



**ORDINARY MEETING
OF COUNCIL**

**AGENDA
OPEN MEETING**

19 April 2021

19 April 2021

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 19 April 2021 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

19 April 2021

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

Dear Shane,

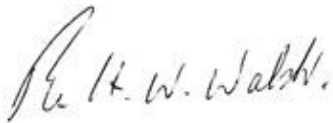
COUNCIL MEETING

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 19 April 2021 commencing at 6.00pm at the Council Chambers, 21 Saunders Street, Wynyard.

Yours sincerely



Cr Robby Walsh
MAYOR

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

AGENDA OF AN ORDINARY MEETING OF THE WARATAH-WYNYARD COUNCIL TO BE HELD AT THE COUNCIL CHAMBERS, 21 SAUNDERS STREET, WYNYARD ON MONDAY 19 APRIL 2021, 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 15 March 2021, 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

11/3/21	Mayors Professional Development Workshop
12/3/21	LGAT General Meeting
13/3/21	Wynyard Show Society Dinner
15/3/21	2 x meetings with constituent
15/3/21	Tasmania Talks Radio
15/3/21	Council Meeting
16/3/21	Meeting with General Manager
17/3/21	BNW Breakfast Meeting
17/3/21	Community Conversation Yolla
22/3/21	Councillor Workshop
23/3/21	Meeting with Tas Audit Office
23/3/21	Council Audit Panel Meeting
24/3/21	Meeting with Constituent
24/3/21	CCA Mayors Meeting & Function
25/3/21	7BU Radio
25/3/21	CCA Representatives Meeting
29/3/21	Farewell for Governor and Mr Warner
29/3/21	Councillor Workshop
30/3/21	Meeting with General Manager
30/3/21	NW Market Committee Meeting
31/3/21	Citizenship Ceremony
31/3/21	Meeting with Constituent
8/4/21	Meeting with General Manager
8/4/21	7BU/7AD Radio
8/4/21	Meeting with Constituent
11/4/21	100 th Anniversary of Wynyard Bowls Club
12/4/21	Citizenship Ceremony
12/4/21	COVID Vaccine Campaign Filming
12/4/21	Councillor Workshop
12/4/21	ABC Radio

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

22/3/21	Capital Works Budget Cradle Coast Authority Reps Meeting
29/3/21	East Wynyard Foreshore Masterplan West by North West
12/4/21	Wynyard Transfer Station Rural Kerbside Collection 21/22 Capital Budget

Upcoming Workshops - Indicative Only

26/4/21	Burnie Dogs Home Presentation Building Asset Management Review Fees & charges Review Rating Policy
3/5/21	Healthy Tasmania Grant Update Draft Operational Budget Strategic Plan Review
10/5/21	Draft Plan for Fossil Bluff Budget Communication and Messaging Alluvium Report
26/5/21	Draft Operational Budget

Councillor Attendance Records

Meetings attended during 2020/21 (to 12 March 2021)

	Ordinary Meetings 2020/21 (9)	Special Meetings / AGM 2020/21 (2)	Workshops 2020/21 (20)	Weeks Leave Approved
Mayor Robert Walsh	9	2	16	
Deputy Mayor Mary Duniam	8	2	20	
Cr Maureen Bradley	9	2	20	
Cr Gary Bramich	9	2	20	
Cr Andrea Courtney	8	1	19	
Cr Celisa Edwards	8	1	19	
Cr Darren Fairbrother	9	2	19	
Cr Kevin Hyland	5	2	12	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 J MCERLAIN - TOURISM

QUESTION

Mr McErlain of Wynyard asked if Council would consider extending the brief of the recently advertised mapping project to the region and beyond. A current map for region the region is in high demand by visiting tourists. There is an opportunity for a stylised version developed by local artists which he believes would be a hit with tourists and locals . The tourism arm of Business North West would like to work with council and artists to create a more comprehensive map.

OFFICERS RESPONSE

The Waratah-Wynyard Council (WWC) Public Art Advisory Group (PAAG) was set up to assist Council at a strategic level with advice and recommendations on public arts-based activities and strategies and identify public art opportunities. Following an expression of interest process, the PAAG is made up of community members. At their inaugural meeting the PAAG identified goals of aligning art project outcomes to community plans, supporting local (Tasmanian) artists and activating community spaces.

The artistic enhancement of existing Wynyard walking experiences was selected as the first project for the PAAG to be involved in. Considering the resources and funds available to them, the PAAG conceptualised and commissioned an interactive illustrated map, and the design and fabrication of an interactive illustrated information board. Both commissions seek to identify existing Wynyard walking infrastructure as well as native fauna, flora, history and stories to be created by a Tasmanian artist with information sourced from local experts. The commissions were created and advertised state-wide in February, with the closing date being Monday 5 April 2021.

The PAAG went to market to seek a fresh approach to the project and to engage with artists of different ages, backgrounds and mediums. The PAAG received numerous expressions of interest and four quality submissions for consideration. The development of a map for the region is an exciting idea, however extending the PAAG's brief to include the tourism arm of Business North West working with Council and artists to create a more comprehensive map is outside the scope and budget of this project.

From a Tourism perspective a regional map is supported – however producing one for just Waratah-Wynyard Council would not be cost efficient or useful for tourists (who don't understand or care about Council borders). For this project to progress it would need the backing of the RTO and a cooperative approach from neighbouring Councils. This would best be coordinated by a group such as Business North West or the WxNW regional tourism organisation.

5.1.2C HUTCHISON - DIVERSITY IN ABUNDANCE

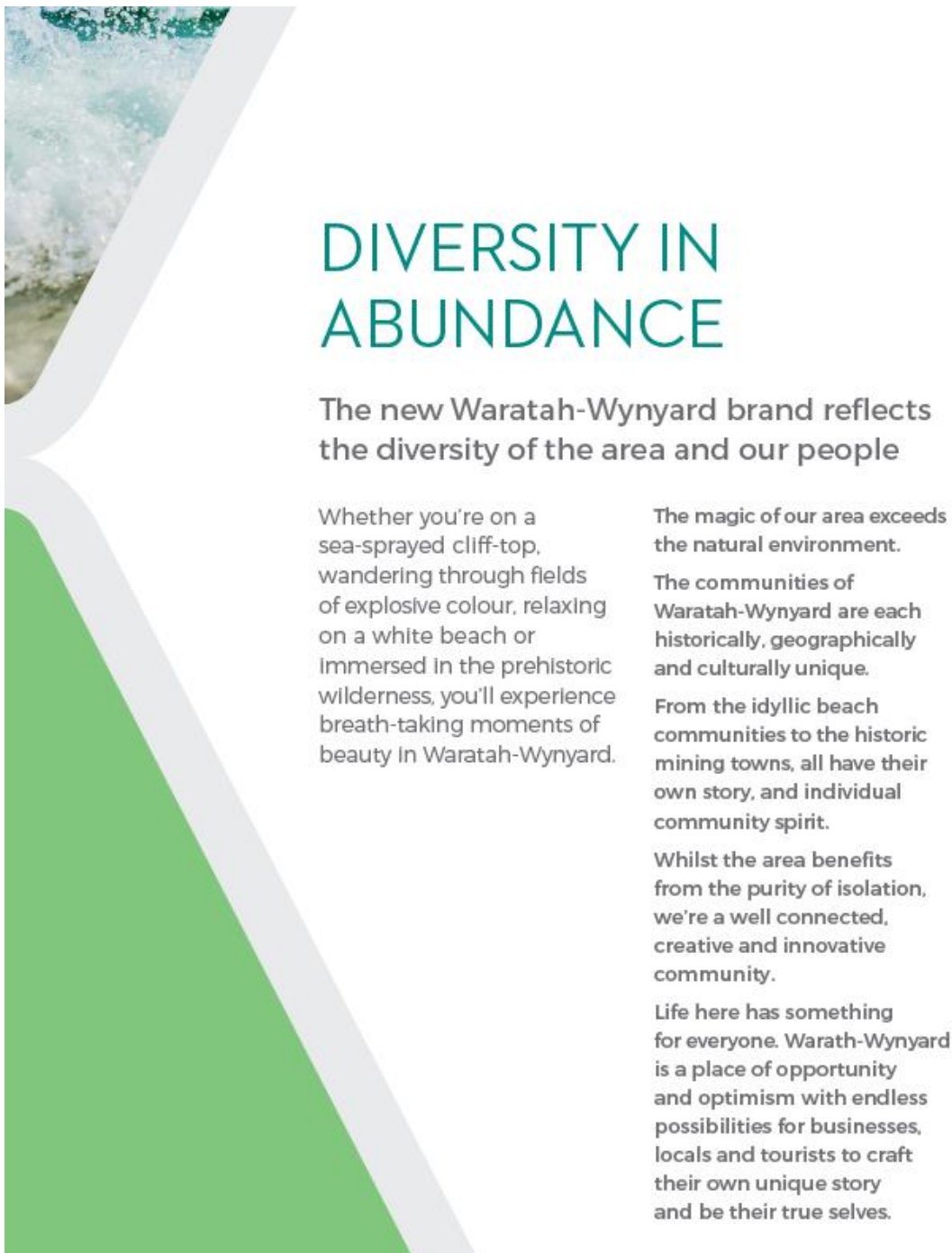
QUESTION

Mr Hutchison of Preolenna asked if the General Manager could explain what the Council branding “Diversity in Abundance” meant.

OFFICERS RESPONSE

Mr Hutchison has been provided with a document used to introduce the new brand and vision to the community.

An extract of this document is included below for information.



DIVERSITY IN ABUNDANCE

The new Waratah-Wynyard brand reflects the diversity of the area and our people

Whether you're on a sea-sprayed cliff-top, wandering through fields of explosive colour, relaxing on a white beach or immersed in the prehistoric wilderness, you'll experience breath-taking moments of beauty in Waratah-Wynyard.

The magic of our area exceeds the natural environment.

The communities of Waratah-Wynyard are each historically, geographically and culturally unique.

From the idyllic beach communities to the historic mining towns, all have their own story, and individual community spirit.

Whilst the area benefits from the purity of isolation, we're a well connected, creative and innovative community.

Life here has something for everyone. Warath-Wynyard is a place of opportunity and optimism with endless possibilities for businesses, locals and tourists to craft their own unique story and be their true selves.

5.1.3 C HUTCHISON - GLOBALISATION IMPACT ON COMMUNITY

QUESTION

Mr Hutchison of Preolenna asked the Mayor if he thought globalisation has been helpful or harmful or somewhere in between to communities in this area? What specifically have been the effects (positive, neutral, negative) of this phenomenon.

OFFICERS RESPONSE

I thank you for your question regarding globalisation at the last Council meeting. This particular matter, whilst having an impact on our daily lives, is not something we often consider or reflect on. It is certainly not an area that Council has had formal discussion or formed a position. Therefore, I can only comment from my own perspective and have not given enough consideration to determine whether globalisation has been “helpful or harmful or somewhere in between to communities in this area”.

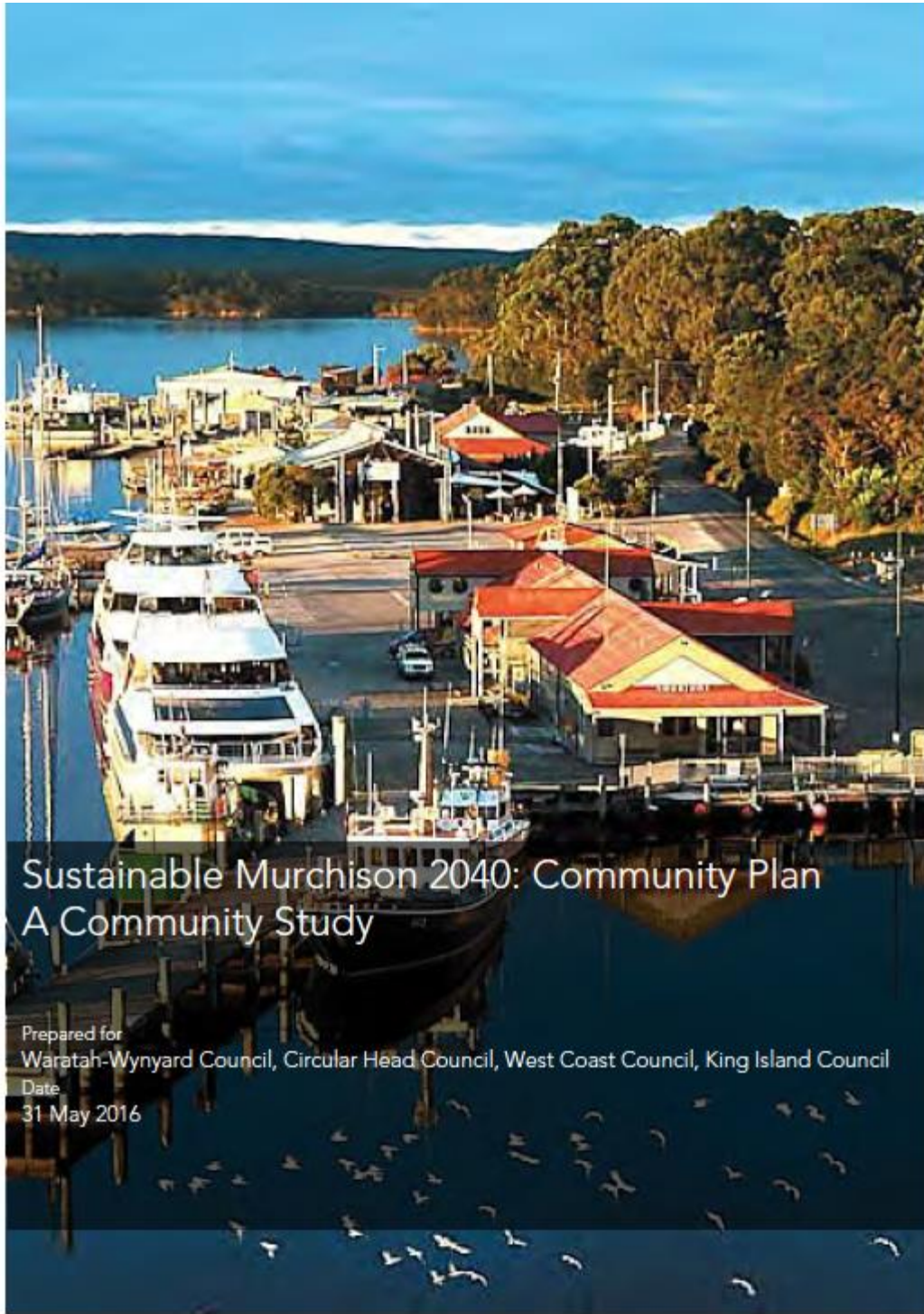
Tasmania, and our region, relies on international markets for exports and tourism (currently significantly impacted). International markets also look to Tasmania for trade in services, including international education. On the human side, we are now able to easily communicate across countries and cultures simply and easily, this has never been more apparent than during the last 12 months. I am aware that people can and do live in townships such as Boat Harbour or Sisters Beach and work remotely for businesses throughout the country and the world. Advanced manufacturing in and around Wynyard is accessible to markets and customers across the world. All of these opportunities result in stronger economies, more jobs and opportunities for those in our region.

With these opportunities come challenges and we know that significant infrastructure investment is required to ensure our transport networks and ports allow our export opportunities to be realised. Our communication infrastructure also needs improvement to maximise opportunities.

There certainly remain a portion of the community that want local assets to remain in local hands and not see profits go back to international countries. There also remain concerns regarding quality, environmental and safety standards from foreign owners. A challenge remains for the government to continue to explore best practice models for foreign investment and address local concerns in these areas.

Globalisation as a subject, or unit, is now offered through the University of Tasmania where students learn the causes of global issues and problems and begin contributing to solutions. It will continue to be an area to watch in the future with greater exposure of our younger generation.

The Sustainable Murchison Community Plan considers global impacts on our region and how the region can make the most of opportunities to best manage its future in a sustainable way while maintaining the values that the community considers important. It considers what our region needs to do to ensure we can be competitive in a global market.

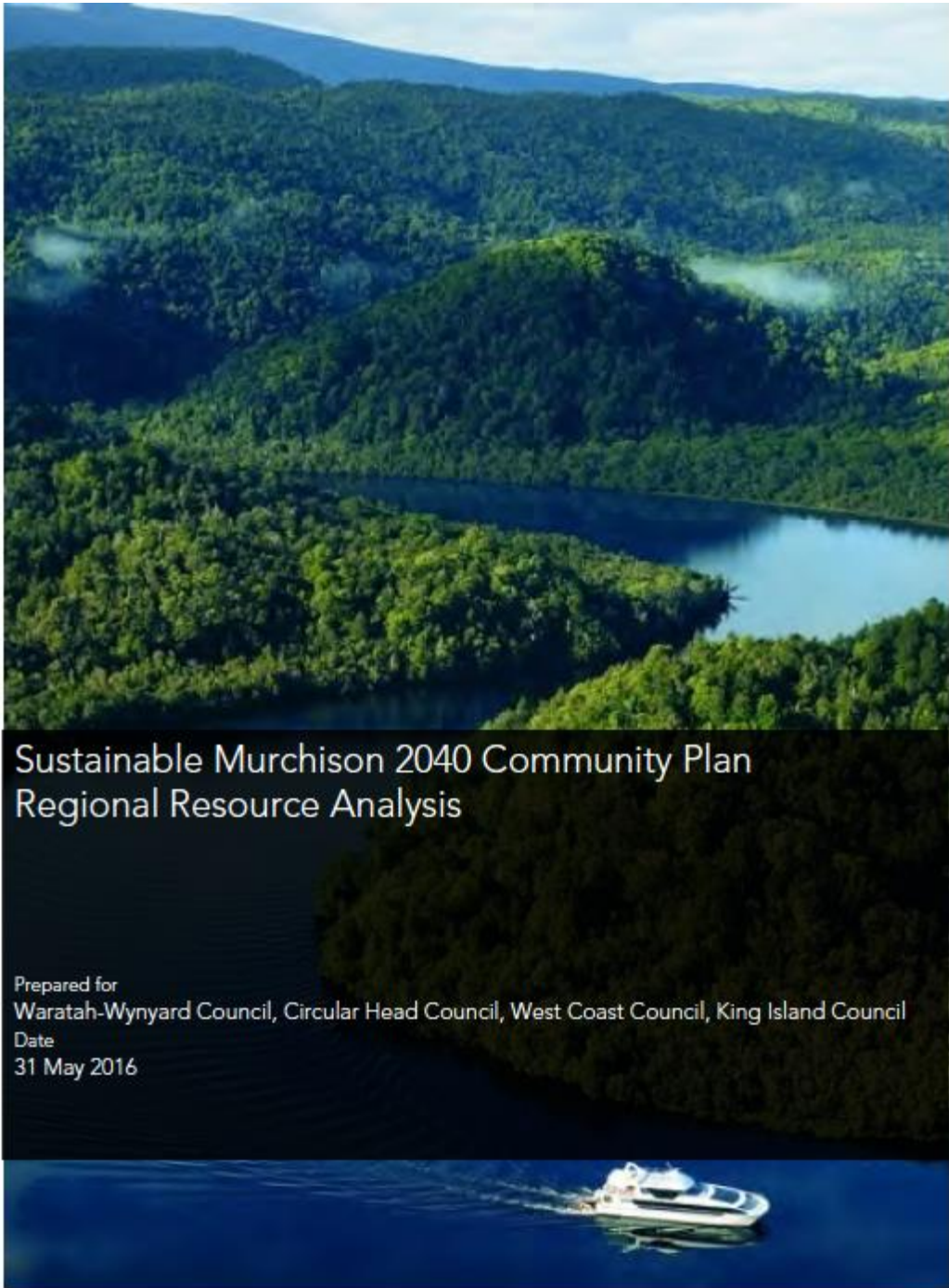


Sustainable Murchison 2040: Community Plan A Community Study

Prepared for
Waratah-Wynyard Council, Circular Head Council, West Coast Council, King Island Council
Date
31 May 2016



Geografia Pty Ltd
ABN: 33 600 046 213



Sustainable Murchison 2040 Community Plan Regional Resource Analysis

Prepared for
Waratah-Wynyard Council, Circular Head Council, West Coast Council, King Island Council
Date
31 May 2016



Geografia Pty Ltd
ABN: 33 600 046 213

Sustainable Murchison 2040

One Voice Leads to Action

Community Vision



The Murchison Region includes the municipalities of:

- Waratah Wynyard
- Circular Head
- King Island
- West Coast
- Burnie is the Regional Hub

Prepared by

campbell&jones
groupwork city ltd

Helping groups move from uncertainty to purpose.

July 13 2016

5.1.4 K WEBB - FOSTERS ROAD

QUESTION

Ms K Webb of Wynyard asked what evidence council provided to the Nomenclature Board in support of the change of name.

OFFICERS RESPONSE

There is no minimum requirement of information to be supplied when making submissions for name changes to the Nomenclature Board however Council elects to provide all available information when making a submission. In the case of Fosters Road, all information supplied to Council in the open session reports was also provided to the Board to support the proposed change.

5.2 PUBLIC QUESTIONS RECEIVED IN WRITING

Nil received.

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.

Nil received.

5.5 PUBLIC STATEMENTS WITHOUT NOTICE

6.0 PETITIONS / DEPUTATIONS / PRESENTATIONS

Legislative Reference:

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

57. *Petitions*

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

58. *Tabling petition*

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

(a) *table the petition at the next ordinary meeting of the council; or*

(b) *forward it to the general manager within 7 days after receiving it.*

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

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

(a) *a clear and concise statement identifying the subject matter; and*

(b) *a heading on each page indicating the subject matter; and*

(c) *a brief statement on each page of the subject matter and the action requested; and*

(d) *a statement specifying the number of signatories; and*

(e) *the full printed name, address and signature of the person lodging the petition at the end of the petition.*

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

(b) *it is defamatory; or*

(c) *any action it proposes is unlawful.*

(4) *The General Manager is to advise the lodger of any petition that is not tabled the reason for not tabling it within 21 days after lodgement.*

Local Government (Meeting Procedures) Regulations 2015, Regulation 38(1)(a)(b),(2)

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

(a) *to address the meeting; and*


(b) *to make statements or deliver reports.*

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

6.1 DEPUTATIONS AND PRESENTATIONS

6.1.1 REPLACEMENT OF DAMAGED BEACH ACCESS WALKWAYS NODES #3 AND #7 IRBY BOULEVARD

To: Council
Reporting Officer: Executive Officer
Responsible Manager: General Manager
Report Date: 6 April 2021
File Reference: 0604

Enclosures: 1. Petition - Replacement of Damaged Walkway Nodes Irby Boulevard 

RECOMMENDATION

That Council receive and note the petition relating to the replacement of damaged beach access nodes at #3 and #7 Irby Boulevard, Sisters Beach and consider the petition and request for funding as part of the 21/22 budget deliberations.

BACKGROUND

The following petition has been received:

Subject matter	The Petition states that – Replacement of walkways #3 and #7 on Irby Boulevard which were destroyed in the 2018 storms. In 2019 Council successfully repaired walkways #2 and #10 being two of the four walkways destroyed from a total of ten.
Statement of subject matter and action requested	It is requested that Council replace Walkways #3 and #7 at Irby Boulevard. The petition asks that council design and construct 2 replacement walkways to get Western Beach back to 10 walkway accesses which have been enjoyed by the community for 60 years in an expanding part of Sisters Beach. Supporting information and photos are included in the attachment.
Signatories	56

A copy is attached. The petition is in compliance with s.57 of the *Local Government Act 1993*. The petition is accordingly able to be tabled. The petition is listed on the meeting agenda for receipt and noting.

COMMENT

Receipt of the petition regarding proposed replacement of walkway nodes #3 and #7 at Irby Boulevard Sisters Beach is acknowledged and the request for beach accesses to be restored will be considered as part of the 21/22 budget deliberations.

7.0 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*.

7.1 PUBLIC QUESTIONS WITHOUT NOTICE – RELATING TO PLANNING MATTERS

Legislative Reference:

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

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

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

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

(5) The Chairperson may –

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

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

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7.2 PUBLIC STATEMENTS - RELATING TO PLANNING MATTERS






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

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7.3 SUBDIVISION (1 INTO 2 LOTS) AND DEMOLITION OF SHED LOCATED AT 15 NEW STREET, WYNYARD - DA30/2021 & SD2113

To: Council
Reporting Officer: Town Planner
Responsible Officer: Director Infrastructure and Development Services
Report Date: 30 March 2021
File Reference: 7430935

Supporting Documents:

1. Development Application Documents 
2. TasWater Conditions 
3. Signed Extension of Time Agreement 
4. Representation 1 
5. Representation 2 

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 a subdivision (1 into 2 lots) and demolition of a shed located at 15 New Street, Wynyard subject to the following conditions:-

PART A CONDITIONS:

- (1) The development is to be generally in accordance with the application as submitted and endorsed documents as listed:
 - a) Proposal Plans with Project Number 20186-01 and -04, Revision A as prepared by PLA Designs and dated 11 February 2021.
 - b) Proposal plans with Project Number 20186-02 Revision B as prepared by PLA Designs and dated 11 February 2021.
 - c) Proposal plans with Project Number 20186-03 Revision A as prepared by PLA Designs and dated 17 December 2020.
 - d) Planning Report with reference number 20186-P, as prepared by Jayne Newman of Planning 4 Bushfire and dated 16 February 2021.
- (2) In the course of undertaking the development/use there is to be no damage caused to any Council owned infrastructure or property.
- (3) 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.
- (4) Loading and unloading of vehicles is to be confined to within the boundaries of the property.
- (5) A reinforced concrete driveway slab is to be constructed for Lot 2 between the existing kerb crossover and the property boundary in accordance with Tasmanian

Standard Drawing TSD-R09-v3, Urban Roads Driveways and the conditions in a “Activity in Road Reservation Permit”.

- (6) Vehicular access to and egress from the site is to occur only in a forward motion.
- (7) A new stormwater connection point including an accessible inspection opening at ground level is to be constructed at the lowest point of the lot to permit connection to Council’s stormwater drainage reticulation network. The connection point is to be inspected and approved by the Director Infrastructure and Development Services before backfilling.
- (8) A Final Survey Plan is to be submitted to Council for sealing. The plan is to be drawn to scale and prepared in accordance with the requirements of the Recorder of Titles and will form part of this permit when sealed. The Final Survey Plan is to be substantially the same as the endorsed plan.
- (9) Before the Final survey Plan may be sealed, all conditions of this permit are to have been completed.
- (10) A Final Survey Plan submitted for sealing by the Council is to show all easements required for powerlines, sewerage, water, drainage purposes, vegetation and legal access.
- (11) Underground power is to be provided to proposed lot 2 in the development in accordance of the requirements of TasNetworks and IPWEA standard drawings and specifications.

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 2021/00298-WWC (attached).

Notes: -

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

- An “Activity in Road Reservation” permit must be obtained from Council for all activity within the Road Reservation.
- 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 SD2113 & DA30/2021. Any variation requires an application for further planning approval of Council.

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- 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.
 - For letterbox placement please contact 'Australia Post 64345580' for correct guidelines.
 - A further fee is required for the signing and sealing of Final and Strata Plans. Please refer to Councils website for current Planning fees.
 - 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 SD2113 and DA30/2021 against the requirements of the *Waratah-Wynyard Interim Planning Scheme 2013* (Planning Scheme).

BACKGROUND

The subject site is located at 15 New Street Wynyard and comprises 799m². It is within the General Residential zone as are all neighbouring lots to the north, south, east and west. The subject site is currently a corner lot with frontage onto Reid Street at the north and New Street at the west. Currently a constructed crossover is located on New Street.

DETAILS

The applicant is seeking approval for a subdivision at the property described as 15 New Street, Wynyard (CT2/81228). The property has a constructed dwelling located on the northern half of the site with a formed crossover and associated driveway and several outbuildings. The surrounding area is a residential area populated by a mix of single dwelling and unit development.

The subdivision will result in two lots and the demolition of an outbuilding. The subdivision will provide lot 1 with an area of approximately 470m² and lot 2 with an area of approximately 330m².



Figure 1: Subject property Source: MapInfo

A table is also provided below details the characteristics of the proposed lots:

Proposed Lot	Size (m²)	frontages	improvements
Lot 1	470m ²	14.05m New Street 16.77m Reid Street	dwelling
Lot 2	330m ²	17.45m Reid Street	Vacant (outbuilding demolished)

This report assesses the proposal against the *Waratah-Wynyard Interim Planning Scheme 2013* (the Planning Scheme) and takes into account any representations received during the public exhibition period. The subject property is zoned General Residential under the Planning Scheme. The proposal is defined as a Residential Use Class. This is a Permitted use within the zone, should the application meet all the relevant Acceptable Solutions. The applicant is applying for discretion under clause 10.4.9 (P1) Suitability of a site or lot for use or development under the *Waratah-Wynyard Interim Planning Scheme 2013*.

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 29 March 2021. Two (2) representations have been received. A map demonstrating the relationship between the subject site and the representor's property is shown in Figure 2.



Figure 2: Subject site & Representors property. Source: MapInfo

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 and Mrs Gleeson

Issues raised:	Response:
<p>The application details removing the garage in which the wall forms part of the dividing boundary fence. The concern is that if the wall is left as the fence it could be very unstable without the shed stabilising it.</p>	<p>The application details removing the entirety of the outbuilding. The applicant will also be required to undertake all necessary steps under the <i>Building Act 2016</i>, such as any building permits and or plumbing permits. This will likely require engaging a Building Surveyor for any demolition and ensuring if any part of the outbuilding remains that it is structurally sound. Please note, that boundary fence matters are legislated under the <i>Boundary Fences Act 1908</i> and form no part of this planning application assessment. Boundary fences are a civil matter between the two parties. A useful link in relation to boundary fences can be found on Legal Aid’s website at the following: https://www.legalaid.tas.gov.au/factsheets/boundary-fences-fact-sheet/</p>

Representor- Mr and Mrs Griffiths

Issues raised:	Response:
<p>Lot 1 has parking issues. The current lot parks in Reid Street and regularly on the nature strip, causing a visual hazard</p>	<p>The applicant has confirmed in the application that two carparking spaces are available for each lot and can be individually accessed onsite. The proposed</p>

<p>exiting our premises. The additional driveway will only create further additional parking and road safety issues to both us and our neighbours.</p>	<p>parking arrangements are able to meet the acceptable solution of the planning scheme.</p>
<p>Dividing the existing lot into 2 will encroach on the privacy of our bedrooms which are located close to the proposed subdivision and undermine our property value.</p>	<p>Unfortunately, property valuations are not a consideration of the planning scheme. The planning scheme instead has a clause in relation to overlooking when a proposal has a floor level greater than 1m in height, no building is proposed as part of this application.</p> <p>This particular application triggers discretion and assessment against the performance criteria at clause 10.4.9 due to the proposed new lot not providing a building area orientated north to south that meets the acceptable solution. For a full assessment please see planning comments.</p>
<p>The subdivision is detrimental to the existing lots as they are larger allotments.</p>	<p>Valuation detriment is not a consideration under the planning scheme assessment. The planning scheme instead provides a pathway for dense lots in the General Residential Zone and subject to design, can provide a permitted pathway for them and not require any advertising or notification pathway.</p>
<p>Concerned about the environmental impact the proposal may have to the existing infrastructure of the established area.</p>	<p>The subject site and all neighbouring properties are zoned General Residential as identified under the <i>Waratah-Wynyard Interim Planning Scheme 2013</i>. The proposed new site will be conditioned to connect to all mains services with individual connections points as the neighbouring lots do.</p>
<p>Disappointed with the notification of this planning permit. It was delivered to us on the 24th March (letter dated March 13th) and our correspondence is required by Council by the 29th March 2021. This gave us 3 working days to comprehend at this point legal team have not been given a copy to study the full impact of this proposed subdivision will have on both us and our property.</p>	<p>Notification periods are legislated under the <i>Land Use Planning Approvals Act 1993</i> and are a multi-pronged approach.</p> <p>The notification includes advertising in the local newspaper, a notice placed on the subject site facing the public frontages, written notification to adjoining landowners and a full copy of the application available at Council offices. Waratah-Wynyard Council also places this information on its website for viewing.</p> <p>The occupier of 2 Reid Street and the owner of 13 New Street were sent an adjoining landowner letter via post on the 12th March 2021. The owners of 2 Reid Street were also emailed a copy of the adjoining landowner letter on the 12th March 2021, as this is their requested correspondence on file.</p>
<p>We have been advised the subdivision will be used as a business.</p>	<p>Council must assess an application based on the particulars that are provided to them. The current application before us is for the demolition of an outbuilding (in the form of a residential garage) and a subdivision.</p>

	Should a new building or new business occur sometime in the future the landowner would be responsible for ensuring they are remaining compliant with all relevant Acts, this would include the <i>Land Use Planning Approvals Act 1993</i> and <i>Building Act 2016</i> , including but not limited to planning permits, building and plumbing permits.
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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) 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.
- (3) Loading and unloading of vehicles is to be confined to within the boundaries of the property.
- (4) A reinforced concrete driveway slab is to be constructed for Lot 2 between the existing kerb crossover and the property boundary in accordance with Tasmanian Standard Drawing TSD-R09-v3, Urban Roads Driveways and the conditions in a "Activity in Road Reservation Permit".
- (5) Vehicular access to and egress from the site is to occur only in a forward motion.
- (6) A new stormwater connection point including an accessible inspection opening at ground level is to be constructed at the lowest point of the lot to permit connection to Council's stormwater drainage reticulation network in accordance with TSD-SW25-v3 Stormwater property Connections to Mains. The connection point is to be inspected and approved by the Director Infrastructure and Development Services before backfilling.

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 25 February 2021. The response was received on 2 March 2021 and requests conditions to be attached to any permit granted.

PLANNING ASSESSMENT

The subject site is zoned General Residential under the *Waratah-Wynyard Interim Planning Scheme 2013*. The use is a Residential Use which is a Permitted use within the zone, should the application meet all the relevant acceptable solutions of the planning scheme. The proposal does not meet all relevant acceptable solutions of the planning scheme and is therefore submitted as a discretionary application under Section 57 of 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.

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

10.4.9 Suitability of a site or lot for use or development

<p>A1 A site or each lot on a plan of subdivision must –</p> <ul style="list-style-type: none">(a) have an area of not less than 330m² excluding any access strip; and(b) if intended for a building, contain a building area of not less than 10.0m x 15.0m<ul style="list-style-type: none">(i) clear of any applicable setback from a frontage, side or rear boundary;(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 <p>if a new residential lot, with a long axis within the range 30° east of north and 20° west of north</p>	<p>P1 A site or each lot on a plan of subdivision must –</p> <ul style="list-style-type: none">(a) be of sufficient area for the intended use or development without likely constraint or interference for –<ul style="list-style-type: none">erection of a building if required by the intended use;access to the site;use or development of adjacent land;a utility; andany easement or lawful entitlement for access to other land; and <p>if a new residential lot, be orientated to maximise opportunity for solar access to a building</p>
<p>Planning Comments: Complies</p> <p>Proposed lot 2 cannot achieve a 10m x 15m building envelope orientated with a long axis within the range of 30° east of north or 20° west of north. Therefore, the application must address the performance criteria.</p>	

The proposed subdivision plan will have a boundary facing north-west that is 17.45m wide at the frontage of Reid Street and approximately 20.09m in length. Therefore, there is considered sufficient space and are for a future building that meets boundary setbacks and measures approximately 14.45m in width to provide for residential development and approximately 15.59m in length.

Access to proposed lot 2 will be via a newly constructed crossover located from Reid Street at the north and will be conditioned accordingly.

Use and development of adjacent land is also residential development. The property to the south is developed with an existing dwelling that will straddle the new boundary of the subdivision. This will assist as there will be setbacks to this newly created boundary for the new lot and be required to provide separation between buildings.

No utilities, or any easements or lawful entitlements for access to other land constrains or interferes with the proposed lots.

The proposed new lot has a northern aspect with unlimited access to the northern aspect of Reid Street.

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.

Local Government (Building & Miscellaneous Provisions) Act 1993

The application has been considered against the requirements of section 85 of the *Local Government (Building & Miscellaneous Provisions) Act 1993*. The application is generally consistent with these provisions.

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 demolition of an outbuilding and subdivide the lot from one into two lots complies 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 large, residential lot and the dwelling density and site layout provide sufficient opportunity for solar access to the new proposed lot 2.

The application is considered to comply with the General Residential Zone provisions, the Traffic Generating Use and Parking Code provisions and all provisions for the *Waratah-Wynyard Interim Planning Scheme 2013*. It is therefore recommended that Council approve a planning permit for the proposed demolition of an outbuilding and subdivision (1 into 2 lots).

8.0 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.*

8.1 RESPONSE(S) TO COUNCILLOR QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING**8.1.1 CR FAIRBROTHER - NORTH WEST SALE YARDS****QUESTION**

Cr Fairbrother asked if the Mayor could provide an update on the North West Sale Yards

OFFICERS RESPONSE

Working groups continue to meet to determine the most appropriate location for a North West Sale Yard.

The Cradle Coast Authority have requested that should a party seek support for their saleyard plans, they have been advised to make a submission as part of the Regional Investment Framework. Neither the Wesley Vale nor Minna Road site proponents have completed a submission yet.

In relation to the establishment of farm wash down facilities, the latest quarterly report from the Cradle Coast Authority states:

- Evaluated quotes for feasibility study and drafted contract for services
- Established Steering Group and hosted two meetings
- Met with Smithton Steering Group to discuss the feasibility of the facilities
- Liaised with Pitt and Sherry and Developers to produce draft feasibility study report for Burnie, Devonport and King Island.

8.1.2 CR DUNIAM - TULIP CHAIRS**QUESTION**

Cr Mary Duniam asked if the final Tulip chair in Goldie Street was going to be removed and if all the chairs were going to be repaired and where would they then be located.

OFFICERS RESPONSE

The tulip chair in Goldie Street will be removed and repaired if possible. There are three additional tulip chairs which will be installed together in a prominent location to ensure they act as a promotion for the Tulip Festival and provide a focal point and good photo opportunity for visitors. The proposed location, yet to be finalised, is likely to be within Gutteridge Gardens.

8.1.3 CR DUNIAM - BREACHES OF DOG POLICY

QUESTION

Cr Mary Duniam asked for details of the number of breaches of the Dog Management Policy since the new signs had been installed and how many infringement notices had been issued.

OFFICERS RESPONSE

Officers advise that since the new signage has been installed along foreshores in built-up areas, the number of people ignoring the signage during business hours has decreased.

It is uncommon to find someone with a dog "*off lead*" during the restricted timeframes on beaches.

Officers have been required to educate approximately 12 people for minor infractions. The overwhelming majority of dog owners have their dogs "*on lead*" when required.

Patrols are restricted to business hours only and to date Council has not received any information from members of the public to suggest that there are any major breaches occurring outside normal business hours.

Officers have not needed to issue any infringements at this stage, as everyone spoken to immediately places their dog on lead.

The new, easy to understand, signage appears to be aiding in compliance.

W8.1.4CR BRAMICH - MT HICKS ROUNDABOUT

QUESTION

Cr Gary Bramich asked that Council write to State Growth re the condition of the Bass Highway at Mt Hicks Roundabout and Doctors Rocks. He also requested an update on the maintenance program for mowing of grass at Calder Road Roundabout.

OFFICERS RESPONSE

Both matters have been raised with Department of State Growth staff along with the state and maintenance of the highway being raised as a matter leading into the State Government election.

8.2 COUNCILLOR QUESTIONS RECEIVED IN WRITING

8.2.1 CR D FAIRBROTHER - ACTION TO PROTECT BIODIVERSE PLANT AREAS

QUESTION

Can Council indicate what affirmative action is required to protect the threatened remnant biodiverse Plant community on the triangular block of land off Goldie street between 180 Goldie street and 15-17 Frederick street?

OFFICERS RESPONSE

Refer to comments on Notice of Motion on the same subject on this agenda.

In summary, Wynyard Landcare have identified that the role of Council could be to facilitate the commencement of the project by initially raising the matter with the landowner with a request for a meeting with appropriate participants.

8.2.2 CR D FAIRBROTHER - FOSSIL BLUFF MANAGEMENT PLAN

QUESTION

Can Council restate and provide an update on the Fossil Bluff Management Plan indicating an anticipated timeline for works and various entities/stakeholder responsibilities?

OFFICERS RESPONSE

As per the future workshops schedule, the Draft Fossil Bluff Plan is scheduled to be discussed at a Councillor Workshop on 10 May 2021. All requested details will be available at that time.

8.3 COUNCILLOR QUESTIONS WITHOUT NOTICE

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

9.0 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.*

9.1 CR D FAIRBROTHER - STRATA PLAN SEALING**BACKGROUND INFORMATION**

The intent of the motion is to clarify the necessary documentation required by council prior to the sealing of the final plan when creating a strata title. It also designed to have consensus amongst all of the participants in the making of the strata scheme.

OFFICERS COMMENT

Council officers have not been able to respond to this matter in the time from submission until agenda compilation. A response will be tabled at the meeting (or prior) to allow debate on the matter.

MOTION

That Council only seals a plan for strata title when those parties that have a common interest in ownership consent to the making of the proposal, not an application by a representative(s) of the owners or the majority of owners.

9.2 CR FAIRBROTHER - PROTECTION OF BIODIVERSE PLANT SITE

BACKGROUND INFORMATION

Wynyard residents have indicated that one of, if not the last stand of Wynyard endemic native vegetation is to be found off Goldie Street Wynyard (see Letter of Request attached).

The residents would like the area to be set aside for future generations as an example of the natural vegetation that was common in the town prior to habitation of the land of Wynyard as we know it.

The diversity of the range of plants in the small area is impressive in itself and worthy of consideration.

OFFICERS COMMENT

Council officers recently received the attached correspondence relating to this land from Wynyard Landcare. This letter details the features of the site and why they wish to protect the land referred to as the Goldie Street Wetland.

The group is aware that the small block is privately owned. They have surveyed the area and noted around 50 remnant wetland species, that as a community is the last of its kind within the Wynyard town boundary.

The group have indicated that a few of their members will meet with the property owner, or their agent, to elucidate the value of the area to local botany, discuss the ongoing protection of the site and hopefully enter into a formal arrangement with them to undertake the management of it.


They have identified that the role of Council could be to facilitate the commencement of the project by initially raising the matter with the owner with the request for a meeting with appropriate participants.

MOTION

That Council take affirmative action to protect the threatened remnant biodiverse Plant community on the triangular block of land off Goldie street between 180 Goldie street and 15-17 Frederick street.

10.0 REPORTS OF OFFICERS AND COMMITTEES

10.1 DRAFT EAST WYNYARD FORESHORE MASTER PLAN FOR PUBLIC CONSULTATION

To: Council
Reporting Officer: Project Manager
Responsible Manager: Director Infrastructure and Development Services
Report Date: 30 March 2021
File Reference:
Enclosures: 1. Draft East Wynyard Foreshore Master Plan 

RECOMMENDATION

That Council approve the release of the Draft East Wynyard Foreshore Master Plan for public consultation and feedback be considered prior to finalising the master plan.

PURPOSE

To seek Council approval to circulate the Draft East Wynyard Foreshore Master Plan for public consultation, the feedback from which will be considered prior to finalising and endorsing the strategy.

BACKGROUND

In Council's 2020/21 Annual Plan, the Council recognised the need to develop a master plan for the East Wynyard Foreshore Reserve. The plan provided an opportunity to review the existing concept plan (developed by GHD Woodhead in 2017) and to build on the recent investment at the Rotary Park Playground.

The existing 2017 concept plan had a major market focus with a contemporary style and predicted a total capital investment of \$3,159,412 to achieve the actions contained within the plan. Key activities that have been completed from this plan include the removal of the macrocarpa trees, swimming pool and the renewal and upgrade of the Rotary Park Playground.

As a first step in the development of the revised master plan, the community were invited to participate in a consultation process as a way to address the knowledge gap around community desires and expectations. The consultation period ran for a total of three weeks from mid-October 2020 and resulted in feedback from a total 98 respondents. The summary of this feedback was tabled at the February 2021 Council Meeting.

DETAILS

The East Wynyard Foreshore Master Plan will provide Council with a clear vision for the future beautification and management of the area. The master plan seeks to preserve the foreshore's character, embrace its natural coastal beauty and will be a safe place where people of all ages and abilities can come together to relax, socialise and be healthy.

The master plan sets out to address key issues in the reserve such as improving safe access to the reserve, improving car parking, adding more inclusive furniture, including more recreational activities and providing infrastructure that supports the use of the area for events.

In summary, the master plan proposes a total 28 actions to cover the nominated themes of Safe Access and Circulation; Events and Markets; Nature, Relaxation and Design; and Active Recreation. The actions within the plan address key community concerns around maintaining the “look and feel” of the reserve and attempts to address concerns raised regarding safe pedestrian use of the reserve and improved car parking. Additional plantings, murals and artworks are also proposed to beautify the area and provide shaded spaces as requested by the community during the consultation process.

The next phase of the development of the master plan is to engage with the community around the draft to understand whether it reflects their expectations and represents value-for-money. A communications plan will be prepared prior to the engagement process and will consider ways in which the community can provide general feedback on the draft plan, as well as respond to targeted questions around community perceptions on the level of investment necessary to address safety concerns and/or car parking requirements.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 3: Connected Communities
Desired Outcomes
Our natural and built environment aids the community with an active and healthy lifestyle.
Our Priorities
3.3 Deliver planning for activation through effective urban design and planning that promotes liveability, social gathering and connectedness, and which recognises and celebrates local history.
3.7 Promote and strengthen community safety to retain and attract families to live and recreate in Waratah-Wynyard.

GOAL 4: Community Recreation and Wellbeing
Desired Outcomes
Our community enjoys access to visually appealing safe spaces and facilities for recreation.
We provide recreational opportunities to the community for all ages and abilities.
Our Priorities
4.1 Commit to ongoing recreation and open space planning to ensure evidence-based decisions are made about the role of Council and its partners in recreation.
4.4 Provide and maintain quality and safe places and spaces for physical, social and cultural activities, including shared and multi-use facilities where possible.
4.5 Collaborate with community organisations that provide recreation opportunities to our community.

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

Community Future Direction Theme	Key Challenges & Opportunities:
	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.
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.

Council Strategy or Plan Reference

Council Strategy or Plan	Date Adopted:
East Wynyard Foreshore Master Plan	
Open Space, Sport and Recreation Plan 2017-2027	Adopted September 2017

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

The Draft Master Plan proposes the delivery of 28 actions over four-five years, commencing with detailed designing and planning in year one. The total estimated capital expenditure for the plan is \$1,832,579 and it is anticipated that external grant funding will be sought to fund this.

The majority of the expenditure (65%) is contained within the Safe Access and Circulation theme. As a result of achieving these actions, an additional \$91,309 is anticipated in recurrent annual costs (depreciation and maintenance).

RISK IMPLICATIONS

There are no risk implications identified in respect to endorsing the plan for public release.

CONSULTATION PROCESS

Councillors and various staff across the organisation have been consulted in the process of producing the draft master plan.

An initial phase of engagement was also undertaken in October 2020 to address the knowledge gap regarding current community expectations. Community feedback was received through a variety of methods including surveys, email and phone. The consultation period was advertised via social media, flyers, local business participation and word of mouth.

CONCLUSION

It is therefore recommended that the Council approve the release of the Draft East Wynyard Foreshore Master Plan for public consultation and that this feedback be considered prior to finalising the master plan.

10.2 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM - ROUND 2

To: Council
Reporting Officer: General Manager
Responsible Manager: General Manager
Report Date: 23 February 2021
File Reference: 0.0
Enclosures: Nil

RECOMMENDATION

That Council:

1) **Apply for funding via the Local Roads and Community Infrastructure Program (Round 2) for the following projects:**

- **Murchison Highway (Yolla) - Footpath Installation**
- **Mount Hicks Road (Yolla) - Footpath Sealing**
- **Cardigan Street Recreation Ground - Lighting Upgrade**
- **Public Toilet Upgrades**
- **Yolla Playground Upgrade (Yolla School)**
- **Yolla Public Toilet**

2) **Include the projects above in the draft 2021/22 budget estimates**

PURPOSE

To note the progress of Local Roads and Community Infrastructure (LCRI) grant program projects from Round One and consider which projects to fund under Round 2.

BACKGROUND

The LRCI Program is aimed at assisting a community-led recovery from COVID-19 by supporting local jobs, firms, and procurement. It is expected councils, where possible, will use local businesses and workforces to deliver projects under the LRCI Program to ensure stimulus funding flows into local communities.

Council received \$564,684 under Round One of the program with projects to be completed by 30 June 2021. Council selected the following projects to undertake:

- CAM River Masterplan - Pedestrian Refuge Murchison Highway, Somerset \$34,055
- Virtual Fencing – Sisters Beach - \$29,000
- Improved amenities/changerooms Wynyard Sports Centre \$400,000
- Improved Car parking – Anzac Park, Somerset \$101,185

A further round of funding is now available and Council has been offered an additional funding allocation of \$739,950 to be expended by the end of 2021.

DETAILS

Round One

Under Round One of the LRCI program, Council applied for funding towards four projects and the current progress and forecast expenditure of grant funding is as follows:

Project	Status	Budget	Forecast Final LRCI expenditure
Wynyard Indoor Sports Centre	Tender awarded and construction underway	\$ 400,000	\$ 400,000
Anzac Park Parking improvement	Completed	\$ 101,185	\$ 47,240
Murchison Highway Pedestrian crossing	Completed	\$ 34,055	\$ 15,623
Sisters Beach Road Virtual Fence	Completed	\$ 29,444	\$ 32,000
<i>Total</i>		\$ 564,684	\$ 494,863
Total LRCI Round 1 Allocation		\$ 564,684	
Forecast (surplus/deficit)			\$ 69,821

Officers have sought advice as to whether the surplus amount can be redirected to the Wynyard Indoor Sports Centre project to reduce Council's contribution, or whether a new project can be added. The response has indicated either option is acceptable.

For administrative ease, it is recommended that all surplus funds are redirected to the Wynyard Indoor Sports Centre project. The project has a total cost of \$508,300 of which Council was to cover all costs over the initial \$400,000, initially \$108,300. This reallocation will reduce the Council contribution accordingly.

Round 2

It is recommended the following projects are funded through round 2.

Project	Project Cost	Funding Allocation
Murchison Highway (Yolla) - Footpath Installation	32,824.00	32,824.00
Mount Hicks Road (Yolla) - Footpath Sealing	47,124.00	47,124.00
Cardigan Street Recreation Ground - Lighting Upgrade	345,000.00	345,000.00
Public Toilet Upgrades	217,455.00	185,023.00
Yolla Playground Upgrade (Yolla School)	30,000.00	30,000.00
Yolla Public Toilet	100,029.00	100,029.00

	772,432.00	740,000.00
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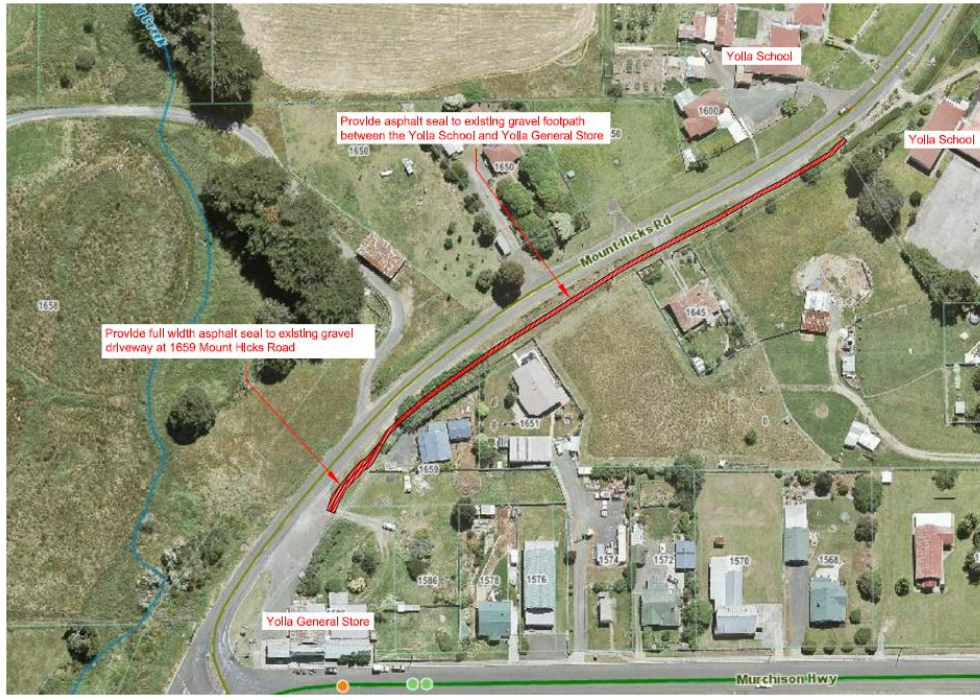
Murchison Highway (Yolla) Footpath Installation

Currently there is a missing linkage of footpath on the southern side of the Murchison Highway (Yolla). This linkage was requested to allow pedestrian access for residents to the Pharmacy.



Mount Hicks Road (Yolla High School) - Footpath Sealing

There is currently a gravel footpath between the Yolla School and the Yolla General Store. Under Council's Footpath service level, connecting school pedestrians is defined as a heirarchy 2 use with an asphalt or concrete standard. This project seeks to install an asphalt seal over this footpath to reduce ongoing maintenance and provide a more suitable surface finish for school pedestrian traffic.



Cardigan Street Recreation Ground - Lighting Upgrade

Council has adopted a masterplan for the Cardigan Street Recreation ground and is progressing initial stages of implementation. The 2020/21 Annual Plan and Budget allocated \$215,000 to the first stage of the works, including goal renewal, pitch realignment and associated works and these are completed. Funding has been secured for the second stage of the project, car parking and perimeter fencing upgrades.

The facility still does not currently meet the standards specified by the Football Federation of Tasmania (FFT) in regards to lighting and, at times, has poor drainage which creates issues with maintenance and use of the ground. Club games cannot be played under lights as the standard of lighting is not to the required standard, causing fixturing and revenue issues for the club.

Officers have met with the club and proposed the idea of funding lighting upgrades as part of the LRCI program on the proviso the club assumes full ownership and maintenance and they become club assets. In reply, the club stated

“The option of Council funding and project managing new lights at Cardigan Street through the infrastructure grants program and then transferring ownership to the Club was put to the Committee last night and met with a unanimous vote of approval.

Fair to say there was quite an outpouring of emotion. As you are aware the issue of lighting at Cardigan Street has been a millstone for a very long time, and has consumed many of us for that time, so the opportunity to finally put it to rest is enormous. In reality, it allows the Committee to focus on the areas that should be priority, namely youth recruiting and player development. These 2 areas have been badly neglected the past 5 years as we concentrated on infrastructure.

The Club would like to thank both yourselves and Councillors for the support shown to the Club in developing the grounds and facilities at Cardigan Street. It is massively appreciated!”

There will be long lead times of approximately 10-12 weeks for any lighting infrastructure following the tender process, however this push construction towards the warmer months of the year and away from the wet season. The aim would be to start construction by about October and be finished approximately mid-November.

Public Toilet Upgrades

Council continues to receive regular feedback about the standard and cleanliness of public toilets. Community surveys indicate it is an area the community would like to see improved. This proposed project would include the refurbishment of all existing public toilet facilities, including improved ventilation, new door locks, flooring and lighting. Recently constructed facilities (Sisters Beach Boat Ramp, Rotary Park Playground and Waratah) have incorporated these features as part of design to help manage odours and overall cleanliness/appearance.

A review of the existing public toilet cleaning contract and performance will still be undertaken with a view to providing Council with a range of options to consider to address ongoing issues.

Yolla Playground Upgrade (School)

Community sentiment is that Yolla requires more playground equipment. Rather than construct a stand-alone playground, adding to the existing school playground is an option that Council benefit the community in a number of ways. This proposal would be to purchase and donate an item of playground equipment to the school for full community use.

Yolla Public Toilet

A report was provided at the March Council meeting including a full options paper for a public toilet at Yolla. There is certainly support for a public toilet in Yolla with the final location to be determined following community feedback.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Council's Open Space, Sport and Recreation (OSSR) Plan 2017-2027 relates to many of the projects identified in this report. Public toilet provision and improvements, playground improvements and sporting infrastructure are all key strategic actions as part of the OSSR plan.

Strategic Plan Reference

GOAL 7: Environment
Desired Outcomes
Our natural and built environment aids the community with an active and healthy lifestyle.
Our Priorities
4.1 Commit to ongoing recreation and open space planning to ensure evidence-based decisions are made about the role of Council and its partners in recreation.

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

The budget estimates for 2021/22 will be prepared with an allocation of \$739,950 for the Round 2 LRCI program. If projects proceed as outlined, Council will contribute \$32,432 to the projects to cover the shortfall. Round 1 projects are expected to be fully completed in the 20/21 financial year.

Operationally, four of the projects will have an impact on the operational budget, including depreciation and maintenance. These projections have been recognised as part of Council's Financial Management Strategy. The playground equipment and lighting at Cardigan Street will not be Council assets and therefore there will not be any depreciation or maintenance commitments.

RISK IMPLICATIONS

There is a risk the projects may not be approved by the Federal Government, however it is fully expected the likelihood of this occurring is very low.


CONSULTATION PROCESS

There are no consultation requirements as a result of this report. Council selected appropriate future projects for funding based on need.

CONCLUSION

The successful funding through the Local Roads and Community Infrastructure program instigated by the Federal Government should be welcomed will be well received in the community.

10.3 PESRAC REPORT

To: Council
Reporting Officer: General Manager
Responsible Manager: General Manager
Report Date: 26 March 2021
File Reference: *
Enclosures: 1. PESRAC Final Report 

RECOMMENDATION

That Council note the content and recommendations of the PESRAC Final report released in March 2021

PURPOSE

To note the content and recommendations of the Premier's Economic and Social Recovery Advisory Council's Final Report, released in March 2021

BACKGROUND

The State Government established the PESRAC to provide advice to the Premier on strategies and initiatives to support the short to medium, and the longer-term recovery from COVID-19.

The scope of the group was to make recommendations on measures that can be implemented by Government, the community and the private sector to mitigate the impacts of COVID-19 and recover from it. The council is comprised of individuals from across the Tasmanian business and community sectors as outlined within the report.

DETAILS

Of particular note is the section within the report focused on local government. The recommendation stated is that "the Tasmanian Parliament should sponsor a process to drive structural reform of Tasmania's local government sector". An extract from the report is as follows:

The proposed way forward: local government strategic reform

Local government reform must start from the perspective of effectiveness and sustainability. It needs to be a clean sheet approach. It must not be about marginal shifts of the existing lines on the map, or a focus on incremental efficiency gains that can be achieved from combining two existing councils.

Reform should centre on how to organise our system of local-level representation and service delivery so that it is equipped to serve the community on a sustainable basis. As LGAT notes, ". . . the goal should be to create a more robust and capable system of local government". We very much support that view.

The process we envisage would be undertaken by an independent panel of experts, with expertise in local government in Tasmania and reform in other jurisdictions. It would be supported by an appropriately sized and resourced secretariat.

Parliament would set its terms of reference. This could be by way of specific legislation, as was the case with the Electricity Supply Industry Expert Panel in 2010. In sponsoring the process, Parliament must start with the clear expectation that the process will:

- deliver a new structure of local government areas (LGAs) with many fewer LGAs and a wholesale reconsideration of local government boundaries;*
- result in centralisation of some operations to achieve genuine scale across the new LGAs, not that each will be delivering the same services themselves; and*
- deliver an outcome that will be implemented without material modification.*

The process would deliver a robust, evidence-based set of criteria and benchmarks against which reform options could be assessed and recommended. These criteria should capture, at a minimum:

- strategic capacity;*
- local representation and democratic participation;*
- regional equity;*
- financial sustainability; and*
- effectiveness and efficiency of service delivery.*

The review should leverage and build on the substantial evidence already established through recent feasibility studies, LGAT's work on 21st century councils and the experience in other jurisdictions.

Importantly, the process must recommend how to manage structural changes, including transitional arrangements.

Consultation will be a central element of the work program, but the temptation of open-ended dialogue and engagement must be managed. The process would be given a challenging, yet achievable, 18 months to deliver recommendations to Parliament. Some may say that we should wait until more stable times to embark on significant reform. Our strong view is that the Tasmanian community can ill-afford to have this key structural issue left unaddressed over the next two to five years. Continuing to put local government reform in the too-hard basket while the state works through COVID-19 recovery is not tenable. A strong, robust, and well-focussed local government sector is required to play its part in recovery, and to respond to future shocks.

LOCAL GOVERNMENT REFORM: RECOMMENDATION

Parliament should own the local government reform process, including by:

- setting the terms of reference for the process;*
- setting a timeframe of about 18 months for completion; and*
- committing to implementing the recommendations without material modification.*

The process should be undertaken by an expert panel and supported by an appropriately resourced secretariat.

The process must be designed to deliver a reform outcome capable of being implemented and include detailed recommendations on implementation and transitional arrangements.

There is no further detail available and information on process may be forthcoming following the state election. The Cradle Coast Authority is seeking further detail on behalf of its member Councils.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL
Desired Outcomes
We are recognised for proactive and engaged leadership.
Our Priorities
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:
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

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

Significant local government reform is a matter of considerable interest for Council. More detail will be forthcoming in coming months regarding process, consultation and input.

CONSULTATION PROCESS

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

CONCLUSION

It is important Councillors are aware of any reform agenda. The PESRAC report details this matter and a range of others within for noting.

10.4 COMMUNITY HEALTH AND WELLBEING PLAN, AGE FRIENDLY COMMUNITIES PLAN AND YOUTH PLAN (YPLAN) 2019 -2024

To: Council
Reporting Officer: Manager Community Activation
Responsible Manager: Director Community and Engagement
Report Date: 29 March 2021
File Reference: 01
Enclosures: Nil

RECOMMENDATION

That Council note the Annual Status Update for the Community Health and Wellbeing Plan, Age Friendly Communities Plan and Youth Plan (YPLAN) 2019-2024.

PURPOSE

To provide Council with an update on progress of the Community Health and Wellbeing Plan, Age Friendly Communities Plan and Youth Plan (YPLAN) 2019-2024.

BACKGROUND

The Community Health and Wellbeing Plan 2019-2024, Age Friendly Communities Plan 2019-2024 and Youth Plan 2019-2024 (YPLAN) ('the Plans') were a major planning initiative of both the Waratah-Wynyard and Circular Head Councils to provide an evidence-based long-term direction for the planning and implementation of health and wellbeing, age friendly and youth specific projects and activities to improve outcomes for the whole community in both the Waratah-Wynyard and Circular Head Municipal Areas over five year period from 2019 to 2024.

DETAILS

The Age Friendly Communities Plan and Youth Plan were adopted by Council in March 2019. The Health and Wellbeing Plan was adopted by Council in April 2019. Once adopted a five-year implementation plan was developed for each of the three plans to ensure actions occurred in a sequence that led to the best outcomes and to spread the workload across the life of the plans.

A more detailed implementation plan was developed for each year, with actions recording both "business as usual" and specific actions which support the objectives identified for that year.

Additionally, the actions have been allocated across the combined Community Activation teams, Waratah-Wynyard and Circular Head. This reduces duplication of effort as actions are rolled out in each community.

There was a focus in the first year on attracting grant funding for activities, resulting in a successful grant application to the Healthy Tasmania Fund for the *Breathe, Eat, Move & Relax for a Healthy Lifestyle* project. The project purpose is to implement strategies identified through the Health and Wellbeing Plan for Waratah-Wynyard and Circular Head, and to

enhance outcomes for residents in healthy lifestyle choices with respect to diet, exercise and smoking:

The grant of \$180,00 over two years is providing a range of deliverables including:

- Engagement of a Project Officer to manage the project (Kelly Millikins)
- Accessible programs which promote increasing individual activity levels for people of all ages in Circular Head and Waratah Wynyard. e.g. gardening, swimming, walking, cycling, kayaking and mindful exercise classes.
- Training place-based activity instructors in Tai Chi, Yoga, Qigong, cycling and walking to create sustainable activity programs for the future.
- Developing community resources, such as a community directory in collaboration with Live Well
- A smoking cessation incentivization program in Circular Head
- Healthy eating workshops and the construction of demonstration productive home and community gardens

This funding has enabled the actions from the first two years of the Health and Wellbeing Plan to be implemented. There are synergies between the actions in each plan and these funded activities have addressed objectives from the Youth and Age Friendly Communities plans. The funding has also enabled Council to respond to unanticipated mental health concerns and enhanced community connectivity issues that have surfaced as a result of Covid-19.

Youth Plan Year 2 Implementation Actions include:

- Reducing isolation – Drop In Skate School was engaged to deliver skate and scoot lessons in Wynyard and Sisters Beach. This helped Council to provide accessible and affordable recreational facilities and programs for young people. It also enabled Council to promote a positive image of young people and champion and raise awareness of young people's positive contributions to society.
- Supporting wellness and Valuing difference – Council staff participate in North West LGBTIPAQ+* CORES Burnie/Wynyard Network Working Group meetings. These are held by the Department of Health and Human Services to build community capacity and help prevent suicide. Free workshops will be held in the Waratah, Somerset and Wynyard communities.
- Building resilience – Waratah Wynyard Youth Leaders in collaboration with Tasmanian Women in Agriculture and Mary O'Brien, Director and Founder of "Are You Bugged Mate", hosted a BBQ where rural Tasmanians could talk about mental health and suicide while spreading awareness about depression.
- Empowering young people – Waratah Wynyard Youth Leaders in collaboration with Project O conceptualised, planned and hosted Graze in The Gardens. This event supported a diverse spectrum of young people to have input and help design Council youth activities and programs.

Age Friendly Communities Year 2 Implementation Actions include:

- Outdoor spaces and buildings – Council continue to enhance community safety and foster connected communities by supporting the creation and continuation of community groups. Supports include assistance with communication, use of facilities and support with administration.
- Social participation – Council are supporting community groups and organisations to increase opportunities for formal and informal social interactions. In Waratah this has included support via grants and provision of facilities for a food bank and also a bowling group to be established.
- Civic participation and engagement - Council continue to offer the opportunity to participate in volunteering and lifelong learning through ongoing programs, such as volunteering opportunities at the Wonders of Wynyard and enabling and supporting groups like the Historical Society, Community Gardens and Senior Citizens to thrive within our community.
- Communication and information – Council were challenged with Covid-19, looking for ways to make sure that all community members had access to information. Council responded by searching for age and stage appropriate materials for very young people, which were shared through the Early Learning Centre, as well as ensuring that information was shared through established, trusted networks. U3A and Live Well both disseminated information during the period that Covid-19 had significant impact on the community. Council responded by providing information directly to these groups to ensure accurate information was getting to as many community members as possible.

STATUTORY REQUIREMENTS

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 3: Connected Communities
Desired Outcomes
Our community values, encourages and supports physical, social and cultural activities.
Our Priorities
3.6 Facilitate activities and events that promote inclusion, health, safety and a sense of place.

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.
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.
Health and Wellbeing	Maintaining good health and wellbeing – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.
Education	Lifelong learning and education – Education and lifelong learning is valued and there is access to vocational training and tertiary education. Education retention rates have increased.
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 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.

CONCLUSION

The Community Health and Wellbeing Plan 2019-2024, Age Friendly Communities Plan 2019-2024 and Youth Plan 2019-2024 (YPLAN) ('the Plans') are a major planning initiative of both the Waratah-Wynyard and Circular Head Council. The progress of the Plans has been steady since adoption in 2019 and remains on target.

10.5 QUARTERLY STATISTICS REPORT TO 31 MARCH 2021

To: Council
Reporting Officer: Executive Officer - Governance and Performance
Responsible Manager: Director Organisational Performance
Report Date: 15 March 2021
File Reference: 004.10
Enclosures: Nil

RECOMMENDATION

That Council note the Quarterly Statistics Report to 31 March 2021.

PURPOSE

To provide statistical information on the activities of Council for each Department.

BACKGROUND

This report is provided on a quarterly basis to provide statistical information for some of Council's ongoing activities and services.

DETAILS

The following Departmental Statistical Reports are provided for the information of Council:

Directive	Topic
General Manager's Office	Resource Sharing Quarterly Report Human Resources: <ul style="list-style-type: none">• Staff numbers and statistics• Departures• Turnover rate• New starters• Recruitment Activity Workplace Health and Safety: <ul style="list-style-type: none">• Incident & Hazard Reporting• Lost Time Injury Frequency Rate• Workers Compensation Cases
Community & Engagement	Tourism: <ul style="list-style-type: none">• Website Visits• Wonders of Wynyard (WOW) – Total visitors by month• Wonders of Wynyard (WOW) – Car Collection Visitors• Wonders of Wynyard (WOW) – Income by month• Waratah Camping Ground – Nights Booked• Waratah-Athenaeum Hall Utilisation
	Children's Services: <ul style="list-style-type: none">• Warawyn Early Learning Centre• Warawyn Wynyard OSHC• St Brigid's After School Care• Warawyn Boat Harbour After School Care
Infrastructure & Development Services	Animal Control Building: <ul style="list-style-type: none">• Number of Building Approvals• Building Values

Directive	Topic
	Planning: Planning Approvals
	Environmental & Public Health: <ul style="list-style-type: none"> • Vaccinations • Inspections of Registered Food Premises • Health Approvals - Registrations
	Waste: <ul style="list-style-type: none"> • Waste to Landfill • Cumulative Waste to Landfill
Organisational Performance	Council and Land Information Certificate (337) Certificate of liabilities (132) Council Meeting Live Stream Views

GENERAL MANAGER'S OFFICE

RESOURCE SHARING QUARTERLY REPORT TO 31 MARCH 2021

Council continues to support and action the resource sharing agreement between Circular Head and Waratah Wynyard Councils. This agreement continues to provide a valuable collaborative approach to meeting increasing community expectations and innovation in service delivery.

The formal resource sharing arrangement helps both Councils to:

- Secure future viability for their communities;
- Deliver better and relevant services;
- Retain their own unique identity;
- Maintain final decision making with each Council;
- Be proactive and choose mutually beneficial alliance;
- Make long term cost savings;
- Spend savings on more projects and resources;
- Develop economies of scale; and
- Attract skilled staff.

Both Councils continue to pursue joint strategic tasks and projects, including sharing plant and equipment, undertaking joint procurement and contract management activities, policy development, reviewing business processes, and shared meeting attendance and joint Committee representations. Councils have worked on the following projects this financial year as of 31 March 2021:

Project/Area	Benefits Sought
Shared Plant & Equipment	
Investigating opportunities for sharing equipment.	<p>On an ongoing basis, Works Managers actively investigating options to share equipment, including the ability to reduce reliance on contractors where business case and scale support.</p> <p>Throughout the December quarter, site visits have occurred to consider options for sharing roadside slashing equipment. The outcome of the investigation concluded that there are opportunities for efficiency. More information will be provided to Councillors throughout the budget deliberation process.</p>

Project/Area	Benefits Sought
Shared Procurement and Contract Management Activities	
Building asset revaluations – shared engagement	Reduction in duplications of effort and cost using one process, advertisement and assessment panel. Greater value for money achieved in through greater economy of scale. Less cost to suppliers in making one submission rather than two.
Cyber Security Audit Procurement	In December, CHC assisted WWC with scoping an internal review by sharing its own approach and learning from its own audit/review. This has saved WWC officers administrative time in the procurement process. Outcomes of WWC review will be shared with CHC for opportunities to work together on any improvement projects arising from the review. There have been several shared improvements made to date including antivirus and an upgrade to the backup environments, both on prem and “cloud”.
Bridge replacement procurement was conducted jointly for the replacement program for 2020/21.	The result of the procurement for 2020/21 was to award separate contracts in this instance, but this collaborative process allowed for administration and project management efficiencies, the potential to attract a broader sector of the market—more significant testing of the market and pricing options to consider for the best value. The market will be tested again over the coming months with opportunities to be explored for joint procurement of the 2021/22 capital budgets.
Coordination of specialist assessments	Whilst specialists are currently engaged by each Council, and there is coordination in the logistics to benefit from travel efficiencies.
Shared Policies & Procedures	
<u>Legislative Audits</u> This is an ongoing program to undertake internal audits of Councils compliance with legislation. This program test Councils compliance with various legislative requirements. Throughout the quarter both councils undertook a Local Government Highways Act Audit.	The benefits of undertaking this program together include the efficiency gained from sharing specialized staff knowledge and using a shared audit program and framework. This reduces the preparation time required to prepare and report on findings and makes the audit program cost-effective. An added benefit for Circular Head Council is that the audit has some independence. The program itself provides the Council with assurance about compliance with its statutory obligations. Joint audits are undertaken or currently underway this year to date include: <ul style="list-style-type: none"> - <i>Public Health 1997</i> - <i>Food Act 2003</i> - <i>Local Government Highways Act 1982</i> - <i>Public Health 1997</i> - <i>Local Government Highways Act 1982</i> - <i>Land Use Planning and Approvals Act</i>
Shared Meeting Attendance and Joint Committee Representations	
<u>Joint Council Workshop – 26 August 2020</u> This joint workshop with Councillors focused on the Waste and Resource Recovery Strategy 2019-2024 and the merits of implementing a food and organic collection.	Benefits include reduced duplication of effort in presenting and preparing presentations, collaboration, and sharing ideas and perspectives.

Project/Area	Benefits Sought
<p><u>Joint Executive Meetings</u> There have been three meetings held this financial year to explore operational opportunities that could benefit both Councils.</p>	<p>Meeting 18 August 2020 Outcomes of the meeting:</p> <ul style="list-style-type: none"> • Progress the shared internal legislative audit program. • Explored opportunities and learnings from shared procurement practices, including training. • An agreed annual program of key assets and financial tasks. <p>Meeting 15 December 2020 Outcomes of the meeting:</p> <ul style="list-style-type: none"> • Progression of the shared internal legislative audit program. • Discussed regional blackspot connectivity issues and potential funding opportunities. Agreed to schedule a meeting with Telstra and MP Gavin Pearce to better understand extent of problems and solution options for the region. (meeting has since been held and a joint workshop including both Councils is proposed once the matter has progressed further). • Agreed to share IT Cyber Security Audit learnings and explore opportunities to work together. <p>Meeting 24 March 2021 Outcomes of the meeting:</p> <ul style="list-style-type: none"> • Agreed to explore shared funding opportunities through JLT for an WHS framework audit. • Agreed to continue with the quarterly internal legislative audit program. • Agreed to share and discuss annual plan priorities of each Council to identify further opportunities to work together. • Discussed future direction of the Sustainable Murchison Plan given Burnie’s withdrawal. • Reviewed 5 priority projects identified by the Sustainable Murchison Reference Group and agreed on the following actions for inclusion in each Council annual plans to progress collectively: <ol style="list-style-type: none"> 1. Lobby for an update of the regional land use strategy based using the settlement strategies of Waratah Wynyard Council and Circular Head Council as evidence to support the need for change. 2. Continue to lobby the department of state Growth and local MPs for funding to improve internet speeds and address mobile blackspots. 3. Continue to collectively lobby and advocate for the Bass Highway upgrade including a commitment to completion timeframes. 4. Undertake a review of the Sustainable Murchison 2040 Community Plan next financial year to ensure its continued relevance in the post COVID environment.

Project/Area	Benefits Sought
<u>NRM Officer Joint rep on Western Fire Area Management Committee</u>	The NRM Officer's role across both councils enables representation of both communities in the consideration of bushfire planning.
<u>Western Emergency Management Committee</u> The committee is a joint committee of 3 councils: Burnie, Circular Head, & Waratah Wynyard Council	Broader input and sharing of skills and resources for emergency planning. Single plan and framework. Increased access to other government agencies who can attend one meeting between 3 rather than 3 individual meetings. A joint representative attended a meeting held 29 October 2020 & 10 February 2021.
Shared Training	
<u>Leadership Training</u> Works teams at both councils undertaking combined leadership training.	Efficiencies of scale, common training and language. This opens scope for greater collaboration between teams when moving in similar directions.
<u>Shared Procurement Training</u> LGAT Vendor Panel training	Reduced administration cost in coordination of training and shared experiences and knowledge and increased flexibility of time.
<u>Public Interest Disclosure Training</u> Tasmanian Training Consortium	This training was more cost effective by coordinating on behalf of all NW Councils and allowed an additional session to be held that would otherwise have not been accessible to NW Councils. Training was undertaken 19 March 2021.
<u>Emergency Management</u>	An online forum was attended and as a result of the training, an opportunity for both councils to work together was identified to review the procedures of both councils in setting up emergency evacuation centre procedures relating to COVID.
Integrated Strategic & Operational Planning	
Youth Plan	The Community Services Teams have developed an implementation plan for 2021 with a joint project officer now delivering the program for both Councils.
Age Friendly Community Plan	The Community Services Teams of both Councils and developed an implementation plan for 2021 with a joint now project officer delivering the program for both Councils.
Health & Wellbeing Program	Health and Wellbeing Plan, Youth Plan and Age Friendly Community Plan were developed across both municipal areas. An implementation plan was developed with shared responsibility for actions by both teams irrespective of location. Joint funding was received (Breathe Eat Move Relax for a healthy lifestyle program (BEMR)) to implement a range of actions from the Health and Wellbeing Plan – a joint project officer will deliver this program over two across both Council areas. The Community Services Teams of both Councils met to develop an implementation plan for 2021 with a joint project officer now delivering the program for both Councils. Implementation plans for community plans including the Breathe Eat Move Relax for a healthy lifestyle program (BEMR), age friendly plan, and youth plan for 2021. Joint project officers are now delivering programs across both Councils.
Asset Planning - Joint Project Delivery	Documentation efficiencies and joint learning across councils, whilst maintaining strategies and plans

Project/Area	Benefits Sought
	<p>unique to each municipality. Collaboration draws on a wider pool of ideas and knowledge. Lowered costs from single and shared procurement of highly technical third-party advice (i.e. FOGO). Shared projects this year to date include:</p> <ul style="list-style-type: none"> • Transport Infrastructure Asset Management plans • Transport Infrastructure Service levels • Urban Stormwater Infrastructure Asset Management plans • Urban Stormwater Infrastructure Service levels • Waste and Resource Recovery Strategy 2019-2024 • FOGO Feasibility Study • Buildings Asset Management Plans • Building Revaluations • Parks, reserves and sporting ground asset management plan and service level project planning for 2021/22.
Community Programs – Joint Project Delivery	<p>Documentation efficiencies and joint learning across councils, whilst maintaining strategies and plans unique to each municipality. Collaboration draws on a wider pool of ideas and knowledge.</p> <ul style="list-style-type: none"> • Public Art • Work Inspirations Youth Program • Youth Leaders Programs • Community Grants • I am Project
GIS Modernisation Project	<p>Corporate GIS systems across the both Councils are disparate and non-web based and not currently accessible by field staff and the public. This shared software will provide a web based Corporate GIS System for both Councils allowing for enhanced user administration, ubiquitous access from any device and common operating platform across both Councils.</p>
Other Shared Business Processes	
<p><u>Shared Audit Panel</u> The Independent Audit Panel is shared between both Councils and King Island Council.</p>	<p>Benefits from the shared panel include a reduction in administration and cost in relation to recruitment and training of independent members. The knowledge of Panel members is enriched through exposure to multiple Council operating environments which adds value to their ability to identify risks for each organization.</p>
<p><u>Dog Control Signage</u> Exercise areas standardized formats across the two Councils. One set of standard signage designed and prepared at one Council.</p>	<p>Access to in house graphic design capability for both Council's. Avoid duplication of effort and increase consistency.</p>
<p><u>Mobile - Roads Defect Inspection Tool</u> Methodology jointly developed by current Project Officers who were formerly works managers at each Council with close to 100 years working knowledge. Mobile tool programming developed by shared GIS Officer</p>	<p>This is a significant step forward in our structured asset management approach which will provide many ongoing benefits: -</p> <ul style="list-style-type: none"> • Maintenance planning • Visual representation of defect in the road network to assist maintenance planning • Evidence based operational budgeting to meet Council's service standards.

As at 31 March 2021 there were 13 positions shared to varying degrees across the two Councils. The shared positions include:

Position	Split	Benefits
Employed by Waratah Wynyard Council:		
Director Community and Engagement	0.8 WWC 0.2 CHC	Enables the delivery of joint Community Wellbeing Plans and the collaboration of teams to deliver.
Manager Digital Innovation & GIS Services	0.8 WWC 0.2 CHC	Provide scale to develop and maintain GIS capacity at each Council.
Manager Development and Regulatory Services	0.5 WWC 0.5 CHC	Shared learnings applied to same legislative functions
Manager Asset Services	0.5 WWC 0.5 CHC	Each Council access to skill and resources. Same framework used across each Council.
Project Manager	0.5 WWC 0.5 CHC	Each Council accesses to the function. Similar or joint projects undertaken across both Council's
Graduate Civil Engineer	0.5 WWC 0.5 CHC	Similar or joint projects undertaken across both Council's. Each Council access to this resource, reduce reliance on consultant designers.
Infrastructure – Future Projects & Delivery Coordinator ¹	0.5 WWC 0.5 CHC	Reciprocal arrangement. Skill sharing, leave coverage, and collaboration.
² Compliance Officer		Reciprocal arrangement. Skill sharing, leave coverage, and collaboration.
Employed by Circular Head Council:		
Director Infrastructure & Development	0.45 CHC 0.55 WWC	Collaboration and greater access to technical, strategic, executive and management skills across both Councils
NRM Officer	0.5 CHC 0.5 WWC	Each Council accesses to the function. Similar program can be delivered with shared learning. Single representation at regional level
IT Coordinator	0.5 CHC 0.5 WWC	Access to key skills. Benefits where shared projects or systems are implemented. Learnings are shared.
Plumbing Compliance Officer	0.5 CHC 0.5 WWC	Each Council accesses to the function.
Manager Engineering and Projects ¹	0.5 CHC 0.5 WWC	¹ Reciprocal arrangement. Skill sharing, leave coverage, and collaboration.
² Compliance Officer		Reciprocal arrangement. Skill sharing, leave coverage, and collaboration.

¹ These two roles interchange as a reciprocal arrangement.

² Reciprocal leave coverage and weekend call out arrangements, particularly in the area of Animal Control.

HUMAN RESOURCES

Staff Numbers as at:	31 March 2021				Statistics		
	Full-time	Part-time	Casual	Total	Average Age	Female	Male
Indoor	34	19	7	60	46.42	38	22
Outdoor	30	2	0	32	46.38	3	29
Childcare	8	10	11	29	46.55	29	0
Total	72	31	18	121	46.51	70	51
Head Count	Fulltime equivalent (FTE) employees			94.7	Average Years of Service		9.9

Departures this Quarter				New Starters this Quarter			
	Full-time	Part-time	Casual		Full-time	Part-time	Casual
Indoor	2	0	0	Indoor	0	2	0
Outdoor	0	0	0	Outdoor	4	1	0
Childcare	0	0	1	Childcare	0	2	1
Total Departures			3	Total New Starters			10
Turnover Rate of Permanent Staff							
2% Average (Permanent Departure rate divided by total permanent employee rate)							
5% Average Turnover for Public Administration							

Recruitment this Quarter			
Position	Open	Closed	Status
Customer Service Officer - Waratah	04-Feb-21	11-Feb-21	Closed
Economic Development Officer	03-Mar-21	22-Mar-21	Closed
Customer Service and Administration Officer	04-Mar-21	22-Mar-21	Closed
Recreation Officer	12-Mar-21	29-Mar-21	Closed

WORK HEALTH AND SAFETY

Incident/Hazard Report Forms received this Quarter							
	Incident	Hazard	Near Misses	Injury/ Illness	Lost Time Injuries (hrs)	Property/ Plant Damage	Total Reports
Indoor	0	2	0	2	0	1	5
Outdoor	2	2	3	6	0	8	21
Childcare	0	0	0	0	0	0	0

Lost Time Injury Frequent Rate (LTIFR) for this Quarter						
No. of LTI's	No. of FTE Employees	Weekly Hours	Weeks in Period	Hours Worked in Period	LTIFR	Industry Standard
0	94.7	38	12	43183	0.00	12.6

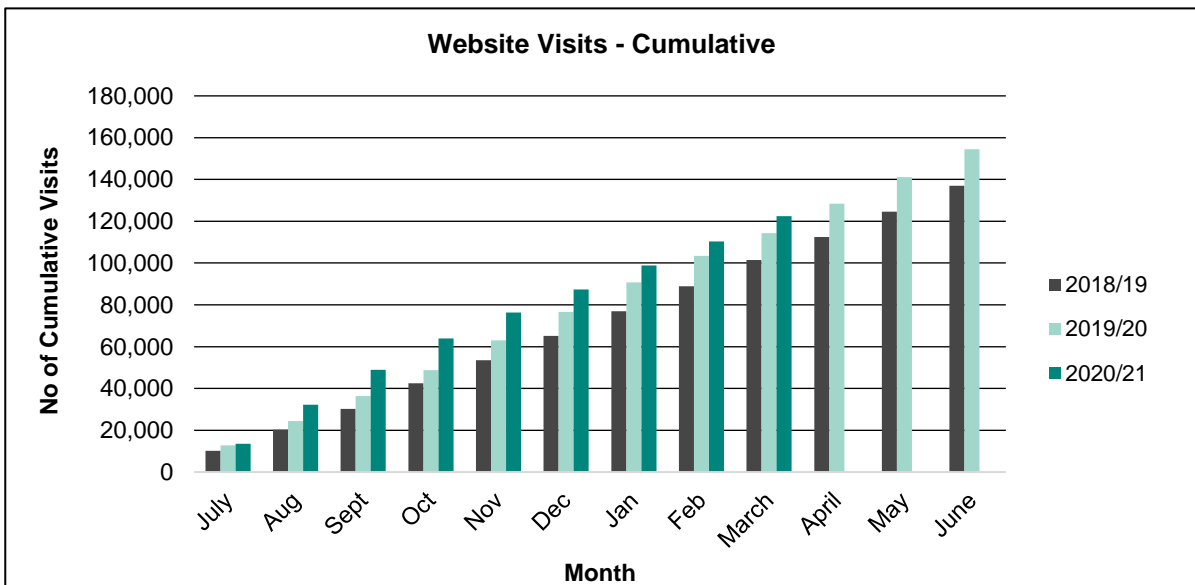
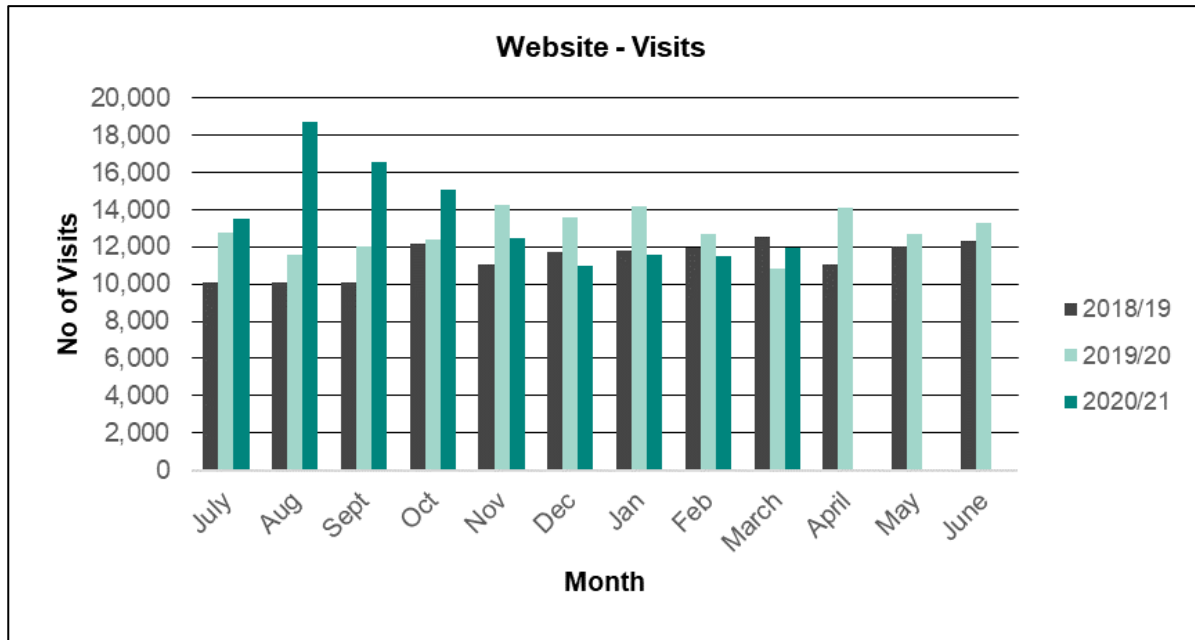
Workers Compensation Cases				
	New	Ongoing	Finalised	Total at EOP
This Quarter	1	0	1	1

COMMUNITY AND ENGAGEMENT

TOURISM

Website Visits:

The following graphs indicate the number of website visits to the 28 March 2021.

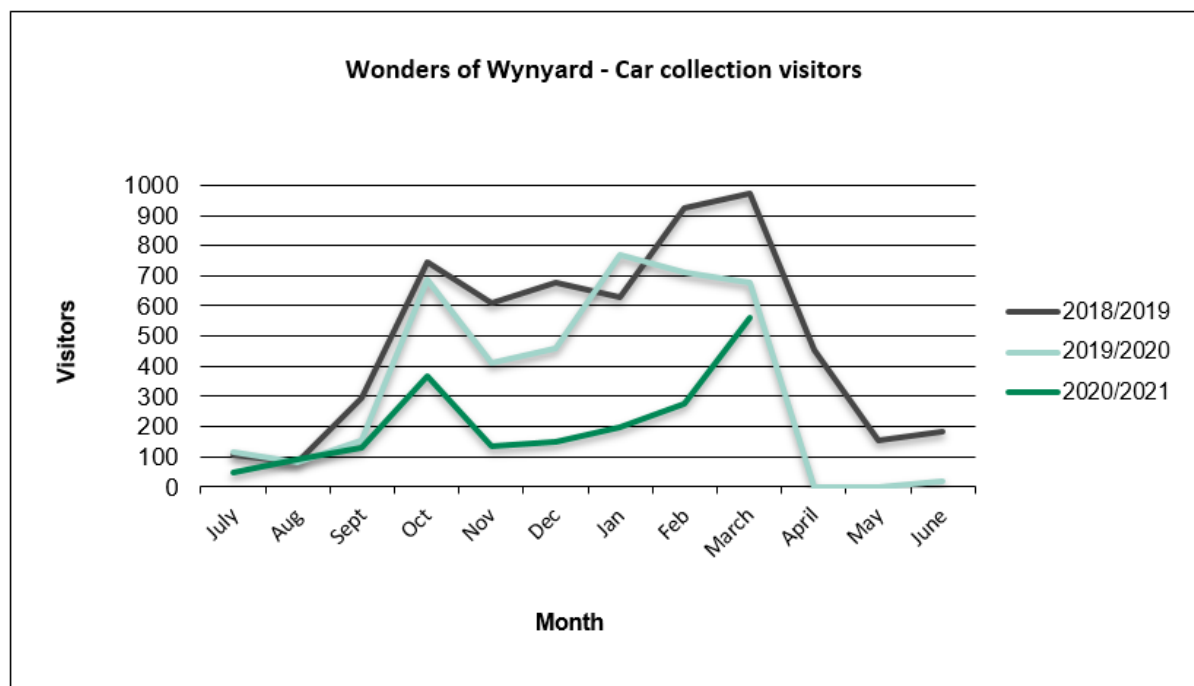
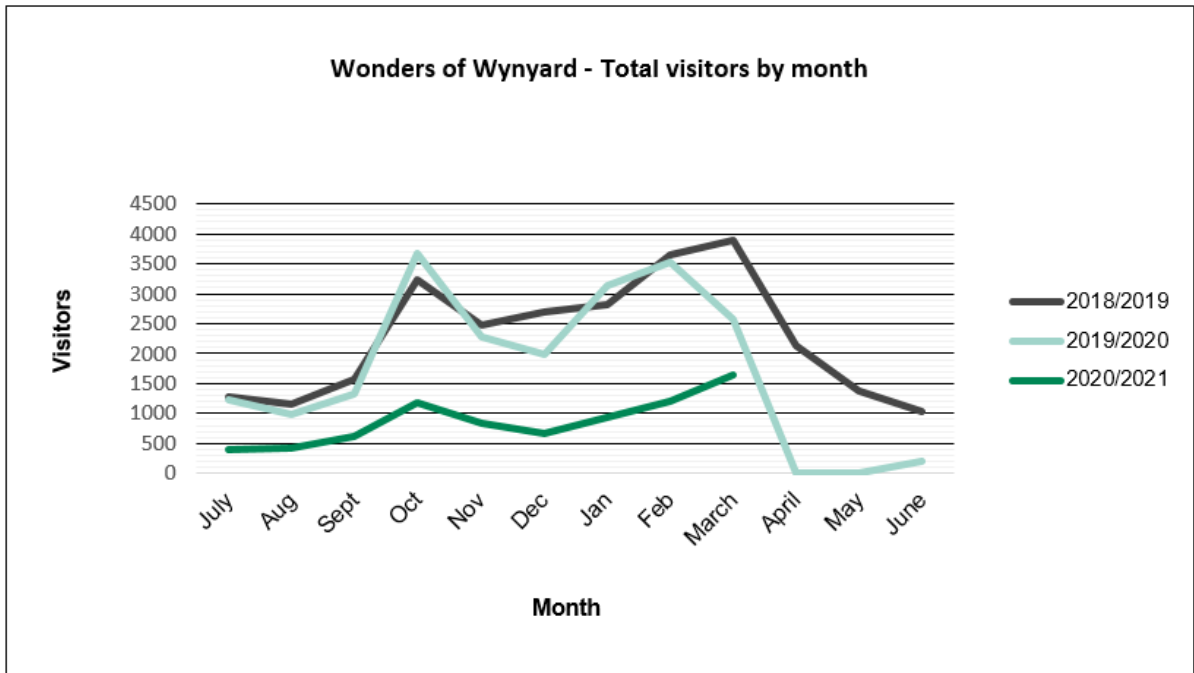


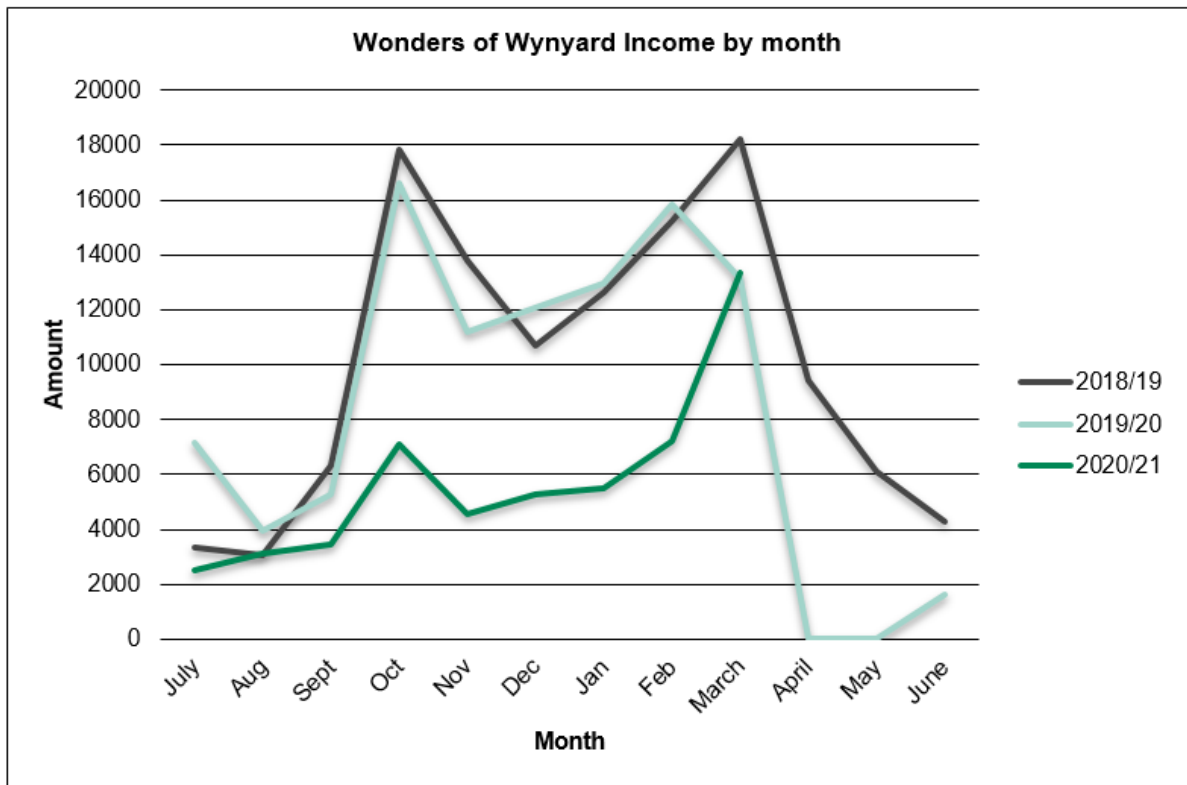
TOURISM

Wonders of Wynyard (WOW)

- January and February saw a similar pattern to the previous quarter – with attendances down 70% and 65% respectively. This was not unexpected as these months are usually have a spike in visitation from cruise ships and interstate tourists. There has been positive signs with the March bounced back, with a drop of just 36% down from last year. There was a loss of a week of March last year due to COVID, however numbers are still encouraging.

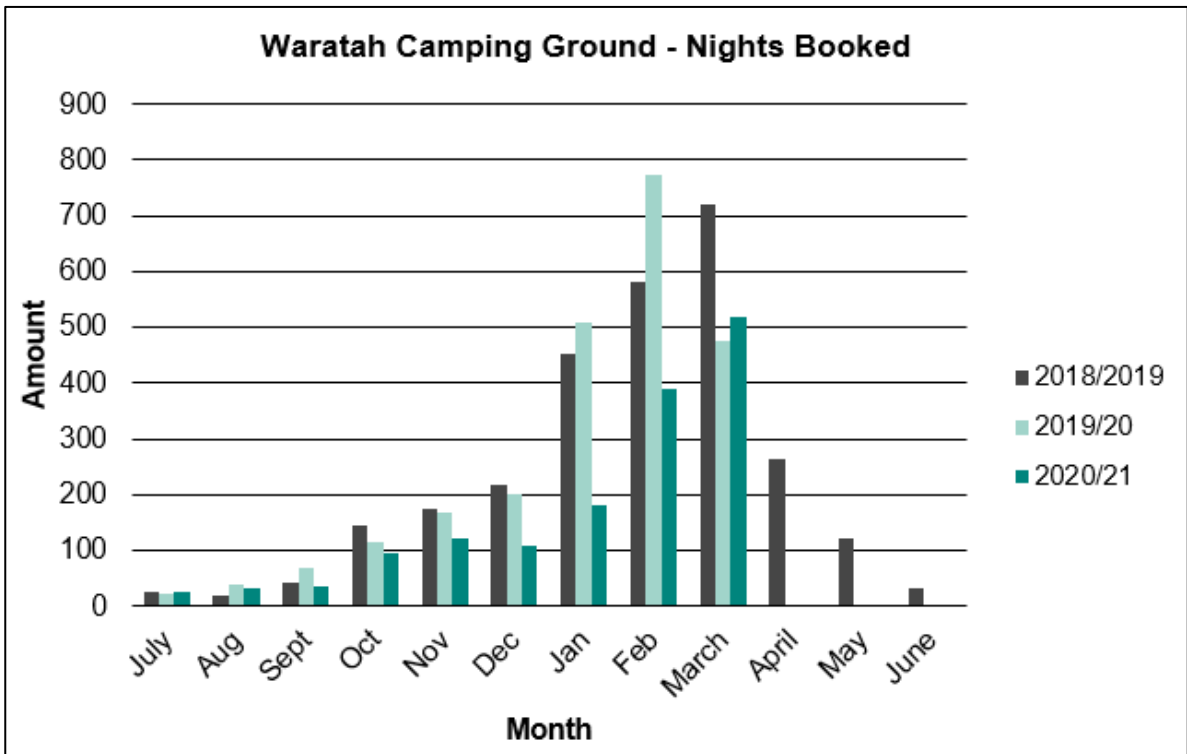
- Additionally, there has been positive improvement in admissions to the car collection. Numbers for March double February numbers, and are down just 17% on last year.
- Also, for this quarter income spiked in March and was 2% UP on last year. Postcode data shows a return of interstate tourists for March as well.
- The TVIN released state-wide figures from July 2020 to February 2021 with overall state visitation to all visitor information centres down 69%. WOW was slightly ahead of the curve for that period at 64% down.

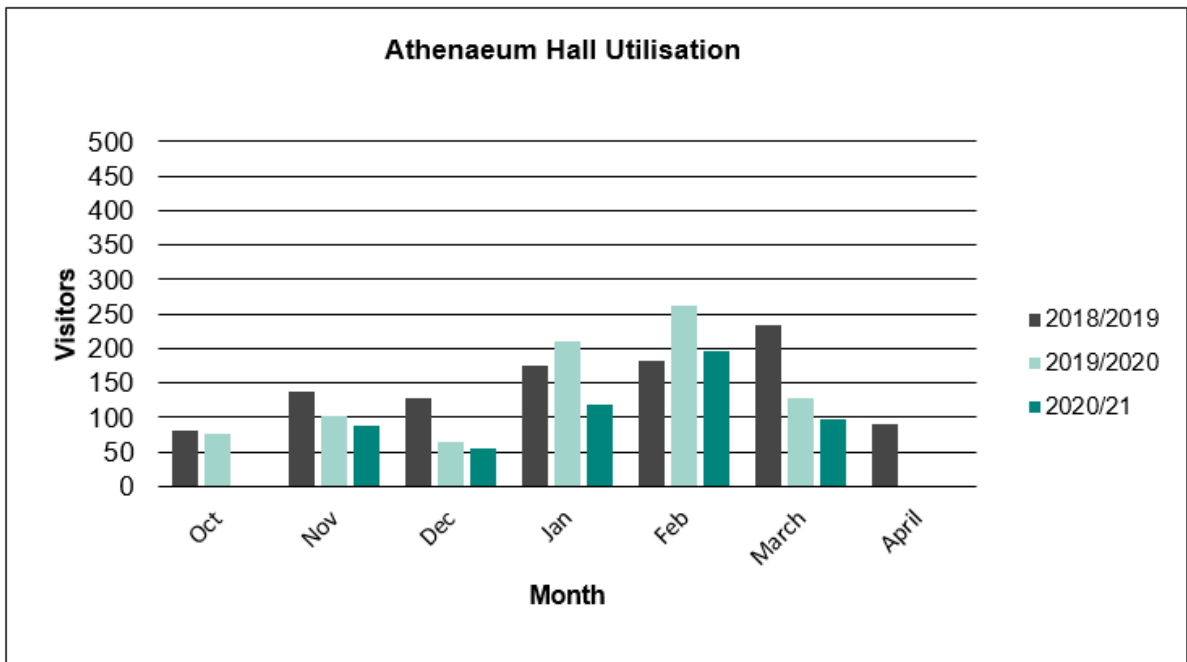




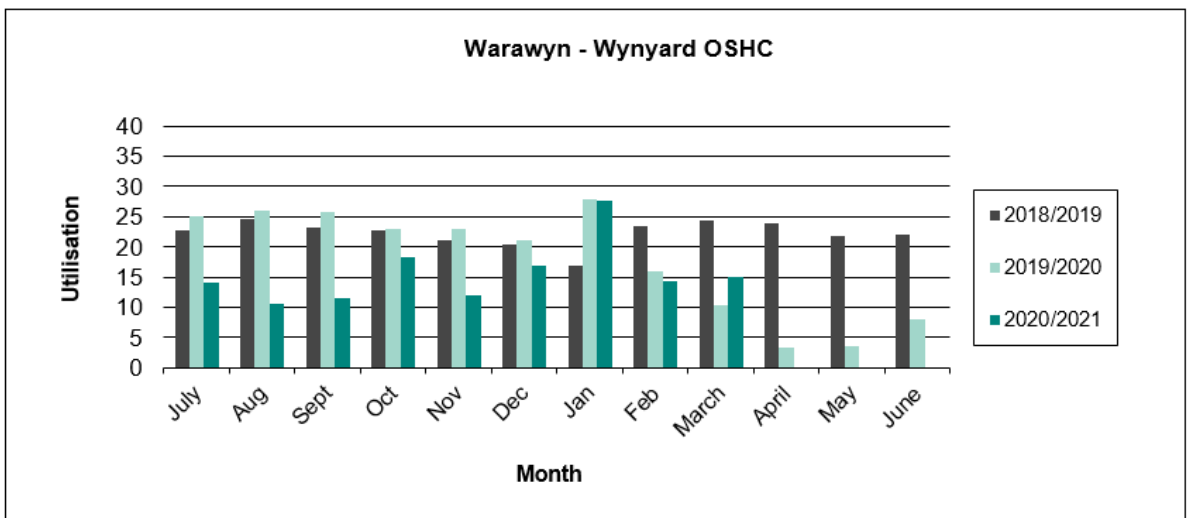
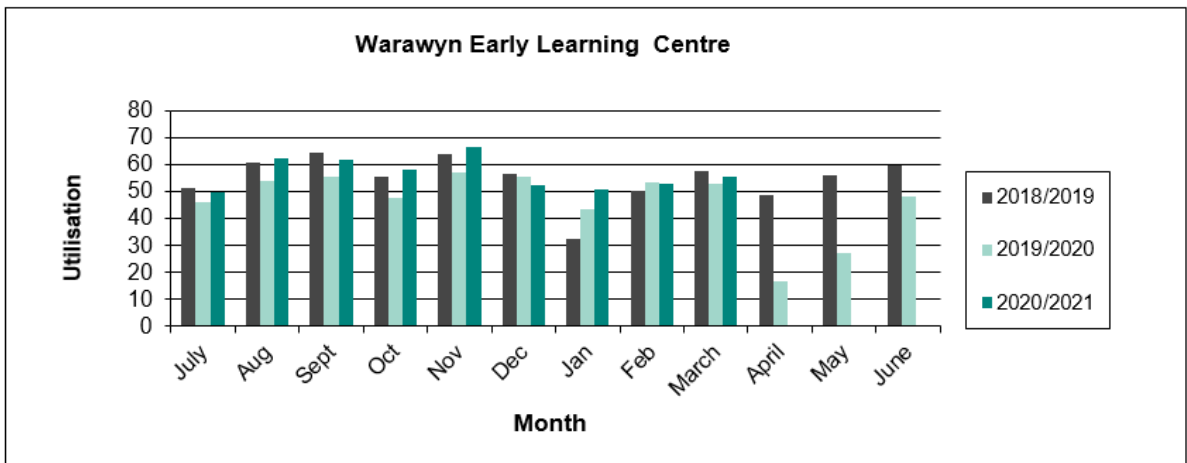
Waratah

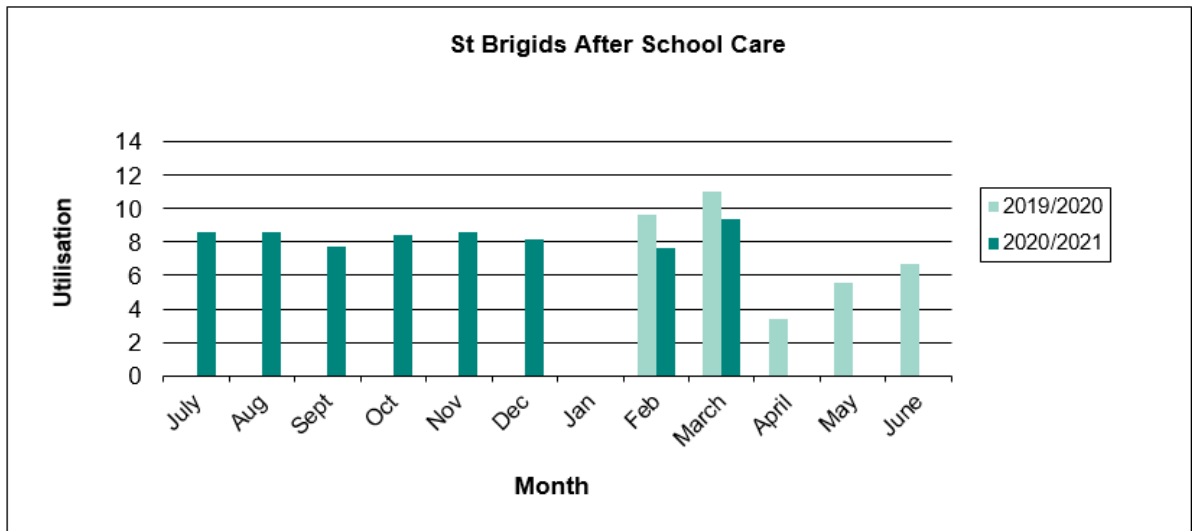
- Campground figures were positive, with a surge of demand in March seeing income **27% UP** on last year.
- Athenaeum Hall numbers were still low, with just 98 visitors for March – 24% down on last year.



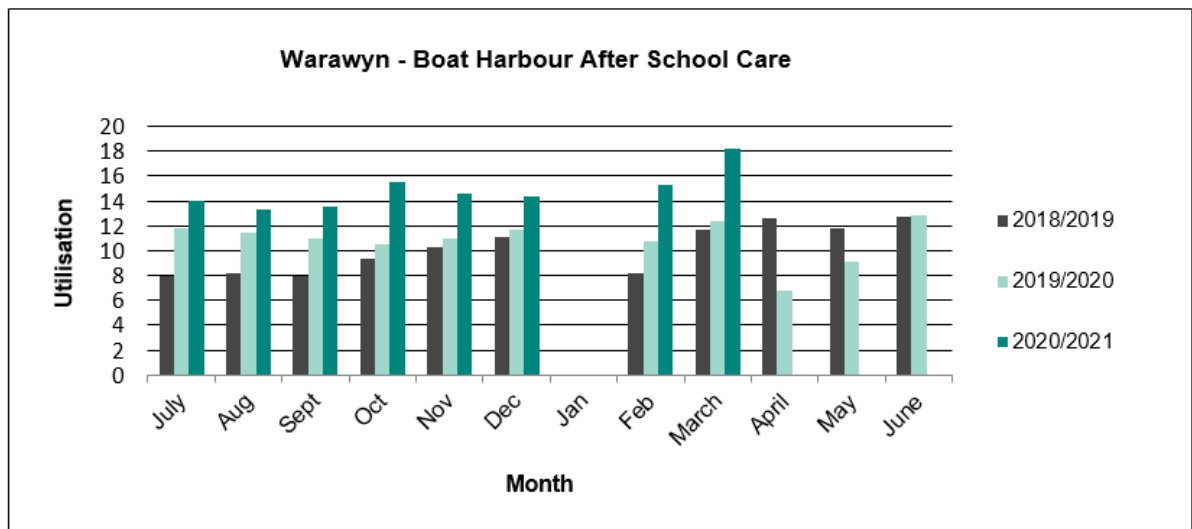


CHILDREN'S SERVICES





The recent flood event in Wynyard impacted on areas of the St Brigid’s school. A number of classrooms cannot be accessed, and students have been moved to the hall where the after school care program operated from. After school care is now operating from the Wynyard Community Centre. It is anticipated that this arrangement will continue until the end of the year. An application has been made to the Child Care Unit to suspend the licence for St Brigid’s after school care until a suitable facility can be established at the school.

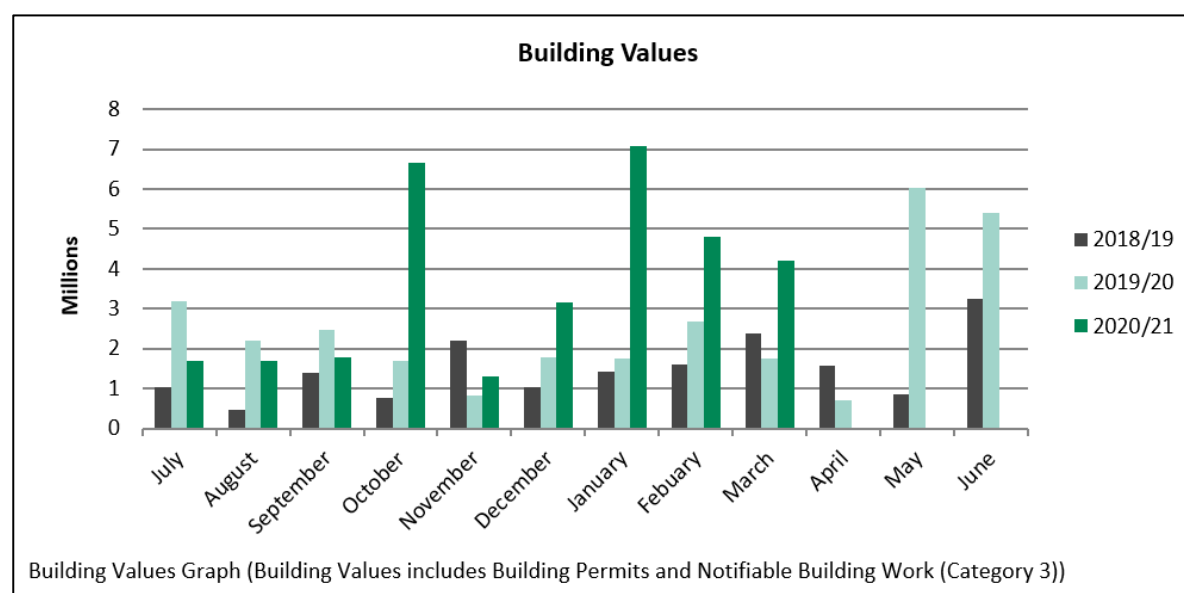


INFRASTRUCTURE AND DEVELOPMENT SERVICES

ANIMAL CONTROL

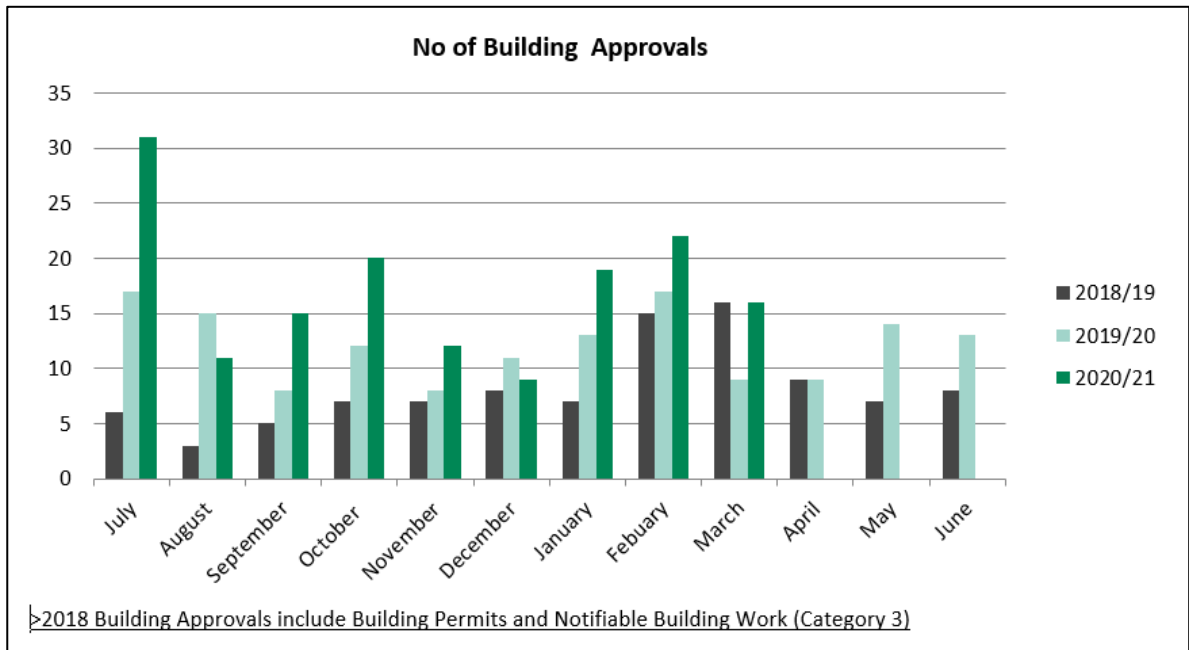
Item	Jan/Feb/Mar 2021 Number	2020/2021YTD Number
Dogs Registered	53	2051
Dogs Impounded	12	28
Dogs Euthanised	0	1
Dogs Adopted	4	6
New Kennel Licences	2	11
Licence Renewals	34	34
Dogs Re-Claimed	10	24
Livestock Impounded	0	0
Infringement Notices	3	17
Legal Action	0	0

BUILDING



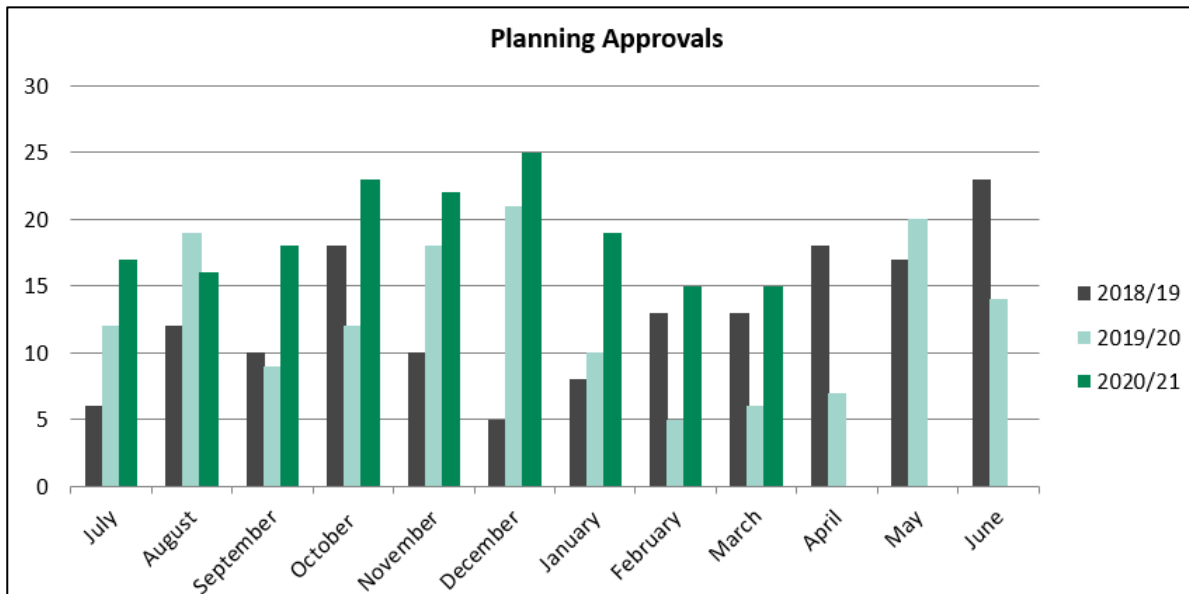
The value of building works approved was \$32.3 million as at 31 March 2021 compared to \$18.3 million as at 31 March 2020.

Total value of building work is up 77% or \$14 million from the same time in the previous financial year.



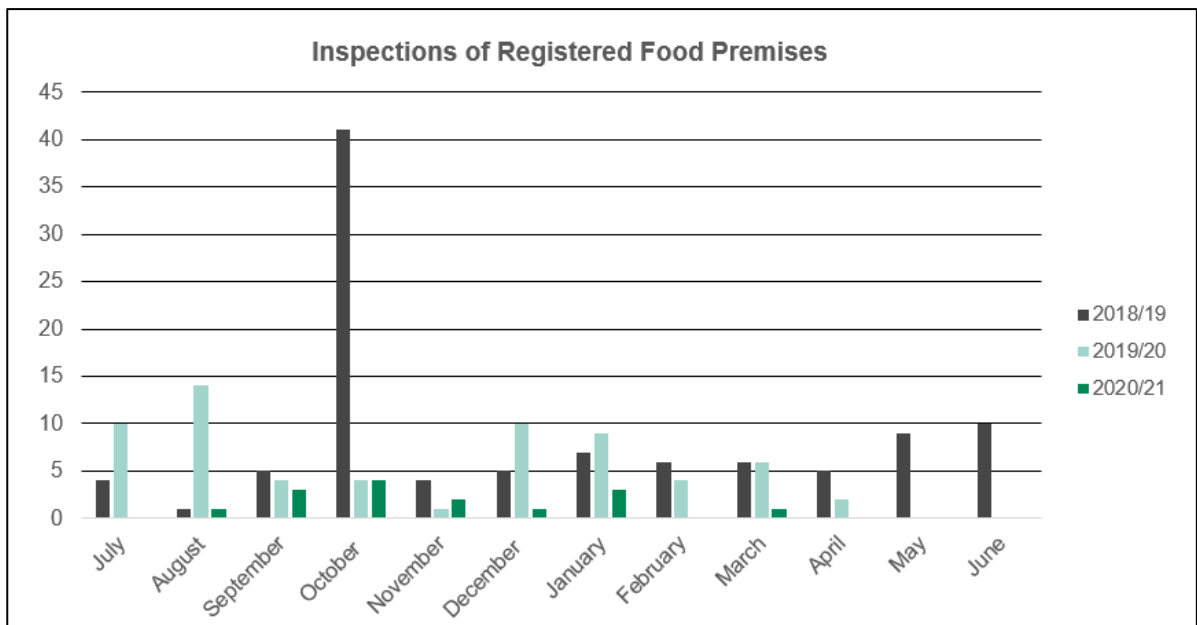
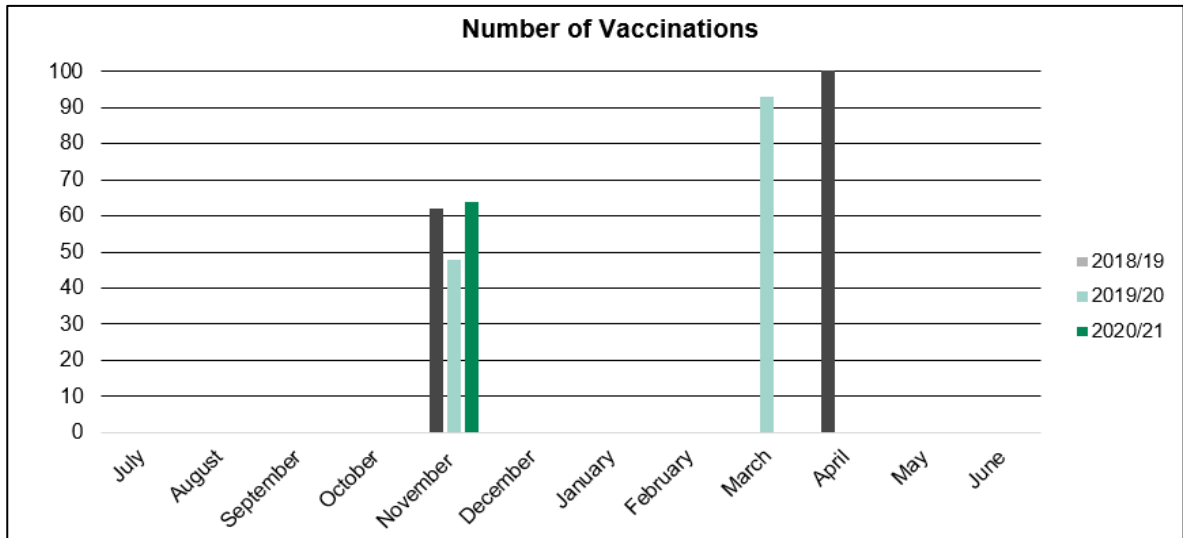
There were 155 building approvals to 31 March 2021 compared to 110 as of 31 March 2020. Building approval activity is higher and is trending 40% above previous year.

PLANNING



There were 170 planning approvals to 31 March 2021 compared to 112 as of 31 March 2020.

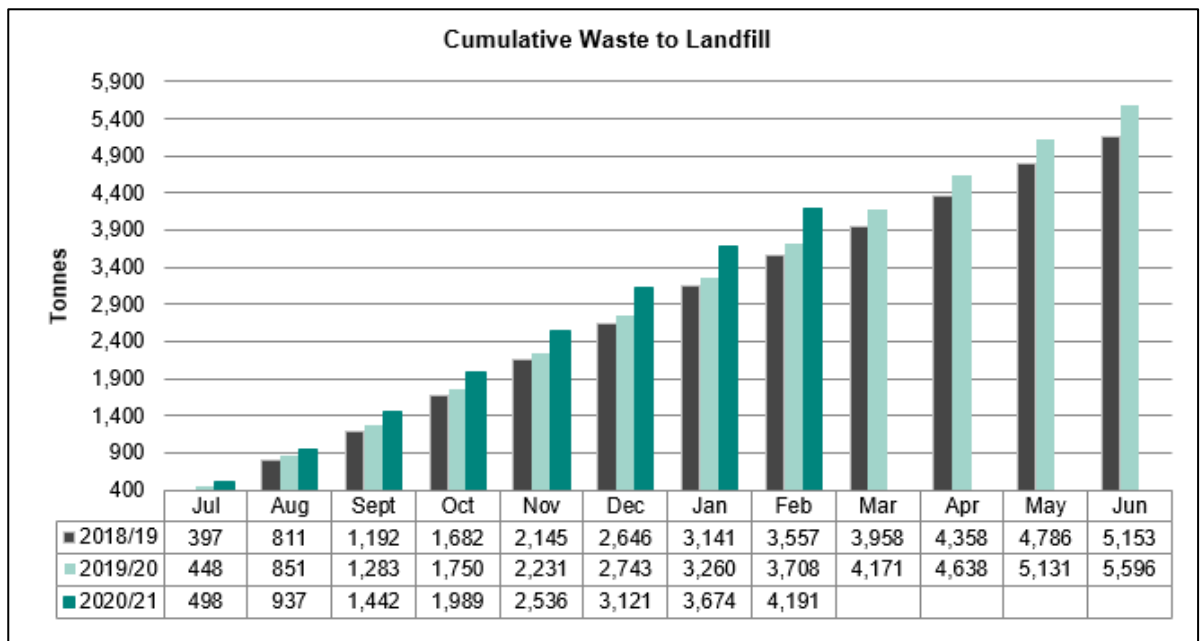
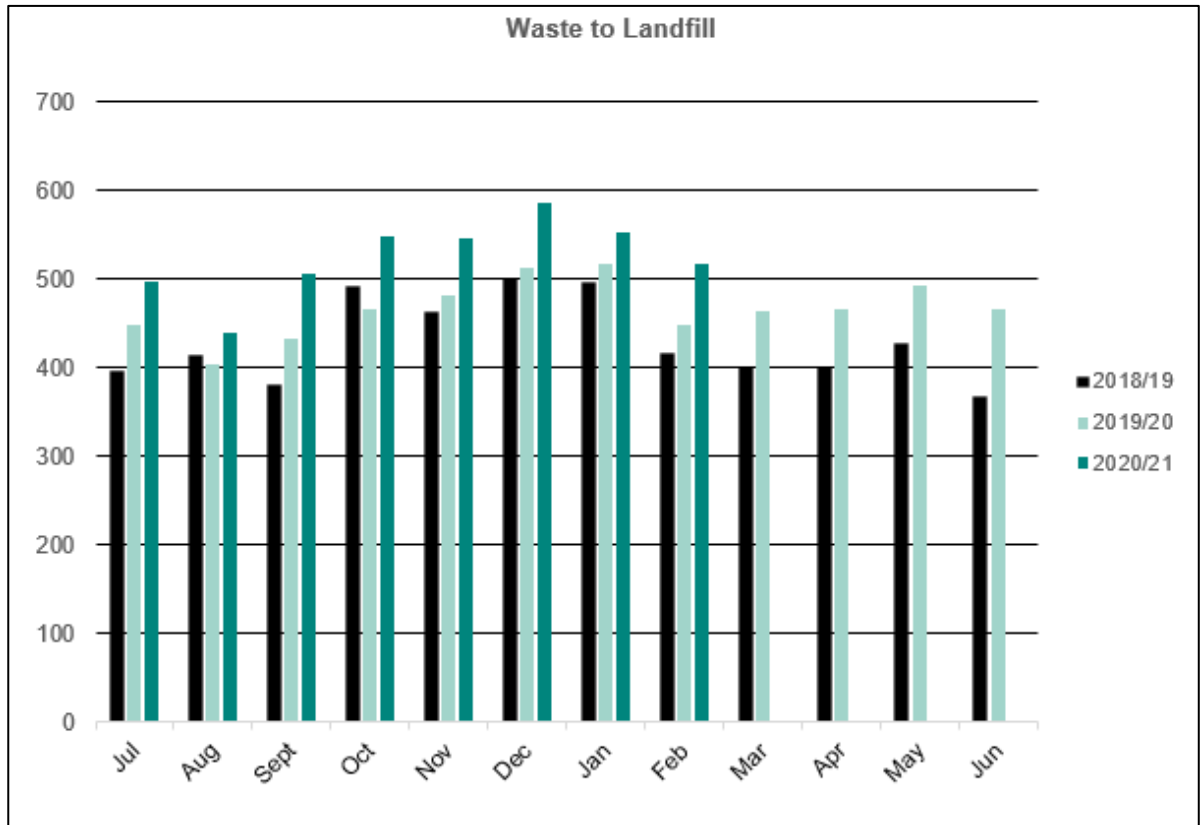
ENVIRONMENTAL AND PUBLIC HEALTH



Health Approvals – Registrations:

Month	Food Premises (FP)	Temporary Food Premises (TFP)	Places of Assembly (PA)	Public Health Risk Activities (PHRA)	Private Water Suppliers (PWS)	Regulated Systems Air Cooling Systems
July	0	1	0	1	0	8
August	46	0	0	1	0	0
September	30	4	1	2	0	0
October	11	3	0	1	0	2
November	2	2	0	0	0	0
December	3	6	0	0	0	1
January	1	4	0	0	0	0
February	1	3	0	0	0	0
March	3	4	0	0	0	0
April						
May						
June						
TOTAL	97	27	1	4	0	11

WASTE

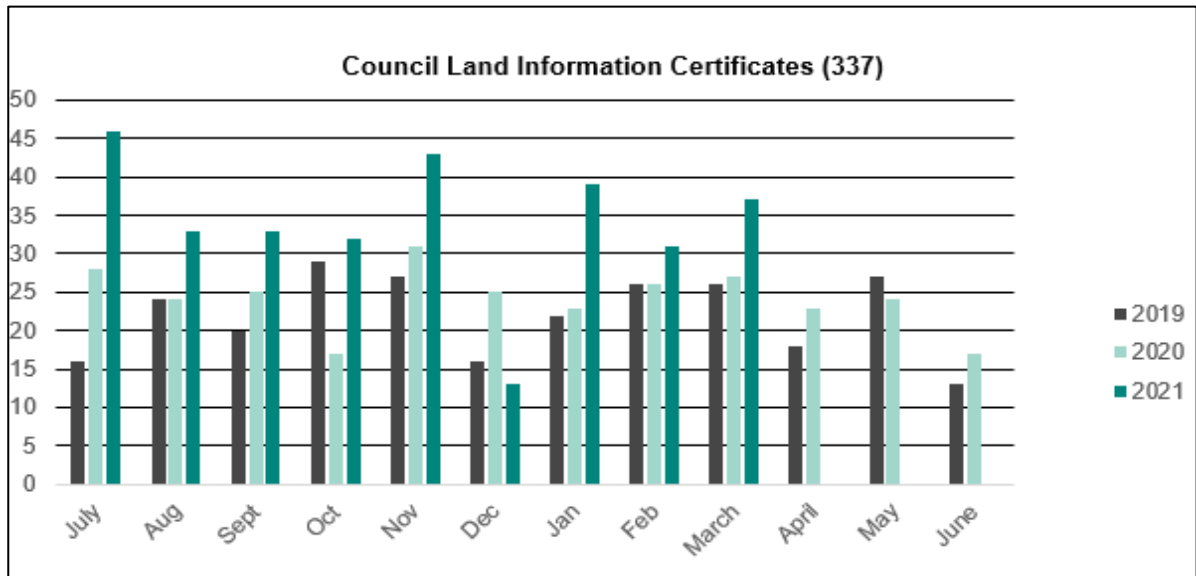


ORGANISATIONAL PERFORMANCE

Council and Land Information Certificate (337):

A Council Certificate 337 provides information about whether there are any outstanding notices, permits or orders in relation to a property. This may include:

- whether a Completion Certificate has been issued for building or plumbing permits;
- whether an Occupancy permit has been issued for a building; or
- whether there are any outstanding Orders on a site, etc. at the time of settlement.



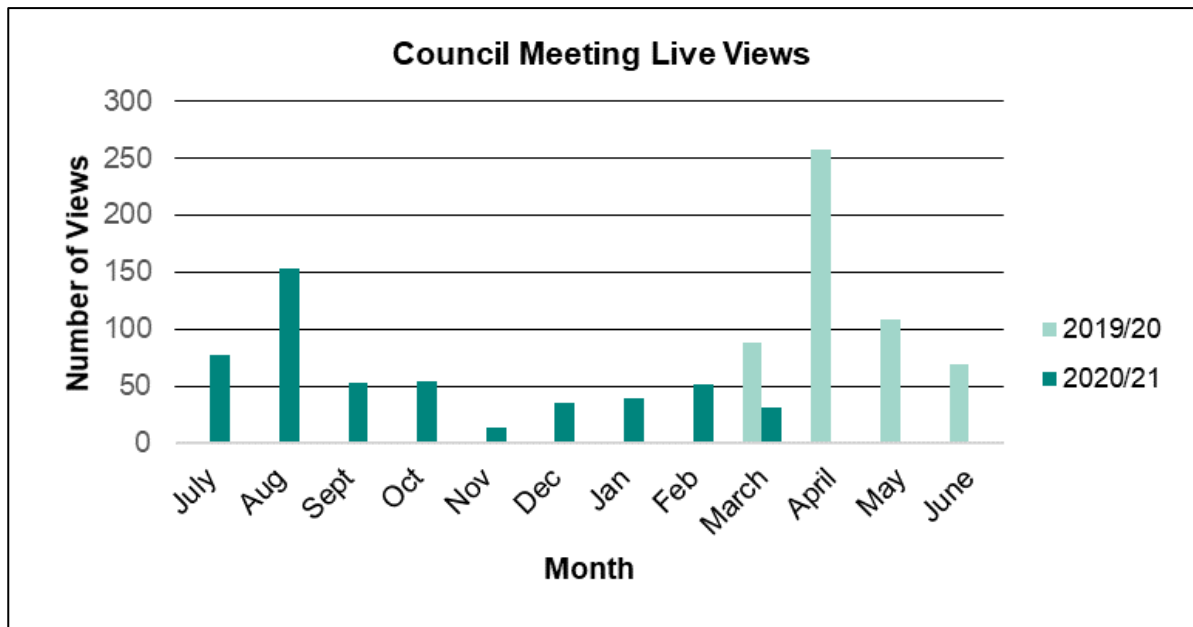
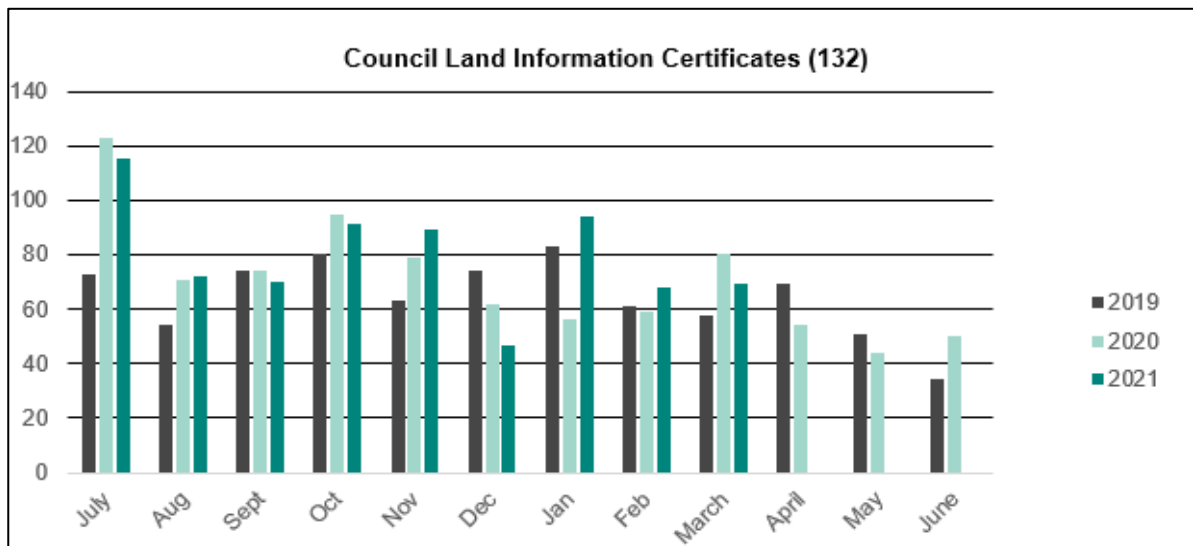
There were 37 Section 337 certificates completed to 31 March 2021 compared to 27 as of 31 March 2020.

Certificate of liabilities (132):

Section 132 certificates are issued by Council on request usually as a part of selling a property. The certificate outlines: -

- The amount of any liability for rates, whether due or not on the land and outstanding interest or penalty payable in relation to the land; and
- Any amount received on account of rates that is held in credit against future liabilities for rates in relation to the land; and
- The amount of any charge on the land recoverable by the Council.

There were 69 Section 132 certificates completed to 31 March 2021 compared to 80 as of 31 March 2020.



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
1.6 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:
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.
Strong communities and social capital	Enduring community capital – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared 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:
Tourism Plan (2011- 2020)	Annual Plan Action
Waste Strategy 2019-2024	Adopted August 2019
Annual Plan and Budget 2020/21	

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

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

CONCLUSION

The Departmental Quarterly Statistics Report for the months 1 July 2020 to the 31 March 2021 be noted.

10.6 ANNUAL PLAN PROGRESS REPORT AS AT 31 MARCH 2021

To: Council
Reporting Officer: Executive Officer - Governance and Performance
Responsible Manager: Director Organisational Performance
Report Date: 15 March 2021
File Reference: 004.10
Enclosures: 1. Annual Plan Actions 1 July 2020 to 31 March 2021 

RECOMMENDATION

That Council note the 2020/21 Annual Plan progress report for the period to 31 March 2021.

PURPOSE

This report is provided as an update on progress against the Annual Plan for the quarter ending 31 March 2021.

By providing a regular update Council can see how the organisation is tracking in the delivery of commitments made to the community through the Annual Plan.

BACKGROUND

The Annual Plan and Budget Estimates is developed by Council each year outlining key activities and initiatives for the year.

The Council adopted the 2020/21 Annual Plan and Budget Estimates on 22 June 2020.

Councils 10 Year Corporate Strategic Plan 2017/27 was adopted in December 2016. The Annual Plan and Budget Estimates link to the achievement of the Strategic Plan within an overall planning framework.

The framework guides Council in identifying community needs and aspirations over the long term (Our Mission, Vision & Values), medium term (Strategic Plan) and short term (Annual Plan and Budget Estimates) and holds itself accountable through the Audited Financial Statements and Annual Report.

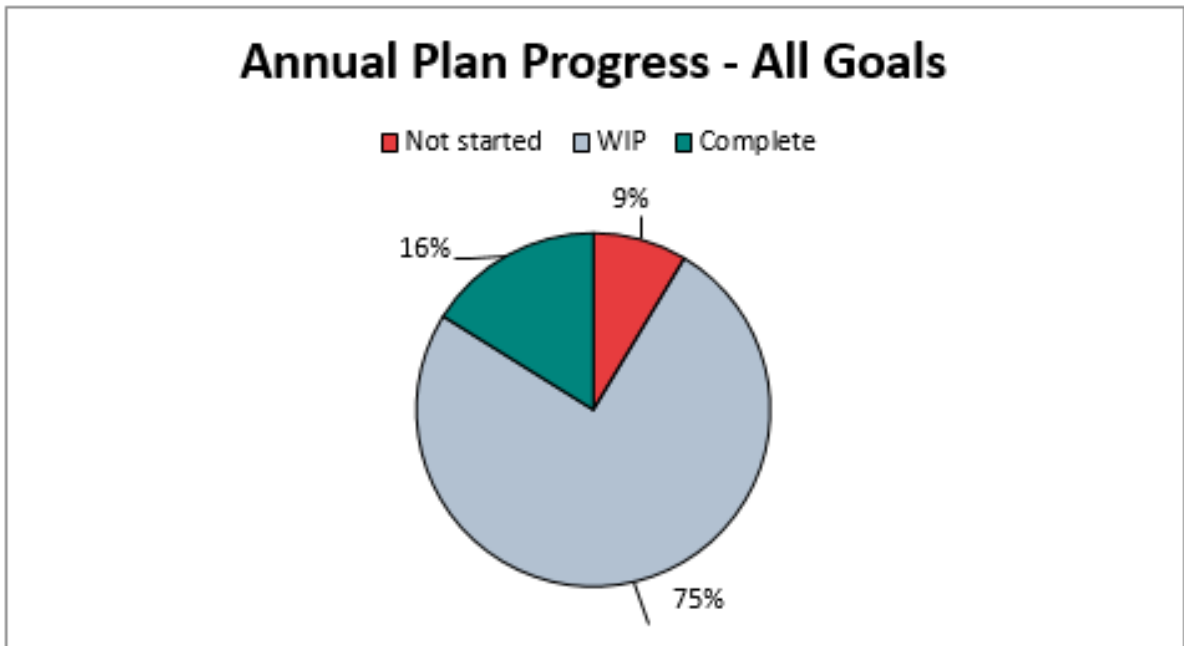
The activities and initiatives included in the Annual Estimates contribute to achieving the strategic objectives specified in the Strategic Plan.

DETAILS

The **attached** report provides an update on the progress of actions included in the Council's Annual Plan 2020/21.

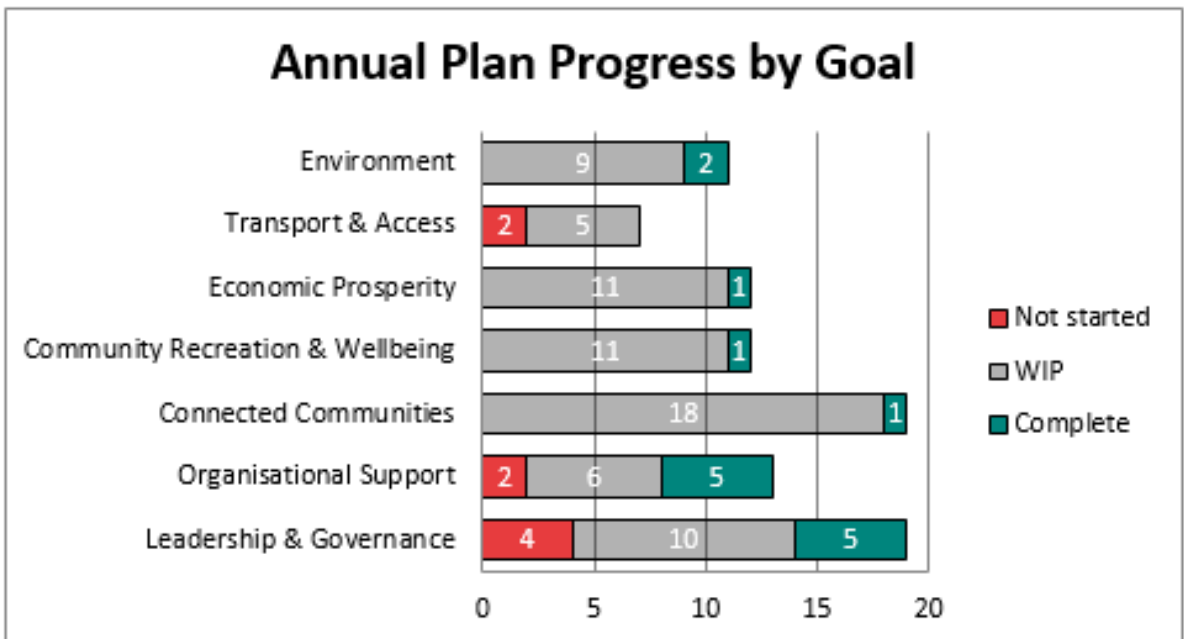
As at 31 March solid progress had been made against the plan however only 16% of actions are fully complete. 75% of actions are in progress and 9% have not been started.

There is a total of 93 actions included in the Annual Plan and as at 31 March 2021 with progress having been made as follows:



- 15 actions complete (3 actions completed throughout the quarter)
- 1 action between 90% and 100% complete
- 27 actions between 70% – 90% complete
- 42 actions at less than 70% complete
- 1 deferred action
- 7 not started

The following graph outlines progress against each of Council’s strategic goals:



STATUTORY IMPLICATIONS

Statutory Requirements

The Annual Plan is prepared as part of the Budget Estimate process and is required under the Local Government Act 1993:

71. Annual plan

(1) A council is to prepare an annual plan for the municipal area for each financial year.

(2) An annual plan is to –

- (a) be consistent with the strategic plan; and*
- (b) include a statement of the manner in which the council is to meet the goals and objectives of the strategic plan; and*
- (c) include a summary of the estimates adopted under section 82; and*
- (d) include a summary of the major strategies to be used in relation to the council's public health goals and objectives. The Annual Plan is part of a larger strategic planning framework.*

STRATEGIC IMPLICATIONS

Strategic Plan Reference

The plan is consistent with the Waratah-Wynyard Corporate Strategic Plan 2017/27 and the Sustainable Murchison Community Plan 2040.

Council Strategy or Plan Reference

Council Strategy or Plan	Date Adopted:
Annual Plan and Budget Estimates	22 June 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

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

CONCLUSION

That the Council note the 2020/21 Annual Plan Action Progress Report to the 31 March 2021.

10.7 REVISED RELATED PARTY TRANSACTIONS POLICY

To: Council
Reporting Officer: Financial Accountant
Responsible Manager: Director Organisational Performance
Report Date: 25 March 2021
File Reference: Governance - Policy - Council Policies
Enclosures: Nil

RECOMMENDATION

That Council adopted the revised Related Party Transactions Policy as presented.

PURPOSE

Councils existing Related Party Transactions Policy has been reviewed to ensure its ongoing currency. This report has been prepared to enable Council to consider the revised Policy.

BACKGROUND

Under the Australian Accounting Standards Board AASB 124 there is a requirement for Councils to report related third-party transactions in its end of year financial statements. Council has developed a policy to assist in meeting its reporting obligations.

DETAILS

This policy, in accordance with AASB124, requires council to report who their Key Management Personnel are. It defines who the related parties can be, and the type of transactions covered by the Policy.

Under the Policy an annual declaration is sought on an annual basis from those defined as Key Management Personnel.

The only change to the policy is to align the definition of Key Management Personnel (3.1 b) to be closer to the definition in the accounting standard

STATUTORY IMPLICATIONS

Statutory Requirements

The *Local Government Act* requires that Council prepare annual financial statements in accordance with all applicable accounting standards.

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
1.5 Build our knowledge base to apply in decision-making processes.
1.6 Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.

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.

POLICY IMPLICATIONS

The adoption of this Policy will supersede Council’s existing Policy.

ENVIRONMENTAL IMPLICATIONS

There are no environmental risks as result of this report.

FINANCIAL IMPLICATIONS

There are no direct financial implications as a result of this report, however it does promote transparency in council’s financial dealings with related parties.

RISK IMPLICATIONS

The adoption of this policy reduces the risk of Council non-compliance with accounting standards.


CONSULTATION PROCESS

There are no consultation requirements for this Policy given it does not contain any discretionary elements.

CONCLUSION

It is recommended that Council adopt the revised Related Party Transactions Policy as presented.

10.8 WARATAH DAM DECOMMISSIONING

To: Council
Reporting Officer: General Manager
Responsible Manager: General Manager
Report Date: 7 April 2021
File Reference: 2021
Enclosures: 1. Notice of Decision - Waratah Reservoir 

RECOMMENDATION

That Council note correspondence received from the Department of Primary Industries, Parks, Water and Environment (DPIPWE) regarding the decommissioning of the Waratah Dam

PURPOSE

To note correspondence received from the Department of Primary Industries, Parks, Water and Environment regarding TasWater's proposed decommissioning of the Waratah Dam.

BACKGROUND

TasWater have stated that in August 2017, as part of regular and routine safety checks they observed increased seepage from the Waratah Dam wall. After further investigation, evidence of internal embankment erosion (piping) within the upper section of the dam wall was found. TasWater considered this situation to be unsafe for the dam and water was released from the reservoir to prevent any further deterioration in the dam wall.

TasWater concluded that given the issues identified, they would divest or decommission the dam. An expression of interest (EOI) process was conducted between 15 December 2017 and 31 January 2018 and no responses were received. A second EOI process was conducted from 20 March 2019 and closed on 22 May 2019 which resulted in two responses. TasWater's evaluation committee assessed the respondents technical and financial capacity to take of the ownership of Waratah Dam and one potential suitable candidate was identified. Ultimately, the EOI was not deemed suitable to progress despite involvement from Council and the State Government and concluded in late 2020. Another interested party was identified in late 2020 and discussions with this party continues.

TasWater have subsequently commenced the decommissioning process and Council received formal notification of an application to decommission the Waratah Reservoir

(Waratah Dam) in January with representations due by 1 February 2021. At the January 2021 meeting, Council determined to:

- 1. Note correspondence received from the Department of Primary Industries, Parks, Water and Environment regarding the proposed decommissioning of the Waratah Dam; and*
- 2. Authorise the General Manager to prepare and submit a representation on the matter prior to the closure of the statutory notification period on 1 February 2021*

Council provided two submissions to the formal decommissioning process and these were listed in previous Council agendas.

DETAILS

Formal notification has been received from DPIPWE in response to Council's representation stating the application to decommission from TasWater has been successful.

The letter states that consideration has been given to each of the points raised in Council's representation, yet no comment or feedback has been provided. Officers sought this information to understand the dismissal of these points as this information may assist in framing appeal documentation, however DPIPWE have advised that "Given that the matter is subject to legislative appeal processes, it isn't appropriate to discuss any particulars".

There is an appeal process currently open which starts from receipt of the Notice of Decision and will cease on 21 April 2021. The grounds for appeal are very narrow and section 276(4) of the *Water Management Act* states:

- (4) However, an appeal under subsection (1) or (2) in respect of the determination under section 156 of an application for a Division 3 permit, the issue under section 164ZC of a dam operating notice or both those matters in combination may only be instituted, heard and determined on the grounds that the process by which the decision or determination appealed against was procedurally incorrect or unfair having regard to the requirements of this Act and natural justice, not on the grounds that any technical information taken into account in making the decision or determination, or that any technical finding made in reaching the decision or determination, was incorrect as a matter of fact.*

At the time of agenda preparation Council officers were exploring options in line with the above clause.

Another interested party for dam ownership was identified in late 2020 and discussions with this party continues. Part of Council's representation suggested the dam should be maintained until such time this process has concluded. This party has indicated that they may construct a new dam wall and reinstate the previous full storage capacity of the dam regardless of the outcome of the decommissioning process. Delivery of this project will now be the only way the dam wall may be restored.

Throughout the entire process, Council has maintained a role of advocacy and facilitation. Council has no desire or strategic benefit from having any form of dam ownership. The Waratah Dam is not recognised as one of the three priority projects for Waratah in the current community plan.

Council's Annual Plan has an action to "Work with TasWater and the Waratah community to facilitate a mutually agreed future for the Waratah Dam". Further assurances will be sought from Taswater regarding Council infrastructure and future maintenance implications.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL
Desired Outcomes
We encourage broad community input to create a focussed and strong sense of belonging.
Our Priorities
7.1 Provide education to facilitate awareness and appreciation of built and natural assets.

GOAL
Desired Outcomes
Stewardship of our land, water and marine ecosystems respects past, present and future generations.
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:
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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

Environmental implications relating to the Waratah Dam are outlined in the reports available on TasWater and DPIPWE's websites. The community has genuine concern with the environmental impact from the decommissioning process.

FINANCIAL IMPLICATIONS

There are no financial implications as a result of this report. Financial implications will occur should Council's involvement increase from current levels.

RISK IMPLICATIONS

There are a range of complex and details risks arising from the proposed decommissioning of the Waratah Dam. It is a divisive matter that will garner strong opinion from either side of the argument.

Complexity is added given Council's role as a part owner of TasWater. Risks associated from this report are limited to reputational, however should the matter progress, financial, legislative, and environmental considerations will be evident.

CONSULTATION PROCESS

Council have had a number of motions and reports about this matter. T

CONCLUSION

It is recommended that Council note correspondence received from the Department of Primary Industries, Parks, Water and Environment regarding the proposed decommissioning.

10.9 FINANCIAL REPORT FOR THE PERIOD ENDED 31 MARCH 2021

To:	Council
Reporting Officer:	Corporate Accountant
Responsible Manager:	Director Organisational Performance
Report Date:	8 April 2021
File Reference:	6
Enclosures:	Nil

RECOMMENDATION

That Council –

- **Notes the Financial Reports for the period ended 31 March 2021.**

PURPOSE

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

BACKGROUND

The financial reports presented incorporate:

- Income Statement
- Balance Sheet
- Cashflow Statement
- Cash Position
- Grants Schedule
- Operating Performance by Department
- Rate Summary
- Tenders and Contracts
- Capital Works Summary
- Capital Works Progress

DETAILS

Council continues to review its operational forecast regularly. Council is currently forecast to perform favourably to budget by \$289k. This is made up of several favourable and unfavourable variances across the budget. Commentary on the forecast is provided at both an expenditure type and departmental level further in this report.

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.

Council Strategy or Plan Reference

Council Strategy or Plan	Date Adopted:
Financial Management Strategy 2020-2030	Adopted March 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

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

CONCLUSION

All details are included in the attached reports.

Income Statement

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

Income Statement as at 31 March 2021

	YTD Actual	YTD Budget	%	YTD Variance	Budget	Forecast	Forecast Variance	Note
Recurrent Income								
Rate Revenue	11,454,481	11,434,382	0%	✔ (20,099)	11,434,382	11,483,969	✔ (49,587)	1
User Charges	1,905,169	1,686,553	-13%	✔ (218,616)	2,213,600	2,558,514	✔ (344,914)	2
Reimbursements/Contributions	338,486	391,329	14%	✘ 52,843	519,959	574,047	✔ (54,088)	3
Grants and Subsidies	1,438,642	1,339,009	-7%	✔ (99,633)	3,429,944	3,407,889	✘ 22,055	4
Interest	71,859	112,455	36%	✘ 40,596	150,000	86,682	✘ 63,318	5
Distributions from Water Corporation	140,500	-	0%	✔ (140,500)	-	140,500	✔ (140,500)	6
Total Recurrent Income	15,349,138	14,963,728	-3%	✔ (385,410)	17,747,885	18,251,601	✔ (503,716)	
Recurrent Expenditure								
Employee Costs	5,301,695	5,198,776	2%	✘ 102,919	7,114,361	7,445,926	✘ 331,565	7
State Levies	406,389	407,214	0%	✔ (825)	527,426	525,747	✔ (1,679)	
Remissions & Discounts	443,563	447,749	-1%	✔ (4,186)	447,749	443,543	✔ (4,206)	
Materials & Contracts	3,825,726	4,178,105	-8%	✔ (352,379)	5,462,967	5,358,832	✔ (104,135)	8
Depreciation	3,348,684	3,348,684	0%	✔ -	4,466,666	4,466,666	✔ -	
(Gain)/Loss on Disposal	96,894	-	0%	✘ 96,894	127,102	127,102	✔ -	
Borrowing Costs	14,441	12,670	14%	⚠ 1,771	24,307	24,307	✔ -	
Other Expenses	169,775	182,716	-7%	✔ (12,941)	378,065	371,565	✔ (6,500)	
Total Recurrent Expenditure	13,607,167	13,775,914	-1%	✔ (168,747)	18,548,643	18,763,688	✘ 215,045	
Surplus/(Deficit)	1,741,971	1,187,814	-47%	✔ (554,157)	(800,758)	(512,087)	✘ 288,671	
Capital Items								
Capital Grants/Contributions	359,697	4,331,231	92%	✘ 3,971,534	4,850,823	4,850,823	✔ -	
Derecognition of Assets	-	-	0%	✔ -	-	-	✔ -	
Asset Recognition	-	-	0%	✔ -	-	-	✔ -	
Comprehensive Surplus/(Deficit)	2,101,668	5,519,045	62%	✘ 3,417,377	4,050,065	4,338,736	✘ 288,671	

Explanations are provided below for forecast variance of \$20,000 or greater:

1 Rates Revenue – favourable variance \$49,587

Rates and charges are higher than budget due to more rates revenue being raised in Council's initial rates run than expected. This can occur when supplementary rates valuations are received after the rates and charges budget is set by Council.

2 User Charges – favourable variance \$344,914

User charges are higher than budget due to significantly higher utilisation at Council's childcare services and therefore higher fee income. This is partially offset by higher than budgeted wages expenditure for childcare.

3 Reimbursements/Contributions – favourable variance \$54,088

Reimbursements income is expected to be higher than budget due to receipt of unbudgeted for fuel tax rebate income (\$30k), higher than budgeted childcare cancellation fee income (\$9k) and higher than budgeted trainee employment incentives (\$7k).

4 Grants and Subsidies – unfavourable variance \$22,055

Grants and subsidies are expected to be lower than budgeted due to lower than budgeted grant income for the tulip festival which did not proceed due to COVID-19 restrictions.

5 Interest – unfavourable variance \$63,318

Interest is expected to be lower than budget due to significant reductions in term deposit rates in the second half of 2020. Details of interest rates on Council's term deposits can be found in the schedule of investments within this report.

6 Distributions from Water Corporation – favourable variance \$140,500

On 1 February 2021 the TasWater board announced that the corporation would pay an interim dividend totalling \$5 million. Council's share of this dividend is expected to be \$140,500. The board has indicated they plan to pay a final dividend of \$5 million in June assuming they meet financial targets, but a final decision will not be made until the June board meeting.

7 Employee costs – unfavourable variance \$331,565

Employee costs are predicted to be over budget by \$332k predominately due to higher than budget childcare wages (\$189k) which is offset by higher childcare fees and grant income. The unfavourable forecast also includes additional wages expected in planning due to resourcing needs for the completion of the settlement strategy and additional engineering work effort directed to support the capital works program.

8 Materials & Contracts – favourable variance \$104,135

Materials and contracts expenditure is expected to be lower than budgeted due to lower expenditure for the tulip festival (\$35k), lower than budgeted thrive and survive grant expenditure (\$19k), lower than budgeted workers compensation premiums (\$22k) and lower merchandise purchases for the Wonders of Wynyard (\$30k).

Balance Sheet

Council is forecasting to have a current ratio of 1.89 as at 30 June 2021 compared to a budgeted ratio of 1.66.

Balance Sheet as at 31 March 2021

	YTD Actual	Budget	Forecast
	\$	\$	\$
Current Assets			
Cash & Cash Equivalents	12,641,703	5,609,324	6,527,436
Receivables	1,107,994	880,000	880,000
Inventories	123,487	110,804	110,804
Land For Resale	219,950	-	-
Other Current Assets	2,579	193,800	193,800
Total Current Assets	14,095,714	6,793,928	7,712,040
Non-Current Assets			
Property, Plant and Equipment	203,404,767	174,845,627	216,664,049
Investment in Water	39,684,454	51,687,318	39,684,454
Total Non-Current Assets	243,089,220	226,532,945	256,348,503
Total Assets	257,184,935	233,326,873	264,060,543
Current Liabilities			
Payables	1,196,924	1,867,516	1,867,516
Interest-Bearing Liabilities	60,430	353,319	353,319
Employee Provisions	1,813,807	1,859,708	1,859,708
Provisions	-	-	-
Total Current Liabilities	3,071,161	4,080,542	4,080,542
Non-Current Liabilities			
Interest-Bearing Liabilities	802,396	2,796,993	2,796,993
Employee Provisions	64,156	82,783	82,783
Provisions	216,999	216,999	216,999
Total Non-Current Liabilities	1,083,551	3,096,775	3,096,775
Total Liabilities	4,154,712	7,177,317	7,177,317
Net Assets	253,030,223	226,149,556	256,883,226
Equity			
Current Year Result	2,101,668	4,050,065	4,338,736
Accumulated Surplus	157,697,908	154,560,170	157,697,908
Reserves	93,230,646	67,539,321	94,846,582
Total Equity	253,030,223	226,149,556	256,883,226
Current Ratio	4.59	1.66	1.89

Cashflow Statement

Council is forecast to have \$6.527m of cash on hand as at 30 June compared to budgeted cash on hand of \$5.069m.

Cashflow Statement as at 31 March 2021

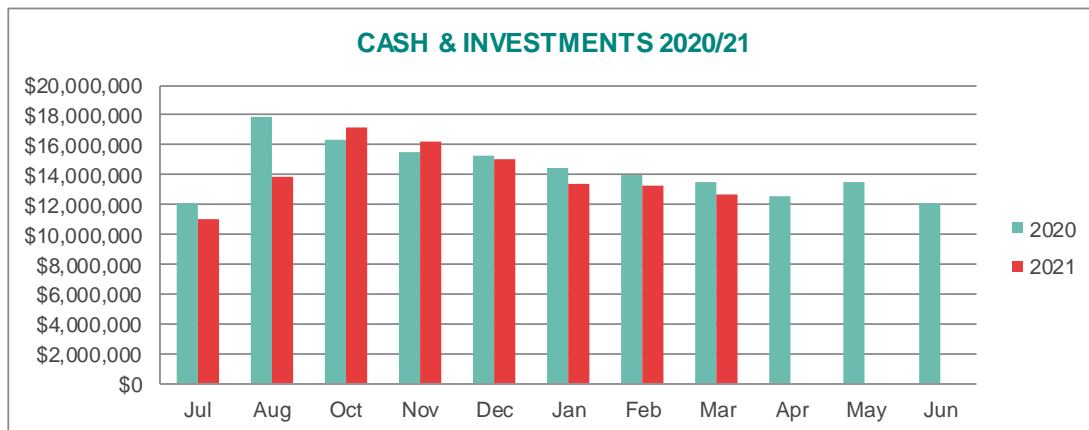
	YTD Actual \$	Budget \$	%	Balance \$	Forecast \$
Cash flows from operating activities					
Employee Costs	(5,301,694)	(7,061,692)	75%	(1,759,998)	(7,381,397)
Materials and Contracts	(4,544,645)	(7,105,351)	64%	(2,560,706)	(5,496,651)
State Levies	(406,389)	(527,426)	77%	(121,037)	(525,747)
Other Expenses	(613,338)	(825,814)	74%	(212,476)	(712,933)
Rates and Charges	11,454,481	11,434,382	100%	(20,099)	11,483,969
User charges	2,697,094	2,213,600	122%	(483,494)	3,387,213
Interest	71,859	150,000	48%	78,141	86,682
Reimbursement of Expenses	338,486	519,959	65%	181,473	574,047
Government Grants	1,438,642	3,429,944	42%	1,991,302	3,407,889
Net Cash provided by (used in) operating activities	5,134,498	2,227,602	230%	(2,906,896)	4,823,072
Cash flows from investing activities					
Payments for Property, Plant and Equipment	(4,775,013)	(16,230,042)	29%	(11,455,029)	(17,962,249)
Investment revenue from Water Corporation	140,500	-	0%	(140,500)	140,500
Proceeds from Sale of Property, Plant and Equipment	(219,950)	110,182	-200%	330,132	395,700
Capital grants	359,697	4,850,823	7%	4,491,126	4,850,823
Net cash provided by (used in) investing activities	(4,494,766)	(11,269,037)	40%	(6,774,271)	(12,575,226)
Cash flows from financing activities					
Borrowing Costs	(14,441)	(24,307)	59%	(9,866)	(24,307)
Loan Drawdowns	-	2,400,000	0%	2,400,000	2,400,000
Loan Repayments	(59,431)	(119,862)	50%	(60,431)	(171,946)
Net cash provided by financing activities	(73,872)	2,255,831	-3%	2,329,703	2,203,747
Net (Decrease) in Cash Held	565,859	(6,785,604)	-8%	(7,351,463)	(5,548,408)
Cash at beginning of year	12,075,844	12,394,928	97%	319,084	12,075,844
Cash at end of period	12,641,703	5,609,324	225%	(7,032,379)	6,527,436

Cash Position

The following table provides an outline of Council's cash and investment portfolio as at 31 March 2021. Total cash and investments on hand as at 31 March is \$12.627m.

Cash Position as at 31 March 2021

	\$	INVESTMENTS	\$	Weighted Average Return
Deposits	12,402,209	Commonwealth Bank	223,252	0.00%
Petty Cash and Till Floats	1,600	Investments		
Trading Account	223,252	ME Bank	5,102,209	0.44%
		NAB	4,800,000	0.40%
		ING	2,000,000	0.40%
		Bendigo Bank	500,000	0.70%
		Petty Cash and Till Floats	1,600	
Balance - All Accounts	12,627,061		12,627,061	0.44%



Grants Schedule

The schedule below provides an overview of Council's grant receipts for the year to date along with a forecast for the expected full year grant income.

Grant Schedule as at 31 March 2021

	YTD Actual March	Estimate 2021	Forecast 2021
Capital Grants			
Multi Use Facility	-	2,244,205	2,244,205
Anzac Park	-	204,750	204,750
Roads to Recovery	20,000	564,684	564,684
Vulnerable Road Users	60,251	-	-
Cardigan Street	99,520	-	-
Coastal Pathway	-	1,240,000	1,240,000
Cam River Masterplan	82,342	164,684	164,684
Wynyard Sports Centre	240,000	400,000	400,000
Indoor Recreation - Basketball Rings	37,355	32,500	32,500
	539,468	4,850,823	4,850,823
Operational Grants			
Financial Assistance Grants - General	620,236	1,749,035	1,755,766
Financial Assistance Grants - Roads	523,100	1,488,720	1,473,277
Youth Week	5,389	2,500	5,389
Wynyard Child Care SNSS	-	2,500	1,250
Boat Harbour Sustainability	4,000	4,000	4,000
Tulip Festival	5,000	20,000	5,000
Health & Wellbeing	90,369	90,410	90,410
Heavy Vehicle Tax	72,797	72,779	72,797
Wynyard BMX	50,000	-	-
	1,370,891	3,429,944	3,407,889

Operating Performance by Department

This statement provides an overview of operating performance by department

Directorate/Department	Annual Budget	Forecast	Variance to Forecast	Note
Community & Engagement				
Children's Services	1,640	(119,205)	(120,845)	1
Community Activation	805,704	703,850	(101,854)	2
Corporate & Community Services	377,895	421,106	43,211	3
Tourism & Marketing	491,576	487,291	(4,285)	
Community & Engagement Total	1,676,815	1,493,042	(183,773)	
Council & General Managers Office				
Council	1,296,636	1,316,309	19,673	
Council & General Managers Office Total	1,296,636	1,316,309	19,673	
Infrastructure & Development Services				
Asset Services	(10,400)	13,226	23,626	4
Cemeteries	98,832	98,614	(218)	
Development Services	700,403	687,849	(12,554)	
Engineering Services	(110,972)	(60,173)	50,799	5
Footpaths	286,870	286,870	-	
Garbage	(12,169)	(10,602)	1,567	
Public Halls	192,573	174,358	(18,215)	
Public Toilets	223,378	225,711	2,333	
Reserves	1,307,296	1,307,674	378	
Sports	935,930	929,562	(6,368)	
Stormwater Drainage	(175,850)	(173,591)	2,259	
Transport	3,242,787	3,260,958	18,171	
Waste	283,335	285,982	2,647	
Works & Services	48,265	8,700	(39,565)	6
Infrastructure & Development Services Total	7,010,278	7,035,138	24,860	
Organisational Performance				
Digital Innovation	-	33,341	33,341	7
Financial Services	(9,728,937)	(9,822,418)	(93,481)	8
Organisational Performance	545,966	456,675	(89,291)	9
Organisational Performance Total	(9,182,971)	(9,332,402)	(149,431)	
Total	800,758	512,087	(288,671)	

Commentary for departmental forecast variance of \$20,000 or greater are provided below:

1) 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.

Higher wages are offset by higher income levels and overall, the service is expecting a favourable variance to budget of \$121k.

2) Community Activation

The favourable variance to budget of \$101k for Community Activation is due to lower than budgeted Thrive & Survive grants (\$20k), lower than budgeted community development wages (\$49k), higher than budgeted Waratah post office income (\$15k), lower than budgeted event sponsorship (\$6k) and lower than expected street banner expenditure (\$4k).

3) Corporate & Community Services

The unfavourable variance to budget of \$43k for Corporate & Community Services is predominately due to higher than budgeted wages (\$35k) due to the transfer of an employee to the department and unbudgeted for vehicle costs for a Toyota Camry (\$14k). These variances are offset by several small favourable variance across the department.

4) Asset Services

The unfavourable variance of \$24k for Asset Services is due to higher than budgeted wages (\$24k) and vehicle costs (\$5k), offset by unbudgeted for reimbursements from EG Australia & the State Government (\$5k).

5) Engineering Services

The unfavourable variance to budget for engineering services of \$51k is predominately due to higher than budgeted wages expenditure due to an unbudgeted recruitment. It is expected these costs may be able to be capitalised given the recruitment supports the higher than usual capital works program. This will be assessed before 30 June and will hopefully reduce the unfavourable variance for this department.

6) Works & Services

Works and Services are tracking favourably to budget due to unbudgeted fuel tax credit income (\$30k) and lower than budgeted vehicle registrations (\$7k).

7) Digital Innovation

Digital Innovation appears to be tracking higher than anticipated however further review is currently underway to ensure expenditure for this department is contained to the annual budget allocation.

8) Financial Services

The favourable variance to budget for financial services is due to higher than budgeted rates income (\$38k), receipt of unbudgeted TasWater dividend (\$140k), lower than budgeted rates discount and remissions expenditure (\$19k) higher than budgeted rates certificate income (\$25k) and lower than budgeted insurance (\$8k). This is offset by lower than budgeted interest revenue (\$63k) and higher than budgeted wages expenditure (\$95k) due to the recruitment of the corporate accountant position.

9) Organisational Performance

The favourable variance to budget of \$89k for Organisational Performance is due to lower than budgeted wages & resource sharing expenditure. Changes have been made within the team to create a greater focus on financial and risk management. The savings are offset with additional expenditure in financial services. Overall, the Directorate of Organisational Performance is tracking consistently with the annual budget.

Rates Summary

The following table provides the detail of Council's Rates and Charges levied compared with the same time last year. The total rates outstanding as at 31 March is \$17,392 lower than the same time last year. Council does have 22 more properties with an amount outstanding and a higher level of rates in credit.

Council has provided a greater level of early payment discounts in the current year due to the extension to 31 October. As a result of the extended discount period, Council's debt collection activities (issuing of reminder notices) is also later than last year. Collections will continue to be monitored closely.

Rates Summary to 31 March 2021

	2020/21		2019/20	
	%	\$	%	\$
<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	11,454,481	95.73	11,385,629
GROSS RATES AND CHARGES DEMANDED	100.00	12,056,721	100.00	11,893,226
LESS RATES AND CHARGES COLLECTED	87.93	10,601,552	87.44	10,398,917
REMISSIONS AND DISCOUNTS**	8.89	1,072,161	8.26	982,813
	96.82	11,673,712	95.70	11,381,730
ADD PROPERTIES IN CREDIT	(4.56)	549,865	(3.69)	438,770
UNPAID RATES AND CHARGES * (includes Deferred Rates)	7.74	932,874	7.99	950,266
**REMISSIONS AND DISCOUNTS		2020/21		2019/20
Early Payment Discount		443,563		388,328
Pensioner Rebates		627,173		587,028
Council Remissions and Abandonments		1,425		7,457
		<u>1,072,161</u>		<u>982,813</u>
Number of Rateable Properties		7,924		7,858
Number of Unpaid Rateable Properties		724		702
% not fully paid		9.14%		8.93%

Tenders & Contracts

In accordance with Councils Procurement Policy the following table is provided for all contracts awarded YTD over \$100,000.

Contract No And Description	Name and Address of Contract Holder	Contract Dates	Contract Extension Options	Contract Value at Start Date
743 – Construction of the Wynyard Waterfront Multi-Use Community Facility	Stubbs Constructions Pty Ltd 15 River Road, Burnie 7320	28/08/2020 – 26/11/2020	N/A	\$3,950,686.00
747 – Sisters Beach Recreation Park	AJ&M Construction Pty Ltd 3 Upper Stowport Road, Burnie, TAS 7320	5/10/2020 – 18/12/2020	N/A	\$215,551.00
748 - Coastal Engineering and Geotechnical Assessments	Alluvium Consulting Australia Pty Ltd Level 1, 105–115 Dover Street, Cremorne, VIC 3121	17/08/2020 – 18/12/2020	N/A	\$66,962.00
750 – Stairway Replacement (Hepples Road)	AJR Construct Pty Ltd 8 Donvista Drive, Don, TAS 7310	19/11/2020 – 29/01/2021	N/A	\$52,643.00
751 – Cardigan Street Recreation Ground Upgrades	CBB Contracting Pty Ltd 240 Old Surrey Road, Burnie 7320	1/10/2020 – 1/02/2021	N/A	\$182,313.28
752 – Cardboard Recycling – Collection and Processing	Veolia Environmental Services (Aust) Pty Ltd 95 Kennedy Drive, Cambridge 7170	26/10/2020 – 19/09/2024	2 years	In accordance with Schedule of Rates
753 – Green Waste Contract – (Mulch only) and Transport	Greg Fieldwick, Fieldwicks Crushing & Screening Pty Ltd, 6184 Frankford Highway, East Devonport 7310	01/07/2020 - 30/06/2022	1 + 1	In accordance with Schedule of Rate (unit rates)
PO38098 Supply and Delivery of Grader	William Adams PO Box 105 Somerset, TAS 7322	Procured through vendor panel	26/10/2020	N/A
PO38097 Supply of Backhoe	JF Machinery PO Box 62 Mowbray, TAS 7248	Procured through vendor panel	26/10/2020	N/A
754 – Construction of Wynyard Sports Centre Female Friendly Changerooms	Marcol Construction 74 Dodgin Street Wynyard TAS 7325	04/01/2021 – 17/05/2021	N/A	\$392,584.50
755 – Old Bass Highway Footpath and carpark seal	Civilscape Contracting 1419 Ridgley Hwy Highclere TAS 7321	N/A	N/A	\$276,942.00

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 as at 31 March 2021

	Actual \$	Budget \$	% Spend of Budget	Forecast \$	Forecast vs Budget	Forecast Variance	Note
Buildings							
Amenities	30,136	47,061	64.04%	47,901	⚠	840	
Community Facilities	776,343	4,510,169	17.21%	4,510,169	✅	-	
Council Operational Buildings	235,480	241,384	97.55%	304,000	❌	62,616	1
Total Buildings	1,041,958	4,798,614	21.71%	4,862,070	⚠	63,456	
Parks & Open Space							
Childcare	-	60,000	0.00%	60,000	✅	-	
Other	47,611	130,000	36.62%	130,000	✅	-	
Other Infrastructure	216,702	246,872	87.78%	246,872	✅	-	
Playgrounds	541,861	1,271,414	42.62%	1,271,414	✅	-	
Recreational Reserves	29,962	301,340	9.94%	301,340	✅	-	
Walkways & Tracks	122,192	2,783,235	4.39%	2,787,584	✅	4,349	
Wynyard	3,047	6,000	50.78%	6,000	✅	-	
Total Parks & Open Spaces	961,375	4,798,861	20.03%	4,803,210	✅	4,349	
Plant & Equipment							
Other Plant & Equipment	48,414	172,783	28.02%	172,783	✅	-	
Plant & Vehicle Replacements	569,374	794,641	71.65%	794,641	✅	-	
Software & IT Replacements	120,007	251,724	47.67%	259,550	⚠	7,826	
Total Plant & Equipment	737,795	1,219,148	60.52%	1,226,974	✅	7,826	
Sporting Facilities							
Camping	-	30,000	0.00%	30,000	✅	-	
Indoor Recreational Facilities	265,532	668,041	39.75%	676,330	⚠	8,289	
Outdoor Sporting Facilities	277,484	296,321	93.64%	335,160	❌	38,839	2
Total Sporting Facilities	543,016	994,362	54.61%	1,041,489	⚠	47,127	
Stormwater							
Flood Mitigation Works	11,287	2,400,000	0.47%	2,400,000	✅	-	
Other Stormwater Works	32,220	82,397	39.10%	82,397	✅	-	
Total Stormwater	43,507	2,482,397	1.75%	2,482,397	✅	-	
Transport							
Bridge Renewals	395,675	654,313	60.47%	654,313	✅	-	
Footpaths & Kerbs	120,675	195,870	61.61%	209,348	❌	13,478	3
Other Transport	600,645	659,594	91.06%	731,283	❌	71,689	4
Resheeting	625,029	935,150	66.84%	956,361	⚠	21,211	5
Rural Reseals	149,893	616,057	24.33%	619,592	✅	3,535	
Strategic Projects	-	46,337	0.00%	46,337	✅	-	
Urban Reseals	47,838	126,462	37.83%	127,624	✅	1,162	
Total Transport	1,939,754	3,233,784	59.98%	3,344,858	⚠	111,075	
Total Capital Works Program 2020/21	5,267,405	17,527,166	30.05%	17,760,999	⚠	233,833	

Notes

- 1) This variance is due to an unreconciled purchase order in Council's financial system which has inflated the YTD actual expenditure. The purchase order and project forecast will be updated to reflect the correct project cost in April's finance report.
- 2) This variance relates to the carry forward amount for the fence replacement at the Wynyard Recreation Ground (\$17k) as advised to Council being larger than forecast at its meeting on the 17th August, the overall project however remains \$80k under budget across the two financial years. There was also an increased cost for irrigation works at Cardigan Street (\$20k).
- 3) This variance is due to higher than budgeted costs for the footpath extension and Kerb replacement at Gibbons Street (\$13k).
- 4) This variance relates to increased costs at three projects as advised to Council at its meeting on the 17th August:
 - Goldie Street Crossing (\$34k) variance funded by VRUP grant fund
 - Somerset CBD Masterplan Works (\$10k)
 - Wynyard CBD Plaza (\$28k)
- 5) This variance is due to increased resheeting costs at Myalla Road & Lyons Road

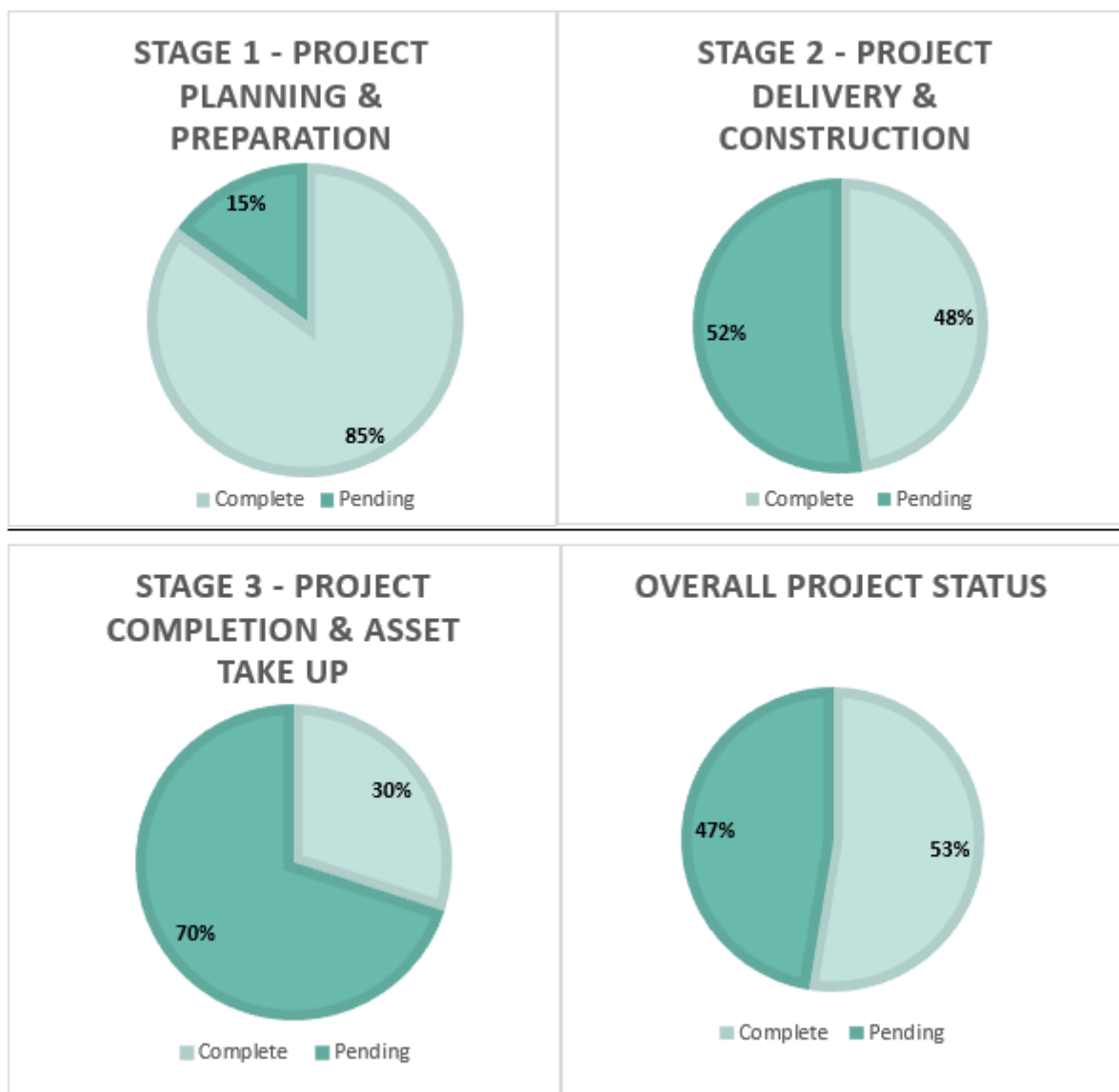
2020/21 Capital Program Monthly Progress Report

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

Section	Total Project Completion (%)
Parks & Open Spaces	50.44
Transport	63.73
Stormwater	36.96
Sporting Facilities	52.22
Buildings	55.50
Plant & Equipment	49.49

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



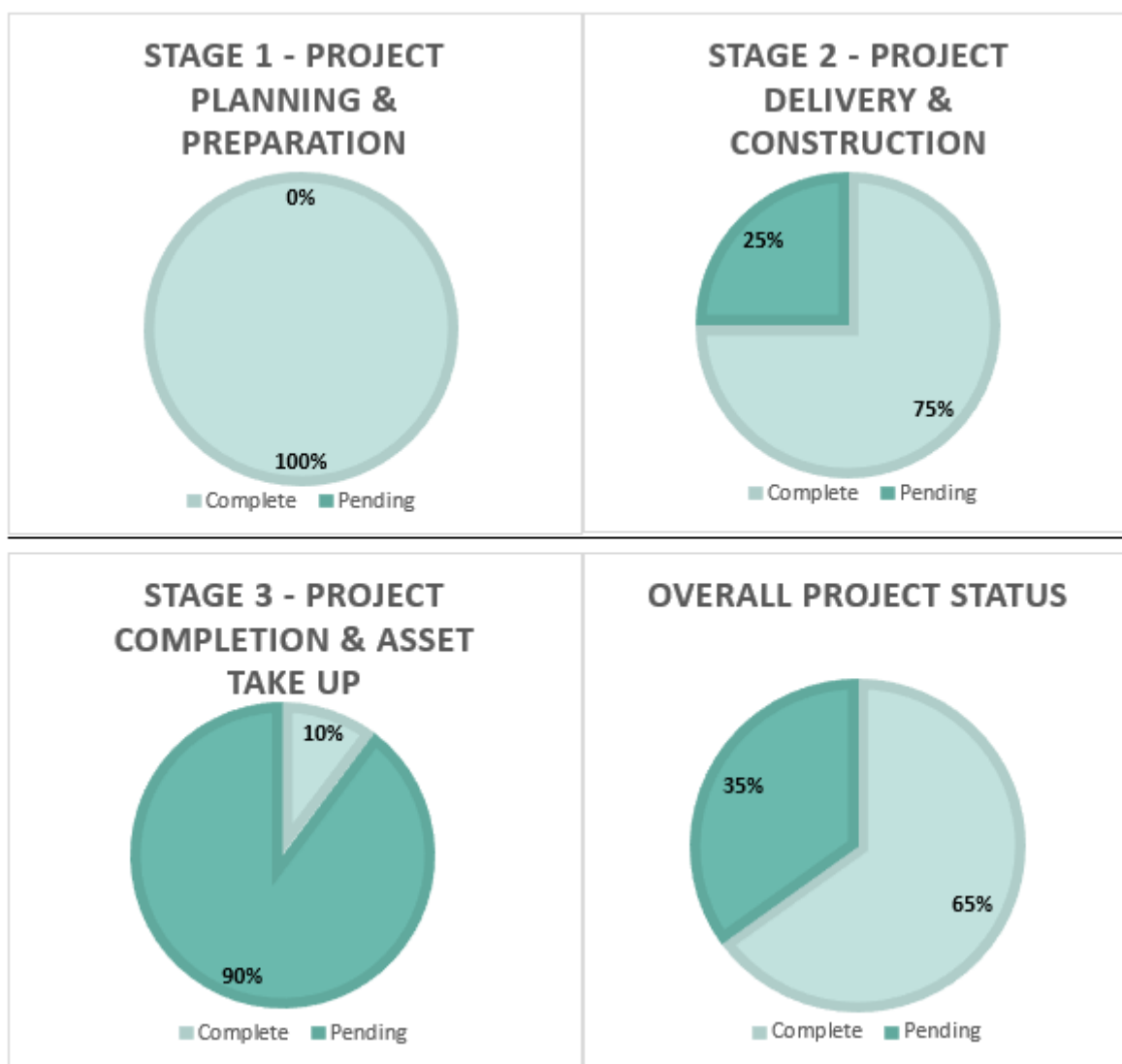
Projects	Status(%)
Somerset	
ANZAC Park All Ability Playground*	11.25
Cam River Master Plan Actions	32.5
Zig Zag Track Lighting	75
Boat Harbour	
Master Plan - Planning, Survey & Design	30
Replace Timber Walkway	25
Stairway Replacement (Hepples Rd)	20
Sisters Beach	
Skate & Recreation Area	75
Waratah	
Camping Ground - Coin Operated Whitegoods & Locking System	100
Philosopher Falls Walking Track Repairs	100
Waterfall Project Design	100

Wynyard	
Coastal Pathway*	8.75
East Wynyard Foreshore Beach Access	100
East Wynyard Foreshore Playground	100
Skate Park Remediation Works	100
Dog Park	7.5
Port Road Walking Track	25
Frenchs Road Masterplan Landcare Actions	22.5
Warwyn Child Care Playground Replacement	12.5
Other	
Coastal Geotechnical and Erosion Control Assessments	70
Furniture Renewal Program	37.5

Key project milestones/updates:

- Cam River Master Plan – Confirmed exemption from permit requirement under the *Waratah-Wynyard Interim Planning Scheme 2013*. Car park works have been completed in the meantime. A request to commence the remainder of works went to Crown Land on 12 April 2021.
- Boat Harbour:
 - Master Plan – The design work for the road infrastructure is underway.
 - Replace Timber Walkway – Works scheduled to begin 19 April. 2021.
 - Stairway Replacement at Hepples Road – Ministerial approval has been granted.
- Coastal Pathway – The Deed has been received and signed, there is funding available. Project manager has been appointed and is underway.
- Frenches Road Master Plan – An extensive site plan has been developed and is now back with Landcare to confirm.
- Coastal Geotechnical and Erosion Control assessments – Final draft received, EMT presentation on 19 April 2021 with Council workshop to follow.

TRANSPORT



Projects	Status(%)
Strategic Projects	
IGA Junction Public Consultation & Design	45
Table Cape & Tollymore Rd Design - Survey & Investigation	25
Bridge Renewal	
Port Creek Bridge Replacement	100
Rural Reseals	
Buggs Lane (0000 - 0018m) - Surface	72.5
Calder Road (04577 - 06807m) - Surface	72.5
Calder Road (06807 - 07343m) - Surface	72.5
Cummings Street (0000 - 0180m) Boat Harbour - Surface	72.5
Frenchs Road (0000 - 0005m) - Surface	72.5
Gates Road (0000 - 0425m) - Surface	72.5
Marshalls Road (0000 - 0038m) - Surface	72.5
Mount Hicks Road (01135 - 07153m) - Surface	72.5
Murdering Gully Road (0930 - 0958m) - Surface	72.5
Newhaven Drive (0395 - 0617m) - Surface	72.5

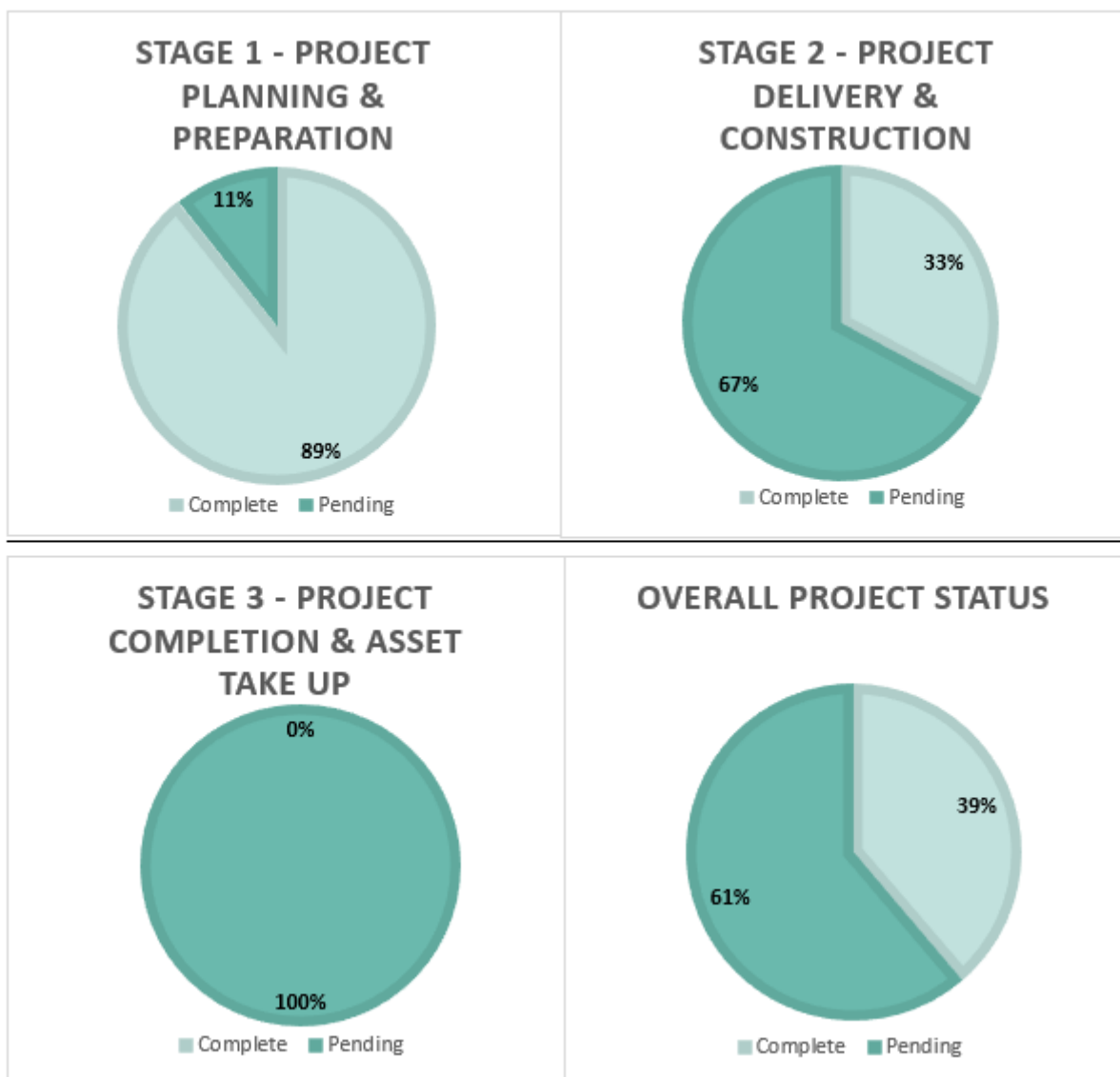
Projects	Status(%)
Old Mount Hicks Road (0000 - 0038m) - Surface	72.5
Old Mount Hicks Road (2367 - 2384m) - Surface	72.5
Preolenna Road (02690 - 04959m) - Surface	72.5
Reservoir Drive (1591 - 2292m) - Surface	72.5
Seabrook Road (3431 - 6355m) - Surface	72.5
Sisters Beach Road (0032 - 1623m) - Surface	72.5
Urban Reseals	
Gibbons Street Sec - 1 Surface	72.5
Goldie Street Sec - 9 Surface	72.5
Old Bass Highway Sec - 13 Surface	72.5
Old Cam Road Sec - 2 Surface	72.5
Old Cam Road Sec - 3 Surface	72.5
Simpson Street Sec - 1 Surface	72.5
Simpson Street Sec - 4 Surface	72.5
Footpaths & Kerbs	
Gibbons Street - Footpath Extension (Cul-de-sac Eastern end)	75
Frederick Street Footpath	100
Gibbons Street Kerb Replacement	75
Smith Street Footpath Extension - Waratah	25
Resheets	
Aldersons Road (0044 - 0663m) - Surface	75
Beatties Road (0000 - 0934m) - Surface	37.5
Chalks Road (0000 - 0324m) - Surface	75
Dam Road (0000 - 0796m) - Surface	25
Deaytons Lane (0010 - 2171m) - Surface	100
Dudfields Road (0030 - 1688m) - Surface	75
Elliotts Road (0000 - 0126m) - Surface	75
Fists Lane (0000 - 0470m) - Surface	25
Fists Lane (0470 - 1532m) - Surface	25
Fists Lane (1532 - 1932m) - Surface	25
Franks Lane (0000 - 0654m) - Surface	75
Humbles Road (0007 - 0240m) - Surface	75
Irby Boulevard (0000 - 0052m) - Surface	75
Lancaster Road (0000 - 0298m) - Surface	75
Lowries Road (1920 - 4473m) - Surface	75
Lyons Road (0033 - 1152m) - Surface	70
Mount Myrtle Road (0000 - 0416m) - Surface	75
Myalla Road (13809 - 14670m) - Surface	75
Myalla Road (16660 - 17665m) - Surface	75
Old Dam Road (0000 - 0377m) - Surface	25
Pecks Road (0015 - 0120m) - Surface	25
Reservoir Drive (3765 - 4260m) - Surface	25
Reservoir Drive (4260 - 5490m) - Surface	25
Reservoir Drive (5490 - 7338m) - Surface	25
Rulla Road (4216 - 4668m) - Surface	75

Projects	Status(%)
Takone Road (13030 - 15618m) - Surface	100
Vicevich Road (0026 - 0203m) - Surface	75
West Calder Road (06166 - 08366m) - Surface	25
Other	
Pedestrian Refuge Falmouth Street, Somerset	100
Jackson Street Vulnerable Road User Crossing	100
Goldie Street Pedestrian Crossing	75
Exhibition Link Vulnerable Road Users Link	75
Somerset CBD Masterplan Works	75
Wynyard CBD Plaza	75
Old Bass Highway - Port Creek Nurses Retreat Sealing Works	25
Design Work - Rural Road Safety Priorities	100
Port Creek Parking Area	25
Rural Road Culvert Upgrade Program	55

Key project milestones/updates:

- IGA Junction – Design has been awarded.
- Table Cape and Tollymore Rd design, survey and investigation – Design has been awarded.
- Pecks Road resheet is on hold for seal until the new financial year.
- Old Bass Highway / Port Creek Nurses Retreat sealing works and Port Creek parking area – Tender has been awarded to Civilscape, awaiting confirmation of start date.
- Design Work for the Rural Road Safety Priorities – Round 1 has been awarded to Roadways, Round 2 announcements have not been made yet.

STORMWATER

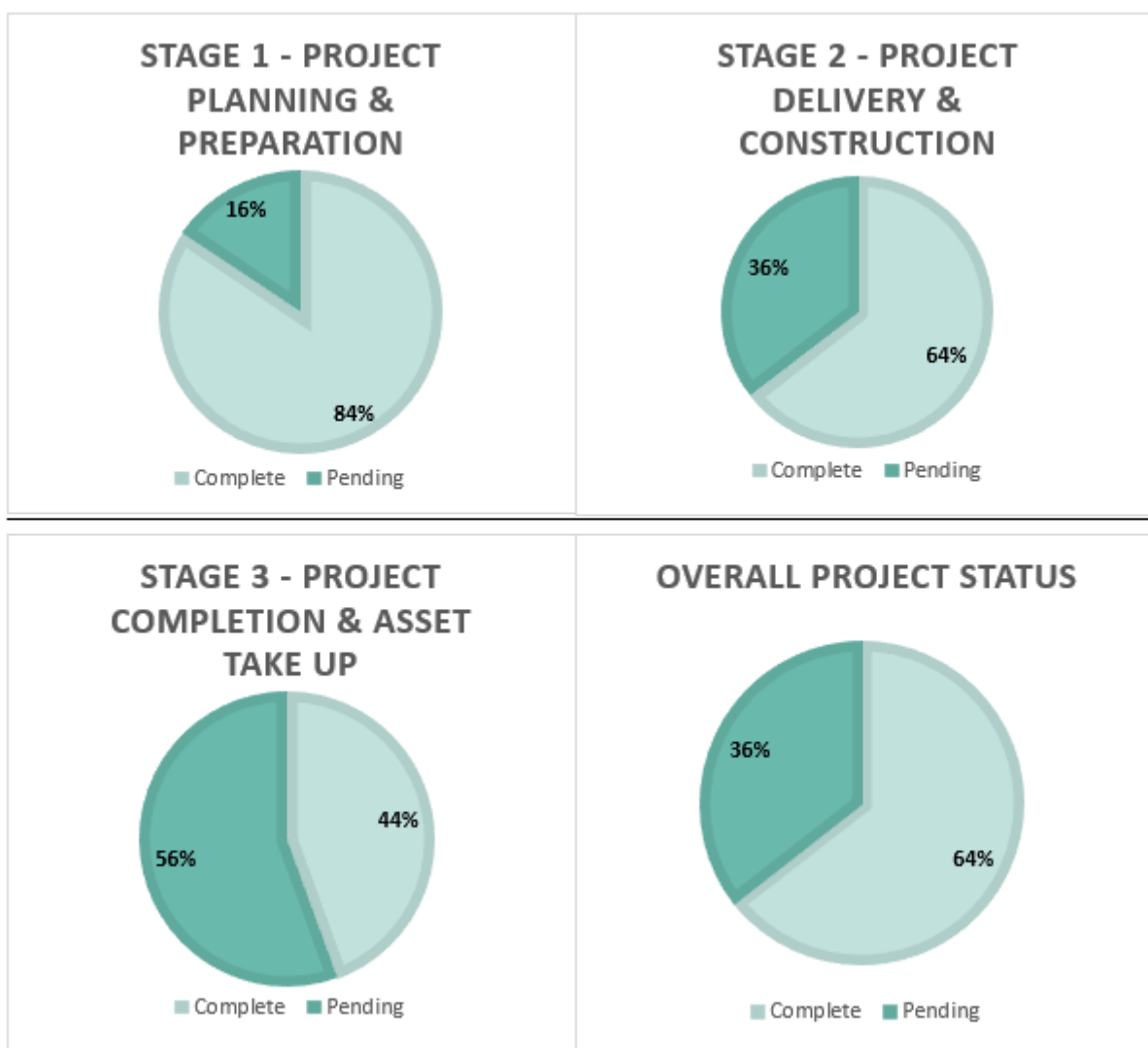


Projects	Status(%)
<u>Flood Mitigation</u>	
Big Creek	12.5
Cotton Street	32.5
Port Creek	18.75
<u>Other Stormwater</u>	
Replace stormwater pipe & manhole Church Street	37.5
Port Road Boat Harbour Drainage	70
Stormwater upgrade crn Dodgin & Austin St	75
Tyre Park (Waratah) Drainage and Playground Boxing	25

Key project milestones/updates:

- Big Creek flood mitigation planning applications are being put together.
- Cotton Street flood mitigation timing has shifted to the right to be an April/May job.
- Port Creek flood mitigation works are waiting for the outcomes of the flood resilience funding, notification possibly by end of May.
- Replacement of the stormwater pipe and manhole at Church Street are planned for after Easter
- The drainage and playground boxing at Tyre Park (Waratah) are started this week (WE18.04.21).

SPORTING FACILITIES

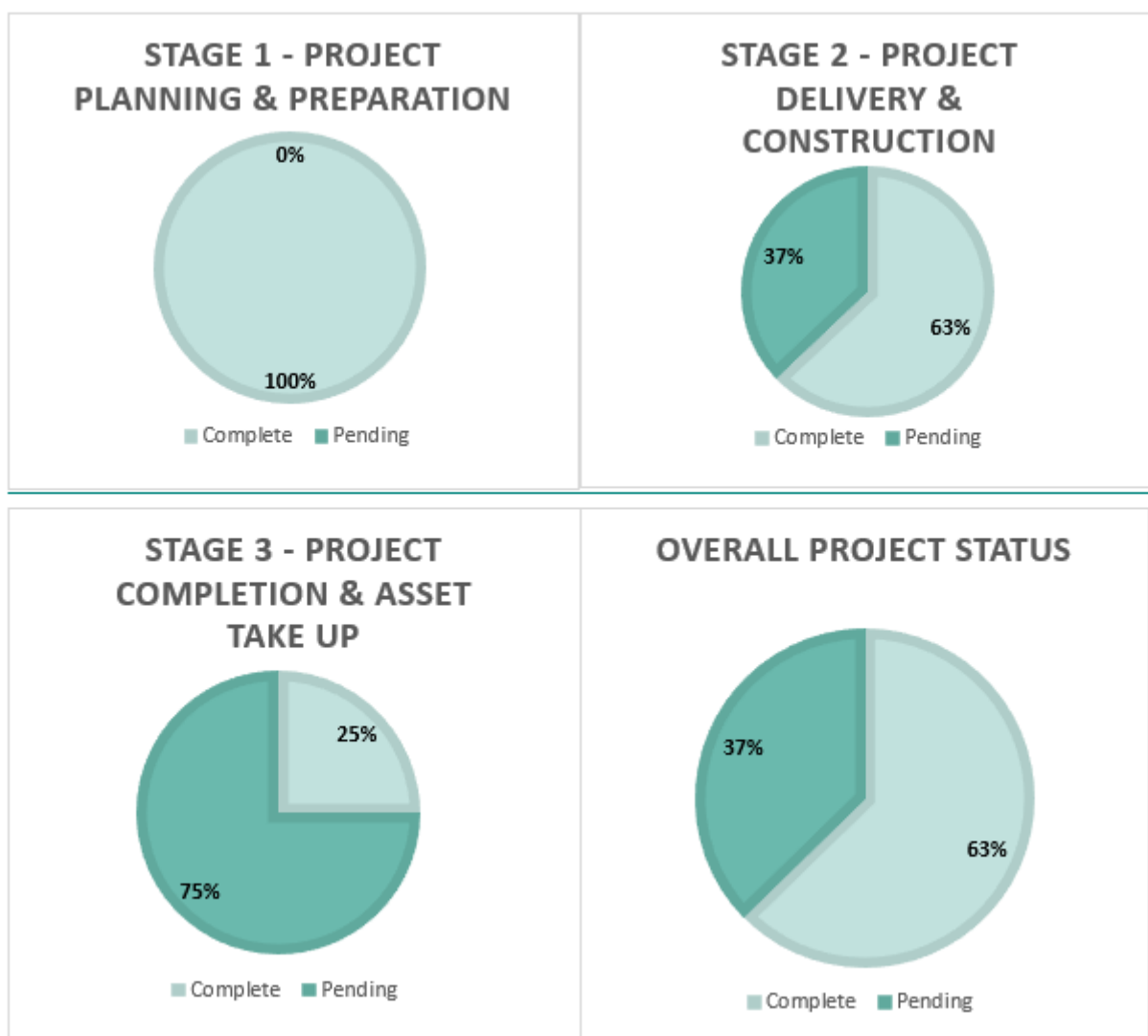


Projects	Status(%)
Somerset Soccer Goal Renewal	100
Cardigan Street Pitch and Irrigation Works (Stage 1)	75
Demolition of Grand Stand - Wynyard Showgrounds	12.5
Establishment of Freedom Camping Site	2.5
Somerset Indoor Rec Centre - repl skylights in western end (bowls club)	100
Wynyard & Somerset Basketball Rings*	100
Somerset Sporting Precinct Design	45
Wynyard Recreation Ground Changerooms	100
Wynyard Indoor Sports Centre - Changeroom Upgrades*	45

Key project milestones/updates:

- Demolition of grandstand at the Wynyard showgrounds are awaiting formal reply from the Show Society prior to moving forward.
- Wynyard & Somerset Basketball rings have been installed, projects are complete.
- Somerset Sporting Precinct Design first cuts of the design are complete. Some finalisation of ideas and costs remain for reporting.
- Wynyard Indoor Sports Centre Changeroom - site was established and works commenced. Full team is on now that Easter is over. Framing and cladding will begin shortly.

BUILDINGS

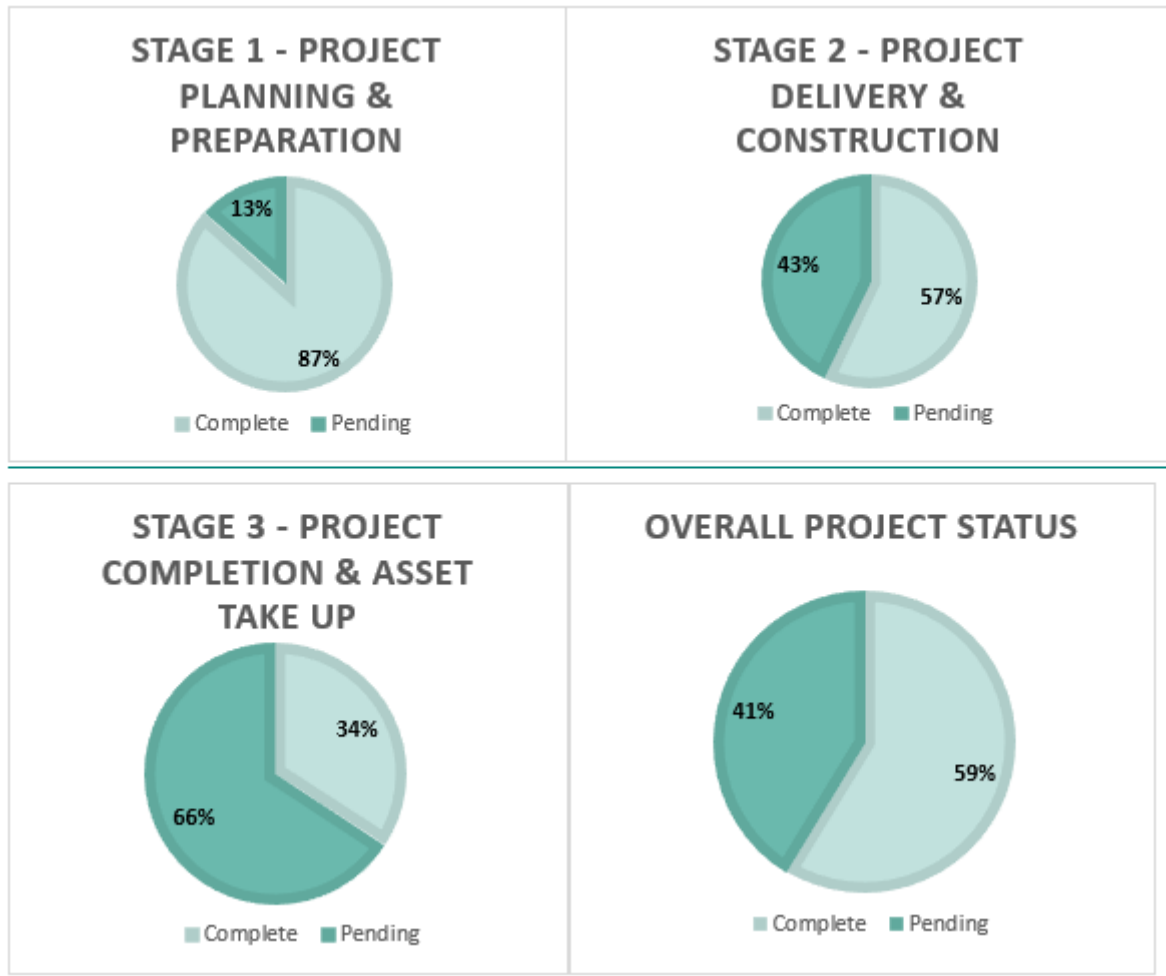


Projects	Status(%)
Community Centre - Sisters Beach Concept Plan	100
Council Chambers - concrete paver replacement (Council entry)	75
Moorleah Hall - front door replacement	74
Multi Use Community Facility (Yacht Club)*	37.5
Sisters Beach - East Blvd Toilets - Stainless Steel lining	100
Solar Panel System - Council Chambers	50
Toilet seat upgrades - ALL TOILETS	40
Waratah Depot - front gutter replacement	25

Key project milestones/updates:

- Council Chambers concrete paver replacement works are complete, as cons remain outstanding.
- Moorleah Hall front door replacement – 98% complete. Installed, awaiting some final trim and flashing.
- Multi use Community Facility (Yacht Club) – New steelwork contractor has been appointed and will complete the steel framework this week (WE18.04.21). Problem with existing stormwater pipe across reclamation area may need replacing. Latest progress program shows completion on track for 24 September.

PLANT & EQUIPMENT



Projects	Status(%)
Software & IT Replacements	
Combined Corporate GIS Modernisation	42.5
Corporate System Development - Online Timesheets	45
Aerial Photography	98.75
Finance/Assets Software	100
Online Booking System	0
HR Management System	0
IT Replacements	70
Plant & Vehicle Replacements	
1002 - Grader - John Deere 772G - D18DX	72.5
1262 - Tip Truck - Hino Dual Cab - B84TI	0
1548 - Ride on Lawn Mower - Kubota ZD331 2P - F26CX	55
1572 - Mower - Tractor Drawn - Howard Stealth S2 340	55
3012 - Mitsubishi Triton Utility 4x4 Dual Cab Diesel - Shane - F57FY	55
Hydraulic Grader Blade	100
Backhoe Loader No 1 - Waratah - DM9921	100
3017 - Ford Ranger Utility 4x2 Flat Tray Diesel - E46PE	55

Projects	Status(%)
3048 - Holden Colorado Utility 4x4 Flat Tray Diesel - DEPOT - C32SB	55
New Plant	
Handheld GPS/Coordinate Recorder	100
Pipe Inspection Camera	100
Other	
Flag Poles - Council Chambers	22.5
Somerset CBD Art	67.5
Depot Trade Waste	40
Skate Park Art Boards	50
Public Art	25
Tulip Festival Flag Replacement	0
Outdoor Christmas Tree (Wynyard)	100
SES Roller Door Wynyard	100
SES 10 Piece Power Tool Set x 2	100
SES Emergency Lighting	100
Child Care Cot Replacements	100
Depot Radio	25
Recycling Bins	25
Signage Upgrade Program (inc \$10k for walking tracks)	20

Key project milestones/updates:

- Combined Corporate GIS Modernisation final scoping complete, working on back end data amalgamation.
- Aerial Photography is near completion. Photos have been taken and rolled out into the mapper, though a small QA issue was found.
- Flag Pole for Council Chambers has been deferred to next financial year.
- Depot Trade Waste has received a permit to proceed. Work is starting to be scheduled.
- Public Art – EOIs have closed and evaluations are in progress.
- Recycling Bins have been purchased. Grant scope has changed. Getting recycling hub together, paperwork for Cradle Coast grant to be finalised.
- Signage Upgrade Program – Work on signage has begun but no strategy has been adopted yet. Plans have been located.

10.10 SENIOR MANAGEMENT REPORT

To: Council
Reporting Officer: Executive Officer
Responsible Manager: General Manager
Report Date: 26 March 2021
File Reference: 1202
Enclosures: 1. WWC Submission - Cam River Bridge Public Consultation



RECOMMENDATION

That Council

- 1) note the monthly Senior Management Report;**
- 2) note the submission to the Cam River Bridge Consultation; and**
- 3) note the approval by the Ombudsman of the Public Interest Disclosure Model Procedures.**

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 6 March 2021 to 8 April 2021.

Corporate

- Participated in the ongoing development of Council's budget and annual plan
- Met with the Regional Property Manager, Woolworths Group, Andrew Stagg to explore options to resolve long standing issues with Woolworths deliveries and management of their loading zone
- Attended the community conversation event held at Yolla
- Attended a training session on the management of public interest disclosures and implementing the requirements of the Tasmanian Public Interest Disclosures Act 2002
- Participated in the Council's Audit Panel meeting
- Participated in the interview panel for Council's vacant Economic Development Officer role
- Attended a meeting of Council's Local Government Professionals Management Challenge team who will compete in the state challenge in May

Community

- Met with Peter Lawrence, Wynyard Landcare, regarding future opportunities at Frenchs Road Nature Reserve
- Met with the President of the Somerset Sharks Soccer Club regarding ongoing infrastructure improvements at Cardigan Street
- Met with Venture Minerals Managing Director, Andrew Radonjic and Cameron Morse, Managing Director, Strategic Communications, FTI Consulting, who provided an update on the Riley Iron Ore Project
- Met with representatives of the Supported Affordable Accommodation trust who provide affordable housing offerings for communities throughout Tasmania
- Met with a community member wishing to discuss councils declared dog areas
- Attended the Business North West breakfast session with guest speaker Fiona Turner, President of Start Up Tasmania

Industry

- Attended a meeting of the Cradle Coast General Managers which includes the Cradle Coast Waste Management Group
- Attended the Local Government of Tasmania (LGAT) General Meeting
- Attended the Cradle Coast Authority Representatives meeting
- Attended the Audit and Risk Committee meeting of the Cradle Coast Authority

Other

- Nil

Cam River Bridge Public Consultation Submission

Council prepared and submitted comments on the proposed Cam river Bridge. A copy of the submission is attached.

Public Interest Disclosures Model Procedures 2021

Council considered and adopted the Public Interest Disclosure Procedures at its meeting on the 18 January 2021. The Ombudsman approved the Model Procedures on the 8 April 2021 with only minor administrative amendments to be made to the procedures. Council staff are in the process of making the procedures available through Council's website and developing an awareness training session for all staff.

INFRASTRUCTURE AND DEVELOPMENT SERVICES

Road Closures for Wynyard & Somerset ANZAC Day Services

WYNYARD – SUNDAY 25 APRIL 2021

Council road closures:

- Goldie Street – between Hogg Street and Jackson Street
- Jackson Street – between Goldie Street and Park Street
- Park Street – between Jackson Street and Memorial Gates (end Park Street)

Closures from:

- 05:30am – 6:00am,
- 10:30am – 11:00am, and
- 11:45am – 12:05pm

SOMERSET – SUNDAY 25 April 2021

Council road closures from 08:50am – 9:00am:

- Falmouth Street – between Esplanade & Bells Parade
- Bells Parade – from Falmouth Street to Memorial Park

ADMINISTRATION – USE OF CORPORATE SEAL

17/3/21	Grant Deed Improving the Playing Fields	Reorientation Upgrades Cardigan Street Recreation Ground
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POLICIES TO BE RESCINDED

Nil

COMMUNITY CONVERSATIONS

The next Community Forum will be in Wynyard on 12 May at 10.30am.

Location	Date	# Attendees
Boat Harbour Beach	3 February	20
Sisters Beach	17 February	4
Yolla	17 March	1
Waratah	14 April	TBC
Wynyard	12 May	
Somerset	16 June	
TOTAL		

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 given the decision of Council not to proceed with 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. Showground working group on hold for now.
WWC Environmental Plan	Cr Fairbrother Cr Courtney Cr House Mayor (ex-officio)	Project Manager – Infrastructure & Development Services	A draft Environmental Sustainability Policy has been developed and is currently having final review prior to being tabled with Council.
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. Group yet to be convened.
ANZAC Park		Director Community & Engagement	Work is continuing with the Fairy Godmothers and other stakeholders as required. Initial communication underway with mail out to local residents on 14 April and a media release the following day.
Boat Harbour Masterplan	Cr Courtney Cr Fairbrother Cr Bradley Mayor (ex-officio)	General Manager Executive Officer (GM office)	Meetings occurring. Timeline developed with goal to have plans and approvals in place as soon as possible ready for funding opportunities. Detailed surveys have been completed and Infrastructure Design underway

REPORTS OF OFFICERS AND COMMITTEES

PLANNING PERMITS APPROVED UNDER DELEGATION – MARCH

DA No.	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	(D)Discretionary (P)Permitted
SD 2110	P Patel – PDA Surveyors	18, 20 & 22 Table Cape Road Wynyard	Subdivision (Boundary Realignment 3 Lots into 2)	02.03.2021	39	D
DA 97/2020	R Robinson – GHD Pty Ltd	23-25 Wragg Street Somerset	Hotel Extension and Partial Demolition, Reconfigured Parking and Signage	10.03.2021	46	D
DA 10/2021	RFS Projects	9 Brighton Place Wynyard	Dwelling and Retaining Wall	10.03.2021	37	D
DA 15/2021	C Burgess	80A Cardigan Street Somerset	Outbuilding	16.03.2021	41	D
DA 201/2020	Quanex	125 Lennah Drive Wynyard	Outbuilding	18.03.2021	41	D
DA 7/2021	Hotondo Homes North West	37 Lockett Street Wynyard	Dwelling	23.03.2021	38	D
DA 9/2021	Hotondo Homes North West	35 Lockett Street Wynyard	Dwelling	23.03.2021	39	D
DA 219/2020	Abel Drafting Services P/L	45 Belton Street Wynyard	Dwelling Extension	24.03.2021	41	D
DA 19/2021	Abel Drafting Services P/L	1048 Murchison Highway Elliott	Outbuilding Extension	24.03.2021	41	D
DA 11/2021	L Stubbs – Design to Live	829 Myalla Road Milabena	Dwelling and Outbuildings	30.03.2021	38	D
DA 18/2021	Abel Drafting Services P/L	45 Walker Street Wynyard	Replacement Outbuilding	30.03.2021	33	D
DA 24/2021	PLA Designs Pty Ltd	295 Port Road Boat Harbour	Dwelling	30.03.2021	33	D
DA 25/2021	PLA Designs Pty Ltd	12 Elfrida Avenue Sisters Beach	Dwelling Extension	30.03.2021	35	D
DD 33/2021 & SD 2117	PLA Designs Pty Ltd	14 & 14A Table Cape Road Wynyard	Dwelling, Fence and Lot Consolidation via Subdivision (2 into 1 Lot)	30.03.2021	34	D

*extension of time received

REPORTS OF OFFICERS AND COMMITTEES

BUILDING PERMITS APPROVED – MARCH

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
BLD-2020-165-01	2B Build Pty Ltd	118 Deep Creek Road Wynyard	New Dwelling	16.03.2021	7	DA 87/2020
BLD-2021-39-01	Abel Drafting Services	381 Back Cam Road Somerset	Change of use from Shed to Dwelling	17.03.2021	1	DA 178/2020
BLD-2020-187-01	S & S Hill	97 Irby Boulevard Sisters Beach	New Dwelling	22.03.2021	10	DA 148/2020
BLD-2020-203-01	D & K Finnegan	155 Lennah Drive Wynyard	New Dwelling & Shed	22.03.2021	5	DA 21/2020
BLD-2021-4-01	S Scandritt	202 Myalla Road Myalla	Dwelling Addition	22.03.2021	4	DA 22/2020
BLD-2021-28-01	C Conroy	139 Old Bass Highway Wynyard	Dwelling Additions & Alterations	22.03.2021	4	DA 130/2020

COUNCIL MEETING ACTIONS

ACTION LIST

	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. <i>Council has written to the Show Society seeking their feedback on whether they wish the site continues to be used for camping and reply states they would like this practice to cease. Signage to be arranged and erected.</i>	EMT	Progressing
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. <i>Waiting on PWS approval to proceed. Have escalated to Minister's Office</i>	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 <i>A Hearing was conducted Thursday 4 February 2021 with decision pending.</i>	MPE	Ongoing
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. <i>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. No further progress.</i>	MDRS	Progressing
20/7/20	8.2	NOM – D Fairbrother – Sisters Beach Access	Motion Carried: That Council undertake an investigation into identifying a preferred secondary access to Sisters Beach <i>Investigations underway</i>	DIDS	Progressing
19/10/20	7.3.3	CQWON – Cr Fairbrother – Building and Planning Statistics Reporting	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. <i>Request for Service has been prepared for review. Current staff capacity given strategic review and higher than usual volume of work has meant delay in starting the process.</i>	GM	Progressing
19/10/20	7.3.4	CQWON – Cr Duniam – Electronic Notice Boards	Cr Mary Duniam asked if Council could investigate the installation of electronic noticeboards in the Civic Squares in Wynyard and Somerset. <i>It was agreed to investigate as part of the Signage Strategy currently being developed.</i>	GM	Progressing

16/11/20	7.3.6	CQWON – Cr Courtney – Expenditure Monitoring	Cr Courtney asked if the General Manager could advise how Councillors could be provided with further information and detail of purchases, in light of proposed changes to the purchasing policy. <i>The General Manager advised that officers would review the financial reports at a future Councillor workshop.</i>	GM	Pending workshop
15/2/21	6.1.1	Petition – Sealing of Robin Hill Rd	That Council receive and note the petition regarding the sealing of Robin Hill Road. <i>To be considered during budget discussions</i>	GM	
15/3/21	5.3.1	PQWON – J McErlain – Truck Wash	Refer Response this agenda	DCE	Complete
15/3/21	5.3.3	PQWON – C Hutchison - Diversity in Abundance	Refer Response this agenda	GM	Complete
15/3/21	5.3.4	PQWON – C Hutchison - Globalisation impact on Community	Refer Response this agenda	GM	Complete
15/3/21	5.3.5	PQWON – K Webb – Fosters Road	Refer Response this agenda	DOP	Complete
15/3/21	7.3.1	CQWON – Cr Fairbrother – NWCM Update	Refer Response this agenda	GM	Complete
15/3/21	7.3.2	CQWON – Cr Duniam – Tulip chairs	Refer Response this agenda	GM	Complete
15/3/21	7.3.3	CQWON – Cr Duniam – Dog Incidents on Beaches	Refer Response this agenda	GM	Complete
15/3/21	7.3.4	CQWON – Cr Bramich – Mt Hicks Roundabout	Refer Response this agenda	DIDS	In progress
15/3/21	8.1	NOM – Cr Bradley – Fosters Road	MOTION CARRIED 1. Rescind Motion 8.2 Re-naming of Fosters Road carried at the General Meeting of Waratah-Wynyard Council 19 October 2020; 2. Alter the name of Forsters Road to Fosters Road; and 3. Notify the relevant authorities and landowners adjoining that road of the change <i>Name change has been completed and approved in line with the resolution</i>	DOP	Complete

10.11 MINUTES OF OTHER BODIES/COMMITTEES

10.11.1 MINUTES OF OTHER BODIES/COMMITTEES - AUDIT PANEL COMMITTEE - 23 MARCH 2021

To: Council
Reporting Officer: Executive Officer - Governance and Performance
Responsible Manager: Director Organisational Performance
Report Date: 15 March 2021
File Reference: 007.17

Enclosures: 1. Correspondence - Panel Chair - Release of Minutes 
2. Unconfirmed Minutes Waratah-Wynyard Council Audit Panel Committee held on 23 March 2021 

RECOMMENDATION

That Council note the unconfirmed minutes of the Waratah-Wynyard Council Audit Panel meeting held on 23 March 2021.

PURPOSE

The Audit Panel met on the 23 March 2021 and released by the Chair on the 26 March 2021 are presented to Council for noting.

BACKGROUND

In February 2014, the Tasmanian State Government passed legislation that requires all Tasmanian Councils to establish an Audit Panel.

Along with the King Island and Circular Head Councils, Council appointed a shared Audit Panel on 3 August 2015.

The current members of the Shared Panel are:

- Mr John Howard – Audit Panel Chair (Asset Management expertise)
- Mrs Lisa Dixon – Audit Panel member (Financial expertise)
- Mr Stephen Allen – Audit Panel member (Financial expertise)

The Audit Panel must hold at least four meetings per year, with a majority of members constituting a quorum.

DETAILS

The Audit Panel met on 23 March 2021 at the Waratah-Wynyard Council Chambers.

The meeting reviewed the following standard agenda items:

- Business arising from previous meetings
- General Manager Risk and Assurance Certificate. The Panel noted the report on the benefits from the shared arrangements with Circular Head Council
- Communications from Council

-
- General Manager's Reports provided to Council
 - Minutes of Safety and Risk Management Committees
 - Tasmanian Audit Office Memorandum of Findings
 - Asset revaluation and policies/procedures review schedules.

The major work plan for the meeting covered:

- Financial management /financial governance - The Panel reviewed internal audit findings for supplementary rates, cybersecurity and internal procurement.
- Internal controls and risk management - The Panel commended the Council on progress to improve the risk management framework, risk register and risk reporting system.
- Legal compliance and ethics - The Panel noted the legal compliance reviews conducted jointly with Circular Head Council and actions taken to ensure compliance.

There were no formal recommendations made to Council from issues arising at the meeting.

The Panel's next meeting is scheduled to be held on 29 June 2021 at the Circular Head Council Offices.

STATUTORY IMPLICATIONS

Statutory Requirements

An Audit Panel is a mandatory requirement under sections 85 of the *Local Government Act 1993*.

Section 85A of the Act details the Audit Panels' functions to include review Council's performance concerning financial systems, financial management, governance arrangements, policies, systems and controls, and all plans required under Part 7 of the Act. Section 85B of the Act provides for Ministerial Orders to specify Audit Panels' requirements beyond those required under Section 85A.

The *Local Government (Audit Panels) Amendment Order 2015* was issued on 1 January 2016.

STRATEGIC IMPLICATIONS

GOAL 1: Leadership and Governance	
Desired Outcomes	
We maintain and manage our assets sustainably.	
We cherish fairness, trust and honesty in our conduct and dealings with all.	
We highly value the use of an evidence-based approach to the development and implementation of strategies and policies that support and strengthen our decision making.	
We are recognised for proactive and engaged leadership.	
Our Priorities	
1.5	Build our knowledge base to apply in decision-making processes.
1.6	Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.
1.7	Develop leadership that inspires and motivates, and which maintains a strong community and workplace culture.
1.8	Review and adjust service levels to provide value for money.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Governance and working together	<i>Working together for Murchison – Everyone plays a part in achieving the objectives of the Sustainable Murchison Community Plan. There is cooperation, resource sharing and less duplication between Councils. Leadership is provided across all community sectors.</i>

POLICY IMPLICATIONS

The establishment of an Audit Panel provides an independent review mechanism for Council's policies and procedures.

FINANCIAL IMPLICATIONS

There are no financial implications in this recommendation.

Costs associated with the Audit Panel are approximately \$11,000 per annum.

RISK IMPLICATIONS

The establishment of an independent Audit Panel provides another layer of risk mitigation by providing independent oversight over Council's risk management framework and policy and procedural compliance.


CONSULTATION PROCESS

Not applicable.

COMMENT

It is recommended that Council note the Unconfirmed Minutes of the Waratah-Wynyard Council Audit Panel held on 23 March 2021 and released by the Chair on 26 March 2021.

10.11.2 MINUTES OF OTHER BODIES/COMMITTEES - WESTERN EMERGENCY MANAGEMENT COMMITTEE HELD 18 FEBRUARY 2021

To: Council
Reporting Officer: Community Development Officer
Responsible Manager: Director Community and Engagement
Report Date: 1 April 2021
File Reference: 1234
Enclosures: 1. Western Emergency Management Committee Minutes - 18 February 2021 

RECOMMENDATION

That Council note the Unconfirmed Minutes of the Western Emergency Management Committee meeting held on 18 February 2021.

PURPOSE

To provide Council with an update on the activities of the Western Emergency Management Committee meeting held on the 18 February 2021.

BACKGROUND

The Municipal Combined Area Emergency Management Committee was established 23 May 2016 when approval was granted by the responsible Minister (under the authority of the *Emergency Management Act 2006* – (The Act) for the three municipalities of Burnie, Waratah-Wynyard and Circular Head to be a combined area for the establishment of an Emergency Management Committee.

DETAILS

The Western Emergency Management Committee meets four times a year. Membership extends to Emergency Services personnel, National Parks & Wildlife Service, Health Department and Education Department. The Western Emergency Management Plan has been ratified by the State Government. The Western Emergency Management Committee Terms of Reference have been signed off by the Chairperson of the Western Emergency Management Committee.

STATUTORY IMPLICATIONS

Statutory Requirements

Emergency Management Act 2006, S. 22.

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL
Desired Outcomes
Our natural and built environment aids the community with an active and healthy lifestyle.
Our Priorities
1.4 Facilitate the meeting of community needs through strong advocacy and local and regional collaboration for shared outcomes.

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.
Health and Wellbeing	Maintaining good health and wellbeing – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.
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.

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

- Legislative compliance
Compliance with the *Emergency Management Act 2006*.
- Community and Organisational Safety
Maintaining preparedness for Emergencies and Natural Disasters


CONSULTATION PROCESS

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

COMMENT

Its recommended that Council receive this report and confirm the minutes of the Western Emergency Management Committee.

10.11.3 MINUTES OF OTHER BODIES - WARATAH COMMUNITY BOARD - 27 FEBRUARY 2021

To: Council
Reporting Officer: Community Development Officer
Responsible Manager: Director Community and Engagement
Report Date: 7 April 2021
File Reference: 0.0
Enclosures: 1. Waratah Falls Walk Proposal 

RECOMMENDATION

That Council

1. Note the unconfirmed minutes of the Waratah Community Board meeting held on 27 February 2021
2. Determines to seek funds for all stages of the Waratah Falls Walk proposal.

PURPOSE

For Council to note the unconfirmed Minutes of the Meeting of the Waratah Community Board held on 27 February 2021.

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 included:

- **Waterfall**

Jenny Evans has completed the Waratah Falls Walk Concept Plan. The plan provides for a staged development of an all ability walk to a viewing platform at the base of the waterfall. The Board recommends that Council seek funds for all stages of the Waratah Falls Walk proposal.

- **Railway Bridge**

The Board discussed options for the pedestrian bridge to be built beside the existing historic rail bridge. The Board recommends that Council proceed with construction of option 2 being the floating pontoon design after additional image is provided of the side on view with person viewing bridge.

- **General Business**

- The Waratah Museum Society volunteers are preparing for celebrating the 150th anniversary of the discovery of tin at Mount Bischoff. These will be held in December 2021.

- Relocation of the community garden. The Waratah Museum Society has indicated that they are in favour of relocating the Community Garden from the Museum to the Waratah Community Hub. Further information being sought on the concept.
- Secretary to locate emails from the Health Department prior to the sale of the Nursing Centre in Little Quiggin Street which referred to capital expenditure in Waratah. An application for infrastructure funds to support improvements to the Waratah Community Hub to be made to the Minister.
- The Waratah Tourism Association suggested that they be represented by a member elected to the Board for three years. This would provide consistency given that the Waratah Tourism Association has annual elections.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL
Desired Outcomes
We make publicly transparent decisions on spending and future directions while encouraging community feedback.
Our Priorities
1.1 Commit to best practice in 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.
Strong communities and social capital	Enduring community capital – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.

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.

FINANCIAL IMPLICATIONS

Construction of the pontoon bridge will mostly be met by a State Government grant of \$200,000. The balance of the projects cost to be met by Council.

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

It is recommended that Council note the Unconfirmed Minutes of the Waratah Community Board meeting held on the 28 February 2021.

Unconfirmed minutes of the
Waratah Community Board meeting
held at the Athenaeum Hall
at 02.05pm on Saturday 27th February 2021.

1. Present

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

2. Apologies

Nil

3. Declaration of Conflicts of Interest

Nil

4. Confirmation of the Minutes of the Waratah Community Board

Moved Tony Schmidt and Seconded by Neil Thorne.

“That the minutes of the Waratah Community Board meeting held on the 5th December 2020 are a true and accurate record of the meeting.” CARRIED

5. Correspondence

5.1 Inward

Minister for Health re Community Development Facilitator position at Waratah.

The State Government advised that they are only prepared to provide funds for capital projects.

ACTION: Secretary to locate emails from the Health Department prior to the sale of the Nursing Centre in Little Quiggin Street which referred to capital expenditure in Waratah. An application for infrastructure funds to support improvements to the Waratah Community Hub to be made to the Minister.

5.2 Outward

6. Business Arising

6.1 Northern Forage Trail. The Chairman reported that there was confusion around the signage and the lack of community understanding when it came to the signage.

ACTION: Chairman of the WCB to seek a response from the CEO of West North West tourism.

6.2 Whyte Hills Lookout. No news since last December’s meeting. A more relevant photograph has been selected but not yet installed.

ACTION: Director of Community & Engagement to obtain an update on the “Story Stop” at Whyte Hills.

7. Waratah Community Plan

7.1. Priority Project 1: Waratah Falls –

The Waratah Falls Walk report as completed by Jen Evans to be attached to these minutes. The Board considered a staged development given the scale of the project. Attracting funding for stages 2 & 3 may be easier than stage 1, the all ability walkway to the base of the falls.

MOVED Tony Schmidt and SECONDED Rosemary Dick “That the Waratah Community Board recommend to Council that funds be sought for all stages of the Waratah Falls Walk proposal.” CARRIED

7.2. Priority Project 2: Community Development Facilitator and community social services

Richard reported that:

- A new application is being prepared for the Teddy Sheean grant closing 19th March. Involves the acquisition of seating in the vicinity of the Cenotaph.
- Council capital works. Submissions have been made for the installation of a windsock at the Elma Fagan Community Centre and the upgrade of changeroom facilities.
- The Food Bank operated by ADRA at the Community Hub is well patronised with 25 local households regularly using the service.
- Saunders Street Clinic have been invited to inspect the Community Hub with a view to offering General Practice outreach services.
- Preparations will get underway for an ANZAC Day service at Waratah.
- Social bowls are proving popular at the Elma Fagan Community Centre. Organisers are keen to acquire another mat.
- Quotes on a new sign for the WCH be obtained from a sign writer.
ACTION: Secretary to prepare design brief and obtain a quote.

7.3. Priority Project 3: Railway Bridge Restoration -

Three options for constructing a new pedestrian crossing beside the historical rail bridge were tabled by Tracey. There was considerable discussion surrounding the visual impact of the pontoon and the height of it relative to the existing bridge.

MOVED Tony Schmidt and SECONDED Rosemary Dick “That the Waratah Community Board recommend option 2 being the floating pontoon” CARRIED

ACTION: The Director of Community & Engagement to forward additional information to Board members on the position of the pontoon relative to the railway bridge.

8. Update from Waratah Tourism Association

- 8.1 Tony suggested that the Waratah Tourism Association be represented by a member elected to the Board for three years. This would provide consistency given that the WTA has annual elections.

ACTION: This change to be considered when the Board Charter is reviewed.

8.2 Fossey River rest area redevelopment: design details are yet to emerge.

9. General Business

9.1 Heazlewood Fire. Parks and Wildlife Service attended the fire in late January and managed to suppress it. Two helicopters were based in Waratah and operated from the Recreation Ground.

9.2 Anne mentioned the need to coordinate the ANZAC Day services in Waratah.

9.3 Anne discussed the installation of soldier memorial chairs in Waratah. Donations have been received from families.

ACTION: Richard to forward a copy of Councils Tribute Policy to Anne.

9.4 Waratah Museum: The museum is now operating with a full committee following its recent AGM. Preparations are being made for the 150th celebration of tin being discovered at Mount Bischoff. There needed to be a coordinated program of events. The Director of Community & Engagement indicated that Councils Events Officer would meet with all parties to consider a coordinated program.

9.5 Community Garden. The museum committee has indicated that its agreeable to relocation to the Community Hub subject to compensation for improvements such as the storage shed and raised garden beds. Further information to be sought from the Waratah Museum Committee.

10. Next Meeting

Next Meeting: Saturday 24th April at 2pm Athenaeum Hall.

11. Meeting Closed 3:45

Board members were then joined by 2 Waratah residents following the meeting.

Date	Action	Who
18.07.2020	7.2 Natural Burials. ACTION: Natural burials and a dedicated area to be considered in the new Cemetery Strategy for Waratah Wynyard.	<i>Richard</i>
27.02.2021	5.1 Community Development Facilitator. ACTION: Secretary to locate emails from the Health Department prior to the sale of the Nursing Centre in Little Quiggin Street which referred to capital expenditure in Waratah. An application for infrastructure funds to support improvements to the Waratah Community Hub to be made to the Minister.	<i>Richard</i>
27.02.2021	7.2 Northern Forage Trail ACTION: Chairman of the WCB to seek a response from the CEO of West North West tourism.	<i>Kevin</i>
27.02.2021	7.2 Waratah Community Hub	<i>Richard</i>

Date	Action	Who
	ACTION: Secretary to prepare design brief and obtain a quote for a new sign.	
27.02.2021	7.3 Rail Bridge restoration. ACTION: Additional information to Board members on the position of the pontoon relative to the railway bridge	<i>Tracey</i>
27.02.2021	9.3 Public seating. ACTION: Councils Tribute Policy to be forwarded to Anne.	<i>Richard</i>

11.0 MATTERS PROPOSED FOR CONSIDERATION IN CLOSED MEETING

Legislative Reference:

Local Government (Meeting Procedures) Regulations 2015; Regulation 15

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

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

- (a) personnel matters, including complaints against an employee of the council and industrial relations matters;*
- (b) information that, if disclosed, is likely to confer a commercial advantage on a person with whom the Council is conducting, or proposes to conduct business;*
- (c) commercial information of a confidential nature, that if disclosed, is likely to-

 - (i) prejudice the commercial position of the person who supplied it; or*
 - (ii) confer a commercial advantage on a competitor of the council; or*
 - (iii) reveal a trade secret;**
- (d) contracts, and tenders, for the supply and purchase of goods and services and their terms, conditions, approval and renewal;*
- (e) the security of –

 - (i) the council, councillors and council staff; or*
 - (ii) property of the council;**
- (f) proposals for the council to acquire land or an interest in the land or for the disposal of land;*
- (g) information of a personal nature or information provided to the council on the condition it is kept confidential;*
- (h) applications by councillors for leave of absence;*
- (i) relating to actual or possible litigation taken, or to be taken, by or involving the council or an employee of the council;*
- (j) the personal hardship of any person who is resident, or is a ratepayer in, the relevant municipal area.*

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

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

The chairperson is to exclude members of the public from a closed meeting, but may invite any person to remain at the meeting to provide advice or information. The chairperson may authorise the removal of any person from a closed meeting if that person refuses to leave; and request the assistance of a police officer to remove that person.

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) - Closed Senior Management Report</i>	<i>15(2)</i>
<i>Confidential Report R15 (2) (a) personnel matters, including complaints against an employee of the council and industrial relations matters</i>	<i>15 (2) (a)</i>
<i>Confidential Report R15 (2) (g) information of a personal nature or information provided to the council on the condition it is kept confidential</i>	<i>15 (2) (g)</i>
<i>Confidential Report R15 (2) (h) applications by councillors for leave of absence</i>	<i>15 (2) (h)</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>

12.0 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>	15 (2)
<i>Confidential Report R15 (2) - Closed Senior Management Report</i>	15(2)
<i>Confidential Report R15 (2) (a) personnel matters, including complaints against an employee of the council and industrial relations matters</i>	15 (2) (a)
<i>Confidential Report R15 (2) (g) information of a personal nature or information provided to the council on the condition it is kept confidential</i>	15 (2) (g)
<i>Confidential Report R15 (2) (h) applications by councillors for leave of absence</i>	15 (2) (h)
<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>	15 (2) (f)

13.0 RESUMPTION OF OPEN MEETING
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At pm the Open Meeting was resumed.

14.0 PUBLIC RELEASE ANNOUNCEMENT

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

Min. No.	Subject	Decisions/Documents

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