



**MINUTES OF THE ORDINARY COUNCIL MEETING
OF THE BRIGHTON COUNCIL, HELD IN THE COUNCIL CHAMBERS,
COUNCIL OFFICES, 1 TIVOLI ROAD, OLD BEACH
AT 5.30 P.M. ON TUESDAY, 20 JANUARY 2026**

PRESENT: Cr Gray; Cr Curran; Cr Gearn; Cr De La Torre; Cr Irons; Cr McMaster; Cr Murtagh; Cr Owen & Cr Whelan.

IN ATTENDANCE: Mr J Dryburgh (Chief Executive Officer); Ms G Browne (Director Corporate Services); Ms J Banks (Director Governance & Regulatory Services); Mr C Pearce-Rasmussen (Director Asset Services); and Mr A Woodward (Director Development Services)

1. STATEMENT BY THE CHAIRPERSON

2. ACKNOWLEDGEMENT OF COUNTRY

3. APOLOGIES & REQUESTS FOR LEAVE OF ABSENCE

All members were present.

4. NOTIFICATION OF LEAVE OF ABSENCE FOR PARENTAL LEAVE

Nil.

5. CONFIRMATION OF MINUTES

5.1 Ordinary Council Meeting

The Minutes of the previous Ordinary Council Meeting held on the 16th December 2025 are submitted for confirmation.

RECOMMENDATION:

That the Minutes of the previous Ordinary Council Meeting held on 16th December 2025, be confirmed.

DECISION:

Cr De La Torre moved, Cr Murtagh seconded that the Minutes of the previous Ordinary Council Meeting held on 16th December 2025, be confirmed.

CARRIED**VOTING RECORD**

In favour	Against
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Cr Curran	
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Cr Geard	
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Cr De La Torre	
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Cr Gray	
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Cr Irons	
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Cr McMaster	
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Cr Murtagh	
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Cr Owen	
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Cr Whelan	
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6. DECLARATION OF INTEREST

In accordance with the requirements of Regulation 10(8) of the *Local Government (Meeting Procedures) Regulations 2025*, the chairperson of a meeting is to request Councillors to indicate whether they have, or are likely to have, an interest in any item on the agenda. In accordance with Section 48(4) of the *Local Government Act 1993*, it is the responsibility of councillors to then notify the Chief Executive Officer, in writing, the details of any interest(s) that the councillor has declared within 7 days of the declaration.

Cr Irons declared an interest in Item 17.2

7. PUBLIC QUESTION TIME & DEPUTATIONS

In accordance with the requirements of Regulations 33, 36, 37 & 38 of the *Local Government (Meeting Procedures) Regulations 2025*, the agenda is to make provision for public question time.

7.1 Public Questions on Notice

Nil.

8. COUNCILLORS QUESTION TIME**8.1 Councillor Questions on Notice**

In accordance with Regulation 35 of the *Local Government (Meeting Procedures) Regulations 2025*, a councillor, at least seven days before an ordinary Council Meeting or a Council Committee Meeting, may give written notice to the Chief Executive Officer of a question in respect of which the councillor seeks an answer at that Meeting.

Nil.

8.2 Councillor Questions without Notice

In accordance with Regulation 34 of the *Local Government (Meeting Procedures) Regulations 2025*, a councillor at a meeting may ask a question without notice. The chairperson, councillor or general manager who is asked a

question without notice at a meeting may decline to answer the question. The chairperson may require a councillor to put a question without notice in writing.

9. REPORTS FROM COUNCIL

9.1 Mayor's Communications

- 6/1 Media Event - Bridgewater
- 12/1 Meeting with CEO and Senior Staff
- 13/1 Meeting re Youth Justice facility
- 20/1 Council Meeting

RECOMMENDATION:

That the Mayor's communications be received.

DECISION:

Cr De La Torre moved, Cr McMaster seconded that the Mayor's communications be received.

CARRIED

VOTING RECORD

In favour	Against
Cr Curran	
Cr Geard	
Cr De La Torre	
Cr Gray	
Cr Irons	
Cr McMaster	
Cr Murtagh	
Cr Owen	
Cr Whelan	

9.2 Reports from Council Representatives

- Cr Geard advised that he recently attended a State Fire Commission meeting.
- Cr Irons, Cr Murtagh & Cr Curran attended the Brighton Primary School Final assembly on the 17th December 2025.

RECOMMENDATION:

That the reports from Council representatives be received.

DECISION:

Cr McMaster moved, Cr Irons seconded that the reports from Council representatives be received.

CARRIED

VOTING RECORD

In favour	Against
Cr Curran	
Cr Geard	
Cr De La Torre	
Cr Gray	
Cr Irons	
Cr McMaster	
Cr Murtagh	
Cr Owen	
Cr Whelan	

10. MISCELLANEOUS CORRESPONDENCE

- Brighton Council Submission to the State Planning Office dated 10th December 2025 regarding revised LUPA (Development Assessment Panels) Bill 2025.

11. NOTIFICATION OF COUNCIL WORKSHOPS

In accordance with the requirements of Regulation 10(3) of the Local Government (Meeting Procedures) Regulations 2025, the agenda is to make provision for the date and purpose of any council workshop held since the last meeting.

No workshops have been held since the previous Council meeting.

12. NOTICES OF MOTION

Nil.

13. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

In accordance with the requirements of Regulation 10(7) of the Local Government (Meeting Procedures) Regulations 2025, the Council, by absolute majority may decide to deal with a matter that is not specifically listed on the agenda if:-

- the general manager has reported the reason for which it was not possible to include the matter on the agenda; and
- the general manager has reported that the matter is urgent; and
- the general manager has certified under Section 65 of the Local Government Act 1993 that the advice has been obtained and taken into account in providing general advice to the council.

The Chief Executive Officer advised that there was a Supplementary Agenda item to be discussed in Closed Council in relation to Architectural Services i.e. Item 18.2

DECISION:

Cr Owen moved, Cr De La Torre seconded that Council resolve by absolute majority to deal with supplementary agenda Item 18.2 – Architectural Services not appearing on the agenda, as reported by the Chief Executive Officer in accordance with the provisions of the Local Government (Meeting Procedures) Regulations 2025.

CARRIED

VOTING RECORD

In favour **Against**

Cr Curran
Cr Gead
Cr De La Torre
Cr Gray
Cr Irons
Cr McMaster
Cr Murtagh
Cr Owen
Cr Whelan

14. REPORTS FROM COMMITTEES

There were no committee meetings held in January.

15. PETITIONS

Nil.

16. COUNCIL ACTING AS A PLANNING AUTHORITY

Under the provisions of the *Land Use Planning and Approvals Act 1993* and in accordance with Regulation 29 of the *Local Government (Meeting Procedures) Regulations 2025*, the Chairperson is to advise the meeting that Council will act as a planning authority in respect to those matters appearing under Item 16 on this agenda, inclusive of any supplementary items.

Nil.

17. OFFICERS REPORTS

17.1 December 2025 Quarterly Financial Report

Author: Director Corporate Services (G Browne)

Background

The Quarterly Financial Report for the December 2025 period was provided for Council's consideration.

It contains the year-to-date Comprehensive Income Statement to 31st December 2025.

Consultation

Nil

Risk Implications

Nil

Financial Implications

Not Applicable

Strategic Plan

Goal 4 – S4.4 – Ensure Financial & Risk Sustainability

Social Implications

Not Applicable

Environmental or Climate Change Implications

Not Applicable

Economic Implications

Not Applicable

Other Issues

Nil

Assessment

Not Applicable

Options

1. As per the recommendation.
2. Not receive the report

RECOMMENDATION:

That Council receive the December 2025 Quarterly Financial Report.

DECISION:

Cr De La Torre moved, Cr McMaster seconded that Council receive the December 2025 Quarterly Financial Report.

CARRIED

VOTING RECORD

In favour	Against
Cr Curran	
Cr Gead	
Cr De La Torre	
Cr Gray	
Cr Irons	
Cr McMaster	
Cr Murtagh	

Cr Owen
Cr Whelan

Cr Irons had declared an interest in the following Item and left the meeting at 5.56pm.

17.2 Request for Kennel Licence - 147 William Street, Brighton

Author: Director, Governance & Regulatory Services (J Banks)

Background

The new owners of 147 William Street, Brighton have applied for a Kennel Licence for ten (10) greyhounds, which is outside the scope of Council's Policy.

The property is zoned Rural and has an area size of 2.5 hectares. The area and number of dogs is not consistent with Council's Policy.

Council's Policy for the area size of 2-5ha hectare is a maximum of 7 dogs; extract from Council's Policy 4.3 is below:-

The land area guide for up to 20 dogs is:-

1.0 - 2.0ha for 3-4 dogs

2.0 - 5.0ha for 5-7 dogs

5.0 - 10.0 ha for 8-10 dogs

Greater than 10ha for 11-20 dogs.

Before a licence for more than 10 dogs is issued, applicants must be able to demonstrate to Council they have the time, resources and ability to satisfactorily maintain the number of dogs for the breed(s) stated on their application.

Consultation

The *Dog Control Act 2000* (DCA) requires a person to publish a notice advising their intention to apply for a kennel licence from Council. People residing within 200 metres of the subject site may lodge an objection within 14 days of the placing of the public notice with the General Manager.

Public notification of the kennel licence application had been carried out by the owner in December 2025. No objections were received.

Risk Implications

May set a precedent to allow other residents to seek approval outside of Council's Policy.

Financial Implications

Nil.

Strategic Plan

Not applicable.

Social Implications

Nil.

Environmental or Climate Change Implications

Nil.

Economic Implications

Nil.

Other Issues

Kennel licences require annual renewal and Council's Animal Control Officer (ACO) inspects the premises for compliance under the DCA. The Tas Racing Integrity Unit also inspect and consult with Council in relation to registration and kennel licencing.

The DCA specifies that a person may apply to the General Manager for a kennel licence and that it is the General Manager who either approves or refuses the application.

Only an applicant may appeal a decision of the General Manager to the Tasmanian Civil & Administrative Tribunal if an application is refused.

Assessment

The greyhounds are currently accommodated at an alternative location pending the construction of kennels and two extended runs. Waste disposal will be managed in compliance with all relevant requirements. The dogs will be registered in accordance with both the DCA and the Tas Racing Integrity Unit.

As stipulated by Council's Policy 4.3 – Kennel Licences – *Dog Control Act 2000*, this application falls outside the scope of the Director's delegated authority due to the requested number of dogs, namely 10.

In accordance with the DCA, any individual residing or owning property within 200 metres of the premises boundary may submit objections regarding the granting of the licence to the General Manager within 14 days following publication of notice. No objections were received.

Council's Animal Control Officer has not yet inspected the property, as the enclosures are yet to be constructed. The owner has indicated that a person will be present on-site for the majority of the day. Generally, greyhounds are quiet except during feeding times.

Options

1. As per the recommendation.
2. That Council not approve the kennel licence at 147 William Street, Brighton.

RECOMMENDATION:

That in accordance with Council Policy 4.3, Council resolves to recommend to the Chief Executive Officer that a kennel licence be issued pursuant to the *Dog Control Act 2000* for the keeping of ten (10) greyhounds as requested at 147 William Street, Brighton and that the following conditions be included on the kennel licence:

1. The Council is to be notified of any change in the breed.

2. Any change in the breed of dogs may require submission of an application for a new licence.
3. No more than 10 dogs are to be kept on this property.
4. Adequate provisions for the health, welfare and control of all dogs.
5. Compliance with all laws relating to public health, environmental protection and required plumbing and planning approvals for the kennel structures.
6. Compliance with the provisions of the *Dog Control Act 2000* or any other relevant Act, including but not limited to the *Animal Welfare Act 1993*.
7. The condition of the premises shall not create a nuisance at any time.
8. Each dog is to be registered annually and microchipped in accordance with the *Dog Control Act 2000*. Council to be notified of each microchip number.

DECISION:

Cr Owen moved, Cr Geard seconded that this item be held over pending further information and inspection of the site for suitability to housing the dogs.

CARRIED

VOTING RECORD

In favour	Against
Cr Curran	
Cr Geard	
Cr De La Torre	
Cr Gray	
Cr McMaster	
Cr Murtagh	
Cr Owen	
Cr Whelan	

Cr Irons rejoined the meeting at 6.40pm.

17.3 Policy Review – Audio Recordings of Council & Committee Meetings

Author: Director Governance & Regulatory Services (J Banks)

Background

A review of the Audio Recordings of Council & Committee Meetings Policy has been undertaken to comply with requirements of the *Local Government (Meeting Procedures) Regulations 2025*. This review ensures our policies align with current legislation requirements and to assist in public participation in Council and Committee meetings.

Both a tracked changes version and a clean copy of the policy have been attached for Councillors' review to clearly identify the key amendments made to the policy document.

A copy of this policy will also be made publicly available on council's website.

Consultation

Executive Officer, Governance

Risk Implications

Regular review and monitoring of council policies will be undertaken to ensure compliance with relevant legislation.

Financial Implications

Not applicable.

Strategic Plan

S4.2: Be well-governed, providing quality service and accountability to our community.

Social Implications

Not applicable.

Environmental or Climate Change Implications

Not applicable.

Economic Implications

Not applicable.

Options

1. As per the recommendation.
2. Other.

RECOMMENDATION:

That Council adopt Policy 7.11 Audio Recordings of Council & Committee Meetings Policy.

DECISION:

Cr De La Torre moved, Cr Whelan seconded that Council adopt Policy 7.11 Audio Recordings of Council & Committee Meetings Policy with an amendment to the removal of the text extract of Section 43 of the Regulations on page 1 & 2 in the Policy.

CARRIED**VOTING RECORD**

In favour	Against
Cr Curran	
Cr Geard	
Cr De La Torre	
Cr Gray	
Cr Irons	
Cr McMaster	
Cr Murtagh	
Cr Owen	
Cr Whelan	

18. Closed Meeting

Regulation 17 of the *Local Government (Meeting Procedures) Regulations 2025* provides that Council may consider certain sensitive matters in Closed Meeting.

Matters are listed in the Closed Meeting section of the Council Agenda in accordance with Regulation 17 of the *Local Government (Meeting Procedures) Regulations 2025*.

RECOMMENDATION:

That in accordance with Regulation 17 of the *Local Government (Meeting Procedures) Regulations 2025*, Council move into Closed Session and the meeting be closed to members of the public to deal with the following item:

Item:	Closed under:
18.1 – Staffing Update & Budget Implications	17(2)(a)
18.2 – Contract for Architectural Services	17(2)(e)

DECISION:

Cr De La Torre moved, Cr Irons seconded that in accordance with Regulation 17 of the Local Government (Meeting Procedures) Regulations 2025, Council move into Closed Session and the meeting be closed to members of the public to deal with the following items:

Item: Closed under:

18.1 – Staffing Update & Budget Implications	17(2)(a)
18.2 – Contract for Architectural Services	17(2)(e)

CARRIED

VOTING RECORD

In favour	Against
Cr Curran	
Cr Geard	
Cr De La Torre	
Cr Gray	
Cr Irons	
Cr McMaster	
Cr Murtagh	
Cr Owen	
Cr Whelan	

18.1 Staffing Update & Budget Implications

Author: Chief Executive Officer (J Dryburgh)

Background

This report had been put in the Closed section of the council meeting due to it relating to staffing matters, including some matters that general staff are not yet or fully aware of. It also anticipates that the report might lead to discussion that would not be appropriate in a public meeting.

The purpose of this report was to provide an update to councillors on matters relating to staff resources, and particularly the need to bring forward some planned changes and to address some challenges in the immediate term. These actions are likely to lead to a modest overspend in staffing allocation in this year's budget but will not lead to any lasting or long-term financial impacts.

In recent months Council has experienced the unexpected long-term leave or loss or imminent loss of several staff. We have also been planning for some staffing and structural changes due to planned retirements, identified structural improvements and economically efficient growth planning. It now makes sense both financially and in terms of ensuring we meet our goals and provide a good level of service to recruit and implement structural changes now. In some cases, this should also allow for some 'cross-over' ensuring a knowledge-sharing, smooth transition and business continuity.

Council will be advertising for a number of new and replacement positions in the coming days. We see advantages in advertising in bulk, both in terms of significant cost savings, but also in projecting to candidates that this is an exciting period of growth at Brighton and an attractive career opportunity.

Consultation

SMT

Risk Implications

There is a risk to council in not responding to current and imminent resourcing challenges in a timely manner. Council is already very light on compared to comparable councils and there is a risk that if capacity and capability drop it will become difficult to implement our endorsed plans and strategies and to maintain a reasonable level of service for our community.

This can lead to both financial and reputational risks.

Financial Implications

The financial implications are not expected to be material over the long term or on a permanent basis, but they could exceed the budget for this financial year by up to about 6-7% or \$300k. This is a projected worst-case scenario, the likely scenario should be much lower.

However, in real terms the amount is much lower as a large percentage of the excess paid in salaries will be coming off Council liabilities (eg. Retirements and illness reducing our financial liabilities for these entitlements. This cost also includes bringing forward planned capacity and capability resourcing, such as a dedicated Waste Officer.

There are unknowns in the exact figures due to unknown lengths of illness, return to work or otherwise, recruitment success, etc.

The reason none of this represents a long-term cost is that all of the proposed changes and costs are in line with Council's projected organisational growth plan and the costs of retirements, unexpected extended leave and recruitments are short-term costs within this context.

Strategic Plan

Relates to:

1.2 Build resilience and opportunity

4.1 Be big picture, long-term and evidence based in our thinking

4.2 Be well-governed, providing quality service and accountability to our community

4.4 Ensure financial and risk sustainability *4.5 Ensure Council is a desirable place to work with exceptional workplace culture, attracting and retaining high-performing, committed and fulfilled staff*

Social Implications

It is critical that council maintain business continuity, acceptable levels of service and do not lose time on key strategic objectives.

Environmental or Climate Change Implications

N/A

Economic Implications

Nil

Other Issues

Nil.

Assessment

Whilst we are dealing with some short term challenges, both expected and unexpected, this period also presents the opportunity to strengthen both our team and our structure and bring in some new skills, experience and ideas. All actions being undertaken are financially and operationally justified and will create no long-term financial impacts.

Options

1. Receive the update report.

2. Other

RECOMMENDATION:

That Council receive the staffing update report.

DECISION:

Cr Irons moved, Cr Curran seconded that Council receive the staffing update report.

CARRIED

VOTING RECORD

In favour	Against
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Cr Curran	
Cr Geard	
Cr De La Torre	
Cr Gray	
Cr Irons	
Cr McMaster	
Cr Murtagh	
Cr Owen	
Cr Whelan	

18.2 Contract for Architectural Services

Author: Chief Executive Officer (J Dryburgh)

Background

Over the past several years, Council Officers have been investigating options for the upgrade of the Council Chambers. This was predominately to re-plan and re-furbish the existing building, designed in 1980 by Hartley Wilson Oldmeadow Eastman Walch Architects, into a functional, comfortable, productive workplace for the Brighton Council, and to accommodate our significant organisational growth in the past 45 years. During this time the building has also had a number of structural issues which has resulted in flooding etc.

In 2022, were engaged by Council to undertake a masterplan of the site and building. This developed a concept plan to address the following issues

- Entry sequence & reception area for visitors difficult to navigate, primarily due to no line of sight
- Amenities are accessed directly off the main corridor, this is uncomfortable and impractical for staff/building users
- Multiple service desks make it difficult for public interaction
- No publicly accessible toilets
- Thermal comfort is poor amongst team members
- Heating systems are dispersed / insufficient
- Staff kitchen is aged
- Meeting room space is not sufficient
- General storage is insufficient
- Lack of safe, enjoyable external seating

The project has now progressed, and a quote was sought from to undertake a Concept Design (Confirmation) phase followed by Design Development, Planning/Development Application, Construction Documentation, Contractor Selection and Contract Administration. Given that have already completed a large amount of work in the concept phase, it is Officers opinion that it would not be good value to seek the standard three (3) quotes as per the Code of Tendering. This would add a significant time and expense to the project. In addition, there would be copyright issues from the work have undertaken to date.

Council's Code of Tendering outlines that '*exemption from seeking quotations will only be granted by the General Manager in circumstances outlined below under Exemptions'*.....

- i. *a contract for goods or services, if the council resolves by absolute majority and states the reasons for the decision, being that a satisfactory result would not be achieved by inviting tenders because of –*

- i. extenuating circumstances; or*
- ii. the remoteness of the locality; or*
- iii. the unavailability of competitive or reliable tenderers;*

For the reasons detailed below, Officers believe that seeking additional quotations would not yield a satisfactory outcome due to extenuating circumstances. A considerable amount of work has already been completed by the current firm, and engaging an alternative provider would likely incur further costs, which would not represent good value for either Council or the community.

Consultation

SMT

Risk Implications

Council must ensure that it complies with the Code for Tenderers. The recommendation will ensure that the legislation is complied with.

Financial Implications

The costs for this engagement will be 11.2%, which is industry standard. If Council does not agree to proceed with the construction following the development of the plans and costings, this fee would be limited to the work conducted at that stage. This amount has been budgeted in the 2025/26 financial year and is allocated to the project.

Strategic Plan

3.2 Infrastructure development and service delivery are guided by strategic planning to cater for the needs of a growing and changing population

3.3 Community facilities are safe, accessible and meet contemporary needs

4.5 Ensure Council is a desirable place to work with exceptional workplace culture, attracting and retaining high-performing, committed and fulfilled staff

Social Implications

Nil

Environmental or Climate Change Implications

The upgrades to Council's facilities will improve the environmental footprint of the building.

Economic Implications

This project will result in opportunities for local contractors to undertake upgrade works.

Other Issues

Nil

Options

1. Council resolves by absolute majority to approve the engagement of _____ due to extenuating circumstances being that a significant amount of work has already been undertaken by this

firm and engaging another firm would result in further costs resulting in good value for Council or the community.

2. Other

RECOMMENDATION:

Council resolves by absolute majority to approve the engagement of _____ due to extenuating circumstances. A considerable amount of work has already been completed by the current firm, and engaging an alternative provider would likely incur further costs, which would not represent good value for either Council or the community.

DECISION:

Cr Owen moved, Cr De La Torre seconded that Council resolves by absolute majority to approve the engagement of _____ due to extenuating circumstances. A considerable amount of work has already been completed by the current firm, and engaging an alternative provider would likely incur further costs, which would not represent good value for either Council or the community.

CARRIED

VOTING RECORD

In favour	Against
Cr Curran	
Cr Gead	
Cr De La Torre	
Cr Gray	
Cr Irons	
Cr McMaster	
Cr Murtagh	
Cr Owen	
Cr Whelan	

Authorisation to Move Out of Closed Session & Release of Information to the Public

RECOMMENDATION:

That Council, having met and dealt with its business formally moves out of Closed Session and resolves to report that it has determined the following:

Agenda item	Matter	Outcome
18.1	Staffing Update & Budget Implications	
18.2	Contract for Architectural Services	

DECISION:

Cr De La Torre moved, Cr Curran seconded that Council having met and dealt with its business formally moves out of Closed Session and resolves to report that it has determined the following:

Agenda item	Matter	Outcome
18.1	<i>Staffing Update & Budget Implications</i>	<i>Council was provided an update on some current resourcing challenges and planned recruitments. Report in full to be made public.</i>
18.2	<i>Contract for Architectural Services</i>	<i>Council approves the contract to continue architectural services for the Council Chambers renovation, ensuring Local Government Regulations compliance. The report will be public with the consultant's name removed.</i>

CARRIED

VOTING RECORD

In favour	Against
Cr Curran	
Cr Geard	
Cr De La Torre	
Cr Gray	
Cr Irons	
Cr McMaster	
Cr Murtagh	
Cr Owen	
Cr Whelan	

Meeting closed: 7.25pm

Confirmed: _____
(Mayor)

Date: 17th February 2026