



**ORDINARY MEETING  
OF COUNCIL**

**AGENDA  
OPEN MEETING**

**9 December 2019**

2 December 2019

## **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 9 December 2019 with the Business of the meeting to be in accordance with the following agenda paper.

### **General Manager's Certification**

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

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



Shane Crawford  
GENERAL MANAGER

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

2 December 2019

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

Dear Shane,

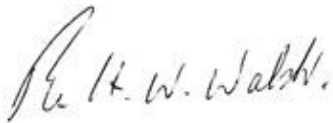
#### **COUNCIL MEETING**

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 9 December 2019 commencing at 6.00pm at the Council Chambers, 21 Saunders Street, Wynyard.

Yours sincerely



Cr Robby Walsh  
MAYOR

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

**AGENDA OF AN ORDINARY MEETING OF THE WARATAH-WYNYARD COUNCIL TO BE HELD AT THE COUNCIL CHAMBERS, 21 SAUNDERS STREET, WYNYARD ON MONDAY 9 DECEMBER 2019, COMMENCING AT 6.00PM**

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

**AUDIO 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 recorded, in accordance with the Council Policy **GOV.017 - Audio Recording of Council Meetings** to “record meetings of Council to assist in the preparation of minutes and ensure a true and accurate account of debate and discussion at meetings is available”.

**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.

**ANNOUNCEMENT RE TRIAL VIDEO RECORDING OF COUNCIL MEETING**

The Mayor advised that Council would be trialling video camera equipment at Council Meeting in preparation for commencement of Live Streaming of Council Meetings in the new year.

He advised that the video recording of this meeting was for internal/testing purposes only and will not be live streamed or available to the public.

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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**

Deputy Mayor Dr Mary Duniam.

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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 18 November 2019, 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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**3.0 DECLARATIONS OF INTEREST**

Legislative Reference:

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

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

**Councillor and Agenda Item Number**

**Staff and Agenda Item Number**

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## 4.0 COUNCILLORS ANNOUNCEMENTS AND REPORT

### 4.1 ANNOUNCEMENTS BY MAYOR

Nil received.

### 4.2 MAYOR'S COMMUNICATIONS

#### RECOMMENDATION

**That Council note the Mayors communications**

13/11/19	TasWater General Meeting
13/11/19	Tourism 2030 – Tourism Industry Council
14/11/19	Meeting with Constituent
14/11/19	UPC Project Update
18/11/19	Council Meeting
19/11/19	Mayors Message Filming
19/11/19	Meeting with General Manager
20/11/19	UPC Project community Forum
20/11/19	Wynyard Garden Club Presentation
2/12/19	Somerset Community Conversations forum
3/12/19	Morning Tea – International Day of People with Disability
3/12/19	Meeting with General Manager
3/12/19	7UP Christmas Afternoon Tea
4/12/19	Meeting with Constituent
5/12/19	Mayors Professional Development Day
6/12/19	LGAT General Meeting
7/12/19	<b>DEPUTY MAYOR</b> – 100 Years of Women in Local Government
7/12/19	<b>DEPUTY MAYOR</b> – Wynyard Camera Club Annual Dinner

### 4.3 REPORTS BY DELEGATES

Nil received.

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#### 4.4 NOTIFICATION OF COUNCIL WORKSHOPS

*Legislative Reference:*

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

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

*(c) the date and purpose of any council workshop held since the last meeting.*

#### RECOMMENDATION

**That the Council note the following Councillor Workshops**

<b>27/11/19</b>	<b>Dog Management Policy</b>
<b>27/11/19</b>	<b>Road Service Level Review</b>
<b>27/11/19</b>	<b>Storm Water Management Plan</b>
<b>27/11/19</b>	<b>Waste Strategy</b>

#### Upcoming Workshops – Indicative Only

21/1/20	Waste Management Facilities Tour Presentation – Signature Story Stop White Hills Lookout Shared Services Update Treasury Policy Review Waste Management Strategy Actions
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## 5.0 PUBLIC QUESTIONS AND STATEMENTS

Legislative Reference:

*Local Government (Meeting Procedures) Regulations 2015 Regulation 31*

- (1) *A member of the public may give written notice to the general manager 7 days before an ordinary meeting of the Council of a question to be asked at that meeting.*
- (3) *The Chairperson at an ordinary meeting of a council must ensure that, if required, at least 15 minutes of the meeting is available for questions to be asked by members of the public.*
- (4) *A question by any member of the public under this regulation and an answer to that question are not to be debated at the ordinary council meeting.*
- (7) *A council is to determine any other procedures to be followed in respect of question time.*

*The Council determined (at a meeting held on 20 July 2015) that the following procedures be followed in respect of question time: -*

- (1) *In this clause a question includes part of a question (so that a question in 3 parts is to be treated as 3 questions).*
- (2) *A member of the public who wishes to ask a question at a meeting must—*
  - (a) *before the commencement of the meeting, submit their question in writing, on the form provided by the local government, to the General Manager or his or her representative; and*
  - (b) *be present at the meeting when the question is asked, however the person may seek approval from the Presiding Member for their nominated representative to ask the question on their behalf.*
- (3) *A completed question time form must include:*
  - (a) *the name and residential or contact address of the person who wishes to ask the question; and*
  - (b) *the question in a succinct and legible form.*
- (4) *In cases of disability or other extenuating circumstances:*
  - (a) *an officer of the local government, if requested to do so, may assist the person to complete a question time form; and*
  - (b) *in the absence of that assistance, the Presiding Member may permit a person to ask a question that was not included on a question time form.*
- (5) *(a) If more than 2 questions are submitted in writing by any one person, the Presiding Member shall allow that person, in the first instance, to ask a maximum of 2 questions;*
  - (b) *If after all other members of the public have asked their questions, and where time permits, the Presiding Member is to allow members of the public who wish to ask more than 2 questions to sequentially ask one further question. This process will continue until the allotted time has expired; and*
  - (c) *Where only one person wishes to ask more questions and where time permits, the Presiding Member is to invite that person to ask their additional questions.*
- (6) *The Presiding Member may decide that a question is out of order, and is not to be recorded or responded to—*
  - (a) *if it is not in the form of a question, having regard to its content and length, is essentially a statement of expression of opinion rather than a question, provided that the Presiding Member has taken reasonable steps to assist the member of the public to phrase the statement as a question; or*
  - (b) *if the question uses an offensive or objectionable expression or is defamatory.*
- (7) *The Presiding Member may determine that any question requiring research or investigation be answered in writing as soon as practicable.*
- (8) *Where the necessary information is available at the time the question is posed a response is to be provided by either the General Manager, relevant Member or employee nominated by the Presiding Member.*
- (9) *If the 15minute period set aside for questions from the public is reached, Council, by resolution, may resolve to extend the period for an additional 15 minutes to allow further questions to be asked.*
- (10) *No more than two 15-minute extensions to the time for the public to ask questions are to be permitted.*

*The Council determined (at a meeting held on 20 July 2015) that the following procedures be followed in respect of public statements: -*

- (1) *Members of the public may, during the public statements or the Planning Authority segments of the order of business, with the consent of the Presiding Member make a public statement on any matter that appears on the agenda for that meeting provided that:*
  - (a) *The member of the public submits to the General Manager prior to the commencement of the meeting the public statement in a form acceptable to the General Manager and which includes the name and residential or contact address of the member of the public;*
  - (b) *The public statement precedes discussion of any matter which requires a decision to be made at the meeting but otherwise at item (11) of order of business at clause 4.2;*
  - (c) *The public statement is limited to a maximum period of 3 minutes, unless otherwise determined by the Presiding Member; and*
  - (d) *No discussion or questions relating to the statement are permitted, unless otherwise determined by the Presiding Member.*
- (2) *Fifteen minutes is to be allocated for the public statement time.*

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- (3) *Once all statements have been made, nothing prevents the unused part of the statement time period from being used for other matters.*
  - (4) *If the 15-minute period set aside for public statements is reached, Council, by resolution, may resolve to extend the period for an additional 15 minutes to allow statements to be made.*
  - (5) *No more than two 15-minute extensions to the time for public statements are to be permitted.*
  - (6) *Procedures for public statements are to be in accordance with policy adopted from time to time by the Council and, where the policy is silent on a matter, the procedures for that matter are to be determined by the Presiding Member.*

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

### **5.1.1 MR C HUTCHISON - DISPOSAL OF EAST WYNYARD PLAYGROUND SLIDE**

#### **QUESTION**

Mr Hutchison of Preolenna asked if the existing yellow slide at East Wynyard Foreshore met Australian Standards and if not why was it still in operation in a council managed playground. He also asked that if equipment met current standards then is there probability that a purchaser could ensure that slide met current standards dependant on their willingness or ability or Council presumptions of future maintenance.

The Director of Infrastructure and Development Services advised that the slide does not meet current Australian Standard, he noted that the slide could stay in place as it did meet the Australian Standards when built. The Director advised that to re-use / move the slide would trigger a requirement for the equipment to be judged against the current standards.

The Director took the question on notice to determine whether the slide could be auctioned off and kept for historical purposes.

#### **OFFICERS RESPONSE**

Through the consultation phase of this project, Wynyard Rotary (the original donor of the yellow slide) have expressed a desire to retain a component as memorabilia with the remainder being recycled (steel) and disposed to Landfill (other components).

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

Nil received.

## **5.3 PUBLIC QUESTIONS WITHOUT NOTICE**

Legislative Reference:

*Local Government (Meeting Procedures) Regulations 2015 Regulation 31(2)(5)*

(2) *The Chairperson of an ordinary council meeting may –*

(b) *invite any members of the public present at an ordinary meeting to ask questions relating to the activities of the council.*

When dealing with questions that require research or a detailed response –

(5) *The Chairperson may –*

(b) *require a question to be put on notice and in writing to be answered at a later ordinary council meeting.*

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

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#### **5.4 PUBLIC STATEMENTS RECEIVED IN WRITING**

A summary that includes the name of the person making a public statement and subject title of that statement will be recorded in the minutes.

Nil received.

#### **5.5 PUBLIC STATEMENTS WITHOUT NOTICE**

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## 6.0 PETITIONS / DEPUTATIONS / PRESENTATIONS

Legislative Reference:

*Local Government Act 1993; Part 6, Division 1; Sections 57, 58, 59, 60, 60A.*

57. *Petitions*

(1) A person may lodge a petition with the council by presenting it to a *councillor or the general manager.*

58. *Tabling petition*

(1) *A councillor who has been presented with a petition is to*

(a) *table the petition at the next ordinary meeting of the council; or*

(b) *forward it to the general manager within 7 days after receiving it.*

(2) *A general manager who has been presented with a petition or receives a petition under subsection (1)(b) is to table the petition at the next ordinary meeting of the council.*

57(2) *A petition is not to be tabled if it does not contain –*

(a) *a clear and concise statement identifying the subject matter; and*

(b) *a heading on each page indicating the subject matter; and*

(c) *a brief statement on each page of the subject matter and the action requested; and*

(d) *a statement specifying the number of signatories; and*

(e) *the full printed name, address and signature of the person lodging the petition at the end of the petition.*

58(3) *A petition is not to be tabled if –*

(b) *it is defamatory; or*

(c) *any action it proposes is unlawful.*

(4) *The General Manager is to advise the lodger of any petition that is not tabled the reason for not tabling it within 21 days after lodgement.*

*Local Government (Meeting Procedures) Regulations 2015, Regulation 38(1)(a)(b),(2)*

(1) *The chairperson of a meeting, including a closed meeting, may invite a person –*

(a) *to address the meeting; and*

(b) *to make statements or deliver reports.*

(2) *An invitation under sub regulation (1) may be subject to any condition the council may impose on deputations.*

### 6.1 DEPUTATIONS AND PRESENTATIONS

#### 6.1.1 AMENDMENTS TO DOG MANAGEMENT POLICY

To: Council  
Reporting Officer: Executive Officer  
Responsible Manager: General Manager  
Report Date: 28 November 2019  
File Reference: 1203

Enclosures: 1. Petition - Amendment to Dog Management Policy 

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#### RECOMMENDATION

**That Council receive and note the petition relating to the Dog Management Policy and consider the petition as part of policy deliberations.**

#### BACKGROUND

The following petition has been received:

Subject matter	The Petition states that – The issue of dogs being walked off-leash on East Wynyard and other beaches within the Waratah-Wynyard area, has emerged again. We, the undersigned, petition the Council to amend the Dog Management Act as follows: <i>(refer Statement of Action sought by petitioners)</i>
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Statement of subject matter and action requested	<p>It is requested that Council amend the Dog Management Policy to allow dogs to be walked on the beaches named below, at the following times and in the described manner:</p> <ul style="list-style-type: none"> <li>• That dogs, under effective control, be allowed to walk unleashed between the hours of <b>6pm and 10am</b> the following morning all year round;</li> <li>• At all other times dogs should remain on-leash.</li> <li>• This amendment should affect the following beaches: <ul style="list-style-type: none"> <li>○ <b>Sisters Beach</b> – Stockdale Avenue to National Park Prohibited area;</li> <li>○ <b>Boat Harbour Beach</b> – Western end of the beach to the rocky outcrop denoting the start of the permanent off-leash area;</li> <li>○ <b>Fossil Bluff</b> – all of the beach;</li> <li>○ <b>Somerset Beach</b> – Fairlands Beach Public Reserve to the end of the Cam River Reserve;</li> <li>○ <b>Wynyard Beach</b> – Inglis River Mouth to Port Creek Mouth.</li> </ul> </li> </ul>
Signatories	892

A copy is attached. The petition is in compliance with s.57 of the *Local Government Act 1993*. The petition is accordingly able to be tabled. The petition is listed on the meeting agenda for receipt and noting.

#### COMMENT

Receipt of the petition regarding proposed changes to the Dog Management Policy is acknowledged. The matter of the petition is dealt with at Item 9.1.



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## **7.0 PLANNING AUTHORITY ITEMS**

Legislative Reference:

*Local Government (Meeting Procedures) Regulations 2005 Regulation 25/ Judicial Review Act.*

*The Chairperson is to advise the meeting if a Council intends to act at a meeting as a Planning Authority under the Land Use Planning and Approvals Act 1993.*

*25(2) The general manager is to ensure that the reasons for a decision by a Council acting as a Planning Authority are recorded in the minutes.*

Any alternative decision the Council may make to a recommendation appearing on the Agenda, requires a full statement of reasons in order to maintain the integrity of the planning approval process and to comply with the Requirements of the *Judicial Review Act*.

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

Legislative Reference:

*Local Government (Meeting Procedures) Regulations 2015 Regulation 31(2)(5)*

*(2) The Chairperson of an ordinary council meeting may –*

*(b) invite any members of the public present at the meeting to ask questions relating to the activities of the council.*

When dealing with questions that require research or a detailed response –

*(5) The Chairperson may –*

*(b) require a question to be put on notice and in writing to be answered at a later ordinary council meeting.*

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

Nil received.

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

A summary that includes the name of the person making a public statement and subject title of that statement will be recorded in the minutes.

Nil received.

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**8.0 MATTER RAISED BY COUNCILLORS**

Legislative Reference:

*Local Government (Meeting Procedures) Regulations 2015; 29 (3)*

(3) *The Chairperson must not permit any debate of a question without notice or its answer.*

*Local Government (Meeting Procedures) Regulations 2015; 30(1) and (2)*

(1) *A councillor, at least 7 days before an ordinary meeting of a council or council committee, may give written notice to the general manager of a question in respect of which the councillor seeks an answer at that meeting.*

(2) *An answer to a question on notice must be in writing.*

**8.1 RESPONSE(S) TO COUNCILLOR QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING****8.1.1 CR M DUNIAM - NATURAL BURIALS****QUESTION**

Cr Duniam asked if there was any further information on Council's Policy regarding natural burials

**OFFICERS RESPONSE**

Waratah Wynyard Council currently do not offer the option for Natural Burials. However, moving forward, given the apparent growing demand for this type of burial, including a recent request from the Waratah Community Board, Council is investigating what is legally and operationally required to cater for this type of burial.

Council is aware that Burnie City Council recently decided to allow Natural Burials in their Municipal cemetery joining Kingston Cemetery (Millington's Funeral Directors) in the states south on a growing list of Tasmanian locations where natural burials are allowed.

As part of the Cemetery Strategy development, staff will be liaising with these two organisations among others, in order to get a greater understanding of the legal and operational requirements of the natural burial process.

**8.1.2 CR C EDWARDS - DOG INFRINGEMENT NOTICES****QUESTION**

Cr Edwards asked if a breakdown of dog infringement data could be provided.

**OFFICERS RESPONSE**

The breakdown of statistics relating to dog infringement notices for the period presented at the November Council Meeting was:

A total of 7 people given infringement notices for 15 separate offences:

1. Barking dog x 1
2. Dog attack x 4
3. Dog at large x 9
4. Failing to register a dog x 1

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### **8.1.3 CR D FAIRBROTHER - SISTERS BEACH EROSION REPORT**

#### **QUESTION**

Cr Darren Fairbrother asked if any further update had been received on whether the report regarding Sisters Beach Erosion could be released to Councillors and the public. He also asked, that when report was received, who was it addressed to. He queried that if report was co-funded by Council why could Councillors not access.

The General Manager advised that the report was co-funded and that as Council was not the owner of report approval had been sought from state to release. He advised that while staff have continued to seek a response, no decision has been received to date. The State previously advised the document was not to be circulated. The General Manager took on notice to determine who report was addressed to

#### **OFFICERS RESPONSE**

At the time of preparing the agenda no response has been received Parks and Wildlife Services. The General Manager will be meeting with the Department this week to discuss the matter.

### **8.2 COUNCILLOR QUESTIONS RECEIVED IN WRITING**

Nil received.

### **8.3 COUNCILLOR QUESTIONS WITHOUT NOTICE**

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

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**9.0 NOTICE OF MOTION**

Legislative Reference:

*Local Government (Meeting Procedures) Regulations 2015; Regulation 16*

- (5) *A councillor may give written notice of a motion, together with supporting information and reasons, to be included on the agenda of the next meeting to the general manager at least 7 days before the meeting.*
- (6) *The general manager, after consultation with the chairperson, may refuse to accept a written motion that, in their opinion –*
  - (a) *is defamatory; or*
  - (b) *contains offensive language; or*
  - (c) *is unlawful.*
- (7) *A councillor who has given notice of a motion that has not been refused under subregulation (6) is to move the motion at the meeting, otherwise it lapses.*

Nil received.

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## 10.0 REPORTS OF OFFICERS AND COMMITTEES

### 10.1 PROPOSED AMENDMENTS TO THE DOG MANAGEMENT POLICY - DECLARED DOG AREAS

To:	Council
Reporting Officer:	Manager Development and Regulatory Services
Responsible Manager:	Director Infrastructure and Development Services
Report Date:	2 December 2019
File Reference:	Animal Control
Enclosures:	1. Dog Management Policy  2. Public Submissions 

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#### RECOMMENDATION

##### That Council:

1. Amend the Declared Dog Areas section of the Dog Management Policy as per the attached draft.
2. Implement the Declared Dog Areas as per the amended Dog Management Policy.

#### PURPOSE

At Council Special meeting on 5 November, Council resolved to take proposed amendments to the Declared Dog Areas section of the Dog Management Policy to community consultation. The consultation period has now ended, and the below report considers the feedback provided to Council, and whether any changes are required to be made to the Declared Dog Areas prior to consideration of amending the policy.

#### BACKGROUND

At the May 2019 Council meeting, the following motion was adopted:

*That Council:*

1. Commence, this year, the inclusion of a dog management brochure to be issued annually with the dog registration notice, as an improved information and education measure; and
2. Within 4 months, produce a report detailing areas of opportunity to improve animal control, which includes considering;
  - Initiating a compulsory enforcement period or location, regarding public area dog offences.
  - Feasibility of after-hours animal control patrols (seasonal or ongoing).
  - Publication of a complaint handling framework.
  - Development of a suite of dog related resources and education campaign, for print, social media and the council's website.
  - Improvement of Councils animal control statistics and data collection

An Animal Control Report was presented to Council in September. This report provided a clear and succinct set of service tasks, outlining the current level of service that staff are adhering to in providing for the management of dogs within the municipal area.

The report also outlined alternative options that provide Council with guidance and costing to consider to either further expand or reduce level of service within the confines of legislative obligations under the *Dog Control Act 2000*.

At a Special Meeting on 5 November 2019, Council endorsed draft amendments to the Declared Dog Areas be released for public comment. These amendments incorporated simplified approach by moving to three categories of beaches; Dogs Off Lead, Dogs on Lead, and Dogs Prohibited. New signage was proposed to support the three categories, with a traffic light style system recommended.

## DETAILS

The review of the declared dog areas has received a lot of interest, with Council receiving 87 submissions over the 15 business day period of consultation, as well as a petition signed by almost 900 people. The consultation included an advertisement in the Advocate on the Saturday preceding the consultation period, a media release, notice was posted on Council's Facebook site and the project featured on Council's Your Say page of the website. The project also featured in three articles within the Advocate.

A summary of the responses is provided in the table below. The feedback was analysed, and five key themes were common to the submissions. Therefore, the submissions have been grouped by these themes, with a percentage of the responses attributed to each theme to determine the most common responses.

Themes	Number of responses/%	Common Comments
Some changes requested	21 responses /24%	Extend Dogs Prohibited area to Burntwood Point to protect penguins Penguins have also migrated past Woody Point, so half of Fairlands Beach should be Dogs Prohibited Swap the Wynyard beach restrictions around More signage not less – need signs informing responsible dog ownership Dog Off leash areas are treated as Dog Only areas – redefine the messaging Any changes need to be enforced
	10 responses /12% + petition of approximately 900 signatures	Change Dogs on Lead areas to Off Lead between 6pm and 10am, and Dogs on Lead at all other times No one else uses the beaches in mornings and evenings Need access to toilet and parking Any changes need to be enforced
Support the proposal	16 responses /18%	Have had issues with dogs off lead rushing them or family members More Poo bags and compliance Did not agree with how petition was conducted

Keep current arrangements	28 responses /32%	If it ain't broke, don't fix it No one else uses the beaches in mornings and evenings Need access to toilet and parking Thought all beaches were going to Dogs On Lead
All areas should be Dog On Lead	7 responses /8%	Provide a dog park for off lead exercise Protect native wildlife
Other	5 responses /6%	No dogs at markets No dogs at Fossil Bluff, as it should be protected

The first theme of “some requested changes” to the proposed Declared Dog Areas was split into two subcategories. Some responses were in favour of expanding the prohibited area in order to protect wildlife, and the others were to retain periods for off lead time on the proposed Dogs On Lead beaches. The petition was also in favour of this latter stance.

Council also received one significant response that requires a change to the proposed Declared Dog Areas. Parks and Wildlife Services made a submission stating that the Doctors Rocks Conservation Area is to become a Dogs Prohibited area. Parks and Wildlife Services have advised that conservation areas and National Parks are prohibited to dogs, unless designated otherwise under the *National Parks and Reserves Management Act 2002*. The Doctors Rocks Conservation Area has not been otherwise designated, and therefore the default designation is that Dogs are prohibited as far as Burntwood Point. This is a major change from the proposed Declared Dog Areas that were consulted on, with the Wynyard Off Lead area decreasing from 2.7km down to 1.5km in length. It is also noted that 24% of responses called for more prohibited areas in order to preserve wildlife.

There were also additional requests for prohibited areas. Some thought that the Doctors Rocks Conservation Area should be extended to the east, half way down Fairlands Beach as there are penguin colonies present. The Port Creek area is home to shorebirds, for which protections has also been sought. The area is explained as “the end of the Port Creek Area”. It is noted that the quote supporting the submission states that “a healthy community is one where we share the beaches with all users”. The beach to the west of Port Creek has been designated as Dogs On Lead, which should assist with preservation while also allowing access for dogs and their owners.

The petition and 12% of submissions have requested that the proposed Dogs On Lead beaches be amended to allow times for Dogs Off Lead. It is proposed that these areas be off lead between 6pm and 10 am the following day, and then Dogs On Lead from 10am to 6pm. The reasoning for this is that the beaches aren't generally used for other forms of recreation early in the morning and later in the day, due to the mild climate in the north-west of Tasmania. Other supporting considerations raised are the location, with better access to fountains, poo bags dispensers, toilets and car parking. There are less amenities east of Port Creek, and access can be difficult, particularly at high tide.

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A further 32% of the submissions requested no change to the current system, mainly due to the benefits of the time-based system that allows for dogs to be off lead at certain times during various times of the year.

Considering that the Wynyard Dog Off lead will be impacted by the extension of the prohibited area, some compromise is required. A model similar to what has been suggested is recommended. It is proposed that the Dogs On Lead beaches require dogs to be on lead between the hours of 9am and 5pm, with Dogs Off Lead at all other times. This will be the case for everyday of the year, regardless of season or day light saving time. The change to the hours is to be in line with Council operating hours, as enforcement of dog restrictions was another issue that was frequently raised in the submissions. 20 of the 87 submissions identified the need to support any changes with compliance activities. Therefore, the requirement for dogs to be on a lead between 9am and 5pm will fit in with hours when patrols can be conducted.

By moving to a time-based system, it would allow for Boat Harbour Beach to be returned to a similar restriction to what is currently in place. It was proposed to separate Boat Harbour beach into a Dogs On Lead section and a Dogs Off Lead area, but given the limited length of the beach, applying one restriction would be easier to manage. It is therefore recommended that Boat Harbour Beach be designated as a Dogs On Lead beach between 9am and 5pm, and off lead at all other times.

Based on the submissions received by Council, it is recommended to amend the beach restrictions to the following:

- Dogs Off Lead (provided dogs are under effective control).
- Dogs On Lead between 9am and 5pm (Dogs Off Lead all other times)
- Dogs Prohibited (Dogs prohibited from entering other than guide/hearing dogs).

The proposed traffic light system will still apply. Please refer to the attached policy for maps presenting the designated areas. In summary, the differences between the Declared Dog Areas that were issued for consultation and the proposed Declared Dog Areas to be adopted in the Dog Management Policy are:

- The entire Doctors Rocks Conservation area designated as Dogs Prohibited (Burntwood Point to Woody Point)
- Dogs On Lead areas revised to Dogs On Lead between 9am and 5pm, with Dogs Off lead at all other times. This applies to Wynyard Beach, Somerset Beach and Cam River Reserve, Fossil Bluff beach, the length of Boat Harbour Beach, and Sisters Beach between the National Park and Stockdale Avenue.

It should also be noted that the third recommendation from the previous Dog Management Policy report has been actioned, with a contractor now engaged to undertake patrols outside of business hours throughout summer.

## **STATUTORY IMPLICATIONS**

### Statutory Requirements

The review of Council's Dog Management Policy in accordance with Section 7 (4) of the *Dog Control Act 2000*. Some of the recommendations presented will require amendment of the Dog Management Policy. Any amendment of the policy requires community consultation.



## 7. Dog management policy

- (1) A council is to develop and implement a policy relating to dog management in its municipal area.
- (2) A dog management policy is to include the following:
  - (a) a code relating to responsible ownership of dogs;
  - (b) the provision of declared areas;
  - (c) a fee structure;
  - (d) any other relevant matter.
- (3) A council is to –
  - (a) invite public submissions relating to a proposed dog management policy; and
  - (b) consult with any appropriate body or organisation; and
  - (c) consider any submissions and results of any consultation before finalising the policy.
- (4) A council is to review its dog management policy at least once every 5 years.
- (5) In reviewing its dog management policy, a council is to take the actions referred to in [subsection \(3\)](#).

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</b>
<b>Desired Outcomes</b>
We highly value the use of an evidence-based approach to the development and implementation of strategies and policies that support and strengthen our decision making.
<b>Our Priorities</b>
1.8 Review and adjust service levels to provide value for money.
<b>GOAL 2: Organisational Support</b>
<b>Desired Outcomes</b>
We are future-focussed and value continuous improvement.
<b>Our Priorities</b>
2.6 Lead a positive and supportive culture which is resilient and adaptive to change.

### Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Natural resource management	<b>Managing abundant, natural and productive resources</b> – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.
Health and Wellbeing	<b>Maintaining good health and wellbeing</b> – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.
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

Adoption of the changes to the beach restrictions will trigger the need to update the Dog Management Policy.

## FINANCIAL IMPLICATIONS

There will be a small budget impact for the signage required for amending any of the beach restrictions.

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## **RISK IMPLICATIONS**

The intent of the changes is to simplify and make consistent beach use for dog owners. There may be some criticism of proposed changes by the community, however opportunity is now available for comment.

## **CONSULTATION PROCESS**

Formal community consultation process to consider amending the dog restrictions on beaches was completed on 29 November 2019. Changing these restrictions requires an amendment to the Dog Management Policy, and any amendment of the Dog Management Policy requires a period of community consultation. Under the *Dog Control Act 2000*, a change to the policy required a consultation period of 15 days, including an advertisement in the newspaper. There was significant interest in the declared Dog Areas, with 87 written submissions received, as well as a petition with approximately 900 signatures. A final decision on the beach restrictions is now required, with the policy amended accordingly.

## **CONCLUSION**

This matter has received significant interest, and a substantial amount of feedback has been provided to Council. This feedback has been considered, and based on the views put forward to Council, it is considered that a level of compromise is required to achieve an outcome that will have some benefit to most parties.

The submission received from Parks and Wildlife Services had the greatest impact on the proposal that we issued for public comment. The prohibition of dogs from the Doctors Rocks Conservation Area significantly decreased the area proposed for the Dogs Off Lead beach. This change was also supported by many responses calling for the protection of the penguin colony.

Additionally, there was considerable support for consistent period for restrictions that require dogs to be on leads on our most popular beaches. A restriction between the hours of 9am and 5pm would allow for the use of the beaches for all, without the potential impact of dogs off lead interacting with other beach users. Setting hours of 9am and 5pm also aligns with Council's operating hours, and the Dogs On Lead beaches can be monitored within standard working hours.

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## 10.2 ENCLOSED DOG EXERCISE PARK

To: Council  
Reporting Officer: Manager Community Activation  
Responsible Manager: Director Community and Engagement  
Report Date: 26 November 2019  
File Reference: 0  
Enclosures: Nil

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### RECOMMENDATION

**That Council progress preparation of a budget submission for an enclosed dog exercise park in the area between the Cemetery and Table Cape Primary School, in Gibbons Street and work with Wynyard Rotary Club and other potential partners on this project.**

### PURPOSE

To provide information regarding the establishment of a designated enclosed dog exercise park in Wynyard.

### BACKGROUND

In 2014 the Council Recreation Advisory Special Committee reviewed provision of an enclosed dog exercise park in response to enquiries from the public and elected members. A discussion paper was developed which outlined provision of off-leash areas, demand and potential future provision.

The key findings of the discussion paper concluded that:

- The municipality has several off-leash dog areas
- Council's designated off leash dog areas were primarily 'beach' locations.
- There were no purpose-built dog parks.
- Council needed to plan for enclosed exercise areas or parks in suburban settings to:
  - cater for current and future levels of dog ownership
  - respond to a predicted increase in requests by other uses of parks, reserves and open space including beaches to restrict or exclude dogs from these places or spaces

During consultation for the OSSR Plan respondents listed a enclosed dog exercise park as one of the activities that should be available in Wynyard.

Council adopted motion at the March 2019 meeting

***That Council officers prepare a report on the establishment of an off-leash enclosed dog exercise park within Wynyard.***

This Motion was put forward following feedback from community members on the desire for an enclosed dog exercise park in Wynyard. It was recommended that the enclosed dog

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exercise park be erected on the old tip site – situated between the Cemetery and Table Cape Primary School.

Council considered a further motion at the June Council meeting in relation to an enclosed dog exercise park:

***That Council select the area between the Cemetery and Table Cape Primary School as its preferred site for a dog exercise park and commence consultation with Wynyard Rotary Club and other potential partners to complete a design and cost estimates for the site for further consideration.***

This motion was lost. There was a desire to investigate the option of an establishment of an enclosed dog exercise area at the Wynyard Show Grounds in conjunction with the Show Society and Wynyard Rotary.

## **DETAILS**

There are no specific actions or recommendations within the Open Space, Sport and Recreation (OSSR) Plan. There was feedback during the consultation phase of the OSSR Plan that enclosed dog exercise area provision was a desired facility in the community.

Community interest in the establishment of an enclosed dog exercise park is growing. There is anecdotal feedback that participants surveyed at the Dog Fest events in Wynyard supported the establishment of an enclosed dog exercise area. As a result, the Wynyard Rotary Club has expressed an intent to partner with another organisation to establish an enclosed dog exercise park and has approached Council in this regard.

Council officers have met with the Wynyard Rotary Club and they maintain a willingness to partner with Council on the project and provide in-kind and financial contributions where possible. Wynyard Rotary Club have expressed that they believe the Wynyard Men's Shed would also be willing to be involved in the establishment of the park and could potentially be involved in the construction of park obstacles to create a more enticing environment.

The site available at the Wynyard Show Grounds was investigated and found to be well suited for a fully fenced, off leash dog park. The proximity to town and existing fencing and shade were all seen as positive factors.

Subsequently advice was received from the Show Society that they were withdrawing their site from consideration for the enclosed dog exercise park. As a result, the site at Gibbons Street site was further reviewed. Gibbons street has a large area of land available that has limited options for development for further use. It does not border any existing dwellings and already features key components such as a natural bush setting, existing established trees for shade, and safe options for access and parking.

## **STATUTORY IMPLICATIONS**

### Statutory Requirements

Provision of an Enclosed Off-Leash Dog Park must be in accordance with the *Dog control Act 2000*

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## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL</b>
<b>Desired Outcomes</b>
We provide recreational opportunities to the community for all ages and abilities.
<b>Our Priorities</b>
4.2 Focus on the value of recreation in promoting the health and wellbeing of our community.

### Sustainable Murchison Community Plan 2040

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

## POLICY IMPLICATIONS

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

## FINANCIAL IMPLICATIONS

The costs associated with developing and maintaining the Gibbons Street site are as follows:

Total capital cost \$39,207

Operational cost \$25,748

A budget submission will be developed for consideration in the 2020/2021 capital and operational budget.

As part of the operational budget consideration be given to an initial \$5 increase in the next year's dog registration, and a further \$5 in the following year to help mitigate cost of provision of the enclosed dog exercise park.

Contributions from potential community partners be identified (Wynyard Rotary and Wynyard men's Shed) and form part of the capital submission.

## RISK IMPLICATIONS

There is growing community interest in a designated dog exercise park and pressure for Council to progress an enclosed dog exercise area.

The area will need to be designed and located in such a way to reduce any risks and minimise any future financial operational burden for Council.

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## **CONSULTATION PROCESS**

Discussions have been undertaken with the Wynyard Rotary Club.

Provision of a dog park was one of the main projects requested by the community for inclusion in the budget as part of the 2019 community survey, and Council have recently received several requests for an enclosed dog exercise park.

## **CONCLUSION**

There appears to be growing community interest in a enclosed dog exercise area within Wynyard. The area between the Cemetery and Table Cape Primary School appears to be well suited to being used for this purpose. There is clear and consistent demand from dog owners and community members for a designated enclosed dog exercise park.

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### 10.3 DRAFT COMMUNITY & STAKEHOLDER CONSULTATION REPORT - INTEGRATED COUNCIL ENVIRONMENTAL PLAN (ICEP)

To: Council  
Reporting Officer: Project Manager  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 28 November 2019  
File Reference:  
Enclosures: 1. Draft iCEP Community & Stakeholder Consultation Report



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#### RECOMMENDATION

**That Council endorse and release the draft Community and Stakeholder Consultation Report for the Waratah-Wynyard Integrated Council Environmental Plan (iCEP).**

#### PURPOSE

To seek Council endorsement of the draft Community & Stakeholder Consultation Report and allow release to the public.

#### BACKGROUND

Waratah-Wynyard is home to a diverse range of natural assets which are critical to the region's economic, social and environmental wellbeing. At the same time, climate change has begun to impact the region, with issues such as coastal erosion, bushfire and changing rainfall patterns already present. To manage these impacts and protect the natural assets of the region, an integrated environmental plan is being developed and will become Council's roadmap for managing the natural environment in a changing climate.

During background research for the plan's development, a gap was identified in the lack of robust data on local community attitudes and beliefs in relation to sustainability, climate change and the environment. Subsequently, a program of community consultation was designed to fill this gap.

The draft Community & Stakeholder Consultation Report has been completed by The Social Yield Pty Ltd to summarise the consultation process and provide analysis on the detail of the outcomes from the engagement period.

#### DETAILS

When complete in 2020, the Waratah-Wynyard iCEP will help Council embed sustainability principles into its corporate activities, support the proactive management of the region's natural resources, help the Waratah-Wynyard community to transition and adapt to climate change; anticipate opportunities and mitigate risks for the local economy, and plan for climate impacts on the built environment.

The iCEP is intended to be an evidence-based plan. A consultation program was developed to better understand the community attitudes and beliefs around a changing climate and to provide the community opportunity to make comment regarding their thoughts on Council's role in environmental sustainability. The consultation period ran for a period of six weeks, commencing on the 1<sup>st</sup> October and finishing on the 15<sup>th</sup> November 2019.

Council received over 240 submissions from the community in the form of completed online surveys, postcards, written submissions and attendance by a small group of community members at a consultative workshop.

The depth and breadth of the community response to the iCEP consultation, along with the direct expression in many of the responses, suggests Council has a clear mandate to take decisive action on climate change adaptation, sustainability and environmental management. For these reasons and to demonstrate the value of the feedback, it would be useful to share the report with the broader community prior to the release of the draft iCEP.

Findings from this consultation will be considered alongside other evidence from research in the development of iCEP. The synthesis of this detail will identify a suite of potential actions for Council consideration and will be workshopped with Councillors and staff in early 2020. It is anticipated the Draft iCEP document will be released for community feedback in June 2020. Feedback received during this period will be considered prior to finalising the iCEP for adoption.

## STATUTORY IMPLICATIONS

### Statutory Requirements

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 7: Environment</b>
<b>Desired Outcomes</b>
Our community uses the renewable and natural environment to meet its energy needs and assist in reducing the effects of global warming.
<b>Our Priorities</b>
7.1 Provide education to facilitate awareness and appreciation of built and natural assets.
7.3 Promote innovative sustainable design through renewable energy and resources.
7.4 Consider and encourage biodiversity through forward thinking and planning.
7.5 Facilitate monitoring of pollution trends and events by the relevant authorities in our community environment.
7.6 Practice effective urban and landscape design and planning that promotes liveability and connectivity and recognises local heritage.

### Sustainable Murchison Community Plan 2040

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



Community Future Direction Theme	Key Challenges & Opportunities:
Natural resource management	<b>Managing abundant, natural and productive resources</b> – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.
Health and Wellbeing	<b>Maintaining good health and wellbeing</b> – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.
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.

## FINANCIAL IMPLICATIONS

The costs associated with sustainability and natural resource management will be dependent upon the role Council determines in developing and endorsing the Integrated Council Environmental Plan.

## RISK IMPLICATIONS

There are no risk implications identified in respect to endorsing the report for public release.

## CONSULTATION PROCESS

The objectives of the iCEP community consultation were to understand how the community values the environment, community concerns about the future, the preferred role of Council, and the community hopes for the future.


Community consultation for development of the iCEP was undertaken between 1<sup>st</sup> October and 15<sup>th</sup> November 2019. Consultation opportunities were publicised on social media, ABC radio, The Advocate, Council's website, posters and at postcard drop-boxes which were distributed at various locations throughout the municipality.

## CONCLUSION

It is therefore recommended that the Council endorse **and release** the draft Community and Stakeholder Consultation Report for the Waratah-Wynyard Integrated Council Environmental Plan (iCEP).

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## 10.4 ADOPTION OF THE STORMWATER SYSTEM MANAGEMENT PLAN

To: Council  
Reporting Officer: Manager Engineering Services  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 26 November 2019  
File Reference: .  
Enclosures: 1. Stormwater System Management Plan 

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### RECOMMENDATION

**That Council adopt the Stormwater System Management Plan**

### PURPOSE

To determine Council's position in relation to the adoption of the Stormwater System Management Plan.

### BACKGROUND

The *Urban Drainage Act 2013* was adopted on the 10 December 2013. Part 2, section 10, clause (1) of this act specifies that:

*A Council must develop a stormwater system management plan for the urban area of its municipal area within 6 years after the day on which this Act commences.*

For the purposes of this legalisation, the Stormwater System Management Plan has been developed for adoption by Council.

### DETAILS

The stormwater system management plan (SSMP) has been developed to provide Council with a mechanism for prioritizing infrastructure related projects within the urban stormwater network. The prioritization of stormwater related projects will be in terms of hazard level and cost to benefit ratio, with projects that protect people and property from flood inundation being identified as the highest priority.

At this stage the SSMP provides guidance to the areas within the urban stormwater network that will require further analysis in order to derive site specific projects to reduce the risk of flood or inundation to properties within the urban catchment area.

### STATUTORY IMPLICATIONS

#### Statutory Requirements

Council has a statutory obligation to develop a stormwater system management plan prior to 19 December 2019.

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## STRATEGIC IMPLICATIONS

<b>GOAL</b>
<b>Desired Outcomes</b>
We maintain and manage our assets sustainably.
<b>Our Priorities</b>
5.8 Ensure evidence-based allocation of infrastructure and land use to enable sustainable growth.

### Sustainable Murchison Community Plan 2040

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

## POLICY IMPLICATIONS

The Stormwater System Management plan integrates with the Stormwater Asset Management Plan and therefore the Strategic Asset Management plan and long-term Financial plan. The Asset Management policy is relevant in prioritising actions out of the Stormwater System Management plan.

## FINANCIAL IMPLICATIONS

There are no new financial implications as a result of this report beyond the existing obligations of Council under the *Urban Drainage Act 2013*.

## RISK IMPLICATIONS

Legislative compliance - *Clause (1), section 10, Part 2 of the Urban Drainage Act 2013*

## CONSULTATION PROCESS

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

## CONCLUSION








The Stormwater System Management Plan presented for adoption will continue to be reviewed and updated. This will guide actions by Council to reduce the risk of flooding that threatens life and or property in urban areas.

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## 10.5 ANNUAL REVIEW OF COUNCIL WEED STRATEGY & NRM ACTIVITY UPDATE

To: Council  
Reporting Officer: NRM Officer  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 25 November 2019  
File Reference: 01

Enclosures:

1. CCCMWG Report 
2. Ferris Vegetation Management Plan 
3. Frenchs Road Povey Management Plan 
4. Frenchs Road Wynyard Landcare Management Plan 
5. Cat Ammendment Act - Submission 
6. 2015 Waratah 
7. 2019 Waratah 

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### RECOMMENDATION

That Council: -

1. **Note the annual review of the NRM Weed Management Strategy;**
2. **Note the Frenchs Road Management plan – Wynyard Landcare update & consider funding initiatives for the 2020/21 budget;**
3. **Note the Ferris Vegetation Management plan and consider funding initiatives for the 2020/21 budget; and**
4. **Note the Cat Management Act submission**

### PURPOSE

To provide an update of the status of specific actions defined in the Waratah Wynyard Council Weed Management Strategy adopted in December 2005 (The Plan) as well as other NRM activity over the previous 12 months.

### BACKGROUND

Waratah-Wynyard Council resource share an NRM officer with Circular Head Council. Since initial appointment as a Weeds Officer the position expanded in October 2015 to one under the broader auspices of natural resource management.

Environmental weed management is now manifested under the overarching natural resource management discipline. Although part of this report relates to weed management within the Waratah Wynyard Municipal area it is written with awareness that weeds do not recognise political boundaries and consequently movement of weeds across individual property or municipal boundaries is sometimes considered in this Council's weed management activities. However, there are tangible benefits from the resource shared model in weed management.

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Weed management is not a static discipline with natural and anthropogenic factors influencing planning, actioning and reviewing any defined integrated weed management strategy in an ongoing and often inconsistent basis.

The **Weed Management** aspect of this report will address progress against the actioning of the five weed management issues captured in the 2005 plan during the past twelve months.

The **Natural Resource Management** section articulates the diverse range of issues encompassed within an evolving natural resource management discipline currently being addressed by Council.

## DETAILS

### Weed Management

The weed management issues initially identified to be addressed in overarching Waratah Wynyard Weed Management Strategy 2005 are:

- (i) A co-ordinated approach to weed control
- (ii) Education, awareness and ownership
- (iii) Weed hygiene and the spread of weeds along corridors
- (iv) Weed invasion in coastal areas
- (v) Resources and continuity of the weed program

They remain relevant however it is considered that at this time it is appropriate that a sixth issue be reported on. This is:

- (vi) The effect of climate change on weeds management.

Although the priority weeds in the WWC municipality continue to be ragwort, pampas grass, gorse, broom and thistle species the momentum for crack willow management has waned as it has become resource starved and some instances where inappropriate mechanical removal of streamside willows has caused catastrophic river bank erosion. This in turn has initiated some tension with respect to removal of willows along stream sides. Crack willow management should continue to be an issue for consideration on Council land but where they are located on moving riverbanks in situations where council has no authority of responsibility to remove them is not council's business to remove them.

Infestations of several emerging species along roadside corridors are being monitored and treated by Council. They are:

- Californian Stink Weed – ***Navarretia squarossa***
- Montbretia – ***Crocsmia X crocosmiiflora***

The funding streams that were active under the WoNS (Weeds of National Significance) program when the WWC weed management plan was written in 2005 no longer exist. Some occasional and specific locally initiated projects may be funded through a competitive application process.

Management strategies for some weeds, such as blackberries, need to be reviewed due to size and spatial factors relating to infestations. It is generally considered that blackberries

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have now naturalised throughout the state and complete eradication is unachievable. Consequently, ongoing management priorities need to be reviewed and can be expected to change.

## **PROGRESS AGAINST IDENTIFIED WEED MANAGEMENT ISSUES IN 2019**

### **Co-ordinated approach to weed control**

A co-ordinated approach to weed management based on integrated action strategies is embraced by Council. The coordination is manifested through the processes of internal and external communication, cooperation and knowledge brokering.

The coordinated approach goes beyond simply weed management service delivery by Council to an evolving role of facilitating community weed management in areas where the past perceived jurisdictional need for Council to provide resources to undertake work has not been correct or in fact not legal.

Weed management decisions made in the prescribed coordinated approach are now generally evidence based rather than emotively conceived.

#### **(i) Internal**

The recently implemented service level model through which Council delivers programmed actions logically has the delivery of weed management through the works department or contractors as required. This includes routine roadside vegetation (not just weeds) management and vegetation management within the parks and recreation section.

The current structure of the Infrastructure and Development Department enables cross pollination of ideas between the service delivery and natural resource management disciplines of council through planning, or ad hoc, processes as required.

#### **(ii) External**

The Natural Resource Management officer continues to identify opportunities for as well as develop and foster formal and informal relationships / partnerships with peers and other relevant stakeholders within the private, public, scientific and not for profit sectors within the region, the State and nationally.

### **Education, awareness and ownership**

The Natural Resource Management officer keeps up to date with contemporary weed management intelligence vectored through formal and informal peer group / stakeholder interaction and is receptive to nuances in the science of weed management, micro and macro factors, chemical and non-chemical treatment attitudes and innovations, and public perceptions of what they believe is required.

There has been no formal public consultation process beyond ongoing conversations with relevant stakeholders, however the current iCEP public consultation process has revealed considerable interest in the need for sustainable weed management within the Waratah Wynyard municipal jurisdiction.

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Further, information is gleaned from the NRM officer attending or presenting at organised technical forums relating to weed management.

Although Council does not provide weed infestation mitigation services for non-Council properties it provides a quasi-weed management extension service at no cost to those who enquire about technical support or weed management direction to individuals or groups within the local community.

The Natural Resource Management Officer talks to schools, TAFE and other educational institutions regarding weed / NRM management issues as requested or required.

## **WEED HYGIENE AND THE SPREAD OF WEEDS ALONG CORRIDORS**

### **Council Maintained Corridors**

Vegetation is maintained on Council road verges through a slashing and or herbicide application program usually on an annual basis. Work is either undertaken by directly by the transport works or parks and recreation sections or contractors. These activities do not specifically target weed species and the weed management outcome is generally supplementary to the sight line visibility and storm water run-off objectives in regard to road service provision.

The environmental weed species, Spanish heath, montbretia, slender thistles, Californian stinkweed, ragwort and pampas grass (infestations or individual plants) once identified were sprayed by a contractor. It is noted that the biomass of the montbretia, Spanish heath and Californian stinkweed infestations have been reduced significantly since the targeted annual program began five years ago. Small outbreaks continue but through inspection vigilance of previously recorded infestations coupled with public reporting the program is considered successful.

### **Non-Council Maintained Corridors**

The Natural Resource management officer continues to engage with the appropriate Department of State Growth or public utility (TasRail, Transend etc.) officers to ensure that any corridors that they manage have weed management program implementation.

This continues to be challenging as such programs appear to be substantially under resourced and with respect to State managed highways it is very difficult to enforce hygiene protocols for transport vehicles through the Waratah Wynyard Council area.

## **WEED INVASION IN COASTAL AREAS**

Environmental weeds once identified in Council management zones are generally managed by Council's parks and recreation section through by either Council works crew, contractors or volunteers Wynyard Landcare Group. (See link below)

<https://www.youtube.com/watch?v=pJ1k2YELUwc&feature=youtu.be>

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Environmental weeds in coastal areas owned by the State Government are either maintained by Crown Land Services or the Parks and Wildlife Service. The Natural Resource Management Officer informs appropriate State Government personnel of weed infestations on Crown land as required.

### **Resources and continuity of the weed program**

Waratah Wynyard Council continues to employ a Weed Management Officer as well as support weed management activities through appropriate resource provision and professional development support.

### **The effect of climate change on weeds management.**

Climate change is expected to be manifested by temperature rise. Temperature rise can be expected to initiate plant migration through natural vegetation dynamics or enable others that are moved through anthropogenic process to become established in places they may have been transported to in the past but have failed to become established due to climate incompatibility. Small temperature fluctuations can have big consequences.

The natural resource management officer is currently on the alert for any observations relating to infestation outbreaks from previously unknown warmer climate weeds.

### **GENERAL WEED MANAGEMENT ACTIVITIES.**

#### **Broom**

Broom continues to be a priority weed in the Waratah Wynyard municipal area. Council engaged contractors to slash / crush broom on its property however it was challenging to get other property owners to control their broom. Even the Crown were disputing whether they had to treat broom on their property.

There was a hesitance from property owners to remove broom from their properties in the greatly infested Waratah township and surrounds and the *Weed Management Act (Tasmania) 1999* appeared not strong enough to force people to treat broom unless all properties were sent enforcement notices, which would have been over 300 in number. Serving of that many notices and the ongoing cost of servicing them as well as the political fallout was considered problematic.

A decision was made to consider the eradication of broom as a fire hazard abatement matter putting its control under the *Local Government Act*. This gave Council more power to enforce as if the fire abatement was not undertaken within the specified time Council had the power to engage a contractor to undertake the work and bill the property owner.

As many of the property owners did not live locally this option was well accepted. Once it was apparent that broom removal action was being undertaken momentum got going. In a two-year period most of the broom around the town centre had been slashed. (See enclosed Google maps for 2015 and 2019. Close inspection shows the colour of blocks changes from light green to yellow indicating that broom has been slashed)



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## Ragwort

Ragwort management was undertaken as a two fold process based on dealing with newly known outbreaks as they are known and reviewing the effectiveness of previous management programs in known zonal infestations.

Major zonal infestations in Henrietta, Nunns Road, Table Cape, Flowerdale, Myalla, Elliot, Oldina and Somerset have been reduced to manageable sizes in the past few years and now each year the management is based on vigilance and action.

These known zones have been inspected by the NRM officer and if ragwort is present a meeting at the site is organised and the infestation is eradicated in a timely manner



The photographs above were taken twelve months apart. They illustrate the success of the process involving the Weeds Officer making contact with a property owner and working through an ongoing program of ragwort management.

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## **Pampas Grass**

Seasonal pampas grass action has continued as pampas grass is a priority weed. It has the capacity to produce enormous amounts of seed that can be dispersed by wind. Inspections have been undertaken at known high infestation zones most of which are in and around the gravel quarries behind the Wynyard township.



Where infestations continue the owner is again notified and action specified. The extent of infestations is noticeably in decline however continued vigilance and mop up work is required. Total eradication is the desired outcome, but it can be expected that inspection and response to infestations will be ongoing

## **NATURAL RESOURCE MANAGEMENT**

Natural resource management activities undertaken by the NRM officer have been varied in the past calendar year.

They have included coastal erosion investigation, liaison and reporting, liaison with Landcare groups, logistical assistance to the Sisters Beach Community Group with discussions with PWS to form a Wild Care group and attend onsite meetings to discuss relevant NRM issues.

The NRM officer liaises with relevant Crown Land Services and PWS officers as a first point of call to discuss environmental issues and seek appropriate solutions as required as well as preparing formal applications for approval for works on Crown land.

The NRM officer is also a member of the Integrated Council Environmental Plan (iCEP) Steering Committee and has been active in the recent community consultation process.

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## **FRENCHS ROAD NATURE RESERVE**

The NRM officer has been liaising with the Wynyard Landcare Group in the review of the MOU with Council. One key area of focus from the group has been the on-ground works within the Council owned Frenchs Road Nature Reserve. With consideration to the value of the volunteer work undertaken by the group periodical reviews of all their activities on Council land is vital.

The Wynyard Landcare group has recently provided Council with an action plan for the Frenchs Road Nature Reserve based on a previously Council resourced ***Frenchs Road Nature Reserve Vegetation Management Plan*** written in 2013 (see enclosures 3 and 4). The WLG plan is a considered a clear example of how the evolving relationship between Council and the group can be best used.

## **FERRIS SISTERS BEACH ROAD VEGETATION MANAGEMENT PLAN**

Individual or group citizen science interest in NRM issues within the WWC is becoming more apparent. Council has been provided with a vegetation survey with management recommendations written by Ian Ferris (see enclosure 2). The document is well researched, written and relevant to the need for variations in management regimes for different types of landscape. The document can underpin the vegetation management process for a Council maintained road corridor through a national park.

## **CRADLE COAST CAT MANAGEMENT WORKING GROUP**

The NRM officer is Chair of the State Government initiated Cradle Coast Cat Management Working Group. A precis of the group's activities from inception to now when there has been a change of coordinator is enclosed (see enclosure 1). The government recently sought stakeholder submissions in relation to the recently tabled *Draft CAT Management Amendment Bill 2019*. A robust submission was prepared by the NRM officer (see enclosure 5). Although it was submitted from the Circular Head Council office it clearly indicates that it is a joint submission from both Circular Head and Waratah Wynyard Councils.

## **STATUTORY IMPLICATIONS**

### Statutory Requirements

There are no statutory implications resulting from this report.

## **STRATEGIC IMPLICATIONS**

### Strategic Plan Reference

<b>GOAL</b>
<b>Desired Outcomes</b>
Our natural and built environment aids the community with an active and healthy lifestyle.
<b>Our Priorities</b>
7.1 Provide education to facilitate awareness and appreciation of built and natural assets.

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## Sustainable Murchison Community Plan 2040

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

### **POLICY IMPLICATIONS**

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

### **FINANCIAL IMPLICATIONS**

There are no new financial implications as a result of this report other than activity suggested in the Ferris report and the Frenchs Road nature reserve plan and these will be assessed in future budget considerations.

### **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 the update of the NRM Weed Management Strategy and various other NRM activities be noted. The coming 2020/21 gives opportunity to initiate some of the recommendations for management of the sisters Beach Road corridor, similar for partnering with the Wynyard Landcare group for funding of Frenchs Road Nature reserve activity.

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## 10.6 TASWATER ANNUAL REPORT AND QUARTERLEY REPORT TO OWNER REPRESENTATIVES

To: Council  
Reporting Officer: Executive Officer  
Responsible Manager: General Manager  
Report Date: 29 November 2019  
File Reference: 1204  
Enclosures: 1. TasWater 2018-19 Annual Report   
2. TasWater Quarterly Report 

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### RECOMMENDATION

**That Council note the TasWater Annual Report and Quarterly Report to Owners Representatives.**

### PURPOSE

The TasWater 2018-19 Annual Report and the September Quarterly Report are provided for information

### BACKGROUND

It is a requirement that TasWater provide Councils with a copy of their Annual Report each year for information.

### DETAILS

The information provided is self-explanatory. Of note is the following extract from the Quarterly Report: -

#### **Waratah dam ownership/ decommissioning**

A potential new owner for the dam was identified from the Expressions of Interest (EOI) process that concluded in September 2019, with the primary interest being use for hydropower generation.

### STATUTORY IMPLICATIONS

#### Statutory Requirements

TasWater to supply copy of Annual Report to Councils as required under section 25 of the *Water and Sewerage Corporation Act 2012*.

### STRATEGIC IMPLICATIONS

#### Strategic Plan Reference

<b>GOAL 6: Transport and Access</b>
<b>Desired Outcomes</b>
We maintain and manage our assets sustainably.
<b>Our Priorities</b>
1.4 Facilitate the meeting of community needs through strong advocacy and local and regional collaboration for shared outcomes.

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## Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Access and infrastructure</b>	<b>Local, regional and global transport and infrastructure access</b> – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
<b>Natural resource management</b>	<b>Managing abundant, natural and productive resources</b> – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.

### **POLICY IMPLICATIONS**

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

### **FINANCIAL IMPLICATIONS**

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

### **RISK IMPLICATIONS**

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

### **CONSULTATION PROCESS**

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

### **CONCLUSION**

It is recommended that the TasWater Annual Report and Quarterly report be noted.

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## 10.7 FINANCIAL REPORT FOR THE PERIOD ENDED 28 NOVEMBER 2019

To: Council  
Reporting Officer: Accountant  
Responsible Manager: Director Organisational Performance  
Report Date: 29 November 2019  
File Reference: 1  
Enclosures: Nil

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### RECOMMENDATION

**That Council notes Financial Reports for the period ended 28 November 2019.**

### PURPOSE

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

### BACKGROUND

The financial reports presented incorporate:

- Underlying Position
- Balance Sheet
- Statement of Cashflows
- Cash Position
- Rate Summary
- Capital Works Summary

### 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.

### POLICY IMPLICATIONS

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

### FINANCIAL IMPLICATIONS

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

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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.

**COMMENT**

Financial Report has been prepared up until 28<sup>th</sup> November 2019. This report whilst prepared prior to end of month cut off, includes all material transactions.



## Underlying Position

The Underlying Position Statement shows the outcome of Council's day to day operations. As at 28 November 2019 the actual YTD surplus is \$5,318,233. This surplus is overall consistent with the ytd budget estimates with no material variation to budget for the year anticipated.



UNDERLYING POSITION STATEMENT AS at 28 November 2019		Note	YTD ACTUAL	YTD BUDGET	% VARIANCE	YTD VARIANCE	ANNUAL BUDGET
<b>INCOME</b>							
Rate Revenue	1	11,374,378	11,310,775	-1%	(63,603)	✓	11,331,753
User Charges	2	1,023,304	1,112,936	8%	89,632	✗	2,613,127
Reimbursements/Contributions		256,986	226,182	-14%	(30,804)	✓	708,309
Grants and Subsidies	3	960,655	1,085,729	12%	125,074	✗	3,935,370
Interest		92,730	93,710	1%	980	⚠	225,000
Proceeds from Sale of Assets		45	-	0%	(45)	✓	155,763
Other		528	-	0%	(528)	✓	562,000
		<b>13,708,626</b>	<b>13,829,332</b>	<b>1%</b>	<b>120,706</b>	⚠	<b>19,531,322</b>
<b>EXPENDITURE</b>							
Employee Costs	4	2,645,806	2,940,397	-10%	(294,591)	✓	7,006,172
State Levies		138,197	137,576	0%	621	⚠	527,258
Remissions & Discounts		395,664	393,742	0%	1,922	⚠	401,695
Materials & Contracts	5	3,445,812	3,332,194	3%	113,618	✗	6,974,750
Depreciation	6	1,765,187	1,779,320	-1%	(14,133)	✓	4,272,038
Borrowing Costs		(273)	13,450	-102%	(13,723)	✓	32,293
Value of Disposed Assets		-	31,435	-100%	(31,435)	✓	231,243
		<b>8,390,393</b>	<b>8,628,114</b>	<b>-3%</b>	<b>(237,721)</b>	✓	<b>19,445,449</b>
<b>UNDERLYING SURPLUS/(DEFICIT)</b>		<b>5,318,233</b>	<b>5,201,218</b>	<b>-2%</b>	<b>(117,015)</b>	✓	<b>85,873</b>
<b>RECONCILIATION TO COMPREHENSIVE RESULT</b>							
Capital Grants/Contributions	7	-	99,646	100%	99,646	✗	2,966,131
Advance Payment of FAGs Grant		-	-	0%	-	✓	(1,487,140)
<b>COMPREHENSIVE SURPLUS/(DEFICIT)</b>		<b>5,318,233</b>	<b>5,300,864</b>	<b>0%</b>	<b>(17,369)</b>	✓	<b>1,564,864</b>

Legend  
 ✓ Favourable  
 ⚠ Insignificant  
 ✗ Unfavourable

Note	Commentary
1	Rates levied are consistent with the annual budget estimates. Supplementary rates are not allowed for in the budget estimates. As a result, a favourable variance to budget is anticipated for the year.
2	The User Charges unfavourable variance to budget is due to timing of Child Care, Waratah services and Cemetery operations income. Revenue is expected to be consistent with budget estimates by year end.
3	Grants received below budget due to variation between profiling and receipting. Budgeted grants expected to be received fully by year end.
4	Wages are tracking below budget, in part due to increased capital works allocations and current unfilled vacancies. Expenditure is expected to increase as the year progresses.
5	Materials & Contracts unfavourable against budget, seasonal change allowing for increased outdoors maintenance and work and timing of Wharf redevelopment budgeted operational expenditure. Overall no material variances to budget are expected.
6	Minor variance in depreciation. At year end expected unfavourable impact on the budget due to the recently completed roads revaluation.
7	Capital Grant below budget due to not having received second and final instalment of CCTV project. Anticipated to be resolved by end of December.

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## Balance Sheet

This report provides a balance sheet of the Council's Assets and Liabilities as at 28 November 2019.



<b>BALANCE SHEET</b>	<b>YTD Actual</b>	<b>Forecast Annual Budget</b>
<b>As at 28 November 2019</b>	<b>\$</b>	<b>\$</b>
Current Assets		
Cash & Cash Equivalents	15,512,672	6,147,242
Receivables	1,934,205	891,000
Inventories	116,980	227,000
Other Current Assets	147,106	190,000
<b>Total Current Assets</b>	<b>17,710,963</b>	<b>7,455,242</b>
Non-Current Assets		
Property, Plant and Equipment	159,412,928	168,947,714
Other Non-Current Assets	51,687,318	46,117,782
<b>Total Non-Current Assets</b>	<b>211,100,246</b>	<b>215,065,496</b>
<b>Total Assets</b>	<b>228,811,209</b>	<b>222,520,738</b>
Current Liabilities		
Payables	376,611	1,418,407
Interest-Bearing Liabilities	115,936	119,862
Provisions	1,696,837	1,923,745
<b>Total Current Liabilities</b>	<b>2,189,384</b>	<b>3,462,014</b>
Non-Current Liabilities		
Interest-Bearing Liabilities	870,174	750,312
Provisions	280,145	406,607
<b>Total Non-Current Liabilities</b>	<b>1,150,319</b>	<b>1,156,919</b>
<b>Total Liabilities</b>	<b>3,339,703</b>	<b>4,618,933</b>
<b>Net Assets</b>	<b>225,471,506</b>	<b>217,901,805</b>
Equity		
Accumulated Surplus	159,548,118	156,003,558
Reserves	65,923,387	61,898,247
<b>Total Equity</b>	<b>225,471,505</b>	<b>217,901,805</b>

\* Forecast Annual Budget updated to reflect Port Road Boat Harbour drainage amendment approved by Council on 21/10/19

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## Statement of Cashflows

This report provides details of cash movements and balances for the current financial year to 28 November 2019. Total cash and investments as at 28 November was \$15,512,672.



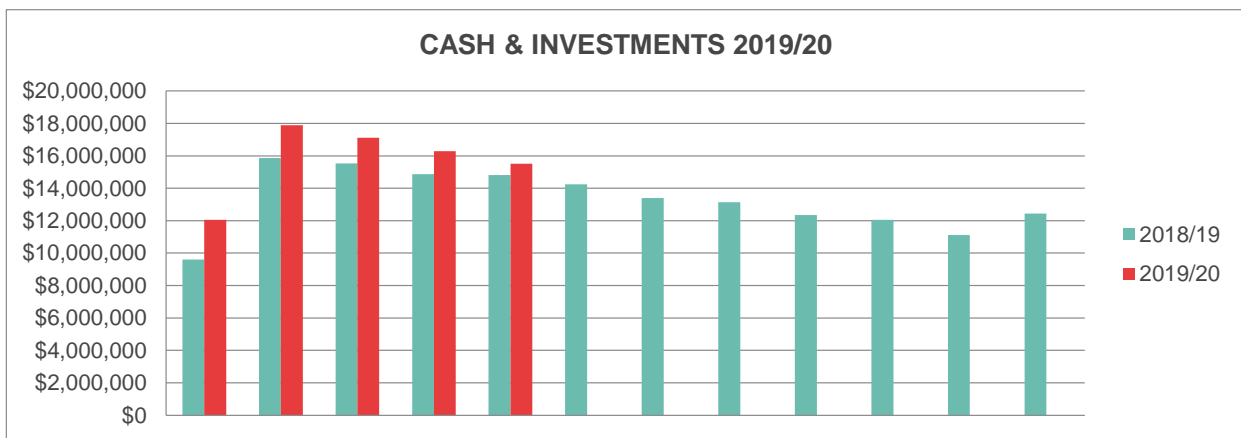
<b>STATEMENT OF CASHFLOWS TO 28 NOVEMBER 2019</b>	<b>YTD Actual \$</b>
	<b>\$</b>
<b>Cash flows from operating activities</b>	
Employee Costs	-2,645,807
Materials and Contracts	-3,792,846
State levies	-138,197
Finance costs	0
Receivables	9,334,569
User charges	1,020,466
Interest	92,730
Reimbursement of expenses	256,986
Government grants	960,655
<b>Net Cash provided by (used in) operating activities</b>	<b>5,088,556</b>
<b>Cash flows from investing activities</b>	
Payments for Property, Plant and Equipment	-2,017,127
Investment revenue from Water Corporation	0
Proceeds from Sale of Property, Plant and Equipment	45
Capital grants	0
<b>Net cash provided by (used in) investing activities</b>	<b>-2,017,082</b>
<b>Cash flows from financing activities</b>	
Financial liabilities	273
<b>Net cash provided by financing activities</b>	<b>273</b>
<b>Net (Decrease) in Cash Held</b>	<b>3,071,747</b>
Cash at beginning of year	12,440,925
<b>Cash at end of period</b>	<b>15,512,672</b>

## Cash Position

The following table provides an outline of Council's cash and investment portfolio as at 28 November 2019.



CASH POSITION		\$	INVESTMENTS		\$	Weighted Average Return
As at 28 November 2019						
Deposits		15,500,000	Commonwealth Bank		11,072	1.00%
			Bankwest		15,500,000	1.56%
Petty Cash and Till Floats		1,600	Petty Cash and Till Floats		1,600	
Trading Account		11,072				
<b>BALANCE (ALL ACCOUNTS)</b>		<u><u>15,512,672</u></u>			<u><u>15,512,672</u></u>	1.56%



RBA Cash Rate\* 0.750  
 90 Day BBSWs Rate\*\* 0.887

\*source: [www.rba.gov.au](http://www.rba.gov.au) as at 29 November 2019

\*\*source: <https://www.asx.com.au/data/benchmarks/bbsw-10-day-rolling-history.pdf> as at 28 November 2019

All cash investments are in compliance with Council's Investment Policy (FIN.004).

## Rates Summary

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



RATE SUMMARY		2019/20		2018/19	
For the period 1 July 2019 to 28 November 2019	%	\$	%	\$	
<i>Notice Issue Date - 2 August 2019</i>					
OUTSTANDING RATE DEBTORS (As at 1 July 2019)	4.27	507,597	3.90	452,217	
ADD CURRENT RATES AND CHARGES LEVIED (including penalties)	95.73	11,374,377	96.10	11,157,135	
GROSS RATES AND CHARGES DEMANDED	100.00	11,881,974	100.00	11,609,352	
LESS RATES AND CHARGES COLLECTED	78.56	9,334,569	79.63	9,244,044	
REMISSIONS AND DISCOUNTS**	8.23	977,611	8.33	966,701	
	86.79	10,312,180	87.95	10,210,745	
ADD PROPERTIES IN CREDIT	(2.14)	253,712	(2.01)	232,778	
UNPAID RATES AND CHARGES (includes Deferred Rates)	15.35	1,823,506	14.05	1,631,385	
**REMISSIONS AND DISCOUNTS		<b>2019/20</b>		<b>2018/19</b>	
Discount		388,207		388,502	
Pensioner Rebates		581,947		571,999	
Council Remissions and Abandements		7,457		6,200	
		<u>977,611</u>		<u>966,701</u>	
<b>Number of Assessments</b>	<b>1,796</b>				

## Capital Works Summary

The Capital Works Summary provides a snapshot of the percentage of expenditure against the 2019/2020 Capital Works program. Timing of expenditure is based on the works plan and actual spend, and not reflective of the actual progress of the Capital Work, which is detailed under Capital Program Monthly Progress.



CAPITAL WORKS SUMMARY As at 28 November 2019	Actual \$	Budget \$	% Spend of Budget	Forecast \$
<b>Governance</b>				
Multi Use Community Facility	114,257	3,813,698	3.00%	3,813,698
New Board Walk and Seawall Renewal	426,947	495,077	86.24%	495,077
Other	175,565	381,974	45.96%	381,974
	<b>716,769</b>	<b>4,690,749</b>	<b>15.28%</b>	<b>4,690,749</b>
<b>Strategic &amp; Financial Services</b>	<b>3,064</b>	<b>320,000</b>	<b>0.96%</b>	<b>320,000</b>
<b>Organisational Performance</b>	<b>46,072</b>	<b>99,131</b>	<b>46.48%</b>	<b>99,131</b>
<b>Community Services</b>				
Children Services	6,795	69,868	9.73%	69,868
Tourism	5,078	4,500	112.83%	4,500
General	23,254	62,174	37.40%	62,174
	<b>35,126.06</b>	<b>136,542</b>	<b>25.73%</b>	<b>136,542</b>
<b>Engineering Services</b>				
Depot	12,313	98,255	12.53%	98,255
Plant	87,138	791,777	11.01%	830,937
	<b>99,451</b>	<b>890,032</b>	<b>11.17%</b>	<b>929,192</b>
<b>Waste Management</b>	<b>7738.27</b>	<b>25,000</b>	<b>30.95%</b>	<b>25,000</b>
<b>Public Conveniences</b>	<b>32231.53</b>	<b>115,658</b>	<b>27.87%</b>	<b>115,658</b>
<b>Transport</b>				
Re-Sheeting	128,726	721,288	17.85%	721,288
Reseals - Rural	12,945	234,207	5.53%	234,207
Reseals - Urban	7,120	158,660	4.49%	158,660
Footpaths	43,415	192,605	22.54%	192,605
Bridges	837	10,000	8.37%	10,000
Somerset CBD	39,246	261,332	15.02%	261,332
Wynyard CBD	37,157	30,000	123.86%	30,000
General	152,751	1,008,227	15.15%	1,008,227
	<b>422,197</b>	<b>2,616,319</b>	<b>16.14%</b>	<b>2,616,319</b>
<b>Sporting Facilities</b>				
Wynyard	60,287	1,022,927	5.89%	1,022,927
Somerset	51,589	199,970	25.80%	199,970
	<b>111,876</b>	<b>1,222,897</b>	<b>9.15%</b>	<b>1,222,897</b>
<b>Parks &amp; Gardens</b>				
Wynyard	301,075	1,297,467	23.20%	1,314,426
Somerset	10,724	150,000	7.15%	150,000
General	96,651	178,708	54.08%	178,708
	<b>408,450</b>	<b>1,626,175</b>	<b>25.12%</b>	<b>1,643,134</b>
<b>Stormwater Drainage</b>				
Stormwater Pipe Replacement/Upgrades	15,400	74,564	20.65%	199,564
General	12,945	46,000	28.14%	46,000
	<b>28,345</b>	<b>120,564</b>	<b>23.51%</b>	<b>245,564</b>
<b>Total Capital Works Program 2019/20</b>	<b>1,911,318.77</b>	<b>11,863,067</b>	<b>16.11%</b>	<b>12,044,186</b>

\* Forecast Capital Works Program updated to include Port Road Boat Harbour drainage amendment approved by Council on 21/10/19

\*\* Budget Capital Works Program updated to include revised capital expenditure estimates approved by Council on 16/09/19

\*\*\* Forecast updated to include additional capital expenditure associated with the new street sweeper as reported to Council on 21/10/2019

## 10.8 SENIOR MANAGEMENT REPORT

To:	Council
Reporting Officer:	Executive Officer
Responsible Manager:	General Manager
Report Date:	26 November 2019
File Reference:	1202
Enclosures:	Nil

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### RECOMMENDATION

**That Council note the monthly Senior Management Report.**

### SUMMARY/PURPOSE

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

### GENERAL MANAGERS OFFICE

#### ACTIVITIES SINCE LAST COUNCIL MEETING

Listed below is a summary of activities undertaken by the General Manager during the period 11 November to 30 November. It also provides information on issues of significance or interest, statistical information and summaries of specific areas of operations.

#### **Corporate**

- Attended the TasWater General Meeting and AGM. Documents are subject to a separate report on this agenda
- Attended the Sustainable Murchison Community Plan Reference Group meeting. An update is provided later in this report

#### **Community**

- Participated in the Community Conversations Forum in Yolla
- Participated in working group meetings for the Wynyard Showgrounds
- Met with representatives of the Somerset Soccer Club to discuss their facility and future infrastructure needs
- Met with St Brigids school regarding proposed traffic safety measures in Jackson Street
- Met with a resident regarding concerns on maintenance of his property
- Met with Somerset business owners who wished to provide feedback on opportunities for enhancement of the CBD area
- Met with members of the Myalla Community Centre to discuss use of the Myalla Recreation ground
- Met with State representatives from the Campervan and Motorhome Club of Australia (CMCA) to discuss camping within the municipal area

- Met with representatives of the SBEG 25-43 group to continue discussions regarding Sisters Beach erosion

### **Industry**

- Met with representatives from UPC for an update on their project and attended the community consultation session held at the Council offices
- Met with TasNetworks to discuss the proposed Hampshire to Staverton corridor works and the project engagement plan
- Attended a Cradle Coast General Manager's meeting
- Attended a meeting convened by Tourism Tasmania to discuss the outcomes of the Reimagining our Regions field trip and discuss feedback prior to finalisation of a report
- With the Deputy Mayor, attended the Cradle Coast Authority Annual General Meeting and Representatives meeting. The minutes of these meetings will be provided to Council under separate cover.

### **Sustainable Murchison 2040 Update**

Work is continuing to proceed implementing the Sustainable Murchison 2040 Plan. This includes work on the following:

#### Regional Workforce Development Plan

##### **Industry Training Hub**

Lobbying for the Burnie region to be included as a first site for the Federal Government's Industry Training Hub. The Federal Government has now announced Burnie and the North West as one of two sites for 2020 and is currently procuring a Facilitator to implement the program across the region.

##### **Remote Trainers**

It has been identified that access to qualified trainers in remoter issues is an obstacle to young people accessing VET training. Discussions are occurring with relevant stakeholders to resolve this issue.

##### **Freight Infrastructure**

This has been referred to the Cradle Coast Regional Economic Development Steering Group.

##### **University Study Hub**

This is being pursued through CHTECC.

##### **Battery to the Nation**

The Cradle Coast Futures Plan Renewable Energy Working Group has had its first meeting. The focus for the next six months will be the implementation of a Communications Strategy and the development of a regional investment prospectus.



The most recent update from the State Government indicates that feasibility studies are proving the financial viability of the Marinus Link.

**Land Conversion:**

A meeting was held with members of the Tarkine Progress Group for further understand issues with land conversion.

**Foreign Investment**

Shane Broad had been invited to a Joint Council Workshop to discuss the proposed changes to Stamp Duty and Land Tax for foreign investors as announced in the State budget. However, just prior to the Workshop, the State Government announced that it would.

**Population Strategy**

This has been referred to the new CCFP Choose Cradle Coast Working Group, which has its first meeting on 26 November.

**Telecommunications**

NBN and Telstra both provided presentations to the Joint Council Workshop. Work is now being undertaken with Telstra to explore how to best promote Telstra Go, and also to understand opportunities for macro and booster stations in rural communities with data requirements.

**Shared Services Update**

Collaboration Project:

The project has encompassed evaluation and testing of a range of communication, file sharing, desktop and smart device video calling and interaction tools with the councils electing to pilot use of Microsoft Teams.

The use of Microsoft Teams (Teams) in the pilot has been achieved at no additional cost. The existing Microsoft subscriptions held enabled Circular Head and Waratah-Wynyard to adopt the platform at no extra cost as part of their Microsoft Office 365 (Office 365) suite. As Burnie is not a subscriber to Office 365 their users have been able to access the free version so far, however this does have some limitations. Burnie is currently evaluating the addition of Office 365 subscriptions with a view to adding extended features and functionality not available with its current version of Microsoft Office/Exchange.

More than 30 combined staff across the councils and a number of external contractors/guests/collaborators have been utilising Teams as part of day to day work on the group of initial Shared Services Projects. Additionally, the General Managers and groups of executive and senior managers have been replacing day to day physical meetings limiting the associated need to travel to physical sites with meetings conducted virtually using Teams. Some early call quality issues affecting participants using Teams from the Wynyard offices have been resolved. The quality of virtual meetings will continue to be monitored and refined to maintain call quality and useability as increased adoption continues.

### Accounts Receivable Project:

As a result of a series of workshops involving senior managers and accounts receivable subject matter experts representing Circular Head, Burnie and Waratah-Wynyard an agreed single standardised process for initiating and generating invoices has been achieved.

In order to achieve the standardisation of the process a number of changes to the work practices of each council have been required and changes are in the process of being applied to work instructions with the expectation that these will be uniformly adopted at a meeting in early December 2019.

In addition to alignment of the initial process components, methods to move many of the process steps from manual, paper and unstructured email to digital electronic forms with elements of data validation and checking are being trialled. If adopted the tools and approach may be more broadly applied to other working processes accelerating the ability for each of the councils to standardise workflow and process using a consistent repeatable approach.

### Civica Upgrades:

Burnie's upgrade was successfully completed overnight on 7 November 2019 with Waratah Wynyard's upgrade initially planned to occur overnight on the evening of 25 November 2019, however it was mutually agreed that this be delayed until later in December.

The schedule of upgrades was dictated by Civica resources, with November being Civica's earliest availability.

A project manager from Burnie was shared across project team with functional finance and technical staff along with other operational departments collaborated to complete planning and testing activities more efficiently than undertaking the exercises independently. The testing identified at least three major issues which would have resulted in the upgrades having to be aborted and re-scheduled.

### CCTV Project:

Key milestones complete so far include:

Joint evaluation, technical design and roadmap development aligning the Burnie extension and Waratah-Wynyard's establishment of CCTV systems and infrastructure.

Joint development, issue, vendor briefings and vendor response evaluation of the Request for Proposal/Quote process for equipment and contractor provision.

Purchase orders placed with suppliers for all technical equipment (cameras, network infrastructure, recording and monitoring software and devices as well as contractor services for both Burnie and Waratah-Wynyard

Federal grant reporting requirements have been fulfilled by each council providing status updates required to receive subsequent grant instalments.

Pre-build and testing of a 'mesh' wireless network environment required to connect Wynyard and Somerset cameras to infrastructure has been completed pending delivery of hardware for field deployment.

During the RFQ briefing and response period in October, all potential suppliers expressed doubt that a large proportion of Wynyard located cameras could be physically installed by March 2020 due to a combination of dependency on TasNetworks processes and approvals relating to authorisation to utilise power supply and pole locations. Similarly, due to a need to undertake civil works to route network and power for a camera to cover the entrance to the Burnie courthouse it is unlikely that this camera sight can be achieved by the end of 2019.

The sub-contractors and project currently hope to receive delivery recording and monitoring software and equipment for both councils to be implemented during the remainder of 2019 with all but the courthouse camera in Burnie having been physically installed and implemented within this timeframe. Electrical cabling work for camera installation is scheduled to commence in Burnie on 25 November 2019.

In terms of installing and commissioning the CCTV cameras for Waratah-Wynyard, assuming delivery of the recording and control equipment is received prior to Christmas 2019 it will be installed at Burnie offices and three initial camera locations which are not dependant on power and street access interdependencies will be implemented first. These cameras are the Wynyard Chamber Foyer, the WOW Centre and the Wynyard Depot. Delivery of control and recording equipment is reliant on international shipping and customs clearance.

Ongoing work with subcontractors is being undertaken in order to plan and establish a schedule for the balance of the Wynyard and Somerset location cameras. Based on the potential issues identified by contractors during the RFP process, Waratah-Wynyard has taken steps to identify alternative locations for pole and power provision. As a result, the Wynyard CBD Refurbishment Project will be providing alternative poles and power for many of these cameras. It is understood that this project is currently in its own Request for Quotation phase and will establish associated timeframes for the CCTV project to work with when complete.

### Summary

In summary the four projects identified earlier this year have been completed or on track for completion early next year. The General Managers are currently exploring opportunities with key staff from the three councils to deliver more projects in 2020

## **COMMUNITY AND ENGAGEMENT**

### **International Day for People with Disabilities**

On Tuesday 3<sup>rd</sup> of December, Waratah Wynyard Council hosted a morning tea to celebrate and recognise people living with disabilities. The event was well attended with over thirty community members in attendance. Four guest speakers, including sportsman Chris Symonds, Advocates Judy Huett and Julie Butler and Kathy Edwards from The Fairy Godmothers, made short presentations to highlight their personal lived experiences. Roger Jaensch, Helen Clarke (on behalf of Joan Rylah) and Deputy Mayor Mary Duniam were all

present, along with Nita Joy and Bianka Leslie from Advocacy Tasmania, Robin Krabbe from Live Well and community member Ken Ewington. Mayor Robby Walsh welcomed the group and invited the guest speakers to share their stories. After the brief and informative presentations, a morning tea was enjoyed while guests had the opportunity to chat to one another.

### **Christmas Community Activities**

This year a range of small community activations have been planned to coincide with Christmas and focussed in each community area including:

**Boat Harbour Beach** Surf Life Saving Club will be hosting a visit from Santa at Boat Harbour beach on Saturday 21<sup>st</sup> of December. Santa's costume and bag of lolly give away have been supplied by WWC, along with in-kind support to organise the event.

**Sister's Beach** requested a donation of \$300 to help them host their annual Christmas carols. The Christmas carolling was in jeopardy this year, as the community fund raise \$300 to help put on the event, and this year that had not occurred. They will use the financial support to donate to a local artist to perform and the chorale to sing.

**Somerset** will be using some financial assistance to offset the cost of sausages at their Christmas parade. This may mean the sausages are available for free, or a gold coin donation.

**Waratah** will host a community fate, with WWC providing a costume and lolly give away to assist Santa when he pops in.

**Yolla** will use some financial assistance to enhance their efforts to put a float in the Christmas parade.

**Wynyard** Business Network are putting on a Christmas street market and will utilise some in-kind support to assist them create a fun family event on the main street of Wynyard. Financial support will help cover some free family activities.

**6 December** – Somerset Christmas Parade & A Night on the Green at Wynyard High School to thank everyone that has helped the school out over the year.

**13 December** – Wynyard Community Christmas Celebration – shopping evening with the main street closed off for children's entertainment Christmas carols and Christmas tree light up at 7.15pm in Civic Park.

**20 December** – Wynyard Chorale Singing in Civic Park from 10.30 – 12.00

**24 December** – Wynyard Christmas Parade 7pm followed by Wynyard Christmas Carols in Guttridge Gardens.

**INFRASTRUCTURE AND DEVELOPMENT SERVICES**

**Wilkinson Street Update**

At the closure of the consultation period 35 objections were received.

24 objections were received via email at [wilkinson@warwyn.tas.gov.au](mailto:wilkinson@warwyn.tas.gov.au) and included a petition with several signatures. 11 objections were received in writing via the submission drop box located in the Council foyer.

These objections along with the public notification, letters to resident and advertising of the closure have been forwarded to Council's Lawyers for processing.

Initial advice received from Council's lawyers is that the matter could potentially be heard towards the end of the first quarter of 2020, however they will confirm more accurate dates when available.

**ADMINISTRATION – USE OF CORPORATE SEAL**

22/11/1-	Grant Deed	Recreational Public Jetties Fund – Redecking of landing at sisters Beach Boat Ramp
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**POLICIES TO BE RESCINDED**

Nil

**WORKING GROUPS**

Following a resolution at the July 2019 Council Meeting the following working groups have been/are being established:

	<b>Elected Member Representatives</b>	<b>Responsible Officer(s)</b>	<b>Current Status</b>
Sisters Beach	Cr Edwards Cr Fairbrother Mayor (ex-officio)	Director Community & Engagement Community Development Officer	Group held several meetings. <ul style="list-style-type: none"> <li>Final concept plan for the hardstand has been developed and funding investigation commenced.</li> <li>Draft discussion paper on freedom camping developed</li> <li>Initial discussion paper for community centre feasibility developing.</li> </ul>
Wynyard Show Grounds	Cr Bramich Cr Edwards Mayor (ex-officio)	General Manager Recreation Liaison Officer Executive Officer (GM office)	The working group continues to meet to develop a list of strategic aims and operational matters for discussion.
WWC Environmental Plan	Cr Fairbrother Cr Courtney Cr House Mayor (ex-officio)	Project Manager – Infrastructure & Development Services	Steering Committee has met several times to discuss project progress. Community engagement period closing 15 November.
Cam River Reserve	Cr Duniam Cr House Mayor (ex-officio)	Project Manager – Infrastructure & Development Services	Workshop held with local community organisations relevant to project. First engagement period has closed, steering committee to begin development of plan.
Somerset Sporting Precinct	Cr Duniam Cr Hyland Mayor (ex-officio)	General Manager Manager Community Activation Recreation Liaison Officer	Yet to commence
ANZAC Park		Director Community & Engagement	Commonwealth Grant application completed. Waiting final approval. Progress meeting scheduled
Boat Harbour Masterplan	Cr Courtney Cr Fairbrother Cr House Mayor (ex-officio)	General Manager Executive Officer (GM office)	Initial actions identified. The group will meet again once prioritised actions sufficiently progressed.

## COMMUNITY CONVERSATIONS

The Yolla Community Conversation forum was held on Monday 25 November at the Yolla District School. Attendees were very positive and had good ideas to put forward for Council to consider. The Somerset forum was held on 2 December with a very good attendance. At these forums' residents have the opportunity to bring issues to Council's attention as well put forward suggestions on what they would like to see occur in the area.

Location	Workshop Attendees
Wynyard	14
Waratah	21
Boat Harbour Beach	22
Sisters Beach	5
Yolla	9
Somerset	24
<b>TOTAL</b>	<b>95</b>

Issues Raised	#
Matters Raised	50
Number Resolved/Closed	27
Action in Progress	6
Outstanding	17

Matters raised at Somerset workshop on 2/12/19 had not been allocated at time agenda was prepared.

**REPORTS OF OFFICERS AND COMMITTEES**

**OPPORTUNITIES RAISED AT COMMUNITY CONVERSATIONS**

Legend: ♦ indicates number of times issue raised

<b>Date / Location</b>	<b>Matter Raised</b>	<b>Category / Allocated to</b>	<b>Outcome / STATUS</b>
29/07/2019 Wynyard	Make area available for collection of old cars/burnouts etc several times a year	Director Infrastructure & Development Services	<b>INVESTIGATION</b> – PWM – Determine if these can be collected at Ballast Pitt.
29/07/2019 Wynyard	Interpretative signage at the Tollymore road lookout (western facing overlooking Boat Harbour Beach). Suggestion of an interpretative signboard naming the locations within view for visitors (Boat Harbour, Sisters Beach, Rocky Cape) and the bearing/direction and distance to over major locations such as Sydney, Melbourne etc.	Manager Tourism and Marketing	<b>POSSIBLE BUDGET CONSIDERATION</b> - There is currently no budget for signage – possibly capital item for 20/21
29/07/2019 Wynyard	Suggested that the out of date civic information signage near the entrance to the airport and at the Civic square adjacent the post office in Wynyard could be replaced with digital screens to provide up to date information	Manager Tourism and Marketing	<b>POSSIBLE BUDGET CONSIDERATION</b> - Understood that Civic boards are not the property of Council (with the exception of the one in Civic Square). They have been left to become decrepit – unlikely original owner is still in business. They could be removed from Council property. Community and Engagement Plan has action to investigate digital signage as option – currently without priority timeline but could be done if seen as a priority and resources allow
26/8/19 Waratah	Would like to see more access to services that benefit the Community – e.g. recycling, health, ageing the arts	Director Community & Engagement	<b>CURRENT ACTION</b> – applying for Community Grant to deliver a series of services and training for locals over 20/21 in line with Councils Health & Well Being Strategic Plan
26/8/19 Waratah	Town requires a community Defibrillator - suggest set up undercover at the post office before summer tourist season.	Community Development Officer	<b>RESULTING ACTION</b> - applying for a community grant in current round to provide facility
26/8/19 Waratah	Investigate re-opening Powerhouse walk – has natural and historical beauty (is still very popular even though “closed”	Director Community & Engagement Director Infrastructure & Development Services	<b>ACTION</b> – previous investigation of re-opening this walk has found that cost of re-opening and making track safe is significant. In addition, as the walk goes across a number of properties there has been some indication that some of the land owners will not provide consent. More investigation is required.
26/8/19 Waratah	Look at payment system for Caravan Park. Possibly pay as you go system as it is currently being abused – lots of people not paying but gaining access.	Manager Tourism and marketing	<b>POSSIBLE BUDGET CONSIDERATION</b> - Currently looking at options for PAYG washing machines. Officers investigating for consideration as a capital budget request 2020/21.
26/8/19 Waratah	Can a fence be out around Saunders Park for a playground	Director Infrastructure & Development Services	<b>ACTION</b> – Would need to investigate and prepare budget outline. Once this is done would go to Waratah Board for prioritisation among other budget requests



**REPORTS OF OFFICERS AND COMMITTEES**

<b>Date / Location</b>	<b>Matter Raised</b>	<b>Category / Allocated to</b>	<b>Outcome / STATUS</b>
26/8/19 Waratah	Can a toilet be provided for Saunders Park (possibly portable)	Director Infrastructure & Development Services	<b>ACTION</b> – Would need to investigate and prepare budget outline. Once this is done would go to Waratah Board for prioritisation among other budget requests
26/8/19 Waratah	Can seats be provided around the Cenotaph (with soldiers on them)	Manager Community Activation	<b>ACTION</b> – Would need to investigate and prepare budget outline. Once this is done would go to Waratah Board for prioritisation among other budget requests. Possible opportunity to seek assistance from Service Club to provide.
26/8/19 Waratah	Look at improving camping amenities – toilets / undercover area	Director Infrastructure & Development Services	<b>ACTION</b> – Would need to investigate and prepare budget outline. Once this is done would go to Waratah Board for prioritisation among other budget requests
26/8/19 Waratah ♦♦	Look at Bollards around Main Street Park – many cars drive over the gutter into park and around Cenotaph (very dangerous)	Director Infrastructure & Development Services	<b>ACTION</b> – Would need to investigate and prepare budget outline. Once this is done would go to Waratah Board for prioritisation among other budget requests
26/8/19 Waratah ♦♦	Repairs needed to curb and channel around Cenotaph to make wheelchair friendly. Asked that any paths not be concrete as very slippery – suggested same material to the track on top of the Stanley Nut.	Director Infrastructure & Development Services	<b>ACTION</b> – Needs to be investigated and included in budget if maintenance required.
26/8/19 Waratah	Can a wind sock be put up at the old footy ground opposite the police station (for fire services, SES, council, police and emergencies)	Director Infrastructure & Development Services	<b>ACTION</b> – Would need to investigate and prepare budget outline
26/8/19 Waratah	Would like installation of spotlight and power box on the light pole located beside the cenotaph.	Director Infrastructure & Development Services	<b>ACTION</b> – Would need to investigate and prepare budget outline
26/8/19 Waratah	Que Street – would like to see a cul-de-sac installed	Director Infrastructure & Development Services	<b>ACTION</b> – Would need to investigate and prepare budget outline
26/8/19 Waratah	Would like to see a round-about near the memorial	Director Infrastructure & Development Services	<b>ACTION</b> – Would need to investigate and prepare budget outline
26/8/19 Waratah	The museum has received a donation of a “weather rock” can council assist with moving and siting the rock	Community Development Officer	<b>ACTION:</b> - A proposal will be sort from the Waratah Museum on the details of this request
30/9/19 Boat Harbour	Suggestion that existing toilets be incorporated into new masterplan design to save money and allow funds to be used more efficiently	General Manager	<b>PENDING ACTION</b> - Should a new surf club be designed; the existing public toilets should be incorporated into that building.
30/9/19 Boat Harbour	Can TasWater extend Sewer up the hill?	Director Infrastructure & Development Services	<b>ACTION:</b> Mayor to write letter to TasWater on behalf of residents

**REPORTS OF OFFICERS AND COMMITTEES**

Date / Location	Matter Raised	Category / Allocated to	Outcome / STATUS
21/10/19 Sisters Beach	Suggested that freedom camping could be at the Sisters Beach Boat Ramp	General Manager	<b>CURRENT ACTION</b> - A discussion paper is currently being prepared which will be put to the community for feedback before any decisions are made.
21/10/19 Sisters Beach	Suggested installation of exercise equipment (outdoor) for the older generation (e.g. steppers / chin up bars). Encourage fitness and socialisation	Community Activation	<b>ACTION:</b> - This project can be considered as part of the implementation of the Open Space Sport and recreation Plan
25/11/19 Yolla	The railway line needs cleaning up / clearing – could this be a work for the dole program	Director Infrastructure & Development Services Community Activation	<b>ACTION</b> – Request can be forwarded to TasWater for consideration.
25/11/19 Yolla	Town Beautification – 1) can deciduous trees be planted, and 2) can footpaths be upgraded – very uneven – do they meet service levels/compliance requirements	Director Infrastructure & Development Services	<b>ACTION:</b> consider planting of trees and investigate cost <b>CLOSED</b> – Footpath inspections currently being undertaken for municipal area – this will determine where maintenance is required.
25/11/19 Yolla	The WW1 war memorial is currently not maintained – who’s responsibility is this	Director Infrastructure & Development Services	<b>ACTION:</b> need to investigate who is responsible
25/11/19 Yolla	Grave of Remembrance – is being used every ANZAC Day, area needs general tidy, replanting and a table and chair for a tourist stop. Offer to do all the work if Council can supply goods and equipment. Happy to work with Council to agree requirements.	Director Infrastructure & Development Services Community Activation	<b>ACTION:</b> - Officers to investigate if council land / responsibility – if not would recommend a community grant application. Note: Service Clubs could be approached for provision of seat/table.
25/11/19 Yolla	Can a playground be installed on Council land at Yolla	Director Infrastructure & Development Services	<b>ACTION:</b> -Would need to investigate and prepare a budget submission
25/11/19 Yolla	Playground facilities for local children – is it possible to have MOU with sharing equipment maintenance of the school playground that is utilised by children in Yolla community and during football and cricket seasons who do not attend the school	Director Infrastructure & Development Services	<b>ACTION:</b> - Would depend on outcome of prior item investigation
25/11/19 Yolla ◆◆◆	Can a public toilet be provided – The shop owner is open to discussion to setting up a 24/7 arrangement Need disability access Increase in tourist traffic with continual requests at shop for facilities	Director Infrastructure & Development Services	<b>ACTION:</b> This is also an OSSR action item. Further investigation required.

**REPORTS OF OFFICERS AND COMMITTEES**

Date / Location	Matter Raised	Category / Allocated to	Outcome / STATUS
25/11/19 Yolla ◆◆◆	Can the Murchison Highway be signed and marketed as a Tourist Route <ul style="list-style-type: none"> <li>• Can the Hellyer Gorge be advertised/marketed</li> <li>• More signs to direct people to Yolla – turn off at Waratah / Gorge / Highway</li> </ul>	Director Community Engagement	<b>ACTION</b> - Broader signage can be considered as part of the future Council Signage Strategy.
25/11/19 Yolla	Can a defibrillator be provided for/in the community	Director Community Engagement	<b>ACTION:</b> - Grant opportunities will be investigated for installation of a defibrillator
25/11/19 Yolla ◆◆◆◆	Can a footpath be provided from the High School to the Shop on Mt Hicks Road for school students to make safe.	Director Infrastructure & Development Services	<b>ACTION:</b> - Would need to investigate and prepare budget outline.
25/11/19 Yolla	Can a footpath and safe crossing zone be provided along the roadside in town centre, currently person in wheelchair having to go along the road to access shop and other facilities in Yolla and it is very dangerous with amount of trucks and vehicles going through town.	Director Infrastructure & Development Services	<b>ACTION:</b> Would need to investigate and prepare budget outline as above
25/11/19 Yolla	Can a small park / open space / BBQ etc be provided next to fire station or old fire station site	Director Infrastructure & Development Services	<b>ACTION:</b> - Would need to investigate land ownership and feasibility
25/11/19 Yolla	Can property owners cut their own road frontages: <ul style="list-style-type: none"> <li>• Maintained</li> <li>• What is legality / risk insurance etc</li> <li>• Could discount be offered on rates</li> </ul>	Director Infrastructure & Development Services	<b>CONSIDERATION REQUIRED</b> Council appreciates peoples to possibly maintain to a higher standard that that provided by Council however any decision to maintain road frontages would be at owner’s risk. Technically as the land is considered a road reserve a Traffic Management Plan would be required in each instance. Further investigation is required
25/11/19 Yolla	Investigate location for sign for Yolla School on Council Land on the Bass Highway – preferably at the Mt Hicks Roundabout and Murchison Highway turnoff. This would raise awareness and hopefully attract more people inland.	Manager Engineering Services	<b>ACTION:</b> -Investigation is required to determine if there is any council land that would be a suitable location.

**REPORTS OF OFFICERS AND COMMITTEES**

**OPPORTUNITIES RAISED AT COMMUNITY CONVERSATIONS (CLOSED ITEMS)**

Legend: ♦ indicates number of times issue raised

Date / Location	Matter Raised	Category / Allocated to	Outcome / STATUS
29/07/2019 Wynyard	Projects to Engage Youth	Manager Community Activation	<p><b>CLOSED</b></p> <p>There are a range of activities and projects that council deliver to engage youth:</p> <p><b>I am Youth Project</b> – for young girls’ year 7-12 empowering resilience, confidence learning to love who they are.</p> <p><b>Seven Up Youth Centre</b> – Partnership with Rural Health Tasmania operates Tuesday, Wednesday and Thursday. Drop in youth program for year 7 to 12 students, offers a broad range of activities.</p> <p><b>School Holiday Program</b> – trips from young people at low cost for ages 13 – 18</p> <p><b>Waratah-Wynyard Youth Leaders</b> – WWYL is a leadership program for young people aged 14-24 years interested in making a difference in their community, holding events, fundraising, attending leadership days, guest speakers, attending conferences and other matters that impact young people.</p> <p><b>Sk8 Competition</b> is a skating competition held each year at the Wynyard skate park</p> <p><b>Winter Bonfire</b> is aimed at young people and families and is an event developed by young people</p> <p><b>Work Inspirations</b> is a partnership with Wynyard High School &amp; the Smith Family to provide student in year nine exposure to businesses and career options within Wynyard</p> <p><b>Youth Week</b> – events are held each year to celebrate Youth Week, this year there will be a Youth Fest event</p> <p><b>Youth Network Of Tasmania &amp; YTC</b> have mentor programs to enable young people to attend youth specific conference and workshops</p> <p><b>Building leadership</b> supporting and sponsoring two students to attend the 2019 Youth Parliament for a week in Hobart</p> <p><b>Tryskills</b> – held each year for young people to try out new sports, hobbies and interest</p>
29/07/2019 Wynyard	Identification of space/underutilised land for children's spaces and planting of fruit trees/edible plants	Manager Community Activation	<p><b>CLOSED (INCLUDE IN 2020/21 BUDGET CONSIDERATION)</b></p> <p>Warawyn Early Years currently has fruit trees and vegetable garden. Expansion of these areas to provide additional edible gardens is being considered. In terms of other public spaces where this could occur further consideration will be given to this.</p>

**REPORTS OF OFFICERS AND COMMITTEES**

<b>Date / Location</b>	<b>Matter Raised</b>	<b>Category / Allocated to</b>	<b>Outcome / STATUS</b>
29/07/2019 Wynyard	Climate Change Adaptation and mitigation	Director Infrastructure & Development Services	<b>CLOSED</b> Environmental Policy currently being developed which will address this issue. Working group which includes interested community members currently being formed with public consultation to follow development of draft document
29/07/2019 Wynyard	Need a public/community composting facility	Director Infrastructure & Development Services	<b>CLOSED</b> - The current FOGO Feasibility Study and Waste Strategy Review will consider this. Survey will be sent to all residents in near future.
29/07/2019 Wynyard	Can white lines be added on Rural Roads bad corners to provide guidance to large trucks and improve road safety (specific roads added to issues lists for investigation)	Director Infrastructure & Development Services	<b>CLOSED</b> – Rural Road Safety Audit currently occurring. If dangerous roads identified action will be recommended and taken.
29/07/2019 Wynyard	1)Revise the Wynyard RV dump station at nurses retreat along with the 2) opportunity to provide information signage at this location for visitors to Wynyard	Director Infrastructure & Development Services	<b>CLOSED</b> RV Dump point in progress of being constructed at Waste Transfer Station <b>INVESTIGATE</b> –information signage for visitors
26/8/19 Waratah	Would like to see focus on Sustainability and the Environment	Director Infrastructure & Development Services	<b>CLOSED</b> - Environmental Policy currently being developed which will address this issue. Working group which includes interested community members currently being formed with public consultation to follow development of draft document
26/8/19 Waratah ◆◆◆◆	Would like to see railway bridge re-opened with a walkway and a viewing platform for platypus	Director Community & Engagement	<b>CLOSED</b> – The Waratah Board is currently considering options and costs for this project as one of their major projects for consideration in the 1920/21 budget
26/8/19 Waratah ◆◆	Look at assist with staged development of Walking Tracks	Community Development Officer	<b>CLOSED</b> – Walking tracks and trails are covered in the Open Space Sport and Recreation Plan recommendations. A report will be prepared, and Waratah walking tracks and trails will be included for consideration on this document.
26/8/19 Waratah ◆◆◆◆	Develop a path to, and a viewing platform for the waterfall. Need to showcase this iconic feature (note there has been injuries to people walking to waterfall)	Director Community & Engagement	<b>CLOSED</b> –Annual Plan action item <i>1.1 – Work with Waratah Community Board to develop a feasibility proposal for Waratah Falls walk to secure funding</i>
26/8/19 Waratah	Can new Waratah Residents receive a care package similar to that from other Councils	Manager Community Activation	<b>CLOSED</b> - Council currently provide a new residents kit – including to new residents. Hard copies are at Council Offices (including Waratah) and the kit can also be down loaded from the Council’s website. –Kit is regularly reviewed for currency.
26/8/19 Waratah	Want review of Caravan Park Amenities	Community Activation	<b>CLOSED</b> – Matter has been referred to Waratah Board for review and is on agenda for next meeting 21/9 (with agreement of person who raised the matter).

**REPORTS OF OFFICERS AND COMMITTEES**

<b>Date / Location</b>	<b>Matter Raised</b>	<b>Category / Allocated to</b>	<b>Outcome / STATUS</b>
26/8/19 Waratah	Request that when shingles on Philosophers Hut and changed out that they be provided to the Museum	Technical Officer – Building and Facilities	<b>CLOSED</b> – matter has been referred to Asset Services who has noted for when maintenance occurs.
30/9/19 Boat Harbour ♦♦	Suggested that seawall be repaired and reclaim western rocky bay. This would address erosion and create sea defence for the future. In addition, would allow additional land for the masterplan	General Manager	<b>CLOSED</b> this matter is currently being researched by the Boat Harbour Beach Masterplan working group and is considered a key priority task / deliverable.
30/9/19 Boat Harbour	Suggest plant trees to provide a windbreak to protect the beach	General Manager	<b>CLOSED</b> – will be considered when landscape plans are developed for the Boat Harbour Beach Masterplan
30/9/19 Boat Harbour	Would like to see link road from Boat Harbour Beach to Sisters Beach	Director Infrastructure & Development Services	<b>CLOSED</b> – This matter was presented at October Council Meeting
25/11/19 Yolla	Asked if council could consider a pathway/driveway from Park Street to the Cenotaph could be considered	Director Infrastructure & Development Services	<b>CLOSED</b> -The Wynyard Showgrounds Working Group will consider this as linkages between showgrounds and Gutteridge Gardens are considered to develop site masterplan
25/11/19 Yolla	Asked if council could review disabled parking at West End IGA	Director Infrastructure & Development Services	<b>CLOSED</b> -Current financial year action – investigation and planning for f public parking in the area being undertaken.
25/11/19 Yolla	Asked if recycling service could be considered for Yolla	Director Infrastructure & Development Services	<b>CLOSED</b> – will be considered as part of the Waste Management Strategy Review – survey will be sent to residents in near future.
25/11/19 Yolla	Rubbish Collection – can rubbish collection be provided or extra tip tickets to compensate for lack of road side collection	Director Infrastructure & Development Services	<b>CLOSED</b> - will be considered as part of the Waste Management Strategy Review – survey will be sent to residents in near future
26/8/19 Waratah	If the old tree near the Waratah War Memorial is cut down – the bottom of the tree resembles the rising sun – can this be made into a feature with a carved serviceman overlooking the memorial	Manager Community Activation	<b>CLOSED</b> - This suggestion will be taken into consider at the time of potential tree removal
26/8/19 Waratah ♦♦	Believe that the Waratah Board should be more transparent. Also Indicated towns people not allowed to attend meetings as they are behind closed doors. Not clear what they are doing and not representative of town as it is Council biased.	Director Community & Engagement	<b>CLOSED</b> - The Waratah Community Board is open to the community for public questions and discussion after the formal aspect of the meeting. Meetings are promoted to the public prior to the meeting date. Key item and decisions from the Board meetings are posted in Waratah after each meeting
26/8/19 Waratah	Would like to see continued support for Waratah – two major groups – by council providing resources, advice etc plus for	Director Community & Engagement	<b>CLOSED</b> -Support continuing

**REPORTS OF OFFICERS AND COMMITTEES**

<b>Date / Location</b>	<b>Matter Raised</b>	<b>Category / Allocated to</b>	<b>Outcome / STATUS</b>
	other enterprises Museum, mends shed etc.		
26/8/19 Waratah	Can council look at upgrading signage for lookouts, include a mud map.	Manager Tourism and Marketing	<b>NO ACTION</b> - No current budget for large scale upgrade. Could be looked at if resources allow time to manage project
26/8/19 Waratah	Can Council review signage to caravan park – believe currently not adequate	Manager Tourism and Marketing	<b>CLOSED</b> - New signage has been erected at the rear of the council building showing people where to go to pay
26/8/19 Waratah	Can Council do a statue to commemorate Philosopher Smith	Manager Community Activation	<b>NO ACTION</b> - Not in current plans – current priority is working with Western Wilds and other Community Board priorities
2/12/19 Somerset	Can Facebook page have more two-way communication (Somerset Now and Then)	Director Community Engagement	<b>CLOSED</b> – Council monitors, updates events and information and responds to queries on the Council Facebook Page, it does not monitor or comment on other Facebook pages.
2/12/19 Somerset ◆◆	Will the Somerset canopy area have WiFi as an added attraction	Director Community Engagement	<b>CLOSED</b> – WiFi is already available in the canopy area. Signage to be updated when public art completed.
26/8/19 Waratah	Would like to see the commercial buildings in town retained as commercial, not sold and turned into residential, otherwise how can the town grow	General Manager	<b>CLOSED</b> - Council has no control over property ownership. The provisions of the Planning Scheme determine use of property
21/10/19 Sisters Beach	Suggested that a updated Master Plan is required for Sisters beach	General Manager	<b>CLOSED</b> - Current priority is to resolve camping, hard stand/recreation area and community building. Future planning will be required at completion of these tasks.

PLANNING PERMITS APPROVED UNDER DELEGATION - NOVEMBER 2019

DA No.	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	(D)Discretionary (P)Permitted
DA 132/2019	A Smith Architects	45 Irby Boulevard Sisters Beach	Dwelling Extensions	1.11.2019	42	<b>D</b>
DA 129/2019	P Allen	10 Stennings Road Wynyard	Concrete Batching Plant	1.11.2019	42	<b>D</b>
DA 138/2019	J Paton	192 Port Road Boat Harbour	Change of use to visitor accommodation	1.11.2019	38	<b>D</b>
DA 130/2019	Wynyard Commercial	106-110 Goldie Street Wynyard	Signage (Click & Collect signs)	1.11.2019	30	<b>D</b>
DA 136/2019	J Absalom	2/6 Que Street Waratah	Visitor accommodation	5.11.2019	38	<b>D</b>
DA 149/2019	V Archie & W Oates	12 Old Bass Highway Wynyard	Visitor Accommodation	5.11.2019	19	<b>P</b>
DA 123/2019	R Robinson – obo CLTP Panel Products Pty Ltd (CLTP)	673 and 683 Deep Creek Road Wynyard	Gas Tank & Replacement Heat Plant	13.11.2019	41	<b>D</b>
DA 142/2019	J Stretton	1 Tink Taylor Avenue	Visitor Accommodation Change of Use	13.11.2019	40	<b>D</b>
DA 140/2019	K J Robinson & C R Pinner	4 Ward Street Wynyard	Outbuilding & Removal of Garage Walls	20.11.2019	42	<b>D</b>
DA 145/2019	F & A Williams	4 Kenelm Avenue Sisters Beach	Change of Use – Visitor Accommodation	20.11.2019	41	<b>D</b>
DA 146/2019	A J & D N Rossiter	18 Little Village Lane Somerset	Outbuilding – (Shed)	21.11.2019	42	<b>D</b>
DA 143/2019	A & B Westbury	13a Yulambi Court Wynyard	Outbuilding	25.11.2019	40	<b>D</b>
SD 2084	P Patel	45 Beaufort Street Somerset	Subdivision (1 into 2 lots)	25.11.2019	25	<b>P</b>
DA 150/2019	V Briggs	42 Ritchie Street Waratah	Change of use (visitor accommodation)	25.11.2019	27	<b>P</b>
DA 148/2019	V Archie	2 Yulambi Court Wynyard	Visitor Accommodation – Change of Use	25.11.2019	39	<b>D</b>
DA 153/2019	D Bryan & T Huchinson	216 Reservoir Drive Wynyard	Outbuilding (Shed and Carport)	29.11.2019	35	<b>D</b>
DA 154/2019	C Gould Waratah-Wynyard Council	Crown Land on Old Bass Highway Wynyard	Demolition of Pool	29.11.2019	37	<b>D</b>
DA 114/2019	GHB Pty Ltd obo CLTP Panel Products Pty Ltd	3 Waterworth Street, 29-31 Reservoir Drive & 3 Airport Street Wynyard	Cross Laminated Timber Panel Facility (Increase in Production Level 2)	29.11.2019	39	<b>D</b>



**BUILDING PERMITS APPROVED – NOVEMBER 2019**

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

<b>Permit Number</b>	<b>Applicants Name</b>	<b>Location</b>	<b>Development</b>	<b>Date Permit Issued</b>	<b>No of Days to Process</b>	<b>Related Planning Approval</b>
2019-112-01	R Cox	9 Inglis Street Wynyard	Shed, Dwelling, Verandah	13.11.2019	<b>3</b>	DA 38/2019
2019-60-01	R Cox	3 Inglisdale Drive Wynyard	Townhouse 2 – Stage 1 Only	25.11.2019	<b>1</b>	DA 8/2019

## ACTION LIST

	Item #	Topic	Action/Status	Officer	Status
19/2/18	10.1	<p>ROC – Proposed East Wynyard Foreshore Masterplan - Motion Carried</p> <p>Adopt the Draft East Wynyard Foreshore masterplan;</p> <ul style="list-style-type: none"> <li>☐ Consider implementation of the proposed playground and landscaping elements for the 2018/19 budget;</li> <li>☐ Consider rationalising the existing 4 local playground sites, 2 at the East Wynyard Foreshore, 1 at 9 Martin Street and 1 at 25 Lockett Street in order to fund the proposed district level playground; and</li> <li>☐ Remain flexible in the implementation of the East Wynyard Foreshore masterplan as it assesses cost and benefits in consultation with the community and users into the future</li> </ul>	<p>Multiple workshops have been held to outline the proposed timetable for this playground project. Preliminary work will continue as part of the project planning and preparatory stage.</p> <p>All plans in place for construction of new playground in early 2020</p>	DIDS	CLOSED
17/9/18	10.1	Freedom Camping	<p>Outstanding motions:</p> <ol style="list-style-type: none"> <li>1. That Council proceed with necessary planning for establishment of a site for Freedom Camping at Sisters Beach. 12/8/19 – Working Group priority action</li> <li>2. That Council determine that a designated Freedom Camping site will not be provided for in Somerset or Yolla. <ul style="list-style-type: none"> <li>• Signage to be organised 11/10/19 Expected to be in place prior to summer</li> </ul> </li> <li>3. That Council Explore low cost camping opportunities at Waratah through the existing caravan park or creation of an overflow area. No progress to date</li> <li>4. That Council liaise with the Show Society to lodge a planning application to amend the use of showgrounds to allow self-contained caravans. No progress to date</li> </ol>	EMT	In Progress
19/11/18	9.1	Motion – Cr Fairbrother – Coast to Coast Section – Advocate Newspaper	<p>Motion Passed</p> <p>The Mayor raised the matter at the CCA Representatives Meeting and it received support. The editor attended the CCA Reps meeting on 28 February. At the end of the meeting he stated he would explore options for re-introduction of the Coast to Coast section of the newspaper, including the Mayors Message, and options would be presented in the near future.</p> <p>13/8/19 The CCA is pursuing on behalf of all councils. GM asked for update at last reps meeting with nothing reported. Radio seems to be taking a lead</p>	GM	CLOSED

			<p>role in this space and looking at options to partner with Mayors/Councils. No further information at this stage. Unlikely to progress so suggest closure of action.</p> <p>2/12/19 Commercial decision by Advocate not to continue</p>		
10/12/18	9.2	NOM Cr Edwards – PWS Audit of Sisters Beach properties Carried	<p>That Council request Parks and Wildlife complete their proposed assessment audits of beach front properties at Sister Beach by March/April rather than the proposed 30 June deadline.</p> <p>PWS have indicated to Council Officers that they have reached the selection phase of procurement for the assessment audit. No further information has been provided. Matter has been escalated to Minister.</p> <p>2/12 – Meeting with Parks on 5/12 and will raise at that time.</p>	DIDS	Ongoing
10/12/18	10.1	Wilkinson Street Highway Junction works Amended Motion carried	<p>That Council on receipt of assurances from DSG that council legal expenses associated with any representation and associated legal process will be reimbursed; and</p> <p>Support the recommendation of the Department of State Growth to close the Wilkinson Street access to the Bass Highway; and</p> <p>Initiate the process of notification of intent to close under section 14 of the Local Government Highways Act 1982; and</p> <p>Undertake investigations into relocation of the existing York Street bus stop to another area within the vicinity</p> <p>8/11/19 The legislative notification process has commenced. 2/12 /19 Submissions closed 4pm 2/12</p>	DIDS	Ongoing
18/2/19	10.2	York Street Bus Stop	<p>Motion Passed</p> <p>Progress design for alternative bus stop, with temporary relocation to be agreed with Dept. of Education</p> <p>Follow-up observations to date have not revealed any specific safety concerns and no further action to date.</p> <p>2/12 Final decision is pending Wilkinson Street decision.</p>	DIDS	Ongoing
15/4/19	9.2	NOM – Cr Fairbrother – Waratah Dam	<p>Motion carried -</p> <p>That council liaise with TasWater and the local Waratah community to establish the environmental, cultural and the historical significance of the Waratah Dam; and</p>	GM	CLOSED


			<p>That council make representation to the owners of TasWater highlighting the significance and exceptional circumstances surrounding the Waratah Dam requesting that the dam be made safe by reinstatement or repair.</p> <p><i>2/12 – TasWater report states.in their quarterly report that: A potential new owner for the dam was identified from the Expressions of Interest (EOI) process that concluded in September 2019, with the primary interest being use for hydropower generation.</i></p>		
17/6/19	9.2	ROC – Dog Exercise Park	<p>MOTION LOST</p> <p>That Council select the area between the Cemetery and Table Cape Primary School as its preferred site for a dog exercise park and commence consultation with Wynyard Rotary Club and other potential partners to complete a design and cost estimates for the site for further consideration.</p> <p><i>2/12/19 Report on this agenda</i></p>	DCE	CLOSED
15/8/19	7.3.4	CQWN – Cr Fairbrother – Sisters Beach Erosion	<p>Cr Fairbrother asked the General Manager for an update on what was happening in regard to Sisters Beach erosion activities.</p> <p>The General Manager advised that the timing of the proposed individual site assessments and works by Parks and Wildlife Services was being followed up constantly and consistently by officers and would continue to be.</p> <p>Cr Fairbrother then asked that the General Manager or Mayor write to Premier (who is the responsible Minister) seeking his intervention to get action on this matter due to lack of response from Crown Land Services.</p> <p>11/10 – Letter sent. Meeting held with SBEG25-43 representatives to discuss possible actions.</p> <p>11/11 – Waiting on information from Parks &amp; Wildlife Services</p> <p>2/12 – GM to meet with PWS on 5/12/19</p>	GM	In progress
19/8/19	8.2	NOM – Mayor – Camping at Boat Harbour Beach	<p>Motion Carried</p> <p>Remaining outstanding Action:</p> <p>That Council with immediate effect:</p> <ul style="list-style-type: none"> <li>Sisters Beach Consultation continues through established Working Group at Sisters Beach. Boat Harbour Beach signs have been erected.</li> </ul>	GM	In Progress
19/8/19	9.4	Preolenna Hall	<p>Motion Carried to commence EOI process for sale or other uses of 2420 Preolenna Road</p> <p>11/11 – EOI process closed. Assessment underway</p>	GM	In progress
19/8/19	9.7	St Brigid’s Proposal for After School Care	<p>Motion Carried</p> <p>6/9/19 - Preparation underway for possible term 4 commencement.</p> <p>2/12 – progressing – open day being considered prior to end of school year with view to commencement in new year</p>	DCE	Progressing
16/9/19	7.3.1	CQWN – Cr M Duniam – Natural Burials	<p>Cr Mary Duniam asked if natural or ‘green’ burials were allowed in the municipal area.</p>	GM	CLOSED

			Response provided this agenda		
16/9/19	9.2	ROC – Wilkinson Street Road Closure	Motion Carried	DIDS	
16/9/19	9.5	ROC – Live Streaming of Council Meetings	Motion Carried 11/10 – testing of equipment has commenced	DOP	In-progress
21/10/19	9.1	ROC – BHB Alternate Access	Motion Carried	DIDS	
5/11/19	3.2	ROC – Amendments to Dog Management Policy & Associated Documents	Motion Carried – Public Consultation to Occur 11/11/19 – Public Consultation advertised and in progress 2/12/19 Refer report this agenda	DIDS	CLOSED
18/11/19	5.3.2	PQWN – C Hutchison – East Wynyard Playground Slide	Mr Hutchison asked if slide could be purchased and kept for historical purposes.  The Director took the question on notice to determine whether the slide could be auctioned off and kept for historical purposes. 2/12/19 – refer response this agenda	DIDS	CLOSED
18/11/19	7.3.1	CQWN – Cr Duniam – Natural Burials	Cr Duniam asked if there was any further information on Council’s Policy regarding natural burials. 16/9/19 - Cr Mary Duniam asked if natural or ‘green’ burials were allowed in the municipal area. 2/12/19 – Response provided this agenda	GM	CLOSED
18/11/19	7.3.2	CQWN – Cr Edwards – dog Statistics	Cr Edwards asked for a breakdown on dog infringement notices 2/12/19 – response provided this agenda	MDRS	CLOSED
18/11/19	7.3.3	CQWN – Cr Fairbrother – Release of CLS Sisters Beach Report	Cr Darren Fairbrother asked if any further update had been received on release of report regarding Sisters Beach Erosion to Councillors and the public. He also asked, that when report was received, who was it addressed to. The General Manager took on notice to determine who report was addressed to 2/12/19 – GM Meeting with PWS this week.	GM	

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## 10.9 MINUTES OF OTHER BODIES/COMMITTEES

### 10.9.1 MINUTES FROM BUILDING SOMERSET'S FUTURE

To:	Council
Reporting Officer:	Community Development Officer
Responsible Manager:	Director Community and Engagement
Report Date:	26 November 2019
File Reference:	400.33
Enclosures:	1. Minutes from Building Somerset's Future meeting held on the 11th November 2019 

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#### RECOMMENDATION

**That Council note the Minutes of the Building Somerset's Future meeting held on 11 November 2019.**

#### PURPOSE

To provide the minutes of the Building Somerset's Future meeting held on 11 November 2019 for Councils information.

#### BACKGROUND

Building Somerset's Future is a community group formed to advance the interests of Somerset residents.

Council and Building Somerset's Futures entered into a partnership agreement in September this year. The partnership agreement establishes a set of principles and expectations in relation to arrangements and activities between the Council and Building Somerset's future to enhance the delivery of a range of initiatives in Somerset.

Council is represented by the Community Development Officer at the meetings and provides a point of contact at other times.

#### DETAILS

Items of note for Council from the meeting include:

- The status of the bike racks in Somerset
- Traffic Management
- New Cam River Bridge proposal and potential impacts during construction.
- Consideration of LED lighting on the canopy across Wragg Street.

#### STATUTORY IMPLICATIONS

##### Statutory Requirements

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

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## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL</b>
<b>Desired Outcomes</b>
Our community uses its voice to shape its future alongside a strong Council willing to listen and implement where reasonable and practical.
<b>GOAL 3: Connected Communities</b>
<b>Desired Outcomes</b>
Our community uses its voice to shape its future alongside a strong Council willing to listen and implement where reasonable and practical.

### Sustainable Murchison Community Plan 2040

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

## POLICY IMPLICATIONS

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

## FINANCIAL IMPLICATIONS

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

## RISK IMPLICATIONS

- Reputational Risk  
Failure to follow up with issues raised at the groups meeting could expose Council to adverse criticism from the community.

## CONSULTATION PROCESS

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

## COMMENT

It is recommended that Council note the Minutes from Building Somerset's Future meeting held on the 11<sup>th</sup> November 2019.

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## 10.9.2 MINUTES OF OTHER BODIES/COMMITTEES - WARATAH-WYNYARD COUNCIL AUDIT PANEL MEETING HELD ON 5 NOVEMBER 2019

To: Council  
Reporting Officer: Executive Officer - Governance and Performance  
Responsible Manager: Director Organisational Performance  
Report Date: 27 November 2019  
File Reference: 007.17  
Enclosures: 1. Unconfirmed Minutes - Waratah-Wynyard Council Audit Panel Meeting - 5 November 2019 

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### RECOMMENDATION

**That Council note the Unconfirmed Minutes of the Waratah-Wynyard Council Audit Panel meeting held on 5 November 2019.**

### PURPOSE

The Unconfirmed Minutes of the Meeting of the Waratah-Wynyard Council Audit Panel held on 5 November 2019 are provided for the information of Council.

### 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, the Council appointed a shared Audit Panel on 3 August 2015.

The common Audit Panel members are:

- Mr John Howard – Audit Panel Chair (Asset Management expertise)
- Mrs Lisa Dixon – Audit Panel member (Financial expertise)
- Mr Stephen Allen – Audit Panel Member (Financial expertise)

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

The meeting dates set for 2019 were:

- (a) 5 March 2019 held at Waratah-Wynyard Council;
- (b) 11 June 2019 held at Circular Head Council;
- (c) 27 August 2019 held at Waratah-Wynyard Council; and
- (d) 5 November 2019 held at Circular Head Council.

### DETAILS

The Audit Panel met on 5 November 2019 and the main focus of the meeting was Financial Management, Annual Audit and Reporting, Internal Controls and Risk Management, and Audit Panel Performance.



The General Manager provided an update on major initiatives, projects and a legislative compliance audit that has been undertaken.

The minutes have been released out of session by the Chair on 27 November 2019.

The Panel made a number of operational observations however did not make any formal recommendations to Council at this meeting.

## STATUTORY IMPLICATIONS

### Statutory Requirements

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

Section 85A of the Act details the functions of the Audit Panels to include review Council's performance in relation to financial systems, financial management, governance arrangements, policies, systems and controls as well as all plans required under Part 7 of the Act.

Section 85B of the Act provides for Ministerial Orders to specify requirements for Audit Panels beyond those required under Section 85A.

The *Local Government (Audit Panels) Amendment Order 2015* was issued on 1<sup>st</sup> January 2016.

## STRATEGIC IMPLICATIONS

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

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## **POLICY IMPLICATIONS**

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

## **FINANCIAL IMPLICATIONS**

Costs associated with the Audit Panel have been minimal, comprising around \$11,000 for payment of fees to independent Audit Panel members. The cost has reduced proportionately with a move to a three (3) member panel.

## **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**

Not applicable.

## **COMMENT**

The unconfirmed minutes of the Waratah-Wynyard Council Audit Panel Committee meeting held on 5 November 2019 and released by the Chair on the 27 November 2019 are attached and it is therefore recommended that Council note the Minutes as submitted.

## 11.0 MATTERS PROPOSED FOR CONSIDERATION IN CLOSED MEETING

Legislative Reference:

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

*A Council may (by absolute majority resolution) close a meeting or part of a meeting when certain matters are being, or are to be discussed. The grounds for the closure are to be recorded in the minutes of the meeting.*

*Sub regulation (2) provides the following list of specified matters: -*

- (a) personnel matters, including complaints against an employee of the council and industrial relations matters;*
- (b) information that, if disclosed, is likely to confer a commercial advantage on a person with whom the Council is conducting, or proposes to conduct business;*
- (c) commercial information of a confidential nature, that if disclosed, is likely to-
 
  - (i) prejudice the commercial position of the person who supplied it; or*
  - (ii) confer a commercial advantage on a competitor of the council; or*
  - (iii) reveal a trade secret;**
- (d) contracts, and tenders, for the supply and purchase of goods and services and their terms, conditions, approval and renewal;*
- (e) the security of –
 
  - (i) the council, councillors and council staff; or*
  - (ii) property of the council;**
- (f) proposals for the council to acquire land or an interest in the land or for the disposal of land;*
- (g) information of a personal nature or information provided to the council on the condition it is kept confidential;*
- (h) applications by councillors for leave of absence;*
- (i) relating to actual or possible litigation taken, or to be taken, by or involving the council or an employee of the council;*
- (j) the personal hardship of any person who is resident, or is a ratepayer in, the relevant municipal area.*

*A Council may also close a meeting or part of a meeting when acting as a Planning Authority if it is to consider any matter relating to actual or possible legal action taken by, or involving, the council.*

*Any discussions, decisions, reports or documents relating to a closed meeting are to be kept confidential unless the Council or Council Committee, after considering privacy and confidentiality issues, authorises their release to the public.*

*The chairperson is to exclude members of the public from a closed meeting, but may invite any person to remain at the meeting to provide advice or information.*

*The chairperson may authorise the removal of any person from a closed meeting if that person refuses to leave; and request the assistance of a police officer to remove that person.*

### RECOMMENDATION

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

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

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**12.0 CLOSURE OF MEETING TO THE PUBLIC**

Legislative Reference:

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

**RECOMMENDATION**

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

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

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**13.0 RESUMPTION OF OPEN MEETING**

At ..... pm the Open Meeting was resumed.

**14.0 PUBLIC RELEASE ANNOUNCEMENT**

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

Min. No.	Subject	Decisions/Documents

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