



**ORDINARY MEETING  
OF COUNCIL**

**MINUTES  
OPEN MEETING**

**16 July 2018**

9 July 2018

## **Notice of Meeting – Ordinary Meeting of Council**

In accordance with the *Local Government (Meeting Procedures) Regulations 2015* NOTICE is hereby given that the next Ordinary Meeting of the Waratah-Wynyard Council will be held at the Council Chambers, 21 Saunders Street Wynyard on Monday 16 July 2018 with the Business of the meeting to be in accordance with the following agenda paper.

## **General Manager's Certification**

PURSUANT to Section 65 of the *Local Government Act 1993* I hereby certify, with respect to the advice, information and/or recommendation provided for the guidance of Council in this Agenda, that:

1. Such advice, information and/or recommendation has been given by a person who has the qualifications or experience necessary to give such advice; and
2. Where any advice is given by a person who does not have the required qualifications or experience, that person has obtained and taken into account the advice from an appropriately qualified or experienced person.



Shane Crawford  
GENERAL MANAGER

Enquiries: Mayor Walsh  
Phone: (03) 6443 8311  
Our Ref: 004.01

9 July 2018

Mr Shane Crawford  
General Manager  
Waratah-Wynyard Council  
PO Box 168  
WYNYARD TAS 7325

Dear Shane,

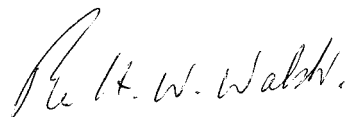
#### **COUNCIL MEETING**

In accordance with regulation 4 of the *Local Government (Meeting Regulations) 2015* which states:

- c. *Convening meetings of council*
  - (1) *The mayor of a council may convene council meetings.*


I request that you make the necessary arrangements for the next ordinary meeting of Council to be convened on Monday 16 July 2018 commencing at 6:00 pm at the Council Chambers 21 Saunders Street Wynyard.

Yours sincerely



Cr Robby Walsh  
MAYOR

Council discloses the following policy that relates to Audio Recording of Ordinary and Special Council Meetings:

	<b>AUDIO RECORDING OF COUNCIL MEETINGS POLICY</b>		<b>DOC NO: GOV. 017</b>	
			VERSION 1	DATE 18 July 2011
<b>CONTROLLER:</b> GENERAL MANAGER		<b>APPROVED BY:</b> COUNCIL		<b>REVIEW DATE:</b> November 2011

**1.0 Purpose**

- 1.1 This policy provides for digital audio recording of meetings of Council to assist in the preparation of minutes and to ensure that a true and accurate account of debate and discussion at meetings is available.

**2.0 Objective**

- 2.1 to record meetings of Council to assist in the preparation of minutes and ensure a true and accurate account of debate and discussion at meetings is available.

**3.0 Scope**

- 3.1 This policy applies to all Council Meetings Council of Waratah-Wynyard Council.

**4.0 Policy**

- 4.1 All meetings of the Council and its standing committees shall be digitally recorded as provided for by Regulation 33 of the *Local Government (Meeting Procedures) Regulations 2015* except for the proceedings of meetings or parts of meetings closed to the public in accordance with Regulation 15 (2).
- 4.2 The Council may, by resolution, determine to digitally record the proceedings of a specific meeting or part thereof that is closed to the public in accordance with Regulation 15 (2) of the *Local Government (Meeting Procedures) Regulations 2015*.
- 4.3 The Chairman is to ensure that no recording is made of the proceedings of a meeting or part of a meeting closed to the public in accordance with Regulation 15 (2) except where the Council has specifically resolved to record the proceedings of that meeting or part thereof.

**Access**

- 4.4 The General Manager is to retain the digital files of meeting recordings for 6 months in accordance with Regulation 33 and to dispose of the files promptly following the expiry of that period. The General Manager is authorised, pursuant to section 64 of the *Local Government Act 2009*, to delegate these functions to a council officer.
- 4.5 The digital files of meeting proceedings closed to the public will only be available for listening, upon written request, by one or more councillors entitled to be present during the proceedings in question.
- 4.6 The digital files of all other meeting proceedings will be accessible on the Council's website for listening by any person for the period they are retained by the Council. The Council makes this information available as a routine disclosure under the *Right to Information Act 2009*, the objectives of which are to:
- (a) Increase the accountability of the government to the people of Tasmania;
  - (b) Increase the ability of the people of Tasmania to participate in their governance; and
  - (c) Acknowledge that information collected by public authorities is collected for and on behalf of the people of Tasmania and is the property of the State.

## **Disclosure Of Policy**

- 4.7 This policy is to be printed on the agenda of all Council and Special Council meetings to inform the public that the proceedings are recorded.
- 4.8 A notice to inform the public that meeting proceedings are recorded is to be displayed at the entrance to a room in which a meeting, the proceedings of which are to be recorded, is to be held.
- 4.9 At the time of declaring the meeting open, the Chairman is to inform all councillors and any public present that the meeting is being recorded.

## **5.0 Legislation**

5.1 Regulation 33 of the *Local Government (Meeting Procedures) Regulations 2015* provides as follows:

33. *Audio recording of meetings*

- (1) *A council may determine that an audio recording is to be made of any meeting or part of a meeting.*
- (2) *If the council so determines, the audio recording of a meeting or part of a meeting that is not closed to the public is to be:–*
  - (a) *retained by the council for at least 6 months; and*
  - (b) *made available free of charge for listening on written request by any person.*
- (3) *If after the minutes of a Council Meeting have been confirmed as a true record a discrepancy between the minutes and the audio recording of that meeting or part of that meeting is noticed the council, at the next appropriate meeting, is to review the audio recording and either confirm that the minutes are a true record or amend the records to reflect the audio recording and then confirm the minutes as amended to be a true record.*
- (4) *A council may determine any other procedures relating to audio recording of meetings it considers appropriate.*

## **6.0 Responsibility**

6.1 The General Manager has the overall responsibility for this policy.

## **7.0 Minute Reference**

Minute No. 12.3

## **8.0 Council Meeting Date**

Amended 14 July 2015 (pending overall Review).

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THE PUBLIC IS ADVISED THAT IT IS COUNCIL POLICY TO RECORD THE PROCEEDINGS OF MEETINGS OF COUNCIL ON DIGITAL MEDIA TO ASSIST IN THE PREPARATION OF MINUTES AND TO ENSURE THAT A TRUE AND ACCURATE ACCOUNT OF DEBATE AND DISCUSSION OF MEETINGS IS AVAILABLE. THIS AUDIO RECORDING IS AUTHORISED BY THE LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2015.

**MINUTES OF AN ORDINARY MEETING OF THE WARATAH-WYNYARD COUNCIL HELD AT THE COUNCIL CHAMBERS 21 SAUNDERS STREET WYNYARD ON MONDAY 16 JULY 2018 COMMENCING AT 6:00 PM**

	<b>From</b>	<b>To</b>	<b>Time Occupied</b>
Open Council	6.02PM	6.17PM	15MINS
Planning Authority	6.17PM	6.21PM	4MINS
Open Council	6.21PM	6.58PM	37MINS
Closed Council	6.58PM	7.32PM	34MINS
Open Council	7.32PM	7.42PM	10MINS
TOTAL TIME OCCUPIED			100MINS

***Audio Recording of Council Meetings Policy***

*The Chairman is to declare the meeting open (time), welcome those present in attendance and advise that the meeting will be recorded, in accordance with the Council Policy titled 'Audio Recording of Council Meetings' to "record meetings of Council to assist in the preparation of minutes and ensure a true and accurate account of debate and discussion at meetings is available".*



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**1.0 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED**

Legislative Reference:

*Local Government (Meeting Procedures) Regulations 2015; Regulation 8(2)(a)*

*The agenda of an ordinary meeting of a council is to provide for, but is not limited to, the following items:*

*(c) attendance and apologies.*

**1.1 ATTENDANCE**

Mayor Robby Walsh  
Cr Gary Bramich  
Cr Maureen Bradley  
Cr Darren Fairbrother  
Cr Alwyn Friedersdorff  
Cr Kevin Hyland

**IN ATTENDANCE**

Shane Crawford – General Manager  
Tracey Bradley – Director Corporate and Community Services  
Ashley Thornton – Manager Development and Regulatory Services  
Rebecca Plapp – Town Planner  
Sally Blanc – Executive Officer

**1.2 APOLOGIES**

Nil

**1.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED**

Deputy Mayor Mary Duniam

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**2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

Legislative Reference:

*Local Government (Meeting Procedures) Regulations 2015; Regulation 8(2)(b)*

*The agenda of an ordinary meeting of a council is to provide for, but is not limited to, the following items:*

*(b) Confirmation of the minutes.*

**2.1 CONFIRMATION OF MINUTES OF PREVIOUS ORDINARY COUNCIL MEETING**

MOVED BY	CR BRAMICH
SECONDED BY	CR FRIEDERSDORFF

**That the Minutes of the Ordinary Meeting of the Waratah-Wynyard Council held at the Council Chambers, 21 Saunders Street, Wynyard on Monday 25 June 2018 a copy of which having previously been circulated to Councillors prior to the meeting, be confirmed as a true record.**

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	

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### **3.0 DECLARATIONS OF INTEREST**

Legislative Reference:

*Local Government (Meeting Procedures) Regulations 2015, Regulation 8(7)*

*(7) The chairperson is to request Councillors to indicate whether they have, or are likely to have, a pecuniary (or conflict of) interest in any item on the agenda.*

***Councillor and Agenda Item Number***

NIL

***Staff and Agenda Item Number***

NIL

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## 4.0 COUNCILLORS ANNOUNCEMENTS AND REPORT

### 4.1 ANNOUNCEMENTS BY MAYOR

### 4.2 MAYOR'S COMMUNICATIONS

MOVED BY	CR FRIEDERSDORFF
SECONDED BY	CR FAIRBROTHER

**That the Council note the Mayor's Diary.**

Date	Purpose
21/6/18	Meeting with General Manager
22/6/18	Coast FM Radio Show
23/6/18	Somerset Fire Brigade Annual Dinner
23/6/18	52st Anniversary of Wynyard Senior Citizens
23/6/18	U3A Presentation
23/6/18	Boat Harbour Surf Club Polar Bear Run
25/6/18	7BU "Fantastic Wynyard" Radio Promotion
25/6/18	Agenda Settlement Meeting
25/6/18	Council Meeting
26/6/16	Mens Health Meeting – Tas Rural Health
26/6/16	Meeting with General Manager
27/6/18	Cradle Coast Futures Plan – workshop
2/7/18	Meeting with Constituent
2/7/18	Councillor Workshop
3/7/18	Meeting with Wynyard Show Society and Wynyard Cricket Club
3/7/18	Meeting with General Manager
5/7/18	BCCI Breakfast Forum – Leader of the Opposition Mr Bill Shorten
8/7/18	Meeting with Prime Minister Malcolm Turnbull
9/7/18	Councillor Workshop
10/7/18	Visit to Boat Harbour

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	

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### 4.3 REPORTS OF DELEGATES

#### 4.3.1 CR ALWYN FRIEDERSDORFF – Australian Local Government Association – National Conference NG18 Australia’s Future – Make it Local

Cr Friedersdorff and Mayor Robby Walsh recently attended the NGA18 Conference in Canberra.

The theme of this year’s conference was **Facing the Future**. The conference addressed key questions facing local government into the future including:-

- Inequality between places and regional economic development
- What will local government do when large portions of our community are unemployable;
- Balancing Innovation and Public Interest
- How can Councils promote and award entrepreneurs;
- Collaboration for Impact;
- Gender Diversity; and
- How to create resilient local communities – Building Tomorrows Communities.

In addition Waratah-Wynyard Council was recognised as Tasmanian winner of the Mobile Muster program.

A more detailed overview of the conference has been provided to Councillors.

### 4.4 COUNCILLOR STATEMENTS

Nil

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#### 4.5 NOTIFICATION OF COUNCIL WORKSHOPS

Legislative Reference:

*Local Government (Meeting Procedures) Regulations 2015; Regulation 8(2)c*

*The agenda of an ordinary meeting of a council is to provide for, but is not limited to, the following items: the date and purpose of any council workshop held since the last meeting.*

MOVED BY	CR BRADLEY
SECONDED BY	CR FRIEDERSDORFF

**That the Council notes that the following workshops were conducted by Council since its last Ordinary Council Meeting.**

2/7/18	Boat Harbour Alternate Access Investigations
2/7/18	Community Activation Grants
2/7/18	Friends of Waratah Reservoir Presentation
9/7/18	Cradle Coast Authority Waste Governance
9/7/18	Gone Nuts 101 Adventure Run 2018 Event Summary
9/7/18	ANZAC Park Update
9/7/18	Somerset Community Centre Options
9/7/18	LGAT AGM and General Meeting Agenda Items

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	

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## 5.0 PUBLIC QUESTIONS AND STATEMENTS

Legislative Reference:

*Local Government (Meeting Procedures) Regulations 2015 Regulation 31*

- (1) *A member of the public may give written notice to the general manager 7 days before an ordinary meeting of the Council of a question to be asked at that meeting.*
- (3) *The Chairperson at an ordinary meeting of a council must ensure that, if required, at least 15 minutes of the meeting is available for questions by members of the public.*
- (4) *A question by any member of the public under this regulation and an answer to that question are not to be debated at the ordinary council meeting.*
- (7) *A council is to determine any other procedures to be followed in respect of question time.*

*The Council determined (at a meeting held on 20 July 2015) that the following procedures be followed in respect of question time:-*

- (1) *In this clause a question includes part of a question (so that a question in 3 parts is to be treated as 3 questions).*
- (2) *A member of the public who wishes to ask a question at a meeting must—*
  - (a) *before the commencement of the meeting, submit their question in writing, on the form provided by the local government, to the General Manager or his or her representative; and*
  - (b) *be present at the meeting when the question is asked, however the person may seek approval from the Presiding Member for their nominated representative to ask the question on their behalf.*
- (3) *A completed question time form must include:*
  - (a) *the name and residential or contact address of the person who wishes to ask the question; and*
  - (b) *the question in a succinct and legible form.*
- (4) *In cases of disability or other extenuating circumstances:*
  - (a) *an officer of the local government, if requested to do so, may assist the person to complete a question time form; and*
  - (b) *in the absence of that assistance, the Presiding Member may permit a person to ask a question that was not included on a question time form.*
- (5) *(a) If more than 2 questions are submitted in writing by any one person, the Presiding Member shall allow that person, in the first instance, to ask a maximum of 2 questions;*
- (b) *If after all other members of the public have asked their questions, and where time permits, the Presiding Member is to allow members of the public who wish to ask more than 2 questions to sequentially ask one further question. This process will continue until the allotted time has expired; and*
- (c) *Where only one person wishes to ask more questions and where time permits, the Presiding Member is to invite that person to ask their additional questions.*
- (6) *The Presiding Member may decide that a question is out of order, and is not to be recorded or responded to—*
  - (a) *if it is not in the form of a question, having regard to its content and length, is essentially a statement of expression of opinion rather than a question, provided that the Presiding Member has taken reasonable steps to assist the member of the public to phrase the statement as a question; or*
  - (b) *if the question uses an offensive or objectionable expression or is defamatory.*
- (7) *The Presiding Member may determine that any question requiring research or investigation be answered in writing as soon as practicable.*
- (8) *Where the necessary information is available at the time the question is posed a response is to be provided by either the General Manager, relevant Member or employee nominated by the Presiding Member.*
- (9) *If the 15 minute period set aside for questions from the public is reached, Council, by resolution, may resolve to extend the period for an additional 15 minutes to allow further questions to be asked.*
- (10) *No more than two 15-minute extensions to the time for the public to ask questions are to be permitted.*

*The Council determined (at a meeting held on 20 July 2015) that the following procedures be followed in respect of public statements:-*

- (1) *Members of the public may, during the public statements or the Planning Authority segments of the order of business, with the consent of the Presiding Member make a public statement on any matter that appears on the agenda for that meeting provided that:*
  - (a) *The member of the public submits to the General Manager prior to the commencement of the meeting the public statement in a form acceptable to the General Manager and which includes the name and residential or contact address of the member of the public;*
  - (b) *The public statement precedes discussion of any matter which requires a decision to be made at the meeting but otherwise at item (11) of order of business at clause 4.2;*
  - (c) *The public statement is limited to a maximum period of 3 minutes, unless otherwise determined by the Presiding Member; and*
  - (d) *No discussion or questions relating to the statement are permitted, unless otherwise determined by the Presiding Member.*
- (2) *Fifteen minutes is to be allocated for the public statement time.*

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- (3) *Once all statements have been made, nothing prevents the unused part of the statement time period from being used for other matters.*
  - (4) *If the 15-minute period set aside for public statements is reached, Council, by resolution, may resolve to extend the period for an additional 15 minutes to allow statements to be made.*
  - (5) *No more than two 15-minute extensions to the time for public statements are to be permitted.*
  - (6) *Procedures for public statements are to be in accordance with policy adopted from time to time by the Council and, where the policy is silent on a matter, the procedures for that matter are to be determined by the Presiding Member.*

## **5.1 RESPONSE(S) TO PUBLIC QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING ORDINARY MEETING OF COUNCIL**

### **5.1.1 MR K EWINGTON – NAMING OF WALKING BRIDGE OVER INGLIS RIVER**

Mr Ewington of Flowerdale asked if there will be an official opening and naming of the new walking bridge over the Inglis River.

The Director of Infrastructure and Development Services advised that the naming of the bridge could be considered and took the question on notice.

*The General Manager advised that the bridge will be known as the Inglis River Walking Track Bridge until such time that the Council determines otherwise. He also advised that there will be a "Walking Wynyard" community event to open the bridge. The date of the walk will be advised through usual channels when set.*

## **5.2 PUBLIC QUESTIONS RECEIVED IN WRITING**

Nil



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### 5.3 PUBLIC QUESTIONS WITHOUT NOTICE

Legislative Reference:

*Local Government (Meeting Procedures) Regulations 2015 Regulation 31(2)(5)*

- (2) *The Chairperson of an ordinary council meeting may –*  
(b) *invite any members of the public present at the meeting to ask questions relating to the activities of the council.*

When dealing with questions that require research or a detailed response –

- (5) *The Chairperson may –*  
(b) *require a question to be put on notice and in writing to be answered at a later ordinary council meeting.*

A summary of questions without notice and response(s) and the name of the person asking the question will be recorded in the minutes.

#### 5.3.1 MR P O'BOYLE – SISTERS BEACH OPEN SPACE PLAN

*Mr O'Boyle of Sisters Beach asked when Council was going to act on the recommendations from the 2014-15 Sisters Beach Open Space Plan. He stated that the main recommendations have not been completed in the three years since the plan was completed; key issues include footpaths and community hall.*

*The General Manager took the question on notice and advised that he would provide a response in writing.*

#### 5.3.2 MR P O'BOYLE –COASTAL EROSION AT SISTERS BEACH

*Mr O'Boyle of Sisters Beach asked where the documented results or actions to be taken on the coastal erosion at East Boulevard Park at Sisters Beach were. He noted that there had been several meetings but no information has been provided to the public.*

*The General Manager noted that there are plans to complete works following winter however acknowledged this may not have been broadly communicated to the community. The General Manager will provide a response in writing and determine how to pass on the message to a broader audience.*

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## **5.4 PUBLIC STATEMENTS RECEIVED IN WRITING**

A summary that includes the name of the person making a public statement and subject title of that statement will be recorded in the minutes.

Nil

## **5.5 PUBLIC STATEMENTS WITHOUT NOTICE**

### **5.5.1 MR P O'BOYLE – RESPONSE TO WEBSITE FEEDBACK FORMS**

*Mr O'Boyle of Sisters Beach stated that on at least three occasions he has not received a response to feedback forms completed on the Council's website.*

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## 6.0 PETITIONS / DEPUTATIONS / PRESENTATIONS

Legislative Reference:

*Local Government Act 1993; Part 6, Division 1; Sections 57, 58, 59, 60, 60A.*

57. *Petitions*

- (1) A person may lodge a petition with the council by presenting it to a *councillor or the general manager*.

58. *Tabling petition*

- (1) A *councillor who has been presented with a petition is to*

- (a) *table the petition at the next ordinary meeting of the council; or*  
(b) *forward it to the general manager within 7 days after receiving it.*

- (2) A *general manager who has been presented with a petition or receives a petition under subsection (1)(b) is to table the petition at the next ordinary meeting of the council.*

57(2) A *petition is not to be tabled if it does not contain –*

- (a) *a clear and concise statement identifying the subject matter; and*  
(b) *a heading on each page indicating the subject matter; and*  
(c) *a brief statement on each page of the subject matter and the action requested; and*  
(d) *a statement specifying the number of signatories; and*  
(e) *the full printed name, address and signature of the person lodging the petition at the end of the petition.*

58(3) A *petition is not to be tabled if –*

- (b) *it is defamatory; or*  
(c) *any action it proposes is unlawful.*

- (4) *The General Manager is to advise the lodger of any petition that is not tabled the reason for not tabling it within 21 days after lodgement. Local Government (Meeting Procedures) Regulations 2015, Regulation 38(1)(a)(b),(2)*

- (1) *The chairperson of a meeting, including a closed meeting, may invite a person –*

- (a) *to address the meeting; and*  
(b) *to make statements or deliver reports to the meeting.*

- (2) *An invitation under sub regulation (1) may be subject to any condition the council may impose on deputations.*

### 6.1 PETITIONS

Nil

### 6.2 DEPUTATIONS AND PRESENTATIONS

Nil

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## **7.0 PLANNING AUTHORITY ITEMS**

Legislative Reference:

*Local Government (Meeting Procedures) Regulations 2015 Regulation 25 / Judicial Review Act.*

*The Chairperson is to advise the meeting if a Council intends to act at a meeting as a Planning Authority under the Land Use Planning and Approvals Act 1993.*

25(2) *The general manager is to ensure that the reasons for a decision by a Council acting as a Planning Authority are recorded in the minutes.*

Any alternative decision the Council may make to a recommendation appearing on the Agenda, requires a full statement of reasons in order to maintain the integrity of the planning approval process and to comply with the requirements of the *Judicial Review Act*.

### **THE PLANNING AUTHORITY COMMENCED AT 6.17PM**

#### **7.1 PUBLIC QUESTIONS WITHOUT NOTICE –RELATING TO PLANNING MATTERS**

Legislative Reference:

*Local Government (Meeting Procedures) Regulations 2015 Regulation 31(2)(5)*

(2) *The Chairperson of an ordinary council meeting may –*

(b) *invite any members of the public present at the meeting to ask questions relating to the activities of the council.*

When dealing with questions that require research or a detailed response –

(5) *The Chairperson may –*

(b) *require a question to be put on notice and in writing to be answered at a later ordinary council meeting.*

A summary of questions without notice and response(s) and the name of the person asking the question will be recorded in the minutes.

NIL

#### **7.2 PUBLIC STATEMENTS – RELATING TO PLANNING MATTERS**

A summary that includes the name of the person making a public statement and subject title of that statement will be recorded in the minutes

NIL

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**7.3 MULTIPLE DWELLINGS (5 UNITS) LOCATED AT 6 MARTIN STREET, WYNYARD – DA 49/2018**

To: Council  
Reporting Officer: Town Planner  
Responsible Manager: General Manager  
Report Date: 4 July 2018  
File Reference: 7080197  
Supporting Documents: Development Application Form x 4 pages  
Location Map x 1 page  
Title Documents x 3 pages  
Proposal Plans x 11 pages  
Information Requests x 2 pages  
Planning report Amended x 18 pages  
TasWater conditions x 3 pages  
Representation 1 – W Boyle S Wigg  
Extension of time x 1 page

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**PURPOSE**

The purpose of this report is for Council to consider the merits of Development Application DA 49/2018 against the requirements of Council’s Planning Scheme.

**BACKGROUND**

A locality plan identifying the subject property is provided in Figure 1 below.



**Figure 1- Subject Site with zoning**

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The subject property is located at 6 Martin Street, Wynyard, and consists of two titles CT 73737/10 and CT 73737/11. Lot 11 has an area of 1298m<sup>2</sup> and Lot 10 has an area of 908m<sup>2</sup>. Lot 10 is a rectangular shape lot running north to south and is currently vacant. Lot 11 is currently improved with an existing dwelling and associated outbuildings. These are all to be demolished as part of the application.

The site is zoned General Residential, with adjoining land to north, south and east also zoned General Residential, whilst land to the west is zoned Environmental Management.

## DETAILS

The applicant is seeking approval for multiple dwellings (5 units) under the *Waratah-Wynyard Interim Planning Scheme 2013*. The proposal includes the demolition of an existing dwelling and outbuildings with the construction of five (5) units. The proposal includes a new access driveway within the site to access the five, three bedroom units.

This report assesses the proposal against the *Waratah-Wynyard Interim Planning Scheme 2013* (the Scheme) and takes into account the representations received during the public exhibition period. The proposal is defined as a Residential Use Class, a Permitted use under the Planning Scheme. The applicant is applying for discretion under the following clauses:-

- Setbacks and building envelope for all dwellings 10.4.2 (P1, P3); and
- Site coverage and private open space for all dwellings 10.4.3 (P2)

## CONSULTATION PROCESS

The consultation process was the public exhibition period set out in the *Land Use Planning and Approvals Act 1993 (LUPAA)* and involved notification of adjoining land owners, public notices on-site and advertising in a daily newspaper. The application was placed on public exhibition for a period of 14 days as required under LUPAA. The period for representations closed on 18 June 2018. One (1) representation was received. The representations and planning responses to the issues raised are provided below. While every effort has been made to include all issues raised, this summary should be read in conjunction with the representations which are included as an enclosure to this report.

Representor – W Boyle and S Wigg	
<p><b>Issues Raised</b></p> <p>The representors' issues raised have been summarised as the following:</p> <ol style="list-style-type: none"> <li>1. Lot 10 does not have any legal or informal arrangement for access to our private roadway (CT 237601/1) located to the north</li> </ol>	<p><b>Planning Response:</b></p> <ol style="list-style-type: none"> <li>1. The proposal is seeking a relaxation to rear boundary setback under clause 10.4.2 P2 of the scheme. Should applications not meet the acceptable solution requirements the application is required to be assessed</li> </ol>

<p>of the applicant's lot 10. The rear boundary must be the boundary between present lot 10 and our lot 9. Unit 4 is sited 1.5m from the rear boundary. This places a 15m long building with a height ranging from 2.5m to 5m at its highest point very close to our western boundary. We believe this will cause shading of future developments and should not be granted. These are well advanced at this time for our lot 9. The planning scheme requires a 4.5m setback from rear boundaries and this should be adhered to in this instance.</p>	<p>against the corresponding performance criteria. Please see a full assessment of this clause under the planning response.</p>
<p>2. Support the applicant's contention that the whole development is contained within their site.</p>	<p>2. Noted.</p>
<p>3. Plumbing plan for the development indicates a connection to the stormwater drainage that runs under our private roadway 9 or 10m inside our boundary from Martin Street.</p>	<p>3. Council's Technical Officer provided pre-lodgement advice for both access and stormwater management for the proposed development. Stormwater drainage has been conditioned and must connect each unit into Council's stormwater reticulated network in accordance with TSD- SW25-v1 Stormwater Property Connection mains. Furthermore, stormwater for hardstand areas and car parking is required to be directed to a stormwater system designed to cater for a 1 in 20 year ARI storm and discharged to a legal point of discharge to the requirements of the Director of Infrastructure and Development Services. The stormwater arrangements as submitted meet the relevant acceptable solution requirements of the planning scheme.</p>

## INTERNAL REFERRALS

### Engineering Services Department

The application was referred to the Engineering Services Department. The following conditions were recommended:

1. In the course of undertaking the development/use there is to be no damage caused to any Council owned infrastructure or property.
2. Loading and unloading of vehicles is to be confined to within the boundaries of the property.

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- 
3. Vehicular access to and egress from the site is to occur only in a forward motion.
  4. Off-street car parking and hardstand areas are to be surfaced in an all-weather material such as concrete, asphalt or bitumen spray seal. All stormwater runoff from the car parking and hardstand areas is to be collected onsite and directed to a stormwater system designed to cater for a 1 in 20 year ARI storm and discharged to a legal point of discharge to the reasonable requirements of the Director of Infrastructure and Development Services.

Notes:

An “Activity within the Road Reservation” permit must be obtained from Council for all activity within the Road Reservation.

Road access and stormwater is to be managed in accordance with Council’s Road Access and Stormwater Pre-lodgement Advice as dated 22 May 2018.

### **Environmental Health**

The following environmental health notes were recommended.

Note: This development/use is not to result in the generation of environmental harm or nuisance as defined in the *Environmental Management and Pollution Control Act 1994*.

### **EXTERNAL REFERRALS**

The application was referred to TasWater on 21 May 2018. The response was received on 28 May 2018 and forms Part B of this permit.

### **PLANNING ASSESSMENT**

The subject site is zoned General Residential under the *Waratah-Wynyard Interim Planning Scheme 2013*. The use is a Residential Use which is a Permitted use within the zone, should the application meet all the relevant acceptable solutions of the planning scheme. The proposal does not meet all relevant acceptable solutions of the planning scheme and is therefore submitted as a discretionary application under Section 57 of the *Land Use Planning & Approvals Act 1993* and assessed under the *Waratah-Wynyard Interim Planning Scheme 2013* and relevant State Policies and Acts. Section 57(1) (b) of LUPAA allows Council to relax or waive the provisions of its Planning Scheme under a discretionary status.

An assessment of the proposal against the relevant discretionary provisions for the General Residential Zone Code and relevant Codes is provided below.



## 10.0 General Residential Zone

### Setbacks and building envelope for all dwellings (10.4.2 P1, P3)

<p>A1 Unless within a building area, a dwelling, excluding protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6 m into the frontage setback, must have a setback from a frontage that is:</p> <p>(a) if the frontage is a primary frontage, at least 4.5 m, or, if the setback from the primary frontage is less than 4.5 m, not less than the setback, from the primary frontage, of any existing dwelling on the site; or</p> <p>(b) if the frontage is not a primary frontage, at least 3 m, or, if the setback from the frontage is less than 3 m, not less than the setback, from a frontage that is not a primary frontage, of any existing dwelling on the site; or</p> <p>(c) if for a vacant site with existing dwellings on adjoining sites on the same street, not more than the greater, or less than the lesser, setback for the equivalent frontage of the dwellings on the adjoining sites on the same street; or</p> <p>(d) if the development is on land that abuts a road specified in Table 10.4.2, at least that specified for the road.</p>	<p>P1 A dwelling must:</p> <p>(a) have a setback from a frontage that is compatible with the existing dwellings in the street, taking into account any topographical constraints; and</p> <p>(b) if abutting a road identified in Table 10.4.2, include additional design elements that assist in attenuating traffic noise or any other detrimental impacts associated with proximity to the road.</p>
<p><b>Planning Comment: Complies</b></p> <p>Proposed unit 1 is located 1.5m from the primary frontage and therefore must address the performance criteria.</p> <p>Due to the irregular angled frontage of the lot, Unit 1 has a setback from the frontage to Martin Street ranging from approximately 9m at the northern edge of the frontage and narrowing down to 1.5m from the southern edge of the dwelling. The existing dwelling to be demolished as part of this application is currently located in a similar location with the current setback also measuring 1.5m at this edge. Dwellings fronting onto Martin Street are also built within the frontage setback, therefore the proposed setback is considered consistent with Martin Street.</p> <p>The proposal does not abut a road identified in the applicable table 10.4.2.</p> <p>The proposal complies with the performance criteria.</p>	

<p>A3</p> <p>A dwelling, excluding outbuildings with a building height of not more than 2.4 m and protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6 m horizontally beyond the building envelope, must:</p> <p>(a) be contained within a building envelope (refer to Diagrams 10.4.2A, 10.4.2B, 10.4.2C and 10.4.2D) determined by:</p> <p>(i) a distance equal to the frontage setback or, for an internal lot, a distance of 4.5 m from the rear boundary of a lot with an adjoining frontage; and</p> <p>(ii) projecting a line at an angle of 45 degrees from the horizontal at a height of 3 m above natural ground level at the side boundaries and a distance of 4 m from the rear boundary to a building height of not more than 8.5 m above natural ground level; and</p> <p>(b) only have a setback within 1.5 m of a side boundary if the dwelling:</p> <p>(i) does not extend beyond an existing building built on or within 0.2 m of the boundary of the adjoining lot; or</p> <p>(ii) does not exceed a total length of 9 m or one-third the length of the side boundary (whichever is the lesser).</p>	<p>P3</p> <p>The siting and scale of a dwelling must:</p> <p>(a) not cause unreasonable loss of amenity by:</p> <p>(i) reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining lot; or</p> <p>(ii) overshadowing the private open space of a dwelling on an adjoining lot; or</p> <p>(iii) overshadowing of an adjoining vacant lot; or</p> <p>(iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining lot; and</p> <p>(b) provide separation between dwellings on adjoining lots that is compatible with that prevailing in the surrounding area.</p>
<p><b>Planning Comment: Complies</b></p> <p>The proposal is for multiple dwellings over 2 lots which are proposed to form a strata once constructed. The proposed units 4 and 5 are located within 4m of the rear boundary at the east. Proposed unit 1 does not meet the frontage setback. Therefore the application is to be assessed against the performance criteria.</p> <p>The proposed units 4 and 5 do not cause unreasonable loss of amenity by overshadowing the vacant lot as they are located to the west of the adjoining lot with a short boundary facing north onto the unmade road. Therefore, the development will not limit northern solar access of the adjoining lot. Additionally, the units are limited to a single storey, reducing overshadowing further.</p> <p>The rear boundary, located at the east of the site, adjoins a vacant lot which fronts onto a</p>	

road created by a previous subdivision. This makes the eastern boundary of lot 12 the side boundary of the adjoining lot identified as 13 Old Bass Highway. Both of the proposed units 4 and 5 have a setback measuring no less than 1.5m, which is consistent with a side boundary in the General Residential zoned land. This is considered to be separation that is compatible with the existing area and any future development of 13 Old Bass Highway.

Proposed unit 1 does not cause unreasonable loss of amenity due to the reduced frontage setback along Martin Street. Unit 1 will be located in a similar footprint to the existing dwelling that is to be demolished and is located to the north of the neighbour's driveway. The frontage setback relaxation is in relation to Martin Street. Martin Street will not be further overshadowed by the proposed unit 1. The neighbours private open space is located further south on the adjoining lot and therefore will not be further overshadowed by unit 1. The visual impact scale and bulk of unit 1 will be reduced from both Martin Street and the adjoining neighbours, as the proposed unit 1 is smaller in scale, bulk and size than the existing dwelling onsite, to be removed.

Separation between unit 1 and dwellings on adjoining lots will remain consistent with the existing arrangements in Martin Street and therefore considered consistent with the surrounding area.

The proposal is considered to comply with the performance criteria.

#### Site coverage and private open space for all dwellings 10.4.3 (P2)

<p>A2</p> <p>A dwelling must have an area of private open space that:</p> <p>(a) is in one location and is at least:</p> <p>(i) 24 m<sup>2</sup>; or</p> <p>(ii) 12 m<sup>2</sup>, if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8 m above the finished ground level (excluding a garage, carport or entry foyer); and</p> <p>(b) has a minimum horizontal dimension of:</p> <p>(i) 4 m; or</p> <p>(ii) 2 m, if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8 m above the finished ground level (excluding a garage, carport or entry foyer); and</p> <p>(c) is directly accessible from, and adjacent to, a habitable room (other than a bedroom); and</p> <p>(d) is not located to the south, south-east or south-west of the dwelling, unless</p>	<p>P2</p> <p>A dwelling must have private open space that:</p> <p>(a) includes an area that is capable of serving as an extension of the dwelling for outdoor relaxation, dining, entertaining and children's play and that is:</p> <p>(i) conveniently located in relation to a living area of the dwelling; and</p> <p>(ii) orientated to take advantage of sunlight.</p>
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<p>the area receives at least 3 hours of sunlight to 50% of the area between 9.00am and 3.00pm on the 21st June; and</p> <p>(e) is located between the dwelling and the frontage, only if the frontage is orientated between 30 degrees west of north and 30 degrees east of north, excluding any dwelling located behind another on the same site; and</p> <p>(f) has a gradient not steeper than 1 in 10; and</p> <p>(g) is not used for vehicle access or parking.</p>	
<p><b>Planning Comment: Complies</b></p> <p>Proposed unit 1 does not meet the acceptable solution as the private open space is located between the frontage and dwelling, and due to the unusual shape of the frontage, does not provide a minimum dimension of 4m. Therefore, proposed unit 1 must address the performance criteria.</p> <p>Unit 1 does not provide private open space that is located between 30 degrees east of north or 30 degrees west of north. However, the private open space angle from the frontage does allow unrestricted northern solar access to an area greater than 25m<sup>2</sup> in area. This space is directly accessible from the living area via sliding doors onto a deck area.</p> <p>The proposal is considered to provide suitable area for outdoor relaxation, entertaining and children’s play areas all conveniently located to living areas and orientated to take advantage of the northern sun.</p> <p>The proposal is considered to comply with the performance criteria.</p>	

**Part E Codes**

**Bushfire-Prone Areas Code**

E1 Not applicable to this application.

**Airport Impact Management Code**

E2 The proposal complies with the Acceptable Solutions of this code.

**Clearing and Conversion of Vegetation Code**

E3 Not applicable to this application.

**Change in Ground Level Code**

E4 Not applicable to this application.

**Local Heritage Code**

E5 Not applicable to this application.

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### Hazard Management

E6 Not applicable to this application.

### Signs Code

E7 Not applicable to this application.

### Telecommunications Code

E8 Not applicable to this application.

### Traffic Generating Use and Parking Code

#### E9.6.1 Design of vehicle parking and loading areas

<p>A1.1</p> <p>All development must provide for the collection, drainage and disposal of stormwater; and</p> <p>A1.2</p> <p>Other than for development for a single dwelling in the General Residential, Low Density Residential, Urban Mixed Use and Village zones, the layout of vehicle parking area, loading area, circulation aisle and manoeuvring area must –</p> <p>(a) Be in accordance with AS/NZS 2890.1 (2004) – Parking Facilities - Off Street Car Parking;</p> <p>(b) Be in accordance with AS/NZS2890.2 (2002) Parking Facilities - Off Street Commercial Vehicles;</p> <p>(c) Be in accordance with AS/NZS 2890.3 1993) Parking Facilities – Bicycle Parking Facilities;(d) Be in accordance with AS/NZS 2890.6 Parking Facilities - Off Street Parking for People with Disabilities;</p> <p>e) Each parking space must be separately accessed from the internal circulation aisle within the site;(f) Provide for the forward movement and passing of all vehicles within the site other than if entering or leaving a loading or parking space; and</p> <p>(g) Be formed and constructed with compacted sub-base and an all-weather surface.</p>	<p>P1</p> <p>The layout and construction of a vehicle parking area, loading area, circulation aisle, and manoeuvring area must be adequate and appropriate for –</p> <p>(a) the nature and intensity of the use;</p> <p>(b) effect of size, slope and other physical characteristics and conditions of the site;</p> <p>(c) likely volume, type, and frequency of vehicles accessing the site;</p> <p>(d) likely demand and turnover for parking;</p> <p>(e) delivery and collection vehicles;</p> <p>(f) familiarity of users with the vehicle loading and vehicle parking area;</p> <p>(g) convenience and safety of access to the site from a road;</p> <p>(h) safety and convenience of internal vehicle and pedestrian movement;</p> <p>(i) safety and security of site users; and</p> <p>(j) the collection, drainage, and disposal of stormwater</p>
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**Planning Comment: Complies**

The proposal provides for 10 car parking spaces on-site, for the 5 units and an additional two spaces for visitor parking spaces as required under this code. It is noted the car parking site arrangement provided by the applicant does not meet the acceptable solution in it's current arrangement. However the proposal is capable of providing an additional bay between both unit 5 and unit 4 to allow for a turning area to ensure cars parked in the garage of unit 5 can exit the site in a forward motion. This would ensure the proposal complies with the acceptable solution. A condition has been placed on the permit to ensure the parking meets AS/NZS 2890.1 (2004) Parking Facilities- Off street car Parking.

The proposal is conditioned to comply with the acceptable solution.

**Water and Waterways Code**

E10 Not applicable to this application.

**STATUTORY IMPLICATIONS***Land Use Planning and Approvals Act 1993*

The Council is established as a Planning Authority by definition under Section 3(1) of the *Land Use Planning and Approvals Act 1993* (the Act), and must enforce the *Waratah-Wynyard Interim Planning Scheme 2013* (planning scheme) under S.48 of the Act.

In accordance with section 57 of this Act and Council's Planning Scheme, this proposal is an application for a discretionary permit. Council may approve or refuse discretionary permit applications after considering both Council's Planning Scheme and any public representations received. It is noted that one (1) representation was received during the exhibition period.

**STRATEGIC IMPLICATIONS**

There are no significant strategic implications identified.

**POLICY IMPLICATIONS**

No policies of Council were identified as being relevant to this matter.

**FINANCIAL IMPLICATIONS**

There are no financial implications to Council other than those ordinarily associated with administering the Planning Scheme.

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## **RISK IMPLICATIONS**

There is limited risk for the Council acting as Planning Authority, provided that decisions made are in accordance with the Planning Scheme.

Should the Planning Authority wish to make a decision against the professional advice provided, the reasons will need to be detailed.

The *Land Use Planning and Approvals Act 1993* provides for penalties against a Planning Authority that fails to enforce its planning scheme (ss. 63a & 64). Going against advice provided in the planning report, without seeking alternate qualified advice, may create unnecessary risk for the Council in exercising its statutory functions as a Planning Authority.

Should a decision by the Planning Authority be contrary to professional advice provided and the matter is taken to the appeal tribunal, Council would need to obtain separate professional advice to represent Council through the appeal process.

## **COMMENT**

This report is presented for Council's consideration, together with the recommendations contained at the beginning of this report.

The proposed multiple dwellings meet the relevant performance criteria of the planning scheme. Units 4 and 5 are unlikely to cause further overshadowing of the adjoining lot at 13 Old Bass Highway, and the proposed setback of Unit 1 will not contribute to an incompatible street frontage along Martin Street as the setback will remain identical to the existing development. Access to the units can be provided within the site boundaries and car parking arrangements are capable of being met within the site.

The application is considered to comply with the General Residential Zone Code and all other applicable codes of the *Waratah-Wynyard Interim Planning Scheme 2013*. It is therefore recommended that Council approve a planning permit for the proposed multiple dwellings.

**PID 7075558**

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MOVED BY	CR HYLAND
SECONDED BY	CR FAIRBROTHER

That Council, in accordance with Section 51 and Section 57 of the *Land Use Planning and Approvals Act 1993* and the *Waratah-Wynyard Interim Planning Scheme 2013*, approve Multiple Dwellings (5 units) at 6 Martin Street, Wynyard subject to the following conditions:-

**PART A CONDITIONS:**

- (1) The development is to be generally in accordance with the application as submitted and endorsed documents as listed:
  - a) Proposal Plans with Drawing Numbers 1661-01 and 02 Revision E as prepared by PLA Designs and dated 30 May 2018.
  - b) Proposal Plans with Drawing Numbers 1661-04 Revision B, 03 and 05-09 Revision C as prepared by PLA Designs and dated 26 April 2018.
  - c) Proposal Plans with Drawing Numbers 1661-10 Revision D, as prepared by PLA Designs and dated 30 April 2018.
  - d) Planning Report with Project Number 16161-P as prepared by PLA Designs and dated 30 May 2018 - amended.
- (2) In the course of undertaking the development/use there is to be no damage caused to any Council owned infrastructure or property.
- (3) Loading and un-loading of vehicles is to be confined to within the boundaries of the property.
- (4) Vehicular access to and egress from the site is to occur only in a forward motion.
- (5) Off-street car parking and hardstand areas are to be surfaced in an all-weather material such as concrete, asphalt or bitumen spray seal. All stormwater runoff from the car parking and hardstand areas is to be collected onsite and directed to a stormwater system designed to cater for a 1 in 20 year ARI storm and discharged to a legal point of discharge to the reasonable requirements of the Director of Infrastructure and Development Services.
- (6) All costs associated with the proposed development including those related to infrastructure extensions or upgrades to Council assets are to be met by the developer.
- (7) Control measures are to be installed for the duration of the construction phase so as to limit the loss of soils and other debris from the site.
- (8) The applicant is to supply a car parking layout site plan that demonstrates vehicle parking, circulation and manoeuvring is in accordance with AS/NZS 2890.1 (2004)- Parking Facilities- Off Street Car Parking. This will become part of the endorsed plans to be submitted to the Manager of Development and Regulatory Services.



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**PART B CONDITIONS:**

**(1) The person responsible for the activity must comply with the conditions contained in Schedule 2 of Permit Part B which the Regulated Entity (trading as TasWater) has required the planning authority to include in the permit, pursuant to section 56Q of the *Water and Sewerage Industry Act 2008*, reference TWDA 2018/00797-WWC (attached).**

Notes: -

The following is provided for information only and does not constitute condition(s) of permit.

- This project must be substantially commenced within two years of the issue of this permit.
- An “Activity within the Road Reservation” permit must be obtained from Council for all activity within the Road Reservation.
- The applicant is advised to consult with a Building Surveyor to ensure the development is constructed in accordance with the *Building Act 2016*.
- The development/use is not to result in the generation of environmental harm or nuisance as defined in the *Environmental Management and Pollution Control Act 1994*.
- This permit is based on information and particulars set out in Development Application DA 49/2018. Any variation requires an application for further planning approval of Council.
- Road access and stormwater is to be managed in accordance with Council’s Road Access and Stormwater Pre-lodgement Advice, dated 22 May 2018.
- Attention is drawn to existing or proposed electricity infrastructure, please be sure to contact Aurora Energy on 1300 132 003 to ensure these works do not impede on existing electricity easements and are at a safe distance from powerlines. Failure to do so could result in the relocation of electricity assets at your cost.
- Under Section 61 (4) of the *Land Use Planning and Approvals Act 1993*, the applicant has the right to lodge an appeal against Council’s decision. Notice of appeal should be lodged on the prescribed form together with the required fee within fourteen days after the date on which notice of the decision was served on that person, to the Resource Management and Planning Appeal Tribunal, GPO Box 2036, Hobart, 7001.

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	

**THE PLANNING AUTHORITY CLOSED AT 6.21PM**

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## **8.0 MATTERS RAISED BY COUNCILLORS**

Legislative Reference:

*Local Government (Meeting Procedures) Regulations 2015; 29 (3)*

*(3) The Chairperson must not permit any debate of a question without notice or its answer.*

*Local Government (Meeting Procedures) Regulations 2015; 30(1) and (2)*

*(1) A councillor, at least 7 days before an ordinary meeting of a council or council committee, may give written notice to the general manager of a question in respect of which the councillor seeks an answer at that meeting.*

*(2) An answer to a question on notice must be in writing.*

### **8.1 RESPONSE(S) TO COUNCILLOR QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING**

#### **8.1.1 CR FAIRBROTHER – WARATAH DAM**

Cr Fairbrother asked if the full TasWater risk assessment regarding Waratah Dam could be provided to Councillors.

*A request has been submitted to receive the report from TasWater.*

#### **8.1.2 CR BRADLEY – MUSHROOM CAFÉ WARATAH**

Cr Bradley asked if land matters behind the Mushroom Café in Waratah had been sorted out.

The General Manager took the question on notice and now advises:

*Part of the Mushroom Café building is located on another property owned by a third party. The owners of this property do not own any other adjoining properties and may not be aware they own this parcel of land. The owners of the café have commenced legal proceedings in an attempt to have the land transferred into their name. Council are unaware of the current status of the proceedings. This is a matter for the Land Titles Office and Council is not involved.*

### **8.2 COUNCILLOR QUESTIONS RECEIVED IN WRITING**

**Nil**

**The Manager Development and Regulatory Services and the Town Planner left the meeting at 6.22pm**

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### **8.3 COUNCILLOR QUESTIONS WITHOUT NOTICE**

A summary of question(s) without notice and response(s) will be recorded in the minutes.

#### **8.3.1 CR HYLAND SISTERS BEACH EROSION**

*Cr Hyland asked if there was a plan for addressing the erosion at Sisters Beach*

*The General Manager advised that there was a plan in place, however work would not commence until the warmer weather.*

#### **8.3.2 CR FAIRBROTHER - SISTERS BEACH EROSION**

*Cr Fairbrother asked if the costs for the works at Sisters Beach were covered in the operational budget*

*The General Manager advised that the costs were covered in the operational budget.*

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## 9.0 NOTICES OF MOTION

Legislative Reference:

*Local Government (Meeting Procedures) Regulations 2015; Regulation 16*

*(5) A councillor may give written notice of a motion, together with supporting information and reasons, to be included on the agenda of the next meeting to the general manager at least 7 days before the meeting.*

*(6) The general manager, after consultation with the chairperson, may refuse to accept a written motion that, in their opinion –*

*(a) is defamatory; or*

*(b) contains offensive language; or*

*(c) is unlawful.*

*(7) A councillor who has given notice of a motion that has not been refused under sub regulation (6) is to move the motion at the meeting, otherwise it lapses.*

NIL

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## 10.0 REPORTS OF OFFICERS AND COMMITTEES

### 10.1 ALRS PROJECT REVIEW

To:	Council
Reporting Officer:	Executive Officer General Managers Office
Responsible Manager:	General Manager
Report Date:	5 July 2018
File Reference:	
Enclosures:	<b>REFER ATTACHMENT B</b> Agricultural Landscape Rehabilitation Program Final Report

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#### PURPOSE

To provide Council with a final update on the ALRS project which has been completed by council in partnership with the State Government, NRM North and NRM Cradle Coast on behalf of local farmers.

#### BACKGROUND

In July 2017 Council successfully sought group funding under the ALRS to conduct rehabilitation activities stemming from the 2016 floods. The aim of the scheme was to restore land impacted by the 2016 floods and to improve waterway resilience to minimise impacts on productive land from future flood events.

Fourteen (14) properties in the Flowerdale Inglis River catchment area were involved in the group project.

#### DETAILS

The project was funded under the Tasmanian State Government's Agricultural Landscape Rehabilitation Scheme, and administered by the three Natural Resource Management groups, Cradle Coast, North and South. The scheme was designed in response to the 2016 flood events, which resulted in extensive bank loss across the catchments. Waratah-Wynyard Council applied for funding on behalf of 14 landholders, and employed a Project Officer, as per the funding agreement. Water Technology was engaged to prepare a report which prioritized sites which were identified as strategic for river rehabilitation.

Within the funding allocation 24 sites had structural works conducted (rock armouring) and 27 sites have been re-vegetated and fenced.

As a pre-requisite for funding applications, technical advice was sought from Water

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Technology, to advise on the methods of restoration required at each site. In the initial technical advice supplied to each landholder, there were 46 sites identified as requiring some form of restoration across the 14 properties. The cost of restoring all the sites identified was estimated at \$619,303.50 by the Water Technology engineers. Following the submission of the nomination form, funding of \$421,139.42 was allocated which included a pre-set allocation for a project manager.

Water Technology engineers were engaged to prioritise sites which could be adequately restored within the funding allocation. The engineer's report prioritised 14 sites between Boat Harbour and Wynyard.

Due to the time frame which was involved in the nomination process, further degradation of the river took place during and after flooding during 2017. As result of this, further technical advice was required to re-prioritise sites for restoration.

An example of type of work completed in shown in before and after photo's below.

Before:



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After rock armouring completed



An example of revegetation works occurring.



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## STATUTORY IMPLICATIONS

There are no statutory implications.

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</b>	
<b>Desired Outcomes</b>	
We are recognised for proactive and engaged leadership.	
<b>Our Priorities</b>	
1.3	Encourage increased participation by all stakeholders.
1.4	Facilitate the meeting of community needs through strong advocacy and local and regional collaboration for shared outcomes.
1.5	Build our knowledge base to apply in decision-making processes.
<b>GOAL 7: Environment</b>	
<b>Desired Outcomes</b>	
Stewardship of our land, water and marine ecosystems respects past, present and future generations.	

### Sustainable Murchison 2040 Community Plan Reference

Community Future Direction Theme	Key Challenges & Opportunities:
Business & Industry	<i>Specialised diversity of the economy – Value adding, diversification, innovation and employment. A resilient economy with global brand recognition and growing exports.</i>
Natural resource management	<i>Managing abundant, natural and productive resources – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.</i>
Governance and working together	<i>Working together for Murchison – Everyone plays a part in achieving the objectives of the Sustainable Murchison Community Plan. There is cooperation, resource sharing and less duplication between Councils. Leadership is provided across all community sectors.</i>

## POLICY IMPLICATIONS

There are no policy implications

## FINANCIAL IMPLICATIONS

All works were completed within grant allocation with no additional cost to Council.



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## **RISK IMPLICATIONS**

Ongoing monitoring will occur over the next 12 months to ensure the long term success of the project. A further report is being prepared which details recommended additional works.

## **CONSULTATION PROCESS**

During the course of the project constant discussions were held with NRM North and NRM Cradle Coast as well as the owners of the impacted properties to ensure that works completed would ensure maximum benefit.

MOVED BY	CR FRIEDERSDORFF
SECONDED BY	CR FAIRBROTHER

**That Council note the Final Report on the Agricultural Landscape Rehabilitation Scheme (ALRS).**

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	

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## 10.2 COMMUNITY ACTIVATION GRANTS – 2018/2019 ROUND ONE

<b>To:</b>	<b>Council</b>
<b>Reporting Officer:</b>	<b>Community &amp; Events Officer</b>
<b>Responsible Manager</b>	<b>Director Corporate &amp; Community Services</b>
<b>File Reference:</b>	<b>103.04/15</b>
<b>Council Report Date:</b>	<b>3 July 2018</b>
<b>Enclosures:</b>	<b>Nil</b>

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### PURPOSE

This report has been prepared to assist Council to determine allocations to be provided to community organisations under Round One of the 2018/2019 Community Activation Grants Program.

### BACKGROUND

Council received 16 Community Activation Grant applications. Advertisements appeared in “The Advocate” during April and May 2018, advising local community groups/organisations and events that application forms and policy guidelines were available at the Council Offices in Wynyard and Waratah or could be downloaded from the Council’s website.

The applications have been categorised under six headings, as follows:

- A. Events
- B. Recreation and Wellbeing
- C. Arts and Culture
- D. Youth and Education
- E. Community Small Grants
- F. Community Support

### STATUTORY IMPLICATIONS

#### Statutory Requirements

The *Local Government Act 1993* states:

#### ***Grants and benefits***

- 77. (1)** *A council may make a grant or provide a benefit that is not a legal entitlement to any person, other than a Councillor, for any purpose it considers appropriate.*
- (2)** *The details of any grant made or benefit provided are to be included in the annual report of the council.*

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## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>Key Focus Area</b>	<b>OUR COMMUNITY</b> Enhancement of the physical, social and cultural wellbeing of our community.
<b>Outcome 2.1</b>	<b>The Community is supported in its recreational pursuits.</b>
<b>Operational Aim 2.1.1</b>	Promote healthy living activities.
<b>Operational Aim 2.1.4</b>	Promote and support a range of artistic and cultural activities.

## FINANCIAL IMPLICATIONS

The Council currently has an amount of \$50,000 included within the 2018/2019 approved budget for this item. The following reconciliation provides an indication of the budget implications if all of the recommendations provided were to be accepted:

<b>Budget Allocation:</b>	
Community Activation Grants Program – Round One	40,000
Community Support – approved under delegation	10,000
<b>Total</b>	<b>50,000</b>
Less: Recommendation Round One	31,737
Less: Community Support approved	0
<b>Total Round One</b>	<b>31,737</b>
<b>Balance Available</b>	<b>18,263</b>

A schedule of all applications received, and the proposed contribution is attached.

## DETAILS

To assist Council in reviewing the applications received, the grants committee undertook an initial assessment and provided comments and recommendations. Councillors discussed the grant applications at a Workshop held on 2 July 2018.

Each application is assessed against the criteria outlined in the application and applicants must meet the requirements of the Community Activation Grants program to be eligible.

### Assessment Criteria

Benefit to the Waratah-Wynyard community;  
Innovation and proactivity;  
An integrated and collaborative approach, avoiding duplication;  
Value for money;  
Community support for the project, particularly from any partners;  
High levels of other financial or in-kind contributions;  
The ability to build and strengthen community capacity;  
Good prospects for successful implementation; and

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Volunteer and community involvement with the project.

#### Disbursement of Grant

All organisations that are awarded a grant are required to produce evidence of expenditure, i.e. quotations or accounts for payment, prior to the funds being disbursed.

New Events receiving assistance for a three year term are required to sign an Event Sponsorship Funding Agreement.

#### Acquittal Process

An acquittal report must be submitted for grants.

All organisations that receives a grant, must lodge an Acquittal Report at the conclusion of the project, detailing how the funds have been spent and outlining the success or otherwise of the project.

#### **RISK IMPLICATIONS**

There is a risk that community groups who receive a grant will have an expectation of a similar amount of support in following years and that a precedent is set for groups of a similar interest and nature to also be supported by Council.

This risk is minimised by advising applicants that the provision of a community activation grant this financial year does not set a precedent for allocation of a similar amount in future budgets.

Risk is also minimised by applying the guidelines for disbursement of the grants and the following acquittal process.

#### **COMMENT**

That the Council provide community activation grants to the outlined organisations as recommended under round one of the Council's 2018/2019 Community Activation Grants program.

MOVED BY	CR BRADLEY
SECONDED BY	CR BRAMICH

That the Council provide community activation grants to the following organisations under Round One of the Council's 2018/2019 Community Activation Grants program:

Organisation	Recommended for Approval (\$)
Wynyard Yacht Club	1,000
Inglis Pony Club	1,878
Wynyard/Somerset Tennis Club Inc.	2,000
Somerset Fire Brigade Social Club	2,000
Penguin Rehab & Release	2,000
Meals on Wheels Association of Tas Inc.	1,000
Somerset Scout Group (Hellyer District)	2,000
Central Wynyard Neighbourhood Watch	300
Wynyard RSL Sub-Branch	1,200
North West Bird Club Inc.	384
Wynyard Garden Club	500
Wynyard Municipal Concert Band Inc.	2,000
Artscape Wynyard	800
The Wynyard Chorale Inc.	675
Wynyard Fire Brigade Social Club	1,000
Wynyard Rodeo	2,000
<b>THREE YEAR FUNDING AGREEMENTS FROM 2016/2017</b>	
Somerset Rotary	2,000
Sisters Beach Community Association	2,000
Tasmanian Multi Sport Adventure	2,000
Somerset Christmas Pageant	2,000
Lion's Club of Wynyard	2,000
Burnie Coastal Art Group Inc.	1,000
<b>Total</b>	<b>31,737</b>

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	

	Name of Organisation	Description of project	Total Cost	Org. Contr.	Grants/other	In-Kind	Short Fall	Assist. Sought	Recom'd. Allocation	Council Grant
	<b>Recreation &amp; Wellbeing</b>									
1	Wynyard yacht Club Inc.	hire of portable Disabled Toilet for one year	10,800.00	800.00		9,000.00		1,000.00	1,000.00	1,000.00
2	Inglis Pony Club Inc.	Upgrade of Dressage Arenas	2,150.00	272.00				1,878.00	1,878.00	1,878.00
3	Wynyard/Somerset Tennis Club Inc.	Defibrillator	2,350.00	300.00		50.00		2,000.00	2,000.00	2,000.00
			15,300.00	1,372.00		9,050.00		4,878.00	4,878.00	
	<b>Community Small Grants</b>									
4	Somerset Fire Brigade Social Club	Purchase Marquee	2,097.70	97.70				2,000.00	2,000.00	2,000.00
5	Penguin Rehab & Release	Penguin Rehabilitation Facility	20,484.00	13,484.00		4,000.00		3,000.00	2,000.00	2,000.00
6	Meals on Wheels Association of Tas Inc.	Office set up	2,523.00	323.00		200.00		2,000.00	1,000.00	1,000.00
7	Somerset Scout Group (Hellyer District)	Purchase Group trailer	2,334.00	334.00				2,000.00	2,000.00	2,000.00
8	Central Wynyard Neighbourhood Watch	Newsletter production	760.00	100.00		360.00		300.00	300.00	300.00
9	Wynyard RSL Sub-Branch	Purchase of a Marquee	1,644.00	345.00				1,200.00	1,200.00	1,200.00
10	North West bird Club Inc.	Publication of Newsletter office equipment	384.00					384.00	384.00	384.00
11	Wynyard Garden Club Inc.	Prize money for Garden Competition	1,050.00	350.00				700.00	500.00	500.00
			31,276.70	15,033.70		4,560.00		11,584.00	9,384.00	
	<b>Arts &amp; Culture</b>									
12	Wynyard Municipal Concert Band Inc.	Purchase of Conductors Podium	2,970.00	970.00				2,000.00	2,000.00	2,000.00
13	Artscape Wynyard	Cradle Coast Emerging Artists Competition	1,800.00	1,000.00				800.00	800.00	800.00
14	The Wynyard Chorale Inc.	Purchasing SATB Sheet Music for Library	675.00					675.00	675.00	675.00
			5,445.00	1,970.00				3,475.00	3,475.00	

	Name of Organisation	Description of project	Total Cost	Org. Contr.	Grants/other	In-Kind	Short Fall	Assist. Sought	Recom'd. Allocation	Council Grant
	One- Off Events - Sponsorship									
15	Wynyard Fire Brigade Social Club	Sponsorship North West Family Fun Day	3,950.00	550.00		2,400.00		1,000.00	1,000.00	1,000.00
			3,950.00	550.00		2,400.00		1,000.00	1,000.00	
	Start up Event up to 3 years									
16	G & L Rodeo Promotors	Wynyard Rodeo	37,430.00	34,430.00				3,000.00	2,000.00	2,000.00
			37,430.00	34,430.00	-	-		3,000.00	2,000.00	
	Three Year Agreement									
	Somerset Rotary	Australia Day Foreshore Fiesta						2,000.00	2,000.00	2,000.00
	Sisters Beach Community Association	Australia Day						2,000.00	2,000.00	2,000.00
	Tasmanian Multi Sport Adventure	Gone Nuts 101 Race						2,000.00	2,000.00	2,000.00
	Somerset Christmas Pageant	Christmas Pageant						2,000.00	2,000.00	2,000.00
	Lion's Club of Wynyard	Christmas Parade						2,000.00	2,000.00	2,000.00
	Burnie Coastal Art Group Inc	Art Prize money & acquisition of art work						\$1,000.00	1,000.00	1,000.00
								11,000.00	11,000.00	
			93,401.70	53,355.70		16,010.00		34,937.00		
								<b>Total</b>	<b>31,737.00</b>	31,737.00

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### 10.3 NAMING OF MILLPOND COURT, WYNYARD

To: Council  
Reporting Officer: GIS Coordinator  
Responsible Manager: GIS Coordinator  
Report Date: 05 July 2018  
File Reference: RS 305  
Enclosures:

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#### PURPOSE

The purpose of this report is to allocate an official name to the recently constructed Access Road that services the new subdivision off York Street Wynyard.

#### BACKGROUND

A newly constructed subdivision now exists on PID 2931386 off the end of York Street Wynyard. It is a condition of the subdivision process that the developer submits suggested name/s for any roads constructed as part of the subdivision. In this instance the developer has submitted the name "**Millpond Court**" to be allocated to this new access road. The name has been derived from its close proximity to an old sawmill site on Inglis street.

Once this suggested name has been approved by Council, it can then be lodged via the placenames portal to be ratified by the Tasmanian Nomenclature Board.

#### DETAILS

The name has been derived from the developments close proximity to an old saw mill on Inglis street, along with the discovery of copious amounts of sawdust waste excavated during site works where it has been suggested the mill waste was stored.

#### STATUTORY IMPLICATIONS

##### Statutory Requirements

All road naming must be in accordance with Tasmanian Nomenclature rules and regulations.

All addressing must adhere to the Australian & New Zealand Rural and urban addressing standard (AS/NZS 4819:2011).



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## STRATEGIC IMPLICATIONS

There are no significant strategic implications identified.

### Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</b>	
<b>Desired Outcomes</b>	
We make publicly transparent decisions on spending and future directions while encouraging community feedback.	
1.1	<i>Commit to best practice in community engagement.</i>

### Sustainable Murchison Community Plan 2040

<b>Access and infrastructure</b>	<i>Local, regional and global transport and infrastructure access – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.</i>
<b>Health and Wellbeing</b>	<i>Maintaining good health and wellbeing – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.</i>
<b>Place making and liveability</b>	<i>Liveable places for all ages – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.</i>

## POLICY IMPLICATIONS

The Naming of Streets Policy (LUP.006) may have some influence upon this matter.

## FINANCIAL IMPLICATIONS

There will be a small cost associated with the placement of new street signs “*Millpond Court*” at each intersection of this new road with York Street, costing approximately \$500.

## RISK IMPLICATIONS

Failing to allocate a street name could result in the delay of emergency services and in the connection of vital utilities including electricity, phone etc. The timely allocation of a street name will also allow the addressing of these new parcels and mitigate these aforementioned risks.

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## CONSULTATION PROCESS

Consultation with Alan Hudson (P.D.A Surveyors) and the Tasmanian Nomenclature Board have been undertaken. Both parties are agreeable to have this new access road officially named and addressing allocated.

Historical Checks with Lands Tasmania and checking historical aerial Imagery confirms the close proximity of the Saw Mill, confirming the historical significance of the suggested name.

## COMMENT

It is therefore recommended that the Council:

1. Assign the Name "*Millpond Court*" to the newly constructed access road.
2. Advise the Tasmanian Nomenclature Board of Councils Recommendation of the new road name via the placenames portal.

MOVED BY	CR BRADLEY
SECONDED BY	CR FRIEDERSDORFF

## That Council:

1. **Assign the name "*Millpond Court*" to the recently constructed road servicing the new subdivision located off York Street Wynyard.**
2. **Submit the recommended name "*Millpond Court*" to Nomenclature via the Placenames portal for Ratification.**

The MOTION was put and was CARRIED unanimously

## IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	

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## 10.4 WORK HEALTH AND SAFETY POLICY

To: Council  
Reporting Officer: Health and Safety Officer  
Responsible Manager: Manager Corporate Services & Risk  
Report Date: 16 July 2018  
File Reference:  
Enclosures: Draft Work Health and Safety Policy

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### **PURPOSE**

To ensure that Council has an updated Work Health and Safety policy in place that is reviewed on a biennial basis and meets the current legislative requirements.

### **BACKGROUND**

This policy was last reviewed and adopted by Council in 2016 and has been reviewed regularly to ensure that it reflects current and contemporary work place health and safety practices.

### **DETAILS**

The Work Health and Safety Policy has been developed to reflect the expectations of Council and workers in relation to health and safety. This policy is the over-arching framework through which other health and safety policies and procedures have been developed creating a systematic and consistent approach to this area.

The new Policy document sees some minor changes in layout to be more consistent with other policy documents. In addition the policy statement provides more detail around the delivery of work health & safety by Council with the content and intent consistent with the previous policy.

### **STATUTORY IMPLICATIONS**

#### Statutory Requirements

Council policy determinations are generally restricted to matters not specifically prescribed in legislation and their function is to provide supplementary guidance to the Council and its staff for the consistent application of standards and practices.

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## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>Key Focus Area:</b>	<b>LEADERSHIP AND GOVERNANCE</b> Waratah-Wynyard Council will deliver an openly transparent, inclusive, community-focussed governing body. We will pride ourselves on a strong sense of belonging and fairness based on trust, honesty and approachability.
<b>Outcome 1.5</b>	<b>We highly value the use of an evidence-based approach to the development and implementation of strategies and policies that support and strengthen our decision making.</b>
<i>Operational Aim 1.5.1</i>	Build our knowledge base to apply in decision making processes - Review and update Council policies as per agreed schedule.

## POLICY IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

The financial implications of this policy are within the existing budget allocation in this area. Having a robust Work Health & Safety policy and procedures can assist in providing savings in terms of the operation and a reduction in workers compensation premiums.

## RISK IMPLICATIONS

There are identified risks if the position of Council in relation to Work, Health & Safety is not clearly articulated to stakeholders in terms of organisational culture.

## CONSULTATION PROCESS

Senior Management and Executive Management teams.

## COMMENT

The Work Health and Safety Policy reflects the shared expectations of Council in relation to the health and safety of all workers. In adopting this Policy Council is providing the strategic direction for this important aspect of the workplace.

It is therefore recommended that the Council adopt the Work Health and Safety policy, as outlined in the attachment to this report and that the policy become due for review in July 2020.

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MOVED BY	CR FRIEDERSDORFF
SECONDED BY	CR FAIRBROTHER

**That Council adopt the Work Health and Safety Policy, as outlined in the attachment to this report with immediate effect.**

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	



## 1. SCOPE

The policy applies to:

- 1.1 workers including employees, contractors or subcontractors, employee of a labour hire company, self-employed person, outworker, apprentice, trainee, volunteer and Councilor, and
- 1.2 other persons, including any person at the workplace who is not a worker including visitors and members of the public.

## 2. PURPOSE

To recognise the Council's commitment to its duty of care to provide a safe and healthy work environment.

## 3. POLICY STATEMENT

Council is committed to being proactive in providing a workplace in which risks to health and safety, are managed so far as is reasonably practicable, by implementing appropriate standards and controls including training and education programs to protect the health and safety of its workers and other persons in the workplace. The Council will achieve this by adhering to the following:

- 3.1 Workers and other persons at the workplace are required to meet their duty of care obligations and are to be accountable for their own safety and the safety of others at the workplace;
- 3.2 Workers and other persons at the workplace are required to adhere to lawful and reasonable directions, policies and procedures regarding compliance with this Policy and health and safety generally;
- 3.3 Managers and supervisors are required to:
  - Promote the Policy within their area of responsibility; and
  - Take reasonable steps to ensure that any potential breaches of this policy are identified, taken seriously and acted upon appropriately; and
  - Where applicable, meet their due diligence obligations.
- 3.4 Suitable Work Health and Safety performance indicators are to be developed and monitored by Council management;
- 3.5 Provide workers and other persons in the workplace with the necessary information, training, supervision and/or resources to comply with the Policy.
- 3.6 Ensure that there is a collaborative and inclusive approach to workplace health and safety throughout the workplace by maintaining and sufficiently resourcing the Occupational Safety, Health & Wellbeing Committee (OSHWELL).
- 3.7 Ensure that successful rehabilitation and return to work of injured workers and other persons in the workplace is a priority.
- 3.8 Persons covered under Section 1.1 must reasonably report breaches of infringing workplace behaviour.

### Legislative Requirements

*Age Discrimination Act 2004 (Cth)*  
*Anti-Discrimination Act 1998 (TAS)*  
*Australian Human Rights Commission Act 1986 (Cth)*  
*Disability Discrimination Act 1992 (Cth)*  
*Fair work Act 2009 (Cth)*  
*Local Government Act 1993 (TAS)*  
*Racial Discrimination Act 1975 (Cth)*  
*Sex discrimination Act 1984 (Cth)*  
*Work Health and Safety Act 2012 (TAS)*  
*Workers Rehabilitation & Compensation Act 1988 (TAS)*

### Related Procedures/Guidelines

Code of Conduct  
Communications  
Disciplinary  
Fitness for Work  
Issue Resolution  
Performance Management  
Workplace Behaviour

DOC NO: - XXXX

CONTROLLER: General Manager

VERSION NO: X

APPROVED BY: - Council

APPROVAL DATE: XX

REVIEW DATE: XX

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## 10.5 2017/18 ANNUAL PLAN REPORT

To: Council  
Reporting Officer: General Manager  
Responsible Manager: General Manager  
Report Date: 9 July 2018  
File Reference:  
Enclosures: Departmental Monthly Performance Report - June 2018

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### **PURPOSE**

The purpose of this report is to present the final report for the 2017/18 Annual Plan actions.

### **BACKGROUND**

The 2017/18 Annual Plan and Budget Estimates were adopted by the Council at its Ordinary Meeting on Monday 12 June 2017 in accordance with the requirements of the *Local Government Act 1993*.

### **DETAILS**

The attached report provides the final report on actions included in the Council's Annual Plan 2017/18.

Strategies and Actions are listed in the tables in their future directions. The tables include information on the status of each action, progress comments on the action, the person responsible for the action, the estimated percentage complete for each action and the progress against targets set for each action.

Items listed as deferred will be included within the 2018/19 Action List. A summary of all actions and activities will be provided within the Annual Report for 2017/18.

### **STATUTORY IMPLICATIONS**

N/A

### **STRATEGIC IMPLICATIONS**

The plan is consistent with the Sustainable Murchison Community Plan 2040 and the Waratah-Wynyard Corporate Strategic Plan 2017-2027.

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## **POLICY IMPLICATIONS**

N/A – Report is advisory only.

## **FINANCIAL IMPLICATIONS**

The completion of the annual plan is occurring in accordance with the budget estimates as reported in the monthly Council finance reports.

## **RISK IMPLICATIONS**

N/A – Report is advisory only.

## **CONSULTATION PROCESS**

N/A

MOVED BY	CR FRIEDERSDORFF
SECONDED BY	CR HYLAND

**That Council receive the final report on the 2017/18 Annual Plan and note:**

**That of the 71 actions reported on in the Departmental Monthly Performance Report:**

- **43 actions have been completed;**
- **9 actions have been completed to between 70 and 90% of their target and have been carried forward to the 18/19 action plan;**
- **8 actions are less than 70% complete and have been carried forward to the 18/19 action plan**
- **10 Actions have been deferred and will be carried forward to a future year.**

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	



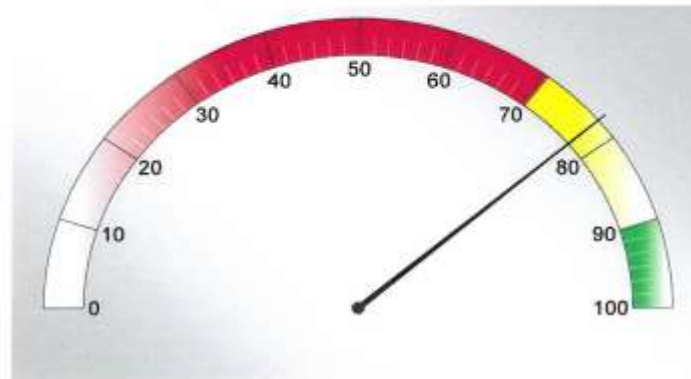


## Departmental Monthly Performance Report

June 2018

Departmental Monthly Performance Report

Monthly Progress against Actions

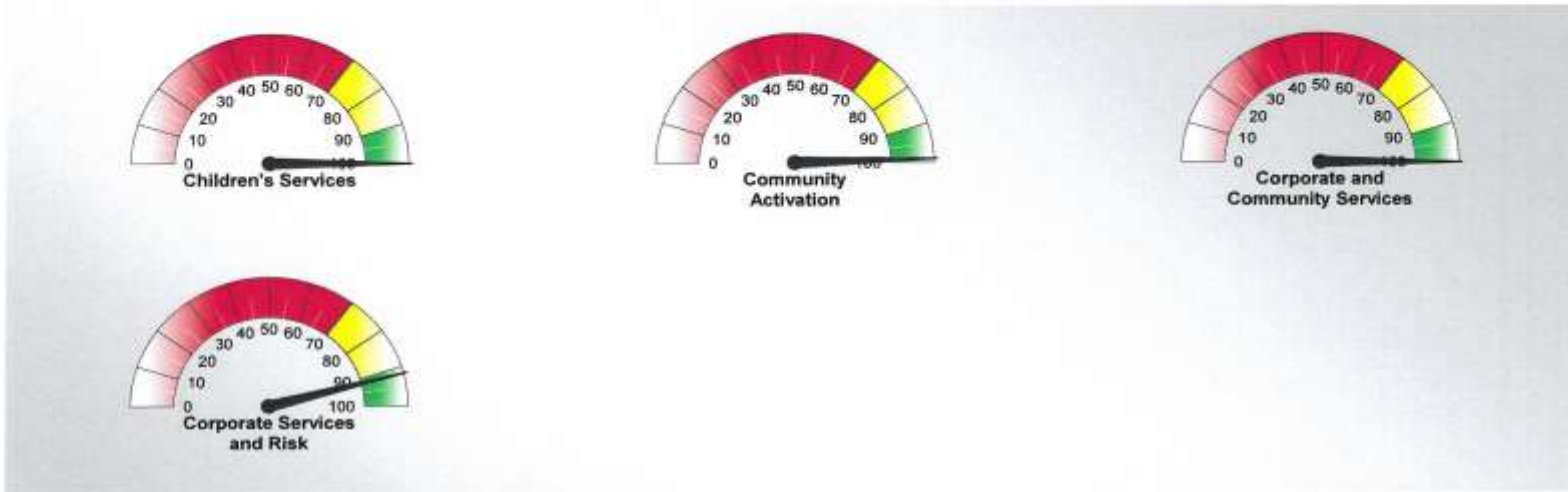


Description	Indicator
70 Actions reported on	
43 Actions at least 90% of monthly target	<span style="color: green;">■</span>
9 Actions between 70 and 90% of monthly target	<span style="color: yellow;">■</span>
8 Actions less than 70% of monthly target	<span style="color: red;">■</span>
0 Ongoing Actions	
10 Deferred Actions	
0 Actions with no target set	
0 Incomplete Actions	



Departmental Monthly Performance Report




Monthly Progress by Business Group





BUSINESS GROUP	NO. OF ACTIONS REPORTED ON	NO. OF ACTIONS AT LEAST 90% OF TARGET	NO. OF ACTIONS BETWEEN 70 & 90% OF TARGET	NO. OF ACTIONS LESS THAN 70% OF TARGET	NUMBER OF DEFERRED ACTIONS	NUMBER OF ONGOING ACTIONS	ACTIONS WITH NO TARGET	INCOMPLETE ACTIONS
Children's Services	2	2	0	0	0	0	0	0
Community Activation	17	16	0	0	1	0	0	0
Corporate and Community Services	1	1	0	0	0	0	0	0
Corporate Services and Risk	6	1	3	1	1	0	0	0



Departmental Monthly Performance Report - Corporate and Community Services

-  At least 90% of monthly Action target achieved
-  Between 70 and 90% of monthly Action target achieved
-  Less than 70% of monthly Action target achieved

Children's Services

ACTION	PROGRESS	RESPONSIBLE PERSON	COMP. DATE	KPI TITLE	TARGET	ACTUAL	PROGRESS
<b>Future Direction: 3 Connected Communities</b>							
<b>Strategy: 3.4.1 Promote and work with stakeholders to provide affordable quality services.</b>							
3.4.1.1 Investigate sustainability of small Early Years Program.	The early years programs at Waratah and Yolfa have been officially closed post the adoption of a report to Council.	Tracey Bradley	30/06/2018	N/A	100	100	
<b>Strategy: 3.5.1 Build community capacity through services and programs that strengthen, support and care for our community.</b>							
3.5.1.1 Deliver Early Years Programs consistent with the National Quality Framework.	All services currently rated as exceeding the National Quality Framework	Wendy Richards	30/06/2018	N/A	100	100	



Departmental Monthly Performance Report - Corporate and Community Services

Community Activation

ACTION	PROGRESS	RESPONSIBLE PERSON	COMP. DATE	KPI TITLE	TARGET	ACTUAL	PROGRESS
<b>Future Direction: 2 Organisational Support</b>							
<b>Strategy: 2.4.1 Lead a positive and supportive culture which is resilient and adaptive to change.</b>							
2.4.1.1 Investigate developing a Health and Wellbeing Plan in conjunction with Circular Head Council and Live Well Tasmania.	The joint Waratah-Wynyard (WWC) and Circular Head Councils (CHC) Draft Health and Wellbeing Plan has been completed. A joint meeting of the Councils will be held in August to consider endorsement of the Plan for community comment. The public consultation phase and Council adoption of the final plan will be completed in first quarter of 2018-2019.	Deb Mainwaring	30/06/2018	N/A	100	95	
<b>Future Direction: 3 Connected Communities</b>							
<b>Strategy: 3.1.2 Promote and strengthen community safety to retain and attract families to live and recreate in Waratah-Wynyard.</b>							
3.1.2.1 Facilitate Community Safety and Wellbeing Group.	The group has declined in membership however promotion of health and wellbeing has been facilitated through social media and member networks.	Richard Muir-Wilson	30/06/2018	N/A	100	100	
3.1.2.2 Review Waratah-Wynyard Council Social Recovery Plan.	Waratah Wynyard, Burnie City and Circular Head Councils have completed a review of the plan and developed a joint Social Recovery Manual. The Manual will be formally adopted by the Western Emergency Management Committee in August 2018.	Deb Mainwaring	30/06/2018	N/A	100	100	
<b>Strategy: 3.3.2 Facilitate activities and events that promote inclusion, health, safety and a sense of place.</b>							



## Departmental Monthly Performance Report - Corporate and Community Services

ACTION	PROGRESS	RESPONSIBLE PERSON	COMP. DATE	KPI TITLE	TARGET	ACTUAL	PROGRESS
3.3.2.1 Coordinate social events to leverage the Australian Masters Games and the Gone Nuts Adventure Run.	The Tulip Festival Cocktail Party was held on the 27th October to involve the Masters Games participants. The Gone Nuts After Party was well attended and assisted in this event attracting additional visitors to the area in addition to competitors.	Chantelle French	30/06/2018	N/A	100	100	
<b>Strategy: 3.4.1 Promote and work with stakeholders to provide affordable quality services.</b>							
3.4.1.1 Support the ongoing development of the 'Colours of Wynyard' Festival.	The Tulip Festival success was enhanced by the changes to the layout of the event, positive responses to the range of entertainment and the experienced volunteer team. The number of participants was again high consistent with crowds from other years.	Chantelle French	30/06/2018	N/A	100	100	
<b>Strategy: 3.5.1 Build community capacity through services and programs that strengthen, support and care for our community.</b>							
3.5.1.1 Support the Waratah-Wynyard Youth Leaders Program (WWYL) and undertake coordination of Waratah-Wynyard Youth Leaders Program.	There are currently ten WWYL members in the team. WWYL members participated this year in a Leadership Camp and also a state-wide Health and wellbeing forum. WWYL also held a Glo Party at Wynyard High School and participated in a range of other community activities. Members have also developed a program of activities for the 2018-2019 year.	Chantelle French	30/06/2018	N/A	100	100	
3.5.1.2 Progressively implement the Inclusive Ageing Strategy.	The Inclusive Ageing strategy has been implemented through a range of activities. The Strategy will be superseded by the Age Friendly Community Plan which is currently being drafted for adoption in the next financial year.	Richard Muir Wilson	30/06/2018	N/A	100	100	

## Departmental Monthly Performance Report - Corporate and Community Services

ACTION	PROGRESS	RESPONSIBLE PERSON	COMP. DATE	KPI TITLE	TARGET	ACTUAL	PROGRESS
3.5.1.3 Review the Youth Strategy and progressively implement recommendations.	The draft Youth Strategy has been completed. A joint meeting of the Councils will be held in August to consider endorsement of the Plan for community comment. The public consultation phase and Council adoption of the final plan will be completed in first quarter of 2018-2019.	Richard Muir Wilson	30/06/2018	N/A	100	100	
3.5.1.4 Develop Age Friendly Communities Plan in conjunction with Circular Head Council.	The draft Age Friendly Communities Plan has been completed. A joint meeting of the Councils will be held in August to consider endorsement of the Plan for community comment. The public consultation phase and Council adoption of the final plan will be completed in first quarter of 2018-2019.	Deb Mainwaring	30/06/2018	N/A	100	100	
<b>Strategy: 3.5.2 Become a 24/7 accessible council through the use of technology.</b>							
3.5.2.1 Investigate opportunities for online access to booking and payments for facilities.	Research continues to determine the most efficient and cost effective booking system for facilities that link with Council's current systems. An allocation has been made in the 2018/19 Budget to purchase the chosen software.	Deb Mainwaring	30/06/2018	N/A	100	50	Deferred
<b>Future Direction: 4 Community Recreation and Wellbeing</b>							
<b>Strategy: 4.1.2 Encourage community providers to be welcoming, supportive and inclusive, and to provide for all ages, abilities and cultures.</b>							
4.1.2.1 Continuation of Council's Public Art Program.	The public art program has supported the refurbishment of the mosaic cows in the CBD. Also a tile mural at 25 Goldie Street has been proposed and is subject to funding being received from Arts Australia.	Richard Muir Wilson	30/06/2018	N/A	100	100	
<b>Strategy: 4.2.1 Focus on the value of recreation in promoting the health and wellbeing of our community.</b>							

### Departmental Monthly Performance Report - Corporate and Community Services

ACTION	PROGRESS	RESPONSIBLE PERSON	COMP. DATE	KPI TITLE	TARGET	ACTUAL	PROGRESS
4.2.1.1 Deliver the Council's Healthy Community Program (eg Walking Wynyard)	A range of activities were held as part of the Healthy Community Program including Wynyard hosting Australia's first World Tai Chi event in Gutteridge Gardens, a workshop on addictive behaviors held in Wynyard, the walking Wynyard activities and support for the community garden.	Richard Muir Wilson	30/06/2018	N/A	100	100	
<b>Future Direction: 5 Economic Prosperity</b>							
<b>Strategy: 5.1.1 Investigate and embrace new economic opportunities.</b>							
5.1.1.1 Review of recommendations of the Destination Priorities Plan 2017.	The recommendations of the Destination Priorities Plan were reviewed and work was undertaken to develop the Waratah Promotions Plan. This Plan was developed through community consultation specifically targeting the tourism market and potential in Waratah. The Waratah Tourism Association was formed to progress the priorities. The Tourism Development Coordinator continues to work with the Waratah Tourism Association.	Rachael Hogge	30/06/2018	N/A	100	100	
5.1.1.2 Implement the Wonders of Wynyard Interactive Interpretative Project.	Touchscreens will be delivered in early July. Videos have been developed by a production team and the first draft will be completed in early July.	Rachael Hogge	30/06/2018	N/A	100	90	
<b>Strategy: 5.1.2 Identify and maximise current industry and resource capacities.</b>							



Departmental Monthly Performance Report - Corporate and Community Services

ACTION	PROGRESS	RESPONSIBLE PERSON	COMP. DATE	KPI TITLE	TARGET	ACTUAL	PROGRESS
5.1.2.1 Continue to develop and promote the Wonders of Wynyard Exhibition Centre as a significant regional tourism attraction.	WOW has participated in a range of promotional activities including: Local radio (7BU and SeaFM) promotions – free entry December and WOW Book Launch April Printing of WOW DL brochures Advertising – Throw your leg over – motorbike touring magazine Advertising – Caravanning Australia Summer Edition – National Caravanning magazine New WOW Book TV Southern Cross – Winter special Tourism Brochure exchange – 12 month distribution of WOW brochure on Spirits and Launceston airport Instagram set up #wondersofwynyard and Photo competition #wynyardandsurrounds Facebook advertising – promoting the local art exhibitions and key events Rent-a-Bikes in Wynyard Xmas parade Tasmanian Tourism Awards winner and Australian Tourism Awards finalist Tasmanian Cruise Exchange	Rachael Hogge	30/06/2018	N/A	100	100	
<b>Strategy: 5.1.3 Support existing and encourage new innovative activities/industries to the area.</b>							
5.1.3.1 Maintain membership of, and active involvement in, Cradle Coast Authority tourism structure.	Work undertaken with CCA includes Western Wilks project, Loo with a View, Cruise Ships and regional maps	Rachael Hogge	30/06/2018	N/A	100	100	
5.1.3.2 Support the implementation of Tourism Destination Action Plan.	The Wynyard Tourism Destination Action Plan group has attracted limited membership with only two key drivers. Recommendations however are being progressed including Loo with a view, monitoring social media/review sites underway for reporting and the all ability playground development.	Rachael Hogge	30/06/2018	N/A	100	100	



Departmental Monthly Performance Report - Corporate and Community Services

Corporate and Community Services

ACTION	PROGRESS	RESPONSIBLE PERSON	COMP. DATE	KPI TITLE	TARGET	ACTUAL	PROGRESS
<b>Future Direction: 3 Connected Communities</b>							
<b>Strategy: 3.3.1 Provide high quality shared and multi-use community hubs that combine a range of recreational, sporting and educational uses.</b>							
3.3.1.1 Investigate the establishment of Community Health and Wellbeing Hubs in Wynyard.	Investigations have been completed and the organisational structure of the community hub developed. The process to securing an appropriate location was delayed as negotiations were undertaken with a potential funder of the project. Negotiations have recommenced and a suitable site could be announced in August pending the outcome of discussions.	Tracey Bradley	30/06/2018	N/A	100	100	



Departmental Monthly Performance Report - Corporate and Community Services

Corporate Services and Risk

ACTION	PROGRESS	RESPONSIBLE PERSON	COMP. DATE	KPI TITLE	TARGET	ACTUAL	PROGRESS
<b>Future Direction: 1 Leadership and Governance</b>							
<b>Strategy: 1.4.1 Collaborate with, understand and satisfy our external customers' needs and values.</b>							
1.4.1.1 Promote Customer Service Standards.	Draft Customer Service Charter and Standards have been developed and are being reviewed by EMT/SMT for adoption in July	Heather Sheppard	30/06/2018	N/A	100	85	
<b>Future Direction: 2 Organisational Support</b>							
<b>Strategy: 2.1.1 Develop a learning culture that ensures staff have the knowledge and skills to maximise potential, and which empowers staff to achieve and grow.</b>							
2.1.1.1 Investigate new IT solutions for e-learning for staff and contractors.	Online induction completed for all contractors, induction information now all held electronically within the system. Insurances now transferred from manual system to electronic system. All training details now entered for Childcare with training to complete. Draft online employee induction prepared and out for consultation and review with implementation in first quarter 2018 - 19	Heather Sheppard	30/06/2018	N/A	100	100	
<b>Strategy: 2.2.1 Facilitate effective knowledge management practices.</b>							
2.2.1.1 Finalise implementation of a common email platform with Circular Head Council.	The scope of works for this project is completed and implementation timeframes and milestones are under-way. Implementation is pending for completion in 2018	Heather Sheppard	30/06/2018	N/A	100	75	
<b>Strategy: 2.2.2 Review and update systems and processes to ensure best practice and customer-centric outcomes.</b>							



Departmental Monthly Performance Report - Corporate and Community Services

ACTION	PROGRESS	RESPONSIBLE PERSON	COMP. DATE	KPI TITLE	TARGET	ACTUAL	PROGRESS
2.2.2.1 Update HR policies under adopted HR Framework.	Three policies have been adopted and implemented including Workforce Behaviour, Flexible Working Arrangements and ICT Management policy. There are a further nine policies drafted under the adopted HR Framework which have been scheduled into a consultation phase.	Heather Sheppard	30/06/2018	N/A	100	60	
<b>Strategy: 2.4.1 Lead a positive and supportive culture which is resilient and adaptive to change.</b>							
2.4.1.1 Delivery of Training Register and Performance Reviews.	All training data from the Depot collated into online system. All Childcare staff, training details implemented. Not all Performance Appraisals completed.	Heather Sheppard	30/06/2018	N/A	100	75	
<b>Strategy: 2.6.1 Promote Best Practice and foster innovation.</b>							
2.6.1.1 Commence development of the Workforce Development Plan.	To be progressed with new commencement date of 1 July 2018. Work to be undertaken in conjunction with Circular Head Council.	Heather Sheppard	30/06/2018	N/A	100	35	Deferred



Departmental Monthly Performance Report - General Manager




Monthly Progress by Business Group





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General Manager	18	14	0	4	0	0	0	0



Departmental Monthly Performance Report - General Manager

-  At least 90% of monthly Action target achieved
-  Between 70 and 90% of monthly Action target achieved
-  Less than 70% of monthly Action target achieved

General Manager

ACTION	PROGRESS	RESPONSIBLE PERSON	COMP. DATE	KPI TITLE	TARGET	ACTUAL	PROGRESS
<b>Future Direction: 1 Leadership and Governance</b>							
<b>Strategy: 1.2.1 Review and adjust service levels to provide value for money.</b>							
1.2.1.1 Implement Council's Highway, Public Reserves, Parking & Stormwater By-Law.	A comprehensive plan has been developed to implement the by-law. In relation to freedom camping, Council have committed to having appropriate signage, rules and enforcement procedures in place in preparation for the high tourist period next summer. Other aspects of the by-law may be able to be enacted prior to this date.	Shane Crawford	30/06/2018	N/A	100	50	
<b>Strategy: 1.3.1 Facilitate the meeting of community needs through strong advocacy and local and regional collaboration for shared outcomes.</b>							
1.3.1.1 Promote and increase public awareness of the Sustainable Murchison Community Plan.	The Murchison Plan was promoted as a strong element of the Council re-branding process and has been reflected in the new brand itself. Presentations made to RDA Economic Forum and Planning Institute of Australia annual conference on the Sustainable Murchison Plan. Actions that align to the plan need to be promoted better throughout communications. The plan has been the forum of discussion with State and Federal politicians.	Shane Crawford	30/06/2018	N/A	100	100	
<b>Strategy: 1.6.1 Encourage increased participation by all stakeholders.</b>							



Departmental Monthly Performance Report - General Manager

ACTION	PROGRESS	RESPONSIBLE PERSON	COMP. DATE	KPI TITLE	TARGET	ACTUAL	PROGRESS
1.6.1.1 Lobby for improved telecommunications across municipal area.	Sisters Beach and Takone black spots have now been resolved. No current plans to pursue any specific improvements at this time.	Shane Crawford	30/06/2018	N/A	100	100	
1.6.1.2 Ensure regular meetings are held with relevant State and Federal Ministers on matters of importance.	Significant number of meetings held with State and Federal politicians throughout the year, the frequency of which has been heightened by the Braddon By-Election.	Shane Crawford	30/06/2018	N/A	100	100	
1.6.1.3 Develop effective regional collaborative governance particularly in respect to the implementation of the Sustainable Murchison Community Plan.	New General Managers at Circular Head, Waratah-Wynyard and King Island, in addition to existing General Manager at West Coast have agreed to develop a detailed action list emanating from the Sustainable Murchison Community Plan.	Shane Crawford	30/06/2018	N/A	100	35	
<b>Strategy: 1.6.2 Develop leadership that inspires and motivates, and which maintains a strong community and workplace culture.</b>							
1.6.2.1 Drive organisational change to develop the preferred Constructive organisational culture.	Cultural Development program containing to be implemented across the organisation. The Continuous Improvement (CI) Board process has been introduced at the Works centre. Whole of Council cultural development day held in October. Cross functional work teams exploring improvements.	Shane Crawford	30/06/2018	N/A	100	100	
1.6.2.2 Continue the Council's leadership development program.	Program commenced 27 February 2018 and progressing well	Shane Crawford	30/06/2018	N/A	100	100	
<b>Future Direction: 2 Organisational Support</b>							
<b>Strategy: 2.3.1 Identify and satisfy internal customer needs by consulting and managing expectations.</b>							
2.3.1.1 Complete Stage 2 of the refurbishment of the Council Administration building.	Refurbishment project finalised and completed.	Shane Crawford	30/06/2018	N/A	100	100	
<b>Strategy: 2.5.1 Maintain and develop effective collaboration and resource-sharing practices with Circular Head Council.</b>							

Departmental Monthly Performance Report - General Manager

ACTION	PROGRESS	RESPONSIBLE PERSON	COMP. DATE	KPI TITLE	TARGET	ACTUAL	PROGRESS
2.5.1.1 Implement the recommendations from the review of resource sharing arrangements with Circular Head Council.	Resource sharing implementation plan developed by the combined EMT and is progressively being implemented. Document reviewed at monthly joint EMT meetings.	Shane Crawford	30/06/2018	N/A	100	100	
<b>Strategy: 2.6.1 Promote Best Practice and foster innovation.</b>							
2.6.1.1 Continue implementation of the Council's Continuous Improvement Program using 'LEAN' principles as the key continuous improvement tool.	LEAN Training continuing to be rolled out across the organisation. Continuous Improvement Board process has commenced at the Works Centre and is being managed by the Director Infrastructure and Development Services.	Shane Crawford	30/06/2018	N/A	100	100	
<b>Future Direction: 3 Connected Communities</b>							
<b>Strategy: 3.2.1 Deliver engagement strategies that adapt to community needs to ensure effective communication and collaboration.</b>							
3.2.1.1 Develop communication plan for key strategic documents.	New template has been developed. To be progressively rolled out for existing and new projects. Plans yet to be populated.	Patrick Fahy	30/06/2018	N/A	100	20	
<b>Future Direction: 4 Community Recreation and Wellbeing</b>							
<b>Strategy: 4.3.1 Commit to ongoing recreation and open space planning to ensure evidence-based decisions are made about the role of Council and its partners in</b>							
4.3.1.1 Continue commenced staged implementation of the Waratah-Wynyard Open Space, Sport and Recreation Plan and progress Sport and Recreation precinct Masterplans in Somerset and Wynyard.	OSSR Plan endorsed by the Council at its September meeting. Internal working group meeting regularly to progress plans. Somerset masterplans being reviewed. The 2018/19 Capital Budget includes a range of OSSR projects.	Shane Crawford	30/06/2018	N/A	100	100	
<b>Future Direction: 5 Economic Prosperity</b>							
<b>Strategy: 5.1.1 Investigate and embrace new economic opportunities.</b>							
5.1.1.1 Pursue economic development and expansion opportunities that will be beneficial to the community.	Part 5 agreement for Woolworths development initiated. Central Area Development Plans nearing finalisation. Goldie St carpark construction has commenced.	Shane Crawford	30/06/2018	N/A	100	100	



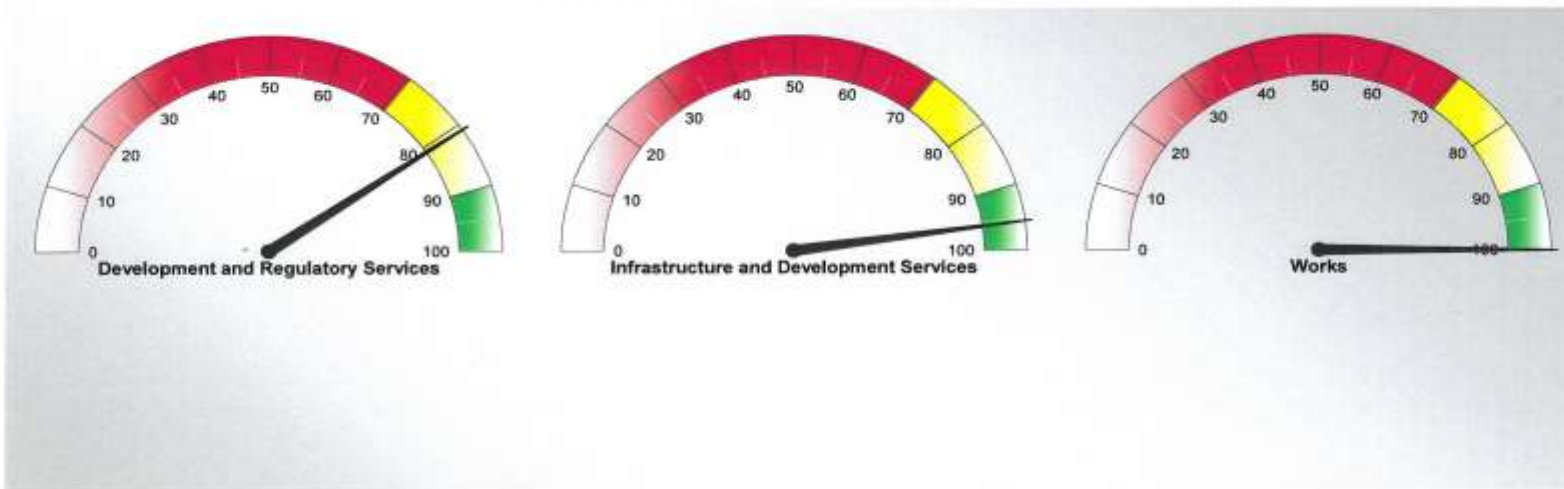
Departmental Monthly Performance Report - General Manager

ACTION	PROGRESS	RESPONSIBLE PERSON	COMP. DATE	KPI TITLE	TARGET	ACTUAL	PROGRESS
<b>Strategy: 5.3.1 Promote value-adding to current production streams.</b>							
5.3.1.1 Explore opportunities to redevelop existing public land holdings to create prime residential opportunities to encourage population growth.	A list of potentially surplus land has been compiled through the OSSR Process. In addition to the Council's current land holding in Hales Street and Serrata Crescent this land will be appropriately redeveloped as opportunities arise in the future.	Shane Crawford	30/06/2018	N/A	100	50	
<b>Strategy: 5.3.3 Actively manage community and economic growth through community engagement.</b>							
5.3.3.1 Establish a visitation program between business and Council.	Since commencement the new General Manager (GM) has visited a number of clubs, associations and businesses. Activities of the GM are listed each month in the Council agenda. The Mayor and GM will continue with this introductory program.	Shane Crawford	30/06/2018	N/A	100	100	
<b>Strategy: 5.4.1 Develop a recognised brand and actively market the local government area.</b>							
5.4.1.1 Progressively implement a rebranding of the Council to align the corporate and destination marketing brand for Waratah-Wynyard.	New Council branding strategy and destination marketing strategy approved by Council at its September Council meeting. Work to progressively implement the brand internally and externally has commenced.	Shane Crawford	30/06/2018	N/A	100	100	
<b>Future Direction: 6 Transport and Access</b>							
<b>Strategy: 6.2.1 Plan for a priority access network for freight.</b>							
6.2.1.1 Advocate for completion of study into duplication of the Bass Highway between Burnie and Wynyard.	State Government have commenced project with final report expected late 2018.	Shane Crawford	30/06/2018	N/A	100	100	
<b>Strategy: 6.3.1 Support air and sea infrastructure upgrades that attract visitors and industry.</b>							
6.3.1.1 Collaborate and support upgrades to Bass Highway junctions behind Wynyard in conjunction with the Department of State Growth.	Public consultation process completed and recommendations provided to the Department of State Growth. Works have commenced.	Shane Crawford	30/06/2018	N/A	100	100	



Departmental Monthly Performance Report - Infrastructure and Development Services




Monthly Progress by Business Group




BUSINESS GROUP	NO. OF ACTIONS REPORTED ON	NO. OF ACTIONS AT LEAST 90% OF TARGET	NO. OF ACTIONS BETWEEN 70 & 90% OF TARGET	NO. OF ACTIONS LESS THAN 70% OF TARGET	NUMBER OF DEFERRED ACTIONS	NUMBER OF ONGOING ACTIONS	ACTIONS WITH NO TARGET	INCOMPLETE ACTIONS
Development and Regulatory Services	2	1	0	0	1	0	0	0
Infrastructure and Development Services	7	2	4	1	0	0	0	0
Works	1	1	0	0	0	0	0	0



Departmental Monthly Performance Report - Infrastructure and Development Services

-  At least 90% of monthly Action target achieved
-  Between 70 and 90% of monthly Action target achieved
-  Less than 70% of monthly Action target achieved






Development and Regulatory Services

ACTION	PROGRESS	RESPONSIBLE PERSON	COMP. DATE	KPI TITLE	TARGET	ACTUAL	PROGRESS
<b>Future Direction: 3 Connected Communities</b>							
<b>Strategy: 3.1.1 Deliver planning for activation through effective urban design and planning that promotes liveability, social gathering and connectedness, and whi</b>							
3.1.1.1 Develop local provisions for the Tasmanian Planning Scheme.	Drafting of the local provisions schedule - review of zones  This action is rolled forward to the next financial year.	Ashley Thornton	30/06/2018	N/A	100	28	Deferred
<b>Future Direction: 7 Environment</b>							
<b>Strategy: 7.2.1 Practice effective urban and landscape design and planning that promotes liveability and connectivity and recognises local heritage.</b>							
7.2.1.1 Actively participate in the development of the Tasmanian Planning Scheme.	All obligations met in this regard.	Ashley Thornton	30/06/2018	N/A	100	100	





## Departmental Monthly Performance Report - Infrastructure and Development Services

## Infrastructure and Development Services

ACTION	PROGRESS	RESPONSIBLE PERSON	COMP. DATE	KPI TITLE	TARGET	ACTUAL	PROGRESS
<b>Future Direction: 1 Leadership and Governance</b>							
<b>Strategy: 1.2.1 Review and adjust service levels to provide value for money.</b>							
1.2.1.1 Improve the Integrated Strategic Asset Management Plan.	Update of renewals program. Draft list of Strategic projects produced for prioritisation with the SAMP 10 year forecast	Daniel Summers	30/06/2018	N/A	100	80	
<b>Strategy: 1.4.1 Collaborate with, understand and satisfy our external customers' needs and values.</b>							
1.4.1.1 Continue development of Service Level Standards.	Out of hours callout review progressing. Service level discussion now occurring at Joint EMT level on monthly basis. Priority areas have been developed for future action.	Daniel Summers	30/06/2018	N/A	100	100	
<b>Future Direction: 6 Transport and Access</b>							
<b>Strategy: 6.1.2 Prioritise and address service gaps with a road hierarchy.</b>							
6.1.2.1 Implement the outcomes of service levels for sealed and unsealed road network.	Surplus grader disposed. Works programming is being undertaken in accordance with the adopted service levels	Daniel Summers	30/06/2018	N/A	100	75	
<b>Strategy: 6.2.1 Plan for a priority access network for freight.</b>							
6.2.1.1 Identify priority access for freight (including development of heavy vehicle routes and bridge infrastructure).	Coordinated approach being undertaken with relevant stakeholders	Daniel Summers	30/06/2018	N/A	100	75	
<b>Future Direction: 7 Environment</b>							
<b>Strategy: 7.1.1 Foster opportunity through sustainable development and community engagement.</b>							
7.1.1.1 Complete Flood Mitigation Studies for Big Creek and Port Creek.	Consultants have completed relevant studies and presented to Council. Further reports to Council will be provided in late 2018 recommending actions and required resourcing.	Daniel Summers	30/06/2018	N/A	100	100	
<b>Strategy: 7.5.1 Consider and encourage biodiversity through forward thinking and planning.</b>							

### Departmental Monthly Performance Report - Infrastructure and Development Services

ACTION	PROGRESS	RESPONSIBLE PERSON	COMP. DATE	KPI TITLE	TARGET	ACTUAL	PROGRESS
7.5.1.1 Pursue implementation of strategies included with the Council's adopted Waste Management Strategy.	Completion of waste compactor installation at the Wynyard Transfer station to reduce transport to landfill costs.	Daniel Summers	30/06/2018	N/A	100	75	
7.5.1.2 Complete catchment analysis for the creation of stormwater management plans pursuant to the Urban Drains Act 2013.	Cotton St Wynyard is being analysed as a priority with mitigation options investigated for catchment diversion.	Daniel Summers	30/06/2018	N/A	100	50	

Departmental Monthly Performance Report - Infrastructure and Development Services

**Works**

ACTION	PROGRESS	RESPONSIBLE PERSON	COMP. DATE	KPI TITLE	TARGET	ACTUAL	PROGRESS
<b>Future Direction: 7 Environment</b>							
<b>Strategy: 7.4.1 Promote innovative sustainable design through renewable energy and resources.</b>							
7.4.1.1 Pursue implementation of strategies included within the Cradle Coast Waste Management Strategy.	New officer from WWC now attending Cradle Coast Waste Management Group meetings. Council has responded to requests and tasks as required. General Manager receives regular updates from Cradle Coast Waste Management Group.	James Brewer	30/06/2018	N/A	100	100	



Departmental Monthly Performance Report - Strategic and Financial Services




Monthly Progress by Business Group





BUSINESS GROUP	NO. OF ACTIONS REPORTED ON	NO. OF ACTIONS AT LEAST 90% OF TARGET	NO. OF ACTIONS BETWEEN 70 & 90% OF TARGET	NO. OF ACTIONS LESS THAN 70% OF TARGET	NUMBER OF DEFERRED ACTIONS	NUMBER OF ONGOING ACTIONS	ACTIONS WITH NO TARGET	INCOMPLETE ACTIONS
Economic Development and Governance	7	4	1	1	1	0	0	0
Financial Services	2	0	0	0	2	0	0	0
Strategic and Financial Services	7	1	1	1	4	0	0	0



Departmental Monthly Performance Report - Strategic and Financial Services

-  At least 90% of monthly Action target achieved
-  Between 70 and 90% of monthly Action target achieved
-  Less than 70% of monthly Action target achieved

Economic Development and Governance

ACTION	PROGRESS	RESPONSIBLE PERSON	COMP. DATE	KPI TITLE	TARGET	ACTUAL	PROGRESS
<b>Future Direction: 1 Leadership and Governance</b>							
<b>Strategy: 1.1.1 Commit to best practice in community engagement.</b>							
1.1.1.1 Implement and refine the Corporate Communications and Social Media Strategy including marketing, engagement consultant and other communication activities.	Communications Officer has completed community engagement training (IAPP), along with other Governance staff involved in corporate strategy and policy. Review of the effectiveness of the Corporate Communications and Social Media Strategy has commenced.	Patrick Fahy	30/06/2018	N/A	100	20	
<b>Future Direction: 2 Organisational Support</b>							
<b>Strategy: 2.2.1 Facilitate effective knowledge management practices.</b>							
2.2.1.1 Implement a common document management software solution with Circular Head Council.	Implementation has progressed to the data migration stage. Database Consultants Australia currently extracting data from RecFind in preparation for uploading into ECM, Technology One to commence Scripting, Testing and Validation phase 16 July 2018 to be completed by end of August and System Go Live early September 2018.	Amanda Davison	30/06/2018	N/A	100	95	
<b>Strategy: 2.2.2 Review and update systems and processes to ensure best practice and customer-centric outcomes.</b>							





## Departmental Monthly Performance Report - Strategic and Financial Services

ACTION	PROGRESS	RESPONSIBLE PERSON	COMP. DATE	KPI TITLE	TARGET	ACTUAL	PROGRESS
2.2.2.1 Continue the digitalisation of historical records.	Back Scanning Project complete  Back Scanning Project complete. Information Management Team are continuing to Back Scan outstanding documentation in house. Continuing to assess appropriate document imaging options for digital storage.	Amanda Davison	30/06/2018	N/A	100	100	
<b>Future Direction: 5 Economic Prosperity</b>							
<b>Strategy: 5.1.1 Investigate and embrace new economic opportunities.</b>							
5.1.1.1 Develop a multi-disciplinary in-house team to facilitate and guide developments through the approval process.	Team composition has been determined, and the first meeting held in March.	John Stretton	30/06/2018	N/A	100	100	
<b>Strategy: 5.2.2 Advocate for regional delivery of training specific to business.</b>							
5.2.2.1 Explore opportunities to expand training undertaken by Council to incorporate local businesses.	There is an initial business data base which could be used to identify potential participants for available training places. A comprehensive training course schedule, and an indication of available vacant places from HR is required to proceed.	John Stretton	30/06/2018	N/A	100	75	
<b>Strategy: 5.3.1 Promote value-adding to current production streams.</b>							
5.3.1.1 Develop an evidence based economic development plan, consistent with regional economic growth opportunities and establish an effective Economic Development Advisory Group.	Preliminary consideration given to the composition of Economic Development Advisory Group. Progression deferred due to the changeover of General Manager.	John Stretton	30/06/2018	N/A	100	15	Deferred
<b>Strategy: 5.4.2 Ensure evidence-based allocation of infrastructure and land use to enable sustainable growth.</b>							
5.4.2.1 Assess the feasibility of the expansion of industrial land east of the Airport.	Stakeholder discussion have occurred in relation to potential industrial locations, design and access. In principle agreement from TasWater. Ready to proceed with finalisation of transfer of ownership once Taswater is ready.	John Stretton	30/06/2018	N/A	100	100	

July 10, 2018



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## Departmental Monthly Performance Report - Strategic and Financial Services


### Financial Services

ACTION	PROGRESS	RESPONSIBLE PERSON	COMP. DATE	KPI TITLE	TARGET	ACTUAL	PROGRESS
<b>Future Direction: 2 Organisational Support</b>							
<b>Strategy: 2.2.2 Review and update systems and processes to ensure best practice and customer-centric outcomes.</b>							
2.2.2.1 Undertake a review of the Chart of Accounts to develop a more effective activity costing system.	Redevelopment of the Chart of Accounts has been deferred to coincide to a commitment to upgrade the Finance system and the development of a list of services. Funding for 2017/18 was deployed to the implementation of ECMS.	Stephen Imms	30/06/2018	N/A	100	0	Deferred
2.2.2.2 Review the overhead allocation methodology based on a focus to direct costing through internal agreements.	Deferred. To be scheduled to occur concurrently with the review of the Chart of Accounts.	Stephen Imms	30/06/2018	N/A	100	0	Deferred



## Departmental Monthly Performance Report - Strategic and Financial Services

## Strategic and Financial Services

ACTION	PROGRESS	RESPONSIBLE PERSON	COMP. DATE	KPI TITLE	TARGET	ACTUAL	PROGRESS
<b>Future Direction: 1 Leadership and Governance</b>							
<b>Strategy: 1.2.1 Review and adjust service levels to provide value for money.</b>							
1.2.1.1 Improve the Long Term Financial Plan.	Significant progress has been made to update and improve the LTFP. It is expected to be presented to Council later in 2018.	Paul Smith	30/06/2018	N/A	100	80	
1.2.1.2 Establish best practice asset valuation and depreciation methodologies.	Draft guideline on 'Valuing public infrastructure at current replacement cost' have been sourced from the Queensland Audit Office. Initial workshop with Circular Head Council has produced a first draft of an asset categorisation and valuation model. Work Continuing.	Paul Smith	30/06/2018	N/A	100	33	Deferred
<b>Strategy: 1.5.1 Build our knowledge base to apply in decision-making processes.</b>							
1.5.1.1 Undertake modelling of the application of differential rating under a Capital Improve Value valuation model.	The model previously provided by DPAC(DLG) in 2016 has errors in the data set and is unworkable. Project unlikely to proceed.	Paul Smith	30/06/2018	N/A	100	10	Deferred
<b>Future Direction: 2 Organisational Support</b>							
<b>Strategy: 2.1.1 Develop a learning culture that ensures staff have the knowledge and skills to maximise potential, and which empowers staff to achieve and grow.</b>							
2.1.1.1 Undertake business process reviews and implement electronic workflows.	Civica health checks completed. Further work deferred as a result of funding being redirected to ECM implementation.	Paul Smith	30/06/2018	N/A	100	5	Deferred
<b>Strategy: 2.2.1 Facilitate effective knowledge management practices.</b>							
2.2.1.1 Undertake a re-implementation of the Financial Software platform.	Deferred. Needs to proceed concurrently with Chart of Accounts and Overhead Allocation review.	Paul Smith	30/06/2018	N/A	100	5	Deferred
<b>Future Direction: 5 Economic Prosperity</b>							
<b>Strategy: 5.1.3 Support existing and encourage new innovative activities/industries to the area.</b>							

Departmental Monthly Performance Report - Strategic and Financial Services

ACTION	PROGRESS	RESPONSIBLE PERSON	COMP. DATE	KPI TITLE	TARGET	ACTUAL	PROGRESS
5.1.3.1 Complete the Boat Harbour Beach Foreshore Development Plan, including the development of an implementation plan.	Workshop held with Councillors on 28 May to present and discuss initial concepts. Further revision to be progressed prior to report being adopted by Council, likely to be in August for public consultation.	Paul Smith	30/06/2018	N/A	100	90	
<b>Strategy: 5.4.2 Ensure evidence-based allocation of infrastructure and land use to enable sustainable growth.</b>							
5.4.2.1 Develop a financial impact model to assess the effect of new development on existing infrastructure.	Deferred. No progress made.	Paul Smith	30/06/2018	N/A	100	0	



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## 10.6 NATURAL RESOURCE MANAGEMENT QUARTERLY REPORT APRIL-JUNE 2018

To: Council  
Reporting Officer: Natural Resource Management Officer  
Responsible Manager: Director Infrastructure & Development Services  
Report Date: 4<sup>th</sup> July 2018  
File Reference:  
Enclosures: Natural Resource Management (NRM) Activities Report  
(including Weed Management)

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### PURPOSE

To provide Council with a report on actions taken towards its NRM and Weed Management Strategic objectives for the period April – June 2018.

### BACKGROUND

Council resource shares a NRM Officer with Circular Head Council to enact its Weed Management strategy objectives.

### DETAILS

See attached report for detail of actions taken.

### STATUTORY IMPLICATIONS

#### Statutory Requirements

The *Weed Management Act 1999* is the legislative head of power available to Council to facilitate a strategic and sustainable approach to Weed Management for the Municipal area.

### STRATEGIC IMPLICATIONS

#### Corporate Strategic Plan Reference

<b>GOAL 7: Environment</b>	
<b>Desired Outcomes</b>	
Stewardship of our land, water and marine ecosystems respects past, present and future generations.	
<b>Our Priorities</b>	
7.1	Provide education to facilitate awareness and appreciation of built and natural assets.
7.4	Consider and encourage biodiversity through forward thinking and planning.

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Sustainable Murchison 2040 Community Plan

Community Future Direction Theme	Key Challenges & Opportunities:
Natural resource management	<i>Managing abundant, natural and productive resources – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.</i>

The 2005 WWC Weed Management Strategy provides the objectives that are reported against in the attached report.

**POLICY IMPLICATIONS**

No significant policy implications identified

**FINANCIAL IMPLICATIONS**

Council has approved budgeted amounts in its 2017/18 Annual Plan of \$ 12,000 for actions toward the Weed Management Strategy objectives.

**RISK IMPLICATIONS**

No significant risks implications identified.

**COMMENT**

It is recommended that Council note the attached action report against Weed Management Strategy objectives. Further action updates to follow on a quarterly schedule.

MOVED BY	CR FAIRBROTHER
SECONDED BY	CR FRIEDERSDORFF

**That Council note the attached Natural Resource Management quarterly report.**

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	

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*Cr Bradley asked if councillors could be provided with a list of land owners who had infestations of weeds.*

*The GM advised that he did not believe it appropriate to list individual addresses but would investigate what further information could be presented*

### Natural Resource Management Activities (including weed control) April – June (2018)

The **Natural Resource Management (NRM) Officer** addresses weed management issues for both strategic and operational works as well as with Natural Resource Management related activities. The position is resource shared with the Circular Head Council and subsequently has 0.5 of a full time equivalent (FTE) dedicated to Waratah- Wynyard Natural Resource Management (NRM) activities. At times when there is a heavier, seasonally influenced or peak work load in one of the two municipal jurisdictions more time can be dedicated to those activities and the time differentiation noted and resources shared between the two Councils as required.

### Statutory (Weed Management)

Activity	Liaison (External)	Action
<ul style="list-style-type: none"> <li>Keeps abreast with any amendments to Tasmanian <b>Weed Management Act 1999</b> and / or related statutes.</li> </ul>	<ul style="list-style-type: none"> <li>DPIPWE</li> </ul>	<ul style="list-style-type: none"> <li>Written and verbal communication with private and public sector stakeholders relating to weed management within Waratah Wynyard Council's municipal boundaries. (Ongoing – as required)</li> <li>Discussions with Invasive species branch as well as officers of various Government departments regarding complaints from residents about weed infestations on Crown Land and road reserves etc. as required. Weed mitigation planning. (Ongoing – as required)</li> <li>Weed outbreak and infestation mitigation activity facilitation (Ongoing as required)</li> </ul>
Permit review to transport declared weeds	<ul style="list-style-type: none"> <li>DPIPWE</li> </ul>	<ul style="list-style-type: none"> <li>Currency confirmed (Annual review and extension process ongoing)</li> </ul>
<ul style="list-style-type: none"> <li>Undertake Waratah -Wynyard Council municipality Weed Inspectorial duties as prescribed under the <b>Weed Management Act 1999</b>.</li> </ul>	<ul style="list-style-type: none"> <li>Dept. State Growth</li> <li>DPIPWE – Invasive Species Section regional officer</li> <li>Tas Rail representatives</li> <li>WWC and CHC staff as required.</li> <li>Cradle Coast Weeds Authority activity and planning participation</li> <li>Other Stakeholders</li> </ul>	<ul style="list-style-type: none"> <li>Consultations were undertaken with the relevant land owners (including state authorities) to encourage weed control on their land.</li> <li>- Programmed response to seasonal weed emergence issues or resident's (and other) enquiries. (Continues)</li> <li>- implementation summer weed growth period communication and mitigation strategy (Continues)</li> </ul>
<ul style="list-style-type: none"> <li>Participate in any formal forums – training seminars as requested by DPIPWE or relevant to professional development.</li> </ul>	<ul style="list-style-type: none"> <li>Appropriate DPIPWE officer – Regional or State wide</li> </ul>	<ul style="list-style-type: none"> <li>Attend DPIPWE Weed forum at Campbell Town. Travelled with weed officers from Burnie and Devonport Council Weeds / Compliance officers.</li> </ul>



## Strategic Activities

Activity	Liaison (External / Internal)	Action
<ul style="list-style-type: none"> <li>Review (and implement actions defined in) Waratah - Wynyard Weed Management Strategy</li> <li>Review synchronicity between WWC weed management planning and implementation and related Circular Head Council weed management activities.</li> <li>Consider, develop and implement contemporary weed management strategies to comply with the Tasmanian <b>Weed Management Act 1999</b>.</li> </ul>	<ul style="list-style-type: none"> <li>Appropriate State Government officers: Biosecurity Tasmania – Crown Land Services.</li> <li>Appropriate Local Government officers</li> <li>Representatives of relevant industry bodies</li> <li>Appropriate representatives of aligned weed management organisations</li> <li>Local / regional Landcare group representatives</li> </ul>	<ul style="list-style-type: none"> <li>Discussion with Biosecurity Tasmania Officers and Crown Land Services officers in relation to the effectiveness of current Weed Management Act. (The Act continues to be reviewed and is expected to be rescinded and weed management absorbed into a new more robust Biosecurity Act.</li> <li>Ongoing through formal specified meetings or informal weed management stake holder contacts as required.</li> <li>Identify upcoming growing season infestation zones and undertake development of ongoing integrated management plans relevant to specific issue and based on proficiency of previous strategies.</li> </ul>
<ul style="list-style-type: none"> <li>Keep abreast with Commonwealth and State Government policy relating to NRM policy / activities and weed management and funding as required.</li> </ul>	<ul style="list-style-type: none"> <li>Strategically aligned weed management service delivery providers.</li> <li>Consultants</li> </ul>	<ul style="list-style-type: none"> <li>Contact with CCNRM project officers and EO regarding funding and partnership opportunities for weed management or natural resource management projects. <b><i>It was recently announced that the Cradle Coast Natural Resource Management competitive bid for national funding was unsuccessful. Short term interim measures for funding till September have been negotiated but any specific project funding beyond that time is uncertain.</i></b></li> <li>Assist brokering funding sourcing activities for local stakeholders.</li> <li>Assist in facilitating communication between Government agency staff and local stakeholders as required.</li> <li></li> </ul>
<ul style="list-style-type: none"> <li>Participate in natural resource management delivery within both Council jurisdictions.</li> </ul>	<ul style="list-style-type: none"> <li>Internal WWC staff</li> <li>WWC ratepayers and customers</li> <li>Bookend Trust: Where? Where? Wedgie project (NRM)</li> </ul>	<ul style="list-style-type: none"> <li>Address Natural Resource Management issues as directed or required.</li> <li>Plan and facilitate Where Where Wedgie? Workshop and media liaison at Highfield historic site on Sunday May 20<sup>th</sup> for Bookend Trust (Clare Hawkins). The project was sponsored by both Circular Head and Waratah Wynyard Councils.</li> <li>Facilitate media liaison for western Cradle Coast region survey weekend commencing Friday 25<sup>th</sup> May through till Sunday 27<sup>th</sup> May.</li> </ul>

Activity	Liaison (External / Internal)	Action
<ul style="list-style-type: none"> <li>• Liaise with scientific researchers developing biological agents for targeted weed management. (Ragwort, English Broom, Montpellier Broom, Gorse &amp; other emerging priority weeds)</li> </ul>	<ul style="list-style-type: none"> <li>• UTAS Science facility</li> <li>• Tas Landcare Weeds Management Facilitator</li> </ul>	<ul style="list-style-type: none"> <li>• The product market is continually reviewed to identify environmentally friendly and biodegradable herbicide products for the land owners to minimise impact on the environment.</li> </ul>

### Customer Service (Proactive)

Activity	Liaison (External)	Action
<ul style="list-style-type: none"> <li>• Participate in local community group discussions as required</li> </ul>	<ul style="list-style-type: none"> <li>• Designated Landcare Groups</li> <li>• CCNRM</li> <li>• Schools</li> <li>• TAFE (As required)</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing discussions were undertaken with the Landcare groups and educational institutions (TAFE) to support NRM activities.</li> <li>• Facilitate meeting with local Landcarers, CLS staff, Tasrail, Fonterra regarding weed management on non-Council owned / managed land parcels behind Fonterra industrial precinct.</li> </ul>
<ul style="list-style-type: none"> <li>• Developing and implementing an “identify, inform and act” process with respect to natural resource management on Public non Council land</li> </ul>	<ul style="list-style-type: none"> <li>• State Authorities</li> <li>• Commonwealth Authorities</li> <li>• Relevant scientific research bodies. CSIRO, UTAS, TAFE</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>
<ul style="list-style-type: none"> <li>• Developing and implementing and identify, inform and act process with respect to weed management on private land.</li> </ul>	<ul style="list-style-type: none"> <li>• Private landowners</li> <li>• DPIPWE Biosecurity Section</li> <li>• Crown Land Services</li> </ul>	<ul style="list-style-type: none"> <li>• Contact property owners / Managers (private or government) by telephone, face to face visit or letter as appropriate to the specific issue. Eg Contact a rural property owner by phone or visit to let them know if there are ragwort plants noted on their property and provide them with technical information relating to the weed, how to deal with it as well as what it’s statutory management plan status is under the Weeds Management Act 1999.</li> <li>• Contact with government representatives and other property owners / managers indicating the presence of declared weeds within their boundaries and requesting treatment.</li> <li>• Issue letters to specific property owners regarding requirement</li> </ul>

Activity	Liaison (External)	Action
		<p>to treat specific weeds within a specified timeframe. (Ongoing as required)</p> <ul style="list-style-type: none"> <li>Follow up discussion and site visits with property owners who have been issued with requirement notices.</li> </ul>
<ul style="list-style-type: none"> <li>Seasonally notify targeted residents in known declared weed zones: <ul style="list-style-type: none"> <li>Pampas Grass</li> <li>Ragwort</li> <li>Slender thistles</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Regional Weed Officer – Invasive Weeds Section of DPIPW.</li> <li>Forestry Tasmania officers</li> <li>Land owners, Quarry lease holders</li> </ul>	<ul style="list-style-type: none"> <li>A seasonal inspection of targeted land (including quarries) in WWC municipal area was undertaken during April / June to identify treatment or operational consultations processes. (Ongoing – seasonal)</li> <li>Quarries inspected and owners / leasees consulted. (Seasonal)</li> <li>WWC quarries inspected with Council staff and ongoing management strategies identified.</li> <li>Pampas Grass plants (various sizes) mapped and treated immediately (when practical) or responsible leasees / owners notified with required action specified. (Ongoing - Seasonal)</li> </ul>
<ul style="list-style-type: none"> <li>Follow up inspection of all areas known to have infestations of targeted weeds (As above)</li> </ul>	<ul style="list-style-type: none"> <li>Land owners ( Private)</li> <li>Crown Land representatives</li> </ul>	<ul style="list-style-type: none"> <li>Seasonal inspection of targeted land (including quarries) in WWC municipal area to identify treatment options or operational consultation processes. (Ongoing - seasonal)</li> <li>Travel / inspect all DSG roads in both Waratah Wynyard and Circular Head Council areas with Jill Jones – Environmental Extension Officer: Department of State Growth – Roads.</li> </ul>
<ul style="list-style-type: none"> <li>Personal contact with non-compliant landowners</li> </ul>	<ul style="list-style-type: none"> <li>Landowners</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing education and support has been offered to non-compliant landowners on a case by case basis.</li> <li>Issue official requirement to treat weeds where necessary.</li> </ul>
<ul style="list-style-type: none"> <li>Engage appropriate weed management contractors to undertake programmed weed eradication activities.</li> </ul>	<ul style="list-style-type: none"> <li>Approved contractors</li> </ul>	<ul style="list-style-type: none"> <li>Appropriate weed management contractors were engaged as required to spray target weed growth cycle on Council land and some road reserves as required. <ul style="list-style-type: none"> <li>Montbretia</li> <li>Spanish Heath</li> <li>Thistles</li> <li>Sea Spurge</li> <li>Gorse</li> <li>Pampas Grass</li> </ul> </li> </ul>

Activity	Liaison (External)	Action
<ul style="list-style-type: none"> <li>Undertake natural resource management activities as required.</li> </ul>	<ul style="list-style-type: none"> <li>Appropriate stakeholders.</li> <li>CCNRM project officers</li> </ul>	<ul style="list-style-type: none"> <li>Support was provided to engineering staff to preserve native fauna and undertake vegetation assessment during engineering and construction activities. (Ongoing – as required)</li> <li>Preliminary tree surveys</li> <li>Preliminary natural values assessments</li> <li>Discussion with CLS Officers in relation to Crown Land licences and responsibility of management planning and implementation issues.</li> </ul>

### Customer Service (Responsive)

Activity	Liaison ( Internal / External)	Action
<ul style="list-style-type: none"> <li>Respond to all customer enquiries relating to weed management</li> </ul>	<ul style="list-style-type: none"> <li>Customers / Ratepayers</li> <li>Councillors (via appropriate communication channels)</li> <li>General Manager (As directed) SMT</li> </ul>	<ul style="list-style-type: none"> <li>Respond to enquiries relating to weed management and NRM issues as required.</li> <li>Ongoing education and support has been offered to customers on a case by case basis.</li> <li>Specific weed management strategies are implemented as appropriate.</li> </ul>
<ul style="list-style-type: none"> <li>Provide technical assistance to customers / ratepayers.</li> </ul>	<ul style="list-style-type: none"> <li>Customers / Ratepayers</li> <li>Schools / colleges</li> </ul>	<ul style="list-style-type: none"> <li>Prepare mentor presentation and deliver for state-wide <b>Climate Leader</b> conference link up at Hellyer College to Launceston, Hobart and Huon Valley in June 2018.</li> <li>Continue with mentoring activities related to the student's projects as required.</li> </ul>
<ul style="list-style-type: none"> <li>Inform land owners (public and private) if they have infestations of declared weeds of appropriate management action</li> </ul>	<ul style="list-style-type: none"> <li>Land owners</li> <li>Regional Weeds Officer – Invasive Species Section : DPIPW</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing education and support has been offered to customers on a case by case basis.</li> </ul>
<ul style="list-style-type: none"> <li>Remove declared weeds identified by customers on Council land or implement appropriate management strategy with the relevant land owner.</li> </ul>	<ul style="list-style-type: none"> <li>Property owners / managers</li> <li>Approved contractors</li> </ul>	<ul style="list-style-type: none"> <li>Where declared weeds are identified immediate treatment (Removal) is undertaken by inspecting officer where practical.</li> <li>Advise stakeholders of management options / directions relating to non-declared weeds as required.</li> </ul>
<ul style="list-style-type: none"> <li>Answer queries from Landcare groups relating to natural resource management issues, weed management planning. Investigate implementation funding sourcing.</li> </ul>	<ul style="list-style-type: none"> <li>Landcare group representatives.</li> <li>Wildcare group representatives.</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing, as required</li> </ul>

Activity	Liaison ( Internal / External)	Action
<ul style="list-style-type: none"> <li>Respond to any natural resource management matters raised by Councillors through appropriate communication channels.</li> </ul>	<ul style="list-style-type: none"> <li>General Manager</li> <li>Councillors</li> </ul>	<ul style="list-style-type: none"> <li>Write report on current status of weed management strategy implementation and associated issues in Waratah Wynyard Council jurisdiction.</li> <li>Attend Council workshops and provide NRM and Weed management briefings on relevant matters. (Ongoing, as required)</li> </ul>

### Natural Resource Management Liaison – Internal / External

Activity	Liaison	Activity
<ul style="list-style-type: none"> <li>NRM Project Facilitation – beach erosion at Irby Sisters Creek mouth – Storm damage mitigation (Ongoing)</li> <li>Review Rehabilitation plan for Ballast Pit Quarry (Completed this quarter)</li> <li>Liaise for preparation of <b>Issues and Considerations for Natural Resource Management</b> discussion paper.</li> </ul>	<ul style="list-style-type: none"> <li>Development Services Officers (Internal)</li> <li>Corporate and Community Services (Internal)</li> <li>Consultants</li> <li>State Government Officers and elected members (as directed)</li> <li>EPA Officers (External)</li> <li>WWC Officers / Managers as required (Ongoing)</li> <li>EJ Shu, Director and Principal Consultant The Social Yield Pty Ltd</li> </ul>	<ul style="list-style-type: none"> <li>Inspect and report on beach erosion at Irby Boulevard, Sisters Beach (Ongoing as required)</li> <li>Liaise with Internal and external stake holders with respect to specific stakeholder communication issues (Ongoing as required)</li> <li>Liaise with consultant representatives regarding contract engagement specifics.</li> <li>Provide technical information regarding problem specifics as required.</li> <li>Site meetings and discussion with Crown Land Services officers regarding resident vegetation removal activities on crown coastal reserves (Ongoing)</li> <li>Provide advice to Waratah Wynyard Council directors / officers regarding environmental matters as required. (Completed)</li> <li>Attend discussion meetings at WWC and CHC to discuss scoping of project as well as issues identification.</li> <li>Research and source relevant documents for reference in the final discussion paper.</li> </ul>
<ul style="list-style-type: none"> <li>NRM Project Facilitation – Flood mitigation response Stanwyn Court Wynyard (Completed)</li> </ul>	<ul style="list-style-type: none"> <li>Development Services (Internal)</li> <li>Corporate and Community Services (Internal)</li> <li>Consultants and / or precinct residents</li> </ul>	<ul style="list-style-type: none"> <li>Visit site and note landscape issues relating to flooding</li> <li>Reporting to consultants as well as WWC GIS Coordinator (Completed)</li> <li>Follow up with stakeholders as required.</li> </ul>

Activity	Liaison	Activity
<ul style="list-style-type: none"> <li>Coastal reserve management</li> </ul>	<ul style="list-style-type: none"> <li>Adjacent property owners / managers</li> <li>Crown Land Services personnel</li> <li>Consultants</li> <li>Scientific based researchers</li> </ul>	<ul style="list-style-type: none"> <li>Coast to Coast conference Hobart - March 2018 - Issues presented:               <ul style="list-style-type: none"> <li>Local Government and Climate Change.</li> <li>Managing Coastline for multiple (sometimes conflicting) values.</li> <li>Sea Level rise implications.</li> <li>Encroachment on coastal reserves by adjacent property owners and land users.</li> <li>The cost of climate change.</li> <li>Who pays for mitigation works? Funding models.</li> <li>Risk management. Strategic, Liability and Insurance perspectives</li> </ul> </li> </ul>

#### **Agricultural Landscape Rehabilitation Scheme (ALRS) Funding Application Facilitation**

<ul style="list-style-type: none"> <li>Facilitation support of WWC preparation of Flowerdale River lower catchment Agricultural Landscape Rehabilitation Scheme funding nomination application process.</li> <li>Project application was successful with 14 private land holders within the Flowerdale flood plain receiving rehabilitation works funding.</li> <li>Project wind-up completed in June 2018</li> </ul>	<ul style="list-style-type: none"> <li>WWC General Manager, Executive Officer, GIS Coordinator, others (Internal)</li> <li>CCNRM Project Officer (External)</li> <li>NRM North Project manager (External)</li> <li>Participating stakeholders / property owners as required. (External)</li> </ul>	<ul style="list-style-type: none"> <li>Attend stakeholder briefings (Completed)</li> <li>Logistics discussions and enquiry answering with potential participants.</li> <li>Liaise with Federally funded project facilitator (Ongoing during the life of the project)</li> <li>Liaise with Project Coordinator to facilitate delivery of materials and contractors for project completion within budget and time frame.</li> <li>Undertake site inspections to monitor progress. (Completed, but ongoing if required)</li> <li>Liaise with project coordinator for windup logistics as required.</li> </ul>
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**10.7 LOCAL GOVERNMENT ASSOCIATION OF TASMANIA (LGAT) – ITEMS FOR CONSIDERATION - ANNUAL GENERAL MEETING & GENERAL MEETING 25 JULY 2018**

To: Council  
Reporting Officer: General Manager  
Responsible Manager: General Manager  
Report Date: 6 July 2018  
File Reference: 004.13  
Enclosures: **REFER ATTACHMENT A**  
LGAT Annual General Meeting Agenda 22 July 2015  
**REFER ATTACHMENT B**  
LGAT General Meeting Agenda 22 July 2015

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**PURPOSE**

The purpose of the report is to ensure that Councillors are aware of the motions to be considered by the Association and to enable Council to consider and provide direction to the Mayor or his representative in voting and/or participating in discussion on the respective motions.

**DETAILS**

The annual General Meeting and General Meeting of LGAT will be held on 25 July 2018. The General Meeting in particular has a significant number of motions submitted by Councils throughout the state. A listing of the motions which also details councils preferred position so that the Mayor can vote accordingly is attached below. As part of the voting process the Mayor will need to consider any amendments to the motion and the debate on the items and vote accordingly.

**STATUTORY IMPLICATIONS**

Nil.

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## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</b>	
<b>Desired Outcomes</b>	
We make publicly transparent decisions on spending and future directions while encouraging community feedback.	
We maintain and manage our assets sustainably.	
We highly value the use of an evidence-based approach to the development and implementation of strategies and policies that support and strengthen our decision making.	
We are recognised for proactive and engaged leadership.	
<b>Our Priorities</b>	
1.4	Facilitate the meeting of community needs through strong advocacy and local and regional collaboration for shared outcomes.
1.5	Build our knowledge base to apply in decision-making processes.
1.6	Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.
1.7	Develop leadership that inspires and motivates, and which maintains a strong community and workplace culture.
1.8	Review and adjust service levels to provide value for money.
1.9	Collaborate with, understand and satisfy our external customers' needs and values.

## POLICY IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

Nil

## RISK IMPLICATIONS

There is no identified risk implication for council arising from the adoption of a meeting schedule.

## CONSULTATION PROCESS

A workshop was held with Councillors on 9 July.



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MOVED BY	CR BRAMICH
SECONDED BY	CR BRADLEY

**That Council authorises the Mayor, or his representative, to discuss and vote on the items listed for the LGAT Annual General Meeting and General Meeting Agenda Items 25 July 2018 in line with Council's position as noted in the Table One below.**

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	

AGM MEETING AGENDA ITEMS – 25 July 2018		
Items Number	Item	Comment
<b>ITEMS FOR DECISION</b>		
1.0	That Minutes of previous AGM be confirmed	Supported
2.0	That Presidents Report be received	Supported
3.0	That Financial Statement 16/17 be received and adopted	Supported
4.0	Endorse Adoption of the budget and subscriptions	Supported – new subscription formula to take effect with a reduction in WWC fees collared at \$5,362.27
5.0	That President and Vice President allowances for 18/19 be adjusted in accordance with Wages Price Index	Supported
6.0	That Members agree to amend rules to reflect electronic voting practices as per option 1 of the report	Supported – administrative change to reflect current practice
7.0	LGAT/LG Professionals Conference That Members note the intent to undertake scoping work with LG Professionals Tasmanian with respect to combining our conferences in future. That Members further note, that should conferences combine, it may be prudent to shift the AGM and General Meeting to a separate date.	Supported
8.0	That the Annual Plan Report be noted	Supported
9.0	Note the Reports from Board Representatives and acknowledge time and effort of board members.	Supported

GENERAL MEETING AGENDA ITEMS – 25 JULY 2018		
Item Number	Item	Comment
<b>ITEMS FOR DECISION</b>		
8.1	<p><b>Dion Lester</b>  <b>WASTE MANAGEMENT</b>            That Members agree to a feasibility study into the establishment of a state-wide Waste Management arrangement.</p>	Supported. Work continues into improved governance arrangements in the NW.
8.2	<p><b>Katrena Stephenson</b>  <b>REVIEW OF COUNCILLOR ALLOWANCES</b>            1. That the Meeting note the update on the Review of Councillor Allowances.            2. That the Meeting agree that LGAT pursue a review of the further areas identified.            3. That the Meeting agree that any such review should be completed in the next 12 months.            4.</p>	Supported. May consider an amendment to item 2 adding “provided this is at no cost to the sector”
8.3	<p><b>Katrena Stephenson</b>  <b>BOARD OF ENQUIRY RECOMMEDATIONS</b>            Decision Sought            That Members determine that the feedback to the Director of Local Government on the sector wide recommendations arising from the Glenorchy City Council Board of Inquiry (below) is that they are not system issues and a legislative response is not endorsed.</p> <ul style="list-style-type: none"> <li>• Provide the Mayor with the power to approve the agenda prior to its release by the General Meeting (<i>Manager?</i>);</li> <li>• Provide the Mayor with the power to approve the release of draft minutes to other councillors;</li> <li>• Provide the power to the Mayor to approve the General Manager’s leave;</li> <li>• Mandatory requirement for all council meetings to have audio recordings;</li> <li>• The Minister may direct a council to terminate the employment of a General Manager; and</li> <li>• The General Manager is to consult with the Mayor and Councillors on senior executive appointments.</li> </ul>	Supported. There are a number of items raised by the Board of Enquiry that are specific to Glenorchy City Council and do not require broad industry change.
8.4	<p><b>Katrena Stephenson</b>  <b>SALE OF ANGLICAN CHURCHES</b>  <ul style="list-style-type: none"> <li>• That Members note the actions taken since the May General Meeting with respect to the sale of churches and cemeteries.</li> </ul> </p>	Supported.  The Anglican Church recently announced the sale of 108 properties in Tasmania which includes 76 churches.

GENERAL MEETING AGENDA ITEMS – 25 JULY 2018		
	<ul style="list-style-type: none"> <li>That Members note that LGAT will coordinate a response to any proposed changes to the <i>Burial and Cremation Act 2002</i>.</li> <li>That Members agree that LGAT should provide appropriate support to Mayors of affected areas as requested.</li> <li>That Members note the request from a member of the Uniting Church that Local Government explore taking over control of Tasmanian Cemeteries.</li> <li>That Members agree that it is not the role of Local Government to take over cemeteries established by religious organisations.</li> <li>That Members discuss and determine any further actions for LGAT.</li> </ul>	St. Stephens Church in Dodgin Street and the Myalla Church have been listed for sale.
ITEMS FOR NOTING		
3.0	Presidents Report	For noting only
4.0	CEO Report	For noting only
5.0	Business Arising from previous meeting 18 May 2018	For noting only
6.0	Follow-up of Motions report	For noting only
7.0	Monthly Report to Councils	For noting only
9.1	Local Government Elections: That Members note LGAT's activity in support of the upcoming Local Government elections.  That Members note the imminent changes to the Local Government Regulations with respect to 'gifts and benefits' and 'election advertising'.	For noting only
9.2	Code of Conduct – State Government response	For noting only
9.3	Planning Reform – Report on State Govt. Planning reform agenda	For noting only
9.4	Local Government Sustainability Report	For noting only
9.5	Council Camping and Competitive Neutrality Report	For noting only – report due end June yet to be seen
9.6	Credit Card Policy – Draft Model	For noting only – WWC Credit Card Policy to be adopted in August
9.7	Mentoring for new Councillors – Note plan to establish program	For noting only
9.8	Climate Change Report	For noting only
9.9	TasWater Report	For noting only

<b>GENERAL MEETING AGENDA ITEMS – 25 JULY 2018</b>		
9.10	2018/19 Proposed Training Activities	For noting only
9.11	Performance Improvement Survey Preliminary Findings Report	For noting only
9.12	Roads & Transport – Report on Policy Activity	For noting only
9.13	EPA MOU and Workforce Development Report	For noting only
9.14	Communications, Media and Events Update	For noting only
9.15	Policy Update report	For noting only
<b>MOTIONS</b>		
10.1	<p><b>CIRCULAR HEAD</b>  <b>Interpretive Tourist Signage</b>  That LGAT seek that the State Government provides a strategic commitment of a 4 year resources funding program for the implementation of international (Non English) visitor interpretive signage to ensure the dispersal of the increased international tourism economic benefits across the state.</p>	<p>Not Supported.</p> <p>Not clear if this is for visitor <b>interpretive</b> signage or for <b>directional road</b> signage. State Govt has control over some road signage and limited interpretive signage (only Parks reserves/National Parks etc). Digital solutions available now for interpretive signage where visitors can use their phone to scan signage and it will translate for them. This is currently being used in restaurants for menus. Promotion of this technology might be a better solution for interpretation signage rather than having multiple signs that require maintenance/replacement and will need multiple languages. Road signage would be useful for key destinations however there should be a review of ALL existing signage particularly in regional areas. Also note that Councils are responsible for some road signage and a lot of the interpretive signage, Council will be responsible for maintenance/replacement of any new signage</p>
11.1	<p><b>BREAK O'DAY / DEVONPORT / GLAMORGAN</b>  <b>Elected Members Election to State Government</b>  That LGAT pursue legislative changes which would:</p> <ol style="list-style-type: none"> <li>1. Require a Councillor who is standing for State or Federal Parliament to take a leave of absence from Council for the period between accepting the nomination and declaration of the poll.</li> <li>2. Require a councillor who is elected to State or Federal Parliament to resign their council position following declaration of the poll.</li> </ol>	<p>Supported</p>

<b>GENERAL MEETING AGENDA ITEMS – 25 JULY 2018</b>		
11.2	<p><b>BURNIE</b>  <b>Mayoral Vacancies</b>            That LGAT lobby for a change to the Local Government Act 1993 to allow for a recount on the previous election to be used to fill a vacancy of Mayor at any time throughout the term, instead of the current provision for a by-election which applies up to six months prior to the next ordinary election, which can be costly for a community.</p>	<p>Supported.            Council suggest either a recount or election of the Deputy Mayor is preferred to a by-election.</p> <p>This would potentially save Council up to \$45,000 if no by-election was required.</p>
11.3	<p><b>HOBART</b>  <b>Code of Conduct</b>            That LGAT lobby the State Government to remove the ‘materiality’ test as it relates to conflict of interest set out in Part 2 of the Model Code of Conduct.</p>	<p>Not Supported</p> <p>Existing clause deemed to be satisfactory</p>
11.4	<p><b>GLENORCHY</b>  <b>Qualified Advice for General Managers Contracts</b>            That the Local Government Association of Tasmania recommends that the Local Government Act 1993 be amended to allow a Mayor (or their delegate) to qualify a Council or council committee agenda item that relates to the performance of or contractual arrangements with the General Manager.</p>	<p>Not a prevalent issue for WWC and has arisen from the Glenorchy City Council Ministerial Decisions. Mayor to observe debate.</p>
11.5	<p><b>BURNIE</b>  <b>Elected Member Titles</b>            That LGAT lobby for a change to the Local Government Act 1993 to remove the word alderman from the Act entirely, leaving only councillor.</p>	<p>Supported</p>
12.1	<p><b>LATROBE</b>  <b>EHO Training</b>            That the Local Government Association of Tasmania lobby the University of Tasmania for the continuation of the Bachelor of Health Science (Environmental Health) or similar tertiary degree that is eligible for the Environmental Health University Course Accreditation with Environmental Health Australia.</p>	<p>Supported</p>
12.2	<p><b>CIRCULAR HEAD</b>  <b>State Wide Training and Employment</b>            That LGAT seek that the State Government provides a strategic commitment of a 4 year resources funding program working with Local Government and established industry training providers for the implementation of targeted VOC Training initiatives to ensure the dispersal of employment and apprenticeship opportunities from all emerging industry investment and expansion opportunities across the state.</p>	<p>Supported</p> <p>There are a range of opportunities that may be missed through lack of timely information about what is available. Small business would have limited opportunity to access this information therefore a dedicated commitment would be supported.</p>

GENERAL MEETING AGENDA ITEMS – 25 JULY 2018		
13.1	<p><b>BREAK O'DAY</b>  <b>Accounting Standards</b>            That LGAT lobby the State Government to amend the Local Government Act to provide the Tasmanian Audit Office with the power to consider whether an Australian Accounting Standard should be applied to Local Government and to what extent.</p>	Supported
13.2	<p><b>CIRCULAR HEAD</b>  <b>Accounting Standard – Depreciation</b>            That LGAT seek that the State Government, in conjunction with the Tasmanian Audit Office, provides a strategic commitment to lobby for a new change in accounting standards for depreciation calculation and management of all state and federal government funded projects, as the present model significantly disadvantages low growth communities and undermines opportunities to reinvigorate and re-energise local economic prosperity and community wellbeing.</p>	Supported
13.3	<p><b>GEORGE TOWN</b>  <b>Accounting Methodologies</b>            a) That Councils and the Local Government Association of Tasmania work with the Local Government Division of Premier and Cabinet to review the various accounting methodologies being used by Councils with a view to developing standardised reporting; and             b) Address some of the complexities such as volume/length of reporting driven by disclosures required in the Local Government Act and International Accounting standards which are not necessarily relevant to Council operation and reporting.</p>	<p>Supported.</p> <p>Will provide consistency across the State.</p> <p>Any improvements to efficiencies of reporting processes would be of benefit to councils across the state.</p>
13.4	<p><b>BURNIE</b>  <b>Fire Service Levy</b>            That LGAT:            1. Advocate on behalf of all Councils the deep concern at the level of the Fire Service Contribution that councils are expected to collect from ratepayers each year on behalf of the State Fire Commission; and            2. Seek justification for the excessive level of financial burden that has been imposed over the last five years.</p>	Supported
14.1	<p><b>BREAK O'DAY</b>  <b>Stream Management</b>            That LGAT lobby the State Government to take greater responsibility for the management of streams.</p>	<p>Supported.</p> <p>There is a void of accountability and responsibility currently</p>

<b>GENERAL MEETING AGENDA ITEMS – 25 JULY 2018</b>		
14.2	<p><b>BREAK O'DAY</b>  <b>Building Act 2016</b>            That LGAT request that the State Government provide the necessary resources and undertake an urgent review of the Building Act 2016 to address the shortcomings being experienced by Local Government in relation to the operation of this Act.</p>	<p>Supported.</p> <p>A review of the new Act and its practical application would be of benefit.</p>
14.3	<p><b>HOBART</b>  <b>Single Use Packaging</b>            That the Local Government Association of Tasmania lobby the State Government for the introduction of legislation to ban the provision of petroleum-based single-use take-away food packaging currently used to enable prepared food or beverages to be carried from the retailers premises.</p>	Supported
14.4	<p><b>HOBART</b>  <b>Recycling</b>            The LGAT urgently consider through its appropriate body a response to the recent increase in costs of recycling to Local Government as a consequence of changes to the Chinese government's policies and consider development of a range of responses, including collective negotiations between the Federal and State Governments and other stakeholders, to prompt a market response for recycling opportunities in Tasmania.</p>	Supported
14.5	<p><b>HOBART</b>  <b>Sustainable Council Events</b>            The LGAT lobby all councils to adopt the use of reusable and compostable items for use in council sponsored events.</p>	<p>Supported</p> <p>The Tulip Festival has been encouraging this for several years for all stallholder outlets only to use reusable and compostable items. This year there will be trailing bin toppers for General waste and Recyclables.</p>
14.6	<p><b>CIRCULAR HEAD</b>  <b>Tourism Destination Action Plans</b>            That LGAT seek from the State Government a strategic commitment of a 4 year resources funding program for the implementation of all Tourism destination action plans to ensure the dispersal of the increased tourism economic benefits across the state.</p>	Supported
14.7	<p><b>GLAMORGAN SPRING BAY</b>  <b>Container Deposit Scheme</b>            That Tasmanian Councils, through LGAT, support a container deposit scheme within Tasmania and call on the State Government to investigate the best model for implementation within the State</p>	Supported



<b>GENERAL MEETING AGENDA ITEMS – 25 JULY 2018</b>		
14.8	<p><b>CIRCULAR HEAD</b>  <b>Implementation of Statewide Planning Scheme</b>            That LGAT seek from the State Government a strategic commitment to developing and implementing in the new state-wide planning scheme provisions to allow the as of right development of existing small titles of land in the rural production zone that does not compromise or fetter agricultural production capacity and provides opportunities to diversify and reinvigorate local economic prosperity and community wellbeing.</p>	Supported
14.9	<p><b>BREAK O'DAY</b>  <b>Telecommunications Towers</b>            That Members note a lack of input into the location of telecommunications towers &amp; other similar infrastructure emitting radiation/microwave links and request that LGAT investigate options to allow councils to have more input prior to the submission of the Dev. Application.</p>	Supported on the basis that this be based on an understanding of pre DA lodgement discussion being held rather than a legislated process.
14.10	<p><b>DERWENT VALLEY</b>  <b>Fruit Tree Management</b>            That Local Government consult with Fruit Growers Tasmania and the State Government regarding the biosecurity risk with roadside fruit trees on state and local roads.</p>	Supported
15.1.	<p><b>CIRCULAR HEAD</b>  <b>Decentralised Action Plan</b>            That LGAT seek from the State Government a strategic commitment, resources and a funding program for the implementation of a State and Federal Government services decentralisation action plan to leverage and ensure the dispersal of employment opportunities across the state.</p>	Supported
15.2	<p><b>NORTHERN MIDLANDS</b>  <b>Spirit of Tasmania</b>            That LGAT lobby the State Government and Spirit of Tasmania to ensure the availability of sailings adequately meets demand of Tasmanian residents, tourists and other users and that affordable pricing is available to users.</p>	Supported
15.3	<p><b>SOUTHERN MIDLANDS</b>  <b>Affordable Housing</b>            That the Local Government Association of Tasmania be requested to lobby the State Government to ensure that the State is taking sufficient measures and allocating sufficient resources to provide affordable, low cost housing, particularly in rural and outer suburban areas.</p>	Supported

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## 10.8 FINANCIAL REPORT FOR THE PERIOD ENDED 30 JUNE 2018

To: Waratah-Wynyard Council  
Reporting Officer: Accountant  
Responsible Manager: Manager Financial Services  
Report Date: 6<sup>th</sup> July 2018  
File Reference: 100.10  
Enclosures: Cash Position  
Rate Summary

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### PURPOSE

To provide an overview, summarising the financial position of the organisation on a monthly basis.

### BACKGROUND

The financial reports presented incorporate:

- Cash Position
- Rate Summary

### DETAILS

Given these reports relate to June, end of financial year processes have commenced. The Rate Summary and Cash Position are provided. However all other reports will be published and provided to Council once all end of year processes are complete.

### STATUTORY IMPLICATIONS

This special purpose financial report is prepared under *Australian Accounting Standards and the Local Government Act 1993*.

### STRATEGIC IMPLICATIONS

#### Strategic Plan Reference

Key Focus Area:	<b>CIVIC LEADERSHIP AND GOVERNANCE</b> <b>A well-managed Council that services the municipality with integrity and has a strong voice in the region</b>
Outcome 4.3	<b>Council is managed in a financially sustainable and responsible manner</b>
Operational Aim 4.3.2	Establish and maintain systems to support timely and efficient financial reporting

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## **POLICY IMPLICATIONS**

The contents of this special purpose financial report are prepared under the guidance of Council policies.

## **FINANCIAL IMPLICATIONS**

No significant financial implications have been identified.

## **RISK IMPLICATIONS**

No significant risk implications have been identified.

## **CONSULTATION PROCESS**

Nil

## **COMMENT**

It is therefore recommended that the Council notes the Financial Reports for the period ended 30 June 2018.

MOVED BY	CR FRIEDERSDORFF
SECONDED BY	CR HYLAND

**That the Council notes Financial Reports for the period ended 30 June 2018.**

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	

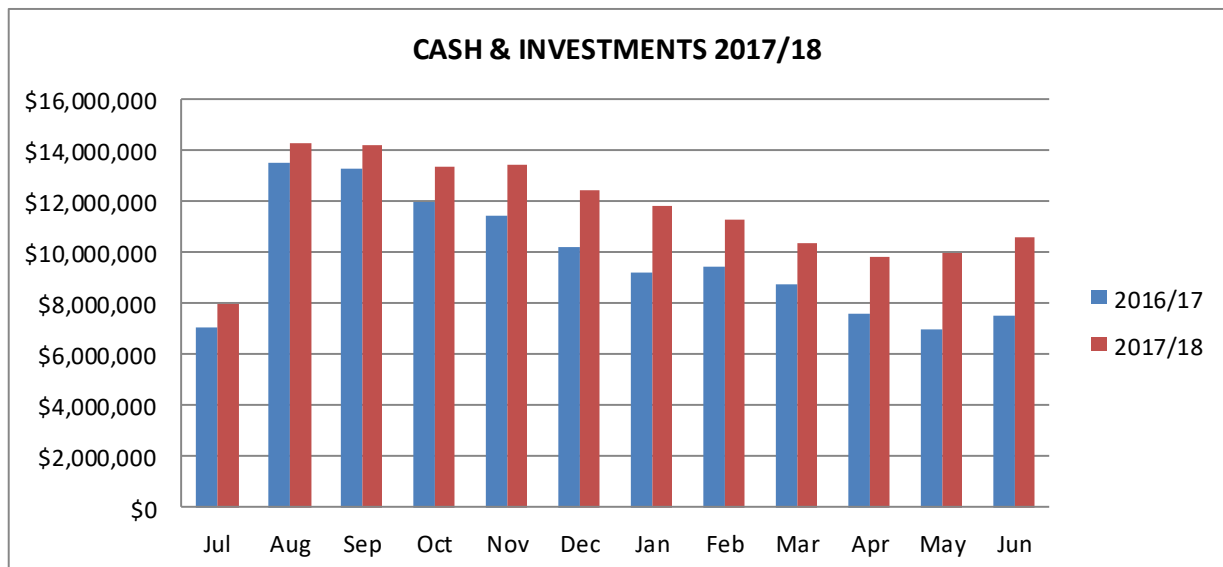


## Waratah-Wynyard Council

### CASH POSITION

For the period ended 30 June 2018

FINANCIAL INVESTMENTS	\$	INVESTMENTS	\$	Weighted Average
Deposits	9,000,000	Commonwealth Bank	1,539,537	1.25%
		ANZ	2,000,000	2.45%
		Bankwest	7,000,000	2.61%
<b>Petty Cash and Till Floats</b>				
Petty Cash and Till Floats	2,320	Petty Cash and Till Floats	2,320	
Trading Account	1,539,537			
<b>BALANCE (ALL ACCOUNTS)</b>	<u>10,541,857</u>		<u>10,541,857</u>	2.38%



Benchmarks:	RBA Cash Rate*	1.500
	90 Day BBSWs Rate**	2.111

\*source: [www.rba.gov.au](http://www.rba.gov.au) as at 29 June 2018

\*\*source: <https://www.asx.com.au/data/benchmarks/bbsw-10-day-rolling-history.pdf> as at 29 June 2018

All cash investments are in compliance with Council's Investment Policy (FIN.004).



## Waratah-Wynyard Council

### RATE SUMMARY

For the period 1 July 2017 to 30 June 2018

RATE SUMMARY	2017/18		2016/17	
	%	\$	%	\$
<i>Notice Issue Date - 28 July 2017</i>				
OUTSTANDING RATE DEBTORS (As at 1 July 2016)	4.04	459,917	3.30	363,930
ADD CURRENT RATES AND CHARGES LEVIED (including penalties)	95.96	10,912,258	96.70	10,674,537
GROSS RATES AND CHARGES DEMANDED	100.00	11,372,175	100.00	11,038,467
LESS RATES AND CHARGES COLLECTED	92.05	10,468,479	91.37	10,085,367
REMISSIONS AND DISCOUNTS**	8.50	966,325	8.42	929,560
	100.55	11,434,804	99.79	11,014,927
ADD PROPERTIES IN CREDIT	(4.45)	505,572	(3.87)	427,093
UNPAID RATES AND CHARGES (includes Deferred Rates)	3.89	442,943	4.08	450,633
<b>**REMISSIONS AND DISCOUNTS</b>		<b>2017/18</b>		<b>2016/17</b>
Discount		386,956		372,133
Pensioner Rebates		570,424		555,549
Council Remissions and Abandements		8,945		1,878
		<u>966,325</u>		<u>929,560</u>

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## 10.9 SENIOR MANAGEMENT REPORT

To: Council  
Reporting Officer: General Manager  
Responsible Manager: General Manager  
Report Date: 9 July 2018  
File Reference: 009.02  
Enclosures:

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### SUMMARY/PURPOSE

To provide information on issues of significance, matters of interest; statistical information and summaries of specific areas of operations.

### GENERAL MANAGERS OFFICE

#### Activities Since Last Council Meeting

Listed below is a summary of activities undertaken by the General Manager during the period since the previous Council meeting -**13 June until 11 July 2018**. It also provides information on issues of significance or interest, statistical information and summaries of specific areas of operations

#### **Corporate**

1. Continued meetings with neighbouring Councils regarding opportunities for shared services. The Memorandum of Understanding with the Burnie City and Circular Head Councils to investigate and develop plans to establish a Shared Services Entity has been signed

#### **Community**

1. Participated in a conciliation conference convened through Equal Opportunity Tasmania instigated by Ken Ewington on behalf of Logan Shepherd. Further investigation and discussion will continue regarding their requests for infrastructure improvements.
2. Met with Paula Pearce, Principal of Somerset Primary School as an introduction and to discuss the Open Space, Sport and Recreation Plan.
3. Met with representatives of the Wynyard Cricket Club who wished to express the club's view regarding their future site and facilities

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4. Met with representatives of the Show Society and Wynyard Cricket Club who collectively presented a vision for the Showground site
  5. Met with representatives of the Somerset Soccer Club to discuss their facilities at Cardigan Street and to develop a list of priorities for improvement.
  6. Attended a workshop convened by TasPolice regarding emergency response in the event of a failure of the Waratah Dam
  7. Met with a resident regarding a long-term unresolved planning matter
  8. Met with representatives of the Boat Harbour Beach Surf Club to discuss their facility and future alignment with the Boat Harbour Beach Development Plan.

### **Industry**

1. Attended a meeting of the Cradle Coast General Managers. The agenda included discussion regarding Cradle Coast Waste Governance, Food Organics and Garden Organics (FOGO) Kerbside Collection and Processing, Garage Sale Trails, Cradle Coast Authority Resourcing and Funding.
2. Attended the Cradle Coast Authority Futures Plan Representatives Meeting. The Australian Government provided funding to CCA to undertake the development of the Cradle Coast Futures Plan. A key agreed outcome was an assessment of the region's economy, highlight strengths and weaknesses and quantifying the anticipated benefits that can be achieved if constraining issues are addressed.

The [Regional Australia Institute](#) (RAI) was engaged to undertake the assessment using their Pathfinder approach which has been used in a number of Australian regional areas to develop economic development strategies. RAI has visited the Cradle Coast region over the past months meeting with stakeholders, including council representatives, and completed a Regional Priorities Discussion Paper which was the basis for discussion at the meeting.

3. Met with the Director Defence Industry, Advanced Manufacturing and Northern Engagement at Department of State Growth to discuss economic development opportunities

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## Other

1. Officers have prepared and submitted an application for the Levelling the Playing Field grants specifically seeking support to upgrade the change facilities at the Wynyard Recreation Ground.
2. Attended the Burnie Chamber of Commerce breakfast with guest speaker Leader of the Opposition, Bill Shorten.

## Fossey Information Bay Grant Funding

Councillors were previously advised that a grant of \$50,000 had been received to update the Fossey Information Bay. This grant was awarded without consultation with Council and caused some management issues given that Council does not own the asset. Discussions were held with the Department of State Growth who have advised that their department is happy to take over management of the grant and completion of the project.

## Wynyard Tulip Festival

Councillors reviewed the new branding for the annual Tulip Festival at a recent workshop. In line with Council's new Branding Strategy the logo for the festival has been updated and will be rolled out over the next two years. To improve brand recognition and marketing the festival will now be known as the Wynyard Tulip Festival instead of the "Bloomin' Tulip Festival".

Examples of new logo:





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## **Changes to *Local Government (General) Amendment Regulations 2018***

The *Local Government (General) Amendment Regulations 2018* (Amendment Regulations) have received Royal Assent and were gazetted on Wednesday 27 June 2018.

The Amendment Regulations amend the General Regulations to:

1. prescribe the requirements for the keeping of a gifts and donations register by the general manager including: classes of gifts and donations to be disclosed by elected members to the general manager; the monetary threshold for disclosure (\$50 or more); the details to be contained in a notice to the general manager and the timeframe (14 days) for the provision of this notice; and the information to be recorded in the register;
2. amend regulation 21 to remove the requirements prescribing poster size and number;
3. amend regulation 22 to remove the restrictions in regard to limitations on television, radio and newspaper advertising;
4. amend regulation 22 to remove two separate electoral expenditure limits, replacing these with a single expenditure limit of \$8,000 for a candidate, regardless of whether they are running for mayor or deputy mayor or Councillor - this amount will be increased each year by CPI; and
5. amend the Declaration of Office such that elected members are required to engage in ongoing professional development and abide by the principles of good governance.

The Amendment Regulations and Part 3 of *the Local Government (Targeted Review) Amendment Act 2017* (other than sections 44(b), 46 and 47) will be proclaimed on 1 August 2018, giving effect to the changes outlines above.

Full details of the Regulations have been previously circulated to Councillors.

## **INFRASTRUCTURE AND DEVELOPMENT SERVICES**

### **Major Road Closures Approved under Delegation**

13 October 2018 - Wynyard Tulip Festival - scheduled to commence set up at 6:00am on Saturday 13 October 2018, with an estimated completion time of 10.00pm.

The road closures for the event will be:

- Goldie Street (6.00am to 10.00pm)  
Goldie & Dodgin Street intersection to Goldie & Hogg Street roundabout
- Gutteridge Gardens Car Park (6.00am to 10.00pm)
- Goldie Street (12.00pm to 1.30pm) - Saunders Street roundabout to Hogg Street roundabout
- Wynyard Wharf Access Road & Carpark (6.00am to 10.00pm)
- Yacht Club Access - Road & Carpark (6.00am to 1.30pm)
- RSL Car park & exit onto Hogg Street (6.00am to 10.00pm)

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MOVED BY	CR FAIRBROTHER
SECONDED BY	CR BRADLEY

**That the monthly Senior Management Report be noted.**

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	

*Cr Fairbrother asked that Council Meeting records be checked as he didn't believe he had missed a Council Meeting.*

*The General Manager took the question on notice and after investigation records were updated accordingly and noted in minutes.*

### 10.9.1 PLANNING PERMITS APPROVED UNDER DELEGATION – JUNE 2018

DA No.	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	(D)Discretionary (P)Permitted
45/2018	P Allen	57 Simpson Street Somerset	Outbuilding with carport	1/06/2018	39	D
134/2017	P Allen	1 Henry Street Somerset	Dwelling Extension	1/06/2018	34	D
50/2018	Abel Drafting Services P/L	17 Newhaven Drive Somerset	Dwelling Extension	1/06/2018	20	P
57/2018	J Absalom	1/6 Que Street Waratah	Change of use	6/06/2018	8	P
46/2018	P Allen	5 Little Quiggin Street Waratah	Shed	6/06/2018	25	D
47/2018	P Allen	1a Belton Street Wynyard	Outbuilding x2 & Carport	21/06/2018	34	D
51/2018	Quanex	25 & 27 Camp Road Waratah	Outbuilding	21/06/2018	34	D
61/2018	Mr & Mrs Thornton	469 Mount Hicks Road Mount Hicks	Dwelling addition	21/06/2018	15	P
52/2018	R Sturch	73 Hales Street Wynyard	Carport	26/06/2018	35	D
SD 2053	M Wells	22Aldersons Road Wynyard	Subdivision (1 into 3 lots)	28/06/2018	34	D
SD 2058	P Allen	24 West Jenner Street Wynyard	Subdivision (1 into 2 lots)	29/06/2018	37	D

### 10.9.2 BUILDING PERMITS APPROVED – JUNE 2018

**NPR**= No Permit Required under Waratah-Wynyard Interim Planning Scheme 2013 **EXEMPT**=application meets exemptions under LUPA and/or Waratah-Wynyard Interim Planning Scheme 2013

Permit Number	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	Related Planning Approval
2018-61-01	Abel Drafting Services P/L	13 Moore Court Wynyard	Shed & Dwelling	07/06/2018	7	40/2018
2018-62-01	Abel Drafting Services P/L	21 York Street Wynyard	Dwelling Addition	18/06/2018	7	NPR
2018-69-01	D & S Aplin	215 Old Bass Highway Wynyard	Dwelling Addition	14/06/2018	1	154/2017
2018-68-01	Abel Drafting Services P/L	46 Frederick Street Wynyard	Dwelling, Shed & Deck	28/06/2018	10	118/2016

### 10.9.3 OPEN ACTION LIST –PREVIOUS COUNCIL MEETINGS - Summary of Matters Requiring Action

Meeting Date	Item #	Topic	Action/Status	Officer	Status	Date Closed
22-Jan-18	8.1.1	RTQON - Cr Hyland - Raw Sewerage Calder Road	Capacity of properties system currently being assessed.	DIDS	Ongoing	
19-Feb-18	9.1	NOM – Cr Wright – Camping on Crown Reserve. Motion Lost	General Manager to progress Freedom Camping strategy across municipal area working with Council with a commitment in place in preparation for the high tourist period next summer. Statewide group continues to meet with updates provided by LGAT. <i>It is intended that report will be provided to September Council Meeting</i>	GM	Ongoing	
19-Feb-18	10.1	ROC – Proposed East Wynyard Foreshore Masterplan - Motion Carried Adopt the Draft East Wynyard Foreshore masterplan; <ul style="list-style-type: none"> <li>Consider implementation of the proposed playground and landscaping elements for the 2018/19 budget;</li> <li>Consider rationalising the existing 4 local playground sites, 2 at the East Wynyard Foreshore, 1 at 9 Martin Street and 1 at 25 Lockett Street in order to fund the proposed district level playground; and</li> <li>Remain flexible in the implementation of the East Wynyard Foreshore masterplan as it assesses cost and benefits in consultation with the community and users into the future</li> </ul>		DIDS	Not yet commenced	
19/3/18	5.3.1	QON – K Ewington – Transfer Station Opening Hours. Asked if Council could explain how it determined that 10.00am to 4.00pm were best hours of operation for Transfer Station to meet ratepayer needs. He asked if council could consider longer hours for those who work e.g. extend hours during day light savings, opening hours on the weekend, open on public holidays.	Waste Management will be reviewed as part of 18/19 budget and this matter will be reviewed as part of that work.  Meeting held with Mr Ewington on 6 June 2018 to discuss	DIDS	Ongoing	

Meeting Date	Item #	Topic	Action/Status	Officer	Status	Date Closed
21/5/18	5.3.1	QON – Ken Ewington – Wynyard Bowls Club street lighting. Advised has previously raised issue of poor street lighting and asked when council would address the matter. The General Manager took the question on notice.	The issue of access to the Bowls club including parking arrangements was discussed with Mr Ewington in 6 June 2018 and potential improvements will be consulted with the Bowls club	DIDS	Ongoing	
21/5/18	5.3.2	QON – K Ewington – Transfer Station Safety Audit. Asked when Council would do a safety audit to address unsafe work practices and ensure the safety of community members. He asked for a response to be provided in writing.	While other site auditing has been conducted by the Cradle Coast Waste Management group in the past a specific site safety audit has not. A range of suggestions were discussed with Mr Ewington on 6 June 2018	DIDS	Ongoing	
21/5/18	8.3.3	CQWN: Cr Friedersdorff Cr Friedersdorff advised that she had been approached and asked why the Thistle Hut had a turning lane of the Highway approved and previous applications by Cloverlea Nursey had not been granted by State Growth	27/6/18 - A dept. of State Growth representative provided the following response: -  The proponent for the Thistle Hut development commissioned a Traffic Impact Assessment on The Department of State Growths request. Given the relatively low traffic generation predicted no modifications to highway entry were recommended from the Traffic Engineer which the Department of State Growth supported.  Each individual development is assessed upon expected traffic generation and the existing highway road environment	DIDS	Complete	27/6/18
25/6/18	5.3.1	PQWN – K Ewington – Naming of Walk Bridge over Inglis River. Mr Ewington of Flowerdale asked if there will be an official opening and naming of the new walking bridge over the Inglis River.	A community “Walking Wynyard” event will be held to open the bridge which will be known as the Inglis River Walking Track Bridge until further determination by Council. The date of the opening will be advised through Councils’ usual communication channels.	DIDS	Completed	6/7/18

Meeting Date	Item #	Topic	Action/Status	Officer	Status	Date Closed
25/6/18	7.2.1	PSWN – P Gaylard – Statement regarding SD2057, in particular Mr Gaylard made a statement regarding the need for footpaths along the length of the development.	The General Manager and Mayor advised that footpaths were a council matter and would be included during consideration of the Boat Harbour Development Plan currently being prepared,.	GM	Completed	6/7/18
25/6/18	8.3.1	CQWN - Cr Fairbrother asked if the full TasWater risk assessment regarding Waratah Dam could be provided to Councillors.  The General Manager advised he would ask TasWater if this was possible.	The request has been forwarded to TasWater seeking a copy of the full report.	GM		
25/6/18	8.3.3	Cr Bradley asked if land matters behind the Mushroom Café in Waratah had been sorted out.  The General Manager took the question on notice.	Part of the Mushroom Café building is located on another property owned by another party. The owners of this property do not own any other adjoining properties and may not be aware they own this parcel of land. Legal proceedings have commenced to attempt to have the land transferred to the owners of the Mushroom Café. Council are unaware of the current status of the proceedings.	GM	Completed	6/7/18
25/6/18	10.1	Review of Rates & Charges Policy	Motion Carried	GM/MFS		
25/6/18	10.2	Annual Plan & Budget Estimates 18/19	Motion Carried	GM		
25/6/18	10.3	Shared Services MOU	Motion Carried - signed 10/7/18	GM		10/7
25/6/18	10.4	Risk Management Policy	Motion Carried	MCRS		

## QUARTERLY REPORTS

### GENERAL MANAGERS OFFICE

#### Councillors' Attendance at Meetings 2017-18

	Ordinary Meetings 2017/18 (12)	Special Meetings 2017/18 (3)	Workshops 2017/18 (30)
Mayor Robert Walsh	11	3	27
Deputy Mayor Mary Duniam	11	3	26
Cr Maureen Bradley	10	3	26
Cr Gary Bramich	12	3	27
Cr Darren Fairbrother	12	3	28
Cr Alwyn Friedersdorff	10	2	27
Cr Kevin Hyland	9	2	15
Cr Stephen Wright (resigned 26/3/18)	6	2	7

## STRATEGIC AND FINANCIAL SERVICES

### GOVERNANCE

#### Right to Information / Assessed Disclosure Requests: April 2018 – June 2018

Description	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018 Current YTD
Request received	6	0	1	2	2
Request decided	6	0	1	2	2
Outcome – Information provided, request granted	4	0	1	2	2
Outcome – Information part provided/part exempt	0	0	0	0	0
Outcome – Information fully exempt, request refused	2	0	0	0	0
Outcome – Requested Information not held	0	0	0	0	0
Outcome – Additional clarification sought – not provided	0	0	0	0	0
Reviews – No. Internal reviews determined in this period	2	0	0	0	0
Reviews – No. where the original decision upheld in full	2	0	0	0	0

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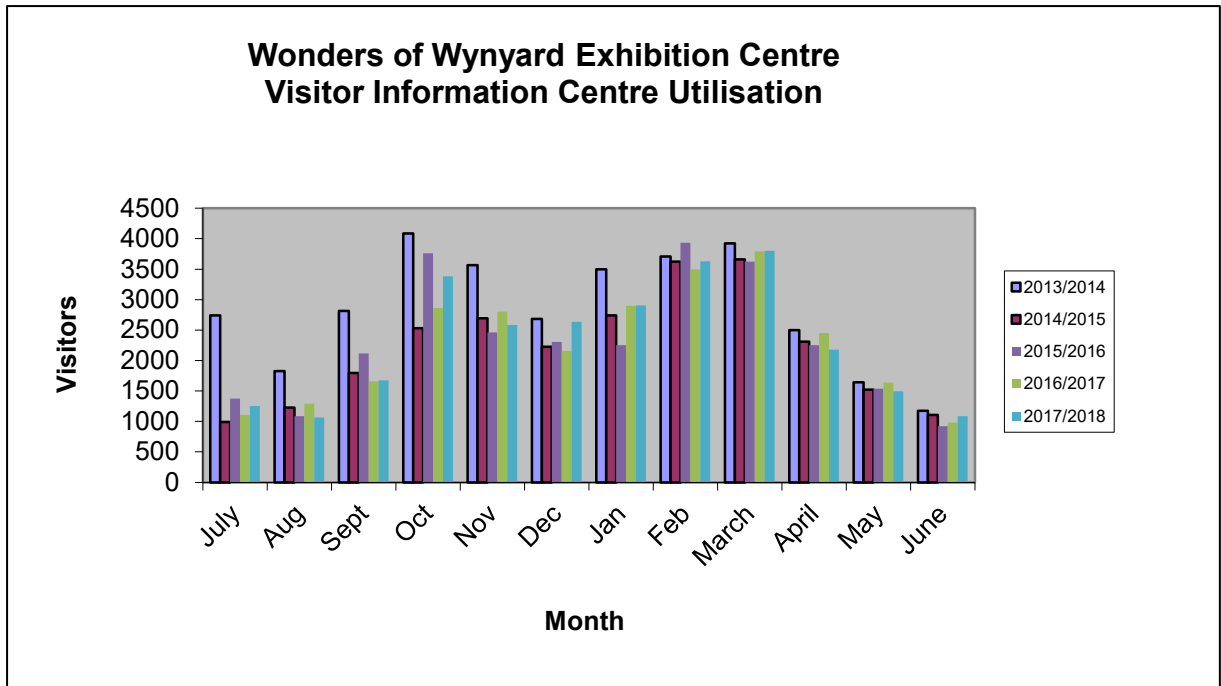
Ombudsman Investigations

Description	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018 Current YTD
Requests received	1	1	0	2	1
Requests decided	0	1	0	1	1
Requests Withdrawn	0	0	0	0	0

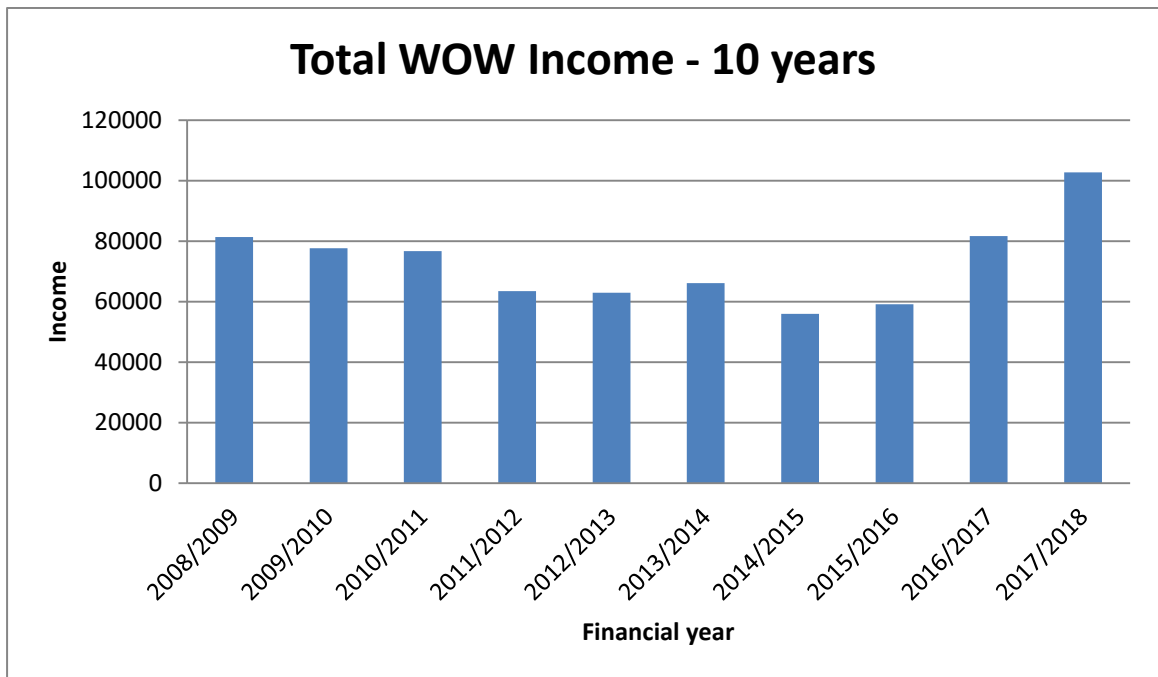
**CORPORATE AND COMMUNITY SERVICES**

**COMMUNITY SERVICES**

Wonders of Wynyard



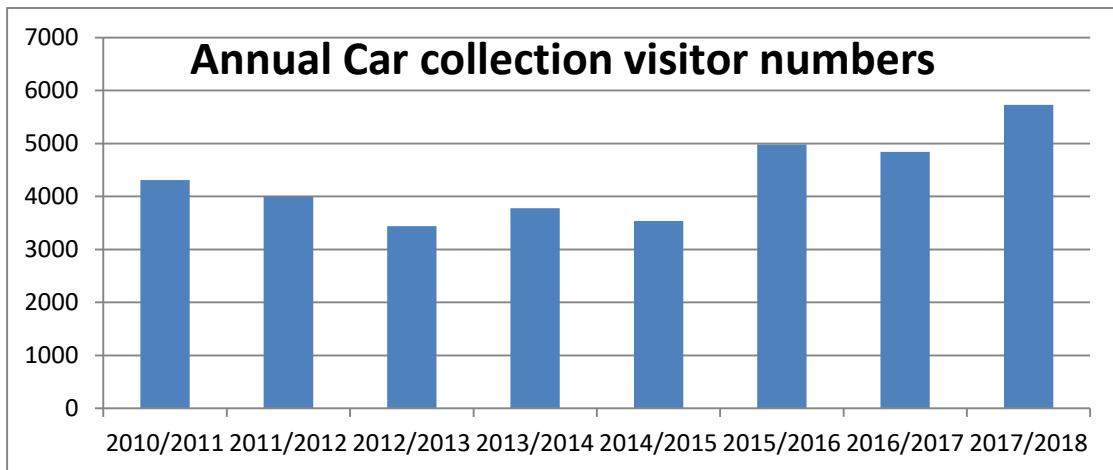
Visitor numbers for June were up 10% from June last year, not large numbers but pleasing to see the continued trend of holding against overall Tasmanian visitor trends. WOW visitor numbers for the 2017/18 year were up 2% for the whole year. The latest Tourism Tasmanian statistics show an overall increase to Tasmania for the year of 2% - but a 0% increase for Cradle Coast region, so these figures are positive when compared to the Regional and State data.



Income for June was up 81% on last year. In previous months the increase has been from merchandise sales however this month can be attributed mainly to the increase in brochure display fees. A newly developed prospectus and was sent out earlier this year and has yielded increased income.

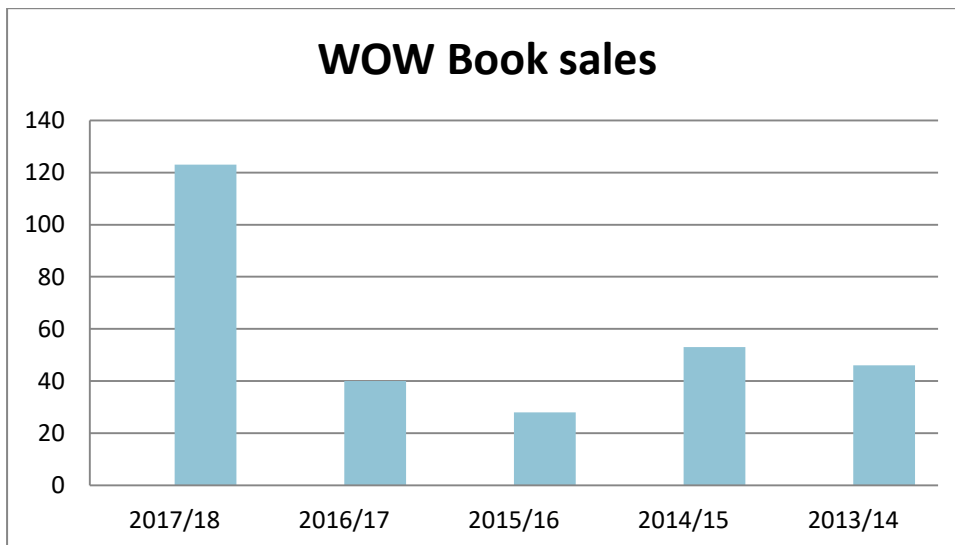
Annual income for the WOW has continued to grow exponentially since the introduction of the new merchandise strategy in September 2016. Income topped the \$100,000 mark this year for the first time since WOW opened the doors.

Visitors to the car collection were up well above the general visitor increase thanks in most part to the increase in cruise ship visits. The total figure of 5729 visitors for 2017/18 was an 18.3% increase on last year and the highest annual visitation since the first full year records in 2006/7 (5087). Pleasingly, the graph below shows a significant upward trend since numbers flattened out during 2012 - 2015. There were several promotions run throughout 2017/18 specifically aimed at increasing car visitation and are now seeing a return on this investment.

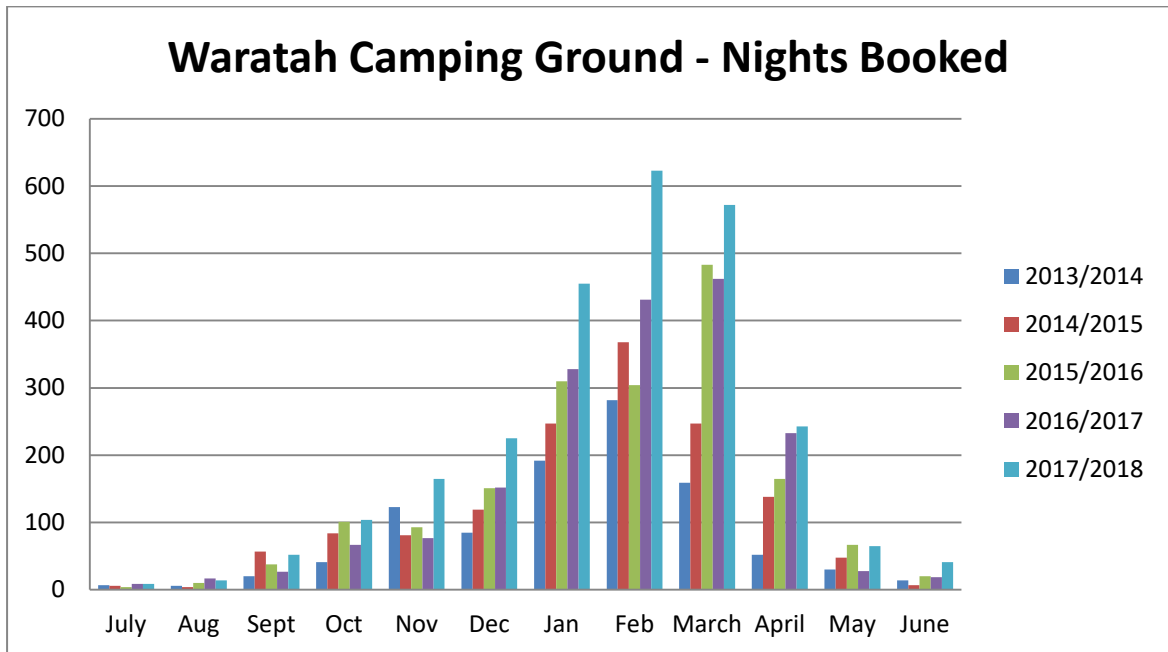


**Highlight for 2017/18 - new Veteran Car Collection Book**

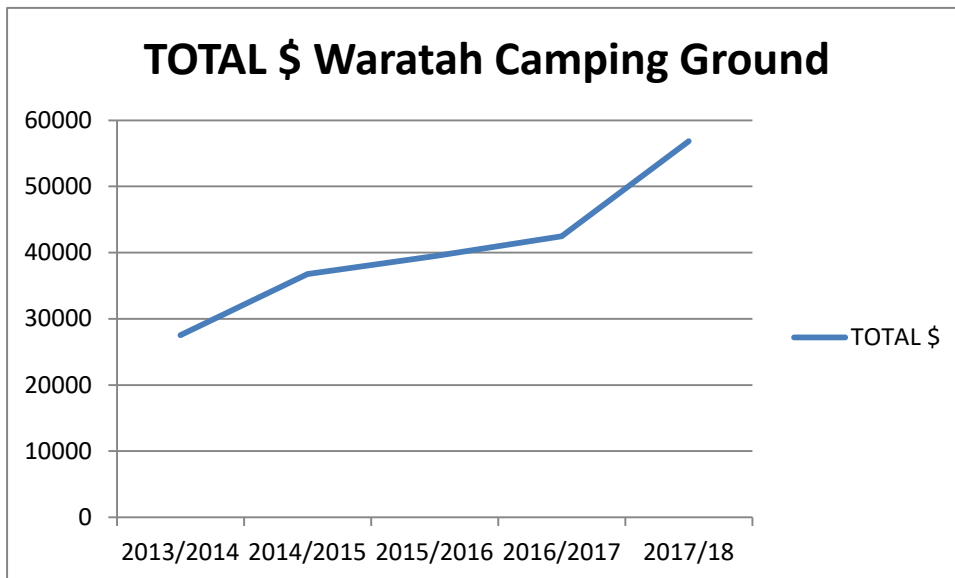
Council allocated a capital project budget of \$7,000 to reproduce the WOW Veteran Car Booklet. The new book arrived on 13 April 2018. In the 11 weeks to 30 June there have already been 88 copies of the new book sold. This is an outstanding result given it is winter season and tourist numbers are lower and the total yearly sales for the old booklet were between 28-46 for the last 5 years. This is becoming a valuable promotional tool and income source for the WOW into the future.



Tourism



Waratah camping ground nights booked were up on the same time last year (115%). Income was also up by 122% for June.

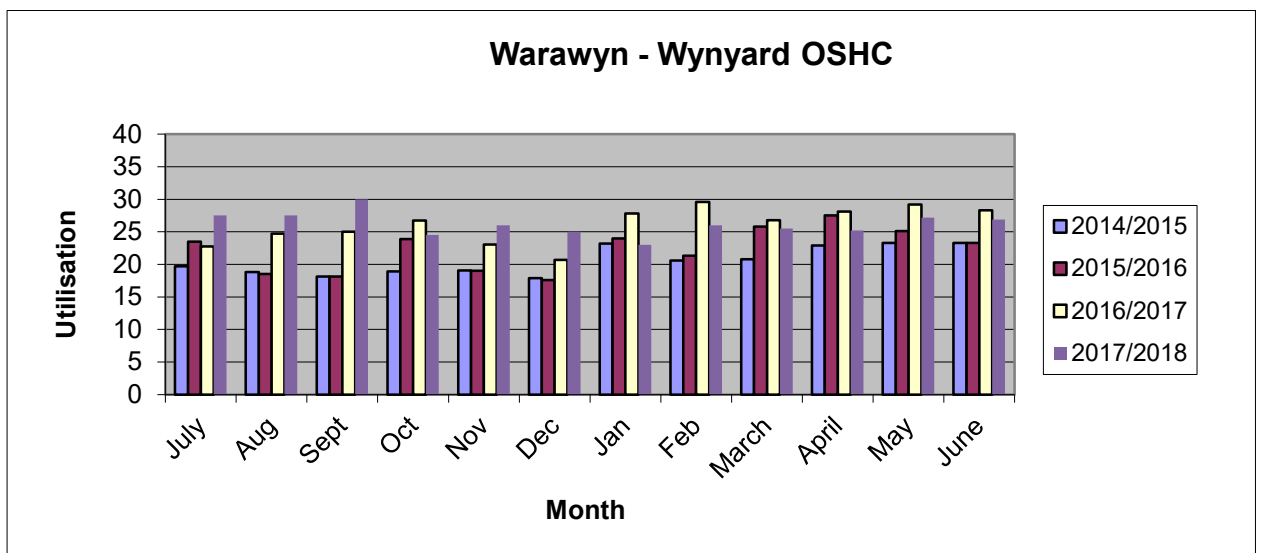
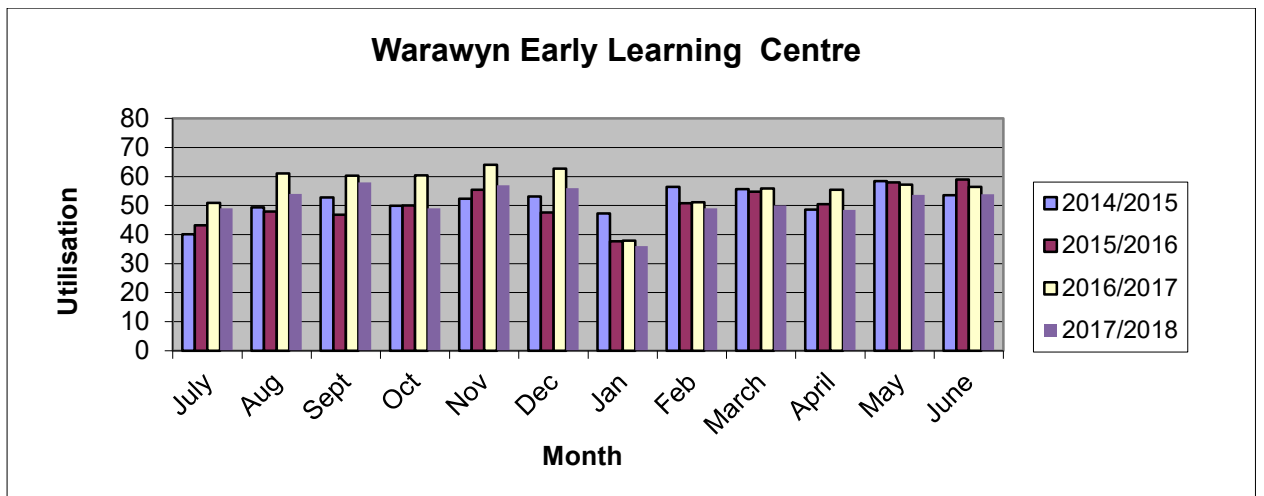


Camping Ground income trend

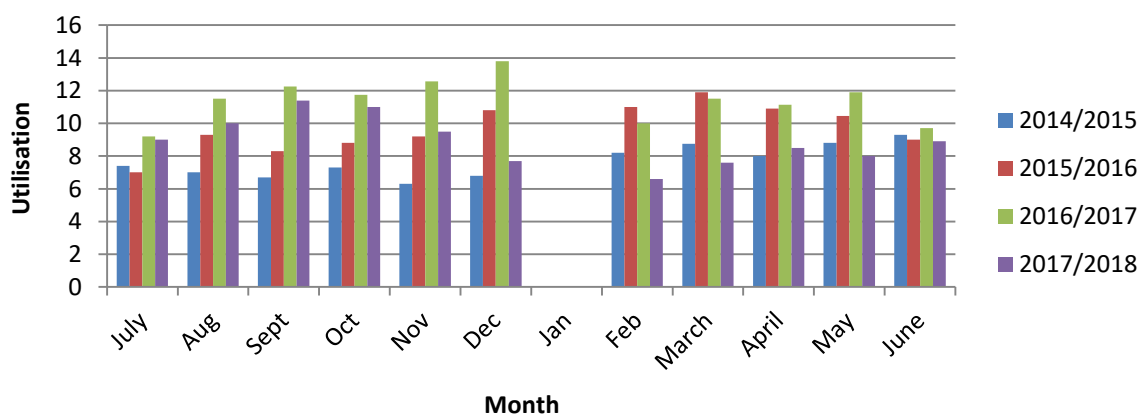
Income from the camping ground has risen significantly since records were kept, the result of much tighter controls on the booking process and the general increase in visitation to Waratah over the last few years.

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Children's Services



## Warawyn - Boat Harbour After School Care



### INFRASTRUCTURE AND DEVELOPMENT SERVICES

#### DEVELOPMENT SERVICES

##### Environmental Health - Immunisations

Month	2016/2017		2017/2018	
	Persons	Vaccination	Persons	Vaccination
July	0	0	0	0
August	0	0	38	38
September	43	43	53	53
October	0	0	0	0
November	0	0	0	0
December	0	0	0	0
January	0	0	0	0
February	0	0	0	0
March	57	112	78	135
<i>*School Vaccinations - Burnie City Council are now contracted to run the school program.</i>				
April	0	0	0	0
May	47	47	0	0
June	0	0	0	0
<b>TOTAL</b>	<b>147</b>	<b>202</b>	<b>169</b>	<b>226</b>

2017/2018	Notifiable Diseases	Inspections Of Registered Food Premises	Abatement Notices Issued
July	0	2	0
August	0	8	0
September	1	6	0
October	0	6	0
November	1	4	0
December	1	0	0

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January	1	8	0
February	1	5	0
March	2	9	0
April	3	6	0
May	1	11	0
June	0	5	0
<b>TOTAL</b>	<b>11</b>	<b>70</b>	<b>0</b>



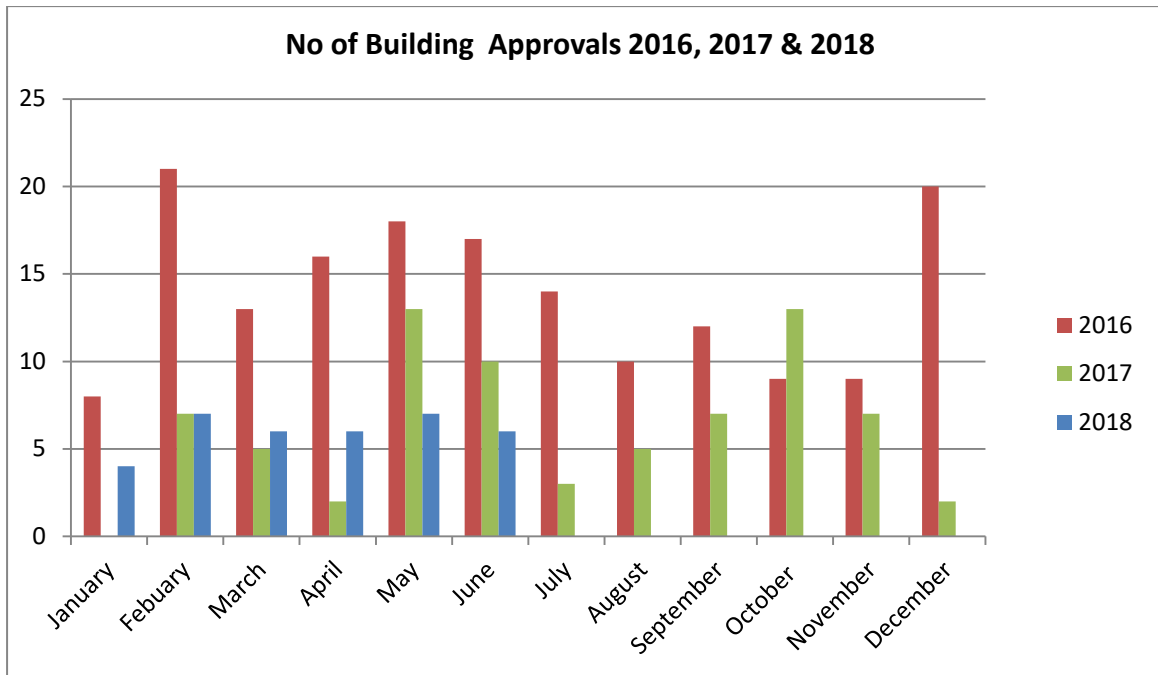
## Health Approvals – Registrations

Month	Food Premises (FP)	Temporary Food Premises (TFP)	Places of Assembly (PA)	Public Health Risk Activities (PHRA)	Private Water Suppliers (PWS)	Regulated Systems Air Cooling Systems
July	4	1	0	0	0	0
August	12	9	0	2	0	1
September	2	6	0	1	0	7
October	3	5	1	0	0	0
November	2	8	0	0	0	0
December	14	3	0	0	0	0
January	0	8	0	0	0	0
February	0	6	0	0	0	0
March	0	6	0	0	0	0
April	0	2	0	0	0	0
May	0	1	0	1	0	0
June	0	2	0	0	0	0
<b>TOTAL</b>	<b>37</b>	<b>57</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>8</b>

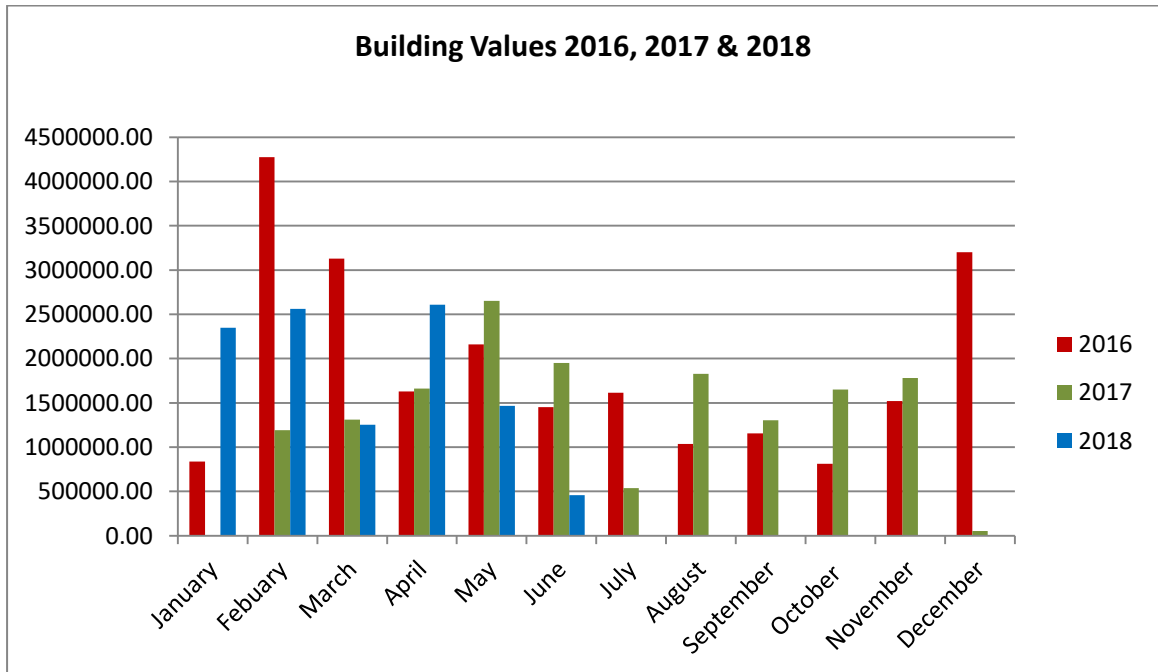
## Building Approvals

Month	Class 1a	Class 1b	Class 2	Class 3	Class 4	Class 5	Class 6	Class 7b	Class 8	Class 9a	Class 9b	Class 9c	Class 10a	Class 10b
July	1	-	-	-	-	1	-	-	-	-	-	-	1	-
August	4	-	-	-	-	-	-	-	-	-	-	-	3	1
September	4	-	-	-	-	-	-	1	-	-	-	-	4	1
October	9	-	-	-	-	1	-	-	-	1	-	-	8	-
November	6	-	-	-	-	-	-	-	-	-	1	-	2	-
December	1	-	-	-	-	-	1	-	-	-	1	-	-	-
January	3	-	-	-	-	1	-	1	-	-	-	-	2	-
February	10	-	-	-	-	-	-	-	1	-	-	-	5	1
March	4	-	-	-	-	-	-	-	1	-	-	-	1	-
April	4	-	-	-	-	-	-	-	-	-	1	-	3	-
May	4	-	-	-	-	1	-	-	-	-	-	-	2	-
June	4	-	-	-	-	-	-	-	-	-	-	-	2	-
<b>Total</b>	<b>54</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>3</b>	<b>-</b>	<b>33</b>	<b>3</b>

**Building Approval**



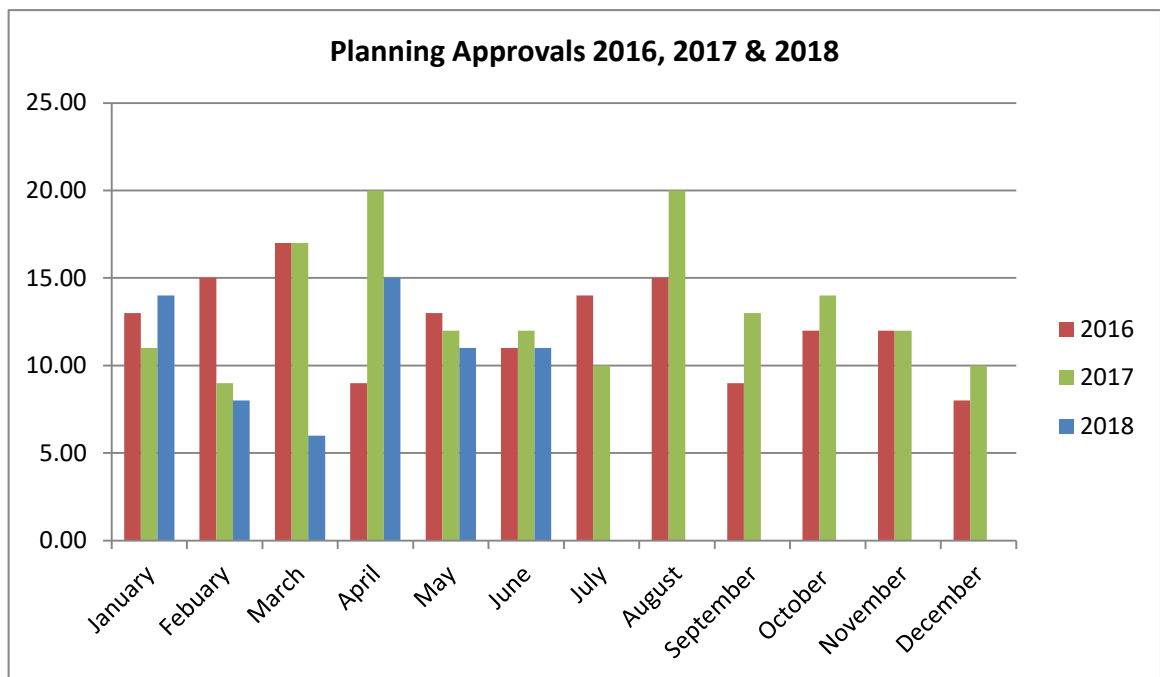
**Building Values**



NOTE: 2018 Building Values includes Building Permits and Notifiable Building Work (Category 3)

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Planning Approvals



## INFRASTRUCTURE SERVICES

### Animal Control

Item	April/May/June 2018		2017/2018 YTD	
	No	\$	No.	\$
Dogs Registered	45	954	2022	49294
Dogs Impounded	18	665	57	2381
Dogs Euthanised	1	165	3	1091
Dogs Adopted	5	0	13	
New Kennel Licences	0	0	6	1104
Licence Renewals	0	0	36	1748
Dogs Re-Claimed	18	0	61	
Livestock Impounded	0	0	0	0
Infringement Notices	8	3784	27	5247
Legal Action	0		0	

### Cemeteries – Number of Interments

Cemetery	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018
Wynyard Lawn	26	50	52	35	46
Wynyard Ashes in Grave	3	-	4	7	7
Wynyard Wall Ashes	8	13	13	13	6
Wynyard Old	-	-	-	-	-
Flowerdale	1	-	-	-	1
Somerset	-	-	1	-	-
Yolla	1	1	-	1	1
Waratah	-	3	-	1	-
Total	39	67	70	57	61

### Works Managers Report - Parks and Reserves

Description	Location	Work Undertaken
Oval Maintenance	Wynyard Recreation Ground	Mowing, fertilizing & aerating as required
	Langley Park	Mowing, fertilizing & aerating as required
	Yolla Recreation Ground	Mowing, fertilizing & aerating as required
	Frederick Street Reserve	Mowing, fertilizing & aerating as required
	Cardigan Street Reserve	Mowing, fertilizing & aerating as required
Cemeteries	Wynyard Cemetery	Mowing & watering as required
Wynyard Walkways	Inglis River Walking Track	Flood repairs completed
Tree removal		Tree removal as required
Spraying		Spraying as required

### Transport Works

Description	Location	Work Undertaken
Green Waste	Transfer Station	Chipping comp. and currently being removed
Grading	Unsealed roads	As per Conquest
Shoulder Grading	Sealed Roads	Started Back Cam and now in the Mt Hicks area

Description	Location	Work Undertaken
Pot Holing	Various Roads	As per Conquests and resource availability

Urban Services

Description	Location	Work Undertaken
<u>Drainage</u>		
Upgrade Stormwater	Moore Street Boat Harbour	Not going to be done
Renew Manhole Lids	Wynyard & Somerset	Completed
Renew Grated Pits	Wynyard & Somerset	Completed
<u>Footpaths</u>		
Upgrade Urban Footpaths DDA compliant ramps	Wynyard, Somerset & Waratah	Completed
<u>General</u>		
Renew Concrete Apron	Depot Workshop	Completed
New Roundabout	Dodgin & Goldie Street	Completed
New Carpark Development	Goldie Street	Site has old concrete and excess soil removed. New stormwater pipe lines are 90% completed.
Land Reclamation	Camp Creek	Old concrete and soil from Goldie Street car park placed in creek to build coffer dam wall.

Number of Complaints Received per Operational Area across Council

Year 2017/2018

Operational Area	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Community Services	-	-	-	-	-	-						
Corporate Services	-	-	-	-	-	-						
Development Services	-	-	-	-	1	-	1	1				
Engineering (Indoor staff)	-	-	-	-	2	3	2	1	2	2	2	
Finance	-	-	-	-	-	-						
General Managers Unit	-	-	-	-	-	1	3			1		
Parks and Reserves	-	-	-	-	3	1		1				1
Civil Works	-	2	-	-	-	1						
<b>Total</b>	-	2	-	-	6	6	6	3		2	2	1

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**ADMINISTRATION - USE OF CORPORATE SEAL**

21/6/18	Final Plan & Schedule of Easements	SD2002 – 532 & 538 Seabrook Rd Mt Hicks ( 2 lots into 4)
21/6/18	Resource Sharing Agreement	Circular Head and Waratah Wynyard Councils
21/6/18	Final Plan & Schedule of Easements	SD2052 – 918 &920 Murchison Highway Elliot – Boundary Reconfiguration

**SUMMARY OF CORRESPONDENCE CIRCULATED**

Nil

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## 10.10 MINUTES OF OTHER BODIES / COMMITTEES –MINUTES OF THE WARATAH COMMUNITY BOARD MEETINGS HELD 3 JUNE 2018 AND 17 JUNE 2018

To: Council  
Reporting Officer: Community Development Officer  
Responsible Manager: Manager Community Activation  
Report Date: 6 July 2018  
File Reference: 007.17  
Enclosures: Waratah Community Board – Minutes 4 June 2018  
Waratah Community Board – Minutes 17 June 2018

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### PURPOSE

The minutes of the Waratah Community Board meetings held on 3 June 2018 and 17<sup>th</sup> June 2018, are provided for information and noting.

### BACKGROUND

The Waratah Community Board was established by Council following a lengthy period of community consultation and the adoption of the Waratah Community Plan 2018 – 2021.

### DETAILS

The Board met for the first time in June 2018. No actions or recommendations have emanated from these meetings that require Council consideration.

### STATUTORY IMPLICATIONS

Nil

### STRATEGIC IMPLICATIONS

#### Strategic Plan Reference

<b>GOAL 3: Connected Communities</b>	
<b>Desired Outcomes</b>	
Our community uses its voice to shape its future alongside a strong Council willing to listen and implement where reasonable and practical.	
<b>Our Priorities</b>	
3.2	<i>Deliver engagement strategies that adapt to community needs to ensure effective communication and collaboration.</i>

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Sustainable Murchison Community Plan 2040

The Waratah Community Boards Charter and chosen projects to date fit well within the parameters of the Sustainable Murchison Community Plan in terms of place making, strengthening existing communities and the sustainable use of resources.

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**RISK IMPLICATIONS**

Maintaining open communication with Waratah residents.

**CONSULTATION PROCESS**

Not applicable.

**COMMENT**

It is recommended that the Council note the Minutes of the Waratah-Community Board meetings held on 3 June 2018 and 17 June 2018.

MOVED BY	CR FRIEDERSDORFF
SECONDED BY	CR HYLAND

**That the Council note the Minutes of the Waratah-Community Board meetings held on 3 June 2018 and 17 June 2018.**

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	



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**Unconfirmed minutes of the Waratah Community Board's inaugural meeting held at the Athenaeum Hall in Waratah on Sunday 3rd June 2018.**

**1. Present**

Yvette Ekman, Anne Dunham, Rosemary Dick, Tony Schmidt, Neil Thorne & Kevin Hyland.  
Council Staff: Tracey Bradley, Richard Muir Wilson & Deb Mainwaring.  
Guests: David Hammond.

**2. Apologies**

**3. Items not on the agenda**

David Hammond spoke to the meeting including 15 members of the public also in attendance. He provided background on the Waratah Community Plan and Board Charter and the relationship between Board and Council.

Mayor Robby Walsh acknowledged community members and fellow Councillors Maureen Bradley and Darren Fairbrother. He thanked the incoming Board members for volunteering and contributing to the link between the community and Council.

**4. Election of the Chairman**

David Hammond took the chair and called for nominations for the position of Chairperson. Kevin Hyland was nominated by Rosemary Dick and seconded by Tony Schmidt. There being no further nominations Kevin Hyland was declared elected after stating that he took it on in a transitional capacity with a view to another Board member assuming the role in a years' time. He then took the chair and described his vision for the Board being a totally Waratah run association.

**5. Election of the Vice Chairman**

He then called for nominations for the position of Vice Chairman.

Rosemary Dick was nominated for the position of Vice Chairman by Tony Schmidt and seconded by Neil Thorne. There being no other nominations Rosemary Dick was declared elected.

**6. Adoption of the Community Board Charter**

Moved Neil Thorne and seconded by Anne Dunham that Waratah Community Board Charter be adopted. Carried.

**7. Adoption of the Waratah Community Plan**

Moved Rosemary Dick and seconded by Tony Schmidt that the Waratah Community Plan be adopted. Carried.

**8. Declaration of Conflicts of Interest.**

Tracey Bradley advised that a document would be circulated at each Board meeting. Board members could then update any conflict of interest and have these on the public record. Tony Schmidt, Rosemary Dick and Anne Dunham all informed the meeting that they had financial interests in local businesses.

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## **9. Council Update**

Tracey Bradley advised the Board that the Waratah Wynyard Council budget would be adopted in late June. There was nothing specific for Waratah in terms of new projects. Funds to support the Board in the coming financial year would be included in the budget.

## **10. Development of a work program and priorities**

David Hammond spoke about the three priorities (from the Community Plan) for the Board in the next 12 months. These would overlap with the Tourism Board.

Kevin Hyland spoke of the need to partner with other groups in order to achieve priorities adopted by the Board.

Rosemary Dick asked about insurance coverage for Board members. Tracey Bradley to clarify this but expects Council can provide coverage.

## **11. Meeting reimbursements**

David Hammond informed the meeting that Board members would receive a sitting fee of \$50, an amount which will cover incidental expenses in attending meetings.

Board members will need to sign off on their attendance at each Board meeting.

## **12. Media**

The Communications Officer is to distribute a media release with details of the incoming Board membership and comments by the Mayor. A photograph is to be included.

13. Items from the meeting clarified – Public forum

14. **Next Meeting Date:** Sunday 17th June, 4:00pm at the Bischoff Hotel

15. **Meeting Closed:** 6:40pm.

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**Unconfirmed minutes of the Waratah Community Board's meeting held at the Bischoff Hotel in Waratah at 4:00pm on Sunday 17th June 2018.**

1. **Welcome**

2. **Present:**

Yvette Ekman, Anne Dunham, Rosemary Dick, Tony Schmidt, Neil Thorne & Kevin Hyland.  
Council Staff: Tracey Bradley, Richard Muir Wilson & Deb Mainwaring.

3. **Apologies**

4. **Confirmation of Minutes** - Waratah Community Board meeting held on June 17th:

Moved Neil Thorne and Seconded by Tony Schmidt "That the minutes of the Waratah Community Board meeting held on the 17th June 2018 are a true and accurate record of the meeting."

5. **Matters arising from the minutes**

5.1 **Declaration of interest.** A declaration of interest form was circulated to board members by Tracey. Members were asked to record any interests which might conflict with their duties as a board member. Council will retain the form.

5.2 **Development of a work program and priorities:** see 8.0

5.3 **Insurance coverage for board members:** Covered by induction

5.4 **Meeting reimbursements:** members completed the request for payment and new supplier forms.

5.5 **Media Release:** Noted that The Advocate ran a news story on the Board along with a photograph.

5.6 **Matters raised by the community.**

5.6.1 **Waratah Tourism Sign.** Todd Rogers Signs provided a number of options for the board to consider. Version 2 was adopted – black border and white letter with a black outline. State Growth approval is also required.

5.6.2 **Electronic Noticeboard:** Information was tabled on the cost (approx. \$850) of a screen. Software to update content from a remote PC is extra. Discussion around a community noticeboard for hard copy posters and notices. Resolved that Yvette obtain a key to the noticeboard at the

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Athenaeum Hall and that printed material for display be collected from the Waratah Council Office.

5.7 **Public Forum Process:** Tracey discussed public attendance at board meetings in terms of how much time could be dedicated for their involvement. Resolved that time limits and the number of questions be limited to that permissible at Ordinary Meetings of Council and that the public forum be the last Board agenda item.

6. **Correspondence:**

6.1 **Inward**

Friends of the Waratah Reservoir wrote: regarding the provision of services at the Fingerpost Depot given Stornoway are no longer the contractors. **RESOLVED** that Tony respond to FOTWR advising them that this was an issue which needed to be clarified with State Growth re the new contractor's obligations including stationing a snow plough at the Fingerpost.

Friends of the Waratah Reservoir wrote: Expressing their concern over the impending retirement of Noel Fagan and his replacement. **RESOLVED** that Tony would communicate to the FOTWR that their concerns be directed to Councils General Manager.

Friends of the Waratah Reservoir: Yvette tabled a letter on their behalf requesting assistance with sourcing grants to assist their organisation. **RESOLVED** that Richard respond by suggesting relevant funding bodies and sources of information such as Our Community. The Board also suggested that FOTWR organise a public meeting in Waratah around the Reservoirs future. Board members indicated that they would attend this.

Tas Water: Tracey tabled a letter from TasWater which provided an update on the Waratah Reservoir for Council and Board members.

6.2 **Outward**

7. **Council Operations Report**

Tracey advised that there were no updates.

8. **Waratah Community Plan.**

Tracey asked the Board how they would like to progress these over the next 3 years

8.1 **Waratah Falls:** SWOT analysis undertaken to determine the scope of the project including access to the bottom from the western side. How can we enhance the WOW factor of the Falls?

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8.2 **Community Facilitator And Community Social Services.** Residents feel strongly about this. There was an opportunity with rezoning of the child care centre for dual use.

8.3 **Railway Bridge Restoration.** A recent engineers report indicated that the bridge had lost structural integrity due to severe corrosion. This was a long term project subject to finding a viable option (replacement/repair) and funding.

**RESOLVED** that Council maintain the lease on the area below the Waratah Falls and this be the Boards major project. Volunteers to be inducted and be covered by Councils insurance policy for personal injury.

9. **General Business**

9.1 **Waratah new Residents Kit:** Anne suggested a pack specifically for Waratah residents. She will bring a sample pack along to the next meeting.

9.2 **Waratah Men's Shed:** Rosemary to see what's happening at the Men's Shed.

9.3 **Waratah Social Sports:** Yvette mentioned that there were a number of people keen organising social sports in Waratah.

10. **Agenda items for next meeting** – For discussion –Do Waratah residents have a vision for the Waratah Falls and what they would like to see happen in the future?

11. **Waratah Tourism Association:** Tony advised that the organisation has now formed. Theresa Lord and Chelsea Bell from the Cradle Coast Authority recently attended a meeting with an offer of in kind support.

12. **Next Meeting:** Saturday 14th July, Bischoff hotel at 2:00pm

13. **Meeting closed** at 6:10pm

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## 11.0 MATTERS PROPOSED FOR CONSIDERATION IN CLOSED MEETING

Legislative Reference:

*Local Government (Meeting Procedures) Regulations 2015; Regulation 15*

*A Council may (by absolute majority resolution) close a meeting or part of a meeting when certain matters are being, or are to be discussed. The grounds for the closure are to be recorded in the minutes of the meeting.*

*Sub regulation (2) provides the following list of specified matters:-*

- (a) personnel matters, including complaints against an employee of the council and industrial relations matters*
- (b) information that, if disclosed, is likely to confer a commercial advantage on a person with whom the Council is conducting, or proposes to conduct business;*
- (c) commercial information of a confidential nature, that if disclosed, is likely to-
  - (i) prejudice the commercial position of the person who supplied it; or*
  - (ii) confer a commercial advantage on a competitor of the council; or*
  - (iii) reveal a trade secret;**
- (d) contracts, and tenders, for the supply and purchase of goods and services and their terms, conditions, approval and renewal;*
- (e) the security of –
  - (i) the council, councillors and council staff; or*
  - (ii) property of the council;**
- (f) proposals for the council to acquire land or an interest in the land or for the disposal of land;*
- (g) information of a personal nature or information provided to the council on the condition it is kept confidential;*
- (h) applications by councillors for leave of absence;*
- (i) relating to actual or possible litigation taken, or to be taken, by or involving the council or an employee of the council;*
- (j) the personal hardship of any person who is resident, or is a ratepayer in, the relevant municipal area.*

*A Council may also close a meeting or part of a meeting when acting as a Planning Authority if it is to consider any matter relating to actual or possible legal action taken by, or involving, the council.*

*Any discussions, decisions, reports or documents relating to a closed meeting are to be kept confidential unless the Council or Council Committee, after considering privacy and confidentiality issues, authorises their release to the public.*

*The chairperson is to exclude members of the public from a closed meeting, but may invite any person to remain at the meeting to provide advice or information.*

*The chairperson may authorise the removal of any person from a closed meeting if that person refuses to leave; and request the assistance of a police officer to remove that person.*

MOVED BY	CR BRAMICH
SECONDED BY	CR FRIEDERSDORFF

**That the Council RESOLVES BY AN ABSOLUTE MAJORITY that the matters listed below be considered in Closed Meeting:-**

<b>Matter</b>	<b>Local Government (Meeting Procedures) Regulations 2015 Reference</b>
<i>Confidential Report R15 (2) – Confirmation of Closed Minutes of Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) - Issues Raised By Councillors</i>	15 (2)
<i>Confidential Report R15 (2) - Councillor Questions Received In Writing</i>	15 (2)
<i>Confidential Report R15 (2) - Response(s) To Councillor Questions Received In Writing</i>	15 (2)
<i>Confidential Report R15 (2) - Response(s) To Councillor Questions Taken On Notice From Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) - Councillor Questions Without Notice</i>	15 (2)
<i>Confidential Report R15 (2) - Notices Of Motion</i>	15 (2)
<i>Confidential Report R15 (2)(h) - Leave Of Absence Request - Councillors</i>	15 (2)(h)
<i>Confidential Report R15 (2)(i) relating to actual or possible litigation taken, or to be taken, by or involving the council or an employee of the council;</i>	15 (2)(i)
<i>Confidential Report R15 (2)(c) – Cheques And EFT's as at 31 May 2018</i>	15 (2)(c)
<i>Confidential Report R15 (2)– Closed Senior Management Report</i>	15 (2)

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	



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**12.0 CLOSURE OF MEETING TO THE PUBLIC**

Legislative Reference:

*Local Government (Meeting Procedures) Regulations 2015; Regulation 15*

MOVED BY	CR FRIEDERSDORFF
SECONDED BY	CR HYLAND

**That the Council RESOLVES BY AN ABSOLUTE MAJORITY to go into Closed Meeting to consider the following matters, the time being 6.58PM:-**

<b>Matter</b>	<b>Local Government (Meeting Procedures) Regulations 2015 Reference</b>
<i>Confidential Report R15 (2) – Confirmation of Closed Minutes of Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) - Issues Raised By Councillors</i>	15 (2)
<i>Confidential Report R15 (2) - Councillor Questions Received In Writing</i>	15 (2)
<i>Confidential Report R15 (2) - Response(s) To Councillor Questions Received In Writing</i>	15 (2)
<i>Confidential Report R15 (2) - Response(s) To Councillor Questions Taken On Notice From Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) - Councillor Questions Without Notice</i>	15 (2)
<i>Confidential Report R15 (2) - Notices Of Motion</i>	15 (2)
<i>Confidential Report R15 (2) (i) relating to actual or possible litigation taken, or to be taken, by or involving the council or an employee of the council</i>	15 (2) (i)
<i>Confidential Report R15 (2)(h) - Leave Of Absence Request - Councillors</i>	15 (2)(h)
<i>Confidential Report R15 (2)(c) – Cheques And EFT's as at 31 May 2018</i>	15 (2)(c)
<i>Confidential Report R15 (2)– Closed Senior Management Report</i>	15 (2)

The MOTION was put and was CARRIED unanimously

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**13.0 RESUMPTION OF OPEN MEETING**

At 7.32pm the Open Meeting was resumed.

**14.0 PUBLIC RELEASE ANNOUNCEMENT**

The Chairman announced that pursuant to Regulation 15(9) of the *Local Government (Meeting Procedures) Regulations 2015* and having considered privacy and confidential issues, the Council authorised the release to the public of the following discussions, decisions, reports or documents relating to the closed meeting:

Min. No.	Subject	Decisions/Documents
20.1	Reimbursement of Fees	Motion carried for partial refund. Applicant to be advised accordingly.

*Only required for the Minutes if there is an item that needs to be released from the closed meeting.*

- The Mayor provided councillors with details of his visit to the re-opening of the Hellyer Gold Mine Tailings Re-Processing Facility which will result in 50 jobs.*
- The Mayor advised that the Hon. Mr Peter Dutton had today announced funding of \$134,000 for CCTV in Wynyard and Somerset.*
- The Mayor advised that the Wynyard BMX Club have received \$200,000 from the Federal Government to upgrade their facilities.*
- The Mayor presented a Certificate of Appointment as Deputy Municipal Emergency Management Coordinator to Mrs Tracey Bradley (Director Corporate and Community Services).*

THERE BEING NO FURTHER BUSINESS THE CHAIRPERSON DECLARED THE MEETING CLOSED AT 7.42pm.

Confirmed,

MAYOR  
16 JULY 2018