



**ORDINARY MEETING
OF COUNCIL**

**AGENDA
OPEN MEETING**

16 October 2023

16 October 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 16 October 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

16 October 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 16 October 2023 commencing at 6pm 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 16 OCTOBER 2023, COMMENCING AT

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

DIGITAL RECORDING OF COUNCIL MEETINGS POLICY

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

ACKNOWLEDGEMENT OF COUNTRY

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

1.0 RECORD OF ATTENDANCE

Legislative Reference:

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

The agenda of an ordinary meeting of a council is to provide for, but is not limited to, the following items:

(a) attendance and apologies.

1.1 ATTENDANCE

1.2 APOLOGIES

1.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED

Nil received.

2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING
--

Legislative Reference:

Local Government (Meeting Procedures) Regulations 2015; Regulation 8(2)(b)

The agenda of an ordinary meeting of a council is to provide for, but is not limited to, the following items:

(b) Confirmation of the minutes.

2.1 CONFIRMATION OF MINUTES OF PREVIOUS ORDINARY COUNCIL MEETING

RECOMMENDATION

That the Minutes of the Ordinary Meeting of the Waratah-Wynyard Council held at Council Chambers, 21 Saunders Street, Wynyard on Monday 18 September 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.

3.0 DECLARATIONS OF INTEREST

Legislative Reference:

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

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

Councillor and Agenda Item Number

Staff and Agenda Item Number

4.0 COUNCILLORS ANNOUNCEMENTS AND REPORT

4.1 ANNOUNCEMENTS BY MAYOR

Nil received.

4.2 MAYOR'S COMMUNICATIONS

RECOMMENDATION

That the Council note the Mayors Communications:

MAYOR DR MARY DUNIAM	
12/9/23	CCA Representatives Meeting
18/9/23	Council Meeting
19/9/23	LGAT General Management Committee Meeting
20/9/23	Breakfast Forum hosted by Anita Dow
20/9/23	Cradle Coast Mayors Meeting and Tour – Central Coast
21/9/23	Future Seekers Program Somerset Primary School
22/9/23	LGAT Governance Group Meeting
22/9/23	Governors Mayor Dinner Government House
25/9/23	CCA Leadership Team meeting
26/9/23	Meeting with developer
27/9/23	Meeting with constituent
28/9/23	Meeting with RSL Tasmania
28/9/23	ALGWA National Board Meeting
30/9/23	Media – Kids on the Cape - Spring Loaded Event
2/10/23	Opening - Tim Costello - Voice Forum
2/10/23	Councillor Workshop
4/10/23	LGAT Mayors Workshop

4.3 REPORTS BY DELEGATES

Nil received.

4.4 NOTIFICATION OF COUNCIL WORKSHOPS

RECOMMENDATION

That the Council note the following Workshops:

2/10/23	Professional Development Workshop – Communications and Social Media
9/10/23	Grange Resources – presentation on current and future operations Tasmanian Fire and Emergency Services Bill Australia Day event 2024

Councillor Attendance Records

Councillor attendance 1 July 2023 – 30 June 2024 (updated to 6/10/23)

	Ordinary Meetings 2023/24 (3)	Special Meetings / AGM 2023/24 (0)	Workshops 2023/24 (6)	Community Conversations 2023/24 (3)	Leave Taken 2023/24
Mayor Mary Duniam	3	0	6	3	
Cr Gary Bramich	3	0	6	3	
Cr Andrea Courtney	1	0	5	0	
Deputy Mayor Celisa Edwards	1	0	3	0	6 weeks
Cr Kevin Hyland	3	0	6	2	
Cr Michael Johnstone	3	0	6	3	
Cr Leanne Raw	1	0	6	3	3 weeks
Cr Dillan Roberts	3	0	6	3	

5.0 PUBLIC QUESTIONS AND STATEMENTS

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

Nil received.

5.2 PUBLIC QUESTIONS RECEIVED IN WRITING

5.2.1 C HUTCHISON - VARIOUS

QUESTION

All questions relate to an email response by Council dated 18th September 2023, which was a decision to refuse the Right to Information Application for Assessed Disclosure that I lodged to Council on 28th August 2023.

1. In response to the premise that *“the information requested in whole is exempt from disclosure under the Act”*, does the report indicate that the information collected was obtained in confidence, and on what page of the 12 page report is this provided?
2. Did the internal review set out to collect the information in confidence, and can this be demonstrated with evidence?
3. Is there any documentation to outline that the internal review or the ‘Waratah-Wynyard Council Report on the organisation’s ability to resolve issues’ had information that was communicated in confidence?
4. Given the age of the report, dated 3 September 2013, a report that is now 10 years old, can Council please demonstrate, with substantial evidence, that the release of this report is “likely to impair the ability of a public authority to obtain similar information in the future”?
5. In the decision, the RTI officer claims that “Supporting evidence gives advice that the information obtained by the independent consultant used in compiling the report was gained in confidence from Council staff during individual interviews”, can Council please provide this supporting evidence?
6. In the decision, the RTI officer claims that “Staff were assured that their contributions to this process would be in confidence”, can Council please demonstrate, with documented evidence, that Staff contributions were requested with the guarantee it was in confidence?
7. In the decision, the RTI officer claims that “Disclosure of this information would discourage current and future staff from participating in cultural improvement activities in the future and prevents management from guaranteeing that confidentiality will be upheld. This impairs Council’s ability to obtain reliable information from staff in the future,” however there could also be an argument to the contrary, where staff being aware that reports on internal improvement will potentially be made public may actually see an increase in cultural improvement because there is more transparency and accountability. There is little evidence that disclosure of reports discourages staff from participating in cultural improvement activities, as it is likely that there hasn’t been any disclosure to test this hypothesis. Preventing management from guaranteeing that confidentiality

will be upheld does not necessarily prevent management from obtaining information from staff, similar in nature or not. There are other factors as to why Staff might not detail information to management or external consultants, such as – lack of trust in management (but successive senior managers would have seen the review, so did that breach employee’s confidentiality?), limited confidence in a review process, lack of transparency, lack of hope that it will achieve change, fear of loss of employment, fear of being targeted by colleagues, intent to target colleagues, fear of not being promoted, personal constraints, fixation on some issues and not others, loss of memory / lack of recollection, malicious intent, indifference, avoidance, and so on. There are a myriad of reasons as to the factors that influence participation in any workplace review, and confidentiality or the lack thereof may be insignificant in terms of whether a Staff member decides at a given point in time, to elaborate anything of value for a workplace review.

Question: Can Council guarantee that confidentiality is the sole factor in an individual employee’s decision to participate honestly to provide reliable information in an internal workplace review?

8. The RTI Officer states that “The report was produced to Councillors following a Notice of Motion at the November 2013 closed council meeting pursuant to section 28C (1) of the Local Government Act - Confidentiality Undertaking. The evidence indicates that confidentiality agreements were signed by Councillors providing further evidence that the information being provided and relayed was being done so in the strictest of confidence.” A confidentiality agreement for Councillors is evidence that Council management were demanding confidentiality by Councillors, but this is not evidence that the information was obtained “in confidence” only that management at the time wanted it to be confidential.

Question: Does Council have evidence within the report itself that indicates that employees were told that conversations during the review process would remain 100% confidential?

9. The RTI Officer states that “The effectiveness of the audit and interviews was heavily reliant on staff feeling able to contribute in a confidential and open manner.” There is nothing to compare the effectiveness to.

Question: Were there review trials conducted simultaneously elsewhere where an organisation’s staff were explicitly told that information would not be kept confidential, and another set of staff were not told whether it would be confidential or not? If not, this claim is unscientific & unsupported.

10. The RTI Officer states that “The disclosure of information obtained would undermine that entire process”, though I fail to see how disclosure of the information 10 years after the fact would undermine a cultural improvement a decade ago.

Question: In the past decade, in response to the *12-page report dated 3 September 2013 titled ‘Waratah-Wynyard Council - Report on the organisation’s ability to resolve issues’, prepared by Mr. Neil Johnston of Small Business Safety Systems*, has the Council culture improved and has its ability to resolve issues, improved?

11. The RTI Officer states that “The disclosure of information obtained would ... hinder future contributions and results in similar processes.” I believe this statement is unsupported and unsubstantiated, but I am happy to be corrected with direct evidence or scientific papers.

Question: Does Council have evidence that the disclosure of the *“12-page report dated 3 September 2013 titled ‘Waratah-Wynyard Council - Report on the organisation’s ability to resolve issues’,*

prepared by Mr. Neil Johnston of Small Business Safety Systems” would without a doubt ‘hinder future contributions and results in similar processes’, and can Council please provide this evidence?

12. The RTI Officer states that “This is a particularly important consideration in management being able to address any workplace concerns that may arise.” Management can still address workplace concerns that may arise, given that cultural improvement strategies were put in place and Council claims there are no workplace issues now. If there are still issues, then it is clear that whatever was implemented from 2013/2014 has not had a lasting impact. If it has had a lasting impact, Council should be open and transparent with this process, not hiding behind RTI exemptions. Council states that there are no current workplace issues now, yet refuses to demonstrate evidence of this, and whether or not there has been an improvement in the organisation’s ability to resolve issues by allowing current Councillors or members of the public to access the *‘12-page report dated 3 September 2013 titled ‘Waratah-Wynyard Council - Report on the organisation’s ability to resolve issues’, prepared by Mr. Neil Johnston of Small Business Safety Systems’.*

Question: Is Council is confident of its improvements over the past decade in its ability to resolve issues, and if so, can Council please refer directly to evidence of these improvements by the criteria or recommendations established in the *‘12-page report dated 3 September 2013 titled ‘Waratah-Wynyard Council - Report on the organisation’s ability to resolve issues’, prepared by Mr. Neil Johnston of Small Business Safety Systems’*

13. The RTI Officer states that this “would have an adverse effect on the management or performance assessment by the Council and its staff.” This is just copied and pasted from the Right to Information Act. A conclusion unsupported by a series of premises indicates that the conclusion is likely unsupported. I do not agree that it will have an adverse effect on management, as Council management can still undertake performance assessments and internal reviews in the future. Council management, no matter how wise, cannot guarantee with 100% certainty that any interviews conducted with employees will yield reliable results or honest reflections about Council culture, so themes and patterns are only a gauge with which to begin addressing any real or perceived issues or challenges. If external consultants are needed in future, employees will no doubt be willing to share again if there are issues. In regards to an adverse effect on management, I make the following note too that given that the management 10 years ago is not the same as the current management, that there cannot be an adverse effect on that management with the release of the report, because that management no longer exists.

Question: Will Council acknowledge that the release of the report is unlikely to have an adverse effect on Council management, and if not, demonstrate at least three reasons why the release of the report will have an adverse effect on the current Council management?

14. If Council continues to refuse the Right to Information request following the internal review, can Council please provide a summary response in reply to the above listed questions and commentary to further justify its position in relation to these issues?

OFFICERS RESPONSE

Mr Hutchison appealed the decision of the RTI Officer and requested a review of the response to his request for information, with a response provided on 29 September 2023.

Council has received advice from the Ombudsman that Mr Hutchison has sought an external review of the application in accordance with the *Right to Information Act 2009*. It is not

appropriate for Council to respond to the questions as submitted above until the external review of the Ombudsman is concluded.

5.3 PUBLIC QUESTIONS WITHOUT NOTICE

N/A

5.4 PUBLIC STATEMENTS RECEIVED IN WRITING

Nil received.

5.5 PUBLIC STATEMENTS WITHOUT NOTICE

Nil received

6.0 PLANNING AUTHORITY ITEMS

THERE ARE NO PLANNING MATTERS ON THIS AGENDA.

7.0 MATTER RAISED BY COUNCILLORS

7.1 RESPONSE(S) TO COUNCILLOR QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING

Nil received.

7.2 COUNCILLOR QUESTIONS RECEIVED IN WRITING

Nil received.

7.3 COUNCILLOR QUESTIONS WITHOUT NOTICE

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

8.0 NOTICE OF MOTION

8.1 COUNCILLOR BRAMICH - COOPERS LANE AND ANDERSONS ROAD JUNCTION

Enclosures: Nil

BACKGROUND INFORMATION

Refer attached photographs.



OFFICERS COMMENT

The proposed works align with traffic engineering practice to give priority at junctions to the road carrying the higher volume of traffic. Coopers Lane carries approximately 272 vehicles per day which is much greater than Andersons Road, at approximately 80 vehicles per day.

In addition to the traffic volume comparison, sight distance constraints were noted in Council's 2020 Rural road safety audit which could be improved with a realigned and reconstructed road junction.

Design work could occur for this junction to allow preparation of estimates and budget consideration for works in the 2024/25 financial year.

MOTION

That Council undertake the necessary road works to make Coopers Lane the priority road at the junction with Andersons Road

9.0 REPORTS OF OFFICERS AND COMMITTEES

9.1 COMMUNITY ACTIVATION GRANT ROUND 1 & UPDATE OF GUIDELINES

To: Council
Reporting Officer: Manager Community Activation
Responsible Manager: Director Community and Engagement
Report Date: 1 September 2023
File Reference: 001
Enclosures: 1. Updated Community Activation Grants Guidelines 

RECOMMENDATION

That Council:

1. Allocate funding to the following organisations under round one of Council's 2023-2024 Community Activation Grants program; and

Organisation	Project	Amount Recommended for Approval (\$)
ADRA - Waratah Community Hub	Clothing racks	\$800.00
Burnie, Somerset, Wynyard Eightball Ass.	Supply Eightball sets to the 20 teams in the Ass.	\$1,000
Kentish Regional Clinic (CORES)	Suicide prevention sessions x 2	\$1,000
Lions Club of Wynyard	Wynyard Christmas Parade	\$2,000
North West Poultry Society	LED lights	\$1,500
Northern Carriage Driving Society	Hands free communication devices	\$1,200
Samurai Ju Jitsu Federation	Instructor to National Conference	\$1,000
Shotokan Karata Club Tasmania	Assist towards cost of instructor visit from Japan	\$1,000
Somerset Football Club	Scoreboard Shelter	\$2,000
Squid Inc	The Golden Years of Radio Event	\$1,500
U3A	Photocopier/Printer for newsletter	\$1,800
Waratah Men's Shed	Wood for crosses and equipment	\$1,800
Wynyard Basketball Association	Automated video engagement system for Stadium.	\$1,000
Wynyard Gymnastics	Spring floor	\$1,500
Wynyard Municipal Band	Music sheets	\$1,000
Wynyard Show Society	Marquee and portable toilet hire	\$1,500
Wynyard Vineyard	Kites & beach chairs	\$1,000
Pickleball Association Tasmania	Equipment	\$1,200
Yolla Memorial Hall	Centenary Celebrations	\$1,000

2. Adopt the updated Community Activation Grant Guidelines

PURPOSE

This report has been prepared to assist Council to determine allocation of grant funding to community organisations under Round One of the 2023-2024 Community Activation Grants program.

BACKGROUND

Waratah-Wynyard Council has committed funding for the provision of a Community Activation grants program that supports community initiatives that encourage and enhance social and cultural wellbeing, recreation and that foster economic development and education pursuits.

Grants are offered to assist in the provision of community projects and activities, support individuals selected to compete at a national or international level and to sponsor local events that provide economic and social benefit for the community. There are two funding rounds each financial year. Community groups, organisations and individuals who meet the guidelines are eligible to receive grant funding once per financial year. Typically, these grants are as follows:

Round	Open	Close	Assessed	Announced at Council Meeting
Round 1	1 July	26 August	September	October
Round 2	1 November	31 December	January	February

DETAILS

Promotion of the Community Activation Grants is undertaken through advising local community groups, organisations and event organisers. Application forms, guidelines and an acquittal form are available on Council's website. Posts are made on Council's social media sites regarding the opening and closing dates of the Community Activation Grant rounds. Council Officers notify community clubs and organisations of the grants through emails and conversations.

Each applicant needs to provide details of the organisation's eligibility to receive a grant. In addition, the applications are assessed against the assessment criteria outlined in the grant information.

Assessment Criteria

How each project

- offers benefit to the Waratah-Wynyard community
- encourages or enhances social and cultural wellbeing
- fosters economic development and/or educational pursuits
- would acknowledge Waratah-Wynyard Council for support

Project Details

All the applications are reviewed and assessed against the assessment criteria by the Council Grants Committee made up of Councilors Raw and Courtney and Council officers.

In Round One, Council received 31 Community Activation Grant applications with 28 of these recommended for assessment. One applicant withdrew their request prior to the

deliberation process commencing. Three applications requested grant funding to assist with operational costs, which is outside of the funding guidelines.

The Council Grants Committee was faced with a particularly difficult task, with requests for support that met all of the assessment criteria totaling \$51,413, and a budget of \$20 000. In reviewing all the applications, the Grants Committee looked at additional factors, such as support currently or recently received from Council, previous successful funding in Community Activation Grant Rounds, other avenues for support, and if projects could still reach good outcomes with reduced support.

Recommended successful submissions include:

Organisation	Project	Details
ADRA Waratah Community Hub	Clothing racks	Clothing racks to better display recycled clothing, utilise space better and improve safety.
Burnie, Somerset, Wynyard Eightball Ass.	Supply Eightball sets to the 20 teams in the Ass.	To supply match-quality Eightball sets to players.
Kentish Regional Clinic (CORES)	Suicide prevention sessions x 2	CORES Suicide prevention & Self Care and Mental Wellbeing Community Training
Lions Club of Wynyard	Wynyard Christmas Parade	Assistance for the Wynyard Christmas Lights Competition
North West Poultry Society	LED lights	LED lights to improve the amenity of the building and ensure optimum conditions for poultry and exhibitors
Northern Carriage Driving Society	Hands free communication devices	Provide hands-free communications between drivers and coaches, especially when driving in Wynyard.
Samurai Ju Jitsu Federation	Instructor to National Conference	Towards sending instructors to the national seminar in Sydney.
Shotokan Karata Club Tasmania	Assist towards cost of instructor visit from Japan	Towards travel expenses for an international instructor to come to Wynyard
Somerset Football Club	Scoreboard Shelter	Provide protection from the weather for scoreboard attendants
Squid Inc	The Golden Years of Radio Event	Support a stage production of "The Golden Years of Radio".
U3A	Photocopier/Printer for newsletter	Purchase a photocopier/printer to be able to independently print U3A materials.
Waratah Men's Shed	Wood for crosses and equipment	Wood for crosses for the old cemetery, and power tools for woodwork
Wynyard Basketball Association	Automated video engagement system for Stadium.	Glory League – a fully automated video engagement system for the stadium. Enables

Organisation	Project	Details
		coaches, players, parents and supporters to review game footage
Wynyard Gymnastics	Spring floor	Support safety, skills development and enhanced experiences
Wynyard Municipal Band	Music sheets	Physical scores and parts as well as digital downloads and big band-specific music
Wynyard Show Society	Marquee and portable toilet hire	2024 Wynyard Show Marquee and portable toilet hire
Wynyard Vineyard	Kites & beach chairs	Invitation for the community to participate in engaging outdoor experiences "Colour in the sky", held each Sunday afternoon, weather permitting.
Pickleball Association Tasmania	Equipment	Nets, paddles, balls & shipping
Yolla Memorial Hall	Centenary Celebrations	Refreshments, cleaning, decorations, stationary, printing & advertising

Submissions not deemed successful this round include:

Families Tasmania	Breathe, Nurture & Play - workshops x3	Workshops to bring awareness to community members about the importance of taking care of mental health and physical state.
Live Well Tasmania	Live Well Mural	Murals to be painted at Live Well.
Somerset Amateur Basketball Association	Scoreboard - Apple TV box, TV and bracket	Utilising an app, running on an iPad, cast to the tv screen via an Apple TV box to provide a running scoreboard.
Somerset Soccer Club	New oven for clubroom	Replace the existing old oven, that no longer maintains an even temperature.
Wynyard and Districts Cricket Club	Sports club rebranding - signage and design	Funding to support the rebrand of the WFC facility to the Wynyard Community Sports Club.
Wynyard Football Club	Sports club rebranding - signage and design	Funding to support the rebrand of the WFC facility to the Wynyard Community Sports Club.
Wynyard RSL Sub Branch	Restore Flowerdale honour board	Restore the wooden honour board which is a memorial to veterans from Flowerdale
Wynyard Landcare	Website set up for QR codes	Explore the use of QR codes and other media options to enhance delivery of information.

All organisations awarded a grant are required to produce evidence of expenditure, such as quotations or invoices for payment, prior to the funds being disbursed.

All organisations that receive a grant, must complete a grant acquittal (a template is available on Council’s website) at the end of the project, detailing how the funds were spent and outlining the outcomes of the project.

Community Activation Grant Guidelines

Following community feedback, the existing Community Activation Grant Guidelines have also been updated to allow financial support for community members competing at a national level, instead of just an international level, as previously recognised. The updated Community Activation Guidelines will allow for financial support for:

“Assistance to individuals who are representing the region by performing, competing or presenting at national or international sporting, cultural, recreational or similar pursuit”.

This assistance is outlined in the following guideline clause:

“ASSISTANCE TO INDIVIDUALS WHO ARE REPRESENTING THE REGION

Assistance Grants are available to individuals or teams who are representing the region by performing, competing or presenting at national or international sporting, cultural, recreational or similar pursuit.

Individuals must hold amateur status, be selected by a recognised national body, and provide evidence of selection with their application.

Assessment of applications is ongoing and will occur upon receipt of a request. Applicants may apply for individual support or team support but cannot apply for both. Applicants are eligible to receive Council support once per financial year. Please note the maximum value of support, as listed below:

- \$500 per individual representing Australia.
- \$100 per individual representing Tasmania.
- Groups or teams attending the same event can apply for a group total of up to \$250”.

STATUTORY IMPLICATIONS

Statutory Requirements

The *Local Government Act 1993* states:

Grants and benefits

77. (1) A council may make a grant or provide a benefit that is not a legal entitlement to any person, other than a Councillor, for any purpose it considers appropriate.

(2) The details of any grant made, or benefit provided are to be included in the annual report of the council.

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 3: Connected Communities
Desired Outcomes

3.2 We listen and engage with our community in decision making.

Our Priorities

3.3.2 Facilitate activities and events that promote inclusion, health, safety and a sense of place.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Business & Industry	Specialised diversity of the economy – Value adding, diversification, innovation and employment. A resilient economy with global brand recognition and growing exports.
Tourism	Memorable visitor experiences all year round – The must see destination, quality product, easy access, popular events and festivals with coordinated marketing. A longer season with increasing yields.
Strong communities and social capital	Enduring community capital – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
Health and Wellbeing	Maintaining good health and wellbeing – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.
Education	Lifelong learning and education – Education and lifelong learning is valued and there is access to vocational training and tertiary education. Education retention rates have increased.
Place making and liveability	Liveable places for all ages – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.

POLICY IMPLICATIONS

The Community Activation Grants program is delivered in accordance with the Community Activation Grant policy.

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Council has an annual allocation of \$40,000 in the 2023-2024 approved budget for Community Activation Grants. Round One is oversubscribed, with \$24 800 worth of grants recommended to be awarded.

Financial support for individuals selected to compete at national and international level can commence effective immediately. There is an annual allocation of \$10,000 for Community Contributions that can be utilised to cover requests. Council can reassess budget for these contributions in 2024/25.

RISK IMPLICATIONS

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

CONSULTATION PROCESS

All applicants will be advised of the outcome of their Community Activation Grant application and be provided with feedback on their application upon request.


Retrospective requests for support will not be considered.

CONCLUSION

It is recommended that Council provide Community Activation Grants to the outlined organisations as recommended under Round One of Council's 2023-2024 Community Activation Grants program.

Furthermore, it is recommended that Council adopt the changes to the Community Activation Grant Guidelines to enable financial support for individuals at national and international events, effective immediately.

9.2 OPEN SPACE, SPORT AND RECREATION PLAN - ANNUAL REPORT

To: Council
Reporting Officer: Executive Officer
Responsible Manager: General Manager
Report Date: 27 July 2023
File Reference: 2021 09 30
Enclosures: 1. OSSR Recommendations - Status Report October 2023 

RECOMMENDATION

That Council note the annual status update on progress of the Open Space, Sport and Recreation Plan 2017-2027.

PURPOSE

To provide an annual update on the current status of recommendations contained in the Open Space, Sport and Recreation (OSSR) Plan 2017-2027.

BACKGROUND

The Open Space, Sport and Recreation Plan was a major planning initiative to provide an evidence-based long-term direction for the planning and management of the open space networks, including recreational and sporting grounds, and associated community facilities in both the Waratah-Wynyard and Circular Head Municipal Areas for a ten-year period from 2017 to 2027.

The Plan provides:

1. An open space, sport and recreation classification hierarchy based on catchment and function;
2. Standards for supply of open space, sport and recreation grounds, facilities and assets;
3. An open space, sport and recreation supply and demand analysis;
4. Master planning for identified key open space, recreation facilities and/or sports grounds. Specifically:
 - a. Wynyard Recreation Precinct, including the Showgrounds;
 - b. Frederick Street Reserve, including the BMX track;
 - c. Somerset Recreation Precinct.
5. A comprehensive community engagement process; and
6. A prioritised and costed set of actions to achieve overall open space, sport and recreation vision and goals.

The vision for open space, sport and recreation in Waratah-Wynyard is:

“A diversity of recreation opportunities that enhance participation in physical and social opportunities, livability, the health and wellbeing of all residents and the economic, environmental, and social sustainability of the region. These are delivered and promoted in a sustainable manner in partnership with other providers and users and attract new residents, businesses, and visitors to the region”

OSSR was adopted by Council on 19 September 2017. The plan was developed by @leisure which is one of Australia’s largest and leading sport, leisure and open space consultancies. The Plan was approved for public release by the Council at its meeting on 17 July 2017 and subsequently underwent a public engagement process over a seven-week period concluding on Friday 1 September 2017.

As part OSSR, the following papers were also developed to provide specific recommendations and detailed findings in key areas:

1. **Demand and Consultation Findings**
2. **Open Space Planning Framework**
3. **Locality Analysis**
4. **Issues Papers including:**
 - a. Camping Issues Paper
 - b. Off-road Trails Issues Paper
 - c. Community Meeting Places / Halls Issues Paper
 - d. Public Toilets Issues Paper
 - e. Occupancy Agreements Issues Paper
 - f. Destination Play Spaces
 - g. Acquisitions and Disposals
5. **Master Plans for three sites:**
 - a. Wynyard Recreation Ground and Sporting Precinct
 - b. Frederick Street Recreation Reserve
 - c. Somerset Sport & Recreation Precinct

DETAILS

The OSSR Plan delivered a series of recommendations which are listed in the OSSR Plan available on Council’s website (<https://www.warwyn.tas.gov.au/governance/strategies-and-plans>).

Council is now six years into its ten year plan. Of the 204 recommendations made in the OSSR Plan, 184 (90%) have now been completed/actioned or have become standard business practice.

Progress and actions in the last year include:

1. The East Wynyard car parking and boardwalks have been completed.

-
2. The Boat Harbour Beach Masterplan planning has progressed to planning approval stage. Design is nearing completion and tender papers are to be prepared.
 - a. The first stage of the project – the rehabilitation of the western seawall has been completed.
 - b. Design for landscaping and the new Boat Harbour Surf Club is nearing completion and tender documents are to be prepared by December.
 3. Staff continue to work with Wynyard High School and key stakeholders on the Wynyard Sporting Precinct.
 - a. New turf cricket pitches have been established at the Wynyard High School.
 - b. Preliminary design for components of the Wynyard Sports Precinct such as the indoor facility, are underway.
 - c. Preliminary work on new oval has commenced.
 4. The All-Ability Playground at ANZAC Park has been completed.
 5. The connecting footpath between Cam River Reserve and ANZAC Park via a pedestrian underpass on the new bridge is progressing.
 6. Work on the coastal pathway Cooee to Wynyard is finally underway.
 7. Progression of further Cam River Masterplan actions.
 8. Tender awarded for the Waratah Falls walk with work expected to commence late in 2023.
 9. Tender awarded for construction of Waratah Pedestrian Bridge with work expected to commence late in 2023. .
 10. Fossil Bluff Masterplan actions occurring in conjunction with Landcare.
 - a. Vandalism plans put in place along with tree and vegetation management.
 - b. The reserve has been formally expanded.
 - c. Work on development of interpretive signage has commence.
 11. New Public Camping site established at Myalla with exploration of Wynyard Showgrounds underway.
 12. Investigations for suitable location for Public Toilet in Yolla remain ongoing.
 13. Site for Dog Park in Wynyard identified and detailed design has commenced.
 14. A meeting was held with Sustainable Timbers Tasmania and the community to attempt to develop a plan for the Oldina Reserve.
 15. Solar lights at four boat ramps have been installed.
 16. Internal heating and lighting upgrades at the Wynyard Squash Centre completed.
 17. Study to improve the Inglis River walking track has been completed with Council adopting and confirming initial works.
 18. Additional boundary fencing at Langley Park, Somerset completed.

Boat Harbour Western Seawall - complete



waratahwyrdcouncil • Following



waratahwyrdcouncil 5w
Council is pleased to announce that the Boat Harbour Seawall Project was recently completed ✓

5,800 tonnes of rock were carted from Highclere and placed according to the design plans, which were developed by Alluvium Consulting.
The project construction time took approximately 12 weeks from start to finish.

Next up, a general tidy up of the grass area once it has dried out from recent rains.

ANZAC park



Fossil Bluff Plantings



Key actions included in Annual Plan and Budget Estimates for delivery in 23/24:

1. Staff continue to work with Wynyard High School and key stakeholders on the Wynyard Sporting Precinct.
 - I. Tender for construction of Oval 3 and upgrades to lighting and irrigation works has been awarded. Construction to commence December 2023.
 - II. Finalise detailed design for components of the Wynyard Sports Precinct
2. The Boat Harbour Beach Masterplan design to be completed, tender documents to be prepared and construction timeline to be set.
3. Somerset Sports Precinct Working Group has been established and will undertake detailed review of options and consultation to determine future direction.
4. Table Cape Lookout upgrades to be completed.
5. Fossil Bluff Masterplan activities:
 - I. Furniture for the foreshore.
 - II. Stairways to be replaced.
 - III. Ongoing work on the development of interpretive signage.
6. Ongoing works on the Coastal pathway Cooee to Wynyard.
7. Progression of further Cam River Masterplan actions.
 - I. Decommission and remove the ship playground which is at the end of its functional life.
 - II. Installation of public art in the place of the old playground.
 - III. Plant screening trees/shrubs adjacent the amenities block .
8. Erosion works will be undertaken at ANZAC Park to protect council assets.
9. Waratah Falls walk to be completed.
10. Construction of Waratah Pedestrian Bridge to be completed.
11. Working Group to be established to develop a Frederick Street Sports Complex Masterplan.
12. Implement Public Camping Strategy and practices.
13. Public Toilet to be established in Yolla.
14. Complete the establishment of a Dog Park in Wynyard.
15. Complete first stage of the Inglis River walking track upgrades.
16. Complete a feasibility study for a pathway between Wynyard and Stanley as a continuation of the Coastal Pathway.
17. Langley Park clubrooms to have LED lighting installed.
18. Drainage Improvements at Somerset Recreation Ground.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL
Desired Outcomes
We maintain and manage our assets sustainably.
Our Priorities
3.5 Provide high quality shared and multi-use community hubs that combine a range of recreational, sporting and educational uses.
1.1 Commit to best practice in community engagement.
4.5 Collaborate with community organisations that provide recreation opportunities to our community.

Sustainable Murchison Community Plan 2040

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

Council Strategy or Plan Reference

Council Strategy or Plan
Waratah Community Plan
Destination Action Plan
East Wynyard Foreshore Master Plan
Central Area Development Plan
Age Friendly Communities Plan 2019-2024
Y Plan – (Youth) 2019-2024
Community Health and Wellbeing Plan 2019-2024
Strategic Asset management Plan
Tourism Plan (2011- 2020)
Communication and Engagement Strategy 2019/2021

Council Strategy or Plan
Boat Harbour Beach Master Plan
iCEP
Cam river Masterplan
Open Space, Sport and Recreation Plan 2017-2027

POLICY IMPLICATIONS

There are no policy implications as a result of this report. Policy and/or guideline documents may be required as a part of individual projects and will be addressed at that time.

FINANCIAL IMPLICATIONS

There are many financial implications in addressing the recommendations within the OSSR Plan, managed during the usual budget approval processes.

RISK IMPLICATIONS

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


CONSULTATION PROCESS

There was no consultation undertaken in relation to this report.

CONCLUSION

It is recommended that the status update on the Open Space, Sport and Recreation Plan 2017 - 2027 (the OSSR Plan) actions/recommendations be noted.

9.3 ANNUAL PLAN UPDATE REPORT 1 JULY 2023 TO 30 SEPTEMBER 2023

To: Council
Reporting Officer: Information Management Officer
Responsible Manager: Manager Governance and Information Systems
Report Date: 20 September 2023
File Reference: Corporate Management - Planning
Enclosures: 1. Annual Plan Progress Report - end of September 2023 

RECOMMENDATION

That Council note the 2023/24 Annual Plan Report for the period 1 July 2023 to 30 September 2023.

PURPOSE

This report is provided as an update on the Annual Plan actions as at 30 September 2023.

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

BACKGROUND

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

The Council adopted the 2023/24 Annual Plan and Budget Estimates on 19 June 2023.

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

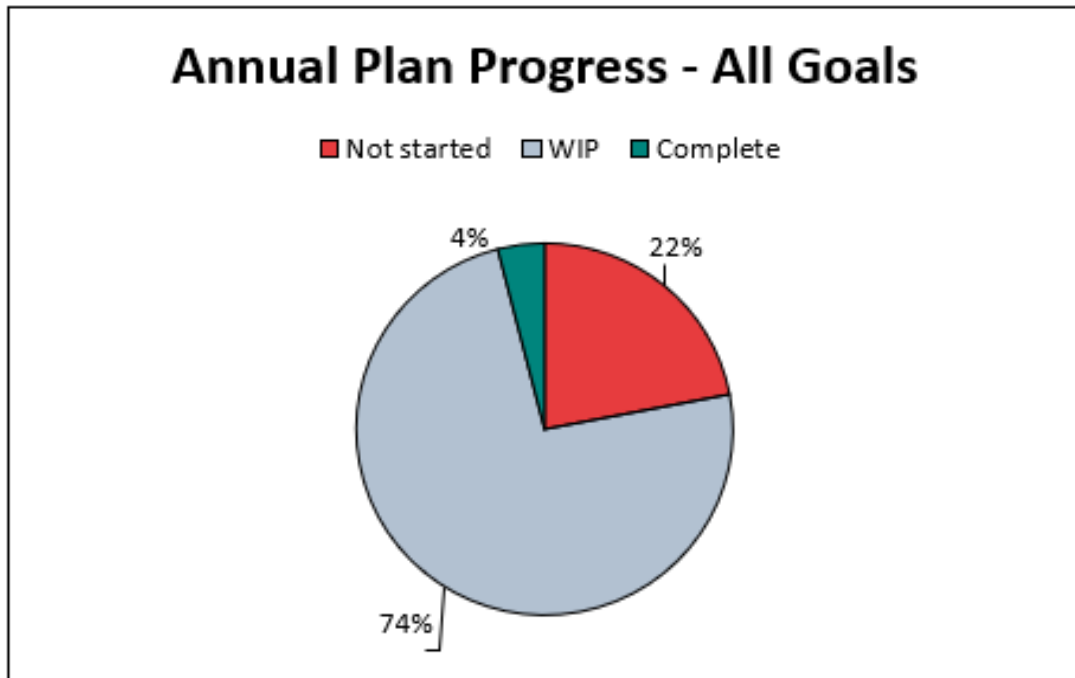
The activities and initiatives included in the Annual Plan and Budget Estimates contribute to achieving the strategic objectives specified in the Strategic Plan.

DETAILS

The attached report provides a progress report of actions against Council's 2023/24 Annual Plan.

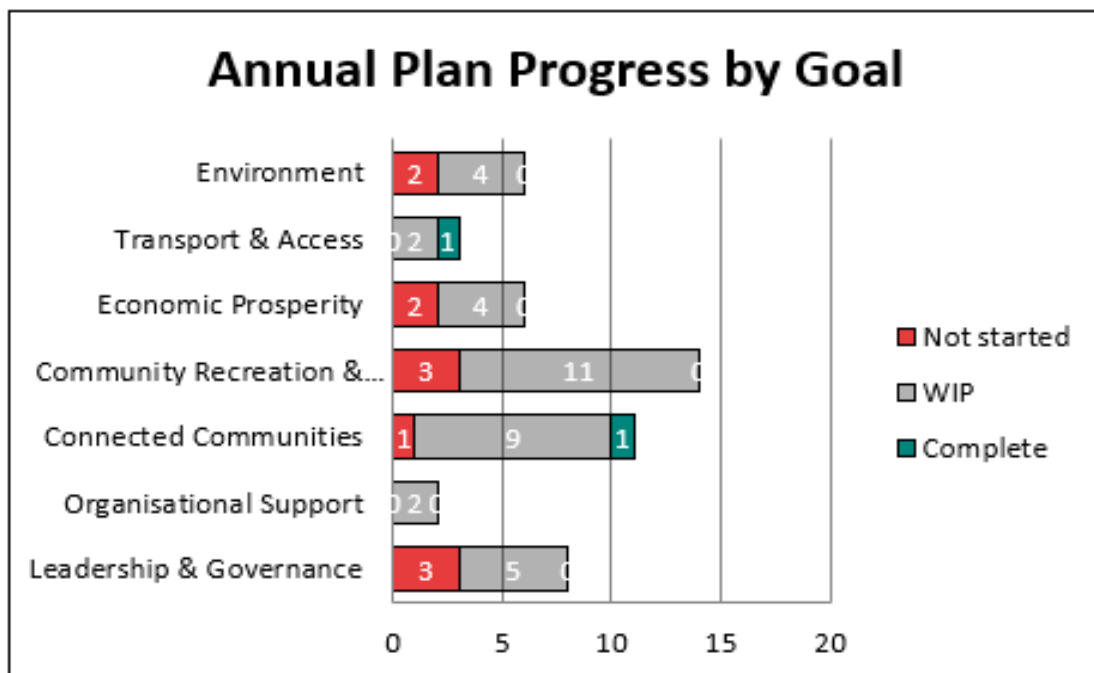
As at 30 September 2023, 37 actions are in progress (74%), 11 actions have not commenced (22%) and 2 actions have been completed (4%).

There was a total of 50 actions adopted in the Annual Plan and Budget. The below graphs present overall progress of the actions to date.



- 2 actions are completed
- 30 actions between 70% – 90% complete
- 7 actions at less than 70% complete
- 11 actions not commenced

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



Outstanding Actions Progress

Status on actions which remained uncompleted from the 2022/23 financial year, as reported at the August 2023 meeting is provided below -

Action	Progress
East Wynyard Foreshore Masterplan	Completed. The new boardwalk works have been finalised.
Erosion Mitigation - Somerset	Planning permit completed. Design currently being prepared.
Cam River Masterplan	Public Art project awarded and expected to be fully installed by January 2024.
Rural Road Network Improvements	Tender awarded. Expect remaining minor sealing work to be completed by December.
Camp Creek Biodiversity Project	Discussions continue with relevant stakeholders with aim to have works completed by the end of 2023.
Bushfire Risks For Settlement Areas	Risk assessments have occurred for the Somerset area and actions are being taken to mitigate identified risks.
Sustainable Murchison Plan Review	Review was deferred until local government reform process has progressed to decision
Yolla Public Toilet	Investigation is continuing. Council is ready and willing to construct this facility should a suitable site be determined.
Enclosed Dog Exercise Area	Progressing negotiations with Wynyard Show Society about establishment of site at showgrounds however progress remains slow due to crown land approval process.
Waratah Community Hub Upgrades	These upgrades were deferred so works can be undertaken concurrently with scheduled maintenance tasks in Waratah in the 23/24 financial year. Works are planned for January '24.
Waratah Rail Bridge	Tender awarded at July 2023 Council meeting with works scheduled to commence in October.
Big Creek Flood Mitigation Works	New scope and design being considered.
Port Creek Flood Mitigation Works	Tender awarded at May 2023 Council meeting with works scheduled to commence early November.
Ballad Avenue Use	Council has determined not to proceed with recreational infrastructure on the site and are seeking feedback from the Sustainability Environmental Advisory Panel as to possible uses for the site.

STATUTORY IMPLICATIONS

Statutory Requirements

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

71. Annual plan

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

(2) An annual plan is to –

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Council Strategy or Plan	Date Adopted:
Annual Plan and Budget Estimates 2022/23	19 June 2023

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

Council provides quarterly reports as part of the Council meeting process to ensure Councillors and the public can see progress against annual plan actions.

CONCLUSION

That Council note the 2023/24 Annual Plan Action Report for the period 1 July 2023 to 30 September 2023.

9.4 WASTE AND RESOURCE RECOVERY STRATEGY - ANNUAL REPORT

To: Council
Reporting Officer: Contracts and Administration Officer
Responsible Manager: General Manager
Report Date: 4 October 2023
File Reference: Waste and Resource Strategy
Enclosures: 1. Waste and Resource Recovery Strategy - Action/Objective Status Report 

RECOMMENDATION

That Council note the annual status update on the progress of the Waste and Resource Recovery Strategy 2019-2024.

PURPOSE

To provide Council with an annual update on the status of the actions recommended within the Waste and Resource Recovery Strategy 2019-2024 (WARRS).

BACKGROUND

The WARRS seeks to critically assess the way waste services are provided to customers to ensure that Council is meeting the needs of the community whilst still providing value-for-money services. It relates only to the activities which generate waste from households and business directly.

The WARRS is a commitment to achieving a 50% diversion of waste from landfill by 2024, in line with the previous regional waste diversion target, and the continuous improvement in the way Council manages waste generated within the community. To be in the best position to meet the target, Council must introduce progressive ways to minimise waste to landfill through implementing targeted activities and broad education and advocacy programs.

The strategic aim of the WARRS and its objectives are:

To grow a sustainable community through proactive waste initiatives and increasing materials recovery.



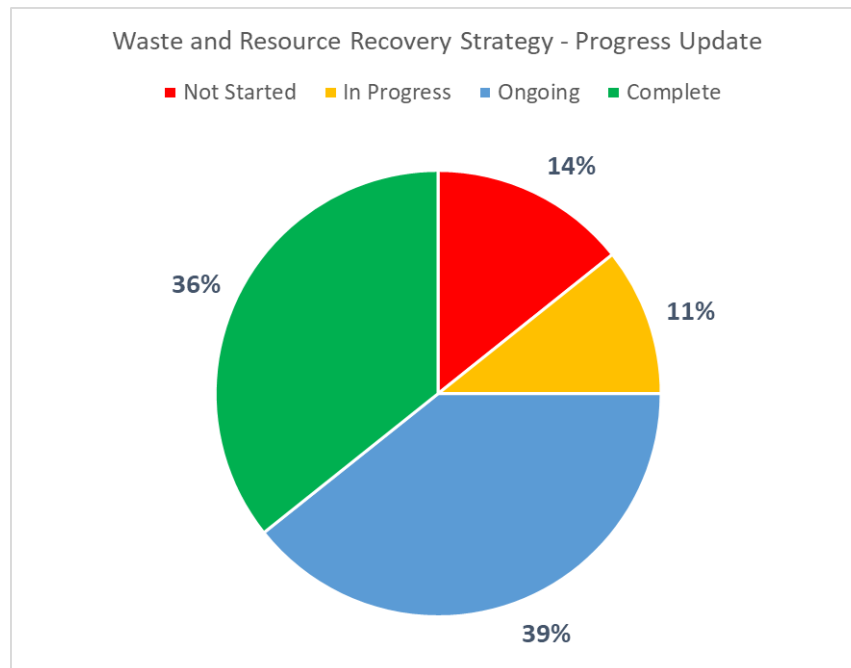
The WARRS was adopted by Council on the 19 August 2019.

DETAILS

The WARRS proposes a series of actions against four focus area of Materials Recovery; Education and Awareness; Environmental Compliance; and Value-for-money.

A detailed update of the activities undertaken against each action has been included in the table attached to this report.

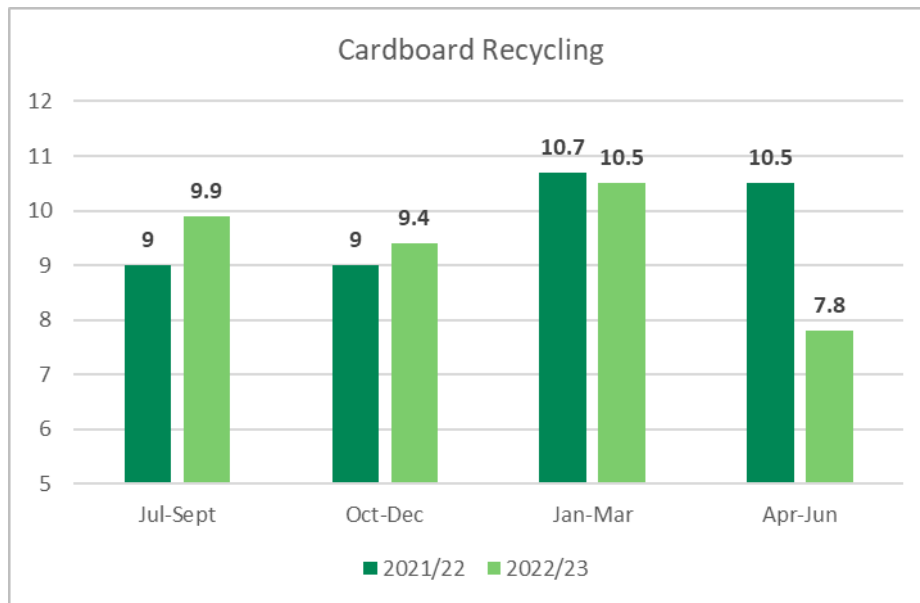
Of the 28 actions, 10 have been completed, three are in progress and 11 are embedded into standard business practices. The remaining four actions have not yet begun however, three are included for commencement during the 2023/24 financial year.



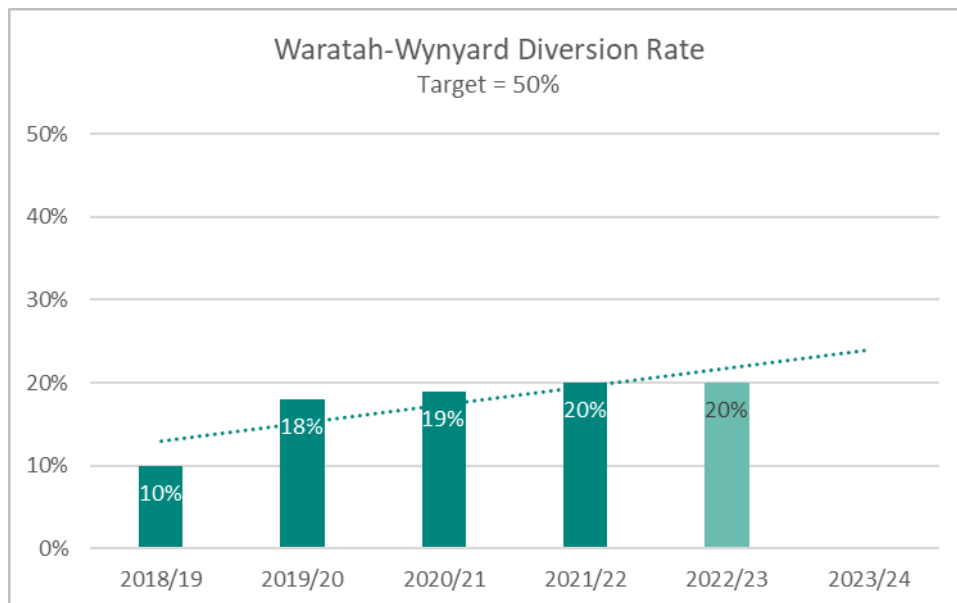
A key aim of the WARRS is to reach 50% diversion of waste from landfill by 2024/25, similar to the target set within the regional waste strategy. Council has continued to divert and reuse builders' rubble and green waste through its transfer station operation along with other recyclables (glass, aluminium, cardboard etc) and materials reused or on sold by the transfer station contractor. The accuracy and timeliness of the data for builder's rubble and green waste could be improved and was not able to be obtained in full during the preparation of this report.

The rate of cardboard recycling has decreased slightly over the last year. Waratah-Wynyard averaged 9.4 tonnes of cardboard diverted for recycling per quarter from the Waste Transfer Station.

The below data represents the estimated diversion rate for community waste within Waratah-Wynyard, based on waste and recycling tonnages from the kerbside and waste transfer station streams.



For the 2022/23 financial year, Council recorded diversion rates similar to the 2021/22 financial year, however Officers have identified some shortcomings in the accuracy of the 2022/23 data, which is to be addressed with the installation of new waste data and reporting software in 2023/24.



One of the largest components of the Waratah-Wynyard community's waste remains food and garden organics (FOGO) material. A feasibility study on a FOGO collection service was tabled at the 16 November 2020 Council Meeting, indicating up to a 50% landfill diversion rate could be achieved if a kerbside FOGO collection service was implemented.

In February 2021, the State Government confirmed its intent to introduce the Waste and Resource Recovery Bill to drive its Waste Action Plan agenda to include a reduction in waste to landfill and to increase the recovery of resources from the waste stream. The Act was passed in March 2022 and includes a Landfill Levy to incentivise the waste reduction agenda.

In November 2021, Dulverton Waste Management confirmed they were successful in securing federal and state funding to substantially upgrade their organics composting

facility to enable introduction of FOGO kerbside collection and processing to service Cradle Coast region councils, with a target implementation date of 1 July 2024.

The Landfill Levy of \$20/t was introduced in the 2022/23 financial year and increases to \$60/t in the 2026/27 year. The levy provided a financial incentive for Council to further consider introduction on a FOGO collection service and at the May 2023 Council meeting, Council agreed in principle to implement a FOGO collection and processing service for urban areas via a proposed regional Cradle Coast Waste Services (CCWS) contract expected to commence in the 2024/25 financial year.

In the interim, ongoing efforts to divert waste from landfill continue to be explored and implemented in line with the actions contained within the WARRS.

The WARRS will be due for review and renewal in 2024.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 7: Environment
Desired Outcomes
7.1 Council and the community minimise its resource consumption and carbon footprint.
Our Priorities
7.1.1 Divert waste from landfill and build awareness around sustainable waster generation and management.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Natural resource management	Managing abundant, natural and productive resources – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.
Place making and liveability	Liveable places for all ages – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.
Governance and working together	Working together for Murchison – Everyone plays a part in achieving the objectives of the Sustainable Murchison Community Plan. There is cooperation, resource sharing and less duplication between Councils. Leadership is provided across all community sectors.

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

There are no directly related environmental implications as a result of this progress update, however actions contained within the WARRS are intended to divert waste from landfill and reduce the community's environmental footprint.

FINANCIAL IMPLICATIONS

There are no financial implications as a result of this progress update. Individual projects undertaken as part of the WARRS' recommendations will be subject to the Council's standard budget approval process.

RISK IMPLICATIONS

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


CONSULTATION PROCESS

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

CONCLUSION

It is recommended that Council note the annual status update on the progress of the Waste and Resource Recovery Strategy 2019-2024.

9.5 WARATAH COMMUNITY PLAN - ANNUAL REPORT

To: Council
Reporting Officer: Manager Community Activation
Responsible Manager: Director Community and Engagement
Report Date: 3 October 2023
File Reference: 001
Enclosures: 1. Waratah Community Plan 2022 - 2025 
2. Waratah Board Actions 2022 - 2025 

RECOMMENDATION

That Council note the annual status update of the Waratah Community Plan 2022-2025.

PURPOSE

To provide an update on the progress of the Waratah Community Plan 2022-2025 by the Waratah Community Board.

BACKGROUND

In 2017 Waratah-Wynyard Council engaged Tourism and Community Plan Specialist, David Hammond, to work with the Waratah community and Council to develop an inaugural community plan. Mr Hammond identified the creation of a Community Board in Waratah functioning with the support of Council and focussed on achieving a Community Plan would provide an opportunity for the Waratah community to realise its tourism and community potential.

The process that was undertaken in Waratah was a first for Australia. It established a new relationship of trust between the community and the council through a board of local leadership endorsed and supported by Council, focussed on the achievement of a prioritised Community Plan.

In July 2022, Council adopted the 2022-2025 Waratah Community Plan. The 2022/2025 Community Plan will build on the work of the inaugural Board and provide an opportunity for further community-led initiatives.

In September 2022 Council appointed the following community members to serve on the Board for a period to coincide with the 2022-2025 Waratah Community Plan:

Rosemary Dick (Chair), Cr Kevin Hyland, Roslyn Rogers, Tony Schmidt, Anne Dunham, Kim Kecely and Peter Hawthorne,

DETAILS

Consultation for the new Community Plan included a survey (which was given to every household in Waratah), interviews and conversations. The feedback received from the community enabled a Draft Waratah Community Plan to be developed. This Draft was shared with the Waratah community at an Open Day, and via the Waratah Community Noticeboard, located at the Post Office/Council building. Further feedback on the Draft was accepted through interviews and discussion at the Open Day. More feedback was given in the days following the Open Day via email and telephone calls.

The 2022-2025 Waratah Community Plan explains:

- Community Planning
- role of community, board members and Council
- summary of previous achievements
- how the Plan was developed

The 2022-2025 Waratah Community Plan identifies five key themes:

- Social Connection
- Event for the Town – Revitalise Spaces
- Infrastructure
- Civic Pride
- Access to Services

Based on the results of the community consultation, the 2022-2025 Waratah Community Plan identifies key projects that will address the five themes raised by the community. Some of the activities that have been recently completed include:

- Offer resources regarding how to place a *Request For Service* with Council
- Set up a display that explains Council services
- Seek funding and partners to work on a Tasmanian Tiger-themed public art installation (extension on Whyte Hills)
- Work with the community to create a community resource list (fridge magnet) (ongoing)
- A Community Facilitator, (provided by WWC) operates one day per fortnight from Waratah to support community programs and activities
- Support the ongoing success of the community garden

Please see the attached 2022-2025 Waratah Community Plan and Waratah Board Actions for further detail.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 3: Connected Communities
Desired Outcomes
1.3 We encourage broad community input to create a focussed and strong sense of belonging.
Our Priorities
1.1.2 Strengthen our communication with the community using diverse communications channels relevant to the demographic.

GOAL 3: Connected Communities

Desired Outcomes
3.2 We listen and engage with our community in decision making.
Our Priorities
1.4.1 Collaborate with, understand and satisfy our external customers' needs and values.

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

The 2022-2025 Waratah Community Plan expands on projects identified in the previous Plan, identifies opportunities to seek funding for some new projects and states that any costs associated with future projects need to be determined prior to commencement.

Board members receive a small allowance for each meeting attended which is budgeted for in Council's operational budget annually.

RISK IMPLICATIONS

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

CONSULTATION PROCESS

The Waratah Community was involved in the creation of the 2022-2025 Waratah Community Plan via surveys (paper-based and/online), interviews, a Community Open Day, and the opportunity to provide feedback in writing or via telephone.

The Board Meeting is open to the public at the end of the meeting to provide an opportunity for members of the community to receive feedback on the activities of the Board and to ask questions.

The notes of the meetings are shared with the Council and published as part of the Council agenda. The meeting notes are also available for community members on display on the community noticeboard located at the Waratah Post Office/Council building.

CONCLUSION

The Waratah Community Board is delivering on the activities of the Waratah Community Plan 2022-2025.

9.6 RESOURCE SHARING - ANNUAL REPORT

To: Council
Reporting Officer: Executive Officer
Responsible Manager: General Manager
Report Date: 3 October 2023
File Reference: 0911
Enclosures: Nil

RECOMMENDATION

That Council:

- 1) Note the Annual Resource Sharing Report; and**
- 2) Determine that review of the existing resource sharing Memorandum of Understanding with Circular Head Council, due to expire in December 2023, will be delayed until June 2024.**

PURPOSE

To provide Council with an update on Resource Sharing arrangements between Circular Head and Waratah-Wynyard Council and to note delay of formal review and renewal of the agreement.

BACKGROUND

Resource sharing arrangements have been in place between Circular Head and Waratah Wynyard Councils since 2008. This agreement is reviewed annually and continues to provide a valuable collaborative approach to meeting increasing community expectations and innovation in service delivery.

The current agreement is due for review and renewal however it is impractical to conduct the review until the results and actions from the Local Government Review are handed down.

The formal resource sharing arrangement helps both Councils to:

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

- Attract skilled staff.

Both Councils pursue joint strategic tasks and projects, including sharing plant and equipment, undertaking joint procurement and contract management activities, policy development, reviewing business processes, and shared meeting attendance and joint Committee representations.

DETAILS

In the 22/23 Financial Year, Councils worked on the following projects:

Project/Area	Benefits Sought
Shared Plant & Equipment	
Investigating opportunities for sharing equipment.	On an ongoing basis, Works Managers actively investigate options to share equipment, including the ability to reduce reliance on contractors where business cases warrant it and scale support.
Shared Procurement and Contract Management Activities	
Building asset revaluations – shared engagement	Reduction in duplications of effort and cost using one process, advertisement, and assessment panel. Greater value for money achieved in through greater economy of scale. Less cost to suppliers in making one submission rather than two.
Bridge replacement procurement was conducted jointly for the replacement program.	Procurement was again conducted jointly, and this will continue.
Coordination of specialist assessments	Whilst specialists are currently engaged by each Council, there is coordination in the logistics to benefit from travel efficiencies and increasingly over the past year, resources have been shared or supported by both Councils.
Shared Transactional Services	Circular Head Council provided a period of support to Waratah Wynyard Council in the provision of rates and charges services. This is a specialist skill set unique to local government and the shared arrangement provided benefit to both Councils in sharing an experienced Rates Officer supported by less experienced staff at each Council which allowed on the job training and delivered enhanced business continuity.
Risk Management	Opportunities are being explored to harmonise risk registers and framework across both Councils with the Joint ELT now established as a single Risk Committee
Shared Policies & Procedures	
Legislative Compliance An ongoing program to check each Council's compliance with the various legislative requirements applicable to the sector.	The benefits of undertaking this program together include the efficiency gained from sharing specialized staff knowledge and using a shared audit program and framework. This reduces the preparation time required to prepare and report on findings and makes the audit program cost-effective. The program itself provides the Council with assurance about compliance with its statutory obligations.
Shared Meeting Attendance and Joint Committee Representations	

Project/Area	Benefits Sought
<p>Joint Executive Meetings</p> <p>Meetings held to explore operational opportunities that could benefit both Councils.</p>	<p>16 August 2022</p> <ul style="list-style-type: none"> • Local Government Reform • Discussed procurement opportunities. <p>25 October 2022</p> <ul style="list-style-type: none"> • Economic Development Strategy / plan • Discussed Regional Development. <ul style="list-style-type: none"> ○ Sustainable Murchison overview ○ Identify and detail additional opportunities. ○ Regional Housing • Local Government Reform • Local Government Election – Joint Policies. <p>14 December 2022</p> <ul style="list-style-type: none"> • Digital Strategy Workshop – discussion on joint projects/synergies and opportunities for budget savings. • Local Government Reforms – updates and information to date <p>15 February 2023</p> <ul style="list-style-type: none"> • Discussed work plan for next 12 months. • Local Government Review • Discussed longer term strategic projects for region and the Regional Development Australia Strategic Plan <p>20 April 2023</p> <ul style="list-style-type: none"> • Joint Risk Committee Meeting – discussed scope of work. • Presentation of pre-Feasibility Study for Joint Pathway • Local Government Review • Resourcing and Staffing opportunities. • Single Use Plastics discussion <p>21 June 2023</p> <ul style="list-style-type: none"> • Joint Risk Committee Meeting • Local Government Review • Procurement Processes • Tas Audit Office Seminar overview – IT Systems and controls and new Financial Reporting Standards on Sustainability. • Discussed combined Annual Plan and budget action opportunities. • Discussed development of corporate training calendar • Discussed Professional Development Program for Councillors <p>16 August 2023</p> <ul style="list-style-type: none"> • Joint Risk Committee Meeting • Local Government Review

Project/Area	Benefits Sought
	<ul style="list-style-type: none"> Discussed Resource Sharing Agreement review and agreed to defer until outcomes of reform process presented.
NRM Officer Joint rep on Western Fire Area Management Committee	The NRM Officer's role across both councils enables the representation of both communities in consideration of bushfire planning.
Western Emergency Management Committee The committee is a joint committee of 3 councils: Burnie, Circular Head, & Waratah Wynyard Council	Broader input and sharing of skills and resources for emergency planning continues. There is a single plan and framework. Increased access to other government agencies who can attend one meeting between three rather than three individual meetings. Joint response to State Evacuation plans provided to the state government.
Shared Training	
Shared Asset Management Councillor Induction	Single session promoted joint understanding and reduced administration cost and shared experiences and knowledge across both Councils.
Integrated Strategic & Operational Planning	
Digital Connectivity	Continued to jointly advocate for improved telecommunications, resulting in commitment through the Regional Connectivity Fund Round 2 for <ul style="list-style-type: none"> North-West Coast Tasmania, Braddon (\$4,624,725) <ul style="list-style-type: none"> The project will deploy four new Telstra macro mobile sites at Boat Harbour, Port Latta, Marrawah/Redpa and Lower Scotchtown, providing improved coverage across the Northwest Coast of Tasmania Cradle Coast Agricultural Project, Braddon (\$279,000) <ul style="list-style-type: none"> The project will deploy a fixed wireless network providing broadband coverage to the Cradle Coast agricultural precinct and neighbouring areas. The network will extend broadband connectivity and voice over LTE in the area.
Housing/worker accommodation	<ul style="list-style-type: none"> Support for ongoing advocacy by CCA to address the issue of shortage of housing/worker accommodation across the NW
Governance & Information Systems	The combined Governance and Information System functions evolved through lived experience to deliver greater organisational alignment across systems and business processes. Both organisations are benefiting from the sharing of skills and knowledge which supports scale and business continuity across both organisations. The Digital Transformation Strategy now informs continuing progress including: <ul style="list-style-type: none"> Systems Improvement and reduction of paper-based processes Joint ELT provides oversight to the work
Youth Plan	The Youth Plan was developed jointly. The implementation plans for delivery of actions was jointly developed for annual implementation.
Age-Friendly Community Plan	The Age Friendly Communities Plan was developed jointly. The implementation plans for delivery of actions was jointly developed for annual implementation.

Project/Area	Benefits Sought
Health & Wellbeing Program	The Health and Wellbeing Plan was developed across both municipal areas. An implementation plan was developed with shared responsibility for actions by both teams.
Asset Planning - Joint Project Delivery	<p>Documentation efficiencies and joint learning across councils, whilst maintaining strategies and plans unique to each municipality. Collaboration draws on a wider pool of ideas and knowledge.</p> <p>Lowered costs from single and shared procurement of highly technical third-party advice (i.e., FOGO).</p> <p>Shared projects this year to date include:</p> <ul style="list-style-type: none"> • Parks, Reserves & Sporting grounds Asset Management plans. • Parks, Reserves & Sporting grounds Service levels. • Urban Stormwater Infrastructure Asset Management plans. • Urban Stormwater Infrastructure Service levels.
Community Programs – Joint Project Delivery	<p>Documentation efficiencies and joint learning across councils, whilst maintaining strategies and plans unique to each municipality. Collaboration draws on a wider pool of ideas and knowledge.</p> <ul style="list-style-type: none"> • Public Art • Work Inspirations Youth Program • Youth Leaders Programs
GIS Modernisation Project	Continued work on modernisation will provide a web based Corporate GIS System for both Councils allowing for enhanced user administration, ubiquitous access from any device and common operating platform across both Councils.
Other Shared Business Processes	
<p>Shared Audit Panel</p> <p>The Independent Audit Panel is shared between both Councils and King Island Council.</p>	<p>Continued benefits from the shared panel include a reduction in administration and cost in relation to recruitment and training of independent members.</p> <p>The knowledge of Panel members is enriched through exposure to multiple Council operating environments which adds value to their ability to identify risks for each organization.</p>
Dog Control Signage	<p>Access to in house graphic design capability for both Councils.</p> <p>Avoid duplication of effort and increase consistency.</p>
Mobile - Roads Defect Inspection Tool	<p>Continued implementation - a significant step forward in our structured asset management approach which provides many ongoing benefits: -</p> <ul style="list-style-type: none"> • Maintenance planning. • Visual representation of defect in the road network to assist maintenance planning. • Evidence based operational budgeting to meet Council’s service standards.

Position	Split	Benefits
Employed by Waratah Wynyard Council:		
Director Community and Engagement	0.8 WWC 0.2 CHC	Enables the delivery of joint Community Wellbeing Plans and the collaboration of teams to deliver.
Director Infrastructure & Development	0.2 CHC 0.8 WWC	Collaboration and greater access to technical, strategic, executive and management skills across both Councils. This arrangement shifted with the employment of a dedicated Director at CHC in February 2023. The arrangement continues to evolve given both Directors have experience in complementary areas
Manager Governance and Information Systems	0.5 WWC 0.5 CHC	Enables increased alignment of corporate functions to promote ease of joint working
Spatial and IT Coordinator	0.50 WWC 0.50 CHC	Enables increased alignment of corporate functions to promote ease of joint working
Manager Development and Regulatory Services	0.5 WWC 0.5 CHC	Shared learnings applied to same legislative functions.
Manager Asset Services	0.5 WWC 0.5 CHC	Each Council access to skill and resources. Same framework used across each Council.
Manager Recreation Planning and Environment	0.4 CHC 0.6 WWC	Each Council access to skill and resources
Project Officer x 2	0.5 WWC 0.5 CHC	Each Council access to the function. Similar or joint projects undertaken across both Councils.
Graduate Civil Engineer	0.5 WWC 0.5 CHC	Similar or joint projects undertaken across both Council's. Each Council access to this resource, reduce reliance on consultant designers.
Infrastructure – Future Projects & Delivery Coordinator ¹ Manager Engineering and Projects	0.5 WWC 0.5 CHC	Reciprocal arrangement. Skill sharing, leave coverage, and collaboration.
Asset Services Officer		Fee for service arrangement based upon project needs
Technical Officer – Engineering & Design		Fee for service arrangement based upon project needs
Projects & Asset Review Manager		Fee for service arrangement based upon project needs
² Compliance Officer		Reciprocal arrangement. Skill sharing, leave coverage, and collaboration.
Employed by Circular Head Council:		
NRM Officer	0.5 CHC 0.5 WWC	Each Council accesses to the function. Similar program can be delivered with shared learning. Single representation at regional level.
IT Coordinator (Role finished September 2023)	0.5 CHC 0.5 WWC	Access to key skills. Benefits where shared projects or systems are implemented. Learnings are shared. This position is currently vacant
Plumbing Compliance Officer (Part Year)	0.5 CHC 0.5 WWC	Each Council accesses to the function.
Manager Engineering and Projects ¹	0.5 CHC 0.5 WWC	¹ Reciprocal arrangement. Skill sharing, leave coverage, and collaboration.
² Compliance Officer		Reciprocal arrangement. Skill sharing, leave coverage, and collaboration.

NOTES:

1 These two roles interchange as a reciprocal arrangement.

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

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Resource-sharing directly supports the Leadership & Governance theme in both Councils' Corporate Strategic Plan.

Strategic Plan Reference

GOAL 1: Leadership and Governance
Desired Outcomes
1.5 We highly value the use of an evidence-based approach to the development and implementation of strategies and policies that support and strengthen our decision making.
Our Priorities
13.1 Facilitate the meeting of community needs through strong advocacy and local and regional collaboration for shared outcomes.

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

Resource-sharing continues to be an innovative solution to the challenges faced by both Councils and should be a feature of further responses to the Future of Local Government Review. It is recommended that Council note the annual Resource Sharing Report, the date of the Review and Renewal of the Agreement.

9.7 QUARTERLY REPORT COMMUNITY AND ENGAGEMENT

To: Council
Reporting Officer: Director Community and Engagement
Responsible Manager: Director Community and Engagement
Report Date: 4 October 2023
File Reference: Community and Engagement
Enclosures: Nil

RECOMMENDATION

That Council note the Quarterly Information Report for the Community and Engagement Department as of end September 2023.

PURPOSE

To provide statistical information and a quarterly update on the activities of the Community and Engagement Department. This report covers the following areas:

- Customer Services
- Community Activation
- Tourism and Marketing
- Communications
- Wonders of Wynyard
- Warawyn Early Learning

BACKGROUND

The quarterly report is to provide an overview of statistical information on the activities of Council for each department.

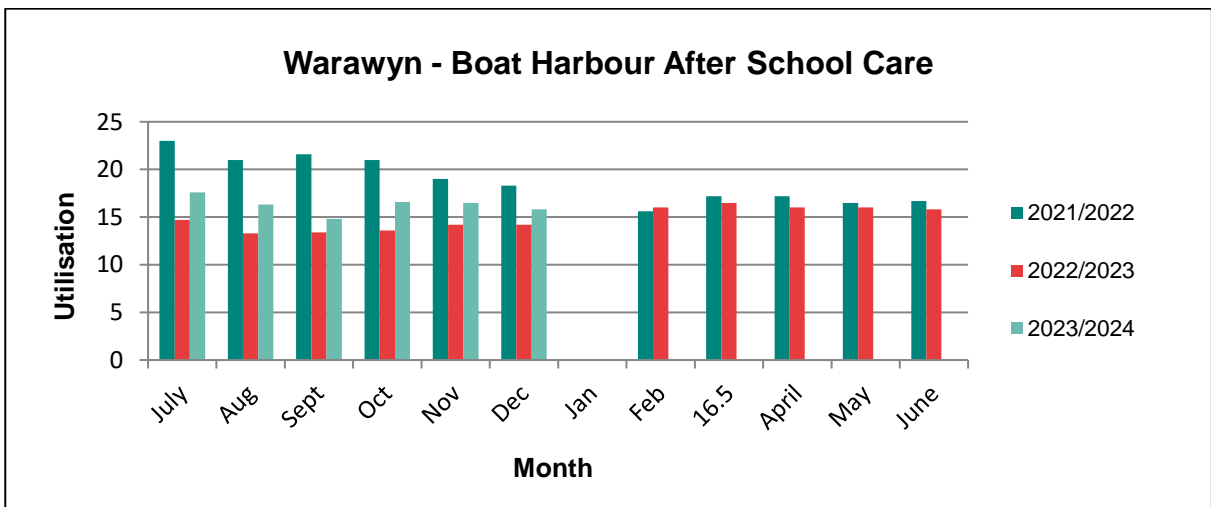
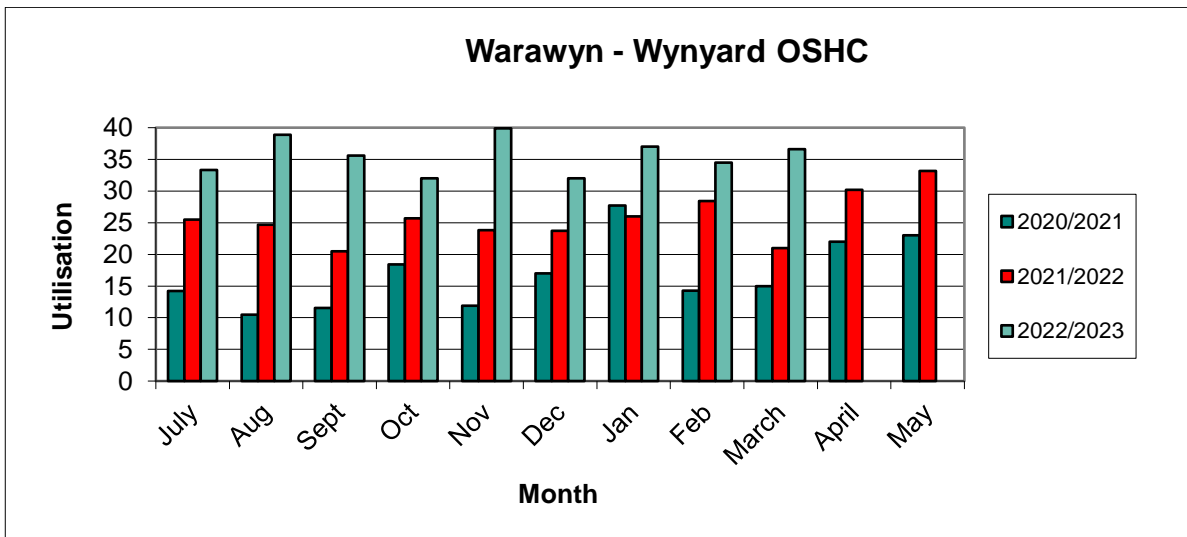
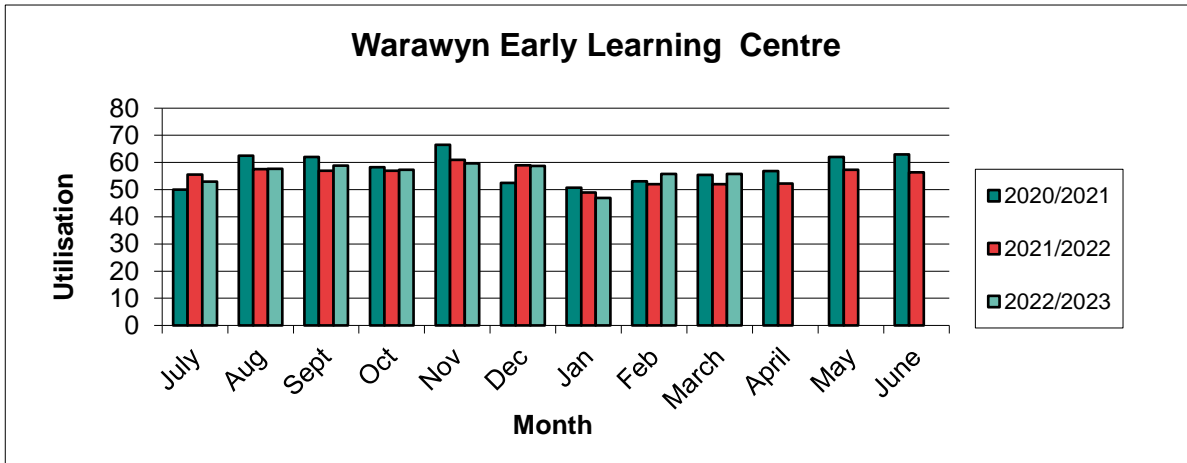
Following a review of organisational reporting with the aim of ensuring consistent and improved information sharing to Council a quarterly Information Report is provided each quarter for each Directorate with a snapshot of activities undertaken.

DETAILS

This report contains statistical and anecdotal information on the activities, projects and programs being delivered. The strategic context for these actions comes from a range of strategy documents including Health and Wellbeing, Age Friendly Communities and Youth Plans. The Open Space Sport and Recreation Plan, Communications and Tourism Plan.

Information provided will be refined over each reporting period as measurable outcomes and feedback is captured.

Warawyn EARLY YEARS



COMMUNITY ACTIVATION

Customer Service

The data for the period covering 20 June 2023 through to 2 October 2023.

- 535 requests for service registered in Conquest (Customer Request System).
- 488 have been actioned and completed.
- 47 requests are currently open in Conquest and being progressed.
- 97 requests are “Closed but not Complete” (Require further resource allocation).
- 8 requests were from Waratah.

Waste and Recycling

Recycling levels have remained consistent over the last two reporting periods. Recycling of batteries and mobile phones has had the greatest uptake within the community.

Recreation

Community Activation Grants – Round One of the Community Activation Grants received unprecedented interest, attracting over 30 applications.

Frederick Street Reserve Working Group – Council put out a call for interested community members to become part of the Frederick Street Reserve Working Group. There was limited take-up, and the Recreation Officer has been working with users of the Reserve to identify members to join the group.

Wynyard Sporting Precinct (WySp) – Meetings and correspondence continue to be shared with clubs, organisations, Wynyard High School and Council to keep everyone updated and aware of progress for this community project.

Somerset Sporting Group – A meeting was held in September between interested clubs, organisations, community groups and Council regarding the future of the Somerset Sporting Precinct.

Kids on the Cape – Boat Harbour Primary student, Ellie, contacted Council to ask if a new event aimed at kids could be offered as part of the Spring Loaded program. Council, Ellie and Gone Nuts organiser, Michael Phillips, have worked together to see Ellie’s vision become a reality.



Try Skills October 2023– The popularity of the Waratah-Wynyard Council Try Skills program continues to remain strong. Groups involved in the 2023 Try Skills program include Gardening, WynFit, Wynyard Somerset Tennis, Ju Jitsu, DoMaur Theatre Performance, Shim Jang Taekwondo, Van Diemen’s Sword fighting, Squash, Girl Guides, Sailing with the Wynyard Yacht Club and Archery. This fantastic community support enables almost 50 local students to participate and try new skills.

Public Art

The Public Art Advisory Group will commission the creation of a large wall mural, to activate the laneway between Woolworths Supermarket and The Lunch Company Café. There has been good engagement regarding this opportunity, with many high-quality submissions being received from local artists. The PAAG are currently creating a short list for submission to The Lunch Company to make their choice of successful candidate for the commission. It is expected the permanent installation will occur after Christmas.

Coastal Pathway Art – Community Activation called for submissions by local artists to contribute additions of flair to stopping points along the Coastal Pathway. Art pieces could be anything from seats, signs or bike racks – basically anything creative or interesting to activate or beautify the stopping point. This opportunity is ongoing remains open until later this month.

Spring Loaded Pop-Up Mural – To celebrate Spring Loaded and kick off Tulip Festival activities, local artists, Jessica Webster, was engaged by Council to install a temporary chalk mural to brighten up and activate one of our community spaces.

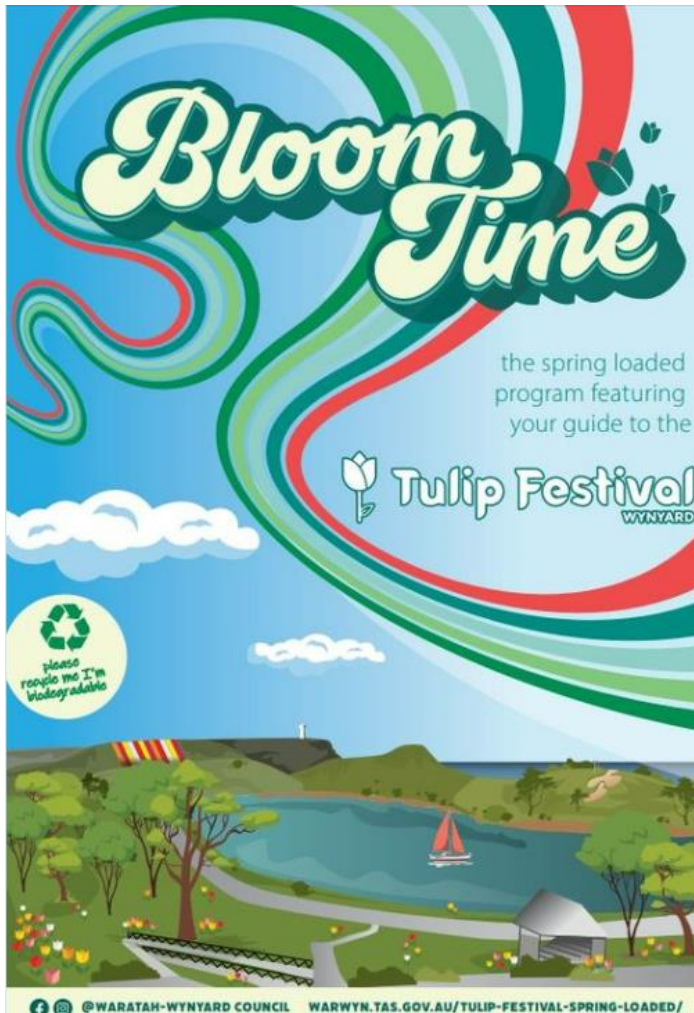


Wynyard Community Garden Mosaic Exhibition - The CBD Plaza is nestled between French Sticks Bakery and Noah's Coffee Lounge and is the perfect spot to meet up with friends before taking part in one of the Spring Loaded Calendar of Events this October. To brighten the space the Wynyard Community Garden sort support from Council to install a temporary mosaic exhibition.



Events

Tulip Festival Planning – Tulip Festival time is almost upon us again. Stallholder numbers have remained strong, with approx. 120 vendors slated to be onsite on the day. Community activation continues through the rollout of designated community areas such as the Eco Village, The Watershed Multicultural Program, and a new opportunity for youth performers to hit the Mainstage.



Sponsorship support for the Tulip Festival - Record highs, with over \$70 000 of in-kind and financial sponsorship received to help enable Council to continue to deliver the event for free.

Spring Loaded 2023, Bloom Time! 8,000 hard copies of the Spring-Loaded Program have been distributed amongst the community. This year's program is bigger than ever, featuring over 80 different activities and events for locals and visitors alike to experience.

Drive In Movie – Council was pleasantly surprised by the strong number of attendees getting behind the kick-off event for the Spring Loaded Program. Over 300 cars packed into the Frederick Street Reserve to enjoy an evening of family-friendly movies.

Glow & Gather – To celebrate the Off-Season, Council hosted a Night Market on the East Wynyard Foreshore, featuring food vans, Wynyard Band, Taiko Drummers, Slipstream Glow Jugglers and Amy Pegg. Even the rain showers could not dampen the mood of

participants, with a surprising crowd of around 500 people coming out in droves to support the event.



Community Events Calendar – The community can now utilise this handy tool to advertise their coming event through Council’s webpage. No event is too big or too small to appear. All you need to do is head to warwyn.tas.gov.au/events-calendar/ and 'Add your event details'.

Sand Sculpture Event – Community Activation sort expressions of interest from community groups to host a Sand Sculpture Event. This exciting event has the capacity to bring the community together, celebrate our unique environment, and provide a play-based learning experience for individuals, groups and families. A candidate to host the event has been identified and will continue to work with Council’s support to create an event this summer.

Youth

Waratah-Wynyard Youth Leaders- met regularly throughout the quarter. The Youth Leaders have been working on their plans for their main activity at the Tulip Festival.

Winter Drive Appeal - The Youth Leaders held a winter drive appeal, with winter woollies and non-perishable items being collected and passed on to St Vincent's for distribution in the local community.



Homelessness Week – The Waratah-Wynyard Youth Leaders set up a display to share facts and messages about homelessness in Tasmania. As well as possible solutions to end homelessness, the Youth Leaders hoped the campaign would help to start community conversations and encourage more action around community housing.



Samaritan's Purse -Waratah-Wynyard Youth Leaders are helping to spread Christmas cheer again this year, collecting donations for Samaritan's Purse Operation Christmas Child appeal. Donations of items such as school supplies, personal care items, toys, and clothing, can be left at Council in the collection box located in the foyer.



Health and Wellbeing

Burn Brighter this Winter –Council assisted in raising awareness by sharing resources and information about creating more heat for the home and less smoke for the neighbours online.

The Wellbeing Framework –Council assisted in raising awareness by sharing resources and a survey link about better and more sustainable Tasmania online and through community networks.

Smoke-Free also means Vape Free –Information about smoking and vaping resources was shared via social media and through community networks.

Shine a Light on Scleroderma – Council assisted Scleroderma Australia by lighting up the foyer in yellow on World Scleroderma Day. Council also shared information and resources through community networks.

Women’s Health Week – Council shared resources and information with the community, on social media, and through existing networks to “Grow your knowledge”, which is all about supporting women to make informed decisions about their health with information that's easy to understand.

ITP Awareness Week – Council lit up purple to raise awareness for patients living with the rare blood autoimmune disease immune thrombocytopenia or ITP. Information was shared online and through community networks.



World Lymphoma Awareness Day – Council lit the foyer in green to help put Lymphoma in the “limelight”. Information and resources regarding lymphoma were also shared online and via community networks.

Walk to Work Day - In support of 'Walk to Work Day' for Diabetes Australia, Council staff were invited to participate in this annual event.

Age-Friendly Communities

Accessibility Strategy – In July and August a draft of Council’s first Accessibility Strategy was put out to the public for community feedback. The community was also invited to nominate to become a part of the Accessibility Working Group. The Accessibility Working Group met for the first time in September.

Seniors Week – Events, such as Intergenerational Gardening, Loop Jam and Walking Wynyard have all been set up by the Community Activation Team to occur in our community and coincide with Spring Loaded and Seniors Week.

Community Assistance

- Moovers N Shakers – Bean Bags
Value \$60
- Burnie Coastal Art Group – Tas Art

Value \$1000

- Wynyard High School – Bean Bags
Value \$200
- Wynyard Garden Club – Goldie Street Banner
Value \$1500
- U3A –Printing
Value \$2300
- Wynyard Senior Citizens – Printing
Value \$100
- Wynyard Community Garden – Photocopying
Value \$20

Use of Facility Requests

Between 20 June and 2 October, Community Activation has accepted and processed 36 Use of Facility requests.

Emergency Management

There have not been any significant events over the last reporting period that have required a response above normal operations by Council.

Officers have attended meetings for the Interim Northwest Regional Recovery Committee, Resilience and Recovery Tasmania and the Regional Emergency Management Committee.

Council shared resources online and through existing community networks regarding Community Bushfire Ready information, where to get help in the event of an emergency, and how to Download the Australian Red Cross Get Prepared App, TasALERT and TasRECOVERY.

Waratah Community Board

The Waratah Community Board has held meetings in July and September.

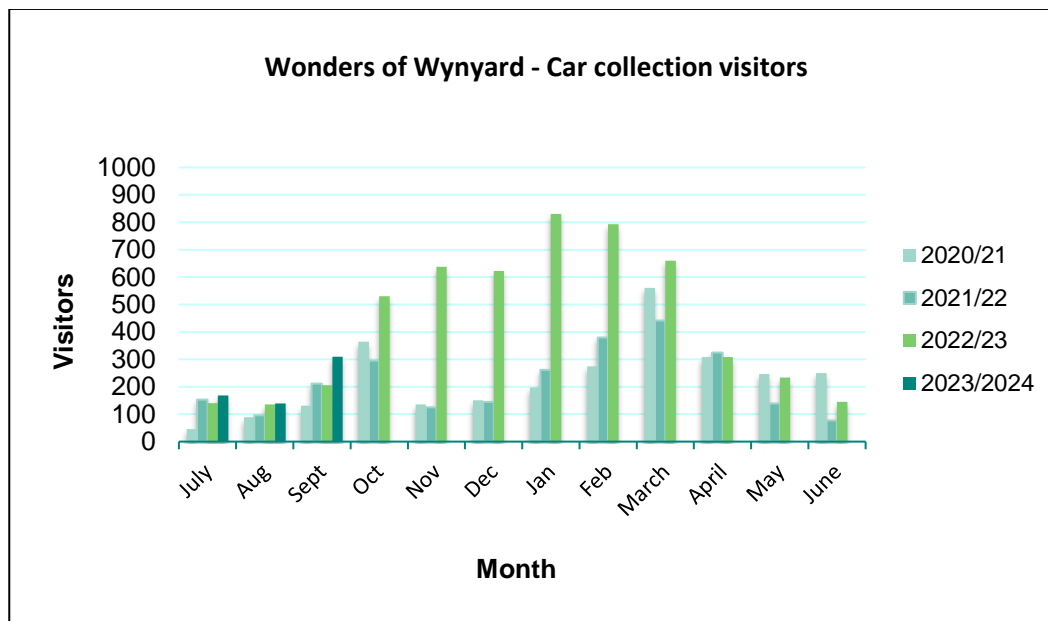
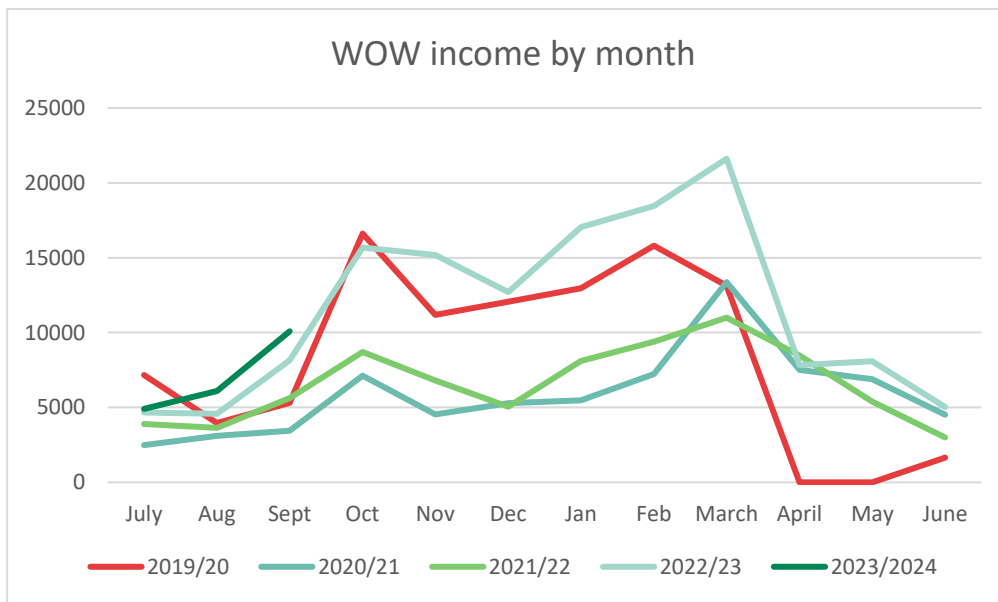
A noticeboard has been set up at the Post Office where council news, board news and community news are on display.

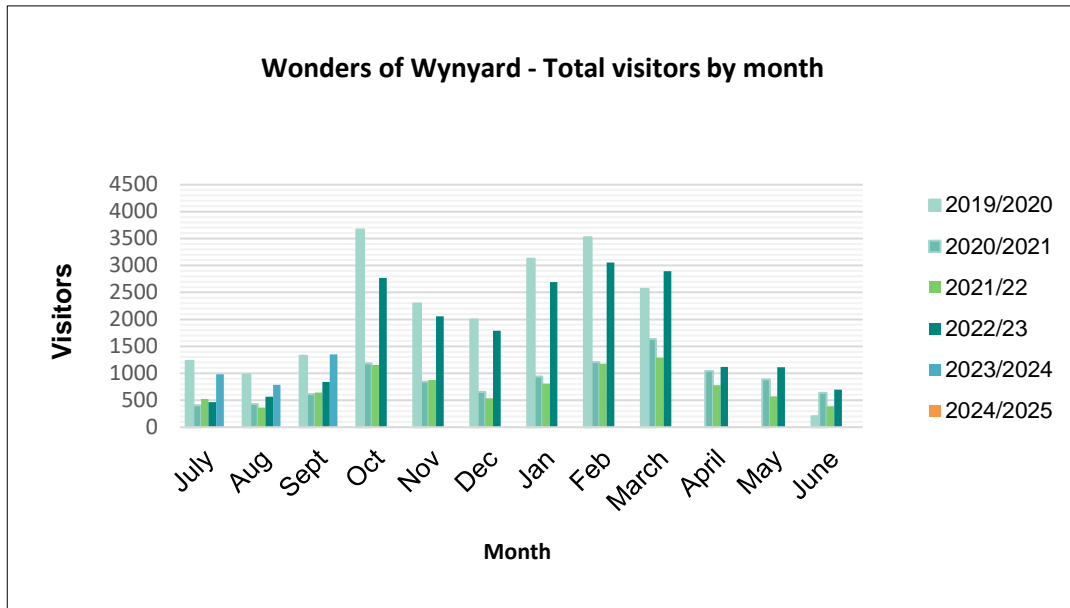
TOURSIM

Tourism Statistics July - September 2023

Wonders of Wynyard

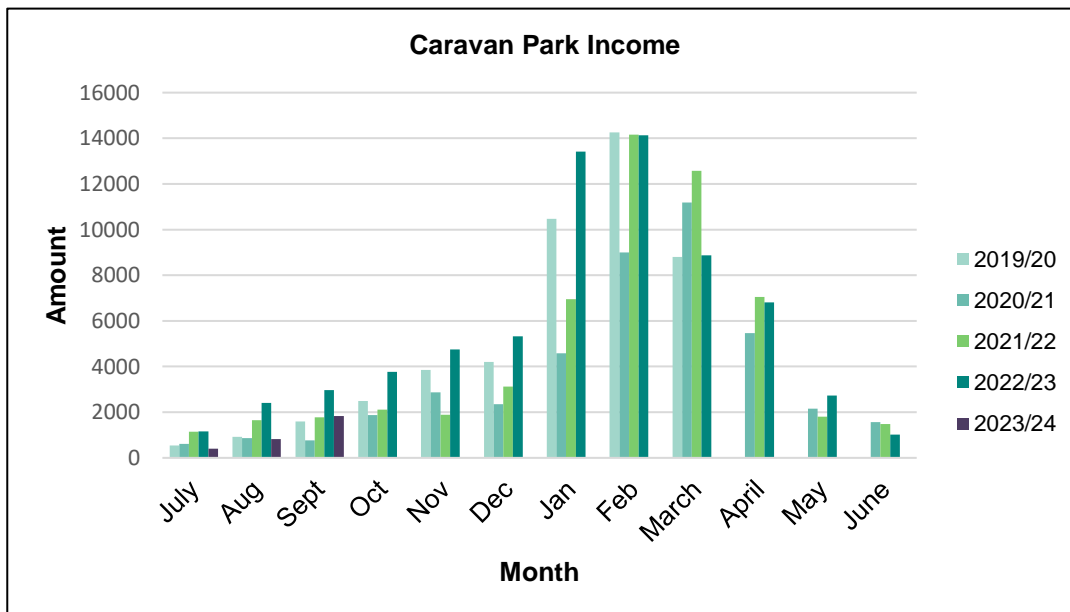
- Income for the Quarter was up 21% on last year, with August up 33% and September up 24% producing record months once again.
- Car collection Ticket Sales for this quarter were up 28% on last year.
- Visitor numbers to the WOW are up 67% for the quarter- July up 109%, August up 39% and September up 61% compared to the same months last year.





Waratah

- The Waratah Caravan Park income was down 53% compared to last year. The weather has not been kind for camping – however there is no known reason for the significant downturn. This will be monitored over the coming months.
- The Athenaeum Hall has been closed since April for Winter. New staffing arrangements will see Athenaeum Hall open Jan-March on weekends. Caravan Park weekend bookings will divert to the WOW outside of the Jan-March period.



Tourism – General Summary

- Tunapri Table Cape Lightshow at the Table Cape Lighthouse was very successful and continued beyond the end of July due to demand.
- The interactive equipment that has been installed at the WOW continues – the Glass Elevator, Kiosk and Table Cape smart table still remain at this stage however Business NW have advised they have other locations lined up for the equipment in the future.
- Table Cape Lighthouse Tours – continue to liaise with Parks regarding potential changes to the licence arrangements. Cannot commence tours until a response from Parks is received.

STATUTORY IMPLICATIONS

Statutory Requirements

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

Strategic Plan Reference

GOAL 3: Connected Communities
Desired Outcomes
3.5 Our community uses its voice to shape its future alongside a strong Council willing to listen and implement where reasonable and practical.
Our Priorities
3.5.1 Build community capacity through services and programs that strengthen, support and care for our community.

Sustainable Murchison Community Plan 2040

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

Community Future Direction Theme	Key Challenges & Opportunities:
	supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.
Governance and working together	Working together for Murchison – Everyone plays a part in achieving the objectives of the Sustainable Murchison Community Plan. There is cooperation, resource sharing and less duplication between Councils. Leadership is provided across all community sectors.

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

Community and Engagement delivers a wide range of activities which directly impact on the health and wellbeing of the community. This report provides an overview of a selection of those activities. It is recommended that the report be noted.

9.8 APPOINTMENT OF THE FREDERICK STREET RESERVE WORKING GROUP

To: Council
Reporting Officer: Manager Community Activation
Responsible Manager: Director Community and Engagement
Report Date: 4 October 2023
File Reference: 001
Enclosures: Nil

RECOMMENDATION

That Council appoint the following community representatives to the Frederick Street Reserve Working Group:

Trav Williams	BMX/ Mountain Biking
Richard Douglas	Auskick
Jill Cawsey	Northern Tasmania Carriage Drivers Association
Reece Ellis	Wynyard BMX
Jane Paroissien	Northern Tasmania Carriage Drivers Association
Leighton Burr	Wynyard and Districts Cricket Club
Jo Williams	BMX/ Mountain Biking

PURPOSE

To appoint community representatives to the Frederick Street Reserve Working Group.

BACKGROUND

In 2017 Council adopted the Fredrick St Reserve Master Plan in the broader context of the Open Space, Sport and Recreation Plan 2017-2027. Since the adoption and subsequent implementation of many of the recommendations of the 2017 Master Plan, the use of the site has evolved, and the needs and expectations of user groups have also changed.

The Reserve, bounded by Fredrick Street and Lowe Street, is one of the largest green spaces serving the Wynyard Township. It consists of five main-use areas with various community and sporting groups using one or more of the spaces on a regular or seasonal basis.

Council considers it appropriate to revise and update the 2017 Master Plan in order to accurately reflect the importance of this site as a key recreational facility for the community, to better reflect the current usage, and ensure the reserve facilities are fit for purpose now and into the future.

DETAILS

In August 2023 Council invited community members, clubs and organisations to form the Frederick Street Reserve Working Group. This collaborative partnership between Council and the community has been set up to ensure the continued delivery of recreation spaces that are inclusive, thriving and give the community access to quality facilities and services they require.

The Frederick Street Reserve Working Group will have a minimum of eight members, comprising of Councillor representatives, community members and council staff.

There are two allocated positions available for councillor representation, which will be filled by Cr Johnstone and Cr Roberts, who were appointed at the November 2022 Council meeting. The Manager Community Activation and Community Development Officer, Recreation will provide Council staff support.

The intended commencement of the Frederick Street Reserve Working Group is scheduled for October 2023.

The Frederick Street Reserve Working Group was advertised on Council’s website and through social media from Wednesday 2 August and closed on Thursday 31 August.

Three nominations were received during that time. Due to the lack of initial interest, Council Officers went back to existing user groups and organisations, asking them to consider nominating a member. This resulted in additional applicants coming forward who all had strong ties to the Reserve. There were no applications received from an Aboriginal or youth representative.

The members of the selection panel individually assessed each applicant against the selection criteria, which was then used to inform a discussion around the recommended panel composition. Overall, the standard of the applications received was of a high-quality. There were unsuccessful applicants as part of the process.

The recommended composition of the Frederick Street Working Group includes members with skillsets and knowledge in the sports and activities that take place on the Reserve, alongside other applicants with demonstrated strengths in community collaboration.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 4: Community Recreation and Wellbeing
Desired Outcomes
1.1 We make publicly transparent decisions on spending and future directions while encouraging community feedback.
Our Priorities
1.6.1 Encourage increased participation by all stakeholders.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Strong communities and social capital	Enduring community capital – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
Access and infrastructure	Local, regional and global transport and infrastructure access – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.

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

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

All relevant documentation for the Working Group was made available through the Council’s website and community members were invited to self-nominate to the Working Group.

The public was informed of the Expression of Interest process on Council’s website, promoted through social media, and with strategic emails to existing community groups and organisations who were actively using the space. Officers also made direct contact with a number of individuals within the community during the advertised period.

CONCLUSION

The establishment of the Frederick Street Reserve Working Group is expected to provide immense value to Council in its future decision-making at Frederick Street. It is therefore recommended that Council appoint the community representatives as nominated in the body of this report.

9.9 CUSTOMER SERVICE CHARTER REVIEW

To: Council
Reporting Officer: Manager Community Activation
Responsible Manager: Director Community and Engagement
Report Date: 2 October 2023
File Reference: Policies - GOV.012
Enclosures: 1. GOV.012 - Customer Service Charter 

RECOMMENDATION

That Council adopt the reviewed Customer Service Charter.

PURPOSE

Council's existing Customer Service Charter is due for review and is presented for Council consideration.

BACKGROUND

The Customer Service Charter is a document developed to comply with the requirements under Section 339F (4) of the *Local Government Act 1993*.

The Customer Service Charter was last officially reviewed in 2020. The Charter has been reviewed by the Senior Management Team, with an administrative change to the formatting of the document being the only recommendation.

DETAILS

The Customer Service Charter was developed to reflect the purpose, scope and standards of Councils commitment to customer service. The review ensures the Charter remains up to date with current requirements.

STATUTORY IMPLICATIONS

Statutory Requirements

Local Government Act 1993 S339F(4)

- (1) *A council must adopt a customer service charter on or before 1 January 2006.*
- (2) *The customer service charter is to –*
 - (a) *specify the principles relating to services provided by the council; and*
 - (b) *specify a procedure for dealing with complaints relating to services provided by the council; and*
 - (c) *include any prescribed matter.*
- (3) *The general manager is to make the customer service charter available –*
 - (a) *for public inspection at the public office during ordinary office hours; and*
 - (b) *on the council's internet site free of charge; and*
 - (c) *for purchase at a reasonable charge.*
- (4) *A council is to review its customer service charter at least once every 2 years.*
- (5) *The general manager is to provide the council with a report at least once a year of the number and nature of complaints received.*

Strategic Plan Reference

GOAL 1: Leadership and Governance
Desired Outcomes
We make publicly transparent decisions on spending and future directions while encouraging community feedback.
Our Priorities
1.1 Commit to best practice in community engagement.
GOAL 2: Organisational Support
Desired Outcomes
We cherish fairness, trust and honesty in our conduct and dealings with all.
Our Priorities
2.4 Review and update systems and processes to ensure best practice and customer-centric outcomes.

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

Council must have a Customer Service Charter in order to comply with the requirements of section S339F(4) of the *Local Government Act 1993*.

Council must have in place sufficient resourcing to meet the intent of the Charter and manage expectations of internal and external customers.


CONSULTATION PROCESS

The Senior Management Team had the opportunity to provide input into the revision of the Customer Service Charter.

CONCLUSION

It is recommended that Council adopt the reviewed Customer Service Charter, as outlined in the attachment to this report.

9.10 PUBLIC FACILITIES & RESERVES PRICING POLICY & GUIDELINES REVIEW

To: Council
Reporting Officer: Manager Community Activation
Responsible Manager: Director Community and Engagement
Report Date: 2 October 2023
File Reference: GOV.028 - Policies
Enclosures: 1. Public Facilities & Reserves Pricing Policy & Guidelines 

RECOMMENDATION

That Council adopt the reviewed Public Facilities & Reserves Pricing Policy & Guidelines.

PURPOSE

Council's existing Public Facilities & Reserves Pricing Policy & Guidelines are due for review and are presented for Council consideration.

BACKGROUND

This policy establishes principles and a decision-making framework to be used when setting fees and charges for the use of Waratah-Wynyard Council owned and managed facilities by community groups, individuals, or businesses.

DETAILS

The policy and guidelines were last reviewed in April 2020.

The Senior Management Team has reviewed the documents with one recommended change to the wording of item 2.1.2 and a title change from Manager of Asset Services to Asset Services Coordinator.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 1: Leadership and Governance
Desired Outcomes
We maintain and manage our assets sustainably.
Our Priorities
1.8 Review and adjust service levels to provide value for money.
GOAL 4: Community Recreation and Wellbeing
Desired Outcomes
Our community enjoys access to visually appealing safe spaces and facilities for recreation.
Our Priorities
7.2 Foster opportunity through sustainable development and community engagement.
GOAL 4: Community Recreation and Wellbeing

Desired Outcomes
Long-term sustainable economic growth is achieved through adaptability and innovation.
Our Priorities
4.5 Collaborate with community organisations that provide recreation opportunities to our community.
GOAL 3: Connected Communities
Desired Outcomes
Our community uses its voice to shape its future alongside a strong Council willing to listen and implement where reasonable and practical.
Our Priorities
4.4 Provide and maintain quality and safe places and spaces for physical, social and cultural activities, including shared and multi-use facilities where possible.

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

The amount raised by fees and charges associated with community use of Council assets is a small proportion of Council's overall budget. Public Facilities & Reserves Pricing Policy & Guidelines seeks a more consistent and equitable fees and charges regime across Council's facilities.

RISK IMPLICATIONS

Actioning elements of the fees and charges review through the Public Facilities & Reserves Pricing Policy & Guidelines will ensure a consistent, transparent and equitable application of fees and charges to users of council-owned and managed facilities.




CONSULTATION PROCESS

CONCLUSION

It is recommended that Council adopt the reviewed Public Facilities & Reserves Pricing Policy & Guidelines.

9.11 PUBLIC ART POLICY AND PROCEDURES

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

1. Public Art Policy 
2. Public Art Procedures 
3. Public Art Advisory Group Operating Procedures 

RECOMMENDATION

That Council adopts the reviewed Public Art Policy, Public Art Procedures, and the Public Art Advisory Group Operating Procedures.

PURPOSE

The Public Art Policy and procedures have been reviewed and are presented for Council consideration.

The policy and associated documents provide a framework for the development, planning, acquisition, maintenance, decommissioning and integration of Public Art across the municipal area. The policy seeks to ensure all proposed Public Art is strategic, considers current and future plans, and complements existing assets.

BACKGROUND

Public Art can create a unique community identity that informs or enhances a sense of place and can generate iconic branding for an area. Public Art can contribute to the vibrancy of public spaces for the enjoyment of locals and visitors, enhance community identity and enrich cultural life.

DETAILS

The Public Art Policy and associated procedures were last reviewed in January 2020. The Senior Management Team has reviewed the documents with no recommended changes.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 1: Leadership and Governance
Desired Outcomes
We make publicly transparent decisions on spending and future directions while encouraging community feedback.

Our Priorities
1.4 Facilitate the meeting of community needs through strong advocacy and local and regional collaboration for shared outcomes.

GOAL 3: Connected Communities
Desired Outcomes
Waratah-Wynyard is a modern community—moving forward but not forgetting where it started.
Our Priorities
3.3 Deliver planning for activation through effective urban design and planning that promotes liveability, social gathering and connectedness, and which recognises and celebrates local history.

GOAL 3: Connected Communities
Desired Outcomes
Our community uses its voice to shape its future alongside a strong Council willing to listen and implement where reasonable and practical.
Our Priorities
3.4 Build community capacity through services and programs that strengthen, support and care for our community.

GOAL 4: Community Recreation and Wellbeing
Desired Outcomes
Our community enjoys access to visually appealing safe spaces and facilities for recreation.
Our Priorities
4.5 Collaborate with community organisations that provide recreation opportunities to our community.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Business & Industry	Specialised diversity of the economy – Value adding, diversification, innovation and employment. A resilient economy with global brand recognition and growing exports.
Tourism	Memorable visitor experiences all year round – The must see destination, quality product, easy access, popular events and festivals with coordinated marketing. A longer season with increasing yields.
Strong communities and social capital	Enduring community capital – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
Place making and liveability	Liveable places for all ages – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.

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. There is an annual financial allocation that is set aside for Public Art projects within the operational budget.

RISK IMPLICATIONS

Public Art needs to be considered strategically, with future projects and planning in mind to create a considered environment and reduce the risk of an ad hoc approach to problematic placement, style and themes.

The lack of a Public Art Policy and associated procedures results in Council being vulnerable to risk associated with an unfair selection or commissioning process and does not provide a transparent or uniform approach to public consultation and input into artwork that appears in public spaces.

CONSULTATION PROCESS

The Senior Management Team reviewed the policy and associated documents. No changes were made as a result of the feedback received.

CONCLUSION

It is recommended that Council adopt the reviewed Public Art Policy and procedures as attached to this report.

9.12 FINANCIAL REPORT FOR THE PERIOD ENDED 30 SEPTEMBER 2023

To: Council
Reporting Officer: Manager Financial Services
Responsible Manager: Manager Financial Services
Report Date: 5 October 2023
File Reference: Financial Management - Reporting - Council
Enclosures: 1. Monthly Capital Report - September 

RECOMMENDATION

That Council note the Financial Report for the period ended 31 August 2023.

PURPOSE

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

BACKGROUND

The financial reports presented incorporate:

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

DETAILS

Council's year to date (YTD) results are consistent with the budget set by Council. Overall, the operational performance of Council is expected to be within the budget estimates set by Council.

STATUTORY IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Council Strategy or Plan Reference

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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

All details are included in the attached reports.

Income Statement

The Income Statement shows the performance of Council's operations year to date. Councils YTD results are tracking consistently with the budget estimates set by Council.

Income Statement as at 30 September 2023

	YTD Actual	YTD Budget	%	YTD Variance	Budget	Forecast	Forecast Variance
Recurrent Income							
Rate Revenue	13,736,454	13,805,376	0%	✔ (68,922)	13,805,376	13,805,376	✔ -
User Charges	842,988	754,172	12%	✔ 88,816	3,016,688	3,016,688	✔ -
Reimbursements/Contributions	63,590	64,936	-2%	✔ (1,346)	709,744	709,744	✔ -
Grants and Subsidies	92,062	92,062	0%	✔ 0	3,879,155	3,879,155	✔ -
Interest	172,750	111,875	54%	✔ 60,875	447,500	447,500	✔ -
Distributions from Water Corporation	-	-	0%	✔ -	674,400	674,400	✔ -
Total Recurrent Income	14,907,845	14,828,421	1%	✔ 79,424	22,532,863	22,532,863	✔ -
Recurrent Expenditure							
Employee Costs	2,101,818	2,247,594	6%	✔ 145,775	8,990,374	8,990,374	✔ -
State Levies	10,591	10,591	0%	✔ -	724,879	724,879	✔ -
Remissions & Discounts	365,354	366,588	0%	⚠ 1,234	366,588	366,588	✔ -
Materials & Contracts	1,591,346	1,514,990	-5%	✘ (76,356)	6,059,961	6,059,961	✔ -
Depreciation	448,720	448,720	0%	✔ -	5,384,644	5,384,644	✔ -
(Gain)/Loss on Disposal	-	-	0%	✔ -	45,000	45,000	✔ -
Borrowing Costs	(644)	-	0%	✔ 644	55,920	55,920	✔ -
Other Expenses	29,997	75,263	60%	✔ 45,266	301,050	301,050	✔ -
Total Recurrent Expenditure	4,547,182	4,663,746	2%	✔ 116,564	21,928,416	21,928,416	✔ -
Surplus/(Deficit)	10,360,663	10,164,675	2%	✔ 195,987	604,447	604,447	✔ -
Capital Items							
Capital Grants/Contributions	238,293	166,500	43%	✔ 71,793	6,984,496	6,984,496	✔ -
Derecognition of Assets	-	-	0%	✔ -	-	-	✔ -
Asset Recognition	-	-	0%	✔ -	-	-	✔ -
Comprehensive Surplus/(Deficit)	10,598,955	10,331,175	3%	✔ 267,780	7,588,943	7,588,943	✔ -

Balance Sheet

Council continues to be in a financially strong position. Council is budgeting a current ratio of 1.20 as at 30 June 2024 compared to a current ratio of 5.48 as at 30 September 2023.

Balance Sheet as at 30 September 2023

	YTD Actual \$	Budget \$	Forecast \$
Current Assets			
Cash & Cash Equivalents	18,971,416	5,852,574	5,852,574
Receivables	3,756,818	1,296,712	1,296,712
Inventories	138,273	113,049	113,049
Other Current Assets	136,224	271,523	271,523
Total Current Assets	23,002,731	7,533,858	7,533,858
Non-Current Assets			
Property, Plant and Equipment	248,730,494	248,624,302	248,624,302
Investment in Water	45,378,608	45,378,608	45,378,608
Total Non-Current Assets	294,109,102	294,002,910	294,002,910
Total Assets	317,111,833	301,536,768	301,536,768
Current Liabilities			
Payables	1,716,654	4,073,100	4,073,100
Interest-Bearing Liabilities	364,178	364,178	364,178
Provisions	2,116,496	1,817,365	1,817,365
Total Current Liabilities	4,197,328	6,254,643	6,254,643
Non-Current Liabilities			
Interest-Bearing Liabilities	2,144,657	1,144,657	1,144,657
Provisions	259,394	359,394	359,394
Total Non-Current Liabilities	2,404,051	1,504,051	1,504,051
Total Liabilities	6,601,379	7,758,694	7,758,694
Net Assets	310,510,453	293,778,074	293,778,074
Equity			
Current Year Result	10,598,955	7,588,943	7,588,943
Accumulated Surplus	171,306,467	168,982,952	168,982,952
Reserves	128,605,031	117,206,179	117,206,179
Total Equity	310,510,453	293,778,074	293,778,074
Current Ratio	5.48	1.20	1.20

Council's cash is significantly higher at this time of year compared with that budgeted as of 30 June due to the timing of Council's income and expenditures. Council collects 74% of its rates and charges income by 31 August. Council's cash will reduce over the course of the year due to progression of the capital works budget valued at \$19.863m. Council's receivables will reduce over the course of the year with some ratepayers electing to pay by instalment.

Cashflow Statement

As of 30 September, Council had \$18.971m cash on hand. Based on budgeted income and expenditures, Council is budgeted to have \$5.853m of cash on hand as of 30 June 2024.

A key assumption of the budget is the completion of the capital works program as set by Council. To date, 8% of the capital budget has been spent.

Cashflow Statement as at 30 September 2023

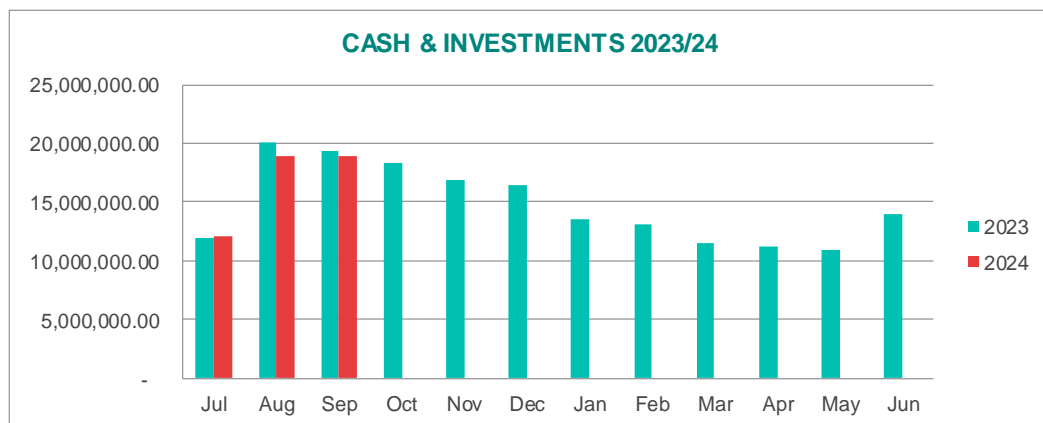
	YTD Actual	Budget		Balance	Forecast
	\$	\$	%	\$	\$
Cash flows from operating activities					
Employee Costs	(1,802,687)	(8,926,163)	20%	(7,123,476)	(8,926,163)
Materials and Contracts	(3,973,016)	(5,914,662)	67%	(1,941,646)	(5,914,662)
State Levies	(10,591)	(724,879)	1%	(714,288)	(724,879)
Other Expenses	(395,351)	(667,638)	59%	(272,287)	(667,638)
Rates and Charges	11,276,349	13,763,890	82%	2,487,541	13,763,890
User charges	978,287	3,016,688	32%	2,038,401	3,016,688
Interest	172,750	447,500	39%	274,750	447,500
Reimbursement of Expenses	63,590	709,744	9%	646,154	709,744
Government Grants	92,062	3,879,155	2%	3,787,093	3,879,155
Net Cash provided by (used in) operating activities	6,401,393	5,583,635	115%	(817,758)	5,583,635
Cash flows from investing activities					
Payments for Property, Plant and Equipment	(1,605,512)	(21,486,236)	7%	(19,880,724)	(21,486,236)
Investment revenue from Water Corporation	-	674,400	0%	674,400	674,400
Proceeds from Sale of Property, Plant and Equipment	-	572,690	0%	572,690	572,690
Capital grants	238,293	6,984,496	3%	6,746,203	6,984,496
Net cash provided by (used in) investing activities	(1,367,220)	(13,254,650)	10%	(11,887,430)	(13,254,650)
Cash flows from financing activities					
Borrowing Costs	644	(55,920)	-1%	(56,564)	(55,920)
Loan Drawdowns	-	-	0%	-	-
Loan Repayments	-	(357,089)	0%	(357,089)	(357,089)
Net cash provided by financing activities	644	(413,009)	0%	(413,653)	(413,009)
Net (Decrease) in Cash Held	5,034,818	(8,084,024)	-62%	(13,118,842)	(8,084,024)
Cash at beginning of year	13,936,598	13,936,598	100%	-	13,936,598
Cash at end of period	18,971,416	5,852,574	324%	(13,118,842)	5,852,574

Investments

The following table provides an outline of Council’s cash and investment portfolio as of 30 September 2023. Total cash and investments on hand as of 30 September is \$18.971m. The weighted average return on investment earned on Council’s investment portfolio is 5.16%.

Investments as at 30 September 2023

	\$	INVESTMENTS	\$	Weighted Average Return
Deposits	17,300,000	Commonwealth Bank	1,669,916	
Petty Cash and Till Floats	1,500	Investments		
Trading Account	1,669,916	NAB	800,000	
		ING	3,000,000	
		BOQ	4,500,000	
		CBA	9,000,000	
		Petty Cash and Till Floats	1,500	
Balance - All Accounts	18,971,416		18,971,416	5.16%



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.

24.12% of the total rates levied for the year were outstanding as at 30 September 2023; this includes all aged rates and charges outstanding. This compares with 21.97% outstanding as at 30 September last year.

Rates Summary to 30 September 2023

	2023-24		2022-23	
	%	\$	%	\$
<i>Notice Issue Date - 25 July 2023</i>				
Outstanding Rates Debtors (1 July 2023)		778,159		654,411
Less: Rates in Credit		(855,516)		(754,201)
NET RATES OUTSTANDING (1 July 2023)	(0.56)	(77,357)	(0.78)	(99,790)
Rates and Charges Levied	100.60	13,852,703	100.68	12,946,959
Interest Penalties Charged	(0.04)	5,716	0.10	12,567
GROSS RATES AND CHARGES DEMANDED	100.00	13,769,630	100.00	12,859,736
LESS RATES AND CHARGES COLLECTED	72.34	9,960,939	71.16	9,150,875
REMISSIONS AND DISCOUNTS**	7.73	1,064,534	8.71	1,119,663
	80.07	11,025,474	79.87	10,270,538
ADD PROPERTIES IN CREDIT	(4.19)	577,146	(1.84)	236,683
UNPAID RATES AND CHARGES * (includes Deferred Rates)	24.12	3,321,303	21.97	2,825,881
**REMISSIONS AND DISCOUNTS		2023-24		2022-23
Early Payment Discount		328,431		462,370
Pensioner Rebates		699,099		655,868
Council Remissions and Abandonments		37,005		1,425
		1,064,534		1,119,663
Number of Rateable Properties		8,052		8,004
Number of Unpaid Rateable Properties		2,341		2,029
% not fully paid		29.07%		25.35%

Grant Summary

Grant Schedule as at 30 September 2023


	YTD Actual	Budget 2024
Capital Grants		
Boat Harbour Masterplan	-	900,000
Port Creek Flood Mitigation	-	957,335
Roads to Recovery	-	1,129,728
Dog Park & Freedom Camping	-	160,000
Mt Hicks Road Bridge Replacement	-	458,252
James Philosopher Smith	-	110,000
Boating, Camping Fishing	30,000	30,000
Calder Bridge Replacement	-	427,994
ANZAC Park All Abilities Playground	136,500	136,500
Waterfront Masterplan	-	320,601
Table Cape Lookout	-	302,967
Australian Cricket Infrastructure Fund	71,793	-
LRCI Funding	-	2,051,119
	238,293	6,984,496

Capital Works Summary

The Capital Works Summary provides a snapshot of the percentage of expenditure against the 2023/24 Capital Works Budget Estimates. Timing of expenditure is based on the works plan and actual spend and is not always reflective of the actual progress of the Capital Works project. The monthly Progress Report is attached for the information of the Council.

Summary Capital Expenditure Report				
	YTD	Budget	Remaining	%
	Actual	Estimate	Budget	Spent
	\$	\$	\$	
Buildings				
Amenities	31,749	593,600	561,851	5%
Community Facilities	146,576	969,424	822,848	15%
Childcare	456	105,000	104,544	0%
Council Operational Buildings	1,078	100,487	99,409	1%
Total Buildings	179,859	1,768,511	1,588,652	10%
Parks & Open Spaces				
Other Infrastructure	116,361	1,802,125	1,685,764	6%
Playgrounds	1,751	639,815	638,064	0%
Walkways & Tracks	411,986	2,274,220	1,862,234	18%
Recreational Reserves	107,002	331,734	224,732	32%
Total Parks & Open Spaces	637,100	5,047,894	4,410,794	13%
Plant & Equipment				
Other Plant & Equipment	12,788	393,218	380,430	3%
Plant & Vehicle Replacements	12,268	454,163	441,895	3%
Software & IT Replacements	18,588	875,681	857,093	2%
Total Plant & Equipment	43,644	1,723,062	1,679,418	3%
Sporting Facilities				
Indoor Recreational Facilities	3,493	125,000	121,507	3%
Outdoor Sporting Facilities	19,990	2,277,982	2,257,992	1%
Total Sporting Facilities	23,483	2,402,982	2,379,499	1%
Stormwater				
Flood Mitigation Works Total	29,473	3,364,108	3,334,635	1%
Other Stormwater Works	3,840	1,456,099	1,452,259	0%
Total Stormwater	33,313	4,820,207	4,786,894	1%
Transport				
Bridge Renewals	431,895	1,638,282	1,206,387	26%
Footpaths & Kerbs	57,845	107,455	49,610	54%
Other Transport	46,750	338,856	292,107	14%
Resheeting	85,999	391,859	305,859	22%
Rural Upgrades	-	-	-	0%
Rural Reseals	20	676,172	676,152	0%
Urban Reseals	1,518	947,668	946,150	0%
Total Transport	624,027	4,100,291	3,476,264	15%
Total	1,541,425	19,862,947	18,321,521	8%

9.13 SENIOR MANAGEMENT REPORT

To: Council
Reporting Officer: Executive Officer
Responsible Manager: General Manager
Report Date: 27 September 2023
File Reference: 1312
Enclosures: 1. Councillor Allowances 

RECOMMENDATION

That Council note the monthly Senior Management Report.

SUMMARY/PURPOSE

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

GENERAL MANAGERS OFFICE

ACTIVITIES SINCE LAST COUNCIL MEETING

Listed below is a summary of activities undertaken by the General Manager during the period 9 September to 13 October 2023.

Corporate

- Participated in regular meeting with the General Manager of Circular Head Council.
- Completed staff performance reviews for all direct reports.
- Participated in a meeting of the Waratah-Wynyard Audit Panel.

Community

- Attended a Community Conversation in Yolla.
- Continued to investigate potential sites for Yolla Public Toilet, including site visits.
- Met with representatives of a community group regarding community project opportunities.
- Met with a representative of the Sisters Beach community who raised a variety of matters.

Industry

- Met with the Chief Operating Officer of CLTP Tasmania, James Lantry for an update on their business activities and plans.
- Met with CEO of TasRex, Bess Clark, who provided an overview of their business.

Other

- Attended Cradle Coast Authority Representatives Meeting
- Attended a meeting of the Cradle Coast Waste Management Group

-
- Attended a meeting of the Northwest General Managers
 - Annual Leave from 29 September 2023, returning to work 9 October 2023. Director Community and Engagement, Tracey Bradley was Acting General Manager for the leave period.

Councillor Allowances

The Office of Local Government (OLG) has provided the following information in relation to councillor allowances:

The Office of Local Government (OLG) has updated its information sheet on councillor allowances for the year 1 November 2023 – 31 October 2024, by applying the required inflationary factor to the elected member allowances. A copy of the updated information sheet, including the new allowance figures is attached.

Regulation 42 of the *Local Government (General) Regulations 2015* defines the inflationary factor, in respect of each calendar year, to be the amount ascertained by dividing the Wage Price Index (WPI) figure for the June quarter of that year by the WPI figure for the June quarter of the previous year. The WPI figure for the 2023 June quarter was 147.9 compared to 142.4 for the 2022 June quarter, thus providing an inflationary figure of 3.86%.

Australia Day 2024

At the January 2023 Council Meeting, Cr Courtney requested that the date of Australia Day events be considered by Councillors in a workshop in respect of First Nations peoples.

A workshop to discuss this was held on 9 October, where Councillors agreed it is critical that Council make a fully considered decision including public consultation for the review of "Australia Day" activities and policies before any changes are made.

Council has committed to the development of a Reconciliation Action Plan (RAP) as part of 23/24 annual plan actions. RAP development involves significant consultation, and this is seen as the opportune time to canvass community thoughts on Australia Day event timing.

It is noted that Council is bound by the decisions of the Federal Government in relation to Australia Day and Citizenship Ceremonies and these need to be considered during any review.

In summary it is planned that:

- Australia Day activities on 26 January for 2024 will be held in a similar format to previous years.
- Council Officers will include appropriate cultural and educational activities as part of the event.
- Public consultation will be undertaken as part of the Reconciliation Action Plan process and this feedback will be used to determine changes to Australia Day Activities from 2025 onwards.

COMMUNITY CONVERSATIONS

The next Community Conversation will be held at Boat Harbour Beach – 27 November 6.00 - 7.30pm.

ADMINISTRATION – Use of Corporate Seal

14/9/23	Final Plan and Schedule of Easements	SD2168 Kimberley's Hill Road Milabena subdivision (3 into 3)
18/9/23	Final Plan and Schedule of Easements	SD2146 2 Deaytons Lane & 811 Murchison Highway Elliot Subdivision (boundary reconfiguration and consolidation)
18/9/23	Grant Deed -	Dept State Growth - Bridge Renewal 6
25/9/23	Final Plan and Schedule of Easements	SD2159 957, 998, 1036 Mt Hicks Rd subdivision (4 into 4 lots)
25/9/23	Final Plan and Schedule of Easements	SD2176 65A Deep Creek Road and 33 Alderson Rd Wynyard = boundary adjustment
25/9/23	Final Plan and Schedule of Easements	SD2164 Murchison Highway Yolla subdivision (2 into 2 lots)
25/9/23	Final Plan and Schedule of Easements	SD1988 10 Terra Nova Drive Wynyard Subdivision (1 into 2 lots)

POLICIES TO BE RESCINDED

There are no polices to be rescinded at this meeting.

WORKING GROUPS

	Elected Member Representatives	Responsible Officer(s)	Status
Wynyard Show Grounds	Cr Bramich Cr Hyland	<ul style="list-style-type: none"> • General Manager • Manager Community Activation 	Discussions are continuing with the Show Society. A draft MOU has been provided to the Show Society for review and a reply received in early October.
Somerset Sporting Precinct	Cr Johnstone Deputy Mayor Edwards	<ul style="list-style-type: none"> • General Manager • Manager Community Activation • Manager Recreation Planning and Environment • Recreation Liaison Officer 	Initial meeting of group has been held.
Wynyard Sports Precinct	Cr Johnstone Cr Roberts	<ul style="list-style-type: none"> • Director Infrastructure and Development Services • Strategic Projects Manager • Manager Community Activation 	<p>Turf wicket currently being renovated and seeded. Practice Net relocation work underway but slowed due to a TasWater issue.</p> <p>Austin Street TIA public consultation underway</p> <p>Works at Wynyard High School commenced 11 September and expected to take three months.</p> <p>Group continues to meet as necessary.</p>
Boat Harbour Masterplan	Cr Hyland Cr Roberts	<ul style="list-style-type: none"> • General Manager • Executive Officer (GM office) • Strategic Projects Manager 	The Group continues to meet to work through design response report and landscaping plans with final detailed design meeting in mid-October.
Oldina Reserve Stakeholder Group	Cr Courtney Cr Johnstone	<ul style="list-style-type: none"> • Director Community and Engagement 	Initial meeting of the group has been held. Notes were included in the March 2023 agenda.
Accessibility Strategy Working Group	Cr Raw Deputy Mayor Edwards	<ul style="list-style-type: none"> • Manager Community Activation 	First meeting of the group has been held. Notes attached to this agenda.
Frederick Street Reserve Working Group	Cr Johnstone Cr Roberts	<ul style="list-style-type: none"> • Director Community and Engagement • Manager Community Activation 	Report to establish this group is included on the October Council agenda

PLANNING PERMITS UNDER DELEGATION – September 2023

DA No.	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	(D)Discretionary (P)Permitted
SD 2175 & DA 192/2023	PLA Designs Pty Ltd	29 Arthur Street Somerset	Subdivision (1 into 4 lots) & Retaining Walls	1.09.2023	42	D
DA 221/2023	CLTP Panel Products Pty Ltd	683 & 673 Deep Creek Road Wynyard	Site Office	1.09.2023	9	P
DA 215/2023	P & P Clousen	Unit 3/7 Church Street Wynyard	Dwelling Extension	1.09.2023	17	P
SD 2174	A Thorn	55 Coopers Lane Wynyard	Subdivision – Boundary Reorganisation (2 into 2 lots)	1.09.2023	30	D
SD 2178	PLA Designs Pty Ltd	3 Shekleton Road Wynyard	Subdivision (1 into 5 lots)	14.09.2023	36	D
DA 225/2023	Waratah-Wynyard Council	59A Jackson Street Wynyard	Demolition of Grandstand	14.09.2023	22	P
SD 2179	C & A Wade	124 & 180 Stennings Road Wynyard	Boundary Reconfiguration (2 into 2 lots)	14.09.2023	34	D
DA 232/2023	J Spinks	7 Irby Boulevard Sisters Beach	Visitor Accommodation (Change of Use)	18.09.2023	20	P

BUILDING PERMITS APPROVED – September 2023

Permit Number	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	Related Planning Approval
BLD-2023-90-01	6ty Pty Ltd	91 Terra Nova Drive Wynyard	Extension to Existing Warehouse	06.09.2023	4	DA 222/2022
PSC-2023-5-01	Z Griffiths	64 Lyons Street Somerset	Additions to Deck	06.09.2023	9	NPR
PSC-2023-4-01	C Thomson	1028 Murchison Highway Elliott	Additions & Alterations to Existing Dwelling	13.09.2023	1	DA 273/2022

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</i></p>	DOP	Progressing
21/2/22	8.3	NOM – D Fairbrother – Planning Matters	<p>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:</p> <ol style="list-style-type: none"> a. Sufficient water storage for both domestic household use and water storage for firefighting purposes in landslip b areas and suggest as a minimum 20,000 L (10,000+10,000) for this purpose. b. Repair, replacement and renovation of existing buildings in areas of designated landslip A; and 	DIDS	Yet to commence

DATE	ITEM	TOPIC	ACTION/STATUS	OFFICER	STATUS
			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		
20/2/23	8.1	NOM CR RAW – Request for TIA Junction of Old Bass Highway and Dart Street	Motion Carried <i>Affected business owners have been contacted to provide feedback into the process and the remainder of the study can be undertaken when this information is received. A further email requesting feedback was sent Tuesday 10/10</i>	MEP	In Progress
15/5/23	9.5	ROC – Public Interest Disclosure Procedures	MOTION CARRIED: That Council adopt the Public Interest Disclosure Procedures as presented and submit to the Office of the Ombudsman for approval. <i>Document has been forwarded to Office of Ombudsman for Approval with no response at date of agenda publication</i>	GM	In progress
24/7/23	8.1	NOM Cr Roberts – State Representation Policy Review	Motion Carried That Council review its current policies and guidelines relating to providing financial support to residents representing Tasmania and Australia at National and International events. <i>Refer report this agenda</i>	MCA	Complete

9.14 MINUTES OF OTHER BODIES/COMMITTEES

9.14.1 MINUTES OF OTHER BODIES/COMMITTEES -WARATAH COMMUNITY BOARD HELD 22 SEPTEMBER 2023

To: Council
Reporting Officer: Manager Community Activation
Responsible Manager: Director Community and Engagement
Report Date: 26 September 2023
File Reference: 001
Enclosures: 1. Waratah Community Board Meeting Notes 

RECOMMENDATION

That Council receives the Notes of the Waratah Community Board meeting held on Friday 22 September 2023.

PURPOSE

For Council to receive notes from the meeting of the Waratah Community Board held on 22 September 2023.

BACKGROUND

The inaugural Waratah Community Board was established by Council in 2019. In July 2022 the 2022-2025 Waratah Community Plan was adopted by Council, and an expression of interest was opened for interested community members to self-nominate for Board membership. In September 2022 Council endorsed the community members of the Board for a three-year term.

DETAILS

Notes from the meeting held on 22 September 2023:

- The Community Board discussed the appearance of the replacement shelters to be placed in Waratah. The Board does not want lattice sides and would prefer to have animal cut-outs on the sides, similar to the Somerset BBQ shelters. The Board would like to be involved in the selection of the animal in the cut-out.
- The Community Board discussed the refurbishment of Tyre Park and Saunders Park. The Board stated that a fence around the playground equipment is important. Having equipment in bright colours, with activities suited to all age groups was preferred by the Board.
- The Board asked that a half-court basketball court be considered for the 2024/25 budget.
- The Board requested information to be shared so that they can speak with the RSL regarding the restoration of the War Memorial.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

GOAL 3: Connected Communities
Desired Outcomes
1.3 We encourage broad community input to create a focussed and strong sense of belonging.
Our Priorities
1.4.1 Collaborate with, understand and satisfy our external customers' needs and values.

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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


CONSULTATION PROCESS

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

CONCLUSION

That Council receives the notes of the Waratah Community Board Meeting held on Friday 22 September 2023.

9.14.2 MINUTES OF OTHER BODIES/COMMITTEES - SUSTAINABILITY AND ENVIRONMENTAL ADVISORY PANEL HELD 19 SEPTEMBER 2023

To: Council
Reporting Officer: Contracts and Administration Officer
Responsible Manager: Director Infrastructure and Development Services
Report Date: 29 September 2023
File Reference: SEAP
Enclosures: 1. SEAP Unconfirmed Minutes - 19 September 2023 

RECOMMENDATION

That Council

1. **note the Unconfirmed Minutes of the Sustainability and Environmental Advisory Panel meeting held on 19 September 2023; and**
2. **Endorse the following recommendations from the meeting held on 19 September 2023 that:**
 - a. **Council identify and facilitate mapping of food security based partnerships; and**
 - b. **The SEAP and relevant Councillors attend various sites (e.g. Waratah, Somerset, etc.) to expand the focus areas of interest of the group.**

PURPOSE

The unconfirmed Minutes of the Sustainability and Environmental Advisory Panel (SEAP) meeting held on 19 September 2023, are presented for information.

BACKGROUND

After an expression of interest process, Council appointed its first Sustainability and Environmental Advisory Panel (SEAP) at the 26 September 2022 Council meeting.

DETAILS

From the meeting of 19 September 2023, the SEAP made two (2) recommendations to Council for consideration.

The recommendations coming from the SEAP meeting for Council consideration are: -

- a. **Council identify and facilitate mapping of food security based partnerships.** - This recommendation was made to help progress mapping of the current state of resources and identification of vulnerable sections of the population to enable progress toward policy and action for the future of the community.
- b. **The SEAP group along with Councillors attend various communities (e.g. Waratah, Somerset, etc.) to visit and expand the focus areas of interest.** – This recommendation was made after it was noticed that the panel had been largely focused on Wynyard when considering vegetation management and improvement areas for consideration. It was agreed that the group take a wider view with the first step being “boots on the ground” visiting other municipal communities such as Waratah or Somerset with Councillors to refocus efforts more broadly.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 1: Leadership and Governance
Desired Outcomes
1.3 We encourage broad community input to create a focussed and strong sense of belonging.
Our Priorities
13.1 Facilitate the meeting of community needs through strong advocacy and local and regional collaboration for shared outcomes.

GOAL 7: Environment
Desired Outcomes
7.1 Council and the community minimise its resource consumption and carbon footprint.
Our Priorities
7.1.2 Advocate for effective environmental management and contribute to regional, state, and national climate change initiatives.

GOAL 7: Environment
Desired Outcomes
7.2 The community understands its vulnerabilities and strengths when it comes to climate change adaptation and resilience.
Our Priorities
7.2.1 Support and foster community led adaption and initiatives.

GOAL 7: Environment
Desired Outcomes
7.3 Our natural environment, unique surroundings and community assets are future ready in a changing climate.
Our Priorities
7.3.1 Facilitate education and awareness of climate change risks to the community and property owners.

GOAL 7: Environment
Desired Outcomes
7.5 Stewardship of our land, water and marine ecosystems respects past, present and future generations.
Our Priorities
7.5.1 Protect, enhance and recover biodiversity through forward thinking and planning.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Strong communities and social capital	Enduring community capital – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.

Community Future Direction Theme	Key Challenges & Opportunities:
Access and infrastructure	Local, regional and global transport and infrastructure access – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
Natural resource management	Managing abundant, natural and productive resources – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.
Health and Wellbeing	Maintaining good health and wellbeing – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.
Education	Lifelong learning and education – Education and lifelong learning is valued and there is access to vocational training and tertiary education. Education retention rates have increased.
Place making and liveability	Liveable places for all ages – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.
Governance and working together	Working together for Murchison – Everyone plays a part in achieving the objectives of the Sustainable Murchison Community Plan. There is cooperation, resource sharing and less duplication between Councils. Leadership is provided across all community sectors.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Regarding recommendations from the SEAP meeting of 19 September 2023: -

- a. The financial implication for Council will depend upon the availability of Council officers to assist in identification and mapping of a food security based partnerships or in seeking funding opportunities for same.
- b. There are relatively minor financial implications with regard to panel members and Councillors visiting communities around the municipality together in the form of large vehicle hire to shuttle the entire group to various locations over one to two days.

RISK IMPLICATIONS

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



CONSULTATION PROCESS

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

CONCLUSION

It is recommended that Council note the unconfirmed minutes from 19 September 2023 along with endorsement of the two (2) recommendations made by SEAP at the meeting.

9.14.3 MINUTES OF OTHER BODIES/COMMITTEES - AUDIT PANEL COMMITTEE HELD 19 SEPTEMBER 2023

To: Council
Reporting Officer: Information Management Officer
Responsible Manager: Manager Financial Services
Report Date: 29 September 2023
File Reference: Audit Panel
Enclosures: 1. Letter to Council from Audit Panel Chair 
2. Unconfirmed Audit Panel Minutes - 19 September 2023


RECOMMENDATION

That Council note the unconfirmed Minutes of the Audit Panel Committee meeting held on 19 September 2023

PURPOSE

The Audit Panel met on 19 September 2023 and the unconfirmed Minutes were released by the Chair on the 26 September 2023 and are presented to Council for noting.

BACKGROUND

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

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

The current members of the Shared Panel are:

- Mr Stephen Allen – Audit Panel Chair
- Mrs Lisa Dixon – Audit Panel Member
- Mr Paul Viney – Audit Panel Member

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

DETAILS

The Audit Panel met on 19 September 2023 at the Waratah-Wynyard Council.

The meeting reviewed the following standard agenda items:

- Business arising from previous meetings;
- General Manager Risk and Assurance Certificate;
- Communications from Council;
- Financial Management reports presented to Council;
- General Manager's Reports provided to Council;

- Minutes of Safety (OSHWELL) Committee;
- Internal audit progress on supplementary rates;
- Major Initiatives - Annual Plan progress report;
- Quarterly Statistic Reports provided to Council.

The major work plan for the meeting covered:

- Financial Management & Financial Governance – Operational Result, Accounting Estimates and Judgements and Capital Works Budget Amendment
- Annual Audit and Reporting – Item deferred to November 2023
- Internal Controls and Risk Management – Sale of properties for unpaid rates, GM Risk Certificate
- Legal Compliance and Ethics – Privileged User Risk Audit, RTI Legislative Compliance Audit, Council’s Policies and Procedures

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

The Panel's next meeting is scheduled to be held on-line on 28 November 2023.

STATUTORY IMPLICATIONS

Statutory Requirements

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

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

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no financial implications in this recommendation.

RISK IMPLICATIONS

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


CONSULTATION PROCESS

There are no consultation requirements as a result of this report

COMMENT

It is recommended that Council note the Unconfirmed Minutes of the Audit Panel Committee held on 19 September 2023.

9.14.4 MINUTES OF OTHER BODIES/COMMITTEES - ACCESSIBILITY WORKING GROUP HELD WEDNESDAY 20 SEPTEMBER

To: Council
Reporting Officer: Manager Community Activation
Responsible Manager: Director Community and Engagement
Report Date: 29 September 2023
File Reference: 01
Enclosures: 1. Accessibility Working Group Meeting Notes September 2023 

RECOMMENDATION

That Council accepts the notes of the Accessibility Working Group meeting held on 20 September 2023.

PURPOSE

The Notes of the Meeting of the Accessibility Working Group held on Wednesday 20 September 2023, are presented to Council for information.

BACKGROUND

The Waratah-Wynyard Accessibility Strategy Working Group is a collaborative partnership between Council and the community to inform and advise Council on accessibility matters.

The purpose of the Accessibility Strategy Working Group meetings initially is to inform the development of the Accessibility Strategy and Action Plan. The Accessibility Strategy Working Group then advises on the implementation, monitoring, and review of the Accessibility Strategy.

DETAILS

This was the first meeting of the Accessibility Working Group. All present members introduced themselves and spoke about their life experiences and why they wanted to join the group.

All present members were provided with a hard copy of the draft Accessibility Strategy.

The Accessibility Action List was pointed out to the members. Group members were asked to read over the strategy and associated action list and reflect on/note any changes over the coming days.

The group discussed what would happen at the next meetings. This would include discussing recommended changes/feedback and developing a Final Draft of the Accessibility Strategy, with a particular focus on the Inclusion Action Plan for adoption by Council. It was agreed that this can occur via email and meetings.

The next meeting will be on Thursday 19 October, at 5.30pm at Council.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 3: Connected Communities
Desired Outcomes
1.3 We encourage broad community input to create a focussed and strong sense of belonging.
Our Priorities
13.1 Facilitate the meeting of community needs through strong advocacy and local and regional collaboration for shared outcomes.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Strong communities and social capital	Enduring community capital – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
Access and infrastructure	Local, regional and global transport and infrastructure access – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
Health and Wellbeing	Maintaining good health and wellbeing – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.
Place making and liveability	Liveable places for all ages – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.

POLICY IMPLICATIONS

The Accessibility Working Group will provide input and feedback on the Draft Accessibility Strategy. The Accessibility Working Group will inform the development and prioritisation of the Accessibility Action List.

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

It is recommended that Council accepts the Notes of the Accessibility Working Group meeting held on 20 September 2023.

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

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

Matter	Local Government (Meeting Procedures) Regulations 2015 Reference
<i>Confidential Report R15 (2) - Confirmation Of Closed Minutes Of Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) – Notices Of Motion NIL RECEIVED</i>	15(2)
<i>Confidential Report R15 (2) (g) information of a personal nature or information provided to the council on the condition it is kept confidential UNCONFIRMED MINUTES</i>	15 (2) (g)
<i>Confidential Report R15 (2) (h) - Leave of Absence Request – Councillors NIL RECEIVED</i>	15(2)(h)
<i>Confidential Report R15 (2) - Closed Senior Management Report</i>	15(2)

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

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

Matter	Local Government (Meeting Procedures) Regulations 2015 Reference
<i>Confidential Report R15 (2) - Confirmation Of Closed Minutes Of Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) – Notices Of Motion NIL RECEIVED</i>	15(2)
<i>Confidential Report R15 (2) (g) information of a personal nature or information provided to the council on the condition it is kept confidential UNCONFIRMED MINUTES</i>	15 (2) (g)
<i>Confidential Report R15 (2) (h) - Leave of Absence Request – Councillors NIL RECEIVED</i>	15(2)(h)
<i>Confidential Report R15 (2) - Closed Senior Management Report</i>	15(2)

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

13.0 PUBLIC RELEASE ANNOUNCEMENT

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

Min. No.	Subject	Decisions/Documents

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