



**ORDINARY MEETING  
OF COUNCIL**

**AGENDA  
OPEN MEETING**

**20 November 2023**

15 November 2023

## Notice of Meeting – Ordinary Meeting of Council

In accordance with the *Local Government (Meeting Procedures) Regulations 2015* NOTICE is hereby given that the next Ordinary Meeting of the Waratah-Wynyard Council will be held at the Council Chambers, 21 Saunders Street, Wynyard on Monday 20 November 2023 with the Business of the meeting to be in accordance with the following agenda paper.

### General Manager's Certification

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

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



Shane Crawford  
GENERAL MANAGER

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

15 November 2023

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

Dear Shane,

#### **COUNCIL MEETING**

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

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

I request that you make the necessary arrangements for the next ordinary meeting of Council to be convened on Monday 20 November 2023 commencing at at the Council Chambers, 21 Saunders Street, Wynyard.

Yours sincerely



Cr Mary Duniam  
MAYOR

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

**AGENDA OF AN ORDINARY MEETING OF THE WARATAH-WYNYARD COUNCIL TO BE HELD AT THE COUNCIL CHAMBERS, 21 SAUNDERS STREET, WYNYARD ON MONDAY 20 NOVEMBER 2023, COMMENCING AT**

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

**DIGITAL RECORDING OF COUNCIL MEETINGS POLICY**

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

**ACKNOWLEDGEMENT OF COUNTRY**

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

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<b>1.0 RECORD OF ATTENDANCE</b>
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**1.1 ATTENDANCE**

**1.2 APOLOGIES**

**1.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED**

Nil received.

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<b>2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING</b>
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Legislative Reference:

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

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

*(b) Confirmation of the minutes.*

## **2.1 CONFIRMATION OF MINUTES OF PREVIOUS ORDINARY COUNCIL MEETING**

### **RECOMMENDATION**

**That the Minutes of the Ordinary Meeting of the Waratah-Wynyard Council held at Council Chambers, 21 Saunders Street, Wynyard on Monday 16 October 2023, a copy of which having previously been circulated to Councillors prior to the meeting, be confirmed as a true record.**

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



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<b>3.0 DECLARATIONS OF INTEREST</b>
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Legislative Reference:

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

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

**Councillor and Agenda Item Number**

**Staff and Agenda Item Number**

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## **4.0 COUNCILLORS ANNOUNCEMENTS AND REPORT**

### **4.1 ANNOUNCEMENTS BY MAYOR**

#### Retirement – Directory of Community and Engagement

I would like to acknowledge the retirement of long-term employee Tracey Bradley..

Tracey started in Local Government in 1985 as a Childrens Services Worker at Burnie City Council.

She progressed to the role of Acting Director at Alexander Beetle House; then Director of Wisteria Lane and eventually becoming Family and Community Services manager at Burnie City Council in December 2000.

On 23 July 2007 Tracey joined the team at Waratah-Wynyard Council in the role of Director Community Services, which she remains in through until Friday 10 November.

Tracey has been resource shared for approx. eight years – working in executive roles across both Circular Head and Waratah-Wynyard Councils.

Tracey has been held in high regard internally amongst staff and in particular externally in the community. Tracey has had a very accomplished Local Government career and on behalf of the Waratah-Wynyard community, I thank her for her service and commitment to Council.

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## 4.2 MAYOR'S COMMUNICATIONS

### RECOMMENDATION

That Council note the Mayors Communications:

MAYOR DR MARY DUNIAM	
11/10/23	CCA Executive Meeting
11/10/23	7BU Interview
13/10/23	Australian Rhododendron Conference - Opening
14/10/23	Opening of Undercurrent Exhibition Artscape
14/10/23	Tulip Festival Opening
16/10/23	Meeting with CCA Chair of Board and Chief Representative
16/10/23	Meeting with constituent
16/10/23	Council Meeting
17/10/23	LGAT General Management Committee – LGAT Service Awards
18/10/23	NW Mayors Meeting and Tour
19/10/23	UTAS – Launch of new Driving Simulator
19/10/23	Draft Tasmania Fire and Emergency Service Bill – Briefing Session
23/10/23	Councillor Workshop
24/10/23	Ambulance Tas – Awards and Recognition Ceremony
24/10/23	Guest Speaker – The Sisterhood
25/10/23	CCA – Renewables Precinct Proposal
26/10/23	Interview – The Pulse
26/10/23	Meeting with constituent
30/10/23	RDA Meeting - Regional Precincts and Partnerships Program
30/10/23	Councillor Workshop
31/10/23	CCA – Health Innovation Forum
1/11/23	LGAT Meeting and Conference
2/11/23	LGAT Meeting and Conference
2/11/23	LGAT Governance Group – Learning and Development
5/11/23	Margaret Brown Exhibition – Artscape
8/11/23	7BU Interview
10/11/23	CCA – Executive Meeting
11/11/23	Yolla Memorial Hall Centenary Celebrations

## 4.3 REPORTS BY DELEGATES

Nil received.

#### 4.4 NOTIFICATION OF COUNCIL WORKSHOPS

##### RECOMMENDATION

That Council note the following Workshops:

<b>23/10/23</b>	<b>Childcare Presentation West x Northwest Tourism Presentation</b>
<b>30/10/23</b>	<b>Financial Management Strategy LGAT General Meeting Agenda Priority Projects General Managers Performance Review</b>
<b>13/11/23</b>	<b>Independent Development Assessment Panel - Discussion Tulip Festival and Spring-Loaded Review Fire and Emergency Services Bill Waste Management Update Childcare Review</b>

##### Councillor Attendance Records

Councillor attendance 1 July 2023 – 30 June 2024 (updated to 7/10/23 – 13/11/23)

	<b>Ordinary Meetings 2023/24 (4)</b>	<b>Special Meetings / AGM 2023/24 (0)</b>	<b>Workshops 2023/24 (10)</b>	<b>Community Conversations 2023/24 (3)</b>	<b>Leave Taken 2023/24</b>
Mayor Mary Duniam	4	0	9	3	
Cr Gary Bramich	4	0	10	3	
Cr Andrea Courtney	2	0	9	0	
Deputy Mayor Celisa Edwards	2	0	6	0	6 weeks
Cr Kevin Hyland	4	0	10	2	
Cr Michael Johnstone	4	0	10	3	
Cr Leanne Raw	2	0	10	3	3 weeks
Cr Dillan Roberts	4	0	10	3	

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<b>5.0 PUBLIC QUESTIONS AND STATEMENTS</b>
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**5.1 RESPONSE(S) TO PUBLIC QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING**

Nil received.

**5.2 PUBLIC QUESTIONS RECEIVED IN WRITING**

Nil received.

**5.3 PUBLIC QUESTIONS WITHOUT NOTICE**

**5.4 PUBLIC STATEMENTS RECEIVED IN WRITING**

Nil received.

**5.5 PUBLIC STATEMENTS WITHOUT NOTICE**

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<b>6.0 PLANNING AUTHORITY ITEMS</b>
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**6.1 PUBLIC QUESTIONS WITHOUT NOTICE – RELATING TO PLANNING MATTERS**

Nil received.




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

Nil received.

Draft

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### 6.3 VISITOR ACCOMMODATION (CHANGE OF USE), RETAINING WALL AND STAIRS LOCATED AT 6 MORTON STREET, BOAT HARBOUR BEACH - DA 239/2023

To: Council  
Reporting Officer: Graduate Town Planner  
Responsible Officer: Director Infrastructure and Development Services  
Report Date: 25 October 2023  
File Reference: 9184721  
Supporting Documents: 1. Consolidated advertised documents   
2. Representation   
3. Signed extension of time 

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#### RECOMMENDATION

That Council, in accordance with Section 51 and Section 57 of the *Land Use Planning and Approvals Act 1993* and the *Tasmanian Planning Scheme (TPS) - Waratah-Wynyard*, grant approval for visitor accommodation (change of use), retaining wall and stairs located at 6 Morton Street, Boat Harbour Beach subject to the following conditions: -

#### CONDITIONS:

- (1) The development is to be generally in accordance with the application as submitted.
- (2) The dedicated visitor parking is to be identified as such and must be clearly line marked or otherwise delineated, parallel to the road.
- (3) Stormwater from the development is to be fully contained within the boundaries of the property.
- (4) All costs associated with the proposed development including those related to infrastructure extensions or upgrades to Council assets are to be met by the Developer.
- (5) In the course of undertaking the development/use there is to be no damage caused to any Council owned infrastructure or property.
- (6) Loading and un-loading of vehicles is to be confined to within the boundaries of the property.

#### Notes: -

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

- An “Activity in Road Reservation” permit must be obtained from Council for all activity within the Road Reservation.
- This project must be substantially commenced within two years of the issue of this permit.
- The applicant is advised to consult with a building surveyor to ensure the development is constructed in accordance with *Building Act 2016*.

- 
- This permit is based on information and particulars set out in Development Application DA 239/2023. Any variation requires an application for further planning approval of Council.
  - This development/use is not to result in the generation of environmental harm or nuisance as defined in the *Environmental Management and Pollution Control Act 1994*.
  - Attention is drawn to existing or proposed electricity infrastructure, please be sure to contact TasNetworks on 1300 137 008 to ensure these works do not impede on existing electricity easements and are at a safe distance from powerlines. Failure to do so could result in the relocation of electricity assets at your cost.
  - Under Section 61 (4) of the *Land Use Planning and Approvals Act 1993*, the applicant has the right to lodge an appeal against Council's decision. Notice of appeal should be lodged on the prescribed form together with the required fee within fourteen days after the date on which notice of the decision was served on that person, to the Tasmanian Civil & Administrative Tribunal (TASCAT), G.P.O. Box 2036, Hobart, 7001 (<mailto:resourceplanning@tascat.tas.gov.au>). Updated Notices of Appeal are available on the Tribunal's website at <https://www.tascat.tas.gov.au/>.

## **PURPOSE**

The purpose of this report is for Council to consider the merits of the application DA 239/2023 against the requirements of the *Tasmanian Planning Scheme - Waratah-Wynyard*.

## **BACKGROUND**

The subject site is located at 6 Morton Street, Boat Harbour Beach and has an area of 435.3m<sup>2</sup>. It currently contains a single dwelling development and has an access onto Morton Street.

The land is zoned Low-Density Residential with all surrounding properties in the street also zoned Low-Density Residential.

The adjoining property to the south, 4 Morton Street, is a vacant lot while to the north and west, 8 Morton Street and 14 Moore Street, also contain single dwelling development.

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





**Figure 1: Subject site with zoning**

#### **DETAILS**

The applicant is seeking approval for developments on land at 6 Morton Street, Boat Harbour Beach.

The development includes a change of use from a residential use to a visitor accommodation use, a retaining wall, and stairs. The retaining wall and stairs are for retrospective assessment as the structures are already constructed.

The existing dwelling takes the form of a single storey structure and contains three bedrooms, two bathrooms, one laundry, living room and combined kitchen/dining area. An unroofed deck is attached to the eastern/frontage elevation of the dwelling. It comprises a total floor area of less than 200m<sup>2</sup>.

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The retaining wall and stairs are setback less than 2m from the eastern frontage boundary at Morton Street, less than 1m from the southern side boundary, however complies with the permitted setback in the zone from all other title boundaries.

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

### **CONSULTATION PROCESS**

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

- Development Application Form x 3 pages;
- Title documents x 6 pages;
- Additional information request x 2 pages; and
- Proposal Plans x 4 pages.

The period for representations closed on 18 October 2023. One (1) representation was subsequently received. A map demonstrating the relationship between the subject site and the representator's property in Figure 2.



**Figure 2. Relationship between the subject site and the representor’s property**

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

Representor – D.G. and E.M. Hawley – 5 and 7 Morton Street, Boat Harbour Beach

Issues raised	Response:
<p>Morton Street is a very narrow, no through road, with no turning circle and is often very congested, especially over the summer months. Increased traffic with limited off-street parking would further add to this problem, making it difficult for us, and our tenants, to access our properties.</p>	<p>The issue raised by representors relates to the discretionary matter for this application in respect to Clause C2.6.2 of the Planning Scheme, for the design and layout of parking areas. The proposed parking space does not comply with the Acceptable Solution for Clause C2.6.2 of the Planning Scheme because it does not meet the Australian Standard AS 2890 - Parking facilities, Parts 1-6 being less</p>

	<p>than the 6.2m length for parallel parking between objects. The minimum length of a parking space according to AS 2890 is 5.4m, but the standard requires allowances for extra length to spaces with end obstructions higher than 150mm.</p> <p>The proposed on-site visitor car parking space will be located in the retaining wall, and within the title boundary of the proposed visitor accommodation title. The dedicated visitor parking is to be identified as such and must be clearly line marked or otherwise delineated, parallel to the road. This will ensure that Moreton Street remains clear.</p> <p>Please see the Planning Assessment section below for a full assessment against the performance criteria.</p>
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#### **INTERNAL REFERRALS**

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

- (1) Stormwater from the development is to be fully contained within the boundaries of the property.
- (2) All costs associated with the proposed development including those related to infrastructure extensions or upgrades to Council assets are to be met by the Developer.
- (3) In the course of undertaking the development/use there is to be no damage caused to any Council owned infrastructure or property.
- (4) Loading and un-loading of vehicles is to be confined to within the boundaries of the property.

Note:

An “Activity in Road Reservation” permit must be obtained from Council for all activity within the Road Reservation.

#### **Environmental Health**

The following environmental health conditions were recommended.

Note:

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

#### **EXTERNAL REFERRALS**

The proposal did not require any external referrals.

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## PLANNING ASSESSMENT

The subject site is zoned Low-Density Residential under the *Tasmanian Planning Scheme (TPS) – Waratah-Wynyard*. The use is a Visitor Accommodation which is a Permitted use within the Low-Density Residential zone, should the application meet all the relevant acceptable solutions of the planning scheme.

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

An assessment of the proposal against the applicable clauses for the Low-Density Residential Zone and relevant Codes is provided below.

### 10.0 Low-Density Residential Zone

#### 10.4.3 Setback (P1, P2)

<p><b>A1</b></p> <p>Dwellings, excluding protrusions that extend not more than 0.9m into the frontage setback, must have a setback from a frontage not less than 8m.</p>	<p><b>P1</b></p> <p>The siting of a dwelling must be compatible with the streetscape and character of development existing on established properties in the area, having regard to:</p> <ul style="list-style-type: none"><li>(a) the topography of the site;</li><li>(b) the setbacks of surrounding buildings;</li><li>(c) the height, bulk and form of existing and proposed buildings;</li><li>(d) the appearance when viewed from roads and public open space adjacent to the site; and</li><li>(e) the safety of road users.</li></ul>
<p><b>Planning Comments:</b> Complies</p> <p>The retrospective approval for a retaining wall and stairs is setback less than 8m from the frontage boundary onto Morton Street. Assessment against Performance Criteria for the retaining wall and stairs are required due to the proximity to the frontage boundary.</p> <p>The area along the frontage of the property is relatively steep (21° to 30° slope) according to the LISTmap. This retaining wall replaced an existing landscaped rock wall, that was aging. Due to the natural ground level of the dwelling above the road, the access to the dwelling is provided by the stairs. This proposal will shore up that area for foot traffic access to the building within the site.</p> <p>The site area of the lot is less than 500m<sup>2</sup>. The existing dwelling is already located within 3m from Morton Street frontage, compliance with the permitted 8m setback from the frontage boundary for the retaining wall and stairs is not achievable.</p>	

With this constraint of the land, the retaining wall will be used to create a car parking space to serve the visitor accommodation use. It will provide for one (1) light vehicle and be parallel to the road to mitigate any adverse impact to the safety and amenity of road users.

Additionally, the proposal will not create any further bulk or scale to the existing structures and therefore will not significantly impact the appearance of the structure when viewed from the road, or adjacent public open space.

In this manner, the retrospective approval for retaining wall and stairs is considered to satisfy P1 for this Standard.

**A2**

Dwellings, excluding outbuildings with a building height of not more than 2.4m and protrusions that extend not more than 0.9m horizontally from the building, must have a setback from side and rear boundaries of not less than 5m.

**P2**

The siting of a dwelling must not cause an unreasonable loss of amenity to adjoining properties, having regard to:

- (a) the topography of the site;
- (b) the size, shape and orientation of the site;
- (c) the setbacks of surrounding buildings;
- (d) the height, bulk and form of existing and proposed buildings;
- (e) the existing buildings and private open space areas on the site;
- (f) sunlight to private open space and windows of habitable rooms on adjoining properties; and
- (g) the character of development existing on established properties in the area.

**Planning Comments:** Complies

The retrospective approval for retaining wall and stairs is setback less than 5m from the southern side boundary. Assessment against Performance Criteria for this Clause is required for the southern side boundary only.

As has been discussed in the previous assessment against Clause 10.4.3 (P1), the retaining wall and stairs are required to be situated near the front elevation of the dwelling due to the slope along the frontage boundary.

Considering that the site area is less than 500m<sup>2</sup> and the setback of the dwelling from the southern side boundary is already less than 3m, compliance with the permitted 5m setback from the southern boundary for these structures is not achievable.

The retaining wall and stairs are unlikely to cause an unreasonable loss of amenity with regards to overshadowing the southern property, 4 Morton Street, because the property is currently vacant, and the structures do not have bulky form or appearance.

There will be no further impact on the private open space areas onsite.

The character of the development is consistent with the established adjacent properties in the street, being single dwelling development. Moreover, the proximity of the development from the side boundary is also consistent with the established properties in Morton Street for having building(s) that setback less than 5m from the side boundary.

The proposal will not unreasonably affect residential amenity in the area and is considered to comply with the performance criteria P2 for this Standard.

## C2.0 Parking and Sustainable Transport Code

### C2.6.2 Design and layout of parking areas

<p><b>A1.1</b></p> <p>Parking, access ways, manoeuvring and circulation spaces must either:</p> <p>(a) comply with the following:</p> <p>(i) have a gradient in accordance with <i>Australian Standard AS 2890 - Parking facilities, Parts 1-6</i>;</p> <p>(ii) provide for vehicles to enter and exit the site in a forward direction where providing for more than 4 parking spaces;</p> <p>(iii) have an access width not less than the requirements in Table C2.2;</p> <p>(iv) have car parking space dimensions which satisfy the requirements in Table C2.3;</p> <p>(v) have a combined access and manoeuvring width adjacent to parking spaces not less than the requirements in Table C2.3 where there are 3 or more car parking spaces;</p> <p>(vi) have a vertical clearance of not less than 2.1m above the parking surface level; and</p>	<p><b>P1</b></p> <p>All parking, access ways, manoeuvring and circulation spaces must be designed and readily identifiable to provide convenient, safe and efficient parking, having regard to:</p> <p>(a) the characteristics of the site;</p> <p>(b) the proposed slope, dimensions and layout;</p> <p>(c) useability in all weather conditions;</p> <p>(d) vehicle and pedestrian traffic safety;</p> <p>(e) the nature and use of the development;</p> <p>(f) the expected number and type of vehicles;</p> <p>(g) the likely use of the parking areas by persons with a disability;</p> <p>(h) the nature of traffic in the surrounding area;</p> <p>(i) the proposed means of parking delineation; and</p> <p>(j) the provisions of <i>Australian Standard AS 2890.1:2004 Parking facilities, Part 1: Off-street car parking</i> and <i>AS 2890.2 -2002 Parking facilities, Part 2: Off-street commercial vehicle facilities</i>.</p>
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<p>(vii) excluding a single dwelling, be delineated by line marking or other clear physical means; or</p> <p>(b) comply with <i>Australian Standard AS 2890 - Parking facilities, Parts 1-6</i>;</p>	
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**Planning Comments:** Complies

The visitor parking space does not meet the *Australian Standard AS 2890.1: Parking facilities, Parts 1-6* as it is shorter than the standard states. The minimum length of a parking space according to AS 2890 is 5.4m, but the standard requires allowances for extra length to spaces with end obstructions higher than 150mm. It is therefore required to be assessed against Performance Criteria for this Standard.

The subject land comprises a site area of less than 500m<sup>2</sup> and slopes down toward Morton Street. LISTmap indicates this is around 21<sup>o</sup> to 30<sup>o</sup>. Due to these limitations and the current location of the dwelling, there is limited space for a driveway or any car parking spaces deeper into the site. The proposed available location for the on-site car parking space is within the existing retaining wall parallel to Morton Street. The applicant provided photo evidence of a light vehicle using this space as part of the application. It is an area that has been sealed and is suitable for use in all weather conditions by the anticipated foot traffic arriving to site by light vehicle to use the accommodation.

The proposal photos submitted with the application shows that a light vehicle can be parked parallel to the road in the existing retaining wall that has approximately a 5.7m length. The width is generous, and the parking space is not anticipated to cause further complications to a person with a disability.



**Figure 3: Location of parking space**

Regarding the characteristic of Morton Street, it is a dead-end road serving 7 properties and has an average width of not more than 4m. All properties in the street are zoned Low Density Residential with average site area of no more than 600m<sup>2</sup> and all developed lots in the street consist of single dwelling development. The proposed accommodation is located at the end of the street and the turning point for all vehicles in this street is each property driveway. The traffic in the street given it is a dead end street is minimal



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with a low speed environment. To ensure minimal disruption occurs from any parking arrangement from the visitor accommodation the following condition has been recommended:

- The dedicated visitor parking is to be identified as such and must be clearly line marked or otherwise delineated, parallel to the road.

Table C2.1 of the Planning Scheme, visitor accommodation use only requires one (1) car parking space per self-contained accommodation unit. Moreover, most of visitor accommodation guests normally use a light vehicle without carrying a trailer. It is therefore considered that the existing car parking space in the retaining wall is adequate to meet the target user for the new visitor accommodation use.

In this manner, the proposal is considered to comply with the performance criteria P1 for this Standard.

## **STATUTORY IMPLICATIONS**

### *Land Use Planning and Approvals Act 1993*

The Council is established as a Planning Authority by definition under Section 3(1) of the *Land Use Planning and Approvals Act 1993 (the Act)* and must enforce the *Tasmanian Planning Scheme - Waratah- Wynyard* (the Planning Scheme) under S.48 of the Act.

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

## **STRATEGIC IMPLICATIONS**

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

## **POLICY IMPLICATIONS**

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

## **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 other than those ordinarily associated with administering the Planning Scheme.

## **RISK IMPLICATIONS**

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

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

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

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

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

#### **COMMENT**

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

It is considered that the proposed visitor accommodation (change of use), retaining wall and stairs comply with either the acceptable solution or satisfy the performance criteria for all applicable standards of the Planning Scheme.

A condition to identify and delineate the existing car parking space parallel to the road, will be included on any permit to mitigate any adverse impact on traffic in Morton Street.

The application is considered to comply with the Low-Density Residential Zone provisions and all other applicable Codes of the *Tasmanian Planning Scheme – Waratah-Wynyard*. It is therefore recommended that Council approve a planning permit for the proposed visitor accommodation (change of use), retaining wall and stairs.

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**7.0 MATTER RAISED BY COUNCILLORS****7.1 RESPONSE(S) TO COUNCILLOR QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING****7.1.1 CR COURTNEY - ACCESSIBILITY STRATEGY****QUESTION**

Cr Andrea Courtney queried whether mental health is being considered as an accessibility issue as part of the Accessibility Strategy being developed.

**OFFICERS RESPONSE**

Mental Health is covered under the Draft Accessibility Strategy in so much as the purpose of the Strategy is to provide guidance on how the Waratah-Wynyard Council will meet the requirements of the *Disability Discrimination Act 1992* (DDA).

The DDA is Commonwealth legislation that is designed to prevent discrimination on the basis of disability.

The definition of disability for the purposes of the DDA is:

- total or partial loss of the person's bodily or mental functions.
- total or partial loss of a part of the body.
- the presence in the body of organisms causing disease or illness.
- the presence in the body of organisms capable of causing disease or illness.
- the malfunction, malformation, or disfigurement of a part of the person's body.
- a disorder or malfunction that results in the person learning differently from a person without the disorder or malfunction.
- a disorder, illness or disease that affects a person's thought processes, perception of reality, emotions, or judgment or that results in disturbed behaviour.

Waratah-Wynyard Council is committed to promoting an inclusive and accessible community where all people, including people with a disability, are active, socially connected individuals who can access information, activities, facilities, and services within the community. This will be achieved by providing people with disabilities with the same opportunities, rights and responsibilities enjoyed by all other people in the community.

Council recognises that people with disabilities are valued members of the community who contribute to the social, economic, and cultural life within the municipality and beyond. Council believes that a community that recognises its diversity and supports the participation of all its members makes for a richer community life.

The inaugural Inclusion Action Plan will focus actions into four main categories. They are as follows:

**1. BE INCLUSIVE**

Being inclusive gives everyone the right to equally participate in daily life. It means we welcome everyone.

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## **2. TREAT PEOPLE WITH DIGNITY AND RESPECT**

Everyone in our community is worthy of respect. Treating people with dignity and respect means valuing every individual as part of our community. We treat people equitably.

## **3. CREATE ACCESSIBLE SPACES AND SERVICES**

Great places, services, and programs are accessible. They provide equitable, independent, and dignified access for all. Waratah-Wynyard Council will increase accessibility to public and community places, services, information, and programs. This means we will strive to do better.

## **4. TAKE ACCOUNTABILITY**

Change occurs when people are responsible and take action. We continue to deliver accessible places, programs, and services but also embed access and inclusion within our processes as we conduct our work, creating cultural change. This means we will do what we say we will do and make it part of our everyday work.

Actions from the plan that focus on mental health include:

- Celebrate and promote diverse events important to the community including International Day of People with Disabilities, Autism Awareness, RUOK? Day.
- Provide quiet/sensory areas at Council events.
- Develop and implement an Inclusion Action Plan.
- Investigate funding opportunities for the establishment of a sensory garden.

## **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.

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<b>8.0 NOTICE OF MOTION</b>
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Nil received.

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## **9.0 REPORTS OF OFFICERS AND COMMITTEES**

### **9.1 TULIP FESTIVAL 2023**

To:	Council
Reporting Officer:	Community Development Officer
Responsible Manager:	Director Community and Engagement
Report Date:	31 October 2023
File Reference:	Tulip Festival
Enclosures:	Nil

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#### **RECOMMENDATION**

**That Council note the 2023 Tulip Festival Report.**

#### **PURPOSE**

To provide an overview of the 2023 Tulip Festival.

#### **BACKGROUND**

The Wynyard Tourism and Promotion Association held the first Tulip festival with a weekend of entertainment, stalls and attractions in 1991. By 1997 the Wynyard Tulip Festival was delivered by an incorporated committee and in 2005 became a Special Committee of Waratah- Wynyard Council. The Committee has since been disbanded and the event reverted back to its original name.

The Covid 19 pandemic prevented the event from going ahead for 2 years and in 2022, the festival was welcomed back for its 30<sup>th</sup> anniversary with popularity comparable to pre-pandemic years. On 14 October, the Tulip Festival was run for the 31<sup>st</sup> time.

#### **DETAILS**

##### *Event Site Management:*

The Wynyard Tulip Festival site grew on 14 October to incorporate the Watershed and Wynyard Yacht Club multi-purpose facility for the first time. The site spanned the entire length of Gutteridge Gardens from the Cenotaph through to Wynyard Wharf, along the river side boardwalk to the new multi-purpose site. The foreshore market also ran as usual in East Wynyard from 8am until 2pm on festival day despite challenging wind conditions. Goldie Street was closed from the Hogg St roundabout to the Dodgin Street roundabout to incorporate mobile food vendors from 6am until 9pm.

The weather did affect the festival in 2023. Strong wind gusts and cool conditions created challenging conditions for several stakeholders. The wind prevented a second helicopter from operating and one of the thrill rides was not able to operate until a later time. Stilt walkers had to adjust their costuming and omit certain elements of their performance.

There was no significant rain fall and the weather was mostly fine in the lead up to the event which was positive for the condition of the grounds in Gutteridge Gardens. Vehicle access was managed effectively with a traffic management team and mud was a minimal issue. New wind block sails were installed on the Main stage for the event supporting better performance conditions for key acts though the wind did affect sound travelling across the site.

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Across the site there were 137 stalls, including food vans, community groups, organisations and some entertainers - an increase from 2022. These stallholders were sourced through an expression of interest process with strong interest. Entertainment rides, artisans, performers and food and beverage producers showcased an exciting mix of talent from across the state with strong representation of regional stakeholders. The final selection of stallholders was based on the completion of the Stallholder/ Performer Conditions and Agreement paperwork and meeting the guidelines for participation in the event. Site lay out and access to utility hire was based on early adherence to event procedures and detailed on festival site maps made available to all stakeholders in the lead up to the event.

The Bramich's Concrete Main Stage had a full schedule of entertainment across the day including performance art and music. In change-over breaks, the area in front of the main stage became a space for short performances and activities from local groups. Throughout the festival there were a range of interactive activities and designated spaces for entertainment, rest and eating across the site. Portable toilets were available at 3 separate locations across the site, additional to public amenities. The area near the Cenotaph was a second entertainment space centred around family friendly entertainment and free activities for families and the Watershed/ Wynyard Yacht Club also had a schedule of entertainment for all ages with a focus on diversity and inclusion.

The eco-village was positioned in a yurt in Gutteridge Gardens which allowed community groups and organisations with an environmental focus to share learning and opportunities for collaboration. It is the first time that yurts have been used as a structural component of the festival. A second yurt housed silent disco guided activities that was accessible for people of all ages and abilities at the festival. Both yurt spaces were popular new additions to the event, supporting an evolution of community needs and greater inclusion.

An additional 6 disabled parking spaces were created for the festival in the James Muir Community Health Centre car park and the Little Goldie Street car parking. This was just one feature in an Accessibility Guide that was made available for the event and promoted on the Waratah-Wynyard Council website and in other online event listings.

Traffic count units were deployed at key strategic locations for a period prior to, during and post the 2023 Wynyard Tulip Festival to provide data sets for our municipality. This data table overall shows increased visitors to Wynyard and to Table Cape on the day of the Tulip Festival.

The Tulip Farm recorded approximately 20,000 visitors through the gate for the month. The Table Cape Road traffic counter recorded 28,727 vehicles between 5 October 2023 and 2 November 2023.

In the 2022 stats, the Table Cape Road counter recorded 27,618 vehicles between 28 September 2022 and 26 October 2022.

There was a 20% increase in traffic on Tulip Festival Day entering and exiting Wynyard, when compared to the same traffic data from 2022.

The Depot worked together on the Tulip Festival, particularly on event day. The work included:

- tulip planters and pots nurturing and placement
- road closure procedures on event day

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- set- up/ pack- down of council owned equipment at the event site using the truck, tractor and forklift
  - set up/ pack up of a water station and tap in Gutteridge Gardens
  - line painting of water mains in Gutteridge Gardens to support marquee set up
  - manual handling of hire equipment, manual event signage placement
  - parks & gardens maintenance

*Stakeholder Engagement:*

Sponsorship for the 2023 Tulip Festival included support from 19 local businesses and in-kind sponsorship from Events Tasmania and Tasmanian Broadcasters (SeaFM/ 7BU). The total financial support amounted to \$53,750 for the festival. An additional donation of prizes for the Tulip Festival Raffle supported an income of \$2,786.43 for the event. Sponsors were recognised in the media such as radio interviews, print stories and in digital and print promotional material, as well as on photo frames placed in several locations around the festival site. Major Sponsors were recognised in namesake in promotions in the lead up to the event and referenced throughout the day by the MC on Main Stage. Unfortunately sponsor banners were not possible on the day due to high winds. The opportunity for radio interviews was also shared with events and Tulip Festival Raffle sponsors:

1. The Bramich's Concrete Mainstage
2. Blackley's Pipelines & Irrigation Eco- Village
3. Healthy Tasmania Watershed
4. Fonterra Food Street

Volunteers provided critical support on the day of the Tulip Festival with 24 registered volunteers. Some were council staff and family and the broader community contributed strongly to the administration of the event in 2023. 14 of the registered volunteers were new to this role, supporting event staff for over 2 hours each on the day. Volunteers took the role of set up/ pack down, stallholder and contractor liaison, vehicle escorting and administering the raffle from the information tent.

Contractors were used for the hire of marquees, fencing, tables and chairs, portable toilets, site toilet cleaning, generators and electrical utilities and service.

There was consultation and engagement with palawa community members in regard to the Acknowledgment of Country and future support and participation in the Tulip festival. A smoking ceremony took place at the Official Opening of the Tulip Festival in 2023 and the Mayor conducted the Acknowledgement of Country. Honourable Roger Jaensch MP officially opening the event at 11am on 14 October 2023 on behalf of the Premier and Minister for Events & Stadia who were apologies for the occasion.

*Communications & Marketing:*

In 2023, an event marketing campaign was undertaken as part of the event coordination role. 8,000 printed Spring Loaded Programs were dispersed by Visitor Information Centres and key community spaces across the state as well as local businesses in the lead up to the Spring Loaded month of October, featuring detail about the Wynyard Tulip Festival. The program was also promoted in digital format and downloaded 6,280 times from the



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Waratah-Wynyard Council website. The Tulip Festival advertising and promotion targeted key markets in the North and South of the State, featuring in:

- Travelways Magazine
- Spring Loaded Program (created in-house with graphic design support)
- School, Community and Club mailing lists and newsletters
- The Examiner, The Mercury, The Advocate, The Wynyard Pulse
- Print posters distributed statewide
- Formal invitations to VIP's
- VMS Signage in Dodgin Street/ Goldie Street roundabout.
- Regional Tourism Network
- Discover Tasmania App event listing
- Southern Cross Austereo advertising on TV – Tas 7 Agg, Tas 7 Mate, Tas 7Two
- Southern Cross Austereo advertising on Radio and Podcasts – Hobart hit 100.9, LiSTNR app
- Radio advertising and interviews on – SeaFM, 7BU, 7LA, 7XS and Coast FM
- Waratah-Wynyard Council Social Media Channels using #wynyardtulipfestival #wynyardtulipfestival2023 including live feeds from the event

Event photographer/ videographer, Mason Doherty was onsite for the 2023 Tulip festival to capture the event for future marketing content. There are over 400 still shots for the Council photo library and video content for digital media for a 2024 marketing campaign and beyond. The content provides a data source for future funding submissions and to support procurement of event sponsorship. It is also important to capture the essence of the event and time as a cultural asset for our community.

Enthusiastic and constructive feedback is being received from local business operators, patrons, stallholders, entertainers, contractors, volunteers, and staff through face to face, email and phone contact which is contributing to a thorough event reflection process. This qualitative and quantitative data will support event planning and organisation in 2024.

Events Tasmania provided in-kind sponsorship to the value of \$11,000 engaging industry research organisation, *ier* to capture visitation data of the Wynyard Tulip Festival in a research report. This report will contribute to a better understanding of consumers who visit Wynyard for the event and support tourism, marketing and event coordination for our area and more broadly the region and state.

## **STATUTORY IMPLICATIONS**

### Statutory Requirements

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</b>
<b>Desired Outcomes</b>
4.1 Our community is welcoming and supportive.
<b>Our Priorities</b>
3.3.2 Facilitate activities and events that promote inclusion, health, safety and a sense of place.

<b>GOAL 3: Connected Communities</b>
<b>Desired Outcomes</b>
1.3 We encourage broad community input to create a focussed and strong sense of belonging.
<b>Our Priorities</b>
1.6.1 Encourage increased participation by all stakeholders.

<b>GOAL 4: Community Recreation and Wellbeing</b>
<b>Desired Outcomes</b>
4.3 We provide recreational opportunities to the community for all ages and abilities.
<b>Our Priorities</b>
7.3.3 Innovative and sustainable design is encouraged through forward thinking and planning.

### Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
<b>Business &amp; Industry</b>	<b>Specialised diversity of the economy</b> – Value adding, diversification, innovation and employment. A resilient economy with global brand recognition and growing exports.
<b>Tourism</b>	<b>Memorable visitor experiences all year round</b> – The must see destination, quality product, easy access, popular events and festivals with coordinated marketing. A longer season with increasing yields.
<b>Strong communities and social capital</b>	<b>Enduring community capital</b> – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
<b>Natural resource management</b>	<b>Managing abundant, natural and productive resources</b> – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.
<b>Health and Wellbeing</b>	<b>Maintaining good health and wellbeing</b> – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.
<b>Education</b>	<b>Lifelong learning and education</b> – Education and lifelong learning is valued and there is access to vocational training and tertiary education. Education retention rates have increased.
<b>Place making and liveability</b>	<b>Liveable places for all ages</b> – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.
<b>Governance and working together</b>	<b>Working together for Murchison</b> – Everyone plays a part in achieving the objectives of the Sustainable Murchison Community Plan. There is cooperation, resource sharing and less duplication between Councils. Leadership is provided across all community sectors.

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## **POLICY IMPLICATIONS**

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

## **ENVIRONMENTAL IMPLICATIONS**

The Festival team made decisions in line with Council's iCEP plan when organising the event to ensure that environmental impact and the sustainability were well considered. This influenced decisions such as rubbish handling and processing, reduction and removal of single use plastics and material selection for advertising.

Beyond minimising Festival impact on the environment, event organisers also seized the opportunity to provide a forum for environmental education and knowledge sharing at the Tulip Festival. For the first time an eco-village was established and positioned in a yurt in Gutteridge Gardens to enable community groups and organisations with an environmental focus to share learning and opportunities for collaboration.

## **FINANCIAL IMPLICATIONS**

The 2023 Tulip Festival was delivered within the Council within the budget of \$64 048. The increased sponsorship and stall holder fees enabled event organisers to cover the notable increase of delivery costs. The Festival now pays for security, rubbish collection, bathroom cleaning, generator support and an onsite electrician.

## **RISK IMPLICATIONS**

There are no risk implications as a result of this report. The festival team complete a comprehensive risk assessment and risk plan, alcohol management plan and covid 19 safety plan to support the event.

## **CONSULTATION PROCESS**

Key stakeholders were consulted via email, telephone and in person in review of the 2023 Tulip Festival.

## **CONCLUSION**

Council notes the 2023 Tulip Festival Report.

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## 9.2 SPRING LOADED 2023

To: Council  
Reporting Officer: Manager Community Activation  
Responsible Manager: Director Community and Engagement  
Report Date: 9 November 2023  
File Reference: 001  
Enclosures: 1. Spring Loaded Project Status Report 2023 

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### RECOMMENDATION

**That Council note the 2023 Spring Loaded Program Report.**

### PURPOSE

To provide Council with a summary of the program of events delivered during Spring Loaded 2023.

### BACKGROUND

Spring Loaded is an example of how the Waratah-Wynyard council works collaboratively with the community to create opportunities for community connection, attract visitors to the area and enhance social and economic well-being.

Well before covid-19, Waratah-Wynyard Council formally recognised priorities of the community through the health and wellbeing plan. This plan addresses community led priorities of reducing isolation, supporting mental wellness, and building community resilience.

With event cancellations rife across the state, in 2020 council made the affirmative decision not to cancel the tulip festival, but instead reimagine the delivery format to enable the community to come together in a safe and meaningful way. By changing the delivery format of the tulip festival, council created opportunities for social connection and well-being specifically tailored to the reality and challenge of organising and hosting events in a covid-19 world.

Groups and organisations across the municipality were invited to add their activities into the program for promotion. This format was critical to the success of spring loaded. Council staff were able to support and encourage community groups and organisations to create and produce their own events. This enabled council to help build capacity and resilience amongst existing community groups. Support around resources, such as venue hire, rubbish bins, event planning, budgeting and publicity was offered.

With the community taking on responsibility and ownership of many of the events, staff were able to do significantly more with their time and resources than they traditionally could have.

Covid-19 presented an unprecedented opportunity to change the way councils and communities think and work together. Waratah-Wynyard Council seized this opportunity by tailoring a dynamic solution that resulted in a format that was so popular with the

community that it was requested to continue. In 2022 and 2023, the Spring Loaded program has co-existed with the traditional tulip festival.

## DETAILS

In 2020, Waratah-Wynyard Council wholeheartedly embraced the challenge of reimagining the Tulip Festival delivery into a model that would enable the community to come together in a safe way to celebrate and connect. Since then, Council has continued to work alongside community groups, local businesses and talented individuals to make the Spring Loaded calendar of events come to life.

This model of delivery has switched from a “council does for the community” to a “council enables and supports the community to do” approach. This has ensured that community events not only occur, but the capacity and opportunity for the community to develop has been supported and enabled to grow.

A full list of the 2023 Spring Loaded program events, including attendance numbers, is attached.

## STATUTORY IMPLICATIONS

### Statutory Requirements

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 3: Connected Communities</b>
<b>Desired Outcomes</b>
4.2 Our community values, encourages and supports physical, social and cultural activities.
<b>Our Priorities</b>
2.4.1 Lead a positive and supportive culture which is resilient and adaptive to change.

<b>GOAL 4: Community Recreation and Wellbeing</b>
<b>Desired Outcomes</b>
4.3 We provide recreational opportunities to the community for all ages and abilities.
<b>Our Priorities</b>
3.3.2 Facilitate activities and events that promote inclusion, health, safety and a sense of place.

### Sustainable Murchison Community Plan 2040

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

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

### **POLICY IMPLICATIONS**

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

### **ENVIRONMENTAL IMPLICATIONS**

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

### **FINANCIAL IMPLICATIONS**

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

There is a financial allocation in the annual operational budget to cover the cost of the Spring Loaded program. The event was delivered within the budget of \$25 000.

### **RISK IMPLICATIONS**

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

### **CONSULTATION PROCESS**

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

### **CONCLUSION**

It is recommended that the Spring Loaded 2023 report be noted.

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### 9.3 FINANCIAL MANAGEMENT STRATEGY 2024-2034

To: Council  
Reporting Officer: Manager Financial Services  
Responsible Manager: General Manager  
Report Date: 10 November 2023  
File Reference: Governance - Policy - Council Policies  
Enclosures: 1. Financial Management Strategy 2024-2034 

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#### RECOMMENDATION

**That Council adopt the Financial Management Strategy 2024 to 2034 that defines the principles that underpin Councils financial decision making.**

#### PURPOSE

This report is to provide Council with an updated Long-Term Financial Management Strategy, including a 10-year Long Term Financial Plan.

The document will replace Council's existing Financial Management Strategy 2023 to 2033 adopted in April 2023.

The Strategy has been updated to include Council's strategic aspirations and changed operating environment. The Strategy will be updated on an annual basis to reflect any changes in the strategic direction set by Council to ensure that it remains current and relevant in guiding Council decision making.

#### BACKGROUND

The Strategy includes Council's Financial Management Strategy and Long-Term Financial Plan for the next 10-year period. It sets the parameters for Council's ongoing financial sustainability and will guide decision making when setting the annual plan and budget estimates.

If the parameters are followed in decision-making Council will be able to demonstrate its financial sustainability in the medium to longer term.

#### DETAILS

The Financial Management Strategy (FMS) is critical to Council's strategic planning process. It underpins Council's long-term financial sustainability while meeting the needs and expectations of our communities in delivering Council's strategic priorities.

Council is currently in a strong financial position with strong liquidity and cash flow, low debt levels, assets in good condition, and an ability to satisfactorily fund its asset renewal requirements. Council's operating position has also improved in recent years and is sustainable, with its recurrent expenses being fully met by its recurrent revenue streams.

The document includes Council's Financial Management Strategies and Long-Term Financial Plan for the next 10-year period.

The FMS is pivotal in setting the high-level financial parameters that guide the development and refinement of Council's annual plan and budget estimates and generates information

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that assists decisions about the mix, possible timing and affordability of future capital and operational outlays.

A review of the Strategy each year allows for the review of Council’s operating environment and to account for changes since the Strategy was last updated. The review is an opportunity ensure that existing strategies remain appropriate in context of changes in the operating environment and adjust where necessary.

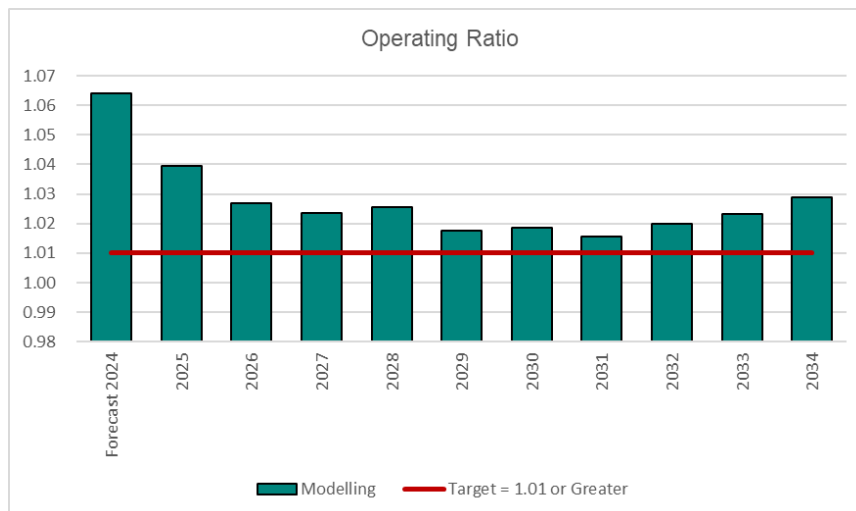
This FMS achieves the following outcomes:

- A financially sustainable operating position in all years.
- A minimum cash target of \$5m at 30 June in most years.
- Forecast borrowings of \$3.5m in 2026-27 & 2027-28 to fund childcare upgrades and upgrades to stormwater infrastructure at Boat Harbour and Sisters Beach.
- A demonstrated strong financial position with Council being able to meet its financial obligations when they fall due comfortably.
- Expected continuation of low rating per head of population, well below the state average and neighbouring urban centres.
- Allows for projects of up to \$52m over the next 10 years.

If Council follows the modelling parameters when setting its annual plan and budget, it will demonstrate a strong financial position and financial sustainability into the future.

### Council's Operational Position

Council's current FMS includes an operational margin ratio target of 1.00 (or a breakeven). A target of 1.00 or above would indicate that Council is sustainable and can cover its recurrent operating expenses from recurrent operating revenue.



The modelling contains several strategies and assumptions to achieve this position which are reflected in the document. Some of the key assumptions are highlighted below.

### Rates & Charges

Council must set appropriate levels of tax to cover the delivery of ongoing services and fulfill its roles and responsibilities. The Strategy recognises that incremental rate increases in line with inflation is critical to Council’s ongoing financial sustainability.



Rates and Charges are not set at the time of adopting this Strategy. This is done at the time of setting the annual plan and budget estimates when actual costs are known with greater certainty.

Council, as a provider of infrastructure is impacted by movement in building and construction prices. The updated strategy highlights unusually high inflation from market forces outside Councils control. This high inflation is putting increasing cost pressure on Council's recurrent budget to deliver existing services.

Council will need to carefully balance its services and costs and consider the current economic climate and capacity to pay in setting its capital expenditure program and setting its rates and charges each year. Council may consider reviewing its service levels and/or seek to find efficiencies beyond those outlined in the Strategy to try and minimise any rates increases to the community.

### Tas Water Dividends

Council's sustainable operating position is reliant on the continuation of Tas Water dividends (\$562k pa). This is a financial risk, and it would be prudent for Council to transition to non-reliance on this revenue stream in the future.

### Operational Budget Impacts from New Infrastructure Spending

New infrastructure spending has a recurrent budgetary impact which must be planned for and managed at the time of committing to the expenditure.

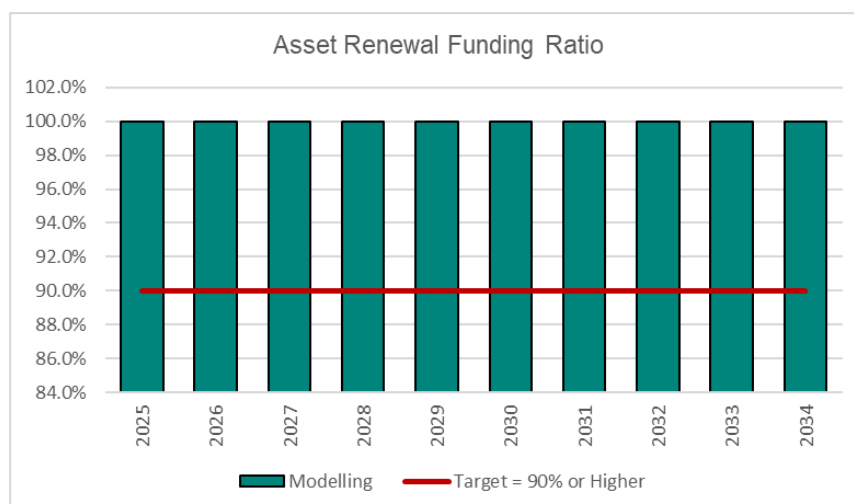
Modelling indicates that the 2023/24 capital program plus planned expenditure of up to \$52m over the next ten years is expected to have an operational budgetary impact of \$1.664m.

Council's Strategy for managing this additional expense is to find operational improvements as the expenditure is committed to in any given budget year. Council is on track with this Strategy.

### **Capital Expenditure**

Capital expenditure on renewal of existing assets will continue to be prioritised in accordance with Council's Asset Management Policy.

The following graph demonstrates that Council will be able to fully fund the renewal of existing infrastructure over the life of the Strategy.



Council has adopted a range of Master Plans and Strategies outlining future community aspirations for new and improved infrastructure that requires a capital investment of approximately \$52m over the next ten years.

In addition to the capital outlays, additional recurrent costs need to be planned for and carefully managed.

The Strategy review has included an assessment of organisational capacity to deliver the works (from both employees and contractor availability) and has identified the need to better align the planned timing of projects in line with capacity.

In practice, strategic projects are taking longer than one financial year with longer lead times for approvals, planning, design, community consultation, and contractor availability. Council has typically been budgeting for each strategic project in one financial year and carrying over funds for projects still in progress as at 30 June each year.

### Funding of New Capital Works

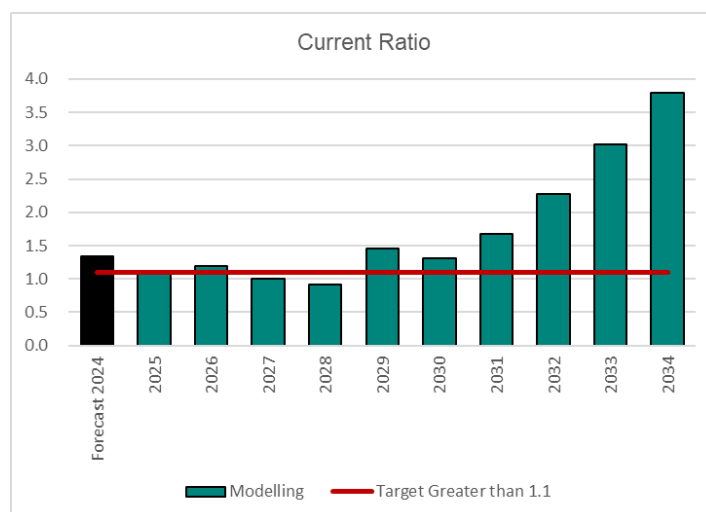
Several assumptions have been made about the funding mix for Council’s capital works program over the life of the Strategy with a combination of grant funding, borrowings, and Council’s cash reserves that will be required to fund new capital works.

\$3.5m of borrowings have been forecast to be drawn down in the 2026-27 and 2027-28 financial years to fund stormwater infrastructure and childcare upgrades. Grant funding opportunities will be actively pursued as an essential funding source for Council to deliver on the above projects in future years.

### **Current Ratio**

Council will maintain liquidity to ensure that it can meet its financial obligations as and when they fall due. The Strategy includes a current ratio target of 1.1 to ensure its short-term assets held are greater than its short-term liabilities as at 30 June each year. If the principles of the Strategy are followed, the Strategy demonstrates that the target can be met.

Council is expected to meet its targeted current ratio in 8 of the ten years of the strategy, briefly dipping below its target in 2026-27 and 2027-28 before returning to above target in 2028-29.

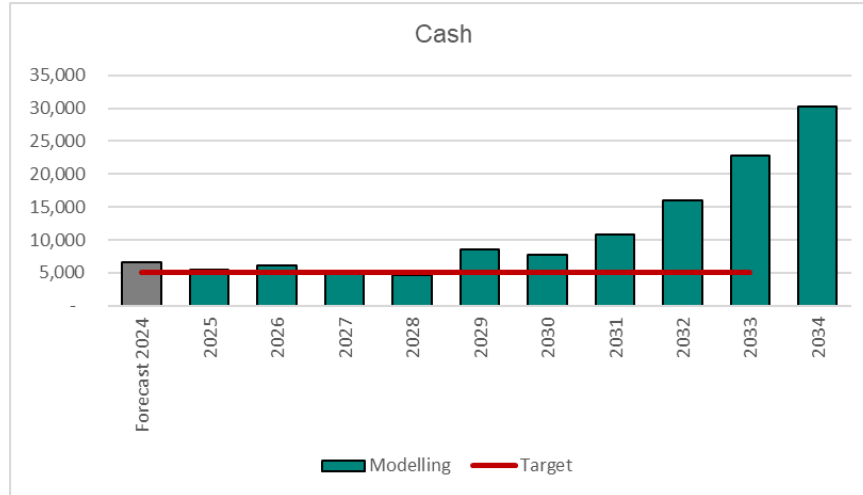


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## Cash and Liquidity

Council needs to retain enough cash on hand to meet its anticipated financial obligations as of 30 June. 30 June is the lowest level of cash in the annual financial cycle.

Modelling shows that Council will be able to meet its cash target of \$5.0m as of 30 June in 9 out of 10 years, with cash dropping slightly below target to \$4.660m in 2027-28.



## STATUTORY IMPLICATIONS

### Statutory Requirements

The *Local Government (Miscellaneous Amendments) Act 2013* making it compulsory for Tasmanian Councils to maintain a long-term financial management plan and Strategy. The following sections set out the requirements under the Act: -

#### **70. Long-term financial management plans**

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

#### **70A. Financial management strategies**

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

The Minister for Local Government issued a *Local Government (Contents of Plans and Strategies) Order 2014* under Section 70F of the Act outlining the minimum requirements of long-term financial management plans and strategies. This Strategy complies with the disclosure requirements of the Order.

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</b>
<b>Desired Outcomes</b>
1.5 We highly value the use of an evidence-based approach to the development and implementation of strategies and policies that support and strengthen our decision making.
<b>Our Priorities</b>
1.5.1 Build our knowledge base to apply in decision-making processes.

### Sustainable Murchison Community Plan 2040

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

#### **POLICY IMPLICATIONS**

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

#### **ENVIRONMENTAL IMPLICATIONS**

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

#### **FINANCIAL IMPLICATIONS**

The modelling contained in the FMS is indicative only and informs the Council decision making. Council will consider and decide on what and when capital outlays will occur through the setting of its Annual Plan and Budget Estimates.

Whilst assumptions have been made regarding the future need for rate increases, Council will make decisions about rating increases when setting the budget. Council will continue to consider the current economic climate and capacity of ratepayers to pay for services in its rates and charges decision making.

#### **RISK IMPLICATIONS**

The risk of not considering the principles, strategies, and targets of this Strategy may result in the deterioration of the organisation's financial sustainability.

If Council is unable to find the operational improvements identified in the Strategy, it may be required to increase rates and charges or, alternatively, delay the timing of planned new capital works.

Other material risks that may impact Council's sustainability and/or impact the ability to deliver planned capital works are changes in contract prices for materials and contracts, shortages of critical raw materials such as timber and steel, and labour shortages for specialist staff.

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## **CONSULTATION PROCESS**

The Strategy has been developed in consultation with the Executive Management Team and has been workshopped with Councillors.

A copy of the Strategy is also provided to the Minister for Local Government and made available on Council's web site.

## **CONCLUSION**

It is recommended that Council adopt the Financial Management Strategy 2024 to 2034 which defines the principles and strategies that Council will follow to demonstrate continued financial sustainability in its decision-making.

The 10-year Strategy demonstrates:

- A financially sustainable operating position in all years.
- A minimum cash target of \$5m at 30 June in most years.
- Forecast borrowings of \$3.5m in 2026-27 & 2027-28 to fund childcare upgrades and upgrades to stormwater infrastructure at Boat Harbour & Sisters Beach.
- A demonstrated strong financial position with Council being able to meet its financial obligations when the fall is due comfortably.
- Expected continuation of low rating per head of population, well below the state average and neighbouring urban centres.
- Allows for projects of up to \$52m over the next 10 years.

**1.** The Strategy recognises that incremental increases in rates and charges in line with rising costs is important to maintain financial sustainability. It also recognises the need to balance service community expectations and levels of expenditure with community capacity to pay.

It is recommended that Council adopt the updated Strategy as presented to replace its existing Strategy.

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## 9.4 BOAT HARBOUR BEACH MASTER PLAN - ANNUAL UPDATE

To: Council  
Reporting Officer: Executive Officer  
Responsible Manager: General Manager  
Report Date: 27 July 2023  
File Reference: 004.01  
Enclosures: Nil

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### RECOMMENDATION

#### That Council:

- 1) **Note the annual status update on the progress of the Boat Harbour Beach Master Plan; and**
- 2) **Authorise officers to actively pursue additional funding to support project commencement.**

### PURPOSE

The Boat Harbour Beach Master Plan (Master Plan) was developed to address community expectations and provide a strategic plan for the area. This report reviews the status of the Master Plan.

### BACKGROUND

In 2016 Council commenced the development of a Boat Harbour Beach Master Plan. Through an expression of interest tender process, Council engaged ERA Planning Pty Ltd to lead a multi-disciplinary consultancy team to undertake analysis and planning through an extensive process involving:

- (a) Principal Consultant and Master planning – ERA Planning Pty Ltd.
- (b) Architectural and Master planning – Cumulus Studio; and
- (c) Stakeholder Engagement – Noa Group.

The Boat Harbour Beach Master Plan provides a unifying vision for the area particularly focusing on the management of public spaces around the beach area and the provision of supporting infrastructure and development. In this context, the Master Plan:

- Identifies the overall values of the place which should be protected.
- Examines the role and function of the Boat Harbour Beach area in the context of North-West Tasmania.
- Identifies current opportunities and constraints.
- Aligns the interests of all stakeholders toward common goals and achieves cohesiveness in future actions by those stakeholders.
- Gives clarity to the community, business, investors and governance about the future direction for the area; and

- 
- Provides an overarching framework to prioritise investment in the area.

At the commencement of the Master planning process the following aims were identified:

- (a) Overall vision for the township based on key directions;
- (b) Develop clear objectives for the future development and character of the town including planning scheme requirements;
- (c) Consider and detail the key environmental constraints of the township;
- (d) Consider and detail key infrastructure constraints including car parking and access;
- (e) Establish a plan to improve the quality of the area available for public open space, including pedestrian access, BBQ facilities and play equipment;
- (f) Identify a settlement boundary having regard to key land constraints and values; and
- (g) Consider future details work that may be necessary to support implementation.

Extensive public consultation and engagement with key stakeholders was undertaken and the strategic directions identified through the process have guided the preparation of the Master Plan with feedback shaping the final proposal.

The final Boat Harbour Beach Master Plan was endorsed by Council in August 2019 with a working group made up of Councillors, Officers, Boat Harbour Surf Life Saving Club members and members of the public then established to progress the Master Plan.

The Boat Harbour Beach Master Plan can be accessed on the Council's website:

<https://www.warwyn.tas.gov.au/governance/strategies-and-plans/>

## **DETAILS**

In the latter half of 2022 concept design work progressed for the project with a development application lodged in December 2022.

### Planning and Design

- A planning permit for the project was issued in April 2023.
- At the April 2023 meeting, Council awarded a contract to Licht Architecture to undertake the detailed design and documentation of the three precinct elements.
  - BHB Community Facility (BHBSLSC club rooms, Café, Public Amenities).
  - Civil Infrastructure (roads, carparking, services etc).
  - Foreshore precinct and play spaces.
- A team of subconsultants were engaged by the lead Architects to support the project.

### Seawall

The replacement seawall has been completed. The area behind the seawall has been reinstated and seeded down.

### Operational Requirements

The working group will provide guidance on operational matters as design work progress on the Master Plan actions.

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Officers and representatives of the Boat Harbour Beach are working on the development of Memorandum of Understandings for:

- Building Ownership; and
- Building Operation.

Community Facility / Civils Infrastructure / Foreshore Precinct

The detailed design work has progressed according to the proposed project timeline with on-going dialogue with the Working Group occurring throughout this process.

Design drawings at 50% completion were shared with the working group late July 2023. A briefing to Council occurred in early September 2023.

A copy of the presentation to Council has been on display within the Boat Harbour Beach Surf lifesaving Club rooms.

A further meeting of the working group occurred 17 October 2023 at which 100% draft project documents were presented. The draft documents were endorsed by the working group, with some minor matters to address.

The Architect will progress to finalise the design, progress necessary permit processes and prepare the tender documentation, so that the project is ready to progress, subject to finalising funding arrangements.

This work will progress through November 2023.





Artist Impression – from beach





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Artist Impression – from road



Landscape concept





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### Additional Planned Activities

Other ongoing activities include:

- Continuing to work with Parks to review all leases/licenses in the area.
- Reviewing existing infrastructure to ensure complimentary projects that support this project are considered in unison.
- The development of a plan for a walking track to the west.
- Development of a signage strategy for the area – update and improve existing in line with Council Branding Strategy, review opportunity for additional cultural / historical / environmental signage on walking tracks.

In addition to the works discussed above, progress is being made regarding a concept design for a replacement of a retaining wall on the west side of Port Road, Cummings Street to the north.

### **STATUTORY IMPLICATIONS**

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

### **STRATEGIC IMPLICATIONS**

#### Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</b>	
Desired Outcome:	
We make publicly transparent decisions on spending and future directions while encouraging community feedback.	
1.1	Commit to best practice in community engagement.
<b>GOAL 3: Connected Communities</b>	
Desired Outcome:	
We listen and engage with our community in decision making.	
Our community uses its voice to shape its future alongside a strong Council willing to listen and implement where reasonable and practical.	
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.

#### Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Tourism</b>	<b>Memorable visitor experiences all year round</b> – The must-see destination, quality product, easy access, popular events and festivals with coordinated marketing. A longer season with increasing yields.
<b>Strong communities and social capital</b>	<b>Enduring community capital</b> – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
<b>Place making and liveability</b>	<b>Liveable places for all ages</b> – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.

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## **ENVIRONMENTAL IMPLICATIONS**

Environmental considerations are a key focus of all planning and design for the Master Plan. All required reports and investigations have been obtained. The design of the building incorporates contemporary sustainable design principles.

## **POLICY IMPLICATIONS**

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

## **FINANCIAL IMPLICATIONS**

Key to progressing the Boat Harbour Beach Master Plan is the sourcing of external funding to support Council budget allocations. To date \$4.5m has been promised for the project through an election commitment from the Federal Labor Government.

At this time initial cost estimates have been obtained for the purposes of developing plans and seeking funding. Full costings will be prepared for consideration when final design is completed.

The Boat Harbour Beach Master Plan has been allowed for in Councils Financial Management Strategy (FMS), with Council contribution to the project included as \$3.675m over the 2023-24 and 2024-25 financial years. It is assumed in the FMS that 50% of the capital expenditure is expected to be funded with government grants and 50% to be funded from Council reserves. Council will continue to pursue additional capital co-funding for the project from the state governments with the view to delivering the Master Plan over the next 4 years.

## **RISK IMPLICATIONS**

The seawall element of the project has been successfully completed and has been well received by the community.

A planning permit has been secured for the project and the project can proceed subject to:

- Securing necessary funding
- Building and related approvals
- Securing a suitable contractor

## **CONSULTATION PROCESS**

There was extensive public consultation during the development of the Master Plan, with two rounds of consultation occurring. Following the adoption of the Master Plan, Council established a working group to drive the project. The working group includes key stakeholders, community members, elected members and staff.

The working group will continue to be key conduits of information to the community. The display of information at the Boat Harbour Beach Surf Club and on Council's various platforms will enable the community to be informed of progress.



## **CONCLUSION**

It is recommended that Council note the update on progression of implementation of the review of the Boat Harbour Beach Master Plan.



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## 9.5 INTEGRATED COUNCIL ENVIRONMENTAL PLAN (ICEP) - ANNUAL UPDATE

To: Council  
Reporting Officer: Contracts and Administration Officer  
Responsible Manager: Manager Recreational Planning and Environment  
Report Date: 4 October 2023  
File Reference: iCEP  
Enclosures: 1. iCEP Action Status Report   
2. IPCC Climate Summary Report for Policy Makers 

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### RECOMMENDATION

**That Council note the annual status update on the actions contained within the Integrated Council Environmental Plan (iCEP) 2020-2030.**

### PURPOSE

To provide the annual update on the status of the actions recommended within iCEP.

### BACKGROUND

Council's vision for Waratah-Wynyard is a place where 'blue meets green', where the natural environment is shared and enhanced. A place where infrastructure is built to last and fit for purpose; and where a sustainable economy delivers long-term regional and local benefits. A place where all people are supported to enjoy improved health and wellbeing.

Today, climate change poses one of the most significant challenges to that collective vision. In June 2019, Waratah-Wynyard Council joined with many other local governments around Australia to develop a strategic response to climate change. Council's goal was to show leadership in reducing the risks associated with climate change to help 'future proof' a range of local social, economic and environmental values. The result of that work is the Waratah-Wynyard Integrated Council Environmental Plan 2020-2030— or iCEP. The iCEP is:

- A shared vision for the future
- An evidence-based integrated strategy
- A platform for future policy development

The iCEP sets out our key priorities across five areas of Council and community life—Council-led sustainability; community adaptation and resilience; future-ready infrastructure; financial and economic sustainability; and environmental stewardship—so that our residents, workers and visitors alike can enjoy the benefits of a more secure future.

The iCEP was adopted by Council on the 17 August 2020 after a twelve month long combined research, development and consultation period.

### DETAILS

Since adopting the iCEP, new research regarding global climate change has become available from the Intergovernmental Panel on Climate Change (IPCC). The latest research, released in March 2023, suggests that global surface temperatures continue to change and increase. Each of the last four decades has been successively warmer than any decade that preceded

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it since 1850. Global surface temperature in the first twenty years of the 21<sup>st</sup> Century (2001-2020) was recorded as 0.84 to 1.10 degrees Celsius higher than 1850-1900. With a 1.1 degree increase in global surface temperatures, human-induced climate change is already affecting many weather and climate extremes in every region across the globe. Evidence of observed changes in extremes such as heatwaves, heavy precipitation, droughts and tropical cyclones have strengthened since the last assessment report.

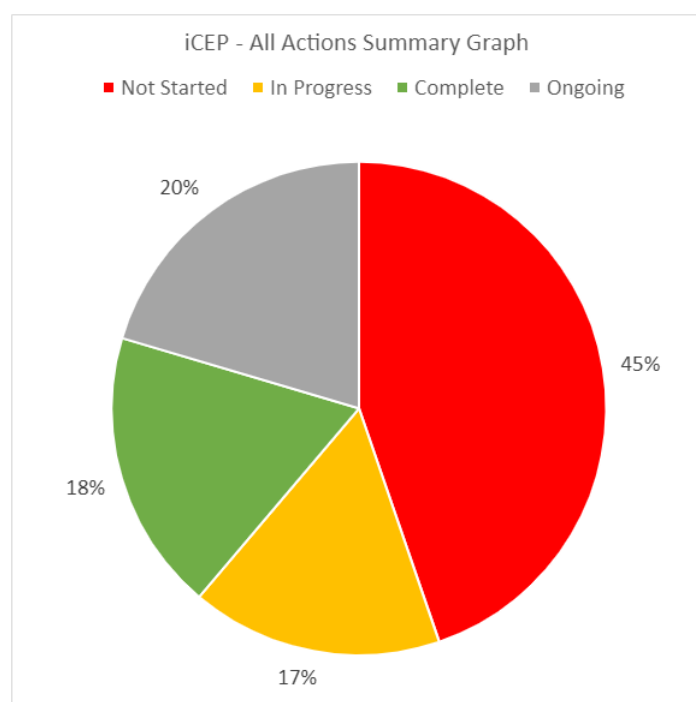
Even if the world rapidly decarbonizes, under all emissions scenarios considered, it is more likely than not that the global surface temperature will reach 1.5°C in the near-term (2021-2040). Additionally, the worst-case scenario predicts that global warming could reach up to 4.4°C in the long-term (2081-2100). Global warming of 1.5°C relative to 1850-1900 would be exceeded during the 21<sup>st</sup> century under the intermediate, high and very high emissions scenarios. For the best-case scenario (very low emissions), global warming would reach 1.5°C during 2021-2040, and it is predicted that the global surface temperature would then decline back to below 1.5°C toward the end of the century.

Information relating to our climate is constantly updated in light of new scientific evidence and we will continue to review new information as it comes to light. A copy of the summary headlines from the IPCC is attached to this report for further information.

The iCEP delivered a series of actions listed against the five themes and Councils nominated priorities. One of those actions required Council to report on progress made on the priorities and actions of the iCEP in Council’s Annual Reports.

This report constitutes the second annual update of progress undertaken in relation to the iCEP. A detailed update of the activities undertaken are listed in the table attached to this report.

Of the 152 actions recognised within iCEP, 28 of those have been completed, just under a quarter (31) are recognised as “ongoing” activities embedded into standard business practice and 25 are “in progress” at the time of this report. The number of “Not Started” actions have reduced from 51% (78 actions) in 2021/22 to 45% (68 actions) at the end of the 2022/2023 financial year. Further details on progress are shown in the summary graph below.



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In addition to the activities noted within the attachment, some activities are undertaken by Council and are in line with the general principles of iCEP and should equally be recognised as part of this update.

Some of the key achievements to note for the previous twelve months and in no particular order, are:

1. Sisters Beach estuary works in collaboration with the Sisters Beach Wildcare group.
2. Conducted the first meetings of the Sustainability and Environmental Advisory Panel (SEAP) and establish an action plan of core activities for the two-year term.
3. Conducted the first 'eco village event' integrated into the Wynyard Tulip Festival.
4. Installation of LED lighting to the Wynyard Squash Centre.
5. Adjustment to the Sponsorship Signage Policy to exclude sponsorship from fossil fuel businesses.
6. Further planning for options to reduce council's carbon footprint in line with the 2030 net zero target, including the addition of Council's first hybrid vehicles.
7. Committed in-principle to the roll out of kerbside food organics and garden organics (FOGO) collection.
8. Participation in the Cities Power Partnership program.

Some of the key activities planned to be delivered during the **2023/24** financial year are:

1. Completion of coastal erosion works at Sisters Beach, Boat Harbour and Anzac Park (Somerset).
2. Staged restoration of Camp Creek riparian reserve through revegetation in liaison with landowner/s.
3. Commence development of a vegetation management plan for the Inglis River riparian reserve following the walking track and associated infrastructure review.
4. Continued involvement in the planning reform processes by providing comments on the State Government's draft Tasmanian Planning Policies, State Planning Provisions and Cradle Coast Regional Land Use Strategy. Each of these have a focus on adapting to climate change.
5. In collaboration with UTAS and the Department of State Growth, host business and industry workshops with a sustainability theme.
6. Review of the Western Emergency Management Plan which will provide an opportunity to embed information on climate change projections and risks.
7. Planning for the implementation of FOGO collection from 1 July 2024.
8. Site adjustments at the Wynyard Waste Transfer Station to enhance separation of rubble and soils and reduce the potential for green waste contamination.
9. Utilisation of recycled crumb rubber in urban reseal program (all with exception to asphalt works).

## STATUTORY IMPLICATIONS

### Statutory Requirements

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 7: Environment</b>
<b>Desired Outcomes</b>
7.1 Council and the community minimise its resource consumption and carbon footprint.
7.2 The community understands its vulnerabilities and strengths when it comes to climate change adaptation and resilience.
7.3 Our natural environment, unique surroundings and community assets are future ready in a changing climate.
7.4 The natural environment is shared, and land use conflict is reduced through sustainable development.
7.5 Stewardship of our land, water and marine ecosystems respects past, present and future generations.
<b>Our Priorities</b>
7.1.1 Divert waste from landfill and build awareness around sustainable waster generation and management.
7.1.2 Advocate for effective environmental management and contribute to regional, state, and national climate change initiatives.
7.2.1 Support and foster community led adaption and initiatives.
7.3.1 Facilitate education and awareness of climate change risks to the community and property owners.
7.3.2 Embed environmental considerations and potential climate impacts in Council’s infrastructure planning and decision making.
7.3.3 Innovative and sustainable design is encouraged through forward thinking and planning.
7.4.1 Work with local business and industry to transition to environmentally sustainable operations and identify risk and opportunities from climate change.
7.5.1 Protect, enhance and recover biodiversity through forward thinking and planning.
7.5.2 Mitigate biosecurity risks through landscape restoration and industry collaboration.

### Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
<b>Tourism</b>	<b>Memorable visitor experiences all year round</b> – The must see destination, quality product, easy access, popular events and festivals with coordinated marketing. A longer season with increasing yields.
<b>Access and infrastructure</b>	<b>Local, regional and global transport and infrastructure access</b> – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
<b>Natural resource management</b>	<b>Managing abundant, natural and productive resources</b> – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.
<b>Health and Wellbeing</b>	<b>Maintaining good health and wellbeing</b> – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.

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

### **POLICY IMPLICATIONS**

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 iCEP are intended to reduce Council’s environmental footprint, provide education and access to relevant environmental information, and improve the community’s adaptability and resilience to climate related risks.

### **FINANCIAL IMPLICATIONS**

There are no financial implications as a result of this progress update. Individual projects undertaken as part of the iCEP’s 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**

This report has been developed through consultation with the relevant subject matter experts within Council.

### **CONCLUSION**

It is therefore recommended that Council note the annual status update on the actions contained within the Integrated Council Environmental Plan (iCEP) 2020-2030.

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## 9.6 QUARTERLY INFORMATION REPORT - INFRASTRUCTURE & DEVELOPMENT SERVICES

To: Council  
Reporting Officer: Director Infrastructure and Development Services  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 1 November 2023  
File Reference: IDS  
Enclosures: Nil

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### RECOMMENDATION

**That Council note the Quarterly Information Report for the Infrastructure and Development Services Department as of 31 October 2023**

### PURPOSE

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

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

### BACKGROUND

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

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

### DETAILS

This report contains information on the activities, projects and programs being delivered by the Infrastructure and Development Services Team.

## Development and Regulatory Services

### Public Health

During the quarter Council issued:

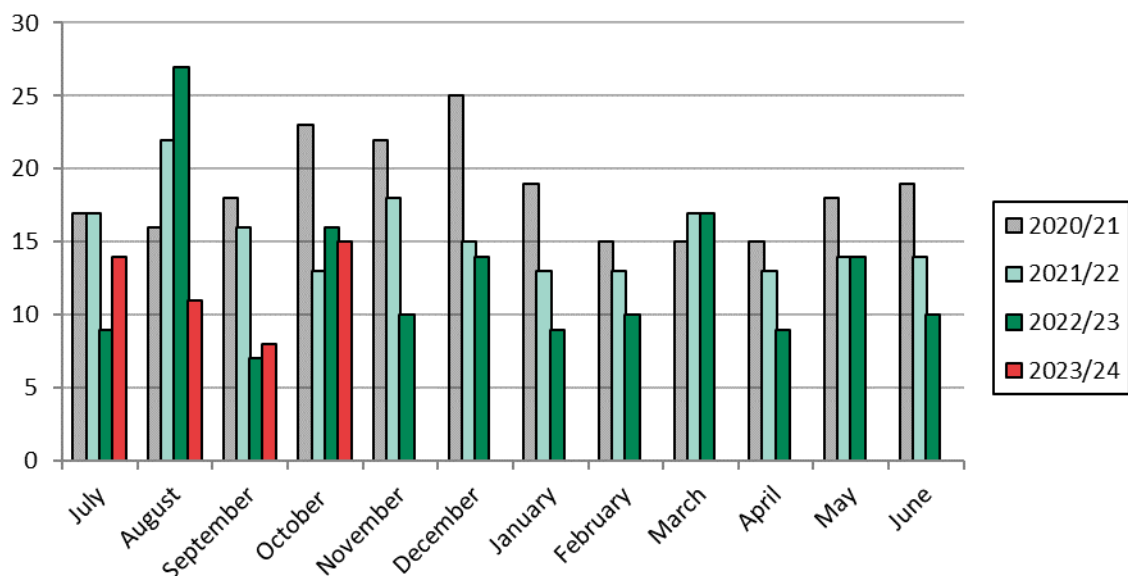
- Certificates of Food Registration; 105 Issued.
- Temporary Food Premises Permits; 15 Issued.
- Certificate of Registration State-wide Mobile Food Permit; 9 Issued.
- Certificates of Registration for Private Water Suppliers; 4 Issued.
- Certificates of Registration/Licence for Public Health Risk Activity; 3 Issued, 1 New Application.
- Certificates of Registration for Regulated Systems; 4 Issued.
- Place of Assembly Permits; 2 Issued.

### Animal Control

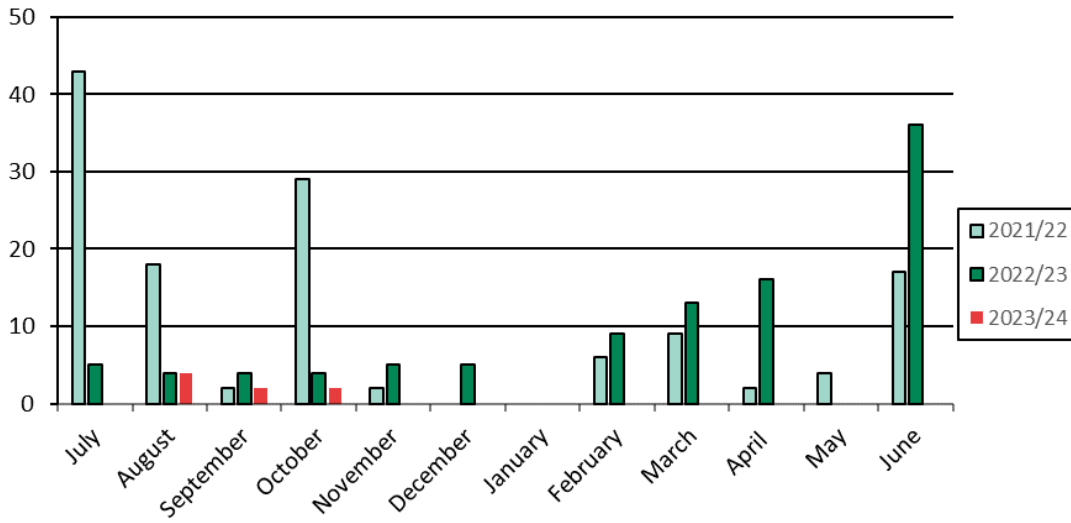
	August-September-October 2023	2023 Year to Date
Dogs Registered	778	1937
Dogs Impounded	4	5
Infringement Notices Issued	6	9
New Kennel Licence	1	32

### Statistics

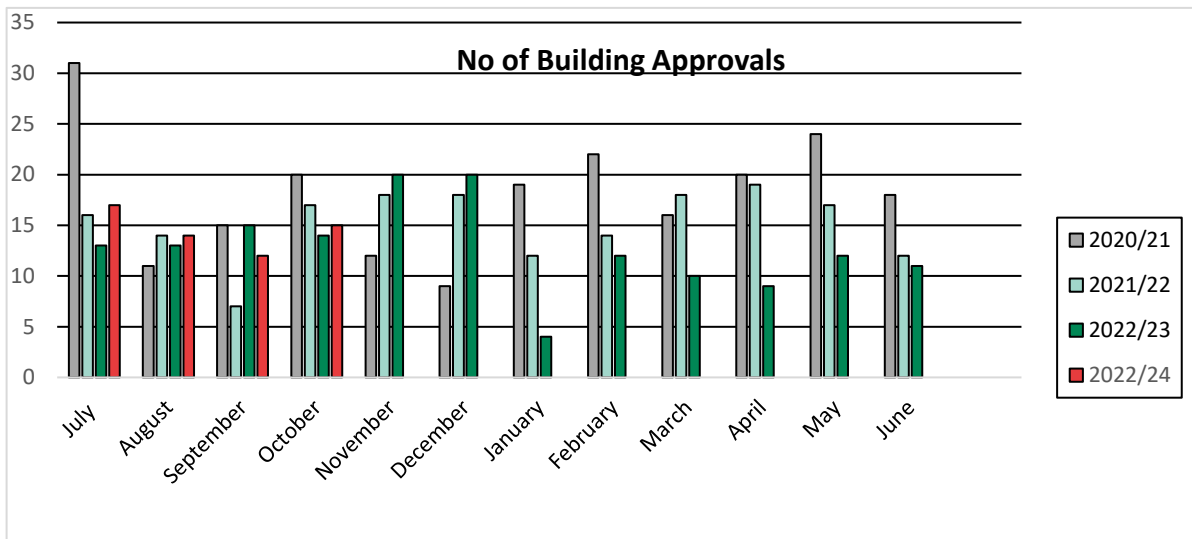
#### Planning Approvals



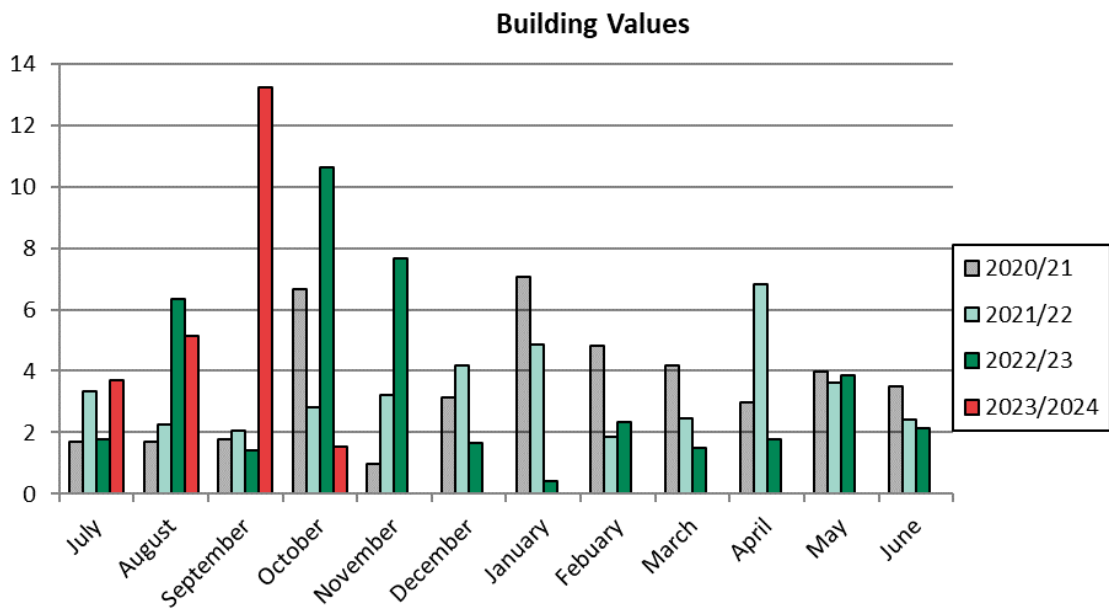
**Subdivisions - No of new lots created**



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



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





## Engineering Services

### Project Updates

Project	Status
<b>Boat Harbour Beach Master Plan Stage 2 of 3</b>	In the process of developing finals plans and schedules with third party assistance
<b>Hepples Road - Repair works</b>	Works complete
<b>Rural Road Safety Audit - Project Delivery</b>	Procured and expected delivery in Nov.
<b>Sisters Beach Erosion Works</b>	Procuring the services of a community engagement firm
<b>Waratah Rail Bridge</b>	Works commenced onsite
<b>Stairway Replacement - Opposite Cumming Street</b>	Works commenced onsite.
<b>ANZAC Park Erosion Mitigation</b>	Scope revised to mass plantings
<b>Wynyard Cemetery Plinths</b>	Works scheduled for April construction
<b>Coastal Pathway Construction Stage 1 of 2</b>	Works commenced onsite
<b>Fossil Bluff Stairway</b>	Currently working through procurement requirements.
<b>Replacement of Boardwalk off Golf Links Road</b>	Currently working through procurement requirements.
<b>River Walk Boardwalk Replacement (#152)</b>	Currently working through procurement requirements.
<b>River Walk Bridge Replacement</b>	Currently working through procurement requirements.
<b>River Walk Stairway Replacement</b>	Currently working through procurement requirements.
<b>River Walk Stairway Replacement (#140 Austin Street)</b>	Currently working through procurement requirements.
<b>Somerset Tennis Fencing</b>	Contractor is ready to start – awaiting Crown approvals.
<b>Wynyard Showground Grandstand Demolition</b>	Working through Crown and planning permit requirements
<b>Big Creek Flood mitigation works</b>	Alternative options being investigated
<b>Port Creek Flood mitigation works</b>	Procured and expected start works in November
<b>Bowick Street - Main Replacement</b>	Procured and expected start works in November
<b>Somerset Stormwater Outlet</b>	Currently working through procurement requirements.
<b>Kinch's Road Bridge</b>	Works complete
<b>Roundabout Seal - Jackson and Goldie Street</b>	Procured and expected delivery in Jan-Feb.
<b>Reseals</b>	Procured and expected delivery in Jan-Feb.
<b>Wragg St pedestrian facility traffic engineering advice</b>	Anticipated delivery early 2024
<b>Somerset Foreshore - bollards to area west of Tennis court</b>	Procured and expected delivery in Nov
<b>Mt Hicks Road Bridge, Port Creek</b>	Procured and expected delivery in Feb-March

## National Heavy Vehicle Regulator permit applications

### Consent Performance

### Monthly Statistics for Oct 2023

<b>16</b> Consents Received	<b>9</b> Consents Completed	<b>9</b> Consents Received & Completed	<b>9</b> Consents Granted	<b>(Blank)</b> Consents Refused
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Based on Received Date
Based on Completed Date
Based on both dates

Permit Application Type	Consents Received	%
B-Double - Higher Mass Limit (HML)	7	43.8%
Performance Based Standards (PBS)	3	18.8%
Oversize and/or Overmass (OSOM)	2	12.5%
Prime and semi-trailer	1	6.3%
Prime and semi-trailer - Higher Mass Limit (HML)	1	6.3%
Tow Truck - Underlift/hook	1	6.3%
Truck and dog	1	6.3%
<b>Total</b>	<b>16</b>	<b>100.0%</b>

Permit Application Type	Consents Completed	%
B-Double - Higher Mass Limit (HML)	6	66.7%
Performance Based Standards (PBS)	2	22.2%
Prime and semi-trailer	1	11.1%
<b>Total</b>	<b>9</b>	<b>100.0%</b>

Completed Status	Completed	%
Granted	9	100.0%
<b>Total</b>	<b>9</b>	<b>100.0%</b>

Vehicle Class	Completed	%
Class 2	9	100.0%
<b>Total</b>	<b>9</b>	<b>100.0%</b>

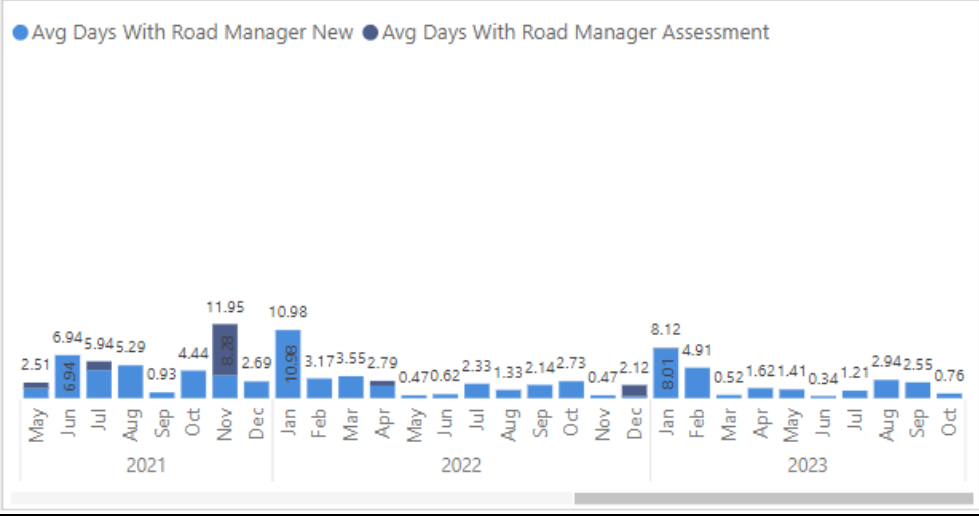
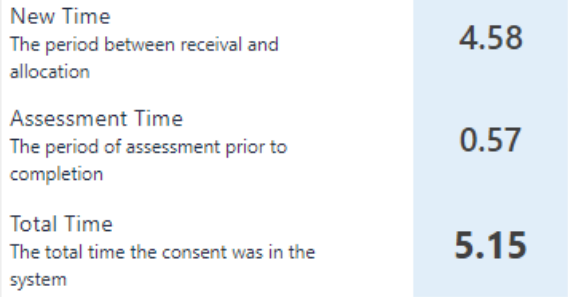
**Consent Performance**

# Consent Performance by month

## Average days with Road Managers

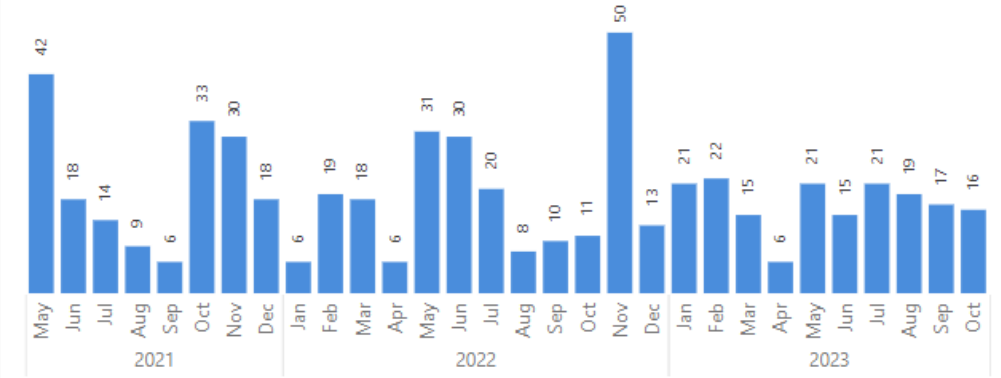
All figures below are averages for the selected period

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

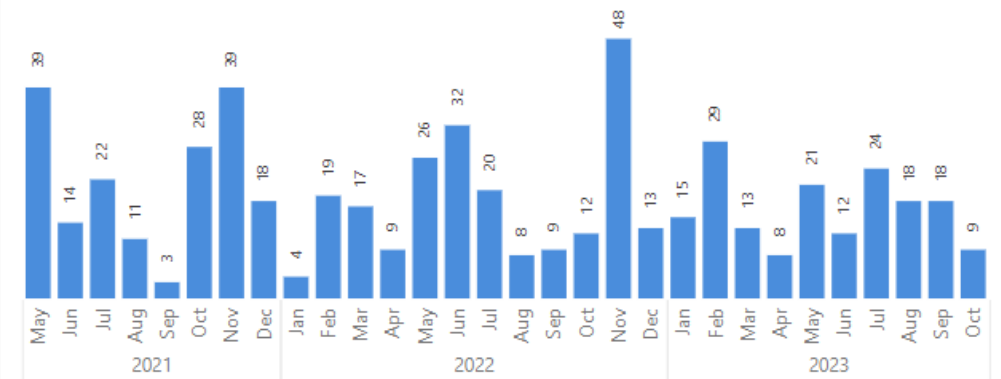


## Total Consents

### Received 914



### Completed 903



Consent Performance  
Consent Status Comparison

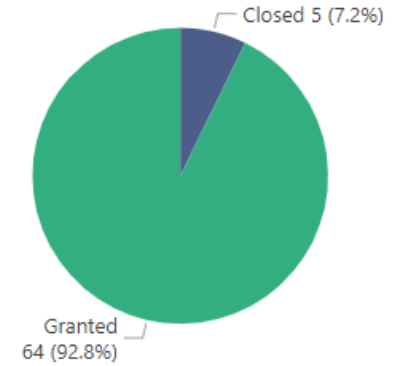
Quarter **Month**

Current Financial Year

Consents Completed by Period

Status	2023-07	2023-08	2023-09	2023-10	Total
☐ Closed			5		5
☐ Granted	24	18	13	9	64
<b>Total</b>	<b>24</b>	<b>18</b>	<b>18</b>	<b>9</b>	<b>69</b>

Consents Completed by Status

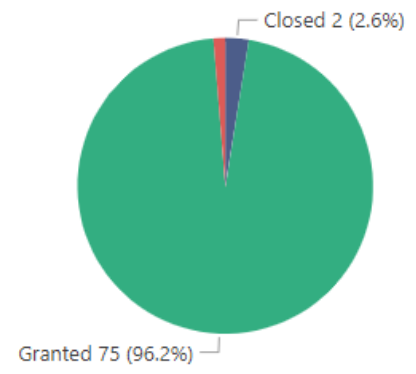


Previous Financial Year 2022-23 **2021-22** >

Consents Completed by Period

Status	2018-07	2018-08	2018-09	2018-10	2018-11	2018-12	2019-01	2019-02	2019-03	2019-04	2019-05	2019-06	Total
☐ Closed	1											1	2
☐ Granted	8	10	2	7	2	5	10	6	14	3	4	4	75
☐ Refused				1									1
<b>Total</b>	<b>9</b>	<b>10</b>	<b>2</b>	<b>8</b>	<b>2</b>	<b>5</b>	<b>10</b>	<b>6</b>	<b>14</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>78</b>

Consent Completed by Status



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## Works and Services

### Operations and Maintenance Updates

This quarter weather patterns have seen a transition from winter into a warmer, drier spring. Grass growth has been high and irrigation on the sporting fields and reserves has been ongoing. New infrastructure continues to be taken on as capital projects are completed and put into operation. Reactive maintenance has been reasonably predictable, but vandalism has increased as has been previously observed at this time of the year, particularly in and around public toilets and some reserves.

Typical works carried out this quarter consist of the following:

- Shoulder grading continued until late October, and now into roadside slashing
- Maintenance Grading on unsealed roads continues in between resheeting
- Resheeting capital program of rural unsealed roads is substantially commences
- Potholing and shoulder repairs
- Signage repair/replacement (including damaged or stolen)
- Culvert open drain maintenance
- Continue with installation of new DDA footpath ramps and TGSIs when required
- Footpath repairs in various locations
- Major maintenance work at the Wynyard WTS green and builders waste areas
- Sports ground maintenance continues (mowing, fertilising etc)
- Cricket wicket preparations continue at the Wynyard Recreation Ground
- Preseason irrigation checks and maintenance
- Walking track maintenance
- Softfall replacement at various playgrounds
- Playground maintenance and inspection including major report
- Lots of tree work, both major and minor
- Removal of Tulips and replant planter boxes with Lilioms
- Prep and plant the CBDs with Spring/Summer annuals
- Weed spraying on sports fields, reserves, footpaths, road shoulders and around culverts and signposts



Figures 1 & 2 New DDA ramps on Saunders & Park St and removal of tree uprooted on Pages Rd



Figures 3 & 4 – DDA parking bay line marking (Frederick St reserve) and upgrade to WTS greenwaste area



Figures 5 & 6 – Planting a new tree, Frederick St reserve and removal of trees from stormwater drain, Sisters Beach



Figures 7 & 8 - Hogg St footpath – 1st pour completed and made over garden bed at Inglisdale Drive



*Figures 9 & 10 - 2nd pour for Hogg St footpath and shoulder grading on Lapionya Rd*



*Figures 11 & 12 – New culvert installed on the Inglis River Walking Track and Wicket renovations at Wynyard Rec Grounds*





Figures 13, 14, 15 & 16 –Jackson St footpath paver removal (next to the servo) and modifications to Wynyard Rec shed



Figure 17 & 18 – Dares Rd, Myalla resheeting and a big concrete pour for the footpath at Jackson St



Figures 19 & 20 – Service recognition for John (30years) and Rob (5years)





Figure 21 & 22 – Upgrade to builder’s waste area at the WTS and Jacks knob after been flail mowed



Figures 23 & 24 – Resheeting on Smart Hills Road and TGS’s installed on Saunders St footpath kerb ramps



Figure 25 & 26 – Repairing of sink hole in Austin St and a water leak at the Cam River toilets



Figures 27 – Wynyard Rec cricket wicket nearing completion

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## Asset Services

### Project Updates

*Rolling Service Review* - Current practice is to review the Asset Management Plan (AMP) and associated service levels for each major asset class every four years and review the overarching Strategic Asset Management Plan (SAMP) every year. As part of this process (coordinated by the Asset Services team) a multi-disciplinary working team is assembled comprising key staff involved in the delivery of services associated with the asset class under review.

Council's Transport (Roads & Bridges) assets are the focus of the rolling service review in 2023/24.

*AMP and Service Level (SL) Review* – The Transport Services review is well under way. Current transport infrastructure risks and service levels are being reviewed with a particular focus on the efficiency and effectiveness of Council's roadside drainage, shoulder maintenance and vegetation management practices. Councillor workshops will be held in due course to obtain Council's guidance where alternative service level options are identified.

*Asset Revaluations* – Council's Transport Infrastructure is due for revaluation during the 2023/24 financial year and is now in progress. This will impact future annual depreciation costs for this asset class.

*Strategic AMP* – Council's Strategic Asset Management Plan is also reviewed each year to capture the most recently reviewed AMP update and ensure financial management considerations can be updated in the Financial Management Strategy (FMS). This work will occur early in 2024 following finalisation of the Transport revaluation and AMP review.

*Asset Management Strategy* – Asset Services also coordinates the implementation of Council's improvement plan from its Asset Management Strategy. A key tool in this strategy is the Asset Management Maturity assessment. This was recently reviewed (2022) and guides the organisation's Strategic AM Improvement/Action Plan (reproduced below). Many of these actions are being progressed during the Transport Service Review this year.

### **Asset Management Maturity Improvement Plan 2023/24**

Task No	Element	Recommendation	Comments	Action
5	Annual Budgeting	Annual Budget items should be expressed in terms of life cycle cost increase/decrease to Council as a percentage increase/decrease of the general rate.	Achievable	Commit for 2023/24 Budget and Council Reports where applicable
9	Asset Management Strategy	Review the strategy to fit with the council strategic plans and improve inputs and interface with FMS.	Opportunities in Waratah re: buildings assets	Proposed SL changes are run through the FMS to see impact of cost increase/decrease
14	Governance and Management	Continue to improve the formal process for corporate risk reporting for any residual high risks from AMPs to Audit Committee and Council.	Current AMP 4 year review cycle identifies risks to pass on to operational risk register	Ensure communication of AMP Risk reviews to Org Performance

Task No	Element	Recommendation	Comments	Action
15	Governance and Management	AM improvement should continue to be driven by EMT by improving role clarity and responsibility to manage assets to meet service delivery needs.	Raise as issue to EMT/SMT for direction on staff role clarity	Clarify accountable person for the Transport Asset class - strategic discussion with SMT with formalisation through PDs
17	Levels of Service	In future reviews of technical LOS for each of the AMPs ensure that service level targets for the next ten years are achievable and make clear what Council can and cannot do for the likely budget and FMS.	SAMP/FMS increased integration	Proposed SL changes are run through the FMS to see impact of cost increase/decrease
18	Levels of Service	Ensure technical LOS are incorporated, monitored and reported at an operational level.	Next step improvement is to increase audit of LOS performance	Sample auditing + determine reporting (eg as KPI)
19	Levels of Service	Link community and technical service levels in AMPs to the community strategic plan and corporate plan informed by formal community engagement.	Link to rolling AMP cycle	Incorporate community engagement into development of community levels of service/ willingness to pay
23	Data and Systems	Prepare or complete inspection manuals for all major asset classes as each AMP is reviewed/updated.	Urban Stormwater review in 2022/23; Transport in 2023/24	Eg depth of gravel remaining prior to resheet trigger.
24	Data and Systems	Progress mobile field technology implementation for more efficient data capture and maintenance.	Enable Conquest 4 - roads, footpaths, pits, culverts + ongoing 10 yr works renewal planning	Condition inspections are done using mobile computing in the field (eg with MapInfo access +)
28	Evaluation	Service level reporting needs to be implemented using "state of the assets" metrics, reporting on trends for condition, quality, function and capacity for strategic service levels. Continue regular reporting on current maturity and status of AM Improvement Plan implementation.	Add to 4 yr AMP review cycle	Produce an up-to-date "state of the assets" report for the Transport asset class

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## Recreational Planning and Environment

### Environmental Sustainability Services

The Sustainability and Environmental Advisory Panel (SEAP) meeting in September yielded two new recommendations to Council which were endorsed at the October meeting of Council.



*Hosted an Upcycling Competition as part of Spring Loaded*



*Sustainability and Environmental Advisory Panel supported the Eco Village during the Tulip Festival*

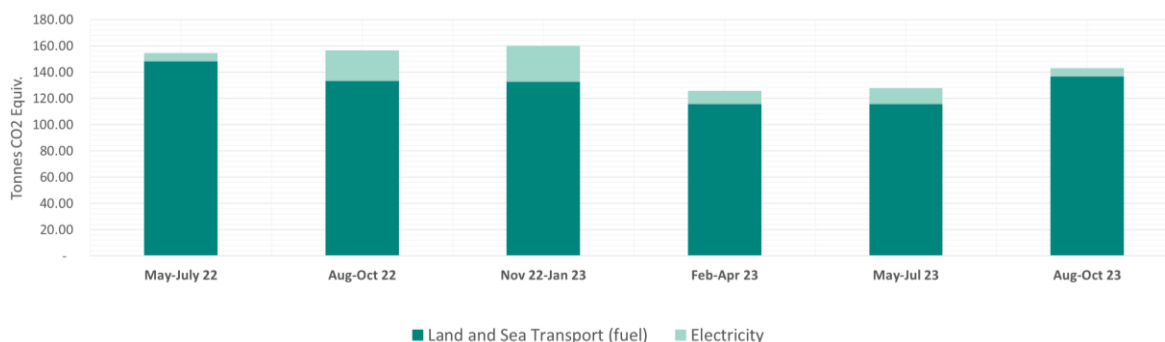
Emissions statistics provided below are based on fuel consumption from council fleet, plant and machinery only (partial scope 1 emissions), as well as electricity consumption (scope 2 emissions) on councils buildings and other assets. Scope 3 emissions have not been included. It is noted that electricity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

Fuel consumption has increased by 15% over the previous quarter, though almost on par for the same period last year. This is potentially due to increased outdoor activity and/or equipment replacements overlap.

Of note, not all electricity details were available in this reporting period, details for the period will be updated in the next quarter.

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## WWC Quarterly Emissions Trend – 2022/23



### Waste Management Services



*Wynyard Waste Transfer Station – Improved stockpile areas, introducing separation of concrete from soils to enhance re-use opportunities and align with good practice*

### Waste Management Statistics

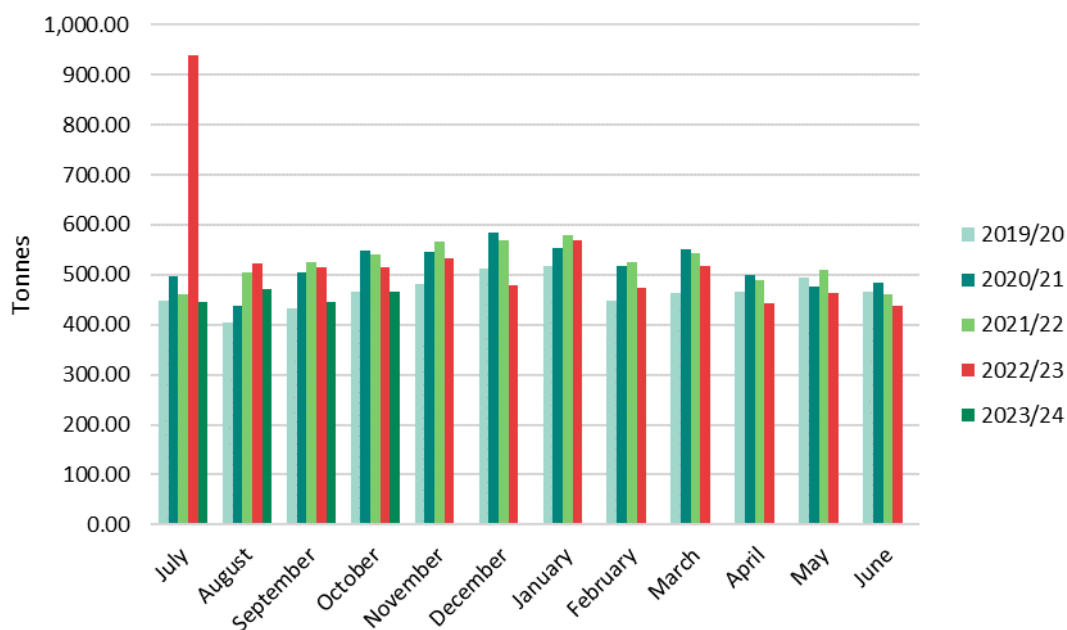
Waste management statistics provided below are inclusive of the waste derived from both the kerbside collection services and the waste transfer station (WTS) operations of Council. Tonnes of waste has been presented up to 31 October while tonnes of and recycling is **only** presented to 30 June 2023, (data for recycling was not available at the time of this report). The number of WTS customers has been provided for the period up to 31 October 2023. To summarise the waste statistics data for this quarter:

#### Waste and Recycling

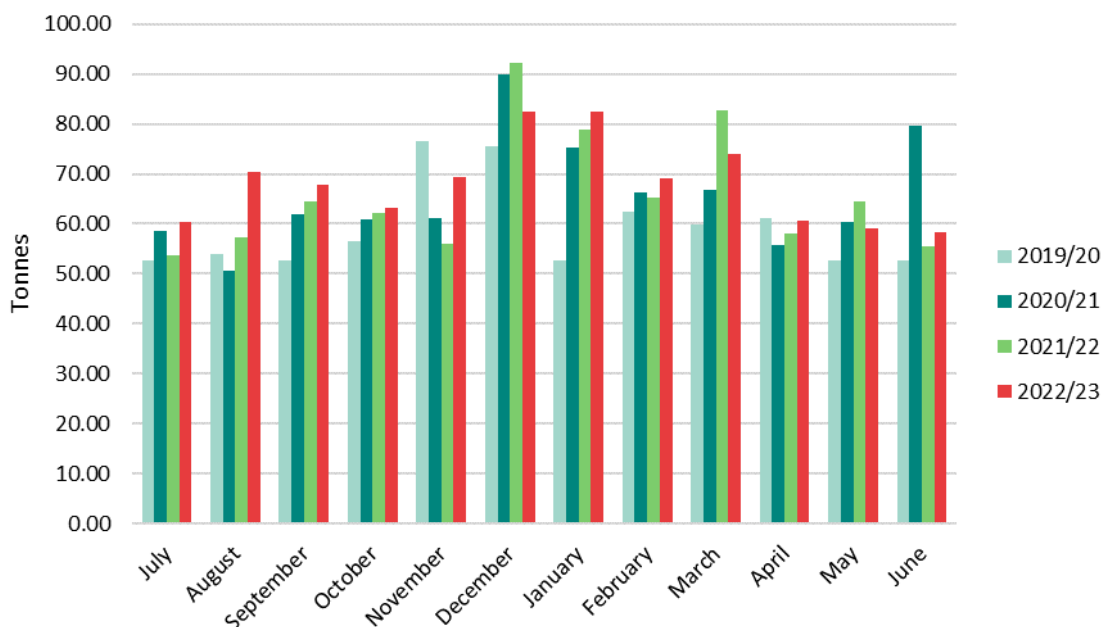
- The total waste to landfill from August to October was 1382 tonnes. This is almost 11% **less** than the same period the previous year.
- The total comingled recycling collected between April and June was 178 tonnes. The total tonnes of comingled recycling had a negligible **Increase** of 0.03% in comparison to the same period last year (177.96 tonnes).

The recycling trend for the whole of the 2022/23 financial year (Jul - Jun at 817.3 tonnes) was up by approximately 3.2% as compared to the 2021/22 financial year (790.7 tonnes)

### Tonnes of Waste to Landfill



### Tonnes of Comingled Recycling<sup>1</sup>



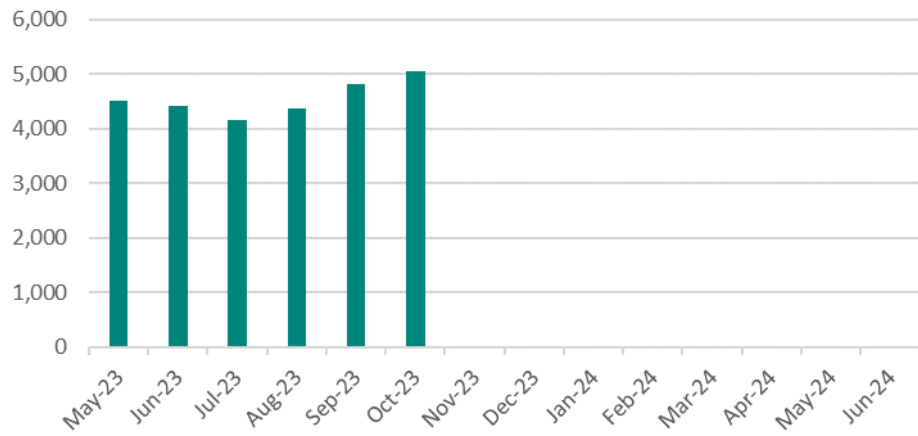
### Wynyard Waste Transfer Station

- The total number of customers for the period to 31 October 2023 was 14,234.
- The busiest day at the WTS during this period was on Sunday 29 October, with 280 customers. This represents approximately, 12 customers every fifteen minutes while the WTS was open that day
- The slowest day during the period (excluding public holiday closures) was reported on Wednesday 2 August with 72 customers attending the site, approximately 12 per hour.

<sup>1</sup> NOTE: some data points have been revised since quarter 3 reporting which has resulted in corrections to the comingled recycling graph.

- Average number of customers/day at the WTS for the period 1 Aug – 31 Oct is 155 visits.

### Wynyard Waste Transfer Station – Total No. Customers / Month

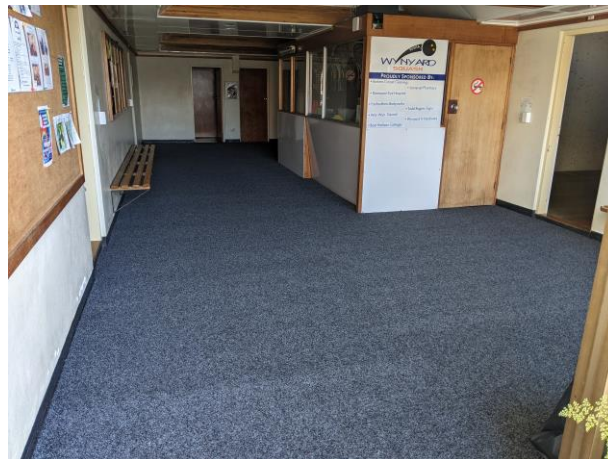


### Recreational Planning



*East Wynyard Foreshore – Walking track completion (replacement of boardwalk)*

### Buildings and Facilities:



*Wynyard Squash Centre – New carpet installed in foyer (purchased and installed by the Squash Club with permission)*



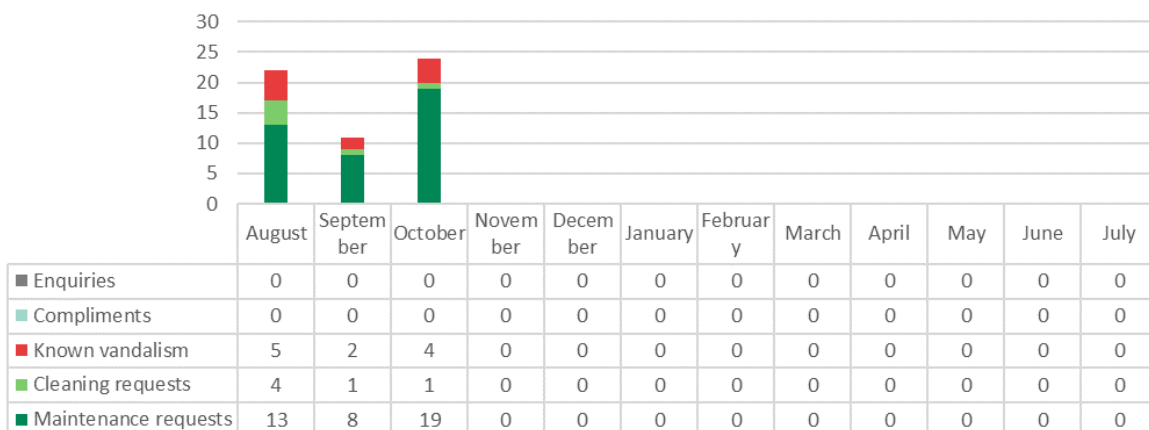
*Langley Park – LED lighting replacement*

**Public Toilets**

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

- Public toilet requests made up 13% of the total customer service requests received between August and October
- A total 57 requests relating to public toilets were received during this period (average 0.62/day)
- About 70% of the public toilet requests were for maintenance, with over half of those (58%) being due to toilet blockages, through: excessive use of toilet paper or flushing of inappropriate item/s (either intentional or unintentional).
- Other maintenance faults during the period included: running water, leaks, and flush buttons sticking
- ‘Known vandalism’ has significantly increased in the last quarter with a total of eleven reports (up from five between May and July). However, anecdotally this number is much higher but cannot be captured in this report as process limitations restricting ability to determine the exact cause of the service request.

Public Toilets - Number of Service Requests by Type



*Graph representing data 1 August through to 31 October*



## **Contracts and Reporting**

Statistics below describe the contract extensions in the current reporting period, based on the date the extension was approved. During this quarter, four (4) contract extensions were executed across two (3) separate contracts:

<b>No.</b>	<b>Contract</b>	<b>Contract Start Date</b>	<b>Original Expiry Date</b>	<b>Revised Expiry Date</b>	<b>Update</b>
784	Hepples Road Pavement Repair	16/01/2023	24/02/1023	16/10/2023	Completed, just a couple of minor issues to be completed, could be this week (WE 04/08). - has not reached PC due to a turret requiring adjustment. Depending on Tas Networks. (22/08 KS) - Turret has been lifted; yellow line marking done. Waiting for asphalt to be placed around turret area for completion - 2/3 weeks. extension being raised (21/09) - extension accepted 25/09 (25/09/KS) - PC Achieved 30 October 2023
791	Bridge Maintenance Works	1/05/2023	22/06/2023	30/09/2023	Was extended to allow for a ladder to be constructed and fitted to the pontoon at the Wynyard Wharf. We currently have the quote for ladder and signs. Wilkinson Creek works are still in progress, and Pages Rd bridge is waiting for mainland contractors to do the works. I would suggest that it be extended to the end of September. Contract extension raised and sent to contractor. (04/07 KS) Extension accepted (07/08 KS)
792	Design and Construct Wynyard Foreshore Boardwalk Replacement	31/10/2022	3/05/2023	20/09/2023	Contract extension to 20 Sept in the works - waiting signature (21/08 KS) - Extension accepted 21 Aug 23 (21/08 KS)  PC Achieved 13 September 2023 certificate raised 21/09/23 (21/09 KS)
799	Architectural Services Boat Harbour Beach SLSC New Club Rooms	1/05/2023	10/10/2023	10/12/2023	Extension to 10 December to allow for permits to be issued has been raised, waiting signature (21/09 KS) - Extension accepted 28/09 (03/10 KS)

## **STATUTORY IMPLICATIONS**

### **Statutory Requirements**

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

## **STRATEGIC IMPLICATIONS**

### **Strategic Plan Reference**

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

**Our Priorities**

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

**GOAL 2: Organisational Support****Desired Outcomes**

2.1 We are a knowledgeable organisation—we demonstrate best practices in our business processes.

**Our Priorities**

2.1.1 Develop a learning culture that ensures staff have the knowledge and skills to maximise potential, and which empowers staff to achieve and grow.

**GOAL 6: Transport and Access****Desired Outcomes**

6.2 Our transport and access network is sustainable, affordable and fit for purpose.

**Our Priorities**

6.2.2 Plan for all movements and modes of transport with a fit-for-purpose network.

**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.

**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.

**Sustainable Murchison Community Plan 2040**

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

**POLICY IMPLICATIONS**

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

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## **ENVIRONMENTAL IMPLICATIONS**

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

## **FINANCIAL IMPLICATIONS**

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

## **RISK IMPLICATIONS**

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

## **CONSULTATION PROCESS**


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

## **CONCLUSION**

The Quarterly Information Report for the Infrastructure and Development Services Department is presented for Council noting. More detailed annual reports for individual Council plans and Strategies are also provided as required.

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## 9.7 CRADLE COAST AUTHORITY - ANNUAL REPORT 22/23

To: Council  
Reporting Officer: Executive Officer  
Responsible Manager: General Manager  
Report Date: 30 October 2023  
File Reference: 00301  
Enclosures: 1. Cradle Coast Authority - Annual Report 2022/23 

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### RECOMMENDATION

**That Council note the Cradle Coast Authority Annual Report 2022/23.**

### PURPOSE

The purpose of this report is to provide Council with an overview of the activities undertaken by the Cradle Coast Authority (CCA) for the 2022/23 financial year.

### BACKGROUND

The CCA is the regional voice of North West Tasmania, established by nine Local Government Councils to represent and advocate the needs of the region. Membership now consists of eight Councils.

The CCA collaborates and facilitates a diverse range of projects and initiatives involving all tiers of government, industry and the community largely focused on Economic Development and Natural Resource Management.

The activities and strategic direction of the Authority are managed by a Board. Council's General Manager is a current member of this Board. The Mayor and Deputy Mayor are Council's current representatives on the Representatives Group, with the Mayor currently Deputy Chief Representative.

The three key functions of the CCA are Regional Economic Development, Natural Resource Management and Strategic Services: focusing on long-term sustainability and future prosperity.

### DETAILS

The Annual Report provides a snapshot of the activities undertaken by CCA throughout the year.

Highlights and outcomes:

#### Economic Development

##### **Regional Investment Framework (RIF)**

- The framework provides a way for people to seek CCA's help advocating for regionally important projects and allows our region to speak with one voice when it comes to telling governments what is important to us. Example of works being completed:
  - Whaleback Ridge Energy Park Project – assessed and added to list of Projects of Regional Importance.

- 
- HIF Global is being assessed for inclusion on the Projects of Regional Importance.

#### **Cradle Coast Future Energy Hub**

- Development of a Renewable Energy Community Awareness materials.
- Community short series of videos of the career stories of people in the Tasmanian renewable energy sector.
- Development of renewable energy career story videos and two online training modules.

#### **Enterprise in the Cradle Coast Region**

- Enterprise has been expanded to the Cradle Coast Region to support founders of innovative, high growth potential businesses by providing world class education, mentoring, events and spaces across Tasmania.
- Innovation workshops conducted within the region.

#### **The Makers – at Cradle Coast UTAS**

- Work has begun on a \$4 million+ internal refurbishment with local firm Fairbrother, the refurbishment is being funded entirely by the University.
- The Makers refurbishment is expected to be complete in mid-November 2023.

#### **Constructing the Coastal Pathways**

- Sulphur Creek to Penguin and West Ulverstone Coastal Pathways completed.
- Above sections officially opened by Tasmanian Labor Senator Anne Urquhart in June 2023.
- Supported Councils in working towards completion of the Coastal Pathway.

#### **Farm Vehicle Washdown and Effluent Dumping Facilities**

- Project Sites:
  - Burnie - The Minna Road facility will be built on land privately owned by a group of stakeholders.
  - King Island - Located on land leased by TasPorts, Greenhams and Eastern Shipping this site will be upgrading existing facilities and improving cattle transport access, as well as relining the settling pond. Sub41 is managing the construction, it is estimated to be operational by the end of 2023.
  - Smithton - The facility will be built by TasWater and is being jointly funded by the State and Federal Governments, with support from the site owner who has already funded rest facilities for use by truck drivers.
  - Stanley - The fully self-contained relocatable facility will be located on land leased by TasPorts, Greenhams and Eastern Shipping. Sub41 has designed and will construct the facility onsite it is estimated to be operational by the end of 2023.
- Funding Agreement entered under the Australian Governments Community Development Grants Programme.

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## Natural Resource Management

### **Regional NRM Strategy**

- 2021-22 saw the completion of the three Tasmanian regions' 2030 NRM Strategies. The Cradle Coast Strategy contains 31 priorities for action, spanning the full range of NRM work on natural and agricultural assets across the three strategic themes of Land, Water and Biodiversity.

### **Regional Agriculture Landcare Facilitator (RALF)**

- This project, completed in June 2023, supported farmers, industry and community groups to promote sustainable agricultural projects.
  - Eleven extension events were delivered for farmers and landholders during the 2022-23 year through the RALF project. Events covered topics such as soil health, diversity and function of pasture earthworms, introduction to plant diseases, identifying and managing plant diseases in a pasture-based system, case studies of plant disease management in mixed cropping and managing soil erosion in cropping systems.
  - Ten Regional Land Partnerships (RLP) extension events were directly supported or delivered by the RALF project during the 2022-23 year. These included workshops and field days for both the Soil Extension Officer (SEO) and Protecting our Productive Soils projects.
  - As a result of the provided sessions, 14 new Black Headed Earthworm (*Aporrectodea longa*) nurseries were established and approximately 12,000 Blue Bomber (*Geotrupes spiniger*) tunnelling dung beetles were introduced to farming districts.

### **Coastal Saltmarsh Recovery in Robbins Passage and Surrounds.**

- This project, completed in June 2023, aimed to improve the condition and long-term protection of the Coastal Saltmarsh Threatened Ecological Community by targeting Rice Grass, the primary ecological threat to saltmarsh, and by brokering and establishing conservation agreements with landholders to maintain and protect saltmarsh on their properties.

### **Giant Freshwater Crayfish Recovery**

- This project, completed in June 2023, aimed to protect and improve priority stream habitat for the highly valued and vulnerable Giant Freshwater Crayfish. Working with landholders to establish conservation agreements and undertake riparian protection and rehabilitation works, the project was designed to increase the area of the species' range that is protected from further habitat loss and degradation.

### **Other Projects Included:**

- Defining and mapping habitat requirements to support the survival of King Island Scrubtit and King Island Brown Thornbill.
- Enhancing King Island Brown Thornbill habitat patches for future corridors.
- Rice Grass removal from the Rubicon-Port Sorell Estuary.
- Creating a Hooded Plover stronghold on Three Hummock Island.
- Community Support of Maugean Skate Recovery.
- Protecting productive soils.

- 
- Tasmanian Soil Extension Program.
  - Community NRM Engagement Program.
  - Implementation of the Tasmanian Cat Management Plan.
  - Tasmanian Weeds Action fund.
  - Circular Head Road Kill Mitigation Project.
  - NRM Aboriginal Traineeship Program.

### Strategic Services

#### **Local Government Australian School-Based Apprenticeship (Asba) Program**

- promotional material for Schools.
- Presented an overview of the program and local government careers to a range of Schools.
- Delivered 'A day in the life of West Coast Council' - a work experience program to engage students on the West Coast with Council.
- 15 EOs were received from students. Following interviews, 11 positions were offered, and contracts signed.
- CCA employed two apprentices to complete their Cert III in Business.

#### **Council Shared Services**

- Hosted a round table event with Minister Catherine King MP covering the "Growing Regions" Funding program and other funding opportunities. The event was attended by mayors, deputy mayors and general managers.
- Hosted a round table event with Senator Anne Urquhart and Minister Julie Collins MP to discuss housing and homelessness. The event was attended by mayors, deputy mayors and general managers.
- Hosted three Urban Provocation events; "What if we are serious about planning for an aging community?" "Cultivating Community" and "Recasting the Tasmanian Dream." The events were well attended and helped raised awareness and start meaningful conversations on the chosen topics.
- Facilitated a full-day training session for council members on effective communication with the media, titled 'Effective Communication: Leaders and Media.'

#### **Regional Planning Project**

- This project will deliver an improved planning experience for businesses and individuals, enable greater resource sharing across Councils and ensure the region is able to derive maximum benefit from the forthcoming review of the Regional Land Use Strategy.
  - Submitted an interim amended Cradle Coast Regional Land Use Strategy that is currently being finalised with the State Planning Office and other state government departments and entities.
  - Collaborated with the State Planning Office to develop new planning instruments for the state government's ambitious agenda of planning reform.
  - Completed a study on housing issues in the West Coast municipality.
  - Coordination of the 'steps towards sustainability' project with Waratah- Wynyard Council to install pause places to enhance walkability, social inclusion and ecological health.

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## Advocacy and Stakeholder Engagement

- CCA actively participates in regional advocacy and lobbying efforts through collaboration with various stakeholders including government agencies, businesses, community organisations and groups.

The full list of regionally important projects is available on the CCA website:

[www.cradlecoast.com/regional-investment-framework/regionally-important-projects/](http://www.cradlecoast.com/regional-investment-framework/regionally-important-projects/)

Further details are contained within the attached document.

## STATUTORY IMPLICATIONS

### Statutory Requirements

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

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

### Sustainable Murchison Community Plan 2040

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

## POLICY IMPLICATIONS

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



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## **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications resulting from this report. The 2030 CCNRM Regional Strategy is a significant guiding document intended to lay a blueprint for action based on good science and communication.

## **FINANCIAL IMPLICATIONS**

There are no financial implications as a result of this report. Council is a financial member of the CCA.

## **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 Cradle Coast Authority Annual Report.

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## 9.8 FINANCIAL REPORT FOR THE PERIOD ENDED 31 OCTOBER 2023

To: Council  
Reporting Officer: Manager Financial Services  
Responsible Manager: Manager Financial Services  
Report Date: 7 November 2023  
File Reference: Financial Management - Reporting - Council  
Enclosures: 1. Capital Works Report - October 

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### RECOMMENDATION

**That Council note the Financial Report for the period ended 31 October 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
- Operating Performance by Department
- Capital Works Summary
- Capital Works Progress Report (attached)

### DETAILS

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

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

### STATUTORY IMPLICATIONS

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

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## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

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

### Council Strategy or Plan Reference

<b>Council Strategy or Plan</b>	<b>Date Adopted:</b>
Financial Management Strategy 2022-2032	Adopted October 2021

## POLICY IMPLICATIONS

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

## ENVIRONMENTAL IMPLICATIONS

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

## FINANCIAL IMPLICATIONS

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

## RISK IMPLICATIONS

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

## CONSULTATION PROCESS

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

## CONCLUSION

All details are included in the attached reports.

## Income Statement

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

### Income Statement as at 31 October 2023

	YTD Actual	YTD Budget	%	YTD Variance	Budget	Forecast	Forecast Variance	
<b>Recurrent Income</b>								
Rate Revenue	13,741,184	13,616,918	1%	✓ 124,266	13,805,376	13,915,876	✓ 110,500	1
User Charges	1,104,986	1,042,232	6%	✓ 62,754	3,016,688	3,016,688	✓ -	
Reimbursements/Contributions	75,525	192,518	-61%	✗ (116,993)	709,744	709,744	✓ -	
Grants and Subsidies	107,062	950,099	-89%	✗ (843,037)	3,879,155	4,368,866	✓ 489,711	2
Interest	260,482	149,104	75%	✓ 111,378	447,500	647,500	✓ 200,000	3
Distributions from Water Corporation	140,500	140,500	0%	✓ -	674,400	674,400	✓ -	
<b>Total Recurrent Income</b>	<b>15,429,739</b>	<b>16,091,371</b>	<b>-4%</b>	<b>✗ (661,632)</b>	<b>22,532,863</b>	<b>23,333,074</b>	<b>✓ 800,211</b>	
<b>Recurrent Expenditure</b>								
Employee Costs	2,803,324	2,892,605	3%	✓ 89,281	8,990,374	8,990,374	✓ -	
State Levies	186,664	161,451	-16%	✗ (25,213)	724,879	724,879	✓ -	
Remissions & Discounts	371,954	332,501	-12%	✗ (39,453)	366,588	366,588	✓ -	
Materials & Contracts	2,169,022	2,108,220	-3%	✗ (60,802)	6,059,961	6,059,961	✓ -	
Depreciation	1,802,711	1,802,711	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	82,794	100,308	17%	⚠ 17,514	301,050	301,050	✓ -	
<b>Total Recurrent Expenditure</b>	<b>7,415,825</b>	<b>7,397,796</b>	<b>0%</b>	<b>✗ (18,029)</b>	<b>21,928,416</b>	<b>21,928,416</b>	<b>✓ -</b>	
<b>Surplus/(Deficit)</b>	<b>8,013,913</b>	<b>8,693,575</b>	<b>-8%</b>	<b>✗ (679,662)</b>	<b>604,447</b>	<b>1,404,658</b>	<b>✓ 800,211</b>	
<b>Capital Items</b>								
Capital Grants/Contributions	551,743	479,950	15%	✓ 71,793	6,984,496	6,984,496	✓ -	
Derecognition of Assets	-	-	0%	✓ -	-	-	✓ -	
Asset Recognition	-	-	0%	✓ -	-	-	✓ -	
<b>Comprehensive Surplus/(Deficit)</b>	<b>8,565,656</b>	<b>9,173,525</b>	<b>-7%</b>	<b>✗ (607,869)</b>	<b>7,588,943</b>	<b>8,389,154</b>	<b>✓ 800,211</b>	

Council is forecast to have a favourable variance to the budget of \$800k as at 30 June 2024. Commentary on variances of \$20k or higher are provided below:

#### 1) Rate Revenue

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

#### 2) Grants and Subsidies

Grant income is expected to be higher than budget due to timing of Financial Assistance Grant income from the Federal Government (distributed through the State Grants Commission). The additional \$490k of grant revenue is due to an increase in the yearly distribution via indexation (\$110k), and also a portion of additional grant funding from the final 2022-23 grant allocation which is a one off (\$380k).

#### 3) Interest

Interest income is expected to be higher than budget due to higher interest rates on Council's term deposits and higher levels of cash on hand due to timing of planned capital expenditure. Interest rates are currently higher than long term averages and therefore are likely to drop in future years.

## Balance Sheet

Council continues to be in a financially strong position. Council is forecasting a current ratio of 1.33 as of 30 June 2024 compared to a current ratio of 4.87 as at 31 October 2023.

### Balance Sheet as at 31 October 2023

	YTD Actual	Budget	Forecast
	\$	\$	\$
<b>Current Assets</b>			
Cash & Cash Equivalents	17,742,711	5,852,574	6,652,785
Receivables	3,305,682	1,296,712	1,296,712
Inventories	121,532	113,049	113,049
Other Current Assets	136,224	271,523	271,523
<b>Total Current Assets</b>	<b>21,306,150</b>	<b>7,533,858</b>	<b>8,334,069</b>
<b>Non-Current Assets</b>			
Property, Plant and Equipment	248,569,141	248,624,302	248,624,302
Investment in Water	45,378,608	45,378,608	45,378,608
<b>Total Non-Current Assets</b>	<b>293,947,749</b>	<b>294,002,910</b>	<b>294,002,910</b>
<b>Total Assets</b>	<b>315,253,899</b>	<b>301,536,768</b>	<b>302,336,979</b>
<b>Current Liabilities</b>			
Payables	2,159,427	4,073,100	4,073,100
Interest-Bearing Liabilities	364,178	364,178	364,178
Provisions	1,849,088	1,817,365	1,817,365
<b>Total Current Liabilities</b>	<b>4,372,693</b>	<b>6,254,643</b>	<b>6,254,643</b>
<b>Non-Current Liabilities</b>			
Interest-Bearing Liabilities	2,144,657	1,144,657	1,144,657
Provisions	259,394	359,394	359,394
<b>Total Non-Current Liabilities</b>	<b>2,404,051</b>	<b>1,504,051</b>	<b>1,504,051</b>
<b>Total Liabilities</b>	<b>6,776,744</b>	<b>7,758,694</b>	<b>7,758,694</b>
<b>Net Assets</b>	<b>308,477,154</b>	<b>293,778,074</b>	<b>294,578,285</b>
<b>Equity</b>			
Current Year Result	8,565,656	7,588,943	8,389,154
Accumulated Surplus	171,306,467	168,982,952	168,982,952
Reserves	128,605,031	117,206,179	117,206,179
<b>Total Equity</b>	<b>308,477,154</b>	<b>293,778,074</b>	<b>294,578,285</b>
<b>Current Ratio</b>	<b>4.87</b>	<b>1.20</b>	<b>1.33</b>

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

## Cashflow Statement

As of 31 October Council had \$17.743m cash on hand. Based on budgeted income and expenditure, Council is forecast to have \$6.653m 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.

### Cashflow Statement as at 31 October 2023

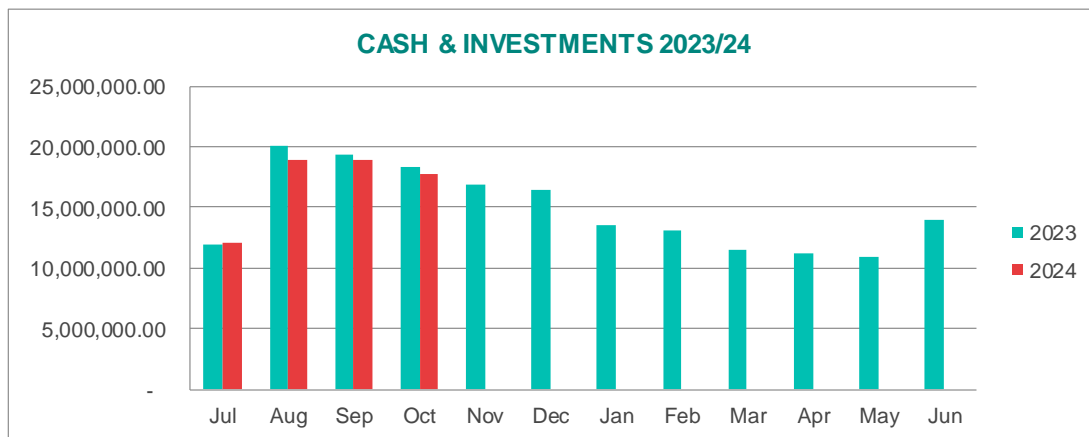
	YTD Actual	Budget		Balance	Forecast
	\$	\$	%	\$	\$
<b>Cash flows from operating activities</b>					
Employee Costs	(2,771,601)	(8,926,163)	31%	(6,154,562)	(8,926,163)
Materials and Contracts	(4,091,178)	(5,914,662)	69%	(1,823,484)	(5,914,662)
State Levies	(186,664)	(724,879)	26%	(538,215)	(724,879)
Other Expenses	(454,748)	(667,638)	68%	(212,890)	(667,638)
Rates and Charges	11,732,214	13,763,890	85%	2,031,676	13,874,390
User charges	1,240,285	3,016,688	41%	1,776,403	3,016,688
Interest	260,482	447,500	58%	187,018	647,500
Reimbursement of Expenses	75,525	709,744	11%	634,219	709,744
Government Grants	107,062	3,879,155	3%	3,772,093	4,368,866
<b>Net Cash provided by (used in) operating activities</b>	<b>5,911,376</b>	<b>5,583,635</b>	<b>106%</b>	<b>(327,741)</b>	<b>6,383,846</b>
<b>Cash flows from investing activities</b>					
Payments for Property, Plant and Equipment	(2,798,150)	(21,486,236)	13%	(18,688,086)	(21,486,236)
Investment revenue from Water Corporation	140,500	674,400	0%	533,900	674,400
Proceeds from Sale of Property, Plant and Equipment	-	572,690	0%	572,690	572,690
Capital grants	551,743	6,984,496	8%	6,432,753	6,984,496
<b>Net cash provided by (used in) investing activities</b>	<b>(2,105,907)</b>	<b>(13,254,650)</b>	<b>16%</b>	<b>(11,148,743)</b>	<b>(13,254,650)</b>
<b>Cash flows from financing activities</b>					
Borrowing Costs	644	(55,920)	-1%	(56,564)	(55,920)
Loan Drawdowns	-	-	0%	-	-
Loan Repayments	-	(357,089)	0%	(357,089)	(357,089)
<b>Net cash provided by financing activities</b>	<b>644</b>	<b>(413,009)</b>	<b>0%</b>	<b>(413,653)</b>	<b>(413,009)</b>
<b>Net (Decrease) in Cash Held</b>	<b>3,806,113</b>	<b>(8,084,024)</b>	<b>-47%</b>	<b>(11,890,137)</b>	<b>(7,283,813)</b>
Cash at beginning of year	13,936,598	13,936,598	100%	-	13,936,598
<b>Cash at end of period</b>	<b>17,742,711</b>	<b>5,852,574</b>	<b>303%</b>	<b>(11,890,137)</b>	<b>6,652,785</b>

## Investments

The following table provides an outline of Council’s cash and investment portfolio as of 31 October 2023. Total cash and investments on hand as of 31 October is \$17.743m. The weighted average return on investment earned on Council’s investment portfolio is 5.17%.

### Investments as at 31 October 2023

	\$	INVESTMENTS	\$	Weighted Average Return
Deposits	16,332,097	Commonwealth Bank	1,409,114	
Petty Cash and Till Floats	1,500	Investments		
Trading Account	1,409,114	ING	3,000,000	
		BOQ	4,500,000	
		CBA	8,832,097	
		Petty Cash and Till Floats	1,500	
<b>Balance - All Accounts</b>	<b>17,742,711</b>		<b>17,742,711</b>	<b>5.17%</b>



## Rates Summary

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

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

18.62% of the total rates levied for the year were outstanding as at 31 October 2023; this includes all aged rates and charges outstanding. This compares with 17.37% outstanding as at 31 October last year.

### Rates Summary to 31 October 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)
<b>NET RATES OUTSTANDING (1 July 2023)</b>	<b>(0.56)</b>	<b>(77,357)</b>	<b>(0.78)</b>	<b>(99,790)</b>
Rates and Charges Levied	100.52	13,852,703	100.64	12,946,959
Interest Penalties Charged	0.04	5,716	0.14	17,444
<b>GROSS RATES AND CHARGES DEMANDED</b>	<b>100.00</b>	<b>13,781,062</b>	<b>100.00</b>	<b>12,864,613</b>
LESS RATES AND CHARGES COLLECTED	77.85	10,727,983	76.15	9,796,520
REMISSIONS AND DISCOUNTS**	7.72	1,064,534	8.73	1,123,645
	<b>85.57</b>	<b>11,792,518</b>	<b>84.89</b>	<b>10,920,165</b>
ADD PROPERTIES IN CREDIT	(4.19)	577,146	(2.26)	290,623
<b>UNPAID RATES AND CHARGES *</b>	<b>18.62</b>	<b>2,565,690</b>	<b>17.37</b>	<b>2,235,071</b>
(includes Deferred Rates)				
<b>**REMISSIONS AND DISCOUNTS</b>		<b>2023-24</b>		<b>2022-23</b>
Early Payment Discount		328,431		462,370
Pensioner Rebates		699,099		659,851
Council Remissions and Abandonments		37,005		1,425
		<b>1,064,534</b>		<b>1,123,645</b>
Number of Rateable Properties		8,052		8,004
Number of Unpaid Rateable Properties		2,140		1,947
% not fully paid		26.58%		24.33%



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## Grant Summary

### Grant Schedule as at 31 October 2023

	YTD Actual	Budget 2024	Forecast 2024
<b>Capital Grants</b>			
Boat Harbour Masterplan	-	900,000	900,000
Port Creek Flood Mitigation	-	957,335	957,335
Roads to Recovery	-	1,129,728	1,129,728
Dog Park & Freedom Camping	-	160,000	160,000
Mt Hicks Road Bridge Replacement	28,120	458,252	458,252
James Philosopher Smith	-	110,000	110,000
Boating, Camping Fishing	30,000	30,000	30,000
Calder Bridge Replacement	285,330	427,994	427,994
ANZAC Park All Abilities Playground	136,500	136,500	136,500
Waterfront Masterplan	-	320,601	320,601
Table Cape Lookout	-	302,967	302,967
Australian Cricket Infrastructure Fund	71,793	-	-
LRCI Funding	-	2,051,119	2,051,119
	<b>551,743</b>	<b>6,984,496</b>	<b>6,984,496</b>

## Operational Performance by Department

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

Directorate/Department	Annual Budget	Forecast	Variance to Forecast	Note
<b>Community &amp; Engagement</b>				
Children's Services	(195,705)	(195,705)	-	
Community Activation	869,669	869,669	-	
Corporate & Community Services	351,603	351,603	-	
Tourism & Marketing	519,104	519,104	-	
<b>Community &amp; Engagement Total</b>	<b>1,544,671</b>	<b>1,544,671</b>	<b>-</b>	
<b>Council &amp; General Managers Office</b>				
Council & General Manager's Office	1,462,123	1,462,123	-	
<b>Council &amp; General Managers Office Total</b>	<b>1,462,123</b>	<b>1,462,123</b>	<b>-</b>	
<b>Infrastructure &amp; Development Services</b>				
Asset Services	120,997	120,997	-	
Cemeteries	97,859	97,859	-	
Development Services	965,922	965,922	-	
Engineering Services	143,998	143,998	-	
Footpaths	345,408	345,408	-	
Garbage	31,121	31,121	-	
Public Halls	360,221	360,221	-	
Public Toilets	418,845	418,845	-	
Reserves	1,336,837	1,336,837	-	
Sports	1,133,645	1,133,645	-	
Stormwater Drainage	- 172,024	- 172,024	-	
Transport	3,289,126	3,289,126	-	
Waste	- 13,307	- 13,307	-	
Works & Services	75,520	75,520	-	
<b>Infrastructure &amp; Development Services Total</b>	<b>8,134,168</b>	<b>8,134,168</b>	<b>-</b>	
<b>Organisational Performance</b>				
Financial Services	(12,196,327)	(12,996,538)	800,211	1
Governance & Information Systems	450,918	450,918	-	
<b>Organisational Performance Total</b>	<b>(11,745,409)</b>	<b>(12,545,620)</b>	<b>800,211</b>	
<b>Total</b>	<b>(604,447)</b>	<b>(1,404,658)</b>	<b>800,211</b>	

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

### Financial Services

Financial Services is expecting a favourable variance to budget of \$801k, which is due to higher than budgeted interest income (\$200k), higher than budgeted rates income (\$111k) and higher than budgeted financial assistance grant income. Of the \$801k favourable variance, \$380k is one-off in nature.



## 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 spending and is not always reflective of the actual progress of the Capital Works project. The Monthly Progress Report is attached for the information of the Council.

Summary Capital Expenditure Report							
	YTD Actual \$	Budget Estimate \$	Remaining Budget \$	% Spent	Forecast \$	Forecast Variance \$	Note
<b>Buildings</b>							
Amenities	33,091	788,225	755,134	4%	788,225	-	
Community Facilities	258,684	975,314	716,630	27%	975,314	-	
Childcare	829	105,000	104,171	1%	105,000	-	
Council Operational Buildings	10,476	110,664	100,188	9%	110,664	-	
<b>Total Buildings</b>	<b>303,081</b>	<b>1,979,203</b>	<b>1,676,122</b>	<b>15%</b>	<b>1,979,203</b>	-	
<b>Parks &amp; Open Spaces</b>							
Other Infrastructure	122,502	1,754,245	1,631,743	7%	1,754,245	-	
Playgrounds	3,067	639,815	636,749	0%	639,815	-	
Walkways & Tracks	480,672	2,871,268	2,390,595	17%	2,871,268	-	
Recreational Reserves	119,854	1,089,937	970,084	11%	1,089,937	-	
<b>Total Parks &amp; Open Spaces</b>	<b>726,094</b>	<b>6,355,266</b>	<b>5,629,171</b>	<b>11%</b>	<b>6,355,266</b>	-	
<b>Plant &amp; Equipment</b>							
Other Plant & Equipment	24,188	427,040	402,852	6%	427,040	-	
Plant & Vehicle Replacements	27,609	519,913	492,304	5%	519,913	-	
Software & IT Replacements	25,512	938,421	912,909	3%	938,421	-	
<b>Total Plant &amp; Equipment</b>	<b>77,309</b>	<b>1,885,374</b>	<b>1,808,065</b>	<b>4%</b>	<b>1,885,374</b>	-	
<b>Sporting Facilities</b>							
Indoor Recreational Facilities	7,310	133,250	125,940	5%	133,250	-	
Outdoor Sporting Facilities	420,368	2,197,998	1,777,630	19%	2,197,998	-	
<b>Total Sporting Facilities</b>	<b>427,677</b>	<b>2,331,248</b>	<b>1,903,570</b>	<b>18%</b>	<b>2,331,248</b>	-	
<b>Stormwater</b>							
Flood Mitigation Works Total	46,385	3,352,656	3,306,271	1%	3,352,656	-	
Other Stormwater Works	14,255	1,456,006	1,441,751	1%	1,456,006	-	
<b>Total Stormwater</b>	<b>60,639</b>	<b>4,808,662</b>	<b>4,748,022</b>	<b>1%</b>	<b>4,808,662</b>	-	
<b>Transport</b>							
Bridge Renewals	723,322	1,999,345	1,276,023	36%	1,999,345	-	
Footpaths & Kerbs	79,545	107,455	27,910	74%	107,455	-	
Other Transport	82,845	340,241	257,396	24%	340,241	-	
Resheeting	147,397	391,859	244,462	38%	391,859	-	
Rural Upgrades	25,597	40,204	14,607	64%	40,204	-	
Rural Reseals	127	676,172	676,045	0%	676,172	-	
Urban Reseals	137,423	947,668	810,245	15%	947,668	-	
<b>Total Transport</b>	<b>1,196,256</b>	<b>4,502,944</b>	<b>3,306,688</b>	<b>27%</b>	<b>4,502,944</b>	-	
<b>Total</b>	<b>2,791,057</b>	<b>21,862,696</b>	<b>19,071,639</b>	<b>13%</b>	<b>21,862,696</b>	-	

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## 9.9 SENIOR MANAGEMENT REPORT

To: Council  
Reporting Officer: Executive Officer  
Responsible Manager: General Manager  
Report Date: 27 October 2023  
File Reference: 1312  
Enclosures: 1. Road Management Legislation Review - Council Submission   
2. Fire and Emergency Services Act Reform - Council Submission 

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### RECOMMENDATION

#### That Council:

1. Note the monthly Senior Management Report; and
2. Note submissions made on the following:
  - a. Road Management Legislation Review.
  - b. Fire and Emergency Services Act Reform.

### 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 14 October to 10 November 2023.

#### Corporate

- Participated in regular meeting with the General Manager of Circular Head Council.
- Participated in a Joint Executive team meeting with Circular Head Council and discussed topics including asset management training, the draft Fire and Emergency Service Bill, resource vacancies, waste management and audit panel.
- Participated in a meeting of the Boat Harbour Beach Master Plan Working group.

#### Community

- Attended the Tulip Festival.
- Met with John Findlater, representing RSL Tasmania, regarding their Veteran Hub concept.
- Met with representatives of BighART regarding their existing and upcoming program delivery through the Watershed.

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## Industry

- With the Mayor, met with the Chair and Chief Representative of the Cradle Coast Authority to discuss current structure and performance of the Cradle Coast Authority
- Attended the AGM and General Meetings of the North West Branch of Local Government Professionals.
- Met with James McKee, Chief Executive Officer & Director of Regional Development, RDA Tasmania to discuss projects in the pipeline that may need Australian Government support and to discuss linkages with the Western Strategic Regional Partnership.
- Met with Veronica Terry, Program Manager – Regional Development, Cradle Coast Authority to discuss the Regional Precincts and Partnerships Program.
- The Office of Local Government, in collaboration with Local Government Association of Tasmania, has developed a draft Framework for the management of unreasonable conduct across local government. Attended a workshop to provide input into the draft documents
- Attended the LGAT General Managers Workshop. Guests included Will Jocelyne – Acting Deputy Secretary, Parks and Wildlife; Renee King – General Manager SCEMA; Mike Mogridge – Acting Director of Local Government; and Nick Byrne – Principle Consultant RemPlan.

## Other

- Attended Cradle Coast Authority Audit and Risk Meeting.
- Was unavailable to attend a meeting of the Cradle Coast Waste Management Group. with another officer attending on behalf of WWC.
- Attended a meeting of the Northwest General Managers.
- Attended a meeting of the Northwest Mayors and provided an update on Council projects and activities.
- Held a meeting with Minister Nic Street to provide an update on Council's current priority projects.

## Council Submissions

Council prepared the following submissions (refer full submissions attached).

### **1. Road Management Legislation Review – Discussion Paper 2023**

The aim of the review is to simplify, clarify and contemporise Road Management legislation to ensure all road managers and road users have clarity on roles, responsibilities, powers and functions related to the creation, care and management of road and road-related infrastructure.

Council has kept its feedback at a relatively high level, identifying matters that it believes relevant to the discussion, with the understanding that common issues across road managers will be further explored and considered in detail as draft legislation is developed.

Comment has been provided on the following topics:

- The Statutory Framework

- 
- The Legal Status of Road
  - Defining the Road Manager
  - Management and Maintenance
  - Statutory Duties, Liabilities and Indemnification
  - Service Authorities and Utilities
  - Footpath, Retaining Walls and Other Similar Structures
  - Drainage
  - Trees, Hedges and other Obstructions
  - Related Issues
  - Spatial Systems

## 2. Tasmania Fire and Emergency Service Bill

The *Fire Service Act 1979* (the Act) is over 43 years old. After more than six years of reviews and public consultation the Tasmanian Government will establish new legislation, replacing the *Fire Service Act 1979*. The new Act underpins critical reform to ensure fire and emergency services are best positioned to prepare for and respond to emergencies and keep Tasmanians safe in the face of disaster. There is a particular focus on funding models.

While Council is supportive of moving to a more equitable and fairer funding model for the Tasmanian Fire and Emergency Services, it could not support the significant increase in the fire levy for our ratepayers foreshadowed in the initial position paper.

Council is supportive of the government's announcement on the 11 November that it will establish a working group to develop a new funding model for the TFE.

The following key points were provided in Council's feedback.

**Feedback Point 1:** Council is supportive of the Government's announcement on the 11 November that it will establish a working group to develop a new funding model for the Tasmanian Fire & Emergency Service.

**Feedback Point 2:** That the responsibility for collection of the fire levy should be moved to the State Revenue Office using the land tax system.

**Feedback Point 3:** That the new Tasmania Fire and Emergency Service department be required to provide explanation for future increases in the new levy and the amount of levy collected state-wide.

**Feedback Point 4:** That the implementation for any new levy be from 1 July 2025 being the 2025-26 rating year, a year in which no municipality has a fresh valuation.

**Feedback Point 5:** All SES funding should be provided by the new levy model, and Council should no longer be required to fund any part of the SES.

**Feedback Point 6:** Council seeks clarification on the future ownership of SES assets which are currently owned by Council and the process for their transfer to the SES.

**Feedback Point 7:** Council requests a review of the fire levy exemptions provided under section 87 of the Local Government Act 1993, and that many of the exemptions provided under section 87 be removed.

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## Appointment of Municipal Coordinator and Deputy Municipal Coordinator

Council nominated Mr Corey Gould to be the Municipal Emergency Management Coordinator and Ms Kaarina De Ryder to be the Deputy Municipal Emergency Management Coordinator in accordance with section 23 of the *Emergency Management Act 2006*. The nomination has been approved and the appointment made by the Minister.

### *Emergency Management Act 2006*

#### **APPOINTMENT OF MUNICIPAL EMERGENCY MANAGEMENT COORDINATOR**

Notice is hereby given that in accordance with Section 23 of the *Emergency Management Act 2006*, the following appointment has been made for a period of five (5) years commencing on the date of this Notice.

Corey Gould, Municipal Emergency Management Coordinator, Waratah Wynyard Council.

Dated this 14<sup>th</sup> day of September 2023.

  
The Hon Felix Ellis MP  
**Minister for Police, Fire and Emergency Management**

## **COMMUNITY CONVERSATIONS**

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

## **ADMINISTRATION – Use of Corporate Seal**

11/10/23	Final Plan and Schedule of Easements	SD2171 194 Little Village Lane Somerset – subdivision (1 into 2 lots)
13/11/23	Final Plan of Survey	DA 127/2023A 768 & 780 East Yolla Rd, Yolla - Boundary Adjustment
13/11/23	Final Plan and Schedule of Easements	SD2135 Hales St Wynyard - subdivision (1 into 31 lots + public open space)

## **POLICIES TO BE RESCINDED**

There are no polices to be rescinded at this meeting.

## WORKING GROUPS

	<b>Elected Member Representatives</b>	<b>Responsible Officer(s)</b>	<b>Status</b>
Wynyard Show Grounds	Cr Bramich Cr Hyland	<ul style="list-style-type: none"> <li>• General Manager</li> <li>• Manager Community Activation</li> </ul>	Discussions are continuing with the Show Society. Plans have been created for the RV parking and dog park site. The Show Society are working with the Crown to renegotiate their lease and Planning to enable overnight RV parking and a dog park to operate from the site. An MOU with WWC is in development. Procurement process for the Demolition of the grandstand are in train with demolition to be post the 2024 Wynyard Show.
Somerset Sporting Precinct	Cr Johnstone Deputy Mayor Edwards	<ul style="list-style-type: none"> <li>• General Manager</li> <li>• Manager Community Activation</li> <li>• Manager Recreation Planning and Environment</li> <li>• Recreation Liaison Officer</li> </ul>	A site tour of existing facilities has been conducted. Sporting groups have been active creating and sharing their “wish lists”. Based on feedback, different proposals and associated costings are being prepared by Officers for presentation and discussion with Councillors.
Wynyard Sports Precinct	Cr Johnstone Cr Roberts	<ul style="list-style-type: none"> <li>• Director Infrastructure and Development Services</li> <li>• Strategic Projects Manager</li> <li>• Manager Community Activation</li> </ul>	Turf wicket has been renovated and seeded. Practice Net relocation work underway but slowed due to a TasWater issue. Austin Street TIA consultation completed and to be workshopped. Works at Wynyard High School are well progressed. Irrigation main and perimeter drainage being installed.
Boat Harbour Masterplan	Cr Hyland Cr Roberts	<ul style="list-style-type: none"> <li>• General Manager</li> <li>• Executive Officer (GM office)</li> <li>• Strategic Projects Manager</li> </ul>	Detailed Design is now complete. Refer to Annual update on this agenda.
Oldina Reserve Stakeholder Group	Cr Courtney Cr Johnstone	<ul style="list-style-type: none"> <li>• Director Community and Engagement</li> </ul>	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"> <li>• Manager Community Activation</li> </ul>	The Draft Accessibility Strategy has been reviewed by the Working Group. A final version, incorporating feedback, is being prepared for presentation to Councillors.
Frederick Street Reserve Working Group	Cr Johnstone Cr Roberts	<ul style="list-style-type: none"> <li>• Director Community and Engagement</li> <li>• Manager Community Activation</li> </ul>	First meeting of the Working Group has been held with members sharing their ideas and visions for the site. The group have also gone over the history of the Frederick Street Reserve and the previous Master Plan. A meeting has been scheduled between Officers and Town Planners to discuss site restrictions/planning implications. A natural values assessment will be requested. Next meeting of the group to be held in early 2024.



**PLANNING PERMITS UNDER DELEGATION – October 2023**

\*extension of time received

DA No.	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	(D)Discretionary (P)Permitted
DA 245/2023	CLTP Panel Products Pty Ltd	673 & 683 Deep Creek Road Wynyard	Research Facility, Workers Accommodation & Outbuildings (2x Sheds)	3.10.2023	25	P
DA 210/2023	Honed Architecture & Design	26 Table Cape Road Wynyard	Dwelling & Outbuilding (Shed)	4.10.2023	41	D
DA 219/2023	M Elsarky	68 Lyons Street Somerset	Outbuilding (Garage & Carport) & Verandah	4.10.2023	40	D
DA 223/2023	C & S Shailer	68 Irby Boulevard Sisters Beach	Dwelling Extensions & Water Tank	4.10.2023	41	D
DA 216/2023	A Smith	9 Irbys Circus Sisters Beach	Dwelling (Outbuilding Conversion)	9.10.2023	35	D
DA 228/2023	M Patterson	27 Serrata Crescent Sisters Beach	Dwelling & Water Tank	11.10.2023	42	D
DA 233/2023	6ty Pty Ltd	145 Old Bass Highway Wynyard	Change of Use to Residential – Multiple Dwellings x9	11.10.2023	42	D
DA 227/2023	M Pettit	272a Murchison Highway Somerset	Combined Dwelling and Shed	17.10.2023	42	D
DA 246/2023	D Lohrey	200 Bramichs Road Sisters Creek	Dwelling Extension (Deck)	17.10.2023	38	D
DA 243/2023	The Wynyard Agricultural and Pastoral Society Inc	59a Jackson Street Wynyard	Visitor Accommodation (20 Self-Contained RV's)	18.10.2023	37*	P
DA 202/2023	Veris Australia	88 Simpson Street Somerset	Multiple Dwellings (3x Units)	24.10.2023	54*	D
DA 235/2023	Quanex (RANBUILD)	14 Newhaven Drive Somerset	Outbuilding (Carport)	25.10.2023	43	D
DA 236/2023	PLA Designs Pty Ltd	118 Mount Hicks Road Wynyard	Dwelling & Outbuilding (Shed & Carport)	25.10.2023	37	D
DA 252/2023	Waratah-Wynyard Council	22 Tom Moores Road & Walker Street Wynyard	Soil Storage	25.10.2023	25	P
DA 261/2023	D Summers	10 Goldie Street Wynyard	Private Business – Tattoo Studio	25.10.2023	27	P

**BUILDING PERMITS APPROVED – October 2023**

Permit Number	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	Related Planning Approval
BLD-W-2023-131-01	M Stevenson	1636 Mount Hicks Road Yolla	School – Alterations	19.10.2023	2	NPR
PSC-W-2023-06-01	S Shailer & C Shailer	68 Irby Boulevard Sisters Beach	As-Constructed Carport	27.10.2023	9	DA 223-2023

## 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>A review of Financial reporting to Councillors was discussed at a Councillor Workshop on 30 October.</i></p>	GM	Complete
21/2/22	8.3	NOM – D Fairbrother – Planning Matters	<ol style="list-style-type: none"> <li>1. That Council writes to the respective Ministers and or State Government bureaucrats to request a review of the planning and building rules to provide for the following: <ol style="list-style-type: none"> <li>a. Sufficient water storage for both domestic household use and water storage for firefighting purposes in landslip b areas and suggest as a minimum 20,000 L (10,000+10,000) for this purpose.</li> <li>b. Repair, replacement and renovation of existing buildings in areas of designated landslip A; and</li> </ol> </li> <li>2. Make representation to state cabinet members, local members of the house of assembly and local legislative councillors etc seeking their support for such changes</li> </ol>	DIDS	Yet to commence

DATE	ITEM	TOPIC	ACTION/STATUS	OFFICER	STATUS
20/2/23	8.1	NOM CR RAW – Request for TIA Junction of Old Bass Highway and Dart Street	Motion Carried <i>Affected business owners have been contacted unsuccessfully to provide feedback into the process. The TIA will proceed without initial input however ongoing attempts to contact will be made with the opportunity remaining for feedback to be provided.</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
16/10/23	7.3.1	CQWON – Cr Courtney – Tulip Festival Advertising	Cr Andrea Courtney requested a breakdown of advertising that occurred for the 2023 Tulip Festival. The General Manager advised that a report summarising both the Spring Loaded and Tulip Festival events is being compiled and will be presented to Council over the coming months. Advertising information will be included in that report. <i>Refer Report this agenda.</i>	MCA	Complete
16/10/23	7.3.2	CQWON – Cr Courtney – Accessibility Strategy	Cr Andrea Courtney queried whether mental health is being considered as an accessibility issue as part of the Accessibility Strategy being developed. The General Manager took the question on notice in the absence of the draft strategy. <i>Refer response this agenda</i>	GM	Complete
16/10/23	8.1	NOM Cr Bramich – Coopers Lane and Anderson Road Junction	Motion Carried That Council undertake the necessary road works to make Coopers Lane the priority road at the junction with Andersons Road <i>Signs installed and work completed.</i>	MEP	Complete

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## 9.10 CRADLE COAST WASTE MANAGEMENT GROUP - ANNUAL REPORT 2022/23

To: Council  
Reporting Officer: Manager Recreational Planning and Environment  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 1 November 2023  
File Reference: Waste Management  
Enclosures: 1. Draft CCWVG Annual Report 

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### RECOMMENDATION

**That Council note the Cradle Coast Waste Management Group – Annual Report 2022/23.**

### PURPOSE

The purpose of this report is to advise Council of the activities undertaken by the Cradle Coast Waste Management Group (CCWVG) for the 2022/23 financial year.

### BACKGROUND

The Cradle Coast Waste Management Group (CCWVG) was formed in 2007 to improve waste management from a regional perspective, providing efficiencies and economies of scale and provide specialty waste reduction services in the North-West Tasmania.

In the 2022/23 financial year the CCWVG represented the seven northwest Tasmanian municipal councils; being Burnie City, Central Coast, Circular Head, Devonport City, Latrobe, Kentish and Waratah Wynyard Councils.

The Annual Report highlights the changes, achievements and challenges for the year. This report is the first to be done that reflects the group's 2023-2028 Strategic Plan.

### DETAILS

CCWVG prepares a five-yearly Strategic Plan which details projects and strategies for improvements in resource recovery and waste reduction for member councils and the region's residents and businesses. This Annual Report reflects the first year of the CCWVG 2022/23 – 2027/28 Strategic Plan Actions.

The Strategic Plan has 41 actions to be completed over the next 5 years. An audit of progress on these projects and actions at the end of the first year shows:

- 32 are ongoing or in progress.
- 1 is completed; and
- 8 are not started.

Key projects and actions delivered were:

- a) Continued operation of the *Rethink Waste* web site and co-ordination of the program across multiple social media platforms to create a single point of contact across the state.

- b) Delivery of the education program at nine primary schools across the region together with the development of a secondary school program, participation in Science Teacher extension conference and support for the statewide *Youth Climate Leaders* program.
- c) Attendance and education at *Agfest 2022* and *Living Lightly Festival October 2022* as well as presentations to a number of community groups.
- d) Ongoing work toward the implementation of the new kerbside FOGO and recycling collection and processing contracts commencing 2024 to 2037.
- e) Audit of the Waste Transfer Stations and purchase of items needed to increase safety for operators and site users.
- f) Support of those sites using the Mandalay Point of Sale system and preparing reports to NRE on state levy collected for Level 1 sites from 1 July 2022 and work to support readiness of the next five sites due to commence reporting by 1 July 2024.
- g) Regional procurement to extend the range of problematic materials collected at WTS across the region and upgrading of the collection system to best practice infrastructure. Mobile phone collection and x-rays were added to the recoverable items this year.
- h) Collection of hazardous household chemicals by specialist contractors – table of materials collected below. This program about to be delivered across the region again throughout November 2023.

**Household Hazardous Collection Event outcomes**

Collection Dates and Times				
WTS / RRC	DATE	TIME	No of customers	KG collected
Sheffield	03 November	9am – 12pm	6	184kg
Wynyard	03 November	1pm – 4pm	4 (plus earlier drop off)	439kg
Whitehill	10 November	10am – 3pm	7	266kg
Spreyton	17 November	9am – 12pm	10	563kg
Ulverstone	17 November	1pm – 4pm	8	465kg
Port Sorrell	24 November	10am – 12pm	8	264kg
Burnie	24 November	1pm – 4pm	12	997kg

Of note, is the delay in completing the annual bin audit. The field work element of this project was delivered; but the final report to the group has not yet been presented. Due to a change in the resourcing, the results received were not directly comparable to the previous years. The group are currently seeking advice on if there is a way to extract meaningful comparison information from the work done or not.

With the delivery of the FOGO service coming in 25FY it is proposed to reframe the current visual bin survey to yield better data on bin contents and thus better support the understanding of contamination and bin contents now and into the future. This revised approach will be outlined in the report to the next meeting and if accepted, worked into a scope of works to seek a quote on early in the New Year.

Since the introduction of the waste levy, the group has also been working with the state Waste and Resource Recovery Board to identify additional actions in the draft *Tasmanian*

*Waste Strategy* that the groups can deliver on behalf of the state using our established networks and capacity. This additional work is proposed in return for additional funding from the levy collected.

It is anticipated that there will be a better understanding of the prospects for such work in the late 2023/early 2024.

### CCWVG Strategic Plan References

The CCWVG's strategic vision is to:

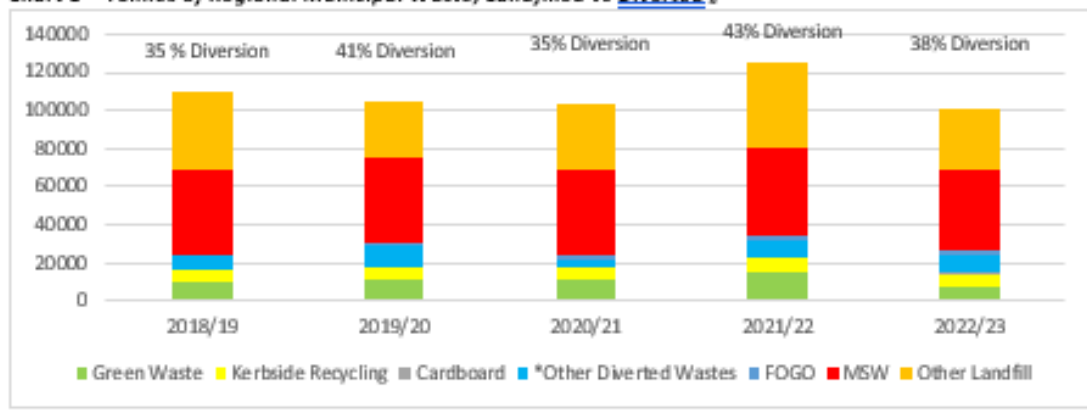
*Deliver a sustainable community in the Cradle Coast region of Tasmania by implementing strategies which minimise waste through increases in waste diversion and recovery.*

The objectives of the CCWVG Strategic Plan 2023-2028 are:

1. By 2028, establish regionally consistent practices for waste management in all member council areas for consistent waste contracts, services and best practice principles.
2. By 2028, target 60% MSW resource recovery.
3. By 2028, target <10% contamination rate in kerbside recycling bins (based on annual kerbside recycling auditing).
4. By 2028, phase out priority single-use plastics

Chart 1 displays the total tonnes of MSW landfilled by the region compared with the tonnes of waste diverted.

▪ **Chart 1 --- Tonnes of Regional Municipal Waste, Landfilled vs Diverted**



Other diverted wastes include the smaller scale recycling initiatives carried out by the regional transfer stations, including the recycling of steel, e-waste, tyres, fluoro tubes/globes, paint batteries, concrete, and oil.

The diversion rate remains at a lower-than-average rate regionally, compared to other parts of the country. Consequently, it is anticipated that the introduction of FOGO will improve diversion, as well as provide a platform for education on proper use of the recycling bin.

Opportunities for the newest member Councils, King Island and West Coast to increase recycling and manage FOGO wastes are also under investigation separately. These communities face relatively unique challenges, compared to the rest of the region. But

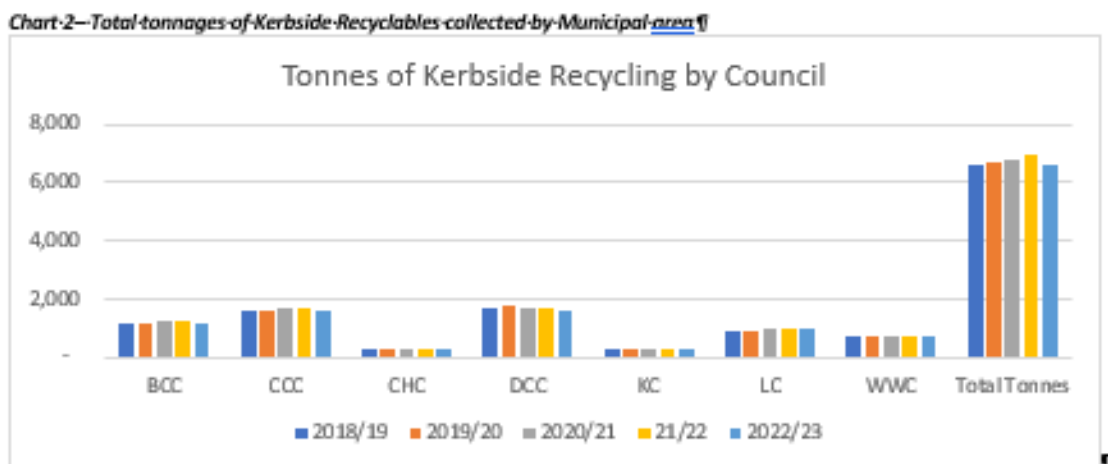
options do exist and there is a design and education piece of work to be done to find the best fit solutions.

The new organics facility at Railton will also support the reduction in waste to landfill by commercial food makers and venues in the coming years as well as support recycling of construction materials made of organic elements (i.e., timber, gyprock and similar components).

CCWVG manages the Residential Kerbside Recycling Contract for the region. This service provides municipal residents with fortnightly mixed recycling collections. These products are taken to a Material Recovery Facility (MRF) in Spreyton, sorted to remove unsuitable and contaminated products, and then sold to national and international processing facilities. Unsuitable products are redirected to landfill.

In 2022/23, a total of 6,618 tonnes of recyclable products were collected and put to better use. Recycling is collected from a total of 45,087 tenements.

The total tonnage of kerbside recyclables by municipal area is detailed below.



**STATUTORY IMPLICATIONS**

Statutory Requirements

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

**STRATEGIC IMPLICATIONS**

Strategic Plan Reference

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

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## Sustainable Murchison Community Plan 2040

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

### **POLICY IMPLICATIONS**

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

### **ENVIRONMENTAL IMPLICATIONS**

There are no new environmental implications as a result of noting this report. The actions undertaken by the CCWVG are intended to directly improve the impacts on the environment.

### **FINANCIAL IMPLICATIONS**

On 1 July 2022, the Tasmanian State Government initiated a State Landfill Levy of \$20.00 per Tonne, which superseded the regional voluntary levy collection method as ongoing funding for all regional groups was promised from the State. This levy will increase to over \$60.00 per Tonne over four years.

The Landfill Levy is managed by the Waste and Resource Recovery Board (WRRB), which is developing a clear path for supporting Statewide infrastructure and circular economy projects.

WRRB funding is delivered through a three-year Grant linked to average tonnages over the previous three years at an income of \$7.50 per tonne and increased by CPI each year. This creates a smoothing function for significant landfill changes, such as the introduction of a Food Organics and Garden Organics (FOGO) service. CPI increases are announced in February each year.

The 2022/23 funding amount has been included in the Grant Deed as a base minimum for future years to maintain a baseline in case of tonnage reductions.

The group also has retained earnings from previous years, where projects were underspent, delayed or additional was received. This funding is expected to be used over the coming years to support the region with engagement, education and marketing around the new FOGO service as well as support popular programs such as the Hazardous Waste Collection, that reduces the risks and safely manages disposal of unwanted chemicals in households and agricultural settings.



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## **RISK IMPLICATIONS**

Whilst there are no risk implications for noting this report, there are noteworthy risks associated within the public sector waste management industry.

The rates of waste generation per person, together with the costs for disposal and the requirements to manage the environmental and social impacts have become increasingly demanding for many communities to manage. At a regional level, joint contracts provide the ability to increase market competition, when compared to individual Council purchasing. Also, for some Councils in the region, staff may not have specialist knowledge or have an already full workload, limiting their ability to source the best outcomes.

The list of programs for the coming year also seeks to increase the skills of staff at the transfer stations, separate potentially hazardous materials collected at these sites and provide a custom-made community program to remove dangerous stored chemicals from garages, sheds and homes across the region.

In the last 12 months work has also been undertaken through CCWMG to improve safety of operations at each of the transfer station sites as signage, resources and other layout improvements have been assessed and implemented.

## **CONSULTATION PROCESS**

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

## **CONCLUSION**

That the Council receive this report and note the ongoing work of the Cradle Coast Waste Management Group.

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## 9.11 MINUTES OF OTHER BODIES/COMMITTEES

### 9.11.1 ACCESSIBILITY WORKING GROUP MEETING NOTES

To: Council  
Reporting Officer: Manager Community Activation  
Responsible Manager: Director Community and Engagement  
Report Date: 20 October 2023  
File Reference: 001  
Enclosures: 1. Accessibility Working Group October 2023 Meeting Notes



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#### RECOMMENDATION

**That Council accepts the notes of the Accessibility Working Group meeting held on 19 October 2023.**

#### PURPOSE

The Notes of the Meeting of the Accessibility Working Group held on Thursday 19 October 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

The group discussed how the objectives of the Accessibility Working Group will be achieved through the implementation of the Inclusion Action Plan.

A draft Accessibility Strategy and Inclusion Action Plan has been developed by Council for the upcoming membership term of the Accessibility Working Group.

This action plan focuses on specific activities contained within the Accessibility Strategy and other priorities recognised by Council.

The Accessibility Strategy Working Group reviewed the draft Strategy together to make changes to the document.

The changes focused on making the strategy more concise, removing unnecessary and repetitive wording, considering easy English or simple English future versions of the documents, and also ensuring that terminology was adequately and reasonably defined.

The Accessibility Strategy Working Group agreed to continue reviewing the draft Inclusion Action Plan outside the meeting and share feedback and suggested changes via email.

The group requested a copy of the Tulip Festival Access Guide to be shared with the members via email.

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## STATUTORY IMPLICATIONS

### Statutory Requirements

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

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

### Sustainable Murchison Community Plan 2040

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

## POLICY IMPLICATIONS

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.


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**COMMENT**

It is recommended that Council accepts the Notes of the Accessibility Working Group meeting held on 19 October 2023.

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## 9.11.2 NOTES OF OTHER BODIES/COMMITTEES - FREDERICK STREET RESERVE WORKING GROUP - 24 OCTOBER 2023

To: Council  
Reporting Officer: Manager Community Activation  
Responsible Manager: Director Community and Engagement  
Report Date: 26 October 2023  
File Reference: 001  
Enclosures: 1. Frederick Street Reserve Working Group Meeting Notes  
October 2023 

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### RECOMMENDATION

**That Council accept the notes of the Frederick Street Reserve Working Group meeting held on 24 October 2023.**

### PURPOSE

The Notes of the Meeting of the Frederick Street Reserve Working Group held on 24 October 2023, are presented to Council for Information.

### 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

This was the first meeting of the Frederick Street Reserve Working Group. It was well attended by current users of the site.

All present members were given a hard copy of the existing Frederick Street Reserve Master Plan.

The Group discussed the current and future use of the Reserve. Members spoke about what is working well, what they would like to be considered and ideas for the future. Individual users spoke about their own needs. The group also generated discussion and data regarding common needs. These common needs included:

- Better lighting.
- Number and location of toilets do not meet the current needs (showers not really used).

- Car parking concerns. Wider car parks and long bay parks required. Many of the users come with large equipment and require wider parking spaces to enable ease of loading and unloading gear. Some vehicles need higher clearance – standard height clearance does not always work for the vehicles and equipment that access the site.
- Multi-use cross country track for runners, walkers, dog walkers, push bikes. Could horses use this too?
- Better signage – large to include all information. Some information to include: Dogs on leads at all times, Ride at own risk etc.
- Pump track
- Wash bay for mountain bikes
- Playground equipment

Council staff discussed considerations, such as the close proximity to the airport, the flora and fauna co-existing on the Reserve site that may influence the activity that can occur at the site. A commitment was made to seek more information from relevant planning authorities and natural values agencies to provide relevant, up to date data for the Working Group, prior to the next meeting.

The next meeting is expected to be scheduled in February 2024.

## STATUTORY IMPLICATIONS

### Statutory Requirements

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

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

### Sustainable Murchison Community Plan 2040

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

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

### **POLICY IMPLICATIONS**

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

### **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.

### **COMMENT**

It is recommended that Council accept the Notes of the Frederick Street Reserve Working Group Meeting held on 26 October 2023.

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**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:**

<b>Matter</b>	<b>Local Government (Meeting Procedures) Regulations 2015 Reference</b>
<i>Confidential Report R15 (2) - Confirmation Of Closed Minutes Of Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) – Notices Of Motion <b>NIL RECEIVED</b></i>	15(2)
<i>Confidential Report R15 (2) (c (ii)) commercial information of a confidential nature, that if disclosed, is likely to-confer a commercial advantage on a competitor of the council</i>	15 (2) (c (ii))
<i>Confidential Report R15 (2) (h) - Leave of Absence Request – Councillors <b>NIL RECEIVED</b></i>	15(2)(h)
<i>Confidential Report R15 (2) - Closed Senior Management Report</i>	15(2)

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**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 at \_\_\_pm:**

<b>Matter</b>	<b>Local Government (Meeting Procedures) Regulations 2015 Reference</b>
<i>Confidential Report R15 (2) - Confirmation Of Closed Minutes Of Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) – Notices Of Motion <b>NIL RECEIVED</b></i>	15(2)
<i>Confidential Report R15 (2) (c (ii)) commercial information of a confidential nature, that if disclosed, is likely to-confer a commercial advantage on a competitor of the council</i>	15 (2) (c (ii))
<i>Confidential Report R15 (2) (h) - Leave of Absence Request – Councillors <b>NIL RECEIVED</b></i>	15(2)(h)
<i>Confidential Report R15 (2) - Closed Senior Management Report</i>	15(2)



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<b>12.0 RESUMPTION OF OPEN MEETING</b>
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At ..... pm the Open Meeting was resumed.

<b>13.0 PUBLIC RELEASE ANNOUNCEMENT</b>
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The Chairman announced that pursuant to Regulation 15(9) of the *Local Government (Meeting Procedures) Regulations 2015* and having considered privacy and confidential issues, the Council authorised the release to the public of the following discussions, decisions, reports or documents relating to the closed meeting:

Min. No.	Subject	Decisions/Documents

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