



ORDINARY MEETING OF COUNCIL

ATTACHMENTS TO REPORTS

15 November 2021

CONTENTS:

9.3	Gender Equity	
	Enclosure 1	Gender Balance Toolkit 2
9.5	Wynyard Sports Precinct	
	Enclosure 1	Draft WySP Master Plan 18
9.6	Future Use of 0 Ballad Avenue, Wynyard (PID 187575)	
	Enclosure 1	Flora and Fauna Report: Ballad Avenue 39
9.8	Award Contract 769 - Cleaning Services for Council Facilities	
	Enclosure 1	Tender Evaluation - contract 769 66
9.9	Financial Report For the Period Ended 31 October 2021	
	Enclosure 1	Capital Works Report - October 2021 67
9.10	Senior Management Report	
	Enclosure 1	Councillor Allowances 84
	Enclosure 2	Local Government Reform 87
	Enclosure 3	Correspondence to State Government - 26 October 2021 89

Gender Balance Target

For Senior Leadership in
Local Government Toolkit



Australian Government
Department of the Prime Minister and Cabinet



A message from the President

I announced that Local Government Professionals Australia would be pushing for a gender balance of 40 percent women, 40 percent men, and 20 percent of any gender in local government leadership roles by 2025 in December 2020 as part of the wider imperative to increase diversity in our ranks.

There is an expectation that local government be truly representative of the communities it serves and achieving gender balance at that senior level is just one step toward expanding the diversity and equity of representation our sector needs.

In practice, this means creating the opportunities that allow everyone in our organisations to thrive – not only because it is the right thing to do, but also because of the enormous benefit our organisations and communities gain from the elimination of structural barriers to truly equitable workplaces that will see the best talent come – and stay – in local government.

This toolkit is designed to empower local government professionals and their organisations to reach this gender balance target in their own executive leadership teams for the benefit of their staff and the communities they serve. This will not be the last step in local government’s inclusivity journey, but it is an important one.

I will be bringing these resources to my own local government, and I hope they benefit yours just as much.

Victoria MacKirdy
National President

Local Government Professionals Australia

Contents

A message from the President	2
Workplace Gender Equity – The Business Case	4
Local Government Gender Balance Target 40:40:20 by 2025	5
The Data	6
Tools and Resources	10
Workforce Gender Balance Assessment	11
Recruitment	12
Promotion and Career Development – Building female leadership	13
Workplace Flexibility	15
Supporting parents and carers	16
Improving Workplace Culture	17
Case Studies	18
City of Casey, Victoria	19
City of Vincent, Western Australia	21
Isaac Regional Council, Queensland	22
Snowy Valleys Council, New South Wales	24
City of Charles Sturt, South Australia	26

Workplace Gender Equity – The Business Case

Gender equity in the workplace is important not only for the imperative of fairness but for the peak performance of organisations. While gender equity is considered by many the right thing to do, it also brings with it tangible, positive outcomes for the running of the complex organisations that are local governments. It is achieved when all staff have access to the same opportunities and rewards regardless of their gender. This does not ignore gender but rather acknowledges the unique, gendered, structural challenges employees face to reach an equitable outcome.

The benefits for both communities and local governments include stronger organisational performance, better decision making, and ultimately better service delivery. Reputationally, a gender-balanced local government is also a sign of an employer of choice in any community that can attract and retain the best staff who can holistically understand and meet the needs of diverse communities.

Communities across Australia are increasingly demanding that local government leadership- both elected members and staff- reflect the diversity of the communities they represent, including the representation of women in senior leadership positions. While some local governments have made strong progress toward this equity, there is still an imbalance across the sector broadly.

Barriers to achieving gender balance in senior leadership roles are myriad and often intertwine. They include issues with workplace culture, lacking pipeline of female leaders, shortage of role models and mentors, inflexible work practices, affordability and accessibility of childcare, gender role stereotypes and sexism, and, in some cases, the increasing politicisation of executive roles. While progress requires change on multiple fronts, none of these challenges are insurmountable and the benefits outweigh the costs.

Local Government Gender Balance Target – 40:40:20 by 2025

A metric is needed to accurately measure success. Local Government Professionals Australia has set a gender balance target as a practical means of helping local governments track their gender diversity progress. While this document seeks to encourage local governments to identify and tackle obstacles in the way of improving this gender equity in their workforces, the target is a practical way of measuring the success of these efforts.

A gender balance target of 40:40:20 in executive leadership teams by 2025 was announced by Local Government Professionals Australia in December 2020. The 40:40:20 ratio refers to leadership made up of 40 per cent men, 40 per cent women, and 20 per cent unspecified. This target, already adopted by many other public sector organisations, allows for malleability in the gender make-up of a team. While the overall local government workforce broadly meets this target, executive leadership teams are disproportionately represented by men. While these leadership positions are the most visible and influential to both the internal workforce and the community, they are also pivotal in affecting the trajectory of an organisation.

In assessing a local government’s leadership gender balance, the executive leadership team is defined here as the top two tiers in the organisation structure which would include roles typical to local government such as Director, Executive Director, General Manager, and Chief Executive/Finance/Technology Officers. The 40:40:20 target is applicable to local government organisations with an executive leadership team of four or more members. Organisations with three members in the Executive Leadership Team would instead apply a 1:2 split, while small local governments with only one or two executive positions would instead be encouraged to apply the target to its broader management teams.

Local governments are asked to measure the balance in their current executive leadership team, consider what improvements need to be made to achieve (or retain) gender balance, and commit to achieving this balance by 2025. This document includes resources to help you achieve this for the benefit of your organisation, your staff, and your community.

The Data

Data collection process

Local Government Professionals Australia collected data on the gender balance of executive leadership teams from publicly available 2019-20 Annual Reports of all 537 Australian local governments, current as of March 2021. Senior leadership positions covering the top two tiers of an organisation’s structure were the target of the study. The position titles of these staff varied across the country but are broadly grouped together as Directors, Executive Directors, General Managers, and Chief Executives.

If a local government had multiple people within a role during the financial year, the person who was in that position on 30 June 2020 was counted. If a Director-level position was vacant, the position was not counted. If the gender of a staff member was indiscernible in the Annual Report, organisational charts or senior management team profiles on organisation websites were referenced. If names were not present, official meeting minutes from Council meetings were also consulted. Further gaps in information were filled by referring to the Municipal Yearbook publication for FY19-20.

Executive leadership teams

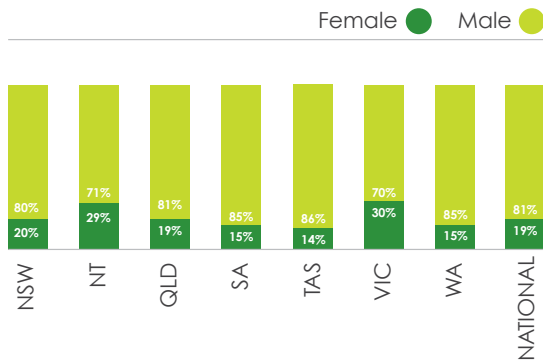
The gender balance target of 40:40:20 (40 per cent female, 40 per cent male, 20 percent unspecified) is applied to local governments with executive leadership teams of four or more which represents 69 per cent of local governments. The average size of an executive leadership team was four to five including the CEO/GM.

19 per cent of local governments have three executive leadership team members and would follow a 1:2 unspecified split. 12 per cent of local governments have only one or two people in the executive team and as such would be exempt from the target. 30 smaller local governments, accounting for 5 per cent of the total, are represented solely by a CEO. These small local governments are encouraged to apply targets to their broader management teams.

Leaders and Directors

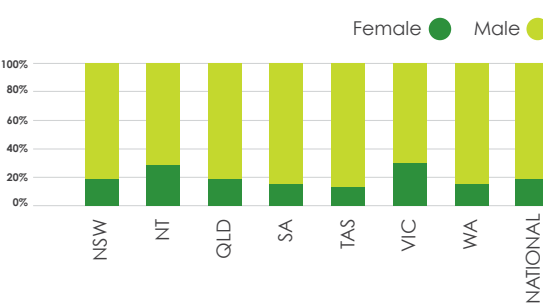
Senior leaders, namely CEOs and GMs, are 81 per cent male and 19 per cent female, with female representation slightly higher than Australia’s all-industry average of 17 per cent. Victoria has the highest per centage of female CEOs at 30 per cent, closely followed by the Northern Territory with 29 per cent, while on the lower end female representation in Tasmania sits at 14 per cent, closely followed by Western Australia and South Australia at 15 per cent.

CEO and Gender



Directors (or their equivalents) are 67 per cent male and 33 per cent female on average nationally. Tasmania, South Australia, and Victoria are at the higher end of female representation at 37-39 per cent, while Western Australia has the lowest female Director representation at 29 per cent. The national average for local government slightly trails the all-industry sector average of 34 per cent female representation in these executive positions.

Gender and Directors

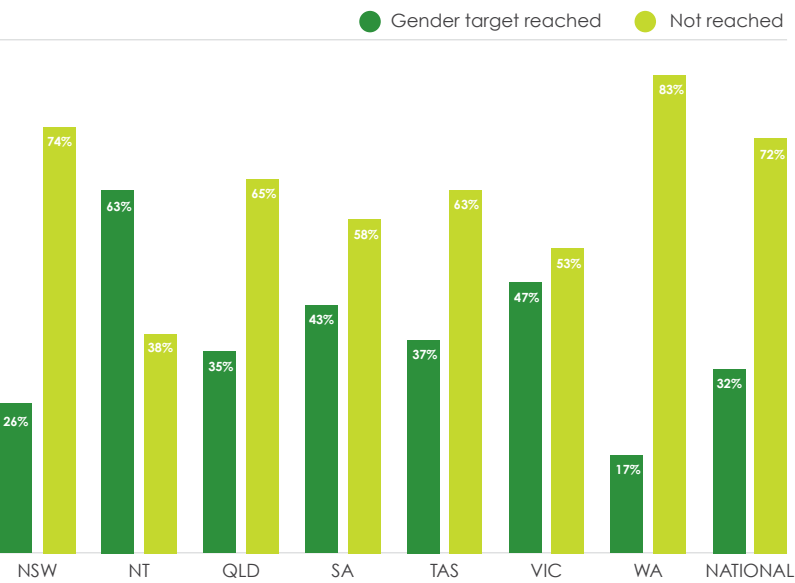


Applying the 40:40:20 Target

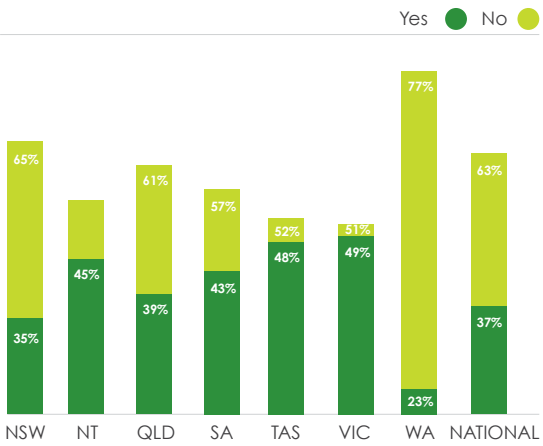
When local governments with four or more executive staff were measured against the gender balance target of 40:40:20, 32 per cent of these were found to meet the goal. The best performing region is the Northern Territory where

63 per cent of local governments meet the target, followed by Victoria at 47 per cent and South Australia at 43 per cent.

Gender target teams 4+ people



Councils exec teams 3 or more meet relevant targets



When both datasets are combined to measure executive leadership teams of three or more and their respective targets (covering 88 per cent of all local governments), the per centage of local governments achieving the overall target improves; 37 per cent of local governments achieved the relevant target relative to their executive leadership team size. There are notable improvements to New South Welsh local government figures with an increase from 26 per cent to 35 per cent under this metric, and an increase from 37 to 48 per cent in Tasmania. The only region where the figure decreases is the Northern Territory.

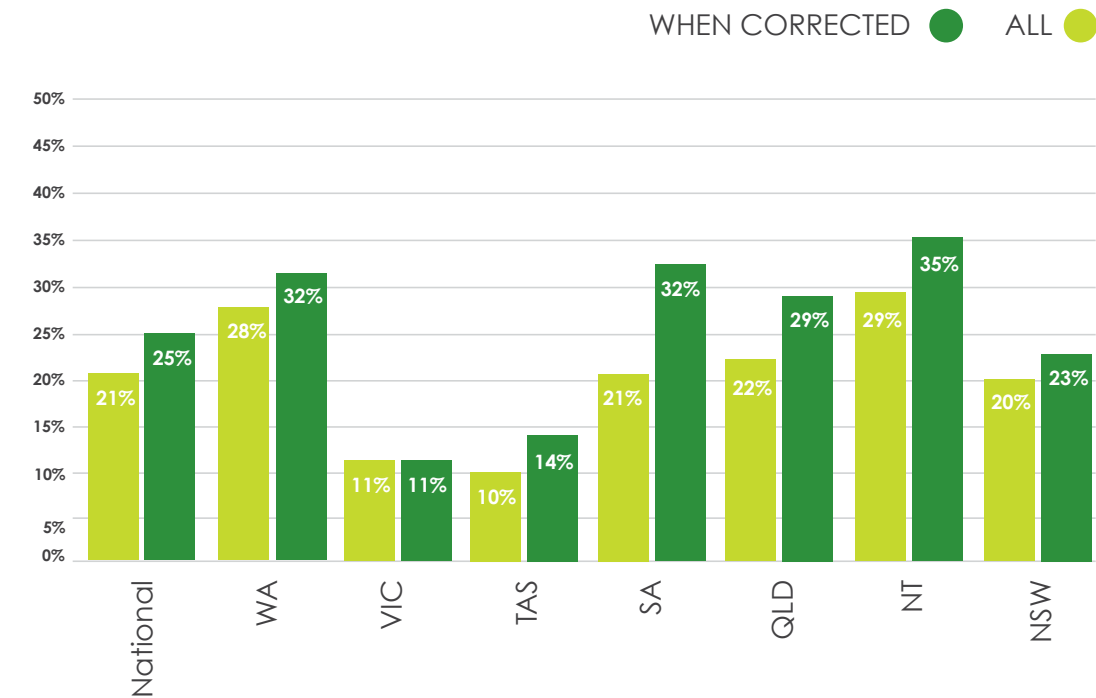
Gender Diversity

25 per cent of local governments have no female representation in their executive leadership team and just under two per cent of local governments have no male representatives. When this figure is corrected to remove CEO-only local governments though, these figures are 21 per cent and 0 per cent respectively. The Northern Territory has the highest per centage of local governments without gender diversity, with 29 per cent of executive teams greater than one having no female representation, closely followed by Western Australia at 28 per cent. Tasmania and Victoria perform best on gender diversity with only 10 and 11 per cent of executive leadership teams greater than one being single-gender teams.

Conclusion

This study provides the baseline data to inform strategy and progress for Australian local governments striving to achieve gender balance in their executive leadership teams by 2025. The results indicate that CEO/GM and Director (or equivalent) positions are predominantly male-occupied, with 21 per cent of local governments in Australia having no female representation in their executive leadership teams. While cases of female overrepresentation in executive leadership teams do exist, these account for only eight per cent of all local governments or five per cent when CEO-only organisations are excluded. The gender balance gap is clear in the data, but there is a pathway to resolution.

% Council with no female representation in exec team



Tools and Resources

Workforce Gender Balance Assessment

To improve gender balance in the workforce, local governments are encouraged to review their gender composition across different roles and levels of their organisations. This baseline of data will help local governments understand where change is needed. It is important to continually collect and report this data to track progress, ensuring the organisation is accountable to the employee body and the community.

A workforce assessment can be conducted in various ways. Local governments may start by gender-disaggregating all workforce data and collecting intersectional data. Intersectional data is separated not just by gender but by attributes such as age, disability, indigenous heritage, ethnicity and race, religion, and sexual orientation. This data, where available, will help local governments understand the impacts of gender inequities that may be compounded by other distinguishing factors of staff

Relevant workforce data includes the number of people in the workforce across all levels, the number of individuals that applied for positions and were recruited, the number of individuals who received promotions, and the number

of individuals who left the organisation and the reasons they left. Other areas to consider for assessment may include remuneration across different roles and levels of the organisation, policies and practices that contribute to gender balance (such as flexible working arrangements and the number of employees that adopt these arrangements), types of leave available and the number of employees that take them, and workplace culture.

Local governments may further consider conducting interviews and self-assessment with groups of staff to gather additional information and to identify areas requiring focus. These can be critical in uncovering what the workforce sees as key barriers to gender balance from the staff level. This can help in informing any policy or program particular to a given organisation and its demographic mix designed to reach gender balance.

Collectively, the information from this assessment will give an organisation insight into where gender imbalances exist in the organisation and the underlying reasons for this imbalance with a foundation for addressing the problem.

Tools

Workplace Gender Equality Agency (WGEA) - Gender Strategy Diagnostic Tool
https://www.wgea.gov.au/sites/default/files/documents/2019_WGEA_GE_Diagnostic_Tool_0.pdf

Victoria State Government, Workplace Gender Audit Guide
While the Gender Audit Guide is commissioned under Victorian state regulation, it provides valuable guidance as a reference for local governments that do not have specific state regulations to follow.
<https://www.genderequalitycommission.vic.gov.au/workplace-gender-auditing>

OurWatch - Workplace Assessment Tool
https://media-cdn.ourwatch.org.au/wp-content/uploads/sites/2/2019/09/12064935/OurWatch_WER_SelfAssessmentTool_2019_August.pdf

OurWatch - Workplace Gender Equality Indicators
https://media-cdn.ourwatch.org.au/wp-content/uploads/sites/2/2019/02/18044023/Workplace_Gender_Equality_Indicators_2019.pdf

Further Information

McKinsey & Company - Accelerating gender parity: What can governments do?
<https://www.agec.org.au/wp-content/uploads/2020/12/2019-01-29-McKinsey-gender-inequality-what-can-governments-do.pdf>

Boston Consulting Group – What’s Working to Drive Gender Diversity in Leadership?
<https://www.agec.org.au/wp-content/uploads/2018/09/Whats-Working-to-Drive-Gender-Diversity-in-Leadership-2017.pdf>

Recruitment

There are numerous steps that organisations can take to promote gender balance through their recruitment strategies and practices.

Identifying and removing unconscious bias across the entire hiring process is often an important first step in improving hiring practices within an organisation. This may include the creation of gender-neutral job advertisements and advertising in media that are diverse and inclusive of women. When hiring into traditionally male-skewed positions, organisations can seek out recruitment channels that have higher concentrations of women than typical channels, or specifically target women candidates

through women’s forums and networks. This may include professional associations with these existing links like Local Government Professionals State Associations’ women’s networks or Special Interest Groups.

Recruitment managers may need to increase their own awareness and capability through training. Further evidence-based practices that help to reduce unconscious bias include having a diverse and gender-balanced interview panel, structuring interviews around specific job roles rather than ‘a good cultural fit’ or likeability of a candidate, and using work samples to evaluate candidates.

Tools

- Harvard Implicit Association Test (IAT) - Identify our own implicit biases**
<https://implicit.harvard.edu/implicit/takeatest.html>
- Gender Decoder – do your job ads contain subtle biases?**
<http://gender-decoder.katmatfield.com/>
- Workplace Gender Equality Agency (WGEA) - Gender Equitable Recruitment and Promotion Guide**
<https://www.wgea.gov.au/tools/recruitment-and-promotion-guide>
- Male Champions of Change - In the Eyes of the Beholders, Avoiding the Merit Trap**
<https://championsofchangecoalition.org/wp-content/uploads/2016/08/MCC-CEW-Merit-Paper-FINAL.pdf>
- Reducing unconscious bias in the workplace**
https://eoc.sa.gov.au/sites/default/files/inline-files/Beyond%20First%20Impressions%20-%20Reducing%20unconscious%20bias%20in%20the%20workplace_0.pdf
- Workplace Gender Equality Agency (WGEA) - Guide to Australian standards on gender-inclusive job evaluation**
<https://www.wgea.gov.au/tools/guide-to-australian-standards-on-gender-inclusive-job-evaluation>

- Google Training**
Microsoft Training
Learn more about your own biases and changing your behaviours. This may be useful for increasing gendered awareness and capability of recruiters and hiring managers

<https://rework.withgoogle.com/subjects/unbiasing/>
<https://www.microsoft.com/en-us/diversity/beyond-microsoft/default.aspx>

Additional Resources

- International Labour Organisation – Promoting Equity, Gender-Neutral Job evaluation for Equal Pay: A step-by-step guide.**
http://www.ilo.org/wcmsp5/groups/public/---ed_norm/---declaration/documents/publication/wcms_122372.pdf
- Workplace Gender Equality Agency (WGEA) - Gender equitable recruitment and promotion**
Summary of varied research on how gender bias operates at work with evidence-based suggestions for creating more equitable recruitment and promotion systems.
<https://www.wgea.gov.au/publications/gender-equitable-recruitment-and-promotion>
- Victoria Government – Recruit Smarter**
<https://www.vic.gov.au/sites/default/files/2019-01/Recruit-Smarter-Technical-Report.pdf>

Promotion and Career Development – Building female leadership

Data shows that local government CEOs/GMs across Australia are 81 per cent male and 19 per cent female, with female representation slightly higher than the Australian all-industry average of 17 per cent. Directors (typically part of the executive leadership team) are on average 67 per cent male and 33 per cent female. Reaching gender balance at this executive leadership team level requires local governments to build robust pipelines of skilled female employees to transition into those leadership positions.

Organisations can support women in their career advancement through initiatives like mentoring and sponsorship. Mentorship generally refers to a relationship between a more experienced mentor and a younger, less experienced mentee. This mentoring relationship helps the mentee to develop their career through emotional support, counselling, and role modelling, also offering the mentee an avenue to discuss professional issues. Sponsorship typically

sees someone in a more senior position actively supporting someone in the development of their career, focusing on career-related support that is more outcome-based.

Women often have smaller professional networks but by broadening professional connections can have greater access to opportunities, be given the opportunity to exchange ideas and increase knowledge, increase their profiles, develop long-lasting relationships, and build confidence.

Other initiatives that can strengthen the female leadership pipeline include secondments in other roles to build experience, graduate programs, apprenticeships and traineeships in traditionally male-dominated fields, and the promotion of female applications for senior positions within the organisation.

Additional Resources

- Workplace Gender Equality Agency (WGEA) - Supporting Careers through Mentoring and Sponsorship**
<https://www.wgea.gov.au/publications/supporting-careers-mentoring-or-sponsorship>
<https://www.ccl.org/articles/leading-effectively-articles/why-women-need-a-network-of-champions/>
- Local Government Professionals NSW – Member Networks**
http://www.lgprofessionals.com.au/LG_Professionals_NSW/Membership/Member_Networks/LGProfessionals/Membership/Member_Networks.aspx?hkey=fdfc586e-248b-4f86-b33f-ea600e5f8a14
- LGMA Queensland - Mentoring Program**
<https://www.lgmaqlld.org.au/mentoring-programme>
- LGMA Queensland - Women in Local Government Village**
<https://www.lgmaqlld.org.au/WILG-Village>
- Local Government Professionals SA - Women’s Network**
<https://www.lgprofessionalssa.org.au/Womens-Network>
- Local Government Professionals SA - Women’s Professional Development Program**
<https://www.lgprofessionalssa.org.au/Womens-Professional-Development-Program>
- Local Government Professionals Tasmania - Special Interest Groups**
<https://lgprofessionalstas.org.au/special-interest-groups/>
- LG Pro Victoria - Mentoring Program**
https://www.lgpro.com/LGPro/Professional%20Development/Programs/Mentoring_Program/LGPro/Professional_Development/Programs/Mentoring/Mentoring_Program.aspx?hkey=e656b278-62ee-4bca-a3a8-14f048aa4071
- LG Pro Victoria - Special Interest Groups**
https://www.lgpro.com/LGPro/Special_Interest_Groups/LGPro/Special_Interest_Groups/Special_Interest_Groups.aspx?hkey=4c3bacb7-12ed-44ed-bf76-1afb18a426c6
- Local Government Professionals WA - Branches and Networks**
https://lgprofessionalswa.org.au/Lgmawa/Branches_Networks/Lgmawa/Branches_Networks/Branches_Networks.aspx?hkey=15255e0f-18da-45d8-aaca-fa3cfe740120

Female-focused mentoring programs and support networks in industry

Master Builders Australia - Women Building Australia National Mentoring Program
<https://masterbuilders.com.au/Resources/Career-Centre/Women-Building-Australia>

Trades and Women
<https://tradeswomenaustralia.com.au/>

Women and STEM
<https://www.stemwomen.org.au/resources/education>

Australian Apprenticeships
<https://www.australianapprenticeships.gov.au/>

Workplace Flexibility

Flexible working arrangements enable employees to balance the responsibilities of work and personal life, allowing them to be more effective and efficient in their work. Access to flexible ways of working is also an effective approach to attract and retain talent and increases employee satisfaction and engagement. Embedding these arrangements across an organisation encourages employees

and potential employees with diverse responsibilities and backgrounds to apply for a role. Flexibility means more than just part-time or remote work, however. Men and women, not just working mothers or parents, are interested in some form of flexible work.

Tools

- Workplace Gender Equality Agency (WGEA) - Developing and Implementing a Workplace Flexibility Strategy
<https://www.wgea.gov.au/flexible-work>
- Chiefs for Gender Equity – Government of South Australia Equal Opportunity Commission ‘Work Flex Toolkit’
<https://eoc.sa.gov.au/sites/default/files/inline-files/CFGE-Work-Flex-toolkit.pdf>
- Fair Work Australia - Workplace Flexibility Online Course
<https://www.fairwork.gov.au/tools-and-resources/online-learning-centre/workplace-flexibility>
- Beam – The Flexible Work Playbook, an interactive guide to making flex work
<https://playbook.beamaustralia.com.au/>

Additional Resources

- Australian Public Service Commission – Workplace Flexibility, A best practice guide for Australian Public Service Agencies
https://legacy.apsc.gov.au/sites/default/files/workplace_flexibility_a_best_practice_guide_for_australian_public_service_agencies_0.docx
- Government of South Australia – Flexibility at work: Information for Managers and Employees
https://www.publicsectorsa.gov.au/__data/assets/pdf_file/0013/214141/August2017Flexibility-at-Work-information-for-Managers-and-Emplo...pdf
- Catalyst Report: The Great Debate: Flexibility vs Face Time - Busting the Myths Behind Flexible Work Arrangements
<https://www.catalyst.org/research/the-great-debate-flexibility-vs-face-time-busting-the-myths-behind-flexible-work-arrangements>

Supporting parents and carers

A large proportion of the Australian workforce have care responsibilities, whether they are parents or carers. While women are still more likely to be the main carer for children as well as people with disabilities and older family members, many carers are also male. With support for these parents and carers, employees are able to carry out their work responsibilities without sacrificing time and commitment to their families and other care responsibilities.

Providing support for employees who are parents and carers will benefit organisations by improving employee wellbeing, in turn increasing the organisation's ability to retain workers, improving productivity, and building the positive reputation of the organisation as an employer of choice in the community.

Practical support for parents and carers may include access to flexible working and leave arrangements, regular communications with employees on leave, provision of specialty training and other opportunities, continuous education for all staff about carers, and encouragement for all employees to access the available supports for parents and carers, regardless of gender.

Under Fair Work Australia's National Employment Standards, employees who are parents and carers are entitled to parental leave, carer's leave, the right to request flexible working arrangements, and rights related to parents returning to work. See more at: <https://www.fairwork.gov.au/employee-entitlements/national-employment-standards>

Tools

Human Rights Commission - A quick employer guide to supporting working parents

<https://supportingworkingparents.humanrights.gov.au/employers/quick-employer-guide-supporting-working-parents>

Carers Australia

This organisation provides networks and support to carers across Australia including counselling, connecting with other carers, respite care, and online courses.

<https://www.carersaustralia.com.au/about-us/our-member-organisations/>

10 tips for a carer-friendly workplace

<https://carersandemployers.org.au/uploads/main/Carers-Employers-Top-10-Tips.pdf>

Additional Resources

NSW Government - Carers+Employers program

<https://carersandemployers.org.au/>

Improving Workplace Culture

Achieving gender balance will require change. Organisations may experience resistance to such change. Some may welcome opportunities for growth, but others may consider these changes to be damaging or otherwise detrimental to their own career status and the opportunities available to them. A demonstrated commitment to gender equity from senior and executive leadership will be key to driving forward these changes for their positive outcomes.

Leaders need to take into careful consideration the varying responses to change they may encounter and ensure they understand, acknowledge, and address these responses. It is important to continually engage with staff to address

concerns and build support along the way.

Areas that can contribute to improving workplace culture include the language and behaviours that are typical in the workplace. Organisations should actively promote respect for all employees. Beyond having the appropriate policies and procedures in place to handle complaints, it is important to have leadership demonstrating commitment, being transparent through continual communications between staff, and conducting diversity training to increase staff knowledge.

Tools

Diversity Council of Australia - Building inclusion through the power of language

<https://www.dca.org.au/research/project/wordsatwork-building-inclusion-through-power-language>

Australian Public Service Commission – Lexicon of Gender

This is a guide to raise awareness of the gender bias in our current language and the everyday language used around us.

<https://legacy.apsc.gov.au/lexicon-gender>

Workplace Gender Equality Agency (WGEA) – Designing Equitable Remuneration Policy

<https://www.wgea.gov.au/tools/designing-equitable-remuneration-policy>

Male Champions of Change - Building a Gender-Balanced and Inclusive Presence

<https://championsofchangecoalition.org/wp-content/uploads/2017/11/Test-the-Messages-You-Project.pdf>

Gender-neutral language

<https://www.abc.net.au/education/learn-english/whats-gender-neutral-language-and-why-is-it-important/10879990>

Male Champions of Change – Backlash and Buy-In, Responding to the Challenges in Achieving Gender Inequality

<https://championsofchangecoalition.org/wp-content/uploads/2018/07/MCC-CEW-Backlash-and-Buy-in.pdf>

Additional Resources

How to be an active bystander

<https://www.vichealth.vic.gov.au/media-and-resources/publications/bystander-research-project%20>

OurWatch - Practice guidance: Dealing with backlash

<https://workplace.ourwatch.org.au/resource/practice-guidance-dealing-with-backlash/>

Harvard Kennedy School – Women and Public Policy Program – Ten Evidence-Based Practices for De-Biasing the Workplace

https://scholar.harvard.edu/files/iris_bohnet/files/ten_evidence-based_practices_for_de-biasing_the_workplace_final.pdf

University of Massachusetts Amherst - Center for Employer Equity

<https://www.umass.edu/employmentequity/what-works-evidence-based-ideas-increase-diversity-equity-and-inclusion-workplace>

Case Studies

City of Casey, Victoria

The City of Casey in Victoria is located 35 kilometres south east of Melbourne’s CBD, covering 410 square kilometres. Casey is one of the fastest growing cities in Australia and has more residents than any other Victorian municipality with a population of over 350,000 and a workforce of over 1,800, 70 per cent of which is female. The City of Casey has a young, culturally diverse community, with nearly 40 per cent of residents born overseas and a high proportion of under 18s. Casey is currently achieving the Gender Balance target in their executive team.

The City of Casey has had a longstanding commitment to promoting gender equality and preventing family violence. Key learnings from their work in this space, together with evidence linking gender inequality and family violence, has led to bold and innovative Gender Equality and Family Violence Prevention Strategies and Action Plans. The City were the first amongst a small number of Councils to begin to address the issue from 2004. Since this time, a number of initiatives have progressed for gender equality and to prevent violence against women.

The Plan

The City launched a Gender Equity Action Plan in 2018 which will operate until the end of 2021. The Plan has focused on advancing gender equity within the organisation and in the design and delivery of the council’s services and programs. The priority areas for the Plan have been to ensure diverse women are actively engaged in council leadership and decision-making, that the council has a workplace culture and structure that promotes gender equality and challenges discrimination, and to ensure gender equity is integrated in existing policies, plans, programs, services, and infrastructure.

An influencing factor in developing the Plan was the 2015 Victorian Royal Commission on Family and Community Violence against Women which put an emphasis on the safety of women both in the community and in the City’s workforce. Initial activities focused on external community service gender equality and prevention programs, and now there is also priority for Casey’s workforce. This commitment is illustrated through the creation of two part time staff roles to specifically support gender: Domestic Violence Prevention Officer and Gender Equality Officer.

Champions for Change

The City of Casey runs a ‘Champions for Change’ program where they recruit and train volunteers from across all levels and sections of their workforce to champion gender equity, diversity, and safe workplaces. The City started with a small cohort of 14 people through a funded program, but it has now expanded to have 60 Champions including women and men from administrative through to executive roles. Champions are trained in gender equality to be ‘active bystanders’ who call out sexist behaviour and to support those experiencing family violence. Champions have quarterly meetings across the organisation, can participate in gender-related projects including events, contribute to action plans and strategies, and are being harnessed to support the new Gender Equality Act.

Progress is being made at the City with discussions of gender becoming more commonplace and staff more regularly consulting Gender Equality and Family Violence Officers to apply a ‘gender lens’ to programs, policies and workforce planning. An example of this is the gender analysis tool that was developed for the COVID 19 pandemic response. These officers have been supported by the City’s executive through fortnightly meetings with the executive leadership team to discuss gender-related workplace issues while these are highlighted in staff communications. Considering gender in work practices and outcomes is becoming normalised within the council. Other areas that Casey is looking at include creating pathways for female staff through mentoring opportunities and making leadership positions more equal and accessible.



City of Casey’s Champions for Change



200 staff members taking part in a reflection for City of Casey’s ‘Respect Women: Call it Out’ campaign

Reporting

In February 2020, the Victorian State Government passed the Gender Equality Bill and established the Commission for Gender Equality in the Public Sector.

This required~ all Victorian local governments to report gender data and progress on gender equality to the Commission from the next financial year. The Commission provides support to local government through resources, templates and guidelines on their website and information sessions in roadshows.

The City of Casey is preparing to collect more robust data on gender in its workforce in April and May of 2021 for its first report to the Commission with a particular focus on the management pipeline and in the gender diversity traditionally male- and female-dominated roles. As part of the report, the City will Part of this will consider gender responsive budgeting, gender impact assessments for all new programs and policies and hiring external consultants to audit the City’s progress in gender equality. Once completed, the City will have a more comprehensive picture of gender in the workplace, will review its 2018-2021 Plan, and develop a more informed Gender Equality and Family Violence Prevention Strategy and Action Plan.

City of Vincent,
Western Australia

The City of Vincent is one of Perth’s most densely populated and multicultural localities with almost 40,000 residents. It maintains a broadly balanced workforce that is 53 per cent female to 47 per cent male and is working towards gender balance in its executive team. Its journey towards gender balance in leadership has been influenced by its community and the selection and direction of elected members, while organisational policies and systems, through strategic support from the executive leadership team, has assisted in the City’s journey toward facilitating gender diversity.

Both the elected Council and the local government workforce have become more diverse over the past decade, which reflects Vincent attracting younger generations who place a high priority on diversity and inclusion. The City’s community has wanted a progressive local government which reflects its diversity and values including gender equity, LGBTQ+ inclusivity, indigenous reconciliation, and support for multicultural interests. The City’s senior executive team has championed diversity and the empowerment of women in leadership positions within their workforce.

David MacLennan joined the City of Vincent as CEO in 2018 and is a champion for gender equity. One of his first initiatives as CEO was to expand the Executive Management Committee which ensured a better gender balance in the key decision-making forum impacting the organisation. A three-month rotating staff member position was also created to enable senior male and female staff members to participate in executive management decision making. This provides professional development opportunities for management staff seeking to develop their career and contribute to whole of organisation initiatives.

The Pipeline

The City of Vincent aims to attain and maintain gender balance in its senior management team through a management pipeline that balances incoming female and male managers. This pipeline currently includes 44 per cent female managers and 62 per cent female team leaders. The City actively encourages female staff to act in these roles to build their confidence and experience in management while encouraging them to apply for promotions and career opportunities.



City of Vincent CEO, David MacLennan with Nyoongar Outreach Services CEO, Maria McAtackney

Mentoring

Providing this support and encouragement to female staff is an important element of the City’s strategy particularly for women who may be more reluctant to apply for promotions and opportunities than men. Staff are now also invited to take part in a mentoring group involving five Perth inner city local governments as both as mentors and mentees. The group supports and encourages female emerging leaders.

The City is pushing toward achieving true gender balance in leadership into the future through executive leadership that provides encouragement and opportunities for women and develops an inclusive and diverse workforce.

Isaac Regional Council, Queensland

Isaac Regional Council serves a permanent population of almost 21,000 across 58,708 square kilometres of Queensland’s central coast where the region’s largest employer, the resource sector, influences the size and diversity of the community. While 48 per cent of the local government’s 463 full time workforce equivalent are female, the executive leadership team is currently all male, but the organisation is actively working to change this. A growing pipeline of female managers and team leaders and is setting the foundation for a future senior leadership team with greater gender diversity. This includes having female managers and team leaders working in traditionally male-dominated areas of operation including parks and recreation, infrastructure, and waste management.

Isaac Regional Council is led by a female Mayor and female-majority Council including six females and two male elected members. Many of these were elected unopposed at the last election, and the local government credits this stability with bringing the stability required to implement its gender framework.

Top-Down Change

Isaac Regional Council’s CEO, Gary Stevenson, decided to tackle the issue of male dominance at the top three tiers of management at the organisation in 2016 when the male-skewed gender imbalance in managerial roles contrasted with a female-dominated Council. Staff were consulted about the issues that were preventing women within the organisation being employed at managerial and executive levels, resulting in a five-year plan with actions on diversity, gender balance, and equal opportunity in the workplace.

This included the formation of a Women in Local Government Working Group tasked with implementing recommendations from ALGWA’s 2004 National Framework for Women in Local Government.

The Working Group consisted of 11 female staff from various areas of the business and levels of seniority tasked with reviewing the organisation’s principles and practices relating to gender balance, conducting research and making recommendations on internal initiatives that could contribute to gender balance, and reporting to Council on addressing gender balance in senior management. The group undertook staff surveys to identify barriers and opportunities and conducted interviews with around 100 staff members to see how these could



Women in Isaac Regional Council’s outdoor workforce

be addressed. Their findings were compiled in a report with 13 recommendations which were subsequently approved by Council. The Working Group soon became an Advisory Committee that set about implementing the recommendations and as of April 2021 all but one of these recommendations have been completed, with the final objective on track for completion in coming months.

Flexible Workplaces

Some of these changes have been to policy to build better flexibility for all staff in the workplace. Many of these flexible workplace policies were addressed and tested during the COVID-19 pandemic which itself helped in achieving some of the organisation’s flexibility targets.

These included the development of a policy around breastfeeding in the workplace, one for children in the workplace, and giving women assurances that their positions would be retained on return from maternity leave. The introduction of these policies gave staff the confidence to take leave for family reasons, feeling they would be supported when they returned to work. The organisation has since been able to retain more staff returning to the workplace after having children and has built a more harmonious culture and space for women to return to work.

The Interview Process

Isaac Regional Council has found that many more men apply for positions during recruitment phases than women, even though at times women were found to be stronger candidates. In response, the Council undertook a review of position descriptions throughout the organisation to ensure they were gender neutral while a gender bias evaluation of recruitment processes was conducted. The HR team decided to include more information about the benefits and opportunities related to flexibility in the workplace on job descriptions for advertised roles. This meant that interviewees, particularly women, did not have to ask for that information during the interview where there may be a perception that asking about flexible work would negatively impact the prospects of an applicant in the selection process. Feedback from applicants confirmed they felt more informed on positions and confident going into interviews. These flexible opportunities were extended to male staff with the assurance of parental leave being available to new fathers.

The organisation reports that it currently has a healthy gender balance across the organisation with a mix of male and female staff in traditionally male-dominated roles including those in the engineering and outdoor workforce.

This has been demonstrated outwardly to the community through the men and women working for the Council in field worker roles. While the prominent resources sector poses challenges for retaining staff as a competitive employer, it also attracts highly skilled and gender diverse staff to the region, particularly in STEM areas, as the resources sector has done a lot of work itself in improving gender balance. This has had flow on effects for the organisation in terms of its ability to employ women with engineering, trade, and outdoor workforce experience.

Future Pipeline

Looking into the future, the organisation has just recruited a new CEO, Jeff Stewart Harris as an internal promotion in the wake of the upcoming retirement of Gary Stevenson. The incoming CEO has been leading the cultural leadership program at the organisation which over one third of staff have completed, ensuring that leadership pathways are being established. The Council is confident that the incoming Chief Executive will build on the organisation’s positive culture and develop greater opportunities for its diverse workforce under strong, inclusive leadership. The Council is now looking to improve workforce planning- which was delayed by the pandemic- with a particular focus on developing existing staff and creating a secure management pipeline into the future.



Senior Water Operator Marie Jones and Water and Wastewater Operator Anthony Weller

Snowy Valleys Council, New South Wales

Snowy Valleys Council is a rural local government covering 8,960 square kilometres of the western slopes of New South Wales’ Snowy Mountains with a population of 14,395. Of the government’s 270 strong workforce, 44 per cent are women, 47 per cent of whom work at manager level or above. The organisation is currently achieving gender balance in its executive team with two female and two male staff on the executive, led by a male CEO.

Snowy Valleys Council is also headed by a gender balanced Council with five male and four female elected members, though has a broader history of diverse leadership. This has included a strong female indigenous leader as Mayor and community leaders across various roles and groups including the ‘Local Leading Ladies’ group whose members still contain many diverse female representatives from across the community. Local woman Natalie Randall was acknowledged with a Regional Women’s Award recently for her work as President of the Tumut Regional Chamber of Commerce and her contribution to bushfire recovery in the region.

Community Representation

Having gender balance within both the elected body and the senior management team is reflective of the Snowy Valleys community promoting a visible culture of diversity and gender equity. The Council’s senior management works closely with community groups and fosters open conversations within the community which influences the way the organisation operates. Gender equity has been part of the Council’s community strategic plan in the consideration of gender and diversity as a resourcing opportunity rather something achieved through targeted projects or strategies.

The Gender Divide

Staff at Snowy Valleys Council are still typically grouped into traditionally gendered roles, however. 95 per cent of children’s services staff are women, for example, while 90 per cent of outdoor workers from roads and bridges to parks and gardens are male. To challenge this trend, Snowy Valleys is working to encourage women to enter non-traditional roles. The organisation is actively promoting its entry



A Snowy Valleys Council trainee project manager and her supervisor in the field

level apprenticeship, traineeship, and cadetship programs to attract more young females to enter its workforce. It has recently engaged a female trainee project manager who is working under the supervision of a female project officer (pictured) as part of this effort, and the partnership is already benefiting both the staff and Council. Such showcasing of women working in non-traditional roles such as those in the outdoor workforce is a continuing development in the organisation’s effort to improve its gender balance across the workforce.

Snowy Valleys Council is also supporting this diversity at the elected level. The Council, alongside LGNSW, is supporting a series of community information sessions to encourage more women and younger people to stand for New South Wales’ upcoming local government elections.

Having a ‘Board’ that is diverse influences the way senior management is structured and the decision-making process, and the Council sees encouraging diverse people to stand for election as beneficial to both the organisation and

community. The Council also aims to represent its diverse community which includes a strong indigenous population.

Organisational Culture

Snowy Valleys Council has been working towards creating an organisational culture based on dignity and respect by developing a workplace where employees have a safe and healthy work environment, free from discrimination, bullying, harassment, or violence and where they are treated with dignity and respect. This culture has a focus on gender equity, flexible work, and the development of a positive workplace. The senior management team is made up of progressive professionals who view flexibility, innovation, and inclusiveness a given in any contemporary workplace, and in this way the organisational culture has developed naturally and flexibly.

Flexibility

The COVID-19 pandemic has led to a more flexible workplace for Snowy Valleys Council, with staff moving into flexible work arrangements that have endured with the requisite support of the organisation. Staff were rewarded after a difficult 2020- including its 2019/20 bushfires and pandemic response- with a two-week Christmas shutdown to recognise the time staff needed with their families and friends, with further flexibility in late January for staff with children starting school. These flexible workplace practices have helped provide a work environment that supports female staff particularly to develop and balance their careers.

City of Charles Sturt, South Australia

The City of Charles Sturt is a large metropolitan local government based in the western suburbs of Adelaide with a multicultural population of over 110,000 people representing over 100 cultural groups. 45 per cent of the City's 522 employees are female and the senior management team is well represented by women and men. The executive leadership team is achieving the gender balance target of 40:40:20 and for several years has had an equal split between men and women in leadership positions. The City's former long-term female CEO was a strong role model for female staff and the City has since seen a stronger representation of females in senior roles. The City has a female Mayor and is supported by an executive team led by a progressive male CEO, supportive of women in leadership and greater diversity in the workforce.

The General Manager of Corporate Services, Donna Dunbar, has worked at the City of Charles Sturt for 40 years since entering the organisation in a clerical position. When Donna started, no women were working in leadership or managerial positions, with all team leader roles filled by male staff. She has had the unique opportunity of seeing the organisation work towards gender balance and began seeing this shift in the late 1990s when more training and professional development opportunities were made available to female staff.

Flexible Work

The introduction of flexible work has strengthened women's ability and confidence to take on senior positions, and the City is supportive of part-time and flexible hours in senior roles. Not reserved for senior management alone, many teams in the greater workforce balance their FTE staff with multiple part-time staff positions to cater to those with family and personal obligations.

With COVID-related restrictions necessitating a move to more flexible working conditions, the City has since decided to maintain these flexible arrangements in its entire workforce, providing staff members with a platform for input into how they work. Many female staff members have decided to maintain a mixed schedule of work-from-home and in-office work which saves on commuting time and allows a better balance of home duties, for example. Flexible work in terms of starting hours and days has also been introduced for field or outdoor workers to be inclusive of non-office workers as well.



Challenging Gender Roles

Staff roles at the City tend to be gendered, and this is something the City is actively challenging. A greater percentage of female staff work in library and community service roles, while more male staff work in outdoor and technical roles, for example. The City has an ageing, predominantly male workforce, with a large proportion of the outdoor workforce being males of 55 or older. The City has taken this as an opportunity to encourage more younger females to enter the workforce in such non-traditional positions. The City is actively engaging with local high schools to encourage girls to consider an entry level career in local government outdoor or 'field' roles to both encourage women to enter these non-traditional roles while also replenishing an ageing workforce.

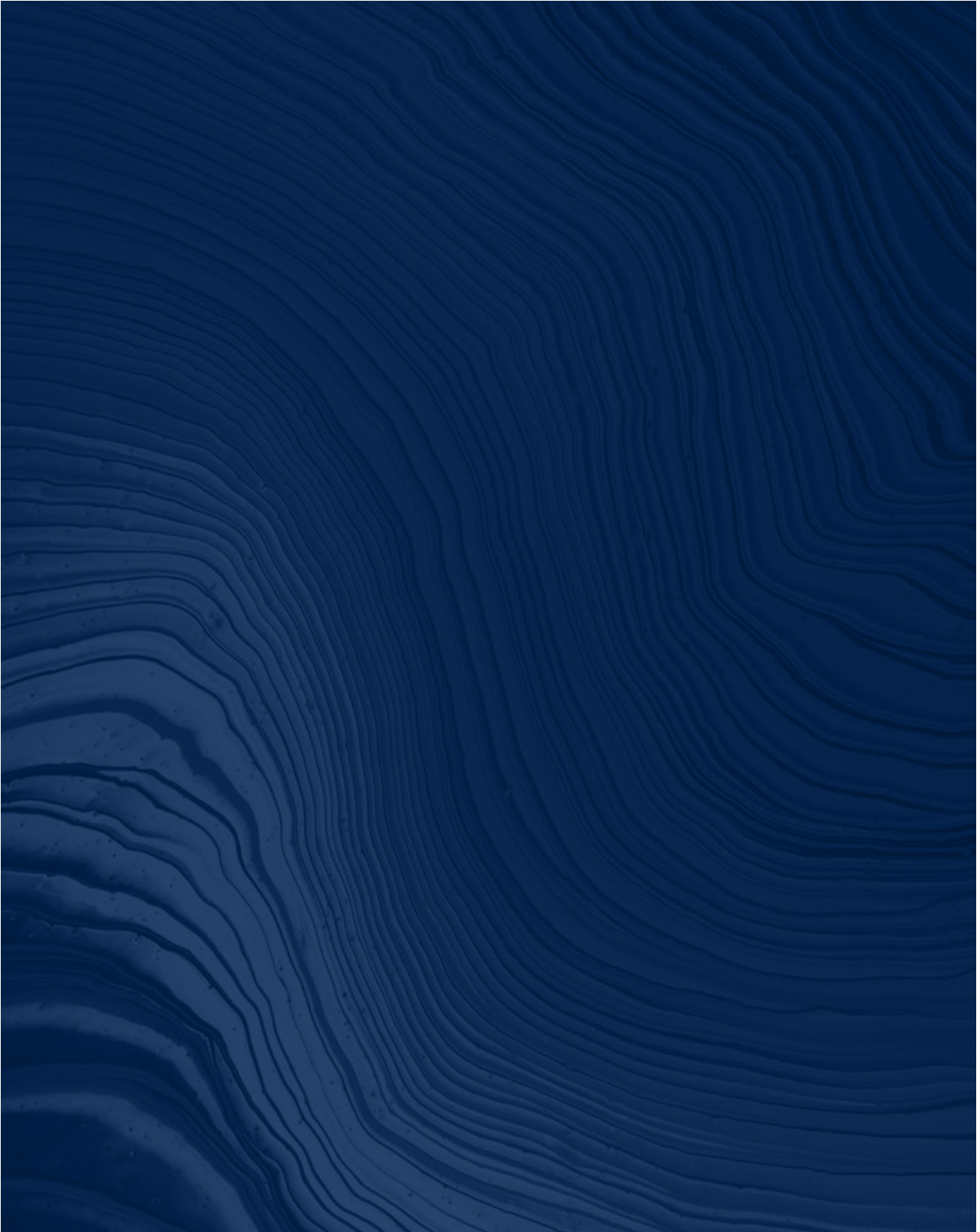
Senior management is also affected by these traditional imbalances, with Corporate Services being led by a female leader with all female managers and Asset Management Services being led by a male leader with an all-male team. Career pathways have generally seen senior staff moving up the 'chain' in their own division or portfolio, leading gender imbalances within divisions. To challenge this trend, the executive leadership team has managers take on secondments or acting roles in other divisions within the local government. With the role of Manager of Field Services being historically filled by males and the current manager being on leave, the City has taken the opportunity to temporarily fill the position with a female manager from the Corporate Services team with an IT background so that they can broaden their expertise in another technical area.

Career Pathways

Not only focused on senior leadership though, the City has also focused on supporting the broader workforce through upskilling and the provision of career pathways to managerial positions. This support has included the building of a healthy workplace culture and of resilience in staff themselves. With the City making positive gains for gender

balance in its workforce right up to its leadership teams so far, it is now looking at fostering greater diversity in cultural and disability representation to have a workforce that more accurately reflects its community.






Australian Government
Department of the Prime Minister and Cabinet

An aerial photograph of the Wynyard Sports Precinct. In the foreground, a large green grassy field is visible. To the left, a long, low, white-roofed structure, possibly a covered walkway or seating area, runs along the edge of the field. In the middle ground, there are several buildings, including a large orange and white industrial-style building and a smaller white building with a blue roof. A parking lot with several cars is situated between the buildings. In the background, a residential area with many houses is visible, followed by a line of trees and distant hills under a clear sky.

WYNYARD SPORTS PRECINCT MASTER PLAN

2021 Wynyard Sports Precinct Plan DRAFT v1.2

2021 Wynyard Sports Precinct Master Plan					
Rev No	Date	Section(s) Affected (amendments)	Author	Reviewer	Approver
1-1.2	November 2021	All sections – creation	DH/RB		

This Masterplan has been prepared by the Waratah-Wynyard Council.

The Council would like to thank all those members of the community, industry and council staff who kindly gave their time to provide input into the development of this Plan.

2021 Wynyard Sports Precinct Plan DRAFT v1.2

Table of Contents

INTRODUCTION	4
1. Introduction.....	5
2. The Objectives	6
3. Purpose of the Master Plan.....	7
BACKGROUND & CONTEXT	8
4. Location	9
5. Land Ownership.....	9
6. Earlier Master Planning	10
7. Corporate Planning Context	10
8. Current Use, Infrastructure and Opportunities.....	11
COMMUNITY ENGAGEMENT OUTCOMES.....	12
9. Consultation Method.....	13
THE MASTER PLAN	14
10. The Master Plan Overview	15
11. Financial Implications	15
12. Delivery Plan.....	15
13. Actions Summary.....	20

Table of Figures

Figure 1 - Map of Intended Precinct Area	5
Figure 2 - Integrated Strategic Planning Framework.....	7
Figure 3 - Map of Land Ownership	9



INTRODUCTION

2021 Wynyard Sports Precinct Plan DRAFT v1.2

1. Introduction

Council adopted an Open Space, Sport and Recreation Plan (OSSR) in 2017 and as part of that strategy, a Wynyard Sporting Precinct was proposed. This master plan includes concepts and ideas generated by the OSSR report, from meetings with each of the clubs and key stakeholders within the sports precinct. Each club has had an opportunity to put forward their ideas and Council has included as much as possible into the draft concept plan, whilst remaining committed to principles in OSSR.

The Precinct consists of three main areas:

- The football ground and bowls club,
- The indoor sporting complex, outdoor tennis courts, squash courts, community garden and band rooms; and
- Wynyard High School.

Wynyard is fast outgrowing its capacity to provide adequate space for the growing variety of sports on offer and some facilities require upgrades as they do not meet current standards, amenity and capacity needs. To combat this issue and allow for future expansion of community recreation and education, Council (WWC), in conjunction with relevant sporting clubs and Wynyard High School, have established a Wynyard Sports Precinct (WySP) concept plan.

WySP will be co-located at the current Wynyard Recreation Ground, Wynyard High School and the surrounding areas. Once complete, WySP will provide convenience, variety and safety to multiple clubs, users and the general public. It will facilitate the sharing of the Wynyard Recreation Ground with WFC and Wynyard & Districts Cricket Club (W&DCC). Additionally, offering excellent facilities for Squash, Basketball, Netball, Tennis, Community Garden and Band Rooms. WySP encompasses what the Wynyard community has been asking for; exemplary facilities that provide variety, safety and value-for-money that the whole community can benefit from.

There are many reasons for which this precinct plan should be progressed. Wynyard and Districts Cricket Club (W&DCC), currently have substandard facilities that do not meet the capacity or amenity requirements for their competition. Following a period of growth, increased games and training by the Wynyard Football Club (WFC), there is higher usage of the Wynyard Recreation Ground, which arguably has now exceeded its capacity, causing damage and an un-playable surface during the winter months.

There is also limited connectivity between local sports clubs and school-aged children within the community. This hinders the ability to improve the overall community health and wellbeing through the encouragement of lifelong participation in recreational activities and reduces the offering of educational programs and infrastructure within our community.

Establishment of oval three is the first stage of the WySP project, as this will allow a space for football to train to keep the foot traffic off WRG and provide opportunity for a turf wicket to establish at WRG. W&DCC cannot move to WRG until there is a turf wicket in place and ready to be used.

The WySP Masterplan also proposes closure of a small section of Austin Street to allow safe access between spaces within the precinct. The closed section of Austin Street will be planted out and a pathway installed, including a 'walk of fame' for local athletes who have been successful in their careers. This will cause some disruption to local resident's current routines, which Council recognise. Council will approach the residents in Austin Street with separate, personalised communication and encourage them to submit feedback.

Figure 1 - Map of Intended Precinct Area

2021 Wynyard Sports Precinct Plan DRAFT v1.2



2. The Objectives

The objectives of this master plan are to:

1. To increase use of the precinct through accessibility and shared use, by consolidating sports facilities elsewhere, at the site, and ensuring all playing surfaces are used in both seasons.
2. Provide more consistent quality and minimise the cost of turf maintenance by negotiating the management of turf fields with other related sports facilities such as bowls club, golf club and other recreation reserves.
3. Seek to provide consolidated support facilities to serve outdoor courts, fields and for indoor courts to minimise the cost of management and construction.
4. Provide a more sustainable number of hard courts for tennis and netball, and multiple cricket and football cricket grounds with compliant support facilities, in the precinct.
5. Enhance the viability of the bowls club and other facilities in the precinct by making facilities more aesthetically pleasing and prominent and undertaking minor upgrades to the club rooms.
6. Provide multiple playing surfaces for indoor and outdoor sports to encourage player pathways from school, foundation to club and senior participation.
7. Better integrate school and community facilities to enhance participation, provide flexibility in playing spaces and enhance the viability of both.
8. Renew assets at the end of their functional life and upgrade then to meet the needs of women and people with a disability.
9. Establish a combined, shared management arrangement with the school and tenants (and associated processes) for the cost effective and efficient management of the combined precinct.

2021 Wynyard Sports Precinct Plan DRAFT v1.2

3. Purpose of the Master Plan

This master plan has been developed with the intent of providing a roadmap for the future development and management of the Wynyard Sports Precinct. The master plan seeks to address key opportunities and challenges experienced within the precinct to ensure Council is meeting the needs of the greater community within resource and budgetary limitations.

This master plan builds upon the previous Master Plan (developed during the creation of the Open Space, Sport and Recreation Plan 2017-2027) which has been refreshed to ensure current community expectations align with the future direction of the precinct.

Whilst the master plan provides a unified future vision for the area and demonstrates a commitment to fulfilling the projects listed in this document, it is not a commitment to funds or to undertake immediate works. The works proposed are reliant on successfully obtaining external funding, such as through co-contributions and grant funding. Without this, it is unlikely the plan can be delivered in its current form.

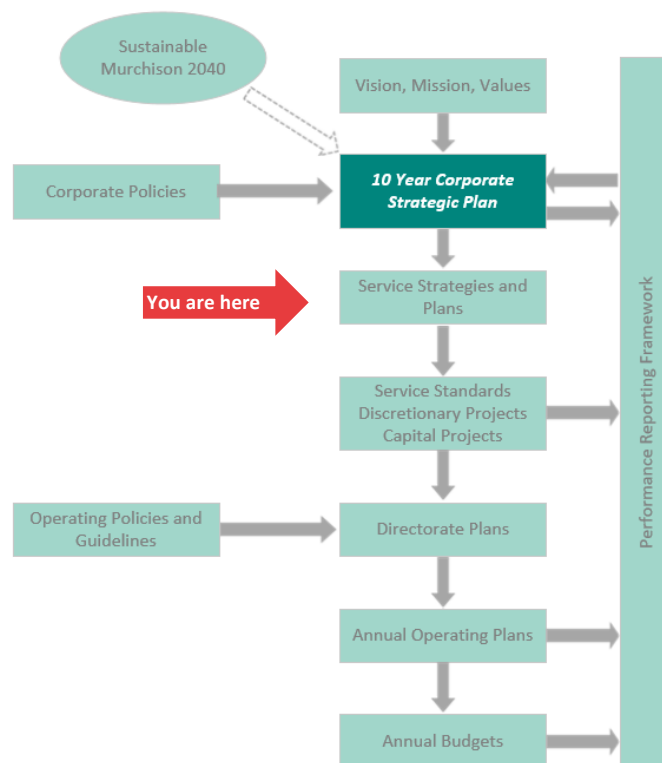


Figure 2 - Integrated Strategic Planning Framework



BACKGROUND & CONTEXT

2021 Wynyard Sports Precinct Plan DRAFT v1.2

4. Location

The master plan covers a significant area within Wynyard, including:

- 23B Austin Street, comprising the Wynyard Recreation Ground
- 17B Park Street, comprising the Wynyard Bowls Club
- 14A Austin Street, comprising the Wynyard Sports Centre, Community Garden, Band rooms, Tennis and Squash Centre
- 30 Church Street and 18 Gibbons Street, comprising Wynyard High School and surrounding land
- Unaddressed land adjoining the lawn cemetery (southern side of Gibbons Street)

It is acknowledged that there are other recreation areas within Wynyard. This plan only captures the areas described above and does not consider the use and intent of other areas, such as the Wynyard Showgrounds or Frederick Street Recreation Reserve.

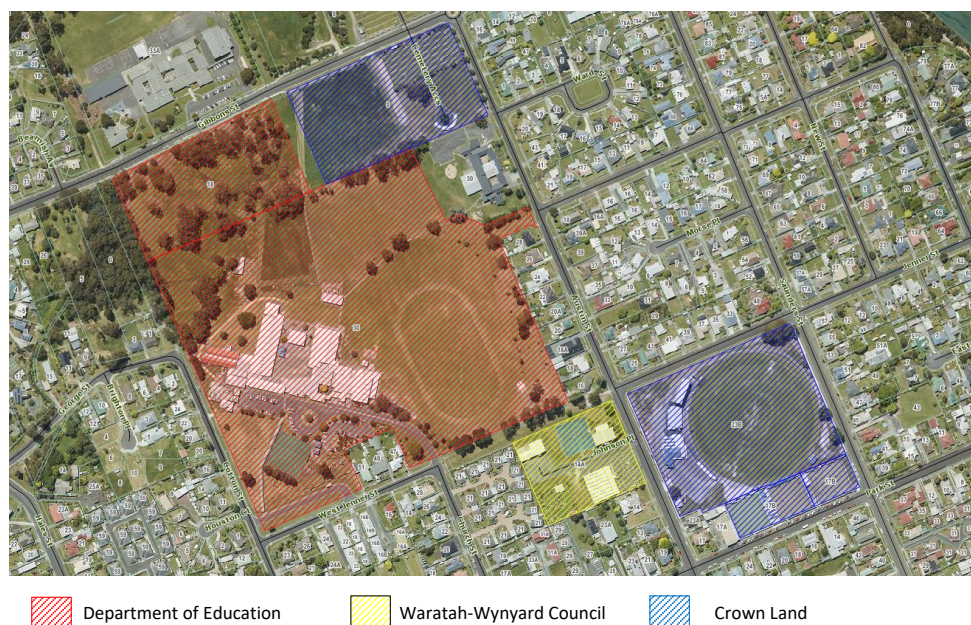
5. Land Ownership

The Crown holds tenure over the Wynyard Recreation Ground, the Wynyard Bowls Club and vacant land adjacent the Cemetery. Separate lease arrangements are in place for the management of each of these facilities.

The Department of Education owns the land that contains the Wynyard High School and grounds.

Waratah-Wynyard Council owns the land which sites the Wynyard Indoor Recreation Centre, Squash Courts, Tennis Courts, Band Rooms and Community Garden.

Figure 3 - Map of Land Ownership



2021 Wynyard Sports Precinct Plan DRAFT v1.2

6. Earlier Master Planning

In 2017 Council engaged a consultant to oversee the development of its Open Space, Sport and Recreation Plan. This included the development of several master plans, one being the Wynyard Recreation Precinct Master Plan (WRPMP).

The WRPMP incorporated a similar area to the designated space proposed within the WySP. The WRPMP had a strong focus on removing assets considered in poor condition, consolidation of facilities and integrating school and community facilities for enhanced participation. The WRPMP also required some land acquisitions for the plan to be fully realised.

Whilst some of these concepts have been carried forward within the current WySP master plan, some actions contained within the WRPMP were considered high cost and with limited overall public benefit. It was also desirable to consider options that did not require land acquisitions and instead focussed on available land within the area. These were the main drivers for reviewing the master plan to ensure it meets current community expectations and needs.

7. Corporate Planning Context

Council's corporate planning is determined through the 10-Year Corporate Strategic Plan. At the time of developing this master plan, the *Waratah-Wynyard Council Corporate Strategic Plan 2017-2027* applied and is formed around seven themed goals:

1. Leadership and Governance;
2. Organisational Support;
3. Connected Communities;
4. Community Recreation and Wellbeing;
5. Economic Prosperity;
6. Transport and Access; and
7. Environment.

The specific strategic plan implications relevant to this master plan are contained in the table below.

Goal 3: Connected Communities	
Desired Outcomes	
Our natural and built environment aids the community with an active and healthy lifestyle.	
Our Priorities	
3.3	Deliver planning for activation through effective urban design and planning that promotes liveability, social gathering and connectedness, and which recognises and celebrates local history.
3.7	Promote and strengthen community safety to retain and attract families to live and recreate in Waratah-Wynyard.
Goal 4: Community Recreation and Wellbeing	
Desired Outcomes	
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.	
Our Priorities	

2021 Wynyard Sports Precinct Plan DRAFT v1.2

4.1	Commit to ongoing recreation and open space planning to ensure evidence-based decisions are made about the role of Council and its partners in recreation.
4.4	Provide and maintain quality and safe places and spaces for physical, social and cultural activities, including shared and multi-use facilities where possible.
4.5	Collaborate with community organisations that provide recreation opportunities to our community.

8. Current Use, Infrastructure and Opportunities

The Wynyard Recreation Ground is currently used for football games and training as well as cricket games during the summer months. The Wynyard Recreation Ground was built to comfortably sustain around 18 hours of use each week. Wynyard Football Club regularly exceeds the grounds capacity as it has multiple junior teams, female and male teams, equating to over 25 hours training each week during the football season. As there is no alternate ground in Wynyard with lighting facilities, the Wynyard Football Club have no choice but to use the Wynyard Recreation Ground for training and games during the winter months. The excessive use of Wynyard Recreation Ground causes the ground to deteriorate at an expeditious rate, with no reprieve of training and games for weeks on end. When the ground deteriorates it becomes unsafe, very muddy, costly to rectify and closed for extended periods.

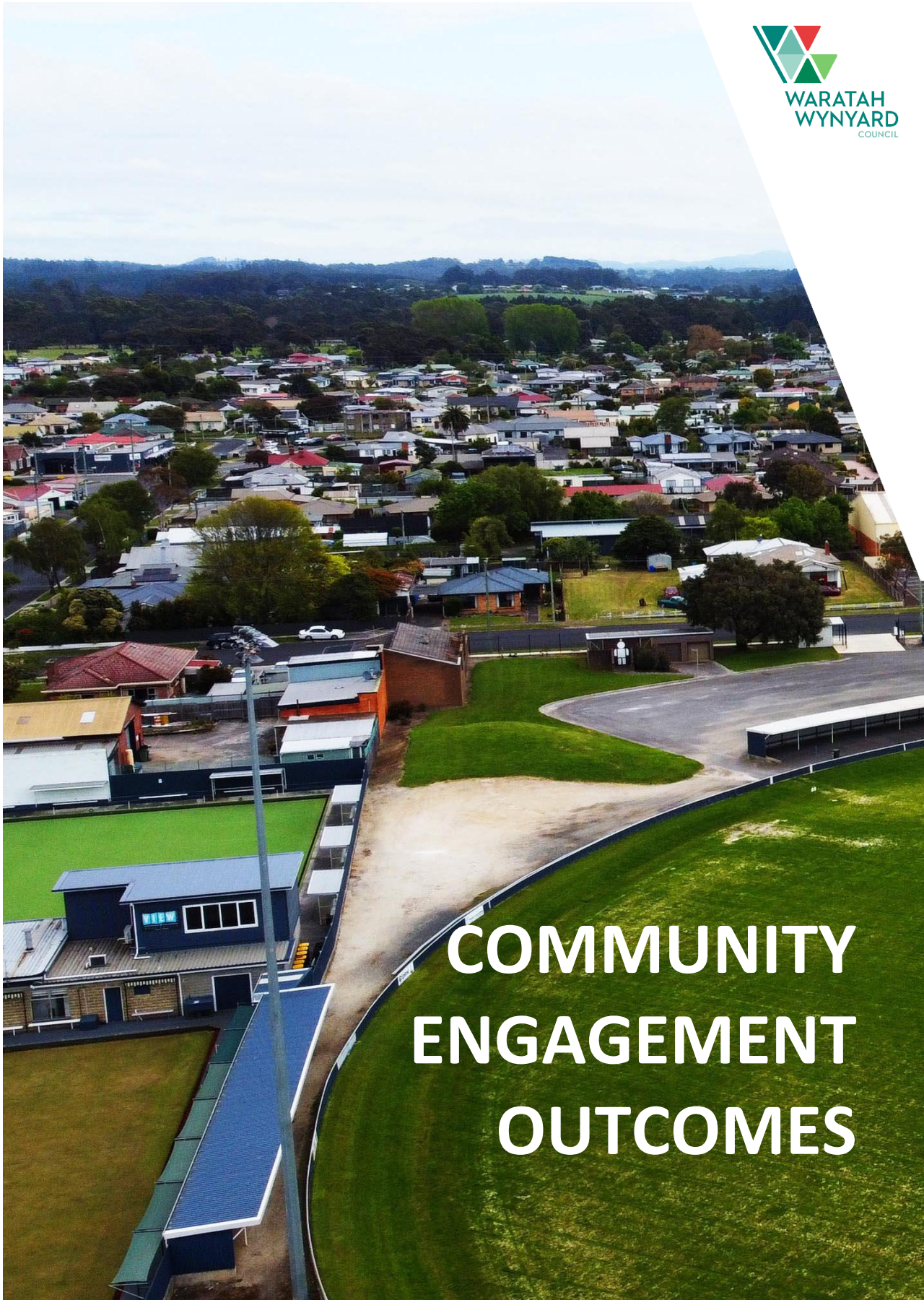
Closing the ground causes the football club to try to find alternate training facilities, often requiring them to leave the municipality (due to lack of adequate training spaces), pay hire fees, and book highly sought after facilities that are often unavailable (due to other clubs in the region suffering from closed grounds as well). With the lack of alternatives, the club often is required cancel training resulting in loss of fitness, skills, team cohesiveness, frustration and disappointment.

Currently, the Wynyard and Districts Cricket Club (W&DCC), are based at the Wynyard Showground in Jackson St. Their current facilities require upgrades to facilitate female and disabled participants and are inadequately sized to house the number of current and growing participants and members. These issues present opportunities for them to consider other locations and added benefits. The Wynyard Recreation Ground has the right facilities and is large enough to comfortably accommodate both football and cricket teams. In order to move the W&DCC, core cricket infrastructure is required at Wynyard Recreation Ground, including cricket nets and a turf wicket.

The Wynyard Indoor Recreation Centre currently accommodates the Wynyard Basketball Association, which is a large, vibrant club that operates year-round. They have recently received significant upgrades to the rear of the building offering new changerooms, bathrooms and storage facilities. The front of the building is virtually original, deteriorated and not cohesive with surrounding facilities. WySP proposes an update to the front of the building to modernise and meet current standards.

The Wynyard Squash Racquets Association has a strong cohort of players who frequent the centre playing in local, state and national competitions. There is a strong group of talented players involved in this club, however due to a lack in the number of courts, the club is unable to host to national events at the facility. WySP proposes two additional courts, which presents opportunities to host state and national events. Players from all over the country could come to Wynyard to train, play and coach at these tournaments and therefore stimulate the local economy.

The Wynyard Somerset Tennis Club's (WSTC) main clubhouse is in Somerset however, they use the Wynyard courts on a regular basis. In doing so, have limited access to facilities. With upgrades to the Squash building, the WSTC would share the amenities and have disability access to bathroom and clubroom spaces, which is currently not possible. Additionally, WySP proposes some wind-break amenities as the tennis courts are in an open area which creates issues for play during windy days.



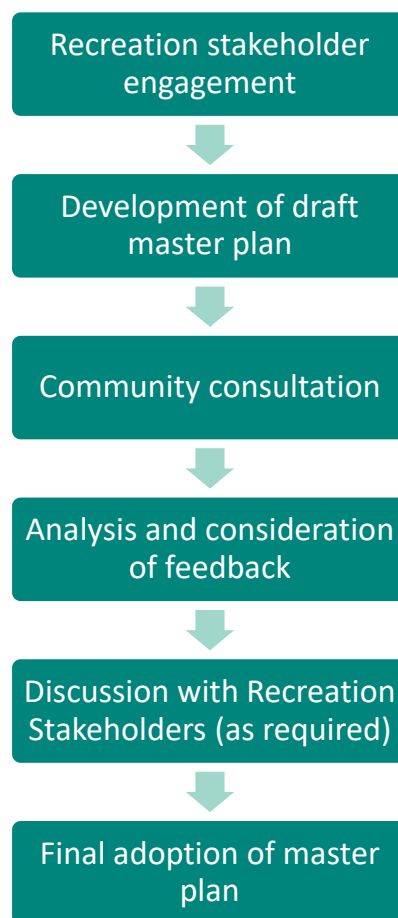
COMMUNITY ENGAGEMENT OUTCOMES

2021 Wynyard Sports Precinct Plan DRAFT v1.2

9. Consultation Method

While drafting this master plan, there was consultation with the core recreation clubs involved with the future use of the Precinct as well as Wynyard High School. Communication with these groups is ongoing while the plan is in development.

With a draft master plan completed, the draft is available for review and open for broader community feedback. The results of which will be summarised in this section and considered prior to any final adoption by Council.





THE MASTER PLAN

2021 Wynyard Sports Precinct Plan DRAFT v1.2

10. The Master Plan Overview

The master plan ensures a strategic approach to sports improvements is undertaken within the designated Wynyard Precinct. It seeks to address fundamental issues and opportunities highlighted within the earlier sections of this document.

Each action identified within the master plan can be categorised into at least one of five key focus areas which align with the objectives of the plan. The focus areas are:

1. Plan for and build resilient infrastructure
2. Promote council, club, community and education collaboration
3. Provide quality and safe recreation spaces
4. Ensure strong futures, shared outcomes and sustained identities
5. Foster lifelong inclusive participation through opportunities for connection

Concept drawings are provided over the following pages to visually depict key actions within the master plan. Further information on the actions can be found in Sections 11 through to 13.

11. Financial Implications

The draft master plan proposes the delivery of 27 actions over eight years. The total estimated capital expenditure for the plan is \$7,199,611. As a result of achieving these actions, an additional \$288,822 is anticipated in ongoing annual costs (such as maintenance, running costs and depreciation). These recurrent annual costs are equivalent to a 3.43% 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.

The estimates currently assume that most assets become public assets owned and maintained by Council. This creates an additional financial burden on the broader community and may not be in line with current practices; where some assets are owned and maintained privately by sports clubs or the Department of Education. Once in principle approval of the master plan has been achieved by the community, Council will work with key stakeholders to negotiate user agreements and asset responsibilities.

The estimates have been prepared based on current market rates and a conceptual understanding of each action. The costs will be revised once detailed design and planning has been completed for each action, and do not include inflation or conditions placed on the works by other authorities.

Funding sources to deliver the \$7.2 million plan will likely involve a collaboration between Council, community clubs and organisations and Department of Education. However, the majority of the works proposed are most likely reliant on successfully obtaining state or federal grant funding. Without this, it is unlikely the plan can be delivered in its full extent.

12. Delivery Plan

A summary of the actions that have been included within the master plan are provided in Section 13, alongside the cost estimates associated with each action. Whilst programming of the works has been provided within the Delivery Plan, this timing is indicative only and will be subject to Council's standard annual budgeting process.



WYNYARD SPORTS PRECINCT OVERVIEW (1 of 4)

version 5



TOTAL FORMAL PARKING:

- 295-320 (excluding informal parking around Oval 1)

OVAL SIZES:

- Oval 1 - 150m x 150m (existing)
- Oval 2 - 130m x 130m
- Oval 3 - 150m x 120m

CRICKET:

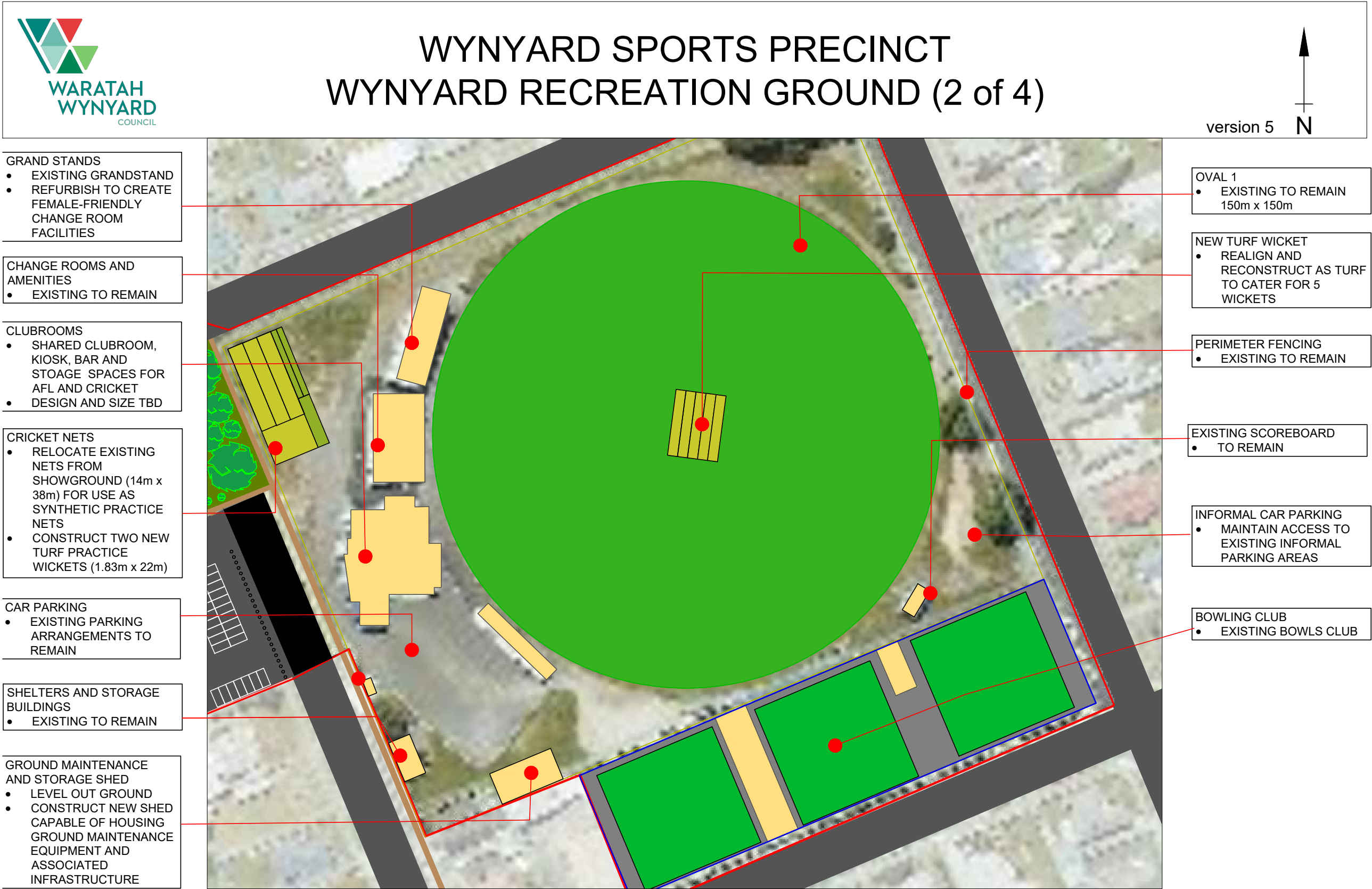
- Synthetic nets - Match existing (approx. 14m x 38m)
- Turf nets - Approx. 4m x 38m (combined)
- Synthetic pitch - Oval 2 to Cricket Guidelines
- Turf pitch - Oval 1 - five wicket turf table

NETBALL (two courts):

- Playing surface - 30.5m x 15.25m

TENNIS (two courts):

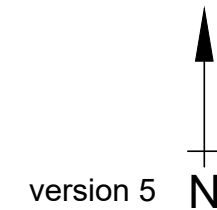
- Playing surface - 23.7m x 11m (existing)





WYNYARD SPORTS PRECINCT

BANDROOMS, BASKETBALL, TENNIS, SQUASH (3 of 4)



SQUASH CENTRE

POSSIBLE EXPANSION TO BE EXPLORED, TO INCORPORATE:

- TWO NEW SQUASH COURTS WITH OPERABLE WALL, IF VIABLE
- DDA FACILITIES INCLUDING TOILET AND LIFT
- ADJUSTMENTS TO AMENITIES AS REQUIRED
- ADJUSTMENTS AND REORIENTATION OF UPSTAIRS CLUBROOMS TO ENABLE SHARED USE FOR SQUASH AND TENNIS

TENNIS COURTS

- EXISTING TO REMAIN
- EXPLORE WIND PROTECTION ON WESTERN SIDE

BAND ROOMS

- EXISTING TO REMAIN
- INVESTIGATE VIABLE ACCESSIBLE STORAGE OPTIONS

OVERFLOW CAR PARKING

- ADJUSTMENTS AND REORIENTATION OF EXISTING PARKING AREA (approx. 35 spaces)
- INVESTIGATE OPTIONS FOR LIGHTING

COMMUNITY GARDEN

- EXISTING TO REMAIN

COACH REVERSING BAY (NO PARKING/STANDING)

AUSTIN STREET CLOSURE

- CLOSE AUSTIN STREET TO THROUGH TRAFFIC TO PROMOTE PEDESTRIAN CONNECTIVITY WITHIN PRECINCT AND ACCESS TOWARDS THE TOWNSHIP

SPORTS WALK OF FAME

- CREATE PEDESTRIAN TRAIL NETWORK THROUGHOUT PRECINCT WHICH CONNECTS TO EXISTING URBAN FOOTPATH NETWORK
- REVEGETATE AND PLANT OUT WITH SUITABLE TREE SPECIES
- DEVELOP A SPORTS WALK OF FAME FOR LOCAL SPORTING LEGENDS

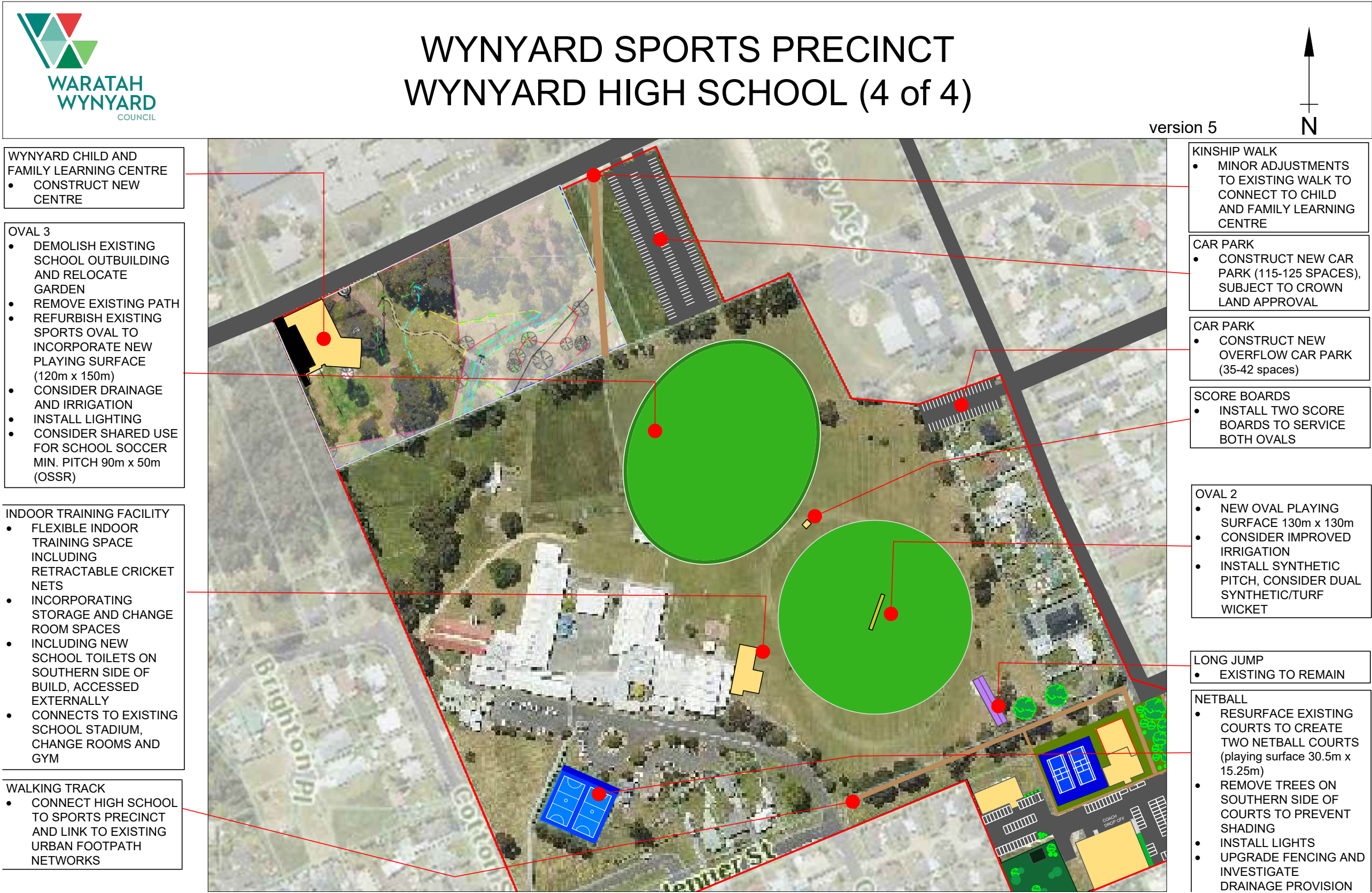
CAR PARKING

- EXISTING TO REMAIN (approx. 49 spaces)

WYNYARD SPORTS CENTRE

- EXISTING TO REMAIN WITH REFRESH OF BUILDING EXTERIOR





2021 Wynyard Sports Precinct Plan DRAFT

13. Actions Summary

Note: The five-year plan is a prediction of completion time only and is subject to change. The majority of the works indicated in the master plan are reliant on successfully obtaining external funding, such as through co-contributions or grant funding. Without this, it is unlikely the plan can be delivered in its full extent.

	ACTIONS	COMMENTS	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	ESTIMATED TOTAL COST	ESTIMATED INCREASE TO ONGOING ANNUAL COSTS
FOCUS AREA 1: Plan for and build resilient infrastructure												
Provide cricket infrastructure at Wynyard Recreation Ground (Oval 1)												
1.1	New turf wicket	Minimum four wicket. Start build in summer, let it settle over winter and use it the following season									200,000	24,000
1.2	Relocate existing cricket nets from the showground	14m x 38m concrete slab									100,000	3,000
1.3	Install two new turf practice wickets	22m x 1.83m									100,000	12,000
1.4	Determine appropriate level of professional curatorial support for the Wynyard Recreation Ground										TBC	TBC
Construct new cricket training/run-off oval at Wynyard High School (Oval 2)												
1.5	Construct new synthetic wicket	Either in conjunction with or after underground irrigation.									50,000	2,750
1.6	Installation of underground irrigation system										132,632	5,316
Construct new football training/run-off oval at Wynyard High School (Oval 3)												
1.7	Demolish existing WHS outbuilding and relocate garden	Asbestos. Needs to be done before lighting, irrigation, drainage works									25,000	-
1.8	Installation of new sports light towers to meet lighting requirements for training purposes	Anticipating four towers to provide 100 lux training standard									422,600	15,565
1.9	Installation of subsurface drainage and irrigation systems	Annual costs include turn renovation to ensure the drainage system continues to function									621,144	40,530
Improve player amenities at Wynyard Recreation Ground												
1.10	WRG Changerooms (Grandstand) - refurbish to female friendly std										215,000	4,688
FOCUS AREA 2: Promote council, club, community and education collaboration												
Provide facilities at Wynyard High School to promote collaboration												
2.1	Construct new shared indoor training facility incl. school toilets	School needs DDA toilets on exterior of facility, to support school and sports use of grounds									1,050,000	28,125
2.2	Construct new car park off Gibbons Street	Sealed									450,000	32,000
2.3	Construct new car park off Austin Street	Sealed									140,000	11,333

2021 Wynyard Sports Precinct Plan DRAFT

2.4	Install new scoreboard to service both Oval 2 and 3	Manual type to service Oval 2 and 3									8,000	200
Improve storage facilities at the Wynyard Recreation Ground												
2.5	Build new maintenance storage shed along the southern boundary of the Wynyard Recreation Ground	Includes levelling of ground. Estimated size = 15m x 6m TBD									80,000	1,500
FOCUS AREA 3: Provide quality and safe recreation spaces												
Repurpose and improve outdoor courts at the Wynyard High School												
3.1	Provide community netball courts by repurposing existing courts at the front of the Wynyard High School	Includes resurfacing, tree removal, new lighting, fencing									241,568	12,438
Provide safe connections throughout the precinct												
3.2	Close section of Austin Street road closure and establish parkland	Establish parkland including road removal (50m x 14m)									20,000	1,250
3.3	Walking track upgrades throughout precinct, where necessary	Including new walking track in concrete									80,000	2,000
Improve quality of sports facilities and amenities												
3.4	Band Rooms car park extension and reorientation	Line marking and extension to seal including coach reversing bay									138,668	11,245
3.5	Provide wind protection on western side Tennis courts	Scope TBD									5,000	600
3.6	Upgrade the Wynyard Squash Centre, including improved accessibility, adding two new squash courts, removal of asbestos and provide shared clubrooms/changerooms	Scope to be confirmed. Conceptually to include two new squash courts = 125m2 plus alterations to incorporate amended changerooms, clubrooms, lift, across two levels									1,000,000	17,500
3.7	Provide 'facelift' to exterior of Wynyard Indoor Sports Centre	Spray paint roof, gable ends, fascia. Texture coat all brickwork to match with surroundings. Replace timber windows in changerooms and large one at front.									100,000	6,000
FOCUS AREA 4: Ensure strong futures, shared outcomes and sustained identities												
4.1	Formalise agreement/s between all relevant stakeholders (including land managers and sports organisations), that considers: a) How clubs can/will retain financial independence and club identity b) Transitional arrangements to the new sporting precinct c) Ongoing use of facilities d) Fees and charges e) Seasonal transition for the Wynyard Recreation Ground										N/A	N/A
4.2	New shared clubrooms at the Wynyard Recreation Ground	Scope TBD; to incorporate multiple users and retain individual identities									2,000,000	55,000
FOCUS AREA 5: Foster lifelong inclusive participation through opportunities for connection												
5.1	Install new sports walk of fame within precinct	Scope unknown									5,000	533
5.2	Band Rooms Car Park - Investigate options to provide non-intrusive solar powered lighting	Scope unknown. Need to consider low impact lighting due to neighbouring properties. Potentially solar.									15,000	1,250
5.3	Investigate viable and accessible storage options for use by the Wynyard Concert Band	Scope unknown.									TBD	TBD
											7,199,611	288,822

RMCG



20 OCTOBER 2021

Flora and Fauna Report: Ballard Ave

Report for: Waratah-Wynyard Council

Property Location: Ballard Ave, Wynyard (PID 1875765)

Prepared by: Sally Scrivens and Astrid Ketelaar
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Table of Contents

Executive summary	1
1 Introduction	2
2 Methods	2
3 Vegetation communities and general habitat description	3
4 Threatened flora risk assessment	4
5 Threatened fauna risk assessment	6
6 Disturbance	10
7 Biosecurity risks	12
8 Geo-conservation sites	12
9 Acid sulfate soils	12
10 Conclusion and considerations	13
11 References	14
Appendix 1: Threatened species habitat	15
Appendix 2: Maps	19
Appendix 3: Photographs	22

Executive summary

RMCG (formerly AK Consultants) have been engaged to undertake a flora and fauna assessment of CT 130501/1 and CT 130500/6, Ballard Ave, Wynyard, to inform Waratah-Wynyard Council about the natural values of the titles which should be considered during decision making around future use of and development on the land.

A field inspection undertaken on the 6 October 2021 found that the subject titles are primarily comprised of modified land, however, CT 130500/6 also contains two patches, of approximately 0.3ha and 0.1ha of the threatened vegetation community wet *Eucalyptus brookeriana* forest.

No threatened flora species were identified within the subject titles, however the titles are considered to provide potentially suitable habitat for two bird-orchids (*Chiloglottis trapeziformis* and *Chiloglottis valida*). No threatened fauna or fauna dens or nests were identified on the subject title; however, potential suitable foraging habitat for the swift parrot was identified. The subject titles are also likely included in some additional species' ranging boundaries.

In order to avoid having an adverse effect on vegetation communities or the value of the habitat for species managed under the *Threatened Species Protection Act 1995*, the *Nature Conservation Act 2002*, or the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999* (EPBC), future use of and development on the subject title should give regard to the considerations outlined in this report.

Considerations

- Any future use or development on the titles should avoid impacting on the threatened vegetation community, wet *Eucalyptus brookeriana* forest. Any future use or development that may impact on this community must give regard to the *Nature Conservation Act 2002* and the *Environment Protection and Biodiversity Conservation Act 1999*.
- Any future use or development on the titles should involve a survey for *Chiloglottis trapeziformis* and *Chiloglottis valida* if any of their potential habitat could be impacted
- Potential impacts of any use or development on potential foraging habitat for the swift parrot should be avoided or mitigated. Any future use or development that may impact on this foraging habitat must give regard to the *Threatened Species Protection Act 1995* and the *Environment Protection and Biodiversity Conservation Act 1999*.
- Habitat corridors and connectivity with surrounding vegetated areas should be maintained where possible
- Measures should be taken to prevent biosecurity incursions and further weed incursions to the site during any future development
- Weed management of the title as a whole should be incorporated into any future use or development on the title.

1 Introduction

RMCG have been engaged to undertake a flora and fauna assessment of CT 130501/1 and CT 130500/6, Ballard Ave, Wynyard. The land is zoned General Residential under the *Waratah-Wynyard Interim Planning Scheme 2013* (the Planning Scheme). Because of this zoning, any clearance of native vegetation will not need to be considered under the Planning Scheme. However, potential impacts on threatened species and communities, as a result of use or development on the land, must still be considered under other legislation (*Nature Conservation Act 2002*, *Threatened Species Protection Act 1995*, and *Environment Protection and Biodiversity Conservation Act 1999*). The proponent, Waratah-Wynyard Council therefore seek to gain an understanding of the natural values of the land to inform potential future use and development of the titles.

A field inspection was undertaken on 6 October 2021 to confirm or otherwise the findings of an initial desktop study and to determine the natural values of the site. This report summarises the findings of the desktop and field assessment and provides considerations regarding future use and development of the land.

2 Methods

The desktop assessment was undertaken using a number of sources, including;

- Natural Values Atlas (NVA)
- Forest Practices Authority Biodiversity Values Database (BVD)
- Forest Practices Authority Habitat Context Assessment Tool
- Forest Practices Authority wedge-tailed eagle nesting habitat model
- LIST map
- Google imagery.

The NVA and BVD cover known flora and fauna sightings within 5km of the site and fauna species whose predicted range boundaries overlay the site. The FPA Habitat Context Assessment Tool maps areas as high, medium, low, or negligible mature habitat availability. This mapping is based on aerial photographs of mature crown density and senescence. Generally, the higher mapped categories have a greater likelihood of trees containing hollows. The FPA wedge tailed eagle nesting habitat model is designed to determine the likelihood that an eagle nest will be found in a particular area to focus search efforts.

The desktop assessment was followed by a site visit on the 6 October 2021, conducted by Sally Scrivens of RMCG (formerly AK Consultants). The subject titles were inspected with a narrowly spaced wandering meander technique.

The field assessment focused on identification of vegetation communities and a threatened species risk assessment based on habitat suitability. Dominant flora species were recorded on site to assist in ground-truthing the TASVEG mapping and determining habitat suitability for threatened species.

All the impacted and surrounding area have been assessed; however, no survey can guarantee that all flora will be recorded in a single site visit due to limitations on seasonal and annual variation in abundance and the presence of material for identification. However, for the purposes of this assessment, additional surveys are not considered necessary.

All mapping and Grid References in this report use GDA 94, Zone 55, with eastings and northings expressed as 6 & 7 digits respectively.

Flora taxonomy nomenclature used is consistent with *Census of Vascular Plants of Tasmania*, Tasmanian Herbarium 2015, *From Forest to Fjældmark*, Descriptions of Tasmania's Vegetation (Edition 2) Harris & Kitchener, 2005, and *Little Book of Common Names for Tasmanian Plants*, Wapstra et al. 2007.

3 Vegetation communities and general habitat description

CT 130500/6 is approximately 2.5ha and CT 130501/1 is approximately 0.5ha in area. CT 130501/1 is divided into two areas which are separated by four titles (each 3innamo. 500m²). The two areas are 0.4ha and 0.1ha in size, both with frontage on Ballard Ave. The smaller, southern portion provides a walkway between Ballard Ave and Beamish Ave to the south east. CT 130500/6 is adjacent to the north western boundary of the larger, northern portion of CT 130501/1. Crown land associated with the Inglis River is to the north of CT 130500/6. Table Cape Primary School is adjacent to the south/east of the titles and residential blocks are adjacent to all other boundaries.

The subject area is relatively flat, at approximately 10m above sea level, with a northerly aspect in the north of the larger title. Soils at the site are mapped as Wynyard Association (Wy), which are soils developed on Quaternary sandy marine &/or estuarine deposits on level to gently undulating (<1-3%) plains. Underlying geology is mapped as Cenozoic cover sequences (Qpsa), which are described as older stabilised aeolian sand of predominantly coastal plain, with underlying marine sands in places; may show relict landforms including terraces, lunettes, linear or barchan dunes, and beach ridges related to regressive strandlines of Last Interglacial period (Mineral Resources Tasmania 2010). Average annual rainfall for Wynyard Airport (Site No. 091107) is 974mm (BOM 2021). There is no recorded fire history on the title (DPIPWE 2021).

TASVEG 4.0 maps 1.2ha of the subject area as *Eucalyptus obliqua* wet forest (undifferentiated) (WOU). The balance of the titles is mapped as urban areas (FUR). WOU is not listed as a threatened vegetation community under the *Nature Conservation Act 2002*.

The onsite assessment found vegetation on CT 130500/6 to be varied. The eastern portion of the title is primarily non-native mown grass which contains two patches of isolated stands of up to three eucalypts and one isolated stand of *Acacia dealbata* silver wattle. There is also a strip of mown grass along the southern and western boundaries. In the southern portion of the title, grassy sections encroach under the outer extents of the native vegetation.

In the south of the title is a 0.3ha strip of primarily silver wattle with *A. melanoxylon* blackwood. Adjacent to the north of this is a 0.3ha area dominated by *Eucalyptus brookeriana*/*E. ovata*. *E. brookeriana* and *E. ovata* are closely related species, similar in appearance, habitat, and function and the species are known to hybridise. It can therefore be difficult to distinguish between the species. TASVEG 4.0 acknowledges this by separating the mapping of *E. ovata*/*E. brookeriana*-dominated vegetation into *Eucalyptus brookeriana* wet forest (WBR) or *Eucalyptus ovata* forest and woodland (DOV) on the basis of canopy density and understory characteristics, rather than the dominant canopy species. From the material available at the site, it is determined that the species present is likely to be *E. brookeriana*, however, this is not conclusive, with some trees displaying *E. ovata* characteristics. Further verification of the species at the site is not considered necessary due to the classification under TASVEG, with both communities listed at both the state and Commonwealth level.

Understory species in this area were dominated by blackwood, silver wattle, *Pomaderris apetala* common dogwood, *Leptospermum laevigatum* coast teatree, *Acacia 4innamomi* caterpillar wattle, *Pimelea linifolia* slender riceflower, *Lomandra longifolia* sagg, and *Pteridium escluentum* bracken. More heathy understory species, including *Aotus ericoides* golden pea, *Epacris impressa* common heath and *Leptospermum scoparium* common teatree, were observed adjacent to the mown area in the east of the title.

Further north on the western portion of CT 130500/6, the canopy becomes dominated by *Eucalyptus obliqua* with *Eucalyptus nitida* as a sub-dominant, before transitioning to a canopy of almost entirely *Eucalyptus obliqua*. The understory species were generally the same as the *Eucalyptus brookeriana*/*E. ovata* community with additional species appearing as the land slopes to the north toward the Inglis River. These additional species include *Bursaria spinosa* prickly box, *Melaleuca ericifolia* coast paperbark, *Coprosma quadrifida* native currant, *Oleria lirata* forest daisybush, *Lomatia tinctoria* guitarplant, *Gahnia spp.* Sawsedge, and *Lepidosperma spp.* Swordsedge. The north eastern patch of this vegetation appeared disturbed, with several weeds/garden escapees present, including gorse, cotoneaster, spear thistle, *Agapanthus*, *Pittosporum*, and *Myosotis* forget-me-nots.

While the vegetation observed does not closely adhere to TASVEG community descriptions, likely due to the disturbed nature of the surrounding area, the southern 0.3ha of CT 130500/6 would best be described as *Acacia dealbata* forest (NAD), which is adjacent to 0.3ha of *Eucalyptus brookeriana* wet forest (WBR), with 0.7ha of *Eucalyptus obliqua* forest with broadleaf shrubs (WOB) in the north. The eastern most portion of the title contains a small patch (0.1ha) of vegetation dominated by *Eucalyptus brookeriana*/*E. ovata* with *E. obliqua* as a sub dominant canopy species, with the common understory species listed above. This area would also be classed as WBR. The balance (1.1ha) of the title, consisting of the mown areas and small, isolated patches of trees is considered consistent with the mapping of urban areas (FUR). WBR is a threatened vegetation community under the *Nature Conservation Act 2002* and the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999* (EPBC). Any future use or development on the land should consider potential impacts to the threatened vegetation community.

The southern portion and the western section of the larger, northern portion of CT 130501/1 is non-native dominated grassland which appears to be regularly mown. The eastern section (0.2ha) of the larger portion of CT 130501/1 contains native vegetation, dominated by *Eucalyptus nitida*, however, the area appears highly disturbed, with a damaged fence surrounding it and weeds, including blackberry thickets and *Cotoneaster*, within it. The native vegetation in this area includes *Eucalyptus brookeriana*/*E. ovata* as a sub-dominant and an understory of blackwood, silver wattle, *Allocasuarina 4innamomic4e* drooping sheoak, *Exocarpos cupressiformis* common native cherry, *Dianella spp.* Flax lily, common tea tree, prickly box, sagg, and bracken. This vegetation does not strongly align with a TASVEG community, however, would be best described as *Eucalyptus nitida* dry forest and woodland (DNI).

4 Threatened flora risk assessment

According to the Natural Values Atlas, three threatened flora species have been recorded within 500m of the subject titles. An additional five threatened flora species have been recorded within a 5km radius of the subject titles. Based on the availability of suitable habitat on the titles and the location of existing records, two of these eight species are considered to be at high risk of occurring on the titles, as discussed below. The remaining six species are considered to be at low risk of occurring on the subject titles. See Table 4-1 for risk assessment and Appendix 1 for habitat preferences. All eight species were looked for, with none found on the titles.

Chiloglottis trapeziformis is known to occur on sandy soil in damp sclerophyll forest and has previously been recorded within 500m of the subject titles. This species can only be identified when in flower, which is from early November (FPA 2017). Due to the timing of the site visit in early October, it is not expected that, if present at the site, this species would be observed during the site visit. An additional survey during the flowering period would therefore be required to determine the presence of this species at the site and any potential impacts to the species as a result of future use or development of the titles.

Chiloglottis valida is known to occur in wet sclerophyll forest and has also previously been recorded within 500m of the subject titles. Flowers are generally required to identify this species, from mid-October to late December (Threatened Species Section 2020). While it may be possible to identify the species from vegetative features prior to flowering, and none were observed at the time of the site visit, an additional survey during the flowering period would be required to determine the presence of the species at the site and determine any potential impacts to the species as a result of future use/development of the titles.

Table 4-1: Risk assessment for threatened flora listed in NVA as being recorded within 5km of the subject land

THREATENED FLORA SPECIES				PRELIMINARY RISK ASSESSMENT OF LIKELY PRESENCE	FINAL RISK ASSESSMENT OF POTENTIAL FUTURE IMPACT ¹
SPECIES NAME		NVA RECORD	STATUS S*/N+		
LATIN	COMMON				
<i>Banksia serrata</i>	Saw banksia	Within 5km	r	Occurs in open woodland on quartzitic soils. No suitable habitat. Low risk.	Low risk
<i>Calystegia soldanella</i>	Sea bindweed	Within 5km	r	Occurs in coastal sands. No suitable habitat. Low risk.	Low risk
<i>Chiloglottis trapeziformis</i>	Broadlip bird-orchid	Within 500m	e	Occurs in sandy soil in damp sclerophyll forest. Suitable habitat. High risk.	Further assessment required
<i>Chiloglottis valida</i>	Large bird-orchid	Within 500m	-e	Occurs in wet sclerophyll and swamp forest. Suitable habitat. High risk.	Further assessment required
<i>Cyathea cunninghamii</i>	Slender treefern	Within 5km	e	Occurs in deep, sheltered fern gullies. No suitable habitat. Low risk.	Low risk
<i>Epilobium pallidiflorum</i>	Showy willowherb	Within 5km	r-	Occurs in wet places, e.g., wetlands. No suitable habitat. Low risk.	Low risk

¹ See text for explanatory information

THREATENED FLORA SPECIES				PRELIMINARY RISK ASSESSMENT OF LIKELY PRESENCE	FINAL RISK ASSESSMENT OF POTENTIAL FUTURE IMPACT ¹
SPECIES NAME		NVA RECORD	STATUS S*/N+		
LATIN	COMMON				
<i>Gynatrix pulchella</i>	Fragrant hempbush	Within 500m	r	Riparian shrub. No suitable habitat. Low risk.	Low risk
<i>Persicaria decipiens</i>	slender waterpepper	Within 5km	v	Occurs on the banks or rivers and streams. No suitable habitat. Low risk.	Low risk

* refers to listing status under the Tasmanian Threatened Species Act 1995: r = rare, v = vulnerable e = endangered

* refers to listing status at the federal level under the Environment Protection and Biodiversity Conservation Act 1999: VU = Vulnerable, EN = Endangered, CR = Critically Endangered, P = Pending

5 Threatened fauna risk assessment

The Forest Practices Biodiversity Values Database and the Tasmanian Natural Values Atlas identified 21 threatened fauna species with potential to occur onsite. The closest raptor nest (grey goshawk) in the vicinity is approximately 440m away from the subject titles to the west. There is a second raptor nest (wedge-tailed eagle) within 1km from the subject titles (6innamo. 910m), to the north west. The FPA Habitat Context Assessment Tool indicates that the subject titles have negligible mature habitat availability (FPA 2019a) and the FPA wedge-tail eagle nesting habitat model indicates the titles have a low likelihood of eagle nesting potential (FPA 2019b). No nests or hollows were observed onsite.

No threatened fauna species were identified during the site visit; however, of the 21 species identified in the Natural Values Atlas and Biodiversity Values Database, two species were considered to be at high risk and three additional species at medium risk of occurring on the titles based on potentially suitable habitat and location of previous records, as discussed below. All other 16 species were considered to be at low risk of occurring on the titles and therefore at low risk of being impacted by any future use or development on the titles. See Table 5-1 for risk assessment and Appendix 1 for habitat preferences.

Spotted-tail quolls and Tasmanian devils are known to occur in a range of habitats, however, they require shelter, such as dense vegetation, hollow logs, and burrows, for denning. The subject titles are considered to provide potential foraging habitat for the spotted-tail quoll and Tasmanian devil but provide limited shelter and denning habitat. The two species have previously been recorded with 500m of the subject titles and the titles are likely included in the range boundaries of any individuals in the area, though no signs of quolls or devils, such as scats, were observed on the subject titles. It is therefore expected that any future use or development on the titles will have a low risk of impacting on the species. However, consideration should be given to maintaining habitat corridors and connectivity with surrounding vegetated areas.

Grey goshawk and a grey goshawk nest have previously been recorded within 500m of the subject titles. While grey goshawk are known to occur in wet forest, they prefer blackwood swamp forest, *Leptospermum* or *Melaleuca* swamp forest, riparian blackwood and tea-tree scrub communities, wet eucalypt forest with blackwood/myrtle understorey, and rainforest and they forage from freshwater bodies. As the composition of vegetation on the titles is not comprised of preferred grey goshawk habitat, and no nests were observed on site, any future use or development of the title is considered to pose a low risk of impacting on this species.

A wedge-tailed eagle has previously been recorded within 500m of the subject titles and the titles are likely to provide suitable foraging habitat for the wedge-tailed eagle and to be in the foraging range boundaries of any eagles in the greater area. For nesting, the wedge-tailed eagle prefers tall trees in large tracts, generally over 10ha, of forest. The vegetation on the subject title does not form part of a 10ha or more tract of vegetation and no nests were observed during the site visit. In addition, the area is considered to be an area with a low likelihood of eagle nesting (FPA 2019b). The wedge-tailed eagle nest previously recorded approximately 910m to the north west is outside the line of sight from the subject title and is therefore considered to be at low risk of being impacted by any future use or development of the titles. As the titles are only likely to contribute a small area to the foraging range boundaries of the wedge-tailed eagle, any future use or development of the title is considered to present a low risk of impacting on this species.

The swift parrot requires hollows for nesting and breeding and flowering *Eucalyptus globulus* or *E. ovata* within 10km of their nest for foraging. *E. brookeriana* has also recently been identified as a food source for the swift parrot (Pers. Comms. Kirsty Kay, FPA 22/09/2021). Nest trees are eucalypts which generally have a large trunk (>70cm diameter at breast height (DBH)) and contain dead wood (signs of advanced senescence) (FPA 2014). The eucalypts within the subject titles were typically <70cm DBH and showed negligible signs of senescence, with no hollows observed. The subject titles are therefore unlikely to provide suitable nesting and breeding habitat for the swift parrot. However, the swift parrot has previously been recorded within 500m of the subject titles and there is vegetation in the surrounding landscape that may provide suitable nesting habitat for the species. The *E. brookeriana* on the subject titles may therefore provide an important foraging resource for the species. Any future use or development on the title should therefore consider potential impacts to the swift parrot.

It is likely that the titles are also included in the ranging boundaries of species such as the eastern quoll and bandicoot, however, any future use or development on the titles is likely to present a low risk to these species.

Table 5-1: Risk assessment for threatened fauna species (excluding marine and shore species) listed in NVA as being recorded within 5km and/or with range boundaries (Forest Practices Biodiversity Values Database) that overlay the subject land

Threatened Fauna Species					Preliminary Risk Assessment of Likely Presence	Final Risk Assessment of Potential Future Impact ²
Species Name		NVA Record	Status S*/N*	FPA ^x Range Class		
Latin	Common					
<i>Accipiter novaehollandiae</i>	Grey goshawk	Record within 500m	e	CR	Prefer mature wet forest adjacent to a fresh waterbody. Suitable habitat. High risk.	Low risk

² See text for explanatory information

Enclosure 1 Flora and Fauna Report: Ballad Avenue

THREATENED FAUNA SPECIES					PRELIMINARY RISK ASSESSMENT OF LIKELY PRESENCE	FINAL RISK ASSESSME NT OF POTENTIAL FUTURE IMPACT ²
SPECIES NAME		NVA RECORD	STATUS S*/N+	FPA x RANGE CLASS		
LATIN	COMMON					
<i>Alcedo azurea</i> subsp. <i>Diemenensis</i>	Azure kingfisher	Record within 500m	e/EN	CR	Require large rivers/streams for foraging and steep banks for breeding. No suitable habitat. Low risk.	Low risk
<i>Aquila audax</i> subsp. <i>Fleayi</i>	Tasmanian wedge-tailed eagle	Record within 500m	e/EN	PR	Potential foraging habitat is a wide variety of forest and non-forest habitats. Potential nesting habitat is tall eucalypt trees in large tracts (usually more than 10ha) of eucalypt or mixed forest. Potential foraging habitat only. Medium risk.	Low risk
<i>Astacopsis gouldi</i>	Giant freshwater crayfish	Record within 5km. Within 500m based on RB	v/VU	PR	Inhabits streams. No suitable habitat. Low risk.	Low risk
<i>Beddomeia capensis</i>	Hydrobiid snail (Table Cape)	Record within 500m	e	PR	Inhabits streams. No suitable habitat. Low risk.	Low risk
<i>Dasyurus maculatus</i>	Spotted-tail quoll	Record within 500m	r/VU	CR	Potential foraging habitat is a wide variety of habitats. Require structurally complex areas for denning. Marginally suitable habitat. Medium risk.	Low risk
<i>Dasyurus viverrinus</i>	Eastern quoll	Record within 5km	EN	PR	Occur in a range of habitats but prefer dry forest and native grassland mosaics bound by agricultural land. Marginally suitable habitat. Low risk.	Low risk
<i>Engaeus yabbimunna</i>	Burnie burrowing crayfish	Within 500m based on RB	e/EN	PR	Potential habitat includes streams and poorly drained areas. No suitable habitat. Low risk.	Low risk
<i>Galaxiella pusilla</i>	Eastern dwarf galaxias	Within 500m based on RB	v/VU	PR	Inhabit slow flowing waterbodies. No suitable habitat. Low risk.	Low risk

THREATENED FAUNA SPECIES					PRELIMINARY RISK ASSESSMENT OF LIKELY PRESENCE	FINAL RISK ASSESSME NT OF POTENTIAL FUTURE IMPACT ²
SPECIES NAME		NVA RECORD	STATUS S*/N+	FPA ^x RANGE CLASS		
LATIN	COMMON					
<i>Haliaeetus leucogaster</i>	White-bellied sea-eagle	Record within 500m	v	PR	Potential foraging habitat is any large waterbody. Prefers tall eucalypts in tracts of over 10ha for nesting. No suitable habitat. Low risk.	Low risk
<i>Hirundapus caudacutus</i>	White-throated needletail	Record within 500m	VU		Aerial species. No specific habitat requirements documented. Low risk.	Low risk
<i>Lathamus discolor</i>	Swift parrot	Record within 500m	e/CR	N & W PR	Potential foraging habitat is flowering <i>Eucalyptus globulus</i> or <i>E. ovata</i> / <i>E. brookeriana</i> . Nest in hollows. Suitable habitat. High risk.	Dependent on future use/ development
<i>Limnodynastes peroni</i>	Striped marsh frog	Within 500m based on RB	e	PR	Requires permanent non-flowing water bodies with abundant aquatic vegetation. No suitable habitat. Low risk.	Low risk
<i>Litoria raniformis</i>	Green and gold frog	Within 500m based on RB	v/VU	PR	Associated with waterbodies with vegetation in or around them. No suitable habitat. Low risk.	Low risk
<i>Oreisplanus munionga subsp. Larana</i>	Marawah skipper	Record within 5km. Within 500m based on RB		PR	Require an understory dominated by <i>Carex spp.</i> No suitable habitat. Low risk.	Low risk
<i>Perameles gunnii</i>	Eastern barred bandicoot	Record within 5km. Within 500m based on RB	VU	PR	Occurs within open forest with a grassy understory or in areas with dense, low vegetation. Marginally suitable habitat. Low risk.	Low risk
<i>Prototroctes maraena</i>	Australian grayling	Record within 5km. Within 500m based on RB	v/VU	PR	Occurs in streams. No suitable habitat. Low risk.	Low risk

THREATENED FAUNA SPECIES					PRELIMINARY RISK ASSESSMENT OF LIKELY PRESENCE	FINAL RISK ASSESSMENT OF POTENTIAL FUTURE IMPACT ²
SPECIES NAME		NVA RECORD	STATUS S*/N+	FPA ^x RANGE CLASS		
LATIN	COMMON					
<i>Pseudemoia pagenstecheri</i>	Tussock skink	Within 500m based on RB	v		Prefers grasslands and grassy woodlands with >20% native grass cover. No suitable habitat and outside range boundaries. Low risk.	Low risk
<i>Sarcophilus harrisii</i>	Tasmanian devil	Record within 500m	e/EN	PR	Broad range of potential habitat, though shelter is required for denning. Marginally suitable habitat. Medium risk.	Low risk
<i>Thylacinus cynocephalus</i>	Thylacine	Record within 5km	x/EX		NA – species extinct.	Low risk
<i>Tyto novaehollandiae</i>	Masked owl	Record within 500m	e/VU	CR	Require trees with large (>15cm) hollows. No suitable habitat. Low risk.	Low risk

* refers to listing status under the Tasmanian Threatened Species Act 1995: r = rare, v = vulnerable e = endangered, x = extinct

* refers to listing status at the federal level under the Environment Protection and Biodiversity Conservation Act 1999: VU = Vulnerable, EN = Endangered, CR = Critically Endangered, EX = Extinct

* refers to range boundaries as specified in the Forest Practices Biodiversity database: PR = Potential Range, CR = Core Range

6 Disturbance

The Natural Values Atlas records a number of weeds of significance and priority weeds as being present within 5km (Table 6-1 and Table 6-2). Several weeds were observed on the subject titles, however, the majority are not declared weeds and would be considered garden escapees. Weeds observed include blackberry (declared, most noticeably in the east of CT 130501/1), gorse (declared, small infestation in the west of the WOB vegetation), radiata pine (in the vegetated section of CT 130500/6), ivy, *Passiflora edulis* passionfruit vine, *Vinca major* blue periwinkle, *Cotoneaster*, and, within a disturbed area in the eastern patch of WOB, *Myosotis* forget-me-nots, spear thistle, *Pittosporum*, and *Agapanthus*. While the majority of the weeds were observed on the outer extents of the vegetation communities, some were within the communities and rubbish was also observed occasionally throughout the area.

Any disturbance of soil on the title relating to a future use or development is likely to facilitate the further establishment of weeds if control measures and ongoing maintenance are not put in place. Any future use or development on the title should therefore incorporate weed management of the titles as a whole.

The declared weeds (blackberry and gorse) are subject to Statutory Weed Management Plans under the *Tasmanian Weed Management Act 1999*. Blackberry is considered to have widespread infestations in the municipality (Zone B) and is therefore subject to containment management measures (DPIPWE 2011a). This includes preventing the spread of the weed outside of the municipal boundaries and to specified areas within the municipality. Gorse is considered to have localised infestations within the municipality (Zone A) and is therefore subject to eradication management measures (DPIPWE 2011b). This includes implementing an integrated control program for eradication and prevention of future occurrences. It is an obligation of all landholders to actively control or eradicate any declared weeds on their property.

Table 6-1: Tasmanian Management Act Weeds within 5000m

SPECIES	COMMON NAME
<i>Asparagus asparagoides</i>	Bridal creeper
<i>Carduus pycnocephalus</i>	Slender thistle
<i>Cortaderia jubata</i>	Pink pampasgrass
<i>Cortaderia</i> sp.	Pampas grass
<i>Cytisus scoparius</i>	English broom
<i>Erica lusitanica</i>	Spanish heath
<i>Genista monspessulana</i>	Montpellier broom
<i>Marrubium vulgare</i>	White horehound
<i>Rubus</i> spp.	Blackberry
<i>Salix purpurea</i>	Purple willow
<i>Senecio jacobaea</i>	Ragwort
<i>Ulex europaeus</i>	Gorse

Table 6-2: Priority Weeds within 5000m

SPECIES	COMMON NAME
<i>Acacia baileyana</i>	Cootamundra wattle
<i>Achillea millefolium</i>	Yarrow
<i>Pittosporum undulatum</i>	Sweet pittosporum
<i>Reseda luteola</i>	Weld
<i>Rumex obtusifolius</i>	Broadleaf dock
<i>Tradescantia fluminensis</i>	Wandering creeper
<i>Verbascum thapsus</i>	Great mullein
<i>Watsonia meriana</i> var. <i>bulbillifera</i>	Bulbil watsonia

7 Biosecurity risks

According to the Natural Values Atlas, no biosecurity risks, including *Phytophthora 12innamomic*, have been identified within 1km of the subject titles. Any future use or development on the title should consider measures to prevent the spread of such risks to the area. This may include adhering to washdown and disinfection protocols (as per DPIWE, 2004) for any vehicles and machinery accessing the site.

8 Geo-conservation sites

According to the Natural Values Atlas, there are no geo-conservation sites within 1000m of the subject titles. Therefore, no geo-conservation sites are considered at risk of being impacted by any future use or development on the land.

9 Acid sulfate soils

According to the Natural Values Atlas, the subject titles and surrounding area are within an area of 'low' probability of occurrence of coastal acid sulfate soils (ASS). Depending on the future use or proposed development on the title, further consideration of ASS may be required, as far as impacts on natural values. It is noted, however, that consideration of ASS is not required under the Local Government Planning provisions.

10 Conclusion and considerations

Waratah-Wynyard Council seek to gain an understanding of the natural values of CT 130501/1 (0.5ha) and CT 130500/6 (2.5ha), Ballard Ave, Wynyard in order to inform decision making around future use of and development on the land.

The subject titles are primarily comprised of modified land (1.4ha), however, CT 130500/6 also contains two patches, of approximately 0.3ha and 0.1ha of the threatened vegetation community wet *Eucalyptus brookeriana* forest (WBR). The balance of vegetation on the titles is comprised of approximately 0.2ha of *Eucalyptus nitida* dry forest and woodland (DNI), 0.3ha of *Acacia dealbata* forest (NAD) and 0.7ha of *Eucalyptus obliqua* forest with broadleaf shrubs (WOB).

No threatened flora species were identified within the subject titles; however the titles are considered to provide potentially suitable habitat for two bird-orchids (*Chiloglottis trapeziformis* and *Chiloglottis valida*). No threatened fauna or fauna dens or nests were identified on the subject title; however, potential suitable foraging habitat for the swift parrot was identified. The subject titles are also likely included in some additional species' ranging boundaries.

In order to avoid having an adverse effect on vegetation communities or the value of the habitat for species managed under the *Threatened Species Protection Act 1995*, the *Nature Conservation Act 2002*, or the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999* (EPBC), future use of and development on the subject title should give regard to the considerations outlined in this report.

Considerations

- Any future use or development on the titles should avoid impacting on the threatened vegetation community, wet *Eucalyptus brookeriana* forest. Any future use or development that may impact on this community must give regard to the *Nature Conservation Act 2002* and the *Environment Protection and Biodiversity Conservation Act 1999*.
- Any future use or development on the titles should involve a survey for *Chiloglottis trapeziformis* and *Chiloglottis valida* if any of their potential habitat could be impacted
- Potential impacts of any use or development on potential foraging habitat for the swift parrot should be avoided or mitigated. Any future use or development that may impact on this foraging habitat must give regard to the *Threatened Species Protection Act 1995* and the *Environment Protection and Biodiversity Conservation Act 1999*.
- Habitat corridors and connectivity with surrounding vegetated areas should be maintained where possible
- Measures should be taken to prevent biosecurity incursions and further weed incursions to the site during any future development
- Weed management of the title as a whole should be incorporated into any future use or development on the title.

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Appendix 1: Threatened species habitat

Table A1-1: Preferred habitat for threatened flora previously recorded within 5km of the subject titles from NVA accessed 20/09/2021

SPECIES NAME	COMMON NAME	PREFERRED HABITAT
<i>Banksia serrata</i>	Saw banksia	Known from open woodland and sedgeland on broad flats, slopes and ridgelines, most strongly associated with quartzitic soils and stony ground. It is restricted to the Sisters Beach/Rocky Cape area, and near Wingaroo on Flinders Island.
<i>Calystegia soldanella</i>	Sea bindweed	Recorded from coastal sands, mainly in the north-east of the State (but it is now also known from the north-east coast of King Island). It has also been found growing in granite soils and grazed coastal grasslands.
<i>Chiloglottis trapeziformis</i>	Broadlip bird-orchid	Known from near Wynyard on sandy soil in damp sclerophyll forest. There is a historical record from dry open forest near Legana. It has also been recorded from <i>Leptospermum</i> (teatree) and <i>Allocasuarina</i> (sheoak) scrub on sandy humus overlying granite on Great Dog Island (Furneaux group).
<i>Chiloglottis valida</i>	Large bird-orchid	Occurs in wet sclerophyll and swamp forest.
<i>Cyathea cunninghamii</i>	Slender treefern	Typically grows in deep sheltered fern gullies beside creeks. Associated wet eucalypt forest is usually dominated by <i>Eucalyptus obliqua</i> and/or <i>E. regnans</i> . Most of the known extant sites occur within 3 km of the coast. Some inland sites (South Springfield, Marine Creek, Geeveston), and several sites where the species is now presumed extinct, indicate a much wider original (and potential) range.
<i>Epilobium pallidiflorum</i>	Showy willowherb	Occurs in wet places (e.g. natural wetlands amongst forest, margins of <i>Melaleuca ericifolia</i> swamp forest, scrubby-sedgy <i>E. ovata</i> woodland on heavy soils, etc.) mostly in the north and north-west of the State.
<i>Gynatrix pulchella</i>	Fragrant hempbush	Occurs as a riparian shrub, found along rivers and drainage channels, sometimes extending onto adjacent floodplains (including old paddocks), predominantly in the north of the State.
<i>Persicaria decipiens</i>	Slender waterpepper	Occurs on the banks of rivers and streams, mostly in the north of the State, including King Island. The species may colonise farm dams.

Table A1-2: Preferred habitat for threatened fauna previously recorded within 5km or with range boundaries within 5km of the subject titles from NVA and BVD accessed 20/09/2021

SPECIES NAME	COMMON NAME	PREFERRED HABITAT
<i>Accipiter novaehollandiae</i>	Grey goshawk	Potential habitat is native forest with mature elements below 600 m altitude, particularly along watercourses. Significant habitat may be summarised as areas of wet forest, rainforest and damp forest patches in dry forest, with a relatively closed mature canopy, low stem density, and open understorey in close proximity to foraging habitat and a freshwater body (i.e. stream, river, lake, etc.). Forest types used; blackwood swamp forest, <i>Leptospermum</i> or <i>Melaleuca</i> swamp forest, riparian blackwood and tea-tree scrub communities, wet eucalypt forest with blackwood/myrtle understorey and rainforest.
<i>Alcedo azurea subsp. Diemenensis</i>	Azure kingfisher	Potential habitat comprises potential foraging habitat and potential breeding habitat. Potential foraging habitat is primarily freshwater (occasionally estuarine) waterbodies, such as large rivers and streams with well-developed overhanging vegetation suitable for perching and water deep enough for dive-feeding. Potential breeding habitat is usually steep banks of large rivers (a breeding site is a hole (burrow) drilled in the bank).
<i>Aquila audax subsp. fleayi</i>	Tasmanian wedge-tailed eagle	Potential habitat comprises potential nesting habitat and potential foraging habitat. Potential foraging habitat is a wide variety of forest (including areas subject to native forest silviculture) and non-forest habitats. Potential nesting habitat is tall eucalypt trees in large tracts (usually more than 10ha) of eucalypt or mixed forest. Nest trees are usually amongst the largest in a locality. They are generally in sheltered positions on leeward slopes, between the lower and mid sections of a slope and with the top of the tree usually lower than the ground level of the top of the ridge, although, in some parts of the State topographic shelter is not always a significant factor. Significant habitat is all native forest and native non-forest vegetation within 500 m or 1 km line of sight of known nest sites (where the nest tree is still present).
<i>Astacopsis gouldi</i>	Giant freshwater crayfish	Potential habitat is freshwater streams of all sizes. Characteristics of potential habitat include a combination of well-shaded flowing and still waters, deep pools, decaying logs and undercut banks. Riparian vegetation needs to be native and predominantly intact to provide shade, nutrient, energy and structural inputs into streams. Smaller juveniles inhabit shallow fast-flowing streams favouring habitats with rocks or logs that are large enough to be stable but not embedded in finer substrates, but overlie coarser substrates and/or have a distinct cavity underneath. Perennial headwater streams have substantially higher juvenile densities than non-perennial headwater streams.
<i>Beddomeia capensis</i>	Hydrobiid snail (Table Cape)	Potential habitat is small catchments i.e. around class 3 and 4 streams (one species is restricted to Great Lake) within the potential range.
<i>Dasyurus maculatus</i>	Spotted-tailed quoll	Potential habitat is coastal scrub, riparian areas, rainforest, wet forest, damp forest, dry forest and blackwood swamp forest (mature and regrowth), particularly where structurally complex areas are present, and includes remnant patches in cleared agricultural land or plantation areas. Significant habitat is all potential denning habitat within the core range of the species. Potential denning habitat includes 1) any forest remnant (>0.5ha) in a cleared or plantation landscape that is structurally complex (high canopy, with dense understorey and ground vegetation cover), free from the risk of inundation, or 2) a rock outcrop, rock crevice, rock pile, burrow with a small entrance, hollow logs, large piles of coarse woody debris and caves.

SPECIES NAME	COMMON NAME	PREFERRED HABITAT
<i>Dasyurus viverrinus</i>	Eastern quoll	Potential habitat for the eastern quoll includes rainforest, heathland, alpine areas and scrub. However, it seems to prefer dry forest and native grassland mosaics which are bounded by agricultural land. Potential range for the eastern quoll is the whole of mainland Tasmania and Bruny Island.
<i>Engaeus granulatus</i>	Burnie burrowing crayfish	Potential habitat includes any poorly-drained habitats such as streams (of any class and disturbance history), seepages (e.g. springs in forest or pasture, outflows of farm dams), low-lying flat swampy areas and vegetation (e.g. buttongrass and heathy plains, marshy areas, boggy areas of pasture), drainage depressions, ditches (artificial and natural, including roadside ditches, pasture drains, etc.).
<i>Galaxiella pusilla</i>	Eastern dwarf galaxis	Potential habitat for the dwarf galaxiid is slow flowing waters such as swamps, lagoons, drains or backwaters of streams, often with aquatic vegetation. It may also be found in temporary waters that dry up in summer for as long as 6-7 months, especially if burrowing crayfish burrows are present (although these will usually be connected to permanent water). Habitat may include forested swampy areas but does not include blackwood swamp forest. Juveniles congregate in groups at the water surface in pools free of vegetation. Significant habitat for the dwarf galaxiid is all potential habitat and a 30m streamside reserve within the core range.
<i>Heliaeetus leucogaster</i>	White-bellied sea eagle	Potential habitat for the white-bellied sea eagle species comprises potential nesting habitat and potential foraging habitat. Potential foraging habitat is any large waterbody (including sea coasts, estuaries, wide rivers, lakes, impoundments and even large farm dams) supporting prey items (fish). Potential nesting habitat is tall eucalypt trees in large tracts (usually more than 10 ha) of eucalypt or mixed forest within 5 km of the coast (nearest coast including shores, bays, inlets and peninsulas), large rivers (Class 1), lakes or complexes of large farm dams. Scattered trees along river banks or pasture land may also be used. Significant habitat for the white-bellied sea eagle is all native forest and native non-forest vegetation within 500 m or 1 km line of sight of known nest sites (where nest tree still present).
<i>Hirundapus caudacutus</i>	White-throated needletail	Almost exclusively aerial, occurring over most types of habitat. No specific habitat requirements documented for perching.
<i>Lathamus discolor</i>	Swift parrot	Potential breeding habitat for the swift parrot comprises potential foraging habitat and potential nesting habitat and is based on definitions of foraging and nesting trees (see Table A in swift parrot habitat assessment Technical Note). Potential foraging habitat comprises <i>E. globulus</i> or <i>E. ovata</i> trees that are old enough to flower.
<i>Limnodynastes peroni</i>	Striped marsh frog	Potential habitat for the striped marsh frog is natural and artificial coastal and near-coastal wetlands, lagoons, marshes, swamps and ponds (including dams), with permanent freshwater and abundant marginal, emergent and submerged aquatic vegetation. Significant habitat for the striped marsh frog is high quality potential habitat.
<i>Litoria raniformis</i>	Green and gold frog	Potential habitat for the green and gold frog is permanent and temporary waterbodies, usually with vegetation in or around them. Potential habitat includes features such as natural lagoons, permanently or seasonally inundated swamps and wetlands, farm dams, irrigation channels, artificial water holding sites such as old quarries, slow flowing stretches of streams and rivers and drainage features.

Enclosure 1 Flora and Fauna Report: Ballard Avenue

SPECIES NAME	COMMON NAME	PREFERRED HABITAT
<i>Oreisplanus munionga subsp. larana</i>	Marawah skipper	Potential habitat is any vegetation type, including forest (native and plantation) and non-forest native and non-native types, with an understorey either dominated by <i>Carex appressa</i> or supporting <i>Carex appressa</i> in patches (as small as 20m ²).
<i>Perameles gunnii</i>	Eastern barred bandicoot	Potential habitat is open vegetation types including woodlands and open forests with a grassy understorey, native and exotic grasslands, particularly in landscapes with a mosaic of agricultural land and remnant bushland. Significant habitat is dense tussock grass sagg sedge swards, piles of coarse woody debris and denser patches of low shrubs (especially those that are densely branched close to the ground providing shelter) within the core range of the species.
<i>Prototroctes maraena</i>	Australian grayling	All streams and rivers in their lower to middle reaches. Areas above permanent barriers that prevent fish migration are not potential habitat.
<i>Pseudemoia pagenstecheri</i>	Tussock skink	Potential habitat is grassland and grassy woodland (including rough pasture with paddock trees), generally with a greater than 20% cover of native grass species, especially where medium to tall tussocks are present.
<i>Sacophilus harrisii</i>	Tasmanian Devil	Potential habitat is all terrestrial native habitats, forestry plantations and pasture. Devils require shelter (e.g. dense vegetation, hollow logs, burrows or caves) and hunting habitat (open understorey mixed with patches of dense vegetation) within their home range (427km ²). Significant habitat is a patch of potential denning habitat where three or more entrances (large enough for a devil to pass through) may be found within 100m of one another, and where no other potential denning habitat with three or more entrances may be found within a 1km radius, being the approx. area of the smallest recorded devil home range (Pemberton 1990). Potential denning habitat for the Tasmanian devil is areas of burrow-able, well-drained soil, log piles or sheltered overhangs such as cliffs, rocky outcrops, knolls, caves and earth banks, free from risk of inundation and with at least one entrance through which a devil could pass.
<i>Thylacinus cynocephalus</i>	Thylacine	Species extinct.
<i>Tyto novaehollandiae</i>	Masked owl	Potential habitat is all areas with trees with large hollows (>15cm entrance diameter). In terms of using mapping layers, potential habitat is considered to be all areas with at least 20% mature eucalypt crown cover (PI type mature density class 'a', 'b', or 'c'). From on ground surveys this is areas with at least 8 trees per hectare over 100cm dbh. Significant habitat is any areas within the core range of native dry forest with trees over 100cm dbh with large hollows (>15cm entrance diameter). Such areas usually have no regrowth component or just a sparse regrowth component. In terms of using mapping layers for an initial desktop assessment prior to an on-ground survey. Significant habitat may occur in all areas within the core range classified as dry forest (TASVEG dry Eucalypt forest and woodland) with at least 20% mature eucalypt crown cover (PI type mature density class 'a', 'b', or 'c') that is classified as mature. From on ground surveys this is areas with at least 8 trees per hectare over 100cm dbh and more than half of the canopy cover is comprised of mature trees. Remnants and paddock trees in agricultural areas may also constitute potential habitat or significant habitat.

Appendix 2: Maps



Figure A2-1: Location



Figure A2-2: Aerial image with mapped natural values

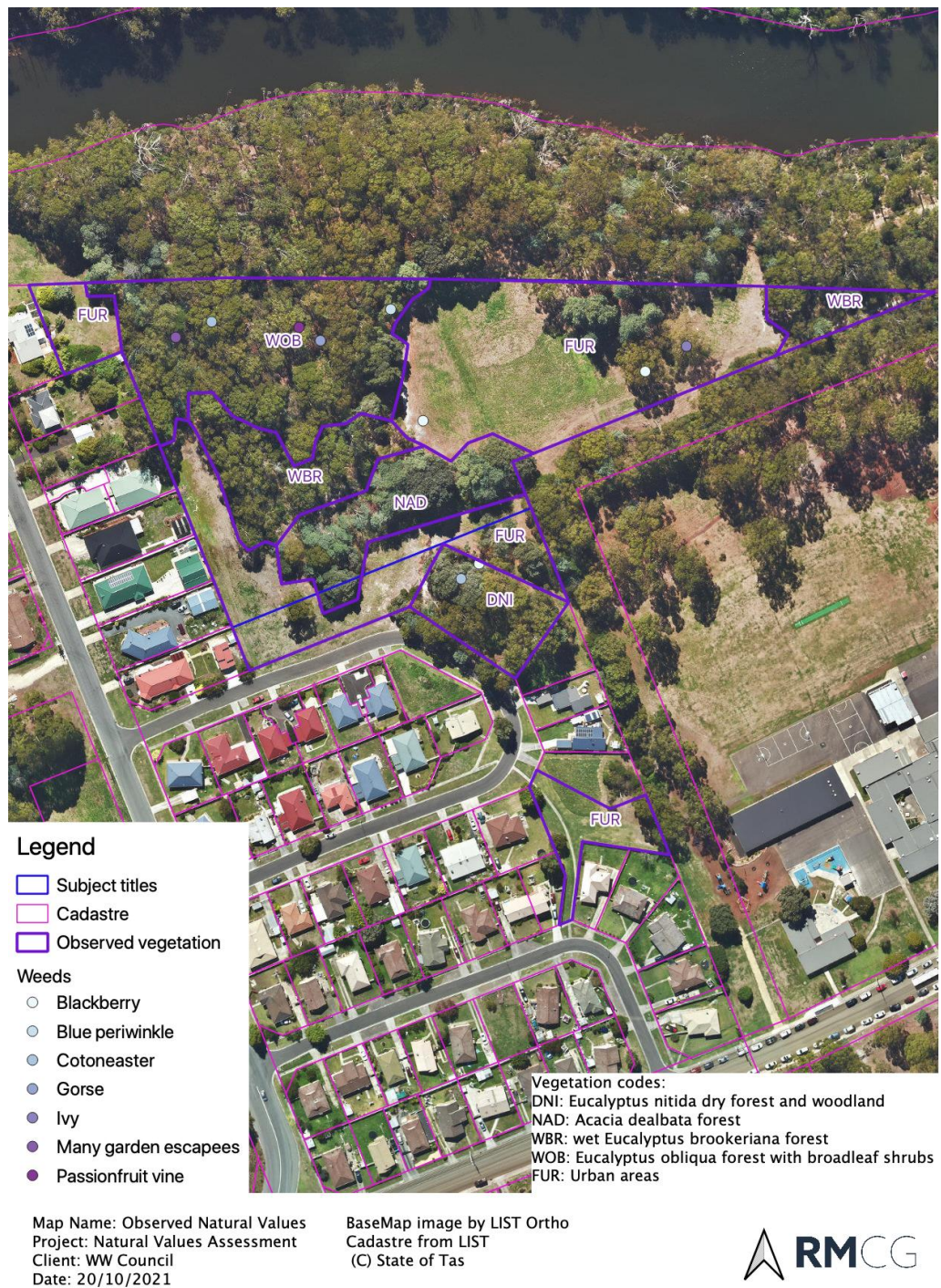


Figure A2-3: Aerial image with observed natural values

Appendix 3: Photographs

All photographs taken by Sally Scrivens 6 October 2021



Figure A3-1: View east on CT 130500/6 showing small, isolated patch of vegetation surrounded by mown grass



Figure A3-2: *Eucalyptus brookeriana* wet forest (WBR) community on CT 130500/6



Figure A3-3: *Eucalyptus obliqua* forest with broadleaf shrubs (WOB) community in the north of CT 130500/6



Figure A3-4: Mown grass adjacent to a disturbed patch of native vegetation classed as *Eucalyptus nitida* dry forest and woodland (DNI) in the east of CT 130501/1



Figure A3-5: View north along the pathway connecting Ballard Ave and Beamish Ave on the southern portion of CT 130501/1

This report has been prepared by:

RM Consulting Group Pty Ltd trading RMCG

29 York Town Square, Launceston Tasmania 7250

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Key contact

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Document review and authorisation

Project Number: #1383

Doc Version	Final/Draft	Date	Author	Project Director review	BST QA review	Release approved by	Issued to
1.0	Final	20/10/2021	S. Scrivens	A. Ketelaar	M. Sandford	A. Ketelaar	J. Archer



TENDER EVALUATION FORM

Doc No.
Version 02 19 January 2021

SUMMARY COVER PAGE

Contract Number: 769

Contract Title: Provision of Cleaning Services for Council Facilities

Assessment Date: 02 Nov 2021

Number of panel members: 2

			Key Selection Criteria - Weighted Score						
			Criteria A	Criteria B	Criteria C	Criteria D	Criteria E		
		Does the tender conform?	Total Tender Sum	Project understanding including quality and completeness of submission	Capacity and resources, materials, plant and equipment to complete the works including financial viability	Capability and relevant experience of personnel and management	Quality Management Systems, including WHS, risk & environmental		
Criteria Weighting %		Y/N	40	10	15	20	15	Score	Explanatory Notes
Tenderer 1	Name: ABC Healthcare Services								
	Tender Sum (\$): \$ 131,488.50	0	40	10	14	18	15	96	Best price, very comprehensive submission, excellent quality control systems
Tenderer 2	Name: Bennett Cleaning Services								
	Tender Sum (\$): \$ 176,696.00	0	30	7	8	10	6	60	Weak capability statement and poor standard of supporting docs (risk, WHS etc)
Tenderer 3	Name: Evans Cleaning Service								
	Tender Sum (\$): \$ 187,200.00	0	28	8	8	14	6	63	Expensive, doubts over capability (vacancies), poor standard of supporting docs
Tenderer 4	Name: Lazaro Pty Ltd								
	Tender Sum (\$): \$ 179,380.50	0	29	7	14	19	11	80	Failed to price for after-hours work in accordance with tender; otherwise a strong submission
Tenderer 5	Name: North West Cleaning Services								
	Tender Sum (\$): \$ 180,921.00	0	29	9	12	16	8	74	Weaker supporting docs (esp capability statement and quality management)
Tenderer 6	Name: Quad Services Pty Ltd								
	Tender Sum (\$): \$ 191,708.79	0	27	10	13	18	11	79	Most expensive, otherwise a very comprehensive submission

Preferred Tenderer: ABC Healthcare Services

Budget Allocation (excl. GST)	\$ 149,071.00
Contract Sum (excl. GST)	\$ 131,488.50
Overheads and Contingency	\$ -
Variance	\$ 17,582.50

Statement of recommendation: I hereby recommend the preferred tender, as noted above to be awarded with this contract. The preferred tenderer has been evaluated by a panel of representatives against the key selection criteria, as noted above, as has been determined to be the best option to conduct the business associated with this contract.

Approval of recommendation: 

Project Manager

4/11/2021
Dated

Approval to Proceed: 

Director Infrastructure & Development

4/11/2021

Dated



2021/22 CAPITAL PROGRAM MONTHLY PROGRESS REPORT

Executive Summary

Reporting Month: November 21

Reporting Officer: Corey Gould, Manager Engineering Services

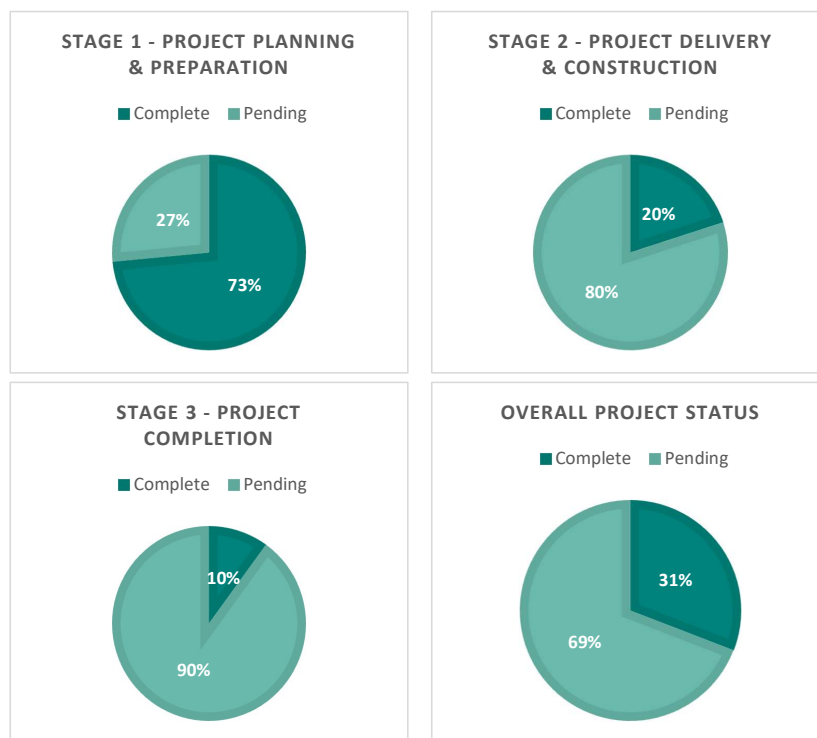
Current Capital Delivery

Section	Total Project Completion (%)
Parks & Open Spaces	30.9
Transport	12.6
Stormwater	18.3
Sporting Facilities	20.6
Buildings	43.5
Plant & Equipment	29.6
Budget Amendments	16.6

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



PARKS & OPEN SPACE



Projects	Status (%)
<u>Somerset</u>	
ANZAC Park All-ability Playground	22.5
Cam River Reserve - Outdoor Art & Information Gallery	15
ANZAC Park Erosion Mitigation *	18.75
<u>Boat Harbour</u>	
Stairway Replacement - Adjacent to 276 Port Road	5
Boat Harbour Beach - Western Seawall Repair *	12.5



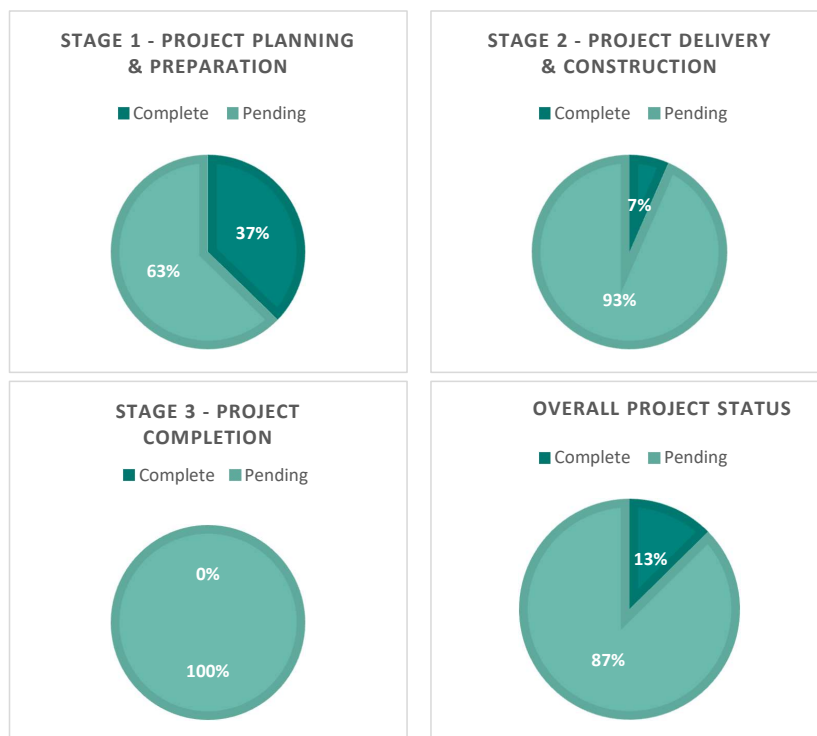
Projects	Status (%)
<u>Wynyard</u>	
Wonders of Wynyard Geological Trail	75
Camp Creek Final Rehabilitation *	20
Wynyard CBD Furniture Replacement	15
<u>Other</u>	
BBQ Renewals	25
Yolla Playground Upgrade (School)	100

Key project milestones/updates:

- Somerset:
 - The ANZAC Park All Abilities Playground contract awarded at the October Council meeting. Erosion Mitigation for ANZAC Park designs have been received and are under review for tender preparation.
 - Cam River Reserve Outdoor Art & Information Gallery planning has commenced including stakeholder engagement - completion due March-April 2022. Multiple groups being contacted.
- Boat Harbour: The Stairway Replacement near Port Road is preparing to put out an RFQ in November and the Boat Harbour Beach Western Seawall Repair remains in design phase, awaiting draft designs.
- Wynyard:
 - The Wonders of Wynyard booklet has been approved and is now on sale at WOW.
 - The Camp Creek Final Rehabilitation contract has been awarded. The design completion expected prior to end of financial year while construction is likely to commence from February 2022. Currently waiting Crown Land approvals, mid-October approval was requested. Crown has advised they are waiting on environmental.
 - Wynyard CBD Furniture Replacements are in the process of getting quotes for complete replacement as well as an alternative option to replace just the planks on the seats, keeping the frame.
- Other:
 - BBQ Renewals are in the early stages, currently gathering and reviewing pricing.
 - Yolla Playground Upgrade complete and invoice has been received.



TRANSPORT



Projects	Status (%)
<u>Strategic Projects</u>	
IGA Area - Intersection re Configuration & Carpark * (subject to agreement with IGA)	18.75
<u>Bridge Renewal</u>	
Takone Rd (Inglis River) Bridge Replacement	25
Waratah Bridge	0



Projects	Status (%)
<u>Rural Upgrade</u>	
Rural Intersection Seal Extensions	0
Calder Road - Major Patching	75
<u>Urban Reseals</u>	
Houston Court	25
Inglis Street	25
Martin Street	25
Old Cam Road	25
<u>Urban Upgrade</u>	
Pelissier Street - Major Patching	25
Hepples Road - Repair Works	3.75
Old Bass Highway/Mt Hicks Road Roundabout	25
<u>Footpaths & Kerbs</u>	
Murchison Highway (Yolla) - Footpath Installation	75
Mount Hicks Road (Yolla High School) - Footpath Sealing	57.5
Beijing Restaurant - DDA Compliant Footpath Access	25
DDA Footpath Ramp Upgrades	0
New Street - Footpath Installation	25
York Street Footpath	25
Little Goldie St Footpath	25
<u>Resheets</u>	
Andersons Road (0045 - 1330m)	0
Andersons Road (1426 - 1721m)	0



Projects	Status (%)
Austins Road (0000 - 0179m)	0
Back Cam Road (4593 - 5257m)	0
Blackabys Road (0015 - 0626m)	0
Boags Road (0000 - 0324m)	0
Buggs Lane (1000 - 2351m)	0
Cryans Road (0000 - 0447m)	0
Fosters Road (0015 - 0734m)	0
Hoares Lane (1189 - 1335m)	0
Kimberleys Hill Road (0000 - 1422m)	0
Myalla Road (17666 - 19666m)	50
Nelsons Road (0000 - 1715m)	0
Nelsons Road (1715 - 2030m)	0
Nelsons Road (2030 - 2498m)	0
Newhaven Track (0000 - 2679m)	0
Petersons Lane (0000 - 1066m)	0
Smith Street - Section 3	0
Smith Street - Section 5	0
South Elliott Road (1156 - 3199m)	0
South Street - Section 1	0
Sweetmans Road (0000 - 0495m)	0
Sweetmans Road (0495 - 0893m)	0
Takone Road (15618 - 17155m)	0
Walker Street - Section 1	0
Wandering Gully Road (0000 - 0032m)	0



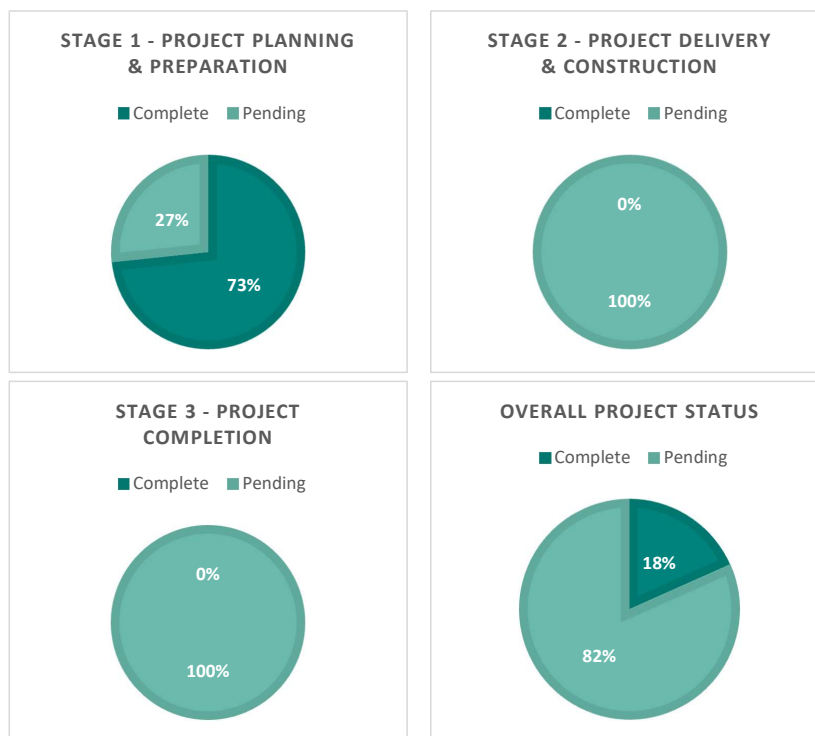
Projects	Status (%)
Wandering Gully Road (0032 - 0689m)	0
Other	
George Street (Somerset) Pavement Rehabilitation	25
Deep Creek Rd - Pavement Rehabilitation	25

Key project milestones/updates:

- **Strategic Projects:** IGA Intersection & Carpark design and package of works is done. Consultation and DA have been delayed for traffic investigation.
- **Bridge Renewal:** Takone Road Bridge Replacement works awarded with works commencing soon. The Waratah Bridge remains on hold pending the outcome of the dam. This is not likely to see funding until April/May 2022 and will be a likely carry forward.
- **Rural Upgrade:** Calder Road Patching works are complete, awaiting as cons to closeout. Rural intersection seal extensions are due to commence early 2022.
- **Urban Reseals:** Houston Court, Inglis Street and Old Cam Road reseal tenders have been awarded, works due to begin in February. Martin Street reseal has been awarded with works due for completion late 2021.
- **Urban Upgrades:** Pelissier Street Patching work was awarded and is due for completion late 2021. The Old Bass Highway / Mt Hicks Road roundabout work was awarded, and Hepples Road repair works are in design, tender preparation and release to follow, aiming for works to begin post Easter 2022.
- **Footpaths & Kerbs:** Yolla footpath works are in progress, Murchison Hwy portion is complete. Remaining footpath construction designs are still being finalised and preparing to commence.
- **Resheets:** Myalla Road resheeting works have commenced and are halfway through completion. The remaining resheeting works were scheduled to start the last week of August with completion by mid-April 2022.
- **Other:** George Street (Somerset) and Deep Creek Road Pavement Rehabilitation tenders were awarded, completion due late 2021.



STORMWATER



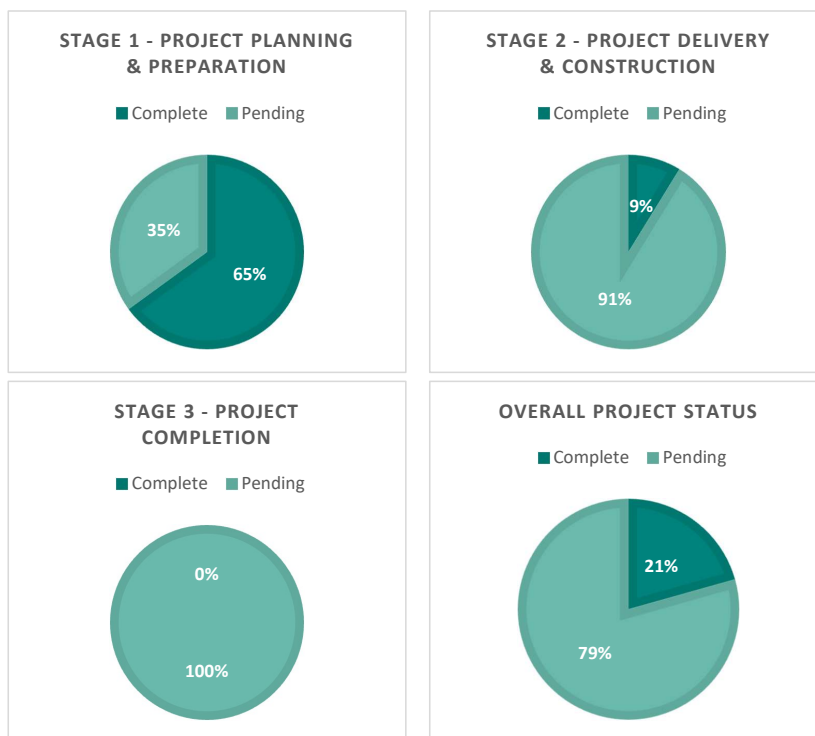
Projects	Status (%)
Port Creek Flood Mitigation Works * (subject to funding)	10
Port Road Drainage *	20
Culvert Upgrade Program	25

Key project milestones/updates:

- Port and Big Creek Flood Mitigation design works have been awarded.
- Port Road, Boat Harbour Drainage remains in design phase.
- The Culvert Upgrade Program construction is nearing completion at 70% of works done.



SPORTING FACILITIES



Projects	Status (%)
Cardigan Street Recreation Ground - Fencing & Carpark *	36.25
Cardigan Street Recreation Ground - Lighting Upgrade	21.25
Wynyard Indoor Sports Centre - Replace Skylights	25
Yolla Recreation Ground - Drainage Investigation	0

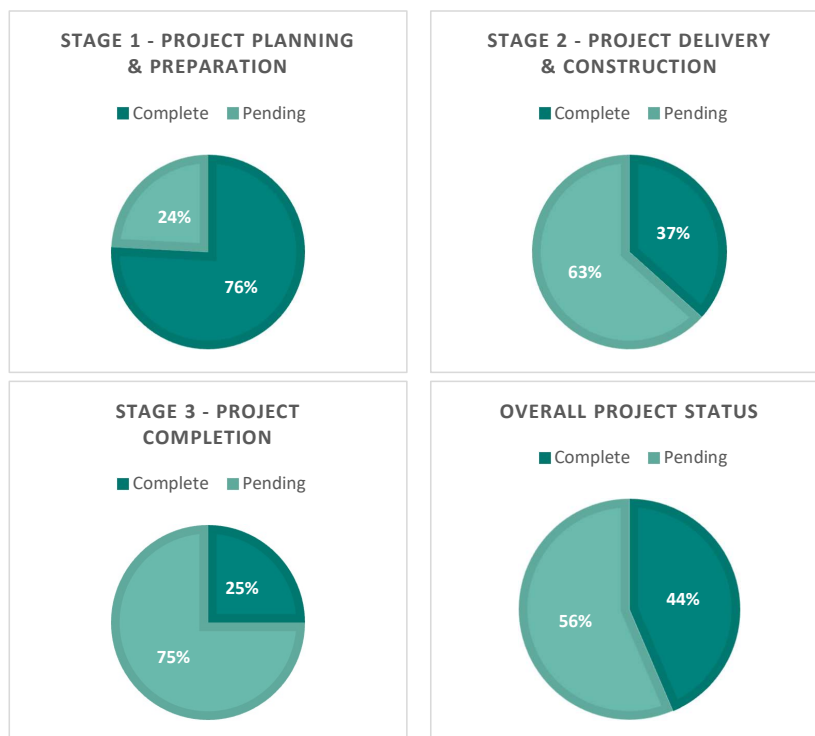


Key project milestones/updates:

- Cardigan Street Recreation Ground car park and fencing has achieved an in principal agreement with TasWater and a planning application submitted. RFQ for fencing will be issued soon but construction will indicatively commence March/April (after light tower construction). Car park works awaiting approvals before it can be finalised. The Lighting Upgrade had its pre-start meeting design is well underway. Physical construction of towers anticipated to commence mid-January with final completion expected April 2022. All going well, electrical to be installed prior to Xmas in line with the subsurface drainage works.
- Wynyard Indoor Sports Centre materials have arrived. Works will be completed prior to December.
- Yolla Recreation Ground Drainage Investigation – no progress to report at this time.



BUILDINGS



Projects	Status (%)
East Wynyard Foreshore Toilets - Stainless Lining	100
Public Toilets Upgrades	55
Wonders of Wynyard - Internal Painting	25
Paint Timber Windows - 32 Jackson Street	25
External Painting & Eave Repairs - 41 Dodgin Street	20
Frederick Street Sports Complex - Main Hall Heater	100



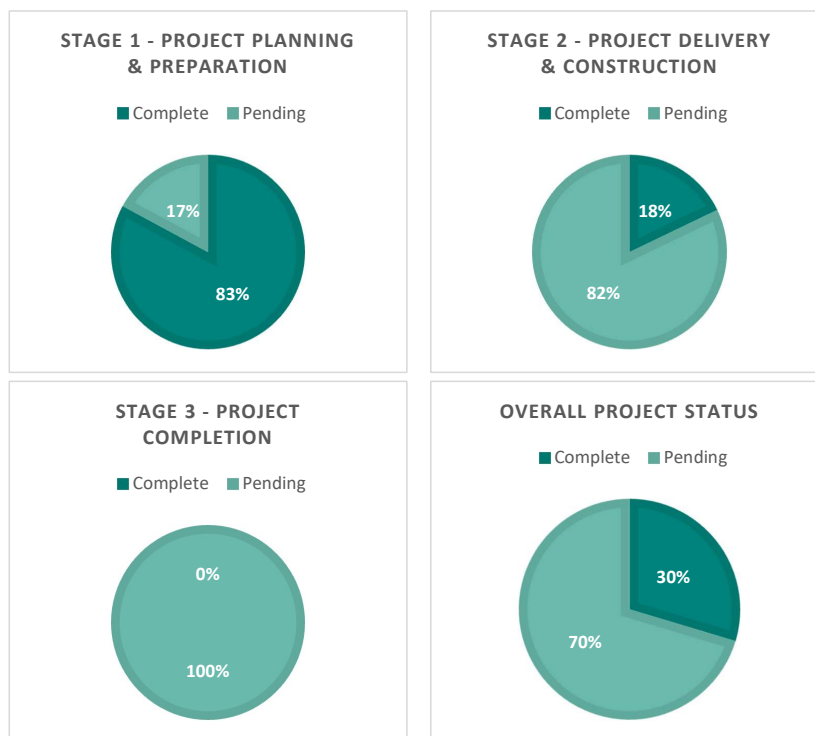
Projects	Status (%)
Replacement of Condemned Street Light Poles	25
Elma Fagan Community Centre - Changeroom Upgrade	65
Athenaeum Hall - Heatpump Replacement	0
Warawyn Early Learning Centre - Heatpump Replacement	0
Wynyard Police Station - Roller Doors Replacement	100
Yolla Public Toilet	7.5

Key project milestones/updates:

- **Toilets:** East Wynyard Foreshore Toilets quotes have been received and works awarded with completion planned by mid-October prior to the Public Toilet upgrades commencing. Council to determine the final location of the Yolla Public Toilet; options are prepared ready to be workshopped.
- **Painting:** Procurement is underway for the three painting jobs (WoW, 32 Jackson Street and 41 Dodgin Street). Looking to commence works during warmer weather months between 1 November and January with Jackson street due for completion prior to Christmas.
- **Heaters and Heatpumps:** Procurement is complete for the heating jobs at Warawyn Early Learning Centre and Fredrick Street Sports Complex; Fredrick Street works expected to be complete in October. Heritage issues have been sorted out for the Athenaeum heating work; procurement can now begin.
- Replacement of Condemned Street Light Poles procurement is complete, following up with the contractor to confirm start date.
- Elma Fagan Community Centre changeroom upgrade procurement is complete and works awarded. Completion is anticipated by November.



PLANT & EQUIPMENT



Projects	Status (%)
<u>Software & IT Replacements</u>	
GIS Modernisation Stage 2	42.5
Customer Request Management System	22.5
IT Replacements	25
Mobile Inspection Tablets	17.5
Meeting Room 1 Upgrade	72.5



Projects	Status (%)
<u>Plant & Vehicle Replacements</u>	
Tow Behind Road Broom - UT8789	12.5
Kubota F3690 Ride on Lawn Mower - F35CX	12.5
Isuzu D-MAX Utility 4x4 Dual Cab Ute - F27XS	0
Pedestrian Roller	25
Mitsubishi ASX Wagon - H40NG	25
Nissan Navara Utility Twin Cab - H61VK	25
Kubota F3690 Ride on Lawn Mower - F28XN	12.5
Ford Ranger Utility 4x4 Twin Cab - H67CE	25
Ford Ranger Utility 4x4 Twin Cab - H67CE	75
Hew Holland T6020 Elite Tractor - E72KY	25
Small Plant	12.5
<u>Other</u>	
Flag Poles - Council Chambers	75
CCTV Network Expansion/Augmentation	47.5
Public Art	20
Community Solar Program	25
Signage Upgrade Program - Stage 2	25

Key project milestones/updates:

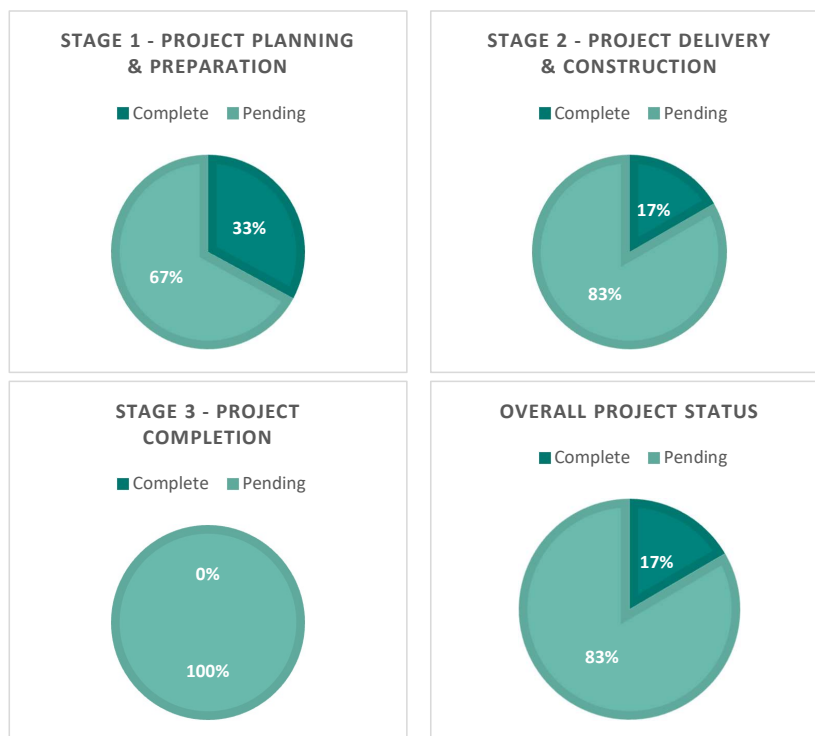
- Software & IT Replacements:** A contractor has been engaged for the GIS Modernisation Stage 2 works, the test environment has been installed and configured. The Mobile Inspection Tablets compatibility has been fixed and will be ordered the first week of September. IT Replacements quotes have been received; an order will be placed first week of September. Customer Request Management System quotes have been accepted and with dates due to be scheduled. Meeting Room 1 Upgrades are progressing, waiting on shelving and cabling for the PC to be hooked up to the TV.



-
- Plant & Vehicle Replacements: The Ford Utes and Tractor have been ordered. Both Utes should be delivered between mid-October and end of year and the Tractor is expected in January.
 - Other:
 - Council Chambers flag are complete.
 - CCTV network expansion sites have been chosen, Yacht Club cabling is installed and contractors ordering equipment – due to arrive by end of November.
 - Public Arts - Artist tribute plaque ordered but not installed. Sister's Beach canopy in the old Playground area artist brief has been completed. Carry forwards from last year are now complete with this year's projects having commenced.
 - The Community Solar Program energy saver grant guidelines, application and acquittal form are complete and on the Council website. The program was publicly announced and forwarded to clubs and user groups end of October.
 - The signage upgrade program remains in planning stage though guidelines have been adopted.



Budget Amendments



Projects	Status (%)
Cloud Hosting - Civica	23.75
Cumming Street	0
Hepples Road - Retaining Wall	75
Safer Rural Roads	75
Freedom Camping	0
Heatpump - WOW	0



Projects	Status (%)
External Lights - WOW	0
Blackspot Funding Project	0
Cardigan Street - Subsurface Drainage	25
-	0
-	0
-	0

Key project milestones/updates:

- Hepples Road Retaining Wall works recommenced at the beginning of September.
- Cardigan Street Sub-Surface Drainage contract has been awarded and pre-start meeting held. Commencement is imminent in the next week or two. Completion expected by Christmas with some remediation pencilled in for early new year.

Councillor Allowances

**Information Sheet
25 October 2021**

This information sheet explains the process for adjusting allowances for councillors, mayors and deputy mayors annually by an inflationary factor. This information has been updated for the allowances payable from 1 November 2021.

Legislative basis

Section 340A of the *Local Government Act 1993* (the Act) entitles councillors to allowances as prescribed in regulations. Mayors and deputy mayors are entitled to allowances in addition to those payable to them as councillors.

Regulation 42(2) of the *Local Government (General) Regulations 2015* (the Regulations) specifies the allowances payable to councillors, mayors, and deputy mayors. Regulation 42(2A) entitles deputy mayors to receive the allowance payable to the mayor when they act in the role for four consecutive weeks or more.

The allowances payable from 1 November 2014 are set out in Schedule 4 of the Regulations.

Indexation

Regulation 42(2) establishes an indexation process so that allowances are adjusted from 1 November each year by multiplying the allowances for the previous year by the inflationary factor for the current year.

The inflationary factor is calculated using the ABS's Wage Price Index (WPI) for Tasmania. The Department of Treasury and Finance references this data in its WPI information sheet each quarter which can be found on Treasury's website:

www.treasury.tas.gov.au/economy/economic-data/economic-data-releases-for-tasmania.

The formula for arriving at the inflationary factor is:

$$\frac{\text{Tasmanian June quarter WPI (current year)}}{\text{Tasmanian June quarter WPI (previous year)}}$$

The table on page 3 shows the allowances payable from 1 November 2021 (noting these are rounded to the nearest whole dollar, consistent with the Regulations).

Payment

Regulation 42(3) requires the annual allowance to be paid in monthly or fortnightly instalments. Section 340A(2A) of the Act requires that allowances be paid in arrears.

Foregoing Allowance

Section 340A(3) of the Act enables a councillor, mayor or deputy mayor to decide not to receive part or all of an allowance. Where this prerogative is exercised, the General Manager is to be notified in writing. As the allowances are annual allowances payable monthly or fortnightly in arrears, any such notification is not revokable retrospectively.

Councillor Expenses

Regulation 43 enables councillors to be reimbursed for reasonable expenses in relation to telephone and internet usage, travelling, stationery and office supplies, and 'the care of any person who is dependent on the councillor and who requires the care while the councillor is carrying out his or her duties or functions as a councillor', in accordance with the council's policy under Schedule 5 of the Act.

Reporting

Section 72(1)(cb) of the Act requires each council to include in its annual report a statement of the total allowances and expenses paid to the mayor, deputy mayor and councillors.

Indexed allowances payable to elected members from 1 November 2021

Council	Allowance for councillors	Additional allowance for deputy mayors	Additional allowance for mayors
Hobart City	\$38,943	\$25,150	\$97,359
Launceston City	\$38,943	\$25,150	\$97,359
Clarence City	\$31,527	\$21,906	\$78,814
Glenorchy City	\$31,527	\$21,906	\$78,814
Kingborough	\$31,527	\$21,906	\$78,814
Burnie City	\$23,875	\$18,661	\$59,690
Central Coast	\$23,875	\$18,661	\$59,690
Devonport City	\$23,875	\$18,661	\$59,690
West Tamar	\$23,875	\$18,661	\$59,690
Brighton	\$16,227	\$15,414	\$40,565
Huon Valley	\$16,227	\$15,414	\$40,565
Meander Valley	\$16,227	\$15,414	\$40,565
Northern Midlands	\$16,227	\$15,414	\$40,565
Sorell	\$16,227	\$15,414	\$40,565
Waratah-Wynyard	\$16,227	\$15,414	\$40,565
Break O'Day	\$13,562	\$12,981	\$33,907
Circular Head	\$13,562	\$12,981	\$33,907
Derwent Valley	\$13,562	\$12,981	\$33,907
Dorset	\$13,562	\$12,981	\$33,907
George Town	\$13,562	\$12,981	\$33,907
Latrobe	\$13,562	\$12,981	\$33,907
Glamorgan-Spring Bay	\$11,421	\$11,359	\$28,552
Kentish	\$11,421	\$11,359	\$28,552
Southern Midlands	\$11,421	\$11,359	\$28,552
West Coast	\$11,421	\$11,359	\$28,552
Central Highlands	\$9,994	\$10,548	\$24,983
Flinders	\$9,994	\$10,548	\$24,983
King Island	\$9,994	\$10,548	\$24,983
Tasman	\$9,994	\$10,548	\$24,983

Disclaimer: Advice on legislation or legal policy issues contained in this paper is intended for information and general guidance only. Such advice is not professional legal opinion.

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The Future of Local Government in Tasmania

Proposed review process, November 2021

Overview

The objective of the review, as identified by LGAT and endorsed by PESRAC, will be to *'create a more robust and capable system of local government'* to meet the current and emerging needs of Tasmanian communities and support Tasmania's recovery from the COVID pandemic.

On this basis, the review should focus on the roles and functions of local government, not the performance of individual councils.

The scope of the review will include the full range of council roles and functions, including:

- statutory functions (eg land use planning);
- service delivery (eg waste management, road maintenance);
- governance and administration (eg asset management); and
- community/place-based roles (eg strategic planning, advocacy).

The review will aim to assess the performance of these roles across the sector, in terms of effectiveness, sustainability and value to ratepayers and Tasmania as a whole and determine the best ways for them to be performed in the future.

It will also identify existing roles and functions that may be redundant or unsuited to local government, as well as new and emerging roles and how they should best be configured.

The review will build on the work of previous reports and information from other processes such as the consultation undertaken as part of the Local Government Act Review.

Governance

It is proposed that a Local Government Board (the Board) be specially appointed to lead the process. Under the *Local Government Act 1993*, the Board has the statutory role of reviewing councils and recommending reforms across a broad scope of issues. It also has the relevant powers and capabilities necessary to implement outcomes of the Review.

The Local Government Board comprises up to six members:

- the Chairperson;
- one person nominated by LGAT;
- one person nominated by the Local Government Professionals Australia;
- the Director of Local Government or their nominee; and
- up to two additional people appointed by the Minister for the purposes of the review.

Terms of reference will be developed to guide the Board through the various stages of the review.

The Board will be supported by a Secretariat provided by the Local Government Division and will direct the work of relevant experts, project staff and consultants.

Process

The review will be undertaken in three, six-month stages.

Stage 1 – Community engagement and fact-finding (January to June 2022)

The first stage will focus on community level consultation with local government, local communities, users of local government services and other stakeholders. Everyone will have the opportunity to describe the roles and services they expect councils to perform to meet current and future needs, opportunities and challenges.

Linked to this will be research and consultation to understand how Tasmanians identify with and value the places they live in, and how they value the place-based roles that councils play.

Background information will also be collected on how councils deliver their services, including on financial and organisational capacity.

Stage 2 – Analysing options (July to December 2022)

In the second stage, the Board will use the feedback received to identify specific needs and opportunities for reform and develop and evaluate a range of detailed options for further consideration.

To do this, the Board may engage relevant experts to model the effects of adopting different reform options, and combinations of reforms, before developing specific recommendations.

Stage 3 – Recommending solutions (January to June 2023)

In the final stage, the Board will refine options to deliver final recommendations for Government.

It will do this by considering community and other feedback on the feasible reform options as well as the other evidence collected through the review. It will evaluate whether the options deliver sound and sustained improvements that benefit the community.

Final recommendations will be delivered, supported by practical transition plans, and provided to the Minister by June 2023.

Next steps

In preparation for the review to commence in January 2022, the Government will work with the Local Government Association of Tasmania and relevant experts to:

- develop detailed Terms of Reference for the review;
- identify and appoint the Local Government Board in accordance with the Act; and
- develop an engagement and communications plan to ensure that key stakeholders and the community are kept informed about, and participate in, the review.



Enquiries: Sally Blanc
Phone: (03) 6443 8311
Our Ref: Gov Relations

26 October 2021

Honourable Peter Gutwein M.P.
Premier of Tasmania
GPO Box 123
HOBART TAS 7001

Dear Peter,

State Government Service Levels and Response Times

Waratah-Wynyard Council write to express ongoing frustration with current maintenance regimes on state owned assets and service delivery times of state-owned departments.

Road Infrastructure

The current state of the Bass Highway continues to be unacceptable.

We acknowledge and thank the government for the planned capital investment to the highway between Coee and Wynyard and Wynyard to Marrawah but this good work will be undermined by poor maintenance in other areas. The Mount Hicks Roundabout surface is one such example.

Broadly the highway condition across the North West Coast has deteriorated considerably in recent years, to the point where the only control provided is a reduction to the speed limit. The community need clear messaging regarding the timeframes for rectification.

Council note the Tasmanian Audit Office Report of the Auditor-General No.6 of 20-21 *Management of the State Road Network* dated 19 November 2020. This report states:

"the current State Roads maintenance budget cannot sustain current road condition levels into the future. This issue has been partially resolved through an uplift in capital funding, which has allowed State Roads to re-allocate funding within its renewal program. Whilst State Roads was taking steps to address the issue, we were unable to fully assess the impact of these measures and whether they would reduce the maintenance budget shortfall".

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Document Set ID: 1122142
Version: 1, Version Date: 26/10/2021

The current condition of the road suggests this underspend in renewals and maintenance has exacerbated existing poor conditions following a year of heavy rainfall.

Furthermore, the Auditor General's report identifies a number of improvements suggested to strengthen the Department's management of the road network including better coordination of maintenance activities to improve where repairs were not being efficiently undertaken, and improving the prioritisation of road works and road network planning, through better use of the road category, condition information and analysis of repeated road defects or trends to better inform where maintenance is required. We hope that progress is underway to improve performance in this regard.

Mowing and maintenance of roundabouts remains an area of concern for Council. Council again repeats previously expressed views that it is willing to explore options with the government on the maintenance of roundabouts within our boundary area, particularly at Calder Road and Mount Hicks, where grass levels are unacceptably high.

State Government Services

The State Government continues to applaud outcomes with perceived red-tape reduction yet Local Government continue to experience unnecessary and frustrating delays as a result of unacceptable response times by Government departments.

Council implores the State Government to introduce standards within its own departments that are consistent with the intent to reduce local government approval and response times.

Council has previously raised concerns with the responsiveness of the Parks and Wildlife Service (PWS) and Crown Land Services (CLS) and a copy of a previous letter is attached for information. In that letter, dated September 2019, Council was seeking assistance to get action on commitments made by PWS to be completed by May 2019. Inexplicably, these tasks remain unresolved.

In relation to Crown Land Services, there remain a number of areas in which processes can be enhanced to improve efficiency. Generally, CLS staff are highly responsive and typically respond to general enquiries within the same day, but formal approvals take considerable time. This may indicate there is not enough authorised officers with delegated powers to sign off on applications.

As part of a standard Council project, there are multiple CLS review points - this creates long wait times and rework (CLS is reviewing the same project multiple times). CLS review process occurs outside the existing approvals processes and therefore increase project times (i.e. TasWater is included and contacted as part of the planning permit process rather than before it).

The current average response time for CLS is approximately 24 days each occasion approval is sought. Considering there are multiple points of approval for each project,

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typically it means three to four months are required for straight forward, routine project approvals.

As a practical example, for a current WWC project, delivery of the Cam River Master Plan, Council submitted an application on 23 October 2020 and through all of the various steps and stages, final and complete approvals were not achieved until July 2021. Our observations indicate the delays in this case were due to delegation issues, low resources (particularly during times of staff leave), information technology and systems issues.

Council can provide numerous documented examples regarding response times, but to provide further examples:

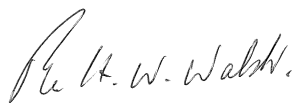
- East Wynyard Pool Demolition (application to submit for planning approval and application to undertake works) combined wait time of approximately 15 weeks
- Stairway replacement Sisters Beach (application to submit for planning approval and application to undertake works) combined wait time of approximately 12 weeks
- Stairway replacement Boat Harbour (application to undertake works and receive Ministerial approval) combined wait time of approximately 16 weeks

With construction projects already delayed by inability to source contractors, saving time with routine approvals is a must. These examples are for straight forward, routine projects – they should not incur such delays.

More complex projects have considerably longer approval times, which we understand, and we can provide examples in this regard if requested.

We look forward to your response.

Yours sincerely,



Robby Walsh
MAYOR

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