4 –** Equity is upheld and diverse needs respected in policy and practice.

e) **Standard 5 –** People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.

f) **Standard 6 –** Processes to respond to complaints and concerns are child focused.

g) **Standard 7 –** Staff and volunteers are equipped with the knowledge, skills, and awareness to keep children and young people safe through ongoing education and training.

h) **Standard 8 –** Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.

i) **Standard 9 –** Implementation of the Child and Youth Safe Standards is regularly reviewed and improved.

j) **Standard 10 –** Policies and procedures document how the organisation is safe for children and young people.

3.3 Reportable Conduct Scheme

Council will comply with the Reportable Conduct Scheme and maintain systems to:

a) Prevent child abuse and harm.

b) Respond appropriately to allegations of reportable conduct.

c) Meet legislative reporting obligations.

d) Support fair, timely and child-focused investigations.

Reportable conduct includes:

a) Sexual offences (against, with or in the presence of, a child);

b) Sexual misconduct (against, with or in the presence of, a child);

c) Physical violence (against, with or in the presence of, a child);

d) Grooming of a child;

e) Behaviour that causes significant emotional or psychological harm;

f) Significant neglect; and

g) Relevant offences such as failing to report child abuse.

3.4 Policy Implementation

Council will:

a) Support the work of the Child Safe Organisation Working Group in implementing, monitoring and reviewing Council's child safety obligations and practices.

b) Provide resources, within Council's approved budget, to support implementation and ongoing compliance with the Child and Youth Safe Standards.

c) Develop, implement and review child safe policies, procedures and supporting documentation, including:

   i) Child Safe Code of Conduct.

   ii) Child safety risk assessments.

   iii) Child safety complaint and allegation management procedures.

   iv) Reporting and recordkeeping processes.

   v) Contractor, procurement and supplier arrangements.

vi) Other supporting policies and procedures as required.

d) Provide child safety awareness, education and training for relevant persons.

e) Promote child safety messages across Council services, facilities, venues, programs and events.

f) Work collaboratively with community organisations, contractors, volunteers and other stakeholders to promote child safety practices.

g) Monitor compliance with this policy and continually improve Council's child safety systems.

4 Responsibilities

4.1 Council

Council will:

a) Provide governance oversight and leadership in relation to Council's commitment to child safety;

b) Consider the resources required to support implementation and ongoing compliance with the Child and Youth Safe Standards through Council's annual budget and resource allocation processes; and

c) Support the work undertaken by the Child Safe Organisation Working Group to implement, monitor and review Council's child safe requirements.

4.2 Elected Members

Elected Members will:

a) Demonstrate leadership and promote a culture that supports child safety and wellbeing.

b) Understand and comply with their obligations under this policy.

c) Report any child safety concerns in accordance with Council procedures.

d) Promote Council's commitment to being a Child Safe Organisation.

4.3 Chief Executive Officer

The Chief Executive Officer (CEO) will:

a) Fulfill the responsibilities of the Head of Entity under the *Child and Youth Safe Organisations Act 2023* (Tas).

b) Ensure Council complies with the Child and Youth Safe Standards and Reportable Conduct Scheme.

c) Ensure adequate resources approved by Council are appropriately allocated to support implementation and maintenance of the Child and Youth Safe Standards.

d) Receive and manage reportable conduct matters and notifications in accordance with legislative requirements.

e) Promote continual improvement of Council's child safe systems.

4.4 Directors

The Directors will:

a) Embed child safety and wellbeing within their areas of responsibility.

b) Implement this policy and associated procedures.

c) Ensure child safety risks are identified, assessed and appropriately controlled.

d) Ensure workers receive appropriate induction, supervision and training.

e) Support the reporting and management of child safety concerns.

4.5 People and Culture

People and Culture will:

a) Ensure recruitment, screening and selection processes comply with the Child and Youth Safe Standards.

b) Verify Working with Vulnerable People Registration where required.

c) Maintain employment records relating to child safety requirements.

d) Provide advice regarding employment matters associated with child safety.

4.6 Child Safety Officer

The Child Safety Officer will:

a) Coordinate the implementation and continual improvement of Council's Child Safe Organisation Framework.

b) Coordinate child safety induction, awareness and training programs for workers.

c) Maintain records relating to child safety training and awareness activities.

d) Provide advice and guidance to workers and management on child safety obligations, reporting requirements and associated procedures.

e) Monitor compliance with this policy and identify opportunities for continual improvement.

f) Support the management of child safety concerns, including providing advice on reporting pathways and legislative requirements.

g) Liaise with the CEO, People and Culture, Directors and external agencies, where appropriate, to support Council's child safety obligations.

Note: *The Child Safety Officer function is undertaken by the WHS & Training Officer or another officer appointed by the CEO.*

4.7 Workers

Workers will:

a) Comply with this policy, the Child Safe Code of Conduct and associated procedures.

b) Behave appropriately when interacting with children and young people.

c) Report any child safety concerns or suspected reportable conduct immediately.

d) Participate in required child safety training.

e) Maintain any required Working with Vulnerable People Registration.

4.8 Contract Managers

Contract Managers will:

a) Ensure child safety requirements are incorporated into relevant contracts, agreements, leases, licences, funding arrangements and labour-hire engagements.

b) Ensure contractors and third parties are provided with relevant child safety information where applicable.

c) Verify contractors comply with Council's child safety requirements, including Working with Vulnerable People Registration, where required.

d) Monitor contractor compliance with contractual child safety obligations.

4.9 External Parties

a) Council recognises that many community organisations, sporting clubs, user groups, contractors and service providers operate from, or use, Council-owned facilities and spaces.

b) While Council is not responsible for managing or overseeing the child safety obligations of external organisations, it will take reasonable steps to promote and support child safe practices within the community.

c) Council may support external organisations by:

i) Providing access to child safety information and resources.

ii) Promoting awareness of the Child and Youth Safe Standards and other relevant child safety requirements.

iii) Encouraging organisations using Council facilities to implement child safe policies and practices appropriate to their activities.

iv) Supporting organisations to access relevant child safety guidance, training and educational resources.

v) Promoting inclusive, culturally safe and accessible child safe practices.

d) Council acknowledges the recommendations of the Royal Commission into Institutional Response to Child Sexual Abuse regarding the role of local government in promoting child safe communities and will continue to strengthen its leadership and support for child safe practices across the community where reasonably practicable.

5 Definitions

Term	Meaning
Abuse	Means an act or omission that causes, or is likely to cause, harm to a child or young person. Abuse may include physical abuse, emotional or psychological abuse, sexual abuse, neglect, grooming or exposure to family violence.
Chief Executive Officer (CEO)	The title Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993*; and carries the same meaning for the purposes of the *Local Government Act 1993* and all other legislation administered by or concerning the Council.
Child/Children/ Young Person	Means a person under 18 years of age.
Child Safe Organisation	Means an organisation that creates and maintains environments where children and young people are safe, their wellbeing is promoted, risks of harm are minimised, and concerns are identified and responded to appropriately.
Child and Youth Safe Standards	Means the ten standards established under the *Child and Youth Safe Organisations Act 2023* (Tas) that organisations must implement to promote the safety and wellbeing of children and young people.
Contractor	Means a person, company or other entity engaged by Council to perform work or provide services on Council's behalf.
Council Facilities	Means Council-owned, managed or controlled buildings, facilities, parks, reserves, sporting grounds, public spaces and other locations used for Council services, programs or activities.

DRAFT

Term	Meaning
Head of Entity	Means the person who is the Head of Entity under the *Child and Youth Safe Organisations Act 2023* (Tas). For Council, this is the CEO.
Independent Regulator	Means the Tasmanian Independent Regulator responsible for administering and monitoring compliance with the Child and Youth Safe Organisations Framework.
Reportable Conduct Scheme	Means the legislative scheme established under the Reportable Conduct Scheme requiring the Head of Entity to report, investigate and respond to allegations of reportable conduct involving workers.
Universal Principle for Aboriginal Cultural Safety	Means the principle requiring organisations to ensure the cultural rights, safety and wellbeing of Aboriginal children and young people are respected and supported when implementing the Child and Youth Safe Standards.
Worker	Means a person who has attained the age of 18 years and who carries out work for or on behalf of Council in any capacity, including as an employee, volunteer, contractor, subcontractor, consultant, Councillor, office holder, trainee, student, work experience participant or any other person engaged by, or acting on behalf of, Council, whether or not they work with children or young people.
Working with Vulnerable People Registration	Means a current registration issued under the *Registration to Work with Vulnerable People Act 2013* (Tas) authorising a person to undertake regulated activities involving children where required by law.

6 Associated Documents and References

6.1 Legislation Reference

- Child and Youth Safe Organisations Act 2023 (Tas).
- Registration to Work with Vulnerable People Act 2013 (Tas).
- Local Government Act 1993 (Tas).

DRAFT

6.2 Strategic Plan Reference

6.2.1 Kentish Council

Area	1	Governance and Organisational Development
Project	1.5	Risk Management
Objective	1.5	To be actively committed to risk management
Strategy	1.5.1	Maintain and improve our risk management systems and culture
	1.5.2	Promote community awareness of risk management systems

6.2.2 Latrobe Council

Area	1	Governance
Project	1.5	Risk Management
Objective	1.5	Committed to risk management and building community capacity and resilience
Strategy	1.5.3	Maintain and improve risk management systems and culture as a core organisational focus

6.3 Other Associated Documents

- KL-GOVPRO005 – Child Safety Disclosure/Reporting Procedure.
- KL-HRPOL001 – Code of Conduct Policy.
- KL-HRPRO023 – Working with Vulnerable People Procedure.
- KL-HRPOL019 – Recruitment, Selection, and Appointment Policy.
- KL-HRPRO008 – Recruitment, Selection, and Appointment Procedure.
- KL-HRPOL003 – Discipline Policy.
- KL-HRPRO020 – Discipline Procedure.

APPROVED BY LATROBE COUNCIL: Minute:

APPROVED BY KENTISH COUNCIL: Minute:

EFFECTIVE DATE: LATROBE COUNCIL

EFFECTIVE DATE: KENTISH COUNCIL

ADMINISTERED BY: Chief Executive Officer

This policy will be reviewed periodically to ensure its relevance in terms of community needs and expectations and Council goals, targets, budget, and statutory requirements.

~~Safeguarding Children and Young People~~Child Safety and Wellbeing ~~Policy~~

(Policy Number – KL-GOVPOL005)
(Policy Type – Council)

1 Purpose

The purpose of this policy is to define Kentish and Latrobe Council's (Council) commitment to creating and maintaining a Child Safe Organisation. It establishes Council's commitment, principles and responsibilities for protecting the safety, wellbeing and rights of children and young people, and for promoting child safety across all Council services, activities, facilities and online environments.~~, outlining Council's position and responsibilities toward the safeguarding of children and young people in Council's physical and online environments.~~

2 Scope

a) This policy applies to the following:

i) Council, when acting as the governing and decision-making body;

ii) ~~Mayors and Councillors~~Elected Members;

iii) Council employees (permanent, temporary, casual, apprentices, trainees, work experience students and employees engaged through a labour-hire agency);

~~• Permanent and temporary employees performing work for Council, including work experience students, apprentices, and trainees;~~

~~• Temporary or casual employees engaged through an agency;~~

iv) ~~Staff~~Employees on secondment ~~from another role or another Council~~;

v) Volunteers; ~~and~~

vi) Contractors or consultants ~~directly~~ engaged~~/renumerated~~ by Council; and~~.~~

vii) Any other person undertaking work or providing services on behalf of Council.

b) The application of this policy is irrespective of involvement in child related work, and there are no exclusions to the application of this policy.

3 Policy Detail

~~Kentish and Latrobe~~ Council~~s~~ are committed to ~~the safety of Child and Young People~~creating and maintaining a Child Safe Organisation. Council recognises its ~~is~~ legal and moral responsibility to protect the safety, wellbeing and rights of children and young people and to comply with the *Child and Youth Safe Organisations Act 2023*

Note: If this document is a printed copy always check the electronic version to ensure it is up-to-date.

DRAFT

(Tas)ly required to comply with the Child and Youth Safe Organisations Framework, which aims to protect children from abuse and harm.

3.1 Statement of Commitment

a) We are committed to the safety and wellbeing of children and young people while enabling their participation as valued members of the community.

b) We have zero tolerance to child abuse and harm. Our people are obliged to prioritise the safety of the children they interact with in the performance of their role and to report conduct of concern.

c) We recognise the importance of child safety in the provision of quality community services. All children who attend services, programs, events, and community spaces (including online environments) that are delivered, owned, contracted, or managed by Council, have the right to feel safe, be safe, and be heard.

d) We recognise our legal and moral responsibilities in keeping children and young people safe and have robust policies and procedures in place to meet this commitment that are aligned with the National Principles for Child Safe Organisations.

e) We want children to thrive, be safe, happy, and empowered, and are dedicated to ensuring their views are listened to and respected, and they are given the opportunities to contribute to how we plan and deliver our services that affect them.

f) We are committed to upholding equity and respecting the diverse needs of children and young people.

g) We are committed to respecting and supporting the cultural rights, safety and wellbeing of Aboriginal children and young people in accordance with the Universal Principle for Aboriginal Cultural Safety.

h) We are committed to being a Child Safe Organisation.

3.2 Child and Youth Safe Standards

Council will implement and maintain the Tasmanian Child and Youth Safe Standards in accordance with the Universal Principle for Aboriginal Cultural Safety.

The Standards are:

a) **Standard 1 –** Child safety and wellbeing is embedded in organisational leadership, governance, and culture.

b) **Standard 2 –** Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.

c) **Standard 3 –** Families and communities are informed and involved in promoting child safety and wellbeing.

d) **Standard 4 –** Equity is upheld and diverse needs respected in policy and practice.

e) **Standard 5 –** People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.

f) **Standard 6 –** Processes to respond to complaints and concerns are child focused.

g) **Standard 7 –** Staff and volunteers are equipped with the knowledge, skills, and awareness to keep children and young people safe through ongoing education and training.

h) **Standard 8 –** Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.

i) **Standard 9 –** Implementation of the Child and Youth Safe Standards is regularly reviewed and improved.

j) **Standard 10 –** Policies and procedures document how the organisation is safe for children and young people.

3.3 Reportable Conduct Scheme

Council will comply with the Reportable Conduct Scheme and maintain systems to:

a) Prevent child abuse and harm.

b) Respond appropriately to allegations of reportable conduct.

c) Meet legislative reporting obligations.

d) Support fair, timely and child-focused investigations.

Reportable conduct includes:

a) Sexual offences (against, with or in the presence of, a child);

b) Sexual misconduct (against, with or in the presence of, a child);

c) Physical violence (against, with or in the presence of, a child);

d) Grooming of a child;

e) Behaviour that causes significant emotional or psychological harm;

f) Significant neglect; and

g) Relevant offences such as failing to report child abuse.

3.4 Policy Implementation

Council will:

a) Support the work of the Child Safe Organisation Working Group in implementing, monitoring and reviewing Council's child safety obligations and practices.

b) Provide resources, within Council's approved budget, to support implementation and ongoing compliance with the Child and Youth Safe Standards.

c) Develop, implement and review child safe policies, procedures and supporting documentation, including:

i) Child Safe Code of Conduct.

ii) Child safety risk assessments.

iii) Child safety complaint and allegation management procedures.

iv) Reporting and recordkeeping processes.

v) Contractor, procurement and supplier arrangements.

vi) Other supporting policies and procedures as required.

d) Provide child safety awareness, education and training for relevant persons.

e) Promote child safety messages across Council services, facilities, venues, programs and events.

f) Work collaboratively with community organisations, contractors, volunteers and other stakeholders to promote child safety practices.

g) Monitor compliance with this policy and continually improve Council's child safety systems.

4 Responsibilities

~~4.1 Specific Roles and Responsibilities~~

4.1 Council

Council will:

a) Provide governance oversight and leadership in relation to Council's commitment to child safety;

b) Consider the resources required to support implementation and ongoing compliance with the Child and Youth Safe Standards through Council's annual budget and resource allocation processes; and

c) Support the work undertaken by the Child Safe Organisation Working Group to implement, monitor and review Council's child safe requirements.

4.2 ~~The following positions have specific responsibilities in relation to this policy, they are:~~Elected Members

Elected Members will:

a) Demonstrate leadership and promote a culture that supports child safety and wellbeing.

b) Understand and comply with their obligations under this policy.

c) Report any child safety concerns in accordance with Council procedures.

d) Promote Council's commitment to being a Child Safe Organisation.

4.3 Chief Executive Officer

The Chief Executive Officer (CEO) will:

a) Fulfill the responsibilities of the Head of Entity under the *Child and Youth Safe Organisations Act 2023* (Tas).

b) Ensure Council complies with the Child and Youth Safe Standards and Reportable Conduct Scheme.

c) Ensure adequate resources approved by Council are appropriately allocated to support implementation and maintenance of the Child and Youth Safe Standards.

d) Receive and manage reportable conduct matters and notifications in accordance with legislative requirements.

e) Promote continual improvement of Council's child safe systems.

4.4 Directors

The Directors will:

a) Embed child safety and wellbeing within their areas of responsibility.

b) Implement this policy and associated procedures.

c) Ensure child safety risks are identified, assessed and appropriately controlled.

d) Ensure workers receive appropriate induction, supervision and training.

e) Support the reporting and management of child safety concerns.

4.5 People and Culture

People and Culture will:

a) Ensure recruitment, screening and selection processes comply with the Child and Youth Safe Standards.

b) Verify Working with Vulnerable People Registration where required.

c) Maintain employment records relating to child safety requirements.

d) Provide advice regarding employment matters associated with child safety.

4.6 Child Safety Officer

The Child Safety Officer will:

a) Coordinate the implementation and continual improvement of Council's Child Safe Organisation Framework.

b) Coordinate child safety induction, awareness and training programs for workers.

c) Maintain records relating to child safety training and awareness activities.

d) Provide advice and guidance to workers and management on child safety obligations, reporting requirements and associated procedures.

e) Monitor compliance with this policy and identify opportunities for continual improvement.

f) Support the management of child safety concerns, including providing advice on reporting pathways and legislative requirements.

g) Liaise with the CEO, People and Culture, Directors and external agencies, where appropriate, to support Council's child safety obligations.

***Note:** The Child Safety Officer function is undertaken by the WHS & Training Officer or another officer appointed by the CEO.*

DRAFT

4.7 Workers

Workers will:

a) Comply with this policy, the Child Safe Code of Conduct and associated procedures.

b) Behave appropriately when interacting with children and young people.

c) Report any child safety concerns or suspected reportable conduct immediately.

d) Participate in required child safety training.

e) Maintain any required Working with Vulnerable People Registration.

DRAFT

4.8 Contract Managers

Contract Managers will:

a) Ensure child safety requirements are incorporated into relevant contracts, agreements, leases, licences, funding arrangements and labour-hire engagements.

b) Ensure contractors and third parties are provided with relevant child safety information where applicable.

c) Verify contractors comply with Council's child safety requirements, including Working with Vulnerable People Registration, where required.

d) Monitor contractor compliance with contractual child safety obligations.

4.9 External Parties

a) Council recognises that many community organisations, sporting clubs, user groups, contractors and service providers operate from, or use, Council-owned facilities and spaces.

b) While Council is not responsible for managing or overseeing the child safety obligations of external organisations, it will take reasonable steps to promote and support child safe practices within the community.

c) Council may support external organisations by:

i) Providing access to child safety information and resources.

ii) Promoting awareness of the Child and Youth Safe Standards and other relevant child safety requirements.

iii) Encouraging organisations using Council facilities to implement child safe policies and practices appropriate to their activities.

iv) Supporting organisations to access relevant child safety guidance, training and educational resources.

v) Promoting inclusive, culturally safe and accessible child safe practices.

~~4.2~~ Council acknowledges the recommendations of the Royal Commission into Institutional Response to Child Sexual Abuse regarding the role of local government in promoting child safe communities and will continue to strengthen its leadership and support for child safe practices across the community where reasonably practicable.

DRAFT

Although Kentish and Latrobe Councils are not legally responsible for providing oversight of compliance with child safe practices outside of the organisation, it will take any reasonable steps to engage with persons who utilise Council facilities to operate in alignment with this policy.

Our approach to the Royal Commission Recommendation – 6.12: The Royal Commission into Institutional Responses to Child Sexual Abuse defined a role for Local Government under Recommendation 6.12 which states:

"With support from governments at the national, state and territory levels, local governments should designate child safety officer positions from existing staff profiles to carry out the following instructions:

a) Developing child safe messages in local government venues, grounds and facilities.

b) Assisting local institutions to access online child safe resources.

c) Providing child safety information and support to local institutions on a needs basis.

d) Supporting local institutions to work collaboratively with key services to ensure child safe approaches are culturally safe, disability aware and appropriate for children from diverse backgrounds."

Kentish and Latrobe Councils acknowledge it has a leadership role in the community to support relevant organisations to be child safe and promote child safe practices and will work towards the functions of recommendation 6.12.

5 Definitions

Term	Meaning
Abuse	Abuse is an act, or a failure to act, towards or on behalf of a child that may result in harm. It can occur on one or multiple occasions, Sometimes the impact of multiple events leads to harm that becomes cumulative in nature. Types of abuse include physical, emotional, sexual abuse, and neglect.Means an act or omission that causes, or is likely to cause, harm to a child or young person. Abuse may include physical abuse, emotional or psychological abuse, sexual abuse, neglect, grooming or exposure to family violence.
Chief Executive Officer (CEO)	The title Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993*; and carries the same meaning for the purposes of the *Local Government Act 1993*

Term	Meaning
	and all other legislation administered by or concerning the Council.
Child/Children/ Young Person	~~Any person under 18 years of age as defined by *Children, Young Persons and their Families Act 1997 (Tas).*~~Means a person under 18 years of age.
~~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:~~ ~~• Creates an environment where children's safety and wellbeing are at the centre of thought, values, and actions.~~ ~~• Places emphasis on genuine engagement with the valuing of children and young people.~~ ~~• Creates conditions that reduce the likelihood of harm to children and young people.~~ ~~• Creates conditions that increase the likelihood of identifying any harm, and~~ ~~• Responds to any concerns, disclosures, allegations, or suspicions of harm.~~ ~~Note: in the context of local government, this involves 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.~~Means an organisation that creates and maintains environments where children and young people are safe, their wellbeing is promoted, risks of harm are minimised, and concerns are identified and responded to appropriately.
Child and Youth Safe Standards	~~10 standards that are specific organisations in Tasmania (including councils) must put into practice in an ongoing and simultaneous manner. These are defined under the legislation and mirror the National Principles for Child Safe Organisations.~~Means the ten standards established under the

Note: If this document is a printed copy always check the electronic version to ensure it is up-to-date.

Term	Meaning
	Child and Youth Safe Organisations Act 2023 (Tas) that organisations must implement to promote the safety and wellbeing of children and young people.
Contractor	~~In the scope of this policy means a person or company used by 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 that incidental to, the services.~~Means a person, company or other entity engaged by Council to perform work or provide services on Council's behalf.
Council Facilities	~~Properties, buildings, and facilities including parks and sporting facilities owned and managed by Council including those used by the public or available for hire.~~Means Council-owned, managed or controlled buildings, facilities, parks, reserves, sporting grounds, public spaces and other locations used for Council services, programs or activities.
~~Council Staff~~	~~Includes Kentish and Latrobe Council employees, volunteers, students on placement, contractors, consultants, elected representatives, visitors, and anyone else who undertakes work on behalf of Kentish and Latrobe Councils. This is regardless of their work related to children or young people.~~
~~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.~~
Head of Entity	Means the person who is the Head of Entity under the *Child and Youth Safe Organisations Act 2023* (Tas). For Council, this is the CEO.
Independent Regulator	~~An independent oversight body that exists to help organisations understand how to comply with Tasmania's Child and Youth Safe Framework, provide guidance and advice, and monitor compliance.~~Means the Tasmanian Independent Regulator responsible for administering and monitoring compliance with the Child and Youth Safe Organisations Framework.

Term	Meaning
Reportable Conduct Scheme	~~Requires leaders of specific organisations to notify the Independent Regulator when concerns are raised about conduct related to child abuse.~~Means the legislative scheme established under the Reportable Conduct Scheme requiring the Head of Entity to report, investigate and respond to allegations of reportable conduct involving workers.
~~Safeguarding~~	~~Taking the actions necessary to ensure children and young people feel safe and are safe. This also means that if children or young people don't feel safe, steps are taken to restore their safety.~~
Universal Principle for Aboriginal Cultural Safety	~~This 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.~~Means the principle requiring organisations to ensure the cultural rights, safety and wellbeing of Aboriginal children and young people are respected and supported when implementing the Child and Youth Safe Standards.
Worker	Means a person who has attained the age of 18 years and who carries out work for or on behalf of Council in any capacity, including as an employee, volunteer, contractor, subcontractor, consultant, Councillor, office holder, trainee, student, work experience participant or any other person engaged by, or acting on behalf of, Council, whether or not they work with children or young people.
~~Wellbeing~~	~~Wellbeing of children and young people include the care, development, education, health and safety of children and young people.~~
Working with Vulnerable People Registration	Means a current registration issued under the *Registration to Work with Vulnerable People Act 2013* (Tas) authorising a person to undertake regulated activities involving children where required by law.

6 Associated Documents and References

6.1 Legislation Reference

- Child and Youth Safe Organisations Act 2023 (Tas).
- Registration to Work with Vulnerable People Act 2013 (Tas).

- Local Government Act 1993 (Tas).

6.2 Strategic Plan Reference

6.2.1 Kentish Council

Area	1	Governance and Organisational Development
Project	1.5	Risk Management
Objective	1.5	To be actively committed to risk management
Strategy	1.5.1	Maintain and improve our risk management systems and culture
	1.5.2	Promote community awareness of risk management systems

6.2.2 Latrobe Council

Area	1	Governance
Project	1.5	Risk Management
Objective	1.5	Committed to risk management and building community capacity and resilience
Strategy	1.5.3	Maintain and improve risk management systems and culture as a core organisational focus

~~*6.2.1 Kentish Council*~~

~~**Program**~~	~~1~~	~~Governance and Organisational Development~~
~~**Objective**~~	~~1.1~~	~~Advocacy and Leadership~~
~~**Activity**~~	~~1.1.15~~	~~Advocate the needs of the Kentish youth~~

~~*6.2.2 Latrobe Council*~~

~~**Program**~~	~~1~~	~~Governance~~
~~**Objective**~~	~~1.5~~	~~Risk Management – Committed to risk management and building community capacity and resilience~~
~~**Activity**~~	~~1.5.4~~	~~Integrate risk management principles into all business practices and establish risk-based decision making~~

6.3 Other Associated Documents

- KL-GOVPRO005 – Child Safety Disclosure/Reporting Procedure.
- KL-HRPOL001 – Code of Conduct Policy.
- KL-HRPRO023 – Working with Vulnerable People Procedure.

- KL-HRPOL019 – Recruitment, Selection, and Appointment Policy.
- KL-HRPRO008 – Recruitment, Selection, and Appointment Procedure.
- KL-HRPOL003 – Discipline Policy.
- KL-HRPRO020 – Discipline Procedure.
- ~~KL-GOVPRO005 – Reportable Conduct Scheme Procedure.~~

DRAFT

APPROVED BY LATROBE COUNCIL:	~~13 May 2024~~	Minute: ~~12.1~~
APPROVED BY KENTISH COUNCIL:	~~21 May 2024~~	Minute: ~~12.1~~
EFFECTIVE DATE:	LATROBE COUNCIL	~~13 May 2024~~
EFFECTIVE DATE:	KENTISH COUNCIL	~~21 May 2024~~
ADMINISTERED BY:	~~General Manager~~Chief Executive Officer	

This policy will be reviewed periodically to ensure its relevance in terms of community needs and expectations and Council goals, targets, budget, and statutory requirements.

Safeguarding Children and Young People Policy

(Policy Number – KL-GOVPOL005)
(Policy Type – Council)

1 Purpose

The purpose of this policy is to define Kentish and Latrobe Council's commitment to creating and maintaining a Child Safe Organisation, outlining Council's position and responsibilities toward the safeguarding of children and young people in Council's physical and online environments.

2 Scope

This policy applies to the following:

- Mayors and Councillors;
- Council employees;
- Permanent and temporary employees performing work for Council, including work experience students, apprentices, and trainees;
- Temporary or casual employees engaged through an agency;
- Staff on secondment from another role or another Council;
- Volunteers; and
- Contractors or consultants directly engaged/renumerated by Council.

The application of this policy is irrespective of involvement in child related work, and there are no exclusions to the application of this policy.

3 Policy Detail

Kentish and Latrobe Councils are committed to the safety of Child and Young People. Council is legally required to comply with the Child and Youth Safe Organisations Framework, which aims to protect children from abuse and harm.

Purpose	Description
Statement of Commitment	• We are committed to the safety and wellbeing of children and young people while enabling their participation as valued members of the community. • We have zero tolerance to child abuse and harm. Our people are obliged to prioritise the safety of the children they interact with in the performance of their role and to report conduct of concern. • We recognise the importance of child safety in the provision of quality community services. All children who attend services, programs, events, and community spaces (including online environments) that are delivered, owned, contracted, or managed by Council, have the right to feel safe, be safe, and be heard. • We recognise our legal and moral responsibilities in keeping children and young people safe and have robust policies and procedures in place to meet this commitment that are aligned with the National Principles for Child Safe Organisations. • We want children to thrive, be safe, happy, and empowered, and are dedicated to ensuring their views are listened to and respected, and they are given the opportunities to contribute to how we plan and deliver our services that affect them. • We are committed to being a Child Safe Organisation.
Child Safe Standards	The Tasmanian Child and Youth Safe Standards (The Standards) outline how an organisation can develop a culture with child safety and wellbeing at its centre. The Standards contribute to preventing abuse and harm. They require the organisation to meet a benchmark that ensures children and young people's rights to safety and wellbeing are respected and upheld. All 10 Child and Youth Safe Standards must be put into practice in accordance with the Universal Principle for Aboriginal Cultural Safety.

Purpose	Description
	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. The Standards are:

Standard	This Means
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.

Purpose	Description	
	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 with the knowledge, skills, and awareness to keep children and young people safe through ongoing education and training.	Staff and volunteers keep learning all the time so they know how to keep children and young people safe and well.
	Standard 8 – Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.	Children and young people are safe in online and physical spaces.
	Standard 9 – Implementation of the Child and Youth Safe Standards is regularly reviewed and improved.	The organisation keeps reviewing and improving its child safety and wellbeing practices.
	Standard 10 – Policies and procedures document how the organisation is safe for children and young people.	The organisation writes down how it keeps children and young people safe and well and makes sure that everyone can see these documents.
Reportable Conduct Scheme	The Reportable Conduct Schedule (The Scheme) aligns closely with The Standards. The Scheme aims to improve how organisations respond to allegations and certain types of misconduct involving children/young people committed by their staff and volunteers. 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 the allegations	

Purpose	Description
	are brought to the attention of the appropriate persons for investigation and response. Under The Scheme, reportable conduct is broader than suspected criminal behaviour, and includes: • Sexual offences (against, with or in the presence of, a child); • Sexual misconduct (against, with or in the presence of, a child); • Physical violence (against, with or in the presence of, a child); • Grooming of a child; • Behaviour that causes significant emotional or psychological harm; • Significant neglect; and • Relevant offences such as failing to report child abuse.
Policy Functions	Kentish and Latrobe Councils will ensure the following functions of this policy are resourced and assigned to the relevant offices for implementation: • Establishment of an internal Child Safe Organisation working group to collectively implement the Child Safe Standards across the organisation and continue to monitor where improvements can be made. • Provide the necessary resources to prepare and implement policy and procedural changes required to comply with Child Safe Standards. This work includes: ○ Developing a Child Safe Code of Conduct. ○ Conducting risk assessments for Council services, programs and facilities used by children and young people. ○ Developing allegation and complaints handling procedures. ○ Updating relevant policies and procedures. ○ Updating contractor/supplier/procurement policies and procedures. ○ Documenting reporting and record keeping procedures relating to this policy.

Purpose	Description
	• Providing resources for staff awareness and training in relation to this policy. • Developing a process to deliver child safe messages at Council venues, grounds, facilities, and events. • Connecting and supporting local community groups, organisations, and stakeholders to child safe resources (including culturally safe and inclusive resources).

4 Responsibilities

4.1 Specific Roles and Responsibilities

The following positions have specific responsibilities in relation to this policy, they are:

Role	Responsibility
Elected Members	• Model a culture of child safety and wellbeing. • Understand and comply with their obligations in relation to child safety and wellbeing. • Participate in training/education to identify, prevent, and report child abuse and harm. • Report any concerns about child safety and wellbeing. • Councillors also have a role in helping to promote Kentish and Latrobe Council's as a Child Safe Organisation and to direct community members to appropriate information and resources.
General Manager	• The General Manager is the 'head of the entity' under the *Child and Youth Safe Organisations Act 2023* and has legal obligations (including timeframes) around sharing of reportable conduct information. This includes reporting to the Independent Regulator any allegations of misconduct involving children and young people by Council staff. • Ensure adequate resources and support to enable staff to effectively deliver the Safeguarding of Children and Young People Policy. • Be the first point of contact in relation to the Reportable Conduct Scheme and investigations.

Role	Responsibility
Senior Leadership Team	• Ensure a culture of safeguarding children and young people is embedded amongst their team. • Ensure safeguarding children and young people policies and procedures, and other relevant policies and procedures are implemented within the work areas they are responsible for. • Provide members of their team with induction support, supervision, and access to ongoing professional development around safeguarding children and young people relevant for each team member's role and duties. • Conduct risk assessments, taking reasonable steps to identify any potential risks to the safety and wellbeing of children with the work remit of their team and remove or minimise the risks.
HR Officer	• Ensure all recruitment, selection and appointment processes meet the requirements of the Child and Youth Safe Standards. • Ensure appropriate safety and screening checks are undertaken prior to engagement and maintained in accordance with Council HR policies. • Advise on disciplinary procedures as they relate to child safety and wellbeing.
WHS, Risk & Training Officer	• Ensure the induction of new employees includes the provision of the Safeguarding of Children and Young People Policy and procedures and training to support them to understand their roles and responsibilities relating to child safety. • Oversee the implementation of child safety training for new employees and refresher training for all employees on an ongoing basis and keep records of training completed. • Responsible for providing training, capacity building and awareness-raising initiatives to ensure employees are appropriately equipped to recognise, respond to and report child abuse.
Council Staff	• Understand and comply with their roles and responsibilities in keeping children safe.

Role	Responsibility
	• Report any concerns about the safety and wellbeing of a child or young person. • Obtain and maintain a Working with Vulnerable People Check where required. • Participate in training and education in relation to safeguarding children and young people as required. • Provide environments for children and young people where they feel safe, empowered, and can participate. • Behave safely and appropriately with children and young people.
Contract Managers	• The management of contracts includes, but is not limited to, all agreements, leases, licences, grant recipients, funded partners, and labour hire. Anyone managing these contracts will ensure: ○ All third-party operators are provided with a copy of this policy; and ○ Contracts contain the relevant child safe clauses, including the requirement for a Working with Vulnerable People Check where relevant; and compliance with The Standards.

4.2 External Parties

Although Kentish and Latrobe Councils are not legally responsible for providing oversight of compliance with child safe practices outside of the organisation, it will take any reasonable steps to engage with persons who utilise Council facilities to operate in alignment with this policy.

Our approach to the Royal Commission Recommendation – 6.12: The Royal Commission into Institutional Responses to Child Sexual Abuse defined a role for Local Government under Recommendation 6.12 which states:

"With support from governments at the national, state and territory levels, local governments should designate child safety officer positions from existing staff profiles to carry out the following instructions:

a) Developing child safe messages in local government venues, grounds and facilities.

b) *Assisting local institutions to access online child safe resources.*

c) *Providing child safety information and support to local institutions on a needs basis.*

d) *Supporting local institutions to work collaboratively with key services to ensure child safe approaches are culturally safe, disability aware and appropriate for children from diverse backgrounds."*

Kentish and Latrobe Councils acknowledge it has a leadership role in the community to support relevant organisations to be child safe and promote child safe practices and will work towards the functions of recommendation 6.12.

5 Definitions

Term	Meaning
Abuse	Abuse is an act, or a failure to act, towards or on behalf of a child that may result in harm. It can occur on one or multiple occasions, Sometimes the impact of multiple events leads to harm that becomes cumulative in nature. Types of abuse include physical, emotional, sexual abuse, and neglect.
Child/Children/ Young Person	Any person under 18 years of age as defined by *Children, Young Persons and their Families Act 1997 (Tas)*.
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: • Creates an environment where children's safety and wellbeing are at the centre of thought, values, and actions. • Places emphasis on genuine engagement with the valuing of children and young people. • Creates conditions that reduce the likelihood of harm to children and young people. • Creates conditions that increase the likelihood of identifying any harm, and

Term	Meaning
	• Responds to any concerns, disclosures, allegations, or suspicions of harm. Note: in the context of local government, this involves 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	10 standards that are specific organisations in Tasmania (including councils) must put into practice in an ongoing and simultaneous manner. These are defined under the legislation and mirror the National Principles for Child Safe Organisations.
Contractor	In the scope of this policy means a person or company used by 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 that incidental to, the services.
Council Facilities	Properties, buildings, and facilities including parks and sporting facilities owned and managed by Council including those used by the public or available for hire.
Council Staff	Includes Kentish and Latrobe Council employees, volunteers, students on placement, contractors, consultants, elected representatives, visitors, and anyone else who undertakes work on behalf of Kentish and Latrobe Councils. This is regardless of their work related to children or young people.
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	An independent oversight body that exists to help organisations understand how to comply with Tasmania's Child and Youth Safe

Term	Meaning
	Framework, provide guidance and advice, and monitor compliance.
Reportable Conduct Scheme	Requires leaders of specific organisations to notify the Independent Regulator when concerns are raised about conduct related to child abuse.
Safeguarding	Taking the actions necessary to ensure children and young people feel safe and are safe. This also means that if children or young people don't feel safe, steps are taken to restore their safety.
Universal Principle for Aboriginal Cultural Safety	This 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.
Wellbeing	Wellbeing of children and young people include the care, development, education, health and safety of children and young people.

6 Associated Documents and References

6.1 Legislation Reference

- *Child and Youth Safe Organisations Act 2023 (Tas)*.

6.2 Strategic Plan Reference

6.2.1 Kentish Council

Program	1	Governance and Organisational Development
Objective	1.1	Advocacy and Leadership
Activity	1.1.15	Advocate the needs of the Kentish youth

6.2.2 Latrobe Council

Program	1	Governance
Objective	1.5	Risk Management – Committed to risk management and building community capacity and resilience
Activity	1.5.4	Integrate risk management principles into all business practices and establish risk-based decision making

6.3 Other Associated Documents

- KL-HRPOL001 - Code of Conduct Policy.
- KL-HRPOL018 – Anti-Discrimination, Bullying and Harassment Policy.
- KL-HRPRO010 – Anti-Discrimination, Bullying and Harassment Procedure.
- KL-HRPOL019 – Recruitment, Selection, and Appointment Policy.
- KL-HRPRO008 – Recruitment, Selection, and Appointment Procedure.
- KL-HRPOL003 – Disciplinary Policy.
- KL-HRPRO020 – Disciplinary Procedure.
- KL-GOVPRO005 – Reportable Conduct Scheme Procedure.

APPROVED BY LATROBE COUNCIL:	13 May 2024	Minute: 12.1
APPROVED BY KENTISH COUNCIL:	21 May 2024	Minute: 12.1
EFFECTIVE DATE:	LATROBE COUNCIL	13 May 2024
EFFECTIVE DATE:	KENTISH COUNCIL	21 May 2024
ADMINISTERED BY:	General Manager	

This policy will be reviewed periodically to ensure its relevance in terms of community needs and expectations and Council goals, targets, budget, and statutory requirements.

15 INFRASTRUCTURE AND ASSETS DEPARTMENT

Nil

16 OPERATIONS DEPARTMENT

Nil

17 INFORMATION

17.1 COUNCIL WORKSHOPS

Author: Chief Executive Officer

Chief Executive Officer's Comments

Council Workshops were held on 28 September and 12 October, 2026. The following subjects were discussed:

- Child Safety and Wellbeing Policy
- Councillor Update on Compliance and Other Associated Matters
- Draft First Quarter Budget Review
- Update on Latrobe and Port Sorell Structure Plans
- Status Briefing on Cradle Coast Regional Land Use Strategy

The above information is listed as required by Clause 10 (3) (c) Local Government (Meeting Procedures) Regulations 2025.

RECOMMENDATION
That information on topics discussed at the 28 September and 12 October, 2026 Council Workshops be received.

17.2 DELEGATES REPORT

Mayor Peter Freshney

DATE	MEETING / EVENT (VENUE)
01/09/2026	Met with CEO (Port Sorell)
01/09/2026	Hawley Beach accesses walk through (Hawley)
01/09/2026	Local Government Elections - Latrobe Council Intending Candidate Information Forum (Latrobe)
02/09/2026	Cradle Coast Authority Representative Meeting (Burnie)
02/09/2026	Mersey Leven Strategic Alliance Meeting (Devonport)
03/09/2026	RHSA Bravery Awards Weekly Catch-up (via phone)
03/09/2026	ABC Radio interview (via phone)
03/09/2026	Urban Provocation Series #6: Loneliness & Social Isolation (Burnie)
04/09/2026	Latrobe High School & Australian Ballet Outreach Performance (Latrobe)

04/09/2026	Met with CEO and constituent (Latrobe)
07/09/2026	Met with CEO and developer (Latrobe)
07/09/2026	CEO, Mayor & Deputy Mayor meeting (Latrobe)
07/09/2026	Special Latrobe Council Meeting (Latrobe)
08/09/2026	ABC Radio interview (via phone)
09/09/2026	Met with Latrobe Police (Latrobe)
09/09/2026	Bravery Award Media Meeting (Latrobe)
09/09/2026	RSL Memorial site meeting (Latrobe)
10/09/2026	Radio interview with 7AD (Devonport)
10/09/2026	Port Sorell Community Information Evening (Port Sorell)
12/09/2026	NWFL Grand Final Day Function (Latrobe)
13/09/2026	Latrobe Bowls Club Season Opening (Latrobe)
14/09/2026	Last street inspection with Councillor Brown (Latrobe)
14/09/2026	CEO, Mayor & Deputy Mayor meeting (Latrobe)
14/09/2026	Latrobe Council Workshop (Latrobe)
16/09/2026	RHSA Bravery Awards Weekly Catch-up (via phone)
16/09/2026	Christmas Parade Meeting (Latrobe)
18/09/2026	Office of the Coordinator-General online briefing (via Teams)
21/09/2026	CEO, Mayor & Deputy Mayor meeting (Latrobe)
23/09/2026	Interview with Darren Kerwin (Devonport)
23/09/2026	Briefing for The Financial Review Interview (Latrobe)
23/09/2026	RHSA Thank you dinner (Devonport)
24/09/2026	The Royal Humane Society of Australasia Bravery Awards (Latrobe)
25/09/2026	The Australian Financial Review interview (Latrobe)
25/09/2026	Interview with Pulse Tasmania (via phone)
26/09/2026	ABC Evening news interview (via Teams)
26/09/2026	7 News interview (Wesley Vale)
28/09/2026	CEO, Mayor & Deputy Mayor meeting (Latrobe)
28/09/2026	Landcare meeting (Latrobe)
28/09/2026	Latrobe Council Meetings and Workshop (Latrobe)
29/09/2026	ABC news interview (Latrobe)
29/09/2026	Kaliba Meet the Candidates Kentish Session (Kentish)
29/09/2026	Municipal Alliance Committee Meeting (Kentish)
30/09/2026	Met TasWater Board (Devonport)
30/09/2026	Latrobe Sport and Recreation Management Committee meeting (Latrobe)

Deputy Mayor Vonette Mead

DATE	MEETING / EVENT (VENUE)
01/09/2026	Hawley Beach accesses walk through (Hawley)
01/09/2026	Local Government Elections - Latrobe Council Intending Candidate Information Forum (Latrobe)
02/09/2026	Mersey Leven Strategic Alliance (Devonport)
07/09/2026	CEO, Mayor & Deputy Mayor meeting (Latrobe)
07/09/2026	Special Latrobe Council Meeting (Latrobe)
10/09/2026	MLEMC Meeting (Devonport)

10/09/2026	Port Sorell Community Information Evening (Port Sorell)
21/09/2026	CEO, Mayor & Deputy Mayor meeting (Latrobe)
21/09/2026	Kentish and Latrobe Joint Audit Panel (Latrobe)
21/09/2026	Latrobe Council Audit Panel Meeting (Latrobe)
24/09/2026	The Royal Humane Society of Australasia - Bravery Awards (Latrobe)
25/09/2026	HPAI Briefing | NRE Tas & Local Council Mayors (via Teams)
28/09/2026	CEO, Mayor & Deputy Mayor meeting (Latrobe)
29/09/2026	Kaliba Meet the Candidates Kentish Session (Kentish)
29/09/2026	Municipal Alliance Committee Meeting (Kentish)
29/09/2026	Dulverton meeting (via Teams)

Councillors/Other Delegates Reports

Councillors are asked to acknowledge meetings they have attended as a Council delegate or appointee since the previous Council meeting.

Councillors should provide a brief written delegates report (preferable) to be circulated to all Councillors prior to the meeting, or give a verbal update to the meeting. This feedback and communication is essential to ensure Council remains aware of various developments taking place with these bodies and committees.

RECOMMENDATION
That the Delegates Reports be received and noted.

17.3 COUNCIL DECISION STATUS REPORT - SEPTEMBER 2026

RECOMMENDATION

That the September 2026 status report of Open Council Meeting decisions be received.

ATTACHMENTS

1. Council Decision Status Report - September 2026 Open Council [**17.3.1** - 21 pages]

Action Register

Ordinary Meeting of the Latrobe Council - 15 January 2024	**5.1 - Notice of Motion - Rick Rockliff Memorial**	**Michelle Dutton**	**Awaiting external response**
That Council commit to consult and collaborate with the family of the late former Deputy Mayor and long serving Councillor, Rick Rockliff, to determine the location and suitability of a memorial to acknowledge and commemorate Rick's contribution and commitment to the Latrobe community including agriculture, the arts, sport and recreation and local government.	**07/03/2024 Michelle Dutton** Not yet started due to an State Election being held and the Rockliff family's involvement in that process. To be a priority following the declaration of the election. **29/04/2024 Michelle Dutton** Attempting to tee up an appointment with Geraldine Rockliff and family to discuss this matter. Mrs Rockliff is currently away and will be in contact on her return. Discussed a 2024-25 budget allocation for pre-emptive action with the General Manager. He believes that the proposal could potentially be sponsored by external organisations. This leaves the lease of the land from Crown as an ongoing cost to Council if that option is endorsed. **10/07/2024 Michelle Dutton** TLCED met with Mrs Rockliff on 16-5-24. She wants something very simple and suggested a picnic table and chairs with perhaps some interpretation about the Big Spud but not focussed so much on Rick, just in passing. We talked about the "look" of said tables and chairs and how they could possibly be fibreglassed as chats. Mrs Rockliff is going to consult with her family. Awaiting her advice. **18/09/2024 Cameron Parsons** TLCED continues to liaise with the Rockliffs, it is noted the family are still considering this. **20/01/2025 Michelle Dutton** Further follow up with Mrs Rockliff on 20 January 2025. **03/03/2025 Michelle Dutton**		

Ordinary Meeting of the Latrobe Council - 15 January 2024	**5.1 - Notice of Motion - Rick Rockliff Memorial**	**Michelle Dutton**	**Awaiting external response**
	Met with Geraldine Rockliff and Bridget on site. Sought creative input from Marianne Hawke on 28 Jan 2025. Marianne advised on 3 February that she felt overwhelmed by such a project and declined to provide input. Followed up with former employee/creative Jennifer Archer who advised that she has now retired and recommended Todd Rogers Signs. Awaiting advice from Todd Rogers Signs as to interest in the project aligned to the desire of the Rockliff family. A capital budget allocation for 2025-26 has been requested for this project as there are no funds in the current year to progress. **02/05/2025 Michelle Dutton** Initial costings have been sourced, which are above the proposed budget for FY2025/26. The scope and budget will be revisited for endorsement of the project for implementation in FY2025/26. **05/12/2025 Michelle Dutton** 2026-27 Budget pending **17/07/2026 Michelle Dutton** State Growth have provided advice. Awaiting confirmation from Geraldine Rockliff as to design. **13/10/2026 Michelle Dutton** Mrs Rockliff is in favour of the proposed design. Engineering drawings to be progressed.		

Ordinary Meeting of the Latrobe Council - 12 February 2024	**17.4 - Bells Parade Precinct Committee Meeting - Held 5 February 2024**	**Michelle Dutton**	**In progress**

That the unconfirmed minutes of the Bells Parade Precinct Committee meeting held on 5 February 2024, be received, and the following recommendations be endorsed:

Interpretation Signs

1. The wording on the Bells Parade signage be accepted;
2. The pedestal design footing be endorsed;
3. The additional cost of two signs at both ends of the installation be accepted;
4. Mrs Wylie be recognised for her research and effort on this project;

Sherwood Hall and Dolly Dalrymple

5. Council consider a budget allocation towards the start for reinvigoration of Sherwood Hall interpretation;

Henley on Mersey

6. A conduit under the footpath at Bells Parade be installed in conjunction with the current footpath works;
7. A budget allocation be considered to install power in the northeastern end of Bells Parade;

Bells Parade Precinct Committee – Terms of Reference

8. The Bells Parade Precinct Committee Terms of Reference be amended to:
   a. Membership of two (2) elected Councillors, and one (1) proxy;
   b. Membership as Council's General Manager or their nominated proxy; and
   Ordinary meetings of the Latrobe Economic Development Special Advisory Committee are to take place as and when required to transact ordinary business and any other business on the agenda.

AMENDMENT

Cr Vonette Mead moved and Cr Garry Sims seconded an amendment to the original motion to include recommendation 9. as follows:

01/03/2024 Amanda Knott

Due to an administrative error item 8.b should read Bells Parade Precinct Committee.

The minutes have been updated to reflect the amendment.

07/03/2024 Sarah Cairns

Items progressing.

09/04/2024 Michelle Dutton

SHERWOOD HALL
9-4-24 Still awaiting the receipt of the proposal from descendants of Thomas Johnson and Dolly Dalrymple-Briggs. Has been delayed due to their illness but they expect to provide within the next few weeks.

09/04/2024 Michelle Dutton

INTERPRETIVE SIGNAGE
20-2-24 Requested installation costing from Barry Pickett/Michael Mouat be provided to Joan Wylie in order to progress this project.

7-3-24 Further enquiry to BP as to whether the installation pricing had been provided to Joan Wylie.

9-4-24 Enquired of Joan Wylie whether she had received information from BP re installation costs.

11-4-24 JW advises costing from BP higher than quoted from Intercity Signs. JW pursuing manufacturing and installation with Intercity Signs as per the direction of the committee.

17/04/2024 Michelle Dutton

Ordinary Meeting of the Latrobe Council - 12 February 2024	**17.4 - Bells Parade Precinct Committee Meeting - Held 5 February 2024**	**Michelle Dutton**	**In progress**
9. Undertake an inspection of the Axeman's Hall of Fame facility, if it's within budget, to ensure that there isn't any weaknesses to the building that will cause water egress and if it's the gutters, to ensure there is an annual maintenance schedule in place.	SHERWOOD HALL Proposal from Barbara Rees, Faye Forbes and Terrill Riley-Gibson received 14 April and listed for consideration at the next Bells Parade Precinct Committee meeting. **10/07/2024 Michelle Dutton** Proposal from descendants not fully agreed to by the Committee but a working group proposed (refer to 6 May 2024 Committee Minutes). Referred to Greg Fenwick to progress. **18/09/2024 Cameron Parsons** Awaiting agreement from the Bells Parade Precinct Committee (sub-committee) to proceed further. **15/01/2025 Michelle Dutton** Bells Parade interpretative signage project completed. The Sherwood Hall proposed interpretative project will form part of the working group's consideration. Referred to Economic Development Officer, Greg Fenwick. **13/05/2025 Michelle Dutton** 13-5-25 Greg Fenwick has called for nominations to the Sherwood Hall Working Group. These close on 2 June. They will then meet to discuss a way forward through their four goals and to provide a recommendation to the Bells Parade Committee. This will take a few months. As the Bells Parade Development Plan was revised and adopted recently, it is not proposed to have a meeting of the committee until late 2025. **22/07/2025 Michelle Dutton**		

Ordinary Meeting of the Latrobe Council - 12 February 2024	**17.4 - Bells Parade Precinct Committee Meeting - Held 5 February 2024**	**Michelle Dutton**	**In progress**
	Budget allocated for Sherwood Hall in 25/26 Budget. Sherwood Hall Working Group created and progressing the actioning of the four matters. **05/12/2025 Jonathan Magor** Buildings and Facilities Project Officer inspected the facility late in 2024 and provided a report with the following summary: *The buildings are in good condition both building fabric and structurally for their ages retrospectively the external paths are in adequate condition and garden beds and areas appear to be well maintained.* *There was no sign of any recent water penetration egress internally to the internal roof and wall linings in the Hall of Fame Building except a minor damp spot identified in the restaurant extension due to flashing sealant photos attached.* The observations have been identified for reinspection during early 2026 and will be further actioned accordingly. **16/07/2026 Bennett Nathan** Bennett Nathan Inspected June 26. Could see no visible signs of roof damage. No reports of water leaks from tenants during recent storm events. Will inspect again in three months or if any further reports come in. **13/10/2026 Michelle Dutton** Sherwood Hall Working Group have met and a proposal is being developed. When complete, it will be forwarded to the Bells Parade Precinct Committee for consideration. This is expected prior to the end of this calendar year.		

Ordinary Meeting of the Latrobe Council - 28 October 2024	**17.1 - Latrobe Tree Planting Committee Meeting - 15 October 2024**	**Jan Febey**	**Not yet started**
That the unconfirmed minutes of the Latrobe Tree Planting Committee meeting held on 15 October 2024, be received, and the following recommendations endorsed:	**07/01/2025 Jan Febey** No progress at this stage.		

Ordinary Meeting of the Latrobe Council - 28 October 2024	**17.1 - Latrobe Tree Planting Committee Meeting - 15 October 2024**	**Jan Febey**	**Not yet started**
Significant Tree Register Council investigates further the protection of significant trees in the municipality under the planning scheme and advise the Committee of process and potential costs.	**14/05/2025 Jan Febey** Not yet progressed due to limited planning resource **02/10/2025 Jan Febey** To be considered following completion of current strategic planning work. **20/04/2026 Jan Febey** To be further considered when structure plans for Latrobe and Port Sorell are finalised. **16/10/2026 Jan Febey** Structure plans not yet completed.		

Ordinary Meeting of the Latrobe Council - 27 April 2026	**18.2 - Kentish and Latrobe Joint Audit Panel Meeting Minutes - Held 16 March 2026**	**Jeff Morgan**	**In progress**
That the unconfirmed minutes of the Kentish and Latrobe Joint Audit Panel meeting held on 16 March 2026, be received, and the following recommendation be endorsed: That Council endorse additional resources in the records division with a plan to be worked upon for a short-term position.	**13/05/2026 Paul West** The additional resource has been included in the 2026/27 budgets. A review of resourcing will be undertaken to consider how best to provide the necessary assistance. **17/07/2026 Jeff Morgan** Allocated budget being confirmed by Team Leader Finance. Manager Information and Technology has now commenced and is reviewing resourcing within the records division. **11/09/2026 Jeff Morgan**		

Ordinary Meeting of the Latrobe Council - 27 April 2026	**18.2 - Kentish and Latrobe Joint Audit Panel Meeting Minutes - Held 16 March 2026**	**Jeff Morgan**	**In progress**
	Recruitment for fixed term position has commenced. **13/10/2026 Jeff Morgan** Recruitment progressing - interviews scheduled 16 October.		

Ordinary Meeting of the Latrobe Council - 25 May 2026	**14.2 - Schedule of Fees and Charges for 2026/27**	**Michelle Dutton**	**In progress**
That the report by the Team Leader Finance concerning Schedule of Fees and Charges for 2026/27, be received and that Council: 1. Adopts the proposed Schedule of Fees and Charges with effect from 1 July 2026; 2. Request that a review of the Hydrotherapy Pool fees be completed to identify possible strategies for reducing the operating deficit at the facility during the first 6 months of the financial year.	**16/07/2026 Michelle Dutton** A report to Council on the Hydrotherapy fees and charges was considered by Council at its 24 November 2025 meeting and endorsed for implementation on 1 January. The report included a comparison with other operators including Devonport (who is Latrobe's direct competitor), Ulverstone and Launceston. Based on user data, the fees were increased for exclusive hire/sole usage fee from $60 (which had remained unchanged for four years) to $80 for 1-6 users + $10 for every patron after six users. No increase was endorsed for individual regular users as the existing fee was still a competitive rate, given that it was on the high end of the price scale to begin with, and is now classed as comparative. This recommendation seeks a review within the first six months of this financial year. In light of the recent fee increases, this review will take place nearer the end of this calendar year to better quantify the impact of the last increase.		

Ordinary Meeting of the Latrobe Council - 22 June 2026	**11.1 - Planning Scheme Amendment - 3232 Railton Road (Calthorpe Stud, Hamilton Street), Latrobe**	**Jan Febey**	**In progress**
That the report by the Statutory Planning Officer concerning Planning Scheme Amendment - 3232 Railton Road (Calthorpe Stud, Hamilton Street), Latrobe, be received and: 1. Agree to the amendment and prepare the draft amendment to the Latrobe Local Provisions Schedule, pursuant to Section 38(2) of the *Land Use Planning & Approvals Act 1993;* and 2. Certify that the modified draft amendment meets the LPS criteria, pursuant to Section 40F of the *Land Use Planning and Approvals Act 1993;* and	**29/06/2026 Jan Febey** Placed on advertising until 29 July 2026. Any representations received will be considered by Council prior to forwarding to Tasmanian Planning Commission for decision. **16/09/2026 Jan Febey** Planning Commission hearing scheduled for 7 October 2026		

Ordinary Meeting of the Latrobe Council - 22 June 2026	**11.1 - Planning Scheme Amendment - 3232 Railton Road (Calthorpe Stud, Hamilton Street), Latrobe**	**Jan Febey**	**In progress**
3. Place draft amendment L-PS001/2026 (02/2026) on public exhibition for a period of 28 days, pursuant to sections 40G and 40Z of the *Land Use Planning & Approvals Act 1993*.	**13/10/2026 Jan Febey** Hearing conducted in Devonport on 7 October. Awaiting decision.		

Ordinary Meeting of the Latrobe Council - 22 June 2026	**13.1 - Port Sorell Surf Club - Request For Funding**	**Jan Febey**	**In progress**
That the report by the Acting General Manager concerning Port Sorell Surf Club - Request For Funding, be received and that Council: 1. By absolute majority i. Notify Council's intention to lease public land in accordance with s.178 of the *Local Government Act 1993* ii. Providing there are no objections to the proposed disposal of the public land, move to prepare a new lease agreement between the Council and the Port Sorell Surf Club based on the following: a. lease term being 30 – 40 years b. removing existing restrictions from the lease in relation to Council oversight of uses within the leased area. 2. In relation to proposed changes to the existing premises allowing the kiosk area to be developed and sub-leased, the Port Sorell Surf Club be advised that Council under the current lease has no objection to this proceeding providing appropriate statutory approvals are in place. 3. In relation to the hosting of food vans within the leased area, the Council confirms that its Mobile Food Vending Policy will not apply providing the food vans are situated wholly within the designated leased area.	**16/07/2026 Jan Febey** Advertising commenced. Period for submissions expires 18 July 2026. **16/09/2026 Jan Febey** No submission received. Draft lease being prepared **13/10/2026 Jan Febey** Awaiting lease for signature by both parties.		

Ordinary Meeting of the Latrobe Council - 22 June 2026	**14.2 - Henley-on-Mersey - Additional Multi-Year Funding Request**	**Michelle Dutton**	**Completed**
That the report by the Team Leader Community & Economic Development concerning Henley-on-Mersey - Additional Multi-Year Funding Request, be received and:	**16/07/2026 Michelle Dutton** Henley on Mersey Committee Chairman advised of the support from Council, and appreciative.		

Ordinary Meeting of the Latrobe Council - 22 June 2026	14.2 - Henley-on-Mersey - Additional Multi-Year Funding Request	Michelle Dutton	Completed
1. Council approve a further three-year funding agreement with the Henley-on-Mersey Committee comprising: a. Base funding of $10,000 per annum for the 2027, 2028 and 2029 Henley-on-Mersey events; and b. Additional funding on a dollar-for-dollar matching basis for external sponsorship and grant funding secured by the Committee, capped at $5,000 per annum; subject to: i. the Committee providing satisfactory evidence of external sponsorship or grant income; ii. complying with all reporting and accountability requirements included in the funding agreement; and iii. an annual acquittal report to the satisfaction of the Chief Executive Officer. 2. The Chief Executive Officer be authorised to sign the funding agreement on behalf of Council. 3. The 2026-27 budget be amended to reflect the additional allocation of dollar-for- dollar funding up to $5,000 as part of the first quarter budget review.	New MOU to be developed and executed.		

Ordinary Meeting of the Latrobe Council - 22 June 2026	18.2 - Community Grants 2026-27 - Round 1 - Minutes	Caroline Cooper	Awaiting external response
That the minutes of the Latrobe Community Grants Committee dated 25 May 2026 relating to applications for Emerging Needs and Arts and Culture and Festivals Sponsorship be received, and that Council approve the following grants, amounting to $3,521 (ex GST), from Latrobe Council's Community Grants 2026-27 budget: Geneva Fireworks Night — To purchase 4 x roadside signs for fireworks (800x1220mm digital print on coreflute) with balance towards the hire of a light — $1,500	**02/07/2026 Caroline Cooper** 29/06/2026: Offer of Grant agreements have been issued to the Latrobe Croquet Club and Geneva College. A quotation has been requested for stage headset microphone/s to enable an Offer of Grant to be issued for the Latrobe Arts Festival. **13/10/2026 Caroline Cooper** Awaiting information from applicants.		

Ordinary Meeting of the Latrobe Council - 22 June 2026	**18.2 - Community Grants 2026-27 - Round 1 - Minutes**		**Caroline Cooper**	**Awaiting external response**
	tower for the 2027 Fireworks and Bonfire Night event			
Latrobe Croquet Club	Towards the purchase eight electronic timing clocks and four championship croquet centre pegs	$521		
Rotary Club of Latrobe /Latrobe High School	Towards the purchase of stage headsets to be used with the staging of the Latrobe Festival of Arts	$1,500		

Ordinary Meeting of the Latrobe Council - 27 July 2026	**18.1 - Latrobe Council Audit Panel Meeting - Held 15 June 2026**	**Andrew Cock**	**In progress**
That the unconfirmed minutes of the Latrobe Council Audit Panel meeting held on 15 June 2026, be received and that Council provides the community with an explanation regarding the role and function of the Audit Panel through the Council's Coast and Country newsletter and Council's website.	**14/08/2026 Andrew Cock** Article has been drafted ready for review.		

Ordinary Meeting of the Latrobe Council - 24 August 2026	**15.1 - The Blue Tree Project**	**Taylah Richardson**	**In progress**
That the report by the Buildings & Facilities Project Officer concerning The Blue Tree Project, be received and Council request a further report on options for the Blue Tree Project.	**14/10/2026 Taylah Richardson** Council's Buildings and Facilities Project Officer is collaborating further with Community Groups to create a clearer proposal for Council's consideration in a November Workshop.		

Ordinary Meeting of the Latrobe Council - 28 September 2026	**11.1 - L-DA195/2025 Proposed Dwelling & Outbuilding - 158 Native Plains Rd, Sassafras**	**Jan Febey**	**Completed**
That the report by the Statutory Planning Officer concerning L-DA195/2025 Proposed Dwelling & Outbuilding - 158 Native Plains Rd, Sassafras, be received and that application for the proposed dwelling and outbuilding be approved subject to the following conditions: **1. ENDORSED PLANS**	**08/10/2026 Jan Febey** Permit issued and representors notified.		

Ordinary Meeting of the Latrobe Council - 28 September 2026	**11.1 - L-DA195/2025 Proposed Dwelling & Outbuilding - 158 Native Plains Rd, Sassafras**	**Jan Febey**	**Completed**

Consent is for the proposed single dwelling and outbuilding substantially in accordance with the endorsed plans unless modified by a condition of this permit:

a. Proposal Plans, prepared by Tas Laughlin, “Farm Mangers Residence and Shed”, Drawing No: CHADWICKS 03, 04, 06, Dated 06/03/2026
b. Proposed Site Plan, prepared by Woolcott Surveyors, “Site Plan”, Job No L260102, Sheet 1 and 2, dated 25/03/26
c. Agricultural Assessment prepared by MZ Advisory, “Agricultural Report: Lot 1 Brookland Avenue, Acacia Hills”, Project No. 2305, rev 1.0, Dated 18/3/2024.

2. APPROVED USE

Consent is for the proposed dwelling integral and subservient to an agricultural use, as defined in the Tasmanian Planning Scheme – Latrobe LPS, for keeping and breeding livestock and cropping, on land contained in Certificate of Title 131348/1 off Native Plains Road, Sassafras substantially in accordance with endorsed proposal detail.

3. VEGETATION SCREENING

Prior to the issuing of the Building Permit under the *Building Act 2016* for the dwelling, a vegetation screen/shelterbelt is to be established and maintained as part of the development along the northwest boundary and northern adjacent to the proposed dwelling for a length of 50 metres respectively. It must be a minimum of three metres wide and comprise a mix of trees and shrubs.

4. OUTBUILDING

Ordinary Meeting of the Latrobe Council - 28 September 2026	**11.1 - L-DA195/2025 Proposed Dwelling & Outbuilding - 158 Native Plains Rd, Sassafras**	**Jan Febey**	**Completed**
The use of the outbuilding is not permitted for human habitation and is limited to storage and agricultural and/or residential activities only. **5. WASTEWATER** An environmental consultant's report and design for on-site wastewater disposal, in accordance with the Plumbing Regulations 2016 and AS1547, is required with the Plumbing Application. Ensure the proposed works do not adversely impact potential for future on-site wastewater disposal system. **6. RECHARGEABLE DRINKING WATER** A rechargeable drinking water system with a storage capacity of not less than 10,000 litres to be provided for domestic use. **7. CLADDING REFLECTANCE** The external finish of the dwelling and shed cladding are to be clad in a material with a light reflectance value of less than 40%. **8. VEHICULAR ACCESS** The existing vehicular access for this rural property is approved and is to be used for vehicular access to the existing dwelling. The proposed vehicular access for the farm mangers residence/ Irrigation Scheme has not been approved and will require separate approval and permit. **9. WORKS IN ROAD RESERVE** An Application for a Road Works Permit is required for approval from the Council's Director Infrastructure & Assets to assess, approve, and issue a permit for any construction proposed within the road reserve, including alternate vehicular access. **10. STORMWATER**			

Ordinary Meeting of the Latrobe Council - 28 September 2026	**11.1 - L-DA195/2025 Proposed Dwelling & Outbuilding - 158 Native Plains Rd, Sassafras**	**Jan Febey**	**Completed**

No public stormwater system is available. A large rural property with waterways and dam which can easily manage concentrated stormwater with a private stormwater system which is installed in accordance with AS3500.3 and the NCC-2019 Vol 3 for the dwelling. The proposed residence should manage concentrated stormwater so as not to create a nuisance.

Notes:

- This permit is issued under Section 57 of the *Land Use Planning Approvals Act 1993* as the proposal has discretionary status under the Tasmanian Planning Scheme - Latrobe.
- **Relevant approvals must be sought under the *Building Act 2016* for all building and plumbing works.**
- Forico Pty Limited has advised that the adjoining land to the west of their property is managed by them and supports pine plantations used for the purpose of fibre production on a sustainable basis. It is our intention to progressively thin and eventually harvest these plantations on a 10-25 year rotation and replant the trees again. The operations include but may not be limited to the following:
  - Felling, processing and forwarding of logs using mechanical equipment and chainsaws;
  - Road construction using bulldozers and excavators;
  - Transport of processed logs using log trucks;
  - Burning of logging slash;
  - Site preparation using excavator type equipment;
  - Weed control (aerial and ground application);
  - Tree planting;
  - Fertilizer application;
  - Pest control;
  - Tree pruning; and
  - Tree measuring.

Ordinary Meeting of the Latrobe Council - 28 September 2026	**11.2 - L-DA205/2025 Proposed Subdivision (1 lot) - 4 Sunrise Court, Shearwater**	**Jan Febey**	**Completed**

That the report by the Statutory Planning Officer concerning L-DA205/2025 Proposed Subdivision (1 lot) - 4 Sunrise Court, Shearwater, be received and:

1. **ENDORSED PLANS**
   Consent is for the proposed subdivision substantially in accordance with the endorsed plan of subdivision prepared by PDA Surveyors Engineers and Planners, job number 55287-DA-01, revision B, dated 6 July 2026.
2. **WORK IN ROAD RESERVE**
   An application for a road works permit is required from Council's Infrastructure & Assets Department to assess, approve and issue a permit for any activity within the road reserve to install stormwater, construct vehicular access and any other services required, (except for reshaping and grassing nature strips).
3. **CONSTRUCTION OF WORKS**
   The developer is to construct works in accordance with detailed construction plans of all proposed works prepared by suitably qualified persons and complying with current Council standards and approved by the Director Infrastructure & Assets.

   Such plans and specifications are to include the necessary dimensions for driveways, calculations for flow rates in drains, the pipe sizes for drains, and the materials used in construction.

   The works are to include:

   a. **Stormwater**
      All necessary stormwater drains and pits to:

      i. Provide a DN100 connection to the lowest point on each lot to adequately service the building envelope.

   b. **Constructed Driveways**
      All lots are to be provided with a shared constructed concrete driveway from the edge of the road pavement

08/10/2026 Jan Febey

Permit issued and representor notified.

to the property boundary full property frontage. Construction is to be in accordance with TSD R09.v1. **4. STORMWATER PEAK FLOW – EXISTING DEVELOPMENT** Stormwater detention is to be provided to limit the peak rate of piped stormwater discharge and overland flows from the property to that generated by each new title area developed to a level of 30% impervious or by the site at its current level of development for the existing title area, whichever is greater. The detention storage system for the existing impervious area for Lot 1 is to be assessed and designed by a professional engineer with experience in hydraulic design, for storm events in the range of 20% AEP to 5% AEP if the overland flow path is towards the street. If the overland flow path is to an adjoining property, the system is to be designed to cater for 20% AEP to 1% AEP storm events. A plumbing permit is required for stormwater detention design and installation. The design plans are to include surface levels, pipe invert levels, orifice location, pit or tank cross section showing orifice, storage area, overland flow path and separate calculations are to be submitted with the plumbing application to the Director Infrastructure & Assets for approval. On completion an "as constructed" plan complete with levels, is to be submitted with a certification or Form 55 referencing the as-constructed plan that the storage has been constructed in accordance with the approved design. **5. CONNECTIONS TO COUNCIL MAINS** Any new connection to Council's stormwater system is to be undertaken by Council approved plumbers or civil contractors at the developer's cost approval by the application and issuing of a stormwater connection authorisation by Infrastructure & Assets department. New connections to the town sewer or water system are to be supplied by *TasWater.*	

Ordinary Meeting of the Latrobe Council - 28 September 2026	**11.2 - L-DA205/2025 Proposed Subdivision (1 lot) - 4 Sunrise Court, Shearwater**	**Jan Febey**	**Completed**
6. SECTION 71 - AGREEMENT The developer is to enter into a Part 5 Agreement, under Section 71 of the Land Use Planning and Approvals Act 1993, with Council that provides for: a. The property owners (current and future) being made aware that residential development on the proposed lot 1 and lot 2 requires that a private on-site stormwater detention system is to be provided for each lot as part of the development: and b. Stormwater detention will be required to limit the peak rate of piped stormwater discharge and overland flows from the property in its developed state to that generated by the complete title developed to a level of 30% impervious. Such a system shall be designed by a professional engineer with experience in hydraulic design. Such agreement shall be placed on the Certificate of Title in accordance with Section 78 of the *Land Use Planning and Approvals Act 1993*. All costs associated with the preparation and registration of the agreement must be met by the applicant and must be lodged with council prior to sealing of final plans. **7. ELECTRICTY INFRASTRUCTURE** The developer is to provide written confirmation from TasNetworks that: **a.** The existing infrastructure is adequate to facilitate a future basic connection to the proposed lot/s; or **b.** Electricity infrastructure has been constructed and installed in accordance with TasNetworks' requirements to facilitate future connections to the proposed lot/s; or **c.** The developer has paid TasNetworks to provide the required electricity infrastructure when future connections are sought. **8. TELECOMMUNICATIONS INFRASTRUCTURE** The developer is to provide written confirmation that either:			

Ordinary Meeting of the Latrobe Council - 28 September 2026	**11.2 - L-DA205/2025 Proposed Subdivision (1 lot) - 4 Sunrise Court, Shearwater**	**Jan Febey**	**Completed**

a. Telecommunications network infrastructure has been constructed and installed in accordance the NBN Co or the relevant Statutory Infrastructure Provider's requirements in compliance with the *Telecommunications Act 1997*; or

b. The developer is exempt from requiring pit and pipe infrastructure pursuant to Part 20A of the *Telecommunications Act 1997.*

9. COMPLETION OF WORKS

All works are to be carried out to Council standards and to the satisfaction of the Director Infrastructure & Assets under the direct supervision of a civil engineer engaged by the applicant and approved by Council. Certification that all works have been carried out in accordance with the approved engineering design plans and to Council standards will be required.

10. CONSTRUCTION PLANS

An "As Constructed" plan shall be provided in accordance with Councils requirements and shall be lodged with Council prior to sealing the final plan.

Council Requirements: As-constructed detail plan for subdivision of an existing urban lot is to include the vehicular crossings, stormwater infrastructure with surface level, inverts levels for inlet and outlet, pipe type and length, offsets for lot connection points with invert depth.

All other services (sewer, water, electrical, Telstra) lot connections.

The plan is to be provided in dxf or dwg format with a jpg or pdf copy or other formats by agreement from the Director Infrastructure and Assets.

11. EASEMENTS

Easements are required over all services located in private property. For the stormwater drainage easements, a 1.0m offset the outside edge of the public stormwater system is

Ordinary Meeting of the Latrobe Council - 28 September 2026	**11.2 - L-DA205/2025 Proposed Subdivision (1 lot) - 4 Sunrise Court, Shearwater**	**Jan Febey**	**Completed**
required (offset the outside edge of the trench wall is preferred). **12. TASWATER** The developer shall comply with the conditions, which TasWater has required the planning authority to include in the permit in accordance with Section 56P(1) of the Water and Sewerage Industry Act 2008. These conditions are specified in TasWater's submission to Council, Reference, TWDA 2026/00045-LC, a copy of which is attached and endorsed to be a document forming part of this permit. **13. FINAL PLAN OF SURVEY** The final plan of survey, including easements for all stormwater drainage maintainable by Council, will not be sealed until all conditions have been complied with. Notes: • This permit is issued under Section 57 of the *Land Use Planning and Approvals Act 1993*, as the permit application has discretionary status under the Tasmanian Planning Scheme – Latrobe.			

Ordinary Meeting of the Latrobe Council - 28 September 2026	**13.1 - Latrobe Council Submission to Tasmanian Government Inquiry into AI Data Centres in Tasmania**	**Jan Febey**	**In progress**
That the report by the Director - Development and Regulatory Services concerning Latrobe Council Submission to Tasmanian Government Inquiry into AI Data Centres in Tasmania, be received and: Council formally endorse the Council submission and the actions taken by officers in lodging it to the House of Assembly Government Administration Committee A – Inquiry in AI Data Centres in Tasmania by the due date.	**08/10/2026 Jan Febey** Invitation received to appear before Inquiry Panel. **16/10/2026 Jan Febey** Hearing scheduled for 11 November in Devonport.		

Ordinary Meeting of the Latrobe Council - 28 September 2026	**14.2 - Economic Development Strategy 2026-2030**	**Jan Febey**	**Completed**
That the report by the Economic Development Officer concerning Economic Development Strategy 2026-2030, be received and Council: Adopt the Final Latrobe Economic Development Strategy 2026-2030.	**08/10/2026 Jan Febey** Strategy placed on Council's website. To be progressed by Economic Development Officer and Council Economic Development Committee.		

Ordinary Meeting of the Latrobe Council - 28 September 2026	**14.3 - Sub-Regional Tourism Strategy Funding**	**Jan Febey**	**Completed**
That the report by the Team Leader Community & Economic Development concerning Sub-Regional Tourism Strategy Funding, be received and Council: 1. Approve the release of up to $23,397 from strategic initiatives identified in the 2026-27 Budget, to fund Latrobe Council's contribution to the development of the Sub-Regional Mersey Leven Tourism Strategy, as identified in Action 2.3 of Council's 2026-27 Annual Plan; and 2. Note that the release of the funds is contingent on Central Coast, Devonport and Kentish Councils confirming their respective contributions, and on appropriate project governance arrangements being established through the Mersey Leven Strategic Alliance.	**08/10/2026 Jan Febey** Noted. Transfer of funds to be included in next budget review.		

Ordinary Meeting of the Latrobe Council - 28 September 2026	**14.4 - RSL Memorial Wall**	**Jan Febey**	**Completed**
That the report by the Community Development Officer concerning RSL Memorial Wall, be received and Council: 1. Endorse the revised location for the proposed Latrobe Veterans Memorial Wall within the Sheean VC Memorial reserve on Gilbert Street, as identified in the attached image and supported by the Latrobe RSL; 2. Note that the previously endorsed location at the River Road end of the Edward 'Teddy' Sheean Memorial Walk is no longer proposed due to its distance from the established commemorative precinct and consideration of the future development and layout of the reserve, including the proposed HMAS Armidale Memorial; and	**12/10/2026 Jan Febey** RSL advised of Council's decision.		

Ordinary Meeting of the Latrobe Council - 28 September 2026	**14.4 - RSL Memorial Wall**	**Jan Febey**	**Completed**
3. Note that endorsement of the revised location will enable the Latrobe RSL to seek further quotations for the proposed works to support its grant application, which closes on 16 October 2026.			

Ordinary Meeting of the Latrobe Council - 28 September 2026	**14.5 - Council Term Plan Budget Allocation**	**Andrew Cock**	**Not yet started**
That the report by the Team Leader Finance concerning Council Term Plan Budget Allocation, be received and that Council approves the re-allocation of $3,000 budgeted for consultancy support for councillor inductions and approves an increase in the budget allocation for consultancy support for preparation of a Council Term Plan from $5,000 to $8,000.			

Ordinary Meeting of the Latrobe Council - 28 September 2026	**15.1 - Latrobe Recreation Precinct Development Plan**	**Jonathan Magor**	**Completed**
That the report by the Buildings & Facilities Project Officer concerning Latrobe Recreation Precinct Development Plan, be received and Council: 1. Endorse and adopt the Latrobe Recreation Precinct Development Plan 2026-2031 (draft) as final version, including the following changes to page 27 to address the risk that has been highlighted regarding the bike track: *Undertake a condition and safety assessment of the existing bicycle racing track, including surface deterioration, joint movement, user safety risks and future maintenance requirements. In consultation with stakeholders and user groups, investigate the long-term future of the facility, including retention, renewal, re-purposing or removal. Should removal be supported, seek external funding opportunities to facilitate removal of the track and associated infrastructure and improve the functionality, safety and accessibility of the Recreation Ground*; and 2. Make the Plan available to the public.	**13/10/2026 Jonathan Magor** Plan updated in line with resolution and published on Councils website 5 October 2026. Desing scoping has commenced on the priority action, being the redevelopment and expansion of the Latrobe District Youth Centre.		

Ordinary Meeting of the Latrobe Council - 28 September 2026	**18.1 - Latrobe Sport and Recreation Management Committee - Held 19 August 2026**	**Bennett Nathan**	**In progress**
That the unconfirmed minutes of the Latrobe Sport and Recreation Management Committee meeting held on 19 August 2026, be received and the following recommendation endorsed: The newly renovated hot dog stand into accessible seating be renamed the “Bill Redpath Pavilion”.	**13/10/2026 Jonathan Magor** Referred to Property Services Team Leader to arrange signage.		

Ordinary Meeting of the Latrobe Council - 28 September 2026	**18.4 - Community Grants 2026/27 - Round 2**	**Caroline Cooper**	**Completed**
That the unconfirmed minutes of the Community Development Grants Committee meeting held on 7 September 2026, be received and that Council approve the following grants, amounting to $4,467.85 (ex GST), from Latrobe Council’s 2026-27 Community Grants Budget:	**09/10/2026 Caroline Cooper** Offer of grant letters have been emailed/mailed 08/10/2026.		

St James Northdown Community Church Inc.	To replace the weatherboards on the western wall of the hall.	$1,500
North-West Remote Control Club Inc.	To construct a roof over an existing storage container.	$1,467.85
Port Sorell Cricket Club	To hire four portable toilets for the 2027 Port Sorell Car and Bike Show.	$1,500

18 COMMITTEES OF COUNCIL

18.1 LATROBE SPORT AND RECREATION MANAGEMENT COMMITTEE MEETING - HELD 30 SEPTEMBER 2026

RECOMMENDATION

That the unconfirmed minutes of the Latrobe Sport and Recreation Management Committee meeting held on 30 September 2026, be received.

ATTACHMENTS

1. Latrobe Sport and Recreation Management Committee Minutes - 30 September 2026 [**18.1.1** - 7 pages]

Latrobe Sport and Recreation Management Committee
Meeting held at 5:30 pm, 30 September 2026
Latrobe Council Chambers
Unconfirmed Minutes

Unconfirmed

1 ATTENDEES

Cr David Fidler (Chair) – Latrobe Council
Cr Graeme Brown – Latrobe Council
Darren Nicolle – Community Representative
Darren Hawkins – Latrobe Football Club
Adam Jeffrey – Latrobe Cricket Club
Carolyn McLennan – Sassafras Cricket Club
David Richards – Latrobe Federal Band
Lyndon Riley – Latrobe Tennis and Pickleball Club
Jim Rudling – Latrobe Croquet Club
Bennett Nathan – Team Leader Property Services
Samantha Richardson – Senior Administration Officer

Guests
Mayor Peter Freshney - Latrobe Council
Jeff Morgan - Chief Executive Offiver
Taylah Richardson - Building and Facilities Project Officer

2 APOLOGIES

Nil

3 DECLARATION OF PECUNIARY INTEREST

Nil

4 DECLARATION OF POTENTIAL OR ACTUAL CONFLICTS OF INTEREST

Nil

5 MINUTES OF PREVIOUS MEETING

The minutes from the meeting held on 19 August 2026 were circulated to the Committee.

It was resolved **that the minutes of the Latrobe Sport and Recreation Management Committee meeting held 19 August 2026, be confirmed as a true record of the business transacted.**

6 ACTION LIST UPDATE

There are currently no outstanding items on the Action List.

7 ONGOING ITEMS

7.1 Latrobe Recreation Precinct Development Plan

Background:

Latrobe Council has reviewed and updated the Latrobe Recreation Precinct Development Plan. This Plan is designed to report, represent and prioritise the needs of the community and local recreation clubs for the area.

The Plan identifies and assesses the key social, economic, and environmental factor that influence the Precinct. It provides a strategic framework to guide future investment and development, with the aim of improving access to sporting facilities, buildings, open spaces, and car parking.

The Development Plan has continued to evolve since the original plan was adopted in 2011. This review provides an opportunity to update Council's strategic direction, ensuring that recommendations for infrastructure, sporting grounds, and community facilities remain relevant, evidence-based and aligned with current priorities and future growth for Latrobe.

The Draft Development Plan incorporates comprehensive research, extensive stakeholder and community consultation, and a strategic assessment of opportunities, requirements and priorities for the facilities and services within the Precinct. It aims to meet the needs of current and future users by improving facility utilisation, accessibility, and safety, while promoting the shared use of infrastructure and spaces.

At the July Council Meeting, the Council endorsed the recommendation that the Draft Latrobe Recreation Precinct Development Plan proceed to community consultation for a minimum period of three weeks. This feedback period closed on 21 August 2026.

Following the review of this feedback, minor amendments were made to the Draft version and proceeded to the September Council Meeting for endorsement of the final Latrobe Recreation Precinct Development Plan.

Update:

Two submissions were received from the community consultation period that ran for 3.5 weeks. Both submissions were supportive and thankful for the execution of a fair and well-rounded Development Plan.

The Final Plan was endorsed and adopted at the recent Council Meeting held on 28 September 2026, including additional wording relating to the bike track.

Unconfirmed

It was resolved **that the information provided be received and noted.**

7.2 Blue Tree Project

Background:

At the 29 April 2026 meeting, the Community Representative advised of a submission proposed to Council to participate in the Blue Tree Project. The proposal identified potential locations for the installation and included suggestions regarding the symbolism and significance of the sculpture. It also highlighted the importance of promoting mental health awareness within the sporting community, while recognising the broader opportunity to raise awareness and encourage conversations about mental health among Latrobe residents and visitors.

The proposal for a Blue Tree sculpture to be established within the Latrobe municipality, and more specifically within the Latrobe Recreation Precinct, has formed part of the community initiative projects identified through the Draft Latrobe Recreation Precinct Development Plan.

The project has received strong community support, particularly from the Rotary Club of Latrobe. Rotary has actively pursued local sponsorships, donations and potential funding opportunities to support the establishment of a Blue Tree sculpture within the precinct.

A concept proposal was presented to Council at a Workshop held on 10 August 2026, where initial support was received for the establishment of this important symbol within the Latrobe community. Further details about the proposal, including the proposed grant funding application, location, size and artistic concept were presented to Council for consideration on 24 August 2026 but no specific decisions were made.

Update:

With the upcoming Council Election period, Council Officers have agreed to defer progressing a potential project until the new Council is in place.

The Blue Tree Project will be initially re-listed for informal discussion at a Council workshop in November to seek clarity on furthering the project.

Mayor Freshney added that the project continues to have the support of the current Council, with Councillors mindful of its original intent and objectives. Discussions have also taken place regarding the project's final location and potential funding arrangements.

It was resolved **that the information presented be received and noted.**

7.3 Latrobe Football Club Report

The 2026 season is now complete, with teams improving their positions from the 2025 season. Most notably is the women’s team making the finals for the first time.

The Grand Final was held at the Latrobe Recreation Ground again this year, with credit to the Recreation Team for their hard work in preparing the ground. It is estimated that 5,000 - 6,000 people attended the Grand Final, with thanks to the volunteers on the day.

150 guests attended the annual awards dinner on September 18.

Mr Hawkins advised they are working on obtaining a grant for removal of the bike track. He also noted that the lease with Council expired some time ago, with the Chief Executive Officer advising that he is aware of this and it has fallen behind due to staff resourcing.

It was resolved **that the information presented be received and noted.**

Unconfirmed

7.4 Latrobe Cricket Club Report

The Annual General Meeting has been conducted, with a new President commencing.

The 2026/27 season will be launched on October 10, with a lot of sponsorship this season. The first home game is scheduled for October 31 for the Senior Men's First Grade competition.

Mr Jeffrey praised the Recreation Team for preparing the ground so quickly after the North West Football League Grand Final.

It was resolved **that the information presented be received and noted.**

7.5 Latrobe Federal Band Report

The Band have been very successful in their recent competitions, winning:

- Australian National Band Championships, Open C Grade Brass Category
- City of Devonport Eisteddfod, Open Brass Band Ensemble
- City of Devonport Eisteddfod, 18 years and under Brass Band Ensemble
- City of Devonport Eisteddfod, 14 years and under Brass Band Ensemble

The Band is now rehearsing for a number of upcoming events, including the Mount Roland Folk Festival and the Latrobe Christmas Parade.

The Annual General Meeting has been held, with a new President appointed.

The Band have also been invited to participate in the National Band Championships, to be held 26 - 29 March 2027 in Canberra. Attendance is still being decided pending costs and members' availability.

It was resolved **that the information presented be received and noted.**

7.6 Sassafras Cricket Club Report

Training is now in full swing for the start of the 2026/27 season, being held on Tuesday and Thursday nights. A trial match has also been arranged with the Latrobe Cricket Club.

The A-grade men's competition is scheduled to commence on October 10, with all other grades commencing October 17. The women's competition is scheduled to commence November 6, with the women's social competition commencing on November 13.

A working bee has been held recently due to vandalism, and discussions have occurred with Council's Project Officer regarding installing an enclosed verandah to assist in minimising vandalism.

The additional toilet block is still being designed, with some delays due to engineering requirements. This is being followed up by Council's Project Officer.

It was resolved **that the information presented be received and noted.**

7.7 Latrobe Tennis and Pickleball Club Report

Attendance is increasing for both tennis and pickleball.

Unconfirmed

The Annual General Meeting was held recently with the newly formed committee is enthusiastic and looking to attract new members.

It was resolved **that the information presented be received and noted.**

7.8 Latrobe Croquet Club Report

The Commonwealth Championships mentioned at the last meeting are being hosted by Latrobe, Devonport and Launceston in 2027, not 2026.

At the 2026 Australian Championships, one Latrobe men's player placed third.

Council was thanked for the upgraded kitchen facilities, noting that the Club ended up with more of an upgrade than they had expected. Council was also thanked for the shelter sheds that were recently installed. A thank you was also placed on social media thanking Council for the work undertaken at the Croquet Club.

Mr Rudling enquired about hiring a portable office for assistance with competition games and the Commonwealth Championships, with Committee Members offering a number of suggestions.

It was resolved **that the information presented be received and noted.**

7.9 Community Representative Report

Mr Nicolle praised the amazing work carried out by the Team in preparing the Recreation Ground for the NWFL Grand Final and the work carried out prior to the commencement of the cricket season. He also advised that there were some comments made about the lack of disability access to the function rooms upstairs but understands that this work is already included in the development plan and is also awaiting funding.

There has also been positive feedback received regarding the dog park, from both local residents and interstate visitors.

Mr Nicolle also thanked Council for endorsing the renaming of the hot dog stand to the *Bill Redpath Pavilion*.

It was resolved **that the information presented be received and noted.**

7.10 Latrobe Bicycle Racing Club (LBRC) Building

Background:

As the LBRC is no longer using their building at the northern end of the Latrobe Recreation Ground (as their club is now defunct), the Latrobe Football Club and Latrobe Cricket Club has repurposed and developed this space into a sponsor's area for game day, giving a match day experience not previously offered.

These works have been approved by Council and would be funded and carried out jointly between the Latrobe Football Club and Latrobe Cricket Club.

The clubs jointly upgraded the building internally, with new carpet and a heat pump being installed, with the external facade being retained for recognition and remembrance of the Latrobe Bicycle Club.

The fit out of the LBRC building is now complete, with a tv, fridge, and pie warmer all being installed and the carpet being replaced. cricket andso photos on the wall representing all three clubs (football, cricket,

Unconfirmed

and bicycle racing) within this new sponsor's area. This ensures that the space can be utilised all year round and continue to pay homage to the LBRC.

Update:

Upgrades are now all complete.

The space was booked for the football Grand Final, with very positive feedback being received.

It was resolved **that the information provided be received and noted.**

8 NEW BUSINESS

- The Latrobe Federal Band have been requested to host the 2027 State Championships in September 2027. Council's Team Leader Property Services suggested the event could be held at the Banksia Centre. Mr Richards advised that there are very strict rules around the Championships, although he is willing to investigate the Banksia Centre as a potential venue.
- Council's Project Officer advised that the Junior Cricket Pitch will be upgraded in early October.
- Mr Nicolle advised that if there are grants available through Cricket Tas or Cricket North West, he would be available to assist, as he is currently on the board of Cricket North West.
- Mr Hawkins noted that it would be some time until the bike track is removed and requested a concrete ramp or block be installed behind the goals to provide safe access in the short term.
- Mr Hawkins also requested that the hedge be removed as a priority, as balls get stuck in it quite regularly, although this work is already in the Recreation Development Plan.
- A question was raised regarding using the Latrobe High School grounds for training. As the lease will be with the Department of Education, Children and Young People, this will take some time to process through Crown. Mr Hawkins advised the football club will commence training in November and would like to utilise this space.
- It was queried where the mats that were previously used by the Softball Club to cover the cricket pitch are currently located, with a suggestion they are potentially located within the container behind the gym. Council's Team Leader Property Services advised that the container should be empty and will arrange for it to be removed.
- The Football Club would like to renovate the old ticket box on Last Street into a storage shed. It was suggested that Mr Hawkins discuss this further with the Council’s Development & Regulatory Services Team.
- Mayor Freshney noted that history has provided great opportunities for funding, including from Cricket Tasmania, Football Tasmania and Cricket Australia. He encouraged all clubs to contact their peak bodies to request any funding opportunities. At the September Council Meeting, Council endorsed their second round of grant funding, with not all funds being allocated.
- Mayor Freshney also thanked everyone for their contributions to sporting clubs throughout the precinct, noting that Cr Brown and Mr Nicolle have been long serving members of this committee. He praised the collaboration that is occurring between all clubs of the precinct and the way they are working together.
- Cr Fidler thanked Committee Members for their hard work and input over the last four years, and thanked Cr Brown for his hard work, time and commitment to sports in Latrobe over his time on Council, noting that this was Cr Brown's last meeting prior to his retirement from Council.

It was resolved **that the information provided be received and noted.**

Unconfirmed

9 NEXT MEETING

The next scheduled meeting is to be advised.

Meeting Close: 6.13pm

Unconfirmed

19 COUNCIL JOINT AUTHORITIES AND OTHER COMMITTEES

19.1 KENTISH AND LATROBE COUNCILS' MUNICIPAL ALLIANCES COMMITTEE MEETING - HELD 29 SEPTEMBER 2026

RECOMMENDATION

That the unconfirmed minutes of the Kentish and Latrobe Councils' Municipal Alliances Committee meeting held on 29 September 2026, be received and the following recommendations endorsed:

Municipal Alliance Terms of Reference and Memorandum of Understanding

1. That it be recommended to Latrobe and Kentish Councils that they endorse an extension of the current *Memorandum of Understanding Embedding Shared Resources Kentish Council and Latrobe Council* through to 30 June 2027 to allow time for the CEO to work with the newly elected Councils in actioning the recommendations previously endorsed relating to an expression of interest (EOI) being sought to engage external assistance in undertaking a review of the Municipal Alliance and resource sharing arrangements between the Councils, including the development of a suitable Terms of Reference for the review which will be used to inform the EOI process.

Field Force 4 (FF4) Implementation of Recommendations

2. That it be recommended to Latrobe and Kentish Councils that they:

   a. proceed with the FieldForce4 Implementation Program Phase 1 only, with each Council providing the appropriate contribution as per *Memorandum of Understanding Embedding Shared Resources Kentish Council and Latrobe Council*, totalling $60,000 excluding GST through the next quarterly budget review; and

   b. endorse future assessment of the appropriateness of Snap Send Solve as a customer service tool for the Councils.

ATTACHMENTS

1. Municipal Alliance Committee Meeting Minutes 29 September 2026 exc. confidential item [**19.1.1** - 14 pages]

MINUTES

A meeting of the Kentish and Latrobe Councils' Municipal Alliances Committee was held in the Kentish Council Meeting Room, Sheffield on Tuesday 29 September 2026 commencing at **6:30pm**.

1. ATTENDANCE

Kentish Council	Mayor Kate Haberle, Deputy Mayor Penny Lane and Cr Don Thwaites
Latrobe Council	Mayor Peter Freshney, Deputy Mayor Vonette Mead and Cr Graeme Brown
Staff	Jeff Morgan, CEO

2. APOLOGIES

Nil

3. ACCEPTANCE OF MEETING MINUTES DATED 30 JUNE 2026

It was resolved **that the minutes from the Kentish and Latrobe Councils' Municipal Alliances Committee held on 30 June 2026, copies of which have been circulated with the Agenda, be received.**

CARRIED UNANIMOUSLY

4. DECLARATIONS OF PECUNIARY AND CONFLICTS OF INTEREST - LOCAL GOVERNMENT ACT 1993 - SECTIONS 48 - 51

Nil

5. MUNICIPAL ALLIANCE TERMS OF REFERENCE AND MEMORANDUM OF UNDERSTANDING

Background

The Memorandum of Understanding (MoU) between the two Councils was amended in May 2024 following a review and suggested changes by Edge Legal. The amended Memorandum was endorsed by both councils at their June 2024 Closed Council Meetings.

At the 30 January 2025 meeting, the following was resolved:

> *The Committee would continue to focus on reviewing opportunities for each council to synergise operations and procurement benefits pending the opportunity to gain funding from the State to formally review the opportunity to merge Councils, and that the General Manager investigate the legislation and regulation changes that would need to be progressed by the State Government to support Councils merging and return findings to the Committee at the next meeting.*

At the meeting held 2 July 2025, it was noted that the current MoU would benefit from a review, however this review does not appear to have progressed.

At the meeting held 18 May 2026, the Committee resolved:

That the Municipal Alliance:

1. *Requests the Acting General Manager to provide a list of options/opportunities for improving the Shared Services arrangements at its next meeting; and*
2. *Request the new CEO, (after a period of settling in and gaining an appreciation of where changes/improvements could be made), workshop with the Municipal Alliance Committee suggestions/ advice on where changes/improvements could be made to the shared services arrangements and how this may impact the formal Terms of Reference going forward.*

The Municipal Alliance's 18 May 2026 minutes noted:

That the Chair of the Audit Panel be invited to the next Alliance Meeting to discuss his views on opportunities to improve how the Municipal Alliance is structured and how to ensure it adds value to the Councils.

The Chair of the Audit Panel was unavailable to attend this meeting; however, he provided a briefing note for distribution.

Identified under the heading Risk Awareness at the previous Municipal Alliance meeting were:

- Information Technology (systems, processes, cyber security, disaster recovery, etc)
- Financial pressures
- Procurement arrangements
- Staffing (including Performance Management & Performance Development Plans) varying workloads and pressures across the organisation
- Asset Management maturity / quality of information/systems
- Sustainability of resource sharing model (impacts on some staff/resources and the complexity of reporting for 2 councils).

At the meeting held 30 June 2026, the following was resolved:

That the Municipal Alliance Committee recommends to the Latrobe and Kentish Councils that to inform the newly elected Councils later in the year that:

1. *Expressions of Interest be sought to engage external assistance in undertaking a review of the Municipal Alliance and resource sharing arrangements between the Councils to identify:*

   (a) Where to from here;

   (b) How to reduce the duplication of effort and workload on staff working under the Alliance;

   (c) Opportunities which may be available to use the Municipal Alliance Committee more effectively, including the option of providing decision-making delegations to the Committee for discrete functions (i.e. policies development/review)

2. *The proposed review to include consideration of the benefits, opportunities and risks to the respective Councils and their communities were an amalgamation of the two Councils to be pursued; and*
3. *If accepted by the Councils, the Municipal Alliance Committee work with management to develop a suitable Terms of Reference for the review which will be used to inform the EOI process.*

CEO Comment

The existing *Memorandum of Understanding Embedding Shared Resources Kentish Council and Latrobe Council* states that:

> *The Memorandum of Understanding Embedding Shared Resources - Kentish Council and Latrobe Council will be reviewed every two year period from the date of both Councils signing the MoU.*

The MoU was due for review in June 2026.

Given the recommendations from the Committee meetings held 18 May and 30 June 2026, that have been endorsed by both Councils, it is suggested that the existing MoU be extended through to 30 June 2027 to allow time for the CEO to work with the newly elected Councils in actioning the recommendations endorsed.

Mayor Freshney moved / Deputy Mayor Lane seconded **that it be recommended to Latrobe and Kentish Councils that they endorse an extension of the current *Memorandum of Understanding Embedding Shared Resources Kentish Council and Latrobe Council* through to 30 June 2027 to allow time for the CEO to work with the newly elected Councils in actioning the recommendations previously endorsed relating to an expression of interest (EOI) being sought to engage external assistance in undertaking a review of the Municipal Alliance and resource sharing arrangements between the Councils, including the development of a suitable Terms of Reference for the review which will be used to inform the EOI process**.

CARRIED UNANIMOUSLY

6. UPDATE ON ENTERPRISE AGREEMENT (EA) PROCESS

The minutes relating to item 6 will be presented to Closed Council meeting as per Section 17(2)(a) and (b) of the Local Government (Meeting Procedures) Regulations 2025.

7. FIELD FORCE 4 (FF4) IMPLEMENTATION OF RECOMMENDATIONS

Background

FieldForce4 was engaged in 2025 to review frontline service delivery in Parks and Open Spaces, Roads and Civil Works. The review assessed services, processes, capacity and efficiency, with recommendations across people, process, systems and data.

At its meeting on 18 May 2026, the Municipal Alliance resolved that:

- clearer evidence-based outcomes achieved and/or proposed were to be provided in relation to recommendations 3 and 5; and
- the incoming Chief Executive Officer was requested to make the FieldForce4 recommendations a priority on commencement.

The top 10 recommendations provided in the report were:

Top 10

#	Area	What's needed	Why it matters
1	**Integrated asset & works management platform**	Pick a single core system, finish asset register clean-up (parks broken into individual assets, current GIS layers updated, road segments conditioned), and enable real-time field capture from tablets (online/offline)	Fragmented "digital ecosystem", poor data quality and low user confidence block planning, costing and dashboards
2	**End-to-end customer-request → completion process**	Map and formalise CRM intake, triage, prioritisation, job scoping and closure—including rules that prevent ad-hoc councillor overrides	Reactive work pattern, "silly jobs", duplicated travel and growing backlog
3	**Forward works-program & scheduling discipline**	Build cyclic/conditional maintenance programs (open spaces, roads, drainage); lock weekly schedules; monitor schedule-adherence	Asset backlog is increasing; crew utilisation ~49 % versus 55-60 % target
4	**Workforce plan & succession**	Address ageing workforce, 5–10 % vacancy in parks/roads, grader-operator shortage, and create cross-skilling & induction pathways	Attraction/retention issues, limited bench strength and patchy onboarding
5	**Middle-management capability program**	Redefine "team leader" vs "field leader", coach supervisors in planning, coaching and performance conversations, and link progression to KPIs	No clear accountability; culture of "getting away with stuff"; layer below ELT seen as weakest link
6	**Performance-management & MOS dashboards**	Minimum set: Take-5 completion, first-time-fix, indirect hours, reactive : planned ratio, schedule hits; live to supervisors	No meaningful metrics today; visual management absent; enables courageous conversations
7	**Safety digitisation**	Make Take-5, JSAs, vehicle pre-starts mandatory in the tablet app; auto-report compliance	Paper books under-used; tablets sit idle; easy digital quick-win
8	**Procurement streamlining**	Shift multi-quote admin away from supervisors, clarify thresholds, and exploit higher local limits	Supervisors lose field time chasing quotes; confusion over "who owns" procurement
9	**Vehicle-tracking rollout**	Fund and deploy in-vehicle GPS/telemetry (business case drafted)	Quantifies travel, early knock-offs, safety "man-down", and supports utilisation analysis
10	**Change-management & IT support resourcing**	Dedicated champions to drive uptake of new systems; extra resources for asset data team (Demi + 2 for 12 months)	Past roll-outs were "set-and-forget"; asset cleanse progress stalled by competing finance duties

The purpose of this report is to seek Municipal Alliance endorsement to proceed with project planning for Phase 1 of the FieldForce4 implementation program to begin implementing priority recommendations from the 2025 review.

The September 2026 implementation program plan identifies a staged pathway from review into implementation. This report is deliberately limited to Phase 1. Any later phase would be subject to a separate assessment and approval after Phase 1 has been completed and evaluated.

CEO Comment

Phase 1 response to recommendations 3 and 5

Recommendation 3: forward works program and scheduling
Phase 1 would establish the foundations for more planned and measurable service delivery. It would begin development of an Annual Works Program, common task estimates, short-cycle capacity planning, rolling schedules, daily work allocation and practical performance reporting.

Phase 1 output	How progress will be demonstrated
Annual Works Program foundation	A documented starting program showing services, work volumes, priorities, resource needs and budget assumptions.
Standard estimates	Initial labour, plant, materials, time and cost estimates for selected common tasks.
Planning cycle	A practical planning structure covering the annual program, 12-week capacity view, 4-week schedule, 1-week locked schedule and daily

	work allocation.
Delivery reporting	Initial measures for schedule adherence, planned versus reactive work, jobs completed, backlog, travel, downtime and first-time completion.

Recommendation 5: middle-management capability
Phase 1 would clarify responsibilities for works programming, scheduling, supervision and field leadership. It would introduce regular operational reviews, practical coaching and clearer performance information so operational leaders can address issues earlier and support crews more consistently.

Phase 1 output	How progress will be demonstrated
Role clarity	Documented responsibilities and handover points for planning, scheduling, supervision and field leadership.
Regular operational reviews	A simple daily and weekly review rhythm focused on safety, quality, service and delivery.
Leadership support	Practical coaching and tools for supervisors and operational leaders.
Performance information	Initial dashboards or reports that make work status, priorities and delivery issues visible.

Phase 1 scope and deliverables
Phase 1 will be undertaken as a controlled implementation stage with a clear statement of work, agreed deliverables, acceptance criteria, responsibilities, milestones and a capped price.

Workstream	What Phase 1 will deliver	Council owner
Project set-up	Agree who is responsible, confirm the timetable, record the starting position, identify risks and explain the changes to staff.	CEO / Council Project Lead
Annual works planning	Prepare the first version of a clear annual program showing what services will be delivered, how often, what resources are needed and which jobs come first.	Project Lead / Infrastructure and Operations
How work will be managed	Agree how work moves from request to completion,	Project Lead / Infrastructure and Operations

	including who makes decisions, how jobs are prioritised and where responsibilities pass between teams.	
Technology set-up	Configure the Phase 1 FUSE functions so field staff can receive and update jobs, record work and safety information, and provide managers with progress information. Confirm the approach to integration with existing Council systems.	Project Lead / IT / Finance / Infrastructure
Leadership and regular reviews	Introduce short, regular team and management reviews so safety, quality, service and delivery problems are discussed early. Provide practical coaching for supervisors and field leaders.	Project Lead / Operations leaders
Measuring results	Record the Phase 1 starting position, agree the measures to be used, and report the initial results at the end of Phase 1.	Finance / Project Lead / CEO

Phase 1 financial implications

Component	Phase 1 proposal	Budget treatment
Professional services	$55,000 excluding GST	One-off allocation shared equally.
Travel and accommodation	Up to $5,000 excluding GST	Capped, pre-approved and evidenced.
Maximum initial allocation per Council	Up to $30,000 excluding GST	Quarterly budget review adjustment required for each Council.
Council-side project support	To be confirmed by the Phase 1 capacity assessment	Use existing approved resources where capacity exists; otherwise separately identify and approve backfill or project support.

The total proposed supplier cost for Phase 1 is capped at $60,000 excluding GST. This report does not seek approval for later phases, future subscription costs or savings-funded payments.

Strategic and operational alignment
Phase 1 supports the Municipal Alliance objective of improving shared service efficiency and consistency. It also supports governance, financial sustainability, asset management, service delivery, WHS and workforce capability. Its purpose is to establish practical foundations for safer, more reliable and more transparent community service delivery.

Conclusion
The 2025 review identified material gaps in forward planning, work visibility, data, role clarity, supervision and performance management. Phase 1 provides a controlled way to begin addressing those issues and responds directly to the Municipal Alliance's request for clearer outcomes for recommendations 3 and 5.

Successful delivery will require a dedicated Project Lead, supported by an Executive Steering Group and finance, procurement and IT input, should be in place before commencement.

It is recommended that the Municipal Alliance endorse Phase 1 only, with each Council providing up to $30,000 excluding GST through the next quarterly budget review. Detailed project planning to minimise delivery risks will be required to ensure delivery success.

Deputy Mayor Lane moved / Deputy Mayor Mead seconded **that it be recommended to Latrobe and Kentish Councils that they:**

1. **proceed with the FieldForce4 Implementation Program Phase 1 only, with each Council providing the appropriate contribution as per *Memorandum of Understanding Embedding Shared Resources Kentish Council and Latrobe Council*, totalling $60,000 excluding GST through the next quarterly budget review; and**
2. **endorse future assessment of the appropriateness of Snap Send Solve as a customer service tool for the Councils.**

CARRIED UNANIMOUSLY

8. PROCUREMENT IMPROVEMENT PLAN

Background

The Audit Panel commissioned Synectic to undertake a Procurement Internal Audit in November 2025. As a result of this review the Audit Panel requested a further analysis be conducted.

The Audit Panel in response determined to recommend:

Council direct its efforts toward accelerating and strengthening the process improvements already underway, with enhanced monitoring and accountability measures applied to the areas and supplier relationships identified in this review.

This recognises that many of the findings tie back to process and resourcing root causes that management has already begun to address, and that a structured improvement program, implemented promptly and with appropriate oversight, may be sufficient to remediate the control environment and reduce the risk of recurrence.

Key actions would include:

- *Prioritise completion of all outstanding recommendations from the November 2025 Procurement Internal Audit, with updated completion timeframes reported to the Audit Panel at each meeting*
- *Implement controls to ensure purchase order values reflect the full anticipated scope of works at the time of creation, preventing low-value creation with*

retrospective upward amendment

- *Enforce quotation requirements where related works with the same supplier are distributed across multiple purchase orders and the combined value exceeds policy thresholds*
- *Conduct a broader review of transaction history with high-volume suppliers to determine whether the patterns identified in this sample are isolated or more widespread*
- *Deliver probity and integrity training for all staff with procurement or financial delegation responsibilities, including education on obligations under the Integrity Commission Act 2009*
- *Implement enhanced monitoring of supplier expenditure and purchase order amendment activity, with regular reporting to the Audit Panel*.

To progress the Audit Panel's recommendation a draft *'scope of work'* was presented to the Municipal Alliance Committee for discussion and feedback.

At the meeting held 30 June 2026, the Committee resolved:

That the Municipal Alliance Committee:

1. *Noted that the Audit Panel was provided with two options to consider and determined to initially focus its attention on Option 1;*
2. *Noted the draft work plan which had been prepared;*
3. *Recommend the work plan includes:*
   - *(a) A focus for reviewing invoicing versus purchases/work orders to include suppliers who are used regularly, percentage of works awarded, gaps in information, etc;*
   - *(b) Reporting variations to the Audit Panel including number of work orders provided to individual companies, variations to work orders above a predetermined percentage; breakdown between capital and operational projects;*
   - *(c) How conflicts of interest are identified/declared; and*
   - *(d) Training information (including stats) to be regularly provided to the Audit Panel to confirm that all staff understand their individual responsibilities to meet purchasing policy / delegation requirements.*
4. *Prior to commencing implementation of the Work Plan it be provided to the Audit Panel Chair and Synectic for feedback.*

CEO Comment

The Option 1 work in the Synectic report which will be undertaken as a result of this resolution is:

Focused Improvement Program

Under this option, Council would direct its efforts toward accelerating and strengthening the process improvements already underway, with enhanced monitoring and accountability measures applied to the areas and supplier relationships identified in this review.

This option recognises that many of the findings tie back to process and resourcing root causes that management has already begun to address, and that a structured improvement program, implemented promptly and with appropriate oversight, may be sufficient to remediate the control environment and reduce the risk of recurrence.

Key actions under this option would include:

a) *Prioritise completion of all outstanding recommendations from the November 2025 Procurement Internal Audit, with updated completion timeframes reported to the Audit Panel at each meeting*
b) *Implement controls to ensure purchase order values reflect the full anticipated scope of works at the time of creation, preventing low-value creation with retrospective upward amendment*
c) *Enforce quotation requirements where related works with the same supplier are distributed across multiple purchase orders and the combined value exceeds policy thresholds*
d) *Conduct a broader review of transaction history with high-volume suppliers to determine whether the patterns identified in this sample are isolated or more widespread*
e) *Deliver probity and integrity training for all staff with procurement or financial delegation responsibilities, including education on obligations under the Integrity Commission Act 2009*
f) *Implement enhanced monitoring of supplier expenditure and purchase order amendment activity, with regular reporting to the Audit Panel.*

Update:

In relation to the resolution to accept option 1, a procurement improvement program scope of work has been agreed with Synectic and is now underway, being delivered by Synectic. As required by part 2 of the resolution, the Audit Panel Chair reviewed and approved the improvement program scope of work. The scope of work is attached for information.

Also, in response to the Synectic Option 1, on 14 August 2026, I implemented a variety of interim controls while the improvement control program is being implemented, Controls were developed in consultation with Synectic – who provided an “Immediate Procurement Risk Mitigation Advice memo - and Council’s Executive Leadership Team. These controls have addressed parts b and c of the Synectic Option 1.

The following direction was presented to Council’s Combined Leadership Team on 14 August 2026:

Further to my previous communications regarding the recent purchasing review and the commencement of the Procurement Improvement Program, I am writing to advise of a number of enhanced purchasing and procurement control measures that will be implemented immediately across both Councils. These measures are intended to strengthen purchasing controls, improve compliance with Council's procurement requirements, provide additional oversight and accountability, and ensure appropriate safeguards remain in place while the broader Procurement Improvement Program is completed.

As previously advised, the Procurement Improvement Program will address the findings of the procurement audit and follow-up review through a structured process of control redesign, staff training, monitoring and policy improvements. However, a number of temporary control measures have been recommended to strengthen the procurement control environment during the period before the permanent improvements and associated TechOne system enhancements are implemented.

The following enhanced purchasing and procurement control measures apply with immediate effect.

1. Interim Procurement Quotation Thresholds
Council's existing no-quotation threshold will be reduced from $15,000 to $5,000 (excluding GST) on an interim basis. The following quotation requirements will apply:

Purchase Value (ex GST)	***Interim Quotation Requirement***
$5,000 and less	*No formal quotation requirement (approved delegations still apply).*
$5,001 – $25,000	*At least **2 written quotations** required (unless documented as impractical). At least one quote sought from a local business where suitable options exist.*
$25,001 – $100,000	*At least **3 written quotations** required (unless documented as impractical). At least one quote sought from a local business where suitable options exist. Quotation Record Form required.*
$100,001 – $250,000	*Formal RFQ process required. Quotation Record Form and Probity Declaration required.*
$250,001 and above	*Formal public tender required.*

These interim thresholds will remain in place pending completion of the Procurement Improvement Program, review of Council's Purchasing Policies and implementation of supporting system controls. Where practical, managers and staff should utilise LGAT Vendor Panel arrangements or other approved panel procurement arrangements to support compliance with quotation requirements. The number of quotations obtained must remain consistent with the requirements associated with the value of the procurement.

2. Aggregation of Purchase Orders
Where multiple purchase orders relate to the same supplier and the same job, project or engagement, the combined value of those purchase orders must be used when assessing applicable quotation requirements. Purchase orders must not be split to avoid quotation thresholds, procurement requirements or approval limits. Finance will review procurement activity involving common suppliers and related purchase orders to ensure compliance with this requirement.

3. Quote Documentation Requirements
Until TechOne is able to enforce quotation attachment requirements, all quotations relating to purchases above the revised $5,000 threshold must be retained and attached to the procurement record. Where quotation documents cannot be attached directly to the purchase order, they must be saved in an approved location and clearly referenced within the procurement documentation. Finance will undertake weekly spot checks of purchase orders raised above the revised threshold to confirm quotation evidence is available before payment is released. Any exceptions will be reported to the CEO.

4. Segregation of Duties and Purchase Order Approvals
Effective immediately, a purchase order above $2,000 must not be approved by the same officer who raised the requisition. This requirement supersedes the previous practice that permitted self-approval in certain circumstances.

In addition, purchase orders above $2,000 will require an interim dual approval process. A second officer, being either the relevant supervisor or a more senior officer, must countersign or confirm approval before the purchase order proceeds through the procurement process.

These requirements will remain in place until system-based dual authorisation controls are implemented.

5. Purchase Order Amendments
Purchase orders must accurately reflect the anticipated scope and value of works or services at the time they are created. Any upward purchase order amendment exceeding

*the existing policy variation threshold of **10% or $10,000** will be subject to the same approval and quotation rigour as a new procurement activity.*

Finance will review all significant amendments and any amendment exceeding 100% of the original purchase order value will be independently reviewed.

The existing requirement remains in place that any amendment increasing a purchase order value by more than 10% must not be self-approved and must be reviewed by the relevant manager before progressing.

6. Enhanced Monitoring and Reporting
Enhanced procurement monitoring and exception reporting will commence on Monday and will apply to all officers with purchasing responsibilities.

Monitoring activities will include:
- *Purchase order approvals;*
- *Purchase order amendments;*
- *Compliance with quotation requirements;*
- *Purchase order splitting;*
- *Supplier expenditure patterns;*
- *Procurement documentation requirements;*
- *Retrospective purchase orders; and*
- *Other procurement control exceptions.*

Exception reporting will be provided to the CEO and, where appropriate, to the Audit Panel.

7. Interim Delegation Controls
Additional testing and analysis of procurement activity involving high-volume suppliers is currently underway.

Pending completion of that work:
- *Additional approval requirements may be introduced for specific suppliers;*
- *CEO approval may be required for purchases involving identified high-volume or higher-risk suppliers; and*
- *Further guidance will be provided as additional reviews are completed.*

These measures are intended to provide additional assurance while Council completes the broader procurement review process and determines any longer-term delegation changes that may be required.

Leadership Responsibilities
Members of the Combined Leadership Team are responsible for ensuring these requirements are communicated to all staff within their areas who have purchasing responsibilities or financial delegations. In particular, managers are expected to:
- *Reinforce the requirement that purchase orders must be raised and approved before work commences or goods are ordered;*
- *Ensure quotation requirements are understood and complied with;*
- *Review purchase order amendments appropriately;*
- *Monitor procurement practices within their areas of responsibility; and*
- *Escalate any concerns relating to procurement compliance, supplier relationships or conflicts of interest as soon as they arise.*

These enhanced purchasing and procurement control measures are not intended to impede service delivery. Rather, they are designed to improve oversight, accountability and

compliance while Council implements the Procurement Improvement Program and strengthens its overall procurement framework.

These measures are temporary and will be reviewed as the Procurement Improvement Program progresses and permanent controls are introduced.

The implementation of the controls was immediately followed with several staff question and answer sessions to ensure all staff understood the new controls. While there were some initial challenges and questions, within 2 weeks staff became used to the improved controls.

Parts d, e and f of the Synectic option 1 are also underway.

The procurement improvement program and enhanced purchasing and procurement control measures are the culmination of 12 months of work by the Kentish and Latrobe Audit Panels and Synectic, commencing with the November 2025 Synectic Report, June 2026 Synectic report, June resolution of the joint audit panel and action taken by the CEO in August 2026.

Deputy Mayor Lane moved / Cr Brown seconded **that the update on the procurement improvement plan be noted.**

CARRIED UNANIMOUSLY

9. NEXT MEETING

To be determined.

Municipal Alliance Committee Meetings
Action List as at 29/09/26

Ref	Meeting Date	Item	Action/Recommendation	Person Responsible	Due Date	Status / Comment
1.	29.05.24	Risk Management	The General Manager provided an update on the Risk Register which was recently sent to Wise Lord Ferguson (WLF) for their review (a recommendation of the Councils Audit Committees).	General Manager		21.08.24 – Followed up with WLF on next stage, risk appetite review. Pending proposal to share with Municipal Alliance Committee. 30.01.25 – Following discussion with WLF further work needs to be completed from the initial engagement before progressing into work on risk appetite. A FY2025/26 Budget submission will be provided to fund the activity during FY2025/26. As the procurement was last undertaken in August 2021, procurement will also need to be updated. 02.07.25 - The Strategic Risk Management Register is reviewed by the Executive Leadership Team quarterly and is updated as appropriate. A risk appetite assessment is planned for FY2025/26. The Strategic Risk Management Register has been provided to the Internal Auditor for incorporation into the risk assessment for the internal audit program of work.

Ref	Meeting Date	Item	Action/Recommendation	Person Responsible	Due Date	Status / Comment
						25.09.26 – Review of the strategic risk register will be completed by the Executive Leadership Team in 2026. Work commenced by WLF was not progressed or finalised, which represents a gap that the ELT must address.

PLEASE NOTE: Shaded items will be deleted off the Action List for the next agenda.

20 COUNCILLOR QUESTIONS - RESPONSE TO QUESTIONS TAKEN ON NOTICE AT PRIOR ORDINARY COUNCIL MEETING

Refer sections 33 and 35 of the Local Government (Meeting Procedures) Regulations 2025

Chief Executive Officer's Comments

There were no Questions Taken on Notice from Councillors at the prior meeting.

21 COUNCILLOR QUESTIONS - QUESTIONS ON NOTICE

Refer sections 33 and 35 of the Local Government (Meeting Procedures) Regulations 2025

Chief Executive Officer's Comments

There were no Questions on Notice provided to the Chief Executive Officer at least seven (7) days before the meeting from Councillors.

22 COUNCILLOR QUESTIONS - QUESTIONS WITHOUT NOTICE

Refer sections 33 and 34 of the Local Government (Meeting Procedures) Regulations 2025.

Section 33 refers:

(1) In this regulation -

……..

Relevant entity, in relation to refusing a question, means –

(a) If the question asked is a question without notice, the Chairperson of the meeting.

……

(2) A question asked at a meeting it to, as far as is practicable –

(a) Be concise; and

(b) Be clear; and

(c) Not be a statement; and

(d) Have minimal pre-amble.

(3) The Chairperson may refuse to accept a question if the relevant entity is of the opinion that the question –

(a) Is defamatory; or

(b) Contains offensive language; or

(c) Is unlawful; or

(d) Does not relate to the activities of the council; or

(e) Does not meet the requirements specified in subregulation (2).

(4) If a relevant entity refuses a question under subregulation (3), the relevant entity is to give reasons for that refusal.

Section 34 refers:

(1) A councillor at a meeting may ask a question without notice –

(a) Of the Chairperson; or

(b) Through the Chairperson, or –

(i.) Another Councillor; or

(ii.) The General Manager.

(2) In asking a question without notice, a Councillor must not –

(a) Offer an argument or opinion; 0r

(b) Draw any inferences or make any imputations –

except so far as may be necessary to explain the question.

(3) The Chairperson of a meeting must not permit any debate of a question without notice or its answer.

(4) The Chairperson, Councillor or General Manager, who is asked a question without notice at a meeting may decline to answer the question.

(5) The Chairperson of a meeting may require a Councillor to put a question without notice in writing.

Note: The recording of Councillor questions in the minutes, as per Regulation 39 of the *Local Government (Meeting Procedures) Regulations 2025*, relates to questions asked by Councillors under this specific agenda item *Councillor Questions Without Notice.* Every question asked by a Councillor during other parts of the meeting is not subject to Regulation 39 and therefore will not be captured in the minutes.

23 CLOSED MEETING

RECOMMENDATION

That the following items be discussed in Closed Session:

Item No. 1	*Apologies*
Item No. 2	*Leave of Absence Requests*
	(Section 17(2)(i) Local Government (Meeting Procedures) Regulations 2025)
Item No. 3	*Notifications by Councillors of Leave of Absence for Parental Leave*
	(Section 17(2)(j) Local Government (Meeting Procedures) Regulations 2025)
Item No. 4	*Urgent Business*
	(Section 10(7) Local Government (Meeting Procedures) Regulations 2025)
Item No. 5.1	*Confirmation of Minutes – Closed Meeting – Held 28 September 2026*
	(Section 40 Local Government (Meeting Procedures) Regulations 2025)
Item No. 6.1	*Closed Council Decision Status Report – September 2026*
	(Section 40 Local Government (Meeting Procedures) Regulations 2025)
Item No. 8.1	*Adoption of the Chief Executive Officer Performance Agreement 2026/27 and Arrangements for the End of Probation 2027*
	(Section 17(2)(a) Local Government (Meeting Procedures) Regulations 2025)
Item No. 14.1	*Dulverton Regional Waste Management Authority Board Meeting – Held 16 September 2026*
	(Section 17(2)(h)(ii) Local Government (Meeting Procedures) Regulations 2025)
Item No. 14.2	*Kentish and Latrobe Councils' Municipal Alliances Committee Meeting – Held 29 September 2026 – Confidential Item*

(Section 17(2)(a), (h)(ii) Local Government (Meeting Procedures) Regulations 2025)

Item No. 17.1 *Councillor Questions – Questions Without Notice*

(Section 34 Local Government (Meeting Procedures) Regulations 2025)

24 CLOSURE