



**ORDINARY MEETING  
OF COUNCIL**

**AGENDA  
OPEN MEETING**

**11 December 2023**

6 December 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 11 December 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

6 December 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 11 December 2023 commencing at at the Council Chambers, 21 Saunders Street, Wynyard.

Yours sincerely



Cr Mary Duniam  
MAYOR

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**TABLE OF CONTENTS**

<b>1.0</b>	<b>RECORD OF ATTENDANCE .....</b>	<b>7</b>
1.1	ATTENDANCE.....	7
1.2	APOLOGIES .....	7
1.3	LEAVE OF ABSENCE PREVIOUSLY APPROVED .....	7
<b>2.0</b>	<b>CONFIRMATION OF MINUTES OF PREVIOUS MEETING.....</b>	<b>8</b>
2.1	CONFIRMATION OF MINUTES OF PREVIOUS ORDINARY COUNCIL MEETING.....	8
<b>3.0</b>	<b>DECLARATIONS OF INTEREST .....</b>	<b>9</b>
<b>4.0</b>	<b>COUNCILLORS ANNOUNCEMENTS AND REPORT .....</b>	<b>10</b>
4.1	ANNOUNCEMENTS BY MAYOR.....	10
4.2	MAYOR'S COMMUNICATIONS.....	11
4.3	REPORTS BY DELEGATES.....	11
4.4	NOTIFICATION OF COUNCIL WORKSHOPS.....	12
<b>5.0</b>	<b>PUBLIC QUESTIONS AND STATEMENTS.....</b>	<b>13</b>
5.1	RESPONSE(S) TO PUBLIC QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING .....	13
5.2	PUBLIC QUESTIONS RECEIVED IN WRITING .....	13
5.2.1	C HUTCHISON - AUDITED FINANCIAL STATEMENTS AND AGM .....	13
5.2.2	C HUTCHISON - EAST WYNYARD PLAYGROUND PARTIAL SLIDE CLOSURE .....	13
5.3	PUBLIC QUESTIONS WITHOUT NOTICE .....	14
5.4	PUBLIC STATEMENTS RECEIVED IN WRITING.....	14
5.5	PUBLIC STATEMENTS WITHOUT NOTICE .....	14
<b>6.0</b>	<b>PLANNING AUTHORITY ITEMS .....</b>	<b>15</b>
6.1	PUBLIC QUESTIONS WITHOUT NOTICE – RELATING TO PLANNING MATTERS.....	15
6.2	PUBLIC STATEMENTS - RELATING TO PLANNING MATTERS .....	15
6.3	DWELLING LOCATED AT 18 GOLDIE STREET, WYNYARD - DA 295/2023 .....	16
<b>7.0</b>	<b>MATTER RAISED BY COUNCILLORS .....</b>	<b>29</b>
7.1	RESPONSE(S) TO COUNCILLOR QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING.....	29
7.1.1	CR COURTNEY - PUBLIC INTEREST DISCLOSURE POLICY .....	29
7.1.2	CR HYLAND - FALLEN TREE AT SOMERSET .....	29
7.2	COUNCILLOR QUESTIONS RECEIVED IN WRITING .....	29
7.3	COUNCILLOR QUESTIONS WITHOUT NOTICE .....	29
<b>8.0</b>	<b>NOTICE OF MOTION .....</b>	<b>30</b>
8.1	CR A COURTNEY - UNIVERSAL BASIC INCOME TRIAL .....	30

---

<b>9.0</b>	<b>REPORTS OF OFFICERS AND COMMITTEES</b> .....	<b>32</b>
<b>9.1</b>	<b>ACCESSIBILITY STRATEGY</b> .....	<b>32</b>
<b>9.2</b>	<b>SOMERSET COMMUNITY CENTRE</b> .....	<b>35</b>
<b>9.3</b>	<b>EAST WYNYARD PLAYGROUND</b> .....	<b>39</b>
<b>9.4</b>	<b>WASTE MANAGEMENT SERVICES UPDATE</b> .....	<b>44</b>
<b>9.5</b>	<b>QUARTERLY INFORMATION REPORT - ORGANISATIONAL PERFORMANCE</b> .....	<b>51</b>
<b>9.6</b>	<b>FINANCIAL REPORT FOR THE PERIOD ENDED 30 NOVEMBER 2023</b> .....	<b>66</b>
<b>9.7</b>	<b>SENIOR MANAGEMENT REPORT</b> .....	<b>77</b>
<b>9.8</b>	<b>MINUTES OF OTHER BODIES/COMMITTEES</b> .....	<b>83</b>
	9.8.1 MINUTES OF OTHER BODIES/COMMITTEES - AUDIT PANEL COMMITTEE HELD 28 NOVEMBER 2023 .....	83
<b>10.0</b>	<b>MATTERS PROPOSED FOR CONSIDERATION IN CLOSED MEETING</b> .....	<b>86</b>
<b>11.0</b>	<b>CLOSURE OF MEETING TO THE PUBLIC</b> .....	<b>86</b>
<b>12.0</b>	<b>RESUMPTION OF OPEN MEETING</b> .....	<b>87</b>
<b>13.0</b>	<b>PUBLIC RELEASE ANNOUNCEMENT</b> .....	<b>87</b>

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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 11 DECEMBER 2023, COMMENCING AT**

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

**DIGITAL RECORDING OF COUNCIL MEETINGS POLICY**

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

**ACKNOWLEDGEMENT OF COUNTRY**

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

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

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

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

*(a) attendance and apologies.*

**1.1 ATTENDANCE**

**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 20 November 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

At the recent Keep Australia Beautiful Awards Tasmania (KABTas) the Waratah Community received the following awards:

#### **WINNER POPULATION UNDER 500**

Waratah

#### **CERTIFICATE OF EXCELLENCE: (individual certificates)**

- Athenaeum Hall & Tarkine Interpretation Centre
- Waratah 7321 Men's Shed
- Waratah Craft Club
- Waratah Community Hub
- Waratah Museum & Philosopher Hut
- Waratah Cenotaph & ANZAC Day Memorial Services
- Waratah Woodchopping Carnival
- Waratah Wishing Well & Gardens
- Waratah Volunteer Fire Service & SES
- Waratah-Wynyard Council: Waratah Park
- Waratah-Wynyard Council: Waratah Post Office & Council Chambers incorporating the Information Centre, Book Club & Library
- Waratah-Wynyard Council: Kenworthy Stamper Mill

#### **HIGHLY COMMENDED**

- Community Spirit and Inclusion
- Overall Appearance and Amenities
- Heritage and Culture

In addition, staff member, Kelly Milikins won the **Citizen of the Year** award. In a media release put out by the KABTas they stated that:

“The KABTas prestigious **Community Citizen of the Year Award** recognizes a member of the community who continues to provide support to our awards program, organizes entries and the judging program and supports community organisations.

The winner of this Award is **Kelly Milikins**. Kelly is the Community Development Officer at Waratah-Wynyard Council and during her time in this role, Kelly has provided immense support to KABTas. Prior to this, Kelly has been involved in working with the Waratah-Wynyard community and we have heard nothing but praise from the people in those communities for her passion, dedication and assistance in advising and helping them to progress and/or achieve their various projects and aspirations. Kelly is a most deserving recipient of this award.”

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## 4.2 MAYOR'S COMMUNICATIONS

### RECOMMENDATION

That Council note the Mayors Communications:

<b>MAYOR DR MARY DUNIAM</b>	
13/11/23	Citizenship Ceremony
13/11/23	Councillor Workshop
14/11/23	<b>CR RAW</b> - Open Christmas Collection at Wonders of Wynyard
15/11/23	Coast FM Christmas Message
16/11/23	LGAT Mayors – Future of Local Government Review
16/11/23	ALGWA National Board Meeting
20/11/23	Council Meeting
21/11/23	Children’s University of Tas Graduation Ceremony
23/11/23	Business Nort West – Premiers Luncheon
26/11/23	Order of Australia NW Group Reception for Award Recipients
27/11/23	Boat Harbour Beach community Conversation
28/11/23	CCA Leadership Team Meeting
28/11/23	Audit Panel Meeting
29/11/23	Councillor Workshop
2/12/23	Wynyard Camera Club Annual Presentations

## 4.3 REPORTS BY DELEGATES

Nil received.

#### 4.4 NOTIFICATION OF COUNCIL WORKSHOPS

##### RECOMMENDATION

That Council note the following Workshops:

<b>29/11/23</b>	<b>Table Cape Visitor Experience Offshore Windfarm Presentation Rental Property Overview Future of Local Government Review</b>
<b>4/12/23</b>	<b>Somerset Sports Precinct Waratah road Network General Managers Performance Review</b>

##### Councillor Attendance Records

Councillor attendance 1 July 2023 – 30 June 2024 (updated to 5/12/23)

	<b>Ordinary Meetings 2023/24 (5)</b>	<b>Special Meetings / AGM 2023/24 (0)</b>	<b>Workshops 2023/24 (12)</b>	<b>Community Conversations 2023/24 (4)</b>	<b>Leave Taken 2023/24</b>
Mayor Mary Duniam	5	0	11	4	
Cr Gary Bramich	5	0	12	4	
Cr Andrea Courtney	3	0	11	1	
Deputy Mayor Celisa Edwards	3	0	8	1	6 weeks
Cr Kevin Hyland	5	0	12	3	
Cr Michael Johnstone	5	0	12	4	
Cr Leanne Raw	3	0	12	4	3 weeks
Cr Dillan Roberts	5	0	12	4	

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

Nil received.

**5.2 PUBLIC QUESTIONS RECEIVED IN WRITING****5.2.1 C HUTCHISON - AUDITED FINANCIAL STATEMENTS AND AGM****QUESTIONS**

1. On what date did Council receive its returned audited financial statements from the Tasmanian Audit Office, and if these haven't yet been returned, on what date does Council expect them to be received?
2. Is Council aware of other Councils that have experienced delays in receiving their audited financial statements, and will Council please detail the cause of these delays?
3. What is this process for deferring a Council Annual General Meeting, and under which section of the Act gives a Council a power to delay the AGM beyond the required date of December 15<sup>th</sup> of each year?
4. Why is the Waratah-Wynyard Council the only Council, out of the 28 other Council areas in Tasmania, that did not announce its AGM within the legislative requirement outlined in Section 72B of the current Tasmanian Local Government Act?

**OFFICERS RESPONSE**

The finance report on this agenda provides an update on the status of the Annual General meeting and Audited Financial Statements.

**5.2.2 C HUTCHISON - EAST WYNYARD PLAYGROUND PARTIAL SLIDE CLOSURE****QUESTION**

1. On what date was Council first informed about an issue with the playground slide?
2. Was this a complaint, a suggestion or request? What was the specific information in this information?
3. Did Council provide a response, and if so, what was the response and when was it delivered?
4. How many complaints to Council have been made in relation to the East Wynyard Playground since it was first opened?
5. On what dates did these complaints occur and what was complained about?
6. Of this list of complaints:
  - a) how many were replied to?

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b) how many were further investigated?

c) how many resulted in action or modification to the playground?

7. Of these actions or modifications listed in response to question 10(c), for each specific time can Council detail in a table - the action or modification, when it began, and when it concluded.
8. Does Council plan on making any modifications to the slide that is currently closed pending further notice, and if so, what modifications and at what cost does Council estimate these modifications will require?
9. Will Council conduct a review into the East Wynyard Playground, and ascertain if there are any further issues that could result in members of the public sustaining injuries?

#### **OFFICERS RESPONSE**

There is a separate report on this Council agenda which provides the information regarding the East Wynyard playground slide.

#### **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.

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### 6.3 DWELLING LOCATED AT 18 GOLDIE STREET, WYNYARD - DA 295/2023

To: Council  
Reporting Officer: Graduate Town Planner  
Responsible Officer: Development Services Coordinator  
Report Date: 24 November 2023  
File Reference: 3258832  
Supporting Documents: 1. Consolidated advertised planning documents   
2. Consolidated updated application documents   
3. Representation 

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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 a Dwelling at 18 Goldie Street, Wynyard subject to the following conditions:

#### CONDITIONS:

- (1) The development is to be generally in accordance with the updated application as submitted and endorsed documents as listed:
  - a. Proposal plans with Project Number 230720 and Drawing Numbers A00 - A04 Rev. 2 as prepared by Starbox Architecture and dated 13 November 2023.
- (2) Stormwater from the development is to be connected and discharged into Council's stormwater drainage network.
- (3) 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.
- (4) In the course of undertaking the development/use there is to be no damage caused to any Council owned infrastructure or property.
- (5) Loading and un-loading of vehicles is to be confined to within the boundaries of the property.
- (6) A new kerb crossover is to be constructed in accordance with Tasmanian Standard Drawing TSD-R09-v3, Urban Roads Driveway, TSD-R16-v3 Concrete kerbs and Channels Vehicular Crossings and the conditions in a "Activity in Road Reservation Permit".
- (7) No vehicular accesses additional to those shown in the endorsed plans are to be constructed without the written approval of the Director Infrastructure & Development Services or their delegate.
- (8) A reinforced concrete driveway slab is to be constructed between the kerb crossover and the property boundary in accordance with Tasmanian Standard Drawing TSD-



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**R09-v3, Urban Roads Driveways and the conditions in a “Activity in Road Reservation Permit”.**

- (9) A 150 stormwater connection point including an accessible inspection opening at ground level is to be constructed at the lowest point of the lot to permit connection to Council’s stormwater drainage reticulation network. The connection point is to be inspected and approved by the Director Infrastructure & Development Services or their delegate or their delegate before backfilling.**
- (10) The developer is to remove existing vehicular crossing on the western side of property adjacent to 20 & 20A Goldie Street, reinstate vehicular crossing with Type KC kerb in accordance TSD-R16-v3 Concrete kerbs and Channels Vehicular Crossings and the conditions in a “Activity in Road Reservation Permit”.**

**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 295/2023. 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**

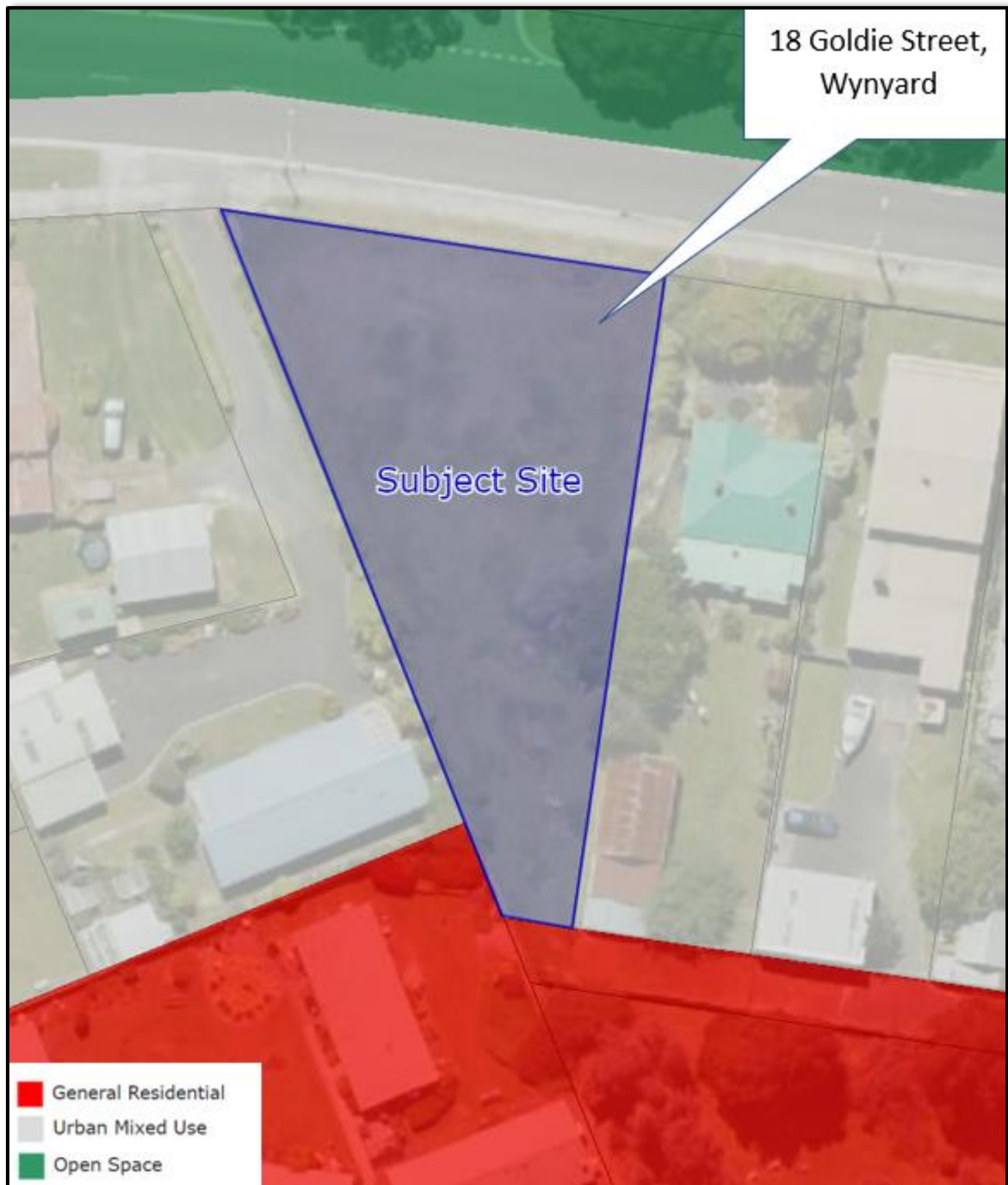
The purpose of this report is for Council to consider the merits of the application DA 295/2023 against the requirements of the *Tasmanian Planning Scheme - Waratah-Wynyard* (Planning Scheme).

**BACKGROUND**

The subject site is located at 18 Goldie Street, Wynyard and has an area of 1199m<sup>2</sup> and is currently vacant. It is located within the Urban Mixed Use zone and has access onto Goldie

Street. The adjoining titles to the east and west contain single dwellings and associated outbuilding development while to the south consists of road reserve. To the north, the subject site adjoins Goldie Street.

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 a dwelling on land at 18 Goldie Street, Wynyard. The subject land is a vacant block.

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The development also includes the erection of two retaining walls to accommodate a garden bed, located to the front of the dwelling near the frontage; and installation of new driveway, located on the eastern part of the subject land.

The new dwelling has a total floor area of 505m<sup>2</sup> with a roof height of approximately 7m, a two-storey building. The ground floor includes an office, laundry, toilet, butlers' pantry and combined dining/kitchen/lounge/family area. An outdoor dining area and patio will wrap the building at the north, eastern and south-eastern elevations of the ground floor, while a workshop, garage and kennel area are to be located at the south.

The first-floor houses four bedrooms with a walk-in robe and ensuite bathroom in each bedroom. A roofed balcony will be attached to the northern and north-western elevation of the first floor.

The dwelling is to be setback 6.426m (at the closest point) from the frontage onto Goldie Street, 6.307m from the eastern boundary, 1.5m from the western boundary and 18m from the southern rear boundary. The first floor is setback approximately 4.5m from the eastern boundary.

The front retaining wall is to be located along the frontage boundary while the second retaining wall will be 1.5m from the frontage. Both walls are setback more than 3m from the eastern and western side boundaries.

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

The subject property is zoned Urban Mixed Use under the Planning Scheme. The proposal is defined as a Residential Use Class. This is a discretionary use within the zone if for a new single dwelling (including associated outbuildings) and should the application meet all the relevant acceptable solutions. The proposal does not comply with all the acceptable solutions. The applicant is applying for discretion under the following Clauses of the Planning Scheme:

- 13.3.2 Discretionary uses (P1);
- 13.4.2 Setback (P1); and
- C7.6.1 Building and works within a waterway and coastal protection area or a future coastal refugia area (P1.1)

## **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 2 pages; and
- Proposal Plans x 6 pages.

The period for representations closed on 20 November 2023. One (1) representation was subsequently received. A map demonstrating the relationship between the subject site and

the representator's property in Figure 2. The applicant provided updated consolidated documentation with very minor changes to the building, this did not subsequently alter the application.



**Figure 2. Relationship between the subject site and the representator'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.

The representation below has been summarised from the original text, which can be found in the attachment of this report.

Issues raised	Response:
<p>The representor states that this stretch of Goldie Street is primarily domestic residences, and this application will distort the street by the intrusive character of a proposed new vehicular entrance located on the eastern side of the subject land near the representor’s property. The new crossover is also believed to not follow the physical characteristics of the site. It requires works of excavation and will potentially interfere with the stability of land at representor’s property. The outdoor dining and the first-floor balcony also seem to be facing the north and north-east unlike some of the residential properties in Goldie Street.</p> <p>The representor states the proposed construction dominates the land and is not compatible with the existing adjacent dwellings at 16, 20 and 20A Goldie Street. It will further compromise the aesthetics of the activity centre hierarchy of the Inglis Street and Goldie Street. It will negatively impact the future potential of solar panel installation at 16 Goldie Street due to overshadowing.</p> <p>The proposal will negatively impact the adjoining property by the reduction of sunlight and fresh air caused by the new development at 18 Goldie Street and impact my bees.</p> <p>Between 10 and 24 Goldie Street includes public viewing, walking, and water activities and are likely to be compromised by the introduction of the new proposed driveway. The design of the building and sharp angle to the street will diminish the view and create further parking requirements due to the need to accommodate the proposed new vehicle access of 18 Goldie Street.</p>	<p>The application requires assessment in relation to the Performance Criteria (P1) (a) to (d) for Clause 13.3.2 of the Planning Scheme as it is not permitted use class such as many businesses and therefore requires the development to not distort or compromise the ‘activity centre hierarchy’.</p> <p>Please see the Planning Assessment section below for a full assessment against the discretions for Clause 13.3.2 (P1) (a) to (d).</p> <p>Excavation works detailed in the application are permissible.</p> <p>The proposed dwelling meets the setback requirements of the planning scheme. The setback relaxation in the proposal is limited to the retaining wall only.</p> <p>The aesthetic design of a building is not a matter considered under the planning scheme when it meets the acceptable solution of the planning scheme.</p> <p>The application details a garage and parking space onsite to service the proposed development, a standard condition is recommended for any permit in relation to the construction of the new driveway and the existing crossover to be removed accordingly.</p>

<p>The setback proposed new building at 18 Goldie Street to the frontage is not compatible with the setback on the adjacent houses at 16, 20 and 20A Goldie Street. These properties do not have intrusive setbacks on to Goldie Street. It causes an unreasonable loss of amenity to the property of 16 Goldie Street by severely reducing solar light and western sun and casting increased shadow on the residence and yard of 16 Goldie Street. It also substantially diminishes the privacy of the residence and yard of 16 Goldie Street.</p> <p>It is not compatible with the streetscape having regard to the height, bulk and form of existing buildings at 16, 20 and 20A Goldie Street, which are all single storey buildings.</p> <p>The installation of new driveway is to compromise the safety of road user and the proposed reduced setback presents a potential hazard to road users and pedestrians alike.</p>	<p>The proposed development requiring assessment against Performance Criteria is limited to the front retaining wall only. The dwelling complies with Clause 13.4.2 (A1) as it is setback more than 3m from the frontage boundary onto Goldie Street and the second retaining wall behind the garden bed is exempt under Clause 4.6.8 of the Planning Scheme.</p> <p>The assessment against the Performance Criteria (P1) (a) to (d) for this Clause therefore is for the front retaining wall only, not for the dwelling. The dwelling complies with the Acceptable Solution for this Clause.</p> <p>Additionally, there is no requirement under this Clause to assess overshadowing to adjoining properties. This type of assessment is within a General Residential Zone or Inner Residential Zone. The new dwelling at 18 Goldie Street complies with the permitted 3m setback from the boundary that abuts General Residential zone at the rear. Property at 16 Goldie Street is also zoned Urban Mixed Use under the Planning Scheme.</p> <p>For the full assessment against the discretions of Clause 13.4.2 (P1) for the proposed front retaining wall, please see the Planning Assessment section below.</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 connected and discharged into Council's stormwater drainage network.
- (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.
- (5) A new kerb crossover is to be constructed in accordance with Tasmanian Standard Drawing TSD-R09-v3, Urban Roads Driveway, TSD-R16-v3 Concrete kerbs and

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Channels Vehicular Crossings and the conditions in a “Activity in Road Reservation Permit”.

- (6) No vehicular accesses additional to those shown in the endorsed plans are to be constructed without the written approval of the Director Infrastructure & Development Services or their delegate.
- (7) A reinforced concrete driveway slab is to be constructed between the kerb crossover and the property boundary in accordance with Tasmanian Standard Drawing TSD-R09-v3, Urban Roads Driveways and the conditions in a “Activity in Road Reservation Permit”.
- (8) A 150 stormwater connection point including an accessible inspection opening at ground level is to be constructed at the lowest point of the lot to permit connection to Council’s stormwater drainage reticulation network. The connection point is to be inspected and approved by the Director Infrastructure & Development Services or their delegate or their delegate before backfilling.
- (9) The developer is to remove existing vehicular crossing on the western side of property adjacent to 20 & 20A Goldie Street, reinstate vehicular crossing with Type KC kerb in accordance TSD-R16-v3 Concrete kerbs and Channels Vehicular Crossings and the conditions in a “Activity in Road Reservation Permit”.

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.

### **PLANNING ASSESSMENT**

The subject site is zoned Urban Mixed Use under the *Tasmanian Planning Scheme (TPS) – Waratah-Wynyard*. The use is a Residential which is a Discretionary use within the Urban Mixed Use 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 Urban Mixed Use Zone and relevant Codes is provided below.

### **13.0 Urban Mixed Use Zone**

### 13.3.2 Discretionary uses (P1)

<p><b>A1</b></p> <p>No Acceptable Solution.</p>	<p><b>P1</b></p> <p>A use listed as Discretionary must not compromise or distort the activity centre hierarchy, having regard to:</p> <ul style="list-style-type: none"><li>(a) the characteristic of the site;</li><li>(b) the size and scale of the proposed use;</li><li>(c) the function of the activity centre and the surrounding activity centres; and</li><li>(d) the extent that the proposed use impacts on the other activity centres.</li></ul>
<p><b>Planning Comments:</b> Complies</p> <p>The proposal is deemed as a discretionary residential use and there is no acceptable solution for this Clause. It therefore must be addressed against the performance criteria.</p> <p>The Planning Scheme defines ‘activity centre hierarchy’ as:</p> <p style="padding-left: 40px;"><i>Means the activity centre network or hierarchy referred to in a relevant regional land use strategy.</i></p> <p>While the ‘activity centre’ as:</p> <p style="padding-left: 40px;"><i>Means a place that provides a focus for retail, commercial, services, employment, and social interaction in cities and towns.</i></p> <p>According to the <i>Cradle Coast Regional Land Use Strategy 2010-2030</i> (Cradle Coast Authority, 2022), Wynyard is categorised as a District Activity Centre, the second tier of the activity centre hierarchy in Cradle Coast regional area. It refers to a town with large population and provide a range of services including but not limited to, education, health, culture and entertainment, community support, personal services and convenience and comparison retail options to offer a range of employment and business.</p> <p>The proposal is for a single residential use within a two-storey building. The proposal is considered compatible with the characteristics of this portion of the Urban Mixed Use zone in Goldie Street. Developed lots at 12, 14, 16, 20A, 20, Unit 1 – 5 / 22, 24 and 26 Goldie Street, as well as 41 Hogg Street are used for residential purposes. In addition to that, dwellings at 14 and 26 Goldie Street consist of two-storey structures which are identical in size, height and scale to the proposed development. It is not considered that this development will distort the activity centre hierarchy. It is not uncommon to see residential uses along side businesses in this zone and therefore not compromising the hierarchy of the activity centre focused toward the main business strip of Wynyard.</p> <p>Additionally, the purpose of the Urban Mixed Use zone are:</p> <ul style="list-style-type: none"><li>• to provide for a mix of residential, retail, community services and commercial activities in urban locations; and</li></ul>	



- to provide for a diverse range of use or development that are of a type and scale that support and do not compromise or distort the role of surrounding activity centres in the activity centre hierarchy.

The proposed development is in accordance with the purpose of Urban Mixed Use zone allows both residential and commercial activity in an urban location it will not distort or compromise the surrounding activity centres for retail and commercial activities. The nearest commercial activity is about 50m to the east at 10 Goldie Street, identified as the Wharf Hotel. The traffic flow in the street will be negligible by the proposed development and furthermore it is unlikely to trigger further parking pressure on-street as the proposal includes the construction of a garage.

The proposal will not compromise or distort the activity centre hierarchy of Wynyard town and is therefore considered to satisfy P1 for this Standard.

### 13.4.2 Setback (P1)

<p><b>A1</b></p> <p>Buildings must have a setback from a frontage of:</p> <ul style="list-style-type: none"> <li>(a) not less than 3m;</li> <li>(b) not less than existing building on the site; or</li> <li>(c) not more or less than the maximum and minimum setbacks of the buildings on adjoining properties.</li> </ul>	<p><b>P1</b></p> <p>Buildings must have a setback from a frontage that is compatible with the streetscape, having regard to:</p> <ul style="list-style-type: none"> <li>(a) the topography of the site;</li> <li>(b) the setback of buildings on adjacent properties;</li> <li>(c) the height, bulk and form of existing and proposed building; and</li> <li>(d) the safety of road users.</li> </ul>
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**Planning Comments:** Complies

The front retaining wall is setback less than 3m from the frontage boundary at Goldie Street. Assessment against Performance Criteria for this Clause is required for the proximity of the front retaining wall to the frontage boundary.

According to the LISTmap, the area along the frontage of 18 Goldie Street is sloping (6° to 10° steep) and therefore requires two rows of retaining walls for the erection of the garden bed and create some more useable space.

The front retaining wall is compatible with the setback of existing building(s) on adjacent properties. Developed adjacent lots in the street at 8, 10 and 26 Goldie Street also comprise buildings that are setback less than 3m from the frontage.

In terms of the appearance when viewed from the street, the proposed front retaining wall has similar size, bulk and form with the existing single storey structures in the street, which mostly takes form as frontage fences. Properties at 14, 16 and 24 Goldie Street consist of frontage fencing that built on the boundary and abut Goldie Street.

The subject to this assessment is for the front retaining wall with a maximum height of not more than 1m. It does not have a bulky or excessive size and therefore the setback reduction will not cause any adverse impact to the safety of road users.

In this manner, the proposal satisfies P1 for this Clause.

## C7.0 Natural Assets Code

### C7.6.1 Buildings and works within a waterway and coastal protection area or a future coastal refugia area C7.6.1 (P1.1)

<p><b>A1.1</b></p> <p>Buildings and works within a waterway and coastal protection area must:</p> <ul style="list-style-type: none"> <li>(a) be within a building area on a sealed plan approved under this planning scheme;</li> <li>(b) in relation to a Class 4 watercourse, be for a crossing or bridge not more than 5m in width; or</li> <li>(c) if within the spatial extent of tidal waters, be an extension to an existing boat ramp, car park, jetty, marina, marine farming shore facility or slipway that is not more than 20% of the area of the facility existing at the effective date.</li> </ul>	<p><b>P1.1</b></p> <p>Buildings and works within a waterway and coastal protection area must avoid or minimise adverse impacts on natural assets, having regard to:</p> <ul style="list-style-type: none"> <li>(a) impacts caused by erosion, siltation, sedimentation and runoff;</li> <li>(b) impacts on riparian or littoral vegetation;</li> <li>(c) maintaining natural streambank and streambed condition, where it exists;</li> <li>(d) impacts on in-stream natural habitat, such as fallen logs, bank overhangs, rocks and trailing vegetation;</li> <li>(e) the need to avoid significantly impeding natural flow and drainage;</li> <li>(f) the need to maintain fish passage, where known to exist;</li> <li>(g) the need to avoid land filling of wetlands;</li> <li>(h) the need to group new facilities with existing facilities, where reasonably practical;</li> <li>(i) minimising cut and fill;</li> <li>(j) building design that responds to the particular size, shape, contours or slope of the land;</li> <li>(k) minimising impacts on coastal processes, including sand movement and wave action;</li> <li>(l) minimising the need for future works for the protection of natural assets, infrastructure and property;</li> <li>(m) the environmental best practice guidelines in the <i>Wetlands and Waterways Works Manual</i>; and</li> <li>(n) the guidelines in the <i>Tasmanian Coastal Works Manual</i>.</li> </ul>
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**Planning Comments: Complies**

The front retaining wall is within the mapped Waterway and Coastal Protection Buffer Area. It is therefore required assessment against the Performance Criteria for this Standard.

Whilst in a mapped area, the only watercourse is to the north of the site, identified as Inglis River. It is located more than 40m away from the proposed retaining wall and is located on the opposite side of the street, carparking area, footpaths and park area.

Council's stormwater main network on the eastern side of the property has been piped and will remain.

The proposal for retaining wall will not cause any siltation or sedimentation that can impede any natural flow and drainage due to the separation distance from the nearest watercourse. There is also no cutting or filling works detailed within the proposal.

The proposed works will not impact coastal processes and not require any future works for the protection of natural assets, infrastructure and property.

The nearest coastline is located 40m away to the north. The proposed retaining wall will not interfere with the existing natural flow of streambed or streambank, or fish passage in the area.

Based on the LISTmap, the site is not in an identified flood prone area nor any other hazard. There are no threatened species identified for the site.

The following note will be included on any permit issued:

- 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*.

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.

**Local Government (Building & Miscellaneous Provisions) Act 1993**

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

**STRATEGIC IMPLICATIONS**

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

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## **POLICY IMPLICATIONS**

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

## **ENVIRONMENTAL IMPLICATIONS**

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

## **FINANCIAL IMPLICATIONS**

There are no financial implications as a result of this report other than those ordinarily associated with administering the Planning Scheme.

## **RISK IMPLICATIONS**

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

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

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

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

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 dwelling development complies with either the acceptable solutions or satisfy the performance criteria for all applicable standards of the Planning Scheme. The proposed development is consistent with the development in the Urban Mixed Use zone. It will not distort or compromise the activity centre hierarchy of Wynyard.

The application is considered to comply with the Urban Mixed Use 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 dwelling.

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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 - PUBLIC INTEREST DISCLOSURE POLICY****QUESTION**

Cr Andrea Courtney asked if staff could follow up approval of Public Interest Policy by the Ombudsman's Office.

**OFFICERS RESPONSE**

Council Officers have been advised by the Office of the Ombudsman that, due to staff shortages, the review of Council's policy for approval will not occur this year. The office has apologised for the delay and the Ombudsman has noted that Waratah-Wynyard Council has been proactive in providing the documentation for approval.

**7.1.2 CR HYLAND - FALLEN TREE AT SOMERSET****QUESTION**

Cr Kevin Hyland advised he had been contacted by a Mr Brian Poulson of Somerset who advised that he had reported a fallen tree near exercise equipment on Somerset Foreshore. He advised he had contact council and had been told someone would come out and cordon of area. This has not occurred yet according to Mr Poulson and Cr Hyland asked that staff check and action if required.

**OFFICERS RESPONSE**

The tree has been removed and the matter resolved.

**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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## 8.0 NOTICE OF MOTION

### 8.1 CR A COURTNEY - UNIVERSAL BASIC INCOME TRIAL

Enclosures: Nil

#### MOTION

**That Council investigate partnership and funding opportunities for Waratah-Wynyard to be a pilot site for a trial of Basic Universal Income.**

#### BACKGROUND INFORMATION

As jobs are becoming more automated, and there is increased job insecurity including an increasingly casualised workforce, cost of living pressures have doubled the amount of Tasmanian residents with "bill debt" just to pay for their electricity.

An investigation into a universal basic income can highlight the potential economic, health and social inclusion advantages of the program.

A program of this nature has the potential to:

- Improve mental health
- Increased community participation
- Lower petty crime rates
- Increased small business spending (as people have more disposable income)

All of these items stimulate our local economy and provide a stronger sense of security and mental health well-being for our community, which, antidotally suggests there are also improved physical health outcomes, as people participate more in their community groups, sports, arts and care taking - reducing social isolation and income stress.

There are many studies and articles on this concept, a sample of which I attach below for information:

[TasCOSS-Submission-Inquiry-into-Energy-Prices-in-Tasmania-October-2023-FINAL.pdf](#)  
(refer pages 3 and 4)

[https://www.aph.gov.au/About\\_Parliament/Parliamentary\\_Departments/Parliamentary\\_Library/pubs/rp/rp1617/BasicIncome](https://www.aph.gov.au/About_Parliament/Parliamentary_Departments/Parliamentary_Library/pubs/rp/rp1617/BasicIncome)

<https://www.washingtonpost.com/magazine/2022/10/24/universal-basic-income/>

<https://weall.org/resource/finland-universal-basic-income-pilot>

<https://www.theguardian.com/society/2020/may/07/finnish-basic-income-pilot-improved-wellbeing-study-finds-coronavirus>

<https://www.ncbi.nlm.nih.gov/pmc/articles/PMC10551934/>

[Universal basic income could improve the nation's mental health \(theconversation.com\)](#)

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## **OFFICERS COMMENT**

Universal Basic Income (UBI) is a social welfare concept where all citizens receive a regular, unconditional sum of money from the government, regardless of their employment status or income. The idea is to provide a financial safety net, reduce poverty, and ensure everyone has a basic standard of living.

Currently Livewell Tasmania (LWT) has formed a steering group to implement a trial of a Participation Income in Northwest Tasmania, with Cr Raw on the Steering Committee. Council received a workshop briefing from Live Well Tasmania on this matter on 31 July 2023.

A Participation Income (PI) is defined as an income which is sufficient to sustain a decent standard of living, available without punitive conditions and paid to a participant who contributes directly or indirectly to their community (and/or to their own health and wellbeing). The LWT model involves the community co-designing the details of the trial, hence has a further benefit of building community capacity. Specifically, it can help Councils deliver plans such as Health and Wellbeing Plan's, Youth Plans and links well into many other Council plans.

A PI is a slightly different to a Universal Basic income, which is universal (paid without a means test), unconditional (no requirements such as job search) and adequate (set at a high enough income to protect against poverty). Both a PI and a UBI can replace all existing support payments.

Discussions could occur with existing working groups to identify future opportunities, rather than duplicating work that may have commenced

## **MOTION**


**That Council investigate partnership and funding opportunities for Waratah-Wynyard to be a pilot site for a trial of Basic Universal Income.**

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## 9.0 REPORTS OF OFFICERS AND COMMITTEES

### 9.1 ACCESSIBILITY STRATEGY

To:	Council
Reporting Officer:	Manager Community Activation
Responsible Manager:	General Manager
Report Date:	17 November 2023
File Reference:	001
Enclosures:	1. Accessibility Strategy 

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### RECOMMENDATION

**That Council adopt the Accessibility Strategy, including the Inclusion Action Plan.**

### PURPOSE

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.

The development of the Accessibility strategy will provide guidance on how Council will meet the requirements of the *Disability Discrimination Act 1992* (DDA) regarding adherence to equality, diversity, and inclusiveness.

### BACKGROUND

This is the first Accessibility Strategy and Accessibility Action Plan for Waratah-Wynyard Council. It is intended to provide a clear road map, including a set of guiding principles or rules, to define the actions to achieve the desired goal of an accessible, inclusive community. It was agreed that an Accessibility Strategy Working Group would be established to help shape the new Strategy and implement the Inclusion Action Plan once adopted. Cr Edwards and Cr Raw were elected as Council Representatives on the Committee at the November 2022 Council Meeting.

At the 24 May 2023 ordinary meeting, Council approved the release of the draft Accessibility Strategy for public consultation and authorised officers to commence advertisement for membership nominations to the Accessibility Strategy Working Group.

The Accessibility Strategy was open for public comment from 21 July until Friday 11 August 2023. No feedback submissions were received in writing, via email, personal visits, or telephone.

At the same time, Council advertised for Expressions of Interest from community members to join the new Accessibility Working Group. At the closing date, six community applications were received which addressed the selection criteria. There were no applications received from an aboriginal or youth representative.

The 2023-2025 Accessibility Strategy Working Group was endorsed by Council at the September 2023 Council Meeting.



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## DETAILS

The Accessibility Working Group met in September and October of 2023. 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.

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.

## STATUTORY IMPLICATIONS

### Statutory Requirements

The *Disability Discrimination Act 1992* is Commonwealth legislation that is designed to prevent discrimination on the basis of disability. This strategy provides guidance on how the Council will meet the requirements of the DDA regarding adherence to equality, diversity, and inclusiveness.

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</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>
1.1.1 Commit to best practice in community engagement.

<b>GOAL 2: Organisational Support</b>
<b>Desired Outcomes</b>
3.5 Our community uses its voice to shape its future alongside a strong Council willing to listen and implement where reasonable and practical.
<b>Our Priorities</b>
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.

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

## POLICY IMPLICATIONS

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

It is noted that the current Disability Discrimination Policy (BLD.001) is to be rescinded as part of the Senior Management Report on this agenda.

## ENVIRONMENTAL IMPLICATIONS

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

## FINANCIAL IMPLICATIONS

Council recognises that achieving the intent of the DDA comes at a financial cost that cannot be easily achieved in the short term.

Council will deliver the Inclusion Action Plan outcomes through its annual budget. Some actions may require additional funds for development and improvements and Council will use current processes, such as partnering with community groups and applying for external funding through various available local, state, and federal opportunities to achieve this.

## RISK IMPLICATIONS

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

## CONSULTATION PROCESS

The community was informed of the draft Accessibility Strategy, and the Expression of Interest to join the Working Group in the 19 June 2023 Meeting Agenda, 19 June 2023 Meeting Minutes, on Council’s website, promoted through social media, and with strategic emails to community groups and organisations.

Officers also made direct contact with a number of individuals within the community.

The Council endorsed Working Group provided feedback into the Draft Accessibility Strategy.

## CONCLUSION

It is recommended that Council adopt the Accessibility Strategy, including the Inclusion Action Plan.

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## 9.2 SOMERSET COMMUNITY CENTRE

To: Council  
Reporting Officer: General Manager  
Responsible Manager: General Manager  
Report Date: 3 November 2023  
File Reference: \*  
Enclosures: Nil

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### RECOMMENDATION

**That Council determine to cease discussions with the Somerset Uniting Church Committee regarding a possible community centre at Cam Rise Uniting Church at 3 Wragg Street, Somerset.**

### PURPOSE

The purpose of this report is to provide Council with an update on progress of an agreement with the Somerset Uniting Church to manage the Church facility known as Cam Rise Uniting Church at 3 Wragg Street Somerset to deliver community activities in Somerset.

### BACKGROUND

At the Council meeting on 18 March 2019, the Council determined to:

**“Authorise the General Manager to negotiate an agreement with the Somerset Uniting Church to manage the Church facility to deliver community activities in Somerset.”**

In developing the agreement, both the Church and Council were seeking to establish a Community Hub in Somerset that provides the residents a safe and practicable venue for conducting community events and activities.

At the time, with the closure and subsequent demolition of the previous Somerset Primary School, demand for community space increased and further investigation was undertaken to secure a site for the activities that were occurring in the school building.

There were enquiries made with the existing sporting or school facilities but none of these meet the requirements of the potential users. A scan of other potential buildings identified the Uniting Church facility which appeared to be underutilised but with potential to meet demand in the short to medium term.

Site visits were held with members of the Uniting Church Board and a partnership to utilise the facility to meet the unmet demand in Somerset began to be explored.

The Church Board was keen to ensure the facility was more accessible to the community but could not facilitate this with a small congregation and limited resources.

A briefing was provided to Council on the potential MOU partnership to enable Council to manage the building as a public facility to meet unmet demand for community space.

Discussions continued with the Uniting Church Board and approval by the Church Property Services for the Board to negotiate with Council has been progressing. Agreement from the

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administrative structures within the Church are required before the agreement can be considered.

At the time, the key considerations for this proposal were:

- Somerset has demonstrated unmet demand
- It has the second highest population density of the townships in the municipality – just under 4,000 people.
- Council's Open Space Sport and Recreation Plan (OSSR) identified a proposed community facility in Somerset
- The partnership allows Council to deliver a service to the Somerset community with none of the liability of a capital investment.
- Securing the building for public use could ensure the facility does not become targeted for consolidation of church assets, further reducing community facility access in Somerset.

## **DETAILS**

As a result of the Council decision to progress an agreement with the Somerset Uniting Church, an operational budget allocation was made in the 2019/2020 financial year of \$33,600. An allocation has been made in each financial year since and details of the amounts are outlined in the financial implications section of this report.

Discussions have been ongoing however, and although there was initial support from the Uniting Church hierarchy there remains no clear path to agreement. The local Uniting Church Committee has remained committed to the project and worked diligently to progress this process to a positive outcome.

The draft agreement recognised the mutual benefit to the Uniting Church local committee and Council to deliver a multi-use community hub in Somerset.

There have been several matters which have stalled negotiations and led to delays, barriers and a lack of meaningful progress.

In summary the major issues have been:

- Planning approval – Initial transfer of management of the facility was not believed to be a trigger for planning requirements as it was continuation of an existing use with no change in ownership. The advice relating to this altered and external planning advice was arranged to represent the original determination that there was no change of use applicable. Traffic management at the rear of the building on Pelissier Street, was also raised as an issue requiring a traffic management assessment.
- Facility workplace Health and safety – the Initial inspection of the facility found it to be in good order with some minor maintenance areas identified. A subsequent inspection was carried out by the Uniting Church state facilities officer. The report from that audit identified a wide range of changes that needed to be made prior to the agreement being progressed. One of the major requirements was installation of a platform lift to provide access from the foyer area to the room adjacent. There are two steps between the two spaces. The cost for the platform lift was approximately \$10,000. The local committee was required to meet the cost or make application for a grant. The issues raised in the inspection remain a barrier.

- Agreement governance structure – A draft agreement was developed to recognise a partnership between the Somerset Uniting Church and Waratah Wynyard Council. The hierarchy of the church will not endorse the agreement format. Local committee representatives and council officers have put forward numerous information and detail to support this approach. To date this has not been successful.

Since commencement of this project there have been additional spaces become available for community activities including the Vinnies Hub in Wragg Street. Community activities continue to occur at the Uniting Church site. The Uniting Church facility remains an ideal facility as a multi-use community hub for the Somerset community. Management of the site will become increasingly difficult for the local committee if membership declines. A partnership with Councils facility management expertise and an existing church community facility committee committed to delivering more for the Somerset community could have been a replicable model.

After over three years attempting to seek a reasonable agreement, it is recommended Council cease negotiations. The option remains for the church to lease the building to other community groups should they desire.

## 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>
3.3 Our natural and built environment aids the community with an active and healthy lifestyle.
<b>Our Priorities</b>
13.1 Facilitate the meeting of community needs through strong advocacy and local and regional collaboration for shared outcomes.

### Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
<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>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.

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 environmental implications as a result of this report.

## FINANCIAL IMPLICATIONS

The financial implications were defined through the initial negotiation of an agreement. Over the period of negotiations, the subsequent allocations have been made:

- 2019/2020 \$33,600
- 2020/2021 \$34,510
- 2021/2022 \$33,700
- 2022/2023 \$29,600

These funds have not been expected and the ongoing allocation of operational funding represents an opportunity loss for other projects or activities.

## RISK IMPLICATIONS

There is a risk that an agreement cannot be reached.

## CONSULTATION PROCESS

Consultation has been outlined throughout the report. The local Uniting Church committee has been informed that the discussions with Council are likely to cease. They have requested Council consider allowing the synod until the end of February 2024 to finalise the agreement.

## CONCLUSION

The urgency of provision of community space in Somerset has reduced due to other space becoming available.

Despite the best efforts and intent of the local Uniting Church committee, the hierarchy have been difficult to work with and on that basis it is recommended Council no longer pursue this project in its current form.

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### 9.3 EAST WYNYARD PLAYGROUND

To: Council  
Reporting Officer: Director Infrastructure and Development Services  
Responsible Manager: General Manager  
Report Date: 1 December 2023  
File Reference: \*  
Enclosures: Nil

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#### RECOMMENDATION

**That Council: -**

- 1. modify the red and blue slide at East Wynyard foreshore playground in accordance with the manufacturer's recommendation; and**
- 2. Amend the 2023/24 Annual plan and budget estimate to include an additional capital project: – East Wynyard Playground modification - \$27,500.**

#### PURPOSE

To provide Council with an option for addressing concerns raised with the red and blue tower slide, at the East Wynard foreshore playground.

#### BACKGROUND

Council partnered with the Rotary club of Wynyard in 2020 to commission a replacement playground at the East Wynyard foreshore area and added a perimeter fence. At the completion of the playground construction the entirety of the works were inspected by a third party playground inspector as well as Council's in house playground inspector in accordance with Australian Standard AS 4685.0:2017, *Playground equipment and surfacing – Part 0: Development, installation, inspection, maintenance and operation*.

The chairperson of the Technical Committee CS-005, Playground equipment, explains the intention behind the Australian Standard AS 4685.0 on the Standards Australia website as: -

*“Risk is an inherent feature of playtime and there are many acceptable risks as part of a stimulating and challenging learning environment. The solution is not to wrap kids in cotton wool; the standard is all about challenging children and developing important life skills.”*

*“AS 4685.0 introduces a risk benefit analysis technique that allows operators and owners of playgrounds to quantify their exposure to hazards using techniques that are simple to apply. Then they can make evidence-based decisions with regard to the maintenance, repairs and the timely replacement of their assets,”*

Since the opening of the playground in 2020 it has been inspected weekly for defects, every three months in a more detailed defect and condition inspection and annually for a comprehensive inspection of the entirety of the facility in accordance with AS 4685.0:2017.

In September 2023 Council received a report of a broken leg suffered by a child on the red and blue slide. The slide was inspected on the same day by Council's playground inspector with no compliance issues found, no defects and no structural issues.

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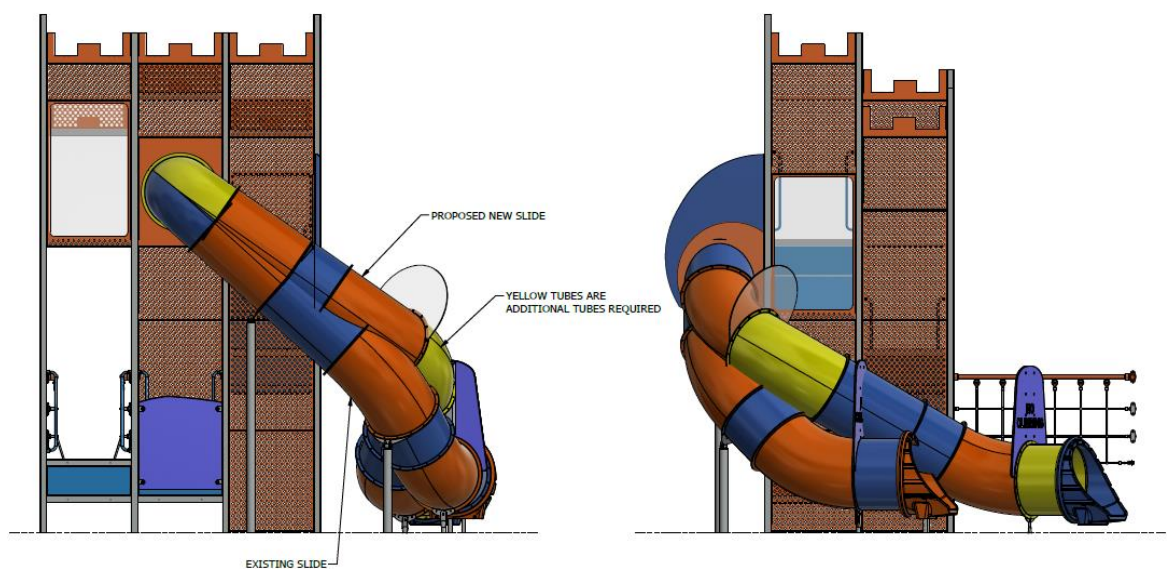
At the time of the report of the unfortunate injury, the incident was also reported to the playground manufacturer to seek any input, feedback or remedial suggestions.

Further feedback and reports of injuries sustained at the playground were received following the September 2023 incident; the red and blue slide was closed for use in November 2023, pending any further advice from the manufacturer on modification options.

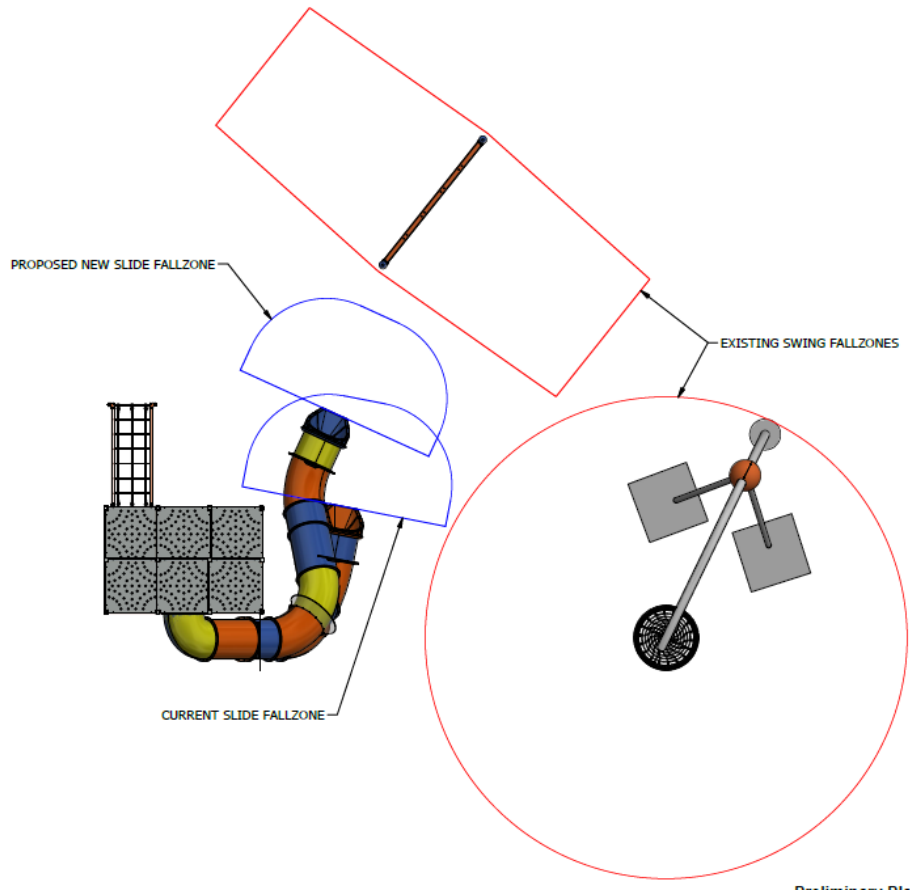
To date, Council has received 5 reports of injuries sustained by users of the red and blue slide.

## DETAILS

On 29 November 2023, Council received an option from the manufacturer of the playground to modify the slide that has been reported to have caused some recent injuries to children and adults as pictured below: -







The advice from the manufacturer is to reduce the slope of the slide and therefore the speed at which users would descend, further detail is provided as: -

- *The top sliding section of the slide has had the angle adjusted to reduce the speed picked up by the user before entering the bend.*
- *There are two 45 degree tubes replacing the single one in the current design to help smooth the bend, making it less sharp and reduce the quick change in direction causing injuries.*
- *The exit and lower section of the slide has been changed and a tube added to direct the slide away from the fallzone of the rope bridge nearby.*
- *The current barrier connected to the posts near the top of the slide will not be required in the updated version, instead being replaced by a clear polycarbonate one further down the slide.*
- *Due to the change in angle in the slide from the top the slide in length has to become longer to get the correct run out height required.*

It is important to note that there is no guarantee offered by the manufacturer that this modification to the red and blue slide would result in zero injuries following completion.

## **STATUTORY IMPLICATIONS**

### Statutory Requirements

All playgrounds provided in public places by Waratah-Wynyard Council are regularly inspected and maintained in accordance with Australian Standard AS 4685.0:2017,

*Playground equipment and surfacing – Part 0: Development, installation, inspection, maintenance and operation.*

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 4: Community Recreation and Wellbeing</b>
<b>Desired Outcomes</b>
4.4 Our community enjoys access to visually appealing safe spaces and facilities for recreation.
<b>Our Priorities</b>
4.4.2 Provide and maintain quality and safe places and spaces for physical, social and cultural activities, including shared and multi-use facilities where possible.

### Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>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>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.

## POLICY IMPLICATIONS

Council’s Risk Management policy & framework are relevant in this instance.

## ENVIRONMENTAL IMPLICATIONS

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

## FINANCIAL IMPLICATIONS

To undertake the suggested modifications to the red and blue slide; a quote of approximately \$27500 has been received.

## RISK IMPLICATIONS

- Reputational Risk

While the playground in its entirety is compliant with Australian Standard AS 4865.0 there is an expectation of modification to the red and blue slide given the injuries reported to Council. There is some reputational risk to Council if no action is taken.

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## **CONSULTATION PROCESS**

There are no recommended consultation steps associated with the recommended modification to the slide.

## **CONCLUSION**

The East Wynyard foreshore playground is compliant with Australian Standards in its entirety and there have been some injuries reported to Council, sustained on the red and blue slide. The modification option presented by the manufacturer is intended to lessen the speed at which users would travel on this slide but, it is important to note that this does not guarantee no further injuries if completed.

Equally, it should be noted that to provide play spaces that challenge children to build important life skills there is some inherent risk that cannot be eliminated.

The modification option for the red and blue slide, while not required to meet Australian Standards for a compliant playground does offer an improvement to address the safety concerns that have been raised.

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## 9.4 WASTE MANAGEMENT SERVICES UPDATE

To:	Council
Reporting Officer:	Director Infrastructure and Development Services
Responsible Manager:	General Manager
Report Date:	30 November 2023
File Reference:	Waste
Enclosures:	1. Landfill gate fee response - Circular Head Council - Confidential 2. Landfill gate fee response - Dulverton Waste Management - Confidential

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### RECOMMENDATION

#### That Council:

1. **Note the formation of the FOGO Community Engagement Group, led by Cradle Coast Waste Management Services;**
2. **Commence transfer of waste from kerbside collection services to Dulverton Landfill as early as practicable in 2024;**
3. **Commence transfer of waste from the Wynyard waste transfer station to Dulverton Landfill from 1 July 2024;**
4. **Approve a change to fortnightly waste collection for urban kerbside services from 1 July 2024 to coincide with the introduction of weekly urban kerbside FOGO collection; and**
5. **Confirm a desire for Cradle Coast Waste Services to explore a regional kerbside waste collection contract.**

### PURPOSE

To provide updates on FOGO kerbside service progress for 1 July 2024 and recommendations to Council in relation to other related Waste Management services.

### BACKGROUND

Council's Waste and Resource Recovery Strategy 2019-2024 aims to achieve 50% diversion of waste from landfill by 2024. At the time of setting this strategy goal, the general waste composition of a kerbside bin was estimated to be 44% food organics and garden organics materials. One of the key actions to achieve 50% waste diversion from landfill was to investigate the removal of organics from the current waste stream.

At the 15 May 2023 Council meeting, the following resolution was passed: -

MOVED BY	CR RAW
SECONDED BY	CR HYLAND

**That Council agree in principle to the implementation of a FOGO collection and processing service for Council's urban areas through the proposed regional Cradle Coast Waste Services (CCWS) contract with an expected commencement in the 24/25 financial year**

The MOTION was put and was CARRIED.

**IN FAVOUR**

	CR COURTNEY	MAYOR DUNIAM	
CR HYLAND	CR ROBERTS	CR JOHNSTONE	CR RAW

**AGAINST**

CR BRAMICH			

**DETAILS**

The Cradle Coast Waste Management Group (CCWGMG) is a partnership that Council participates voluntarily for delivery of its Waste Strategy objectives. CCWGMG is funded by the State waste levy and includes the following member Council's: -

- Burnie City Council
- Central Coast Council
- Circular Head Council
- Devonport City Council
- Kentish Council
- Latrobe Council
- Waratah-Wynyard Council
- West Coast Council

The CCWGMG projects and regional initiatives are delivered by Cradle Coast Waste Management Services (CCWS), an arm of Dulverton Waste Management (Dulverton Waste Management was established as a Joint Authority under the *Local Government Act 1993* by the Central Coast Council, Devonport City Council, Kentish and Latrobe Councils).

CCWS is now ramping up planning for community education and communications ahead of a roll out of kerbside FOGO collection from 1 July 2024. CCWS has ordered bin manufacture and have finalised a regional collection contract with Veolia. CCWS have also commenced awareness activities such as radio interviews with the Dulverton CEO Veronica Schilling to put the topic into the community.

To progress education and communication of the FOGO roll out, CCWS is convening a FOGO Community Engagement Group to include Council Officers with representation from Councillors and Community.

Council has ongoing engagement with its community on many topics, including the Sustainable Environmental Advisory Panel (SEAP) which provide forums for rollout of FOGO education leading up to the 1 July 2024 implementation date.

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It was noted in the 15 May 2023 report to Council that a change to fortnightly kerbside waste collection in conjunction with the introduction of a kerbside weekly FOGO collection would improve the volume of waste diverted from landfill and minimise the cost impact to property owners of introducing a new kerbside FOGO collection service. This was reported to contain cost increase of \$5-\$6 per property if waste collection frequency was changed to fortnightly along with the introduction of weekly kerbside FOGO collection. This cost forecast was influenced by the State waste levy project to double from nominally \$20 per tonne in 2023/24 to nominally \$40 per tonne in 2024/25 with further cost increases to this waste levy projected by the state in future years.

This option can be pursued by CCWS on Council's behalf to occur at the same time as the introduction of kerbside FOGO collection from 1 July 2024. The impact of making this decision is that the existing 240 Litre kerbside waste bins would be collected, chipped, and recycled and a supply of new 180L kerbside bins to properties would occur on a regional basis with the cost of supply amortised over a period time. Research undertaken in Victoria points to waste diversion from landfill upon FOGO implementation being improved when kerbside waste collection frequency and bin size is reduced. It is understood that other Cradle Coast Councils intend to pursue this option from 1 July 2024.

Another of the key aims from the Waste and Resource Recovery strategy 2019-2024 is to provide value for money services.

Council's current kerbside waste collection services are delivered via third party contract with Council and the current contract is due to expire on 30 June 2025. Many other waste management services such as kerbside recycling collection and green waste mulching have proven to be better value for money when delivered via regional partnerships with other Cradle Coast Councils through participation in the CCWMMG.

CCWS are seeking interest from member Council's to explore regional partnerships for the delivery of kerbside waste collection services. There is great scope for economy of scale benefit to Waratah-Wynyard in participating in this exercise when compared to historic and current third-party contract arrangements as a standalone Council.

In another exercise in seeking value for money for waste services Council have sought expressions of interest for gate fee prices from the two available landfills for Municipal Waste in the Cradle Coast region being: -

- Port Latta Landfill, Circular Head Council owned
- Dulverton Landfill, Dulverton Waste Management owned

The current gate fee published by Circular Head Council for 2023/24 that Council pays for waste disposal at the Port Latta landfill gate is \$145/ tonne inc. GST. (\$131.82 exc. GST)

From the Expression of interest process the forecast gate fees for each of the landfill options are: -

- Port Latta Landfill –
  - For the remainder of 2023/24 \$131.82 per tonne
  - From 1 July 2024 upon inclusion of FOGO kerbside services \$232.20 per tonne
- Dulverton Landfill –
  - For the remainder of 2023/24 \$98.15 per tonne

- 
- From 1 July 2024 upon inclusion of FOGO kerbside services, \$102.17 per tonne (estimated using the most recent annual Hobart CPI indexation of 4.1% September Quarter 2023)

Council's current Waste Management service involve the following forecast tonnes per year to landfill for 2023/24: -

- Kerbside Waste collection – 3,000 tonnes
- Wynyard Transfer Station – 2,750 tonnes

Council's current contractual arrangements for kerbside waste collection mean that a change to landfill destination can be made with no change to the cost of collection and transport.

In this instance if Council made a change from 1 January 2024 (mid-way through the financial year) from Port Latta Landfill to Dulverton Landfill for its kerbside waste collection service there is an estimated saving against budget cost for 2023/24 of: -

- $(3,000 \text{ tonnes} / 2) * (\$131.82 - \$98.15) \text{ gate fee per tonne} = \text{approximately } \$50,000$

And for the forecast gate fees from 1 July 2024 with FOGO collection the potential cost saving for 2024/25, by disposing kerbside waste to Dulverton Land fill as opposed to Port Latta Landfill is calculated below. The calculation involves a reduced waste volume based on an estimated 1,300 tonnes FOGO separated from the current kerbside waste collection volume:

- $(1,700 \text{ tonnes}) * (\$232.20 - \$102.17) \text{ gate fee per tonne}$
- **Approximate cost difference \$220,000**

For the Wynyard Waste Transfer Station service, Council is participating in a joint contract with Circular Head Council for transfer of waste from each Council's waste transfer station to the Port Latta Landfill. This contract provides cost efficiencies for both Council's based upon the contractor's ability to manage the transport task efficiently to suit both Council's needs. This contract expires on 30 Sept 2024, and it would be detrimental to Circular Head to seek a change of this arrangement prior to 1 July 2024.

Equally, Council expects a higher cost transport component given the distance of travel from the Wynyard transfer station to the Dulverton Landfill is greater than the current travel to Port Latta Landfill. This expected transport cost increase for 2023/24 is forecast as high as \$50,000 which would offset the saving generated of less than \$50,000 for the remainder of the 2023/24 if Wynyard waste transfer station waste was diverted to Dulverton Landfill prior to 1 July 2024.

This being the case it is not proposed to change waste landfill destination for the Wynyard transfer station during 2023/24 but to do so from 1 July 2024 when the cost comparison is:

- $(2,750 \text{ tonnes}) * (\$232.20 - \$102.17) \text{ gate fee per tonne} = \text{approximately } \$350,000$
- $(2,750 \text{ tonnes}) * \text{estimated cost increase for waste transport based on DWM expression of interest} = \$100,000$
- **Nett cost difference = \$250,000**

As can be seen in the above high-level analysis of the Landfill gate fee submissions there are significant value for money improvements available by changing the end destination of waste from the Port Latta Landfill to Dulverton Landfill.

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In the case of the current kerbside waste collection services, a change could be triggered as soon as practical in the current financial year whereas for the transfer of waste from the Wynyard waste transfer station, this option becomes viable from 1 July 2024 and should be implemented at this future point in time.

## STATUTORY IMPLICATIONS

### Statutory Requirements

There are no statutory requirements as a result of this report. Given the ownership arrangements of the two Municipal landfills (Port Latta landfill and Dulverton landfill) the gate fee price expression of interest for municipal landfills is exempt from the *Local Government Act 1993* requirement for public tender under section 333A Tenders, sub section (3): -

#### 333A. Tenders

*The following situations and contracts are prescribed for the purposes of section 333A(3) of the Act:*

*(1) A council must invite tenders for any contract it intends to enter into for the supply or provision of goods or services valued at or above the prescribed amount.*

....

*(3) Subsection (1) does not apply to prescribed situations or prescribed contracts*

Prescribed situations and prescribed contracts are referred to in the *Local Government (Regulations) 2015*, section 27 (c) *Non-application of public tender process*: -

#### 27. Non-application of public tender process

*The following situations and contracts are prescribed for the purposes of section 333A(3) of the Act:*

....

*(c) a contract for goods or services supplied or provided by another council, a single authority, a joint authority or the Local Government Association of Tasmania*

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</b>
<b>Desired Outcomes</b>
1.1 We make publicly transparent decisions on spending and future directions while encouraging community feedback.
<b>Our Priorities</b>
13.1 Facilitate the meeting of community needs through strong advocacy and local and regional collaboration for shared outcomes.

<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>



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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

Community Future Direction Theme	Key Challenges & Opportunities:
Access and infrastructure	<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.
Natural resource management	<b>Managing abundant, natural and productive resources</b> – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.
Governance and working together	<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**

Council’s Environmental Sustainability Policy is relevant in this instance. The overall impact of the proposed Waste management services updates is to reduce the carbon footprint relative to the current outcome and progress to a net zero carbon emission goal by 2030. This is consistent with the stated purpose of the policy.

### **ENVIRONMENTAL IMPLICATIONS**

In diverting waste from landfill through a FOGO collection service, it was reported in the 15 May 2023 report that: -

*“From the past MRA Feasibility report noted by Council on 16 November 2020, the vast majority of all emissions associated with kerbside collection arise from landfilled material. In landfill, the anerobic decomposition of organic material creates significantly greater greenhouse gas emissions compared with the composting of organic materials at a compost facility.*

*As modelled in the MRA feasibility report, emissions from waste management activities are predicted to reduce by 21%-29% if FOGO kerbside collection is to be implemented.*

*Advice from Dulverton Waste Management’s Operations and Project Delivery Manager is that the number of tonnes waste diverted from landfill to FOGO processing approximately equates to a 2:1 CO2 emission abatement to tonnes waste diverted.”*

It should be noted that the recommendation to change end destination landfill from Port Latta to Dulverton Landfill will increase the transport task and in doing so increase carbon emissions for transport of waste. This can be minimised by continuing to pursue reduced waste to landfill and pursuing alternative fuelled vehicles to transport waste such as electric and or hydrogen powered transport. Council’s assessment of its current carbon footprint and target of net zero by 2030 highlights conversion from fossil fuel transport for its own fleet and vehicles and that if its contractors as a key measure to meet this 2030 target.

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## **FINANCIAL IMPLICATIONS**

The estimated Waste service rates paid by properties for kerbside collection and waste transfer station service because of the recommendations in this report are expected to be highly favourable. This is achieved by waste being transported to Dulverton landfill rather than Port Latta landfill based on the landfill gate fee review. The proposed change to fortnightly waste collection at the time of FOGO implementation from 1 July 2024 will also mitigate service rate cost increases along with the impact of the state waste levy which will double from 1 July 2024.

The exact quantum of this will be calculated and presented to Council as part of 2024/25 Annual plan and budget setting via the usual process.

## **RISK IMPLICATIONS**

- **Financial Sustainability**

Financial sustainability risk is somewhat mitigated by improving value for money with the proposed updates to waste services.

- **Environmental Impact**

The net impact of the introduction of a FOGO kerbside collection service is to reduce the current carbon emissions from the community's current waste disposal outcomes.

## **CONSULTATION PROCESS**

Further community education and consultation will occur via partnership with the CCWS lead a FOGO Community Engagement Group.

## **CONCLUSION**

The proposed updates to Waste management services are all consistent with Council's adopted Waste and Resource Recovery Strategy 2019-2024 and intended to lessen the overall environmental impact of current waste services outcomes. Equally, the proposed regional partnering and landfill gate fee review are intended to improve financial sustainability and mitigate against rising cost of living pressures being experienced by the community.

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## 9.5 QUARTERLY INFORMATION REPORT - ORGANISATIONAL PERFORMANCE

To: Council  
Reporting Officer: Governance Officer  
Responsible Manager: Manager Governance and Information Systems  
Report Date: 24 November 2023  
File Reference: Quarterly Statistics  
Enclosures: Nil

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### RECOMMENDATION

**That Council note the Quarterly Information Report for the Office of the General Manager and Organisational Performance Department as of 30 November 2023.**

### PURPOSE

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

Office of the General Manager:

- People and Safety

Organisational Performance:

- Economic Development
- Governance and Information Systems
- Risk Management

### BACKGROUND

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

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

## PEOPLE AND SAFETY

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

### Staff Number and Statistics

Staff Numbers as at:	30 November 2023							
	Permanent Positions		Temporary Positions			Total	Fulltime equivalent	
	Full-time	Part-time	Full-time	Part-time	Casual			
Indoor	28	16	3	5	10	62	48.9	
Outdoor	28	1	3	0	0	32	34.4	
Childcare	9	11	0	2	6	28	17.4	
<b>Total</b>	<b>65</b>	<b>28</b>	<b>6</b>	<b>7</b>	<b>16</b>	<b>122</b>	<b>100.8</b>	

As at 30 November 2023 Council employed 122 people equivalent to 100.8 full time employees.

Statistics	Ave. Yrs Service	Gender			Ave. Age	Covid Vac.
		Female	Male	Other		
Indoor	7.2	41	21	0	46.4	94%
Outdoor	8.8	4	28	0	44.5	94%
Childcare	9.5	28	0	0	39.7	100%
<b>Total</b>	<b>8.5</b>	<b>73</b>	<b>49</b>	<b>0</b>	<b>43.5</b>	<b>96%</b>

Age Demographic			Gender Demographic		Management Demographic		
Under 30 years	28	23%	Female	60%	Female	6	55%
30-45 years	30	25%	Male	40%	Male	5	45%
45-55 years	27	22%	Other	0%	Other	0	0%
55 years and over	37	30%					

Diversity Statistics	Yes	No	Undisclosed
Aboriginal or Torres Strait Islander	6%	90%	4%
Culturally or linguistically diverse	2%	94%	4%
Special needs or additional learning support requirements	2%	93%	5%

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

Council's workforce exhibits a balanced age distribution, with the average age standing at 43.5 years.

In terms of gender diversity, the Council maintains an equitable representation, with 60% of the workforce being female and 40% male. Notably, leadership roles within the Council reflect a gender balance, with 55% female and 45% male representation.

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

Council has good working conditions and a supportive work environment that assists in the attraction of a diverse workplace. All recruitment and selection decisions reflect Council's commitment to providing equal opportunity by assessing all potential candidates according to their skills, knowledge, qualifications and capabilities.

The average years of service provided by the current workforce is 8.5 years.

## Turnover Rate of Permanent Staff

5.4%	Average ( <i>Permanent Departure rate divided by total permanent employee rate</i> )
9.5%	Average Turnover (ABS - February 2023)

## New Starters / Departures

New Starters & Departures this Quarter							
		Permanent		Temporary Positions			Total
		Full-time	Part-time	Full-time	Part-time	Casual	
New Starters	Indoor	1	2	0	1	1	5
	Outdoor	0	0	0	0	0	0
	Childcare	0	0	0	0	0	0
	<b>Total</b>	<b>3</b>		<b>1</b>		<b>1</b>	<b>5</b>
Departures	Indoor	2	0	0	2	1	5
	Outdoor	2	1	0	0	0	3
	Childcare	0	0	0	0	0	0
	<b>Total</b>	<b>5</b>		<b>2</b>		<b>1</b>	<b>8</b>

Council inducted five (5) new employees throughout the reporting period and had eight (8) employee departures.

## Recruitment Activity

The following recruitment activity occurred between 1 September 2023 to 30 November 2023:

Position	Date Advertised	Offer Signed	Working days to fill
Creative Content Coordinator	01-Sep-23	20-Oct-23	36
Properties Officer	17-Sep-23	15-Nov-23	43
Maintenance Carpenter	22-Sep-23	07-Nov-23	33
Civil Works Employee	28-Sep-23	Ongoing	
Civil Works Traineeship	29-Sep-23	Ongoing	
Parks & Reserves Traineeship	29-Sep-23	Ongoing	
Children's Services Traineeship	29-Sep-23	Ongoing	
Administration Traineeship	29-Sep-23	27-Nov-23	42
Asset Accountant	17-Oct-23	12-Nov-23	19
Customer Service Coordinator	25-Oct-23	Ongoing	
Strategic Communications Coordinator	25-Oct-23	Ongoing	
Town Planner (fixed term)	14-Nov-23	Ongoing	
<b>Average days to fill vacancies this quarter</b>			<b>31</b>

During the reporting period 41% of open positions were successfully filled.

The other positions are still ongoing and will likely be filled in the coming weeks.

## Absenteeism Rate / Labour Hire Engagement

### Absenteeism Rate / Labour Hire Engagement

	Absenteeism Rate				Labour Hire Engagement Sept-Oct		
	Personal Leave Taken	Hours Worked	Absent Rate	Full Time Equivalent	Total Workers	Hours	Cost (ex. GST)
Indoor	1913	26029	6.8%	0.97	0	0	\$ -
Outdoor	583	18324	3.1%	0.30	1	264.5	\$ 13,066
Childcare	416	9256	4.3%	0.21	0	0	\$ -
<b>Total</b>	<b>2912</b>	<b>53609</b>	<b>5.2%</b>	<b>1.47</b>	<b>1</b>	<b>264.5</b>	<b>\$ 13,066</b>

Council's absenteeism rate is up 1.2% from the last reported quarter.

## WORK HEALTH AND SAFETY

### Incident & Hazard Reporting

Incident/Hazard Report Forms received this Quarter							
	Incident	Hazard	Near Misses	Injury/ Illness	Property/ Plant Damage	Other	Total Reports
Indoor	0	0	1	0	0	0	1
Outdoor	2	0	0	5	11	0	18
Childcare	0	0	0	0	0	0	0
<b>Total</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>5</b>	<b>11</b>	<b>0</b>	<b>19</b>

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

### Lost Time Injury and Workers Compensation Cases

Lost Time Injury Frequent Rate (LTIFR) and Workers Compensation Cases for this Quarter							
	No. of LTI's	Lost Time Injuries (hrs)	Hours Worked in Period	LTIFR	Total New WC Cases	Ongoing WC Cases	Finalised WC Cases
Indoor	0	0	26029	0.00	0	0	0
Outdoor	1	114	18324	54.57	1	0	0
Childcare	0	0	9256	0.00	0	1	0
<b>Total</b>	<b>1</b>	<b>114</b>	<b>53609</b>	<b>18.65</b>	<b>1</b>	<b>1</b>	<b>0</b>
<b>LTIFR Industry Benchmark</b>				<b>12.6</b>			

Council had five (5) injuries throughout the reporting period. Of those injuries only one (1) resulted in lost time and a worker compensation claim.

Council have 2 current workers compensation claims.

### Drug & Alcohol Testing

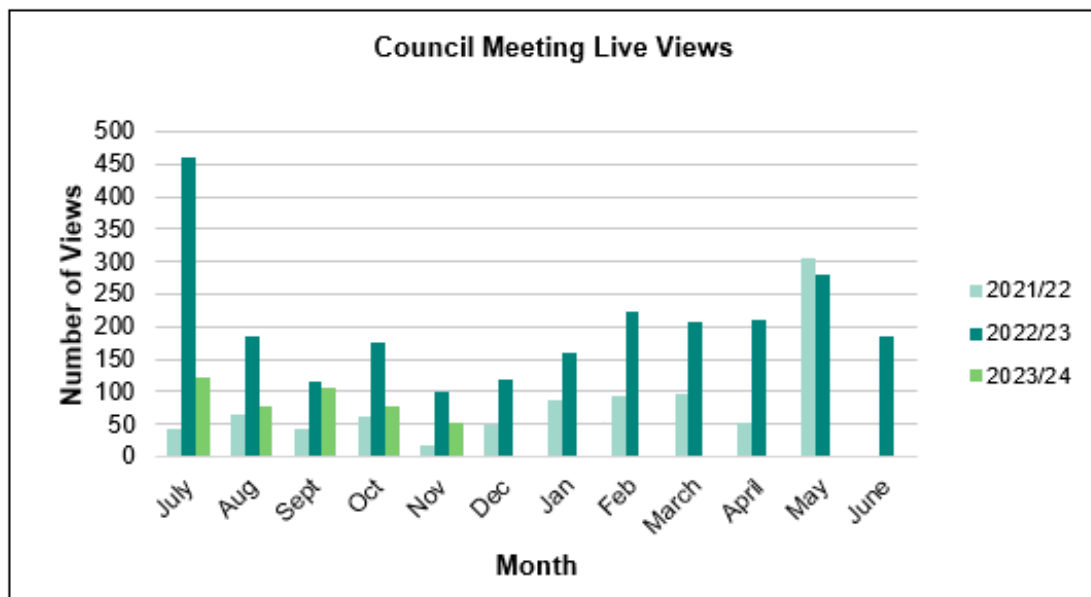
Council conducts random Drug & Alcohol testing up to three times per year. Testing was conducted on 24 October 2023 with 10 randomly selected employees from the Works & Services Department and 10 From the Council Chambers. All were negative and Council has not encountered a nonnegative test since 2020.

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## GOVERNANCE

### Council Meeting Live Stream Views



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

### Policies Adopted by Council

The following policies were adopted by Council from 31 August 2023 to 30 November 2023:

- Australia Day Awards Policy Guidelines
- Customer Service Charter
- Public Art Policy and Procedures
- Public Facilities and Reserves Pricing Policy & Guidelines

### Workplace Policies Reviewed

The Senior Management Team adopted the following for the Quarter:

Acceptable Use of Generative AI Policy & Guidelines

- ICT Acceptable Use of Information Communication Technology Policy
- ICT Administration Guidelines
- ICT Hardware Purchasing Guidelines
- ICT Security Guidelines
- Incident-Hazard Reporting and Investigation Procedures
- Sun Protection Policy and Procedures
- Workplace Inspection Procedures

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## Complaints

Council received four formal complaints during the period 31 August 2023 – 30 November 2023. One matter was regarding a contractor, one matter regarding action on dog complaints and another an unresolved rating matter.

The fourth matter was received through Equal Opportunity Tasmania regarding disability parking bays at the Wynyard IGA.

## Tenders & Contracts

In accordance with Council's Procurement Policy the following table is provided for all contracts awarded YTD for 2023/24 over \$100,000.

Contract No And Description	Name and Address of Contract Holder	Contract Dates	Contract Extension Options	Contract Value at Start Date
765 – Port Creek Flood Mitigation	Gradco Pty Ltd	09/10/2023 – 18/03/2024	N/A	\$1,887,664.97
793 - Architectural Services Table Cape Amenities	Helioptoe	16/01/2023 – 20/12/2024	N/A	\$219,685.00
798 – Construction of a Pontoon Bridge and Viewing Platform, Waratah Township	Tas Marine Construction	01/07/2023 – 30/06/2006	N/A	\$722,690.00
799 - Architectural Services Boat Harbour Beach SLSC New Club Rooms	Licht Architecture Pty Ltd	01/05/2023 – 10/10/2023	N/A	\$282,998.00
800 - Wynyard Sporting Precinct Oval 3 – Design and Construction of Oval Renovation, Training Lights, Subsurface Drainage, Irrigation and Ancillary Works	Total Turf Care	09/10/2023 – 24/03/2024	N/a	\$1,081,493.40
803 – 2023/24 Provision of Bitumen Surfacing Services	Roadways Pty Ltd	29/09/2023 – 29/02/2024	N/A	\$1,075,450.81
806 - Bridge Replacement - Kinchs Road (Garner Creek)	BridgePro Engineering	14/07/2023 – 01/09/2023	N/A	\$198,900.00
807 - Bridge Replacement - Mount Hicks Road (Port Creek)	BridgePro Engineering	17/07/2023 – 15/09/2023	N/A	\$427,800.00
810 – Stormwater Main Replacement (Bowick Street)	Batchelor Construction	25/10/2023 – 08/03/2024	N/a	\$263,960

## Non-Application of Public Tender Process

Pursuant to Section 72(1)(e) of the *Local Government Act 1993* there were no contracts awarded where the public tender process was not applied, except for a short-term, IT related contract with Avec Global for a period of 6-months.

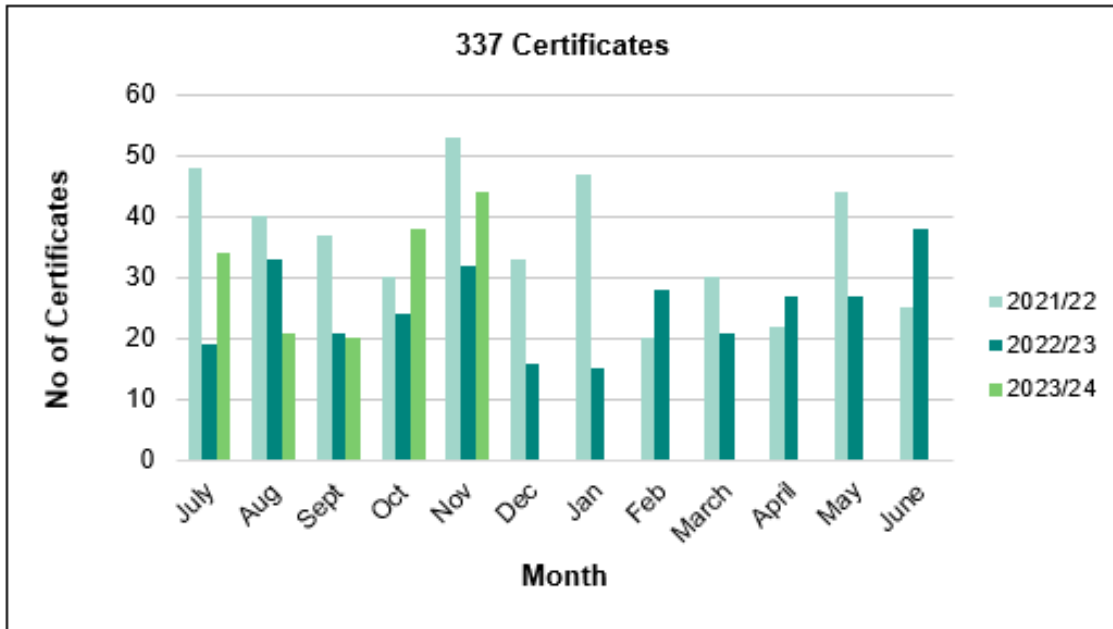


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### Council and Land Information Certificates (337)

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

A Council Certificate 337 provides information about whether there are any outstanding notices, permits or orders in relation to a property. For the 2023/24 period there have been 157 Section 337 certificates completed as at 30 November 2023 compared with 129 in November 2022.



### Certificate of Liabilities (132)

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

Section 132 certificates are issued by Council on request usually as a part of selling a property. The certificate outlines rate and property liabilities. For the 2023/24 period there have been 294 Section 132 certificates completed as at 30 November 2023 compared with 259 in November 2022.



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**Street Naming and Addressing Changes:**

**Greenfield Changes:**

None this reporting period.

**Brownfield Changes:**

1. 55Humbles Road Preolenna TAS 7321
  - a. New Addressing: Owner Request, New Dwelling



2. 1 Quiggin Street Wynyard TAS 7325
  - a. Addressing Correction/Clarification: Parcel referred to Online Google Etc. as 1, 1a and 1b. Addressing corrected on online services to 1 Quiggin Street



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3. 46 Thompsons Road Preolenna TAS 7325:

- a. New Address: Owner Request



4. 35 Rubocks Road Mount Hicks TAS 7325

- a. Clarification/Correction of addressing: Owner & Australia Post request



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- 5. 1431 Preolenna Road Moorleah TAS 7325
    - a. New Addressing: Owner Request



- 6. 74 & 74A McGees Road Moorleah TAS 7325
  - a. New Addressing: Owner Request



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## ECONOMIC DEVELOPMENT UPDATE

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

### French's Road Nature Reserve

Wynyard Landcare made a proposal for Council to purchase a 34ha parcel of land adjacent to the French's Road Nature Reserve to allow for the ongoing preservation of the biological values in the Reserve. The parcel of remnant bush is home to a wide range of flora and fauna species including the endangered Giant Freshwater Lobster which lives in Seabrook Creek.

An independent valuation of the land has now been received and sent to the landowner for consideration. Pending the outcome of these discussions, a report to Council will be prepared for decision.

### Electric Vehicle Charging

Council is investigating the provision of public electric vehicle charging stations in Wynyard. Suitable sites within the CBD are currently being identified and will be presented and discussed at a future Council Workshop.

ICEP Action: 4.9 Investigate opportunities to implement additional charging stations in the Waratah-Wynyard area.

Investigations are also taking place into the installation of EV chargers in the Council's Offices carpark for future use.

ICEP Action 4.7 Trial electric passenger vehicles in Council fleet.

### Interpretation and Wayfinding Project Waratah

Consultation with the Waratah Community Board has taken place with all board members in favour of the interpretation project to be completed in conjunction with the new bridge and pontoon developments.

The draft signage is nearing completion and quotes for the printing and installation of the signage are currently being received and reviewed.

It is anticipated that the signage will be installed over the next few months, once the new developments are nearing completion.

### Interpretation and Wayfinding Project Shared Coastal Pathway

The draft signage is currently being developed. Quotes for the printing and installation of the signage will be sought when the pathway is nearing completion.

### Wynyard to Smithton Disused Rail Corridor (Far Western Rail Trail)

Council have received a \$192,000 grant through Round One of the State Government's Better Active Transport in Tasmania Grant Program to conduct a feasibility study into extending the Coastal Pathway from Wynyard, to Smithton and Stanley, approximately 100 kilometres. A consultant's brief will now be prepared for tender.

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The feasibility and pre-design study will explore and undertake the following:

- market demand and analysis
- economic impact and risk assessment
- cost-benefit analysis
- route options and build stages
- infrastructure assessment
- legislative requirements
- maintenance models
- funding opportunities and,
- stakeholder consultation.

## INFORMATION SYSTEMS UPDATE

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

### **Update on Digital Transformation Strategy**

Phase 2 of the digital transformation initiative has been successfully initiated, with the foundational tasks essential for establishing a robust future framework nearly completed. Focus has now shifted to optimising Microsoft Office 365 Licensing to guarantee that all staff members are equipped with the appropriate licensing levels necessary for forward trajectory.

Also, a competitive Request for Quotation (RFQ) process has been conducted to secure Cyber Security Support from industry experts. This strategic partnership aims to enhance council's capabilities in safeguarding community information and digital assets. The implementation of this initiative will result in a notable improvement in Essential Eight compliance maturity, reinforcing commitment to the highest standards of cybersecurity.

The department has undertaken engagements to provide support in establishing the Target Operating Model for the Governance and Information Systems team. This strategic initiative is designed to ensure that the department possesses the requisite expertise on-site, facilitating a seamless implementation and transition into the future.

In the upcoming months, the department will be actively involved in initiating additional business applications projects that align with the agreed-upon roadmap. These projects will encompass significant endeavours such as the development of a collaboration hub and an intranet, among others. These ventures are integral to strategic objectives and contribute to the overall enhancement of our operational capabilities.

### **Information Management**

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

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### Property File Digitisation

Whilst most of Council's property files are digitised some manual files remain. As part of the Digital Transformation Strategy, the remaining files will be digitised to improve access and reduce risk. Zircodata has been engaged, and the scanning of files is in progress. Data entry of the digitised files into Council's electronic records management system has commenced.

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

Staff have been working on reviewing the subject file structure within Council's electronic document management system to ensure that the filing structure is relevant and easily understood by staff and meets Council's record-keeping obligations under the *Archives Act*. This work has now been completed.

### **Risk**

Due to resourcing challenges in the current market, the comprehensive review of the Council's risk framework and policies has not progressed as planned. However, council keeps this initiative as a priority, and it is still on the agenda for future implementation.

The ongoing review, conducted in collaboration with Circular Head Council to leverage shared resources and expertise, primarily focuses on internal audits or self-assessments, reviewing and testing business continuity plans, and ensuring consistent updates to our risk registers. A regular reporting framework will be established for both executive management teams and the council.

Despite the delay, over the next quarter, officers will be collaborating with consultants as part of the National Local Government Vulnerability Program to establish a Vulnerability Register. This program aims to create a profile for each Local Government area, facilitating a better understanding of key vulnerabilities. The objective is to ensure Council allocates resources effectively to mitigate identified risks. The program will play a crucial role in informing and enabling strategic, risk, financial planning processes, sustainability efforts, and state and national disaster resilience strategies.

The program has been designed to integrate local, state, and federal strategies, ensuring a consistent approach. Key components include the National Disaster Resilience Strategy, National Disaster Risk Reduction Framework, Royal Commission into National Disaster Funding Arrangements (Data), Objectives of the National Emergency Management Agency (NEMA), State Government Strategy for Disaster Resilience, State Local Government Act Overarching Governance Principles, and the established risk reduction framework of local government.

Despite the temporary setback, our commitment to addressing vulnerabilities in four key areas remains committed.



BUILT ENVIRONMENT



NATURAL ENVIRONMENT



FINANCIAL ENVIRONMENT



COMMUNITY / SOCIAL

## STATUTORY IMPLICATIONS

### Statutory Requirements

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

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

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

### Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
<b>Business &amp; Industry</b>	<b>Specialised diversity of the economy</b> – Value adding, diversification, innovation and employment. A resilient economy with global brand recognition and growing exports.
<b>Governance and working together</b>	<b>Working together for Murchison</b> – Everyone plays a part in achieving the objectives of the Sustainable Murchison Community Plan. There is cooperation, resource sharing and less duplication between Councils. Leadership is provided across all community sectors.

## POLICY IMPLICATIONS

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



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## **ENVIRONMENTAL IMPLICATIONS**

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

## **FINANCIAL IMPLICATIONS**

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

## **RISK IMPLICATIONS**

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

## **CONSULTATION PROCESS**

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

## **CONCLUSION**

That Council note the Corporate Quarterly Information Report for the General Manager and Organisational Performance Departments.

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## 9.6 FINANCIAL REPORT FOR THE PERIOD ENDED 30 NOVEMBER 2023

To: Council  
Reporting Officer: Manager Financial Services  
Responsible Manager: General Manager  
Report Date: 28 November 2023  
File Reference: Financial Management - Reporting - Council  
Enclosures: Nil

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### RECOMMENDATION

**That Council note the Financial Report for the period ended 30 November 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

### 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.

#### Financial Statements and Memorandum of Audit Findings

Section 72B of the *Local Government Act 1993* requires that a council must hold an Annual General Meeting by 15 December in each year. Waratah-Wynyard Council will not meet this requirement in 2023.

In accordance with section 17 of the *Audit Act 2008*, Councils are required to submit their draft financial statements within 45 days after the end of each financial year (no later than 15 August). Council submitted its statements by the statutory deadline, submitting information on 14 August and received confirmation that the statements had been accepted as materially correct on 18 August 2023.

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Under section 19 of the *Audit Act 2008* the Auditor-General must finalise his or her audit opinion within 45 days of receiving financial statements, that is, by 30 September in each calendar year.

Council received its first version of statement adjustments/required updates from auditors Crowe on 17 October 2023 and have been working on many requests since this date. The final statements were received on Monday 4 December and a corrected version received on Tuesday 5 December 2023.

Onsite audit testing was completed between 11-13 September 2023. Much of the traditional audit testing was not completed by the end of September 2023, with many audit queries and requests for information continuing offsite well into early/mid-October.

Council officers have briefed the Audit Panel on the situation and the General Manager has written to the Director of Local Government to outline the non-adherence to legislation by the auditors. Officers believe that they have responded to all requests in a timely manner and have in no way impacted on the timing of audit completion.

The Annual General Meeting will be held on 15 January 2024 and will be advertised according to the requirements of the *Local Government 1993*.

Delays in receiving audited financial statements from the Tasmanian Audit Office means that council has been unable to finalise its Annual Report. This can now be completed and provided for public release in December.

### **STATUTORY IMPLICATIONS**

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

### **STRATEGIC IMPLICATIONS**

#### Strategic Plan Reference

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

#### Council Strategy or Plan Reference

<b>Council Strategy or Plan</b>	<b>Date Adopted:</b>
Financial Management Strategy 2024-2034	Adopted November 2023

### **POLICY IMPLICATIONS**

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

### **ENVIRONMENTAL IMPLICATIONS**

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

### **FINANCIAL IMPLICATIONS**

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

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**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 30 November 2023

	YTD Actual	YTD Budget	%	YTD Variance	Budget	Forecast	Forecast Variance	
<b>Recurrent Income</b>								
Rate Revenue	13,738,339	13,620,175	1%	✓ 118,164	13,805,376	13,915,876	✓ 110,500	1
User Charges	1,342,365	1,295,308	4%	✓ 47,057	3,016,688	3,016,688	✓ -	
Reimbursements/Contributions	115,896	239,699	-52%	✗ (123,803)	709,744	709,744	✓ -	
Grants and Subsidies	202,756	1,880,198	-89%	✗ (1,677,442)	3,879,155	4,368,866	✓ 489,711	2
Interest	327,020	186,380	75%	✓ 140,640	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>15,866,875</b>	<b>17,362,260</b>	<b>-9%</b>	<b>✗ (1,495,385)</b>	<b>22,532,863</b>	<b>23,333,074</b>	<b>✓ 800,211</b>	
<b>Recurrent Expenditure</b>								
Employee Costs	3,491,091	3,639,098	4%	✓ 148,007	8,990,374	8,990,374	✓ -	
State Levies	196,967	294,778	33%	✓ 97,811	724,879	724,879	✓ -	
Remissions & Discounts	372,673	335,579	-11%	✗ (37,094)	366,588	366,588	✓ -	
Materials & Contracts	2,774,260	2,488,030	-12%	✗ (286,230)	6,059,961	6,059,961	✓ -	
Depreciation	2,253,389	2,253,389	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	104,823	125,385	16%	✓ 20,562	301,050	301,050	✓ -	
<b>Total Recurrent Expenditure</b>	<b>9,192,558</b>	<b>9,136,259</b>	<b>-1%</b>	<b>✗ (56,299)</b>	<b>21,928,416</b>	<b>21,928,416</b>	<b>✓ -</b>	
<b>Surplus/(Deficit)</b>	<b>6,674,317</b>	<b>8,226,001</b>	<b>-19%</b>	<b>✗ (1,551,684)</b>	<b>604,447</b>	<b>1,404,658</b>	<b>✓ 800,211</b>	
<b>Capital Items</b>								
Capital Grants/Contributions	773,699	701,906	10%	✓ 71,793	6,984,496	6,984,496	✓ -	
Derecognition of Assets	-	-	0%	✓ -	-	-	✓ -	
Asset Recognition	-	-	0%	✓ -	-	-	✓ -	
<b>Comprehensive Surplus/(Deficit)</b>	<b>7,448,016</b>	<b>8,927,907</b>	<b>-17%</b>	<b>✗ (1,479,891)</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 1.34 as of 30 June 2024 compared to a current ratio of 4.34 as at 30 November 2023.

### Balance Sheet as at 30 November 2023

	YTD Actual \$	Budget \$	Forecast \$
<b>Current Assets</b>			
Cash & Cash Equivalents	16,508,256	5,852,574	6,678,785
Receivables	3,096,418	1,296,712	1,296,712
Inventories	132,421	113,049	113,049
Other Current Assets	136,224	271,523	271,523
<b>Total Current Assets</b>	<b>19,873,319</b>	<b>7,533,858</b>	<b>8,360,069</b>
<b>Non-Current Assets</b>			
Property, Plant and Equipment	249,095,537	248,624,302	248,598,302
Investment in Water	45,378,608	45,378,608	45,378,608
<b>Total Non-Current Assets</b>	<b>294,474,145</b>	<b>294,002,910</b>	<b>293,976,910</b>
<b>Total Assets</b>	<b>314,347,463</b>	<b>301,536,768</b>	<b>302,336,979</b>
<b>Current Liabilities</b>			
Payables	2,357,913	4,073,100	4,073,100
Interest-Bearing Liabilities	364,178	364,178	364,178
Provisions	1,861,808	1,817,365	1,817,365
<b>Total Current Liabilities</b>	<b>4,583,899</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>6,987,950</b>	<b>7,758,694</b>	<b>7,758,694</b>
<b>Net Assets</b>	<b>307,359,514</b>	<b>293,778,074</b>	<b>294,578,285</b>
<b>Equity</b>			
Current Year Result	7,448,016	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>307,359,514</b>	<b>293,778,074</b>	<b>294,578,285</b>
<b>Current Ratio</b>	<b>4.34</b>	<b>1.20</b>	<b>1.34</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 30 November Council had \$16.508m 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 30 November 2023

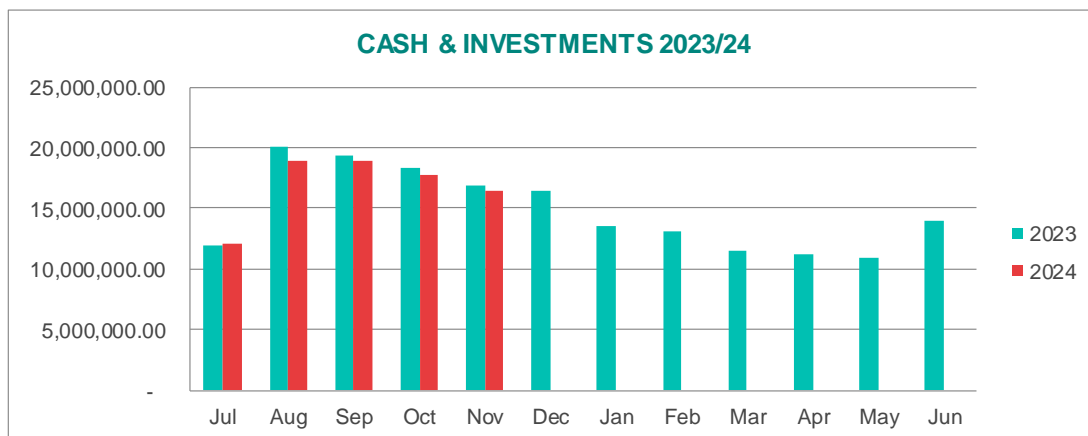
	YTD Actual	Budget		Balance	Forecast
	\$	\$	%	\$	\$
<b>Cash flows from operating activities</b>					
Employee Costs	(3,446,648)	(8,926,163)	39%	(5,479,515)	(8,926,163)
Materials and Contracts	(4,508,819)	(5,914,662)	76%	(1,405,843)	(5,914,662)
State Levies	(196,967)	(724,879)	27%	(527,912)	(724,879)
Other Expenses	(477,496)	(667,638)	72%	(190,142)	(667,638)
Rates and Charges	11,938,633	13,763,890	87%	1,825,257	13,874,390
User charges	1,477,664	3,016,688	49%	1,539,024	3,016,688
Interest	327,020	447,500	73%	120,480	647,500
Reimbursement of Expenses	115,896	709,744	16%	593,848	709,744
Government Grants	202,756	3,879,155	5%	3,676,399	4,368,866
<b>Net Cash provided by (used in) operating activities</b>	<b>5,432,039</b>	<b>5,583,635</b>	<b>97%</b>	<b>151,596</b>	<b>6,383,846</b>
<b>Cash flows from investing activities</b>					
Payments for Property, Plant and Equipment	(3,775,224)	(21,486,236)	18%	(17,711,012)	(21,460,236)
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	773,699	6,984,496	11%	6,210,797	6,984,496
<b>Net cash provided by (used in) investing activities</b>	<b>(2,861,025)</b>	<b>(13,254,650)</b>	<b>22%</b>	<b>(10,393,625)</b>	<b>(13,228,650)</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>2,571,658</b>	<b>(8,084,024)</b>	<b>-32%</b>	<b>(10,655,682)</b>	<b>(7,257,813)</b>
Cash at beginning of year	13,936,598	13,936,598	100%	-	13,936,598
<b>Cash at end of period</b>	<b>16,508,256</b>	<b>5,852,574</b>	<b>282%</b>	<b>(10,655,682)</b>	<b>6,678,785</b>

## Investments

The following table provides an outline of Council’s cash and investment portfolio as of 30 November 2023. Total cash and investments on hand as of 30 November is \$16.508m. The weighted average return on investment earned on Council’s investment portfolio is 5.17%.

### Investments as at 30 November 2023

	\$	INVESTMENTS	\$	Weighted Average Return
Deposits	16,332,097	Commonwealth Bank	174,659	
Petty Cash and Till Floats	1,500	Investments		
Trading Account	174,659	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>16,508,256</b>		<b>16,508,256</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.

15.71% of the total rates levied for the year were outstanding as at 30 November 2023; this includes all aged rates and charges outstanding. This compares with 16.30% outstanding as at 30 November last year.

### Rates Summary to 30 November 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	100.59	12,949,859
Interest Penalties Charged	0.04	5,716	0.18	23,424
<b>GROSS RATES AND CHARGES DEMANDED</b>	<b>100.00</b>	<b>13,781,062</b>	<b>100.00</b>	<b>12,873,493</b>
LESS RATES AND CHARGES COLLECTED	80.75	11,128,445	77.40	9,964,154
REMISSIONS AND DISCOUNTS**	7.72	1,064,534	8.75	1,126,303
	<b>88.48</b>	<b>12,192,980</b>	<b>86.15</b>	<b>11,090,457</b>
ADD PROPERTIES IN CREDIT	(4.19)	577,146	(2.45)	315,340
<b>UNPAID RATES AND CHARGES *</b>	<b>15.71</b>	<b>2,165,228</b>	<b>16.30</b>	<b>2,098,376</b>
(includes Deferred Rates)				
<b>**REMISSIONS AND DISCOUNTS</b>		<b>2023-24</b>		<b>2022-23</b>
Early Payment Discount		328,431		464,111
Pensioner Rebates		699,099		660,767
Council Remissions and Abandonments		37,005		1,425
		<b>1,064,534</b>		<b>1,126,303</b>
Number of Rateable Properties		8,052		8,004
Number of Unpaid Rateable Properties		2,056		1,891
% not fully paid		25.53%		23.63%

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## Grant Summary

### Grant Schedule as at 30 November 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	427,994	427,994	427,994
ANZAC Park All Abilities Playground	136,500	136,500	136,500
Waterfront Masterplan	-	320,601	320,601
Table Cape Lookout	79,292	302,967	302,967
Australian Cricket Infrastructure Fund	71,793	-	-
LRCI Funding	-	2,051,119	2,051,119
	<b>773,699</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	48,622	788,225	739,603	6%	788,225	-	
Community Facilities	267,351	975,314	707,963	27%	975,314	-	
Childcare	954	105,000	104,046	1%	105,000	-	
Council Operational Buildings	19,352	110,664	91,312	17%	110,664	-	
<b>Total Buildings</b>	<b>336,279</b>	<b>1,979,203</b>	<b>1,642,924</b>	<b>17%</b>	<b>1,979,203</b>	-	
<b>Parks &amp; Open Spaces</b>							
Other Infrastructure	125,172	1,754,245	1,629,073	7%	1,754,245	-	
Playgrounds	3,343	639,815	636,473	1%	639,815	-	
Walkways & Tracks	604,620	3,124,334	2,519,715	19%	3,124,334	-	
Recreational Reserves	119,854	1,089,937	970,084	11%	1,089,937	-	
<b>Total Parks &amp; Open Spaces</b>	<b>852,988</b>	<b>6,608,332</b>	<b>5,755,344</b>	<b>13%</b>	<b>6,608,332</b>	-	
<b>Plant &amp; Equipment</b>							
Other Plant & Equipment	24,188	427,040	402,852	6%	401,040	26,000	1
Plant & Vehicle Replacements	74,588	519,913	445,325	14%	519,913	-	
Software & IT Replacements	28,919	938,421	909,502	3%	938,421	-	
<b>Total Plant &amp; Equipment</b>	<b>127,695</b>	<b>1,885,374</b>	<b>1,757,679</b>	<b>7%</b>	<b>1,859,374</b>	<b>26,000</b>	
<b>Sporting Facilities</b>							
Indoor Recreational Facilities	9,917	133,250	123,333	7%	133,250	-	
Outdoor Sporting Facilities	940,398	2,197,998	1,257,599	43%	2,197,998	-	
<b>Total Sporting Facilities</b>	<b>950,315</b>	<b>2,331,248</b>	<b>1,380,932</b>	<b>41%</b>	<b>2,331,248</b>	-	
<b>Stormwater</b>							
Flood Mitigation Works Total	53,908	3,352,656	3,298,748	2%	3,352,656	-	
Other Stormwater Works	17,916	1,456,006	1,438,090	1%	1,456,006	-	
<b>Total Stormwater</b>	<b>71,824</b>	<b>4,808,662</b>	<b>4,736,837</b>	<b>1%</b>	<b>4,808,662</b>	-	
<b>Transport</b>							
Bridge Renewals	756,980	1,999,345	1,242,366	38%	1,999,345	-	
Footpaths & Kerbs	79,745	107,455	27,710	74%	107,455	-	
Other Transport	135,582	340,241	204,659	40%	340,241	-	
Resheeting	244,061	391,859	147,798	62%	391,859	-	
Rural Upgrades	26,043	40,204	14,161	65%	40,204	-	
Rural Reseals	1,875	676,172	674,297	0%	676,172	-	
Urban Reseals	158,149	947,668	789,519	17%	947,668	-	
<b>Total Transport</b>	<b>1,402,435</b>	<b>4,502,944</b>	<b>3,100,509</b>	<b>31%</b>	<b>4,502,944</b>	-	
<b>Total</b>	<b>3,741,537</b>	<b>22,115,763</b>	<b>18,374,226</b>	<b>17%</b>	<b>22,089,763</b>	<b>26,000</b>	


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

### 1) Other Plant & Equipment

The favourable balance to budget of \$26k is due to a budgeted amount for furniture replacements which will no longer occur.

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## 9.7 SENIOR MANAGEMENT REPORT

To: Council  
Reporting Officer: Executive Officer  
Responsible Manager: General Manager  
Report Date: 15 November 2023  
File Reference: 1312  
Enclosures: 1. WWC Submission - Draft DAP Framework and Position Paper 

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### RECOMMENDATION

#### That Council:

1. Note the monthly Senior Management Report;
2. Note the submission made to the *Draft Land Use Planning and Approvals (Development Assessment Panel) Amendment Bill 2024*; and
3. Rescind the Disability Discrimination Policy (BLD.001)

### SUMMARY/PURPOSE

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

### GENERAL MANAGERS OFFICE

#### ACTIVITIES SINCE LAST COUNCIL MEETING

Listed below is a summary of activities undertaken by the General Manager during the period 11 November to 1 December 2023.

#### Corporate

- Participated in an ICT Steering Committee meeting with representatives of Circular Head Council.
- Held initial discussions with Circular Head Council officers regarding the content of the Future of Local Government report.
- Attended the Audit Panel meeting for Waratah-Wynyard Council.

#### Community

- Met with representatives of the Wynyard Show Society to discuss a range of matters including the proposed public camping for the site.

#### Industry

- Attended the TasWater Annual General Meeting (online).
- Attended the Business North West luncheon event with Guest Speaker Premier Jeremy Rockliff.

#### Other

- Attended Cradle Coast Authority Board meeting.
- Attended a strategic risk workshop for the Board of Cradle Coast Authority.

### Council Submissions

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

### **Draft Land Use Planning and Approvals (Development Assessment Panel) Amendment Bill 2024**

On 21 July 2023, the Government announced the development of new legislation to allow certain development applications to be determined by independent Development Assessment Panels (DAPs) appointed by the Tasmanian Planning Commission (the Commission). The introduction of DAPs is intended to help take the politics out of planning by providing an alternate approval pathway for more complex or contentious development applications.

Councils are 'Planning Authorities' with defined responsibilities under the *Land Use Planning and Approvals Act 1993* (the Act). Councillors are required to act as members of a planning authority when determining development applications, irrespective of their personal or political views, or those of the constituents they represent.

Council's feedback on the draft DAP Framework and Position Paper is attached for reference.

### Grants

AMOUNT \$	PROGRAM	PURPOSE
192,000	Better Active Transport Grant	Feasibility study of a Wynyard to Smithton shared user trail
116,353	Open Spaces Grant Program	Waratah projects: <ul style="list-style-type: none"> <li>• Saunders Street Playground; and</li> <li>• "Miners Siding" Park, also known as "Tyre Park" (Smith Street)</li> </ul>
20,000	Major Events partnership Program	2023 Wynyard Tulip Festival
15,000	Australia Day Council	2024 Australia Day to run event including addition of First Nations cultural activities.
10,000	Events Tasmania Event Marketing Tasmania Grant Program	2024 for Intra and interstate marketing

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## COMMUNITY CONVERSATIONS

A community conversation was held at Boat Harbour Beach on 27 November.

The next events will be as per the schedule below.

Sisters Beach	5 February 2024
Waratah	29 April 2024

## ADMINISTRATION – Use of Corporate Seal

NIL		

## POLICIES TO BE RESCINDED

- **BLD.001 - Disability Discrimination Policy**

With the adoption of the new Accessibility Strategy (Strategy) and Accessibility Action Plan therein, this policy is no longer required. This policy related to Council's statutory requirement to adhere to the *Disability Discrimination Act 1992* which is covered in the new strategy which provides guidance on how the Council will meet the requirements of the DDA regarding adherence to equality, diversity, and inclusiveness.

## 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>	An MOU with WWC remains in development. Show Society finalising designs for camping sites. Planning approvals in place. Demolition of the grandstand 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 draft master plan has been prepared based on the core stakeholder consultation and technical feasibility. The document is currently in review and the recommendations will be presented to Councillors in early December. Following this, Officers aim for the core stakeholder group to receive a copy of the draft master plan in December with the broader public consultation to occur early in the new year.
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. Recent matches played on the pitch. Practice Net relocation work underway but on hold pending relocation of a fire hydrant (TasWater have approved) Austin Street TIA consultation completed and to be workshopped. Works at Wynyard High School are well progressed. All underground services installed. Oval has been top dressed and seeded. Lighting towers to be erected in December 2023.
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. Project was approved to continue to tender at November Council meeting with officers to actively seek additional funding so this can occur.
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. No further discussions.
Accessibility Strategy Working Group	Cr Raw Deputy Mayor Edwards	<ul style="list-style-type: none"> <li>• Manager Community Activation</li> </ul>	The final version of the Accessibility Strategy, incorporating feedback, has been reviewed by the Working Group and is included on this agenda for adoption.
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>	Planning implications for the site and Natural Values Assessment of the site have been shared with the Working Group. The next meeting of the group will be held in late January 2024.



PLANNING PERMITS UNDER DELEGATION – November 2023

\*extension of time received

DA No.	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	(D)Discretionary (P)Permitted
DA 247/2023	L Boyd	10 Gilmour Crescent Somerset	Outbuilding (Shed)	1.11.2023	43	D
DA 257/2023	PLA Designs Pty Ltd	1 Thousand Hills Vista Sisters Beach	Dwelling & Outbuilding (Shed)	9.11.2023	42	D
DA 251/2023	Youngs Vegie Shed Pty Ltd	253 & 381 Johnsons Road Yolla	Visitor Accommodation (Relocatable Buildings x2)	9.11.2023	39	D
DA 258/2023	F Graham	37 Goldie Street Wynyard	School Additions & Refurbishment	10.11.2023	21	P
DA 270/2023	PLA Designs Pty Ltd	11 Dallas Road Somerset	Dwelling Extension & Outbuilding (Shed & Carport)	23.11.2023	42	D
DA 290/2023	A Downes	50 Old Bass Highway Wynyard	Visitor Accommodation	23.11.2023	28	P
DA 272/2023	H Cambridge	144 Little Village Lane Somerset	Outbuilding (Shed)	23.11.2023	40	D
DA 271/2023	R Hall	8 Ritchie Street Waratah	Outbuilding (Carport)	23.11.2023	30	D

BUILDING PERMITS APPROVED – November 2023

Permit Number	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	Related Planning Approval
BLD-2023-155-01	S & D Lohrey	15411 Bass Highway Somerset	New Dwelling 2 story	23/11/2023	1	DA 120/2017-A
BLD-2023-156-01	CLTO Panel Products Pty Ltd	683 & 673 Deep Creek Road Wynyard	Office, Factory x2, Warehouse	27/11/2023	1	DA 221/2023 & DA 245/2023
PSC-2023-03-01	D Crate	31 Martin Street Wynyard	AS Built Veranda	29/11/2023	1	DA 179/2023

## COUNCIL MEETING ACTIONS – OPEN COUNCIL

DATE	ITEM	TOPIC	ACTION/STATUS	OFFICER	STATUS
22/6/20	8.2	NOM – Cr Fairbrother – Crown Land	Motion Carried - That Council consider that where areas of Crown land separate a road and a property boundary, for the purposes of planning, that the area be incorporated and or considered as a Part of the road reserve. <i>Council staff met with Minister Jaensch's office, and they are going to follow up the option of Crown Land Services essentially providing a waiver that they have no interest where "impact" is limited to existing access running through Crown Land. No further progress.</i>	MDRS	No further progress
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
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 further response at date of agenda publication.</i>	GM	In progress
20/11/23	7.3.1	CQWON – Cr Courtney – Public Interest Policy	Cr Andrea Courtney asked if staff could follow up approval of Public Interest Policy by the Ombudsman's Office. The General Manager took the questions on notice. <i>Refer response this agenda.</i>	GM	Closed

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## 9.8 MINUTES OF OTHER BODIES/COMMITTEES

### 9.8.1 MINUTES OF OTHER BODIES/COMMITTEES - AUDIT PANEL COMMITTEE HELD 28 NOVEMBER 2023

To: Council  
Reporting Officer: Information Management Officer  
Responsible Manager: Manager Financial Services  
Report Date: 4 December 2023  
File Reference: Audit Panel  
Enclosures: 1. Audit Panel Minutes - 28 November 2023 

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#### RECOMMENDATION

**That Council note the unconfirmed Minutes of the Audit Panel Committee meeting held on 28 November 2023**

#### PURPOSE

The Audit Panel met on 28 November 2023 and the unconfirmed Minutes were released by the Chair on the 02 December 2023 and are presented to Council for noting.

#### BACKGROUND

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

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

The current members of the Shared Panel are:

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

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

#### DETAILS

The Audit Panel met on 28 November 2023 at the Waratah-Wynyard Council.

The meeting reviewed the following standard agenda items:

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

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

The major work plan for the meeting covered:

- Annual Audit and Reporting
- Long Term Planning
- Internal Controls and Risk Management
- Legal Compliance and Ethics
- Audit Panel Performance

Representatives from the Tasmanian Audit Office and auditors, Crowe, joined the meeting electronically. They conveyed their audit methodology and discussed preliminary findings. Indexation of land assets was discussed at length.

Discussion took place with the guests regarding the fact that Council was yet to receive its final audited financial statements and memorandum of audit findings. This is a breach of legislative requirements resulting in Council being unable to fulfil its statutory obligations. No timeframe was provided for completion.

There were no formal recommendations made to Council at the meeting. The Panel's next meeting is scheduled to be held on 26 March 2024.

## STATUTORY IMPLICATIONS

### Statutory Requirements

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

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

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</b>	
<b>Desired Outcomes</b>	
We maintain and manage our assets sustainably.	
We cherish fairness, trust and honesty in our conduct and dealings with all.	
We highly value the use of an evidence-based approach to the development and implementation of strategies and policies that support and strengthen our decision making.	
We are recognised for proactive and engaged leadership.	
<b>Our Priorities</b>	
1.5	Build our knowledge base to apply in decision-making processes.
1.6	Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.

1.7	Develop leadership that inspires and motivates, and which maintains a strong community and workplace culture.
1.8	Review and adjust service levels to provide value for money.

### Sustainable Murchison Community Plan 2040

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

### **POLICY IMPLICATIONS**

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

### **FINANCIAL IMPLICATIONS**

There are no financial implications in this recommendation.

### **RISK IMPLICATIONS**

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

### **CONSULTATION PROCESS**

There are no consultation requirements as a result of this report

### **COMMENT**

It is recommended that Council note the Unconfirmed Minutes of the Audit Panel Committee held on 28 November 2023.

## 10.0 MATTERS PROPOSED FOR CONSIDERATION IN CLOSED MEETING

### RECOMMENDATION

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

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

## 11.0 CLOSURE OF MEETING TO THE PUBLIC

### RECOMMENDATION

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

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

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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.