



**ORDINARY MEETING
OF COUNCIL**

**AGENDA
OPEN MEETING**

16 November 2020

11 November 2020

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 November 2020 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

11 November 2020

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

Dear Shane,

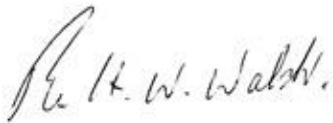
COUNCIL MEETING

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

4. *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 November 2020 commencing at 6pm at the Council Chambers, 21 Saunders Street, Wynyard.

Yours sincerely



Cr Robby Walsh
MAYOR

TABLE OF CONTENTS

1.0	RECORD OF ATTENDANCE	7
1.1	ATTENDANCE.....	7
1.2	APOLOGIES	7
1.3	LEAVE OF ABSENCE PREVIOUSLY APPROVED	7
2.0	CONFIRMATION OF MINUTES OF PREVIOUS MEETING.....	8
2.1	CONFIRMATION OF MINUTES OF PREVIOUS ORDINARY COUNCIL MEETING.....	8
3.0	DECLARATIONS OF INTEREST.....	9
4.0	COUNCILLORS ANNOUNCEMENTS AND REPORT	10
4.1	ANNOUNCEMENTS BY MAYOR.....	10
4.2	MAYOR'S COMMUNICATIONS.....	10
4.3	REPORTS BY DELEGATES.....	10
4.4	NOTIFICATION OF COUNCIL WORKSHOPS.....	11
5.0	PUBLIC QUESTIONS AND STATEMENTS.....	12
5.1	RESPONSE(S) TO PUBLIC QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING	13
5.1.1	MR B WALSH - KATELYN DRIVE FIRE BREAK.....	13
5.1.2	MRS J OVERALL - SOMERSET CBD	13
5.1.3	MS S ROBERTSON - NOTICE BOARDS	14
5.1.4	MR N HIGGINS - D/A APPROVAL 30B OLD BASS HIGHWAY.....	15
5.2	PUBLIC QUESTIONS RECEIVED IN WRITING	16
5.2.1	MR C HUTCHISON - DUAL NAMING IN WARATAH-WYNYARD.....	16
5.2.2	MR C HUTCHISON - OLDINA RESERVE.....	17
5.3	PUBLIC QUESTIONS WITHOUT NOTICE	17
5.4	PUBLIC STATEMENTS RECEIVED IN WRITING.....	18
5.4.1	C HUTCHISON - NAMING OF ROADS	18
5.5	PUBLIC STATEMENTS WITHOUT NOTICE	19
6.0	PLANNING AUTHORITY ITEMS	20
6.1	PUBLIC QUESTIONS WITHOUT NOTICE – RELATING TO PLANNING MATTERS.....	20
6.2	PUBLIC STATEMENTS - RELATING TO PLANNING MATTERS	20
6.3	DWELLING EXTENSION AND OUTBUILDING LOCATED AT 66 OLD BASS HIGHWAY, WYNYARD - DA23/2020	21
7.0	MATTER RAISED BY COUNCILLORS	35
7.1	RESPONSE(S) TO COUNCILLOR QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING.....	35
7.1.1	CR DUNIAM - COASTAL EROSION REPORT	35

7.2	COUNCILLOR QUESTIONS RECEIVED IN WRITING	36
7.3	COUNCILLOR QUESTIONS WITHOUT NOTICE	37
8.0	NOTICE OF MOTION	38
9.0	REPORTS OF OFFICERS AND COMMITTEES	39
9.1	SISTERS BEACH PUBLIC CAMPING EXPRESSION OF INTEREST	39
9.2	DESTINATION ACTION PLAN AND GENERAL TOURISM UPDATE.....	42
9.3	WASTE AND RESOURCE RECOVERY STRATEGY - WYNYARD WASTE TRANSFER STATION OPENING HOURS	49
9.4	WASTE AND RESOURCE RECOVERY STRATEGY - FOGO FEASIBILITY STUDY	54
9.5	CRADLE COAST WASTE MANAGEMENT GROUP	61
9.6	PROCUREMENT POLICY REVIEW	64
9.7	FINANCIAL REPORT FOR THE PERIOD ENDED 31 OCTOBER 2020.....	69
9.8	SENIOR MANAGEMENT REPORT.....	90
9.9	MINUTES WARATAH COMMUNITY BOARD - 26 SEPTEMBER 2020.....	99
10.0	MATTERS PROPOSED FOR CONSIDERATION IN CLOSED MEETING	102
11.0	CLOSURE OF MEETING TO THE PUBLIC.....	103
12.0	RESUMPTION OF OPEN MEETING	104
13.0	PUBLIC RELEASE ANNOUNCEMENT.....	104

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*

AGENDA OF AN ORDINARY MEETING OF THE WARATAH-WYNYARD COUNCIL TO BE HELD AT THE COUNCIL CHAMBERS, 21 SAUNDERS STREET, WYNYARD ON MONDAY 16 NOVEMBER 2020, COMMENCING AT

	From	To	Time Occupied
Open Council			
Planning Authority			
Open Council			
Closed Council			
Open Council			
TOTAL TIME OCCUPIED			

DIGITAL 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 digitally recorded, in accordance with the Council Policy **GOV.017 – Digital Recording of Council Meetings** to “record meetings of Council to assist in the preparation of minutes and to allow live streaming of Council Meetings.

ACKNOWLEDGEMENT OF COUNTRY

I would like to begin by acknowledging the traditional owners and custodians of the land on which we meet today, the Tommeginne people, and to pay our respect to those that have passed before us, their history and their culture.

1.0 RECORD OF ATTENDANCE

Legislative Reference:

Local Government (Meeting Procedures) Regulations 2005; 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:

(a) attendance and apologies.

1.1 ATTENDANCE

1.2 APOLOGIES

1.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED

Nil received.

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

RECOMMENDATION

That the Minutes of the Ordinary Meeting of the Waratah-Wynyard Council held at Council Chambers, 21 Saunders Street, Wynyard on Monday 19 October 2020, a copy of which having previously been circulated to Councillors prior to the meeting, be confirmed as a true record.

Any corrections to the Minutes are to be identified and agreed at this point prior to taking a vote to adopt the minutes.

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

Staff and Agenda Item Number

4.0 COUNCILLORS ANNOUNCEMENTS AND REPORT

4.1 ANNOUNCEMENTS BY MAYOR

Nil received.

4.2 MAYOR'S COMMUNICATIONS

RECOMMENDATION

That Council note the Mayors Communications

12/10/20	Citizenship Ceremony
12/10/20	Councillor Workshop
13/10/20	Table Cape Tulip Farm Spring Loaded Video for Mayors Message
13/10/20	Meeting with General Manager
13/10/20	North West Community Markets Meeting
17/10/20	Annual Awards – Somerset Fire Brigade
19/10/20	Council Meeting
20/10/20	Meeting with General Manager
20/10/20	North West Community Markets Meeting
23/10/20	McGrath Foundation Fundraiser with Mayor Kons
26/10/20	Meeting with General Manager
27/10/20	TasWater Owner Representatives Meeting – pre-AGM discussion
27/10/20	North West Community Markets Meeting
3/11/20	Meeting with General Manager
3/11/20	Council AGM
3/11/20	Councillor workshop
4/11/20	Business North West meeting with guest speaker Rebecca White
4/11/20	TasWater AGM and General Meeting
6/11/20	Keep Australia Beautiful Awards
6/11/20	DEPUTY MAYOR – Hellyer College Celebration Assembly
9/11/20	Councillor Workshop

4.3 REPORTS BY DELEGATES

Nil received.

4.4 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:

(c) the date and purpose of any council workshop held since the last meeting.

RECOMMENDATION

That the Council note the following Councillor Workshops

3/11/20	Councillor Allowances Unpaid Rates Local Roads & Infrastructure Grants Survive & Thrive Grants Oldina Reserve Christmas Lights Competition
9/11/20	Multi-Purpose Facility – Café Lease Sisters Beach Camping Sisters Beach Community Centre Process ANZAC Park progress Roads to Recovery overview

Upcoming Workshops - Indicative Only

23/11/20	Cradle Coast Authority Settlement Strategy
30/11/20	UTAS presentation Review of Assets

Councillor Attendance Records

Meetings attended during 2020/21 (to 9 November 2020)

	Ordinary Meetings 2020/21 (4)	Special Meetings / AGM 2020/21 (2)	Workshops 2020/21 (12)	Weeks Leave Approved
Mayor Robert Walsh	4	2	9	
Deputy Mayor Mary Duniam	4	2	12	
Cr Maureen Bradley	4	2	12	
Cr Gary Bramich	4	2	12	
Cr Andrea Courtney	3	1	11	
Cr Celisa Edwards	4	1	12	
Cr Darren Fairbrother	4	2	12	
Cr Kevin Hyland	2	2	6	5

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 to be asked 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 15minute 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.*

-
-
- (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

5.1.1 MR B WALSH - KATELYN DRIVE FIRE BREAK

QUESTION

Mr Walsh asked if stumps would be cleared once the firebreak was cleared so that a play space could be developed for children. He noted that he believed that one block was supposed to be set aside for a playground on the original Katelyn Drive subdivision plans and that there has since been two further subdivisions west of Big Creek with no play area.

The Director Infrastructure and Development Services took the question on notice but noted there would be a need to investigate where might be an appropriate space to put green/play space and then review through the budget process.

OFFICERS RESPONSE

There is no current Annual Plan task to consider whether this space could be considered for open space recreation or action and budget to develop it as such. It would need careful consideration and options to be presented to Council to consider whether this would be a suitable use of the space. The matter can be revisited upon completion of the fire break.

5.1.2 MRS J OVERALL - SOMERSET CBD

QUESTION

Mrs Overall of Somerset asked if Council could please advise why changes were made to the panel installations in the Somerset mini mall. She noted that the plans viewed by the community clearly outlined the design of the panels and they have ended up smaller and transparent and do nothing for the appeal of the space and provide no added wind protection. She also noted the change to the colour of the of the roof. She noted that this is very frustrating to the community and asked why the plans were changed without any communication or explanation.

The Director of Community and Engagement advised that following some delays the Artwork would be installed on the panels in November and they would no longer be transparent.

The question regarding change of colour for the roof and size of panels was taken on notice.

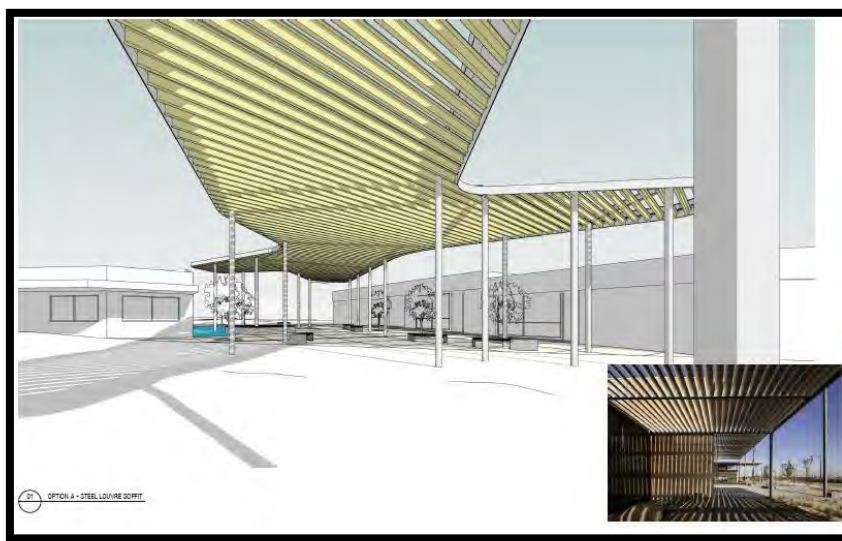
OFFICERS RESPONSE

The glass panel windbreaks have not changed in size since their inception in February 2017. The first drawing with the location of these wind breaks showed three units only, however, four units have been installed. The glass windbreaks will display some local artworks which

will be installed in December. Although the glass windbreaks were installed in June 2020, the footings for these windbreaks were installed in 2017.

The delay with the installation of the windbreaks was due to the delay with the construction of the canopy structure, as installing the windbreaks prior to the canopy construction would impede access.

The original canopy structure for the plaza had a mirror-like reflective soffit. Council decided not to proceed with this proposed design in 2018 due to the high cost and the anticipated high maintenance to the mirror-like soffit. Council requested options for an alternative canopy design. Three options were provided in February 2019 showing basic images for each option. Council elected to proceed with a bladed louvre soffit structure, yellow or gold in colour, as shown below.



5.1.3 MS S ROBERTSON - NOTICE BOARDS

QUESTION

Mrs Robertson of Wynyard noted that the notice board at the Post Office was inaccessible and out of date. She asked that this be moved onto Goldie Street and that Council erect two others at Park Street IGA and between Noah's and French Sticks.

The General Manager advised that Council was currently developing a signage strategy and that the matter of noticeboards would be addressed within the strategy. He took on notice to investigate the status of the existing notice board at the post office

OFFICERS RESPONSE

The Council community noticeboard located in Goldie Street, by the side of the Post Office building, will be maintained through increased routine checking to ensure all notices are current.

There are three community noticeboards within 80m of each other in central Goldie Street - one located on the wall in the entry of Woolworths, one outside "Nuts About Health" and the one located at Civic Park.

Council can provide some additional promotion of the boards consisting of:

-
- Social Media Posts;
 - internal education via the staff newsletter;
 - notification on the digital communication board ;
 - notification sent to community groups such as Live Well, U3A, Rural Health, Garden Club etc.

The Somerset community plaza will have a new notice board as part of the public art installations. This is in addition to the notice board in the milk bar in Somerset.

Council's proposed signage strategy will provide further consideration of communication in the community.

5.1.4 MR N HIGGINS - D/A APPROVAL 30B OLD BASS HIGWAY

QUESTION

Mr N Higgins of Wynyard noted the recent approval of a D/A for 30B Old Bass Highway and asked:

- What date and time was the original D/A 45/2019A withdrawn;
- What was the D/A number for the new application;
- Why were there no public notices for the new submission;
- Why was no-one informed publicly of the decision to approve, isn't this a requirement of Council; and
- Were the objections and representations to the original application taken into account when assessing the new application.

The General Manager took the question on notice, he also noted that there was a response to some of his questions in item 7.1.1 of this agenda following a question raised by Cr Edwards.

OFFICERS RESPONSE

Item 7.1.1 in the October agenda stated:

"The previous application for the subject site, DA 45/2019, was submitted to council as a discretionary application under s57 of the Land Use Planning and Approvals Act 1993 (LUPAA). Discretionary planning applications, such as DA 45/2019 are required to be advertised for two weeks. During this period of public exhibition council is able to receive representations in regard to the proposal.

A number of representations were received in relation to DA 45/2019. The applicant and representors were advised that a report would be prepared by the Planning Department for Council to consider at its next public meeting (Tuesday 28 January 2020).

Council was advised by the applicant that they wished to withdraw their application prior to the Council meeting report being written. Formal assessment of DA 45/2019 ceased at this stage and representors were advised that the proposal had been withdrawn by the applicants and would not be proceeding to the January Council meeting.

In the event that a previously withdrawn application is resubmitted to Council, it is assessed as a new application and, if discretionary, advertised in accordance with relevant requirements.

Council received a new application for the subject site earlier this year, DA 29/2020. Upon assessment by the Planning Department, it was determined that the proposal was able to meet the Acceptable Solution for all applicable Standards of the Waratah-Wynyard Interim Planning Scheme 2013 (Planning Scheme).

The full internal assessment undertaken by the Planning Department was reviewed by an independent planner who confirmed via email that the revised proposal met the criteria for a permitted application under s58 LUPAA.

Consequently, the application fell under s58 LUPAA and was deemed to be a permitted application. LUPAA does not permit Council to refuse to issue permits for permitted applications. These applications do not require advertising and/or notification of adjoining landowners.

Copies of documents associated with permitted applications are not available to members of the general public, unless the landowner/applicant has given their written consent to Council to provide copies of these documents. Following requests from Council, the applicant will not consent to release of documentation relating to this matter.

To summarise, the original application submitted was discretionary and required advertising to the public for representations to be received whereas the new application, with its differences that meet the Acceptable solutions for all applicable standards of the Wynyard Interim Planning Scheme 2013, did not allow members of the public the same opportunity for representation”.

All of the questions submitted have been answered in the information above, with the exception of the date in which DA 45/2019 was withdrawn. Official notification, via email, of the withdrawal was received on 17 January 2020.

5.2 PUBLIC QUESTIONS RECEIVED IN WRITING

5.2.1 MR C HUTCHISON - DUAL NAMING IN WARATAH-WYNYARD

QUESTION

Would it be a consideration for Councillors, with the support of staff, to workshop and initiate the creation of a temporary working group that facilitates communication with local community members in this municipality and representative groups such as (but not limited to) CHAC, TAC, BHAC, and WCAC to identify any work being done for first nations dual naming in Waratah-Wynyard?

The goals could be to support interested stakeholders in the process of developing a set of agreed upon dual names for the region, with the ultimate goal of sending a community-led, council endorsed proposal to the Place Names Advisory Panel.

According to the DPIPWE web link, “Submissions are required to be received by the Registrar of Place Names prior to the end of March each year.”

(also refer Statement received in writing).

OFFICERS RESPONSE

There is no annual plan action or progress towards dual naming within Waratah-Wynyard.

Dual naming is an integral part of the Tasmanian Place Naming Guidelines. All dual naming must be submitted, investigated and approved by the Place Names Advisory Panel. The

Tasmanian Aboriginal and Dual Naming Policy can be accessed via the following link:-
[http://www.dpac.tas.gov.au/data/assets/pdf_file/0008/189314/Aboriginal and Dual Naming Policy.pdf](http://www.dpac.tas.gov.au/data/assets/pdf_file/0008/189314/Aboriginal_and_Dual_Naming_Policy.pdf)

The matter can be discussed at a workshop to determine whether a subsequent report and motion is prepared to progress the proposal.

Details of how any proposed temporary working group will be established and administered will need to be determined including, but not limited to, selection of stakeholders, meeting dates, Council staff commitment and the public consultation process.

5.2.2 MR C HUTCHISON - OLDINA RESERVE

QUESTION

The Senior Management Report on page 109 of the September Council meeting minutes states that the General Manager “Met with representatives of the Friends of the Oldina Reserve to discuss the reserve, outcomes of meetings with Sustainable Timbers Tasmania and the Oldina coupe.”

Can Council please update the community on the work that is being done to support community proposals for the Oldina Reserve, **OR** detail what plan this Council will put in place to begin managing this space, following the neglect and mismanagement by Sustainable Timber Tasmania in recent years

OFFICERS RESPONSE

The Oldina Reserve remains in the ownership and management of Sustainable Timbers Tasmania.

Council have sought information as to their plans for the site including ongoing maintenance and improved security and have agreed to participate in a process to develop a long-term strategy for the site.

Local residents who have an interest in the Reserve and the Oldina Coupe, have been briefed on progress and will be key stakeholders in future discussions.

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 an ordinary 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.

5.4 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.

5.4.1 C HUTCHISON - NAMING OF ROADS

In September, you as a majority voted for no change to a road name change request from community members.

In October, you voted to change the road name from *Fosters Road* to *Forsters Road*. Whilst some might highlight the inconsistency, I really appreciate your openness to changing your perspective as you feel compelled – whatever your motivation may be.

In the September discussion, Cr. Fairbrother highlighted:

“What are we, as Council, about? What are we as Council there for? Are we there to do the popular thing, or are we here to make the hard decision and do the right thing? What’s the highest bar and to me it's more important to me as a Councillor to do the right thing than what it is to do the popular thing.

“I think ... we should rightly go back to our Aboriginal indigenous people and sort of say is there any history there? If there is, we use that, if not we default to early European settlers.”

Given that the majority of you now understand the historical importance of road and place naming in this municipality (some might say a ‘Road to Damascus’ encounter that created a sudden change of heart), it provides room for Councillors & Staff to pursue further proposals of this sort should community members provide adequate information justifying any such proposals.

Over the past few years, and especially in recent times, dual naming has become quite an important focus for many in the community, especially those with connections to First Nation culture and heritage.

Here are a number of articles highlighting the push:

Various communities –

October 21 2020 – <https://www.abc.net.au/news/2020-10-21/tasmanian-aboriginal-community-split-over-dual-naming/12796772>

Circular Head municipality –

October 18 2020 - <https://www.theadvocate.com.au/story/6973256/dual-names-for-coast-landmarks-open-for-public-comment/>

Burnie City Council municipality –

July 24 2019 - <https://www.theadvocate.com.au/story/6291418/the-pataway-plan-dual-name-pitched-for-burnie/>

Earlier this year, at the April Council Meeting, Council's street naming and addressing policy, which was partially guided by the State government's Tasmanian Place Names Guidelines, which includes detailed processes around accepting dual names.

All Councillors voted for the Council policy, and Cr. Duniam made a point that

“Many areas overseas and within Australia now including dual place naming, particularly Aboriginal or First Nation acknowledgement. While this is not included at this point in time for consideration, there will be a time in the future when this Council will receive applications for dual naming of places.”

In the Waratah-Wynyard municipality, there exists a number of geographical landmarks that have local first nations names for these that have been recorded and highlighted by historians, one source being Ian McFarlane, a local Historian who has written extensively on NW Tribes and Tasmanian Aboriginal History.

From his text – Beyond Awakening: the Aboriginal tribes of north west Tasmania, highlights the various Aboriginal place names of North West Tasmania. Appendix 7 in the text provides a comprehensive list of the Aboriginal name and the equivalent English name and an annotated version has been forwarded to Councillors.

Here is a short list of the names of our area. The dots signify the syllables to assist with pronunciation:

- Boat Harbour – Pat.ten.gara
- Boat Harbour (west point at the cave) – Pare.toy.lare
- Cam River near Coast – [Moot.te.way.nart.ye](#)
- Cam River – Inland - Pee.wum.gar; Tee.rul.ler; Ill.rang.gar
- Fossil Bluff – Pen.ner.wood.de.ker
- Hellyer River – Kar.ne.ket.tel.lay
- Inglis River (various) – Lar.rap.pee; [Par.mone.er](#); Ple.luke.her.we; Pay.then woo.de.ker; [Par.mone.er](#)
- Inglis River Estuary – [Lar.hope.pe](#)
- Mount Bischoff – [Par.ten.na.ma.na](#)
- Mount Ramsay – Be.wal.lay
- Sisters Creek – Kartee; Oyare; Pay.en.wood.ic
- Sisters Creek Bush – [Moun.roune.er](#)
- Sisters Island – Ly.run.te
- Table Cape – Time.le.ner; Toin.be.noke
- Table Cape to Wet Cave Point – [Par.rap.pe](#)
- Wet Cave Point to high rocky point west and near Sisters Creek – [Par.rap.pe](#)

5.5 PUBLIC STATEMENTS WITHOUT NOTICE

6.0 PLANNING AUTHORITY ITEMS

Legislative Reference:

Local Government (Meeting Procedures) Regulations 2005 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*.

6.1 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.






6.2 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.

6.3 DWELLING EXTENSION AND OUTBUILDING LOCATED AT 66 OLD BASS HIGHWAY, WYNYARD - DA23/2020

To: Council
Reporting Officer: Town Planner
Responsible Officer: Manager Development and Regulatory Services
Report Date: 30 October 2020
File Reference: 7077991

Supporting Documents:

1. Application Documents 
2. Representation 
3. Signed Extension of Time 
4. TasWater Conditions 
5. TasRail Notes 

RECOMMENDATION

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 DA23/2020 for a dwelling extension and outbuilding located at 66 Old Bass Highway 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 Project Number 219063 and pages 1-9, as prepared by EnviroPlan and dated 21 November 2019.
- (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 unloading of vehicles is to be confined to within the boundaries of the property.
- (4) 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.
- (5) Vehicular access to and egress from the site is to occur only in a forward motion.
- (6) All stormwater is to be fully contained within the boundaries of the property.
- (7) All structures are to be fully within the boundaries of the property and not obstruct adjoining easements or Crown Land.

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 2020/01384-WWC (attached).

TasRail Notes: -

- Stormwater or effluent is not permitted to be discharged onto rail land or into the rail drainage system. Should there be a requirement for a service or asset to be installed on rail land in order to connect into an authorised stormwater or other outlet, a separate TasRail Permit is required and will only be approved subject to terms and conditions (costs apply). A Permit Application Form is available by contacting property@tasrail.com.au
- Although the railway line through this area is currently non-operational, it is reserved for future transport use. For this reason TasRail recommends any person building, developing or purchasing property near rail corridor land take into account potential exposure to train and/or transport noise and vibration particularly in relation to building design, material specifications and lifestyle. It should also be noted that TasRail is required to ensure that planning and development proposals do not impede or preclude future transport use of the rail corridor.
- No obstruction, installation or works of any kind are permitted inside railway land for any purpose including for structures, unauthorised vehicles, drainage, water pipes, stormwater discharge, electrical or service infrastructure, storage of materials, vegetation clearing, inspections etc. All access enquiries should be directed to property@tasrail.com.au
- As per the Rail Infrastructure Act 2007, the Rail Infrastructure Manager (TasRail) may remove and dispose of unauthorised or unlawful service infrastructure and take such other action as it sees fit. Where this occurs, TasRail may recover its costs of doing so as a debt due to TasRail from that person and retain if applicable any proceeds of disposal. No action lies against TasRail for removing or disposing of the unauthorised or unlawful service infrastructure.
- Using or creating an unauthorised railway crossing is unsafe and strictly prohibited. All access enquiries should be directed to property@tasrail.com.au
- As railway land is Crown Land, the Rail Infrastructure Manager is not required to contribute to the cost of boundary fencing.
- Access to the railway corridor or rail land for any purpose is strictly prohibited without a Permit issued by TasRail.

Notes: -

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

- Should any access be required to the site via Crown Land Reserve, please contact Property Services, Department of Primary Industries, Parks, Water and Environment for relevant access approval on Phone: (+613) 6169 9015 or Email: PropertyServices@parks.tas.gov.au
- This project must be substantially commenced within two years of the issue of this permit.
- The applicant is advised to consult with a building surveyor to ensure the development is constructed in accordance with *Building Act 2016*.

-
- This permit is based on information and particulars set out in Development Application DA 23/2020. Any variation requires an application for further planning approval of Council.
 - 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*.
 - Attention is drawn to existing or proposed electricity infrastructure, please be sure to contact TasNetworks on 1300 137 008 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, G.P.O. Box 2036, Hobart, 7001. Updated Notices of Appeal are available on the Tribunal's website at www.rmpat.tas.gov.au.

PURPOSE

The purpose of this report is for Council to consider the merits of the application DA23/2020 against the requirements of the *Waratah-Wynyard Interim Planning Scheme 2013* (Planning Scheme).

BACKGROUND

The subject site is located at 66 Old Bass Highway, Wynyard and comprises an area of 850m². It is located within the General Residential zone as are properties to the south, east and west. The site has a right of way arrangement over property identified as 68 Old Bass Highway and this property provides access to a cluster of lots on the northern side of the Old Bass Highway.

The subject site identified as 66 Old Bass Highway is bound to the north with a Crown owned reserve along the foreshore. The neighbouring property to the west of the lot at 64 Old Bass Highway has a current access license and a benefitting right of way over 66 Old Bass Highway and is the only access to this property.

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



Figure 1: Subject site. Sourced: MapInfo

DETAILS

The applicant is seeking approval for a dwelling extension to include a new garage, patio entrance, foyer, and residential lift to the south-east of the dwelling with a new patio area located at the south west of the existing dwelling and enclosing the existing under cover area to the west. The application further details a new deck located on the northern elevation and enclosing the current decking area to create a sunroom style area, and a new outbuilding (shed) with attached undercover BBQ area located in the north-eastern corner of the lot.

The subject site has been treated as an internal lot for the purposes of assessment as access is provided along an access handle of a neighbouring property to the south identified as 68 Old Bass Highway via a benefiting right of way. This also provides access to a number of other lots on the northern side of the Old Bass Highway. Further to this the subject site has a burdening right of way registered on the title that provides the only legal access to the property at the west identified as 64 Old Bass Highway. The property at the west also has a Crown license in order to traffic the Crown Reserve to the north for access purposes. It is also worth noting that the subject site identified as 66 Old Bass Highway also has a Crown lease over an irregular portion of the Crown Reserve to the north.

The proposed outbuilding and BBQ area is located alongside the right of way registered on the title and has no eaves on this side to ensure no overhanging of the right of way will occur.

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 26 October 2020. One (1) representation has been received. A map demonstrating the relationship between the subject site and the representor's property is shown in Figure 2.

The representation 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 – Mr M Breaden

Issues raised:	Response:
Concerns the right of way access is to be kept clear during the construction stage of the new proposal, as the access is narrow. Many of the family members have varying jobs and volunteer roles with the need to access the right of way being required.	The right of way recorded on the title is to be kept clear at all times. This includes during the construction phase of the development. However, it should be noted that this is a civil matter between parties.
Stormwater arrangements. Can the current stormwater system handle the additional stormwater discharge?	Stormwater is currently contained within the title boundaries of the property, utilising the sandy soil. A condition has been recommended from Council's engineering department that the development will need to continue to contain stormwater arrangements within the title boundaries.

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.
- (3) Vehicular access to and egress from the site is to occur only in a forward motion.
- (4) 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.

(5) All stormwater is to be fully contained within the boundaries of the property.

Note:

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

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 4 September 2020. The response was received on 9 September 2020 and requests conditions to be attached to any permit granted.

The application was referred to Crown Land Services on 4 September 2020. The response was required by the 18 September 2020 and no response had been received at the time of writing this report. It is therefore assumed that Crown Land Services have no further comments, notes or conditions to place on any permit.

The application was referred to TasRail on the 4 September 2020. The response was received on 10 September 2020 confirming that TasRail has no objection to the proposal, however requested TasRail’s standard notes be placed on any 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 No Permit Required 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 LUPAA 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. The applicant is applying for discretion under the following clauses: -

- Setbacks and building envelope for all dwellings 10.4.2 (P1, P2, P3);
- Site coverage and private open space for all dwellings 10.4.3 (P2);
- Privacy for all dwellings 10.4.6 (P1); and
- Suitability of a site or lot for use or development 10.4.9 (P1, P2).

An assessment of the proposal against the applicable clauses for the General Residential Zone and relevant Codes is provided below.

10.4.2 Setbacks and building envelope for all dwellings

<p>A1</p> <p>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</p> <p>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>Planning Comments:</p> <p>The proposed dwelling extension located to the south of the existing dwelling, including a new garage at the south-east and a new screened extension at the south west, do not meet the frontage setback of 4.5m and therefore must address the performance criteria.</p> <p>The proposed new garage portion of the dwelling extension located at the south-eastern corner of the dwelling will have a setback measuring 3.84m from the southern boundary. Whilst the screened extension portion of the dwelling extension located to the south-western side of the dwelling will have a setback of 3.48m from southern boundary.</p> <p>Properties identified as 64A Old Bass Highway and 70 Old Bass Highway both have portions of the dwelling located within the primary frontage or southern boundaries of the site. All three of the sites have titles that are orientated east to west rather than in a north to south axis and therefore it is difficult to provide a building area that meets the setback requirements.</p> <p>The proposed dwelling extensions are considered compatible with the existing dwellings in this cluster of residentially developed lots on the northern side of Old Bass Highway streetscape, given the topography and lot arrangement.</p> <p>The subject lot does not adjoin a road identified in Table 10.4.2 subject to this clause (listed as Bass Highway).</p> <p>The proposal complies with the performance criteria.</p>	
<p>A2</p> <p>A garage or carport must have a setback from a primary frontage of at least:</p> <p>(a) 5.5 m, or alternatively 1 m behind the façade of the dwelling; or</p>	<p>P2</p> <p>A garage or carport must have a setback from a primary frontage that is compatible with the existing garages or carports in the street, taking into account any topographical constraints.</p>

<p>(b) the same as the dwelling façade, if a portion of the dwelling gross floor area is located above the garage or carport; or</p> <p>(c) 1 m, if the natural ground level slopes up or down at a gradient steeper than 1 in 5 for a distance of 10 m from the frontage.</p>	
<p>Planning Comments:</p> <p>The proposed new garage portion of the dwelling extension is located between 3.1m and 3.8m of the frontage of the site and therefore must address the performance criteria.</p> <p>It is not uncommon for garages to the north of Old Bass Highway to be located within the frontage setback of Old Bass Highway due to the topography of the sites, including the access arrangements, making the most of the location to the coastal reserve and the orientation of some of these lots, including the subject site.</p> <p>Properties identified as 60 and 70 Old Bass Highway both have their garages within the frontage setback. The subject property at 66 Old Bass Highway will be consistent with the garages and carports on Old Bass Highway and will remain predominantly out of site when viewed from the street given the internal nature of the lot.</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>

Planning Comments:

The subject title identified as 66 Old Bass Highway does not have a frontage to a road, however access is provided over 68 Old Bass Highway via a right of way and therefore for the purposes of assessment the frontage has been treated as the southern boundary of 66 Old Bass Highway.

The application for a dwelling extension does not fit within the building envelope at the front boundary and rear boundary, with the outbuilding and associated BBQ area not fitting within the building envelope at the rear boundary. The proposal therefore must address the performance criteria.

The proposed new outbuilding and BBQ area is located in the north-eastern corner of the lot, setback 3.019m from the eastern side boundary to remain clear of the registered right of way on the title. The shared boundary to the east has a tennis court located on-site. Shadowing caused by the proposed new outbuilding and undercover BBQ area will be predominantly contained within the title boundary, with some spill on to the tennis court after 3pm in the afternoon. Overshadowing will not impact a habitable room in the adjoining dwelling or the private open space of the adjoining lot located further east. The applicant provided sun shadowing diagrams at the winter solstice as a worst-case scenario to demonstrate any shadowing caused by the new proposal.

These shadow diagrams provided, also indicated that the proposed dwelling extensions located to the south of the existing dwelling will cast very little additional shadowing than the current building from midday onwards, with some additional shadowing cast in the morning over 64A Old Bass Highway located at the south. This shadow cast as shown in the sun shading diagrams is limited to the morning and appears to be located over the adjoining property's constructed driveway, not the private open space or habitable rooms of the dwelling.

The proposed extension at the northern elevation of the dwelling will enclose the current deck to become a sunroom, with a new deck on the first floor running alongside the northern rear boundary of the site. No further shadow will be cast from the proposed extension at the north of the dwelling and this portion of the dwelling will not be visible from neighbouring lots.

Visual impact caused by the scale, bulk and proportions of the outbuilding and undercover BBQ area when viewed from the east will be kept to a minimum, as the building will be single storey in height reaching a maximum height of 4m. Remnant vegetation continues to occur along this boundary and currently assists with screening any traffic using the right of way from the property at the eastern side. This not proposed to change.

Visual impact from the proposed new dwelling extensions will be kept to a minimum as the new extensions will assist with breaking up the proportions of the current southern elevation. A lift shaft will be the only portion that will be two storeys in height, which will be almost centrally located on the southern elevation, with a new single storey garage to the south east and a single storey undercover area to the south west. The undercover area will have a skillion roof assisting with reducing the proportions when viewed from the south. The proposed skillion roof over the garage will step away from the southern boundary, also assisting with reducing the bulk and proportions of the extension.

Separation distance from the proposed new outbuilding and BBQ area and the nearest adjoining dwelling will be approximately 7.5m. Separation distances between dwellings in this cluster of residentially developed lots on the northern side of Old Bass Highway have separation distances that range from 3.2m to approximately 12m. However, most common separation distances in the area are between 5.7m to 8.5m and therefore separation of the new outbuilding and BBQ area is considered compatible with that in the prevailing area.

The proposed separation distance between the new garage extension and the dwelling to the south at 64A Old Bass Highway ranges between 4.5m and 5.3m. Whilst the screened undercover extension at the south west of the dwelling will have a separation distance of approximately 9.6m to the nearest dwelling to the west. These separation distances are also considered to be compatible with the varying range of separation distances in the area.

The proposal complies with the performance criteria.

10.4.3 Site coverage and private open space for all dwellings

<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 m²; or</p> <p>(ii) 12 m², 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>has a minimum horizontal dimension of:</p> <p>(i) 4m; or</p> <p>(ii) 2m, 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>is directly accessible from, and adjacent to, a habitable room (other than a bedroom); and</p> <p>is not located to the south, south-east or south-west of the dwelling, unless 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>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>has a gradient not steeper than 1 in 10; and</p> <p>is not used for vehicle access or parking.</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>
<p>Planning Comments:</p> <p>Currently the lot identified as 66 Old Bass Highway has a limited amount of private open space located within the title boundary and does not meet the relevant dimensions located at the north of the lot. Therefore, the proposal is to address the performance criteria.</p> <p>It is worth noting that the current property has an existing deck that is located directly north of the dwelling, and this has been relied upon for an area for private open space that is accessed by the family room of the main dwelling. However, the proposal details a new extension to this portion of deck by enclosing this area to become a sunroom, and then provide new patio decking to the north.</p> <p>Both the proposed sunroom and new decking area on the first floor range from approximately 1.4m deep to 4.8m deep and approximately 17m in length. This area is accessed easily and conveniently from living areas of the dwelling, is orientated to the north and is capable of being used for outdoor relaxation, dining, entertaining and child’s play.</p> <p>The proposal complies with the performance criteria.</p>	

10.4.6 Privacy for all dwellings

<p>A1</p> <p>A balcony, deck, roof terrace, parking space, or carport (whether freestanding or part of the dwelling), that has a finished surface or floor level more than 1 m above natural ground level must have a permanently fixed screen to a height of at least 1.7 m above the finished surface or floor level, with a uniform transparency of no more than 25%, along the sides facing a:</p> <p>(a) side boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of at least 3 m from the side boundary; and</p> <p>(b) rear boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of at least 4 m from the rear boundary; and</p> <p>(c) dwelling on the same site, unless the balcony, deck, roof terrace, parking space, or carport is at least 6 m:</p> <p style="padding-left: 40px;">(i) from a window or glazed door, to a habitable room of the other dwelling on the same site; or</p> <p style="padding-left: 40px;">(ii) from a balcony, deck, roof terrace or the private open space, of the other dwelling on the same site.</p>	<p>P1</p> <p>A balcony, deck, roof terrace, parking space or carport (whether freestanding or part of the dwelling) that has a finished surface or floor level more than 1 m above natural ground level, must be screened, or otherwise designed, to minimise overlooking of:</p> <p>(a) a dwelling on an adjoining lot or its private open space; or</p> <p>(b) another dwelling on the same site or its private open space; or</p> <p>(c) an adjoining vacant residential lot.</p>
<p>Planning Comments:</p> <p>The proposed new dwelling extension has a new deck area located at the first floor that is greater than 1m above natural ground level and does not meet the rear boundary setback. Therefore, the application must address the performance criteria.</p> <p>The proposed new decking area does not adjoin an area of private open space as defined within the planning scheme or an adjoining vacant residential lot and therefore the proposal is considered to meet the performance criteria.</p>	

10.4.9 Suitability of a site or lot for use or development

<p>A1</p> <p>A site or each lot on a plan of subdivision must –</p> <p>have an area of not less than 330m² excluding any access strip; and</p> <p>if intended for a building, contain a building area of not less than 10.0m x 15.0m</p> <p style="padding-left: 40px;">(i) clear of any applicable setback from a frontage, side or rear boundary;</p>	<p>P1</p> <p>A site or each lot on a plan of subdivision must –</p> <p>(a) be of sufficient area for the intended use or development without likely constraint or interference for –</p> <p style="padding-left: 40px;">(i) erection of a building if required by the intended use;</p> <p style="padding-left: 40px;">(ii) access to the site;</p>
--	---

<ul style="list-style-type: none"> (ii) clear of any applicable setback from a zone boundary; (iii) clear of any registered easement; (iv) clear of any registered right of way benefiting other land; (v) clear of any restriction imposed by a utility; (vi) not including an access strip; (vii) accessible from a frontage or access strip; and (viii) if a new residential lot, with a long axis within the range 30° east of north and 20° west of north 	<ul style="list-style-type: none"> (iii) use or development of adjacent land; (iv) a utility; and (v) any easement or lawful entitlement for access to other land; and <p>(b) if a new residential lot, be orientated to maximise opportunity for solar access to a building area</p>
<p>Planning Comments:</p> <p>The subject site is not able to fit a building envelope orientated north to south with dimensions measuring 15m x 10m meeting the relevant setbacks from a side rear and front boundary, as the site is orientated east to west. Therefore, the application must address the performance criteria.</p> <p>The site has a sufficient area of 850m²; however, it is orientated east to west. Many lots in the General Residential zone are in fact smaller in area than this lot but can accommodate the building envelope.</p> <p>The site is in excess of the minimum lot size and is considered sufficient in size in order to provide for the existing dwelling and its proposed dwelling extension and outbuilding.</p> <p>Erection of extensions to the building are not located any closer to the rear boundary being the coastal reserve than the current dwelling.</p> <p>Access to the site will continue to be provided via right of way arrangement as is the existing arrangement to this settlement cluster on the northern side of the Old Bass Highway Wynyard. This is recorded on all titles, benefiting and burdening from the right of way. The dimensions and size of the right of way remain suitable for residential use to this site.</p> <p>The use and development of adjacent land to the east are freehold titles which are residentially developed, as are the lots to the south and west. Currently the lot to the west also has a benefit to the right of way which continues through the subject lot and an access license over the Crown Reserve at the north to provide the only access to this property.</p> <p>The lot has a sewer main and associated easement running along the southern boundary. The application was also referred to TasWater for any further conditions and they form Part B of the recommended conditions for any planning permit. The new dwelling extension is located to the south of the existing dwelling and is approximately 1.4m from the sewer main.</p> <p>The subject site also has a right of way burdening the title in which benefits the property immediately to the west of the site. The proposed new outbuilding and undercover BBQ area are proposed to be located as close as possible to this right of way without blocking this access. The proposal drawings also indicate that this outbuilding will not have eaves on this particular side to ensure that the right of way is kept clear.</p> <p>The proposal complies with the performance criteria.</p>	
<p>A2</p> <p>A site or each lot on a subdivision plan must have a separate access from a road –</p> <p>across a frontage over which no other land has a right of access; and</p> <p>if an internal lot, by an access strip connecting to a frontage over land not required as the means of access to any other land; or</p>	<p>P2</p> <p>A site must have a reasonable and secure access from a road provided –</p> <ul style="list-style-type: none"> (i) across a frontage; or (ii) by an access strip connecting to a frontage, if for an internal lot; or (iii) by a right of way connecting to a road over land not required to give

<p>by a right of way connecting to a road -</p> <ul style="list-style-type: none"> (i) over land not required as the means of access to any other land; and (ii) not required to give the lot of which it is a part the minimum properties of a lot in accordance with the acceptable solution in any applicable standard; and <p>(d) with a width of frontage and any access strip or right of way of not less than -</p> <ul style="list-style-type: none"> (i) 3.6m for a single dwelling development; or (ii) 6.0m for multiple dwelling development or development for a non-residential use; and <p>(e) the relevant road authority in accordance with the Local Government (Highways) Act 1982 or the <i>Roads and Jetties Act 1935</i> must have advised it is satisfied adequate arrangements can be made to provide vehicular access between the carriageway of a road and the frontage, access strip or right of way to the site or each lot on a proposed subdivision plan</p>	<p>the lot of which it is a part the minimum properties of a lot in accordance with the acceptable solution in any applicable standard; and</p> <ul style="list-style-type: none"> (iv) the dimensions of the frontage and any access strip or right of way must be adequate for the type and volume of traffic likely to be generated by – <ul style="list-style-type: none"> a. the intended use; and b. the existing or potential use of any other land which requires use of the access as the means of access for that land; and (v) the relevant road authority in accordance with <i>the Local Government (Highways) Act 1982</i> or the <i>Roads and Jetties Act 1935</i> must have advised it is satisfied adequate arrangements can be made to provide vehicular access between the carriageway of a road and the frontage, access strip or right of way to the site or each lot on a subdivision plan; or <p>(b) It must be unnecessary for the development to require access to the site or to a lot on a subdivision plan</p>
--	---

Planning Comments:

The subject site identified as 66 Old Bass Highway, Wynyard is accessed by a right of way over property identified as 68 Old Bass Highway, Wynyard. The subject lot does not have its own individual access provided to the site and therefore must address the performance criteria.

The access is considered reasonable and secure and is registered on the titles of each property benefiting and burdened by the right of way arrangement providing access to the immediate titles on the northern side of Old Bass Highway.

The dimensions of the right of way are considered adequate for standard residential use of these sites and the anticipated frequency of the residential users will not increase as part of this application.

Access to 66 Old Bass Highway is via the rail corridor. TasRail confirmed they had no objection to the application and requested their standard notes be placed on any permit.

The proposal complies with the performance criteria.

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 (the 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 the public representations received.

STRATEGIC IMPLICATIONS

There are no significant strategic implications identified.

POLICY IMPLICATIONS

There are no policy implications as a result of this report.

FINANCIAL IMPLICATIONS

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

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.

LUPAA provides for penalties against a Planning Authority that fails to enforce its planning scheme (ss. 63a and 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.

It is considered that the proposed dwelling extensions and outbuilding comply with either the acceptable solution or satisfy the performance criteria for all applicable standards of the Planning Scheme. The proposal makes appropriate use of a residentially developed lot that is orientated east to west. The new dwelling extensions continue to access northern sun and continue to have separation distances between the dwellings on adjoining lots compatible with that in the area. Overshadowing of adjoining lots and the location of the proposed extensions and outbuilding will have minimal impact on the residential amenity of surrounding properties.

The application is considered to comply with the General Residential Zone provisions, and all other provisions for the *Waratah-Wynyard Interim Planning Scheme 2013*. It is therefore recommended that Council approve a planning permit for the proposed dwelling extensions and outbuilding.

7.0 MATTER 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.*

7.1 RESPONSE(S) TO COUNCILLOR QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING**7.1.1 CR DUNIAM - COASTAL EROSION REPORT****QUESTION**

Cr Mary Duniam noted Cr Courtney's question from the previous council meeting and the officer's response and asked what council liability was in this area if using outdated reports.

The General Manager took the question on notice

OFFICERS RESPONSE

Council has an obligation to comply with relevant legislation of the day and in doing so will mitigate any risk. In the question above, compliance with the obligations to uphold the planning scheme under LUPAA would be met. The question raised may be more of an ethical question rather than a legal compliance or liability question.

The State Government have recently updated their website relating to Coastal Hazards. The information now states:

As a public land manager, the Department of Primary Industries, Parks, Water and Environment (DPIPWE) faces ongoing decisions regarding issues on coastal land due to the increasing risks from a range of coastal hazards including storm surge, erosion and inundation.

DPIPWE will continue to review and where appropriate update its approach to the management of coastal land as knowledge of climate change impacts improves and in accordance with any future Tasmanian coastal policy and legislation.

The Crown is bound by the current *State Coastal Policy 1996*, which in relation to coastal processes and hazards, states that:

1.4.1. Areas subject to significant risk from natural coastal processes and hazards such as flooding, storms, erosion, landslip, littoral drift, dune mobility and sea-level rise will be identified and managed to minimise the need for engineering or remediation works to protect land, property and human life.

1.4.2 Development on actively mobile landforms such as frontal dunes will not be permitted except for works consistent with Outcome 1.4.1.

DPIPWE has adopted the following principles to:

-
- communicate its approach and responsibilities to the management of coastal land; and
 - underpin its land-use planning and decision-making in coastal risk areas

Coastal processes and hazards such as flooding, storms, erosion, landslip, littoral drift, dune mobility and sea-level rise are natural processes and the risks to properties from these processes appropriately rest with the property owners, whether they be public or private.

Under both statute and common law, the Crown does not have, nor does it accept, specific future obligations to repair or reduce the impacts of natural coastal hazards on private property.

Unless otherwise agreed, the Crown does not accept obligations to repair or reduce the impacts of natural coastal hazards on any non-Government owned or managed assets sited on public land.

DPIPWE will use an open, evidence-based, risk-based approach to land use planning and decision making in coastal hazard areas and will consider both the short and longer-term consequences of planning and land use decisions.

Best practice coastal protection works can reduce the risk of coastal hazards, however coastal defences and other physical interventions with the coastline that are not informed by appropriate and relevant professional expertise, can have expensive and unforeseen consequences (potentially shifting, exacerbating or not resolving coastal hazard issues in the longer-term).

On land that DPIPWE manages in coastal hazard areas, DPIPWE will generally avoid intensifying use or development, and will progressively reduce vulnerable infrastructure as resources permit.

DPIPWE will work with other organisations and agencies in assisting the development of whole-of government strategies to deal with ongoing and changing or developing coastal processes and hazards.

DPIPWE will support individuals and organisations to understand risks from coastal processes and hazards through the provision of information and advice.

For further information on undertaking work on Crown land please see the following DPIPWE [Property Services\[1\]](#) page.

7.2 COUNCILLOR QUESTIONS RECEIVED IN WRITING

Nil received.

7.3 COUNCILLOR QUESTIONS WITHOUT NOTICE

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

8.0 NOTICE 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 subregulation (6) is to move the motion at the meeting, otherwise it lapses.*

Nil received.

9.0 REPORTS OF OFFICERS AND COMMITTEES

9.1 SISTERS BEACH PUBLIC CAMPING EXPRESSION OF INTEREST

To:	Council
Reporting Officer:	Director Community and Engagement
Responsible Manager:	General Manager
Report Date:	6 November 2020
File Reference:	12
Enclosures:	1. Sisters Beach Public Camping expression of interest 

RECOMMENDATION

That Council:

1. **Note there were no applications received from the Sisters Beach Public Camping expression process to develop and operate a public camping site in Sisters Beach; and**
2. **Consider conducting a new Sisters Beach Public Camping expression of interest in 2022**

PURPOSE

To advise Council of the outcomes of the expression of interest process for an interested party to develop and operate a public camping site in Sisters Beach

BACKGROUND

At the 22 June 2020 Council meeting, Council adopted a motion to:

1. Note the feedback from the Sisters Beach public camping discussion paper
2. Commence an expression of interest process for an interested party to develop and operate a public camping site in Sisters Beach

DETAILS

The Sisters Beach Public Camping expression of interest opened 9 September 2020 and closed 9 October 2020.

A document was developed to provide a framework for submissions including:

1. Introduction
2. Project Information
3. Expression of interest conditions
4. Assessment

In addition, key reports were also provided to offer context for the expression of interest.

This included:

- 2015 Sisters Beach Open Space Plan
- Open Space Sport and Recreation Plan – Camping issues paper
- 2019 Freedom Camping Options Report

- 2020 Sisters Beach Freedom Camping – survey responses

There was also provision for further information requests if a potential applicant required clarification or to discuss a proposal.

Over the expression of interest period there were no enquiries received from the public.

The information provided to support the expression of interest process was detailed, with additional contextual reports provided and an ability for potential applicants to get personalised clarification and support.

Given the level of interest in public camping demonstrated by the survey responses to the Public Camping in Sisters Beach discussion paper it is surprising that no enquiries were received.

This may be due to the timing of the expression of interest process during COVID and a decline in the economic optimism. Border closures could also have been a factor.

Consideration of a further expression of interest process in 2022 may attract a potential applicant.

Should Council receive an expression of interest in the interim and the proposal met the criteria outlined in the documentation Council could consider this at the time.

STATUTORY IMPLICATIONS

Statutory Requirements

There are no statutory implications as a result of this report.

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 5: Economic Prosperity
Desired Outcomes
Tourists and residents visit and appreciate our natural environmental attractions and unique surroundings.
Our Priorities
5.9 Actively manage community and economic growth through community engagement.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Tourism	Memorable visitor experiences all year round – The must see destination, quality product, easy access, popular events and festivals with coordinated marketing. A longer season with increasing yields.
Natural resource management	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.
Place making and liveability	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.

Council Strategy or Plan Reference

Council Strategy or Plan	Date Adopted:
Tourism Plan (2011- 2020)	Annual Plan Action
Open Space, Sport and Recreation Plan 2017-2027	Adopted September 2017

POLICY IMPLICATIONS

Council has adopted the following documents in relation to public camping:

- Sisters Beach Open Space Plan 2015
- Open Space Sport and Recreation Plan 2015 – 2026
- Freedom Camping Options Report 2019

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications as a result of this report.

FINANCIAL IMPLICATIONS

There are no financial implications as a result of this report.

RISK IMPLICATIONS

Public camping has been a contentious issue and may draw criticism from the community, particularly in areas where public camping does not occur

CONSULTATION PROCESS

The consultation period for the Sisters Beach Public Camping expression of interest was four weeks. The expression of interest was promoted through social and other media strategies.

There was coverage through radio and information was available on Councils web page.

Hard copies of the information were also available in Sisters Beach.

CONCLUSION

The provision of a public camping site at Sisters Beach has been discussed for some years. The public camping discussion paper sort feedback from the community which was considered and insightful. The expression of interest process did not attract an applicant or generate any enquiries. COVID and the economic uncertainty could have been a factor. A further expression of interest process in 2022 could be considered.

9.2 DESTINATION ACTION PLAN AND GENERAL TOURISM UPDATE

To: Council
Reporting Officer: Manager Tourism and Marketing
Responsible Manager: Director Community and Engagement
Report Date: 10 November 2020
File Reference: 1
Enclosures: Nil

RECOMMENDATION

That Council note the Destination Action Plan and Tourism annual update.

PURPOSE

To provide Council with an annual progress report on the Destination Action Plan and general tourism matters.

BACKGROUND

The Wynyard Destination Action Plan (DAP) was developed in 2017 through a joint initiative between Department of State Growth, the Cradle Coast Authority and the Waratah-Wynyard Council.

DAP's were developed for a number of Tasmanian destinations as an initiative of the Tasmanian Visitor Economy Strategy 2015-2021 (T21) Priority 4: Building capability, capacity and community'.

A core strategy is to recognise that visitors to the Cradle Coast Region are primarily attracted to destinations and experiences. Therefore, the development, marketing and management of the region's destinations are pivotal to the success of the whole region.

The priorities for the Wynyard DAP were established through a series of industry and community workshops led by Wayne Kaylor Thomson – a Consultant engaged by the Cradle Coast Authority. Council contributed \$1000 towards the project.

From these sessions, a working group consisting of 15 Wynyard business, industry and community members was formed to guide the staged 3-year implementation process.

Council adopted the Destination Action Plan in August 2017.

DETAILS

Initial interest in the planning phase of the DAP did not translate into active participation from industry in the implementation phase. Despite this, Council Officers progressed several priority actions and a significant number were completed.

Key projects included the development of the 'Loo with A View' Concept Plan, support for the Coastal Pathway and the development of a premier all-abilities playground (ANZAC Park Somerset).

In the past 12 months, funding that had been set aside by the State Government to support DAP projects has been diverted into the *Regional Tourism Projects Grants Program 2020*. The rationale behind this shift in funding direction is explained by the Department of State Growth below:

“In recognition of the current economic climate resulting from COVID-19, it was determined that project proponents would be unlikely to be able to provide the matched funding of at least two thirds of the grant request, as previously required in the DAP program criteria. In response to this the RTPP special release has removed the requirement for matched funds and has broadened the focus to support active tourism groups that are proposing projects that align with not only DAP and VES planning but other key tourism programs and strategies.”

(ref:https://www.stategrowth.tas.gov.au/thsu/grants_and_funding/regional_tourism_projects_program_round_2)

Under this new grant program, Council has applied for a \$10,000 grant to pursue the ‘Loo With a View’ Business Plan. The outcome of this application is unknown at the time of writing this report.

GENERAL TOURISM UPDATE FOR 2020:

WOW National Award

A real highlight for the year was Wonders of Wynyard being awarded a Silver Medal at the Qantas Australian Tourism Awards Presentation Dinner in Canberra on Friday 6th March 2020.

The Australian Tourism Awards recognise and promote excellence across a range of categories, with finalists all having won their respective categories at the State level that year. Wonders of Wynyard received the honour of winning the Tasmanian Tourism Awards Visitor Information Category, for the 4th year in a row in November 2019 – securing a place at the Australian awards as a finalist.

Winning a Silver medal on the National stage is a huge achievement and testament to the role that the Wonders of Wynyard plays in our municipal area. The dedicated staff and volunteers have an outstanding reputation for delivering quality customer service – making visitors feel welcome, promoting local attractions and businesses and encouraging them to stay longer and spend more in the communities. The WOW was also recognised for its innovative business and marketing strategies, contribution to the local economy and quality of visitor experience.

Impact of COVID-19

COVID-19 has had a broad and significant impact on the tourism and hospitality industries not only in Tasmania, but across the nation and the world. Tourism Tasmania did not conduct the Tasmanian Visitor Survey for the March-June quarter, however WOW visitor numbers for July show a trend of roughly one quarter the traditional visitation numbers compared to the winter period in previous years. Anecdotally these figures were representative of the experience of the broader industry during the March-July period.

As a result of missing the end of the cruise season and closing the doors from late March to beginning July 2020, WOW figures were down between 20-30% for the financial year 19/20.

WOW staff were heavily impacted, being stood down from early April until re-opening on 1 July. Eligible staff accessed Council’s Pandemic leave and a combination of annual leave and leave without pay during that 3 month period. All staff remained positive and connected to Council during the shutdown period and returned to their roles once the doors opened in July. The cooperation and commitment shown by staff during an extremely difficult time is to be commended.

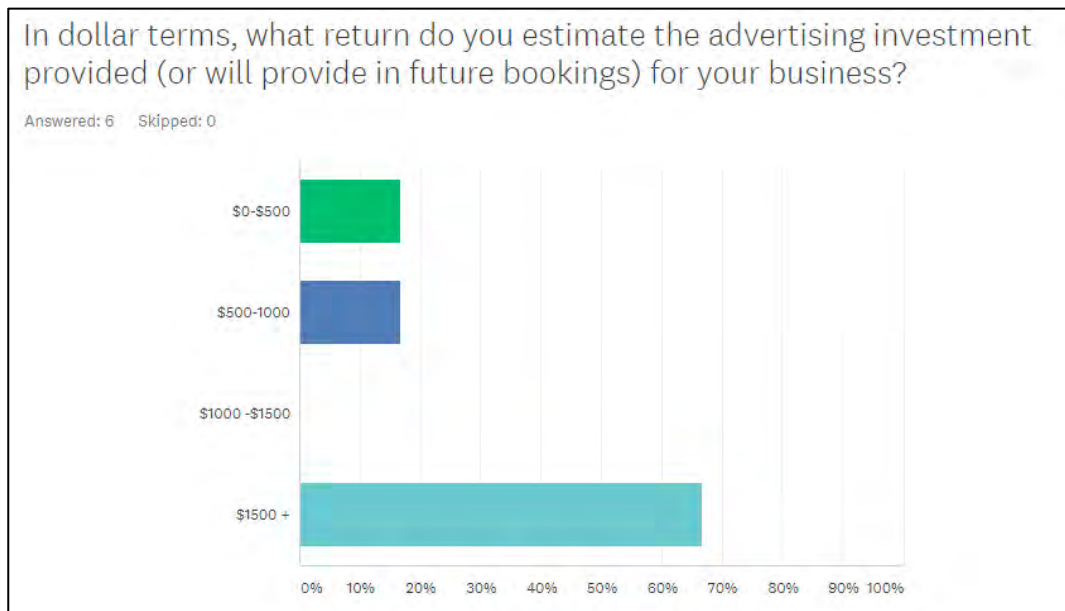
Marketing campaigns

Since September 2020, the Tasmanian tourism industry has been supported with the State Government Travel Voucher scheme, which has seen a rise in intrastate travel and a positive increase in visitation for regional communities.

To capitalise on this ‘Make Yourself at Home’ State-wide marketing push by Tourism Tasmania, Council ran a very successful campaign aimed at attracting Tasmanian’s to Wynyard and Surrounds. The ‘Get Closer’ campaign ran throughout August, September and into October in the Mercury newspaper and Sunday Examiner. The advertisements were also widely distributed on social media.

Local operators were invited to participate with an adjoining full page advertisement each time Council ran a destination ad. The pages were fully subscribed each time. Businesses who participated were asked to complete a short survey after the advertisements ran. Six of the eleven businesses completed the survey, with 100% of respondents reporting they believed the advertising campaign represented a good return on investment for their business.

In dollar terms , two thirds reported in excess of \$1500 bookings as a direct result of the campaign.

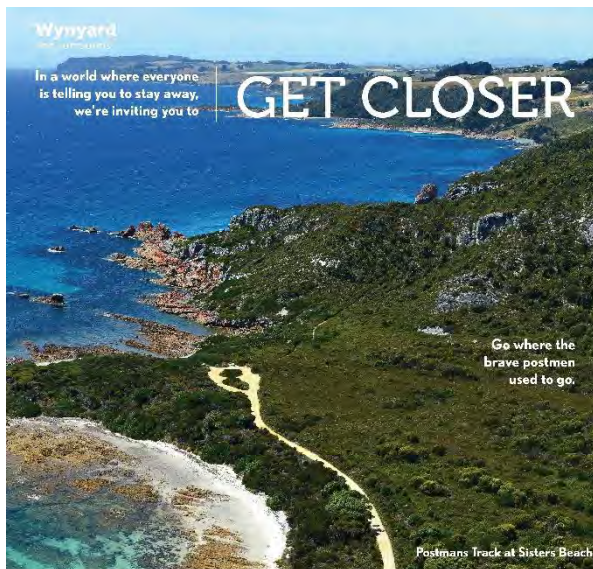


Participants rated both the success of the campaign as a destination promotion and an individual business promotion as an average 4.3/5 rating. Participants were complimentary of Council for organising the opportunity to participate as a collective – acknowledging they would have been unlikely to participate if they had to organise individually.

This campaign was great value for money. Our reservations came from the retired market and additional spend (Restaurant) has been excellent to date. Two of the bookings have completed their stay and both couples visited the Wonders of Wynyard/Car collection.

8/28/2020 9:26 AM [View respondent's answers](#) [Add tags](#) ▾

Examples of 'GET CLOSER' advertisements



To discover how to get closer to everything you've been missing, contact us at the Wonders of Wynyard Exhibition and Visitor Information Centre. We can assist with accommodation options, maps, day trip ideas, information on local attractions, experiences, great walking tracks and local markets (and a few other local secrets).

- GET CLOSER**
- NATURE
 - HISTORY
 - ADVENTURE
 - LOCAL ARTISANS

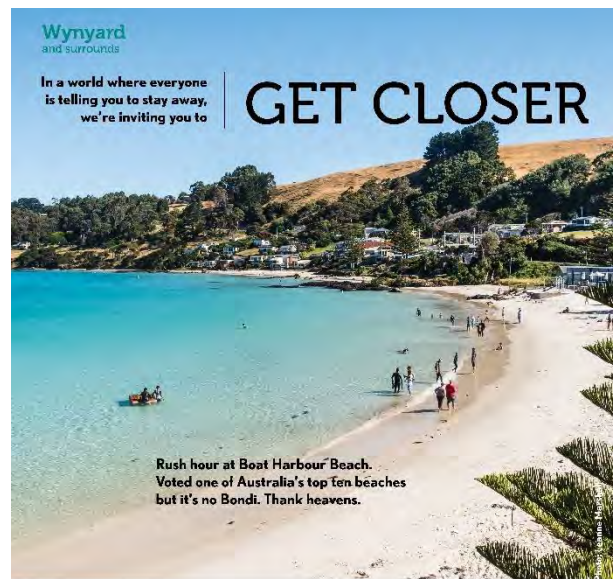
Wynyard
and surrounds



8 Exhibition Link, Wynyard TAS 7320 ph: 6443 8330
www.wondersofwynyard.com



TRAVEL & TOURISM
MAKE YOURSELF AT HOME



To discover how to get closer to everything you've been missing, contact us at the Wonders of Wynyard Exhibition and Visitor Information Centre. We can assist with accommodation options, maps, day trip ideas, information on local attractions, experiences, great walking tracks and local markets (and a few other local secrets).

- GET CLOSER**
- NATURE
 - HISTORY
 - ADVENTURE
 - LOCAL ARTISANS

Wynyard
and surrounds



8 Exhibition Link, Wynyard TAS 7320 ph: 6443 8330
www.wondersofwynyard.com



TRAVEL & TOURISM
MAKE YOURSELF AT HOME



To discover how to get closer to everything you've been missing, contact us at the Wonders of Wynyard Exhibition and Visitor Information Centre. We can assist with accommodation options, maps, day trip ideas, information on local attractions, experiences, great walking tracks and local markets (and a few other local secrets).



8 Exhibition Link, Wynyard TAS 7320 ph: 6443 8330
 wow@warwyn.tas.gov.au www.wondersofwynyard.com



GET CLOSER
 • NATURE
 • HISTORY
 • ADVENTURE
 • LOCAL ARTISANS

Wynyard
 and surrounds

TASKAL 4
MAKE YOURSELF AT HOME



To discover how to get closer to everything you've been missing, contact us at the Wonders of Wynyard Exhibition and Visitor Information Centre. We can assist with accommodation options, maps, day trip ideas, information on local attractions, experiences, great walking tracks and local markets (and a few other local secrets).



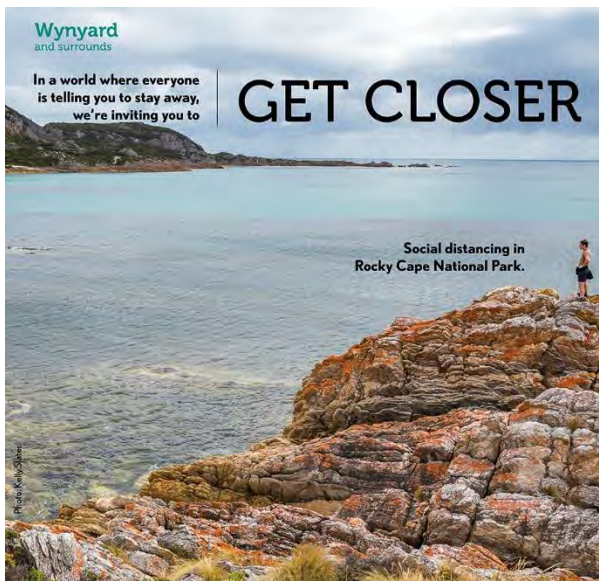
8 Exhibition Link, Wynyard TAS 7320 ph: 6443 8330
 wow@warwyn.tas.gov.au www.wondersofwynyard.com



GET CLOSER
 • NATURE
 • HISTORY
 • ADVENTURE
 • LOCAL ARTISANS

Wynyard
 and surrounds

TASKAL 4
MAKE YOURSELF AT HOME



To discover how to get closer to everything you've been missing, contact us at the Wonders of Wynyard Exhibition and Visitor Information Centre. We can assist with accommodation options, maps, day trip ideas, information on local attractions, experiences, great walking tracks and local markets (and a few other local secrets).



8 Exhibition Link, Wynyard TAS 7320 ph: 6443 8330
 wow@warwyn.tas.gov.au www.wondersofwynyard.com



GET CLOSER
 • NATURE
 • HISTORY
 • ADVENTURE
 • LOCAL ARTISANS

Wynyard
 and surrounds

TASKAL 4
MAKE YOURSELF AT HOME



To discover how to get closer to everything you've been missing, contact us at the Wonders of Wynyard Exhibition and Visitor Information Centre. We can assist with accommodation options, maps, day trip ideas, information on local attractions, experiences, great walking tracks and local markets (and a few other local secrets).



8 Exhibition Link, Wynyard TAS 7320 ph: 6443 8330
 wow@warwyn.tas.gov.au www.wondersofwynyard.com



GET CLOSER
 • NATURE
 • HISTORY
 • ADVENTURE
 • LOCAL ARTISANS

Wynyard
 and surrounds

TASKAL 4
MAKE YOURSELF AT HOME

STATUTORY IMPLICATIONS

Statutory Requirements

There are no statutory implications as a result of this report.

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL
Desired Outcomes
Tourists and residents visit and appreciate our natural environmental attractions and unique surroundings.
Our Priorities
5.10 Develop a recognised brand and actively market the local government area.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Tourism	Memorable visitor experiences all year round – The must see destination, quality product, easy access, popular events and festivals with coordinated marketing. A longer season with increasing yields.

Council Strategy or Plan Reference

Council Strategy or Plan	Date Adopted:
Destination Action Plan	Adopted January 2017
Tourism Plan (2011- 2020)	Annual Plan Action

POLICY IMPLICATIONS

There are no policy implications as a result of this report.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications as a result of this report.

FINANCIAL IMPLICATIONS

Should the grant application for the Loo With A View Business Plan be unsuccessful, funds for this project will be sourced from the current operational budget.

RISK IMPLICATIONS

There are no risk implications as a result of this report.

CONSULTATION PROCESS

There are no consultation requirements as a result of this report.

CONCLUSION

2020 was a tumultuous year for tourism, however with some highlights such as the success at National Tourism Awards and the positive impact of innovative new marketing strategies, the news is not all negative and there is the potential for smaller regional communities to recover more quickly than previously thought. Moving forward with reimagining tourism product to appeal to a new mix of visitors creates challenges, but also opportunities to position Wynyard and Surrounds in a new marketplace. Projects such as ANZAC park, the

Coastal Pathway and Loo With A View will all assist in driving demand and supporting a positive visitor experience in the future.

9.3 WASTE AND RESOURCE RECOVERY STRATEGY - WYNYARD WASTE TRANSFER STATION OPENING HOURS

To: Council
Reporting Officer: Project Manager
Responsible Manager: Director Infrastructure and Development Services
Report Date: 29 October 2020
File Reference: Waste Management
Enclosures: Nil

RECOMMENDATION

That Council revisit the Wynyard Waste Transfer Station opening hours in 2023/24 or after progression of other Waste Strategy actions which may influence community beliefs towards a change in hours

PURPOSE

To consider options relating to a change in opening hours at the Wynyard Waste Transfer Station (WTS) in accordance with the Waste and Resource Recovery Strategy.

BACKGROUND

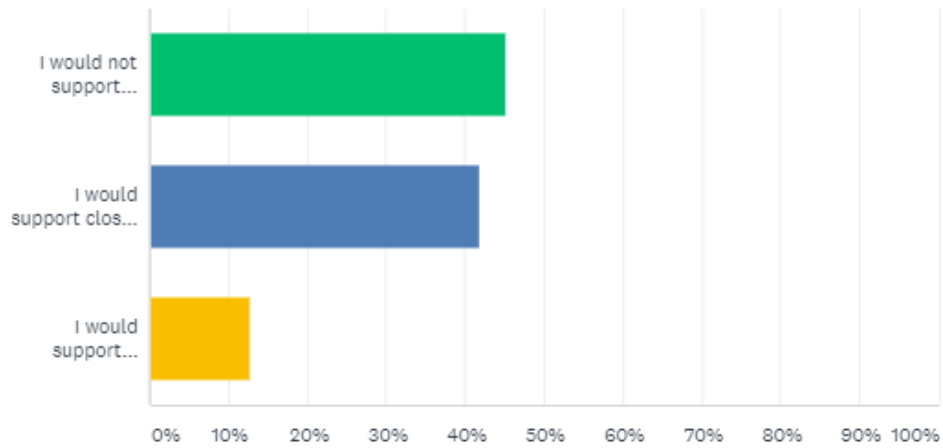
The Wynyard WTS is currently open seven days per week from 10am to 4pm. The site is managed by a contractor, although operational support is also provided by Council Works and Services staff. The WTS is located within a residential area which limits possible operating times in order to avoid noise pollution for nearby residents.

One of the actions endorsed within the Council's Waste and Resource Recovery Strategy 2019-2024 was to:

- Determine community's appetite for a change in opening hours at the Wynyard WTS and implement changes (if any) the following year

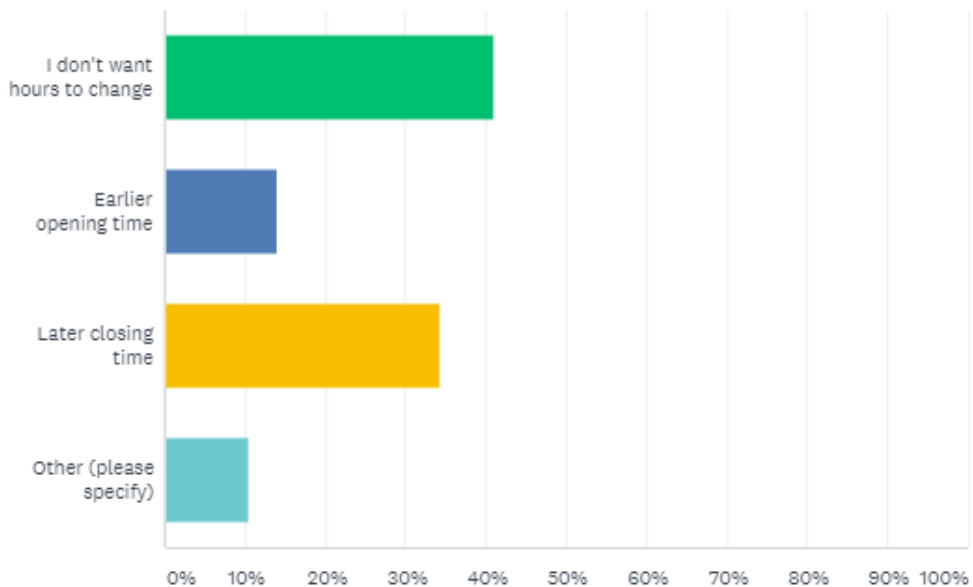
During February and March 2020, some of the Year 1 actions were progressed via a waste survey, including the review of WTS opening hours. Results of the survey were noted by Council in May and June 2020. The responses for the relevant questions are listed below, with the results shown graphically –

The Waste Transfer Station currently operates between the hours of 10am and 4pm daily. Council has heard from some community members that these hours are not always suitable. Increasing the number of hours open will increase costs to cover the running of the facility, including wages and electricity. For example, if the opening hours were increased by seven hours each week, it is estimated that every property will need an increase of about \$4 per annum (equivalent 7 cents per week) to cover the costs of the change. What do you think about changing the hours of the Wynyard Waste Transfer Station?



ANSWER CHOICES	RESPONSES
I would not support changing the hours - keep it at 10am to 4pm daily	45.23% 261
I would support closing the Waste Transfer Station for one day during the week, so opening hours can be extended on other days	41.94% 242
I would support increasing the hours of the Waste Transfer Station and would be happy to pay an additional cost	12.82% 74
TOTAL	577

If you were interested in changing the hours of the Wynyard Waste Transfer Station, what would be your preference?



ANSWER CHOICES	RESPONSES	
I don't want hours to change	41.05%	227
Earlier opening time	14.10%	78
Later closing time	34.36%	190
Other (please specify)	10.49%	58
TOTAL		553

DETAILS

There are three main options for consideration when assessing an appetite for the change in WTS opening hours. They are:

1. Do nothing and maintain the current spread of hours (10am-4pm, 7 days per week)
2. Change hours but maintain existing total hours – Change hours to a later opening time or close one day per week so the WTS can open at a different time (i.e. later closing time)
3. Increase hours – Increasing hours and recovering additional costs through an equal increase in the waste utility charge. It is estimated that if opening hours were increased by seven hours each week every property may be charged an additional \$4 per annum to cover these expenses (equivalent to 7 cents per week)

To determine the community's appetite for a change in opening hours, questions were included within the Waste Survey conducted during February and March 2020. At the close of the survey, 604 responses were received. The following can be determined from the draft results:

1. Approximately 13% of respondents support an increased cost to allow for increased transfer station opening hours
2. Approximately 45% of respondents would not support a change in opening hours
3. Approximately 42% of respondents would support closing the transfer station one day a week to allow for hours to be extended on other days
4. When asked about preferences for opening hours, 41% did not want a change to opening hours, 34% preferred a later closing time, 14% preferred an earlier opening time and 10% have not agreed with either of these options.

In essence, the survey results do not point to a strong majority option for any change to operating hours. It should be noted that the survey was undertaken prior to gate fees being lifted at the WTS for Waratah-Wynyard residents, which could remove one of the barriers to waste disposal (cost). It is unclear whether this would affect the results of the survey significantly.

The opening hours at the WTS may also be influenced by other waste disposal options, such as:

- a) Food Organics and Garden Organics (FOGO) collection – Included in the Waste and Resource Recovery Strategy to investigate the feasibility of this service

- b) Rural kerbside collection - Included in the Waste and Resource Recovery Strategy to investigate the feasibility of this service
- c) Industry waste volumes that are disposed of directly to the Port Latta Landfill

Most of the above alternative disposal options are currently being explored through the Waste and Resource Recovery Strategy, with the outcomes of each yet to be determined by the Council. Ultimately, if implemented or made available, these alternatives can reduce the total waste volumes at the WTS, as well as the number of customers needing to access the WTS. In doing so, it may be less desirable to alter the opening hours at the WTS as community members would have access to alternative and more accessible options.

STATUTORY IMPLICATIONS

Statutory Requirements

There are no statutory implications as a result of this report.

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 7: Environment
Desired Outcomes
Our community uses the renewable and natural environment to meet its energy needs and assist in reducing the effects of global warming.
Tourists and residents visit and appreciate our natural environmental attractions and unique surroundings.
Our Priorities
7.1 Provide education to facilitate awareness and appreciation of built and natural assets.

GOAL 1: Leadership and Governance
Desired Outcomes
We make publicly transparent decisions on spending and future directions while encouraging community feedback.
Our Priorities
1.2 Strengthen our communication with the community using diverse communications channels relevant to the demographic.
1.5 Build our knowledge base to apply in decision-making processes.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Access and infrastructure	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.
Natural resource management	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.
Place making and liveability	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

Community Future Direction Theme	Key Challenges & Opportunities:
	supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.

Council Strategy or Plan Reference

Council Strategy or Plan	Date Adopted:
Waste Strategy 2019-2024	Adopted August 2019
iCEP (Integrated Council Environmental Plan 2020-2030)	Adopted August 2020

POLICY IMPLICATIONS

There are no policy implications as a result of this report.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications as a result of this report.

FINANCIAL IMPLICATIONS

There are no financial implications as a result of this report.

RISK IMPLICATIONS

There are no risk implications as a result of this report.

CONSULTATION PROCESS

The community's appetite for a change in opening hours were measured by the results from the Waste Survey conducted in early 2020. The survey was largely made available online, however printed versions and telephone interviews were undertaken by request. The survey was advertised by multiple social media posts, the Council's website, and a mailout to ratepayers.

CONCLUSION

The community waste survey did not give a clear direction for the change in opening hours for the Wynyard WTS. In addition, other Waste Strategy actions under consideration, such as the rural kerbside collection and FOGO collection, may change the volume and customers at the WTS and subsequently the need for a change in WTS opening hours. It is therefore recommended that the Council revisit the opening hours in approximately 2023/24 to allow time to consider these options and better understand whether community beliefs in terms of opening hours change as a result.

9.4 WASTE AND RESOURCE RECOVERY STRATEGY - FOGO FEASIBILITY STUDY

To: Council
Reporting Officer: Project Manager
Responsible Manager: Director Infrastructure and Development Services
Report Date: 29 October 2020
File Reference: Waste Management
Enclosures: 1. FOGO Feasibility Study 

RECOMMENDATION

That Council note the contents of the Food Organics and Garden Organics (FOGO) Feasibility Study and given the current economic uncertainty:

- 1. defer any implementation of a Waratah-Wynyard FOGO kerbside collection service; and**
- 2. promote alternative methods to encourage the diversion of FOGO materials from landfill.**

PURPOSE

To present to Council the findings from the FOGO Feasibility Study and the options for implementing a FOGO collection service within Waratah-Wynyard.

BACKGROUND

Council adopted its five year Waste and Resource Recovery Strategy 2019-2024 in August 2019. The Strategy serves as Waratah-Wynyard Council's commitment to sustainable and affordable service delivery into the future for waste management. One of the actions for consideration within the Waste Strategy is to:

- (1A) Explore opportunities to reduce organic waste to landfill

Currently, there are no local organics processing facilities to stockpile and process FOGO material collected into a suitable product such as compost. The closest processing facility for FOGO is in Launceston while Dulverton Waste Management (DWM) operate a GO (garden organics) only processing facility located near Latrobe.

Council engaged the specialist services of Mike Ritchie & Associates (MRA) in 2019 to undertake an analysis of the service options available for a kerbside collection service. This included a review of organics processing technologies, landfill gate fees, collection frequency, bin size, community attitudes and perceptions towards a FOGO service and a cost analysis of the options. The entire feasibility study was resource shared with Circular Head Council.

It was recognised during the development of the FOGO Feasibility Study that there are a number of factors which could influence decision making around extending services to include a kerbside FOGO collection. These factors include the Council's diversion goal within the Waste and Resource Recovery Strategy, regional targets, environmental benefits, the promotion of a circular economy, logistics, possible revenue offsets for use or sale of the end product and community affordability. State government policies and legislation reviews, such as the proposed legislated state waste levy (installed on tonnes of waste and likely

funded via local governments), is also likely to influence decision-making around FOGO collection services. Similarly, the regional Cradle Coast Waste Strategy has a strong waste diversion goal, underpinned by exploration of FOGO servicing options expansion at the DWM facility.

DETAILS

The FOGO Feasibility Study involved a set of seven waste management scenarios which were assessed using a multi-criteria analysis tool (MCA). The MCA considered economic, social, environmental and governance factors and weighted according to the Council's strategic intent. The MCA included an assessment of community attitudes and beliefs as identified through the results of the 2020 Waste Survey, the results of which were tabled by the Council in May and June 2020.

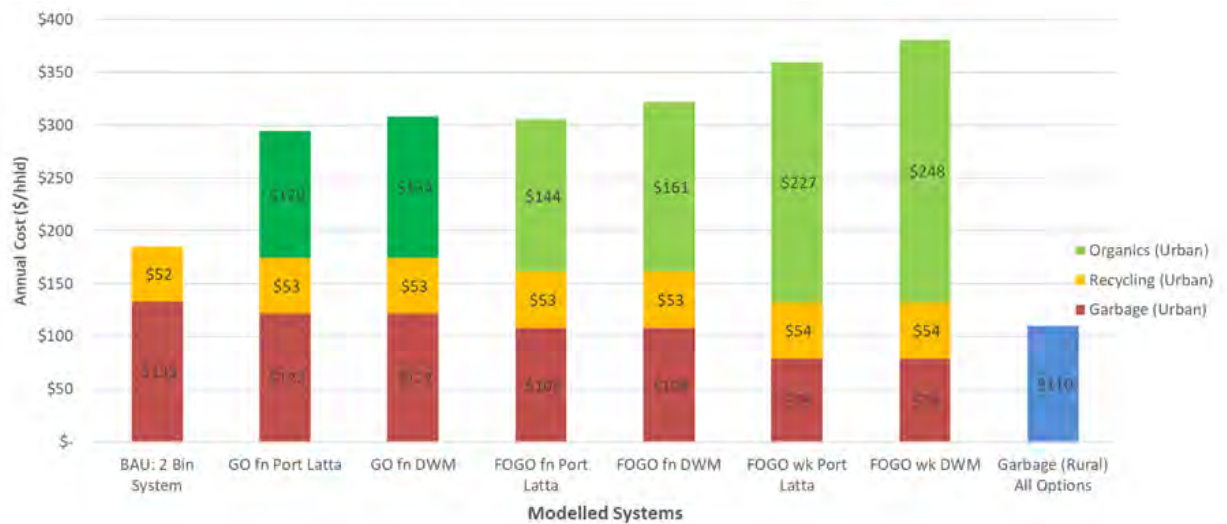
The seven scenarios included a comparison of the current business as usual (BAU) two-bin kerbside collection system, with transporting organics material to the DWM waste facility and a hypothetical infrastructure installation at the Port Latta Landfill, to be shared with Circular Head Council.

The seven options and the MCA results are included in the table below:

Option	System Options	Waratah-Wynyard MCA result	Waratah-Wynyard MCA Rank
1	BAU 2 bin system	59.8%	7
2	Fortnightly GO to Port Latta	69.8%	5
3	Fortnightly GO to DWM	65.0%	6
4	Fortnightly FOGO to Port Latta	80.3%	2
5	Fortnightly FOGO to DWM	75.1%	3
6	Weekly FOGO to Port Latta	82.1%	1
7	Weekly FOGO to DWM	74.4%	4

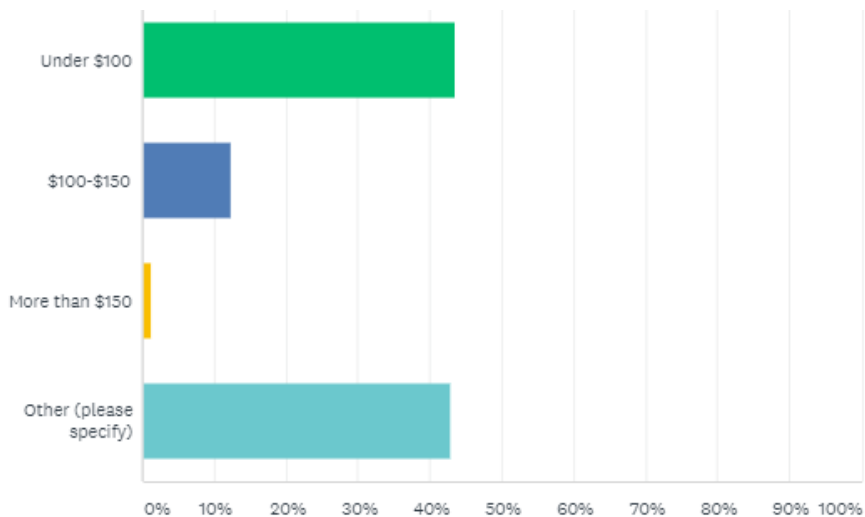
In summary, the highest ranked options from the MCA were either a weekly FOGO or fortnightly FOGO collection and transport to a hypothetical processing facility at Port Latta. The lowest ranked option from the MCA was the Council's current BAU.

In considering expansion of the service, the community's capacity to pay was considered as part of the FOGO Feasibility Study. The indicative average cost to households per year for each of the seven options is shown in the graph below, represented as the 10-year net present value:



In early 2020 a Waste Survey was conducted to understand the community’s views in relation to a number of actions included within the Year 1 actions of the Waste and Resource Recovery Strategy. Over 600 responses to the survey were received. One of these questions related directly to the community’s capacity/willingness to pay more for the extension of services to incorporate a FOGO kerbside collection. The responses for this question are listed below, with the results shown graphically:-

If a food and garden waste kerbside collection service is offered, there will be a cost to process the materials. This could be offset from the sale of compost and changes to current kerbside collection services. What is the maximum additional amount you are prepared to pay per year to include a food and garden waste kerbside collection?



ANSWER CHOICES	RESPONSES
Under \$100	43.59% 245
\$100-\$150	12.28% 69
More than \$150	1.25% 7
Other (please specify)	42.88% 241
TOTAL	562

The majority of “other” responses (63%) did not want to pay any extra for the service.

It can be concluded from these results that the majority (55.87%) of the community would be prepared to pay for a new FOGO kerbside collection service with most (43.59%) preferring to pay less than \$100 per year. All options for an organics collection modelled within the FOGO Feasibility Study suggest an increase greater than \$100, excluding any offsets from sale or use of the end product. It should be noted that the survey was conducted pre-COVID19 and this might again influence the community’s capacity to pay during times of hardship.

There are alternative diversion strategies for FOGO rather than a standard FOGO kerbside collection, although kerbside services are likely to produce the highest diversion rate. Education campaigns, when done well, can provide some limited momentum to drive at-home compost systems and waste avoidance. Benefits for programs such as the ‘Compost Revolution’ could be explored as a way to offset ratepayer investment for compost systems. Other third-party programs offer opportunities for social connectivity by linking community members with compost hubs, whilst also providing ways for the household to measure their individual environmental impact in terms of waste diversion. These methods which focus on education and awareness campaigns are typically low cost for implementation and whilst they offer greater diversion potential over existing practices, they generally offer lower diversion rates compared to other options.

In terms of state policy, the Tasmanian Government’s draft Waste Action Plan (WAP) provides a framework on ways to address waste and resource recovery challenges within the state. One aspect of the WAP is the establishment of a legislated state-wide waste levy to support ongoing waste and recycling activities within the state and promote a circular economy. It is not clear when this document will be finalised.

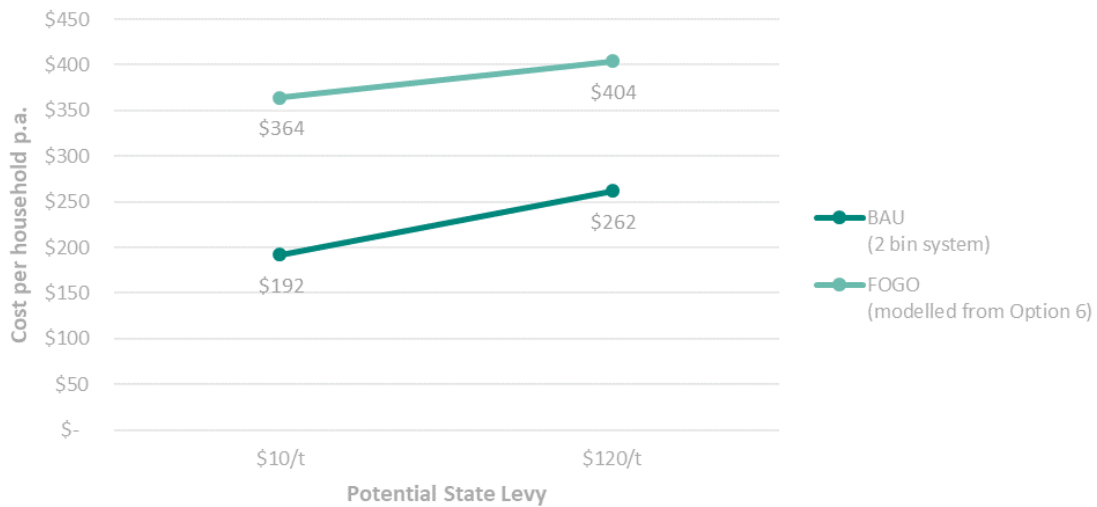
The introduction of a state waste levy is intended to provide a funding source for state waste and resource recovery initiatives and incentivise (via pricing levers) diversion of waste away from landfill.

The proposed state-wide waste levy is intended to replace voluntary waste levies for the region, currently \$5/tonne of waste to landfill for Waratah-Wynyard. A consulting firm was engaged to undertake an impact assessment of the state levy in order to understand the impact on various sectors of the economy in relation to a landfill levy; consideration of levy rate options; and suggesting a target levy rate that balances between WAP policy objectives and impacts to the community.

One of the key focus areas from within the WAP is the reduction of organic waste sent to landfill to reduce emissions. To achieve the targets set out within the WAP, infrastructure investment will be required to enable kerbside separation of organics materials and processing facilities for organics. Until the WAP is finalised, it is unclear what investment will be available in regional local communities to help support diversion activities however it is probable that it will include a focus on organics processing.

To understand the influence of possible state-wide pricing levers, a post feasibility study sensitivity analysis was conducted to consider the impact upon the modelled options 1 & 6 of the introduction of a state-wide waste levy at various \$/tonne price points: -

TOTAL COLLECTION SERVICE COST
AVG ANNUAL \$/HOUSEHOLD
 10 Year NPV



As can be seen in the above, the potential state-wide waste levy across the probable \$10-\$120/tonne range does not significantly change the outputs of the FOGO feasibility study i.e. it would result in an increase to households for waste services in all foreseeable scenarios.

Processing via Port Latta Landfill (hypothetical)

The FOGO Feasibility Study reviewed the potential of infrastructure being installed on remediated land at the Port Latta Landfill to enable local processing and retention of organics materials. The analysis suggested that the hypothetical gate fee for FOGO materials in this scenario is in the region of \$115/tonne. This would require an initial capital investment of approximately \$3.5million by the infrastructure owner/s.

Processing via DWM

Disposing of FOGO materials at DWM will also attract a gate fee, intended to fund the costs of processing the materials. Expenses associated with transport is a large factor when considering these options. The DWM organics processing site is approximately 80kms from Wynyard central, in comparison the Port Latta Landfill is nominally half that distance. In either scenario, any offset to cost by the sale of the end product has not been determined however it should be noted that DWM have an existing market presence for product from their existing GO processing facility.

STATUTORY IMPLICATIONS

Statutory Requirements

There are no statutory implications as a result of this report.

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 1: Leadership and Governance
Desired Outcomes

We make publicly transparent decisions on spending and future directions while encouraging community feedback.
Our Priorities
1.2 Strengthen our communication with the community using diverse communications channels relevant to the demographic.
1.5 Build our knowledge base to apply in decision-making processes.

GOAL 7: Environment
Desired Outcomes
Our community uses the renewable and natural environment to meet its energy needs and assist in reducing the effects of global warming.
Our Priorities
7.1 Provide education to facilitate awareness and appreciation of built and natural assets.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Access and infrastructure	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.
Natural resource management	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.
Place making and liveability	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.

Council Strategy or Plan Reference

Council Strategy or Plan	Date Adopted:
Waste Strategy 2019-2024	Adopted August 2019
iCEP (Integrated Council Environmental Plan 2020-2030)	Adopted August 2020

POLICY IMPLICATIONS

There are no policy implications as a result of this report.

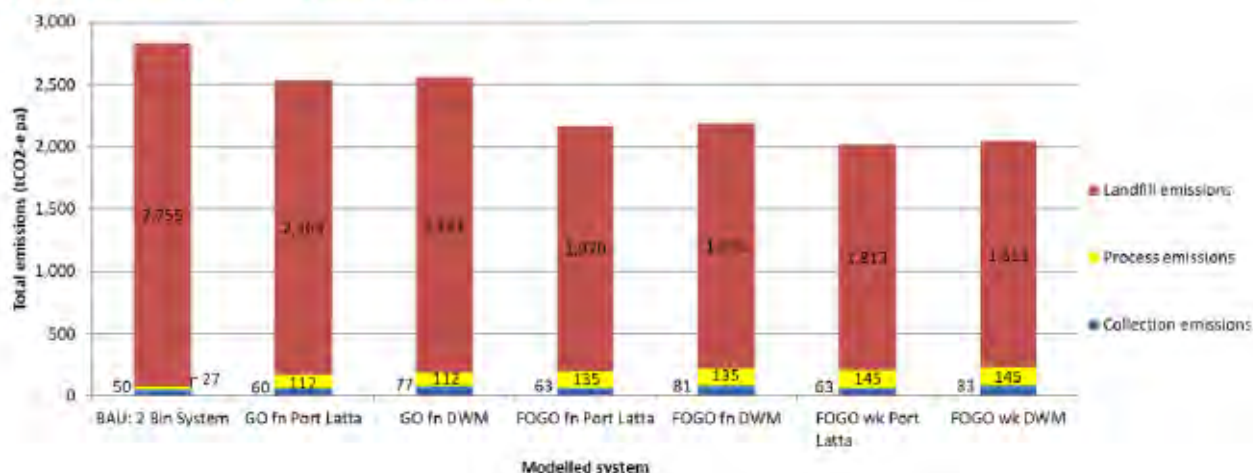
ENVIRONMENTAL IMPLICATIONS

The majority of all emissions associated with a kerbside collection arise from landfilled material. In landfill, the anaerobic decomposition of organic material creates significantly greater greenhouse gas emissions compared with the composting of organic materials at a compost facility.

As modelled in the feasibility study, emissions from waste management activities are predicted to reduce by 21%-29% if one of the FOGO-to-Port Latta options are used.

Emissions are marginally higher (1%) if FOGO is taken to DWM due to the additional transport. This information is represented graphically below:

Figure 24 Waratah-Wynyard Council: Total emissions



FINANCIAL IMPLICATIONS

Financial implications vary depending on the options selected within the FOGO Feasibility Study. The recommendation to defer any implementation of a WWC kerbside FOGO collection service has nil financial implications.

RISK IMPLICATIONS

Council's Waste and Resource Recovery Strategy aims to divert 50% waste from landfill by 2024, which is in line with regional targets. The feasibility study suggests that a 54%-58% recovery rate could be achieved if a kerbside FOGO collection service is implemented. Without implementing FOGO diversion strategies, it is possible that Council will not meet this target.

If a kerbside FOGO collection service is implemented, there are risks of contamination and cost overruns in implementation and delivery. Both of these risks can be mitigated with careful planning and strong education and engagement campaigns.

CONSULTATION PROCESS



There are no consultation requirements as a result of this report.

CONCLUSION

Assumptions made to the forecast scenarios within the feasibility study rely upon community take-up of a FOGO kerbside collection service and MRA have noted such in their recommendation for strong communications and education if Council is to proceed this way.

The state and regional waste strategies appear to strongly advocate FOGO diversion from landfill outcome. Noting the contents of the Food Organics and Garden Organics (FOGO) Feasibility Study now but deferring any implementation allows Council to consider the costs, benefits and impacts of the introduction of such a service at a later point into the future.

9.5 CRADLE COAST WASTE MANAGEMENT GROUP

To:	Council
Reporting Officer:	Executive Officer
Responsible Manager:	General Manager
Report Date:	9 November 2020
File Reference:	0411
Enclosures:	1. Cradle Coast Waste Management Group - Terms of Reference  2. Dulverton Annual Report 

RECOMMENDATION

That Council

- 1. endorse the new Terms of Reference for the Cradle Coast Waste Management Group noting that they came into effect on 1 November 2020; and**
- 2. note the Cradle Coast Waste Management Group Annual Report**

PURPOSE

For Council to consider the updated Cradle Coast Waste Management Group (CCWMG) Terms of Reference and note the 19/20 Annual Report

BACKGROUND

The Cradle Coast Waste Management Group (CCWMG) was established to:

- *Provide an integrated regional approach to waste management; and*
- *Implement strategies which minimise waste by using the waste hierarchy actions.*

The CCWMG represents seven (7) North West Tasmanian councils who agreed to participate in a voluntary waste levy scheme. The CCWMG key objectives are to:

- *Develop, resource, and monitor a 5-year strategic plan, annual plan and 10-year financial management plan; and*
- *Advocate and share information on regional waste management issues.*

Dulverton Waste Management (DWM) provides the executive, administrative, financial and communication support to the Group, including collecting and distributing the waste management levy and implementing the actions detailed in the CCWMG Strategic Plan.

DETAILS

At the Cradle Coast General Managers' (CCGM) meeting held on 14 August 2020, the CCWMG Terms of Reference (version 24.07.2020) were approved. The new Terms of Reference have been developed to better streamline the governance processes associated with the Group.

The Terms of Reference were to be effective from 1 November 2020 and planned to be reviewed by 30 June 2022 and thereafter biennially or as required by the CCWMG.

Under the new Terms of Reference, the membership of the CCWVG consists of the General Managers as the respective decision makers from each of the member Councils they represent. The previous CCWVG members (predominately council staff) will meet as required in a technical advisory capacity with Dulverton Waste Management to continue to project manage and report on the strategic, annual and financial plans.

At the Cradle Coast General Managers meeting held on 9 November 2020, the group endorsed the attached Annual Report and approved its distribution to each Council for noting.

STATUTORY IMPLICATIONS

Statutory Requirements

There are no statutory implications as a result of this report.

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 1: Leadership and Governance
Desired Outcomes
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.
Our Priorities
5.8 Ensure evidence-based allocation of infrastructure and land use to enable sustainable growth.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Governance and working together	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.

Council Strategy or Plan Reference

Council Strategy or Plan	Date Adopted:
Waste Strategy 2019-2024	Adopted August 2019
iCEP (Integrated Council Environmental Plan 2020-2030)	Adopted August 2020

POLICY IMPLICATIONS

There are no policy implications as a result of this report.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications as a result of this report.

FINANCIAL IMPLICATIONS

There are no financial implications as a result of this report.

RISK IMPLICATIONS

The new structure will make the decision making process of the CCWMG more efficient. Waste is a key focus for the region and the new approach will ensure all General Managers are briefed on these matters on a regular basis.

CONSULTATION PROCESS

There are no consultation requirements as a result of this report.





CONCLUSION

It is recommended that Council note the Cradle Coast Waste Management Group 19/20 Annual Report and endorse the updated Terms of Reference, noting that they are effective from 1 November 2020.

9.6 PROCUREMENT POLICY REVIEW

To: Council
Reporting Officer: Project Support Officer
Responsible Manager: General Manager
Report Date: 26 October 2020
File Reference: Financial Management

Enclosures:

1. Revised Procurement Policy 
2. Revised Code for Tenders and Contracts 
3. Policy Appendix A - Procedure for Making a Purchase Valued at \$100,000 or more 
4. Policy Appendix B - Procedure for Making a Purchase Valued at \$100,000 or more. 

RECOMMENDATION

That Council adopt the revised Procurement Policy and the revised Code for Tenders and Contracts with immediate effect.

PURPOSE

This report has been prepared for Council to consider proposed amendments to the Procurement Policy and the Code for Tenders and Contracts.

The documents provide a framework to ensure that Council's procurement practices are compliant and in line with best practice.

BACKGROUND

Under the *Local Government Act 1993 Division 2A section 333B*, a Council must adopt a code of tendering and comply with the code. The Code must be reviewed every four years.

Council's current code for tendering had a substantial review in 2019 and was adopted by Council in August 2019.

The Procurement Policy applies to the acquisition of all goods and services from suppliers external to Council. The Code for Tenders and Contracts provides additional requirements for purchases above \$100,000.

The policies provide a framework for procurement decision making that will:

- ensure compliance with relevant legislation;
- enhance principles of value for money through fair, competitive, non-discriminatory procurement;
- promote the use of resources in an efficient, effective and ethical manner;
- encourage probity, accountability and transparency in decision making;
- provide reasonable opportunity for competitive local businesses to supply to Council;
- minimise the cost to suppliers of participating in the tendering process;

-
- allow Council to appropriately manage risk;
 - promote Council's economic, social and environmental plans and policies.

The policies exclude services provided by staff employed via payroll and investments.

DETAILS

The Local Government Association has provided a model template for the Code of Tenders and Contracts which were used in the development of Councils existing policies. The policies have been further strengthened following the outcome of a recent internal audit.

Procedural detail associated with Council tender and contract management systems and processes is included (those required by legislation).

The Procurement Policy applies to the acquisition of all goods and services from suppliers external to Council. The Code for Tenders and Contracts provides additional requirements for purchases above \$100,000.

Summary of Policy Changes

The structure of the policy documents has been reviewed with the aim of removing duplication of content. The policy content changes are limited to:

- Inclusion of environmental and sustainability considerations in purchasing decisions.
- Clarifying of record keeping requirements of purchasing officers (in associated procedures).
- Provision for the General Manager to approve tenders that are below \$250,000 if the purchase is within the parameters of the budget set by Council (currently allowable under existing delegation but not utilised).
- Provision for the General Manager to make a determination if a Public tender process will be undertaken for purchases below \$250,000.
- Additional reporting obligations to Council relating to purchases valued at \$100,000 or more.

Environmental & Sustainability Considerations

The revised policies include a new purchasing principle of environmental and sustainability Considerations.

This new purchasing principle is in line with Council's iCEP plan *Action 8.1 Develop a Sustainable Purchasing Strategy and/or policy to ensure purchasing decisions consider quality and sustainability (incl. carbon footprint) as well as price.*

The new principle means that Council will consider the potential environmental impact of the product or services to be purchased and will consider the longer-term sustainability impacts of the purchase.

In practice this means that Council will:

- Undertake an assessment of the life cycle costs of the purchase with a view to minimising the use of energy, fuel and like inputs;
- Consider the source of the materials incorporated in the purchase and favour products that are produced using sustainable resources;

-
- Contract documentation requires that contractors prepare an environmental management plan to mitigate environmental impacts of construction work.
 - Consider the use of recyclable materials in its decision making.

Record Keeping Requirements

Internal audits are a standard business process that allow Council to understand where improvements can be made and/or where there might be gaps in compliance with policies and other statutory obligations.

A recent internal audit deemed the existing Procurement Policy appropriate but recommended several improvements to documentation and record keeping ensuring processes and practices are consistently applied and captured across the organisation.

The procedures have been updated to provide clearer guidelines in record keeping. Internal training has also been provided to purchasing officers on record keeping obligations.

Tendering Requirements

The recent internal audit deemed the existing Procurement Policy appropriate but recommended several improvements to provide greater efficiency and effective practice and recommended a review of Council's current Public Tendering practices for procurement between \$100,000 and \$250,000.

The Act and Regulations require Council to invite tenders for any contract it intends to enter into for the supply or provision of goods or services valued at or above \$250,000 (excluding GST).

General Manager Approval of Amounts Over \$100,000

Whilst the General Manager currently has delegated authority to approve purchases over \$100,000, the current practice is to report the outcome of every Public Tender to Council.

The revised Policy includes the ability for the General Manager to approve purchases up to \$250,000 provided the procurement is in line with the budget parameters set by Council.

It is proposed that all procurement contracts entered into above \$100,000 be reported to Council on a monthly basis. The revised policy includes this additional reporting requirement.

The intent of this change is to avoid unnecessary administrative costs to Council and to allow projects to progress in a timelier manner.

Tendering Requirements Purchases Between \$100,000 and \$250,000

It is Council's current practice to undertake a public tender process for all procurement between \$100,000 and \$250,000.

The revised policy allows the General Manager to determine on behalf of Council if tenders will be invited for procurement of this value.

Where a Public Tender process is not undertaken for procurement over \$100,000, a documented quotation process will be undertaken with all procurement decisions over \$100,000 being approved by the General Manager.

These policy changes are designed to avoid the burden of unnecessary administrative costs to suppliers and Council.

The policy does not allow contracts to be split into two or more contracts for the primary purpose of avoiding compliance with the requirement to publicly invite tenders.

Reporting to Council

The revised policies require a higher level of reporting to Council with the inclusion of a requirement that the General Manager will report all purchases above \$100,000 to Council on a monthly basis which is to include:

- (a) description of the contract;
- (b) the period of the contract;
- (c) the periods of any options for extending the contract;
- (d) the value of any tender awarded or, if a tender was not required, the value of the contract excluding GST;
- (e) the business name of the successful contractor; and
- (f) the business address of the successful contractor.

Contracts will continue to be reported to the Audit Panel and in the Annual Report in accordance with legislative requirements.

STATUTORY IMPLICATIONS

Statutory Requirements

Under the *Local Government Act 1993* Division 2A section 333B, a council must adopt a code of tendering and comply with the code. The Act requires: -

333A. Tenders

- (1) A council must invite tenders for any contract it intends to enter into for the supply or provision of goods or services valued at or above the prescribed amount.*
- (2) Tenders must be invited and made in a prescribed manner.*
- (3) Subsection (1) does not apply to prescribed situations or prescribed contracts.*

333B. Code for tenders and contracts

- (1) A council must adopt a code relating to tenders and contracts under this Division by 1 January 2006.*
- (2) The code must –*
 - (a) be consistent with this Act; and*
 - (b) include any prescribed matter; and*
 - (c) promote any prescribed principles; and*
 - (d) be reviewed at least once every 4 years.*
- (3) A council must comply with its code.*
- (4) The general manager is to make a copy of the council's code and any amendments to the code available –*
 - (a) for public inspection at the public office during ordinary office hours; and*
 - (b) for purchase at a reasonable charge; and*
 - (c) on its internet site free of charge.*

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 1: Leadership and Governance
Desired Outcomes
We make publicly transparent decisions on spending and future directions while encouraging community feedback.
Our Priorities
1.3 Encourage increased participation by all stakeholders.
1.6 Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Place making and liveability	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.

POLICY IMPLICATIONS

There are no policy implications as a result of this report.

FINANCIAL IMPLICATIONS

There are no direct financial implications as a result of this report however the policies do promote and encourage the efficient use of Council resources and consideration of value for money in the use of Council resources.

RISK IMPLICATIONS

The documents are an important control measure for minimising the risk of fraud in Councils Procurement practices.

The revised policies will provide additional control and transparency in line with the recent internal audit on Council Procurement Practices.

CONSULTATION PROCESS

The revised policies have been reviewed and endorsed by the Senior Management Team.

CONCLUSION

It is recommended that Council adopt the revised Procurement Policy and Code for Tenders and Contracts as attached with immediate effect replacing the existing policies.

9.7 FINANCIAL REPORT FOR THE PERIOD ENDED 31 OCTOBER 2020

To: Council
Reporting Officer: Manager Financial Services
Responsible Manager: Director Organisational Performance
Report Date: 4 November 2020
File Reference: 1
Enclosures: Nil

RECOMMENDATION

That Council notes Financial Reports for the period ended 31 October 2020.

PURPOSE

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

BACKGROUND

The financial reports presented incorporate:

- Income Statement
- Operating Performance by Department
- Cash Position
- Schedule of Investments
- Rate Summary
- Capital Works Summary
- Capital Works Progress

STATUTORY IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL
Desired Outcomes
We make publicly transparent decisions on spending and future directions while encouraging community feedback.
Our Priorities
1.8 Review and adjust service levels to provide value for money.
2.2 Facilitate effective knowledge management practices.

POLICY IMPLICATIONS

There are no policy implications as a result of this report.

FINANCIAL IMPLICATIONS

There are no financial implications as a result of this report.

RISK IMPLICATIONS

There are no risk implications as a result of this report.

CONSULTATION PROCESS

There are no consultation requirements as a result of this report.

COMMENT

YTD operating results are tracking consistently with budget with no known material variances to budget identified that will impact on the overall reported result of Council for the year.

A full budget review will occur over the coming weeks and Council will be provided with a revised forecast in January 2021.

Income Statement

The Income Statement shows the performance of Council's recurrent operations

INCOME STATEMENT as at 31 October 2020	Note	YTD Actual	YTD Budget	% Variance	YTD Variance		Budget	Forecast	Forecast Variance
Recurrent Income									
Rate Revenue		11,454,124	11,434,382	0%	(19,742)	✓	11,434,382	11,434,382	-
User Charges	1	856,476	798,818	-7%	(57,658)	✓	2,213,600	2,213,600	-
Reimbursements/Contributions		149,541	144,191	-4%	(5,350)	✓	519,959	519,959	-
Grants and Subsidies		494,523	478,927	-3%	(15,596)	✓	3,429,944	3,429,944	-
Interest	2	38,089	49,980	24%	11,891	✗	150,000	150,000	-
Distributions from Water Corporation		-	-	0%	-	✓	-	-	-
		12,992,753	12,906,298	-1%	(86,455)	✓	17,747,885	17,747,885	-
Recurrent Expenditure									
Employee Costs		2,156,022	2,163,192	0%	(7,170)	✓	7,114,361	7,114,361	-
State Levies	3	135,976	120,557	13%	15,419	✗	527,426	527,426	-
Remissions & Discounts		437,286	447,749	-2%	(10,463)	✓	447,749	447,749	-
Materials & Contracts	4	1,236,809	1,900,357	-35%	(663,548)	✓	5,565,142	5,565,142	-
Depreciation		1,488,304	1,488,304	0%	-	✓	4,466,666	4,466,666	-
(Gain)/Loss on Disposal	5	96,894	-	0%	96,894	✗	127,102	127,102	-
Borrowing Costs		-	-	0%	-	✓	24,307	24,307	-
Other Expenses		58,464	76,096	-23%	(17,632)	✓	275,890	275,890	-
		5,609,755	6,196,255	-9%	(586,500)	✓	18,548,643	18,548,643	-
Surplus/(Deficit)		7,382,998	6,710,043	-10%	(672,955)	✓	(800,758)	(800,758)	-
Capital Items									
Capital Grants/Contributions	6	282,342	4,331,231	93%	4,048,889	✗	4,850,823	4,850,823	-
Derecognition of Assets		-	-						
Asset Recognition		-	-						
Comprehensive Surplus/(Deficit)		7,665,340	11,041,274	-31%	-3,375,934		4,050,065	4,050,065	0

Explanations are provided for YTD variances to budget of \$50,000 or more.

Note	Commentary
1	User Charges - Usage of Council facilities is slowly increasing, however the ytd favourable variance is largely attributable to increased Child Care income compared to budget. Childcare operations will be reviewed more holistically however at this stage no material variance is anticipated at year end against budget.
2	Interest revenue is below budget ytd and will be reassessed over the coming weeks.
3	State Levies is over budget because of a timing issue and will correct itself in November
4	Materials and Contracts are tracking favourably to budget YTD. This relates to timing of expenses, a later than expected start special projects (fire break works), garbage and waste management expenditure. The full budget is expected to be spent by year end.
5	There are no known variances to the annual budget for loss on disposal of assets. The ytd loss relates to timing of processing only.
6	Capital grants are lower than the YTD budget due to timing of receipts. The timing of this income type is not known with certainty until grant deeds are signed. All budgeted granted are expected to be received by year end.

Operating Performance by Department

This statement provides an overview of operating performance by department

NET POSITION BY DEPARTMENT As at 31 October 2020	Note	YTD ACTUAL	YTD BUDGET	ANNUAL BUDGET
Community & Engagement				
Children Services		83,649	21,523	(1,640)
Community Activation		(113,679)	(297,092)	(805,704)
Community Support		(126,633)	(133,172)	(377,895)
Tourism & Marketing		(129,363)	(149,302)	(491,576)
Total Community & Engagement		(286,027)	(558,043)	(1,676,815)
Council & General Managers Office				
Council		(449,491)	(440,631)	(1,296,636)
Total Council & General Managers Office		(449,491)	(440,631)	(1,296,636)
Infrastructure & Development Services				
Asset Services		25,458	(3,843)	10,400
Cemetery		(28,607)	(33,937)	(98,832)
Development Services		(165,711)	(178,513)	(700,403)
Engineering Support Services		203,615	249,383	110,972
Footpaths		(84,129)	(92,228)	(286,870)
Garbage		824,165	717,896	12,169
Public Halls		(47,343)	(65,104)	(192,573)
Public Toilets		(66,019)	(74,130)	(223,378)
Reserves		(243,517)	3,077,246	2,546,343
Sports		(64,186)	(106,706)	(503,430)
Stormwater Drainage		625,402	608,514	175,850
Transport		(1,351,891)	(722,555)	(2,678,103)
Waste		477,944	394,271	(283,335)
Works & Services		25,354	(23,611)	(48,265)
Total Infrastructure & Development Services		130,535	3,746,683	(2,159,455)
Organisational Performance				
Administration		8,270,322	8,293,265	9,182,971
Total Organisational Performance		8,270,322	8,293,265	9,182,971
Comprehensive Surplus/(Deficit)		7,665,340	11,041,274	4,050,065

Children's Services

Childcare operations for the first quarter have outperformed the YTD budget set by Council. At the time of setting the budget the impact of the COVID-19 pandemic was unknown and operations have returned to normal levels earlier than budgeted.

Impacting on the favourable YTD result is a one-off payment from the government in transitional funding.

The operational budget and YTD operational results for childcare will be reviewed over the coming weeks and the forecast will be reassessed to estimate the annual favourable result expected compared to budget for the year.

Community Activation

The YTD unfavourable variance to budget relates to timing of grant programs (both inward and outward).

The COVID recovery Survive and Thrive grant program of is now open for submissions (this is later than budgeted) and the funding for the Breathe Eat Move program has been received earlier than budgeted.

Engineering Support Services

YTD unfavourable variance relates to the timing of processing wages to new capital projects. YTD allocations are expected to This will be corrected in the coming weeks. No material variances to budget are expected or have been identified.

Garbage

The YTD favourable variance relates to the timing of contract payments. The budget is expected to be spent by year end.

Reserves

YTD unfavourable variances relates to the timing of yacht club multi use facility and coastal pathway capital grants.

Timing of capital grants are often unknown at the time of setting the budget. No material change to budget has been identified.

Transport

YTD unfavourable variance relates to timing of capital funding which is expected to be received in full by year end.

Timing of capital grants are often unknown at the time of setting the budget. No material change to budget has been identified.

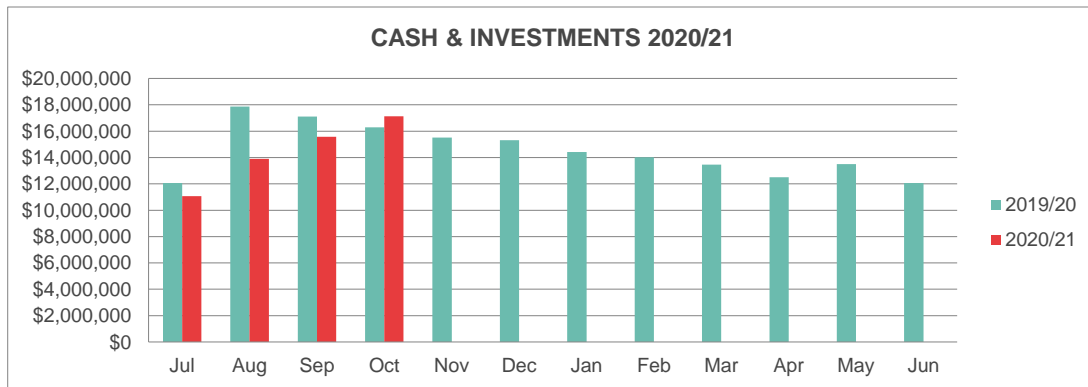
Waste

YTD favourable variance relates to the timing of contract payments. The budget is expected to be spent by year end.

Cash Position

The following table provides an outline of Council's cash and investment portfolio as at 31 October 2020. Total cash and investments on hand as at 31 October is \$17.128m

CASH POSITION As at 31 October 2020		\$	INVESTMENTS		\$	Weighted Average Return
Deposits	15,200,000		Commonwealth Bank Investments	1,926,125		0.00%
			ME Bank	7,400,000		0.62%
			NAB	5,800,000		0.71%
			ING	2,000,000		0.80%
Petty Cash and Till Floats	1,600		Petty Cash and Till Floats	1,600		
Trading Account	1,926,125					
BALANCE (ALL ACCOUNTS)	<u>17,127,725</u>			<u>17,127,725</u>		0.60%



Schedule of Investments

The following table provides Council's schedule of investment as at 31 October 2020.

INVESTMENT SCHEDULE As at 31 October 2020

Institution	Credit Rating	Term (days)	Term Maturity Date	Rate	Investment	Portfolio %	Weighted Average Return
ME Bank	A2	90	11/11/2020	0.65%	500,000		
ME Bank	A2	120	18/12/2020	0.65%	500,000		
ME Bank	A2	70	2/11/2020	0.62%	500,000		
ME Bank	A2	95	30/11/2020	0.65%	500,000		
ME Bank	A2	90	3/12/2020	0.65%	1,000,000		
ME Bank	A2	0 at call		0.55%	900,000		
ME Bank	A2	91	4/01/2021	0.60%	500,000		
ME Bank	A2	120	12/01/2021	0.65%	1,000,000		
ME Bank	A2	120	16/02/2021	0.55%	1,000,000		
ME Bank	A2	120	22/02/2021	0.55%	1,000,000		
					7,400,000	48.68%	0.62%
NAB	A1+	90	16/11/2020	0.70%	1,000,000		
NAB	A1+	184	24/02/2021	0.75%	1,000,000		
NAB	A1+	181	4/03/2021	0.75%	800,000		
NAB	A1+	91	11/12/2020	0.70%	1,000,000		
NAB	A1+	181	16/03/2021	0.70%	1,000,000		
NAB	A1+	122	25/01/2021	0.65%	1,000,000		
					5,800,000	38.16%	0.71%
ING	A1	180	24/11/2020	1.00%	1,000,000		
ING	A1	270	7/05/2021	0.60%	1,000,000		
					2,000,000	13.16%	0.80%
Total Investment Portfolio					15,200,000		0.64%
				RBA Cash Rate*	0.250		
				90 Day BBSW's Rate**	0.054		

*source: www.rba.gov.au as at 1 November 2020

**source: <https://www.asx.com.au/data/benchmarks/bbsw-10-day-rolling-history.pdf> as at 2 November 2020

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

Rates Summary

The following table provides the detail of Council's Rates and Charges levied compared with the same time last year.

Council has provided a greater level of early payment discounts in the current year due to the extension to 31 October.

The total rates collected as at 31 October is \$38,731 behind the same time last year. Council does however have 220 fewer properties with an amount outstanding. As at 31 October 1,793 properties had an amount outstanding compared with 2,013 as at the same time last year.

RATE SUMMARY		2020/21		2019/20	
For the period 1 July 2020 to 31 October 2020	%	\$	%	\$	
<i>Notice Issue Date - 24 July 2020</i>					
OUTSTANDING RATE DEBTORS (As at 1 July 2020)	5.00	602,240	4.27	507,597	
ADD CURRENT RATES AND CHARGES LEVIED (including penalties)	95.00	11,454,124	95.73	11,374,377	
GROSS RATES AND CHARGES DEMANDED	100.00	12,056,364	100.00	11,881,974	
LESS RATES AND CHARGES COLLECTED	74.93	9,033,929	74.85	8,893,907	
REMISSIONS AND DISCOUNTS**	8.81	1,061,895	8.26	980,893	
	83.74	10,095,824	83.11	9,874,800	
ADD PROPERTIES IN CREDIT	(2.52)	303,542	(1.84)	218,177	
UNPAID RATES AND CHARGES * (includes Deferred Rates)	18.78	2,264,082	18.73	2,225,351	
**REMISSIONS AND DISCOUNTS					
		2020/21		2019/20	
Early Payment Discount		435,861		386,483	
Pensioner Rebates		624,609		586,953	
Council Remissions and Abandonments		1,425		7,457	
		<u>1,061,895</u>		<u>980,893</u>	
Number of Rateable Properties		7,924		7,858	
Number of Unpaid Rateable Properties		1,793		2,013	
% not fully paid		22.63%		25.62%	

Capital Works Summary

The Capital Works Summary provides a snapshot of the percentage of expenditure against the 2020/2021 Capital Works Program. Timing of expenditure is based on the works plan and actual spend, and not reflective of the actual progress of the Capital Work, which is detailed under Capital Program Monthly Progress.

CAPITAL WORKS SUMMARY		Actual	Budget	% Spend of Budget	Forecast	Forecast	Forecast
As at 31 October 2020		\$	\$		\$	vs Budget	Variance
	Note						
Buildings							
Amenities		23,550	47,061	50.04%	47,061	✓	-
Community Facilities		179,336	4,510,169	3.98%	4,510,169	✓	-
Council Operational Buildings		77,944	241,384	32.29%	244,000	⚠	2,616
Total Buildings		280,830	4,798,614	5.85%	4,801,230	✓	2,616
Parks & Open Space							
Childcare		-	60,000	0.00%	60,000	✓	-
Other		737	130,000	0.57%	130,000	✓	-
Other Infrastructure		1,200	246,872	0.49%	246,872	✓	-
Playgrounds		313,519	1,271,414	24.66%	1,271,414	✓	-
Recreational Reserves		15,173	301,340	5.04%	301,340	✓	-
Walkways & Tracks		44,133	2,783,235	1.59%	2,787,584	✓	4,349
Wynyard		3,047	6,000	50.78%	6,000	✓	-
Total Parks & Open Spaces		377,809	4,798,861	7.87%	4,803,210	✓	4,349
Plant & Equipment							
Other Plant & Equipment		7,727	172,783	4.47%	172,783	✓	-
Plant & Vehicle Replacements		452,253	794,641	56.91%	794,641	✓	-
Software & IT Replacements		71,138	251,724	28.26%	251,724	✓	-
Total Plant & Equipment		531,118	1,219,148	43.56%	1,219,148	✓	-
Sporting Facilities							
Camping		-	30,000	0.00%	30,000	✓	-
Indoor Recreational Facilities		42,125	668,041	6.31%	668,041	✓	-
Outdoor Sporting Facilities		70,048	296,321	23.64%	314,909	✗	18,588
Total Sporting Facilities		112,173	994,362	11.28%	1,012,950	⚠	18,588
Stormwater							
Flood Mitigation Works		10,387	2,400,000	0.43%	2,400,000	✓	-
Other Stormwater Works		6,479	82,397	7.86%	82,397	✓	-
Total Stormwater		16,866	2,482,397	0.68%	2,482,397	✓	-
Transport							
Bridge Renewals		342,384	654,313	52.33%	654,313	✓	-
Footpaths & Kerbs		56,086	195,870	28.63%	195,870	✓	-
Other Transport		320,141	659,594	48.54%	669,394	⚠	9,800
Resheeting		202,073	935,150	21.61%	937,976	✓	2,826
Rural Reseals		40,563	616,057	6.58%	616,057	✓	-
Strategic Projects		-	46,337	0.00%	46,337	✓	-
Urban Reseals		8,365	126,462	6.61%	126,462	✓	-
Total Transport		969,612	3,233,784	29.98%	3,246,410	✓	12,627
Total Capital Works Program 2020/21		2,288,409	17,527,166	13.06%	17,565,345	✓	38,179

The current year program is in its early stages and whilst a small number of forecast variances have been identified on individual jobs, not all capital works jobs have started. No material variations at year end are expected as some capital works are anticipated to come in under budget offsetting any over budget expenditure.

2020/21 Capital Program Monthly Progress Report

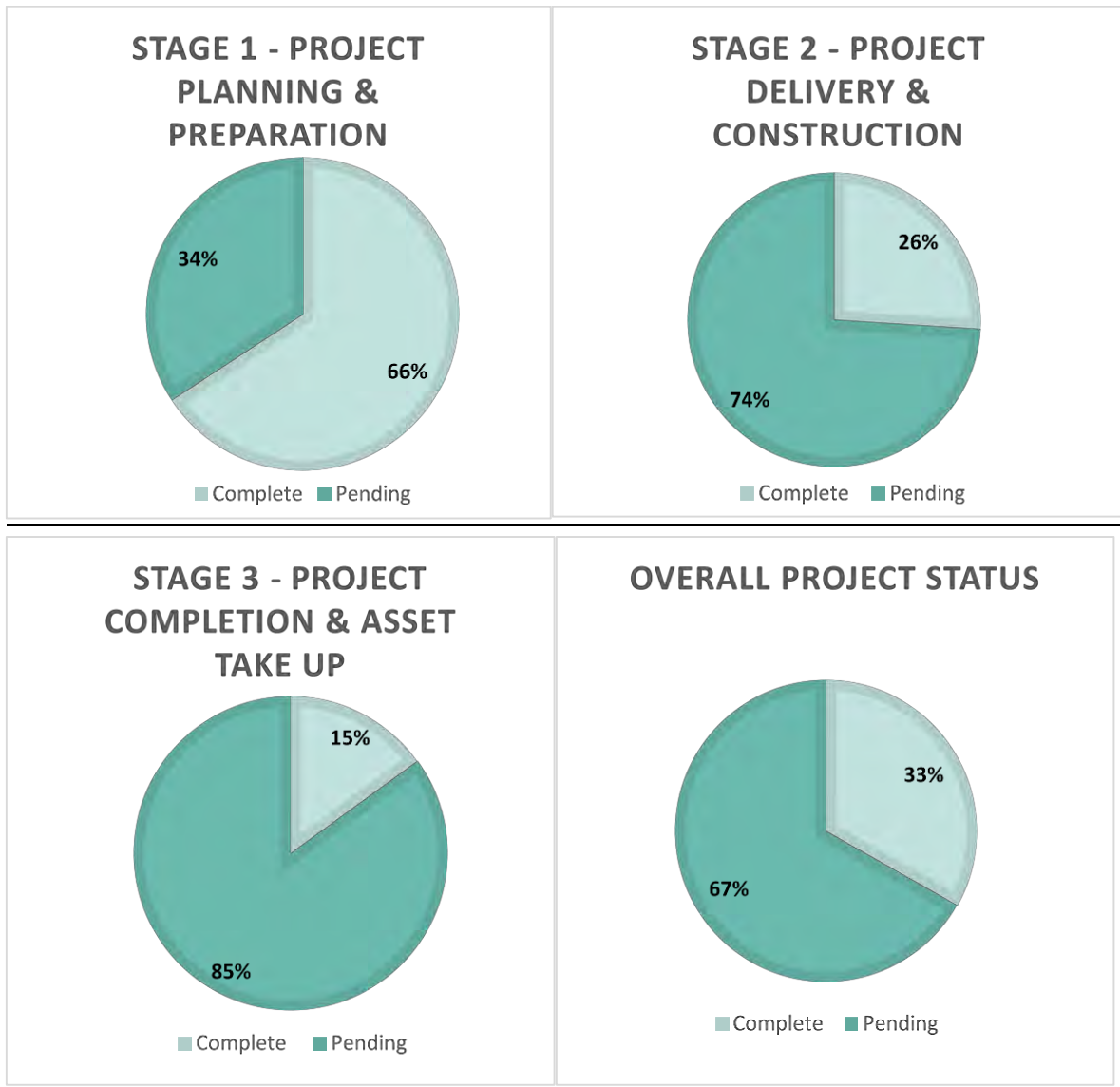
Overall, the capital works program is on target for full completion with no foreseeable delays.

The overall project status completion is provided for each category of the program in the table below

Section	Total Project Completion (%)
Parks & Open Spaces	33.19
Transport	37.10
Stormwater	28.21
Sporting Facilities	38.33
Buildings	28.13
Plant & Equipment	26.09

Status %	Stage
Between 0% and 25%	Stage 1 - Project Preparation including, design, permits, tender and consultation, construction approval
Between 25% and 75%	Stage 2 - Project construction and delivery
Between 75% and 100%	Stage 3 - Project Completion including asset take up, defects liability period, as constructed drawings

PARKS & OPEN SPACE



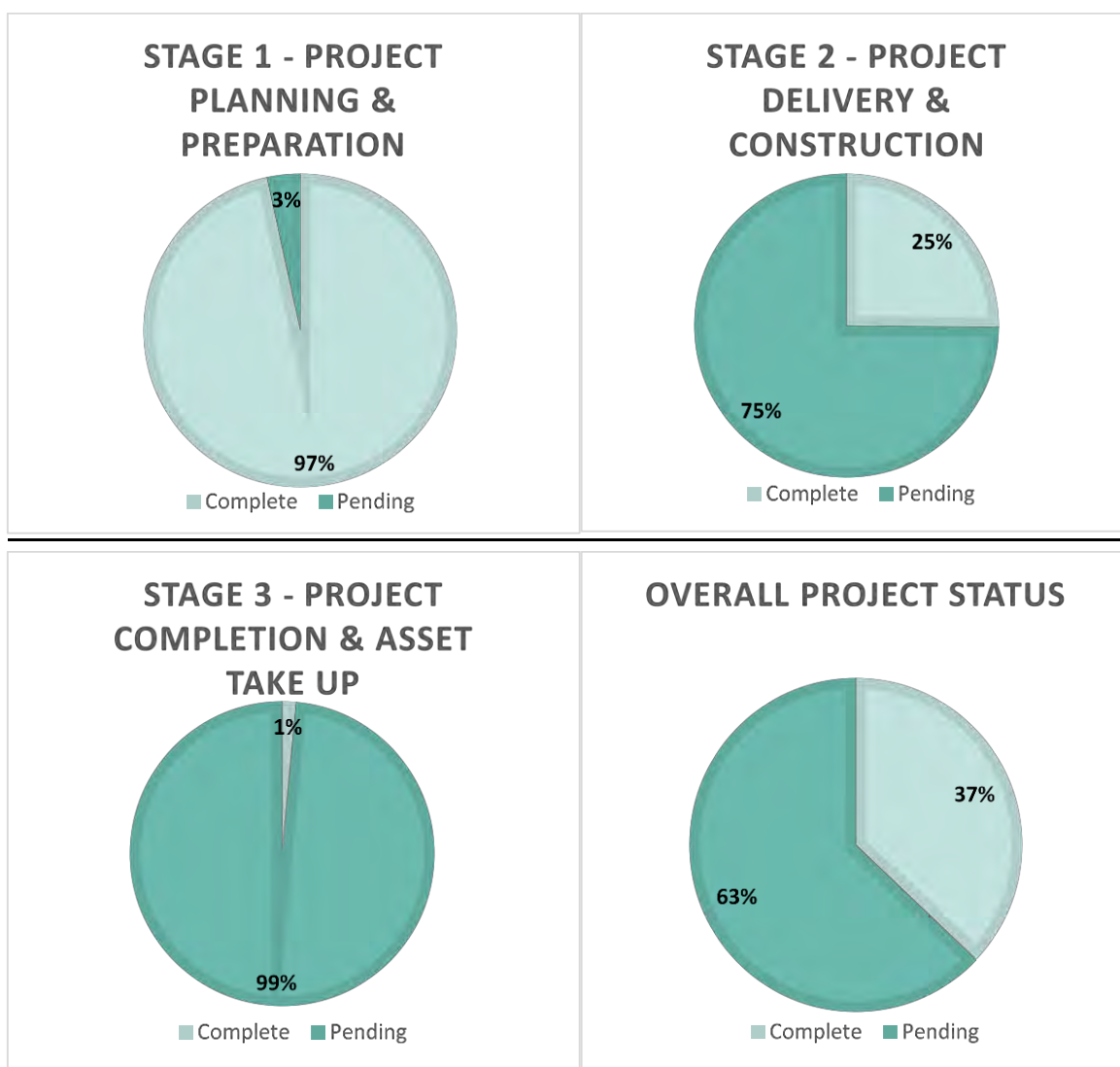
PARKS & OPEN SPACE cont.

Projects	Status(%)
<u>Somerset</u>	
ANZAC Park All Ability Playground*	11.25
Cam River Master Plan Actions	12.50
Zig Zag Track Lighting	25.00
<u>Boat Harbour</u>	
Master Plan - Planning, Survey & Design	18.75
Replace Timber Walkway	12.50
Stairway Replacement (Hepples Rd)	20.00
<u>Sisters Beach</u>	
Skate & Recreation Area	35.00
<u>Waratah</u>	
Camping Ground - Coin Operated Whitegoods & Locking System	72.50
Philosopher Falls Walking Track Repairs	100.00
Waterfall Project Design	7.50
<u>Wynyard</u>	
Coastal Pathway*	1.25
East Wynyard Foreshore Beach Access	100.00
East Wynyard Foreshore Playground	50.00
Skate Park Remediation Works	100.00
Dog Park	7.50
Port Road Walking Track	12.50
Frenchs Road Masterplan Landcare Actions	0.00
Warawyn Child Care Playground Replacement	
<u>Other</u>	
Coastal Geotechnical and Erosion Control Assessments	40.00
Furniture Renewal Program	37.50

Key project milestones/updates:

- Sisters Beach Rec Park well underway and on track
- Coastal Geotechnical and Erosion Control progressing well
- Philosophers Falls walking track repairs are complete
- Waratah Camping Ground white goods installed – awaiting minor fittings

TRANSPORT



Projects	Status(%)
Strategic Projects	
IGA Junction Public Consultation & Design	23.75
Table Cape & Tollymore Rd Design - Survey & Investigation	0.00
Bridge Renewal	
Port Creek Bridge Replacement	72.50
Rural Reseals	
Buggs Lane (0000 - 0018m) - Surface	25.00
Calder Road (04577 - 06807m) - Surface	
Calder Road (06807 - 07343m) - Surface	25.00
Cummings Street (0000 - 0180m) Boat Harbour - Surface	25.00
Frenchs Road (0000 - 0005m) - Surface	25.00
Gates Road (0000 - 0425m) - Surface	25.00
Marshalls Road (0000 - 0038m) - Surface	25.00
Mount Hicks Road (01135 - 07153m) - Surface	25.00
Murdering Gully Road (0930 - 0958m) - Surface	25.00
Newhaven Drive (0395 - 0617m) - Surface	25.00
Old Mount Hicks Road (0000 - 0038m) - Surface	25.00

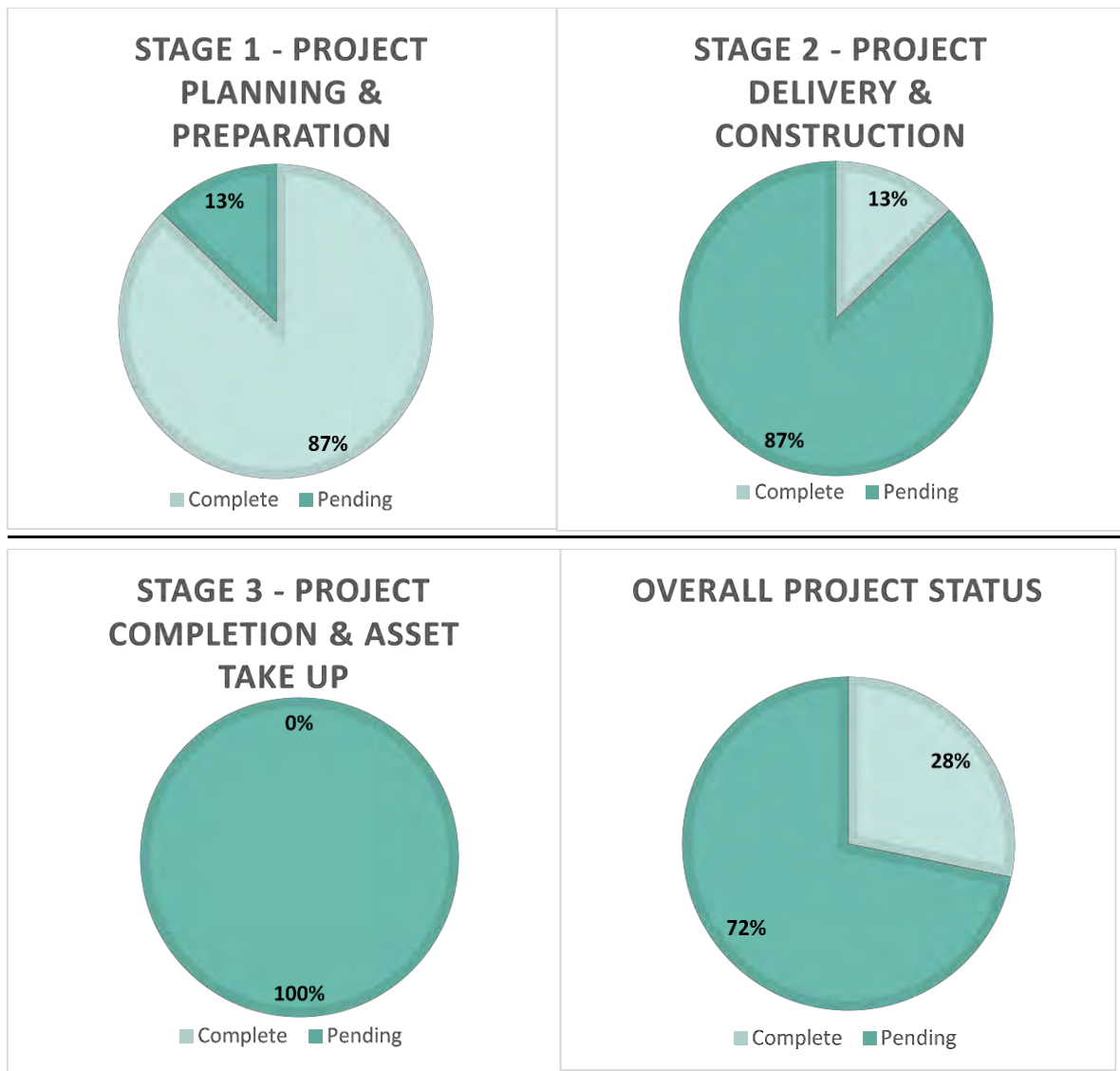
Old Mount Hicks Road (2367 - 2384m) - Surface	25.00
Preolenna Road (02690 - 04959m) - Surface	25.00
Reservoir Drive (1591 - 2292m) - Surface	25.00
Seabrook Road (3431 - 6355m) - Surface	25.00
Sisters Beach Road (0032 - 1623m) - Surface	25.00
<u>Urban Reseals</u>	
Gibbons Street Sec - 1 Surface	25.00
Goldie Street Sec - 9 Surface	25.00
Old Bass Highway Sec - 13 Surface	25.00
Old Cam Road Sec - 2 Surface	25.00
Old Cam Road Sec - 3 Surface	25.00
Simpson Street Sec - 1 Surface	25.00
Simpson Street Sec - 4 Surface	25.00
<u>Footpaths & Kerbs</u>	
Gibbons Street - Footpath Extension (Cul-de-sac Eastern end)	50.00
Frederick Street Footpath	100.00
Gibbons Street Kerb Replacement	50.00
Smith Street Footpath Extension - Waratah	25.00
<u>Resheets</u>	
Aldersons Road (0044 - 0663m) - Surface	75.00
Beatties Road (0000 - 0934m) - Surface	25.00
Chalks Road (0000 - 0324m) - Surface	75.00
Dam Road (0000 - 0796m) - Surface	25.00
Deaytons Lane (0010 - 2171m) - Surface	25.00
Dudfields Road (0030 - 1688m) - Surface	25.00
Elliotts Road (0000 - 0126m) - Surface	75.00
Fists Lane (0000 - 0470m) - Surface	25.00
Fists Lane (0470 - 1532m) - Surface	25.00
Fists Lane (1532 - 1932m) - Surface	25.00
Franks Lane (0000 - 0654m) - Surface	75.00
Humbles Road (0007 - 0240m) - Surface	75.00
Irby Boulevard (0000 - 0052m) - Surface	75.00
Lancaster Road (0000 - 0298m) - Surface	75.00
Lowries Road (1920 - 4473m) - Surface	25.00
Lyons Road (0033 - 1152m) - Surface	25.00
Mount Myrtle Road (0000 - 0416m) - Surface	75.00
Myalla Road (13809 - 14670m) - Surface	25.00
Myalla Road (16660 - 17665m) - Surface	25.00
Old Dam Road (0000 - 0377m) - Surface	25.00
Pecks Road (0015 - 0120m) - Surface	25.00
Reservoir Drive (3765 - 4260m) - Surface	25.00
Reservoir Drive (4260 - 5490m) - Surface	25.00
Reservoir Drive (5490 - 7338m) - Surface	25.00
Rulla Road (4216 - 4668m) - Surface	75.00
Takone Road (13030 - 15618m) - Surface	30.00
Vicevich Road (0026 - 0203m) - Surface	75.00
West Calder Road (06166 - 08366m) - Surface	25.00
<u>Other</u>	
Pedestrian Refuge Falmouth Street, Somerset	72.50
Jackson Street Vulnerable Road User Crossing	72.50
Goldie Street Pedestrian Crossing	25.00
Exhibition Link Vulnerable Road Users Link	25.00
Somerset CBD Masterplan Works	75.00
Wynyard CBD Plaza	55.00

Old Bass Highway - Port Creek Nurses Retreat Sealing Works	18.75
Design Work - Rural Road Safety Priorities	8.75
Port Creek Parking Area	18.75
Rural Road Culvert Upgrade Program	50.00

Key project milestones/updates:

- Jackson Street pedestrian refuge complete awaiting line marking
- Goldie Street pedestrian refuge out for quote

STORMWATER



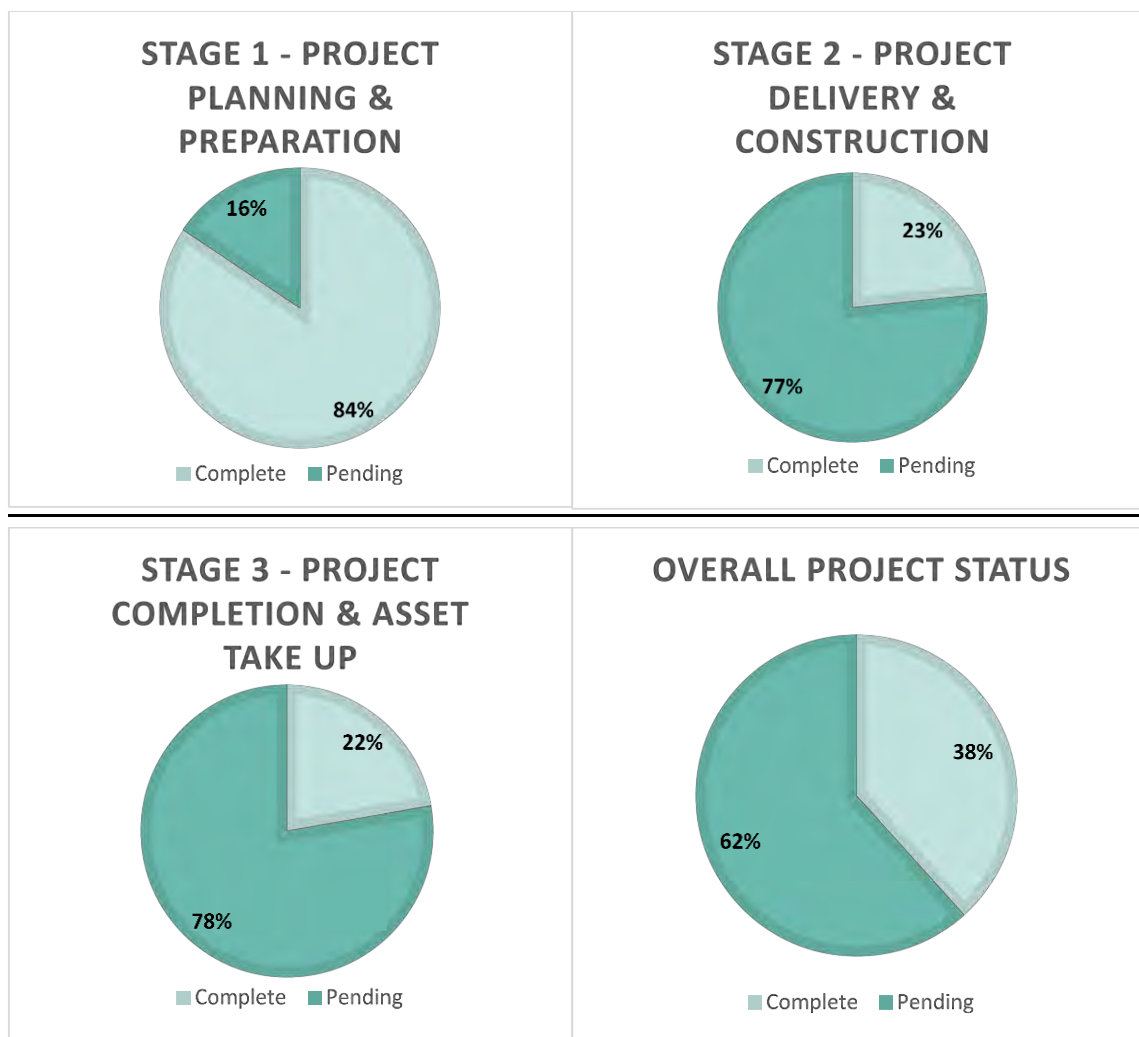
STORMWATER cont.

Projects	Status(%)
<u>Flood Mitigation</u>	
Big Creek	12.50
Cotton Street	23.75
Port Creek	16.25
<u>Other Stormwater</u>	
Replace stormwater pipe & manhole Church Street	25.00
Port Road Boat Harbour Drainage	70.00
Stormwater upgrade crn Dodgin & Austin St	25.00
Tyre Park (Waratah) Drainage and Playground Boxing	25.00

Key project milestones/updates:

- Design works on flood mitigation projects well advanced
- Most stormwater works pending summer weather

SPORTING FACILITIES

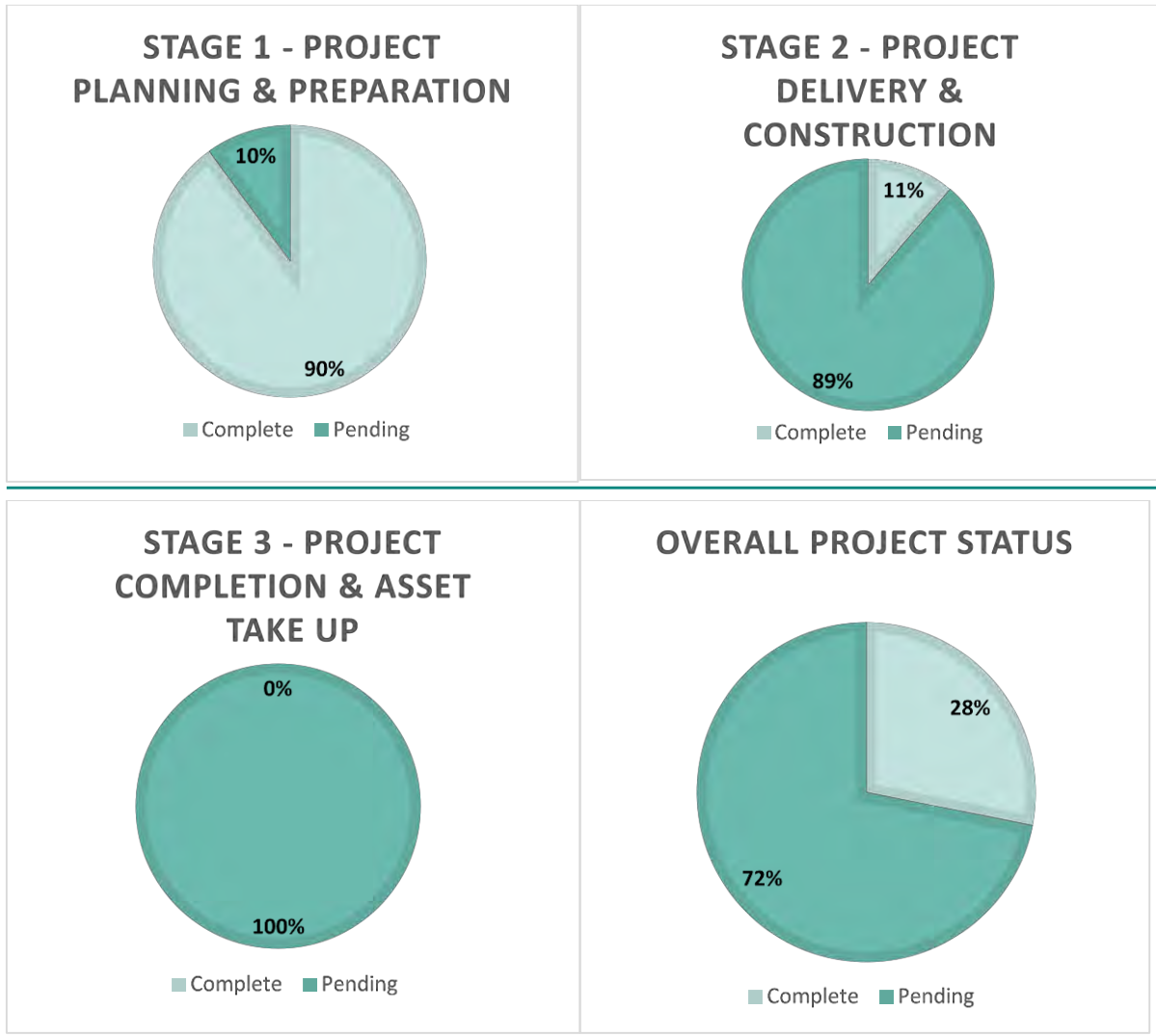


Projects	Status(%)
Somerset Soccer Goal Renewal	27.50
Cardigan Street Pitch and Irrigation Works (Stage 1)	27.50
Demolition of Grand Stand - Wynyard Showgrounds	12.50
Establishment of Freedom Camping Site	2.50
Somerset Indoor Rec Centre - repl skylights in western end (bowls club)	100.00
Wynyard & Somerset Basketball Rings*	25.00
Somerset Sporting Precinct Design	25.00
Wynyard Recreation Ground Changerooms	100.00
Wynyard Indoor Sports Centre - Changeroom Upgrades*	25.00

Key project milestones/updates:

- Cardigan Street pitch and Irrigation works underway
- Somerset indoor rec centre skylight replacement complete

BUILDINGS

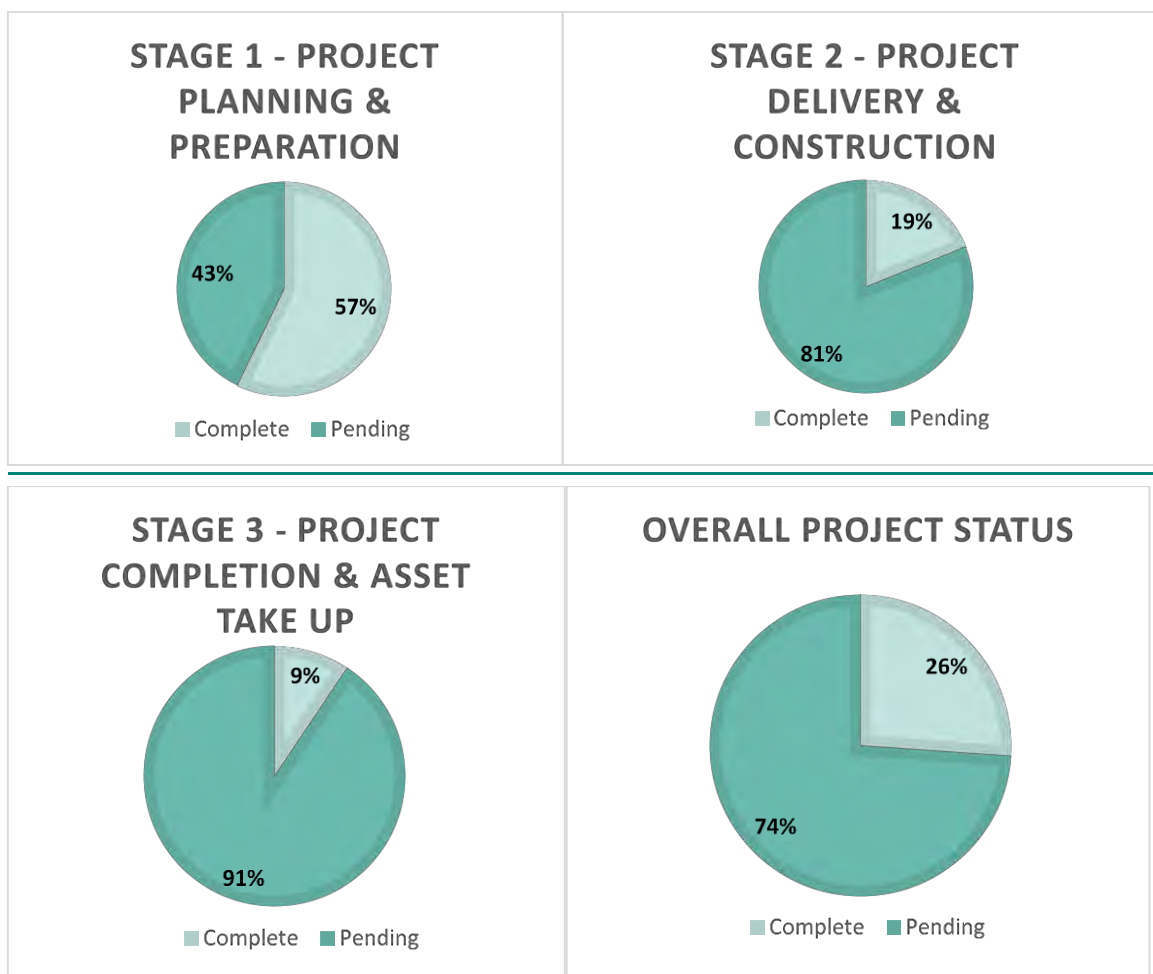


Projects	Status(%)
Community Centre - Sisters Beach Concept Plan	35.00
Council Chambers - concrete paver replacement (Council entry)	25.00
Moorleah Hall - front door replacement	50.00
Multi Use Community Facility (Yacht Club)*	30.00
Sisters Beach - East Blvd Toilets - Stainless Steel lining	25.00
Solar Panel System - Council Chambers	5.00
Toilet seat upgrades - ALL TOILETS	30.00
Waratah Depot - front gutter replacement	25.00

Key project milestones/updates:

- Works have commenced at the Multi-use Community Facility (Yacht Club)

PLANT & EQUIPMENT




Projects	Status(%)
Software & IT Replacements	
Combined Corporate GIS Modernisation	23.75
Corporate System Development - Online Timesheets	45.00
Aerial Photography	25.00
Finance/Assets Software	100.00
Online Booking System	0.00
HR Management System	0.00
IT Replacements	42.50
Plant & Vehicle Replacements	
1002 - Grader - John Deere 772G - D18DX	72.50
1262 - Tip Truck - Hino Dual Cab - B84TI	0.00
1548 - Ride on Lawn Mower - Kubota ZD331 2P - F26CX	0.00
1572 - Mower - Tractor Drawn - Howard Stealth S2 340	0.00
3012 - Mitsubishi Triton Utility 4x4 Dual Cab Diesel - Shane - F57FY	0.00
Hydraulic Grader Blade	18.75
Backhoe Loader No 1 - Waratah - DM9921	72.50
3017 - Ford Ranger Utility 4x2 Flat Tray Diesel - E46PE	0.00

3048 - Holden Colorado Utility 4x4 Flat Tray Diesel - DEPOT - C32SB	0.00
New Plant	
Handheld GPS/Coordinate Recorder	2.50
Pipe Inspection Camera	100.00
Other	
Flag Poles - Council Chambers	7.50
Somerset CBD Art	25.00
Depot Trade Waste	40.00
Skate Park Art Boards	25.00
Public Art	5.00
Tulip Festival Flag Replacement	0.00
Outdoor Christmas Tree (Wynyard)	0.00
SES Roller Door Wynyard	25.00
SES 10 Piece Power Tool Set x 2	25.00
SES Emergency Lighting	25.00
Child Care Cot Replacements	100.00
Depot Radio	25.00
Recycling Bins	5.00
Signage Upgrade Program (inc \$10k for walking tracks)	20.00

Key project milestones/updates:

- Childcare cot replacements complete
- Replacement Grader on order
- Replacement Backhoe on order

9.8 SENIOR MANAGEMENT REPORT

To: Council
 Reporting Officer: Executive Officer
 Responsible Manager: General Manager
 Report Date: 14 September 2020
 File Reference: 1202
 Enclosures: 1. Councillor Allowances 

RECOMMENDATION

That Council:

1. Note the monthly Senior Management Report; and
2. Note the proposed Council Closure dates for Christmas/New Year period

SUMMARY/PURPOSE

To provide information on issues of significance or interest, together with 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 10 October 2020 to 7 November 2020.

Corporate

- Attended a Directions Conference through the Anti-Discrimination Tribunal. The matter, concerning lack of tactile surface indicators, was adjourned and subsequently withdrawn by the applicant
- Had overview and evaluation meeting with Council's Employee Assistance provider, CLS
- Met with a developer to discuss potential project and associated planning requirements
- Completed performance reviews with each of the Executive team members and all direct reports
- Participated in Joint Executive Management team meeting with Circular Head Council with a specific focus on economic development

Community

- Met with representatives of the Wynyard Football Club to provide an overview of Open Space Sport and Recreation (OSSR) precinct plans and current status
- Continued discussions with the Wynyard Yacht Club regarding a lease for the new building and reached final position on draft document

- Attended a Coastal Pathway Working group meeting with the Department of State Growth and Burnie City Council
- Met with the Principal of the Wynyard High School to discuss a range of matters including traffic management and the OSSR precinct plans and current status
- Met with a resident of Boat Harbour Beach regarding the possible restoration of the tennis court in Cummings Street
- Met with representatives of the Inglis Pony Club to discuss the club's infrastructure needs for the future

Industry

- Attended the LGAT information session on the Code of Conduct review
- Attended on-line meeting of the TasWater Owner Representative Group who discussed the terms of reference for a local government expert advisory group; the draft TasWater Annual report and a variety of other matters
- Attended the TasWater Annual General Meeting
- Attended the two day General Manager's workshop which included presentations from PlanBuild Tasmania; Lia Morris, CEO of Marine Infrastructure Tasmania; Virginia Bashford, Relationships Tasmania; the Tasmanian Audit Office; Sally Darke, Chairperson of the Tasmanian Community Fund; LGAT and the Local Government Division

Other

- Attended Board meeting of the Cradle Coast Authority

Keep Australia Beautiful Tasmania 2020 Act of Kindness Awards

The Mayor attended the recent Awards Ceremony where Council received a *Certificate Honouring an Act of Kindness – Spring Loaded*.

Christmas Closure

As in previous years, Council services will be closed as follows for the over the Christmas period:

Council Offices

Closing: 1.00pm Wednesday 23 December 2020

Re-Open: Monday 4 January 2021

Waste Transfer Station

Closing: 24 December 2020

Re-Open: 27 December 2020

Childcare

Closing: 6.30pm 23 December 2020

Re-Open: 7.00am 4 January 2021

Waratah Offices

Closing: 25 December 2020

Re-Open: 29 December 2020

Closed New Year's Day - 1 January 2021

Wonders of Wynyard

Closing: 25 December 2020

Re-Open: 27 December 2020

2019 Australia Day Awards

A request has been received from Madeline Wells that her award for Young Citizen of the Year for Waratah-Wynyard to be renounced. She also requested that her name and photographs not be used by the National Australia Day Council or any organisation or councils they are affiliated with.

Officers have contacted the Department of Premier and Cabinet Tasmania who have made note of the request and advised that they have updated their records accordingly. They have also confirmed that they have confirmed with the National Australia Day Council that they have updated their records.

Council's own records have also been updated to reflect this request with arrangements also made to have Ms Wells name removed from the Council Honour Board.

Councillor Allowances

The Local Government Division (LGD) has updated its information sheet on Councillor allowances for the year 1 November 2020 – 31 October 2021, by applying the required inflationary factor to the elected member allowances. A copy of the updated information sheet, including the new allowance figures is attached.

Regulation 42 of the *Local Government (General) Regulations 2015* defines the inflationary factor, in respect of each calendar year, to be the amount ascertained by dividing the Wage Price Index (WPI) figure for the June quarter of that year by the WPI figure for the June quarter of the previous year. The WPI figure for the 2020 June quarter was 135.4 compared to 132.2 for the 2018 June quarter, thus providing an inflationary figure of 2.42%.

ADMINISTRATION – USE OF CORPORATE SEAL

16/10/20	Adhesion Order	139 Old Bass Highway Wynyard
22/10/20	Sublicense – Dept. Primary Industries, Parks, Water & Environment	Tablecape Lighthouse Tours
30/10/20	Final Plan & Schedule of Easements	7335372 / 6997227 664 Waratah Road Waratah – Dwelling and Boundary reconfiguration
4/11/20	License of Crown Land	9493988 – Foreshore Razor Beach Sisters Beach
9/11/20	Deed of Variation of Grant Deed	Department of Communities (CSR) - Change to completion date of Wynyard Multi-Purpose Facility

POLICIES TO BE RESCINDED

Nil

WORKING GROUPS

Following a resolution at the July 2019 Council Meeting the following working groups have been/are being established:

	Elected Member Representatives	Responsible Officer(s)	Status
Sisters Beach	Cr Edwards Cr Fairbrother Mayor (ex-officio)	Director Community & Engagement Community Development Officer	The Working group is no longer meeting formally however will come together to plan the launch of the Recreation Park. A stakeholder group is currently working with the consultant on the Community Centre concept.
Wynyard Show Grounds	Cr Bramich Cr Edwards Mayor (ex-officio)	General Manager Recreation Liaison Officer Executive Officer (GM office)	Discussions have begun with sporting groups and High School about future use of grounds and development of Wynyard Sporting Precinct.
WWC Environmental Plan	Cr Fairbrother Cr Courtney Cr House Mayor (ex-officio)	Project Manager – Infrastructure & Development Services	iCEP has been adopted with a series of actions identified. A timeline is currently being developed for implementation of first year action items. Environmental policy for Council to consider will be developed and consulted with the Steering group. A rapid review of potential policy requirements that align with iCEP has commenced.
Somerset Sporting Precinct	Cr Duniam Cr Hyland Mayor (ex-officio)	General Manager Manager Community Activation Recreation Liaison Officer	Options are currently being investigated relating to the sporting precinct. Spatial analysis has commenced to determine footprint/size requirements in order to meet sporting standards.
ANZAC Park		Director Community & Engagement	Work is continuing with the Fairy Godmothers and other stakeholders as required
Boat Harbour Masterplan	Cr Courtney Cr Fairbrother Cr Bradley Mayor (ex-officio)	General Manager Executive Officer (GM office)	Meeting of group held, and next steps determined. Timeline being developed with goal to have plans and approvals in place before the end of the financial year ready for funding opportunities.

PLANNING PERMITS APPROVED UNDER DELEGATION –OCTOBER 2020

DA No.	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	(D)Discretionary (P)Permitted
DA 121/2020	Wilson Homes	126 Oldina Road Wynyard	Dwelling	5.10.2020	41	D
DA 98/2020	S L & M C Packwood-Hollings	599 Tollymore Road Wynyard	Distillery & Cellar Door (Change of Use of Existing Buildings, Water Tank, Cellar Door & Amenities, Carpark and Signage)	5.10.2020	66*	D
DA 130/2020	PLA Designs Pty Ltd	139 Old Bass Highway Wynyard	Dwelling Extension and Outbuilding (Shed)	6.10.2020	41	D
DA 117/2020	J & R Sadler	30 Old Bass Highway Wynyard	Frontage Fence	7.10.2020	41	D
DA 129/2020	PLA Designs Pty Ltd	21 Alberts Road Somerset	Dwelling Extension and Outbuilding (Shed)	7.10.2020	41	D
DA 133/2020	M J Verdon & A D Gellie	5 Tink Taylor Avenue Sisters Beach	Dwelling Extension	14.10.2020	42	D
DA 137/2020	G Cole	62 Old Bass Highway Wynyard	Dwelling Extension	14.10.2020	42	D
DA 138/2020	B & J Fehlberg	30 Old Bass Highway Wynyard	Outbuilding (Shed) & Demolition of Existing Outbuilding	15.10.2020	42	D
DA 58/2020	PLA Designs Pty Ltd	124 Ingleford Road Calder	Dwelling Extension	16.10.2020	42	D
DA 132/2020	J Gray	163 Lyons Road Lapoinya	Dwelling Extension	16.10.2020	42	D
DA 140/2020	J He & J S Samiec	32 Hogg Street Wynyard	Replacement Outbuildings (Garage & Shed)	16.10.2020	42	D
DA 101/2020	P Smith (Optimo Awnings)	45 Lennah Drive Wynyard	Dwelling Extension (Awning over Deck)	16.10.2020	40	D
DA 172/2019	Red Panda Property Group Pty Ltd	28A Millpond Court Wynyard	Dwelling	20.10.2020	42	D
DA 144/2020	L McGaffin & R Waterman	118 Back Cam Road Somerset	Outbuilding	20.10.2020	42	D
DA 141/2020	Rosene Cox Building Design and Drafting	47 Banksia Avenue Sisters Beach	Dwelling	20.10.2020	28	P
SD 2089	M Wells (EnviroPlan)	Hoares Lane and 687 Murchison Highway Elliott	Boundary Adjustment (Subdivision & Consolidation – 4 into 4 lots)	20.10.2020	77*	D
DA 100/2020	V & D Turner	301 Pages Road Moorleah	Riding School	20.10.2020	64*	D
DA 112/2018	M & S Dixon	19 Banksia Avenue Sisters Beach	Visitor Accommodation	27.10.2020	42	D
DA 151/2020	PLA Designs Pty Ltd	116 Hoares Lane Elliott	Dwelling & Outbuilding	27.10.2020	28	P
DA 142/2020	R Cox	41 Fosters Road Wynyard	Dwelling	29.10.2020	42	D
DA 135/2020	PLA Designs Pty Ltd	76 Dodgin Street Wynyard	Multiple Dwellings (New Dwelling) & Outbuilding	29.10.2020	42	D
DA 126/2020	Waratah-Wynyard Council	14A Austin Street Wynyard	Wynyard Sports Centre Extension (Changeroom & Amenities)	29.10.2020	41	D
DA 155/2020	J & D Crawford	124 Marshalls Road Flowerdale	Roofed Deck	29.10.2020	41	D

*Extension of time

REPORTS OF OFFICERS AND COMMITTEES

BUILDING PERMITS APPROVED – OCTOBER 2020

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
2020-141-01	Ian Ray – Abel Drafting Services Pty Ltd	135 Deep Creek Road Wynyard	New Dwelling	5.10.2020	4	DA 79/2020
2020-137-01	G Edwards – Waratah-Wynyard Council	2a Old Bass Highway Wynyard	Stage 1 - Slab only – Multipurpose Facility	13.10.2020	4	DA 15/2020
2020-132-01	N+B Design	436 Mount Hicks Road Mount Hicks	New Dwelling	14.10.2020	2	DA 59/2020
2020-160-01	Ian Ray – Abel Drafting Services Pty Ltd	5-7 & 9-11 Reservoir Drive Wynyard	New Building – Warehouse & Store	26.10.2020	0	DA 57/2020 & SD 2092
2020-143-01	Steven Penton Building Design	44A Blackabys Road Boat Harbour	New Dwelling	28.10.2020	7	DA 161/2019

COUNCIL MEETING ACTIONS

	ITEM	TOPIC	ACTION/STATUS	OFFICER	STATUS
17/9/18	10.1	Freedom Camping	That Council liaise with the Show Society to lodge a planning application to amend the use of showgrounds to allow self-contained caravans. Sisters Beach Camping – refer report this agenda Discussions with the Show Society, and other potential locations for freedom camping within Wynyard, is underway	EMT	To be actioned
10/12/18	9.2	NOM Cr Edwards – PWS Audit of Sisters Beach properties Carried	That Council request Parks and Wildlife (PWS) complete their proposed assessment audits of beach front properties at Sister Beach by March/April rather than the proposed 30 June deadline. Discussions underway to see if this can be incorporated into Council’s erosion assessment. Quote has been received and now waiting on PWS approval to proceed.	DIDS	Ongoing
10/12/18	10.1	Wilkinson Street Highway Junction works Amended Motion carried	That Council on receipt of assurances from DSG that council legal expenses associated with any representation and associated legal process will be reimbursed Date for next Hearing is pending – expecting to be March 2021	MPE	Ongoing
18/2/19	10.2	York Street Bus Stop	Motion Passed Progress design for alternative bus stop, with temporary relocation to be agreed with Dept. of Education. Follow-up observations to date have not revealed any specific safety concerns and no further action to date.	MPE	Complete
17/2/20	9.9	ROC – Management of Public Reserves Policy and Guidelines	Matter deferred pending discussions with relevant surf clubs Feedback has been received from. Draft documentation expected to be workshopped with Councillors soon.	DIDS	In Progress
22/6/20	8.2	NOM – Cr Fairbrother – Crown Land	Motion Carried - That Council consider that where areas of Crown land separate a road and a property boundary, for the purposes of planning, that the area be incorporated and or considered as a Part of the road reserve. Council staff met with Minister Jaensch’s office and they are going to follow up the option of Crown Land Services essentially providing a waiver that they have no interest where “impact” is limited to an existing access running through Crown Land.	MDRS	In Progress

20/7/20	8.2	NOM – D Fairbrother – Sisters Beach Access	<p>Motion Carried: That Council undertake an investigation into identifying a preferred secondary access to Sisters Beach</p> <p>All information is now to hand. It is expected that a scoping document will be prepared and presented to Councillors before the Christmas break.</p>	DIDS	Progressing
19/10/20	5.3.3	PQWON – B Walsh Katelyn Drive	<p>Mr Walsh asked if stumps would be cleared once the firebreak was cleared so that a play space could be developed for children. He noted that he believed that one block was supposed to be set aside for a playground on the original Katelyn Drive subdivision plans and that there have since been two further subdivisions west of Big Creek with no play area.</p> <p>Director meeting with Mr Walsh to discuss further the scope of firebreak works prior to March 2021</p>	DIDS	Complete
19/10/20	7.3.3	CQWON – Cr Fairbrother – Building and Planning Statistics Reporting	<p>Cr Darren Fairbrother asked if it was possible to have additional information added to building and planning reporting contained within the Senior Management Report each month to enable Councillors to be aware of what is happening with current applications that may not have progressed to advertising. For example, applications received, awaiting additional information or currently on advertising.</p> <p>The General Manager committed to review the information provided.</p> <p>Consideration for improved reporting will be incorporated into planning review to be done. There is risk with providing details of applications not yet advertised.</p>	GM	Progressing
19/10/20	7.3.4	CQWON – Cr Duniam – Electronic Notice Boards	<p>Cr Mary Duniam asked if Council could investigate the installation of electronic noticeboards in the Civic Squares in Wynyard and Somerset.</p> <p>The General Manager agreed to investigate as part of the Signage Strategy currently being developed.</p>	GM	Progressing
19/10/20	8.1	NOM – Cr Edwards – Mountain Bike Trails	<p>That Council undertake a workshop to discuss the feasibility of mountain biking trails within the Waratah- Wynyard municipal area, and officers prepare a subsequent report for consideration</p> <p>Workshop currently scheduled for 7 December 2020.</p>	GM	Progressing
19/10/20	8.2	NOM – Cr Bramich – Forsters Rd Naming	<ul style="list-style-type: none"> • Rescind the decision made at the September 2020 meeting to leave the name Fosters Road unchanged; • alter the name of Fosters Road to Forsters Road; and • Notify the relevant authorities and landowners adjoining that road of the change <p>Action has not yet progressed as waiting on Councillor Bradley to provide clarification on matter</p>	DOP	To be actioned

9.9 MINUTES WARATAH COMMUNITY BOARD - 26 SEPTEMBER 2020

To: Council
Reporting Officer: Director Community and Engagement
Responsible Manager: Director Community and Engagement
Report Date: 6 November 2020
File Reference: 11
Enclosures: 1. Unconfirmed Minutes Waratah Community Board 26 September 2020 

RECOMMENDATION

That Council note the Unconfirmed minutes of the Waratah Community Board meeting held on 26 September 2020

PURPOSE

For Council to note the unconfirmed Minutes of the Meeting of the Waratah Community Board held on 26 September 2020.

BACKGROUND

The Waratah Community Board was established by Council in 2019 and the adoption of the Waratah Community Plan 2018-2021.

DETAILS

The key outcomes from the Waratah Community Board meeting of 26 September 2020 included:

- **Future Meetings** - The final meeting for 2020 will be held at the Waratah Community Hub on Saturday 5 December. This will be followed by a BBQ. Waratah residents are invited to join the Board at 1pm to discuss local issues and enjoy the BBQ.
- **Waterfall** – The State Government has agreed to contribute \$100,000 towards the waterfall project, for on ground infrastructure works associated with proposed stages 2 and 3.
- **Community Facilitator** – Councils Community Development Officer is available to meet with residents and representatives of groups. Next visit to the Waratah Community Hub is on Wednesday 21 October from 10 am to 4pm
- **Railway Bridge** – The State Government has agreed to contribute \$200,000 towards the construction of a parallel pedestrian crossing with viewing platform. Council to be approached to fund the balance of the project. Awaiting budget announcement to confirm timing of funding
- **Waratah Community Board & Community Plan** – As this is the third year of the Boards operation a review of its operation is to be undertaken in the new year. This will include the Community Plan and membership.

- **Whyte Hills Lookout** – Expressions of interest for an aboriginal/ water themed art installation were extended until the 24 October.

STATUTORY IMPLICATIONS

Statutory Requirements

There are no statutory implications as a result of this report.

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Strong communities and social capital	Enduring community capital – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
Health and Wellbeing	Maintaining good health and wellbeing – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.
Place making and liveability	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.
Governance and working together	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.

Council Strategy or Plan Reference

Council Strategy or Plan	Date Adopted:
Waratah Community Plan	Adopted February 2018

POLICY IMPLICATIONS

There are no policy implications as a result of this report.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications as a result of this report.

FINANCIAL IMPLICATIONS

There are no financial implications as a result of this report.

RISK IMPLICATIONS

There are no risk implications as a result of this report.

CONSULTATION PROCESS

A briefing update is provided to the community after meetings. There is also an open community session as part of each Board meeting. Minutes and meeting times are communicated.

CONCLUSION

It is recommended that Council note the Unconfirmed Minutes of the Waratah Community Board meeting held on 26 September 2020.

10.0 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.

RECOMMENDATION

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

Matter	Local Government (Meeting Procedures) Regulations 2015 Reference
<i>Confidential Report R15 (2) - Confirmation Of Closed Minutes Of Previous Meeting</i>	<i>15 (2)</i>
<i>Confidential Report R15 (2) – Notices Of Motion</i>	<i>15(2)</i>
<i>Confidential Report R15 (2) (f) proposals for the council to acquire land or an interest in the land or for the disposal of land</i>	<i>15 (2) (f)</i>
<i>Confidential Report R15 (2) (h) - Leave of Absence Request - Councillors</i>	<i>15(2)(h)</i>
<i>Confidential Report R15 (2) - Closed Senior Management Report</i>	<i>15(2)</i>

11.0 CLOSURE OF MEETING TO THE PUBLIC

Legislative Reference:

Local Government (Meeting Procedures) Regulations 2015; Regulation 15

RECOMMENDATION

That the Council RESOLVES BY AN ABSOLUTE MAJORITY that go into Closed Meeting to consider the following matters at pm:

Matter	Local Government (Meeting Procedures) Regulations 2015 Reference
<i>Confidential Report R15 (2) - Confirmation Of Closed Minutes Of Previous Meeting</i>	<i>15 (2)</i>
<i>Confidential Report R15 (2) – Notices Of Motion</i>	<i>15(2)</i>
<i>Confidential Report R15 (2) (f) proposals for the council to acquire land or an interest in the land or for the disposal of land</i>	<i>15 (2) (f)</i>
<i>Confidential Report R15 (2) (h) - Leave of Absence Request - Councillors</i>	<i>15(2)(h)</i>
<i>Confidential Report R15 (2) - Closed Senior Management Report</i>	<i>15(2)</i>

12.0 RESUMPTION OF OPEN MEETING
--

At pm the Open Meeting was resumed.

13.0 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

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