



**ORDINARY MEETING  
OF COUNCIL**

**AGENDA  
OPEN MEETING**

**20 March 2023**

15 March 2023

## **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 20 March 2023 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 Duniam  
Phone: (03) 6443 8311  
Our Ref: 004.01

15 March 2023

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 20 March 2023 commencing at 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 20 MARCH 2023, COMMENCING AT**

	<b>From</b>	<b>To</b>	<b>Time Occupied</b>
Open Council			
Planning Authority			
Open Council			
Closed Council			
Open Council			
<b>TOTAL TIME OCCUPIED</b>			

**DIGITAL RECORDING OF COUNCIL MEETINGS POLICY**

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

**ACKNOWLEDGEMENT OF COUNTRY**

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

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<b>1.0 RECORD OF ATTENDANCE</b>
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Legislative Reference:

*Local Government (Meeting Procedures) Regulations 2005; Regulation 8(2)(a)*

*The agenda of an ordinary meeting of a council is to provide for, but is not limited to, the following items:  
(a) attendance and apologies.*

**1.1 ATTENDANCE**

MAYOR DR MARY DUNIAM  
DEPUTY MAYOR CELISA EDWARDS  
COUNCILLOR GARY BRAMICH  
COUNCILLOR ANDREA COURTNEY  
COUNCILLOR KEVIN HYLAND  
COUNCILLOR DILLON ROBERTS  
COUNCILLOR MICHAEL JOHNSTONE  
COUNCILLOR LEANNE RAW

IN ATTENDANCE

SHANE CRAWFORD - GENERAL MANAGER  
DANIEL SUMMERS - DIRECTOR INFRASTRUCTURE AND DEVELOPMENT SERVICES  
TRACEY BRADLEY - DIRECTOR COMMUNITY AND ENGAGEMENT  
SAMANTHA SEARLE – DIRECTOR ORGANISATIONAL PERFORMANCE  
SALLY BLANC - EXECUTIVE OFFICER

**1.2 APOLOGIES**

NIL RECIEVED

**1.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED**

NIL .

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<b>2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING</b>
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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 20 February 2023, a copy of which having previously been circulated to Councillors prior to the meeting, be confirmed as a true record.**

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



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<b>3.0 DECLARATIONS OF INTEREST</b>
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**Councillor and Agenda Item Number**

**Staff and Agenda Item Number**

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## 4.0 COUNCILLORS ANNOUNCEMENTS AND REPORT

### 4.1 ANNOUNCEMENTS BY MAYOR

Nil received.

### 4.2 MAYOR'S COMMUNICATIONS

#### RECOMMENDATION

That the Council note the Mayors Communications:

MAYOR DR MARY DUNIAM	
14/2/23	Guildford Wind Farm Update
15/2/23	Mayors Meeting
15/2/23	TasWater Quarterly Briefing
15/2/23	Meeting with Minister Nic Street
15/2/23	AWNW Meeting
20/2/23	Council Meeting
23/2/23	Launch of Strategic Regional Plan for Tasmania
23/2/23	Meeting with Police
25/2/23	Wynyard Show Dinner
27/2/23	Councillor Budget Workshop
1/3/23	Business North West Breakfast Meeting
1/3/23	Live Well Tasmania Meeting
1/3/23	Rural Alive and Well (R.A.W.) Function
6/3/23	Tasmanian Women's Forum
8/3/23	Mayors Meeting
8/3/23	International Women's Day Event – BighART
8/3/23	Councillor Workshop
8/3/23	International Women's Day Event – Live Well
9/3/23	***National ALGWA Meeting
10/3/23	Tasmanian Women's Honour Roll Induction Function

\*\*\* Non-Mayoral Activities

#### Mayors Correspondence

	PURPOSE
23/2/23	Premier of Tasmania - Visit to Waratah-Wynyard
21/2/23	Secretary Health Dept. - Temporary Paramedic Contracts
21/2/23	Felix Ellis MP - Co-location of Emergency Services

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## 4.3 REPORTS BY DELEGATES

### 4.3.1 CR L. RAW - WOMEN AT THE WATERSHED

Supporting Documents: Nil

#### Women at the Watershed Wynyard – International Women’s Day 8 March 2023

The Waratah Wynyard Council and BighART collaborated to provide the community with an International Women’s Day Event called **Women at the Watershed Wynyard**. Grant funding of \$2000, from the Department of Premier and Cabinet, ensured the event could go ahead.

The event was held at the Watershed, as the name suggests, and the venue was perfect. The event was set up as a learning opportunity for women, through Print Making and a Forum over lunch. The luncheon was also designed to give women the opportunity to network. Inclusion of all women was a focus.

Two Printmaking Workshops were held on the day, run by local artist Nardia, who gave superb guidance in printmaking. It was a new skill and new practice for most people who attended.

The first workshop was for employees from Vincent Industries, who worked alongside students from Wynyard High School. The students were part of a Tourism and Events Management class, learning all the required skills to host their own similar event. The Women at the Watershed Wynyard event gave them an excellent opportunity to practice their skills.

The second workshop was open to any female resident from Waratah Wynyard, drawing together 15 individual people keen to try and explore printmaking. Each participant worked on an individual panel, that was linked together on completion to make a final product.

All participants on the day were invited to be part of an established group, who come together for printmaking each Wednesday evening. Here they can extend and develop their printmaking skills.

The luncheon was set up to include a Forum panel of three local women who were willing to share aspects of their lives, that saw them advance in their careers. The three Forum guests were Dr. Mary Kille, Greta Kingston and Fiona Dowling. They spoke on things that had made their careers hard and things that had worked for them and helped them advance. The focus was on being confident and having a go. It was also on asking questions and getting support from others when things get tough.

Overall, the day was a success. Approximately 50 women took part in the event. Hopefully we have laid foundations for future International Women’s Day Events.

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#### 4.4 NOTIFICATION OF COUNCIL WORKSHOPS

##### RECOMMENDATION

That the Council note the following Workshops:

<b>27/2/23</b>	<b>Councillor Budget Workshop Cradle Coast Authority Presentation</b>
<b>8/3/23</b>	<b>Braddon Business Centre Presentation FOGO update Aboriginal Land Submission</b>

##### Councillor Attendance Records

**New Council Commenced 8/11/22 Meetings attended during 2022/23 (to 13/2)**

	<b>Ordinary Meetings 2022/23 (4)</b>	<b>Special Meetings 2022/23 (0)</b>	<b>Workshops 2022/23 (11)</b>	<b>Community Conversations 2022/23 (0)</b>	<b>Weeks Leave Approved</b>
Mayor Dr Mary Duniam	4	0	11	0	0
Deputy Mayor Celisa Edwards	4	0	10	0	0
Cr Gary Bramich	4	0	11	0	0
Cr Andrea Courtney	4	0	10	0	0
Cr Kevin Hyland	4	0	11	0	0
Cr Michael Johnstone	3	0	11	0	0
Cr Leanne Raw	4	0	11	0	0
Cr Dillon Roberts	4	0	11	0	0

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## 5.0 PUBLIC QUESTIONS AND STATEMENTS

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

#### 5.1.1 N AUSTIN - MOTOR BIKE PARKING

##### QUESTION

Mr Austin of Wynyard noted that he had asked a question last year (*at the Annual General Meeting in October*) regarding the provision of specific parking spaces for motor bikes and that he had not received a response.

The General Manager noted that he recalled the question and agreed to follow-up and provide an update

##### OFFICERS RESPONSE

Motorcycles, like any other vehicle, are permitted to park in any available designated parking space. In the Wynyard business area and surrounds there are multiple parking spaces provided for general use. An overview of these available areas is provided below.

**Goldie Street Carpark** – Capacity 97 spaces including 4 DDA spaces, 2 Pram Spaces, 3 Motorcycle Spaces and 2 long bay spaces



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**Little Goldie Street Carpark - Capacity 61 spaces including 1 DDA space**



**Woolworths Car Park – Capacity 139 spaces, including 5 DDA spaces and 3 ‘click and collect’ spaces**



It should also be noted that the Wynyard IGA supermarket are providing 5 designated motorcycle bays in their development.

Council is forecasting a review of its Roads service level during the 2023/24 annual plan, subject to Council adoption where the designating of parking spaces can be reviewed along with size, distribution, and type etc.

An alternative way to accommodate large groups of motorcycles in the 80-100 range to ensure available parking is for forward planning or ‘booking’ spaces in either of the Goldie Street Car park or the Little Goldie Street Car park. This would allow Council to cater for such an influx and ensure that a group of 80-100 motorcycles will be able to park in the CBD as desired in the same manner that, for example a Targa Tasmania event would.

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### **5.1.2 C HUTCHISON - DECEMBER MINUTES**

#### **QUESTION**

Mr Hutchison of Preolenna asked why part of the response to his question in writing for the December was missing from the Minutes.

#### **OFFICERS RESPONSE**

Following the question from Mr Hutchison, the December Minutes have been reviewed and an omission of part of the officers response has been found.

The minutes for December 2022 have been updated and re-published on the website to include the portion of the Officers response to Public Question in Writing (Item 5.2.1) from Mr Hutchison.

### **5.1.3 C HUTCHISON - JANUARY COUNCIL MEETING AUDIO**

#### **QUESTION**

Mr Hutchison of Preolenna advised that he believes his questions from the January Council Meeting recorded in the minutes were not reflected accurately and were different to the audio.

#### **OFFICERS RESPONSE**

Officers have reviewed the audio and believe the content of the question has been summarised correctly with an appropriate answer provided.

Council Minutes are a summary of the matter covered in the meeting with the key information being decisions made on the night.

Providing any further detail in the question would not change the response.

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

Nil received.

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**5.3 PUBLIC QUESTIONS WITHOUT NOTICE**

**5.4 PUBLIC STATEMENTS RECEIVED IN WRITING**

Nil received.


**5.5 PUBLIC STATEMENTS WITHOUT NOTICE**



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**6.0 PETITIONS / DEPUTATIONS / PRESENTATIONS****6.1 DEPUTATIONS AND PRESENTATIONS****6.1.1 PETITION - REDUCTION OF SPEED LIMIT ON COOPERS LANE TO 80KPH**

To: Council  
Reporting Officer: Executive Officer  
Responsible Manager: General Manager  
Report Date: 28 February 2023  
File Reference: 0311  
Enclosures: 1. Petition - Reduction of Speed Limit Coopers Lane 

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**RECOMMENDATION****That Council**

- 1) receive and note the petition regarding a request for the reduce of the speed limit on Coopers Lane to 80kph; and**
- 2) undertake assessment of the road for a future report to Council for determination**

**DETAILS**

The following petition has been received:

Subject matter	The Petition requests that the speed limit on Coopers Lane be reduced to 80kph.
Statement of subject matter and action requested	The increase of daily traffic on Coopers Lane and the regular agricultural activities in this area are causing alarming concerns for the safety of all users at the current speed limit.
Signatories	45

A copy of the petition is attached. The petition complies with *s.57 of the Local Government Act 1993*. The petition is accordingly able to be tabled.

The petition is listed on the meeting agenda for receipt and noting.

**MANAGEMENT RESPONSE**

Speed limits in Tasmania are approved and set by the Commissioner for Transport upon application and recommendation by a road authority with supporting evidence based on traffic engineering guidance and compliance with national standards. Below is an excerpt from the Department of State Growth, Transport Services, website providing a brief description of the process. The website also provides a range of information on the formal process for altering a speed limit within Tasmania and can be accessed via the following link:

[https://www.transport.tas.gov.au/roads\\_and\\_traffic\\_management/managing\\_the\\_roads/speed\\_limits\\_on\\_tasmanian\\_roads](https://www.transport.tas.gov.au/roads_and_traffic_management/managing_the_roads/speed_limits_on_tasmanian_roads)

*Excerpt;*  
*Speed limit changes are approved by the Commissioner for Transport.*

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*The Commissioner for Transport is the legal authority for setting speed limits on all roads in Tasmania.*

*The Commissioner makes a decision after looking at an application and recommendation from the road manager, such as the State Roads Division of the Department of State Growth, or by a local council.*

*The Commissioner will typically base their decision on applicable traffic engineering guidance and national standards.*

To formalise a position on the Petition to reduce the speed limit of Coopers Lane, it would be prudent for Council Officers to undertake an assessment of Coopers Lane, including the placement of traffic count devices, review of available crash history and assessment of the general geometry of the road. This information provides an evidence base for Council to use in considering whether to support the petition to reduce speed and equally acts as supporting evidence when an application is presented to the Transport Commissioner requesting a speed limit change.

Council officers can undertake this assessment and bring a subsequent report to Council once complete.

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<b>7.0 PLANNING AUTHORITY ITEMS</b>
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**THERE ARE NO PLANNING ITEMS ON THIS AGENDA**

**7.1 PUBLIC QUESTIONS WITHOUT NOTICE – RELATING TO PLANNING MATTERS**

Nil received.

**7.2 PUBLIC STATEMENTS - RELATING TO PLANNING MATTERS**

Nil received.

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<b>8.0 MATTER RAISED BY COUNCILLORS</b>
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**8.1 RESPONSE(S) TO COUNCILLOR QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING****8.1.1 CR COURTNEY - WHISTLE BLOWER POLICY****QUESTION**

Cr Andrea Courtney asked if Council's Policy regarding Public Interest Disclosures could be updated to protect the whistle blower where there is evidence of breach of legislation within Council even if it does not meet the criteria for public interest. She noted that the focus should be to try and fix the issue and that doing nothing is not an option. She also clarified that she does not believe it is an issue at this council but would like to see best practice in this council while the State updates their processes.

The General Manager advised he would consider the question and provide an update in due course.

**OFFICERS RESPONSE**

Officers understand the points raised by Councillor Courtney and suggested improvements and will seek to review Council documentation in line with points raised. Draft documentation will be presented to Council for consideration once complete.

**8.2 COUNCILLOR QUESTIONS RECEIVED IN WRITING**

Nil received.

**8.3 COUNCILLOR QUESTIONS WITHOUT NOTICE**

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<b>9.0 NOTICE OF MOTION</b>
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Nil received.

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## 10.0 REPORTS OF OFFICERS AND COMMITTEES

### 10.1 TABLE CAPE UPGRADES - PROJECT UPDATE

To: Council  
Reporting Officer: Strategic Projects Manager  
Responsible Manager: General Manager  
Report Date: 9 February 2023  
File Reference: .0203  
Enclosures: Nil

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#### RECOMMENDATION

**That Council note the status update on the progress of the various projects at Table Cape.**

#### PURPOSE

The purpose of this report is to update Council on the status of various projects at Table Cape including:

1. “Re-imagining our region #Table Cape Lookout”
2. Table Cape Amenities
3. Sensing Table Cape

#### BACKGROUND

In May 2019, the State Government instigated the “Reimagining our Regions” project under the T21 Visitor Economy Strategy. The project was led by the Office of the Co-ordinator General in partnership with Tourism Tasmania. The primary objective of the project was to identify product development and investment opportunities that will drive visitor demand into the far north west region of Tasmania. Stage 1 of this project identified the ‘transformation of Table Cape into a ‘must-stop’ hub’ as one of the key priorities.

#### DETAILS

##### “Re-imagining our region #Table Cape Lookout”

In March 2022 Council received \$305,333 in grant funding from Building Better Regions Fund - Infrastructure Projects Stream - Round 5 for the “Re-imagining our region #Table Cape Lookout” project.

Upgrades to the Table Cape Lookout have been identified as one of the top six key project areas, priorities of the recent State Government published tourism report “Re-Imagining Our Regions – Tasmania’s Far North West” and the “Wynyard Destination Action Plan 2017-2023”.

The aim of the project is to revitalise and re-imagine one of Tasmania’s most iconic lookouts which sits on a cliff 180m above sea level surrounded by fields of colour and views up to 175km away by making it a destination; welcoming and accessible to all encouraging and enabling more tourists to visit the area.

The project will upgrade the lookout infrastructure, create a turning circle to enable safe access for caravans and buses, upgrade a cliff top path from the lookout to Table Cape

Lighthouse, provide an integrated amenities/lookout and visitor experience and, importantly, see the installation of world-class interpretive signage and AR/VR experiences showcasing the area’s aboriginal and cultural history, storytelling, amazing geological facts, information on native flora and fauna, and self-guided touring information.

The project is based on the following key drivers:

- Targeted infrastructure improvements to enhance the tourism experience focusing on “hero” locations.
- Unsafe parking and turning arrangements need to be rectified and DDA compliant parking required.
- Attract tourists to the area using one of the most iconic landmarks in the region, if not the state.
- Lead the industry in interpretive and immersive augmented reality signage and infrastructure.
- Drive increased tourism for economic growth

The existing walk between the Table Cape lookout and the lighthouse will be enhanced with a geolocation triggered sound walk.

#### Project Status

##### A) Building Better Regions Fund project elements

<b>WORKS</b>	<b>STATUS</b>
Installation of interpretive signage	Integrated with Architects project scope
Road works	Complete
Turning circle for large vehicles and buses	Complete
Parking infrastructure	Complete
DDA compliant parking	Complete
Bus parking	Complete
Lighting upgrades	Integrated with Architects project scope
Upgrades to coastal walk to the lighthouse	Contractor engaged to progress ( Feb/March 2023 )
Installation/upgrade of IT	Integrated with Architects project scope
Water and power services for signage, landscaping and future stages	Integrated with Architects project scope
Landscaping and carparking	Complete





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### Table Cape Amenities

Table Cape is a highly trafficked area during the tourist season, in particular in Spring when the surrounding tulip fields are in bloom. The most recent flowering season, aided by the expansion of event offerings, attracted over 20,000 visitors to the area.

Table Cape is marketed heavily as a destination and is visited by a host of in-bound tour companies and cruise ship visitors (pre-COVID). The issue of no public amenities at the site has been raised with Council on several occasions in the past by the operators of the Table Cape Lighthouse Tours, bus tour operators and visitors to the area.

In November 2021 Council authorised staff to identify, and action where possible, external funding opportunities for destination amenities at Table Cape.

Council had sought funding from the Tasmanian Government through the Tourism Innovation Grants Program to contribute to the integrated Public Amenities, lookout and Visitor Experience space, signage and AR/VR experience. Council was not successful in that funding application however decided to progress with detailed design of the Building and Visitor experiences.

The key components of the project are:

- Design of an integrated building: amenities, lookout and visitor experience space including servicing
- Interpretative signage and AR/VR experience at the look out
- Interpretative signage and AR/VR experience along the walking track

As noted above, an Architect has been engaged to progress the building project partnered with an interpretation designer to progress the Visitor Experience design.

Actions in the immediate future include:

- Consultation with nominated stakeholders
- Site assessment and reporting
- Engagement with statutory authorities
- Development of a detailed design response

Consultation with Elected Members will occur once draft concept plans for the project are prepared. This approach allows for some further aspects of the Building Better Regions project to be advanced and develops the Building and Visitor experiences project aspects to a shovel ready stage.

A tender process for an Architect partnered with an interpretation designer, to deliver the Building and visitors experiences, was progressed and awarded by the General Manager under delegation in December 2022. The successful team were Heliope and Sandpit.

### Sensing Table Cape

Business North West have been successful in securing funding in the vicinity of \$370,000 to bring a suite of new technologies and features to Table Cape.

The Table Cape Lightshow Experience (TCLE) is expected to offer a deeply engaging visitor experience that uses cutting edge projection-mapping technology. The Table Cape Lighthouse will become the canvas for a lightshow experience open for the public to view at selected screenings throughout the year.

The second part of the project will involve technology being placed at the Wonders of Wynyard, in some cases the first of its kind in Tasmania. A fully immersive 360-degree Virtual Reality headset visual experience takes the viewer on a ‘glass elevator’ ride flying over Table Cape during tulip season.

This part of the sensing Table cape project, is a collaboration with University of Tasmania, exploring the use of Virtual Reality to create a 3-Dimensional rendering of Table Cape itself. The virtual reality explorer is able to stand above Table Cape, with a giant’s perspective, to survey a digital rendering of the cape, and a variety of objects that invite the traveller to explore the cape further.

A “Table Cape Table” introduces tactile elements of exploration of content in more detail using cutting edge object recognition software combined with touch tables. Visitors can pick up a lighthouse object and place this on the digital table to reveal a wealth of information about the lighthouse, its construction, history and historical information about community life on Table Cape and at the lighthouse. They can pick up a piece of rock and learn about the geology of the area and so on. Additionally, there are interactive games, photographic collections and video-based content accessed through touch sensitive interactive screens. This content provides a wealth of local information, stories, and journeys into the hearts and minds of the locals through their stories and creative endeavours.

It is envisioned that tourism assets created as part of this project will support increased tourism visitation to the Northwest coast, which typically experiences less tourism visitation than other parts of the state, particularly in autumn and winter months.

The equipment and software purchased as part of this grant will provide an ongoing platform for local artists and students, to develop digital skills and capabilities to continue development of creative content that showcases the region in unique and novel ways.

## STATUTORY IMPLICATIONS

### Statutory Requirements

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL</b>
<b>Desired Outcomes</b>
3.3 Our natural and built environment aids the community with an active and healthy lifestyle.
<b>Our Priorities</b>
7.3.3 Innovative and sustainable design is encouraged through forward thinking and planning.

### Sustainable Murchison Community Plan 2040

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

Community Future Direction Theme	Key Challenges & Opportunities:
<b>Health and Wellbeing</b>	<b>Maintaining good health and wellbeing</b> – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.
<b>Place making and liveability</b>	<b>Liveable places for all ages</b> – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.

### **POLICY IMPLICATIONS**

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 implications as a result of this report.

### **CONCLUSION**

It is recommended that Council note the update provided.

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## 10.2 CAM RIVER RESERVE PUBLIC ART

To: Council  
Reporting Officer: Manager Community Activation  
Responsible Manager: Director Community and Engagement  
Report Date: 9 March 2023  
File Reference: 001  
Enclosures: 1. WWC Cam River Public Art Artist Brief   
2. Cam River Public Art - Successful Submission - Confidential

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### RECOMMENDATION

**That Council note the status update on the progress of the Cam River Reserve Public Art**

### PURPOSE

To provide Council with an update on the status of the Cam River Reserve boat replacement project, one of the actions contained within the Cam River Reserve Master Plan (CRiMP).

### BACKGROUND

In Council's 2019/20 Annual Plan, Council recognised the need to develop a master plan for the Cam River Reserve. Council adopted the draft Cam River Reserve Master Plan in May 2020 for the purposes of undertaking a public consultation period. The consultation was advertised through social media posts, a master plan overview video, a mail-out to Somerset residents and a display on Council's website.

CRiMP proposed a total 23 actions to cover the elected themes of safe access and circulation; relaxation and amenities; nature, art and design; and passive recreation. CRiMP incorporated Council's existing planning to rationalise playgrounds, seeking to provide the community with high quality play spaces of a regional nature, such as the new All Abilities playground at ANZAC Park in Somerset.

CRiMP Action 3, Nature, Art & Design, prompted Council to explore options for replacement of the aged existing boat with either interactive art or play equipment renewal. A multi-criteria assessment (MCA) was completed to identify the best option for replacement of the ageing play boat. The MCA included a range of criteria such as community desire, strategic alignment, and cost. Results of the MCA identified public art to be the preferred approach.

Decommissioning of the existing boat will occur after the opening of the new All Abilities Playground, located at ANZAC Park, across the road. The existing Cam River boat has been degrading and no longer meets Australian playground standards. The structure cannot be repaired, and it is not feasible to bring the existing structure to contemporary playground standards.

### DETAILS

In November 2022 Council released an artist's brief for the commission of an interactive, tactile boat, or boat inspired installation. The commission (see attached) was shared on Council's webpage, on social media and via Arts Tasmania. Applications closed on 9 January 2023. Council received a number of applications, with three high quality submissions meeting the brief and being short listed to the selection committee.

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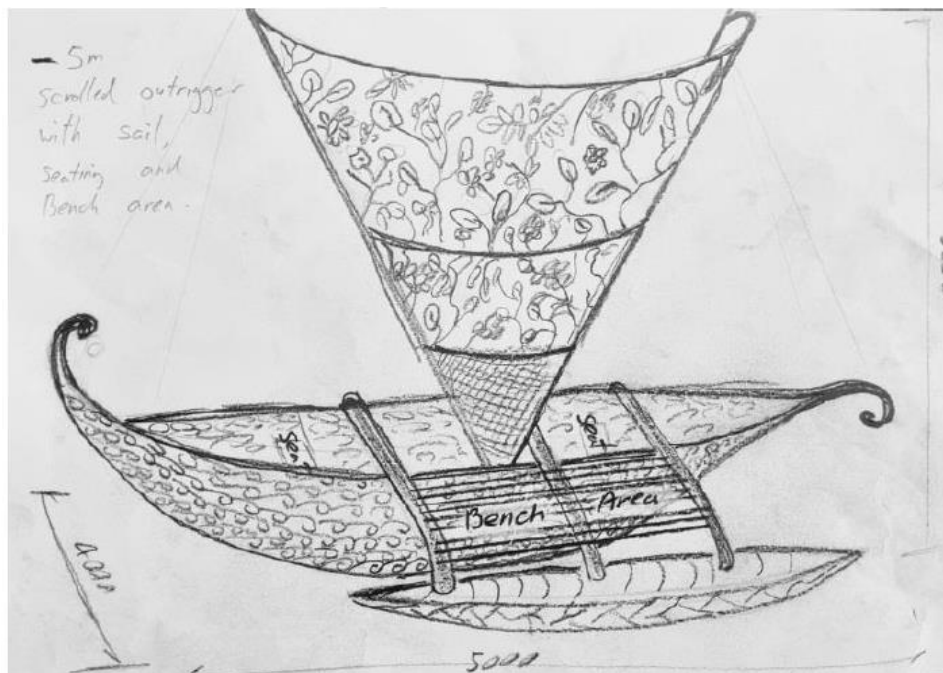
The selection committee comprised of members of the Public Art Advisory Group, the Mayor and Council Officers.

As a whole, the reviewing group were pleased with the three applicants with the Horne project the successful tender based on feedback from the group.

The work was selected due to the strength of the application that included the following aspects:

- The artwork is designed to sit comfortably within the current footprint (11x26m) of the fenced play area on the banks of the Cam River in Somerset.
- The sculptural scene would be made up of ten individual metal sculptures, a 3m canoe, 4m outrigger, 5m outrigger with sail and 7 'story' oars.
- The 'story' oars will be designed in collaboration with students from Somerset Primary School.
- The scrolls and organic lines would illuminate an effect of dappled water in and around the three main boat sculptures.
- The boats will complement and enhance the natural elements of the space in which it sits.

Initial Sketch of boat design:



### Proposed Timeline

March – April 2023:	Collection of natural samples, forging and construction of sail
May 2023:	Collaborate with schools on design of Boats and Story Oars
June – December 2023:	Construction of Boats and Story Oars
January 2024:	Artwork installed on site.

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## STATUTORY IMPLICATIONS

### Statutory Requirements

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 3: Connected Communities</b>
<b>Desired Outcomes</b>
1.1 We make publicly transparent decisions on spending and future directions while encouraging community feedback.
<b>Our Priorities</b>
3.1.1 Deliver planning for activation through effective urban design and planning that promotes liveability, social gathering and connectedness, and which recognises and celebrates local history.

<b>GOAL 4: Community Recreation and Wellbeing</b>
<b>Desired Outcomes</b>
3.1 Waratah-Wynyard is a modern community—moving forward but not forgetting where it started.
<b>Our Priorities</b>
3.3.2 Facilitate activities and events that promote inclusion, health, safety and a sense of place.

### Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Tourism</b>	<b>Memorable visitor experiences all year round</b> – The must see destination, quality product, easy access, popular events and festivals with coordinated marketing. A longer season with increasing yields.
<b>Strong communities and social capital</b>	<b>Enduring community capital</b> – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
<b>Access and infrastructure</b>	<b>Local, regional and global transport and infrastructure access</b> – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
<b>Natural resource management</b>	<b>Managing abundant, natural and productive resources</b> – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.
<b>Health and Wellbeing</b>	<b>Maintaining good health and wellbeing</b> – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.
<b>Place making and liveability</b>	<b>Liveable places for all ages</b> – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.

## POLICY IMPLICATIONS

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

## ENVIRONMENTAL IMPLICATIONS

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

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## **FINANCIAL IMPLICATIONS**

Individual projects undertaken as part of the CRiMP's recommendations are subject to the Council's standard budget approval process.

An allocation for the decommissioning of the existing boat, design, supply and installation of the new boats was made in the 2022/23 capital budget. There is also a 2022/23 Annual Plan Action which states :

### **4.4.2.2 Implement year 2 actions of the Cam River Master Plan.**

Year 3 Cam River action include the replacement of the existing end-of-life equipment. Preliminary planning has been completed and further work to commence pending the completion of the all-abilities playground at Anzac Park. Crown Land Services have been contacted to seek approval for this year's works

The proposed project is within the adopted budget allocation and therefore the works were awarded under delegation. Council has allocated budget of \$115.3k of which \$70k has been allocated to the Public Art project.

## **RISK IMPLICATIONS**

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

## **CONSULTATION PROCESS**

An initial phase of engagement for CRiMP was undertaken in October 2019 to address the knowledge gap regarding current community expectations. This engagement process included a workshop with local community clubs and organisations, an online survey, a quick poll on social media and direct conversations with identified relevant stakeholders.

A second phase of community consultation occurred upon the release of the draft master plan. All feedback received during this process was considered prior to the final endorsement of the master plan.

The recommendations of the selection committee were discussed at a Councillor Workshop on 13 February 2023 following the completion of the expression of interest process.

The following documents were presented to Councillors:

- WWC Cam River Boat Commission
- Map and photos of the existing boat and location
- The Horne application
- The project timeline

Of particular note at the workshop was the discussion around the Somerset Primary School students being involved in the design of the story oars. The opportunity for the children to contribute to the design and see their work taking pride of place in the community is a feature of the project.

## **CONCLUSION**

It is therefore recommended that Council note the progress of the Cam River Reserve Public Art project.

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### 10.3 YOUTH PLAN, HEALTH AND WELLBEING PLAN, AGE FRIENDLY COMMUNITIES PLAN

To: Council  
Reporting Officer: Manager Community Activation  
Responsible Manager: Director Community and Engagement  
Report Date: 2 March 2023  
File Reference: 001  
Enclosures: Nil

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#### RECOMMENDATION

**That Council note the annual status update for the Community Health and Wellbeing Plan, Age Friendly Communities Plan and Youth Plan (YPLAN) 2019-2024.**

#### PURPOSE

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

#### BACKGROUND

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

#### DETAILS

The Age Friendly Communities Plan and Youth Plan were adopted by Council in March 2019, with the Health and Wellbeing Plan being adopted soon after in April 2019. A five-year implementation plan was developed for each of the plans to spread the workload across the life of the plans and to ensure all actions were implemented.

In the first year the focus was on attracting grant funding for activities, resulting in a successful grant application to the Healthy Tasmania Fund for the *Breathe, Eat, Move & Relax for a Healthy Lifestyle* project. The project purpose was to implement strategies identified through the Health and Wellbeing Plan for Waratah-Wynyard and Circular Head, and to enhance outcomes for residents in healthy lifestyle choices with respect to diet, exercise and smoking:

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

- Engagement of a Project Officer to manage the project
- Accessible programs which promote increasing individual activity levels for people of all ages in Circular Head and Waratah-Wynyard. e.g. gardening, swimming, walking, cycling, kayaking and mindful exercise classes
- Training place-based activity instructors in Tai Chi, Yoga, Qigong, cycling and walking to create sustainable activity programs for the future



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- Developing community resources, such as a community directory in collaboration with Live Well
  - A smoking cessation incentivization program in Circular Head
  - Healthy eating workshops and the construction of demonstration productive home and community gardens

Funding for this program finished at the end of December 2022. Council's Project Officer finalised the deliverables and gathered resources and evidence to acquit the grant, with the final meeting occurring in March 2023.

The Project Officer was able to support the Community Activation Team to respond to unanticipated mental health concerns and enhanced community connectivity issues that surfaced as a result of Covid-19. At the conclusion of *Breath, Eat, Move & Relax for a Healthy Lifestyle*, Council was able to engage the Project Officer as a permanent part of the Community Activation team.

Due to the effects of COVID-19, Year 2 Implementation Actions for the Plans were repeated in the 2021/22 financial year. It was important for the Community Activation team to focus on COVID-19 recovery while also delivering actions from the Plans. This change to the roll out will result in the delivery of the five-year plans occurring twelve months past the expected finish date, however the quality of the actions will be enhanced, and better outcomes for the community will be achieved.

This year the Plans informed the contributions, including financial and in-kind support for the following:

**YOUTH PLAN, INCLUDING:**

- **Waratah-Wynyard Youth Leaders**
- **Waratah-Wynyard Council School Awards**
- **Movers N Shakers Music**
- **Lil' Fe Talent Show**
- **Work Inspirations**
- **Clay With Kids**
- **YNOT Tas Youth Forum**
- **Skate, Scoot & BMX Comp**
- **Spring Story Time and Tulip Craft**
- **Halloween Party**
- **Try Skills** – Over one hundred students from grades 5-7 in the Waratah-Wynyard municipality attended Try Skills activities.
- **Loop Jam** – Waratah-Wynyard Council engaged Benjamin Hayward Segal of Recycle Create Play to host a digital music making experience at the Wynyard skate park in October. This free event, aimed at tweens and teens, attracted a large, intergenerational audience with over 60 participants including members from the Adult Day Centre, Vacation Care and local youths.

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## HEALTH AND WELLBEING PLAN, INCLUDING:

- **Wynyard Adventure Race**
- **Squid Inc Radio Theatre**
- **Foreshore Market**
- **Body Groove**
- **Take a Walk on the Wild (Food) Side**
- **Sisters Creek Estuary Seat Canopy (Public Art)**
- **Waratah Tassie Tigers (Public Art)**
- **Artscape Undercurrent Art Exhibition Sponsorship**
- **French's Road Reserve Open Day**
- **Tarkine Immersion Forest Walk**
- **Keep Australia Beautiful Awards** – In December, the town of Somerset won the Keep Australia Beautiful Tidy Town Award (Population category 1000 - 5000). Somerset also was awarded several certificates for local initiatives, such as the Vinnie's Van, Community Shed, Farm It Forward, Vinnies Community & Wellbeing Hub, Outstanding individual, Landcare and Anzac Park.
- **Spring Loaded 2022** – The 2022 Spring Loaded program of events was launched in early August, with events held across the month of October. 5000 hard copies of the program were printed and distributed across Tasmania. The online link to the program was downloaded 4712 times. The program featured over 70 different activities and events.
- **2022 Tulip Festival** – 111 stalls, 26 volunteers for Tulip Festival business, with countless more engaged with community stalls.
  - 20 000 crowd estimation size (based on stall holder estimates and sales figures, Tulip Festival Coordinator estimates, drone footage, traffic data and aerial surveillance from helicopter flyovers).
  - Traffic Data – 19,123 vehicles (including buses) captured via traffic count units. If we are very conservative and estimate two people per vehicle (including buses), we could guesstimate that 38, 246 people visited Wynyard on Tulip Festival Day.

## AGE FRIENDLY COMMUNITIES PLAN, INCLUDING:

- **Seniors Week Activities**
- **Community Christmas Collection**
- **Gopher Gold** – held in conjunction with Dixon's Pharmacy.
- **Community Christmas Contributions**
- **Dementia Specific Customer Service Training**
- **Volunteer Appreciation Events**
- **Sounds of Spring with the Wynyard Concert Band**

- **Cruising Country Cycling**
- **Springing Into Song at the Wonders of Wynyard**

**Financial and in-kind support was given to community groups, including:**

Oldina Landcare, Somerset Surf Life Saving Club, U3A Wynyard, Wynyard Gymnastic Club, Wynyard Landcare, Wynyard Lions Club, Wynyard Volunteer Marine Rescue, Rural Heath, Live Well, Yolla Football Club, Wynyard Baptist Church, Department of Natural Resources and Environment, Wynyard High School, Waratah Community Groups, Waratah Men’s Shed, Waratah Museum Society, Waratah ANZAC Day, Rotary Club of Wynyard, Wynyard Community Garden and Wynyard Fitness, among others.

**STATUTORY IMPLICATIONS**

Statutory Requirements

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

**STRATEGIC IMPLICATIONS**

Strategic Plan Reference

<b>GOAL 3: Connected Communities</b>
<b>Desired Outcomes</b>
4.2 Our community values, encourages and supports physical, social and cultural activities.
<b>Our Priorities</b>
13.1 Facilitate the meeting of community needs through strong advocacy and local and regional collaboration for shared outcomes.

<b>GOAL 4: Community Recreation and Wellbeing</b>
<b>Desired Outcomes</b>
3.5 Our community uses its voice to shape its future alongside a strong Council willing to listen and implement where reasonable and practical.
<b>Our Priorities</b>
4.4.2 Provide and maintain quality and safe places and spaces for physical, social and cultural activities, including shared and multi-use facilities where possible.

Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Business &amp; Industry</b>	<b>Specialised diversity of the economy</b> – Value adding, diversification, innovation and employment. A resilient economy with global brand recognition and growing exports.
<b>Tourism</b>	<b>Memorable visitor experiences all year round</b> – The must see destination, quality product, easy access, popular events and festivals with coordinated marketing. A longer season with increasing yields.
<b>Strong communities and social capital</b>	<b>Enduring community capital</b> – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
<b>Access and infrastructure</b>	<b>Local, regional and global transport and infrastructure access</b> – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.

Community Future Direction Theme	Key Challenges & Opportunities:
Natural resource management	<b>Managing abundant, natural and productive resources</b> – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.
Health and Wellbeing	<b>Maintaining good health and wellbeing</b> – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.
Education	<b>Lifelong learning and education</b> – Education and lifelong learning is valued and there is access to vocational training and tertiary education. Education retention rates have increased.
Place making and liveability	<b>Liveable places for all ages</b> – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.

### **POLICY IMPLICATIONS**

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

### **ENVIRONMENTAL IMPLICATIONS**

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

### **FINANCIAL IMPLICATIONS**

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

### **RISK IMPLICATIONS**

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

### **CONSULTATION PROCESS**



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

### **CONCLUSION**

The Community Health and Wellbeing Plan 2019-2024, Age Friendly Communities Plan 2019-2024 and Youth Plan 2019-2024 (YPLAN) ('the Plans') are a major planning initiative of both the Waratah-Wynyard and Circular Head Council. The progress of the Plans has been steady since adoption in 2019. The timeline for delivery has been altered, due to the unprecedented effects of the Coronavirus, however the outcomes and objectives continue to be met and successfully delivered within our community.

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## 10.4 CEMETERY STRATEGY

To: Council  
Reporting Officer: Manager Community Activation  
Responsible Manager: Director Community and Engagement  
Report Date: 1 March 2023  
File Reference: 001  
Enclosures: 1. WWC Cemetery Strategy   
2. Cemetery Strategy - Community Feedback 

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### RECOMMENDATION

**That Council adopts the Cemetery Strategy.**

### PURPOSE

The purpose of this report is to adopt the Cemetery Strategy, as attached.

### BACKGROUND

Waratah-Wynyard Council (WWC) is committed to providing a consistent and strategic approach to cemetery services. The Cemetery Strategy has been developed to define Council's role in the provision of cemetery services and to ensure that the services are aligned with the needs of the community and are met both now and into the future. The Cemetery Strategy has been made available to the general public for comment and shared with interested parties with a request for feedback.

### DETAILS

The Cemetery Strategy applies to the cemeteries under the care and control of Waratah-Wynyard Council.

The purpose of the cemetery strategy is to:

- Examine current service provision and management procedures
- Define Council's role in the provision of cemetery services
- Ensure that the services are aligned with the needs of the community
- Identify opportunities for community engagement and make recommendations.

In line with the purpose of the strategy, a number of conclusions have been drawn and subsequent recommendations made to provide a clear and consistent direction for the planning, management and operation of the cemeteries throughout the Waratah-Wynyard Local Government Area.

These operational improvements and strategic directions take into consideration a number of key drivers including:

- public expectations
- legislative and regulatory requirements
- industry standards and trends
- consistency with other Local Government Area's
- future demands on the provision of cemeteries.

- retainment of the key characteristics of the cemeteries within the area

The Cemetery Strategy has been developed to align with the council’s existing policy framework. The Cemetery Strategy aligns with existing strategy frameworks and policies, including Community Plans (Age Friendly Community Plan, Health and Wellbeing Plan, Youth Plan), the Open Space, Sport and Recreation Plan 2017-2027, the Settlement Strategy, iCEP Plan and other corporate plans. The Cemetery Strategy was released to the public and was available for a period of four weeks for the public or interested parties to provide feedback. The feedback period closed on Friday 3 March 2023.

### Feedback Received During Consultation

<b>Project</b>	Cemetery Strategy
<b>Consultation Purpose</b>	Community Consultation & Feedback gathering thoughts and concerns over the draft plan and concept plan for Cemetery Strategy
<b>Consultation Period</b>	1 February 2023 – 3 March 2023
<b>Consultation Length</b>	4 weeks

FEEDBACK	OFFICER’S COMMENT
Following feedback received as part of a joint submission by the Wynyard Historical Society Inc	
The Wynyard Historical Society agrees with the basic outline of the draft, but would like to note some points regarding the historical aspects of the draft	Noted.
Pg 14 of draft, Table Cape Cemetery – there is known to be more than two burials there	Updated to state “unknown interments (more than 2)”
Pg 30 of draft, Table Cape Cemetery – listed location is incorrect	Updated to state “Specific location unknown”
Pg 30 of draft, Table Cape Cemetery – photo is not accurate	Updated to state “photo not from the site”
Pg 11 of draft, Action 3:4 Council to upgrade entry and directional signage at each Council owned cemetery. What are the plans for non-Council cemeteries?	Upgrading entry and directional signage is limited to Council owned cemeteries.
We note there is no mention of single graves. Such sites should be noted.	Noted. Single graves (often located on non-Council owned land) are not considered as part of this strategy. Consideration may be given to include information about these within the historical, education and storytelling aspects of the strategy.
We are aware of headstones that have been removed/rescued, for safekeeping, from Tollymore Road many decades ago. It is our opinion that these headstones would be utilised in a memorial to abandoned/isolated Cemeteries in the Wynyard area. This could be adjacent to the Jenner Street Cemetery.	Noted. Action 3:5 states (in part) WWC will establish “a partnership with the Wynyard Historical Society to foster the collection of knowledge particular to local cemeteries to ensure the historical significance of the cemetery is maintained”.

FEEDBACK	OFFICER'S COMMENT
	<p>Opportunities for cemetery history, education and storytelling options will be explored.</p> <p>The option of a memorial space at an existing Council cemetery, with interpretive panels detailing the historical location and history of the cemeteries, can be explored.</p>
Tollymore Cemetery's history should be kept and recorded for posterity, but we believe the site is "beyond repair".	Noted.
We believe that all other cemeteries are in a reasonable condition and should be at least preserved in their current state, if not better.	Noted.
Notwithstanding the actual Tollymore site, we agree with Action 3. On pages 11 and 12	Noted.
Of course, the problem with non-Council Cemeteries is that most are in the names of Trustees that are long since deceased. It is my personal opinion that State Government, along with the Lands Titles Office, should legislate to fix this problem to give Councils a clear idea of their responsibilities in these cases. (G. C Jacobson)	Noted.
There must also be hundreds of other titles in every council area that have owners long since deceased and cannot be "rateable" by Councils. Surely there should be a time limit (say an inactive 100 years after title transfer) when the LTO can transfer the Title to Council (in lieu of lost rates over 100 years) to develop or sell. Or transfer to Crown Lands if of conservation value. Maybe this is something Council could pursue through the LGAT.	Noted.

## STATUTORY IMPLICATIONS

### Statutory Requirements

Both State and Local Government have had a long-standing involvement in various aspects of burial and cemetery management. This includes:

- The provision and maintenance of public land for burial. Burial space has been provided by the State Government through the provision of cemeteries for over 200 years. Local government manages and operates many of Tasmania's cemeteries.
- Planning for land uses. State and local government undertake land use planning and designate broad land use zones. Competing interests for land can make cemeteries and crematoria development less competitive than other uses within a close proximity to urban areas.
- The administration of statutes governing cemeteries, including health standards. State Government legislation administering cemeteries and crematoria includes the Crown Lands Act 1989, the Local Government Act 1993, the Necropolis Act 1901, the Work Health and Safety Act 2011, the Public Health Act 2010, the Environmental Planning and Assessment Act 1979 and the regulations associated with these Acts. As previously noted, there is an array of legislation and regulations that provide the framework for the operation, management and planning of cemeteries.

- The provision of affordable interment, including the interment of deceased destitute persons. State Government has played a role in the provision of affordable interment by providing land for burial purposes; through management by volunteer trusts; and the provision of funds for interment of deceased destitute persons. Some local Council's provide a discounted fee to the State to further assist in the provision of burial space for deceased destitute persons.
- Peak Bodies. The peak body for the funeral industry in Tasmania is the Australian Funeral Directors Association (AFDA). Tasmania is covered by the Australasian Cemeteries and Crematoria Association (ACCA).

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</b>
<b>Desired Outcomes</b>
1.1 We make publicly transparent decisions on spending and future directions while encouraging community feedback.
<b>Our Priorities</b>
2.6.1 Promote best practice and foster innovation.

<b>GOAL 1: Leadership and Governance</b>
<b>Desired Outcomes</b>
3.1 Waratah-Wynyard is a modern community—moving forward but not forgetting where it started.
<b>Our Priorities</b>
3.1.1 Deliver planning for activation through effective urban design and planning that promotes liveability, social gathering and connectedness, and which recognises and celebrates local history.

<b>GOAL 2: Organisational Support</b>
<b>Desired Outcomes</b>
3.5 Our community uses its voice to shape its future alongside a strong Council willing to listen and implement where reasonable and practical.
<b>Our Priorities</b>
7.3.3 Innovative and sustainable design is encouraged through forward thinking and planning.

### Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Strong communities and social capital</b>	<b>Enduring community capital</b> – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
<b>Access and infrastructure</b>	<b>Local, regional and global transport and infrastructure access</b> – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
<b>Natural resource management</b>	<b>Managing abundant, natural and productive resources</b> – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.
<b>Health and Wellbeing</b>	<b>Maintaining good health and wellbeing</b> – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.



Community Future Direction Theme	Key Challenges & Opportunities:
<b>Place making and liveability</b>	<b>Liveable places for all ages</b> – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.
<b>Governance and working together</b>	<b>Working together for Murchison</b> – Everyone plays a part in achieving the objectives of the Sustainable Murchison Community Plan. There is cooperation, resource sharing and less duplication between Councils. Leadership is provided across all community sectors.

## POLICY IMPLICATIONS

The strategy will assist Council to effectively manage and deliver cemetery services ensuring all statutory obligations are met and assets are safeguarded over the long-term, Council will review existing cemetery policies. Where gaps are identified, Council will establish a range of clear and concise policies, procedures and agreements for the management and operation of Waratah-Wynyard Council Cemeteries.

## ENVIRONMENTAL IMPLICATIONS

To ensure sustainable funeral services and practices can be catered for in Waratah-Wynyard Council cemeteries, Council will investigate the increasing the range of interment options such as modern burial systems, columbarium walls, garden interments, monuments and natural burials.

## FINANCIAL IMPLICATIONS

To ensure funding for Waratah-Wynyard Council cemetery services is appropriate to meet its short term and long-term cemetery commitments Council will seek to fully recover the full cost of burials through the setting of burial fees. Burial fees will be reviewed annually as a part of the Council's annual budget deliberations. Council will seek to strike a balance between full cost recovery and affordability when setting burial fees.

## RISK IMPLICATIONS

Broad community consultation will enable all interested members of the community to have the opportunity to inform the final strategy for Council's consideration.

There is always risks with using digital media. The risks of any one method failing are mitigated to an extent by the number of alternative methods of consultation. Using digital and traditional paper-based options to deliver feedback will assist in minimising that risk.

## CONSULTATION PROCESS

The community have had the opportunity to review and comment on the Draft Cemetery Strategy.

The opportunity to provide feedback and the associated time frame were advertised via social media and through Council's website. Community members were able to provide feedback through email, letter or by making an appointment with Manager Community Activation.

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Direct notification of the consultation period and process was made to stakeholders with a high level of engagement such as funeral directors.

The Draft Cemetery Strategy was amended to incorporate community feedback received.


**CONCLUSION**

The Cemetery Strategy has been open for community feedback and comments. The adopted Cemetery Strategy will be available on Council's webpage. Hard copies can be obtained from Council if requested.

It is recommended Council adopts the Cemetery Strategy as attached.

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## 10.5 BALLAST PIT ROAD SPEED LIMIT REDUCTION

To: Council  
Reporting Officer: Manager Engineering Services  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 3 March 2023  
File Reference: Ballast Pit Road  
Enclosures: 1. Residential feedback invitation - Ballast Pit Road speed reduction 

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### RECOMMENDATION

**That Council proceed with seeking the support and approval of the Transport Commissioner to reduce the speed of Ballast Pit Road to 80km/h**

### PURPOSE

To determine Council's position regarding the proposal to reduce the speed limit on Ballast Pit Road to 80km/h.

### BACKGROUND

At the Ordinary meeting of Council January 2023, Council unanimously passed a motion regarding the proposed speed limit reduction on Ballast Pit Road;

**That Council note the information regarding the speed limit on Ballast Pit Road and:**

- a) **Notify the impacted stakeholders of Councils intent to request a review of the speed limit; and**
- b) **Should no objectionable feedback be received from stakeholders; request the Transport Commission to review the speed limit.**

### DETAILS

Upon passing this motion Council Officers have sought the feedback from stakeholders potentially impacted by the proposed speed limit reduction. This feedback was sought by letter dropping all residents on Ballast Pit Road, Fosters Road and Emerald Vale Road. A copy of the correspondence presented to the residents is supplied as an attachment to this report.

Out of the residents invited to provide feedback on the proposed speed limit reduction, two (2) responses were received, the details of these responses are provided below with individual names and addresses redacted.

#### **Response 1**

*Regarding the proposed 80Km/h speed limit on Ballast Pit Road, I agree with the proposal. Something else that could be considered for Ballast Pit Road is a sign before the blind crest warning of a concealed entrance/driveway that is opposite Fosters Road, I realise there is a warning sign for the Fosters Road Junction but the driveway on the left is much more dangerous if a vehicle is turning in or out of the driveway.*

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## Response 2

*Re: proposal to reduce the speed limit on Ballast Pit Road to 80km/h*

*Hi I received your letter in the mail yesterday the 6/2/2023 , the letter is dated 24/2/2023 , this does not give us much time to comment.*

*I have lived on ballast pit for 39 years, and there does not seem to be any problem with the existing speed limit.*

*What is the reasoning behind the proposal ?*

*The way the letter reads it sounds like it is a done deal already?*

The reply below was provided to the second respondent. A reply has not been received.

*To follow up on the email you sent regarding the proposal to reduce the speed limit on Ballast Pit Road.*

*Council has received a request to reduce the speed limit on Ballast Pit Road to 80km/h, which is the reason why you have received a letter seeking opinion/feedback.*

*Prior to seeking the support of the Transport Commissioner to reduce the speed limit, Council has sought the feedback of all residents who live in the area as to whether there are any objections to the change or support for the reduction.*

*All feedback will be collated and considered by Council prior to a final resolution being made.*

*Should you have an opposition to the proposed speed limit reduction you can reply to my email and your comments will be included in the considerations of Council.*

In consideration of the responses received from stakeholders on the proposed speed reduction on Ballast Pit Road, it is recommended the Council proceed with requesting the Transport Commissioner to review and amend the speed limit on Ballast Pit Road to 80km/h.

## STATUTORY IMPLICATIONS

### Statutory Requirements

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 6: Transport and Access</b>
<b>Desired Outcomes</b>
6.1 Our transport and access network can accommodate the changing needs of our industry and community.
<b>Our Priorities</b>
6.2.2 Plan for all movements and modes of transport with a fit-for-purpose network.

### Sustainable Murchison Community Plan 2040

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

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### **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**

Background and data relating to this matter can be found in previous Council reports. In consideration of feedback received from stakeholders it is recommended that Council proceed with seeking the support and approval of the Transport Commissioner to reduce the speed of Ballast Pit Road to 80km/h

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## 10.6 POLICY REVIEW - BORROWING & INVESTMENT POLICY

To: Council  
Reporting Officer: Director Organisational Performance  
Responsible Manager: Director Organisational Performance  
Report Date: 6 March 2023  
File Reference: Governance - Policy - Council Policies  
Enclosures: 1. Revised Investment Policy   
2. Revised Borrowing Policy 

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### RECOMMENDATION

#### That Council:

1. **Adopt the Investment Policy as presented.**
2. **Adopt the Borrowing Policy as presented.**

### PURPOSE

Council's existing Borrowing and Investment Policies are due for review and are presented for Council consideration.

### BACKGROUND

The Policies were adopted by Council on in January 2020. The Policy provides a framework for the Borrowing and investment of Council funds.

There is no legal obligation for Council to maintain a borrowing and investment policy; however, it is best practice governance to do so and is a mechanism available to Council to manage risks associated with these activities.

### DETAILS

#### Investment Policy

An Investment Policy provides guidance to those undertaking the investment process. Without an approved policy, the investment officers may make decisions that are not in accordance with the objectives, practices or risk appetite intended by Council.

The Policy provides an appropriate decision-making framework with the aim of:

- Maximising Council's net return on investments while maintaining an acceptable level of risk.
- Preserving Council's capital invested (preventing any loss to the amount invested).
- Ensuring that the net interest costs associated with Borrowing and investing are minimised.
- Ensuring that cash is available as required to support planned expenditures.
- Interest rate and liquidity risks are acknowledged and responsibly managed.

The existing Policy has been reviewed, and no changes are recommended as a part of the review.

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The existing Policy contains the following investment controls: -

- The inclusion of a restriction in the value of funds invested in any one institution with no more than 50% of Council's total investment portfolio to be invested with any one institution.
- Reporting obligations, including the requirement to maintain an investment register.
- A list of approved and explicitly prohibited investments.
- The ability to manage the net interest revenue to Council by requiring consideration of debt reduction where borrowing costs exceed the expected return on investment.

#### Borrowing Policy

Borrowing decisions will continue to be made annually as part of Council's Annual Budget process, and the Financial Management Strategy will guide the decision-making of Council.

The Policy is consistent with the Financial Management Strategy principles adopted by Council through its Financial Management Strategy.

It should be noted that Council borrowing entails obtaining approval for borrowings from the Department of Treasury and Finance each year.

The Policy requires that officers keep debt levels low at any point in time as its Annual Plan and Budget Estimates, Long Term Financial Plan, and associated cash flow projections allow.

Council's Financial Management Strategy recognises that borrowings as an important funding source as it provides the opportunity to bring unfunded projects forward and ensures that the full cost of infrastructure is not borne entirely by present-day ratepayers.

Borrowings may be used as an effective mechanism of linking the payment for long-term assets (i.e. debt repayments) to the populations who receive benefits over the life of the asset. This matching concept is frequently referred to as 'inter-generational equity'.

It is likely that borrowings will be considered from time to time as a funding source for new infrastructure.

Key provisions in the Policy include:

- The ability to use surplus funds not immediately required to reduce the loan portfolio or to defer and/or reduce the level of new borrowings that would otherwise be required.
- How interest rate exposure will be managed - Council will seek to balance minimising interest costs with maximising the best value for our community over the long term without introducing undue volatility in annual interest costs.
- The ability to consider leases as a funding source where appropriate.
- Borrowing limits – Council will not borrow to fund recurrent operational expenditure or recurrent capital works (asset renewals and replacements). These will be funded from cash generated from operating activities).

### **STATUTORY IMPLICATIONS**

#### Statutory Requirements

There is no specific section of the *Local Government Act 1993* requiring Council to make this Policy, however the following must be taken into consideration:

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## Funds for Investment

Investments of Council's funds are to be in accordance with Council's power of investment under the *Local Government Act 1993* - Section 75.

Authority for implementation of the Policy is delegated to the General Manager in accordance with Section 75 of the *Local Government Act 1993*.

## Borrowing of Funds

Borrowings by Council will be in accordance with the *Local Government Act 1993* - Section 78-80.

There is no specific section of the Local Government Act 1993 requiring the Council to make this Policy; however, the following will be taken into consideration:

Borrowings by Council will be in accordance with the Local Government Act 1993 - Section 78-80.

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</b>
<b>Desired Outcomes</b>
1.2 We maintain and manage our assets sustainably.
<b>Our Priorities</b>
1.5.2 Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.

<b>GOAL 1: Leadership and Governance</b>
<b>Desired Outcomes</b>
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.
<b>Our Priorities</b>
1.5.1 Build our knowledge base to apply in decision-making processes.

<b>Governance and working together</b>	<b>Working together for Murchison</b> – Everyone plays a part in achieving the objectives of the Sustainable Murchison Community Plan. There is cooperation, resource sharing and less duplication between Councils. Leadership is provided across all community sectors.
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## POLICY IMPLICATIONS

Adoption of both policies will not have an impact on any other Council policies.

The Policies are consistent with the principles and philosophies contained in Council's Financial Management Strategy (FMS).

The Policies are consistent with Council's Risk Management Policy and Framework.

## ENVIRONMENTAL IMPLICATIONS

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



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## **FINANCIAL IMPLICATIONS**

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

## **RISK IMPLICATIONS**

The policies presented are a control mechanism designed to assist Council in managing risks associated with managing the community's cash and reduces the risk of funds being managed outside what is considered acceptable by Council and/or the community.

- **Legislative compliance**

Borrowing and investment of funds is governed by the *Local Government Act 1993*. The adoption of the Policies presented is expected to reduce the risk on non-compliance.

Legislatively, all Borrowing requires Council approval and is provided for in the setting the Annual Plan and Budget each year. It should be noted that Council borrowing entails obtaining approval for borrowings from the Department of Treasury and Finance each year.

- **Reputational Risk**

Council manages funds on behalf of the community, and it is important that the community has a high level of confidence and trust in Council's investment and borrowing activities. The maintenance of a policy assists Council in managing reputational risks associated with its treasury decision making activities.

- **Financial Risks**

The maintenance of appropriate policies provides an important governance control and ensures that Council funds are managed within the financial risk appetite and parameters set by Council.

The policies provide a framework for officers and assists in managing financial risks associated with interest rate movements, liquidity risk, and credit risk. The Policy reduces the level of risk exposure.

## **CONSULTATION PROCESS**



All updated policies are referred to Council's Audit Panel for review and comment.

## **CONCLUSION**

The maintenance of appropriate policies provides an important governance control and ensures that Council funds are managed within the risk appetite and parameters set by Council. There are no changes proposed as a part of this Policy review. It is recommended that the policies be adopted as presented.

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## 10.7 POLICY REVIEW - COUNCIL MEETING POLICY AND PROCEDURES

To:	Council
Reporting Officer:	Executive Officer
Responsible Manager:	General Manager
Report Date:	7 March 2023
File Reference:	0201
Enclosures:	1. Draft Council Meeting Procedures Policy  2. Draft Council Meeting Procedures 

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### RECOMMENDATION

**That Council adopt the amended Council Meeting Policy and Procedures effective immediately.**

### PURPOSE

Section 18 of the *Local Government Act 1993* requires Council to be conducted in accordance with prescribed meeting procedures. These prescribed procedures are detailed in the *Local Government (Meeting Procedures) Regulations 2015*.

This report provides an overview of the review and public consultation recently undertaken of the Council Meeting Procedures Policy (GOV.009)

### BACKGROUND

The *Local Government (Meeting Procedures) Regulations 2015* came into effect on 29 June 2015.

The Waratah Wynyard Council Meeting Procedures 2015 were adopted by Council on 20 July 2015, and further amended on 17 August 2015.

The current procedures were reviewed and adopted by Council at its meeting held on 17 June 2019.

Council is required to review and update the document by June 2023.

### DETAILS

Under the Act, Council is required to review Council Meeting Procedures following each Ordinary Election. A number of clerical changes are recommended to change numbering, correct spelling and other minor grammatical errors.

At the Council Meeting on 20 February 2023, it was resolved that two weeks of public consultation would occur before adopting updated Meeting Policy and Procedures.

The consultation was advertised on 28 February 2023 and closed on Tuesday 14 March. NO feedback or comments were received. Information was placed on social media and Council's website.

The following Table notes proposed changes to the policy:

EXISTING POLICY – ADOPTED 17/6/19	UPDATED POLICY – TO COME INTO EFFECT ONCE ADOPTED	COMMENTS REGARDING CHANGE
GOV.0.09 included both policy and procedures	Policy and procedures have been spilt into : Policy GOV.009 Procedures GOV.009.001	<b>REASON FOR CHANGE:</b> For consistency with other policy and procedure documents.
Section 22 Debate at Council Meeting  (5) A councillor at a council meeting who moves a motion: a) has a right of reply for up to 3 minutes; and b) is not to introduce any new information in exercising that right	Section 20 Debate at Council Meeting  (5) A councillor at a council meeting who moves a motion: a) Opens the debate on the motion b) has a right of reply for up to 3 minutes; and c) is not to introduce any new information in exercising that right	<b>REASON FOR CHANGE:</b> Clarification of process
Section 22 Debate at Council Meeting	Section 20 Debate at Council Meeting  (6) A Councillor who seconds a motion will have the opportunity to speak second on that particular motion	<b>REASON FOR CHANGE:</b> New item added for clarification of process
Section 23 Point of Order at a Meeting	Section 21 Point of Order at a Meeting  (5) Points of order do not apply to public question time	<b>REASON FOR CHANGE:</b> New item added
Section 29 Questions without notice.  (1) (b) (ii)  through the chairperson, of the general manager	Section 27 Questions without notice  (1) (b) (ii) the general manager or other Officers present	<b>REASON FOR CHANGE:</b> Clarification of point
Section 31 (A) Public Question Time	Section 29 (A) Public Question Time	<b>REASON FOR CHANGE:</b> Points re-ordered for readability
Section 31 (A) Public Question Time	Section 29 (A) Public Question Time  New Item (1)  Protection of Parliamentary privilege does not apply to Local Government and any statements or discussion in the Council Chambers, or documents produced, are subject to the laws of defamation	<b>REASON FOR CHANGE:</b> Clarification of legal requirements.
Section 31 (A) Public Question Time	Section 29 (A) Public Question Time  (3) The chairperson of an ordinary council meeting may:	<b>REASON FOR CHANGE:</b> Clarification of public question time process

EXISTING POLICY – ADOPTED 17/6/19	UPDATED POLICY – TO COME INTO EFFECT ONCE ADOPTED	COMMENTS REGARDING CHANGE
<p>(1) The chairperson of an ordinary council meeting may:</p> <p>a) address questions on notice submitted by members of the public; and</p> <p>b) invite any member of the public present at the meeting to ask questions relating to the activities of the council.</p>	<p>a) address questions on notice submitted by members of the public; and</p> <p>b) invite any member of the public present at the meeting to ask questions relating to the activities of the council.</p> <p>c) A maximum of three (3) questions per person are permitted.</p> <p>i. A question in three (3) parts will be treated as three (3) questions.</p> <p>ii. If multiple questions are to be asked, they are to be stated at once, collectively prior to a response to all</p>	
<p>Section 31 Public (A) Question Time</p> <p>4. The chairperson of an ordinary council meeting must ensure that, if required, at least 15 minutes of that meeting is made available for questions by members of the public.</p>	<p>Section 29 (A) Public Question Time</p> <p>New Item (4)</p> <p>1. The chairperson of an ordinary council meeting must ensure that, if required, at least 15 minutes of that meeting is made available for questions by members of the public.</p> <p>a. A maximum of three minutes per person will be allowed to ask questions</p>	<p><b>REASON FOR CHANGE:</b> Reinstate previously removed clause regarding length of time available for public questions.</p>
<p>Section 31 Public (A) Question Time</p> <p>(5) The chairperson of an ordinary council meeting may:</p> <p>(a) refuse to accept a question from a member of the public; or</p> <p>(b) require a question from a member of the public asked without notice to be put on notice and in writing to be answered at a later ordinary council meeting.</p>	<p>Section 29 (A) Public Question Time</p> <p>(1) Chairperson may refuse to allow a question on notice to be listed or refuse to respond to a question put at a meeting without notice that:</p> <p>a) Is unlawful in any way;</p> <p>b) Contains defamatory remarks, offensive or improper language;</p> <p>c) Questions the competency of Council staff or Councillors;</p>	<p><b>REASON FOR CHANGE:</b> Clarification of criteria for the Chairperson to refuse a question.</p>

EXISTING POLICY – ADOPTED 17/6/19	UPDATED POLICY – TO COME INTO EFFECT ONCE ADOPTED	COMMENTS REGARDING CHANGE
	<ul style="list-style-type: none"> <li>d) Relates to the personal affairs or actions of Council staff or Councillors;</li> <li>e) Relates to confidential matters, legal advice or actual or possible legal proceedings;</li> <li>f) Relates to any matter which would normally be discussed in the Closed Section of a Council meeting pursuant to Regulation 15 of the Local Government (Meeting Procedures) Regulations 2015;</li> <li>g) Is, in the reasonable opinion of the Chairperson, proffered to advance a particular point of view rather than making a genuine enquiry;</li> <li>h) Is vague in nature or irrelevant to Council activities.</li> <li>i) Are questions that have been substantively asked (and responded to) on any previous occasion.</li> </ul> <p>If a Chairperson refuses to accept a question from a member of the public, the Chairperson is to give reasons for doing so.</p>	
<p>Section 31 (B) Public Statement Time</p> <p>(4) If the 15-minute period set aside for public statement time is reached, Council, by resolution, may resolve statement time be extended for an extra 15 minutes</p> <p>(5) No more than two (2) 15-minute extensions to public statement time are to be permitted.</p>	<p>Section 29 (B) Public Statement Time</p> <p>(4) If the 15-minute period set aside for public statement time is reached, Council, by resolution, may resolve statement time be extended</p> <p>(5) Removed.</p>	<p><b>REASON FOR CHANGE:</b> Remove points regarding to extension of public statement time.</p>

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## **STATUTORY IMPLICATIONS**

### Statutory Requirements

Section 18 (3) of the *Local Government Act 1993* provides:

A meeting of a council is to be conducted in accordance with prescribed procedures. The *Local Government (Meeting Procedures) Regulations 2015* prescribe council meeting procedures effective from 29 June 2015.

## **STRATEGIC IMPLICATIONS**

### Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</b>
<b>Desired Outcomes</b>
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.
<b>Our Priorities</b>
1.5.2 Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.

## **POLICY IMPLICATIONS**

Once adopted, the Policy will immediately come into effect.

## **ENVIRONMENTAL IMPLICATIONS**

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

## **FINANCIAL IMPLICATIONS**

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

## **RISK IMPLICATIONS**

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

## **CONSULTATION PROCESS**

A detailed review of the Council meeting procedures has been conducted by staff to ensure legislative compliance. In addition Councillors reviewed the procedures at a Council Workshop conducted on 6 February 2023.

Public consultation occurred from 28 February 2023 – 14 March 2023. No feedback was received.

## **CONCLUSION**

It is recommended that Council adopt the amended Council Meeting Policy and Procedures effective immediately.

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## 10.8 QUARTERLY INFORMATION REPORT - ORGANISATIONAL PERFORMANCE

To: Council  
Reporting Officer: Information Management Officer  
Responsible Manager: Director Organisational Performance  
Report Date: 1 March 2023  
File Reference: 2401  
Enclosures: Nil

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### RECOMMENDATION

**That Council note the Quarterly Information Report for the Office of the General Manager and Organisational Performance Department as at 28 February 2022.**

### PURPOSE

To provide statistical information and a quarterly update on the activities of Council for activities undertaken within the following Directorates and Departments:

Office of the General Manager:

- People and Safety

Organisational Performance:

- Economic Development
- Governance and Information Systems
- Risk Management

### BACKGROUND

This report is part of a regular reporting framework to inform Council of activities undertaken across the organisation on a quarterly basis. Each month, a quarterly information report is provided on rotation for each Directorate:

- Community and Engagement (July, October, January, April)
- Infrastructure & Development Services (August, November, February, May)
- Organisation Performance (September, December, March, June)

## PEOPLE AND SAFETY

The People and Safety Team provide human resource management services including health, safety and advice to maximise the value of Council's significant investment in a skilled workforce. The department has a focus on supporting the organisation to attract, retain and develop the workforce we need to deliver services to the community.

### Staff Numbers and Statistics

Staff Numbers as at:		28 February 2023					
	Permanent Positions		Temporary Positions			Total	Fulltime equivalent
	Full-time	Part-time	Full-time	Part-time	Casual		
Indoor	27	13	3	5	6	54	38.4
Outdoor	24	4	6	1	0	35	28.2
Childcare	9	10	0	2	6	27	15.0
<b>Total</b>	<b>60</b>	<b>27</b>	<b>9</b>	<b>8</b>	<b>12</b>	<b>116</b>	<b>81.7</b>

As at 28 February 2023 Council employed 116 people, equivalent to 81.7 full-time employees.

Statistics	Ave. Yrs Service	Gender			Ave. Age	Covid Vac.
		Female	Male	Other		
Indoor	7.1	37	17	0	45.9	93%
Outdoor	11.2	4	31	0	45.9	91%
Childcare	9.3	27	0	0	39.8	100%
<b>Total</b>	<b>8.9</b>	<b>68</b>	<b>48</b>	<b>0</b>	<b>44.7</b>	<b>94%</b>

Age Demographic			Gender Demographic		Management Demographic		
Under 30 years	24	21%	Female	59%	Female	7	58%
30-45 years	30	26%	Male	41%	Male	5	42%
45-55 years	29	25%	Other	0%	Other	0	0%
55 years and over	33	28%					

Diversity Statistics	Yes	No	Undisclosed
Aboriginal or Torres Strait Islander	5%	90%	5%
Culturally or linguistically diverse	3%	93%	4%
Special needs or additional learning support requirements	3%	91%	6%

*ATSI - Aboriginal or Torres Strait Islander, CALD - culturally or linguistically diverse, Special needs or additional learning support requirements*

Overall, Council has a gender-balanced workforce with 59% female works and 41% male. Leadership roles are gender balanced, with 58% female and 41% male representation.

The most challenging area for Council to achieve gender balance is in non-traditional areas. The Depot continues to have a high proportion of male workers, and Children's Services is a heavily female-dominated workforce.

Council has good working conditions and a supportive work environment that assists in the attraction of a diverse workplace. All recruitment and selection decisions reflect Council's



commitment to providing equal opportunity by assessing all potential candidates according to their skills, knowledge, qualifications and capabilities.

### Turnover Rate of Permanent Staff

6.9% Average (Permanent Departure rate divided by total permanent employee rate).

9.5% Average Turnover (ABS – February 2022).

Council's turnover rate has risen by 1.2% since the previous reporting period; however, it remains below the average. The average years of service provided by the current workforce is 8.9 years.

### New Starters / Departures

		Permanent Positions		Temporary Positions			Total
		Full-time	Part-time	Full-time	Part-time	Casual	
New Starters	Indoor	1	0	0	2	0	3
	Outdoor	2	0	2	0	0	4
	Childcare	0	0	0	0	1	1
	<b>Total</b>	<b>3</b>		<b>4</b>		<b>1</b>	<b>8</b>
Departures	Indoor	2	1	0	0	0	3
	Outdoor	2	0	1	0	0	3
	Childcare	0	1	0	0	0	1
	<b>Total</b>	<b>6</b>		<b>1</b>		<b>0</b>	<b>7</b>

Council inducted eight (8) new employees throughout the reporting period and had seven (7) employee departures.

### Recruitment Activity

The following recruitment activity occurred between 1 December 2022 to 28 February 2023:

Recruitment this Quarter			
Position	AtR* received	Offer Signed	Working days to fill
Technical Officer Building & Facilities	20-Oct-22	N/A	Unfilled
Municipal Employee (Waratah)	12-Dec-23	Ongoing	Ongoing
Marketing & Communications Officer	12-Jan-23	Ongoing	Ongoing
Administration Officer	18-Jan-23	Ongoing	Unfilled
Children's Services Trainee (ASbA) - Direct Appointment	15-Feb-23	22-Feb-23	5
Children's Services Educator	15-Feb-23	Ongoing	Ongoing
Children's Services Educator (After School Hours Care)	15-Feb-23	Ongoing	Ongoing
<i>*ATR – Authority to Recruit approved by General Manager</i>			
<b>Average days to fill vacancies this Quarter</b>			<b>5</b>

Council continues to experience challenges with recruiting in the current labor market. There are a number of positions that remain unfilled following advertisement. This is due to the strong job market and low unemployment rate. Access to child care and housing is also a current barrier to attracting suitably qualified people to the area.

### Absenteeism Rate / Labour Hire Engagement

	Absenteeism Rate				Labour Hire Engagement for period		
	Personal Leave Taken	Hours Worked	Absent Rate	Full-Time Equivalent	Total Workers	Hours	Cost (ex. GST)
Indoor	378	20165	1.8%	0.19	0	0	\$ -
Outdoor	163	15019	1.1%	0.08	4	1061	\$ 57,983
Childcare	156	7993	1.9%	0.08	0	0	\$ -
<b>Total</b>	<b>697</b>	<b>43177</b>	<b>1.6%</b>	<b>0.35</b>	<b>4</b>	<b>1061</b>	<b>\$ 57,983</b>

Council's absenteeism rate for the reporting period is 1.6%. This has dropped from 3% for the September to November reporting period.

## WORK HEALTH AND SAFETY

### Incident & Hazard Reporting

Incident/Hazard Report Forms received this Quarter							
	Incident	Hazard	Near Misses	Injury/ Illness	Property/ Plant Damage	Other	Total Reports
Indoor	0	0	0	1	0	0	1
Outdoor	3	0	0	1	13	0	17
Childcare	0	0	0	0	0	0	0
<b>Total</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>13</b>	<b>0</b>	<b>18</b>

Reporting contributes to safety improvements and education to improve health and safety outcomes for the workforce.

### Lost Time Injury and Workers Compensation Cases for this Quarter

Lost Time Injury Frequent Rate (LTIFR) and Workers Compensation Cases for this Quarter							
	No. of LTI's	Lost Time Injuries (hrs)	Hours Worked in Period	LTIFR	Total New WC Cases	Ongoing WC Cases	Finalised WC Cases
Indoor	0	0	20165	0.00	0	1	0
Outdoor	0	0	15019	0.00	0	0	1
Childcare	0	0	7993	0.00	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>43177</b>	<b>0.00</b>	<b>0</b>	<b>1</b>	<b>1</b>
LTIFR Industry Benchmark				12.6			

Council had six (2) injuries/illnesses throughout the reporting period. Neither of those injuries/illnesses resulted in lost time.

Council has had one (1) workers compensation claim finalised in the reporting period. One (1) workers compensation case is ongoing.

### Policy, Procedures and Guidelines Reviewed

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The following internal People and Safety Policies, Procedures and Guidelines were created/reviewed this Quarter:

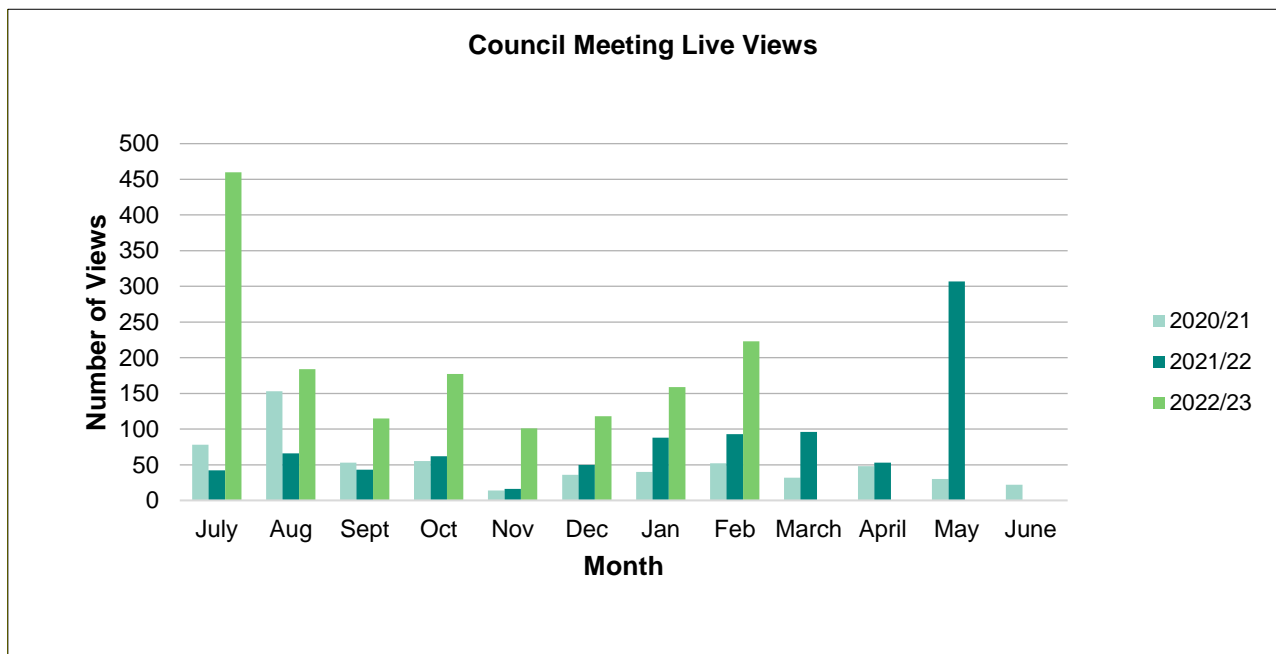
- Work Health and Safety Policy
- First Aid Policy

### Drug & Alcohol Testing

Council conducts random Drug & Alcohol testing up to three times per year. Testing was conducted on 22 November 2022 with 10 randomly selected employees from the Works & Services Department and 10 from the Council Chambers. All results were negative, and Council has not encountered a non-negative test since 2020.

## GOVERNANCE

### Council Meeting Live Stream Views



\*June 2022 data has been omitted from the graph due to a high level of media interest with total live views being 2,500 distorting other data within the graph.

### Policies Adopted by Council

The following policies were adopted by Council from 1 December 2022 to 28 February 2023:

- Australian Citizenship Policy
- Councillor Benefits Policy and Guidelines
- Gifts and Benefits Policy and Associated Documents
- Risk Management Policy
- WHS Policy
- Social Media Policy

- Councillor Code of Conduct Policy

### Workplace Policies Reviewed

The Senior Management Team adopted the following for the Quarter:

- Work Health and Safety Policy
- First Aid Policy

### Complaints

Council received 3 formal complaints during the period 1 December 2022 – 28 February 2023.

### Tenders & Contracts

In accordance with Council's Procurement Policy the following table is provided for all contracts awarded YTD for 2022/23 over \$100,000.

Contract No And Description	Name and Address of Contract Holder	Contract Dates	Contract Extension Options	Contract Value at Start Date
776 – Calder Road – Bridge Replacement	Bridge Pro Engineering	18/07/2022 – 15/02/2023	N/A	\$737,300.00
780 – Park Street Realignment and Car Park Works	Hardings Hotmix	13/09/2022 – 09/12/2022	N/A	\$679,764.56
781 – Provision of Kerbside Refuse Collection	Veolia Environmental Services	01/10/2022 – 30/6/2025	3 + 5 year extension option	\$415,948.00 in accordance with schedule
785 – Design and Construct Turf Wicket Block and Ancillary Works	All Turf Tasmania	01/9/2022 – 27/01/2023	N/A	\$127,058.55
787 – Somerset Foreshore Traffic Improvements	Hardings Hotmix	17/10/2022 – 04/11/2023	N/A	\$133,280.00
792 – Design and Construct Wynyard Foreshore Boardwalk Replacement	AJR Construct Pty Ltd	31/10/2022 – 01/03/2023	N/A	\$234,333.34
795 - Digital Transformation Strategy Phase 1: ICT System, Design and Planning	Avec Global	27/10/2022 – 27/04/2023	1 Year	\$285,000.00

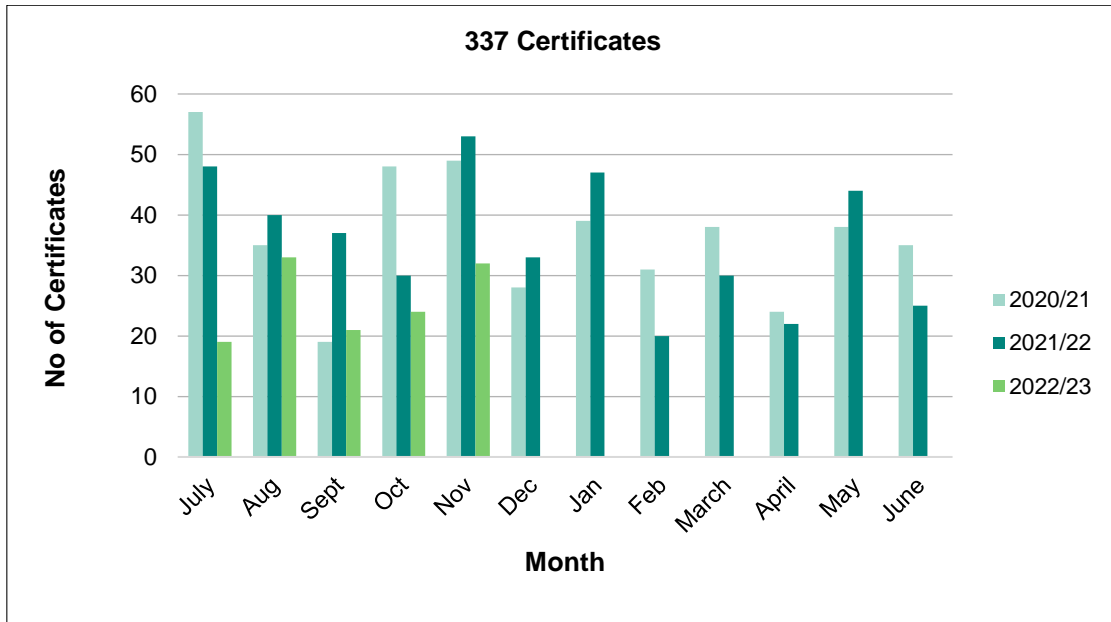
### Non-Application of Public Tender Process

Pursuant to Section 72(1)(e) of the *Local Government Act 1993* there were no contracts were awarded where the public tender process was not applied.

**Council and Land Information Certificates (337)**

Graphical analysis is provided demonstrating the total number of certificates issued for the reporting period compared to last year.

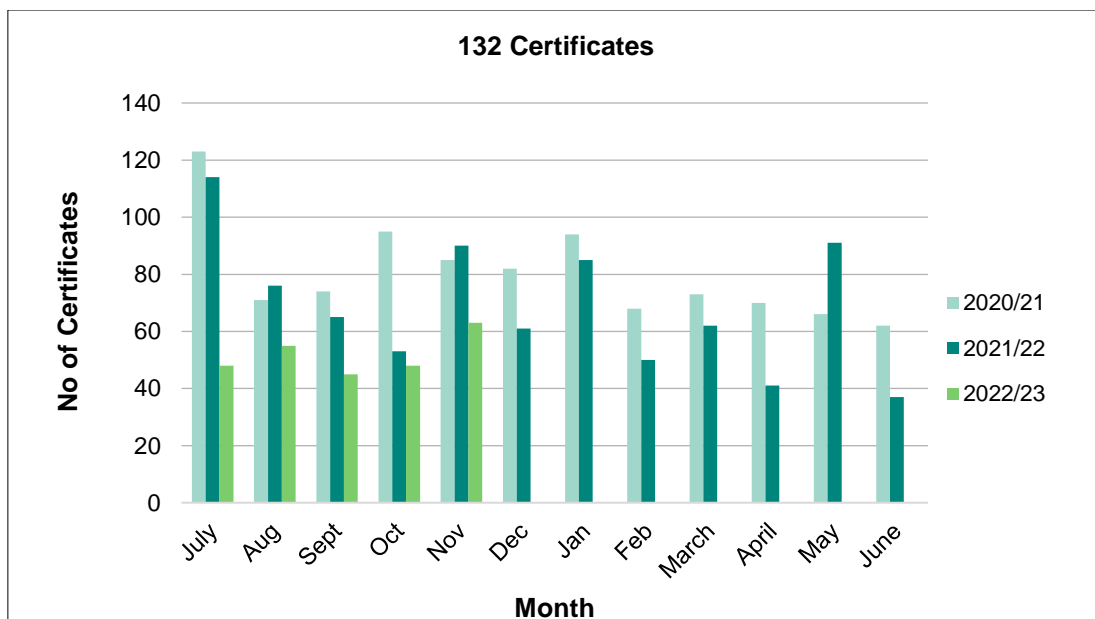
A Council Certificate 337 provides information about whether there are any outstanding notices, permits or orders in relation to a property. For the 2022/23 period there have been 188 Section 337 certificates completed as at 28 February 2023 compared with 308 in February 2022.



**Certificate of Liabilities (132)**

Graphical analysis is provided demonstrating the total number of certificates issued for the reporting period compared to last year.

Section 132 certificates are issued by Council on request usually as a part of selling a property. The certificate outlines rate and property liabilities. For the 2022/23 period there have been 367 Section 132 certificates completed as at 28 February 2023 compared with 594 in February 2022.



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## Street Naming and Addressing Changes:

### Greenfield Changes:

1. 3 New Street Names, Part of the new subdivision at the end of Hogg Street. All street names were submitted by the developer and are congruent with birdlife identified in the environmental survey prior to the subdivision.
  - a. Heron Avenue
  - b. Sandpiper Road
  - c. Cormorant Lane

### Brownfield Changes:

1. 29A Athol St & 17 Simpson St Somerset
  - a. New Addressing: Existing parcel subdivided into 2 parcels, Owner Requested Addressing.



2. 4 New Street Somerset
  - a. New Addressing: Parcel Created by Subdivision



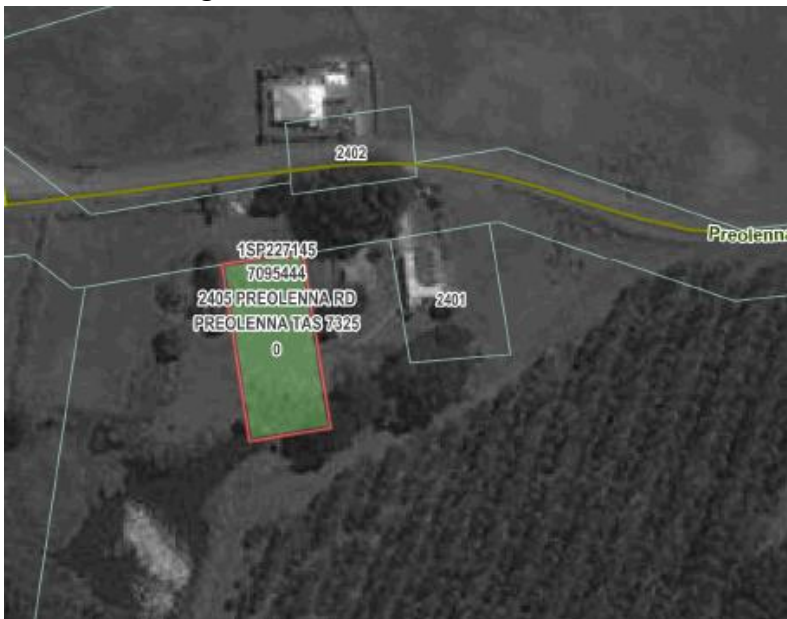
3. 16 Wilkinson Street Wynyard

- a. Addressing Confirmation: Owner experiencing postal difficulties.



4. 2405 Preolenna Road Preolenna

- a. New Addressing: Addressed a '0' Parcel



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## ECONOMIC DEVELOPMENT UPDATE

Key economic development activities undertaken by Council's Economic Development Officer are outlined below:

### Low-Cost Recreational Vehicle sites

Several potential Low-Cost Recreational Vehicle sites have been identified in Wynyard. One is the Council owned land behind the SES building in Inglis Street and the other is the Wynyard Showgrounds. An estimate of the cost of works required to utilise the Inglis St land is currently being developed and will be presented to Council for consideration. An estimate of the potential income for the Wynyard Show Society was developed by the Economic Development Officer and presented to them for consideration. Discussions are ongoing.

### Oldina Reserve

Council has been working with stakeholders to explore potential uses for the Oldina Forest Reserve. Earlier work on an Oldina Forest Reserve plan, in partnership with the local pony club did not progress. However, public consultation around the proposal highlighted a strong desire from community for the Oldina Reserve to be an accessible public space.

Council agreed to facilitate the development of a stakeholder group to consider future potential uses of the Oldina Forest Reserve.

Expressions of interest were called from community members and groups that have an interest in the Oldina Reserve and would like to be part of this stakeholder group. Eight (8) members of the community expressed an interest to be part of the group.

A stakeholder group meeting was held on March 6, 2023, at Wynyard Council Offices, where information was provided and initial ideas generated. The meeting was facilitated by 2 Council representatives, with representatives from Sustainable Timber, as the landowner, providing context on the site management. Notes relating to this meeting are attached to a separate report on this agenda.

### Settlement Strategy

2022/23 Annual Plan Action 3.1.1.2 *Implementation of agreed actions arising from the Settlement Strategy.*

An internal Working Groups has been established to work through the recommendations contained in Council's Settlement Strategy with the aim of providing Council with an update in April 2023.

### Interpretation and Wayfinding Projects and Upgrades

Preliminary planning is underway for interpretation and wayfinding projects in Waratah (Lookout, walking track to Waratah Falls and Rail Bridge) and the Coastal Pathway extension (Somerset to Wynyard).

### Wynyard to Smithton Disused Rail Corridor

2022/23 Annual Plan Action 5.1.1.2 *Explore the feasibility of developing a shared user pathway from Wynyard to Stanley utilising the disused Wiltshire rail corridor or other opportunities.*



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Preliminary research and the development of a pre-feasibility report is underway, with the report to be presented to both Circular Head Council and Waratah Wynyard Council in the coming months.

#### Bioenergy Forum

2022/23 Annual Plan Action 7.2.1.1 *Coordinate a community forum relating to bioenergy.*

Council is proposing a Bioenergy Forum for the Northwest region with the assistance of Martin Moroni (Renewables, Climate and Future Industries Tasmania) and Veronica Terry (RDA), to be held at the multi-purpose building at Wynyard in the second Quarter of 2023. A flyer will be sent to identified industries and businesses to seek expressions of interest in attending the Forum.

#### Municipal Signage Project Stage 3 22/23

Proposed locations for signage upgrades throughout 22/23:

- Multi-purpose building Wynyard (To be installed in the next few weeks)
- North Inglis walking track (on hold while the review is taking place)
- South Inglis walking track (on hold while the review is taking place)
- Waratah Council Offices (to be installed before EOFY)
- Athaneum Hall (to be installed before EOFY)
- Elma Fagan Hall (to be installed before EOFY)
- Waratah Falls
- Table Cape Lookout
- Somerset Surf Club (to be installed before EOFY)
- Camp Creek (to be installed before EOFY)

### INFORMATION SYSTEMS UPDATE

Key corporate system development projects and their current progress status are outlined below.

#### **Digital Transformation Strategy**

Phase 1 – IT Systems Planning and Design is progressing well with great collaboration between Waratah-Wynyard and Circular Head Councils.

The initial Project was independent of Circular Head Council; however, a range of benefits was identified from a partnership, including reducing the total cost of the planning and design phase by approx. \$100,000 and the ability to identify opportunities to align systems providing better outcomes for resource-shared staff.

To date, over 150 business processes have been mapped in their current state to inform decision-making. Five of these processes will be reviewed in the proposed future state operating environment. It will also assist Council in making informed decisions on the future direction of database hosting, online leave and electronic timesheets.

The ICT Enterprise Architecture current and future state comparisons along with the ICT Applications Architecture have been developed, showing integrations across applications and opportunities for alignment across both councils.

Information Architecture planning and discovery have started with Questionnaires being completed by staff across both councils. Documentation of the Current Folder Structures and Network Share Future State Options are also being reviewed.

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The Intranet Strategy development, Future State Process session, Change management planning and the Future Operating Model and Development Roadmap will wrap up the end of this design and planning phase.

### **Information Management**

Council's Information Management function provides and manages integrated and secure systems and processes to centralise the collection, storage and retrieval of Council records and associated documentation for Council. The Team have been working on several projects to improve the accessibility of information.

#### Property File Digitisation

Whilst most of Council's property files are digitised, some manual files remain. As part of the Digital Transformation Strategy, the remaining files will be digitised to improve access and reduce risk. Zircodata has been engaged, and the preparation of files has started with 4,500 of the 7,000 files collected for scanning.

#### ECM (Council's Document Management System)

Staff have been working on reviewing the subject file structure within Council's electronic document management system to ensure that the filing structure is relevant and easily understood by staff and meets Council's record-keeping obligations under the Archives Act. This work has been ongoing over several months, with good progress made.

### **STATUTORY IMPLICATIONS**

#### Statutory Requirements

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

### **STRATEGIC IMPLICATIONS**

#### Strategic Plan Reference

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

<b>GOAL 2: Organisational Support</b>
<b>Desired Outcomes</b>
2.1 We are a knowledgeable organisation—we demonstrate best practices in our business processes.
<b>Our Priorities</b>
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:
<b>Business &amp; Industry</b>	<b>Specialised diversity of the economy</b> – Value adding, diversification, innovation and employment. A resilient economy with global brand recognition and growing exports.
<b>Governance and working together</b>	<b>Working together for Murchison</b> – Everyone plays a part in achieving the objectives of the Sustainable Murchison Community Plan. There is cooperation, resource sharing and less duplication between Councils. Leadership is provided across all community sectors.

### **POLICY IMPLICATIONS**

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 General Manager and Organisational Performance Departments.

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## 10.9 SENIOR MANAGEMENT REPORT

To: Council  
Reporting Officer: Executive Officer  
Responsible Manager: General Manager  
Report Date: 13 February 2023  
File Reference: 1312  
Enclosures: 1. Correspondence regarding 2023/24 Land Fill Levy 

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### RECOMMENDATION

That Council note the monthly Senior Management Report and rescind the following policies:

1. PR-001 - Wynyard Lawn Cemetery Tributes Policy
2. PR-002 - Wynyard Lawn Cemetery Memorial Plaques Policy
3. TR-002 - Goldie Street Banner Policy

### 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 11 February to 10 March 2023

#### **Corporate**

- Participated in a steering committee meeting for development of Council's Digital Transformation Strategy

#### **Community**

- Met with Justin McErlain and Cyndia Hilliger on the Sensing Table Cape project
- Met with Kevin Walsh, Site Manager, Wynyard for Fonterra on an update on their production and activities
- Met with Acting Sergeant Neil Evans, Tasmania Police, who is currently managing the Wynyard Police Station to discuss items of interest

#### **Industry**

- Received a briefing on the proposed Guildford Wind Farm Project from developers Ark Energy
- Met with the new CEO of West by North West, Gabriella Conti
- Attended a meeting with Council with Minister Nic Street

- 
- Attended the launch of the Strategic Regional Plan for Tasmania by the Hon. Kristy McBain, MP, Minister for Regional Development, Local Government and Territories, organised by RDA Tasmania
  - Attended a meeting organised through the Tasmanian Minerals, Manufacturing and Energy Council to understand what common ground multiple stakeholders have in the goal to improve the ability to attract, accommodate and retain residents to Western Tasmania
  - Attended a meeting of the North West General Managers
  - Attended a meeting of the Cradle Coast Waste Management group

### **Other**

- Attended a Cradle Coast Authority Board meeting
- Premier Jeremy Rockliff visited Wynyard and the Mayor and General Manager accompanied him to the following locations:
  - Anzac Park, Somerset
  - Wonders of Wynyard
  - Vault Café
  - Rural Health
  - Service Tasmania
  - Wynyard multi-purpose facility/Yacht Club
  - Table Cape Lookout
  - Lobster Ponds

### Future of Local Government

Council submitted a brief submission responding to consultation questions outlined in the Future of Local Government Review Stage 2 Options Paper (December 2022). A copy of the submission is attached for information.

### Landfill Levy for the Financial Year 2023/24

The Department of Natural Resources and Environment Tasmanian have provided a letter detailing updates to the Waste Levy for the 2023/24 Financial Year. It should be noted that the previous support package for landfill operations ceases as of 30 June 2023. From 1 July 2023 a levy equivalent to 12 fee units per tonne will apply; this means that the landfill levy for 2023/24 will be \$21.36 per tonne. The Letter is attached for reference.

### Road Closures – ANZAC Day Tuesday 25 April 2023

#### **WYNYARD**

Road closures (3 periods: 05:25am – 05:55am | 10:30am – 11:00am | 11:45am – 12:05pm)

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

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## SOMERSET

Road closures: (08:50am – 9:00am)

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

## ADMINISTRATION – Use of Corporate Seal

20/2/23	Final Plan and Schedule of Easements	SD2138 – 340 Back Cam road Somerset (2 into 3 lots)
22/2/23	Final Plan and Schedule of Easements	SD2124 – 41 Old Bass Highway Wynyard (boundary adjustment)
2/3/23	Final Plan and Schedule of Easements	SD2137 – 31 Walker Street Waratah – (1 lot into 3)
2/3/23	Final Plan and Schedule of Easements	SD2086 – 62 Old Bass Highway Wynyard (1 into 2 lots)
2/3/23	Final Plan and Schedule of Easements	SD2156 – 581 Deep Creek Road – boundary reconfiguration
7/3/23	Final Plan and Schedule of Easements	SD2158 – 1161 Mt Hicks Road – (2 into 2 lots)

## POLICIES TO BE RESCINDED

As part of council's governance procedures policies are regularly reviewed. As part of that review, policies that are no longer relevant or that have been incorporated into other documents are required to be rescinded.

POLICY NUMBER	POLICY TITLE	COMMENT
PR-001	Wynyard Lawn Cemetery - Tributes Policy	No longer required. Covered in Council Cemetery Strategy to be adopted this agenda.
PR-002	Wynyard Lawn Cemetery – Memorial Plaques Policy	No longer required. Covered in Council Cemetery Strategy to be adopted this agenda.
TR.002	Goldie Street Banner Policy	This policy expired in 2011. After an internal review it was determined that the policy is no longer relevant. An operational process/ procedure is in place and guidelines are more fittingly covered under the Signage Guidelines and Councils Fees and Charges document.

## WORKING GROUPS

Following the recent Council election new Councillors have appointed to Council's Working Groups.

	<b>Elected Member Representatives</b>	<b>Responsible Officer(s)</b>	<b>Status</b>
Wynyard Show Grounds	Cr Bramich Cr Hyland	<ul style="list-style-type: none"> <li>☐ General Manager</li> <li>☐ Recreation Liaison Officer</li> </ul>	The next meeting of the group will be scheduled after the Wynyard Show and completion of site surveyors reports.
Somerset Sporting Precinct	Cr Johnstone Deputy Mayor Edwards	<ul style="list-style-type: none"> <li>☐ General Manager</li> <li>☐ Manager Community Activation</li> <li>☐ Manager Recreation Planning and Environment</li> <li>☐ Recreation Liaison Officer</li> </ul>	A decision regarding the Somerset Sporting Precinct will be delayed to the 2023/24 financial year to enable Council to conduct an additional targeted consultation process with key stakeholders to identify opportunities, challenges and concerns.
Wynyard Sports Precinct	Cr Johnstone Cr Roberts	<ul style="list-style-type: none"> <li>☐ Director Infrastructure and Development Services</li> <li>☐ Strategic Projects Manager</li> <li>☐ Manager Community Activation</li> </ul>	<ul style="list-style-type: none"> <li>☐ Elected members have received a briefing on the project</li> <li>☐ Cricket infrastructure:- Turf wicket constructed and seeded. D/A completed for demolition and erection of practice nets.</li> <li>☐ Austin Street TIA report completed . Council to be briefed</li> <li>☐ Ongoing discussions with DOE regarding proposed works at Wynyard High School.</li> </ul>
Boat Harbour Masterplan	Cr Hyland Cr Roberts	<ul style="list-style-type: none"> <li>☐ General Manager</li> <li>☐ Executive Officer (GM office)</li> <li>☐ Strategic Projects Manager</li> </ul>	<ul style="list-style-type: none"> <li>☐ Seawall Development Application issued. Works approval for work on crown land to be lodged late March. Aim to progress works post Easter 2023.</li> <li>☐ Development application for precinct development lodged and advertising period concluded. To be considered at April 2023 meeting.</li> <li>☐ Tender for the Architects brief for building design has been advertised. Tenders closed 17 March 2023.Tender assessment in process</li> </ul>
Oldina Reserve Stakeholder Group	Cr Courtney Cr Johnstone	☐ Director Community and Engagement	Initial meeting of group held. Notes included with this agenda
Frederick Street Reserve Working Group	Cr Johnstone Cr Roberts	☐ Director Community and Engagement	Not expected to meet until next financial year.

PLANNING PERMITS UNDER DELEGATION: February 2023

DA No.	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	(D)Discretionary (P)Permitted
DA 278/2022	M & R Dick	17 Serrata Crescent Sisters Beach	Relocation & Change of Use (Outbuilding to Single Dwelling) & New Outbuilding (Garage)	01.02.2023	44	D
SD 2159	Cohen & Associates	CT 218233/1, 957, 989, 1036 Mount Hicks Road Mount Hicks	Subdivision (4 into 4 lots)	01.02.2023	50	D
DA 337/2022	T & A Sutherland	183 Back Cam Road Somerset	Multiple Dwellings (1 Additional Dwelling) & Outbuilding (Shed) – Staged Development	01.02.2023	41	D
DA 109/2022	J Lombard	4 Morton Street Boat Harbour Beach	Dwelling	13.02.2023	42	D
SD 2160	T McMahon	15 Old Bass Highway Wynyard	Subdivision (1 into 4 lots)	13.02.2023	45	D
DA 310/2022	D Lonergan & H Gilligan	751 Calder Road Calder	Outbuilding (Shed)	20.02.2023	47	D
DA 338/2022	Abel Drafting Services	5 George Street Somerset	Outbuilding (Shed)	21.02.2023	43	D
DA 320/2022	PLA Designs Pty Ltd	43A Saunders Street Wynyard	Multiple Dwellings (5 x Units)	21.02.2023	42	D
DA 327/2022	N Brandsema	8 Beachside Close Wynyard	Dwelling & Detached Rumpus	21.02.2023	38	D
DA 9/2023	N Lawrence & A Williams	123 Old Bass Highway Wynyard	Visitor Accommodation	21.02.2023	27	P

BUILDING PERMITS APPROVED - February 2023

Permit Number	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	Related Planning Approval
BLD-W-2022-188-01	S.Group	1/63 Irby Boulevard	Dwelling (2 Story)	22/02/2023	16	157/2021



## COUNCIL MEETING ACTIONS – OPEN COUNCIL

DATE	ITEM	TOPIC	ACTION/STATUS	OFFICER	STATUS
22/6/20	8.2	NOM – Cr Fairbrother – Crown Land	<p>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.</p> <p><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></p>	MDRS	No further progress
16/11/20	7.3.6	CQWON – Cr Courtney – Expenditure Monitoring	<p>Cr Courtney asked if the General Manager could advise how Councillors could be provided with further information and detail of purchases, considering proposed changes to the purchasing policy.</p> <p><i>The Procurement Policy was adopted by Council in November 2020. There are currently no proposed changes to the policy. It is next scheduled for review by Council in late 2023.</i></p> <p><i>Financial reporting to Councillors was discussed in detail at a recent finance training session for Councillors (on 19 January 2023). The outcome of the discussion by those present was the consensus that transactional listings are not a necessary inclusion in agenda reporting. Other mechanisms are in place to provide Councillors with assurance that operations of Council are being managed in accordance with Council’s Policy.</i></p> <p><i>Not all Councillors were present for the training session and therefore the matter will be listed for further discussion at earliest available opportunity to enable this action to be closed. This is expected to occur throughout March 2023.</i></p>	DOP	Progressing
15/11/21	9.6	ROC – Future Use of 0 Ballad Avenue, Wynyard (187575)	<p>Motion Carried - That Council:</p> <ol style="list-style-type: none"> <li>1. note the Flora and Fauna Assessment Report for 0 Ballad Avenue, Wynyard.</li> <li>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.</li> <li>3. instruct Council Officers to continue to undertake appropriate weed containment management measures to prevent the spread and future occurrence of controlled weeds; and</li> <li>4. defer the expression of interest for sale or development of the land for residential purposes 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.</li> </ol>	DOP	Progressing

DATE	ITEM	TOPIC	ACTION/STATUS	OFFICER	STATUS
			<i>Options are currently being explored with report to be presented to Council in coming months.</i>		
21/2/22	8.3	NOM – D Fairbrother – Planning Matters	<ol style="list-style-type: none"> <li>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"> <li>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.</li> <li>b. Repair, replacement and renovation of existing buildings in areas of designated landslip A; and</li> </ol> </li> <li>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</li> </ol>	DIDS	Yet to commence
26/9/22	7.3.3	CQWON – Cr Courtney – State Government Requests	<p>Cr Courtney asked that officers:</p> <ol style="list-style-type: none"> <li>1. Request that the Minister release the State of The Environment Report so it can be used to inform iCEP.</li> <li>2. Request that the state government facilitate a forum regarding fin fish farming.</li> </ol>	GM	Part 1 Pending Part 2 complete
26/9/22	7.3.5	NOM Cr Duniam – Speed Limit Ballast Pit Road	<p>Motion Carried to undertake an assessment of Ballast Pit Road, Wynyard as soon as possible to provide the Department of State Growth, Transport Services the evidence required for consideration of a possible speed limit reduction. Refer report this agenda.</p>	DIDS MEP	Complete
20/2/23	5.3.1	QWON – N Austin – Motor Bike Parking	<p>Mr Austin of Wynyard noted that he had asked a question last year (at the Annual General Meeting in October) regarding the provision of specific parking spaces for motor bikes and that he had not received a response. The General Manager noted that he recalled the question and agreed to follow-up and provide an update. Refer report this agenda</p>	GM MEP	Closed
20/2/23	5.3.7	QWON – C Hutchison – December Minutes	<p>Mr Hutchison of Preolenna asked why part of the response to his question in writing for the December was missing from the Minutes. The General Manager took the question on notice Refer response this agenda</p>	GM	Closed
20/2/23	5.3.8	QWON – C Hutchison – January Council Meeting Audio	<p>Mr Hutchison of Preolenna advised that he believes his questions from the January Council Meeting recorded in the minutes were not reflected accurately and were different to the audio. <i>Refer response this agenda</i></p>	GM	Closed

DATE	ITEM	TOPIC	ACTION/STATUS	OFFICER	STATUS
20/2/23	8.1	NOM CR RAW – Request for TIA Junction of Old Bass Highway and Dart Street	Motion Carried	MEP	In Progress
20/2/23	9.5	ROC – Policy Review Council Meeting Procedures	Motion amended to put Meeting Procedure to community consultation. <i>Refer report this agenda</i>	GM	Complete

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## 10.10 FINANCIAL REPORT FOR THE PERIOD ENDED 28 FEBRUARY 2023

To: Council  
Reporting Officer: Manager Financial Services  
Responsible Manager: Director Organisational Performance  
Report Date: 2 March 2023  
File Reference: Financial Management - Reporting - Council  
Enclosures: 1. Monthly Capital Progress Report - February 

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### RECOMMENDATION

#### That Council:

1. Note the Financial Report for the period ended 28 February 2023; and
2. Approve additional capital expenditure of \$38,000 for the Lowries Road repair and \$20,000 for risk mitigation measures for childcare fencing

### 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
- Operating Performance by Department
- Capital Works Summary
- Capital Works Progress Report (attached)

### DETAILS

Council's year to date financial performance is consistent with the budget estimates. A number of favourable and unfavourable variances have been identified. Overall Council's results are expected to be within the budget set by Council.

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

#### Lowrie's Road

Following a significant rain event in October 2022, restorative works required were required on Lowrie's road due to a significant slip occurring. Works included excavation to sub grade level and reconstruction of the road pavement. The cost of repairs is expected to be \$38,000.

#### Childcare Fence Upgrade

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A risk assessment has identified additional risk mitigation measures which are needed on the external fencing at the Warawyn Childcare Centre. The expected cost is \$20,000.

### **STATUTORY IMPLICATIONS**

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

### **STRATEGIC IMPLICATIONS**

#### Strategic Plan Reference

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

#### Council Strategy or Plan Reference

<b>Council Strategy or Plan</b>	<b>Date Adopted:</b>
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 28 February 2023

	YTD Actual	YTD Budget	%	YTD Variance	Budget	Forecast	Forecast Variance	
<b>Recurrent Income</b>								
Rate Revenue	12,939,052	12,911,021	0%	✓ 28,031	13,003,563	13,064,768	✓ 61,205	1
User Charges	2,075,649	1,782,356	16%	✓ 293,293	2,793,375	2,798,030	⚠ 4,655	
Reimbursements/Contributions	523,851	296,148	77%	✓ 227,703	684,274	767,813	✓ 83,539	2
Grants and Subsidies	285,744	1,819,869	-84%	✗ (1,534,125)	3,627,366	3,467,584	✗ (159,782)	3
Interest	491,630	63,768	671%	✓ 427,862	89,000	505,000	✓ 416,000	4
Distributions from Water Corporation	281,000	337,200	-17%	✗ (56,200)	674,400	674,400	✓ -	
<b>Total Recurrent Income</b>	<b>16,596,925</b>	<b>17,210,362</b>	<b>-4%</b>	<b>✗ (613,437)</b>	<b>20,871,978</b>	<b>21,277,595</b>	<b>✓ 405,617</b>	
<b>Recurrent Expenditure</b>								
Employee Costs	5,337,364	5,703,834	6%	✓ 366,470	8,206,381	8,039,781	✓ 166,600	5
State Levies	382,565	501,633	24%	✓ 119,068	690,276	690,276	✓ -	
Remissions & Discounts	465,152	463,318	0%	✗ (1,834)	445,466	466,836	✗ (21,370)	6
Materials & Contracts	4,114,368	4,055,381	-1%	✗ (58,987)	5,752,670	5,965,553	✗ (212,883)	7
Depreciation	3,114,784	3,114,784	0%	✗ -	4,919,663	4,919,663	✓ -	
(Gain)/Loss on Disposal	-	28,368	100%	✓ 28,368	42,565	42,565	✓ -	
Borrowing Costs	33,609	10,275	-227%	✗ (23,334)	41,816	41,816	✓ -	
Other Expenses	160,261	129,839	-23%	✗ (30,422)	281,991	291,991	✗ (10,000)	
<b>Total Recurrent Expenditure</b>	<b>13,608,104</b>	<b>14,007,432</b>	<b>3%</b>	<b>✓ 399,328</b>	<b>20,380,828</b>	<b>20,458,481</b>	<b>✗ (77,653)</b>	
<b>Surplus/(Deficit)</b>	<b>2,988,822</b>	<b>3,202,930</b>	<b>-7%</b>	<b>✗ (214,108)</b>	<b>491,150</b>	<b>819,114</b>	<b>✓ 327,964</b>	
<b>Capital Items</b>								
Capital Grants/Contributions	353,443	2,707,971	-87%	✗ (2,354,528)	4,071,776	5,436,777	✓ 1,365,001	
Derecognition of Assets	-	-	0%	✓ -	-	-	✓ -	
Asset Recognition	-	-	0%	✓ -	-	-	✓ -	
<b>Comprehensive Surplus/(Deficit)</b>	<b>3,342,265</b>	<b>5,910,901</b>	<b>-43%</b>	<b>✗ (2,568,636)</b>	<b>4,562,926</b>	<b>6,255,891</b>	<b>✓ 1,692,965</b>	

Council is forecast to have a favourable variance to the budget of \$328k 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 a slightly higher level of revenue than anticipated. This is due to supplementary valuations received in June and after the preparation of the budget estimates (income generated from new property development).

#### 2) Reimbursements/Contributions

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

#### 3) Grants and Subsidies

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

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#### **4) 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 the 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 on in future budgeting years.

#### **5) Employee Costs**

Employee costs are expected to be lower than budget by \$167k. There are a number of variances both favourable and unfavourable which make up this amount, but the predominate reason for the variance is a number of vacancies in a number of roles across Council which have now been reflected in the forecast as operational savings.

#### **6) Remissions & Discounts**

Remissions & Discounts are expected to be higher than budgeted due to higher than budgeted take-up of the early payment discount provided by the Council if rates are paid in full by 31 August.

#### **7) Materials & Contracts**

Materials & contracts are expected to be higher than budget due to higher waste disposal costs, higher than budgeted planning legal fees, higher contractor costs for contract staff used to cover vacancies in Organisational Performance (offset by lower employee costs) and costs associated with the removal of trees from the Yolla Recreation Ground.

## Balance Sheet

Council continues to be in a financially strong position. Council is forecasting a current ratio of 1.80 as of 30 June 2023 compared to a current ratio of 3.29 as at 28 February 2023.

### Balance Sheet as at 28 February 2023

	YTD Actual	Budget	Forecast
	\$	\$	\$
<b>Current Assets</b>			
Cash & Cash Equivalents	13,106,211	4,240,593	7,507,075
Receivables	1,888,297	951,000	951,000
Inventories	143,522	116,192	116,192
Other Current Assets	644,598	203,776	203,776
<b>Total Current Assets</b>	<b>15,782,629</b>	<b>5,511,561</b>	<b>8,778,043</b>
<b>Non-Current Assets</b>			
Property, Plant and Equipment	230,962,557	235,320,209	240,264,070
Investment in Water	44,027,052	44,027,000	44,027,000
<b>Total Non-Current Assets</b>	<b>274,989,609</b>	<b>279,347,209</b>	<b>284,291,070</b>
<b>Total Assets</b>	<b>290,772,238</b>	<b>284,858,770</b>	<b>293,069,113</b>
<b>Current Liabilities</b>			
Payables	2,678,439	3,188,016	3,188,016
Interest-Bearing Liabilities	179,975	355,437	355,437
Provisions	1,935,580	1,321,000	1,321,000
<b>Total Current Liabilities</b>	<b>4,793,993</b>	<b>4,864,453</b>	<b>4,864,453</b>
<b>Non-Current Liabilities</b>			
Interest-Bearing Liabilities	2,510,163	1,730,718	1,730,718
Provisions	73,596	165,830	165,830
<b>Total Non-Current Liabilities</b>	<b>2,583,759</b>	<b>1,896,548</b>	<b>1,896,548</b>
<b>Total Liabilities</b>	<b>7,377,753</b>	<b>6,761,001</b>	<b>6,761,001</b>
<b>Net Assets</b>	<b>283,394,486</b>	<b>278,097,769</b>	<b>286,308,112</b>
<b>Equity</b>			
Current Year Result	3,342,265	4,562,926	6,255,891
Accumulated Surplus	165,282,875	169,047,603	165,282,875
Reserves	114,769,346	104,487,240	114,769,346
<b>Total Equity</b>	<b>283,394,486</b>	<b>278,097,769</b>	<b>286,308,112</b>
<b>Current Ratio</b>	<b>3.29</b>	<b>1.13</b>	<b>1.80</b>



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 the progression of the capital works spend. Council's receivables will reduce over the course of the year, with some ratepayers electing to pay by instalment.

## Cashflow Statement

As of 28 February Council had \$13.106m cash on hand. Based on budgeted income and expenditure, Council is forecast to have \$7.507m 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 28 February 2023

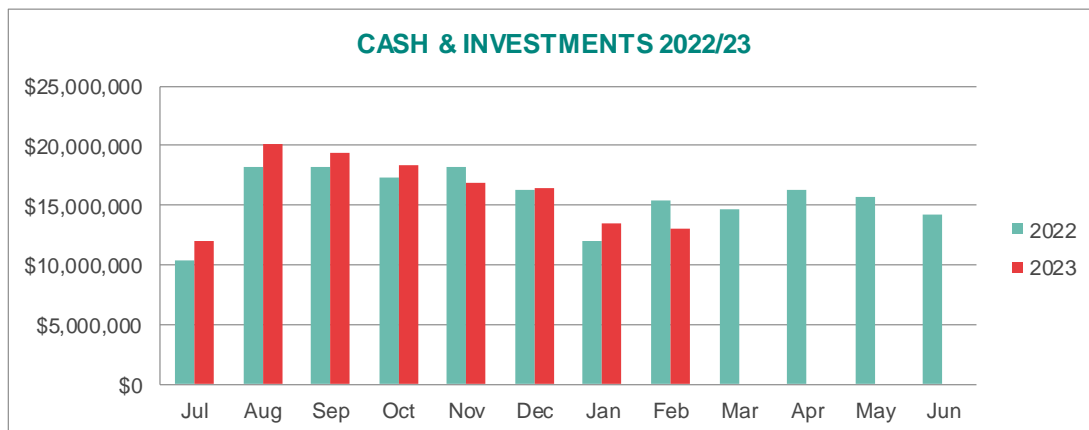
	YTD Actual	Budget	%	Balance	Forecast
	\$	\$		\$	\$
<b>Cash flows from operating activities</b>					
Employee Costs	(5,343,017)	(8,754,059)	61%	(3,411,042)	(8,567,530)
Materials and Contracts	(4,886,301)	(4,834,505)	101%	51,796	(6,200,776)
State Levies	(382,565)	(690,276)	55%	(307,711)	(690,276)
Other Expenses	(625,414)	(727,457)	86%	(102,043)	(758,827)
Rates and Charges	12,152,254	12,941,908	94%	789,654	13,215,267
User charges	1,619,395	3,422,633	47%	1,803,238	2,782,598
Interest	491,630	89,000	552%	(402,630)	505,000
Reimbursement of Expenses	523,851	684,274	77%	160,423	767,813
Government Grants	285,744	3,627,366	8%	3,341,622	3,467,584
<b>Net Cash provided by (used in) operating activities</b>	<b>3,835,576</b>	<b>5,758,884</b>	<b>67%</b>	<b>1,923,308</b>	<b>4,520,854</b>
<b>Cash flows from investing activities</b>					
Payments for Property, Plant and Equipment	(5,404,109)	(20,348,681)	27%	(14,944,572)	(16,790,756)
Investment revenue from Water Corporation	281,000	674,400	0%	393,400	674,400
Proceeds from Sale of Property, Plant and Equipment	-	237,690	0%	237,690	237,690
Capital grants	353,443	4,071,776	9%	3,718,333	5,436,776
<b>Net cash provided by (used in) investing activities</b>	<b>(4,769,666)</b>	<b>(15,364,815)</b>	<b>31%</b>	<b>(10,595,149)</b>	<b>(10,441,890)</b>
<b>Cash flows from financing activities</b>					
Borrowing Costs	(33,609)	(41,816)	80%	(8,207)	(41,816)
Loan Drawdowns	-	-	0%	-	-
Loan Repayments	(174,240)	(359,810)	48%	(185,570)	(778,223)
<b>Net cash provided by financing activities</b>	<b>(207,849)</b>	<b>(401,626)</b>	<b>52%</b>	<b>(193,777)</b>	<b>(820,039)</b>
<b>Net (Decrease) in Cash Held</b>	<b>(1,141,939)</b>	<b>(10,007,557)</b>	<b>11%</b>	<b>(8,865,618)</b>	<b>(6,741,075)</b>
Cash at beginning of year	14,248,150	14,248,150	100%	-	14,248,150
<b>Cash at end of period</b>	<b>13,106,211</b>	<b>4,240,593</b>	<b>309%</b>	<b>(8,865,618)</b>	<b>7,507,075</b>

## Investments

The following table provides an outline of Council’s cash and investment portfolio as of 28 February 2023. Total cash and investments on hand as of 28 February is \$13.106m. The weighted average return on investment earned on Council’s investment portfolio is 3.63%.

### Investments as at 28 February 2023

	\$	INVESTMENTS	\$	Weighted Average Return
Deposits	13,300,000	Commonwealth Bank	-195,389	
Petty Cash and Till Floats	1,600	Investments		
Trading Account	-195,389	ME Bank	1,000,000	
		NAB	2,800,000	
		ING	2,500,000	
		BOQ	3,000,000	
		CBA	4,000,000	
		Petty Cash and Till Floats	1,600	
<b>Balance - All Accounts</b>	<b>13,106,211</b>		<b>13,106,211</b>	<b>3.63%</b>



## 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 collection 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.

10.68% of the total rates levied for the year were outstanding as at 28 February 2023; this includes all aged rates and charges outstanding. This compares with 10.74% outstanding as at 28 February last year.

### Rates Summary to 28 February 2023

	2022-23		2021-22	
	%	\$	%	\$
<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)
<b>NET RATES OUTSTANDING (1 July 2022)</b>	<b>(0.77)</b>	<b>(99,790)</b>	<b>0.48</b>	<b>59,203</b>
Rates and Charges Levied	100.47	12,939,083	99.20	12,163,557
Interest Penalties Charged	0.30	38,772	0.32	39,337
<b>GROSS RATES AND CHARGES DEMANDED</b>	<b>100.00</b>	<b>12,878,064</b>	<b>100.00</b>	<b>12,262,097</b>
LESS RATES AND CHARGES COLLECTED	84.98	10,943,806	84.51	10,362,370
REMISSIONS AND DISCOUNTS**	8.70	1,121,021	8.80	1,079,544
	<b>93.69</b>	<b>12,064,827</b>	<b>93.31</b>	<b>11,441,914</b>
ADD PROPERTIES IN CREDIT	(4.36)	561,289	(4.05)	496,610
<b>UNPAID RATES AND CHARGES *</b>	<b>10.67</b>	<b>1,374,527</b>	<b>10.74</b>	<b>1,316,793</b>
(includes Deferred Rates)				
<b>**REMISSIONS AND DISCOUNTS</b>		<b>2022/2023</b>		<b>2022/2023</b>
Early Payment Discount		463,727		454,290
Pensioner Rebates		655,868		623,828
Council Remissions and Abandonments		1,425		1,425
		<b>1,121,021</b>		<b>1,079,543</b>
Number of Rateable Properties		8,004		7,939
Number of Unpaid Rateable Properties		1,711		1,486
% not fully paid		21.38%		18.72%

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## Grant Summary

### Grant Schedule as at 28 February 2023

	YTD Actual	Budget 2023	Forecast 2023
<b>Capital Grants</b>			
Multi Use Facility	48,733	320,601	320,602
Local Road & Community Infrastructure	-	564,685	564,685
Roads to Recovery	-	564,684	564,684
Waratah Rail Bridge	-	300,000	300,000
Park Street (IGA) Intersection	-	430,000	430,000
Calder Road - Bridge Replacement	295,980	713,324	713,324
Table Cape Amenities	-	512,690	512,690
Table Cape Lookout	2,366	135,250	135,250
James Philosopher Smith	-	110,000	110,000
Wynyard Squash Centre - Lighting	6,364	50,000	50,000
Dog Park & Freedom Camping	-	160,000	160,000
ANZAC Park All Abilities Playground	-	-	1,365,000
Rural Road Safety Audit	-	210,542	210,542
	<b>353,443</b>	<b>4,071,776</b>	<b>5,436,777</b>

## Operational Performance by Department

This statement provides an overview of Council's forecast operating performance by department based on year-to-date performance.

Directorate/Department	Annual Budget	Forecast	Variance to Forecast	Note
<b>Community &amp; Engagement</b>				
Children's Services	(125,432)	(84,945)	(40,487)	1
Community Activation	764,578	764,578	-	
Corporate & Community Services	448,339	462,673	(14,334)	2
Tourism & Marketing	502,616	485,416	17,200	3
<b>Community &amp; Engagement Total</b>	<b>1,590,101</b>	<b>1,627,722</b>	<b>(37,621)</b>	
<b>Council &amp; General Managers Office</b>				
Council & General Manager's Office	1,558,243	1,538,683	19,560	4
<b>Council &amp; General Managers Office Total</b>	<b>1,558,243</b>	<b>1,538,683</b>	<b>19,560</b>	
<b>Infrastructure &amp; Development Services</b>				
Asset Services	51,556	34,294	17,262	5
Cemeteries	99,438	99,438	-	
Development Services	764,534	837,693	(73,159)	6
Engineering Services	111,687	90,579	21,108	7
Footpaths	318,466	318,466	-	
Garbage	32,444	31,527	917	
Public Halls	357,044	357,044	-	
Public Toilets	337,707	337,707	-	
Reserves	1,177,062	1,177,062	-	
Sports	1,005,509	1,020,310	(14,801)	8
Stormwater Drainage	(263,358)	(263,358)	-	
Transport	3,070,075	3,164,455	(94,380)	9
Waste	(1,065)	34,033	(35,098)	10
Works & Services	65,127	47,627	17,500	11
<b>Infrastructure &amp; Development Services Total</b>	<b>7,126,226</b>	<b>7,286,877</b>	<b>(160,651)</b>	
<b>Organisational Performance</b>				
Financial Services	(11,193,248)	(11,555,172)	361,924	12
Governance & Information Systems	427,528	282,776	144,752	13
<b>Organisational Performance Total</b>	<b>(10,765,720)</b>	<b>(11,272,396)</b>	<b>506,676</b>	
<b>Total</b>	<b>(491,150)</b>	<b>(819,114)</b>	<b>327,964</b>	

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Commentary for departmental forecast variance of \$10,000 or greater is provided below:

**1) Children's Services**

The unfavourable forecast variance of \$40k for corporate & community services is due to higher than budgeted wages and increased food and consumables costs. YTD wage-to-income ratios are tracking slightly more elevated than budget, and the forecast has been updated to reflect the required wages to meet operational needs. Ratios are dependent on the age of children in the Centre's care and therefore are difficult to predict with absolute certainty. Childcare continues to perform well financially and is currently forecast to return \$84,945 in surplus funds to Council.

**2) Corporate & Community Services**

The unfavourable forecast variance of \$14k for corporate & community services is due to lower-than-expected resource-sharing reimbursements.

**3) Tourism & Marketing**

The unfavourable forecast variance of \$17k for tourism & marketing is due to a vacancy in corporate communications.

**4) Council & General Manager's Office**

The favourable variance to budget for the General Manager's Office is due to a vacancy in Human Resources.

**5) Asset Services**

The favourable variance to budget for Asset Services is due to a vacancy in Building Maintenance.

**6) Development Services**

Development Services is expecting an unfavourable variance to the budget of \$73k which is due to higher than budgeted planning legal costs (\$30k) and higher than budgeted contractor costs for animal control due to employee leave.

**7) Engineering Services**

Engineering Services is expecting a favourable variance to the budget of \$21k due to higher than budgeted resource-sharing income.

**8) Sporting grounds**

Sporting grounds have an unfavourable variance to budget due to costs associated with the removal of a tree hedge at the Yolla Recreation Ground. The removal of the trees is expected to cost \$24,800, with \$10,000 being contributed by the Yolla District School.

**9) Transport Services**

Transport Services is expecting an unfavourable variance to budget of \$95k due to lower than budgeted financial assistance grant income.

**10) Waste**

Waste is expected to have an unfavourable variance to budget of \$35k predominately due to increased costs for the Waratah Transfer Station.

**11) Works & Services**

The favourable variance to budget for Works & Services is due to a vacancy in Plant Maintenance.

**12) Financial Services**

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Financial Services is expecting a favourable variance to budget of \$361k, which is due to higher than budgeted interest income (\$416k), higher than budgeted rates income (\$33k) and lower than budgeted wages due to vacancies (\$90k).

Expected unfavourable variances to budget within this area include lower property certificate income (\$46k), financial assistance grant income (\$65k), higher contractor costs (\$31k), higher than budgeted training expenditure (\$9k) and higher audit fees (\$10k).

### **13) Governance & Information Systems**

Governance & Information Systems is expecting a favourable variance to budget of \$145k which is due to higher than budgeted resource sharing income (\$62k) and lower than budgeted wages due to a vacancy (\$65k) and higher than budgeted rental property income (\$50k), this is offset by higher than budgeted systems maintenance expenditure (\$42k).

## 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 spending 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	%	Forecast	Forecast	
	Actual	Estimate	Budget	Spent		Variance	Note
	\$	\$	\$		\$	\$	
<b>Buildings</b>							
Amenities	8,096	858,878	850,782	1%	858,878	(0)	
Community Facilities	107,566	218,129	110,563	49%	198,869	(19,260)	
Childcare	31,944	34,475	2,532	93%	34,475	(0)	
Council Operational Buildings	353	470,163	469,810	0%	470,164	1	
<b>Total Buildings</b>	<b>147,959</b>	<b>1,581,646</b>	<b>1,433,687</b>	<b>9%</b>	<b>1,562,386</b>	<b>(19,260)</b>	
<b>Parks &amp; Open Spaces</b>							
Other Infrastructure	71,846	2,155,211	2,083,365	3%	565,169	(66,748)	1
Playgrounds	1,348,552	1,849,043	500,491	73%	1,849,043	(0)	
Walkways & Tracks	99,851	1,295,492	1,195,641	8%	1,193,033	(102,459)	2
Recreational Reserves	373,610	2,143,782	1,770,172	17%	1,880,187	(109,488)	3
<b>Total Parks &amp; Open Spaces</b>	<b>1,893,860</b>	<b>7,443,528</b>	<b>5,549,669</b>	<b>25%</b>	<b>5,487,431</b>	<b>(278,696)</b>	
<b>Plant &amp; Equipment</b>							
Other Plant & Equipment	24,906	84,749	59,843	29%	84,749	-	
Plant & Vehicle Replacements	208,692	542,446	333,754	38%	542,446	-	
Software & IT Replacements	91,283	763,869	672,586	12%	764,977	1,108	
<b>Total Plant &amp; Equipment</b>	<b>324,880</b>	<b>1,391,064</b>	<b>1,066,183</b>	<b>23%</b>	<b>1,392,172</b>	<b>1,108</b>	
<b>Sporting Facilities</b>							
Indoor Recreational Facilities	277,373	723,623	446,250	38%	600,576	(51,847)	4
Outdoor Sporting Facilities	172,697	1,827,500	1,654,803	9%	1,766,449	(17,051)	
<b>Total Sporting Facilities</b>	<b>450,071</b>	<b>2,551,124</b>	<b>2,101,053</b>	<b>18%</b>	<b>2,367,025</b>	<b>(68,899)</b>	
<b>Stormwater</b>							
Flood Mitigation Works Total	68,284	3,150,518	3,082,234	2%	100,000	(207,777)	5
Other Stormwater Works	71,718	270,386	198,668	27%	266,175	(4,211)	
<b>Total Stormwater</b>	<b>140,002</b>	<b>3,420,904</b>	<b>3,280,902</b>	<b>4%</b>	<b>366,175</b>	<b>(211,988)</b>	
<b>Transport</b>							
Bridge Renewals	916,382	2,862,344	1,945,961	32%	2,635,018	(227,326)	6
Footpaths & Kerbs	127,406	210,647	83,241		151,135	(59,512)	7
Other Transport	825,430	2,290,643	1,465,213	36%	1,190,035	(259,524)	8
Resheeting	221,486	348,323	126,837	64%	197,196	(151,127)	9
Rural Upgrades	183,848	983,711	799,863	19%	983,711	0	
Rural Reseals	1,904	28,736	26,832	7%	25,000	(3,736)	
Urban Reseals	18,013	185,182	167,169	10%	209,134	23,952	10
<b>Total Transport</b>	<b>2,294,469</b>	<b>6,909,585</b>	<b>4,615,117</b>	<b>33%</b>	<b>5,391,229</b>	<b>(677,272)</b>	
<b>Total</b>	<b>5,251,240</b>	<b>23,297,851</b>	<b>18,046,610</b>	<b>23%</b>	<b>16,566,418</b>	<b>-1,255,007</b>	



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Commentary for capital work forecast variance of \$20,000 or greater is provided below:

**1) Other Infrastructure**

There is a favourable forecast variance of \$67k expected for other infrastructure. This is due to external funding for the James Philosopher Smith Statue not expected to be secured this financial year. There is also expected to be an unfavourable variance of \$62k for the Boat Harbour Beach Western Seawall repairs due all tender bids being over budget.

**2) Walkway & Tracks**

The favourable forecast variance of \$103k is due to tender being awarded below budget for the East Wynyard Foreshore Boardwalk Renewal and lower-than-expected costs for the Inglis River Walking Tracking upgrade.

**3) Recreational Reserves**

The favourable variance to budget of \$109k is due to lower-than-expected costs for the ANZAC Park Shelters and expected carry forward of costs for the Cam River Reserve Master Plan Actions.

**4) Indoor Recreational Facilities**

The favourable variance to budget of 51k is due to Heating & Lighting upgrades for the Wynyard Squash Centre being below budget and expected carry forward of costs for the Somerset Sporting Precinct Design.

**5) Flood Mitigation Works**

Flood Mitigation Works is expecting a favourable variance to the budget of \$207k. This is due to a budget a budget being inadvertently included for works already completed in last financial year (Cotton Street flood mitigation works).

**6) Bridge Renewals**

Bridge Renewals is expecting a favourable variance of \$227k, as costs for upgrading Oonah Road bridge, Bassets Road bridge and West Calder Road bridge all being below budget.

**7) Footpath & Kerbs**

The favourable variance to budget of \$60k is due to lower-than-expected costs for the Old Bass Highway Footpath Linkage.

**8) Other Transport**

Other Transport is expected to have a favourable variance to budget of \$260k due to costs being lower-than-expected for Somerset Foreshore Traffic Impact Assessment, IGA Area – Intersection configuration & carpark and Hepples Road Repair Works.

**9) Resheeting**

Resheeting is expecting a favourable variance to budget of \$151k, predominately due to job costs being significantly lower for Chromys Road resurface and Pinnars Road resurface.

**10) Urban Reseals**

Urban Reseals is expecting an unfavourable variance to budget of \$24k as the tender awarded for Old Bass Highway reseal was greater than budgeted.

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## 10.11 MINUTES OF OTHER BODIES/COMMITTEES

### 10.11.1 MINUTES OF OTHER BODIES/COMMITTEES - OLDINA FOREST RESERVE STAKEHOLDER MEETING - 6 MARCH 2023

To: Council  
Reporting Officer: Director Community and Engagement  
Responsible Manager: General Manager  
Report Date: 14 March 2023  
File Reference: Oldina Forest Reserve  
Enclosures: 1. Meeting Notes Oldina Forest Reserve Stakeholder group



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#### RECOMMENDATION

**That Council receive the Notes of the Oldina Forest Reserve Stakeholder Group meeting held on 6 March 2023.**

#### PURPOSE

For Council to receive notes from the first meeting of the Oldina Forest Reserve Stakeholder Group held on 6 March 2023.

#### BACKGROUND

- Some years ago, the Oldina Forest Reserve was a public recreation space before being closed by the landowner, Sustainable Timber Tasmania (STT) due to vandalism, anti-social behaviour and storm damage.
- The Inglis Pony Club was considering options to relocate from their current site at the Frederick Street Reserve to the Oldina Forest Reserve. A draft concept plan was developed, and public consultation was conducted. At the conclusion of the consultation period, the Inglis Pony Club advised Council that they no longer felt they had the capacity to progress with the proposed draft Concept Plan.
- The level of community engagement in the consultation demonstrated that some people within the community would like to see the Oldina Forest Reserve revitalised as an open recreation space for user groups and the public. The feedback indicated a variety of ideas around how the area could be used.
- It was then proposed by Council that the information from the consultation process be considered by a stakeholder group consisting of key stakeholders. Including Sustainable Timbers Tasmania and Timberlands Pacific, Council and community members. Council would provide a facilitation role as part of this group.
- Expressions of interest were requested from community members and groups that have an interest in the Oldina Reserve and would like to be part of this stakeholder group.

#### DETAILS

Eight (8) members of the public expressed an interest in being a part of an Oldina Reserve Stakeholder Group. A meeting was organised to take place at the Wynyard Council Offices on March 6, 2023, at 9.30am.



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### Notes from the Meeting:

1. Five (5) community members attended the meeting: Cyndia Hilliger, Susan Hartley, Tracey Jones, Robert Dawes and Robin Krabbe.
2. Stephen Rymer and Abbey Lewtas were the representatives from Sustainable Timber Tasmania (STT), with two (2) Council staff facilitating the meeting, Bronwyn Folden and Jenny Archer.
3. Stephen Rymer (STT) gave a brief presentation on the background and current circumstances surrounding the Oldina Reserve. Stephen explained that STT own the land, but the pine plantations are leased by Timberlands Pacific.
4. The land around the reserve is a permanent timber production zone and this should be considered when submitting any type of proposal for use of the Reserve, as the plantations will be logged in the future.
5. STT also gave a brief overview on the permits and leases that are available to members of the public wishing to use the Reserve on a short or long-term basis.
6. STT are open to suggestions by a group or individuals to lease the Reserve on a long-term basis, however STT are not prepared to build any infrastructure or undertake any other capital expenditure projects on the land. If any group or individual have a suitable proposal, any costs associated with building infrastructure or developing the land would be borne by them.
7. Council staff indicated they could assist in suggesting potential grants and funding sources if a suitable proposal was identified but highlighted that as Council does not own the land it has no obligation to undertake any planning or improvements to the site.
8. A general discussion then took place about the Reserve and possible options for use. A site for self-contained recreational vehicles or similar was suggested as an option by Cyndia Hilliger. Cyndia indicated that she would research that idea and contact STT if it looked viable.
9. No other ideas were put forward to the group during the meeting. There was consensus that it would be difficult for any group to take on the site and look after it, due to many clubs now lacking in volunteers and expertise, similar to what happened with the Pony Club proposal. There was also general agreement that any proposal would probably require a permanent caretaker or similar on site to dissuade anti-social behaviour and vandalism.
10. It was decided among the group and STT that any proposals for leasing the land should be discussed directly with STT as the landowner.
11. It was determined by the group that a further stakeholder meeting is not required at this stage as STT will liaise with interested parties directly.

### **STATUTORY IMPLICATIONS**

#### Statutory Requirements

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

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## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 4: Community Recreation and Wellbeing</b>
<b>Desired Outcomes</b>
4.2 Our community values, encourages and supports physical, social and cultural activities.
<b>Our Priorities</b>

### Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Strong communities and social capital</b>	<b>Enduring community capital</b> – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
<b>Health and Wellbeing</b>	<b>Maintaining good health and wellbeing</b> – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.
<b>Place making and liveability</b>	<b>Liveable places for all ages</b> – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.

## POLICY IMPLICATIONS

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

- Reputational Risk is a consideration given the expectations within the community that the Oldina Forest Reserve could return to its former use as a family community space

## CONSULTATION PROCESS

Consultation was undertaken with a stakeholder group selected through an expression of interest process.

## COMMENT

That council note the notes the Oldina Forest Reserve Stakeholder Group meeting held on 6 March 2023.

**11.0 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:**

<i>Matter</i>	<i>Local Government (Meeting Procedures) Regulations 2015 Reference</i>
<i>Confidential Report R15 (2) - Confirmation Of Closed Minutes Of Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) – Notices Of Motion <b>NIL RECIEVED</b></i>	15(2)
<i>Confidential Report R15 (2) (g) information of a personal nature or information provided to the council on the condition it is kept confidential – <b>Cr Questions Taken on Notice</b></i>	15 (2) (g)
<i>Confidential Report R15 (2) (a) personnel matters, including complaints against an employee of the council and industrial relations matters – <b>LGAT Election Vote</b></i>	15 (2) (a)
<i>Confidential Report R15 (2) (h) - Leave of Absence Request - Councillors</i>	15(2)(h)
<i>Confidential Report R15 (2) - Closed Senior Management Report</i>	15(2)

**12.0 CLOSURE OF MEETING TO THE PUBLIC****RECOMMENDATION**

**That the Council RESOLVES BY AN ABSOLUTE MAJORITY that go into Closed Meeting to consider the following matters at \_\_\_\_pm:**

<i>Matter</i>	<i>Local Government (Meeting Procedures) Regulations 2015 Reference</i>
<i>Confidential Report R15 (2) - Confirmation Of Closed Minutes Of Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) – Notices Of Motion <b>NIL RECIEVED</b></i>	15(2)
<i>Confidential Report R15 (2) (g) information of a personal nature or information provided to the council on the condition it is kept confidential – <b>Cr Questions Taken on Notice</b></i>	15 (2) (g)
<i>Confidential Report R15 (2) (a) personnel matters, including complaints against an employee of the council and industrial relations matters – <b>LGAT Election Vote</b></i>	15 (2) (a)
<i>Confidential Report R15 (2) (h) - Leave of Absence Request - Councillors</i>	15(2)(h)
<i>Confidential Report R15 (2) - Closed Senior Management Report</i>	15(2)

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**13.0 CLOSURE OF MEETING TO THE PUBLIC**

Legislative Reference:

*Local Government (Meeting Procedures) Regulations 2015; Regulation 15*

**RECOMMENDATION**

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

<b>Matter</b>	<b>Local Government (Meeting Procedures) Regulations 2015 Reference</b>
<i>Confidential Report R15 (2) - Confirmation Of Closed Minutes Of Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) – Notices Of Motion</i>	15(2)
<i>Confidential Report R15 (2) (g) information of a personal nature or information provided to the council on the condition it is kept confidential</i>	15 (2) (g)
<i>Confidential Report R15 (2) (g) information of a personal nature or information provided to the council on the condition it is kept confidential</i>	15 (2) (g)
<i>Confidential Report R15 (2) (h) applications by councillors for leave of absence</i>	15 (2) (h)
<i>Confidential Report R15 (2) (a) personnel matters, including complaints against an employee of the council and industrial relations matters</i>	15 (2) (a)
<i>Confidential Report R15 (2) (g) information of a personal nature or information provided to the council on the condition it is kept confidential</i>	15 (2) (g)
<i>Confidential Report R15 (2) (h) - Leave of Absence Request - Councillors</i>	15(2)(h)
<i>Confidential Report R15 (2) - Closed Senior Management Report</i>	15(2)

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<b>14.0 RESUMPTION OF OPEN MEETING</b>
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At ..... pm the Open Meeting was resumed.

<b>15.0 PUBLIC RELEASE ANNOUNCEMENT</b>
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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.