



**ORDINARY MEETING
OF COUNCIL**

**AGENDA
OPEN MEETING**

21 November 2022

16 November 2022

Notice of Meeting – Ordinary Meeting of Council

In accordance with the *Local Government (Meeting Procedures) Regulations 2015* NOTICE is hereby given that the next Ordinary Meeting of the Waratah-Wynyard Council will be held at the Council Chambers, 21 Saunders Street, Wynyard on Monday 21 November 2022 with the Business of the meeting to be in accordance with the following agenda paper.

General Manager's Certification

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

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



Shane Crawford
GENERAL MANAGER

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

16 November 2022

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

Dear Shane,

COUNCIL MEETING

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

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

I request that you make the necessary arrangements for the next ordinary meeting of Council to be convened on Monday 21 November 2022 commencing at 6:00pm at the Council Chambers, 21 Saunders Street, Wynyard.

Yours sincerely



Cr Mary Duniam
MAYOR

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

AGENDA OF AN ORDINARY MEETING OF THE WARATAH-WYNYARD COUNCIL TO BE HELD AT THE COUNCIL CHAMBERS, 21 SAUNDERS STREET, WYNYARD ON MONDAY 21 NOVEMBER 2022, COMMENCING AT 6:00PM

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

DIGITAL RECORDING OF COUNCIL MEETINGS POLICY

The Chairman is to declare the meeting open (time), welcome those present in attendance and advise that the meeting will be digitally recorded, in accordance with the Council Policy **GOV.017 – Digital Recording of Council Meetings** to “record meetings of Council to assist in the preparation of minutes and to allow live streaming of Council Meetings.

ACKNOWLEDGEMENT OF COUNTRY

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

1.0 RECORD OF ATTENDANCE

1.1 ATTENDANCE

1.2 APOLOGIES

1.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED

Nil received.

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

That the Minutes of the Ordinary Meeting of the Waratah-Wynyard Council held at Council Chambers, 21 Saunders Street, Wynyard on Monday 17 October 2022, a copy of which having previously been circulated to Councillors prior to the meeting, be confirmed as a true record.

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

2.2 CONFIRMATION OF MINUTES OF ANNUAL GENERAL MEETING**RECOMMENDATION**

That the Minutes of the Annual General Meeting of the Waratah-Wynyard Council held at Council Chambers, 21 Saunders Street, Wynyard on Monday 24 October 2022, a copy of which having previously been circulated to Councillors prior to the meeting, be confirmed as a true record.

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

3.0 DECLARATIONS OF INTEREST

Legislative Reference:

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

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

Councillor and Agenda Item Number

Staff and Agenda Item Number

4.0 COUNCILLORS ANNOUNCEMENTS AND REPORT

4.1 ANNOUNCEMENTS BY MAYOR

Nil received.

4.2 MAYOR'S COMMUNICATIONS

RECOMMENDATION

That the Council note the Mayors Communications:

MAYOR ROBBY WALSH	
12/10/22	Business North West Breakfast
13/10/22	Accompanied Her Excellency the Governor and Emeritus Professor Don Chalmers on tour of municipal area.
17/10/22	Interview with Pulse Newspaper
17/10/22	Council Meeting
18/10/22	Bowls Club Function
24/10/22	Annual General Meeting
26/10/22	Meeting with General Manager
MAYOR ELECT DR MARY DUNIAM	
31/10/22	Interview
31/10/22	Tasmania Talks Interview
31/10/22	Tasmanian Women's Council Meeting***
31/10/22	Reimagining TAFE***
1/11/22	Meeting with Minister Michael Ferguson
3/11/22	CCA Executive Meeting***
4/11/22	Meeting with Ruth Forrest
4/11/22	Art Show Launch
5/11/22	Coast FM Interview
7/11/22	ABC Mornings Interview
MAYOR DR MARY DUNIAM	
8/11/22	Swearing in Ceremony
10/11/22	New Council Induction Workshop
11/11/22	Remembrance Day Service Wynyard

*** Non-Mayoral Activities

4.3 REPORTS BY DELEGATES

Nil received.

4.4 NOTIFICATION OF COUNCIL WORKSHOPS

RECOMMENDATION

That the Council note the following Workshops:

10/11/22	Council Induction Workshop 1
14/11/22	Council Induction Workshop 2

Councillor Attendance Records

Meetings attended during 2022/23 (to 31/10/22) – **END OF TERM 7/11/22**

	Ordinary Meetings 2022/23 (4)	Special Meetings / AGM 2022/23 (0)	Workshops 2022/23 (7)	Community Conversations 2022/23 (0)	Weeks Leave Approved
Mayor Robert Walsh	4	1	6	0	
Deputy Mayor Mary Duniam	4	1	7	0	2
Cr Maureen Bradley	3	1	7	0	
Cr Gary Bramich	4	1	7	0	
Cr Andrea Courtney	4	1	5	0	
Cr Celisa Edwards	4	1	7	0	
Cr Darren Fairbrother	0	0	0	0	Suspended
Cr Kevin Hyland	3	1	7	0	

Meetings attended during 2022/23 (to 14/11) – **NEW COUNCIL COMMENCED 8/11/22**

	Ordinary Meetings 2022/23 (0)	Special Meetings 2022/23 (0)	Workshops 2022/23 (2)	Community Conversations 2022/23 (0)	Weeks Leave Approved
Mayor Dr Mary Duniam	0	0	2	0	0
Deputy Mayor Celisa Edwards	0	0	2	0	0
Cr Gary Bramich	0	0	2	0	0
Cr Andrea Courtney	0	0	2	0	0
Cr Kevin Hyland	0	0	2	0	0
Cr Michael Johnstone	0	0	2	0	0
Cr Leanne Raw	0	0	2	0	0
Cr Dillon Roberts	0	0	2	0	0

5.0 PUBLIC QUESTIONS AND STATEMENTS
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5.1 RESPONSE(S) TO PUBLIC QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING**5.1.1 C. HUTCHISON - LOCAL GOVERNMENT PROFESSIONALS CONFERENCE****QUESTION**

Mr Hutchison of Preolenna asked if the General Manager or the Director of Community and Engagement attended any part of the recent Local Government Professionals Tasmania conference from 12 – 14 October and if so which parts of the program did they attend? He also asked if any staff have a role in deciding the winners of the award Council received? Do any staff wish to disclose an association with the Local Government Professionals of Tasmania Association.

The Mayor advised that the Local Government Professionals of Tasmania Awards are decided by the Local Government Professionals of Tasmania Association.

OFFICERS RESPONSE

Given the questions raised, the following letter was provided by the Local Government Professionals Association regarding the selection of Award winners.



Shane Crawford
General Manager
Waratah-Wynyard Council
scrawford@warwyn.tas.gov.au

24 October 2022

Dear Shane

RE: Local Government Professionals Tasmania Awards 2022

The President, Paul Jackson, has asked me to respond on his behalf to your query regarding our Awards judging process. I provide the following advice:

The Local Government Professionals Tasmania (LGPro Tas) Awards 2022 were managed by an independent contractor. Upon receipt of applications judging Panels were formed. LGPro Tas judging panels comprise 1 or 2 representatives from the Board and a sponsor representative. Potential or actual conflict of interest is considered in establishing the Panel and a Board Member cannot sit on a judging panel if their council is an entrant. Judging occurred in July with winners announced in August and trophies presented at our recent Annual Conference.

There were three Award Categories aligned with the National Awards Program. The Community Service Category, which Waratah-Wynyard won, had a judging panel comprising Board Members from the City of Devonport and the City of Hobart as well as a representative from Spirit Super.

A Board Member from Waratah-Wynyard was on the judging panel for the Partnership and Collaboration Award (along with a Board Member from George Town and a representative from JLT Public Sector). Waratah-Wynyard Council were not an entrant in this category.

Please feel free to contact me with any further questions.

Kind regards

A handwritten signature in black ink, appearing to read "Katrena Stephenson".

Dr Katrena Stephenson
A/Executive Officer

Local Government Professionals Tasmania
PO Box 69, Hobart TAS 7001
www.lgprofessionals.tas.org.au

5.2 PUBLIC QUESTIONS RECEIVED IN WRITING

Nil received.

5.3 PUBLIC QUESTIONS WITHOUT NOTICE

5.4 PUBLIC STATEMENTS RECEIVED IN WRITING

Nil received.

5.5 PUBLIC STATEMENTS WITHOUT NOTICE

6.0 PLANNING AUTHORITY ITEMS

6.1 PUBLIC QUESTIONS WITHOUT NOTICE – RELATING TO PLANNING MATTERS

Nil received.

6.2 PUBLIC STATEMENTS - RELATING TO PLANNING MATTERS

Nil received.

6.3 SUBDIVISION (1 INTO 2 LOTS), DWELLING & OUTBUILDING LOCATED AT 183 BACK CAM ROAD, SOMERSET - SD2144 & DA 215/2021

To: Council
Reporting Officer: Town Planner
Responsible Officer: Manager Development and Regulatory Services
Report Date: 14 October 2022
File Reference: 7902963
Supporting Documents: 1. Consolidated advertised documents
2. Representation
3. Updated bushfire report & plan
4. Signed extension of time

THIS APPLICATION HAS BEEN WITHDRAWN BY THE APPLICANT. ADVICE RECEIVED 18/11/22

RECOMMENDATION

That Council, in accordance with Section 51 and Section 57 of the *Land Use Planning and Approvals Act 1993* and the *Waratah-Wynyard Interim Planning Scheme 2013*, grant approval for a Subdivision (1 into 2 lots), dwelling & outbuilding at 183 Back Cam Road, Somerset subject to the following conditions: -

CONDITIONS:

1. The development is to be generally in accordance with the application as submitted and endorsed documents as listed:
 - a. Proposal Plans with Project Number 220132 as prepared by EnviroPlan Australia and dated 15 November 2021.
2. The development is to be in accordance with the submitted Bushfire Hazard Management Plans as prepared by Micheal Wells of EnviroPlan Australia and dated 22 June 2022.
3. Stormwater generated from each lot is to be fully contained within the boundaries of that lot.
4. All costs associated with the proposed development including those related to infrastructure extensions or upgrades to Council assets are to be met by the Developer.
5. In the course of undertaking the development/use there is to be no damage caused to any Council owned infrastructure or property.
6. A Final Survey Plan submitted for sealing by the Council is to show all easements required for powerlines, sewerage, water, drainage purposes and legal access.
7. Loading and un-loading of vehicles is to be confined to within the boundaries of the property.
8. Control measures are to be installed for the duration of the construction phase so as to limit the loss of soils and other debris from the site.

Notes: -

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

- An “Activity in Road Reservation” permit must be obtained from Council for all activity within the Road Reservation.
- This project must be substantially commenced within two years of the issue of this permit.
- The applicant is advised to consult with a building surveyor to ensure the development is constructed in accordance with *Building Act 2016*.
- A full assessment of the proposed on-site wastewater disposal system will be undertaken at the plumbing/building approval stage.
- This permit is based on information and particulars set out in Development Application SD2144 & DA 215/2021. Any variation requires an application for further planning approval of Council.
- This development/use is not to result in the generation of environmental harm or nuisance as defined in the *Environmental Management and Pollution Control Act 1994*.
- Attention is drawn to existing or proposed electricity infrastructure, please be sure to contact TasNetworks on 1300 137 008 to ensure these works do not impede on existing electricity easements and are at a safe distance from powerlines. Failure to do so could result in the relocation of electricity assets at your cost.
- Under Section 61 (4) of the *Land Use Planning and Approvals Act 1993*, the applicant has the right to lodge an appeal against Council’s decision. Notice of appeal should be lodged on the prescribed form together with the required fee within fourteen days after the date on which notice of the decision was served on that person, to the Tasmanian Civil and Administrative Tribunal, G.P.O. Box 1311, Hobart, 7001. Updated Notices of Appeal are available on the Tribunal’s website at www.tascat.tas.gov.au

PURPOSE

The purpose of this report is for Council to consider the merits of the application SD2144 & DA 215/2021 against the requirements of the *Waratah-Wynyard Interim Planning Scheme 2013*.

BACKGROUND

The subject site has an area of 11.55ha and contains a single dwelling with associated outbuilding development. It is located in a heavily vegetated rural residential area. Properties to the north, south and west across Back Cam Road contain a mix of single dwellings and domestic outbuildings. To the east the subject site borders the Cam River and a riparian reserve managed by NRE Tas.

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

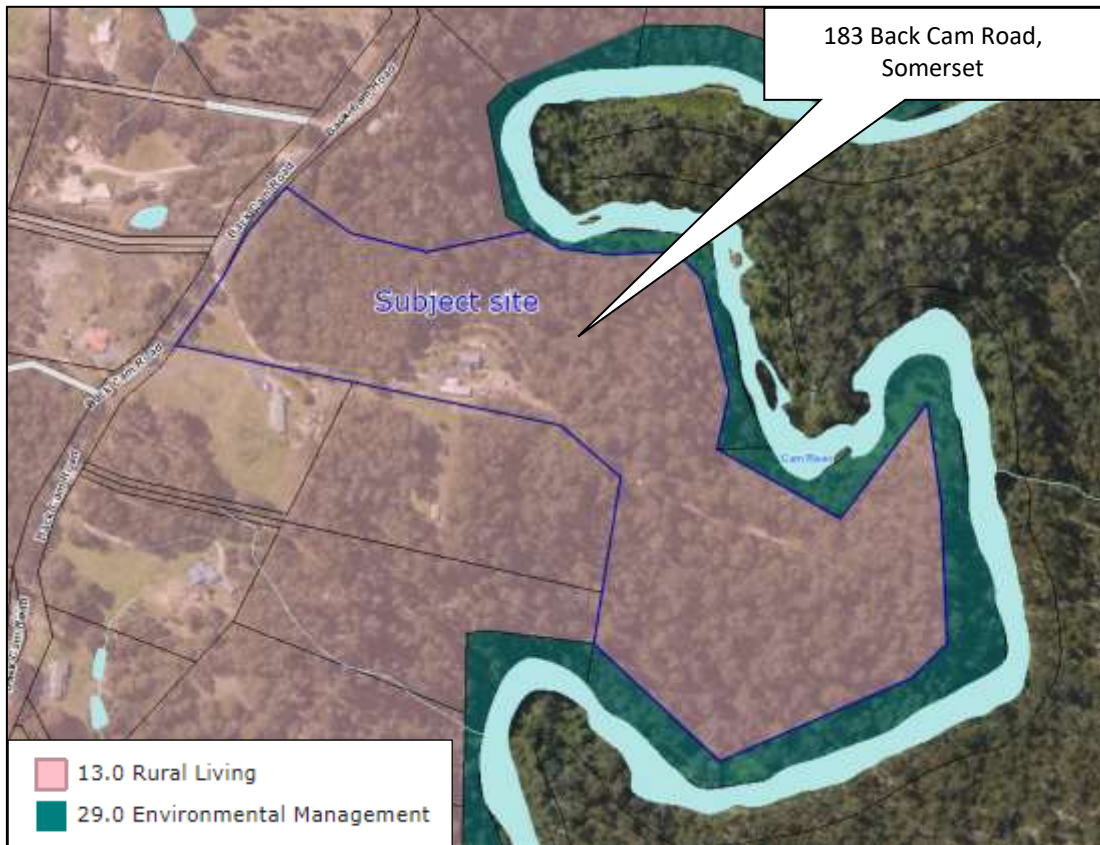


Figure 1: Subject site with zoning

DETAILS

The applicant is seeking approval for subdivision of the existing 11.55ha lot into two lots of 9.61ha (Lot 1) and 1.467ha (Lot 2). Lot 1 will be an internal lot accessed from Back Cam Road via a 6m wide right of way over Lot 2. It contains an existing dwelling and shed which are to be located at least 113m from the proposed western title boundary. Lot 2 has frontage of 157m onto Back Cam Road and will contain a dwelling and shed.

The proposed dwelling is split level with a maximum height of 8.48m and a building footprint of 182m². The ground floor contains a double garage and the first floor comprises three bedrooms, a bathroom, laundry and combined kitchen/dining/living room and unroofed deck. A loft/mezzanine floor containing a bedroom with ensuite and walk-in-robe is also proposed. The dwelling is clad and roofed in a combination of cement block, Colorbond, timber and glass panels.

The proposed shed has an area of 80m² and a maximum height of 3.15m. It is clad in brick and roofed in Colorbond. The proposal also includes cut and fill supported by a series of retaining walls with maximum heights of 0.9m.

The dwelling and shed are set either side of the right of way in favour of Lot 1, at least 21m from Back Cam Road, 14.9m from the southern boundary, 79.5m from the northern boundary and 36.1m from the eastern boundary.

This report assesses the proposal against the *Waratah-Wynyard Interim Planning Scheme 2013* (the Planning Scheme) and takes into account any representations received during the public exhibition period.

The subject property is zoned Rural Living under the Planning Scheme. The proposal is defined as a Residential Use Class. This is a Permitted use within the zone, should the application meet all the relevant Acceptable Solutions.

The proposal does not comply with all the acceptable solutions. The applicant is applying for discretion under the following Clauses of the Planning Scheme:

- 13.4.1 Suitability of site or lot for use of development (P2);
- 13.4.7 Subdivision (P2);
- 13.4.8 Reticulation of an electricity supply to new lots on a plan of subdivision (P1); and
- E10.6.1 Development in proximity to a water body, watercourse or wetland (P1).

CONSULTATION PROCESS

The consultation process was the public exhibition period set out in the *Land Use Planning and Approvals Act 1993* (LUPAA) and involved notification of adjoining landowners, public notices on-site and advertising in a daily newspaper. The application was placed on public exhibition for a period of 14 days as required under LUPAA.

The following documentation was advertised:

- Development application form x 3 Pages;
- Title documents x 2 Pages;
- Proposal plans x 7 Pages;
- Supporting report x 17 Pages;
- Environmental Consultant’s Report x 35 Pages;
- Geotechnical report x 4 Pages; and
- Bushfire hazard management report & plan x 38 Pages.

The period for representations closed on 12 October 2022. One (1) representation was subsequently received from the Tasmanian Fire Service (TFS).

A summary of the issues raised by the representation and planning responses to these issues are provided below. While every effort has been made to include all issues raised, this summary should be read in conjunction with representation which is included as an enclosure to this report.

Issues raised:	Response:
<p>The TFS has the following concerns regarding the bushfire report and hazard management plan submitted with the application:</p> <ul style="list-style-type: none"> • the slope assessment is significantly incorrect. The EnviroPlan report assesses the lot 1 slope to north at >10-15 degrees, our TFS assessment has it well in excess of 30 degrees, therefore the hazard management area 	<p>Council as a Planning Authority is bound by the requirements of LUPAA and the Planning Scheme.</p> <p>Under s51(2) a planning authority is required to accept any relevant bushfire hazard management plan that has been certified as acceptable by an accredited person or a State Service Agency.</p>

Issues raised:	Response:
<p>dimensions are inadequate, not providing for BAL-19 as required by E1.6.1. This is a much greater fire risk to the site and occupants than assessed by the report.</p> <ul style="list-style-type: none"> As a result of this incorrect assessment, the application doesn't adequately identify the required vegetation removal. The likely true scale of required vegetation removal will be much more than is indicated. <p>In our view, the application material does not demonstrate compliance with the applicable development standard of the Bushfire-Prone Areas Code. It is recommended that Council does not support the proposal unless a compliant BHMP can be supplied as further information.</p>	<p>The author of the report submitted with SD2144, Mr Micheal Wells of EnviroPlan, is an accredited Bushfire Hazard Practitioner. Council is therefore required to accept the report as submitted and cannot make a valid refusal on the basis of the report potentially containing errors.</p> <p>It is noted that an updated report was provided to Council and the TFS, seeking to address the matters raised in the representations submitted by the TFS. The updated report will be the version endorsed by the Planning Authority for any permit issued, however revised comments from the TFS were not received at the date of this report's preparation.</p>

INTERNAL REFERRALS

Engineering Services Department

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

1. All costs associated with the proposed development including those related to infrastructure extensions or upgrades to Council assets are to be met by the Developer.
2. Stormwater generated from each lot is to be fully contained within the boundaries of that lot.
3. In the course of undertaking the development/use there is to be no damage caused to any Council owned infrastructure or property.
4. A Final Survey Plan submitted for sealing by the Council is to show all easements required for powerlines, sewerage, water, drainage purposes and legal access.
5. Loading and un-loading of vehicles is to be confined to within the boundaries of the property.

Note: An "Activity in Road Reservation" permit must be obtained from Council for all activity within the Road Reservation.

Environmental Health

The following environmental health conditions were recommended.

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

Notes: A full assessment of the proposed on-site wastewater disposal system will be undertaken at the plumbing/building approval stage.

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

EXTERNAL REFERRALS

The proposal did not require any external referrals.

PLANNING ASSESSMENT

The subject site is zoned Rural Living under the *Waratah-Wynyard Interim Planning Scheme 2013*. The use is a Residential Use which is a Permitted use within the Rural Living zone, should the application meet all the relevant acceptable solutions of the Planning Scheme.

The proposal does not meet all relevant acceptable solutions of the Planning Scheme and is therefore submitted as a discretionary application under Section 57 of LUPAA and assessed under the *Waratah-Wynyard Interim Planning Scheme 2013* and relevant State Policies and Acts. Section 57(1)(b) of LUPAA allows Council to relax or waive the provisions of its Planning Scheme under a discretionary status.

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

13.4.1 Suitability of a site or lot for use or development

A2 A site or each lot on a subdivision plan must have a separate access from a road – (a) across a frontage over which no other land has a right of access; and (b) if an internal lot, by an access strip connecting to a frontage over land not required as the means of access to any other land; or (c) by a right of way connecting to a road – (i) over land not required as the means of access to any other land; and (ii) not required to give the lot of which it is a part the minimum properties of a lot in accordance with the acceptable solution in any applicable standard; and (d) with a width of frontage and any access strip or right of way of not less than 6.0m; and	P2 (a) A site must have a reasonable and secure access from a road provided – (i) across a frontage; or (ii) by an access strip connecting to a frontage, if for an internal lot; or (iii) by a right of way connecting to a road over land not required to give the lot of which it is a part the minimum properties of a lot in accordance with the acceptable solution in any applicable standard; and (iv) the dimensions of the frontage and any access strip or right of way must be adequate for the type and volume of traffic likely to be generated by – a. the intended use; and b. the existing or potential use of any other land which requires use of the access as the means of access for that land; and (v) the relevant road authority in accordance with <i>the Local</i>
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<p>(e) the relevant road authority in accordance with the <i>Local Government (Highways) Act 1982</i> or the <i>Roads and Jetties Act 1935</i> must have advised it is satisfied adequate arrangements can be made to provide vehicular access between the carriageway of a road and the frontage, access strip or right of way to the site or each lot on a proposed subdivision plan.</p>	<p><i>Government (Highways) Act 1982</i> or the <i>Roads and Jetties Act 1935</i> must have advised it is satisfied adequate arrangements can be made to provide vehicular access between the carriageway of a road and the frontage, access strip or right of way to the site or each lot on a subdivision plan; or</p> <p>(b) It must be unnecessary for the development to require access to the site or to a lot on a subdivision plan.</p>
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Planning Comments: Complies

The applicant is seeking approval for subdivision of the existing 11.55ha lot into two lots of 9.61ha (Lot 1) and 1.467ha (Lot 2). Lot 1, which contains a dwelling and shed, will be an internal lot accessed from Back Cam Road via a 6m wide right of way over Lot 2, which will also contain a dwelling and shed and has frontage onto Back Cam Road of approximately 157m.

The proposal requires assessment against Performance Criteria P2 for this Standard.

It is proposed to utilise the existing crossover on Back Cam Road to service both of the proposed lots in order to avoid the need for an additional entrance onto Back Cam Road. The subject site is positioned on a curved section of the road and there are already several entrances to other properties along this stretch of road.

The proposed right of way is 6m wide which is sufficient to cater for two-way traffic. Council’s Engineering Department has undertaken an assessment of the proposal and determined that both of the proposed lots have reasonable and secure access from Back Cam Road. No safety concerns for the shared access arrangement were noted and the Engineering Department have not required the existing access to be upgraded.

In this manner, the proposal satisfies P2(a) for this Clause.

13.4.7 Subdivision

<p>A2</p> <p>A lot, other than a lot to which A1(b) applies, must not be an internal lot</p>	<p>P2</p> <p>(a) An internal lot on a plan of subdivision must be –</p> <p>(i) reasonably required for the efficient use of land as a result of a restriction on the layout of lots imposed by –</p> <ul style="list-style-type: none"> a. slope, shape, orientation and topography of land; b. an established pattern of lots and development; c. connection to the road network;
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	<ul style="list-style-type: none"> d. connection to available or planned utilities; e. a requirement to protect ecological, scientific, historic, cultural or aesthetic values, including vegetation or a water course; or f. exposure to an unacceptable level of risk from a natural hazard; and <p>(ii) without likely impact on the amenity of adjacent land</p>
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Planning Comments: Complies

Council has discretion to consider an internal lot on a plan of subdivision provided the proposal satisfies the requirements of P2(a) for this Clause.

The subject site has an area of 11.55ha and contains an existing dwelling and associated outbuilding development. It is proposed to subdivide the property to create an additional residential lot. The site is irregular in shape, being longer than it is wide and curving around the path of the Cam River, which adjoins the lot to the east. Due to the dimensions of the lot, bushfire requirements, slope and location of existing development, it is not possible to subdivide the property in two and retaining suitable building areas unless one of the lots created is an internal one.

Each of the proposed lots have an area greater than the minimum of 1ha, have access onto Back Cam Road and are intended for residential use. The proposal does not reduce the setback of existing development from new title boundaries below the minimum distance required by the Planning Scheme and each lot is of sufficient size to cater for on-site wastewater management, water supply and stormwater management.

Lot 2 is not subject to any identified landslip risk and Lot 1 contains an existing dwelling clear of the landslip risk areas on the lot. Neither of the proposed lots contain any identified areas of ecological, scientific, historic, cultural, or aesthetic value. The size of each lot is consistent with the density of development in the surrounding Rural Living zoned area. There will be minimal impact on the amenity of adjacent land, which largely comprises single dwelling development on rural lots of variable size. No development is proposed within 30m of the Cam River, located to the east of the subject site, and the majority of existing vegetation is to be retained.

The proposal satisfies P2 for this Standard.

13.4.8 Reticulation of an electricity supply to new lots on a plan of subdivision

<p>A1</p> <p>Electricity reticulation and site connections must be installed underground</p>	<p>P1</p> <p>It must be impractical, unreasonable, or unnecessary to install electricity reticulation and site connections underground</p>
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Planning Comments: Complies

It is impractical to require the installation of an underground electricity supply for the proposed additional lot given that the subject site has an existing overhead electricity connection and that the surrounding properties are also serviced by an overhead electricity supply.

The proposal satisfies P1 for this Clause.

E10 Water and Waterways Code

E10.6.1 Development in proximity to a water body, watercourse or wetland

<p>A1</p> <p>There is no acceptable solution</p>	<p>P1</p> <p>Development must –</p> <p>(a) minimise risk to the function and values of a water body watercourse or wetland, including for –</p> <ul style="list-style-type: none">(i) hydraulic performance;(ii) economic value;(iii) water based activity;(iv) disturbance and change in natural ground level;(v) control of sediment and contaminants;(vi) public access and use;(vii) aesthetic or scenic quality;(viii) water quality management arrangements for stormwater and sewage disposal;(ix) modification of a natural drainage channel;(x) biodiversity and ecological function;(xi) level of likely risk from exposure to natural hazards of flooding and inundation; and(xii) community risk and public safety; and <p>(b) be consistent with any advice or decision of a relevant entity administering or enforcing compliance with an applicable protection and conservation regulation for –</p> <ul style="list-style-type: none">(i) impact of the development on the objectives and outcomes for protection of the water body, watercourse or wetland; and
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	(ii) any condition or requirement for protection of the water body, water course or wetland
<p>Planning Comments: Complies</p> <p>The subject site is bordered by the Cam River to the west. The Water and Waterways Code applies for use or development on land within 30m of the bank of a water body, watercourse or wetland. The definition of ‘development’ includes the subdivision, as per s3 LUPAA. The proposal therefore requires assessment against the Performance Criteria for this Clause.</p> <p>The proposal is for the subdivision of an existing 11.55ha residential lot into two lots with areas of 9.61ha (Lot 1) and 1.467ha (Lot 2). The primary purpose of each lot is residential use. Both the existing dwelling on Lot 1 and the proposed dwelling and shed for Lot 2 are setback further than 100m from the river. The Cam River is bordered on both sides by a riparian reserve administered by Parks & Wildlife Service which provides a buffer between the river and private land. The riparian reserve is only accessible from the river and is not easily accessible by the general public. Issues pertaining to aesthetic or scenic quality of the waterways and wetland areas, public access, community risk and public safety, use for water-based activities, economic value or hydraulic performance are largely irrelevant to the proposal.</p> <p>The only aspect of the proposed development which requires assessment under this Code is the subdivision as the proposed dwelling, outbuilding and associated earthworks, which are more than 150m from the Cam River. The proposal does not involve drawing on the river as a water supply for domestic or fire-fighting purposes. It is unlikely that the proposal will affect existing levels of risk regarding flooding or inundation.</p> <p>Connections to TasWater’s reticulated water and sewerage infrastructure and Council’s stormwater network are not required as they are not available, however there is sufficient space on both lots to adequately manage stormwater and wastewater within the title boundaries of each lot.</p> <p>The proposal does not involve the modification of any natural drainage channel and does not require any water to be drawn from the creek. Further, the following note will be included on any permit issued:</p> <ul style="list-style-type: none"> • This development/use is not to result in the generation of environmental harm or nuisance as defined in the <i>Environmental Management and Pollution Control Act 1994</i>. <p>The LISTmap does not identify and threatened flora or fauna in the vicinity of the subject site, with the closest location of threatened fauna on the other side of the river. The proposal did not require referral to an external agency regarding compliance with protection and conservation regulation.</p> <p>In this manner, the proposal complies with P1 for this Standard.</p>	

STATUTORY IMPLICATIONS

Land Use Planning and Approvals Act 1993

The Council is established as a Planning Authority by definition under Section 3(1) of the LUPAA and must enforce the Planning Scheme under s48 of the Act.

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

Local Government (Building & Miscellaneous Provisions) Act 1993

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

STRATEGIC IMPLICATIONS

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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

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

LUPAA provides for penalties against a Planning Authority that fails to enforce its Planning Scheme (ss. 63a and 64). Going against advice provided in the planning report, without seeking alternate qualified advice, may create unnecessary risk for the Council in exercising its statutory functions as a Planning Authority.

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

COMMENT

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

It is considered that the proposed subdivision complies with either the acceptable solution or satisfies the performance criteria for all applicable standards of the Planning Scheme. The proposal makes efficient use of an irregularly shaped rural residential lot taking into

consideration topographical constraints and location of existing development on the site. The proposed shared access arrangement is considered to be suitable for the anticipated traffic volume generated by two residential lots.

The application is considered to comply with the Rural Living Zone provisions and applicable codes for the *Waratah-Wynyard Interim Planning Scheme 2013* and is generally consistent with section 85 of the *Local Government (Building & Miscellaneous Provisions) Act 1993*. It is therefore recommended that Council approve a planning permit for the proposed subdivision.

7.0 MATTER RAISED BY COUNCILLORS**7.1 RESPONSE(S) TO COUNCILLOR QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING****7.1.1 CR EDWARDS - WHYTE HILLS LOOKOUT SIGNAGE****QUESTION**

Cr Edwards queried the date that signage will be installed at the Whyte Hills Lookout Site.

The Director of Community & Engagement took the question on notice

OFFICERS RESPONSE

Council was advised by the Project Manager at Arts Tasmania on the 23 August 2022 that the interpretation signage for the artwork had been installed at Whyte Hills Lookout.

Council Officers have been in constant contact with the Department of State Growth Project Managers since July 2022 regarding road signage to direct people to the artwork. The latest communication from the Department of State Roads on 10 November 2022 was that that they were formulating a signage plan for the lookout site and consulting with Parks and Wildlife and State Growth as to who might be responsible for the cost of the road signs.



7.2 COUNCILLOR QUESTIONS RECEIVED IN WRITING

Nil received.

7.3 COUNCILLOR QUESTIONS WITHOUT NOTICE

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

8.0 NOTICE OF MOTION

Nil received.

9.0 REPORTS OF OFFICERS AND COMMITTEES

9.1 DECLARATION OF OFFICE

To:	Council
Reporting Officer:	Executive Officer
Responsible Manager:	General Manager
Report Date:	1 November 2022
File Reference:	1109
Enclosures:	1. Certificate of Election 2022

RECOMMENDATION

That Council confirms Declaration of Office were undertaken on 8 November 2022 by the following Councillors:

- **Mayor Dr Mary Duniam**
- **Deputy Mayor Celisa Edwards**
- **Councillor Gary Bramich**
- **Councillor Andrea Courtney**
- **Councillor Kevin Hyland**
- **Councillor Michael Johnstone**
- **Councillor Leanne Raw**
- **Councillor Dillon Roberts**

PURPOSE

The purpose of this report is to formally acknowledge the Declaration of Office following the October 2022 Local Government Election.

BACKGROUND

All positions of Council were vacated on the 31 of October 2022 with the election being declared on 1 November 2022.

DETAILS

On 1 November 2022, the Tasmanian Electoral Commission declared the following successful candidates:

1. Mayor Dr Mary Duniam
2. Deputy Mayor Celisa Edwards
3. Councillor Gary Bramich
4. Councillor Andrea Courtney
5. Councillor Kevin Hyland
6. Councillor Michael Johnstone
7. Councillor Leanne Raw
8. Councillor Dillon Roberts

On 8 November 2022 all Councillors made the declaration required by Regulation 40 of the *Local Government (General) Regulations 2015* at an event held in the Council Chambers. The declaration process was overseen and conducted by the General Manager.

STATUTORY IMPLICATIONS

Statutory Requirements

Section 321 of the *Local Government Act 1993*, states that:

1. *Any person elected as a councillor must make a prescribed declaration in a prescribed manner.*
2. *A person elected as a councillor who has not made a declaration must not –*
 - (a) *act in the office of councillor, mayor or deputy mayor; or*
 - (b) *take part in the proceedings of any meeting of the council or a committee.*
3. *A council is to acknowledge the making of a declaration at its meeting and the general manager is to record that fact in the minutes of that meeting.*

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 1: Leadership and Governance
Desired Outcomes
1.5 We highly value the use of an evidence-based approach to the development and implementation of strategies and policies that support and strengthen our decision making.
Our Priorities
1.5.2 Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

It is recommended that Council notes the Declaration of Election conducted by General Manager Shane Crawford for the October 2022 Election on 8 November 2022 and acknowledge the Declaration of Office made by all councillors.

9.2 COUNCIL COMMITTEE AND WORKING GROUP REPRESENTATIVES

To: Council
Reporting Officer: Executive Officer
Responsible Manager: General Manager
Report Date: 28 October 2022
File Reference: 0702
Enclosures: Nil

RECOMMENDATION

That Council: -

1. Appoint Councillors to committees and external groups as outlined in the table below.

ORGANISATION /COMMITTEE	REQUIREMENT	APPOINTEES
Australia Day Committee	Mayor 2 Councillors	Mayor Cr Courtney Cr Bramich
Bush Watch Western District Committee	1 Councillor	Cr Edwards
Cradle Coast Authority	Mayor General Manager*	Mayor Deputy Mayor
LGAT	Mayor Deputy Mayor (Proxy)	Mayor Deputy Mayor (Proxy)
TasWater Owner Representative	Mayor Deputy Mayor (Proxy)	Mayor Deputy Mayor (Proxy)
Waratah-Wynyard Emergency Management Committee & SES Local Unit Liaison	Mayor or Representative	Cr Edwards
Waratah Community Board	1 Councillor	Cr Hyland
Waratah-Wynyard Audit Panel (observer)	Mayor 1 Councillor (observer)	Mayor Cr Raw
Sustainability and Environment Advisory Panel	2 Councillors	Cr Edwards Cr Courtney
Public Art Advisory Group	2 Councillors	Cr Raw Cr Roberts
Community Grants Assessment Committee	2 Councillors	Cr Courtney Cr Raw
Disability Inclusion Plan Reference Group	2 Councillors	Cr Edwards Cr Raw

and

2. Appoint Councillors to Working Groups as outlined in the table below.

Working Group	Elected Member Representatives
Wynyard Show Grounds	Cr Bramich / Cr Hyland
Somerset Sporting Precinct	Cr Johnstone / Cr Edwards
Wynyard Sports Precinct	Cr Johnstone / Cr Roberts
Boat Harbour Beach Masterplan	Cr Hyland / Cr Roberts
Oldina Reserve Stakeholder Group	Cr Courtney / Cr Johnstone
Frederick Street Working Group	Cr Johnstone / Cr Roberts

PURPOSE

The purpose of this report is to assist Council to finalise the membership of its committees and working groups and to appoint representatives to external organisations as required following the conduct of the recent Local Government Election.

BACKGROUND

Council is required to nominate representatives to external organisations to represent Council's position. Council also has various committees and working groups that require councillor representation.

DETAILS

It is appropriate for Council to review representatives on external organisations following the conduct of the recent Local Government Election.

The rules of the Local Government of Tasmania (LGAT), TasWater and the Cradle Coast Authority govern membership requirements. Similarly, external bodies such as the Waratah-Wynyard Emergency Management Committee have membership rules for which Council are to follow. Working groups that Council have created are governed by Terms of Reference adopted by Council and therefore representation numbers have been determined that best suit the needs of that particular group.

All of the committees or working groups listed have differing meeting frequency. Some are currently active; some are yet to be established and some will not commence until next financial year.

Councillors have self-nominated for representation following discussion at induction workshops held on 10 November and 14 November.

STATUTORY IMPLICATIONS

Statutory Requirements

The *Local Government Act 1993* provides as follows:

23. Council committees

- (1) *A council may establish, on such terms as it thinks fit, council committees to assist it in carrying out its functions under this or any other Act.*
- (2) *A council committee consists of Councillors appointed by the council and any Councillor who fills a vacancy for a meeting at the request of the council committee.*
- (3) *A meeting of a council committee is to be conducted in accordance with prescribed procedures.*

24. Special committees

- (1) *A council may establish, on such terms and for such purposes as it thinks fit, special committees.*
- (2) *A special committee consists of such persons appointed by the council as the council thinks appropriate.*
- (3) *The council is to determine the procedures relating to meetings of a special committee*

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 1: Leadership and Governance
Desired Outcomes
We are recognised for proactive and engaged leadership.

Our Priorities

1.7 Develop leadership that inspires and motivates, and which maintains a strong community and workplace culture.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Strong communities and social capital	Enduring community capital – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
Governance and working together	Working together for Murchison – Everyone plays a part in achieving the objectives of the Sustainable Murchison Community Plan. There is cooperation, resource sharing and less duplication between Councils. Leadership is provided across all community sectors.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

Councillors discussed the positions at a Councillor Workshop on 8 November and 14 November.

CONCLUSION

It is recommended that Council accept the nominations for the Committee Representatives and Working Group Members for the current elected term.

9.3 FIXING OF COUNCIL MEETING DATES

To: Council
Reporting Officer: Executive Officer
Responsible Manager: General Manager
Report Date: 19 October 2022
File Reference: 0110
Enclosures: Nil

RECOMMENDATION

That Council approve scheduling of Ordinary Council Meetings for the third Monday of each month commencing at 6:00 pm for the period from January 2023 to December 2023, or according to the Schedule below:

DATE OF MEETING	TYPE OF MEETING
Monday 23 January 2023	Ordinary Council Meeting
Monday 20 February 2023	Ordinary Council Meeting
Monday 20 March 2023	Ordinary Council Meeting
Monday 17 April 2023	Ordinary Council Meeting
Monday 15 May 2023	Ordinary Council Meeting
Monday 19 June 2023	Ordinary Council Meeting
Monday 17 July 2023	Ordinary Council Meeting
Monday 21 August 2023	Ordinary Council Meeting
Monday 18 September 2023	Ordinary Council Meeting
Monday 16 October 2023	Ordinary Council Meeting
Monday 30 October 2023	Annual General Meeting
Monday 20 November 2023	Ordinary Council Meeting
Monday 11 December 2023	Ordinary Council Meeting

PURPOSE

The purpose of this report is for Council to determine meeting dates and times for Council for the 2023 calendar year.

BACKGROUND

Council has over the past year generally conducted its Ordinary Council Meeting on the third Monday of each month, starting at 6:00pm, and held at the Council Chambers in Wynyard.

This report has been prepared to enable the timing of Ordinary Meetings to be determined by the elected Council. For Council to be open, accessible and accountable to its community, and to encourage communication and engagement, consistency in the meeting schedule allows residents and stakeholders to know with some certainty when Council meetings are normally held.

DETAILS

The Council may determine the most appropriate timing for Ordinary Meetings. The only provision included within the *Regulations* is that an Ordinary Meeting is to be conducted at least once per month. All meetings are to commence after 5:00pm unless determined otherwise by the Council by absolute majority therefore, Council can determine to commence meetings at any time which suits the majority of Councillors.

A 6:00 pm start for meetings has been in place for some time now to allow both Councillors and residents time to complete normal daily work routines and attend Council meetings in a refreshed and unhurried state of mind.

The December meeting is one week earlier to provide the opportunity for leave, heading into the Christmas and New Year Period.

STATUTORY IMPLICATIONS

Statutory Requirements

Section 18 (3) of the *Local Government Act 1993* provides that a meeting of Council is to be conducted in accordance with the prescribed procedures.

The *Local Government (Meeting Procedure) Regulations 2015* states:

4. Convening meetings of council

- (1) *The mayor of a council may convene council meetings.*
- (2) *The general manager of an existing council is to convene the first ordinary meeting of a council following an ordinary election.*
- (3) *The Minister is to convene the first ordinary meeting of a newly established council on a date determined by the Minister.*
- (4) *An ordinary meeting of a council is to be held at least once in each month.*
- (5) *The general manager is to convene an ordinary meeting of a council if the mayor has not convened such a meeting in the previous calendar month.*
- (6) *The mayor of a council, or the general manager if the mayor has not done so, must convene a special meeting of the council at the request of a majority of Councillors.*
- (7) *A request for a special meeting of a council must –*
 - (a) *be in writing and signed by the Councillors; and*
 - (b) *include details of the subject matter and any motion to be dealt with by the meeting; and*
 - (c) *be lodged with the mayor.*
- (8) *The mayor of a council, or the general manager if the mayor has not done so, must convene a special meeting of the council if the council so determines.*

6. Times of meetings

- (1) *A meeting is not to start before 5 p.m. unless otherwise determined by the council by absolute majority or by the council committee by simple majority.*
- (2) *After each ordinary election, a council and a council committee are to review the times of commencement of meetings.*

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 1: Leadership and Governance
Desired Outcomes
2.1 We are a knowledgeable organisation—we demonstrate best practices in our business processes.
Our Priorities
13.1 Facilitate the meeting of community needs through strong advocacy and local and regional collaboration for shared outcomes.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Strong communities and social capital	Enduring community capital – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
Education	Lifelong learning and education – Education and lifelong learning is valued and there is access to vocational training and tertiary education. Education retention rates have increased.
Governance and working together	Working together for Murchison – Everyone plays a part in achieving the objectives of the Sustainable Murchison Community Plan. There is cooperation, resource sharing and less duplication between Councils. Leadership is provided across all community sectors.

POLICY IMPLICATIONS

Council meetings are conducted in line with the Waratah-Wynyard Council Meeting Procedures.

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

The conduct of any Council meeting has costs associated with the development of reports and agendas, their public distribution and the involvement of some Council officers after normal business hours.

The conduct of meetings at venues other than the Council Chambers, if required, would incur additional costs in terms of staff time, transport costs, and setting up of venues suitable for a Council meeting.

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

It is recommended that Council adopt the meeting dates for 2023 as listed.

9.4 AGM MOTION - COMMUNITY CONSULTATION

To: Council
Reporting Officer: Executive Officer
Responsible Manager: General Manager
Report Date: 11 November 2022
File Reference: 1101
Enclosures: Nil

RECOMMENDATION

That Council, in consultation with the community (for example via an initial meeting), review its community engagement/consultation processes, with the aim of providing greater opportunities for community engagement/consultation.

PURPOSE

The purpose of this report is to consider a motion that was put and carried at the Annual General Meeting (AGM) on 24 October 2022.

BACKGROUND

Mrs Robin Krabbe put the following motion at the Council's recent AGM:

"That Council in consultation with the community (for example via an initial meeting), review its community engagement/consultation processes, with the aim of providing greater opportunities for community engagement/consultation."

The motion was put and carried for consideration at this Council meeting (being the next available meeting of Council).

DETAILS

Mrs Krabbe put the motion and offered the following comment in support of the motion:

"I believe that the quality of life in the Waratah-Wynyard municipality, our capacity to adapt to challenges, and to proactively drive socio-economic change depends ultimately on the ability for both individuals and organisations to work together. Communication and joint decision making are key aspects of this, via community engagement. Community engagement has several important benefits, especially the extent to which it can increase trust between Council and the community, which is so important for so many aspects of life in our municipality.

The Waratah-Wynyard Council's Public Consultation Policy (Version No.5, 26 September 2022) expresses some very admirable intentions such as "The community has a right to be involved in and informed about key decisions affecting them", and that "A range of appropriate opportunities will be provided for people to access information and to be involved, taking into account the diversity of the community and their differing communication needs". Likewise, the statement that "At Waratah-Wynyard Council Communication is at the core of everything we do. By having good communication and engagement practices and by encouraging open conversations and interactions on local issues we will improve our service delivery and help inform, empower and connect our community".

However, it is now vital to put these principles into practice and deliver on increasing both consultation and participation by the community in local decision making, and projects that increase quality of life. In short, a substantial effort is needed to implement to a high level all the strategies of both the Councils Public Consultation Policy and the Communication and Engagement Strategy. It

is very useful having these documents, but they are of no use if they are not implemented. I also note the Communication and Engagement Strategy was for 2019/2021; so, I am also interested in the process of issuing a new strategy for 2022/2025.

It is acknowledged that to date, community willingness to take advantage of opportunities provided by the Council, such as for consultation, are patchy. It is also acknowledged that there is a huge diversity of capacity to engage in constructive dialogue, which makes the Council's job more difficult, likewise a limit on resources to promote community consultation and participation.

However, for example the recent number of candidates standing for election is a heartening sign of increased willingness to engage in local decision making, likewise possibly the process of the iCEP committee (which the Council is to be congratulated on) is also very positive.

I therefore request a discussion as a starting point for how there can be greater input by the community into local decision making, and better two-way communication between the Council and the community."

As referenced in the background information provided with the motion (see Appendix 1 below), Council recognises the need for good communication and engagement practices and continues to listen to the community and provide opportunities for consultation, conversations and feedback.

The current Communication and Engagement Strategy is scheduled to be reviewed between April-June 2023 as an Annual Plan action. If Council supports the motion to hold a community meeting (or similar) to review engagement practices, it should be noted that this would be the appropriate time to undertake this so that any outcomes from the meeting can be factored into the development of a new strategy in the final quarter of the 2022/23 year.

Robin Krabbe noted Council's work in the communication and engagement space at the Annual General meeting but clarified that she was looking for more opportunities for the community to be 'empowered' regarding council decisions, rather than improve Council's work in the earlier stages of the spectrum (inform, consult, involve, collaborate).

As the elected members by the community, Councillors, for the most part, currently perform the role of decision-makers on behalf of the community. At a local government level, the opportunities for community to have a high level of influence over decision-making is generally at the stage of development of long-term Strategic Plans, when Council is seeking guidance for community needs and priorities. For a number of legitimate reasons, it is not always appropriate to place a high level of influence over decision-making in the hands of individual or small numbers of community members.

Some legitimate considerations for Council are the technical complexity of a decision, timeliness of decision-making, resources and costs associated with the highest level of engagement and the potential challenges such as the NIMBY (not in my backyard) pressures, multiplicity of demands from groups/individuals with differing views, engagement fatigue, whether an individual or stakeholder group view is representative of the wider community view and whether Council is realistically able to deliver on a promise of empowerment (eg: is Council prepared to relinquish the decision-making to the public or will the consultation result in dissatisfaction based on unrealistic expectations to influence all decisions).

The engagement purpose, level of impact and degree of complexity of the issue under consideration are important factors determining the role stakeholders might play during the

community engagement process. The promise Council is making during the engagement process needs to be clear, as this will be a determinant factor in the community's satisfaction with the process, as well as the outcome of the engagement.

iap² International Association of Public Administrators

IAP2's Spectrum of Public Participation was designed to assist with the selection of the level of participation that defines the public's role in any public participation process. The Spectrum is used internationally, and it is found in public participation plans around the world.

INCREASING IMPACT ON THE DECISION

	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

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STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 3: Connected Communities
Desired Outcomes
1.1 We make publicly transparent decisions on spending and future directions while encouraging community feedback.
Our Priorities
1.1.1 Commit to best practice in community engagement.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Strong communities and social capital	Enduring community capital – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
Access and infrastructure	Local, regional and global transport and infrastructure access – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
Health and Wellbeing	Maintaining good health and wellbeing – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.
Place making and liveability	Liveable places for all ages – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.
Governance and working together	Working together for Murchison – Everyone plays a part in achieving the objectives of the Sustainable Murchison Community Plan. There is cooperation, resource sharing and less duplication between Councils. Leadership is provided across all community sectors.

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

It is recommended that if Council accept the motion to hold a community meeting (or similar) to review engagement practices, that this be in line with the Annual Plan Action to review the Communication and Engagement Strategy between April-June 2023.

APPENDIX 1:

OFFICER COMMENTS PROVIDED IN AGM REPORT IN RESPONSE TO MOTION

Background provided for motion:

At the June 2019 ordinary meeting, Council adopted the Communications and Engagement Strategy 2019-2021. The Strategy is based on the principles outlined in the internationally recognised gold standard IAP2 (International Association for Public Participation) Public Participation Spectrum, which is designed to assist with the selection of the level of participation that defines the public's role in any community engagement or public participation process. The spectrum clearly identifies that differing levels of participation are legitimate depending on the goals, timeframes, resources, and levels of concern from the community in the decision being made.

The Strategy also outlines 21 different communications components and rates Council's level of practice from 2010 to 2021. This process provides Council with an opportunity to track improvement across a broad range of communications and engagement objectives. Whilst there are still recognised areas for improvement, the table demonstrates a clear commitment to continuous improvement by Council.

Officers are currently working on adopted Year 4 actions as a new Strategy is drafted. Development of a new Strategy is an Annual Plan Action for 2022-23 and is scheduled to begin in the last quarter of 2022-23. Once a draft is developed, this will go to Council to endorse the release for public comment, giving the opportunity for feedback before a final strategy is adopted by Council. This process will provide the community input as requested by the mover of the motion

Council's Public Consultation Policy was recently revised and adopted by Council in September 2022. Since the last review of this policy in 2020, Council has strengthened its commitment to best practice communication and consultation strategies and the changes made to this policy align with this commitment.

The Policy is underpinned by the following principles, which the Council believes are central to achieve effective communication and consultation:

- Council decision-making should be open, transparent and accountable;
- Council will identify potential stakeholders in each specific circumstance;
- Council will ensure information is easily understood and accessible to identified stakeholders, and include contact details for obtaining further information in all communications;
- The community has a right to be involved in and informed about key decisions affecting them;
- A range of appropriate opportunities will be provided for people to access information and to be involved, taking into account the diversity of the community and their differing communication needs;
- Council will listen and respond to community views in a balanced way, taking account of all submissions made by various stakeholders;

-
- Council's desire to balance community views and interests with other influences such as budgetary constraints;
 - Council's communication and engagement strategies are underpinned by the International Association of Public Participation (IAP2) Spectrum, which provides a best-practice framework outlining the various levels of engagement (inform, consult, involve, collaborate and empower) and the associated communication tools and appropriate audience messages for each level of engagement.

The information below is provided to demonstrate some of the recent communication and engagement activities undertaken by Council and relevant statistics.

Recognition

Waratah Wynyard Council has been recognised amongst its local government peers as being a leader in the engagement space – particularly with social media engagement, recently winning the Local Government Professionals Community Services Delivery Award for our Social Media Strategy. Council also won the same award category in 2020 for the Communications and Engagement Strategy (2019-21). Whilst acknowledging that there is always more work that can be done, Council has committed significant resources in the Communications space in recent years as an acknowledgment to the importance of engaging with our community.

Council's social media engagement has been recognised not only at the recent Local Government Professionals Awards, but by independent media company SHUNT, who ran a project analysing local government social media statistics across much of Australia. Waratah Wynyard Council consistently performed well in these rankings, often outperforming the major City councils.

The impacts of Council's social media engagement have been substantial, demonstrating the effectiveness of a strategic communication plan. It was recorded by Shunt Applied Creative that there was an increase in Facebook reactions by 149.1% and in an increase in Facebook engagement by 105% over a 90-day period in 2021. The Waratah-Wynyard Council was acknowledged by Shunt as "Facebook engagement and productivity leaders" when compared with all other Tasmanian Councils.

Upon the completion of the Year 3 Communication and Engagement Strategy actions there have been other notable achievements in the digital space. Waratah-Wynyard Council's social media following (on Facebook, Twitter, Instagram and YouTube) increased by a total of 30.6%, expanding its network of users across multiple platforms.

The Social Media Engagement Initiative was implemented to respond to Council's key strategic objectives, and the success of the initiative has positioned Council itself as a leading social media presence of Local Government in Tasmania. The Social Media Engagement Initiative has transformed Council's digital presence so that it is more engaging and more inclusive, strengthening communication with its expanding digital community. Whilst there is still room for growth, the Waratah-Wynyard Communications team commits to growing

with these essential digital platforms, through education initiatives such as META Certification.



Communications and engagement tools

It is true that not everyone is on digital media, although it must be acknowledged that the internet, websites and social media are the primary sources of information for the majority of the population in the modern world. Council acknowledges it must not forget those who are unable or unwilling to adopt this media, and that some information and feedback is better provided and received in other ways.

For this reason, Council has a broad range of communication tools that it uses for various purposes as appropriate, including:

Social media (including Facebook polls) – a breakdown of our audience for Facebook (below) shows a good spread of ages, with the largest audience being women between the ages of 35-44.

In the past 12 months, Councils Facebook posts have reached over 114,000 people in the month of October 2022, with engagement at an impressive 38.5k.

Council has and does involve the public in all major projects this may be through the formation of a Working Group, an Advisory Group or through more widely publicised requests for feedback. All projects and policies receive a broad range of feedback from key stakeholders and interested parties with many of the ideas being put forward adopted into final plans and policies. Some examples of consultation and engagement include:

Working groups and committees – Councillor representatives and senior staff work alongside community interest groups. Examples include:

- Public Art Advisory group
- Youth Leaders

-
- Boat Harbour Beach masterplan advisory group
 - ICEP working group (soon to transition to SEAP)
 - Cam River Masterplan working group
 - Wynyard Showgrounds Working Group
 - Australia Day Committee
 - Waratah Community Board
 - Wynyard Waterfront and Environs Masterplan Working Group
 - ANZAC Park Working Group

Community stakeholder and special interest advisory groups - these are formed for significant projects or for specific communities of interest. Examples include:

- Wynyard local business group
- Major project stakeholders – e.g.: local residents around capital works
- Somerset Futures Group
- Sisters Beach Working Group
- Waratah Museum group
- Waratah Men’s Shed

Other Projects where public input has been sought and influenced the final outcomes:

- Sustainable Murchison Community Plan
- Open Space Sport and Recreation Plan
- Planning Scheme – Local Provisions
- Public Land Disposal
- Fossil Bluff Masterplan
- Dog Management Policy
- East Wynyard Foreshore Masterplan
- Ballad Avenue
- Age Friendly / Youth plans

Community conversations – Councillors and senior staff attend open community forms in each of our communities (Boat Harbour, Sisters Beach, Wynyard, Somerset, Yolla, Waratah) and are available to provide information and listen to community concerns.

In 2021 Community Conversations round:

- 255 people attended
- 164 ideas put forward
- 77 service requests

Customer service/conquest system – the community engage with Council on various matters such as issues/complaints/requests for service.

Conquest Job Stats for 01.07.21 – 30.06.22	
Jobs Registered	1482
Completed in Conquest	1480
Still Open	2
Closed – still to be completed (usually by contractors)	23
Waratah Jobs	61

Council meetings – the public can attend and ask questions or make public statements. Meetings are now also livestreamed, with views skyrocketing.

In the last year Council’s YouTube channel stats are:

- 8,342 views
- 1,284.50 watch hours
- 104 new subscribers
- 88,508 impressions

Interestingly, the demographics show the largest proportion of YouTube views for Council come from the over 65 age group (31.6%)

These stats also show a 145% increase in the previous 12 months for views, and a 404% increase in watch time.

Listening posts – staff set up in public spaces with information or to ask for feedback on specific projects or topics of interest (e.g., Oldina Reserve Plan)

Mainstream media including TV, newspaper, and radio

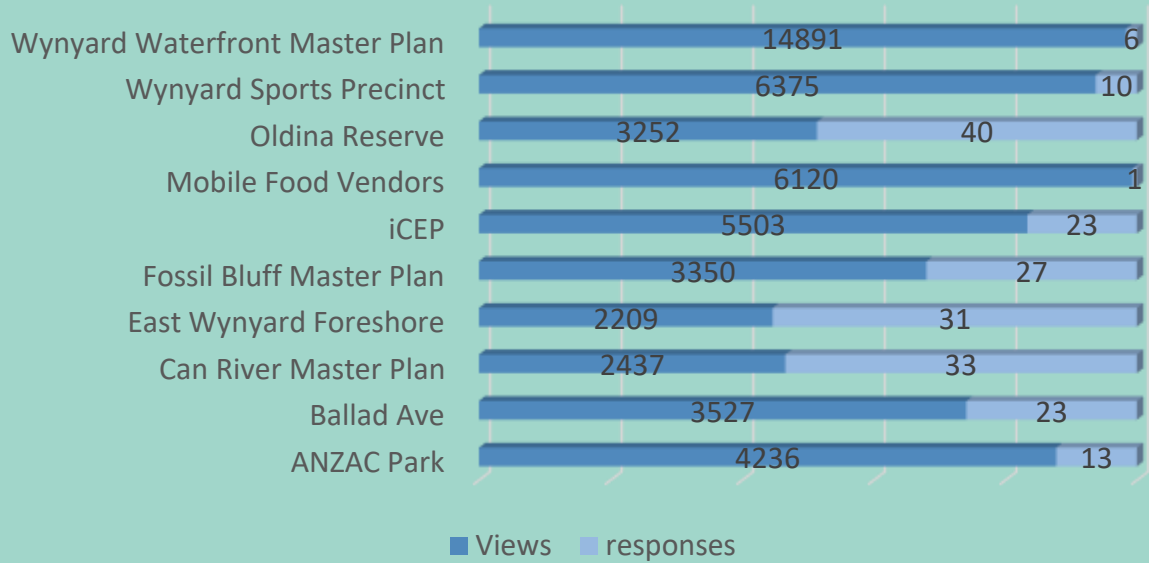
Noticeboards – digital and traditional community notice boards

Website – users of Councils website have increased 49% since the development of a new, more user friendly and customer focussed site in 2020. The Planning and Development Application page regularly has one of the highest interactions from the public – showing strong engagement with the planning process.

Have your say (website) - open consultation periods giving the community opportunity to provide commentary on Council projects/plans

Since the new website has been live there has been ten ‘Have Your Say’ project feedback opportunities, with 51,900 views and 207 formal responses.

have your say website feedback



9.5 QUARTERLY INFORMATION REPORT - INFRASTRUCTURE AND DEVELOPMENT SERVICES

To: Council
Reporting Officer: Director Infrastructure and Development Services
Responsible Manager: Director Infrastructure and Development Services
Report Date: 31 October 2022
File Reference: Nil
Enclosures: Nil

RECOMMENDATION

That Council note the Corporate Quarterly Information Report for the Infrastructure and Development Services Department as of 31 October 2022.

PURPOSE

To provide statistical information and a quarterly update on the activities of Council for each Department. This report is the first quarterly report for the Infrastructure and Development Services Directorate, made up of the following Departments:

- Development and Regulatory Services
- Engineering Services
- Works and Services
- Asset Services
- Recreational Planning and Environment

BACKGROUND

Council have traditionally been provided with a whole of organisation quarterly statistical report. The purpose of the quarterly report was to provide Council with statistical information on the activities of Council for each department.

Following a review of organisational reporting with the aim of ensuring consistent and improved information sharing to Council a quarterly Information Report is provided each quarter for each Directorate with a snapshot of activities undertaken.

DETAILS

This report contains statistical and by exception information from the departments listed above. Information provided will be increased over each reporting period as measurable outcomes and feedback is captured.

Development and Regulatory Services

Project Updates

The hearings for section 35F report on the draft Local Provisions Schedule were held from the 18 October to 21 October by the Tasmanian Planning Commission. After the hearings, the Commission have directed Council to provide some additional material to help with their deliberations. This material is minor in nature, being a consent from a land owner for a potential rezoning, and a copy of the planning permit for another property.

Council was involved in two planning appeals before the Tasmanian Civil and Administrative Tribunal – Resource and Planning Stream. The first matter was held 20-21 July for the appeal regarding P2022/78 – 301 Pages Road, Moorleah – M7J Purton V Waratah-Wynyard Council and D&J Turner. The tribunal decided in favour of the applicant and Council. The appellant has now appealed the decision of the Tribunal to the Supreme Court. The process will commence on 9 November with a Directions Hearing.

The Second matter is Enforcement – Appeal 125/21PE – 3 Hepples Road, Boat Harbour Beach. The hearing was held on 29 June and 18 July. The tribunal also decided in favour of the Council, with an Enforcement Notice re-issued and compliance with the notice required.

Public Health

During the quarter Council issued:

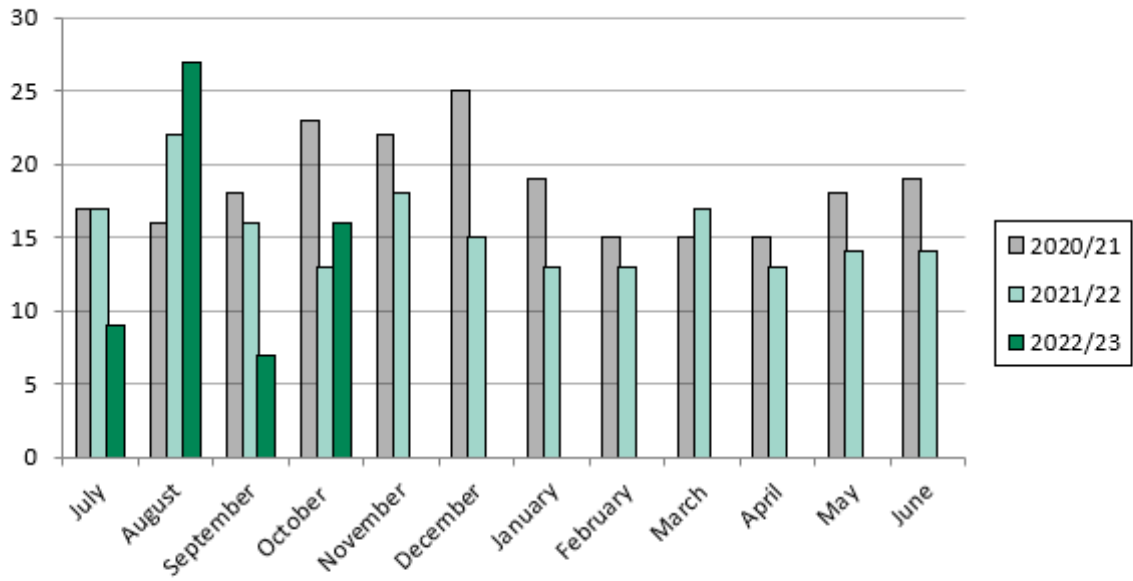
- 91 Certificates of Food Registration;
- 14 Temporary Food Premises Permits;
- 9 Certificates of Registration for Private Water Suppliers;
- 3 Certificates of Registration/Licence for Public Health Risk Activity;
- 4 Certificates of Registration for Regulated Systems; and
- 2 Place of Assembly Permits.

Animal Control

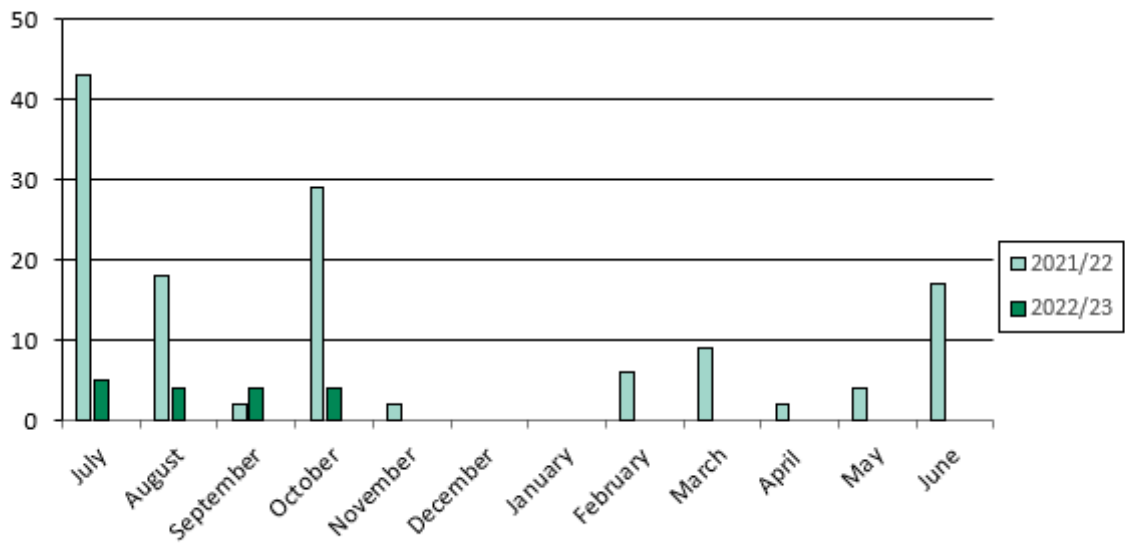
	August/September/October 2022	2022/2023 Year to Date
Dogs Registered	846	1928
Dogs Impounded	12	13
Infringement Notices Issued	3	5

Statistics

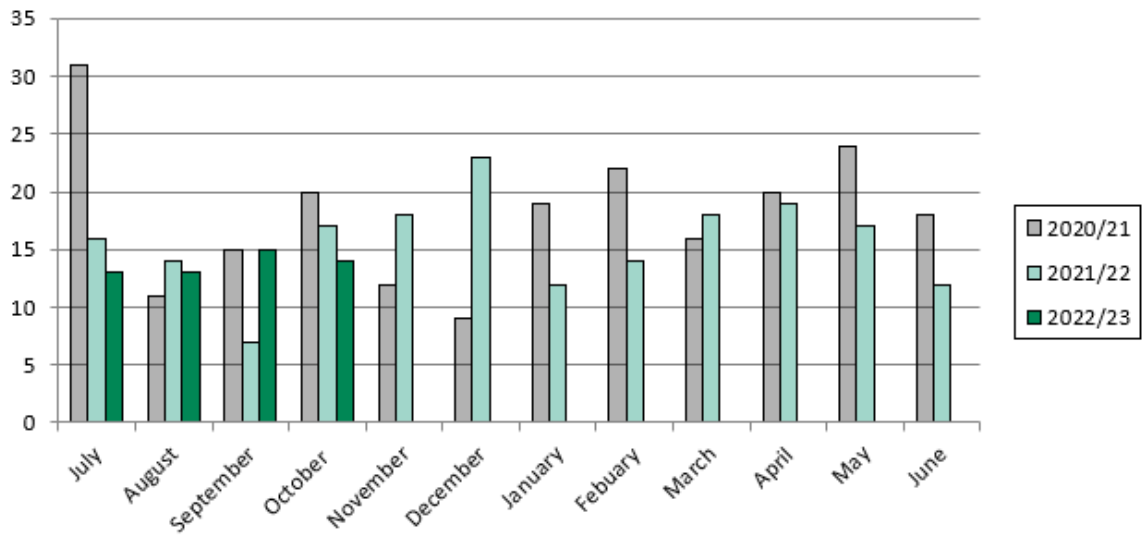
Planning Approvals



Subdivisions - No of new lots created

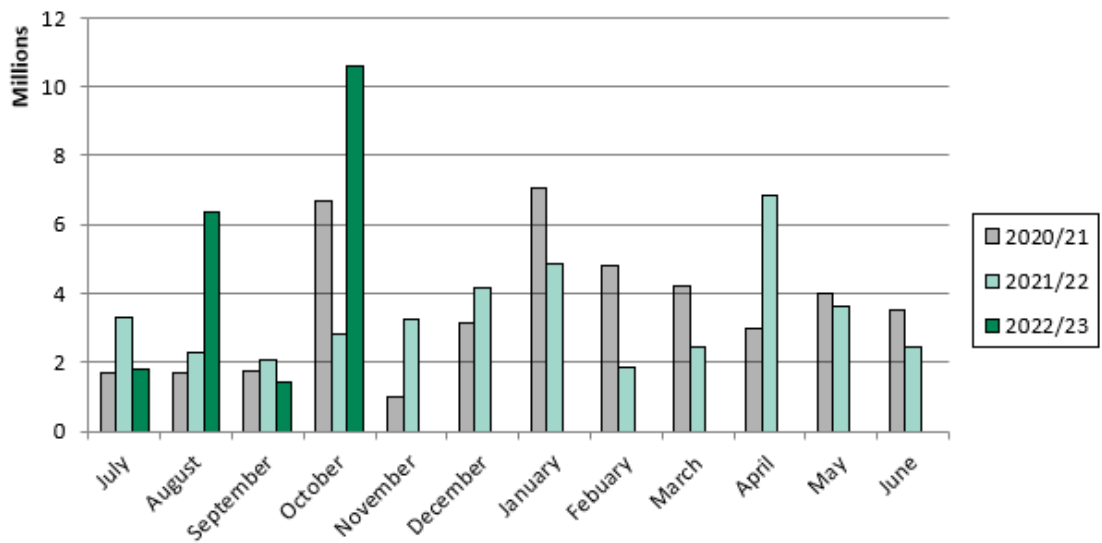


No of Building Approvals



Building Approvals include Building Permits and Notifiable Building Work (Category 3)

Building Values



Building Values includes Building Permits and Notifiable Building Work (Category 3)

Recreational Planning and Environment

Project Updates

This year, the Wynyard Squash Centre will be upgraded to include new energy efficient LED lighting, replacing doors, and the addition of heaters. Works have been progressing well, with LED lights fitted to the downstairs area during this quarter, which have made the courts much brighter. Heating installation is anticipated to commence during November, with replacement doors being ordered for installation after Christmas.



New LED lighting at the Wynyard Squash Centre

Three new solar lights have now been installed at the boat ramps located near the new Wynyard Multi-purpose Facility and Jenner Street. The lights will improve visibility and safety for existing boat ramp users whilst they're entering and exiting the ramps. This project has been completed with funding from the Recreational Fishing and Camping Facilities Program from the Department of Premier and Cabinet, with lighting type and location being selected in consultation with MAST so they match similar installations around the state. Thanks to the solar component the lights also align with our iCEP sustainability principles.



Solar lighting at the Jenner Street Boat Ramp

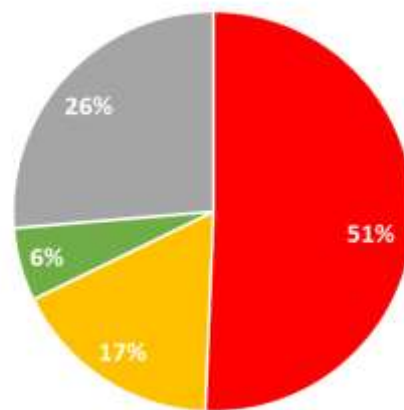
The construction of a public toilet and RV dump point in Yolla has remained a focus area during this quarter. A total of eleven sites have been identified, noting that a new public toilet must be conveniently located, suitable for visitors driving through Yolla as well as locals going about daily business in town. Council has not identified any council-owned land that is suitable for the proposed construction (due to stakeholder feedback and technical reasons) and have therefore reached out to other landowners of sites that have been identified as

meeting the needs of the project. Further updates will be provided once the negotiations have reached a conclusion.

Environmental Sustainability Services

During October, Council noted its annual update to the Integrated Council Environmental Plan (iCEP). At the time of completing the update, half of the 152 iCEP actions (49%) had either been completed, commenced or embedded into standard operating practices. A list of the key achievements from 2021/22 and the planned activities for the upcoming twelve months have been added to the Council’s iCEP webpage.

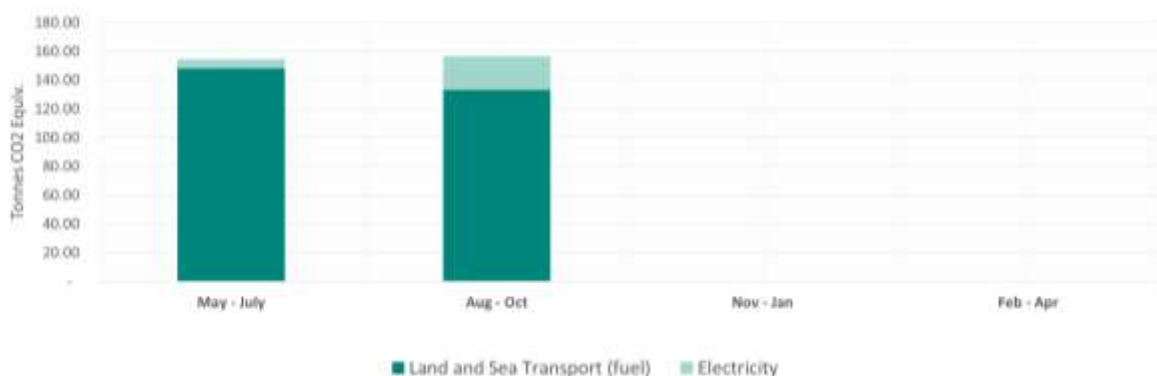
■ Not Started ■ In Progress ■ Complete ■ Ongoing



During this quarter, nominations closed for Councils first Sustainability and Environmental Advisory Panel (SEAP). A total of fourteen high-quality nominations were received, although there were no representations from the aboriginal community or youth. In September, Council appointed the maximum of ten community representatives to the SEAP, who are scheduled to meet informally during November to determine their intended priorities for discussion over their term. The panel will officially kick off early in 2023 after councillor representatives have been selected.

Emissions statistics provided below are based on fuel consumption from council fleet, plant and machinery only (partial scope 1 emissions), as well as electricity consumption (scope 2 emissions) on councils buildings and other assets. Scope 3 emissions have not been included. It is noted that electricity data will be received intermittently throughout the year so it is expected to see variations when comparing one quarter to the next.

WWC Quarterly Emissions Trend – 2022/23



Waste Management Services

Council participates in a number of waste diversion programs to provide opportunities for the community to correctly dispose of waste and encourage recycling. One of the ways Council encourages recycling is through its Recycling Hub located at the Wynyard Council Chambers foyer. During this quarter, Council recycled a number of products from this hub and received a certificate of appreciation for the supply of bread tags to the *Bread Tags for Wheelchairs* program. These bread tags are recycled locally within Australia and are used to raise funds to buy wheelchairs for disadvantaged people, mainly in South Africa. To date, 66 wheelchairs have been funded through the national program.



An Expression of Interest for the management of the Wynyard Waste Transfer Station was released during this quarter, with submissions closing mid-November.

Waste management statistics provided below are inclusive of the waste derived from both the kerbside collection services and the waste transfer station (WTS) operations of Council. Tonnes of waste and recycling have been presented up to 30 September 2022. The number of WTS customers has been provided for the period up to 31 October 2022. To summarise the waste statistics data for this quarter:

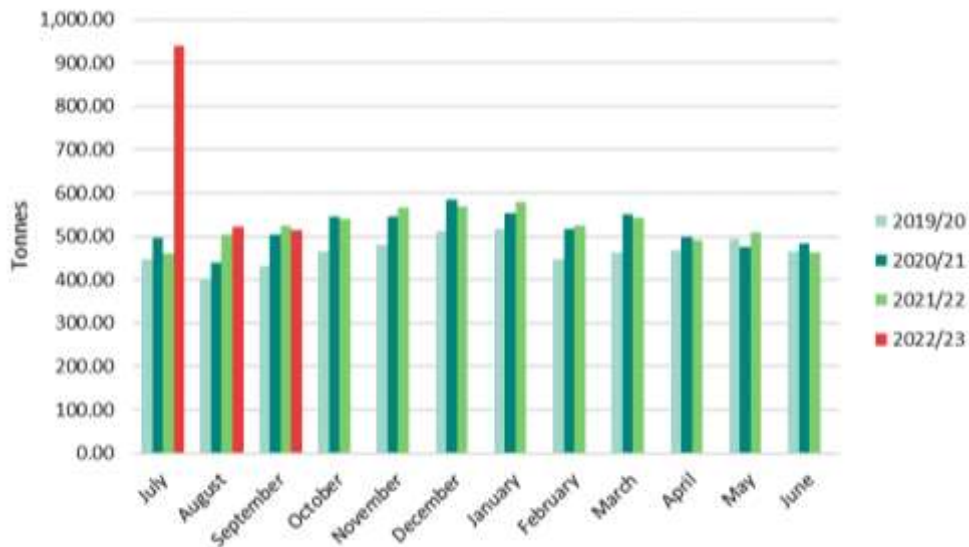
Waste and Recycling:

- A rural waste and recycling kerbside collection service commenced during this quarter to service the areas of Lennah Drive and Little Village Lane. Recycling services were also extended to the Waratah township who have previously only received kerbside waste collection. The implementation of these new services aligns with the principles of Council's Waste and Resource Recovery Strategy and provides residents greater access to waste and recycling management services.
- The total waste to landfill from July – September was 1,976 tonnes. This is 30% **greater** than the same period the previous year.
- Over half (52% at a total 494 tonnes) of the waste received in July relates to the disposal of by-product from street sweeping. Whilst the majority of the product may be suitable for clean fill, it can be contaminated with general litter which means it has instead been disposed as landfill. This will be flagged as a future continuous improvement opportunity to identify alternative and sustainable disposal methods that diverts waste away from landfill in line with Council's Waste and Resource Recovery Strategy.
- If we exclude the additional waste from the street sweeper, the total tonnes to landfill for July-September was 1,482. This is a slight **decrease** of approximately half a percent in comparison to the same quarter the previous year (1,488 tonnes). This tells us that waste

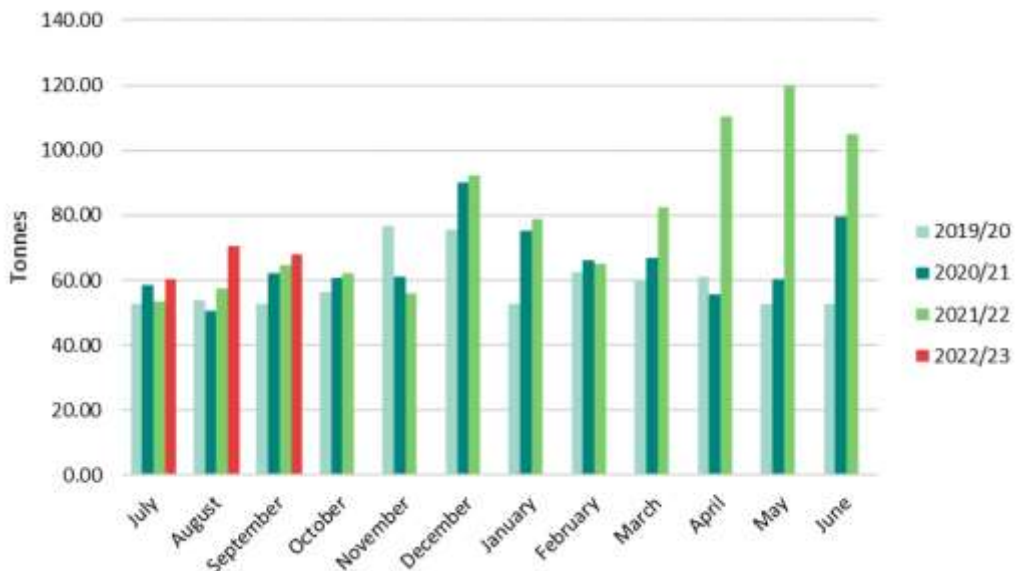
from households and businesses has stabilised when comparing these quarters between 2021/22 and 2022/23.

- The total comingled recycling collected during July-September was 199 tonnes.
- The total tonnes of comingled recycling has **increased** by approximately 13% in comparison with the same period last year (175 tonnes). With domestic waste stabilised during this period, this suggests that more efforts are being undertaken to divert waste from landfill through household recycling.

Tonnes of Waste to Landfill



Tonnes of Comingled Recycling



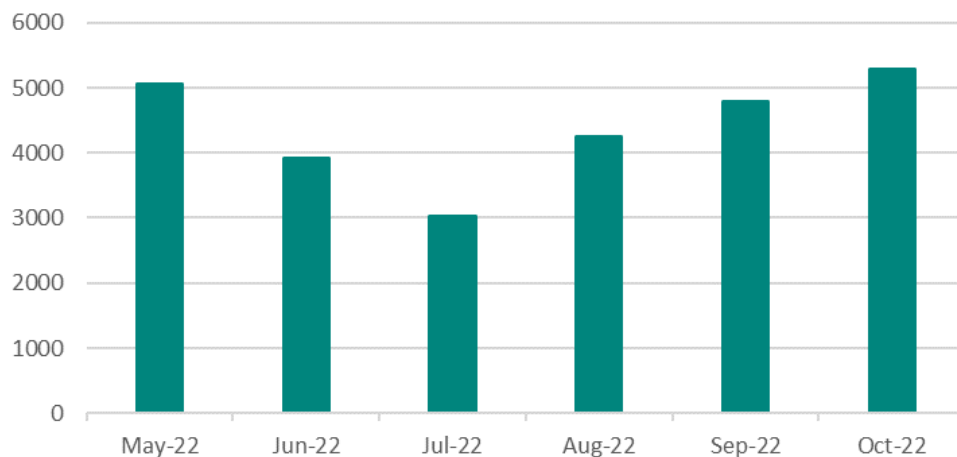
Wynyard Waste Transfer Station:

- The total number of customers for this period was 14,347. This has increased by approximately 19% from the previous quarters' 12,023 customers. Anecdotally, this

increase is reflective of daylight savings time commencing at the beginning of October, allowing more time for yard work and spring cleans

- The busiest day at the WTS during this period was on Sunday 30 October, with 304 customers. Our record remains Monday 27 December 2021, where after closing for two public holidays we had 370 customers visit the WTS
- The slowest day during this quarter (excluding the public holiday closure) was reported on Thursday 14 October, with 54 customers attending the WTS. This was a wet day
- Average number of customers/day at the WTS for the period 1 August – 31 October is 158 visits. This is 18 more customers per day than the last quarter May-July 2022

Wynyard Waste Transfer Station – Total No. Customers / Month



Buildings and Facilities

As part of the 2022/23 capital budget, a new heat pump has recently been installed at the Wynyard Community Centre in the 7Up rooms. This area has been prone to dampness, odour and mould growth, particularly during the wetter months. By adding another heater, we are able to improve air flow, reduce the damp and mould whilst also making the space a little more welcoming for users. Also completed during this quarter is the painting of one of the historical rooms at the Waratah Museum, ready for the upcoming tourist season.



Waratah Museum – Room Painting

Statistics included below are all customer service requests for public toilets lodged *directly with Council* during the reporting period. In summary:

- Public toilet requests made up 12% of the total customer service requests received between August and October, down from 21% in the previous quarter. This significant change of 9% is likely impacted by the recent weather events which have increased service requests overall.
- 59 requests relating to public toilets were received during this period (average 0.64/day)
- Three-quarters (76%) were for maintenance requests, and over half of these (56%) these were due to toilet blockages, through: technical fault, excessive use of toilet paper or flushing of inappropriate item/s (either intentional or unintentional)
- Other maintenance faults during the period included running water, leaking/broken seals and sticking flush buttons
- ‘Known vandalism’ has doubled since the last quarter, with a total of eight reports between August and October. These included multiple instances of sharps containers being removed from the wall (and contents dispersed), two fires and smashed toilet roll dispensers/hand dryers

Public Toilets – Number of Service Requests by Type



Graph representing data 1 May through to 31 October

Recreational Planning

East Wynyard Foreshore Master Plan – Contract awarded for the design and construction of the existing foreshore boardwalk. Demolition and construction anticipated to commence in April 2023, allowing time for design and the arrival of necessary materials.

Ballad Avenue Recreation Reserve – At the 17 October 2022 meeting, Council noted the feedback received as part of the consultation process relating to the establishment of a freedom camping and off-leash dog park at this site. Based on the feedback received, Council is continuing negotiations with Crown Land Services (landowner) and Wynyard Agricultural and Pastoral Society (land lessee) for the establishment of these recreation activities on the Wynyard Showgrounds. Further progression of the Ballad Avenue Recreation Reserve

concept/s will be deferred until the exploration of an alternative dog park and freedom camping site at the Wynyard Showgrounds is completed.

Annual updates regarding progress against the Cam River Reserve Master Plan, Fossil Bluff and Surrounds Master Plan and the East Wynyard Foreshore Master Plan were tabled with Council during this period. The relevant project pages on Council's website have been amended according to these updates.

Contracts and Reporting

As part of council's continuous improvement practices, progress has commenced on further refinements to the contract procurement process to document workflows and create user-friendly templates. In addition, work has commenced on the establishment of a *multiple use register* in line with the Local Government Act and Council's Procurement Policy.

Statistics below describe the contract extensions in the current reporting period, based on the date the extension was approved. During this quarter, two (2) contract extensions were executed across two (2) separate contracts:

No.	Contract	Contract Start Date	Original Expiry Date	Revised Expiry Date	Update
756	ANZAC Park All Abilities Playground (2020/21)	18/10/2021	5/10/2022	8/11/2022	EOT#12 - Contract extension requested by contractor to install donated playground equipment as described in RFV#09 - 4 days claimed for revised completion 8 Nov 2022 - granted.
764	Camp Creek Final Rehabilitation Project	28/02/2022	23/05/2022	30/11/2022	Contract extension raised due to weather - EXP 30 November 2022 - signed and sent (19/09 KS) - Received 20/09/2022 (20/09 KS)

Engineering Services

Project Updates

Several capital projects identified in the 2022 Annual Plan and Budget have made significant progress to date, an overview is provided below:

Project	Status
ANZAC Park all ability playground	Some delays incurred due to inclement weather and the impact of the Cam River Bridge lane closure. Still on track to be completed prior to Christmas 2022
ANZAC Park erosion mitigation	Crown land approval to lodge DA has been received, DA and tender process to follow.
Stairway replacement adjacent to 276 Port Road, Boat Harbour	Planning permit received, works to be scheduled for commencement
Stairway replacement opposite Cumming Street	Planning permit received, tender process to follow
East Wynyard foreshore car park and pathway	Design complete and works to be scheduled
Inglis River Walking track options study	Consultant engaged to deliver study, pending site walk over and community engagement
Sisters Beach estuary rehabilitation	Works to construct the nature mound have been completed
IGA Area I intersection reconfiguration & car park	Works progressing well and generally on track to be completed prior to Christmas 2022. Some delays incurred due to inclement weather and the impact of the Cam River Bridge lane closure.
West Calder Bridge Replacement	Currently being replaced and likely to be complete by the release of Agenda
Oonah Road Bridge	Works completed pending the sealing works to approaches
Bassets Road Bridge	Works completed pending the sealing works to approaches
Calder Road Bridge	Works awarded and programmed to follow after completion of West Calder Road Bridge
Robin Hill Road upgrade and seal	Works postponed due to the discovery of an eagle's nest, programmed to commence in February 2023.
Urban Reseal program	Awarded and due for commencement in February

Old Bass Highway footpath linkage	Practically complete pending as cons
Goldie Street Wharf area footpath linkage	Practically complete pending as cons
Fossil Bluff traffic impact assessment	Contract to deliver scope awarded
Serrata Crescent Driveway works	Construction commencement imminent
Somerset foreshore traffic impact assessment works	Being completed in conjunction with the playground
Port Creek flood mitigation	Very close to being released for tender
Big Creek flood mitigation	Very close to being released for tender
22 Goldie Street	Works complete, pending as cons
5 Stockdale Ave piped drain	Works complete, pending as cons
Cumming Street Boat Harbour – stormwater extension	Works awarded, construction commencement imminent
Walking track counters	Purchased and in use

National Heavy Vehicle Regulator permit applications



Consent Performance

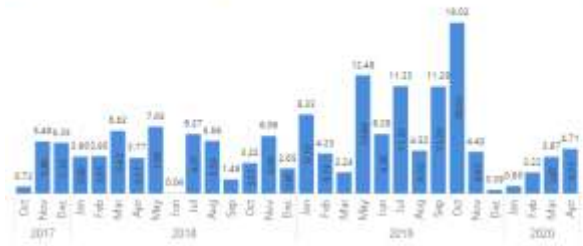
Consent Performance by month

Average days with Road Managers

All figures below are averages for the selected period
 Due to inconsistencies in consent tracking, Total Time will not currently reflect the sum of New and Assessment time
 New and Assessment times are given for trend level analysis and guidance.

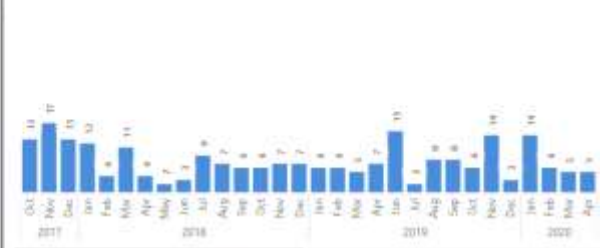
New Time The period between receipt and allocation	5.82
Assessment Time The period of assessment prior to completion	0.65
Total Time The total time the consent was in the system	6.46

● Avg Days With Road Manager New ● Avg Days With Road Manager Assessment



Total Consents

Received 782



Completed 775



Consent Performance Consent Status Comparison

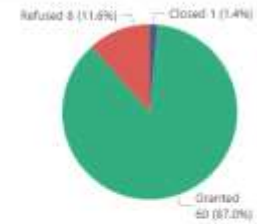
Quarter Month

Current Financial Year

Consents Completed by Period

Status	2022-07	2022-08	2022-09	2022-10	2022-11	Total
Closed					1	1
Granted	23	11	15	10	1	60
Refused	2		3	1		6
Total	25	11	18	14	1	69

Consents Completed by Status



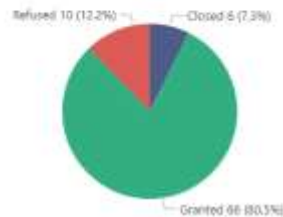
Previous Financial Year

2021-22 2020-21

Consents Completed by Period

Status	2018-07	2018-08	2018-09	2018-10	2018-11	2018-12	2019-01	2019-02	2019-03	2019-04	2019-05	2019-06	Total
Closed	1		1		2							2	6
Granted	10	5	3	5	3	3	3	5	6	7		11	66
Refused		2			2	1		5					10
Total	11	7	4	5	9	4	3	11	6	7	13	23	82

Consent Completed by Status



Works and Services

Operations and Maintenance Updates

This quarter in Works and Services was dominated by the weather events experienced in the Municipality. Heavy rains caused significant damage to roads and associated infrastructure and high winds brought down some large trees and branches. These weather events meant the redirection of most staff to undertake emergency actions to numerous roads which included repairing washed out areas, unblocking of culverts, removal of debris including fallen trees and branches from roads and land/road slips. In some cases, we had to close roads due to water on the road itself. We were also tasked with the removal of debris build up against some of our bridges. The following pictures give some examples of the issues responded to.



Figure 1 Land/Road slip on South Elliot Road



Figure 2 & 3 - Flooding at the Somerset Fire Station



Figure 4 - Water over the walking track at Sisters Beach



Figure 5 - Logs and other debris build up at the bridge on Pages Road

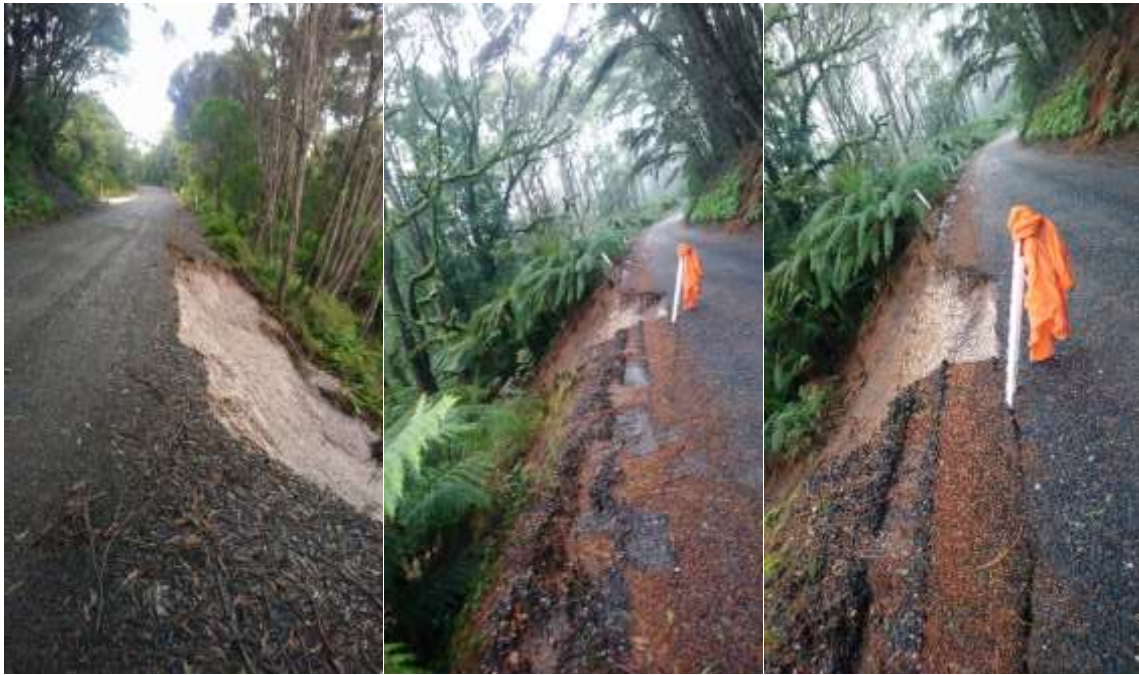


Figure 6, 7 & 8 - Myalla/Meunna Road slips. There were 2 in total. This Road remains closed and tenders received for the rectification works required



Figure 9, 10 & 11 - Lowries Road slip. This slip continued to move for a week post the initial slip. The road remains restricted to a 5T load limit and the speed reduced. This road is subject to a geotechnical investigation



Figure 12 - Debris build up at the bridge on Lapoinya Road

Other Updates



Figure 13 & 14 - DDA Ramp installation continue. These particular ramps were installed at the junction of Wragg and Falmouth Streets in Somerset



Figure 15 & 16 - The tulips (pictured when in full bloom) have now been replaced with Liliams and will be put back in the CBDs once they are about to flower



Figure 17 & 18 - We also assist in event such as Spring Loaded (pic of the bonfire) and the Tulip festival

Asset Services

Project Updates

During the quarter progress has been made on the review and update of the Stormwater Asset Management Plan and service level ready for inputs to be provided to coming budget process for 2023/24. The revaluation of this asset class can now commence following a rigorous field exercise to confirm asset ownership and detail of the urban drainage network operated and maintained by Council.

In addition to the above the Council's Strategic Asset Maturity assessment was updated from the previous 2019 assessment. The results of which will lead to further improvement actions for the next three-year period for Council consideration.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 1: Leadership and Governance
Desired Outcomes
1.1 We make publicly transparent decisions on spending and future directions while encouraging community feedback.
Our Priorities
1.6.2 Develop leadership that inspires and motivates, and which maintains a strong community and workplace culture.

GOAL 2: Organisational Support
Desired Outcomes
2.1 We are a knowledgeable organisation—we demonstrate best practices in our business processes.
Our Priorities
2.1.1 Develop a learning culture that ensures staff have the knowledge and skills to maximise potential, and which empowers staff to achieve and grow.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Access and infrastructure	Local, regional and global transport and infrastructure access – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
Natural resource management	Managing abundant, natural and productive resources – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.
Place making and liveability	Liveable places for all ages – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

That Council note the Corporate Quarterly Information Report for the Infrastructure and Development Services Department.

9.6 FINANCIAL REPORT FOR THE PERIOD ENDED 31 OCTOBER 2022

To:	Council
Reporting Officer:	Corporate Accountant
Responsible Manager:	Director Organisational Performance
Report Date:	8 November 2022
File Reference:	Financial Management - Reporting - Council
Enclosures:	1. Monthly Capital Report - October

RECOMMENDATION

That Council note the Financial Report for the period ended 31 October 2022.

PURPOSE

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

BACKGROUND

The financial reports presented incorporate:

- Income Statement
- Balance Sheet
- Cashflow Statement
- Investments
- Rate Summary
- Grant Summary
- Capital Works Summary
- Capital Works Progress Report (attached)

DETAILS

Council's year to date financial performance is consistent with the budget estimates and there have been several favourable variances identified throughout the budget.

There are, however, several risks to the budget that are expected to impact on Council's operating results for the year which have not yet been fully reflected in the forecast.

A full assessment of Council's operational forecast will be undertaken over the coming month taking this into account and information will be provided to Council as it becomes known and measurable.

Commentary on other forecast variances identified to date is provided throughout the report.

Flood Emergency Works

Recent flood emergency works will have both operational and capital budgetary impacts. Whilst Council had many roads inundated and closed for periods, only some minor rural road slips have occurred as a result of the adverse weather as follows:

- Lowries Road - movement in the road has been observed post rain. Restorative works required to dig out and replace fill and pavement material.
- Myalla Road - two land slips - current road closure due to high consequence of errant vehicle travelling too close. Restorative works to occur following geotech engineer input.
- South Elliott Road – movement in the road detected. Will need geotech engineer review to ensure no deeper-seated movement occurring.

Solutions are still being worked through and therefore costs are not yet fully known. Myalla Road repairs are expected to be in the order of \$60,000. Budget amendments will be presented to Council as the cost of repairs become known with greater certainty. Flood recovery funding may also be available to Council partially fund required works.

STATUTORY IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Council Strategy or Plan Reference

Council Strategy or Plan	Date Adopted:
Financial Management Strategy 2022-2032	Adopted October 2021

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

All details are included in the attached reports.

Income Statement

The Income Statement shows the performance of Council's operations year to date.

Income Statement as at 31 October 2022

	YTD Actual	YTD Budget	%	YTD Variance	Budget	Forecast	Forecast Variance	
Recurrent Income								
Rate Revenue	12,950,477	12,911,021	0%	✓ 39,456	13,003,563	13,051,580	✓ (48,017)	1
User Charges	1,078,988	910,796	18%	✓ 168,192	2,793,375	2,747,375	✗ 46,000	2
Reimbursements/Contributions	289,461	140,978	105%	✓ 148,483	684,274	749,010	✓ (64,736)	3
Grants and Subsidies	283,744	790,683	-64%	✗ (506,939)	3,627,366	3,467,584	✗ 159,782	4
Interest	79,762	34,128	134%	✓ 45,634	89,000	475,000	✓ (386,000)	5
Distributions from Water Corporation	140,500	-	0%	✓ 140,500	674,400	674,400	✓ -	
Total Recurrent Income	14,822,932	14,787,606	0%	✓ 35,326	20,871,978	21,164,949	✓ (292,971)	
Recurrent Expenditure								
Employee Costs	2,493,251	2,649,172	6%	✓ 155,921	8,206,381	8,147,425	✓ (58,956)	6
State Levies	148,566	336,581	56%	✓ 188,015	690,276	690,276	✓ -	
Remissions & Discounts	465,548	461,856	-1%	✗ (3,692)	445,466	460,756	⚠ 15,290	
Materials & Contracts	2,068,485	2,129,222	3%	✓ 60,737	5,752,670	5,784,926	✗ 32,256	7
Depreciation	1,557,392	1,557,392	0%	✗ -	4,919,663	4,919,663	✓ -	
(Gain)/Loss on Disposal	-	14,184	100%	⚠ 14,184	42,565	42,565	✓ -	
Borrowing Costs	-	(171)	100%	✗ (171)	41,816	41,816	✓ -	
Other Expenses	88,779	62,138	-43%	✗ (26,641)	281,991	291,991	⚠ 10,000	
Total Recurrent Expenditure	6,822,021	7,210,374	5%	✓ 388,353	20,380,828	20,379,418	✓ (1,410)	
Surplus/(Deficit)	8,000,910	7,577,232	6%	✓ 423,678	491,150	785,531	✓ 294,381	
Capital Items								
Capital Grants/Contributions	344,713	1,345,708	-74%	✗ (1,000,995)	4,071,776	4,071,776	✓ -	
Derecognition of Assets	-	-	0%	✓ -	-	-	✓ -	
Asset Recognition	-	-	0%	✓ -	-	-	✓ -	
Comprehensive Surplus/(Deficit)	8,345,623	8,922,940	-6%	✗ (577,317)	4,562,926	4,857,307	✓ 294,381	

Council is forecast to have a favourable variance to budget of \$294k as at 30 June 2023. Commentary on variances of \$20k or higher are provided below:

1) Rate Revenue

Rate Revenue is expected to be higher than that allowed for in the budget due to Council's initial rate run generating slightly higher level of revenue than anticipated. This is due to supplementary valuations received in June and after preparation of the budget estimates (income generated from new property development).

2) User Charges

User charges are expected to be lower than budget due to lower level of certificate income. The budgeted revenue is prepared based on historical prior year volumes. The property market has slowed and there have been lower volumes of certificates issued this year compared with last year.

3) Reimbursements/Contributions

Reimbursement's income is expected to be higher than budget due to higher resource sharing income from Circular Head Council resulting from an additional resource shared position when compared to budget.

4) Grants and Subsidies

Grant income is expected to be lower than budget due to timing of Financial Assistance Grant income from the Federal Government (distributed through the State Grants Commission).

5) Interest

Interest income is expected to be higher than budget due to higher interest rates on Council's term deposits and higher levels of cash on hand due to timing of planned capital expenditure. The higher level of interest is a one-off favourable win to this year's operational budget and therefore cannot be relied in future budgeting years.

6) Employee Costs

Employee costs are expected to be lower than budgeted due to a number of vacancies early in the financial year.

7) Materials & Contracts

Materials & contracts are expected to be higher than budget due to higher waste disposal costs. Costs were not known with certainty at the time of setting the budget with tenders being received after budget adoption.

Balance Sheet

Council continues to be in a financially strong position. Council is forecasting a current ratio of 1.20 as at 30 June 2023 compared to a current ratio of 4.33 as at 31 October 2022.

Balance Sheet as at 31 October 2022

	YTD Actual	Budget	Forecast
	\$	\$	\$
Current Assets			
Cash & Cash Equivalents	18,308,486	4,283,593	4,577,974
Receivables	3,548,383	951,000	951,000
Inventories	145,999	116,192	116,192
Other Current Assets	178,094	203,776	203,776
Total Current Assets	22,180,962	5,554,561	5,848,942
Non-Current Assets			
Property, Plant and Equipment	230,047,226	235,277,209	235,277,209
Investment in Water	44,027,052	44,027,000	44,027,000
Total Non-Current Assets	274,074,278	279,304,209	279,304,209
Total Assets	296,255,240	284,858,770	285,153,151
Current Liabilities			
Payables	2,942,625	3,188,016	3,188,016
Interest-Bearing Liabilities	350,715	355,437	355,437
Provisions	1,829,984	1,321,000	1,321,000
Total Current Liabilities	5,123,324	4,864,453	4,864,453
Non-Current Liabilities			
Interest-Bearing Liabilities	2,510,163	1,730,718	1,730,718
Provisions	184,595	165,830	165,830
Total Non-Current Liabilities	2,694,758	1,896,548	1,896,548
Total Liabilities	7,818,082	6,761,001	6,761,001
Net Assets	288,437,157	278,097,769	278,392,150
Equity			
Current Year Result	8,345,623	4,562,926	4,857,307
Accumulated Surplus	165,322,188	169,047,603	169,047,603
Reserves	114,769,346	104,487,240	104,487,240
Total Equity	288,437,157	278,097,769	278,392,150
Current Ratio	4.33	1.14	1.20

Council's cash is significantly higher at this time of year compared with that budgeted at 30 June due to the timing of Council's income and expenditure. Council collects 74% of its rates and charges income by 31 August. Council's cash will reduce over the course of the year due to progression of the capital works budget valued at \$21.968m. Council's receivables will reduce over the course of the year with some ratepayers electing to pay by instalment.

Cashflow Statement

As of 31 October Council had \$18.308m cash on hand. Based on budgeted income and expenditure, Council is forecast to have \$4.578m of cash on hand as of 30 June 2023.

A key assumption of the budget is the completion of the capital works program as set by Council.

Cashflow Statement as at 31 October 2022

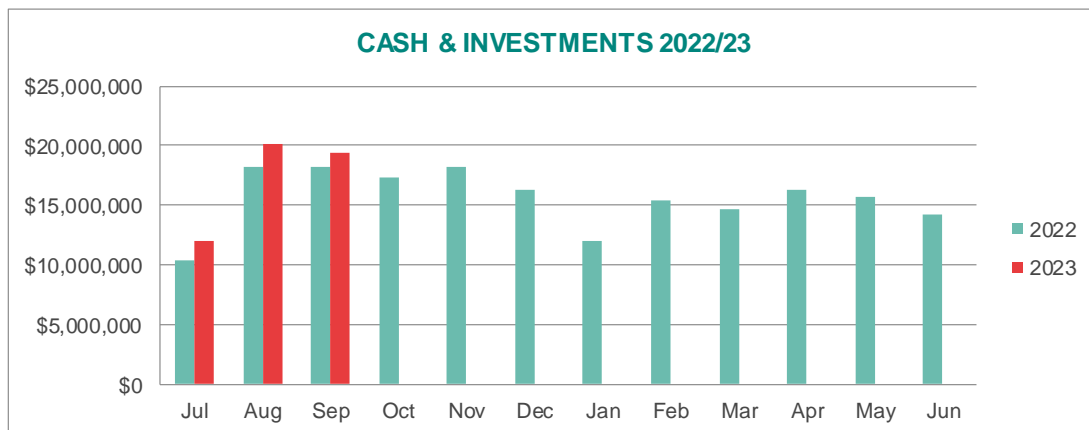
	YTD Actual	Budget		Balance	Forecast
	\$	\$	%	\$	\$
Cash flows from operating activities					
Employee Costs	(2,493,251)	(8,754,059)	28%	(6,260,808)	(8,675,176)
Materials and Contracts	(2,543,131)	(4,834,505)	53%	(2,291,374)	(5,984,322)
State Levies	(148,566)	(690,276)	22%	(541,710)	(690,276)
Other Expenses	(554,327)	(727,457)	76%	(173,130)	(752,747)
Rates and Charges	10,503,581	12,941,908	81%	2,438,327	13,202,066
User charges	1,089,238	3,422,633	32%	2,333,395	2,731,944
Interest	79,762	89,000	90%	9,238	475,000
Reimbursement of Expenses	289,460	684,274	42%	394,814	749,010
Government Grants	283,744	3,627,366	8%	3,343,622	3,467,584
Net Cash provided by (used in) operating activities	6,506,509	5,758,884	113%	(747,625)	4,523,083
Cash flows from investing activities					
Payments for Property, Plant and Equipment	(2,931,386)	(20,305,681)	14%	(17,374,295)	(18,360,586)
Investment revenue from Water Corporation	140,500	674,400	0%	533,900	674,400
Proceeds from Sale of Property, Plant and Equipment	-	237,690	0%	237,690	237,690
Capital grants	344,713	4,071,776	8%	3,727,063	4,071,776
Net cash provided by (used in) investing activities	(2,446,173)	(15,321,815)	16%	(12,875,642)	(13,376,720)
Cash flows from financing activities					
Borrowing Costs	-	(41,816)	0%	(41,816)	(41,816)
Loan Drawdowns	-	-	0%	-	-
Loan Repayments	-	(359,810)	0%	(359,810)	(774,723)
Net cash provided by financing activities	-	(401,626)	0%	(401,626)	(816,539)
Net (Decrease) in Cash Held	4,060,336	(9,964,557)	-41%	(14,024,893)	(9,670,176)
Cash at beginning of year	14,248,150	14,248,150	100%	-	14,248,150
Cash at end of period	18,308,486	4,283,593	427%	(14,024,893)	4,577,974

Investments

The following table provides an outline of Council’s cash and investment portfolio as of 31 October 2022. Total cash and investments on hand as of 31 October is \$18.330m. The weighted average return on investment earned on Council’s investment portfolio is 2.84%.

Investments as at 31 October 2022

	\$	INVESTMENTS	\$	Weighted Average Return
Deposits	16,350,000	Commonwealth Bank	1,978,887	
Petty Cash and Till Floats	1,600	Investments		
Trading Account	1,978,887	ME Bank	3,050,000	
		NAB	2,800,000	
		ING	2,500,000	
		BOQ	3,000,000	
		CBA	5,000,000	
		Petty Cash and Till Floats	1,600	
Balance - All Accounts	18,330,487		18,330,487	2.84%



Rates Summary

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

Council has several policies to assist in debt collections efforts, including interest penalties, financial hardship provisions providing flexibility for payment arrangements, and the ability for payment of rates and charges by four equal instalments. Ratepayers continue to be encouraged to contact Council if they are having difficulty paying.

17.37% (\$2,235,071) of the total rates levied for the year were outstanding as at 30 June 2022; this includes all aged rates and charges outstanding. This compares with \$2,217,063 outstanding as at 30 June in the prior year (18.19% of the total raised last year).

Rates Summary to 31 October 2022

	2022/2023		2021/2022	
	%	\$	%	\$
<i>Notice Issue Date - 25 July 2022</i>				
Outstanding Rates Debtors (1 July 2022)		654,411		775,169
Less: Rates in Credit		(754,201)		(715,966)
NET RATES OUTSTANDING (1 July 2022)	(0.78)	(99,790)	0.49	59,203
Rates and Charges Levied	100.64	12,946,959	99.36	12,110,551
Interest Penalties Charged	0.14	17,444	0.16	19,176
GROSS RATES AND CHARGES DEMANDED	100.00	12,864,612	100.00	12,188,930
LESS RATES AND CHARGES COLLECTED	76.15	9,796,520	75.48	9,199,634
REMISSIONS AND DISCOUNTS**	8.73	1,123,645	8.79	1,071,554
	84.89	10,920,165	84.27	10,271,188
ADD PROPERTIES IN CREDIT	(2.26)	290,623	(2.46)	299,321
UNPAID RATES AND CHARGES *	17.37	2,235,071	18.19	2,217,063
(includes Deferred Rates)				
**REMISSIONS AND DISCOUNTS		2022/2023		2021/2022
Early Payment Discount		462,370		448,501
Pensioner Rebates		659,851		621,628
Council Remissions and Abandonments		1,425		1,425
		1,123,645		1,071,554
Number of Rateable Properties		8,004		7,979
Number of Unpaid Rateable Properties		1,947		1,870
% not fully paid		24.33%		23.44%

Grant Summary

Grant Schedule as at 31 October 2022

	YTD Actual	Budget 2023
Capital Grants		
Multi Use Facility	48,733	320,601
Local Road & Community Infrastructure	-	564,685
Roads to Recovery	-	564,684
Waratah Rail Bridge	-	300,000
Park Street (IGA) Intersection	-	430,000
Calder Road - Bridge Replacement	295,980	713,324
Table Cape Amenities	-	512,690
Table Cape Lookout	-	135,250
James Philosopher Smith	-	110,000
Wynyard Squash Centre - Lighting	-	50,000
Dog Park & Freedom Camping	-	160,000
Rural Road Safety Audit	-	210,542
	344,713	4,071,776

Capital Works Summary

The Capital Works Summary provides a snapshot of the percentage of expenditure against the 2022/23 Capital Works Budget Estimates. Timing of expenditure is based on the works plan and actual spend and is not always reflective of the actual progress of the Capital Works project. The Monthly Progress Report is attached for the information of the Council.

Summary Capital Expenditure Report				
	YTD	Budget	Remaining	%
	Actual	Estimate	Budget	Spent
	\$	\$	\$	
Buildings				
Amenities	3,215	858,878	855,663	0%
Community Facilities	44,164	218,129	173,965	20%
Childcare	197	34,475	34,278	1%
Council Operational Buildings	-	25,163	25,163	0%
Total Buildings	47,577	1,136,646	1,089,069	4%
Parks & Open Spaces				
Other Infrastructure	44,653	2,155,211	2,110,558	2%
Playgrounds	847,690	1,849,043	1,001,354	46%
Walkways & Tracks	14,102	1,295,492	1,281,389	1%
Recreational Reserves	247,648	2,143,782	1,896,135	12%
Total Parks & Open Spaces	1,154,093	7,443,528	6,289,436	16%
Plant & Equipment				
Other Plant & Equipment	-	84,749	84,749	0%
Plant & Vehicle Replacements	18,420	542,046	523,626	3%
Software & IT Replacements	1,089	763,869	762,779	0%
Total Plant & Equipment	19,509	1,390,664	1,371,155	1%
Sporting Facilities				
Indoor Recreational Facilities	45,560	723,623	678,064	6%
Outdoor Sporting Facilities	37,153	1,827,500	1,790,347	2%
Total Sporting Facilities	82,713	2,551,124	2,468,410	3%
Stormwater				
Flood Mitigation Works Total	36,284	3,150,518	3,114,235	1%
Other Stormwater Works	38,169	270,386	232,217	14%
Total Stormwater	74,452	3,420,904	3,346,452	2%
Transport				
Bridge Renewals	548,412	2,862,344	2,313,932	19%
Footpaths & Kerbs	105,120	210,647	105,527	50%
Other Transport	96,397	1,406,559	1,310,162	7%
Resheeting	171,033	348,323	177,290	49%
Rural Upgrades	1,050	983,711	982,661	0%
Rural Reseals	-	28,736	28,736	0%
Urban Reseals	-	185,182	185,182	0%
Total Transport	922,012	6,025,501	5,103,489	15%
Total	2,300,356	21,968,367	19,668,011	10%

9.7 SENIOR MANAGEMENT REPORT

To: Council
Reporting Officer: Executive Officer
Responsible Manager: General Manager
Report Date: 11 October 2022
File Reference: 1312
Enclosures: 1. Waratah_Wynyard Request for Finfish Farming Public Forum
2. 2022/23 Councillor Allowance Payments Information Sheet
3. 2022 11 04 - NRM Response to Request for Public Forum on FinFish Farming

RECOMMENDATION

That Council:

1. Note the monthly Senior Management Report; and
2. Confirm attendance of Mayor Duniam, Deputy Mayor Edwards and Councillors _____ and ____ at the Annual LGAT Conference.

SUMMARY/PURPOSE

To provide information on issues of significance or interest, together with statistical information and summaries of specific areas of operations.

GENERAL MANAGERS OFFICE

ACTIVITIES SINCE LAST COUNCIL MEETING

Listed below is a summary of activities undertaken by the General Manager during the period 9 October 2022 to 11 November 2022.

Corporate

- Attended the Business North West breakfast networking session with guest speaker Lauren Kerrison, TCCI WHS Facilitator who outlined the work, health and safety services provided by the Tasmanian Chamber of Commerce and Industry.
- October was National Safe Work month and Council facilitated a number of activities for employees throughout the month.
- Had an introductory meeting with Paul Roberts, General Manager Circular Head Aboriginal Corporation
- Met with Brad Kelly, Project Manager – Tasmanian Housing Strategy to discuss the current Tasmanian Housing Strategy Discussion Paper
- Attended the Annual General Meeting of Council

Community

-
- Met with developers regarding the proposed Table Cape resort

Industry

- Attended the General Manager Workshop in Hobart. Presenters included:
 - Stuart Hollingsworth - update from Jobs Tasmania
 - Dept of Home Affairs and ASIO - Why foreign entities are interested in local government and what you can do about it
 - Matt Healey - update from the Office of Local Government
 - Dr Kathy Alexander - establishing a positive culture amongst the new councillors
 - Dr Amy Imms - The Burnout Project
- Attended the North West General Manager meeting
- Attended the Cradle Coast Waste Management Group meeting
- Participated in a Future of Local Government focus group meeting based on operational sustainability.

Other

- Council received an official visit by Her Excellency the Governor and Emeritus Professor Don Chalmers and the Mayor and General Manager accompanied the official party on a one-day tour of Wynyard and surrounds which included visits to:
 - Vincent Industries
 - Warawyn Early Learning Centre
 - Wonders of Wynyard Exhibition Centre
 - Live Well Tasmania
 - Elphinstone Pty Ltd
 - Lobster Ponds
 - Table Cape Tulip Farm
 - BighArt
 - Civic reception at the Wynyard Yacht Club
- Held scheduled regular catch up meeting with Ruth Forrest MLC

2022 LGAT Annual Conference 8 -9 December 2022

Council policy allows for the Mayor, Deputy Mayor and two Councillors to attend the Annual LGAT Conference each year. The total estimated costs for attendance at this conference are within the amount approved in the 2022/23 Annual Budget. Attendance at this conference is considered a key Professional Development activity for Councillors. Over the four year term of council, it is intended that all councillors get the opportunity to attend.

3 nights' accommodation:	\$ 795
Meal and fuel allowances:	\$ 600
Conference Fees:	<u>\$ 986</u>
Cost per person:	\$ 2,572
ESTIMATED TOTAL COST(x4)	\$10,288

Councillor Allowances

The Local Government Division (LGD) has updated its information sheet on councillor allowances for the year 1 November 2022 – 31 October 2023. A copy of the updated information sheet, including the new allowance figures is attached.

Notice of Motion – Cr Courtney – Finfish Farming Public Forum

A motion was carried at the October Council meeting that Council “**request that the state government facilitate a forum in Burnie regarding fin fish farming before the end of the year.**”

A letter was sent to The Department of Primary Industries on 21 October 2022 and the response is attached for reference.

The General Manager Marine Resources advises that:

“The Draft Salmon Plan is expected to be released for consultation later this year. Consultation will be supported by regional public meetings across the state, including on the North West Coast.

We will be in contact to provide more information on this consultation opportunity in due course.”

ADMINISTRATION – Use of Corporate Seal

13/10/22	Final Plan and Schedule of Easements	SD2151 139 Calder Road Wynyard (2 into 2 lots)
19/10/22	Final Plan and Schedule of Easements	SD2148 17 Simpson Street Somerset (1 into 2 lots)
31/10/22	Grant Deed	Department of State Growth \$ 300,000 Waratah Rail Bridge
3/11/22	Final Plan and Schedule of Easements	SD2139 110 Back Cam Road Somerset
7/11/22	Final Plan and Schedule of Easements	SD2151 139 Calder Road and 194 Oldina Road

POLICIES TO BE RESCINDED

Nil

PLANNING PERMITS APPROVED UNDER DELEGATION – October 2022

DA No.	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	(D)Discretionary (P)Permitted
SD 2153	Waratah-Wynyard Council	36 Park Street & 34 Inglis Street Wynyard	Demolition & Subdivision (Re-Arrangement of Lots & Access)	3.10.2022	51	D
DA 170/2022	S. Group	2 Beachside Close Wynyard	Dwelling & Fencing	3.10.2022	48	D
DA 176/2022	PLA Designs Pty Ltd	6 Rettkes Road Somerset	Dwelling Extension	3.10.2022	20	P
DA 60/2022	A Rhodes & Madeleine Barton	8 Main Street & 47 Smith Street Waratah	Visitor Accommodation	3.10.2022	18	P
DA 225/2022	N Brown	127 Irby Boulevard Sisters Beach	Visitor Accommodation	3.10.2022	17	P
DA 195/2022	Abel Drafting Services P/L	2B Wragg Street Somerset	Dwelling & Outbuilding (Shed)	5.10.2022	49	D
DA 194/2022	Hotondo Homes NW	120 Sweetmans Road Yolla	Additional Dwelling	5.10.2022	32	D
DA 209/2022	PLA Designs Pty Ltd	664 Waratah Road Waratah	Dwelling & outbuilding (Shed)	12.10.2022	40	D
DA 19/2022	Quanex	23 Camp Road Waratah	Outbuilding	12.10.2022	38	D
DA 200/2022	Lachlan Walsh Design	17 Beachside Close Wynyard	Dwelling & Outbuilding (Shed)	17.10.2022	35	D
DA 208/2022	Waratah-Wynyard Council	Lot 102/143922 port Road Boat Harbour Beach	Replacement Stairs	24.10.2022	44	D
SD 2154	PDA Surveyors	592 Murchison Highway & Lot 1/129339 Village Lane Elliott	Subdivision (2 into 2 lots)	24.10.2022	41	D
SD 2156	PDA Surveyors	581 & 526 Deep Creek Road Wynyard	Boundary Reconfiguration	26.10.2022	42	D
DA 218/2022	J Hanson	13 Ramsden Street Somerset	Outbuilding (Garage)	26.10.2022	43	D
DA 231/2022	Abel Drafting Services P/L	11 Bridge Street Sisters Beach	Outbuilding (Shed)	26.10.2022	35	D
DA 226/2022	M Wright	Lot 5, 2 Banksia Avenue Sisters Beach	Outbuilding (Shed)	26.10.2022	36	D

BUILDING PERMITS APPROVED – October 2022

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

Permit Number	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	Related Planning Approval
BLD 2022-108-01	D & E Stirling	211B Murchison Highway Somerset	Dwelling	31/10/2022	4	DA 84/2018

COUNCIL MEETING ACTIONS – OPEN COUNCIL

DATE	ITEM	TOPIC	ACTION/STATUS	OFFICER	STATUS
22/6/20	8.2	NOM – Cr Fairbrother – Crown Land	Motion Carried - That Council consider that where areas of Crown land separate a road and a property boundary, for the purposes of planning, that the area be incorporated and or considered as a Part of the road reserve. <i>Council staff met with Minister Jaensch’s office, and they are going to follow up the option of Crown Land Services essentially providing a waiver that they have no interest where “impact” is limited to existing access running through Crown Land. No further progress.</i>	MDRS	Progressing
16/11/20	7.3.6	CQWON – Cr Courtney – Expenditure Monitoring	Cr Courtney asked if the General Manager could advise how Councillors could be provided with further information and detail of purchases, in light of proposed changes to the purchasing policy. <i>A broader discussion on financial reporting will be undertaken following the election.</i>	DOP	Deferred
15/11/21	9.6	ROC – Future Use of 0 Ballad Avenue, Wynyard (187575)	Motion Carried - That Council: <ol style="list-style-type: none"> 1. note the Flora and Fauna Assessment Report for 0 Ballad Avenue, Wynyard. 2. instruct Council Officers to register the natural values identified at the site with the Department of Primary Industries, Parks, Water and Environment (DPIPWE) to inform future development compliance. 3. instruct Council Officers to continue to undertake appropriate weed containment management measures to prevent the spread and future occurrence of controlled weeds; and 4. defer the expression of interest for sale or development of the land for residential purposes in order to undertake an assessment into the site’s suitability for other public recreational uses whilst preserving the natural values identified in the flora and fauna assessment. <i>Options are still being explored with report to be presented to Council in coming months.</i>	DOP	Progressing
21/2/22	8.3	NOM – D Fairbrother – Planning Matters	<ol style="list-style-type: none"> 1. That Council writes to the respective Ministers and or State Government bureaucrats to request a review of the planning and building rules to provide for the following: <ol style="list-style-type: none"> a. Sufficient water storage for both domestic household use and water storage for firefighting purposes in landslip b areas and suggest as a minimum 20,000 L (10,000+10,000) for this purpose. b. Repair, replacement and renovation of existing buildings in areas of designated landslip A; and 2. Make representation to state cabinet members, local members of the house of assembly and local legislative councillors etc seeking their support for such changes 	DIDS	Yet to commence

26/9/22	7.3.3	CQWON – Cr Courtney – State Government Requests	Cr Courtney asked that officers: 1. Request that the Minister release the State of The Environment Report so it can be used to inform iCEP. 2. Request that the state government facilitate a forum regarding fin fish farming. <i>Refer response this agenda re fish farming.</i>	GM	Complete
26/9/22	7.3.5	NOM Cr Duniam – Speed Limit Ballast Pit Road	Motion Carried to undertake an assessment of Ballast Pit Road, Wynyard as soon as possible in order to provide the Department of State Growth, Transport Services the evidence required for consideration of a possible speed limit reduction. <i>Traffic counters are currently in place.</i>	DIDS MEP	In Progress
17/10/22	7.3.1	CQWON – C Edwards - Whyte Hills Lookout	Cr Edwards queried the date that signage will be installed at the Whyte Hills Lookout Site <i>Refer response this agenda</i>	MTM	
17/10/22		CQWON – G Bramich – Tasmanian Stadium	Cr Bramich asked that Council consider lobbying for a new Stadium to be constructed in Launceston not Hobart. <i>Will be discussed with new Council at workshop</i>	GM	Closed
17/10/22	8.1	NOM – Cr Courtney – Fin Farm Fishing Forum	Motion carried That Council request that the state government facilitate a forum in Burnie regarding fin fish farming before the end of the year <i>Refer response this agenda.</i>	GM	Closed

9.8 MINUTES OF OTHER BODIES/COMMITTEES

Nil received.

10.0 MATTERS PROPOSED FOR CONSIDERATION IN CLOSED MEETING**RECOMMENDATION**

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

Matter	Local Government (Meeting Procedures) Regulations 2015 Reference
<i>Confidential Report R15 (2) - Confirmation Of Closed Minutes Of Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) – Notices Of Motion -NIL RECEIVED</i>	15(2)
<i>Confidential Report R15 (2) (h) - Leave of Absence Request – Councillors- NIL RECEIVED</i>	15(2)(h)
<i>Confidential Report R15 (2) - Closed Senior Management Report</i>	15(2)

11.0 CLOSURE OF MEETING TO THE PUBLIC

Legislative Reference:

Local Government (Meeting Procedures) Regulations 2015; Regulation 15

RECOMMENDATION

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

Matter	Local Government (Meeting Procedures) Regulations 2015 Reference
<i>Confidential Report R15 (2) - Confirmation Of Closed Minutes Of Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) – Notices Of Motion -NIL RECEIVED</i>	15(2)
<i>Confidential Report R15 (2) (h) - Leave of Absence Request – Councillors- NIL RECEIVED</i>	15(2)(h)
<i>Confidential Report R15 (2) - Closed Senior Management Report</i>	15(2)

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

13.0 PUBLIC RELEASE ANNOUNCEMENT

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

Min. No.	Subject	Decisions/Documents

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