



**ORDINARY MEETING  
OF COUNCIL**

**AGENDA  
OPEN MEETING**

**21 June 2021**

16 June 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 21 June 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

21 June 2021 16 June 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 21 June 2021 commencing at 6pm at the Council Chambers, 21 Saunders Street, Wynyard.

Yours sincerely



Dr Mary Duniam  
ACTING 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 21 JUNE 2021, COMMENCING AT**

	<b>From</b>	<b>To</b>	<b>Time Occupied</b>
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.

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<b>1.0 RECORD OF ATTENDANCE</b>
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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.

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<b>2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING</b>
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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 17 May 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.*



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<b>3.0 DECLARATIONS OF INTEREST</b>
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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**

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## **4.0 COUNCILLORS ANNOUNCEMENTS AND REPORT**

### **4.1 ANNOUNCEMENTS BY MAYOR**

Nil received.

### **4.2 MAYOR'S COMMUNICATIONS**

#### **RECOMMENDATION**

**That Council note the Acting Mayors Communications**

11/5/21	Meeting with General Manager
11/5/21	Councillor Workshop
12/5/21	Community Conversation Wynyard
13/5/21	Cradle Coast Authority
13/5/21	Volunteer Week Morning Tea
13/5/21	Lobster Ponds function
14/5/21	Meeting re Reconciliation Action Plan
17/5/21	ABC Radio Interview
17/5/21	Meeting with General Manager – CCA Agenda Review
17/5/21	Council Meeting
18/5/21	CCA Representatives Meeting
18/5/21	Meeting with General Manager
18/5/21	Tasmanian Leaders Talk – Dr Emma Lee
20/5/21	Radio Interview - Martin Agatyn
24/5/21	Radio Interview
24/5/21	Waratah Mends shed – Community Activation Grant Ceremony
24/5/21	Councillor Workshop
25/5/21	Meeting with General Manager
26/5/21	Metro Tas Business Breakfast
26/5/21	Enterprising Women with Patrice Braun
26/5/21	Formal recognition of University – Apology to Palawa People
31/5/21	Councillor Workshop
1/6/21	CCA Representatives Meeting
1/6/21	Meeting with General Manager
3/6/21	Hume City Council Social Enterprise Strategic Plan presentation
3/6/21	Radio Interview - Martin Agatyn
5/6/21	Wynyard Rotary 50 <sup>th</sup> Anniversary Dinner
8/6/21	Meeting with General Manager
8/6/21	Meeting with Burnie City Council Mayor and General Manager

### **4.3 REPORTS BY DELEGATES**

Nil received.

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#### 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**

17/5/21	Draft Operational Budget
24/5/21	Draft Operational Budget Economic Recovery Plan ANZAC park Update
31/5/21	Waratah Dam Economic Recovery Plan Sisters Beach Wildcare Plans

#### Upcoming Workshops - Indicative Only

28/6/21	East Wynyard Foreshore Masterplan – Feedback Cradle Coast Authority Update
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#### Councillor Attendance Records

Meetings attended during 2020/21 (to 11 June 2021)

	Ordinary Meetings 2020/21 (11)	Special Meetings / AGM 2020/21 (2)	Workshops 2020/21 (29)	Weeks Leave Approved
Mayor Robert Walsh	10	2	21	9
Deputy Mayor Mary Duniam	10	2	28	
Cr Maureen Bradley	11	2	24	
Cr Gary Bramich	11	2	27	
Cr Andrea Courtney	10	1	24	
Cr Celisa Edwards	10	1	24	
Cr Darren Fairbrother	11	2	25	
Cr Kevin Hyland	9	2	16	5

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## 5.0 PUBLIC QUESTIONS AND STATEMENTS

Legislative Reference:

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

- (1) *A member of the public may give written notice to the general manager 7 days before an ordinary meeting of the Council of a question to be asked at that meeting.*
- (3) *The Chairperson at an ordinary meeting of a council must ensure that, if required, at least 15 minutes of the meeting is available for questions 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.*

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

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

### **5.1.1 MR C HUTCHISON - SETTLEMENT STRATEGY CONSULTATION**

#### **QUESTION**

Mr Hutchison of Preolenna asked if Council could advise why only a summary of the feedback provided to Council as part of the Liveable Waratah-Wynyard Settlement Strategy Consultation had been included in the agenda attachment and not full responses. What did people say about it.

#### **OFFICERS RESPONSE**

A comprehensive review of submissions received relating to the Liveable Waratah-Wynyard Settlement Strategy was provided in the May Council report - Attachment 12 - *Summary and Responses to Submissions from the Second Round of Consultation Report*, and it is considered that sufficient detail was included in the previous agenda for Council to make an informed decision.

Following your request, a copy of all written submissions is attached to this agenda (*Refer to Senior Management Report*) for information.

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

### **5.2.1 DR J POWELL - WARATAH DAM**

#### **QUESTION**

On 9 June, all Councillors were copied in on this link

[A Historic Grange Heritage - Tasmanian Times](#)

I would request that the Council inform the community :-

- Has contact been made with Grange Resources and the Chief Executive of the Tasmanian Minerals and Energy Council about the issues raised in the article?
- If so, please advise the outcomes of these discussions?
- If discussions have not occurred, why not?
- Will the community be included in a future broad workshop with relevant entities to develop the way forward for this vital heritage scenario?

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## **OFFICERS RESPONSE**

Contact has not been made by Council officers to Grange Resources and the Tasmanian Minerals and Energy Council about the issues raised in the article.

Both parties have been aware of the Waratah Dam matter for over two years and attended meetings on site. They have had ample opportunity to put forward suggestions or ideas in writing if they had an interest.

Council has and will continue to, provide facilitation and advocacy however, it is not Council's sole responsibility to be seeking resolution of this matter. The writer of the article could have written to the two parties and waited for a response prior to publishing an article based on assumptions and possibilities.

The community is welcome to arrange any future workshops or discussions regarding the dam as it wishes. Council does not have any workshops scheduled nor does it intend to organise any workshops regarding the dam at this stage.

### **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**

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## 6.0 PETITIONS / DEPUTATIONS / PRESENTATIONS

Legislative Reference:

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

57. *Petitions*

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

58. *Tabling petition*

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

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

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

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

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

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

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

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

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

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

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

(b) *it is defamatory; or*

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

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

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

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

(a) *to address the meeting; and*

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

(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 DOG OFF LEASH AREA - EAST WYNYARD

To: Council  
Reporting Officer: Executive Officer  
Responsible Manager: General Manager  
Report Date: 15 June 2021  
File Reference: 0602  
Enclosures: 1. Petition - Dogs Off Leash East Wynyard / Seabrook Beach



### RECOMMENDATION

**That the Council receive and note the petition relating to East Wynyard / Seabrook Beach Dog Access.**

### BACKGROUND

The Following Petition has been received:

Subject matter	<p>The Petition states that –</p> <ul style="list-style-type: none"><li>• Responsible dog owners have been walking their dogs off leash on the East Wynyard/Seabrook Beach for many decades. (Map A → C)</li><li>• A penguin colony has been protected with a no dogs allowed area for some years as part of the Doctors Rocks Conservation Area. (Map C → D)</li><li>• Over time there have been some attacks on the penguin colony, at night, by rogue dogs. (Map ★) The attacks have occurred at least 700 metres away from the edge of the dogs off leash area and the attacks are not by the dogs of responsible dog owners who do not let their dogs out at night.</li><li>• Despite the attacks the penguin colony is currently thriving, and the penguins are moving west. Parks and Wildlife have counted between 25 to 30 penguin burrows on the East Wynyard/Seabrook Beach between gates 1 &amp; 3. (See map)</li><li>• Responsible dog owners have no cross over with the penguins on the East Wynyard/Seabrook Beach between gates 1 &amp; 3 as the penguins leave their burrows at dawn and return after dusk. Responsible dog owners walk their dogs during daylight hours.</li><li>• There have been no dog attacks on penguins on the dogs off leash area on the East Wynyard/Seabrook Beach.</li><li>• The Waratah/Wynyard Council have decided to ban dogs on the East Wynyard/Seabrook Beach. (Map A → C)</li><li>• At the start of 2019 a group of concerned dog walkers negotiated with Parks and Wildlife to keep walking their dogs on the East Wynyard/Seabrook Beach, but on leash between gates 1 and 3. (see map)</li><li>• The Waratah/Wynyard Council have decided not to honour this agreement, even though they suggested Parks and Wildlife are responsible for the area and are the ones to negotiate beach usage with.</li><li>• The Waratah/Wynyard Council have continued to ban dogs on the East Wynyard/Seabrook Beach. (Map A → C)</li><li>• The Waratah/Wynyard Council have erected signs banning dogs on the East Wynyard/Seabrook Beach.</li></ul>
Action requested	<p>It is requested:</p> <ul style="list-style-type: none"><li>• That WWC immediately reverse their decision to ban dogs on East Wynyard/Seabrook Beach and implement one of the following options:</li><li>• <u>Option One (preferred)</u>: Dogs can be walked off leash between 8am and 6pm on the East Wynyard /Seabrook Beach (Map A – C)</li><li>• <u>Option Two</u>: Dogs can be walked on leash between gates 1 and 3 on the East Wynyard/Seabrook Beach and off between 3<sup>rd</sup> Gate and C (refer map)</li></ul> <p>NB: Map is attached to end of petition.</p>
Signatories	

### COMMENT

Receipt of the petition regarding requested changes to East Wynyard / Seabrook Beach dog access policy is noted.



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The petition seeks Council to review the current declared dog management areas within the Dog Management Policy. The petition however does not ask signatories whether they support these actions, rather it asks, “*did you know that the War/Wyn Council intended to make this beach dog prohibited?*”. Whilst it asks people whether they were aware of the proposed changes by Council, it does not ask whether they support the changes.

Similarly, the petition presented to Council does not in any way indicate a level of support for the requested actions and is therefore invalid.

While the petition is not compliant with s.57 of the *Local Government Act 1993*, it is listed on the agenda to note the position of the petitioners.

At a Special Meeting on 5 November 2019, Council endorsed draft amendments to the Declared Dog Areas be released for public comment. At the 9 December 2019 meeting, feedback was considered, and Declared Dog areas adopted. The signs erected in late 2020 reflect the adopted position of December 2019.

Council’s Dog Management Policy was advertised for the prescribed 15 business days in accordance with the *Dog Control Act*. Any amendment to a Dog Management Policy is required to go through the same consultation process.

The review of the declared dog areas in 2019 received a lot of interest, with Council receiving 87 submissions over the 15 business-day period of consultation, as well as a petition signed by almost 900 people. The consultation included an advertisement in *The Advocate* on the Saturday preceding the consultation period, a media release, notice was posted on Council’s Facebook site and the project featured on Council’s Your Say page of the website. The project also featured in three articles within *The Advocate*. This would indicate a successful consultation strategy with a sufficient timeframe that complied with the legislation.

Council did listen to the community’s feedback when implementing the Dog Management Policy. The draft policy that went to community consultation was for dogs on lead, all day every day. Council heard from the community that an area of Dog Off Lead beach was being lost, and so amended the declared Dog on Lead beaches so that dogs can be exercised off lead between the hours of 6pm and 10am.

There have been numerous attacks on penguins within the Doctors Rocks Conservation Area. There is evidence of penguin habitat extending past Seabrook Creek. The full extent of the Doctors Rocks Conservation Area has also now been declared a sensitive wildlife area by the State Government after amendments were made to the *Dog Control Act* in December 2019. The declared beach areas need to be mindful of these risks and provide a policy that accordingly responds with these policy directions. Changing a section of any sensitive area to allow dogs off lead would send mixed messages and there is no benefit in inviting a predator into the habitat of sensitive wildlife, especially when there are other areas suitable for dog exercise.

Whilst this petition shows one side of the argument, it does not allow for broad community input. Penguin and environmental groups, as well as other beach users, have not been asked to forward their views.

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Council has no intention to make a change to the policy adopted in December 2019 at this time. The Policy is due for review in 2022 and consultation on a revised draft will occur early in that year.

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## **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.

### **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 MULTIPLE DWELLINGS (1 ADDITIONAL UNIT) LOCATED AT 17 KATELYN DRIVE, WYNYARD - DA 76/2021

To: Council  
Reporting Officer: Graduate Town Planner  
Responsible Officer: Manager Development and Regulatory Services  
Report Date: 8 June 2021  
File Reference: 2900213  
Supporting Documents: 1. Consolidated Advertised Documents   
2. Representation   
3. Signed Extension of Time   
4. TasWater Conditions 

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#### 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*, grant approval for multiple dwellings (one additional unit) at 17 Katelyn Drive, 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 2021-004 and Drawing Numbers TP-01 to 08 as prepared by At The Coal Face Architects and dated April 2021.
- (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) In the course of undertaking the development/use there is to be no damage caused to any Council owned infrastructure or property.
- (4) Loading and unloading of vehicles is to be confined to within the boundaries of the property.
- (5) Vehicle parking spaces and associated driveways and turning areas are to be designed in accordance with AS 2890.1 and be approved by the Director Infrastructure & Development.
- (6) Off street car parking and hardstand areas are to be surfaced in an all-weather material such as concrete, asphalt or bitumen spray seal. All stormwater runoff from the car parking and hardstand areas is to be collected onsite and directed to a stormwater system designed to cater for a 1 in 20 year ARI storm and discharged to a legal point of discharge to the reasonable requirements of the Director Infrastructure & Development Services.
- (7) Vehicular access to and egress from the site is to occur only in a forward motion
- (8) Stormwater from the development is to be connected and discharged into Council's stormwater drainage network.

- 
- (9) Control measures are to be installed for the duration of the construction phase so as to limit the loss of soils and other debris from the site.**

**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 2021/00732-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 DA 76/2021. Any variation requires an application for further planning approval of Council.
- This development/use is not to result in the generation of environmental harm or nuisance as defined in the *Environmental Management and Pollution Control Act 1994*.
- Attention is drawn to existing or proposed electricity infrastructure, please be sure to contact TasNetworks on 1300 137 008 to ensure these works do not impede on existing electricity easements and are at a safe distance from powerlines. Failure to do so could result in the relocation of electricity assets at your cost.
- Please contact Australia Post for letterbox placement guidelines.
- A further fee is required for the signing and sealing of Final and Strata Plans. Please refer to Council’s 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](http://www.rmpat.tas.gov.au).

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## PURPOSE

The purpose of this report is for Council to consider the merits of the Development Application DA 76/2021 against the requirements of the *Waratah-Wynyard Interim Planning Scheme 2013*.

## BACKGROUND

The subject site is located at 17 Katelyn Drive, Wynyard and has an area of approximately 800m<sup>2</sup>. It is located within the General Residential zone and is accessed from Katelyn Drive via an existing crossover and internal driveway. The site currently contains a single dwelling. The development application is for an additional dwelling on the property.

The adjoining titles to the north, east and south contain single dwellings and associated outbuilding development. The titles to the west across Katelyn Drive also contain single dwellings and associated outbuilding development. A number of other properties in Katelyn Drive, including 1/5 & 2/5 and 1/29 & 2/29 Katelyn Drive also contain multiple dwelling development.

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



Figure 1: Subject site with zoning

## DETAILS

The applicant is seeking approval for multiple dwellings (one additional unit) on a property described as 17 Katelyn Drive, Wynyard (CT 154908/55). The property already contains a

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single dwelling. It is located in a residential area populated by single and multiple dwelling development.

The proposed additional dwelling (unit) has a floor area of 104m<sup>2</sup>, and a maximum height of 4.6m. It comprises a combined kitchen/dining/living area, two bedrooms, bathroom with separate toilet, laundry and single garage.

The unit is located behind the existing dwelling, 3m from the western rear boundary, 2.7m from the southern side boundary, 5.8m from the northern side boundary and approximately 25m from the frontage onto Katelyn Drive. It is clad in weatherboard and roofed in Colorbond.

Proposed car parking comprises a single garage in the proposed unit with an additional parking space to the west of the garage. The existing dwelling contains a single car garage with an additional parking space located between the dwelling and the frontage.

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 Permitted use within the zone, should the application meet all the relevant Acceptable Solutions. The proposal does not comply with all the acceptable solutions. Therefore, the applicant is applying for discretion under clause E9.5.1 Provision for parking (P1) of the Planning Scheme.

## **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 landowners, 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 following documentation was advertised:

- Development Application Form X 3 Pages
- Title Documents X 6 Pages
- Supporting report X 40 Pages
- Proposal Plans x 8 pages

The period for representations closed on 7 June 2021. One (1) representation was subsequently received.

A map demonstrating the relationship between the subject site and the representor's property is shown in Figure 2.



**Figure 2: Relationship between the subject site and the representor's property**

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 representation which is included as an enclosure to this report.

**Representor – L House**

Issues raised:	Response:
Will the approval of this dwelling set a precedent for others to build the same in their backyards?	An application may be submitted to Council for multiple dwelling development on any property within the General Residential zone. Each application is considered on its own merits.  Multiple dwelling (unit) development is a Permitted use in the General Residential zone.
What is the intended use of the above, private accommodation or will it be used as a B&B? If the building is to be used as a B&B, I would most certainly object. If it is for a private residence (Granny Flat) then I would not object.	The proposal is for multiple dwellings (one additional unit) and is considered to be a Residential use under the Planning Scheme. Use of the proposed unit for a B&B or similar operation falls under 'Visitor Accommodation' use and would require a separate application to be submitted to Council.
My only major concern is how close the driveway will be to my back boundary fence and that the stormwater will not be impacted. The council has already repaired the stormwater pit which	There is no minimum setback requirement under the Planning Scheme for driveways or parking areas from shared title boundaries or development on adjacent land.



<p>collapsed during very heavy rain a couple of months ago.</p>	<p>Regarding stormwater, Council’s Engineering Department requires the following conditions to be included on any permit issued:</p> <ul style="list-style-type: none"> <li>• Off street car parking and hardstand areas are to be surfaced in an all weather material such as concrete, asphalt or bitumen spray seal. All stormwater runoff from the car parking and hardstand areas is to be collected onsite and directed to a stormwater system designed to cater for a 1 in 20 year ARI storm and discharged to a legal point of discharge to the reasonable requirements of the Director Infrastructure &amp; Development Services.</li> <li>• Stormwater from the new unit is to be connected and discharged into Council’s stormwater drainage network.</li> </ul>
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**INTERNAL REFERRALS**

**Engineering Services Department**

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

- (1) 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.
- (2) In the course of undertaking the development/use there is to be no damage caused to any Council owned infrastructure or property.
- (3) Loading and un-loading of vehicles is to be confined to within the boundaries of the property.
- (4) Vehicle parking spaces and associated driveways and turning areas are to be designed in accordance with AS 2890.1 and be approved by the Director Infrastructure & Development.
- (5) Off street car parking and hardstand areas are to be surfaced in an all weather material such as concrete, asphalt or bitumen spray seal. All stormwater runoff from the car parking and hardstand areas is to be collected onsite and directed to a stormwater system designed to cater for a 1 in 20 year ARI storm and discharged to a legal point of discharge to the reasonable requirements of the Director Infrastructure & Development Services.
- (6) Vehicular access to and egress from the site is to occur only in a forward motion.
- (7) Stormwater from the development is to be connected and discharged into Council’s stormwater drainage network.

Note: A “Works within the Road Reservation” permit must be obtained from Council for all activity within the Road Reservation.

**Environmental Health**

The following environmental health conditions were recommended.

- (1) Control measures are to be installed for the duration of the construction phase so as to limit the loss of soils and other debris from the site.

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 11 May 2021. The response was received on 14 May 2021 and forms Part B of this permit.

The proposal did not require any other external referrals.

### 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 s57 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 clauses is provided below.

## E9 Traffic Generating Use and Parking Code

### E9.5.1 Provision for parking

<p><b>A1</b></p> <p>Provision for parking must be –</p> <p>(a) the minimum number of onsite vehicle parking spaces must be in accordance with the applicable standard for the use class as shown in the Table to this Code;</p>	<p><b>P1</b></p> <p>(a) It must be unnecessary or unreasonable to require arrangements for the provision of vehicle parking; or</p> <p>(b) Adequate and appropriate provision must be made for vehicle parking to meet anticipated requirement for the type, scale, and intensity of the use;</p> <p>likely needs and requirements of site users; and</p> <p>likely type, number, frequency, and duration of vehicle parking demand</p>
<p><b>Planning Comments:</b> Complies</p> <p>The proposal is for multiple dwellings (one additional unit) in the General Residential zone. Car parking comprises four (4) independently accessible parking spaces. According to Table E9.1, multiple dwelling development in the General Residential zone must provide two car parking spaces per dwelling with an additional visitor car parking space per 4 four dwellings. A total of five (5) car parking spaces are required for the proposed development.</p> <p>The existing dwelling contains three bedrooms and has provision for two parking spaces. The proposed unit contains two bedrooms and has provision for one parking space. An additional parking space is located between the two buildings. Provision of a single dedicated parking space for the proposed unit is considered sufficient given its size and number of bedrooms. However, there is adequate space in front of the unit's garage to park an additional vehicle clear of the shared internal driveway and external parking spaces.</p>	

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There is ample parking available along Katelyn Drive to cater for visitors, which are by nature temporary. It is considered unlikely that reduction of one car parking space will have any substantial impact on parking arrangements for the proposed development or public on-street parking.

In this manner, the proposal complies with P1 for this Standard.

## **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 LUPAA and must enforce the Planning Scheme under s48 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. It is noted that one (1) representation was received during the exhibition period.

## **STRATEGIC IMPLICATIONS**

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

## **POLICY IMPLICATIONS**

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

## **FINANCIAL IMPLICATIONS**

There are no financial implications for 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 proposal for multiple dwellings (one additional unit) complies with either the acceptable solution or satisfies the performance criteria for all applicable

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standards of the Planning Scheme. There is sufficient parking available on-site to cater for the proposed development without significantly affecting public on street parking.

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

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**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**

Nil received.

**8.2 COUNCILLOR QUESTIONS RECEIVED IN WRITING****8.2.1 CR D FAIRBROTHER - CONCRETE RETAINING WALL INGLIS RIVER ENTRY****QUESTION**

Who has responsibility and jurisdiction to remedy the depressions in the soil adjacent to the Inglis river entrance and what action can council take to further remedy the problem area?

**OFFICERS RESPONSE**

Council officers and Wynyard Yacht Club members have previously raised concern with this area and the public safety hazards posed with the State Government. The State Government have responded and acknowledged that the area is managed by Crown Land Services.

A funding commitment was made at the last state election to undertake necessary repairs to the sea wall in this location. Council could lobby the State Government to ensure that the depressions in the adjacent area are made safe as part of the wall repair works.

**8.3 COUNCILLOR QUESTIONS WITHOUT NOTICE**

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

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<b>9.0 NOTICE OF MOTION</b>
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Legislative Reference:

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

- (5) *A councillor may give written notice of a motion, together with supporting information and reasons, to be included on the agenda of the next meeting to the general manager at least 7 days before the meeting.*
- (6) *The general manager, after consultation with the chairperson, may refuse to accept a written motion that, in their opinion –*
  - (a) *is defamatory; or*
  - (b) *contains offensive language; or*
  - (c) *is unlawful.*
- (7) *A councillor who has given notice of a motion that has not been refused under subregulation (6) is to move the motion at the meeting, otherwise it lapses.*


Nil received.

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## 10.0 REPORTS OF OFFICERS AND COMMITTEES

### 10.1 ANNUAL PLAN AND BUDGET ESTIMATES 2021/22

To: Council  
Reporting Officer: Corporate Accountant  
Responsible Manager: Director Organisational Performance  
Report Date: 7 June 2021  
File Reference: 1111  
Enclosures: 1. Annual Plan and Budget Estimates 2021/22 

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#### RECOMMENDATION

##### 1. Adoption of the Annual Plan

1.1 In accordance with Section 71 of the *Local Government Act 1993* (as amended), Council adopts the Annual Plan for 2021/22 and instructs the General Manager to:

1.1.1 make a copy of the Annual Plan available for public inspection at the Council office; and

1.1.2 provide a copy of it to the Director of Local Government and the Director of Public Health.

##### 2. Adoption of the Annual Estimates

2.1 In accordance with Section 82 of the *Local Government Act 1993* (as amended), the Council adopts the estimates of revenue and expenditure (including estimated capital works) as detailed in the Annual Plan and Budget Estimates 2021/22.

2.2 Authorises the General Manager in accordance with Section 82(6) of the *Local Government Act 1993*, to make minor adjustments up to \$20,000 to any individual estimate item as deemed necessary during the financial year so long as the total amount of the estimate is not altered.

##### 3. Fees & Charges

3.1 In accordance with Section 205 of the *Local Government Act 1993*, and other relevant Acts as detailed in the fees and charges schedule, the Council imposes the fees and charges within the Annual Plan and Budget Estimates 2021/22 financial year.

##### 4. Rates Resolution

4.1 That in accordance with the provisions of Part 9 of the *Local Government Act 1993* ("the Act") and the *Fire Service Act 1979*, the Council makes the following Rates and Charges for land within the Council's municipal area for the period 1 July 2021 to 30 June 2022.

###### 4.1.1 Definitions Used in this Resolution

(a) 'AAV' means the assessed annual value as defined in the Act and adjusted under Sections 89 and 89A of the Act.

(b) 'land' means a parcel of land which is shown as being separately valued in the valuation list prepared under the Land Valuation Act 1971;

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- (c) 'General Land' means all land within the municipal area of Waratah-Wynyard (the municipal area) that is not within the township of Somerset or the township of Wynyard.
  - (d) 'The Act' means the *Local Government Act 1993*.
  - (e) Terms used in this resolution have the same meaning as given to them in Part 9 of the Act, unless it is inconsistent with the context of this resolution.
  - (f) Each of the rates and charges made by this Resolution may be cited by reference to the heading immediately preceding the clause.

## **4.2 General Rate**

- 4.2.1 Council makes a General Rate under Section 90 of the Act of 6.9938 cents in the dollar on all land (excluding land which is exempt pursuant to the provision of Section 87 of the Act) within the Waratah-Wynyard municipal area.**
- 4.2.2 Council sets a minimum amount payable in respect of that rate of \$200 in accordance with Section 90(4) of the Act.**
- 4.2.3 Council elects the AAV to be the basis of the general rate for the purpose of this Rates Resolution.**

## **4.3 Fire Levies**

**In accordance with the provisions of Section 93, 93(a) and 94 of the Act, the Council makes the following Fire Service Rates:**

- 4.3.1 (a) A rate of 0.3950 cents in the dollar of AAV for all land within the township of Somerset and Wynyard; and**
- (b) a rate of 0.3780 cents in the dollar of AAV on all General Land.**
- 4.3.2 With a minimum amount payable of \$42 for all land.**

**In accordance with the provisions of Section 107 of the Act and, by an absolute majority, the Council declares that the Fire Service Rate is varied within the municipal area by reason of the location of the land.**

## **4.4 Waste Management Charges**

**In accordance with the provisions of Section 93, 93(a) and 94 of the Act the Council makes the following Waste Management Charges:**

- 4.4.1 \$127 for all land (other than land classified by the Valuer-General as land use code "bush or forestland (L3)" and land that is not used for any purpose listed in Section 107(2) of the Act) for waste management services (other than kerbside collection) provided in the municipal area.**
- 4.4.2 \$165 for all land to which the Council provides a kerbside garbage collection.**
- 4.4.3 \$67 for all land to which Council provides a kerbside recyclables collection service.**



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In accordance with the provisions of Section 94(3)(a) and Section 107 of the Act and by an absolute majority, the Council declares that the Waste Management Charges are varied within the municipal area according to the level of services provided.

#### **4.5 Stormwater Service Rates**

In accordance with the provisions of Section 93, 93(a) and 94 of the Act, the Council makes the following Stormwater Service Rates:

- 4.5.1 (a)** For land within the hatched area shown on the map marked “Wynyard Stormwater District” (*Map 1 below*) (the location), 1.4000 cents in the dollar of the AAV; and
- (b)** For land within the hatched area shown on the map marked “Somerset Stormwater District” (*Map 2 below*) (the location), 1.4000 cents in the dollar of the AAV; and
- (c)** For land within the hatched area shown on the map marked “Sisters Beach Stormwater District” (*Map below*) (the location), 0.6500 cents in the dollar of the AAV; and
- (d)** For land within the hatched area shown on the map marked “Boat Harbour Stormwater District” (*Map 4 below*) (the location), 0.6500 cents in the dollar of the AAV; and

In accordance with the provisions of Section 107 of the Act and, by an absolute majority, the Council declares that the Stormwater Service Rate is varied within the municipal area by reason of the location of the land.

#### **4.6 Payment Options**

##### **4.6.1 Due Dates**

In accordance with the provisions of Section 124 of the Act, Council determines that all rates and charges are payable by four instalments, (calculated to the nearest cent) the due date by which they are to be paid being:

**1st Instalment - 31 August 2021**

**2nd Instalment – 31 October 2021**

**3<sup>rd</sup> Instalment – 31 January 2022**

**4<sup>th</sup> Instalment – 31 March 2022**

##### **4.6.2 Discount for Early Payment**

In accordance with the provisions of Section 130 of the Act the Council will provide a discount of 5.0% on the total current rates and charges specified in a rates notice, for payment of the total rates and charges (including all arrears) that are paid by 31 August 2021 but excluding the fire service rate.

##### **4.6.3 Defaults & Penalties**

In accordance with the provisions of Section 128(2) of the Act if any rates and charges or instalment of rates and charges are not paid on or before the date they fall due, then daily interest charged monthly, at the prescribed percentage, is payable from the date they fell due to the date of payment.

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In accordance with Section 124(5) of the Act if any instalment is not paid within 21 days of the due date, then the rates and charges for the whole year becomes due and Council may take recovery action without further notice.

#### 4.7 Supplementary Rates

4.7.1 In accordance with the provisions of Section 92 of the Act the Council delegates to the General Manager the power to adjust a rate as a result of a supplementary valuation.

NOTES:

Stormwater Service Rates – Map 1

Wynyard Stormwater District



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## Stormwater Service Rates – Map 2

### Somerset Stormwater District



## Stormwater Service Rates – Map 3

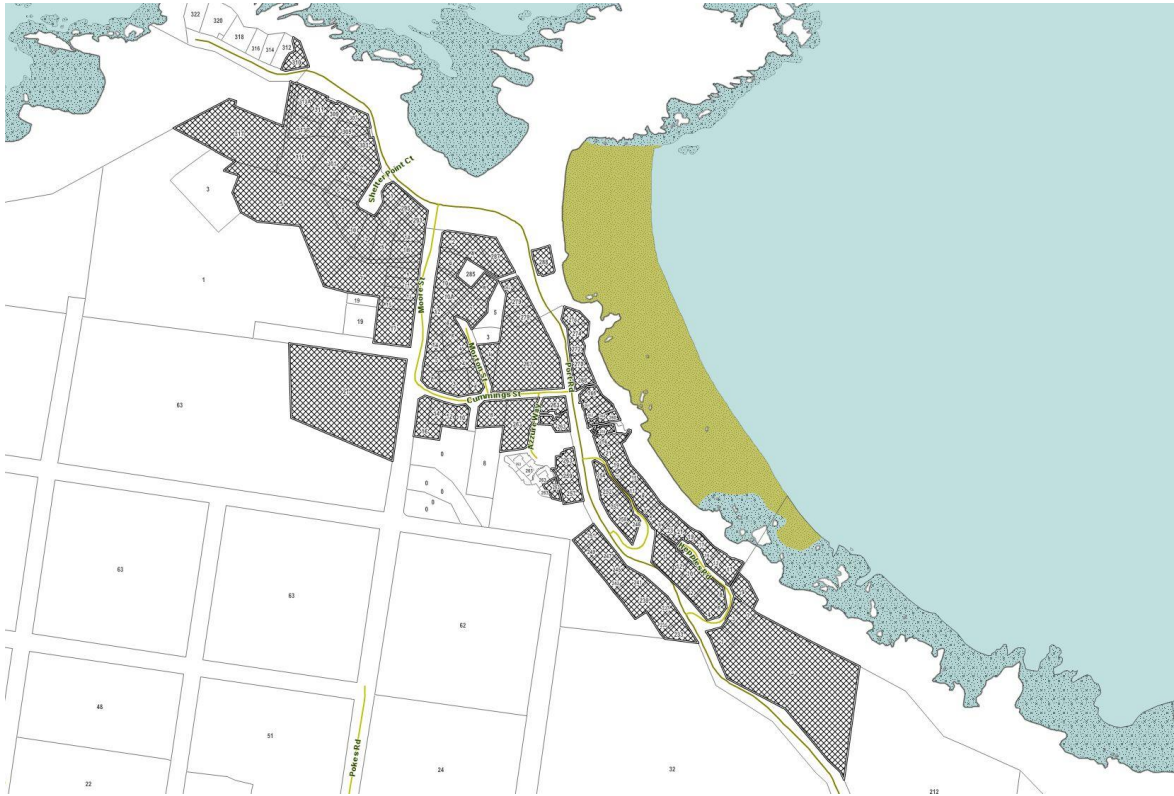
### Sisters Beach Stormwater District



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## Stormwater Service Rates – Map 4

### Boat Harbour Beach Stormwater District



### **PURPOSE**

The Annual Plan and Budget Estimates 2021/22 have been prepared in accordance with the provisions of the *Local Government Act 1993* and applicable Australian Accounting Standards and is presented to Council for consideration.

The budget estimates have been prepared in consultation with Councillors and staff through a series of workshops over the past few months.

Following adopting of the Annual Plan and Budget Estimates, rates will be levied and issued in respect of the rates and charges in July 2021.

The Annual Plan will be made available for public viewing on the Council's website at [www.warwyn.tas.gov.au](http://www.warwyn.tas.gov.au) or at the Council offices, 21 Saunders Street, Wynyard.

### **BACKGROUND**

The Annual Plan and Budget Estimates as presented seeks to satisfy the requirements of the *Local Government Act 1993*.

The document outlines Council's plans for the next financial year and with the allocation of financial resources to achieve those plans.

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The Annual Plan is the key document around key initiatives planned to be delivered in 2021/22 and will provide the focus for performance measurement in the 2021/22 Annual Report.

The preparation of the Annual Plan has taken into consideration the Council's adopted Strategic Plan and Action Plans.

## **DETAILS**

Council and staff have worked hard to successfully develop a budget that is balanced against the targets and philosophies contained in Council's Financial Management Strategy (FMS).

The 2021/2022 Annual Plan and Budget Estimates reflects Council's commitment to being financially, socially and environmentally responsible. Council is in the delivery phase of a range of strategies and master plans. The financial impact of new infrastructure spending contained in the budget is known and planned for through Council's Financial Management Strategy. This ensures that decisions made as a part of adopting the document will not provide a burden or surprises to the community in the future.

### **Annual Plan & Key Initiatives**

Council's annual plan has a strong focus on social responsibility and environmental responsibility. Highlights for each community are provided within the document (page 5 to 9).

### **Operational Budget**

Council is expected to show an underlying surplus of \$0.309m in 2021/22 compared to a forecast deficit of \$0.463m in 2020/21.

Council's expected return to surplus in 2021/22 is due to an improving operational environment for Council's childcare operations, an expected return to full dividend's from TasWater, reduction in one-off COVID relief measures and additional rates revenue from Council's 3-year strategy to move to full cost recovery for waste services.

Council operations are currently back to business as usual following COVID-19 however Council's operating performance continues to be subject to risk from changes in the COVID-19 environment. Through careful planning, Council maintains a strong balance sheet which provides flexibility to respond to unanticipated events.

Council is expected to have increased operational cost in the coming years due to capital the higher than usual capital program as it delivers on the community's aspirations expressed through its master plans and strategies. It is expected that Council will need to find operational improvements of approximately \$1 million over the three-year forward estimates to maintain a balanced budget position.

Council is well placed to ensure it can remain sustainable and absorb the increased operational costs. This could be achieved by way of decreasing expenditure or increasing revenue streams (by way of development and population growth or rate increases).

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## **Rates and Charges**

Through its Financial Management Strategy, Council recognises that incremental rises in rates and charges in line with rising costs are essential. The 2021/2022 budget has a focus on ensuring that Council's service rates move towards recovering the full cost of service provision.

### General rate

Council has budgeted for a 1.9% general rate increase in 2021/22.

### Stormwater Service Rates

The Stormwater Service Rate covers the cost of maintenance and upgrades of connections, drainage from roads and stormwater removal systems. It also covers flood mitigation works, a growing area of cost for the Council due to changes in the climate.

Council only charges what it needs, and the charges are set at an amount equal to the cost of providing services to each community. Somerset community will receive an increase of 2.2% and the Wynyard community will not receive an increase in the Rate this year.

The Rate has previously only applied to ratepayers falling within the stormwater districts of Wynyard and Somerset, however other areas within the municipal area are also provided stormwater services. Boat Harbour and Sisters Beach are localities defined as urban areas under Council's Stormwater System Management Plan and the *Urban Drainage Act 2013*.

To provide greater equity in the application of the Rate, Council has introduced a Stormwater Service Rate for Boat Harbour and the Sisters Beach communities. The amount will be less than that paid by the larger urban centres of Wynyard and Somerset to reflect the different and lower cost of services provided.

### Waste Charges

Waste charges cover waste collection, including recycling and running the Waste Transfer Station and other municipal waste services. The cost of waste services is directly impacted by the amount of waste that we produce as a community.

Council is working towards ensuring that the cost of providing waste services is fully funded by the Waste Charges.

For those that live within the waste collection areas, the increase this year is 75 cents per week (\$39 for the year). Those ratepayers who do not receive a collection service will receive a lower increase.

Council has decided to continue free entry to the Waste Transfer Station for all residents.

### State Fire Levies

State Fire Levies are set by the State Government. Council collects on behalf of the State and passes the amount collected on in full. Fire Levies will increase by 2.6%.

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## **Financial Position**

Council's financial position continues to be strong, and Council will be well placed to meet its financial commitments. The net worth of Council is expected to increase by \$4.431m to \$261,393m.

## **Cash and Investments**

A key principle of the FMS is to maintain a cash balance above \$4.000m. The estimated cash and cash investments as of June 2022 is \$5.472m, higher than the target set in the FMS.

## **Borrowings**

No new borrowings have been included in the 2021/22 budget estimates.

## **Capital Works**

Economic development opportunities will be boosted by planned capital works valued at \$10.010m which includes \$4.339m in new infrastructure spending. Council will receive \$4.122m in capital grant funding.

Renewal expenditure has been prioritised in line with Councils Asset Management Plans ensuring that current services provided are maintained to the standard that residents are accustomed.

## **STATUTORY IMPLICATIONS**

### Statutory Requirements

The *Local Government Act 1993* outlines the responsibility of Council in relation to the preparation, adoption and implementation of its Annual Plan and Budget Estimates as follows:

#### *Annual plan*

71. (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.*

(3) *As soon as practicable after a council adopts an annual plan, the general manager is to –*

- (a) Make a copy of the annual plan available for public inspection at the public office during ordinary business hours; and*
- (b) Provide the Director of Local Government and the Director of Public Health with a copy of the annual plan.*

#### *Estimates*

82. (1) *the General Manager must prepare estimates of the council's revenue and expenditure for each financial year.*

(2) *Estimates are to contain details of the following:*

- (a) The estimated revenue of the council;*
- (b) The estimated expenditure of the council;*
- (c) The estimated borrowings by the council;*
- (d) The estimated capital works of the council;*
- (e) Any other detail required by the Minister.*

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(3) *Estimates for a financial year must –*

- (a) Be adopted by the council, with or without alteration, by absolute majority; and*
- (b) Be adopted before 31 August in that financial year; and*
- (c) Not be adopted more than one month before the start of that financial year.*

*(4) A council may alter by absolute majority any estimate referred to in subsection (2) during the financial year.*

*(5) A council may make adjustments to individual items within any estimate referred to in subsection (2) by a simple majority so long as the total amount of the estimate is not altered.*

*(6) A council, by absolute majority, may authorise the general manager to make minor adjustments up to specified amounts to individual items within any estimates referred to in subsection (2) so long as the total amount of the estimate is not altered.*

*(7) The general manager is to report any adjustment and an explanation of the adjustment at the first ordinary meeting of the council following the adjustment.*

Part 9 of the *Local Government Act 1993* applies to Council's consideration of the rating provisions, in particular sections 90, 93 and 94 of the Act.

#### *General Rate*

*(90) (1) A council may, not earlier than 1 June and not later than 31 August in any year, in respect of each financial year, make one general rate for that year on all rateable land in its municipal area.*

*(2) A council may make a general rate on rateable land whether or not it provides any services in respect of that land.*

*(3) A general rate is to be based on one of the following categories of values of land:*

- (a) The land value of the land;*
- (b) The capital value of the land;*
- (c) The assessed annual value of the land.*

*(4) In making a general rate, a council may set a minimum amount payable in respect of that rate if that rate does not include a fixed charge.*

*(5) A minimum amount payable in respect of a general rate may not be set by a council under subsection (4) if the minimum amount would –*

*(a) in respect of the 2012-2013 financial year, apply to more than the relevant percentage in respect of the council, as determined under section 89B for that financial year, of the number of areas of land that is rateable land to which no variation under section 107 of the general rate applies; or*

*(b) in respect of any other financial year, apply to more than the relevant percentage in respect of the council, as determined under section 89B for that financial year, of the number of areas of land that is rateable land to which no variation under section 107 of the general rate applies.*

#### *Service Rate*

*93 (1) A council may make a service rate for a financial year on rateable land for any, all or a combination of the following services:*

- (a) .....*
- (b) .....*



- 
- (c) Nightsoil removal;
  - (d) Waste management;
  - (e) Stormwater removal;
  - (f) Fire protection;
  - (g) Any other prescribed service.

(2) A service rate for a financial year is to be based on the same category of value of land as the general rate is based on under section 90(3) for that financial year.

(3) In making a service rate, a council may set a minimum amount payable in respect of that rate.

(4) A council must not make a service rate for a service referred to in subsection (1) in respect of land owned by the Crown if the council does not supply that service to that land.

(5) For the purpose of this Part, establishing, managing, providing or rehabilitating waste management facilities is to be taken to be part of

- (a) a waste management service; and
- (b) the supplying, or making available, of waste management services to land.

#### *Service Rate for Fire Protection*

93A (1) A council may make a service rate or several service rates in respect of the fire service contributions it must collect under the Fire Service Act 1979.

(2) A service rate or service rates made under subsection (1) must be for the contribution specified in a notice issued under section 81B of the Fire Service Act 1979.

#### *Service Charge*

94 (1) In addition to, or instead of, making a service rate under section 93, a council, when making a general rate in respect of a financial year, may make a separate service charge for that financial year for any or all of the services specified in that section which the council supplies or makes available.

(2) .....

(2A) .....

(3) A council may, by absolute majority, declare that a service charge varies within different parts of the municipal area according to any or all, or a combination of any or all, of the factors specified in section 107.

(3A) In addition to the powers conferred on a council under subsection (3), a council may, by absolute majority, vary a service charge according to the level of service provided.

(4) A council must not make a service charge for a service referred to in section 93(1) in respect of land owned by the Crown if the council does not supply that service to that land.

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## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</b>
<b>Desired Outcomes</b>
We make publicly transparent decisions on spending and future directions while encouraging community feedback.
<b>Our Priorities</b>
1.6 Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.
1.8 Review and adjust service levels to provide value for money.
1.9 Collaborate with, understand and satisfy our external customers' needs and values.

### Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Strong communities and social capital</b>	<b>Enduring community capital</b> – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
<b>Access and infrastructure</b>	<b>Local, regional and global transport and infrastructure access</b> – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
<b>Place making and liveability</b>	<b>Liveable places for all ages</b> – 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.
<b>Governance and working together</b>	<b>Working together for Murchison</b> – 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

Related policies include Councils Rates and Charges Policy and the Financial Management Strategy 2021-2031.

## FINANCIAL IMPLICATIONSW

The financial implications are outlined throughout the document.

## RISK IMPLICATIONS

Legislative compliance - Council has a statutory requirement to annually adopt its Annual Plan and Budget Estimates by 31 August each year.

## CONSULTATION PROCESS

The preparation of the annual plan and budget estimates begins with staff preparing the operating and capital components during January and February. Draft estimates are then

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prepared, and various options are considered by Council at informal briefings (workshops) from March through until June.


## **CONCLUSION**

The Annual Plan is a comprehensive document that endeavours to clearly outline the goals and objectives for the coming year and is a legislative requirement of Council.

It is recommended that Council adopts the Annual Plan and Budget Estimates as presented.

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## 10.2 STRATEGIC ASSET MANAGEMENT PLAN (SAMP) 2021

To: Council  
Reporting Officer: Manager Asset Services  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 9 June 2021  
File Reference: SAMP  
Enclosures: 1. WWC Strategic Asset Management Plan 

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### RECOMMENDATION

**That Council adopt the Strategic Asset Management Plan (SAMP) 2021.**

### PURPOSE

To seek Council adoption of the Strategic Asset Management Plan (SAMP) 2021.

### BACKGROUND

Waratah-Wynyard Council is committed to sustainable and affordable service delivery into the future.

A strategic and coordinated, organisation-wide approach to asset management and service delivery is critical. This is achieved through the development of an asset management framework where the organisation's Financial Management Strategy (FMS) is meaningfully integrated with its Strategic Asset Management Plan (SAMP) to inform Council's ongoing resourcing decisions via the Strategic planning and annual budget process.

In this way, Council can provide a transparent, accountable and evidence-based approach to the provision of value-for-money services. This approach will allow Council to communicate the service level and risk consequences of various funding scenarios as it engages with the community to identify agreed levels of service.

### DETAILS

Waratah Wynyard Council is responsible for the acquisition, operation, maintenance, renewal and disposal of an extensive range of physical assets with a replacement value in excess of \$273,000,000.

The assets covered by 2020/21 – 2029/30 SAMP include roads, bridges, footpaths, stormwater drainage, buildings, open space & recreation, solid waste and associated operating assets and provide services essential to our community's quality of life.

This SAMP takes the organisational objectives in the Strategic Plan and Asset Management Policy and develops the asset management objectives, principles, framework and strategies required to achieve organisational objectives. The plan summarises activities and expenditure projections from individual asset management plans to achieve the asset management objectives.

It is expected that this document will undergo significant review and updating on an annual basis over the next few years as the quality of information improves and the level of integration with the long-term financial planning process increases.

This Strategic Asset Management Plan supersedes the previous plan (2020). The status of improvement plan items identified in previous plans are shown in the table below:

Task No	Task	Responsibility	Status	Timeline
AMMA* 14	Establish an Asset Management Steering Committee that has full EMT participation.	EMT	Complete & Ongoing	2020/21
AMMA* 16	Develop a formal process for corporate risk reporting for any residual high risks from AMPs to Audit Committee and Council.	EMT + SMT	Complete & Ongoing	2020/21
AMMA* 4	Review the commentary in the budget following the completion of the FMS to provide a statement of whether the budget will achieve the strategic plan objectives.	Organisational Performance	Complete	2020/21
AMMA* 25	Annual update of unit rates based on completed works program for comparison with replacement and renewal cost rates.	Infrastructure and Development	Not Started	2020/21
AMMA* 26	Prepare or complete inspection manuals for all major asset classes.	Infrastructure and Development	Commenced	TBC
AMMA* 6	Include explanation in Annual Report on variations between budget and actual results	Organisational Performance	Not Started	TBC
ii	Production of 1st cut Service Level Dashboards	Whole of Council	30% complete	2019/20
v	Revision of Asset Management Plans	Whole of Council AMP custodians	3 out of 5 Complete	perpetual
vii	Document asset valuation methodologies including external benchmarking across all asset classes	Infrastructure & Corporate Services	3 out of 5 Complete	2018/19
viii	Develop Council's Corporate Risk Register to incorporate asset & service related risks identified in asset management and service plans.	EMT + SMT	Complete & Ongoing	2018/19

Note: \* AMMA refers to the Asset Management Maturity Assessment (2019/20)

## STATUTORY IMPLICATIONS

### Statutory Requirements

The *Local Government Act 1993 Section:*

#### **70B. Long-term strategic asset management plans**

- (1) A council is to prepare a long-term strategic asset management plan for the municipal area.
- (2) A long-term strategic asset management plan is to relate to all assets that are within a class of assets specified in an order under section 70F(3) to be major assets.
- (3) A long-term strategic asset management plan is to be in respect of at least a 10 year period.
- (4) A long-term strategic asset management plan for a municipal area is to –
- (a) be consistent with the strategic plan for the municipal area; and
  - (b) refer to the long-term financial management plan for the municipal area; and
  - (c) contain at least the matters that are specified in an order made under section 70F as required to be included in a long-term strategic asset management plan.

#### **70D. Asset management strategies**

- (1) A council is to prepare an asset management strategy for the municipal area.
- (2) An asset management strategy for a municipal area is to –
- (a) be consistent with the strategic plan for the municipal area; and
  - (b) contain at least the matters that are specified in an order made under section 70F as required to be included in an asset management strategy.

## **STRATEGIC IMPLICATIONS**

### Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</b>
<b>Desired Outcomes</b>
We maintain and manage our assets sustainably.
<b>Our Priorities</b>
1.8 Review and adjust service levels to provide value for money.

<b>GOAL 4: Community Recreation and Wellbeing</b>
<b>Desired Outcomes</b>
We provide recreational opportunities to the community for all ages and abilities.
<b>Our Priorities</b>
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.

<b>GOAL 6: Transport and Access</b>
<b>Desired Outcomes</b>
Our transport and access network can accommodate the changing needs of our industry and community.
Our transport and access network is sustainable, affordable and fit for purpose.
<b>Our Priorities</b>
6.1 Plan for a priority access network for freight.
6.2 Plan for all movements and modes of transport with a fit-for-purpose network.
6.3 Develop service levels to inform the delivery of a transport network that affordably meets demand and transparently communicates accepted risk.
6.4 Prioritise and address service gaps with a road hierarchy.

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## Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Access and infrastructure</b>	<b>Local, regional and global transport and infrastructure access</b> – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
<b>Place making and liveability</b>	<b>Liveable places for all ages</b> – 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**

Council's Asset Management Policy is integral in this instance.

### **FINANCIAL IMPLICATIONS**

The projected operating outlays necessary to provide the services covered by this Strategic Asset Management Plan (including operations, maintenance and renewal of existing assets and planned new/upgrade assets over the 10 year planning period) is \$14.4 Million on average per year.

Significant levels of new/upgrade capital expenditure forecast over this period also means a proportional increase over current levels of operational and maintenance expenditures into the future. Ways to manage this are to continue to review forecast revenue and/or service levels expenditures via exploration of alternate funding scenarios in the Financial Management Strategy.

As indicated in the SAMP document the confidence level associated with these projections has been assessed as (C) Uncertain. The confidence level will improve with each annual iteration and update of both the Financial Management Strategy & the Strategic Asset Management Plan.

### **RISK IMPLICATIONS**

The decisions made in adopting this SAMP are based on the objective to achieve the optimum benefits from the available resources.

An assessment of risks associated with service delivery from infrastructure assets identifies critical risks that will result in loss or reduction in service or a 'financial shock'. The risk assessment process identifies credible risks, the likelihood of the risk event occurring, the consequences should the event occur, develops a risk rating, evaluates the risk and develops a risk treatment plan for non-acceptable risks.

At present budget levels there are a number of risks to be considered by Council as either acceptable or not acceptable in the medium term. Critical risks (high or very high ratings) and their treatment plans are shown in the following table:

Service or Asset at Risk	What can Happen	Risk Rating (VH, H)	Risk Treatment Plan
<b>BUILDINGS</b>			
Athenaeum Hall (heritage listed), Waratah	<ul style="list-style-type: none"> <li>• Aged asset in very poor condition. Costly to fix.</li> <li>• Building becoming unusable/uninsurable</li> <li>• Has associated reputational risk</li> <li>• Windows leaking creating damage</li> <li>• Doors rotting - security issue</li> <li>• Birds in roof</li> </ul>	H	<ul style="list-style-type: none"> <li>• Independent assessment</li> <li>• Fund recommended repair works</li> </ul>
Wynyard Council Office Air Conditioner	<ul style="list-style-type: none"> <li>• Inconsistent temperature control.</li> <li>• Possible unit failure.</li> <li>• Inadequate for purpose</li> </ul>	H	<ul style="list-style-type: none"> <li>• Independent assessment of replacement options</li> <li>• Schedule/fund replacement"</li> </ul>
Langley Park Clubrooms Upstairs Social Space Access, Somerset	<ul style="list-style-type: none"> <li>• Not DDA compliant</li> <li>• Exposed to complaints</li> <li>• Reputational risk</li> </ul>	H	<ul style="list-style-type: none"> <li>• Schedule upgrade</li> <li>• Consider relocation and construction of single level asset</li> </ul>
Wynyard Squash Centre	<ul style="list-style-type: none"> <li>• Not DDA compliant</li> <li>• Exposed to complaints</li> <li>• Reputational risk</li> </ul>	H	<ul style="list-style-type: none"> <li>• Schedule upgrade</li> </ul>
Various Buildings Not On Council Key System	<ul style="list-style-type: none"> <li>• Key copying is uncontrolled leading to security issues</li> </ul>	H	<ul style="list-style-type: none"> <li>• Move to Council key system over time</li> </ul>
Council Key System Patent & Issuing of Keys	<ul style="list-style-type: none"> <li>• Patent expired</li> <li>• Potential for uncontrolled key copying leading to security issues</li> <li>• Unauthorised access to Council buildings"</li> </ul>	H	<ul style="list-style-type: none"> <li>• Maintain and continue to review the key register</li> <li>• Replace key system and revise key procedures</li> <li>• Internal &amp; external training</li> <li>• Explore alternate locking systems</li> </ul>
Public Toilets with Electronic Locks	<ul style="list-style-type: none"> <li>• Locks fail, locking people in the toilets</li> </ul>	H	<ul style="list-style-type: none"> <li>• Consider replacement with manual locks or other alternative</li> </ul>
Somerset Tennis Courts Clubroom	<ul style="list-style-type: none"> <li>• Damage due to flooding and/or coastal erosion</li> </ul>	H	<ul style="list-style-type: none"> <li>• Coastal erosion protection or Possible future option to plan for relocation of the asset (OSSR)</li> </ul>
Somerset Surf Lifesaving Clubroom	<ul style="list-style-type: none"> <li>• Damage due to flooding and/or coastal erosion</li> </ul>	H	<ul style="list-style-type: none"> <li>• Possible future options include coastal erosion protection works or relocation of building when replaced in the future</li> </ul>



Service or Asset at Risk	What can Happen	Risk Rating (VH, H)	Risk Treatment Plan
<b>OPEN SPACE &amp; RECREATION</b> – No critical risks currently identified			
<b>TRANSPORT</b>			
Port Road, Boat Harbour	Landslip	H	Consider recommended work from Geotech. Watch and monitor
Sisters Beach Road	Tree Fall	H	Measure movement. Watch and monitor
South Elliott Road	Landslip	H	Watch and monitor
Deaytons Lane	Landslip	H	Watch and monitor
Reservoir Drive	Landslip	H	Watch and monitor
Lowries Road	Landslip	H	Watch and monitor
Old Bass Highway	Coastal erosion	H	Watch and monitor
<b>URBAN STORMWATER</b>			
Big Creek / Stanwyn Court	Flooding of dwellings	H	Consider options of: <ul style="list-style-type: none"> <li>• Levee wall 375m x 2m</li> <li>• Detention basin upstream (dam)</li> </ul>
Port Creek	Flooding of dwellings	H	Consider options of: <ul style="list-style-type: none"> <li>• Widening of creek and levee construction</li> <li>• Increase requirements on developers</li> <li>• Investigate flow restrictors upstream</li> </ul>

There are some operations and maintenance activities and capital projects that are unable to be undertaken within the next 10 years. The major initiatives and projects currently listed as being deferred include:

- Replace Council Key-Patent System and re-key all Council facilities.
- Waratah walking tracks - New and Upgrade works
- Upgrade Reservoir Drive (north of highway) to accommodate increased Fonterra truck size
- Upgrade shoreline stormwater outfall pipes (various locations)

The operations and maintenance activities and capital projects that cannot be undertaken may maintain or create service and/or risk consequences for the community.

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## **CONSULTATION PROCESS**

Key staff across the organisation, Councillors and industry experts have all been consulted in the process of reviewing and developing this document. The results from Council's 2016 and 2019 Community Satisfaction surveys were also included.

Future versions and updates will incorporate more input and consultation from the community as the Council undertakes rolling services reviews. These rolling service reviews will be based upon the three guiding principles of good governance: transparency, accountability and evidence-based decision-making with the aim of providing sustainable, value-for-money services.

## **CONCLUSION**

It is recommended that the Council adopt the Strategic Asset Management Plan 2021. This will provide forward direction and certainty for the provision of infrastructure related services.

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### 10.3 BUILDING ASSET MANAGEMENT PLAN 2021

To: Council  
Reporting Officer: Manager Asset Services  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 24 May 2021  
File Reference: Buildings  
Enclosures: 1. WWC Building Asset Management Plan 

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#### RECOMMENDATION

**That Council adopt the Buildings Infrastructure Asset Management Plan 2021.**

#### PURPOSE

To seek Council adoption of the Buildings Infrastructure Asset Management Plan 2021.

#### BACKGROUND

Waratah-Wynyard Council is committed to sustainable and affordable service delivery into the future.

A strategic and coordinated, organisation-wide approach to asset management and service delivery is critical. This is achieved through the development of an asset management framework where the organisation's Financial Management Strategy (FMS) is meaningfully integrated with its Strategic Asset Management Plan (SAMP) to inform Council's ongoing resourcing decisions via the Strategic planning and annual budget process.

In this way, Council can provide a transparent, accountable and evidence-based approach to the provision of value-for-money services. This approach will allow Council to communicate the service level and risk consequences of various funding scenarios as it engages with the community to identify agreed levels of service.

#### DETAILS

Waratah Wynyard Council is responsible for the acquisition, operation, maintenance, renewal and disposal of a buildings portfolio currently comprising 89 buildings with a replacement value in excess of \$30,200,000.

These assets are used to provide buildings related services to the Waratah-Wynyard community in a safe, timely, serviceable and cost-effective manner while aspiring to cyclical improvements for the benefit of all stakeholders.

This Asset Management Plan supersedes the previous (2010) plan. The status of improvement plan items identified in the previous plan are shown in the table below:

<b>Task No</b>	<b>Task</b>	<b>Status</b>
1.	Review and adopt Council's Asset Management Policy	Complete
2.	Develop and adopt Levels of Service	Commenced
3.	Estimate new assets from growth factor	Not started
4.	Audit and revaluation of building asset group	Complete
5.	Develop asset condition inspection program	Commenced
6.	Develop Infrastructure Risk Management Plan	Commenced
7.	Formalise maintenance intervention levels for building infrastructure assets	Not started
8.	Develop and adopt weighted capital works priority ranking criteria	Complete
9.	Investigate fully depreciated assets still in service and reassess remaining lives	Complete

## **STATUTORY IMPLICATIONS**

### Statutory Requirements

The *Local Government Act 1993 Section 70B* states that Council is to prepare a long-term strategic asset management plan for the municipal area.

The 2021 Buildings Asset Management Plan is an input to the Strategic Asset Management Plan.

## **STRATEGIC IMPLICATIONS**

### Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</b>
<b>Desired Outcomes</b>
We maintain and manage our assets sustainably.
<b>Our Priorities</b>
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.
1.8 Review and adjust service levels to provide value for money.

<b>GOAL 4: Community Recreation and Wellbeing</b>
<b>Desired Outcomes</b>
Our community enjoys access to visually appealing safe spaces and facilities for recreation.
<b>Our Priorities</b>
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.

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## Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Place making and liveability</b>	<b>Liveable places for all ages</b> – 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**

Council's Asset Management Policy is integral in this instance.

### **FINANCIAL IMPLICATIONS**

The projected operating outlays necessary to provide Buildings Infrastructure related services covered by this Asset Management Plan includes operations, maintenance and renewal of existing assets and planned new/upgrade assets over the 10 year planning period is \$4,335,750 on average per year.

The projected expenditure requires an additional \$385,034 on average per year to provide services in the Asset Management Plan. This is due to increased operational expenditure arising from planned new and upgrade works. Council's Financial Management Strategy will explore funding options for the expected costs. The Strategy is updated annually.

As indicated in the Asset Management Plan the confidence level associated with these projections has been assessed as *(C) Uncertain*. The confidence level will improve with each annual iteration and update of the both the Financial Management Strategy & the Strategic Asset Management Plan.

### **RISK IMPLICATIONS**

The decisions made in adopting this Asset Management Plan are based on the objective to achieve the optimum benefits from the available resources.

An assessment of risks associated with service delivery from buildings infrastructure assets has identified critical risks that will result in loss or reduction in service from infrastructure assets or a 'financial shock'. The risk assessment process identifies credible risks, the likelihood of the risk event occurring, the consequences should the event occur, develops a risk rating, evaluates the risk and develops a risk treatment plan for non-acceptable risks. Key identified critical risks and their treatment plans are shown in the following table:

Service or Asset at Risk	What can Happen	Risk Rating (VH, H)	Risk Treatment Plan
Athenaeum Hall (heritage listed), Waratah	<ul style="list-style-type: none"> <li>• Aged asset in very poor condition. Costly to fix.</li> <li>• Building becoming unusable/uninsurable</li> <li>• Has associated reputational risk</li> <li>• Windows leaking creating damage</li> <li>• Doors rotting - security issue</li> <li>• Birds in roof</li> </ul>	H	<ul style="list-style-type: none"> <li>• Independent assessment and costing</li> <li>• Fund recommended repair works</li> </ul>
Wynyard Council Office Air Conditioner	<ul style="list-style-type: none"> <li>• Inconsistent temperature control.</li> <li>• Possible unit failure.</li> <li>• Inadequate for purpose</li> </ul>	H	<ul style="list-style-type: none"> <li>• Independent assessment of replacement options</li> <li>• Schedule/fund replacement</li> </ul>
Langley Park Clubrooms Upstairs Social Space Access, Somerset	<ul style="list-style-type: none"> <li>• Not DDA compliant</li> <li>• Exposed to complaints</li> <li>• Reputational risk</li> </ul>	H	<ul style="list-style-type: none"> <li>• Schedule upgrade or</li> <li>• Consider relocation and construction of single level asset</li> </ul>
Wynyard Squash Centre	<ul style="list-style-type: none"> <li>• Not DDA compliant</li> <li>• Exposed to complaints</li> <li>• Reputational risk</li> </ul>	H	<ul style="list-style-type: none"> <li>• Schedule upgrade</li> </ul>
Various Buildings Not On Council Key System	<ul style="list-style-type: none"> <li>• Key copying is uncontrolled leading to security issues</li> </ul>	H	<ul style="list-style-type: none"> <li>• Move to Council key system over time</li> </ul>
Council Key System Patent & Issuing of Keys	<ul style="list-style-type: none"> <li>• Patent expired</li> <li>• Potential for uncontrolled key copying leading to security issues</li> <li>• Unauthorised access to Council buildings</li> </ul>	H	<ul style="list-style-type: none"> <li>• Maintain and continue to review the key register</li> <li>• Replace key system and revise key procedures</li> <li>• Internal &amp; external training</li> <li>• Explore alternate locking systems</li> </ul>
Public Toilets with Electronic Locks	<ul style="list-style-type: none"> <li>• Locks fail, locking people in the toilets</li> </ul>	H	<ul style="list-style-type: none"> <li>• Consider replacement with manual locks or other alternative</li> </ul>
Somerset Tennis Courts Clubroom	<ul style="list-style-type: none"> <li>• Damage due to flooding and/or coastal erosion</li> </ul>	H	<ul style="list-style-type: none"> <li>• Coastal erosion protection or Possible future option to plan for relocation of the asset (OSSR)</li> </ul>
Somerset Surf Lifesaving Clubroom	<ul style="list-style-type: none"> <li>• Damage due to flooding and/or coastal erosion</li> </ul>	H	<ul style="list-style-type: none"> <li>• Possible future options include coastal erosion protection works or relocation of building when replaced in the future</li> </ul>

There are some operations and maintenance activities and capital projects that are unable to be undertaken within the next 10 years. These include:

- Renew the Waratah Veneer Mill

- 
- Renew Council's security key system patent and re-key all Council managed facilities

The operations and maintenance activities and capital projects that cannot be undertaken may maintain or create risk consequences, namely potentially dissatisfied ratepayers and/or periodic increased maintenance requirements on affected buildings.

### **CONSULTATION PROCESS**

Key staff across the organisation, Councillors and industry experts have all been consulted in the process of reviewing and developing these documents. The results from Council's 2014, 2016 and 2019 Community Satisfaction surveys were also included.


Future versions and updates will incorporate more input and consultation from the community as the Council undertakes rolling services reviews. These rolling service reviews will be based upon the three guiding principles of good governance: *transparency*, *accountability* and *evidence-based decision-making* to provide sustainable, value-for-money services.

### **CONCLUSION**

It is recommended that the Council adopt the Buildings Infrastructure Asset Management Plan 2021. This will provide forward direction and certainty for the provision of Buildings-related services.

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## 10.4 COVID-19 ECONOMIC RECOVERY PLAN 2021-2024

To: Council  
Reporting Officer: Economic Development Officer  
Responsible Manager: Director Organisational Performance  
Report Date: 1 June 2021  
File Reference: Governance-Policy-Council Policies  
Enclosures: 1. COVID-19 Recovery Plan (Draft) 

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### RECOMMENDATION

**That Council adopt the COVID-19 Economic Recovery Plan 2021-2024 as presented.**

### PURPOSE

The development of an evidence-based economic recovery plan for the municipal area was a priority set by Council in its Annual Plan for 2020/21.

This report has been prepared for Council to formally consider the COVID-19 Economic Recovery Plan 2021-2024, which formalises the range of initiatives and actions that Council will undertake in the medium-term to support economic recovery following the COVID-19 pandemic outbreak.

### BACKGROUND

The COVID-19 pandemic is continuing to have extensive human, social and economic impacts around the world. On a local level, the restrictions associated with containing the spread of the virus have had a significant effect on the economy and the social and emotional health of the Waratah-Wynyard community.

Following the Tasmanian Government's declaration of a State of Emergency on 19 March 2020, Waratah-Wynyard Council provided direct emergency relief and supported the community through various programs and initiatives.

Council adopted a Financial Hardship Policy in April 2020 which, provided relief by allowing more time to pay rates, introducing flexible payment plan options, freezing interest on late payments and deferring rates for those in extreme financial hardship.

Council's 2020/21 annual plan and budget contained several short-term measures to assist the community in its social and economic recovery. Measures included:

- 0% rates and charges increase
- 0% increase for all user fees
- Community recovery grants of \$0.100m (Survive & Thrive Community and Business Activation Grants)
- An extension of the early payment discount period of 60 days (to 31 October)
- Continuation of free entry to the waste transfer station for non-commercial residents
- Waiving food licence fees for 2020/21
- A capital program of \$16.230m, including \$9.644m in new construction projects to support the use of local employment and resources.

In Tasmania, the medium-term economic recovery is being led by the State Government. The Premier's Economic and Social Recovery Advisory Council (PESRAC) released its final



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report on 16 March 2021, which included 52 recommendations across five key priority areas. The State Government has accepted the recommendations.

## **DETAILS**

The COVID-19 Economic Recovery Plan 2021-2024 formalises the range of initiatives and actions that Council is undertaking or planning to assist local economic recovery. The actions identified in the Recovery Plan are medium-term and will be executed over the next three years (July 2021 – June 2024).

The significant stimulus and support measures introduced by all levels of Government and the successful suppression of the COVID-19 virus have resulted in economic recovery. The latest data demonstrates that the economic recovery in Australia, Tasmania and the Waratah Wynyard Municipal area has been faster and stronger than expected.

The COVID-19 Economic Recovery Plan 2021-2024 contains a suite of actions that the Council will undertake in line with the priority areas identified in the PESRAC report.

The actions demonstrate how Council is supporting economic recovery across five priority areas including:

- Jobs and income;
- Health and housing;
- Community: Connectivity and Engagement;
- Environment and Sustainability;
- Public Sector Capability.

The Plan does not contain any new actions. Instead, the Plan demonstrates that many of Councils existing Plans and Strategies support the recommendations contained in the PESRAC report. The Plan provides a meaningful and transparent summary of what the Council is doing to support the economy at a local level in the medium-term.

The Plan identifies several uncertainties and threats in determining the longer-term impacts of COVID-19 on Tasmania and the local economy. Council officers will continue to monitor economic conditions and will provide an annual update to Council on progress against the Plan.

## **STATUTORY IMPLICATIONS**

### Statutory Requirements

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

## **STRATEGIC IMPLICATIONS**

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

## Strategic Plan Reference

<b>GOAL 5: Economic Prosperity</b>
<b>Desired Outcomes</b>
Long-term sustainable economic growth is achieved through adaptability and innovation.
<b>Our Priorities</b>
5.1 Promote value-adding to current production streams.
5.2 Investigate and embrace new economic opportunities.
5.3 Identify and maximise current industry and resource capacities.
5.4 Assess potential capability for economic expansion.
5.5 Support a variety of learning opportunities and encourage high school retention and pathways into college and tertiary education.
5.6 Advocate for regional delivery of training specific to business.
5.7 Support existing and encourage new innovative activities/industries to the area.
5.8 Ensure evidence-based allocation of infrastructure and land use to enable sustainable growth.
5.9 Actively manage community and economic growth through community engagement.

## Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Business &amp; Industry</b>	<b>Specialised diversity of the economy</b> – Value adding, diversification, innovation and employment. A resilient economy with global brand recognition and growing exports.
<b>Tourism</b>	<b>Memorable visitor experiences all year round</b> – The must see destination, quality product, easy access, popular events and festivals with coordinated marketing. A longer season with increasing yields.
<b>Strong communities and social capital</b>	<b>Enduring community capital</b> – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
<b>Access and infrastructure</b>	<b>Local, regional and global transport and infrastructure access</b> – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
<b>Natural resource management</b>	<b>Managing abundant, natural and productive resources</b> – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.
<b>Health and Wellbeing</b>	<b>Maintaining good health and wellbeing</b> – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.
<b>Education</b>	<b>Lifelong learning and education</b> – Education and lifelong learning is valued and there is access to vocational training and tertiary education. Education retention rates have increased.
<b>Place making and liveability</b>	<b>Liveable places for all ages</b> – 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.
<b>Governance and working together</b>	<b>Working together for Murchison</b> – 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.

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## Council Strategy or Plan Reference

<b>Council Strategy or Plan</b>	<b>Date Adopted:</b>
Waratah Community Plan	Adopted February 2018
Destination Action Plan	Adopted January 2017
Y Plan – (Youth) 2019-2024	Adopted March 2019
Community Health and Wellbeing Plan 2019-2024	Adopted April 2019
Strategic Asset Management Plan	
Tourism Plan (2011- 2020)	Annual Plan Action
Financial Management Strategy 2021-2031	Adopted March 2020
Strategic Asset Management Plan (SAMP)	Adopted November 2019
Boat Harbour Beach Master Plan	Adopted August 2019
iCEP (Integrated Council Environmental Plan 2020-2030)	Adopted August 2020
Cam River Masterplan	Adopted August 2020
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**

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

### **RISK IMPLICATIONS**

Council's 10 Year Corporate Strategic Plan identifies the strategic importance Council supporting the local economy. A sustainable economy creates jobs and delivers long-term benefits that improve liveability. By adopting the Plan, Council can demonstrate its commitment to the local economy.

### **CONSULTATION PROCESS**


Councillors provided input into the Plan at a workshop held on 31 May 2021.

### **CONCLUSION**

**It is recommended that Council adopt the COVID-19 Economic Recovery Plan 2021-2024.**

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## 10.5 WARATAH DAM

To: Council  
Reporting Officer: General Manager  
Responsible Manager: General Manager  
Report Date: 20 May 2021  
File Reference: 2021  
Enclosures: 1. Waratah Dam - TasWater 

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### RECOMMENDATION

#### That Council:

- 1) respond to TasWater declining the offer of ownership of the Waratah Dam on the basis it is TasWater's responsibility to own and manage water and sewerage infrastructure; and
- 2) continue advocacy and facilitation in relation to this matter.

### 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 stated 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 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 has subsequently commenced the decommissioning process and Council received formal notification of an application to decommission the Waratah Reservoir. Council provided two submissions to the formal decommissioning process and these were listed in previous Council agendas and deemed to be unsuccessful. Reasons and explanation detailing items considered as part of the submission were not provided. Council determined not to submit an appeal due to the narrow grounds available but did write directly to TasWater. An appeal by representatives of the Waratah Community has

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also now been determined unsuccessful. Unfortunately, it appears this decision was one based on a technicality rather than a thorough examination of points raised.

## **DETAILS**

In his letter to Council, TasWater Chief Executive Officer Michael Brewster states *“I am willing to transfer full ownership and associated liability for the dam back to the Waratah-Wynyard Council. We would provide council with the funds that were offered through the two expression of interest processes which is equivalent to the approximate cost to remove the dam wall and rehabilitate the area.*

*This would see the dam and reservoir returned to community ownership and allow Council to independently make any determinations regarding its use as a recreational area, as a tourism driver in the region, or for the production of renewable energy.*

*Should you accept this offer in writing by 30 June 2021, we will pause any decommissioning activity and immediately commence the process of transferring the ownership and funds...*

*...Should Council not agree to take ownership of the dam by 30 June 2021, and subject to the outcome of the current appeals process, we will progress with decommissioning as we cannot continue to leave the dam in its current state”*

There are a small number of community members that believe the proposal by TasWater is positive and an offer Council should accept. Ultimately, TasWater is using Council as a political tool, placing pressure on Councillors to “save the dam” when this is not a Council responsibility. Council does not own or manage water or sewerage assets and has maintained throughout this process ownership of the dam is not considered a viable outcome. A community the size of Waratah should not have the responsibility of owning and managing an asset of this nature. Council should be viewed positively for their support of the residents of Waratah throughout this process, not manoeuvred into a position of acceptance by TasWater for their own reputational gain.

Council have discussed and considered a number of scenarios in a workshop.

Should Council decline of offer of ownership, the likely outcome is the decommissioning process will commence. All approvals have now been granted and TasWater have indicated water levels will begin to be reduced and the dam wall removed in spring.

Should Council accept the offer, or similar, the implications are numerous.

Council officers have examined the Entura reports to test the veracity of the figures being quoted for replacement of the dam and it appears the amounts are sensible and logical. Entura have suggested multiple options for replacement of the dam with the lowest cost option a replacement of the existing dam at a lower height, essentially maintaining a water level similar to the current. Construction costs for this option are suggested to be \$2.6m. Council would need to fund the difference from the \$1m being offered to the construction costs, an outlay of \$1.6m. More suitable dam construction options would require a greater capital contribution.

Officers have also explored whether donation of construction materials would substantially benefit the project and ultimately make the above cheapest option viable. For the \$2.6m build, \$1.9m of this is supply and installation of materials, with \$676k preliminaries, excavation works and other costs. A further breakdown of general material suggests totals of earth (\$303.3k); Rip Rap (\$86.0k); Gravel (\$18.0k); Fine Crushed Rock (\$27.2k); Timber

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(\$15.0k); Concrete (\$845.0k). Specialist materials include Clay core (\$176.0k); Sand Filters (\$392.0k); Geofabric (\$33k) and Mechanical – gate valves, weirs etc. (\$19.3k).

Assuming earth/rocks and rip rap are donated, material costs for the supply would be approximately 30% of the above figures, the remaining being equipment use and labour to place, compact and spread. Overall, there remains a possibility to save approximately \$116k of the \$2.6m construction costs if only earth and rip rap donated. There would need to be a significant donation of time, equipment and materials to make this option feasible, but this approach adds complexity to project management.

Whilst the design, coordination and ultimately construction of the above takes place, Council continues to hold the risk and associated liability should the dam fail.

Council does not have technical staff that specialise in the areas of water and sewerage, as these were all transferred to TasWater via transfer orders upon the creation of regional water authorities.

Operationally, TasWater has significant resource invested in monitoring the most at-risk areas of the dam. They have trained dam safety inspectors who undertake detailed inspections at least once a week.

Should Council bring the dam to ANCOLD safety standards, the above inspections would still be required with the exception of the additional inspections being currently undertaken while the dam is deemed to be at a high-risk level.

Most importantly, whilst there are passionate views to keep the dam, there are no detailed plans as to the future use of the dam. The current state of the dam means that recreational offerings are limited. Keeping the dam would ensure a water source is maintained, however there is limited use for this asset presently.

In recent weeks Council officers have approached the original interested party to see whether they have revised their position relating to dam ownership. They remain firm in their view and have not altered their starting point of negotiation so that option has no opportunity for progression.

## **STATUTORY IMPLICATIONS**

### Statutory Requirements

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

## **STRATEGIC IMPLICATIONS**

### Strategic Plan Reference

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

<b>GOAL</b>
<b>Desired Outcomes</b>
Stewardship of our land, water and marine ecosystems respects past, present and future generations.
<b>Our Priorities</b>
5.8 Ensure evidence-based allocation of infrastructure and land use to enable sustainable growth.

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## Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Place making and liveability</b>	<b>Liveable places for all ages</b> – 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. If Council takes ownership, these environmental concerns will be directed at Council.

#### **FINANCIAL IMPLICATIONS**

Should Council determine to assume ownership of the Waratah Dam, there is a range of financial implications. Whilst it is difficult to be precise about the exact impact, the following would need to be considered –

**Capital Investment** – TasWater has indicated they will provide Council with funds equivalent to the approximate cost to remove the dam wall and rehabilitate the area, estimated to be approximately \$1m. TasWater has publicly stated it would cost around \$4 million to replace the dam with a new dam compliant with modern safety standards. At the alternative design, the capital investment by Council would be approximately \$1.6m.

**Operational Impact** – TasWater pay approximately \$16k per year depreciation for the Waratah Dam and associated assets. This is coupled with significant surveillance and monitoring costs which average out to approximately \$45k per year. Vegetation and spillway work vary between \$10k and \$30k per year.

Should Council want to undertake its own detailed risk assessment including a geotechnical investigation, then a cost in the order of \$100k could be expected but could be higher. To update the TasWater risk assessment, the estimate would likely be in the order of \$10k.

In the event the dam needs to be lowered again, a cost in the vicinity of \$50k would be expected, which would include earthworks and erosion protection.

The operational impact of the running costs is equivalent to a rate increase of nearly 1% to all residents, across the entire municipality.

#### **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.

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Should Council assume ownership of the dam, all liabilities also will be transferred to Council. In the event of dam collapse and damage to property, or people, Council may be required to defend its position and face any ramifications of the resultant legal proceedings.

Dams are regulated by DPIPWE, who require that risk associated with the dam is managed to a level as low as reasonably practicable (ALARP). Lowering the water level in the dam is only one step in managing the risks. The dam will continue to deteriorate over time and is still at risk of failure through the main failure modes, including flooding and piping.

Financial risks are outlined above. Environmentally, if the dam fails, costs of restoration and rehabilitation will fall to Council in the event of ownership.

Many people also remain confused about the dam in question with people still contacting Council regarding the removal of the town lakes. If the town lakes are affected, the town water supply impacted or the Waratah Falls detrimentally impacted in any way as a result of decommissioning, currently all liability rests with TasWater, however should Council have ownership, this responsibility then becomes an issue for Council.

Council does not have dam engineers or technical staff to undertake inspections or provide qualified advice and would therefore have to rely on contractors for such a task. The level of risk, including financial, does not justify Council ownership of the dam.

### **CONSULTATION PROCESS**

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

TOther Waratah residents not aligned with the


### **CONCLUSION**

Council has maintained a role of advocacy and facilitation throughout the entire process and has no 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. The financial and other associated risks do not support a change of direction to Council's ongoing position.



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## 10.6 COASTAL ENGINEERING AND GEOTECHNICAL ASSESSMENT REPORT

To: Council  
Reporting Officer: Manager Engineering Services  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 7 June 2021  
File Reference: .  
Enclosures: 1. Waratah-Wynyard coastal engineering and geotechnical assessments report - Final 

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### RECOMMENDATION

#### That Council:

1. **Note the final report - Waratah-Wynyard Coastal Engineering and Geotechnical Assessments Report prepared by Alluvium Consulting.**
2. **Note the recommendations of the Waratah-Wynyard Coastal Engineering and Geotechnical Assessments Report – Final. for future project planning and deliberation in line with Council’s Strategic Asset Management Plan.**

### PURPOSE

To present to Council the final report Waratah-Wynyard coastal engineering and geotechnical assessments, prepared by Alluvium Consulting.

### BACKGROUND

On the 15 June 2020 Council tendered for a specialist coastal engineering and geotechnical firm to undertake an assessment of 5 specific sites within the Waratah-Wynyard Council municipality that have been identified as particularly susceptible to erosion and/or associated with the provision of future infrastructure and investment. The five sites identified in the scope of the study included:

- Cam River, Somerset – Potential land reclamation and coastal erosion protection
- ANZAC Park, Somerset – Coastal erosion protection to protect assets and future investment
- Gutteridge Gardens, Wynyard – Potential land reclamation and coastal erosion protection
- Boat Harbour Beach, Boat Harbour - Potential land reclamation and coastal erosion protection
- Sisters Creek, Sisters Beach - Coastal erosion protection to protect assets and future investment

Through the tender process Alluvium Consulting were awarded the contract to undertake the coastal engineering and geotechnical assessment at the August 2020 Council meeting.

During the months following award of the contract, Alluvium Consulting undertook their assessment of the identified site and provided Council with a Draft Report containing their recommendations. The Draft report was workshopped with elected members on 11 May 2021.

## DETAILS

Alluvium have undertaken analysis of the identified sites and derived several options for each of the sites. Each of these potential options were then analysed using a Multi Criteria Analysis (MCA) method to determine the most favourable options for further pursuit.

The method and categories of the MCA criteria are detailed below and contained within the body of the final report.

Table 3. Criteria scoring

Criteria	0	1	2	3	4	5	6	7	8	9	10
<i>Cost</i>	Very expensive, compared to other options			Moderate cost, compared to other options			Minimal cost, compared to other options				
<i>Protection of assets</i>	Minimal protection of assets, high risk			Moderate protection of assets			Effective protection of assets, low risk				
<i>Life cycle / durability</i>	Short-term solution 0-5 years			Medium-term solution 5-20 years			Long-term solution 20+ years				
<i>Amenity / access</i>	Detrimental to amenity and reduces access			Little impact to existing amenity and access			Improves amenity and access				
<i>Environmental and cultural factors</i>	Detrimental impact on environmental and / or cultural values			Moderate impact or some benefit to environmental and/or cultural values			Improvement to environmental and/or cultural values				
<i>Approvals</i>	Very unlikely to receive approvals			Some difficulty in achieving approvals			No approvals needed or approvals easy to obtain				
<i>Coastal processes</i>	Severe impacts to coastal processes			Moderate impact to coastal processes			No impact to coastal processes				

The table below summarises the recommendations of the Alluvium report, further detail on merits and justifications for these recommendations can be found in the body of the report along with alternative options for each site.

Location	Recommendation	Estimated Cost
Cam River/ANZAC Park	Combination buried seawall and low impact sand management	\$821,000
Gutteridge Gardens	Continued maintenance on existing wall	Nil capital cost
Boat Harbour	Concrete seawall with boardwalk	\$774,000
Sister Beach Creek	Active sand and vegetation management, with controlled access points	\$219,000

## STATUTORY IMPLICATIONS

### Statutory Requirements

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

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## Strategic Plan Reference

<b>GOAL</b>
<b>Desired Outcomes</b>
We maintain and manage our assets sustainably.
<b>Our Priorities</b>
1.5 Build our knowledge base to apply in decision-making processes.

<b>GOAL</b>
<b>Desired Outcomes</b>
Our natural and built environment aids the community with an active and healthy lifestyle.
<b>Our Priorities</b>
7.4 Consider and encourage biodiversity through forward thinking and planning.

## Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Natural resource management</b>	<b>Managing abundant, natural and productive resources</b> – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.
<b>Place making and liveability</b>	<b>Liveable places for all ages</b> – 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

<b>Council Strategy or Plan</b>	<b>Date Adopted:</b>
Financial Management Strategy (FMS)	
Strategic Asset Management Plan (SAMP)	Adopted November 2019
Boat Harbour Beach Master Plan	Adopted August 2019
iCEP (Integrated Council Environmental Plan 2020-2030)	Adopted August 2020
Cam river Masterplan	Adopted August 2020

### **POLICY IMPLICATIONS**

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

### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications as a result of this report, however it is noted that any environmental impacts associated with the recommendations of the report will be thoroughly considered upon project planning and delivery.

### **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.

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## **CONSULTATION PROCESS**


There are no consultation requirements as a result of this report, however it is noted that any consultation processes associated with the recommendations of the report will be thoroughly considered upon project planning and delivery.

## **CONCLUSION**

It is recommended that Council note the Final Waratah-Wynyard coastal engineering and geotechnical assessment report and note the recommendations contained within this report for future project planning and deliberation in accordance with the Strategic Asset Management Plan

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## 10.7 DRAFT FOSSIL BLUFF AND SURROUNDING TRAILS MASTER PLAN FOR PUBLIC CONSULTATION

To: Council  
Reporting Officer: Contracts and Administration Officer  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 24 May 2021  
File Reference: Fossil Bluff and Surrounding Trails  
Enclosures: 1. Draft Fossil Bluff and Surrounding Trails Master Plan 

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### RECOMMENDATION

**That Council approve the release of the Draft Fossil Bluff and Surrounding Trails Master Plan for public consultation and feedback prior to finalising the master plan.**

### PURPOSE

To seek Council approval to circulate the Draft Fossil Bluff and Surrounding Trails Master Plan for public consultation, the feedback will be considered prior to finalising and endorsing the Plan.

### BACKGROUND

In 2020 Wynyard Landcare, prepared a Fossil Bluff Reserve Management Plan that discussed strategies to enrich the biodiversity of the conservation area and educate the community. The plan considered revegetation, control of invasive weeds, fire management, track maintenance, education and research activities. Since the timing of the reserve management plan, Wynyard Landcare, Parks & Wildlife and Waratah-Wynyard Council have reached some agreement on the care and conservation of Fossil Bluff Reserve.

A decision was made to include a Reserve Management Plan within a broader Master Plan for the Reserve and surrounds to enhance the entire area through education and exploration. The aim is to develop a well-balanced approach to heighten community education and appreciation for our land, biodiversity and history whilst improving the area for public use and tourism.

### DETAILS

The Master Plan will provide a roadmap for the future development and management of the Fossil Bluff Reserve and its surrounding trails. The Master Plan aims to address key opportunities and challenges experienced within the reserve to ensure the Council meets the need of the greater community within resource and budgetary limitations.

The master plan proposes nineteen actions to cover the themes: Land Management / Biodiversity; Geological Interests; Tourism, Lookouts & Trails; Aboriginal & Cultural Heritage; Historical Interests in three key action areas. The actions will address key concerns around maintaining the reserve, safety, infrastructure, tourism and education.

The next phase of the development of the Master Plan is to engage with the community around the draft Plan to understand whether it reflects their desires for Fossil Bluff and represents value-for-money. A communications plan will be prepared before the engagement process which will consider how the community can provide general feedback on the draft Plan.

## STATUTORY IMPLICATIONS

### Statutory Requirements

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 3: Connected Communities</b>
<b>Desired Outcomes</b>
Waratah-Wynyard is a modern community—moving forward but not forgetting where it started.
Our natural and built environment aids the community with an active and healthy lifestyle.
<b>Our Priorities</b>
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.
3.6 Facilitate activities and events that promote inclusion, health, safety and a sense of place.
3.7 Promote and strengthen community safety to retain and attract families to live and recreate in Waratah-Wynyard.
<b>GOAL 4: Community Recreation and Wellbeing</b>
<b>Desired Outcomes</b>
Our community is welcoming and supportive.
Our community values, encourages and supports physical, social and cultural activities.
We provide recreational opportunities to the community for all ages and abilities.
Our community enjoys access to visually appealing safe spaces and facilities for recreation.
<b>Our Priorities</b>
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.
4.2 Focus on the value of recreation in promoting the health and wellbeing of our community.
4.3 Employ land-use planning strategies to promote connectivity and equity in the allocation or use of open space for recreation purposes.
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.
<b>GOAL 7: Environment</b>
<b>Desired Outcomes</b>
Tourists and residents visit and appreciate our natural environmental attractions and unique surroundings.
Residents and visitors are provided with information and helped to access and appreciate our natural and heritage assets.
Stewardship of our land, water and marine ecosystems respects past, present and future generations.

Our Priorities
7.1 Provide education to facilitate awareness and appreciation of built and natural assets.
7.2 Foster opportunity through sustainable development and community engagement.
7.4 Consider and encourage biodiversity through forward thinking and planning.
7.6 Practice effective urban and landscape design and planning that promotes liveability and connectivity and recognises local heritage.

### Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
<b>Tourism</b>	<b>Memorable visitor experiences all year round</b> – The must see destination, quality product, easy access, popular events and festivals with coordinated marketing. A longer season with increasing yields.
<b>Strong communities and social capital</b>	<b>Enduring community capital</b> – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
<b>Natural resource management</b>	<b>Managing abundant, natural and productive resources</b> – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.
<b>Place making and liveability</b>	<b>Liveable places for all ages</b> – 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:
Destination Action Plan	Adopted January 2017
Tourism Plan (2011- 2020)	Annual Plan Action
Communication and Engagement Strategy 2019/2021	Adopted June 2019
iCEP (Integrated Council Environmental Plan 2020-2030)	Adopted August 2020
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 18 actions over five (5) years commencing with detailed designing, planning and investigations in year one (1). A rough estimate of the capital expenditure for the plan at this stage is approximately \$450,000, with scope to seek grant funding for some inclusions. Much of the expenditure (approximately 90%) falls within the Safety & Infrastructure actions.

An increase of \$25,000 p.a. to Council's ongoing operational costs is anticipated as a result of the actions proposed.

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The budgetary impact is equivalent to 0.30% General Rate Increase. In line with Council's Financial Management Strategy, operational improvements would need to be achieved to fund the additional cost. This could be achieved by way of decreasing expenditure or increasing revenue streams.

### **RISK IMPLICATIONS**

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

### **CONSULTATION PROCESS**

Consultation has been held with key stakeholder groups including Council, Wynyard Landcare, Parks & Wildlife Services and representatives of the local Aboriginal Community to develop a draft plan.

Broader community consultation will now occur to refine and develop the final plan.

### **CONCLUSION**

It is therefore recommended that the Council approve the release of the Draft Fossil Bluff and Surrounding Trails Master Plan for public consultation and that this feedback be considered prior to finalising the master plan.



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## 10.8 SISTERS BEACH ALTERNATE ACCESS ROAD

To: Council  
Reporting Officer: Director Infrastructure and Development Services  
Responsible Manager: General Manager  
Report Date: 25 May 2021  
File Reference: Roads  
Enclosures: Nil

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### RECOMMENDATION

#### That Council:

1. defer any further investigation into identifying a preferred secondary access to Sisters Beach;
2. take advice forthcoming from Tas Fire Service in regard to the Sisters Beach Community Bushfire response plan and any future improvements/needs identified; and
3. Continue to lobby the State Government for improved maintenance service levels on existing fire trails in the Rocky Cape National Park

### PURPOSE

To provide an update on action taken following a July 2020 motion and seek Council direction.

### BACKGROUND

At the July 2020 Council meeting the following motion was passed: -

MOVED BY	CR FAIRBROTHER
SECONDED BY	CR DUNIAM

**That Council undertake an investigation into identifying a preferred secondary access to Sisters Beach.**

The MOTION was put and was CARRIED unanimously.

### IN FAVOUR

MAYOR WALSH	CR DUNIAM	CR FAIRBROTHER	CR EDWARDS
CR BRAMICH	CR HYLAND	CR COURTNEY	CR BRADLEY

### DETAILS

Following the motion in July 2020 some community concern of potential environmental impacts of a secondary access road to Sisters Beach was expressed from Sisters Beach residents to Council in various forms (social media posts, phone calls etc.). This concern was acknowledged and addressed through a public forum held onsite at Sisters Beach attended by the General Manager and Cr Fairbrother.

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The motion passed by Council was focused on “identifying a preferred secondary access road to Sisters Beach”. The background to the motion mentioned fire safety, but although it did not specifically talk about an emergency access road, this was the intent as clarified by Cr Fairbrother at the public forum.

Since then, Council officers have identified that a number of existing fire trails already exist that could potentially form the basis of a secondary road access in the future if deemed beneficial to community safety by Tasmanian Fire Service (TFS).

To date no recommendations of this nature have been received by TFS.

It was also noted through community feedback that the fire trail networks that do exist could be maintained to a higher standard to ensure that in the event of an emergency, access for emergency services is assured.

Any further investigation should not progress until TFS clarify their position and officers will continue to pursue this information.

## **STATUTORY IMPLICATIONS**

### Statutory Requirements

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

## **STRATEGIC IMPLICATIONS**

### Strategic Plan Reference

<b>GOAL 7: Environment</b>
<b>Desired Outcomes</b>
Our natural and built environment aids the community with an active and healthy lifestyle.
<b>Our Priorities</b>
7.2 Foster opportunity through sustainable development and community engagement.

### Sustainable Murchison Community Plan 2040

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

## **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. The environmental impact of a secondary access will need to be considered as part of any future recommendation.

## **FINANCIAL IMPLICATIONS**

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

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## **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 other than receiving any future advice as may come from Tasmania Fire Service.

## **CONCLUSION**

The recommendation following the motion, community feedback received, consultation with Tasmania Fire service and desktop analysis of existing fire trails reflects that a secondary access could be investigated in the future but unless there is a community safety recommendation from TFS there doesn't appear to be community support on any other basis.

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## 10.9 CRADLE COAST WASTE MANAGEMENT GROUP - ANNUAL PLAN AND BUDGET

To: Council  
Reporting Officer: Project Manager  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 25 May 2021  
File Reference:  
Enclosures: 1. Cradle Coast Waste Management Group - Annual Plan and Budget 2021/22 

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### RECOMMENDATION

**That Council note the Cradle Coast Waste Management Group Annual Plan and Budget 2021/22.**

### PURPOSE

The purpose of this report is to advise Council of the activities to be undertaken by the Cradle Coast Waste Management Group (CCWMG) for the 2021/22 financial year.

### BACKGROUND

The CCWMG is responsible for implementing the Cradle Coast Regional Waste Management Strategy 2017-2022.

The CCWMG was formed in 2007 and represents seven northwest Tasmanian municipal councils. After ratification of a revised set of Terms of Reference in 2020, the CCWMG now comprises of General Manager's from the participating Councils. The group is currently chaired by the Central Coast General Manager, Ms Sandra Ayton. The Cradle Coast Waste Services (CCWS) is a consulting arm of the Dulverton Regional Waste Management Authority, providing administration, financial and project management support and waste expertise to the CCWMG.

Each year the CCWMG set an annual plan and budget for the upcoming twelve months aimed at achieving the outcomes of the regional strategy. The annual plan and budget are funded from a voluntary levy paid by participating Council's (\$5.50 per tonne of waste delivered to landfill in 2021/22). With the introduction of the State Waste levy proposed for 1 November 2021, it is understood that a transition from the voluntary levy to the equivalent funding from the State based levy will occur during 2021/22.

This report tables the CCWMG's Annual Plan and Budget 2021/22.

### DETAILS

The CCWMG Annual Plan and Budget 2021/22 summarises the planned activities for the year, which aim to achieve progress against the 5-year strategy.

Projects have been classified as 'ongoing', 'one-off', or 'governance'. Ongoing projects are envisioned to continue at least into the following year, whilst one-off projects are those undertaken in the current year only. Governance relates to the additional reporting tasks carried out by the Cradle Coast Waste Services (CCWS), who provide project management expertise and project delivery for the projects detailed within this Annual Plan and Budget.

There are 21 projects identified as ‘ongoing’ or ‘one-off’, including an allowance for unknown resource recovery opportunities that arise during the year, and seven activities noted under ‘governance’.

## STATUTORY IMPLICATIONS

### Statutory Requirements

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 7: Environment</b>
<b>Desired Outcomes</b>
Our community uses the renewable and natural environment to meet its energy needs and assist in reducing the effects of global warming.
Tourists and residents visit and appreciate our natural environmental attractions and unique surroundings.
<b>Our Priorities</b>
7.1 Provide education to facilitate awareness and appreciation of built and natural assets.
7.5 Facilitate monitoring of pollution trends and events by the relevant authorities in our community environment.

### Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Natural resource management</b>	<b>Managing abundant, natural and productive resources</b> – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.
<b>Place making and liveability</b>	<b>Liveable places for all ages</b> – 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.
<b>Governance and working together</b>	<b>Working together for Murchison</b> – 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

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

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## **POLICY IMPLICATIONS**

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

## **ENVIRONMENTAL IMPLICATIONS**

Whilst there are no environmental implications resulting from this report, the Annual Plan and Budget work towards the CCWVG's vision to *'Deliver sustainable community in the Cradle Coast region of Tasmania by implementing strategies which minimise waste through increases in waste diversion and recovery.'*

## **FINANCIAL IMPLICATIONS**

Each year the CCWVG set an Annual Plan and Budget for the upcoming twelve months aimed at achieving the outcomes of the regional strategy. The Annual Plan and Budget is funded from a voluntary levy paid by participating councils (\$5.50 per tonne of waste delivered to landfill in 2021/22). This levy is included as an expense in Council's budget estimates.

The CCWVG currently have an account balance of \$458,283, and an additional forecast levy income of \$114,268 is expected to be accrued from the 1 April to the 30 June 2021. Expenditure for the remaining period this financial year is anticipated to reach \$265,443. Therefore, the account balance as of 30 June 2021 is expected to be an estimated \$365,879.

It is predicted a total of \$422,468 revenue will be received in 2021/22 with interest accrued of \$1,800. Forecast expense recovery income (additional project contributions) is expected to be \$94,110 for the same period. Including the carry forward account balance, this suggests a estimated revenue stream for the 2021/22 financial year of \$884,257.

The activities set out within the Annual Plan and Budget equate to \$725,074, leaving a predicted balance of \$159,183 at the end of the 2021/22 financial year.

## **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 the Council note the Cradle Coast Waste Management Group Annual Plan and Budget 2021/22.

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## 10.10 CRADLE COAST WASTE MANAGEMENT GROUP - RECYCLING BIN EDUCATION AND ASSESSMENTS REPORT

To: Council  
Reporting Officer: Project Manager  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 26 May 2021  
File Reference:  
Enclosures: 1. 2020/21 Recycling Bin Education and Assessments Report



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### RECOMMENDATION

**That Council note the Cradle Coast Waste Management Group Recycling Bin Education and Assessments Report.**

### PURPOSE

The purpose of this report is to advise Council of the outcomes of the recycling bin assessments and contamination education undertaken within the municipal area during 2020/21.

### BACKGROUND

As part of its 2020/21 annual plan actions, the Cradle Coast Waste Management Group (CCWMG) coordinated the eighth program of residential recycling bin assessments and contamination education over two periods between 21 September 2020 and 27 November 2020. The bin assessments were conducted across Burnie, Circular Head, Central Coast, Devonport, Kentish, Latrobe and Waratah Wynyard municipal areas.

The data collected provides Council with insight into trends in pass and failure rates (based on the percentage of contamination), presence of contamination and contamination types, average bin capacity and performance of re-visited suburbs across multiple years.

A key objective of the multi-year bin assessment program is to understand the quantity of kerbside recycling contamination and the materials causing the contamination in order to prioritise regional education and awareness activities and ultimately reduce the volume of recyclable materials going to landfill.

### DETAILS

The assessments were coordinated by Dulverton Waste Management and undertaken by contracted Recycling Audit and Data Officers (RADOs). RADOs were on the streets assessing bins for a total of 267 hours in the 2020/21 period, excluding travel time. A total of 9,621 properties were visited by the RADOs and a total of 8,238 bins were assessed in this program.

Upon completion of the assessment, the RADOs placed a corresponding tag on each bin to notify residents of the outcome of the inspection and an information brochure and individualised written feedback was left in the resident's letterbox.

While the entire region as an average is around 5% away from reaching the strategic target pass rate of 90%, a total of 4 areas out of 20 have achieved an average pass rate of 90% or higher in the 2020/21 assessments with 3 suburbs that are within 1.2%. Last year there were

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no areas that achieved 90% or higher, and in 2018/19 there was just one, being Penguin. This demonstrates that the strategic target is achievable and while progress might be slow, it is trending upwards.

For Waratah-Wynyard, a total of 1,542 properties were visited (including units) and during this time 1,300 bins were available for inspection. The areas inspected included Somerset area and Dodgin Street and Hales Street, Wynyard. During this time, an average 4.8% bins inspected resulted in a 'fail' rating (contaminants comprise more than 10% of the bin's total content) and 86.6% of properties resulted in a 'pass' rating (contaminants comprise less than 5% of the bin's total content). The remaining 8.6% of bins inspected were scored with an 'improvement required' rating, meaning that contaminants comprise between 5% and 10% of the bin's total content.

Of particular note, properties visited in the Somerset area showed a reduced 'pass' rating and increased 'fail' rating when compared with the 2018/19 inspection of the same area:

- The 'pass' rating has decreased by 6.8% (from 88.9% in 2018/19 to 82.1% in 2020/21)
- The 'fail' rating has increased by 4.7% (from 3.1% in 2018/19 to 7.8% in 2020/21)

Whilst part of the Waratah-Wynyard municipality demonstrated some decrease in performance, the municipal area as a whole demonstrated an overall improvement with a 1.8% increase in the total 'pass' rate, when compared with the results from the 2019/20 assessment. It is difficult to understand whether these results hold true due to variability in areas assessed each year, however it is indicative of an overall positive trend in results.

Of all individual types of contamination, soft plastic was again the most common individual contaminant in 2020/21. Recycling packed in plastic bags was the second most common occurring contaminant, followed by garbage and/or garbage in bags, foil food bags, paper towel and polystyrene.

This year, soft plastics as a category (comprising of soft plastic, bubble wrap, cereal bags and foil food bags) across all municipal areas represent 35.3% of all contaminants, which is a reduction from the results last year (38.1%). While a slight reduction is evident, it represents over a third of all contamination instances in 2020/21.

Recommendations are noted within the report, and include activities such as frequent recycling bin assessments, a focus of public education to address the three major contaminant groups and where appropriate, consider education programs that explain the difference between kerbside co-mingled recycling and food organics and garden organics recycling. These recommendations will be further considered by the CCWMG in future annual planning activities and education efforts.

## **STATUTORY IMPLICATIONS**

### Statutory Requirements

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



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## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 7: Environment</b>
<b>Desired Outcomes</b>
Tourists and residents visit and appreciate our natural environmental attractions and unique surroundings.
<b>Our Priorities</b>
7.5 Facilitate monitoring of pollution trends and events by the relevant authorities in our community environment.

### Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Natural resource management	<b>Managing abundant, natural and productive resources</b> – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.
Education	<b>Lifelong learning and education</b> – Education and lifelong learning is valued and there is access to vocational training and tertiary education. Education retention rates have increased.
Governance and working together	<b>Working together for Murchison</b> – Everyone plays a part in achieving the objectives of the Sustainable Murchison Community Plan. There is cooperation, resource sharing and less duplication between Councils. Leadership is provided across all community sectors.

### Council Strategy or Plan Reference

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

## POLICY IMPLICATIONS

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

## ENVIRONMENTAL IMPLICATIONS

There are no environmental implications as a result of noting this report, however efforts to reduce recycling contamination within the community will have ongoing environmental benefits as fewer recyclable materials will be sent to landfill.

## FINANCIAL IMPLICATIONS

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

## RISK IMPLICATIONS

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

## CONSULTATION PROCESS

The recycling bin assessments included an education component, where all bins inspected were provided a corresponding tag on each bin to notify residents of the outcome of the inspection and an information brochure and individualised written feedback left in the

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resident's mailbox. The results from the recycling assessments will also inform broader community engagement activities.

**CONCLUSION**

It is recommended that Council note the Cradle Coast Waste Management Group Recycling Bin Education and Assessments Report.

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## 10.11 POLICY REVIEW - COMMEMORATIVE TRIBUTES POLICY

To: Council  
Reporting Officer: Project Manager  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 4 June 2021  
File Reference:  
Enclosures: 1. Commemorative Tributes Policy 

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### RECOMMENDATION

**That Council adopt the Commemorative Tributes Policy as attached with immediate effect.**

### PURPOSE

The purpose of this policy is to govern the provision of commemorative tributes on Council controlled property by way of physical facilities in public buildings and public reserves, including the erection of recognition walls or hanging of plaques, portraits or other memorials honouring individuals, organisations or other entities.

### BACKGROUND

This policy was last approved in March 2019 and is now due for revision to ensure its contents continue to be relevant and consistent with Council's current practices.

### DETAILS

The draft policy contains only minor wording and format changes from the 2019 version. In particular, the wording has been revised to include Clauses 3.5 and 3.6 around aboriginal cultural context.

### STATUTORY IMPLICATIONS

#### Statutory Requirements

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

### STRATEGIC IMPLICATIONS

#### Strategic Plan Reference

<b>GOAL 3: Connected Communities</b>
<b>Desired Outcomes</b>
Waratah-Wynyard is a modern community—moving forward but not forgetting where it started.
<b>Our Priorities</b>
3.4 Build community capacity through services and programs that strengthen, support and care for our community.

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## Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Place making and liveability</b>	<b>Liveable places for all ages</b> – 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

<b>Council Strategy or Plan</b>	<b>Date Adopted:</b>
Strategic Asset Management Plan (SAMP)	Adopted November 2019

### **POLICY IMPLICATIONS**

This policy will replace the 2019 version of the Commemorative Tributes Policy, effective immediately.

### **ENVIRONMENTAL IMPLICATIONS**

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

### **FINANCIAL IMPLICATIONS**

There are no significant financial implications associated with this policy.

### **RISK IMPLICATIONS**

There are no significant risk implications associated with this policy.

### **CONSULTATION PROCESS**


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

### **CONCLUSION**

Adoption of the Commemorative Tributes Policy involves no significant change to the current policy. It is therefore recommended that the Council adopt the Commemorative Tributes Policy as attached with immediate effect.

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## 10.12 POLICY REVIEW - DONATIONS OF ASSETS TO COUNCIL POLICY

To: Council  
Reporting Officer: Project Manager  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 4 June 2021  
File Reference:  
Enclosures: 1. Donations of Assets to Council 

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### RECOMMENDATION

**That Council adopt the Donations of Assets to Council Policy as attached with immediate effect.**

### PURPOSE

This policy is to provide guidance to staff and Councillors when items and monies are bequeathed or donated to Council or intended to be bequeathed or donated to Council.

### BACKGROUND

The existing *Gifts, Bequests, Donations and Loans of Items to Council Policy* was last approved in March 2019 and is now due for revision to ensure its contents continue to be relevant and consistent with Council's current practices.

### DETAILS

During the review, the most significant change identified was an alteration to the title of the policy so it was simpler to understand and would not be confused with other similarly titled Council policies. Otherwise, the draft policy contains only minor wording and format changes from the 2019 version.

### STATUTORY IMPLICATIONS

#### Statutory Requirements

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

### STRATEGIC IMPLICATIONS

#### Strategic Plan Reference

<b>GOAL 3: Connected Communities</b>
<b>Desired Outcomes</b>
Waratah-Wynyard is a modern community—moving forward but not forgetting where it started.
<b>Our Priorities</b>
3.4 Build community capacity through services and programs that strengthen, support and care for our community.

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## Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Place making and liveability</b>	<b>Liveable places for all ages</b> – 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

<b>Council Strategy or Plan</b>	<b>Date Adopted:</b>
Strategic Asset Management Plan (SAMP)	Adopted November 2019

### **POLICY IMPLICATIONS**

This policy will replace the 2019 version of the Gifts, Bequests, Donations and Loans of Items to Council Policy, effective immediately.

### **ENVIRONMENTAL IMPLICATIONS**

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

### **FINANCIAL IMPLICATIONS**

There are no significant financial implications associated with this policy.

### **RISK IMPLICATIONS**

There are no significant risk implications associated with this policy.



### **CONSULTATION PROCESS**

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

### **CONCLUSION**

It is therefore recommended that the Council adopt the Donations of Assets to Council Policy as attached with immediate effect.

## 10.13 SENIOR MANAGEMENT REPORT

To:	Council
Reporting Officer:	Executive Officer
Responsible Manager:	General Manager
Report Date:	10 May 2021
File Reference:	1202
Enclosures:	<ol style="list-style-type: none"> <li>1. National Fund Mitigation Infrastructure Program Funding </li> <li>2. Liveable Waratah-Wynyard Strategy - Feedback </li> </ol>

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### RECOMMENDATION

**That Council note the monthly Senior Management Report.**

### 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 8 May 2021 to 4 June 2021.

#### **Corporate**

- Attended the community conversation event held at Wynyard
- Finalisation of Annual Plan and Budget Estimates continues including document preparation and staff briefings
- Met with Mayor Steve Kons and General Manager, Simon Overland from the Burnie City Council following a letter from WWC asking for a briefing on their recent service delivery changes

#### **Community**

- Met with President of the Boat Harbour Beach Surf Life Saving Club, Paul Willmot, to provide an update on the Boat Harbour Beach Masterplan project and to discuss scheduling of next meeting of the working group
- Held a meeting with representatives of the Wynyard Bowls club regarding a range of matters, including fees, charges and leases
- Met with some Waratah locals enquiring about possible employment opportunities
- Met with some Waratah locals regarding the future of the Waratah Dam
- Held a meeting with representatives of the Wynyard Football Club, Wynyard and Districts Cricket Club and Wynyard High School regarding a possible Wynyard Sporting Precinct

## Industry

- Attended a Fonterra Industry update which included a panel session with speakers:
  - René Dedoncker - Managing Director Fonterra Australia
  - Matt Watt - Director, Farm Source
  - John Dalton - Chairman, Fonterra Australia Suppliers' Council
  - Darren Smart - Farm Source Regional Manager - South

## Other

- Attended the regular Representatives meeting of the Cradle Coast Authority. Minister Roger Jaensch was the guest speaker and he provided an update on all of his portfolios including local government and planning.
- Attended an extra Board meeting of the Cradle Coast Authority to deal specifically with the proposed withdrawal of the Burnie City Council .
- Attended an extra Board meeting of the Cradle Coast Authority to deal specifically with the departure of the CEO and to provide advice regarding possible interim arrangements.
- Attended an additional Representatives meeting of the Cradle Coast Authority to deal specifically with the proposed withdrawal of the Burnie City Council .
- Attended the Audit and Risk Committee of the Cradle Coast Authority with the Tasmanian Audit Office presenting their Financial Audit Strategy 2020-21.
- Attended the General Managers meeting (Cradle Coast region) which also incorporates the Cradle Coast Waste Management Group meeting. The guest speaker was Ray Mostogl, representing KEEN Partners, a labour hire and group training organisation.
- Attended a roundtable discussion with the Hon Mark Coulton MP - Local Government, Regional Health and Regional Communications and then a follow up meeting to specifically discuss communication issues in the region.

## Flood Mitigation Infrastructure Funding

A Letter was received from the Director of State Emergency Services (attached) advising that Waratah-Wynyard Council was one of four successful Tasmanian Projects which received funding under the Federal Governments National Flood Mitigation Infrastructure Program.

Project name	Amount requested	Commonwealth funding
<b>Kingborough Council – Kingston Rivulet</b>	\$274,500	\$274,500
<b>Latrobe Council – Latrobe Flood Levees</b>	\$1,270,000	\$1,270,000
<b>Dept. of Education – South Hobart Primary School</b>	\$648,000	\$648,000
<b>Waratah - Wynyard Council – Port Creek Mitigation</b>	\$1,000,000	\$1,000,000
<b>Total</b>	<b>\$3,192,500</b>	<b>\$3,192,500</b>



This funding will be used by Council to complete flood mitigation works at Port Creek.

**ADMINISTRATION – USE OF CORPORATE SEAL**

7/5/21	Grant Deed	Safer Rural Roads Grant Deed for Preolenna Road, Port Road and Pages & Preolenna Road.
13/5/21	Final Survey Plan	1543 Murchison Highway Yolla – subdivision (1 into 2)
13/5/21	Application for Vesting Order	Transfer Notice – Walker St. Wynyard.
17/5/21	Application for Adhesion Order	17 Irby Circus & 1 Serrata Crescent sisters Beach.
17/5/21	Adhesion	D/A 70/2017 – 21 William Street Waratah
2/6/21	Adhesion Order	139 Old Bass Highway Wynyard C/T 1/249802, CT 1/15532
7/6/21	Final Plan and Schedule of Easements	SD2106 – subdivision (1 into 2 lots) and Outbuildings subdivision (1 into 2 lots)

**POLICIES TO BE RESCINDED**

Nil

**COMMUNITY CONVERSATIONS**

The final Community Forum in this round will be in Somerset on 16 June at 10.30am.

Location	Date	# Attendees
Boat Harbour Beach	3 February	20
Sisters Beach	17 February	4
Yolla	17 March	1
Waratah	14 April	12
Wynyard	12 May	2
Somerset	16 June	
<b>TOTAL</b>		

The next round of Community Conversations will start in July. The time of forums will move from mornings to evenings and run for 1.5 hours.

Location	Date	Start Time
Boat Harbour Beach	21 July 2021	5.30pm
Sisters Beach	22 September 2021	5.30pm
Yolla	17 November 2021	5.00pm
Waratah	19 January 2022	5.30pm
Wynyard	23 March 2022	5.00pm
Somerset	18 May 2022	5.00pm
<b>TOTAL</b>		

**WORKING GROUPS**

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

	<b>Elected Member Representatives</b>	<b>Responsible Officer(s)</b>	<b>Status</b>
Sisters Beach	Cr Edwards Cr Fairbrother Mayor (ex-officio)	Director Community & Engagement Community Development Officer	The Working group has completed progression of key priorities.
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 the development of Wynyard Sporting Precinct. The 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. Designs released to community and tender currently out.
Boat Harbour Masterplan	Cr Courtney Cr Fairbrother Cr Bradley Mayor (ex-officio)	General Manager Executive Officer (GM office)	Waiting on Infrastructure Design prior to holding next meeting of the working group

**REPORTS OF OFFICERS AND COMMITTEES**

**PLANNING PERMITS APPROVED UNDER DELEGATION – MAY 2021**

DA No.	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	(D)Discretionary (P)Permitted
DA 51/2021	Abel Drafting Services P/L	85 Smiths Road Wynyard	Dwelling & Outbuildings x2	10.05.2021	42	D
DA 55/2021	Abel Drafting Services P/L	8 Gibbons Street Wynyard	Outbuildings (Shed & Lean-to)	10.05.2021	42	D
DA 67/2021	M F Spinks	358 Smarts Road Oldina	Carport & Verandah	13.05.2021	27	P
DA 2/2021	G Emmett	10 Brighton Place Wynyard	Dwelling	13.05.2021	33	D
DA 17/2021	P Roberts-Thomson	363 Table Cape Road Table Cape	Outbuilding	17.05.2021	42	D
DA 53/2021	G Bellingier	2 Kenelm Avenue Sisters Beach	Outbuildings (Shed & Carport) & Demolish Existing Outbuilding	17.05.2021	27	P
DA 54/2021	Quanex	120 Tysons Road Takone	Outbuilding	18.05.2021	26	P
DA 3/2021	S Churchill	1353 Oldina Road Oldina	Replacement Outbuilding (Farm Shed) & Garage	18.05.2021	65*	D
DA 6/2021	J Licht	14 Somerset Esplanade Somerset	Dwelling Extensions	18.05.2021	67*	D
DA 59/2021	W Damon	1332 Deep Creek Road Mount Hicks	Outbuilding	19.05.2021	41	D
DA 66/2021	Abel Drafting Services P/L	12 Mount Road Waratah	Outbuilding	19.05.2021	33	D
DA 62/2021	Ronald Ritson	137 Robin Hill Road Flowerdale	Relocatable Chicken Sheds (33 x sheds, 2 x containers roofed, 2 x silos and associated facilities)	26.05.2021	22	P
DA 28/2021	Starbox Architecture	42-44 Lyons Road & 13-15 Lewis Street Somerset	Multiple Dwelling (8 Units)	26.05.2021	36	D
DA 69/2021	Abel Drafting Services	231 Calder Road Wynyard	Dwelling Extension (Partial Demolition of Porch and Tank Stand)	26.05.2021	34	D
DA 71/2021	PLA Designs Pty Ltd	14 Hardys Road Somerset	Shed	26.05.2021	22	P
DA 29/2021	Tailey from Quanex	512 Back Cam Road Somerset	Outbuilding	28.05.2021	23	P
DA 22/2021	Tasbuilt Homes	307 Port Road Boat Harbour Beach	Dwelling & Water Tanks	28.05.2021	42	D
DA 50/2021	J Gregory	239 Port Road Boat Harbour Beach	Caravan (Dwelling)	28.05.2021	39	D

\*extension of time received

**REPORTS OF OFFICERS AND COMMITTEES**

**BUILDING PERMITS APPROVED – MAY 2021**

**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
2021-67-01	Abel Drafting Services P/L	48B Hales Street Wynyard	Dwelling & Domestic Storage Shed	04.05.2021	0	DA 20/2021
PSC-2021-1-01	Thierry Grisanti	13 Moore Street Boat Harbour Beach	Existing Deck	13.05.2021	8	DA 5/2021
2020-190-01	Own-A-Home	7 Brighton Place Wynyard	Dwelling Unit (Unit 2 only)	18.05.2021	6	DA 162/2019
2021-81-01	Quanex	268 Murchison Highway Somerset	Storage Units x 4	18.05.2021	5	DA 30/2006-B
2021-45-01	Darryn & Anita Burr	269 Murchison Highway Somerset	Dwelling Addition & Alterations	20.05.2021	3	DA 129/2016
2020-119-01	J & S Cahill	45 Irby Boulevard Sisters Beach	Dwelling Alteration & Addition	26.05.2021	2	DA 132/2019

## COUNCIL MEETING ACTIONS

### ACTION LIST

	ITEM	TOPIC	ACTION/STATUS	OFFICER	STATUS
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>Audit is now underway.</i>	DIDS	Complete
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>Update this agenda.</i>	DIDS	Complete
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>This request has been factored into the scope for an external planning services review. Given higher than usual volume of work in the planning area, the review has been deferred until the next financial year</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 will be considered in the Signage Strategy currently being developed.</i>	GM	Complete
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>Presentation on reporting and audit framework and how finances are managed to be presented to future Councillor workshop.</i>	GM	In progress

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>Discussed during budget considerations, added to same road category as Preolenna and Myalla Roads – will be considered as part of annual review of works.</i>	GM	Complete
15/3/21	7.3.4	CQWON – Cr Bramich – Mt Hicks Roundabout	<i>Officers are continuing to follow-up with relative departments and response is pending.</i>	DIDS	In progress
19/4/21	9.2	NOM Cr Fairbrother – Protection of Biodiverse Plant Community Goldie Street	Motion Carried 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. <i>Officers spoke to owners and the matter will not progress any further.</i>	DIDS	Complete
19/4/21	10.8	NOM – Cr Fairbrother – Waratah Dam	Motion Carried That Council make representation to owner representatives of TasWater in relation to decommissioning of waratah dam requesting a stay of execution on the demolition of the Waratah Dam until negotiations with potential proponents are completed Response received from TasWater 10/5/21 <i>Report included this agenda (June)</i>	GM	Complete
17/5/21	5.3.1	PQWON – C. Hutchison Settlement Strategy Consultation	Mr Hutchison of Preolenna asked if Council could advise why only a summary of the feedback provided to Council as part of the Liveable Waratah-Wynyard Settlement Strategy Consultation had been included in the agenda attachment and not full responses. What did people say about it <i>Refer this agenda for response. A copy of the consultation is attached to this report</i>	GM	Complete
17/5/21	7.3.1	CQWON – Cr Fairbrother – Waratah Dam	Cr Darren Fairbrother asked what Council next action was in regard to Waratah Dam and what is current status of appeal process The General Manager noted that a letter had been received from TasWater too late for any actions to be considered on this agenda. The matter will be workshopped over the next few weeks and then report will be put to June meeting for a decision to be made. The General Manager also noted that there is already a motion pending on approaching TasWater Owners to take further action. The action on the motion is pending a decision on the current appeal process which will determine the content of correspondence to other TasWater owners. <i>The General Manager advised that an appeal was lodged by Waratah residents and is being considered for acceptance. Officers are currently waiting on advice regarding the determination. Council is currently unaware of a timeframe for advices to be received and will seek information to ensure appropriate action can be taken prior to the next TasWater Meeting</i>	GM	Complete

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## 10.14 FINANCIAL REPORT FOR THE PERIOD ENDED 31 MAY 2021

To: Council  
Reporting Officer: Corporate Accountant  
Responsible Manager: Director Organisational Performance  
Report Date: 9 June 2021  
File Reference: 6  
Enclosures: 1. Capital Program Monthly Progress Report 

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### RECOMMENDATION

**That Council notes the Financial Reports for the period ended 31 May 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 Report (attached)

### DETAILS

Council is currently forecast to perform favourably to budget by \$338k. 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 throughout this report.

### STATUTORY IMPLICATIONS

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

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## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL</b>
<b>Desired Outcomes</b>
We make publicly transparent decisions on spending and future directions while encouraging community feedback.
<b>Our Priorities</b>
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 2021-2031	Adopted March 2021

## 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 May 2021

	YTD Actual	YTD Budget	%	YTD Variance	Budget	Forecast	Forecast Variance	Note
<b>Recurrent Income</b>								
Rate Revenue	11,454,481	11,434,382	0%	✔ (20,099)	11,434,382	11,462,914	✔ (28,532)	1
User Charges	1,905,469	1,686,553	-13%	✔ (218,916)	2,213,600	2,551,285	✔ (337,685)	2
Reimbursements/Contributions	342,868	391,329	12%	✘ 48,461	519,959	588,964	✔ (69,005)	3
Grants and Subsidies	1,438,642	1,339,009	-7%	✔ (99,633)	3,429,944	3,407,848	✘ 22,096	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
<b>Total Recurrent Income</b>	<b>15,353,820</b>	<b>14,963,728</b>	<b>-3%</b>	<b>✔ (390,092)</b>	<b>17,747,885</b>	<b>18,238,193</b>	<b>✔ (490,308)</b>	
<b>Recurrent Expenditure</b>								
Employee Costs	5,338,148	5,198,776	3%	✘ 139,372	7,114,361	7,317,110	✘ 202,749	7
State Levies	406,389	407,214	0%	✔ (825)	527,426	525,776	✔ (1,650)	
Remissions & Discounts	443,563	447,749	-1%	✔ (4,186)	447,749	444,135	✔ (3,614)	
Materials & Contracts	4,456,138	4,178,105	7%	✘ 278,033	5,462,967	5,424,691	✔ (38,276)	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)	
<b>Total Recurrent Expenditure</b>	<b>14,274,033</b>	<b>13,775,914</b>	<b>4%</b>	<b>✘ 498,119</b>	<b>18,548,643</b>	<b>18,701,352</b>	<b>✘ 152,709</b>	
<b>Surplus/(Deficit)</b>	<b>1,079,787</b>	<b>1,187,814</b>	<b>9%</b>	<b>✘ 108,027</b>	<b>(800,758)</b>	<b>(463,159)</b>	<b>✘ 337,599</b>	
<b>Capital Items</b>								
Capital Grants/Contributions	459,217	4,331,231	89%	✘ 3,872,014	4,850,823	4,850,823	✔ -	
Derecognition of Assets	-	-	0%	✔ -	-	-	✔ -	
Asset Recognition	-	-	0%	✔ -	-	-	✔ -	
<b>Comprehensive Surplus/(Deficit)</b>	<b>1,539,004</b>	<b>5,519,045</b>	<b>72%</b>	<b>✘ 3,980,041</b>	<b>4,050,065</b>	<b>4,387,664</b>	<b>✘ 337,599</b>	

Explanations are provided below for forecast variances of \$20,000 or more:

#### 1 Rates Revenue – favourable variance \$28,532

Rates and charges are higher than budget due to a higher level of supplementary rates received throughout the year than that budgeted.

#### 2 User Charges – favourable variance \$337,685

User charges are higher than budget due to significantly higher utilisation at Council's childcare services. This is partially offset by additional wages. Fee income from building & planning applications are also higher than budget due to a higher volume of applications received.

#### 3 Reimbursements/Contributions – favourable variance \$69,005

Reimbursements are often one-off in nature and difficult to budget for. Income for this line item is expected to be higher than budget due to the receipt of unbudgeted fuel tax rebate income (\$30k), higher than budgeted childcare cancellation fees (\$9k), higher than budgeted property reimbursement income (\$8k) and higher trainee employment incentives (\$7k).

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**4 Grants and Subsidies – unfavourable variance \$22,096**

Grants and subsidies are expected to be lower than budgeted due to the loss of a grant 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. A final decision will not be made until the June board meeting.

**7 Employee costs – unfavourable variance \$202,749**

Employee costs are predicted to be over budget by \$203k predominately due to higher than budget childcare wages (\$141k) which is offset by higher childcare fees and grant income. Additional wages have been applied in planning due to the resourcing needs for the completion of the settlement strategy. Additional resourcing has been applied in the engineering department work effort directed to support the capital works program.

**8 Materials & Contracts – favourable variance \$38,276**

Materials and contract expenditure are expected to be lower than budget due to lower expenditure for the tulip festival (\$35k) and workers compensation premiums (\$22k).

## Balance Sheet

Council is forecasting to have a current ratio of 1.90 as at 30 June 2021 compared to a budgeted ratio of 1.66. Council continues to be in a financially strong position.

### Balance Sheet as at 31 May 2021

	YTD Actual	Budget	Forecast
	\$	\$	\$
<b>Current Assets</b>			
Cash & Cash Equivalents	12,637,276	5,609,324	6,576,363
Receivables	1,294,950	880,000	880,000
Inventories	122,160	110,804	110,804
Land For Resale	219,950	-	-
Other Current Assets	2,579	193,800	193,800
<b>Total Current Assets</b>	<b>14,276,915</b>	<b>6,793,928</b>	<b>7,760,967</b>
<b>Non-Current Assets</b>			
Property, Plant and Equipment	204,582,528	174,845,627	216,664,050
Investment in Water	39,684,454	51,687,318	39,684,454
<b>Total Non-Current Assets</b>	<b>244,266,981</b>	<b>226,532,945</b>	<b>256,348,504</b>
<b>Total Assets</b>	<b>258,543,896</b>	<b>233,326,873</b>	<b>264,109,471</b>
<b>Current Liabilities</b>			
Payables	3,118,551	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	-	-	-
<b>Total Current Liabilities</b>	<b>4,992,787</b>	<b>4,080,542</b>	<b>4,080,543</b>
<b>Non-Current Liabilities</b>			
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
<b>Total Non-Current Liabilities</b>	<b>1,083,551</b>	<b>3,096,775</b>	<b>3,096,775</b>
<b>Total Liabilities</b>	<b>6,076,338</b>	<b>7,177,317</b>	<b>7,177,318</b>
<b>Net Assets</b>	<b>252,467,558</b>	<b>226,149,556</b>	<b>256,932,153</b>
<b>Equity</b>			
Current Year Result	1,539,004	4,050,065	4,387,664
Accumulated Surplus	157,697,907	154,560,170	157,697,907
Reserves	93,230,646	67,539,321	94,846,582
<b>Total Equity</b>	<b>252,467,558</b>	<b>226,149,556</b>	<b>256,932,153</b>
<b>Current Ratio</b>	<b>2.86</b>	<b>1.66</b>	<b>1.90</b>

## Cashflow Statement

Council is forecast to have \$6.576m of cash on hand as of 30 June compared to budgeted cash on hand of \$5.069m.

### Cashflow Statement as at 31 May 2021

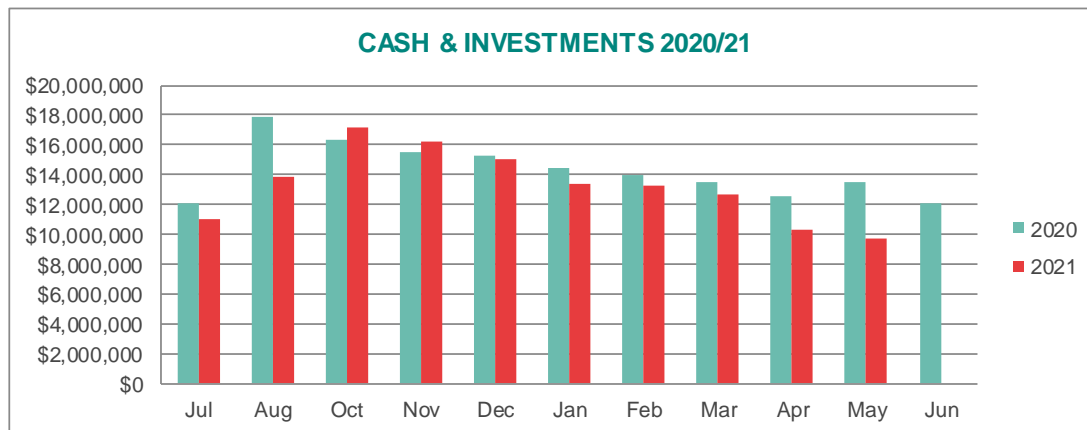
	YTD Actual \$	Budget \$	%	Balance \$	Forecast \$
<b>Cash flows from operating activities</b>					
Employee Costs	(5,338,147)	(7,061,692)	76%	(1,723,545)	(7,252,581)
Materials and Contracts	(3,252,104)	(7,105,351)	46%	(3,853,247)	(5,562,510)
State Levies	(406,389)	(527,426)	77%	(121,037)	(525,776)
Other Expenses	(613,338)	(825,814)	74%	(212,476)	(713,525)
Rates and Charges	11,454,481	11,434,382	100%	(20,099)	11,462,914
User charges	2,510,439	2,213,600	113%	(296,839)	3,379,983
Interest	71,859	150,000	48%	78,141	86,682
Reimbursement of Expenses	342,868	519,959	66%	177,091	588,964
Government Grants	1,438,642	3,429,944	42%	1,991,302	3,407,848
<b>Net Cash provided by (used in) operating activities</b>	<b>6,208,311</b>	<b>2,227,602</b>	<b>279%</b>	<b>(3,980,709)</b>	<b>4,871,999</b>
<b>Cash flows from investing activities</b>					
Payments for Property, Plant and Equipment	(5,952,774)	(16,230,042)	37%	(10,277,268)	(17,962,250)
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	459,217	4,850,823	9%	4,391,606	4,850,823
<b>Net cash provided by (used in) investing activities</b>	<b>(5,573,007)</b>	<b>(11,269,037)</b>	<b>49%</b>	<b>(5,696,030)</b>	<b>(12,575,227)</b>
<b>Cash flows from financing activities</b>					
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)
<b>Net cash provided by financing activities</b>	<b>(73,872)</b>	<b>2,255,831</b>	<b>-3%</b>	<b>2,329,703</b>	<b>2,203,747</b>
<b>Net (Decrease) in Cash Held</b>	<b>561,432</b>	<b>(6,785,604)</b>	<b>-8%</b>	<b>(7,347,036)</b>	<b>(5,499,481)</b>
Cash at beginning of year	12,075,844	12,394,928	97%	319,084	12,075,844
<b>Cash at end of period</b>	<b>12,637,276</b>	<b>5,609,324</b>	<b>225%</b>	<b>(7,027,952)</b>	<b>6,576,363</b>

## Cash Position

The following table provides an outline of Council's cash and investment portfolio as of 31 May 2021. Total cash and investments on hand as of 31 May is \$9.730m.

### Cash Position as at 31 May 2021

	\$	INVESTMENTS	\$	Weighted Average Return
Deposits	9,000,000	Commonwealth Bank	728,570	0.00%
Petty Cash and Till Floats	1,600	Investments		
Trading Account	728,570	ME Bank	3,700,000	0.42%
		NAB	3,300,000	0.32%
		ING	1,500,000	0.29%
		Bendigo Bank	500,000	0.70%
		Petty Cash and Till Floats	1,600	
<b>Balance - All Accounts</b>	<b>9,730,170</b>		<b>9,730,170</b>	<b>0.37%</b>



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## 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 May 2021

	YTD Actual March	Estimate 2021	Forecast 2021
<b>Capital Grants</b>			
Multi Use Facility	-	2,244,205	2,244,205
Anzac Park	-	204,750	204,750
Roads to Recovery	564,684	564,684	564,684
Vulnerable Road Users	60,251	-	-
Safer Rural Roads Program	230,000	-	-
Cardigan Street	99,520	-	-
Sisters Beach Foreshore	70,000	-	-
Recreational Facilities Program	53,284		
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
	<b>1,437,436</b>	<b>4,850,823</b>	<b>4,850,823</b>
<b>Operational Grants</b>			
Financial Assistance Grants - General	826,113	1,749,035	1,755,766
Financial Assistance Grants - Roads	698,336	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	90,369
Heavy Vehicle Tax	72,797	72,779	72,797
Wynyard BMX	50,000	-	-
	<b>1,752,004</b>	<b>3,429,944</b>	<b>3,407,848</b>

## Operating Performance by Department

This statement provides an overview of operating performance by department

Directorate/Department	Annual Budget	Forecast	Variance to Forecast	Note
<b>Community &amp; Engagement</b>				
Children's Services	1,640	(83,291)	(84,931)	1
Community Activation	805,704	706,755	(98,949)	2
Corporate & Community Services	377,895	419,606	41,711	3
Tourism & Marketing	491,576	474,280	(17,296)	
<b>Community &amp; Engagement Total</b>	<b>1,676,815</b>	<b>1,517,350</b>	<b>(159,465)</b>	
<b>Council &amp; General Managers Office</b>				
Council	1,296,636	1,311,977	15,341	
<b>Council &amp; General Managers Office Total</b>	<b>1,296,636</b>	<b>1,311,977</b>	<b>15,341</b>	
<b>Infrastructure &amp; Development Services</b>				
Asset Services	(10,400)	11,624	22,024	4
Cemeteries	98,832	98,614	(218)	
Development Services	700,403	652,008	(48,395)	5
Engineering Services	(110,972)	(55,459)	55,513	6
Footpaths	286,870	286,870	-	
Garbage	(12,169)	(10,611)	1,558	
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)	(173,810)	2,040	
Transport	3,242,787	3,260,958	18,171	
Waste	283,335	285,482	2,147	
Works & Services	48,265	(56,251)	(104,516)	7
<b>Infrastructure &amp; Development Services Total</b>	<b>7,010,278</b>	<b>6,936,730</b>	<b>(73,548)</b>	
<b>Organisational Performance</b>				
Digital Innovation	-	21,972	21,972	8
Financial Services	(9,728,937)	(9,803,444)	(74,507)	9
Organisational Performance	545,966	478,574	(67,392)	10
<b>Organisational Performance Total</b>	<b>(9,182,971)</b>	<b>(9,302,898)</b>	<b>(119,927)</b>	
<b>Total</b>	<b>800,758</b>	<b>463,159</b>	<b>(337,599)</b>	

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

Higher income levels offset higher wages and overall, the service expects a favourable variance to the budget of \$85k.

### **2) Community Activation**

The favourable variance to the budget of \$99k 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 the budget of \$42k for 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 variances across the department.

### **4) Asset Services**

The unfavourable variance of \$22k for Asset Services is due to higher than budgeted wages (\$24k) and vehicle costs (\$5k), offset by unbudgeted reimbursements from EG Australia & the State Government (\$5k).

### **5) Development Services**

The favourable variance to budget for development services of \$48k is predominately due to higher than budgeted planning application & plumbing assessment fees, which is partially offset by higher than budgeted wages for engagement of a strategic planner to complete Council's settlement strategy.

### **6) Engineering Services**

The unfavourable variance to budget for engineering services of \$56k is predominately due to higher than budgeted wages expenditure due to 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 go some way in reducing the unfavourable variance for this department.



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### **7) Works & Services**

Works and Services are tracking favourably to budget by \$105k due to lower than budgeted works administration wages (\$35k), lower than budgeted works team training wages (\$21k), unbudgeted fuel tax credit income (\$30k) and lower than budgeted vehicle registrations (\$7k).

### **8) Digital Innovation**

Digital Innovation is tracking higher than anticipated due to higher than budgeted software licence fees. The unfavourable variance has been reduced by some savings within other areas of the Digital Innovation budget but has not been fully offset.

### **9) Financial Services**

The favourable variance to the 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.

### **10) Organisational Performance**

The favourable variance to the budget of \$67k 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 favourably against the annual budget.

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## 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 May is \$179,995 higher than the same time last year, with 149 more properties having an outstanding rates balance when compared to the prior year.

Council had an extended discount period for the current year, and as a result debt collection activity (issuing of reminder notices) is also later than last year. Collections will continue to be monitored closely and continues to be an area of focus for improvement for the finance team.

Council has made several policy changes in recent months to assist in this process including the introduction of interest penalties from 1 July, and the introduction of financial hardship provisions providing greater flexibility for payment arrangements. Ratepayers continue to be encouraged to contact Council if they are having difficulty paying. Council will also consider a transition to four instalment due dates for the 2021/22 financial year (previously two).

There is at present 96 properties in the municipal area that have rates outstanding equivalent to three years or more. The total value of debt is \$270,091. All properties have unlocatable owners. Council Officers are progressing the decision to sell properties for the recovery of rates under Section 137 of the Local Government Act 1993.

Following appropriate due diligence, 42 properties have been advertised and the statutory 90-day notification process has commenced. It is expected that up to six of the advertised properties will be settled with no further action required by Council. All remaining properties will be listed for sale (likely by auction) at the end of August.

Where properties are sold and the owner is unlocatable, Council must keep a register of any money remaining after payments and discharges are made (under section 139 of the Act). The register is required to be advertised at least once per year in the local newspaper and after 3 years of the sale, and the money remains unclaimed by the owner, Council can retain the proceeds.

## Rates Summary to 31 May 2021

	2020/21		2019/20	
	%	\$	%	\$
<i>Notice Issue Date - 24 July 2020</i>				
OUTSTANDING RATE DEBTORS (As at 1 July 2020)	4.98	602,240	4.27	507,597
ADD CURRENT RATES AND CHARGES LEVIED (including penalties)	95.02	11,479,019	95.73	11,384,715
GROSS RATES AND CHARGES DEMANDED	100.00	12,081,259	100.00	11,892,312
LESS RATES AND CHARGES COLLECTED	89.58	10,822,302	90.77	10,795,135
REMISSIONS AND DISCOUNTS**	8.88	1,072,393	8.26	982,813
	98.46	11,894,695	99.04	11,777,948
ADD PROPERTIES IN CREDIT	(5.46)	659,402	(4.64)	551,608
UNPAID RATES AND CHARGES * (includes Deferred Rates)	7.00	845,967	5.60	665,972
**REMISSIONS AND DISCOUNTS		<b>2020/21</b>		<b>2019/20</b>
Early Payment Discount		443,642		388,328
Pensioner Rebates		627,326		587,028
Council Remissions and Abandonments		1,425		7,457
		<u>1,072,393</u>		<u>982,813</u>
Number of Rateable Properties		7,932		7,858
Number of Unpaid Rateable Properties		711		562
% not fully paid		8.96%		7.15%

## 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
PO 38953 15 Hepples Road Wall Repair	Bridge Pro Engineering PO Box 3253 ULVERSTONE MDC TAS 7315	7/4/2021- 30/6/2021	N/A	\$301,225.00

## 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 (attached).

### Capital Works Summary as at 31 May 2021

	Actual \$	Budget \$	% Spend of Budget	Forecast \$	Forecast vs Budget	Forecast Variance	Note
<b>Buildings</b>							
Amenities	30,136	47,061	64.04%	47,901	⚠	840	
Community Facilities	1,880,098	4,510,169	41.69%	4,510,169	✅	-	
Council Operational Buildings	239,882	241,384	99.38%	304,000	❌	62,616	1
<b>Total Buildings</b>	<b>2,150,116</b>	<b>4,798,614</b>	<b>44.81%</b>	<b>4,862,070</b>	⚠	<b>63,456</b>	
<b>Parks &amp; Open Space</b>							
Childcare	61,500	60,000	102.50%	61,500	⚠	1,500	
Other	72,178	130,000	55.52%	130,000	✅	-	
Other Infrastructure	219,229	246,872	88.80%	246,872	✅	-	
Playgrounds	546,511	1,271,414	42.98%	1,271,414	✅	-	
Recreational Reserves	59,302	301,340	19.68%	301,340	✅	-	
Walkways & Tracks	196,206	2,783,235	7.05%	2,846,437	⚠	63,202	
Wynyard	3,147	6,000	52.45%	6,000	✅	-	
<b>Total Parks &amp; Open Spaces</b>	<b>1,158,073</b>	<b>4,798,861</b>	<b>24.13%</b>	<b>4,863,563</b>	⚠	<b>64,702</b>	
<b>Plant &amp; Equipment</b>							
Other Plant & Equipment	66,327	172,783	38.39%	175,631	⚠	2,848	
Plant & Vehicle Replacements	634,986	794,641	79.91%	794,641	✅	-	
Software & IT Replacements	151,585	251,724	60.22%	262,907	⚠	11,183	
<b>Total Plant &amp; Equipment</b>	<b>852,898</b>	<b>1,219,148</b>	<b>69.96%</b>	<b>1,233,180</b>	⚠	<b>14,032</b>	
<b>Sporting Facilities</b>							
Camping	-	30,000	0.00%	30,000	✅	-	
Indoor Recreational Facilities	389,935	668,041	58.37%	677,099	⚠	9,058	
Outdoor Sporting Facilities	277,527	296,321	93.66%	335,202	❌	38,881	2
<b>Total Sporting Facilities</b>	<b>667,461</b>	<b>994,362</b>	<b>67.12%</b>	<b>1,042,301</b>	⚠	<b>47,939</b>	
<b>Stormwater</b>							
Flood Mitigation Works	56,564	2,400,000	2.36%	2,400,000	✅	-	
Other Stormwater Works	48,305	82,397	58.63%	83,402	⚠	1,005	
<b>Total Stormwater</b>	<b>104,869</b>	<b>2,482,397</b>	<b>4.22%</b>	<b>2,483,402</b>	✅	<b>1,005</b>	
<b>Transport</b>							
Bridge Renewals	395,675	654,313	60.47%	654,313	✅	-	
Footpaths & Kerbs	153,863	195,870	78.55%	209,895	❌	14,025	
Other Transport	604,843	659,594	91.70%	731,927	❌	72,333	3
Resheeting	840,715	935,150	89.90%	973,403	⚠	38,253	4
Rural Reseals	577,765	616,057	93.78%	577,765	✅	(38,293)	5
Strategic Projects	-	46,337	0.00%	46,337	✅	-	
Urban Reseals	75,642	126,462	59.81%	142,461	❌	15,998	
<b>Total Transport</b>	<b>2,648,502</b>	<b>3,233,784</b>	<b>81.90%</b>	<b>3,336,100</b>	⚠	<b>102,317</b>	
<b>Total Capital Works Program 2020/21</b>	<b>7,581,919</b>	<b>17,527,166</b>	<b>43.26%</b>	<b>17,820,617</b>	⚠	<b>293,451</b>	

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## 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 by the end of the financial year.
- 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 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)
- 4) This variance is due to increased resheeting costs at Myalla Road & Lyons Road
- 5) The favourable variance to budget for rural reseals is due to two main factors. First, when budgeting, reseals are based on a standard road width of 6m with a nominal allowance for pavement repair. This can mean that there are budget variances if the actual road width is more or less than the standard. Second, across the rural reseal program, the road widths and pavement repair required have been less than budgeted.

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## 10.15 MINUTES OF OTHER BODIES/COMMITTEES

### 10.15.1 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:	17 May 2021
File Reference:	0.0
Enclosures:	Nil

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#### RECOMMENDATION

**That Council note the unconfirmed minutes of the Waratah Community Board meeting held on 24 April 2021.**

#### PURPOSE

For Council to note the unconfirmed Minutes of the Meeting of the Waratah Community Board held on 24 April 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 Walk**

The Board discussed the scope of the project in light of the \$100,000 grant from the State Government which can only be used for infrastructure. Members agreed to approach State Government to seek advice on conditions of the funding being reviewed to potentially cover an infrastructure project aligned to the sesquicentenary.
- **Community Facilitator**

Council's Community Development Officer is available to meet with residents and representatives of groups at the Waratah Community Hub every second Wednesday from 10 am to 4pm. Wednesdays is also when the ADRA Food Bank is open.
- **Waratah's 150<sup>th</sup> Celebrations**

Activities are being organised for the end of the year focusing on 4 December when tin was discovered at Mount Bischoff in 1871. Council's Community & Events Officer will assist the Waratah community in a coordinated response to the occasion.

- **Natural Burials**

A section of the Waratah Cemetery has been identified as a possible site for natural burials subject to a new Cemetery Strategy being adopted by Council. Board members welcome this burial option.

## STATUTORY IMPLICATIONS

### Statutory Requirements

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

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

### Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
<b>Tourism</b>	<b>Memorable visitor experiences all year round</b> – The must-see destination, quality product, easy access, popular events and festivals with coordinated marketing. A longer season with increasing yields.
<b>Strong communities and social capital</b>	<b>Enduring community capital</b> – 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

State Government approval would be required if funds are to be reallocated from the Waterfall Walk to an alternative infrastructure project.

## 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.



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## **CONCLUSION**

It is recommended that Council note the Unconfirmed Minutes of the Waratah Community Board meeting held on the 24 April 2021.

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Unconfirmed minutes of the  
**Waratah Community Board** meeting  
held at the Athenaeum Hall  
at 02.05pm on Saturday 24<sup>th</sup> April 2021.

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**1. Present**

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

**2. Apologies**

Neil Thorne

**3. Declaration of Conflicts of Interest**

Nil

**4. Confirmation of the Minutes of the Waratah Community Board**

Moved Tony Schmidt and Seconded by Rosemary Dick.

“That the minutes of the Waratah Community Board meeting held on the 27<sup>th</sup> February 2021 are a true and accurate record of the meeting.”

CARRIED

**5. Correspondence**

5.1 Inward

Quotation from Graham Franks re improvements to the Waratah Community Hub

Todd Rogers re draft design of Hub sign

5.2 Outward

Todd Rogers re design of new Waratah Community Hub sign

**6. Business Arising**

6.1 Natural burials. Discussion concerning the approval of natural burials at the Waratah Cemetery.

ACTION: Director Community & Engagement to confer with the Manager Digital Information and GIS Services to establish whether natural burials are permitted at the Waratah Cemetery in a dedicated area in the northern section.

6.2 Waratah Sesqui Centenary Celebrations (150 years)

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The Director Community & Engagement advised that Councils Community and Events Officer would visit Waratah soon to assist the community plan the event and produce a program based around the 4<sup>th</sup> and 5<sup>th</sup> December as the key dates.

## **7. Waratah Community Plan**

### **7.1. Priority Project 1: Waratah Falls –**

The Waratah Falls Walk has been earmarked \$100,000 by the State Government. There was discussion around the scale of the project and the need for additional funding before any work could commence – even on a staged basis. Members of the Board discussed seeking advice from the State Government if the funds could be redirected to an alternative infrastructure project to commemorate the 150<sup>th</sup> celebrations of tin being discovered at Mount Bischoff.

Moved Tony Schmidt and Seconded Rosemary Dick “That the Board enquire as to whether there is any scope for the State Government to redirect the Waratah Falls Walk allocation of \$100,000 an alternative infrastructure project.”

CARRIED

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

The Community Development Officer reported that funding for the Community Facilitator position is being sought from the State Government.

GP visitation to Waratah: advice to be obtained from Development & Regulatory Services on planning compliance arising from the possible additional activity at the Community Hub and Waratah Council Office should consultations take place at these buildings.

### **7.3. Priority Project 3: Railway Bridge Restoration -**

The Director Community & Engagement reported that the design for the new pedestrian bridge would be DDA compliant re approach path gradients. Bollards to be installed to restrict ATV's. The viewing platform to be at the halfway point. The handrail to be based on a heritage design if possible (like the Cenotaph railing).

## **8. Update from Waratah Tourism Association**

8.1 Tony noted that the Mushroom Café is closing for winter and is on the market.

8.2 Buyers have been very interested in Waratah properties with many changing hands in recent months.

## **9. General Business**

9.1 Waratah Cenotaph: Tony along with Brian Chilcott pressure cleaned the cenotaph on Friday 23<sup>rd</sup> April due to its unclean state. He voiced his disappointment at the state it was in.

9.2 Waratah Community Plan: The Director of Community & Engagement explained the process which would soon commence to appoint a new board and develop a new community plan for Waratah. The process would commence with a call for

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expressions of interest from suitable consultants. The Waratah community would also be invited to identify their aspirations for the town.

#### 10. Next Meeting

Saturday 26<sup>th</sup> June 2021

#### 11. Meeting Closed 3:50pm

Date	Action	Who
27.02.2021	5.1 Community Development Facilitator. <b>ACTION:</b> 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>
24.04.2021	6.1 Natural Burials <b>ACTION:</b> Director Community & Engagement to confer with the Manager Digital Information and GIS Services to establish whether natural burials are permitted at the Waratah Cemetery in a dedicated area in the northern section.	<i>Tracey</i>
24.04.2021	6.2 Waratah Sesqui Centenary Celebrations <b>ACTION:</b> Director Community & Engagement to arrange for Community and Events Officer to visit Waratah	<i>Tracey</i>
24.04.2021	7.2 Consulting rooms at PO and Community Hub. <b>ACTION:</b> Determine if there any planning implications arising from this additional use.	<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:**

<b>Matter</b>	<b>Local Government (Meeting Procedures) Regulations 2015 Reference</b>
<i>Confidential Report R15 (2) - Confirmation Of Closed Minutes Of Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) – Notices Of Motion</i>	15(2)
<i>Confidential Report R15 (2) (g) information of a personal nature or information provided to the council on the condition it is kept confidential <b>Regional Truck Wash</b></i>	15 (2) (g)
<i>Confidential Report R15 (2) (g) information of a personal nature or information provided to the council on the condition it is kept confidential – <b>Cradle Coast Authority Representatives Meeting Minutes 18/5/21 and 1/6/21</b></i>	15 (2) (g)
<i>Confidential Report R15 (2) - Closed Senior Management Report</i>	15(2)

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**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:**

<b>Matter</b>	<b>Local Government (Meeting Procedures) Regulations 2015 Reference</b>
<i>Confidential Report R15 (2) - Confirmation Of Closed Minutes Of Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) – Notices Of Motion</i>	15(2)
<i>Confidential Report R15 (2) (g) information of a personal nature or information provided to the council on the condition it is kept confidential <b>Regional Truck Wash</b></i>	15 (2) (g)
<i>Confidential Report R15 (2) (g) information of a personal nature or information provided to the council on the condition it is kept confidential – <b>Cradle Coast Authority Representatives Meeting Minutes 18/5/21 and 1/6/21</b></i>	15 (2) (g)
<i>Confidential Report R15 (2) - Closed Senior Management Report</i>	15(2)

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**13.0 RESUMPTION OF OPEN MEETING**

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.