



**ORDINARY MEETING
OF COUNCIL**

**AGENDA
OPEN MEETING**

21 October 2019

21 October 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 21 October 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

21 October 2019

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

Dear Shane,

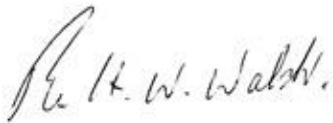
COUNCIL MEETING

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 21 October 2019 commencing at 6.30pm 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 21 OCTOBER 2019, COMMENCING AT

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

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.

1.0 RECORD OF ATTENDANCE

Legislative Reference:

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

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

(a) attendance and apologies.

1.1 ATTENDANCE

1.2 APOLOGIES

1.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED

Cr Kevin Hyland.

2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING
--

Legislative Reference:

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

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

(b) Confirmation of the minutes.

2.1 CONFIRMATION OF MINUTES OF PREVIOUS ORDINARY COUNCIL MEETING

RECOMMENDATION

That the Minutes of the Ordinary Meeting of the Waratah-Wynyard Council held at Council Chambers, 21 Saunders Street, Wynyard on Monday 16 September 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.

3.0 DECLARATIONS OF INTEREST

Legislative Reference:

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

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

Councillor and Agenda Item Number

Staff and Agenda Item Number

4.0 COUNCILLORS ANNOUNCEMENTS AND REPORT

4.1 ANNOUNCEMENTS BY MAYOR

Nil received.

4.2 MAYOR'S COMMUNICATIONS

RECOMMENDATION

That the Council note the Mayors communications

11/9/19	Filming Mayors Message – Camp Creek and Yacht Club
13/9/19	DEPUTY MAYOR LGAT General Meeting
14/9/19	Yolla Football Club Annual Dinner
16/9/19	Meeting with Local Businesses
16/9/19	Rural Health Tractor Event
16/9/19	Meeting with MP Joan Rylah
16/9/19	Rural Medical Students visit
16/9/19	Council Meeting
17/9/19	Citizenship Ceremony
17/9/19	Meeting with Councillor
17/9/19	Meeting with General Manager
18/9/19	Filming Mayors Message UTAS Burnie
18/9/19	Meeting with Councillor
19/9/19	Rural Medical Students presentation
23/9/19	FM Radio Interview
23/9/19	Councillor Workshop
24/9/19	Bush Watch Meeting
24/9/19	Meeting with General Manager
25/9/19	NAIDOC Week – Koori Kids 2019 Awards – Yolla High School
26/9/19	ABC Radio Interview
26/9/16	Tasmania Talks Radio Interview
26/9/19	7BU/7AU Radio Interview
29/9/19	Opening of Wynyard Bowls Season
30/9/19	Filming Mayors Message – Table Cape Tulip Farm
30/9/19	Community Conversations – Boat Harbour
1/10/19	Meeting with General Manager
2/10/19	Meeting with TICT
2/10/19	Joint Council Workshop
3/10/19	Sisters Beach Environmental Group Meeting
3/10/19	Meeting State Liberal Senate Team – on site Wynyard Waterfront
7/10/19	Councillor Workshop
8/10/19	Filming Mayors Message – Tulip Festival
8/10/19	Meeting with General Manager
12/10/19	Tulip Festival duties
14/10/19	Councillor Workshop
15/10/19	Filming – AGM Video
15/10/19	Meeting with General Manager

4.3 REPORTS BY DELEGATES

Nil received.

4.4 COUNCILLOR STATEMENTS

Nil received.

4.5 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

23/9/19	U3A Presentation
23/9/19	Public Art Policy Overview
23/9/19	Councillor Visioning Exercise
2/10/19	Commission Sarah Bolt – Integrity Commission
2/10/19	Telstra/NBN Presentation
2/10/19	Update on Sustainable Murchison Community Plans
7/10/19	East Wynyard Playground Development Update
7/10/19	Boat Harbour Beach Camping Regulations Compliance Management
7/10/19	Dog Management
7/10/19	Open Space Sport & Recreation Plan overview
14/10/19	Cradle Coast Authority Presentation
14/10/19	Dog Management Policy
14/10/19	ANZAC Park Playground Development Update

Upcoming Workshops – Indicative Only

28/10/19	Council AGM 5.30pm
28/10/19	Sisters Beach Community Conversation 6.30pm
5/11/19 (Tues)	Road Service Levels Storm Water Service Levels Settlement Strategy
11/11/19	Braddon Business Centre Presentation Roads and Storm Water Asset Management Plan Review Rating Review

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.*

-
-
- (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

Nil received.

5.2 PUBLIC QUESTIONS RECEIVED IN WRITING

5.2.1 C HUTCHISON - NEW NORTHERN PRISON

QUESTION

Now that the preferred site for the State Governments new northern Prison has been announced for the Meander Valley municipality, can council please inform residents about the total direct and indirect costs associated with council's unsuccessful application to have the prison built in the Waratah-Wynyard municipality and where the proposed site was situated for the prison complex in council's application to the State government?

OFFICERS RESPONSE

The Department of Justice conducted an Expression of Interest (EOI) process in late 2018 for the identification of suitable sites for construction of new prison in northern Tasmania. Expressions of Interest were sought from land owners of suitable sites, with an assessment process completed by a Siting Panel who were to provide the Government with a shortlist of suitable locations identified through the EOI process.

Council discussed the Expression of Interest process at the Council Meeting on 10 December 2018 which was deemed to be held in the Closed section of the meeting. The outcomes of these deliberations have not been authorised for public release.

There were no costs attributed to the Northern Prison Expression of Interest process other than staff time attending briefing sessions and reviewing and responding to routine documentation.

5.2.2 C HUTCHISON - PLAYGROUND EQUIPMENT

QUESTION

Following council's announcement of the replacement of the East Wynyard Foreshore Playground, what are council's intentions with the 'Big Yellow Twirly slide', and has council considered the auctioning of the slide to raise funds for future community playground development, for example, in lower usage areas of Gutteridge Gardens

OFFICERS RESPONSE

The existing yellow slide is nearing the end of its functional life and is displaying signs of wear and tear. Typically, playgrounds last around 15 years before they need to be replaced

depending on the location and materials used. The current playground at Rotary Park, East Wynyard is over 25 years old and is now showing signs of corrosion and fiberglass surface wear. Additionally, the playground does not meet current Australian Standards for playgrounds, which are in place to ensure new playgrounds are designed, constructed and maintained in a way that is safe for children. Given the current condition and non-compliance of the slide, Council is unable to use it within other playgrounds whilst still meeting obligations set out in the current Australian Standards. Similarly, Council has a duty of care to ensure it is not made available for children to use through other means, such as purchase from an auction. For these reasons, once the existing playground has been decommissioned the slide will be disposed of accordingly.

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.

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.

5.4.1 C HUTCHISON - PROLENNA WAR MEMORIAL

STATEMENT

I thank the council for considering the objections to the relocation of the Preolenna war memorial. I believe it is a positive step that council has decided that it will not proceed with the relocation of the memorial. The memorial and surrounds should be kept for public use and access.

I am still concerned about physical access and parking opportunities for the war memorial, should the community centre be sold to a private developer, following the upcoming Expression of Interest process. I would hope that council reasonably considers community access to their war memorial in the aforementioned scenario.

5.5 PUBLIC STATEMENTS WITHOUT NOTICE

6.0 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*.

There are no Planning matters

7.0 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.*

7.1 RESPONSE(S) TO COUNCILLOR QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING**7.1.1 CR FAIRBROTHER - POTHOLES****QUESTION**

Cr Darren Fairbrother asked if a load of dirt could be provided to fill potholes in the Boat Harbour Beach Surf Club car park and Moore Street

OFFICERS RESPONSE

Work is scheduled to occur as soon as possible.

7.2 COUNCILLOR QUESTIONS RECEIVED IN WRITING

Nil received.

7.3 COUNCILLOR QUESTIONS WITHOUT NOTICE

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

8.0 NOTICE OF MOTION

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.

9.0 REPORTS OF OFFICERS AND COMMITTEES

9.1 BOAT HARBOUR BEACH ALTERNATE ACCESS INVESTIGATION

To:	Council
Reporting Officer:	Director Infrastructure and Development Services
Responsible Manager:	General Manager
Report Date:	28 May 2019
File Reference:	1111
Enclosures:	<ol style="list-style-type: none">1. Landslide Condition Report Port Road, Boat Harbour - Tasman Geotechnics 2. Boat Harbour Beach Access Road Preliminary Options Assessment - GHD 3. Boat Harbour Access Review - CSE Tasmania 4. Port Road Landslip Prevention Drainage - CSE Tasmania 

RECOMMENDATION

That Council:

1. **Note the attached reports in regard to the existing Port Road Access and preliminary investigations into alternate accesses;**
2. **Prioritise funding towards making the existing Port Road more resilient to land slide movement ahead of creating an additional access road; and**
3. **Amend the 2019/20 Annual Plan and Budget estimates to include a new capital expenditure item – Port Road Boat Harbour Drainage - \$125,000**

PURPOSE

For Council to note investigations into access road concerns for Boat Harbour beach, determine priority for road access alternatives funding and to consider a budget amendment for landslip prevention drainage works on Port Road Boat Harbour.

BACKGROUND

As part of the Boat Harbour Beach Masterplan work concerns were raised regarding the vulnerability of Port Road to landslip movement. Desktop investigations have occurred into making Port Road more resilient to landslip and alternate road access options.

DETAILS

The attached reports summarise landslip events at Boat Harbour Beach from 1969, 1971, 2013 and 2016 pulling together information from various past reports related to these events. Some immediate drainage works are recommended to the land opposite Hepples Road on the uphill side of Port Road to mitigate further landslip related road failure.

The investigation into alternate access road access to Boat Harbour beach considers a number of potential routes for further investigation, none of which are without significant challenge. All involve land acquisition in some way shape or form that could be expected to range from \$200,000-\$500,000 in order to create a new public road and all involve further challenges with land that may be subject to future landslip movement. The lowest cost for

construction of the alternate routes is estimated to be a minimum of \$375,000 plus the land acquisition and other associated costs.

Any alternate access road commitments will need to consider the same susceptibility to landslip issues as the existing Port Road.

It is recommended in the short term that effort is focussed on making the existing Port Road access more resilient with the recommended drainage infrastructure. These drainage works are estimated to cost \$125,000 including contingencies. The works require negotiation with affected private properties in order to facilitate.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 6: Transport and Access
Desired Outcomes
Our transport and access network is sustainable, affordable and fit for purpose.
Our Priorities
6.3 Develop service levels to inform the delivery of a transport network that affordably meets demand and transparently communicates accepted risk.

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

The Asset Management policy is relevant in this instance in Council considering the ongoing life cycle cost of new asset expenditure.

FINANCIAL IMPLICATIONS

The recommended budget amendment will increase Council’s Capital expenditure by \$125,000 during 2019/20 and increase its ongoing operational cost by approximately \$2,000 per year being the estimate of annual depreciation and maintenance as a result of the new asset.

It is expected however that the new asset annual operational cost would slow down land slip movement and be significantly less than the cost of recent landslide repair works from 2016 that were in the order of \$350,000 - \$500,000 per event for road restoration alone.

RISK IMPLICATIONS

- Financial Sustainability

The proposed landslip prevention drainage works are intended to reduce Council's risk of unbudgeted road repair works to Port Road from landslip movement. In recent times these have cost in the order of \$350,000 - \$500,000 per event.

CONSULTATION PROCESS


If the budget amendment is passed, then further consultation will need to be had with affected landholders for the creation of new drainage infrastructure and easements for future access and maintenance.

CONCLUSION

The existing Port Road access into Boat Harbour beach is subject to landslip vulnerability as past events have shown. The recommended drainage works would mitigate but not eliminate the possibility of future landslip movement affecting this road. It is recommended that these preventative works proceed based upon the estimated cost of \$125,000 when compared to recent landslip events that cost in the order of \$350,000 - \$500,000.

In regard to any alternate access road to Boat Harbour beach there have not been any options identified without significant challenges associated. It is recommended that funding be prioritised upon making the existing Port Road more resilient ahead of funding a new access road.

9.2 WARATAH COMMUNITY PLAN

To: Council
Reporting Officer: Director Community and Engagement
Responsible Manager: General Manager
Report Date: 2 October 2019
File Reference: 2 October
Enclosures: 1. Waratah Community Plan 2018-21 

RECOMMENDATION

That Council note the annual status update on the Waratah Community Plan 2018-2021

PURPOSE

To provide an update on the progress of the Waratah Community Plan 2018-2021 by the Waratah Community Board.

BACKGROUND

Council commissioned work initially on tourism development across the municipality in May 2017. Waratah was identified as a centre of exceptional potential but held back by a lack of cohesive leadership in the community and a polarised relationship with Council.

The subsequent report identified the creation of a Community Board in Waratah functioning with the support of Council and focussed on achieving a Community Plan would provide an opportunity for the Waratah community to realise its tourism and community potential.

The process that has been undertaken in Waratah is a first for Australia. It establishes a new relationship of trust between the community and Council through a Board of local leadership endorsed and supported by Council, focussed on achievement of a prioritised Community Plan and with the relationship with Council documented through a Community Board Charter.

The Community Plan and Board Charter were endorsed by Council in February 2018.

Following an expression of interest process the inaugural board members were endorsed at the April 2018 Council meeting.

The community members of the Waratah Community Board were appointed for a three-year term coinciding with the term of the current Waratah Community Plan:

Board Members

- Kevin Hyland (Council representative)
- Neil Thorne
- Anne Dunham

-
- Rosemary Dick
 - Nikki Chivers
 - Yvette Ekman
 - Tony Smidt (Tourism Association)

DETAILS

The Waratah Community Plan 2018-2021 was developed with the community through a series of workshops, surveys and other engagement strategies. David Hammond of Hammond Robertson Ltd worked with community and Council officers using his expertise in development of Community Plans and Boards in New Zealand. The Community Plan identified a Vision and Values of the community and the three Big Anchor Projects that would be the priority for the community and the mandate for the Community Board to deliver.

The Anchor Projects:

1. Waratah Waterfall
2. Community Facilitator and Community Social Services
3. Railway Bridge Restoration

The Waratah Community Board has focused the first 12 months on the progress of the priority Anchor Projects.

1. Waratah Waterfall

- The Crown Lease which had been reduced to not include the waterfall was reviewed and a new lease covering the original lease area was renegotiated.
- The Waratah Tarkine Projects walking track proposals – including a Class 1 short walk to the bottom of the falls- is being reviewed in preparation for a proposal to Council for support in a grant application to develop the waterfall track.
- Negotiations are continuing the development of a volunteer group to undertake rehabilitation of the waterfall area.
- The walkway at the top of the falls was closed due to poor condition. Initially there was a proposal to work with the Men's Shed to construct a new pathway. This project received funding from Council and will be constructed as part of the capital program.

2. Community Facilitator and Community Social Services

- The childcare facility which had not been occupied since the closure of the childcare program has been reclassified under the planning scheme to accommodate both childcare and community uses. There is a playgroup operating in the building once a week, established by a local mother.
- A proposal from ADRA (Adventist Development and Relief Agency) is being progressed. ADRA will deliver a range of community activities within Waratah.
- Currently developing a proposal to the Department of Health to secure funds from the sale of the Health/Ambulance building in Quiggin Street, Waratah for a community project officer and programs.

3. Railway Bridge Restoration

There has been an onsite consultation and access to previous reports on the railway bridge. A budget allocation was approved to conduct an extensive review of potential restoration or replacement. This will occur in October.

In addition to the 3 priority Anchor Projects there are other strategies that the Waratah Community Plan identified as important in ensuring the future for Waratah. They are not projects based but rather continuing to enhance positive collaboration in the community.

STATUTORY IMPLICATIONS

Statutory Requirements

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

The Community Board is not a Committee of Council and does not have budget delegations or the ability to make decisions over Council resources.

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 1: Leadership and Governance
Desired Outcomes
We make publicly transparent decisions on spending and future directions while encouraging community feedback.
Our Priorities
1.1 Commit to best practice in community engagement.

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

The Board has open session at the end of each meeting which provides an opportunity for members of the community to receive feedback on activities of the Board and to ask questions. These sessions were successful for the first meetings held but have not been utilised in more recent times. Board members considered this at the September meeting and have developed additional strategies to enhance the communication of the progress against the key projects and other activities of the Board.

CONCLUSION

The Waratah Community Board is delivering on the key Priority Projects of the Waratah Community Plan 2018-2021.

9.3 ANNUAL PLAN 2019/2020 - QUARTERLY PROGRESS REPORT

To: Council
Reporting Officer: Executive Officer - Governance and Performance
Responsible Manager: Director Organisational Performance
Report Date: 23 September 2019
File Reference: 004.10
Enclosures: 1. Annual Plan Report to 30 September 2019 

RECOMMENDATION

That Council note the 2019-20 Quarterly Annual Plan Progress Report for the period ending 30 September 2019.

PURPOSE

This report is provided as an update on progress against the Annual Plan for the year ending 30 June 2020 as at 30 September 2019.

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

BACKGROUND

The Annual Plan and Budget Estimates is developed by Council each year outlining strategies and objectives for the year.

The Council adopted the 2019-20 Annual Plan and Budget Estimates on 24th June 2019.

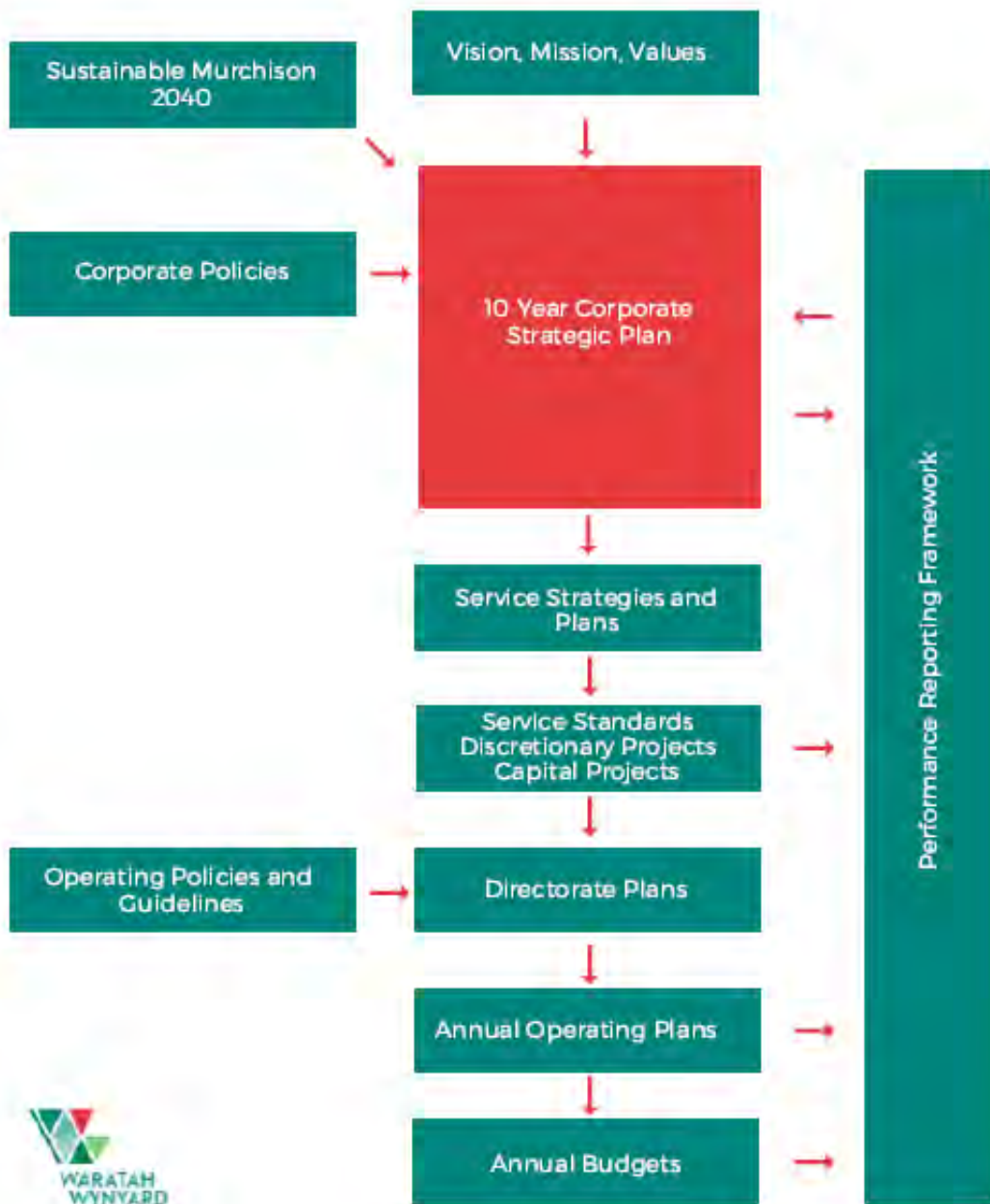
DETAILS

The **attached** report provides an update on the progress of actions included in the Council's Annual Plan 2019/20.

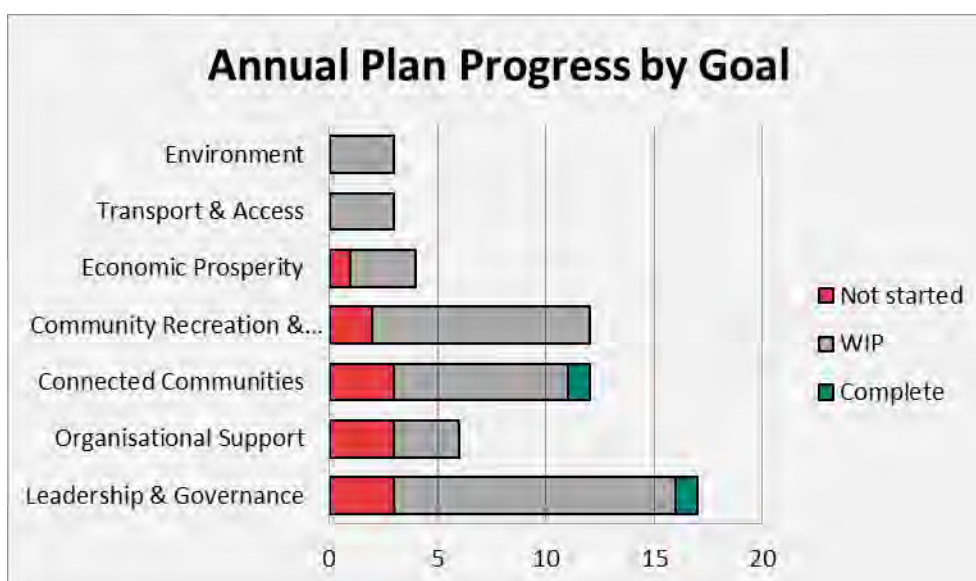
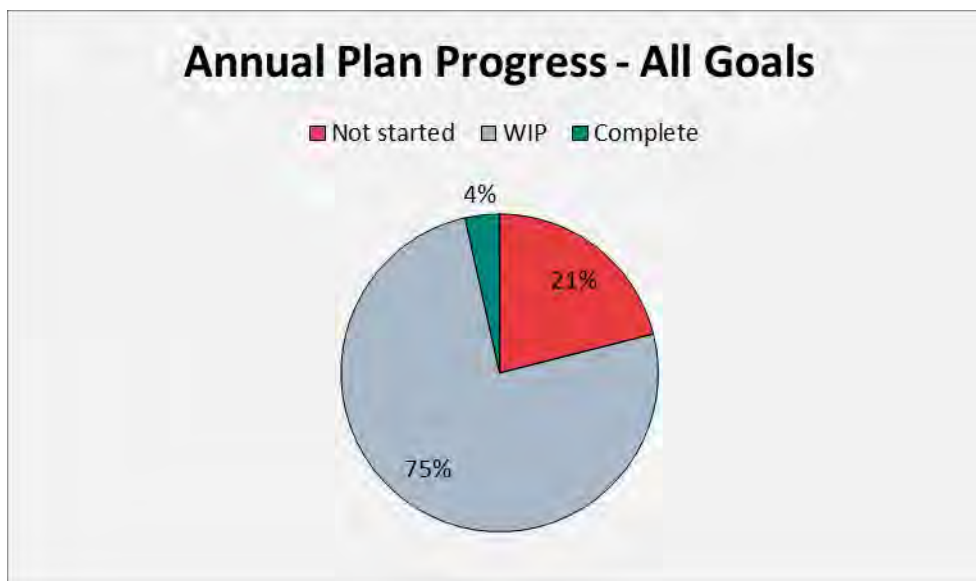
Council's 10 Year Corporate Strategic Plan 2017-2027 was adopted in December 2016. The Annual Plan and Budget Estimates link to the achievement of the Strategic Plan within an overall planning framework.

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

The activities and initiatives included in the Annual Estimates contribute to achieving the strategic objectives specified in the Strategic Plan. The diagram below depicts the strategic planning framework of Council.



The following graphs show the overall progress made to date.



Council adopted 50 actions within the Annual Plan plus seven carried forward items. The actions are a combination of new actions for 2019/20 and those carried forward from the previous year. Of the 57 actions:

- 2 are 100% complete
- 28 actions are between 90% and 100% complete
- 4 actions are between 70 – 90% complete
- 11 actions are less than 70% complete
- 12 actions are not yet commenced.

STATUTORY IMPLICATIONS

Statutory Requirements

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

71. Annual plan

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

(2) An annual plan is to –

(a) be consistent with the strategic plan; and

(b) include a statement of the manner in which the council is to meet the goals and objectives of the strategic plan; and

(c) include a summary of the estimates adopted under section 82; and

(d) include a summary of the major strategies to be used in relation to the council's public health goals and objectives. The Annual Plan is part of a larger strategic planning framework.

STRATEGIC IMPLICATIONS

The plan is consistent with the Waratah-Wynyard Corporate Strategic Plan 2017-2027 and the Sustainable Murchison Community Plan 2040.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

That Council note the 2019-20 Annual Plan Progress Report.

9.4 COUNCIL MEETING PROCEDURES POLICY AMENDMENT

To: Council
Reporting Officer: Executive Officer - Governance and Performance
Responsible Manager: Director Organisational Performance
Report Date: 20 September 2019
File Reference: GOV.009
Enclosures: 1. GOV.009 Council Meeting Procedures Policy 

RECOMMENDATION

That Council:

1. Note the inclusion of section 8.2(g) – Public Statements; and
2. Adopt the Council Meeting Procedures Policy as amended effective immediately.

PURPOSE

This report has been prepared following a decision of Council on 16 September 2019 that Council amend its Meeting Procedures Policy to include 'Public Statements' under Regulation 37.

A revised Policy is presented that includes the amendment for formal adoption.

BACKGROUND

The *Local Government (Meeting Procedures) Regulations 2015* prescribes council meeting procedures. Regulation 37 of the *Local Government (Meeting Procedures) Regulations 2015* allows a council to determine any other procedures relating to meetings it considers appropriate in addition to prescribed procedures.

Council participated in a review of the *Local Government (Meeting Procedures) Regulations 2015* in April 2015. The *Local Government (Meeting Procedures) Regulations 2015* took effect on June 29, 2015 and there have been no further amendments since.

The Waratah Wynyard Council Meeting Procedures 2015 were adopted by Council on July 20, 2015 and further amended on August 17, 2015. The current procedures were reviewed and adopted by Council at its meeting held on 17 June 2019.

DETAILS

Section 18 of the *Local Government Act 1993* requires Council to be conducted in accordance with prescribed meeting procedures.

Most Councils rely solely on the *Local Government (Meeting Procedures) Regulations 2015* and generally adopt any other procedures pursuant to Regulation 37.

Council adopted the Council Meeting Procedures Policy with no procedures pursuant to Regulation 37 on the 17 June 2019.

Council at its meeting on 16 September resolved to adopt an additional procedure pursuant to Regulation 37 to include 'Public Statements'.

The changes to the Policy are highlighted and include amendments to the following clauses:

- 8 Agenda (2) (g) Public Statements
- Section 32 B – Public Statements

STATUTORY IMPLICATIONS

Statutory Requirements

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

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 1: Leadership and Governance
Desired Outcomes
We highly value the use of an evidence-based approach to the development and implementation of strategies and policies that support and strengthen our decision making.
Our Priorities
1.6 Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.

POLICY IMPLICATIONS

Once adopted, the *Local Government (Meeting Procedures) Regulations 2015* will become in effect with the inclusion of an additional procedure under Regulation 37.

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

Following a decision of Council on 16 September 2019 that Council amend its Meeting Procedures Policy to include 'Public Statements' under Regulation 37 it is recommended that Council note the inclusion of section 8.2(g) – Public Statements; and adopt the Council Meeting Procedures Policy as amended effective immediately

9.5 TENDER EVALUATION - STREET SWEEPER

To: Council
Reporting Officer: Project Works Manager
Responsible Manager: Director Infrastructure and Development Services
Report Date: 11 October 2019
File Reference: 2019-10
Enclosures: 1. Plant Evaluation - Street Sweeper - Confidential

RECOMMENDATION

That Council award the tender for the Purchase of a Street Sweeper to Bucher Municipal for the sum of \$325,500.

PURPOSE

To seek Council determination following recent tendering of the purchase of a new Street Sweeper.

BACKGROUND

Currently this service is achieved using a contractor. The decision has been made to bring this service back 'in-house' and a budget submission was made on the basis that this would provide \$50,000 ongoing annual savings. Post the tender process and evaluation, capital cost for purchase of the unit has risen slightly since the business case was prepared. This is due to increased costs in manufacturing and supplier increases as well as the currency fluctuations.

With a higher capital cost, the life cycle cost analysis provides for materially the same annual savings of \$47,000.

DETAILS

From the attached life cycle cost estimation, the recommended option is the BUCHER VT 652 as this model has a hydraulic arm for the gully pit cleaning attachment while the other options are manual and carry a level of WHS risk. The BUCHER VT 652 is the lowest capital cost of the tender options and second lowest ongoing life cycle cost for Council over the eight (8) year life of the machine

STATUTORY IMPLICATIONS

Statutory Requirements

Local Government Act 1993 Section 82. Estimates.

(1) The general manager must prepare estimates of the council's revenue and expenditure for each financial year.

(2) Estimates are to contain details of the following:

(a) the estimated revenue of the council;

(b) the estimated expenditure of the council;

(c) the estimated borrowings by the council;

(d) the estimated capital works of the council;

(e) any other detail required by the Minister.

(3) Estimates for a financial year must –

(a) be adopted by the council, with or without alteration, by absolute majority; and

(b) be adopted before 31 August in that financial year; and

(c) not be adopted more than one month before the start of that financial year.

(4) A council may alter by absolute majority any estimate referred to in subsection (2) during the financial year.

(5) A council may make adjustments to individual items within any estimate referred to in subsection (2) by a simple majority so long as the total amount of the estimate is not altered.

(6) A council, by absolute majority, may authorise the general manager to make minor adjustments up to specified amounts to individual items within any estimate referred to in subsection (2) so long as the total amount of the estimate is not altered.

(7) The general manager is to report any adjustment and an explanation of the adjustment at the first ordinary meeting of the council following the adjustment.

Strategic Plan Reference

GOAL
Desired Outcomes
We are future-focussed and value continuous improvement.
Our Priorities
1.6 Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Business & Industry	<i>Specialised diversity of the economy</i> – Value adding, diversification, innovation and employment. A resilient economy with global brand recognition and growing exports.
Place making and liveability	<i>Liveable places for all ages</i> – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.

POLICY IMPLICATIONS

Council's Asset Management Policy applies in regarding to considering optimal service costs.

FINANCIAL IMPLICATIONS

The proposed tender will give Council the lowest capital cost and the second lowest life cycle cost over the eight (8) year life of the machine. The life cycle cost analysis provides for an annual savings of \$47,000 relative to the current mode of service delivery via a third-party contract.

RISK IMPLICATIONS

Considered to be minimised based upon the recommended tender.

CONSULTATION PROCESS

Considerable analysis has been undertaken by Council officers.

CONCLUSION

It is therefore recommended that council award the tender for the Purchase of a Street Sweeper from Bucher Municipal for the sum of \$325,500. This purchase is intended to provide Council with annual cost savings of \$47,000 per annum.

9.6 AWARD OF CONTRACT #739 - ZIG ZAG TRACK UPGRADE

To: Council
Reporting Officer: Acting Manager Engineering and Projects
Responsible Manager: Director Infrastructure and Development Services
Report Date: 23 September 2019
File Reference: ?
Enclosures: 1. Contract #739 - Tender Evaluation - Confidential
2. Tender evaluation detail - Confidential

RECOMMENDATION

That Council award contract #739 – Zig Zag Track Upgrade to Civilscape Contracting Tasmania.

PURPOSE

To determine Council's position in relation to tender submissions received for the construction of the Zig Zag Track Upgrade, Lyons Street, Somerset.

BACKGROUND

The provision of upgrading the existing Zig Zag Track, Lyons Street, Somerset has been adopted in the 2019/20 budget for an estimated \$135,476. The aim of the project is to remove the existing asphalt footpath and replace with a concrete footpath, kerb, stormwater drainage system and associated pits. It is foreseen that works undertaken as part of this project will extend the useful life of this pathway by some 80 years.

Provision of these works is to be undertaken by an external contract provider, owing to the expense of specialist equipment and skills required, the geometrical constraints of the site, the duration over which the works are to be undertaken and the forecast works scheduling of internal staff.

A call for tenders for provision of these works was published in the Advocate Newspaper and on the Tenderlink website on Wednesday 21 August 2019.

DETAILS

The contract operates as a Schedule of Rates (SoR) contract, based upon estimated quantities to deliver the scope of the project. Tender price comparison and assessment of each individual tender, based upon pre-defined tender criteria, defines the recommendation to Council to award the Contract.

At the close of tenders on 12 September 2019, eleven (11) contractors had accessed the tender documents via Tenderlink and four (4) contractors submitted tenders for the works.

Tender submissions received from;

- Hardings Hotmix Pty Ltd
- Civilscape Contracting Tasmania
- AJR Construct Pty Ltd
- CBB Contracting

Each tender submission has been evaluated against a range of weighted key selection criteria by a selected tender review committee. The assessment documents have been provided to Councillors as a confidential attachment.

In considering all other matters associated with the project and tender submission it is recommended that Civilscape Contracting Tasmania be awarded the project with a calculated tender value of \$152,435.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL
Desired Outcomes
Our transport and access network is sustainable, affordable and fit for purpose.
Our Priorities
6.2 Plan for all movements and modes of transport with a fit-for-purpose network.

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Council has adopted a budget of \$135,476 to deliver this project during the 2019/20 financial year. Post adoption of this budget and pre-call for tender submission, it was identified that Council could improve the amenity of Zig Zag track with the inclusion of handrail adjacent the pathway and removal of 5 mature Gum trees. The intent of including handrail is to provide additional support to pedestrian's using the track, given the steep terrain. It also provides a means of restricting wheeled movement, such as bicycles through the areas

proposed for revegetation. The inclusion of these items accounts for an increase in the tendered rate of \$28,700. The recommended tender submission is \$152,435, creating a deficit in forecast budget of \$16,959.

RISK IMPLICATIONS

In the conduct of any contract there are risks to Council, including time delays and poor quality of work. The use of experienced contractors coupled with contract documents will minimise any risk to Council. The broad tender assessment, beyond just price, is intended to mitigate risk.



CONSULTATION PROCESS

Community consultation for this project has already been undertaken, no further consultation is required.

CONCLUSION

The tender submission by Civilscape Contracting for the construction of Zig Zag track upgrade is considered the best option available to Council, in taking into consideration all aspects of the tender submission. It is recommended that contract #739 be awarded accordingly.

9.7 AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2019

To: Council
Reporting Officer: Director Organisational Performance
Responsible Manager: General Manager
Report Date: 26 September 2019
File Reference: xxxxxx
Enclosures: 1. Tasmanian Audit Office - Independent Audit Opinion 
2. Financial Report for the Year Ended 30 June 2019 

RECOMMENDATION

That Council receive the Annual Financial Report for the year ended 30 June 2019 and note that it will be included in the Annual Report for the year ended 30 June 2019.

PURPOSE

This report is provided to present to Council the Annual Financial Statements for the year ended 30 June 2019.

BACKGROUND

The Annual Financial Statements have been prepared in accordance with the requirements of the *Local Government Act 1993*, the *Audit Act 2008* and relevant Accounting Standards.

The Audit Opinion and the Annual Financial Statements are attached to this report and will be made available on Council's website and for viewing at Customer Services.

DETAILS

The Annual Financial Report comprises four financial statements, together with notes to the accounts. The 'notes' provide additional detail and explanation to the financial statements.

The Annual Financial Statements fully comply with the accounting standards Council's statutory obligations.

Council is currently in a relatively strong financial position. Over recent years it has improved its operating position, has strong liquidity and cash flow, relatively low debt levels and its asset renewal requirements are being satisfactorily funded.

How We Performed

Council has reported a solid financial performance for the year ending 30 June 2019.

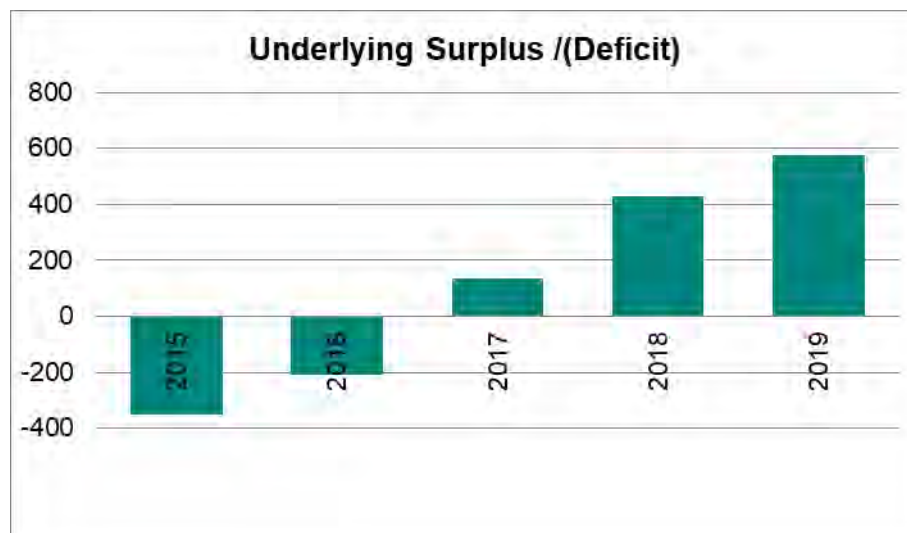
Council's performance against budget resulted in an underlying surplus of \$0.576m compared to a budgeted surplus of \$0.084M. This represents a favourable variance to budget of \$0.492m.

	Actual 2019 \$'000s	Budget 2019 \$'000s
Comprehensive Surplus (Deficit) as per Statement of Comprehensive Income	11,346	2,298
Less: Non operating Income		
Less: Capital grants	1,894	3,620
Less: Financial assistance grant received in advance 2019	1,547	
Add: Financial assistance grant in advance in 2018	1,487	1,406
Less: Other Comprehensive Income		
Fair value revaluation of non-current assets	2,247	-
Current year fair value adjustment to Tas Water	6,569	-
Council's underlying result against budget	576	84

The positive result has been influenced by:

- Rating revenue above budget by \$0.102m due to an increase of \$0.045m in rates paid in advance and \$0.057m of supplementary rates levied.
- User Charges above budget by \$0.058m.
- Interest income \$0.56m higher due to higher than expected cash balance and a slower capital spend.
- Depreciation lower than budget due to a reassessment of road asset lives.

Council's financial performance continues to strengthen with the underlying financial performance improving significantly over the past 5 years demonstrating that Council is well placed to continue providing current service levels to the community sustainably.



Council's Financial Position

The net worth of Council as at 30 June 2019 was \$220.585m (\$209.238m in 2018).

This is predominantly made up of Council's investment in property, infrastructure, plant and equipment of \$158.746m and Council's investment in TasWater of \$51.687M.

Council's infrastructure assets include roads (\$77.152m), bridges (\$14.658m), drainage assets (\$18.193m), land (\$26.128m) and buildings (\$13.219m).

Council's cash balance at year-end was \$12.440m. \$1.618m of the cash held is committed by Council predominantly in unspent grants. Council's unrestricted cash as at 30 June 2019 was \$10.823m.

Council continues to have capacity to comfortably meet its financial obligations which is demonstrated by a strong current ratio of 4.58 at year end.

STATUTORY IMPLICATIONS

Statutory Requirements

Section 72 of the *Local Government Act 1993* requires Council to prepare an Annual Report containing the Annual Financial Statements and other statutory requirements. The Annual Report must be considered at the Annual General Meeting, which is to be held no later than 15 December.

The Annual Financial Statements are required to be prepared in accordance with applicable Accounting Standards; Section 84 of the *Local Government Act 1993* and the *Audit Act 2008*.

The *Audit Act 2008* requires that the financial statements are to be prepared within 45 days of the end of the financial year and forwarded to the Auditor-General as soon as practicable. The Tasmanian Audit Office then has a further 45 days to complete the audit of the Statements.

Section 84 (4) of the *Local Government Act 1993* requires that 'the General Manager is to ensure that the certified financial statements are tabled at a meeting of the council as soon as practicable'.

This is the first opportunity for the certified financial statement to be provided formally to Council.

Section 82 (4) of the Act states "a council may alter by absolute majority any estimate referred to in subsection (2) during the financial year".

Strategic implications Strategic Plan Reference

GOAL 1: Leadership and Governance
Desired Outcomes
We highly value the use of an evidence-based approach to the development and implementation of strategies and policies that support and strengthen our decision making.
Our Priorities
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.

Sustainable Murchison Community Plan 2040

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

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

The draft financial statements were referred to the Audit Panel for review at its meeting on

CONCLUSION

That the Annual Financial Report for the year ended 30 June 2019 be received and that Council note that it will be included in the Annual Report for the year ended 30 June 2019.

9.8 FINANCIAL REPORT FOR THE PERIOD ENDED 30 SEPTEMBER 2019

To: Council
Reporting Officer: Accountant
Responsible Manager: Manager Financial Services
Report Date: 7 October 2019
File Reference: 1
Enclosures: Nil

RECOMMENDATION

That Council notes Financial Reports for the period ended 30 September 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
- Capital Program Monthly Progress

STATUTORY IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 1: Leadership and Governance
Desired Outcomes
We make publicly transparent decisions on spending and future directions while encouraging community feedback.
Our Priorities
1.8 Review and adjust service levels to provide value for money.
2.2 Facilitate effective knowledge management practices.

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

Current capital works programs are progressing without any identified issues. End of year audit process was finalised with audit opinion received 27 September 2019.

Underlying Position

The Underlying Position Statement shows the outcome of Council's day to day operations. As at 30 September 2019 the actual YTD surplus is \$7,621,824, \$113,297 below YTD budget. At this time there have been no material variances to budget identified and Council's operating performance is expected to be consistent with budget estimates.



UNDERLYING POSITION STATEMENT		Note				YTD VARIANCE	ANNUAL BUDGET
As at 30 September 2019			YTD ACTUAL	YTD BUDGET	% VARIANCE		
INCOME							
Rate Revenue	1	11,336,247	11,331,753	0%	(4,494)	✓	11,331,753
User Charges	2	623,920	657,533	5%	33,613	✗	2,613,127
Reimbursements/Contributions	3	71,104	35,096	-103%	(36,007)	✓	708,309
Grants and Subsidies	4	556,790	557,452	0%	662	!	3,935,370
Interest		66,513	56,250	-18%	(10,263)	✓	225,000
Proceeds from Sale of Assets		45	-	0%	(45)	✓	155,763
Other	5	500	49,792	99%	49,292	✗	562,000
		12,655,119	12,687,876	0%	32,758	!	19,531,322
EXPENDITURE							
Employee Costs	6	1,639,385	1,616,809	1%	22,576	!	7,006,172
State Levies		117,819	116,119	1%	1,700	!	527,258
Remissions & Discounts		393,746	395,092	0%	(1,346)	✓	401,695
Materials & Contracts	7	1,814,608	1,756,998	3%	57,610	✗	6,974,750
Depreciation		1,068,010	1,068,010	0%	-	✓	4,272,038
Borrowing Costs		(273)	(272)	0%	(1)	!	32,293
Value of Disposed Assets		-	-	0%	-	✓	231,243
		5,033,295	4,952,755	2%	80,539	✗	19,445,449
UNDERLYING SURPLUS/(DEFICIT)		7,621,824	7,735,121	-1%	(113,297)	!	85,873
RECONCILIATION TO COMPREHENSIVE RESULT							
Capital Grants/Contributions		-	-	0%	-	✓	2,966,131
Advance Payment of FAGs Grant		-	-	0%	-	✓	(1,487,140)
COMPREHENSIVE SURPLUS/(DEFICIT)		7,621,824	7,735,121	-1%	(113,297)	!	1,564,864

Legend
 ✓ Favourable
 ! Insignificant
 ✗ Unfavourable

Note	Commentary
1	Rates levied are consistent with the annual budget estimates. Any supplementary rates received throughout the year is expected to have a favourable impact on the budget.
2	Timing of receipt for Child Care, Waratah services and Cemetery operations, and is expected to be consistent with budget estimates by year end.
3	Early lodgement of subdivision fees and additional Child Care rebate from July School Holidays. Expected to be consistent with budget estimates by year end.
4	Grant revenue on par with profiling. May experience some variations with timing of revenue receipt, expected to be consistent with budget estimates by year end.
5	Profiling of Other revenue based off actual received during 2019. Expected to be consistent with budget estimates by year end.
6	Wages, whilst showing as an unfavourable variance to budget, are expected to be in line with the budget estimates. The YTD variance relates primarily to a higher level of depot labour being directed to operational tasks year to date. The budget profiling allows for work on capital projects to be undertaken evenly over the course of the year.
7	Materials & Contracts unfavourable against budget, seasonal change allowing for increased outdoors maintenance and work. Overall no material variances to budget are expected.

Balance Sheet

This report provides a balance sheet of the Council's Assets and Liabilities as at 30 September 2019.



BALANCE SHEET	YTD Actual	Annual Budget
As at 30 September 2019	\$	\$
Current Assets		
Cash & Cash Equivalents	17,109,112	6,272,242
Receivables	2,870,901	891,000
Inventories	109,095	227,000
Other Current Assets	217,020	190,000
Total Current Assets	20,306,128	7,580,242
Non-Current Assets		
Property, Plant and Equipment	159,195,312	168,822,714
Other Non-Current Assets	51,687,318	46,117,782
Total Non-Current Assets	210,882,629	214,940,496
Total Assets	231,188,757	222,520,738
Current Liabilities		
Payables	572,566	1,418,407
Interest-Bearing Liabilities	115,936	119,862
Provisions	1,696,838	1,923,745
Total Current Liabilities	2,385,340	3,462,014
Non-Current Liabilities		
Interest-Bearing Liabilities	870,174	750,312
Provisions	280,145	406,607
Total Non-Current Liabilities	1,150,319	1,156,919
Total Liabilities	3,535,658	4,618,933
Net Assets	227,653,099	217,901,805
Equity		
Accumulated Surplus	161,729,711	156,003,558
Reserves	65,923,387	61,898,247
Total Equity	227,653,098	217,901,805

Statement of Cashflows

This report provides details of cash movements and balances for the current financial year to 30 September 2019. Total cash and investments as at 30 September was \$17,109,112.



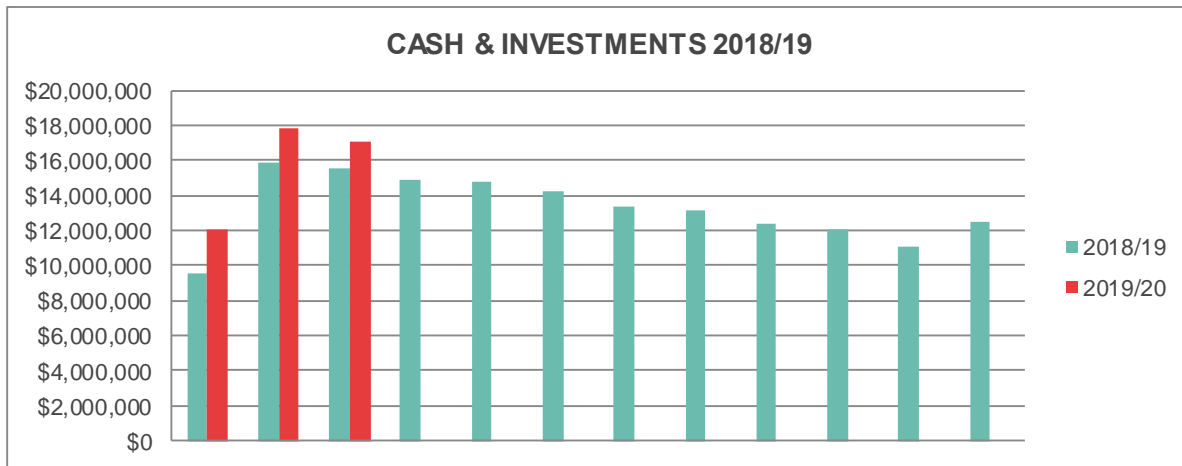
STATEMENT OF CASHFLOWS TO 30 SEPTEMBER 2019	YTD Actual \$
	\$
Cash flows from operating activities	
Employee Costs	-1,639,385
Materials and Contracts	-2,216,187
State levies	-117,819
Finance costs	0
Receivables	8,425,266
User charges	623,920
Interest	66,513
Reimbursement of expenses	71,104
Government grants	556,790
Net Cash provided by (used in) operating activities	5,770,202
Cash flows from investing activities	
Payments for Property, Plant and Equipment	-1,102,333
Investment revenue from Water Corporation	0
Proceeds from Sale of Property, Plant and Equipment	45
Capital grants	0
Net cash provided by (used in) investing activities	-1,102,288
Cash flows from financing activities	
Financial liabilities	273
Net cash provided by financing activities	273
Net (Decrease) in Cash Held	4,668,187
Cash at beginning of year	12,440,925
Cash at end of period	17,109,112

Cash Position

The following table provides an outline of Council's cash and investment portfolio as at 30 September 2019. Council's Investment Policy is currently being reviewed internally and will be tabled for Council's consideration at the next available meeting.



CASH POSITION As at 30 September 2019		\$	INVESTMENTS	\$	Weighted Average Return
Deposits	16,850,000		Commonwealth Bank	257,512	1.00%
			Bankwest	16,850,000	1.74%
Petty Cash and Till Floats	1,600		Petty Cash and Till Floats	1,600	
Trading Account	257,512				
BALANCE (ALL ACCOUNTS)	<u>17,109,112</u>			<u>17,109,112</u>	1.73%



RBA Cash Rate* 0.750
90 Day BBSWs Rate** 0.945

*source: www.rba.gov.au as at 2 October 2019

**source: <https://www.asx.com.au/data/benchmarks/bbsw-10-day-rolling-history.pdf> as at 30 September 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.

Rates were levied in July but issued on 2 August 2019 in line with the rates set by Council as part of the Annual Plan and Budget Estimates adopted on 24 June 2019.



RATE SUMMARY		2019/20		2018/19	
For the period 1 July 2019 to 30 September 2019		%	\$	%	\$
<i>Notice Issue Date - 2 August 2019</i>					
OUTSTANDING RATE DEBTORS (As at 1 July 2019)	4.29	507,597	3.91	452,217	
ADD CURRENT RATES AND CHARGES LEVIED (including penalties)	95.71	11,336,247	96.09	11,112,407	
GROSS RATES AND CHARGES DEMANDED	100.00	11,843,844	100.00	11,564,624	
LESS RATES AND CHARGES COLLECTED	71.14	8,425,266	65.41	7,564,995	
REMISSIONS AND DISCOUNTS**	8.26	978,654	8.23	951,358	
	79.40	9,403,920	73.64	8,516,353	
ADD PROPERTIES IN CREDIT	(1.50)	177,229	(1.23)	142,532	
UNPAID RATES AND CHARGES (includes Deferred Rates)	22.10	2,617,153	27.59	3,190,803	
**REMISSIONS AND DISCOUNTS		2019/20		2018/19	
Discount		386,289		379,929	
Pensioner Rebates		584,908		565,229	
Council Remissions and Abandements		7,457		6,200	
		<u>978,654</u>		<u>951,358</u>	
Number of Assessments	2,201				

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 30 September 2019	Actual \$	Budget \$	% Spend of Budget
Governance			
Multi Use Community Facility	9,745	3,666,100	0.27%
New Board Walk and Seawall Renewal	390,229	679,000	57.47%
Other	88,642	303,570	29.20%
	488,617	4,648,670	10.51%
Strategic & Financial Services	2,470	320,000	0.77%
Organisational Performance	1,644	58,000	2.83%
Community Services			
Children Services	3,397	69,868	4.86%
Tourism	5,078	4,500	112.83%
General	370	49,000	0.75%
	8,845	123,368	7.17%
Engineering Services			
Depot	2,280	98,255	2.32%
Plant	84,079	791,777	10.62%
	86,359	890,032	9.70%
Waste Management	-	25,000	0.00%
Public Conveniences	21,965	117,000	18.77%
Transport			
Re-Sheeting	10,133	721,288	1.40%
Reseals - Rural	-	234,207	0.00%
Reseals - Urban	324	158,660	0.20%
Footpaths	20,944	192,605	10.87%
Bridges	-	10,000	0.00%
Somerset CBD	6,807	262,615	2.59%
Wynyard CBD	1,485	500,000	0.30%
General	44,159	509,521	8.67%
	83,852	2,588,896	3.24%
Sporting Facilities			
Wynyard	16,400	872,927	1.88%
Somerset	15,688	199,970	7.85%
	32,088	1,072,897	2.99%
Parks & Gardens			
Wynyard	174,510	1,416,928	12.32%
Somerset	911	150,000	0.61%
General	-	178,708	0.00%
	175,422	1,745,636	10.05%
Stormwater Drainage			
Stormwater Pipe Replacement/Upgrades	820	79,245	1.03%
General	9,762	46,000	21.22%
	10,582	125,245	8.45%
Total Capital Works Program 2019/20	911,843	11,714,744	7.78%

2019/20 Capital Program Monthly Progress Report

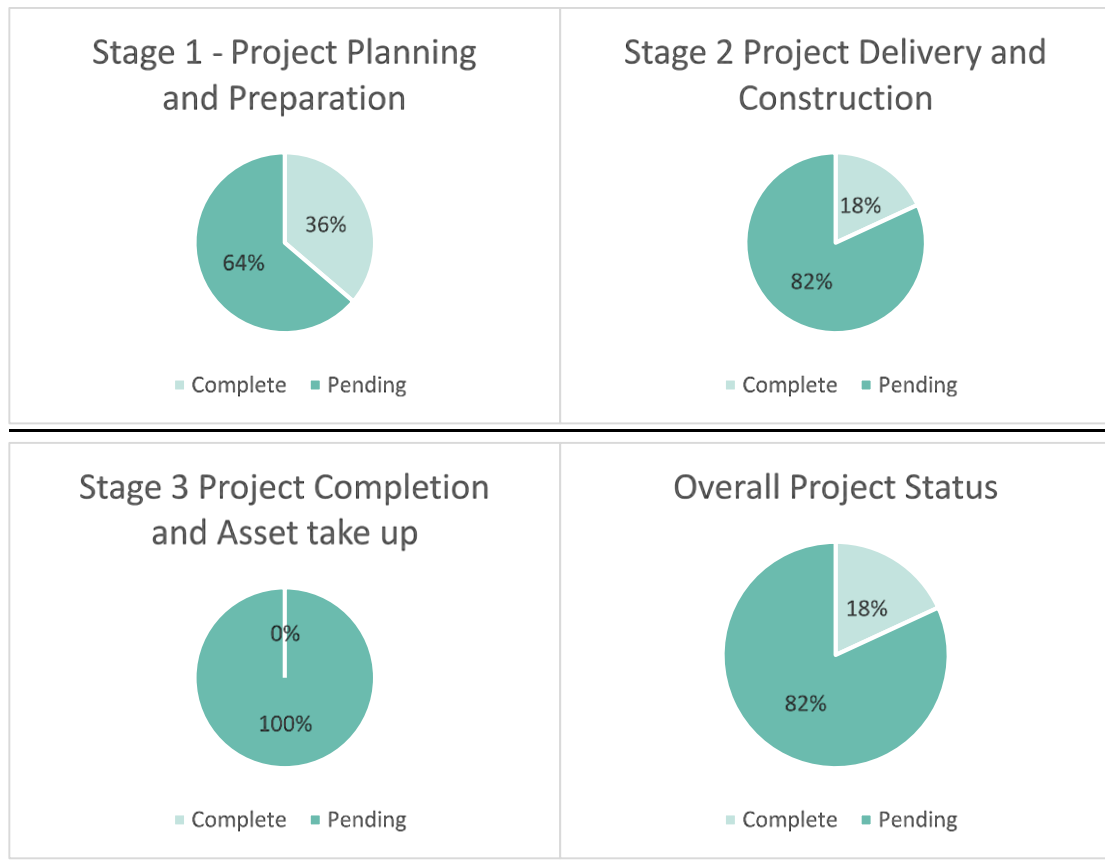
Overall the capital works program is on target for full completion with no foreseeable delays.

The overall project status completion is provided for each category of the program in the table below.

Section	Total Project Completion (%)
Governance	18.13
Strategic & Financial Services	18.31
Community Services	28.61
Engineering Services	13.98
Waste Management	25.00
Public Convenience	62.50
Transport	25.30
Sporting Facilities	12.50
Parks and Gardens	40.58
Stormwater Drainage	35.00
Special Projects	20.23

Status %	Stage
Between 0% and 25%	Stage 1 - Project Preparation including, design, permits, tender and consultation
Between 25% and 75%	Stage 2 - Project construction and delivery
Between 75% and 100%	Stage 3 - Project Completion including asset take up, defects liability period, construction approval, as constructed drawings

GOVERNANCE

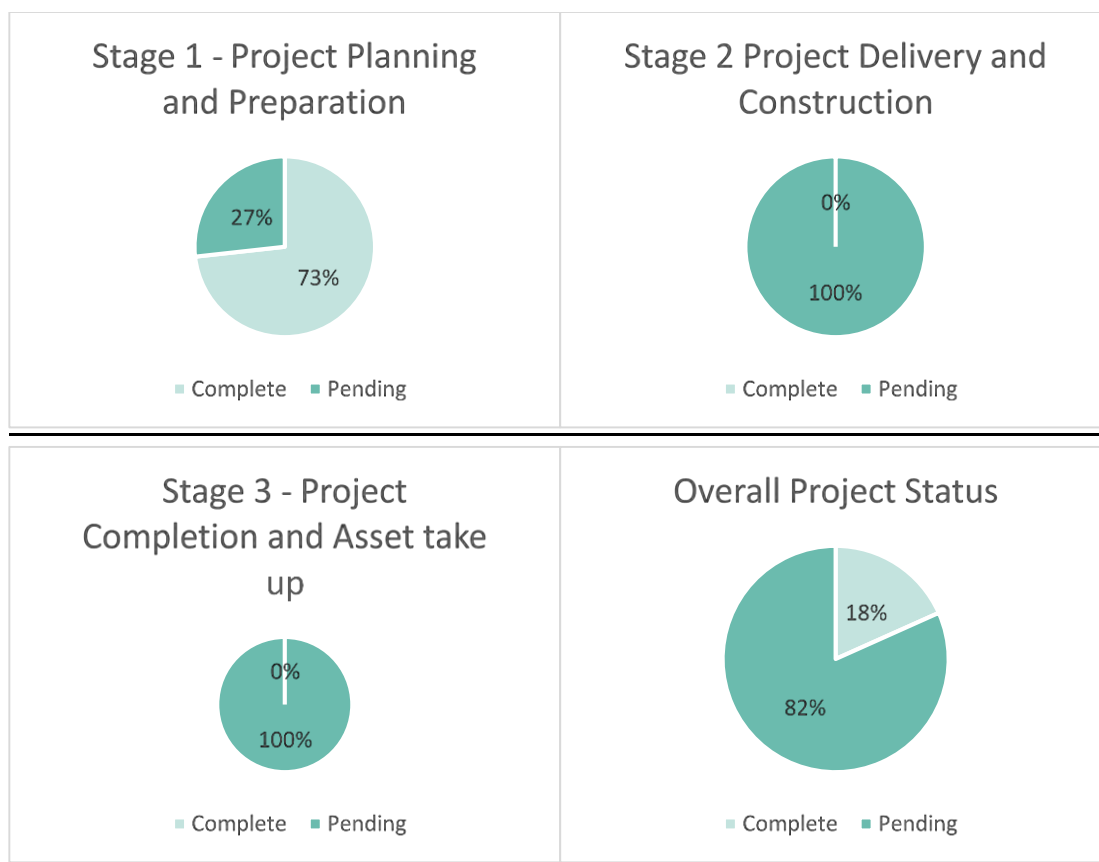


Projects	Status (%)
Renew Chambers Facia & Eaves	0.00
Replace Chambers Atrium Roof	0.00
Council Chambers Security Improvements	0.00
RSL Honour Board	17.50
Multi Use Community Facility	5.00
Wynyard Wharf Entrance Augmentation	72.50
New Boardwalk and Seawall Renewal	50.00
HR Management System	0.00

Key project milestones/updates:

- New Boardwalk and Seawall Renewal well into construction and progressing well.

STRATEGIC AND FINANCIAL SERVICES

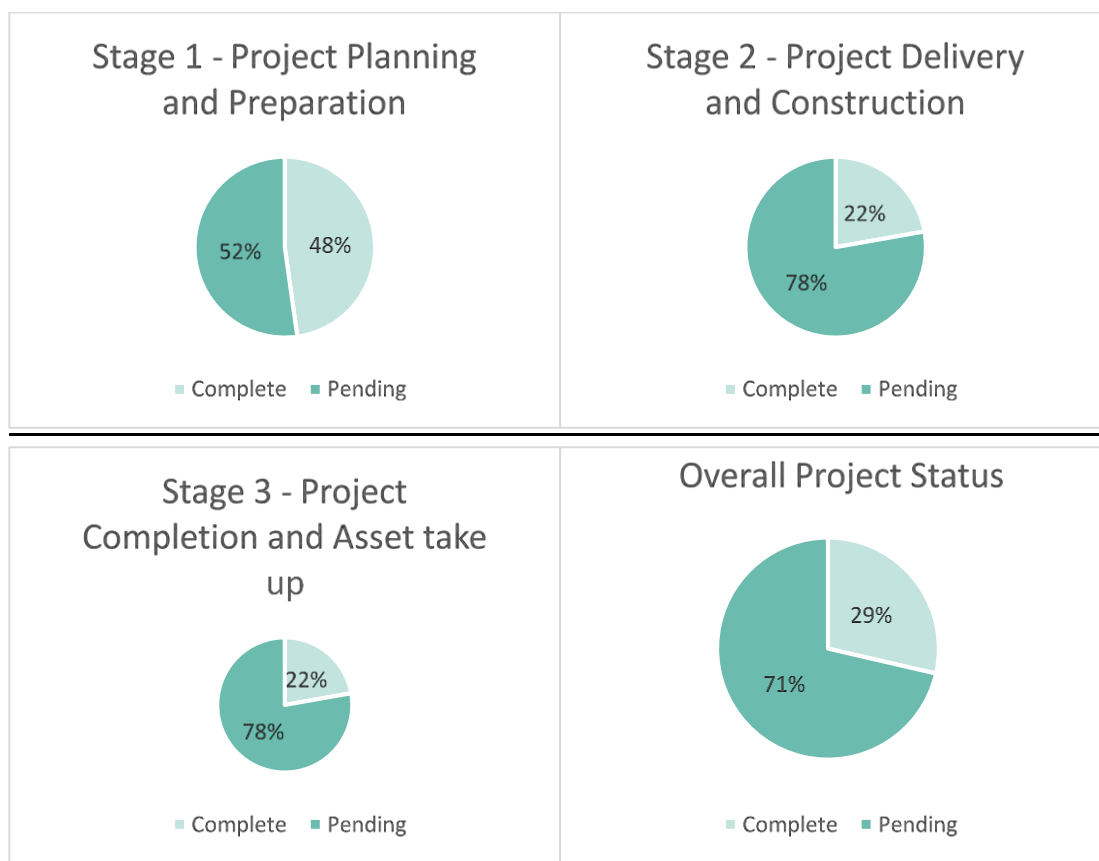


Projects	Status (%)
Finance/Assets Software	7.50
CCTV Cameras	22.50
IT Replacement	25.00
Aerial Imagery Upgrade	25.00

Key project milestones/updates:

- Aerial Imagery Upgrade to be undertaken in 2020
- CCTV Project underway in conjunction with Burnie City Council.
- New Finance Software being tested by officers with plan for November installation.

COMMUNITY SERVICES

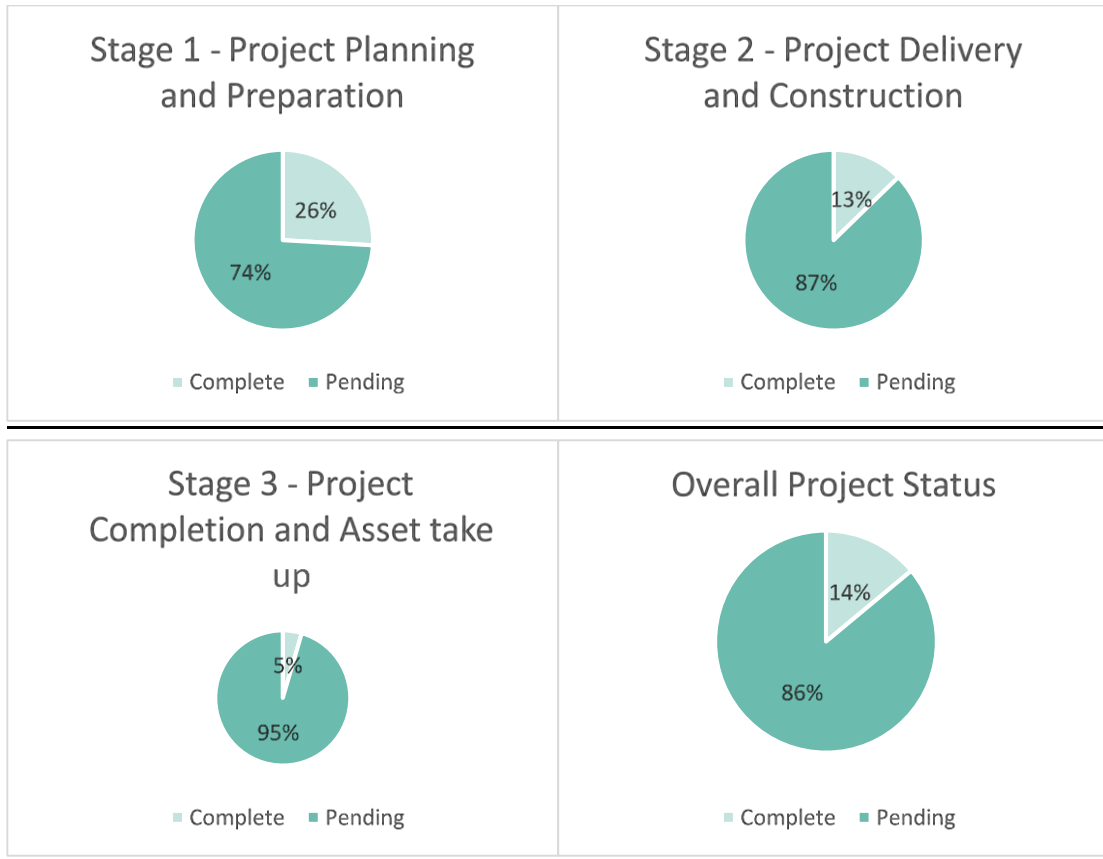


Projects	Status (%)
Links Child Care Security Door	10.00
Links Child Care Playground Replacement	20.00
Links Child Care Drainage Upgrade	0.00
Duress Alarm – WOW	100.00
Waratah Museum Veranda Enclosure	100.00
Online Booking System	0.00
Public Art	2.50
Somerset Xmas Decorations	25.00
Skate Park Art Boards	0.00

Key project milestones/updates:

- Duress Alarm at WOW installed
- Waratah museum veranda enclosure works complete

ENGINEERING SERVICES

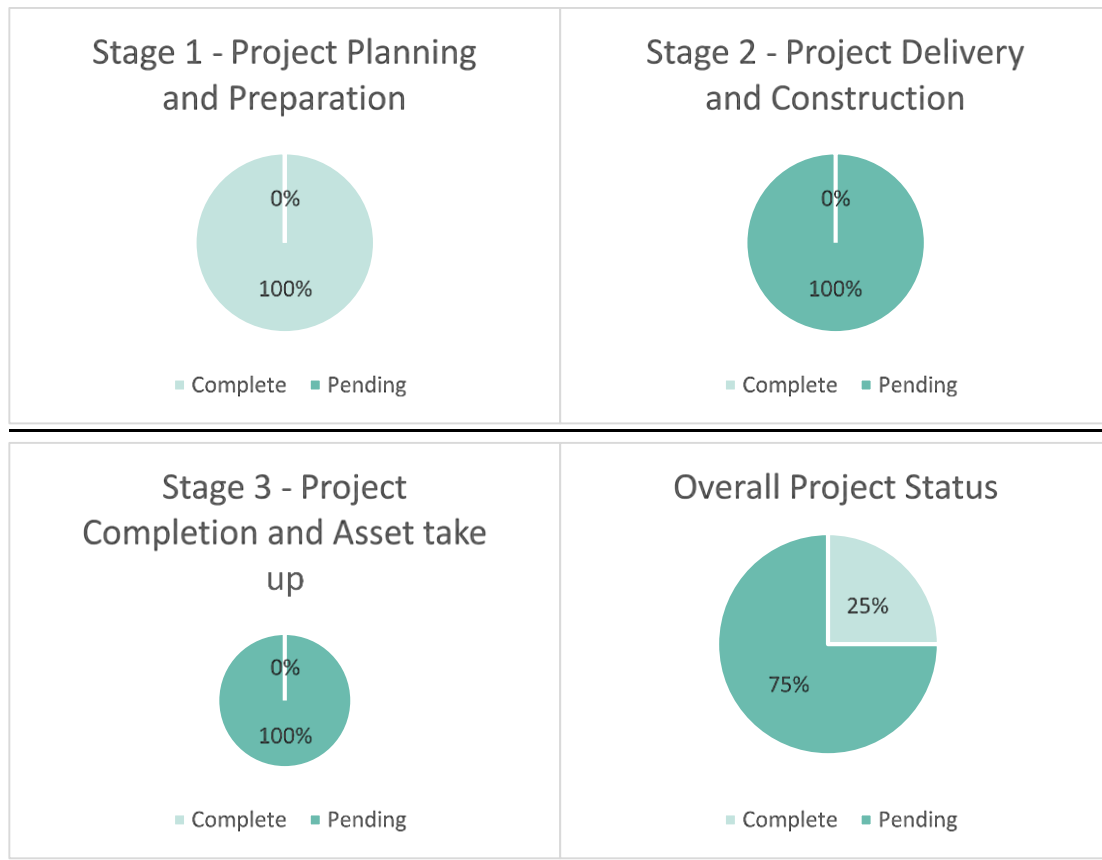


Projects	Status (%)
Asset System Upgrade	2.50
360° Site Camera	70.00
Depot Trade Waste System	22.50
Depot Car Park & Security	70.00
New Radio System	12.50
10' Grader Blade	0.00
8' Grade Blade	0.00
Plant & Fleet Vehicles	8.67

Key project milestones/updates:

- Depot carpark and security works nearing completion.
- New truck mounted Cherry Picker purchased and operating amongst Council fleet.

WASTE MANAGEMENT

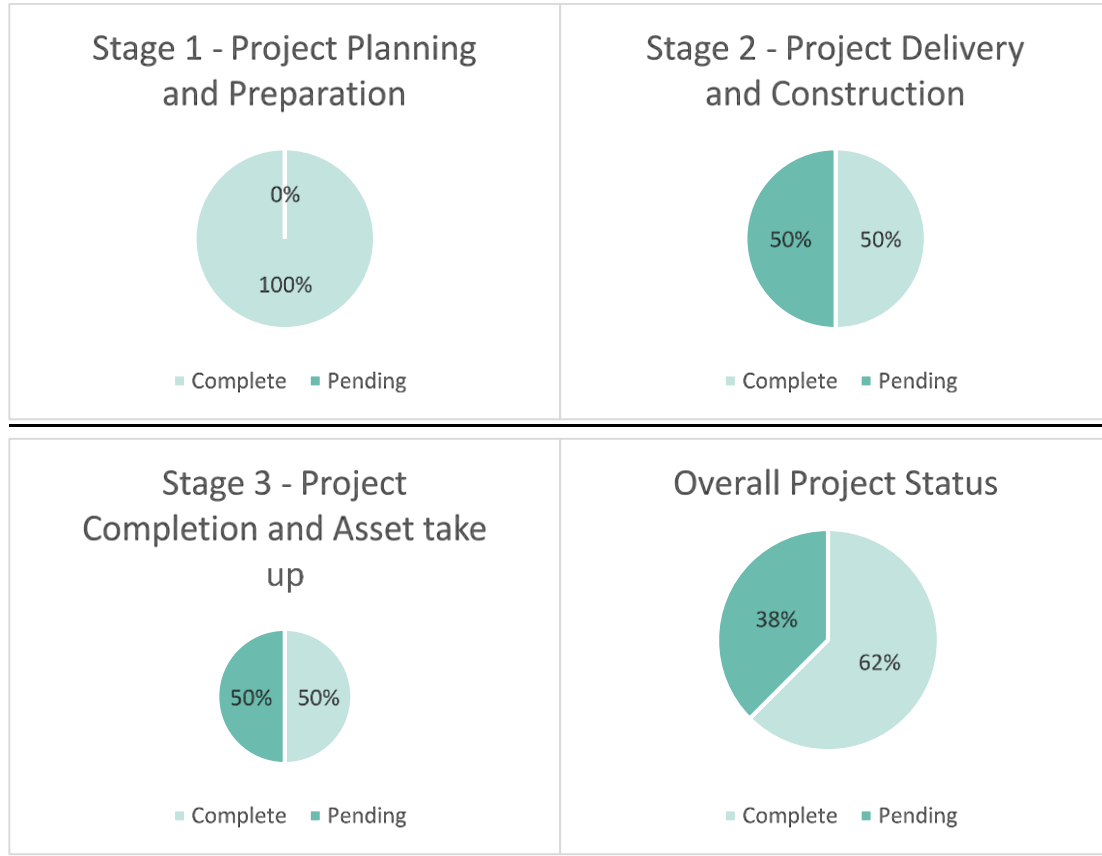


Projects	Status (%)
Relocate RV Dump Point	10.00

Key project milestones/updates:

- Concept for RV dump point being progressed.

PUBLIC CONVENIENCE

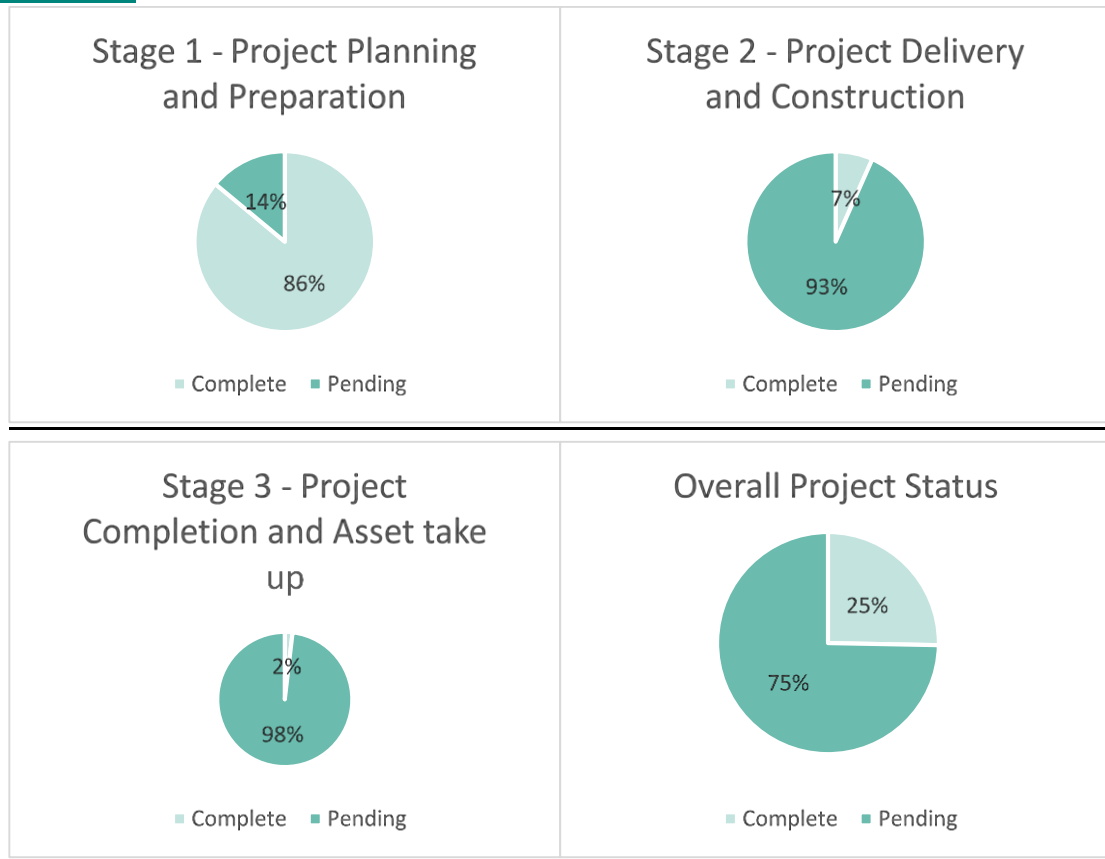


Projects	Status (%)
Boat Harbour Beach Toilets Stainless Steel Lining	100.00
East Wynyard Foreshore Toilets	25.00

Key project milestones/updates:

- Boat Harbour Beach stainless steel toilet lining complete.

TRANSPORT



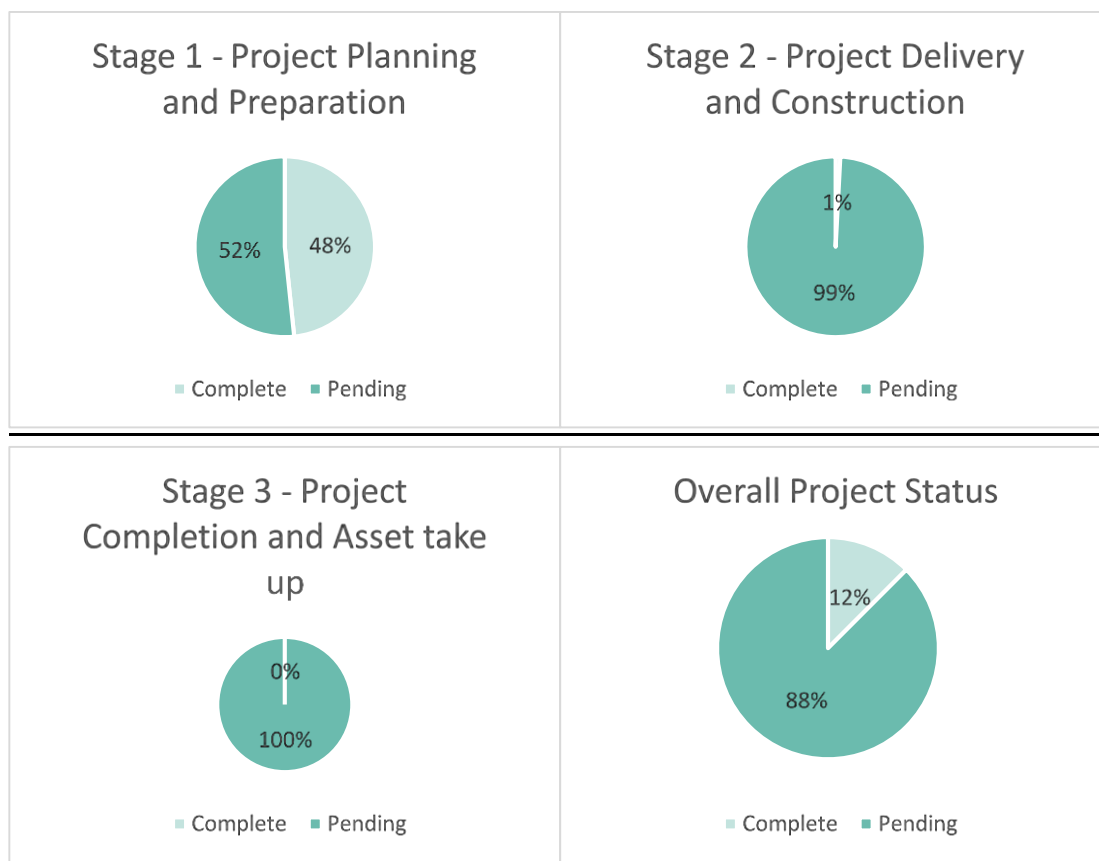
TRANSPORT Cont.

Projects	Status (%)
Re-Sheeting	25.00
Rural Reseals	25.00
Urban Reseals	25.00
Footpath Repairs Dodgin to Wharf Entry	75.00
Urban Footpaths (DDA)	45.00
Belton St/Frederick St Footpath	20.00
Bridge St Footpath	2.50
Woolworths Car Park	25.00
Somerset CBD Art	17.50
Somerset Master Plan	22.50
Railway Int. Window Replacement	18.75
Rural Road Junctions	0.00
Wynyard CBD Bins	27.50
57 Jackson St Retaining Wall	75.00
96 Jackson St Retaining Wall	5.00
Wynyard CBD Heavy Vehicle Signs	25.00
Jackson St – VRU Link	5.00
Goldie St – Ped Crossing	5.00
Exhibition Link VRU Link	5.00
Tennis Court Road – Speed Humps	5.00
Big Creek Guard Rail (Inglis St)	0.00
Park St – DDA Compliant Parking Bays	2.50
Wynyard CBD Plaza	23.75
Rural Road Bridges – Upgrade Approaches	0.00

Key project milestones/updates:

- Wynyard CBD heavy vehicle signs installed.
- Urban footpath DDA compliant ramps being rolled out in Somerset and Wynyard.
- Woolworths carpark commenced 14 October.

SPORTING FACILITIES

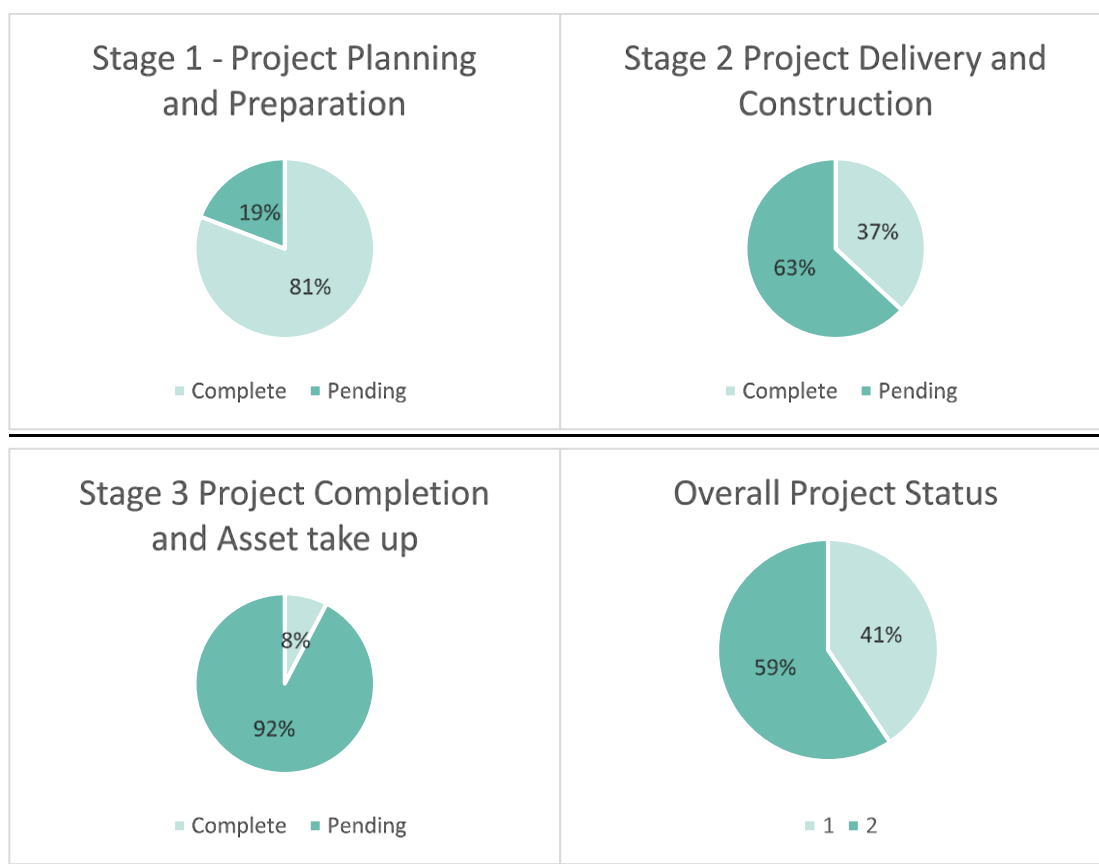


Projects	Status (%)
Wynyard Rec Change Rooms	30.00
Wynyard Rec Fence Replacement	20.00
Wynyard Sports Centre Line marking	0.00
Wynyard Tennis Upgrade Lights	25.00
Wynyard Wharf Damaged Pylons	0.00
Frederick St Underground Irrigation	25.00
Somerset Soccer Fence and Security	0.00
Somerset Rec Replace Box Gutters	12.50
Somerset Rec Install LED Lights West Wing	12.50
Langley Park Grease Trap	0.00
Somerset t Surf Club Grease Trap	0.00
Cardigan St Underground Irrigation	25.00

Key project milestones/updates:

- Contract awarded for irrigation tenders.
- Contract awarded for Wynyard Rec change rooms and demolition has commenced.
- Wynyard Rec Ground Fence Replacement tendered.

PARKS AND GARDENS

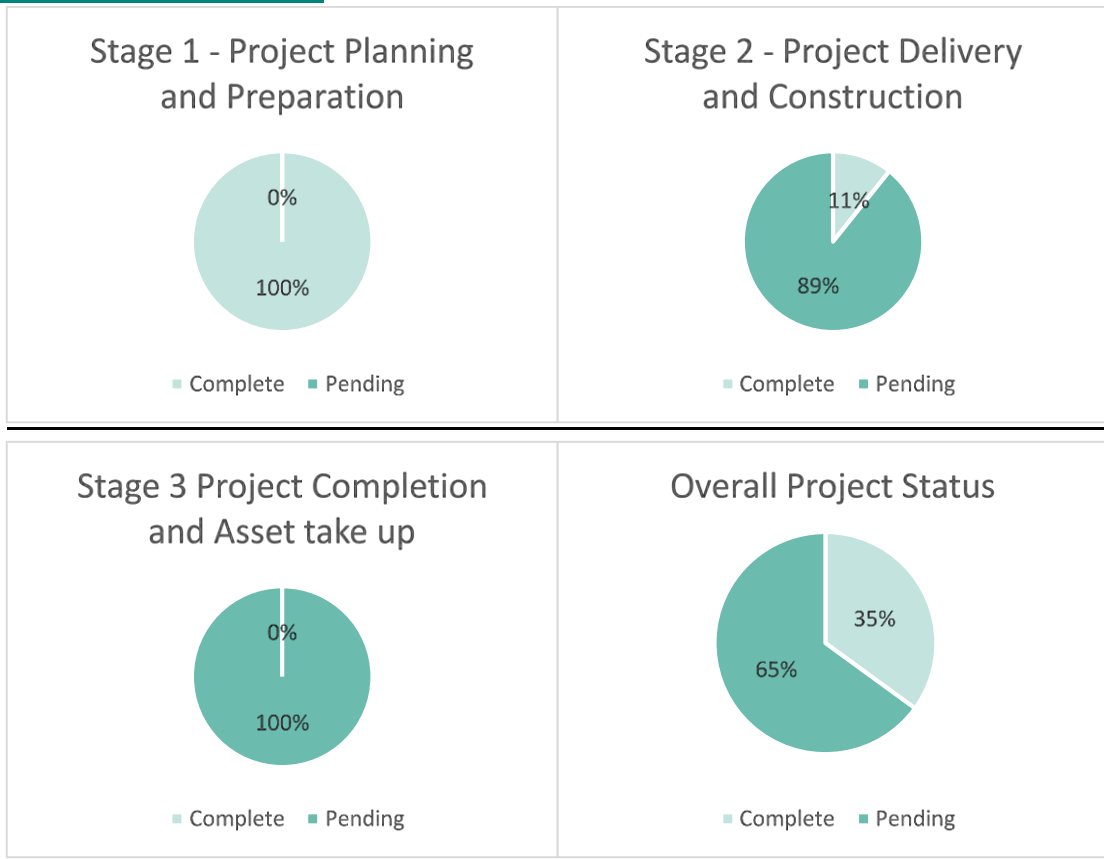


Projects	Status (%)
Camp Creek Remediation	70.00
Camp Creek Ped Bridge	25.00
East Wynyard Foreshore Playground	18.75
Guttridge Gardens Replace Fence	100.00
Bollard Replacement	40.00
Zig Zag Track	22.50
Inglis River Telford Creek Bridge	20.00
ANZAC Park Playground	7.50
BBQ Renewals	60.00
Parks Furniture Renewals	60.00
Waratah Falls – Lookout Track	23.75
Sisters Beach – Access Repairs	75.00
Sisters Beach Hardstand	5.00

Key project milestones/updates:

- Guttridge Gardens fence replacement project complete.
- Construction of the Sisters Beach access stairways complete.
- Zig Zag track tenders received and report to October agenda.

STORMWATER DRAINAGE

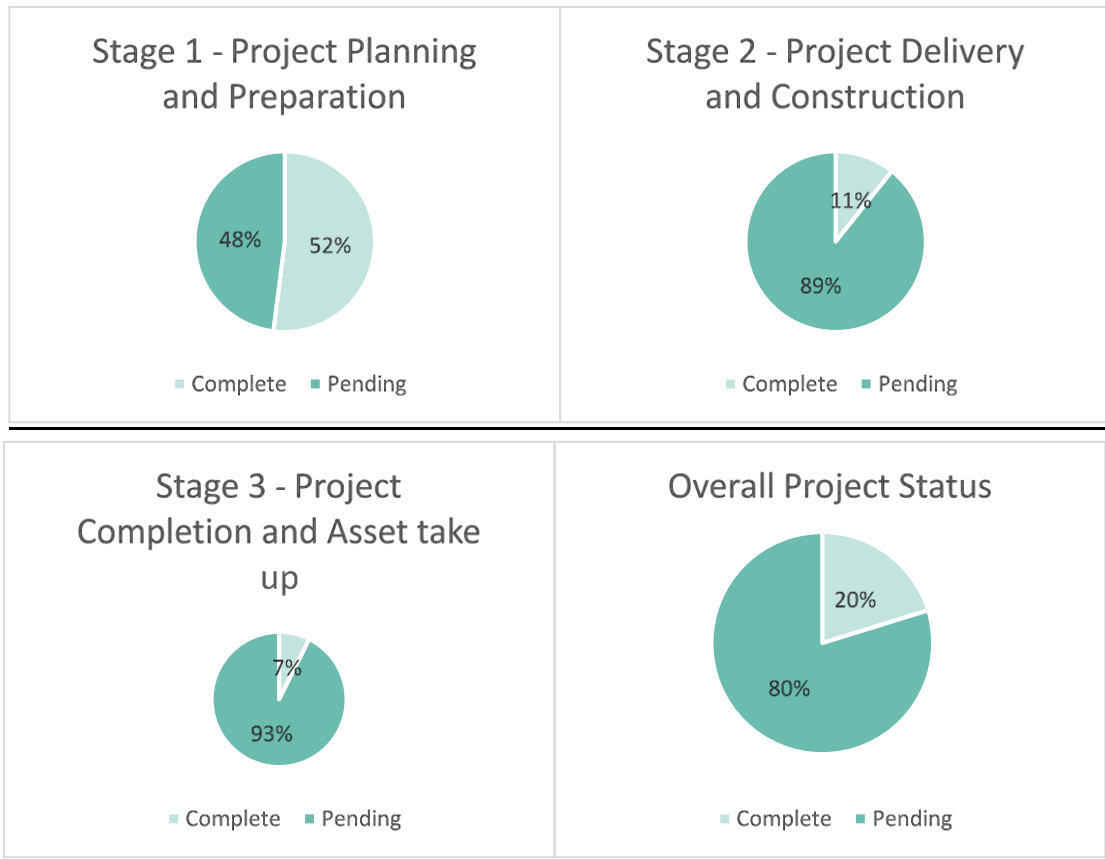


Projects	Status (%)
Rural Road Culverts	37.50
Dart St Outfall	25.00
Gully Pits	37.50
Manhole Covers	40.00

Key project milestones/updates:

- Rural road culvert replacements have commenced.

SPECIAL PROJECTS



SPECIAL PROJECTS Cont.

Projects	Status (%)
Tulip Festival Reusable Glasses	25.00
Tulip Festival Hats & T-Shirts	17.50
Mural for Market Shed	0.00
Reroof Philosophers Hut	1.25
SES Equipment Replacement	22.50
Waratah Falls Walking Track	25.00
I Am Youth Project	20.00
Council Chamber Lawn	0.00
WOW Gardens & Lawn	100.00
Athenaeum Hall – Bird Proofing	0.00
Lifetime Dog Tags	100.00
Settlement Strategy	15.00
Cam River Master Plan	1.25
Enviro Strategy	32.50
Rural Road Safety Audit	25.00
Depot Special Projects	32.50
1069 Calder Rd Tree Trimming	10.00
Old Pool Demolition	5.00
Wynyard Rec Landscaping	0.00
Somerset Surf Club Paint Exterior	12.50
Somerset Tennis Club Rewiring	12.50
Waratah Historic Rail Study	0.00
Mt Hicks Round About	0.00
FOGO Feasibility	42.50
Inglis/IGA Area – Study	5.00
Digital Innovation	16.25
BHB Master Plan	25.00

Key project milestones/updates:

- Contract awarded for rural road safety audit
- Permit application for demolition of the old pool submitted to Crown Land Services for approval.

9.9 SENIOR MANAGEMENT REPORT

To: Council
 Reporting Officer: Executive Officer
 Responsible Manager: General Manager
 Report Date: 20 September 2019
 File Reference: 0.0
 Enclosures: Nil

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 8 September 2019 and 10 October 2019.

Corporate

- Finalised performance appraisals for direct reports in line the organisations commitment to create a culture that promotes personal success
- Continued weekly meetings to progress the Shared Services project being undertaken by Burnie, Circular Head and Waratah-Wynyard Council, including the trial of new collaborative project tools
- Attended the Joint workshop with Circular Head, Waratah-Wynyard and Burnie Councils where presentations were conducted by Commissioner Sarah Bolt; NBN Co and Telstra

Community

- Participated in the Community Conversations Forum in Boat Harbour
- Met with Trevor Duniam (Secretary) and Mosses Bassett (President) from the Wynyard RSL to determine a position on the Preolenna War Memorial
- Met with representatives from Grange Resources Tasmania to discuss their future operational plans including their desire to re-mine Centre Pit at Savage River
- Attended a presentation from 2019 Rural Clinical School Medical Students who had spent time in Wynyard as part of their studies
- Met with TasNetworks in relation to the proposed new transmission lines in the North West Coast
- Met with the developers of the Table Cape Resort for an update on the project

- Met with Kevin Walsh, new Plant Manager, Fonterra Wynyard to discuss a range of matters including Council's proposed capital works guard rail project.
- Attended a meeting for an update on the Journeys project and the commencement of industry engagement for the proposed North West drive
- Participated in the working group for the Wynyard Showgrounds
- Participated in the working group to progress the Boat Harbour Beach Development Plan
- Had a meet and greet meeting with West by North West CEO, Tom Wootton
- Met with Sisters Beach Environmental Group SBEG25-43 to discuss dune erosion nearby their properties

Industry

- Attended the General Managers meeting as coordinated through LGAT. Speakers included –
 - LGPro Management Challenge Winners Tasmania, Kingborough Council
 - Dr Lisa Denny, from the Institute for the Study of Social Change, University of Tasmania who discussed *Population Trends – a regional and Local Government perspective*
 - Sally Kuschel, Director, Disaster Risk and Resilience Policy, Emergency Management Australia and Matt Brocklehurst, Assistant Director Emergency Management Department of Police, Fire and Emergency Management (TAS) who presented on *Reducing disaster risk – from global to local. Implementing the National Disaster Risk Reduction Framework.*
 - Adrian Skull, CEO City of Marion who shared a coaching methodology he has used and an overview of cultural development programs
 - Alex Tay, Director of Local Government, who provided a Local Government Review update.

Other

- With the Mayor, met with Joan Rylah MP to provide an overview of Council projects and activities
- Met the Liberal State Senate team and Braddon MP Gavin Pearce at the Wynyard Yacht Club to provide an update on the waterfront development

POLICIES TO BE RESCINDED

Nil

ADMINISTRATION – USE OF CORPORATE SEAL

11/9/19	Plans – boundary adjustment	SD2081 – 239 Port Road & 263 Port Road Boat Harbour
11/9/19	Final Plan & Schedule of Easements and Petition to amend Sealed Plan	SD2072 – 1 & 3 Millpond Court and Lot 200 SP 175530 millpond court Wynyard
23/9/19	Final Plan & Schedule of Easements	28 Oldina Road Wynyard (2 lots into 4) and dwelling extension
24/9/19	Final Plan & Schedule of Easements	SD2057-B 293 Port Road Boat Harbour Beach (4 lots into 19)
24/9/19	Final Plan & Schedule of Easements	SD2015 Bridge Street Sisters Beach (1 lot into 7)

WORKING GROUPS

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

	Elected Member Representatives	Responsible Officer(s)	Current Status
Sisters Beach	Cr Edwards Cr Fairbrother Mayor (ex-officio)	Director Community & Engagement Community Development Officer	Group has now had several meetings with key priorities identified.
Wynyard Show Grounds	Cr Bramich Cr Edwards Mayor (ex-officio)	General Manager Recreation Liaison Officer Executive Officer (GM office)	Two meetings of the working group have been held thus far.
WWC Environmental Plan	Cr Fairbrother Cr Courtney Cr House Mayor (ex-officio)	Project Manager – Infrastructure & Development Services	Group has been formed with several meetings held. Currently researching and analysing data.
Cam River Reserve	Cr Duniam Cr House Mayor (ex-officio)	Project Manager – Infrastructure & Development Services	Yet to commence
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. Independent costing undertaken. Progress meeting scheduled
Boat Harbour Masterplan	Cr Courtney Cr Fairbrother Cr House Mayor (ex-officio)	General Manager Executive Officer (GM office)	First meeting of working group has been held and initial actions identified

COMMUNITY CONVERSATIONS

The Boat Harbour Beach Community Conversation forum was held on Monday 30 September at Sweet-ness by the Sea. The evening was very successful with 22 community members in 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	Workshop Registrations
Wynyard	14	
Waratah	21	
Boat Harbour Beach	22	
Sisters Beach		8
Yolla		2
Somerset		0
TOTAL	57	10

Issues Raised

	#
Matters Raised	28
Number Resolved/Closed	18 (64%)
Action in Progress	6
Outstanding	4

REPORTS OF OFFICERS AND COMMITTEES

OPPORTUNITIES RAISED AT COMMUNITY CONVERSATIONS

Legend: ♦ indicates number of times issue raised

Date / Location	Matter Raised	Category / Allocated to	Outcome / STATUS
29/07/2019 Wynyard	Need a public/community composting facility	Director Infrastructure & Development Services	Investigation and response required.
29/07/2019 Wynyard	Make area available for collection of old cars/burnouts etc several times a year	Director Infrastructure & Development Services	Investigation and response required.
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	Investigation and response required.
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	Investigation and response required.
29/07/2019 Wynyard	Revise the Wynyard RV dump station at nurses retreat along with the opportunity to provide information signage at this location for visitors to Wynyard	Director Infrastructure & Development Services	Investigation and response required.
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	Investigation and response required.
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	Investigation and response required.

REPORTS OF OFFICERS AND COMMITTEES

Date / Location	Matter Raised	Category / Allocated to	Outcome / STATUS
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	Investigation and response required.
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	Investigation and response required.
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	CURRENT ACTION – applying for Community Grant to deliver a series of services and training for locals over 1920/21 in line with Councils Health & Well Being Strategic Plan
26/8/19 Waratah	Would like to see continued support for Waratah – two major groups – by council providing resources, advice etc plus for other enterprises Museum, mends shed etc.	Director Community & Engagement	Investigation and response required.
26/8/19 Waratah	Town requires a community Defibrillator - suggest set up undercover at the post office before summer tourist season.	Community Development Officer	RESULTING ACTION - 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	ACTION – 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.
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	Investigation and response required.
26/8/19 Waratah	Can council look at upgrading signage for lookouts, include a mud map.	Manager Tourism and Marketing	Investigation and response required.
26/8/19 Waratah	Can Council review signage to caravan park – believe currently not adequate	Manager Tourism and Marketing	Investigation and response required.
26/8/19 Waratah	Can Council do a statue to commemorate Philosopher Smith	Manager Community Activation	Investigation and response required.

REPORTS OF OFFICERS AND COMMITTEES

Date / Location	Matter Raised	Category / Allocated to	Outcome / STATUS
26/8/19 Waratah	Can a fence be out around Saunders Park for a playground	Director Infrastructure & Development Services	Investigation and response required.
26/8/19 Waratah	Can a toilet be provided for Saunders Park (possibly portable)	Director Infrastructure & Development Services	Investigation and response required.
26/8/19 Waratah	Can seats be provided around the Cenotaph (with soldiers on them)	Manager Community Activation	Investigation and response required.
26/8/19 Waratah	Look at improving camping amenities – toilets / undercover area	Director Infrastructure & Development Services	Investigation and response required.
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	Investigation and response required.
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	Investigation and response 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	Investigation and response required.
26/8/19 Waratah	Would like installation of spotlight and power box on the light pole located beside the cenotaph.	Director Infrastructure & Development Services	Investigation and response required.
26/8/19 Waratah	Que Street – would like to see a cul-de-sac installed	Director Infrastructure & Development Services	Investigation and response required.
26/8/19 Waratah	Would like to see a round-about near the memorial	Director Infrastructure & Development Services	Investigation and response required.
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	Investigation and response required.
26/8/19 Waratah	Request previously made for 2 south American firewheel trees to be transplanted to (1) own house and (2) new park in Vardy close. There are 8/9 plants growing	Director Infrastructure & Development Services	RESULTING ACTION – investigation required.

REPORTS OF OFFICERS AND COMMITTEES

Date / Location	Matter Raised	Category / Allocated to	Outcome / STATUS
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	Investigation and response required.
30/9/19 Boat Harbour	Can TasWater extend Sewer up the hill?	Director Infrastructure & Development Services	Investigation and response required.
30/9/19 Boat Harbour	Would like to see link road from Boat Harbour Beach to Sisters Beach	Director Infrastructure & Development Services	Investigation and response required.

OPPORTUNITIES RAISED AT COMMUNITY CONVERSATIONS (CLOSED ITEMS)

Legend: ♦ indicates number of times issue raised

Date / Location	Matter Raised	Category / Allocated to	Outcome
29/07/2019 Wynyard	Projects to Engage Youth	Manager Community Activation	<p>CLOSED</p> <p>There are a range of activities and projects that council deliver to engage youth:</p> <p>I am Youth Project – for young girls’ year 7-12 empowering resilience, confidence learning to love who they are.</p> <p>Seven Up Youth Centre – 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>School Holiday Program – trips from young people at low cost for ages 13 – 18</p> <p>Waratah-Wynyard Youth Leaders – 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>Sk8 Competition is a skating competition held each year at the Wynyard skate park</p> <p>Winter Bonfire is aimed at young people and families and is an event developed by young people</p> <p>Work Inspirations is a partnership with Wynyard High School & the Smith Family to provide student in year nine exposure to businesses and career options within Wynyard</p> <p>Youth Week – events are held each year to celebrate Youth Week, this year there will be a Youth Fest event</p> <p>Youth Network Of Tasmania & YTC have mentor programs to enable young people to attend youth specific conference and workshops</p> <p>Building leadership supporting and sponsoring two students to attend the 2019 Youth Parliament for a week in Hobart</p> <p>Tryskills – held each year for young people to try out new sports, hobbies and interest</p>

REPORTS OF OFFICERS AND COMMITTEES

Date / Location	Matter Raised	Category / Allocated to	Outcome
29/07/2019 Wynyard	Identification of space/underutilised land for children's spaces and planting of fruit trees/edible plants	Manager Community Activation	CLOSED (INCLUDE IN 2020/21 BUDGET CONSIDERATION) 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.
29/07/2019 Wynyard	Climate Change Adaptation and mitigation	Director Infrastructure & Development Services	CLOSED 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 focus on Sustainability and the Environment	Director Infrastructure & Development Services	CLOSED - 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	CLOSED – 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	CLOSED – 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	CLOSED –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	CLOSED - 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	CLOSED – 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).
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	CLOSED – 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	General Manager	CLOSED this matter is currently being researched by the Boat Harbour Beach Masterplan working group and is considered a key priority task / deliverable.

REPORTS OF OFFICERS AND COMMITTEES

Date / Location	Matter Raised	Category / Allocated to	Outcome
	erosion and create sea defence for the future. In addition, would allow additional land for the masterplan		
30/9/19 Boat Harbour	Suggest plant trees to provide a windbreak to protect the beach	General Manager	CLOSED – will be considered when landscape plans are developed for the Boat Harbour Beach Masterplan

PLANNING PERMITS APPROVED UNDER DELEGATION – SEPTEMBER 2019

DA No.	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	(D)Discretionary (P)Permitted
SD 2076	Micheal Wells (EnviroPlan)	2021 & 2109 Murchison Highway Henrietta	Subdivision (Boundary Reconfiguration)	03.09.2019	38	D
DA 109/2019	Waratah-Wynyard Council	PID 7880899 Austin Street Wynyard	Changerooms & Public Toilets (Demolish Grandstand)	03.09.2019	12	P
DA 97/2019	Abel Drafting Services Pty Ltd	15583 Bass Highway Doctors Rocks	Dwelling (Replacement Dwelling)	17.09.2019	39	D
DA 111/2019	Paul Allen (PLA Designs)	8-10 Bridge Street Sisters Beach	Outbuilding (shed)	17.09.2019	39	D
DA 101/2019	Abel Drafting Services	17 Elfrida Avenue Sisters Beach	Outbuilding (shed)	20.09.2019	56*	D
DA 115/2019	Abel Drafting Services	48 Hogg Street Wynyard	Ancillary Dwelling	24.09.2019	39	D
DA 92/2019	Rosene Cox Building Design & Drafting	17 Church Street Wynyard	Outbuilding (Garage Extension) & Front Fence	26.09.2019	37	D
DA 118/2019	Paul Allen (PLA Designs)	130 Dudfields Road Mount Hicks	Dwelling Extension	26.09.2019	34	D
DA 117/2019	Dana Hicks (WWC)	Old Bass Highway	Amenities Block	30.09.2019	39	D

*Extension of time Granted

BUILDING PERMITS APPROVED –SEPTEMBER 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**

Permit Number	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	Related Planning Approval
2019-108-01	Tim Robertson (Robertson Homes)	50 Irby Boulevard Sisters Beach	Dwelling	9.09.2019	1	DA 33/2019
2019-104-01	Hotondo Homes	13 Emily Crescent Somerset	Dwellings x2	9.09.2019	1	DA 21/2019
2019-92-01	R & N Townsend	159 Irby Boulevard Sisters Beach	Dwelling	9.09.2019	1	DA 65/2019
2019-94-01	M & N Dowling	20 Table Cape Road Wynyard	Dwelling & Shed	11.09.2019	1	DA 17/2019
2019-114-01	Rosene Cox Building Design & Drafting	21 Table Cape Road Wynyard	Verandah & Shed Addition	23.09.2019	4	DA 103/2019

QUARTERLY STATISTICS

DEVELOPMENT & REGULATORY SERVICES

Environmental Health - Immunisations

Month	2018/2019		2019/2020	
	Persons	Vaccination	Persons	Vaccination
July			0	0
August	0	0	0	0
September	0	0	0	0
October	0	0		
November	62	62		
December	0	0		
January	0	0		
February	0	0		
March	0	0		
April	78	145		
May	0	0		
June	0	0		
	140	207	0	0

Note: Council Staff Influenza Vaccinations May 2018, 63 staff vaccinated.

Public Health / Food Premises Inspections / Abatement Notices

2019/2020	Notifiable Diseases	Inspections Of Registered Food Premises	Abatement Notices Issued
July	1	10	0
August	0	14	0
September	0	4	0
October			
November			
December			
January			
February			
March			
April			
May			
June			
TOTAL	1	28	0

Health Approvals – Registrations

Month	Food Premises (FP)	Temporary Food Premises (TFP)	Places of Assembly (PA)	Public Health Risk Activities (PHRA)	Private Water Suppliers (PWS)	Regulated Systems Air Cooling Systems
July	28	1	0	0	0	0
August	40	1	0	3	0	1
September	1	9	2	2	0	3
October						
November						

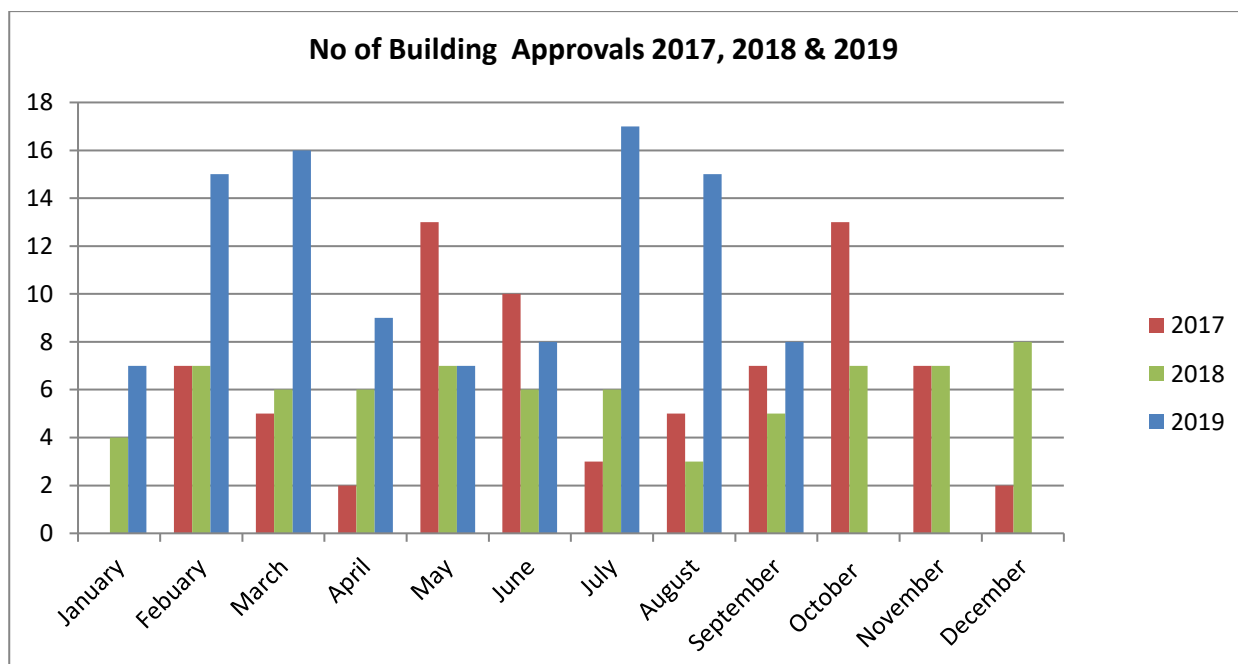
REPORTS OF OFFICERS AND COMMITTEES

Month	Food Premises (FP)	Temporary Food Premises (TFP)	Places of Assembly (PA)	Public Health Risk Activities (PHRA)	Private Water Suppliers (PWS)	Regulated Systems Air Cooling Systems
December						
January						
February						
March						
April						
May						
June						
TOTAL	69	11	2	5	0	4

Building Approvals

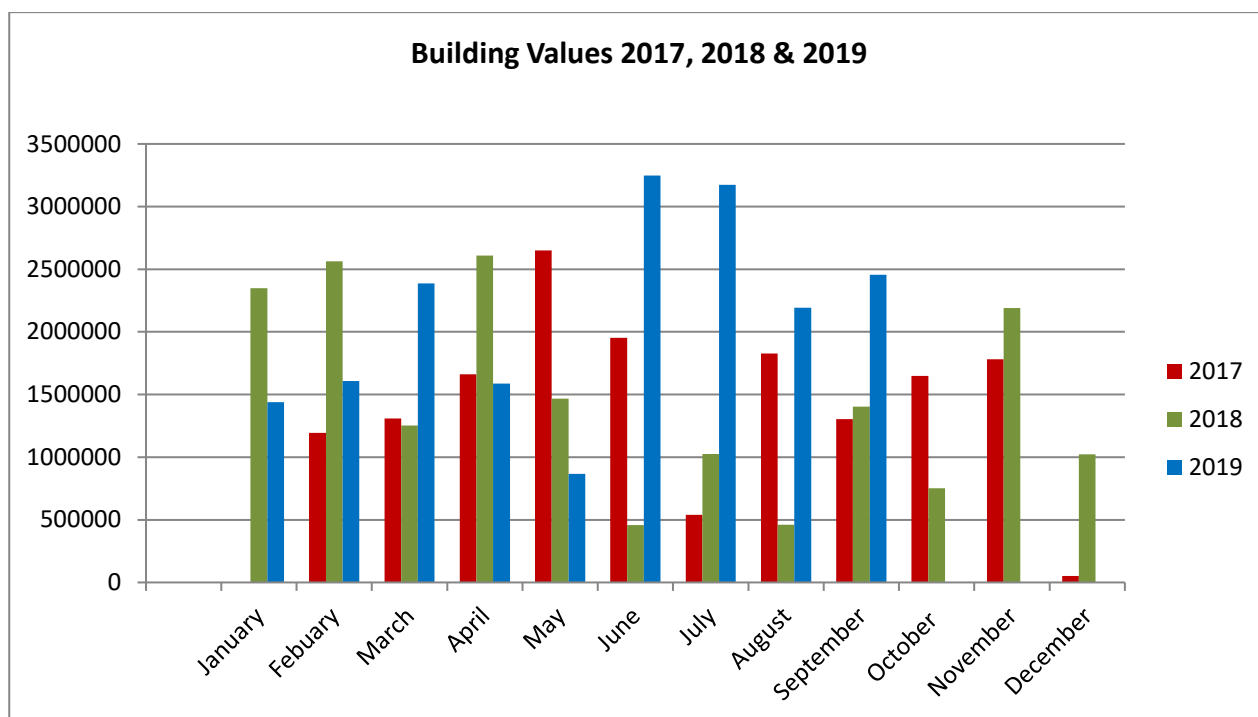
Month	Class 1a	Class 1b	Class 2	Class 3	Class 4	Class 5	Class 6	Class 7b	Class 8	Class 9a	Class 9b	Class 9c	Class 10a	Class 10b
July	6	-	-	1	-	-	1	2	-	-	1	-	8	2
August	7	-	-	-	-	-	-	-	-	-	1	-	8	1
September	7	-	-	-	-	-	-	-	-	-	-	-	3	1
October														
November														
December														
January														
February														
March														
April														
May														
June														
Total	20	-	-	1	-	-	1	2	-	-	2	-	19	4

Building Approval Graph



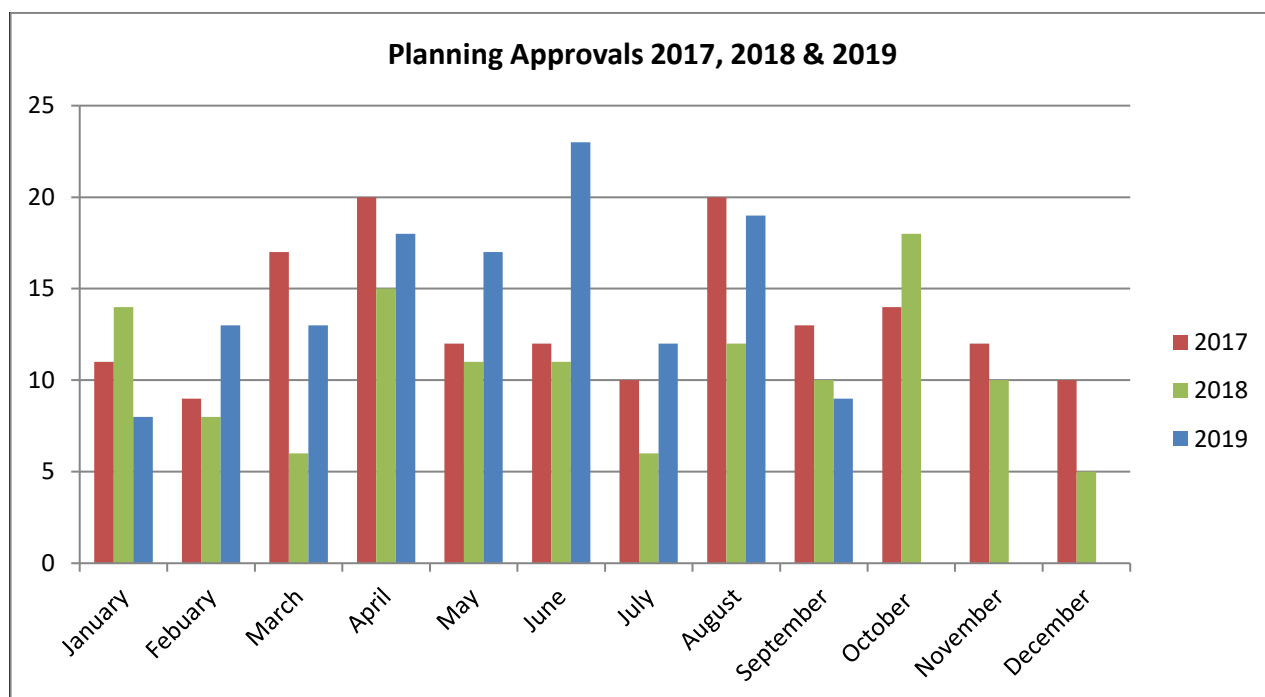
>2018 Building Values includes Building Permits and Notifiable Building Work (Category 3)

Building Values Graph



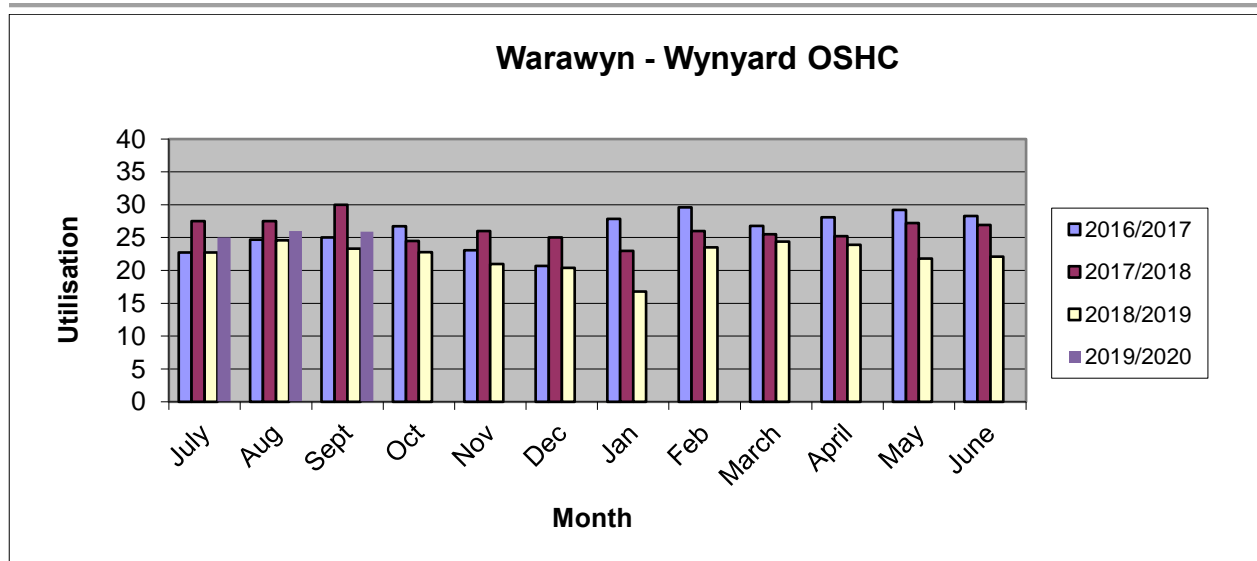
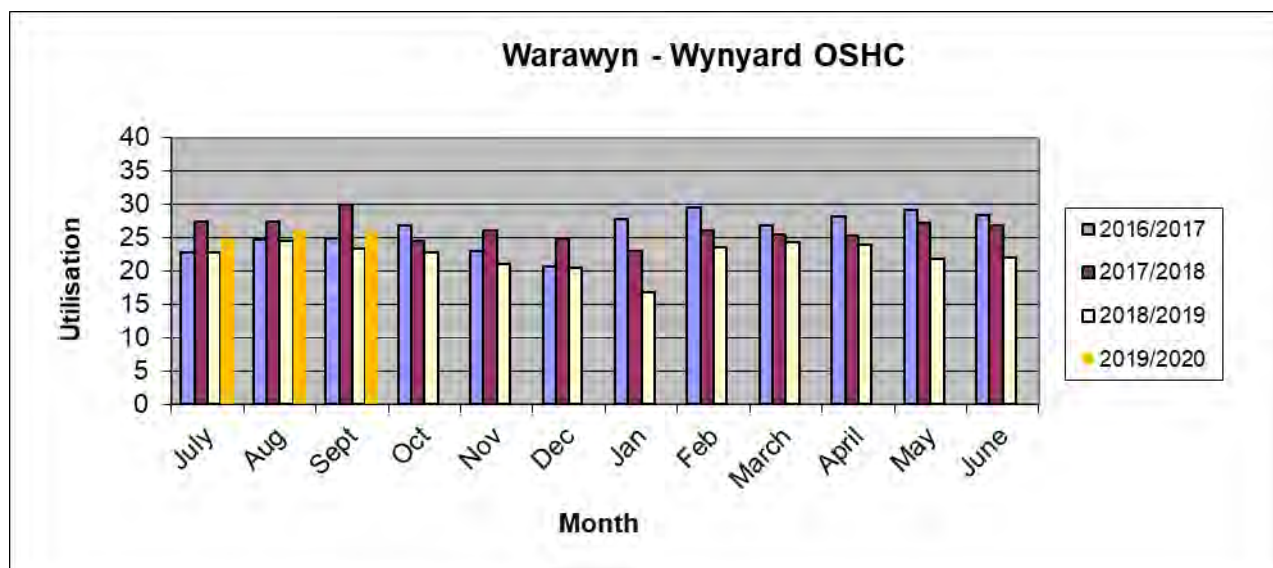
>2018 Building Values includes Building Permits and Notifiable Building Work (Category 3)

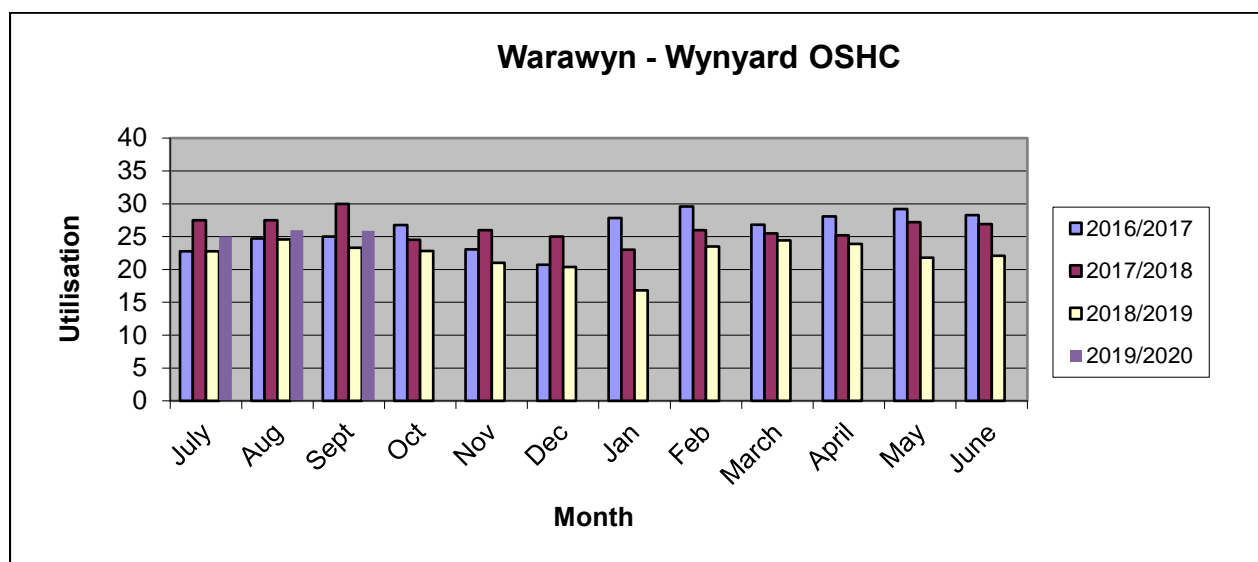
Planning Approvals Graph



COMMUNITY & ENGAGEMENT

Children’s Services

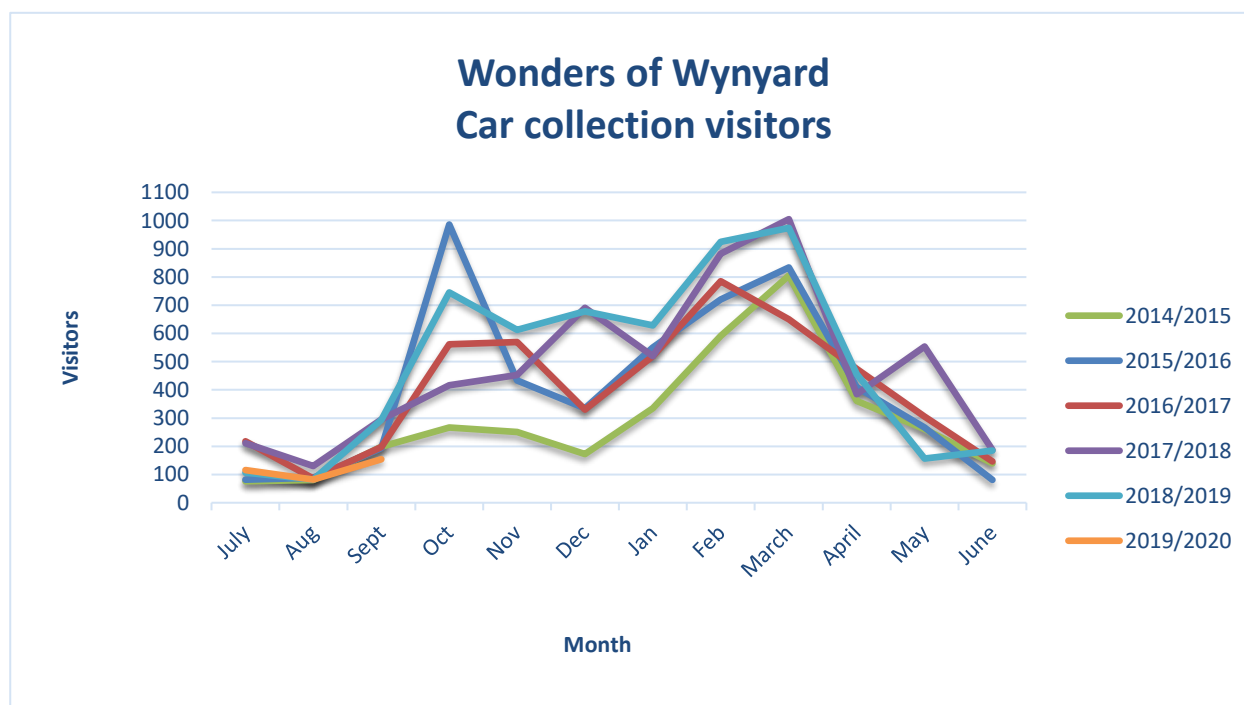


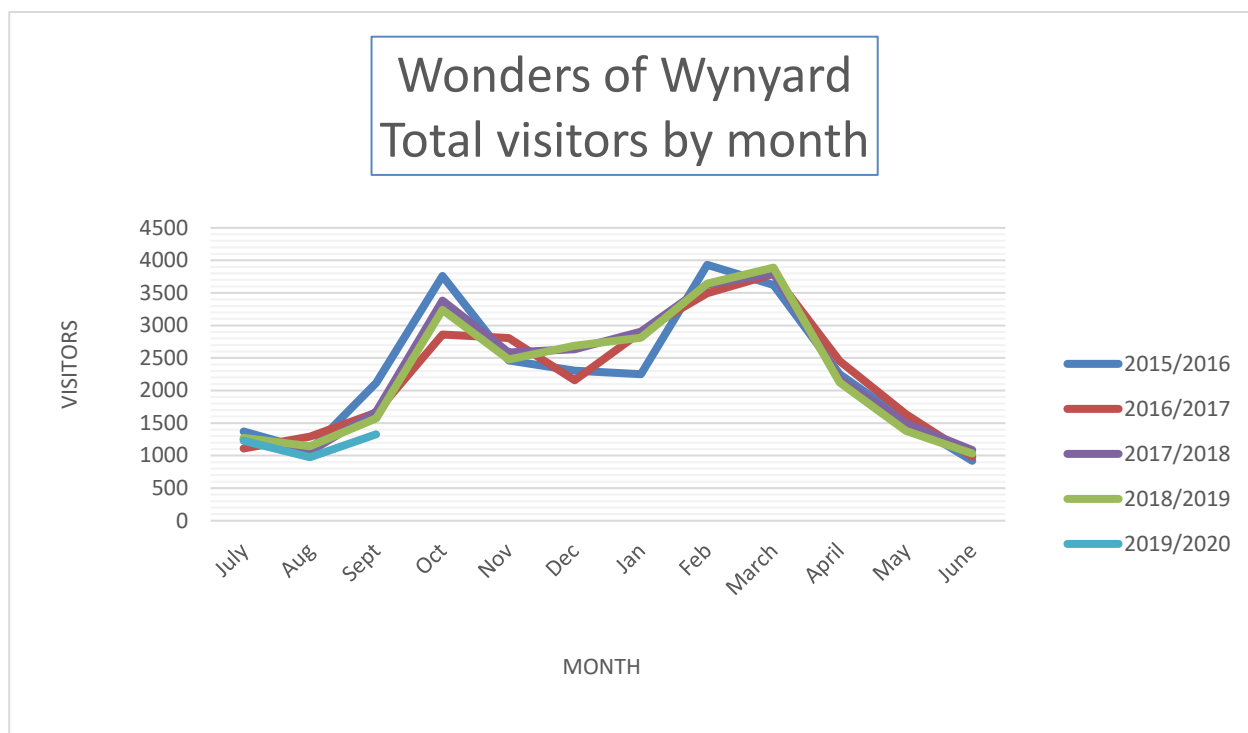


TOURISM

Summary - WOW

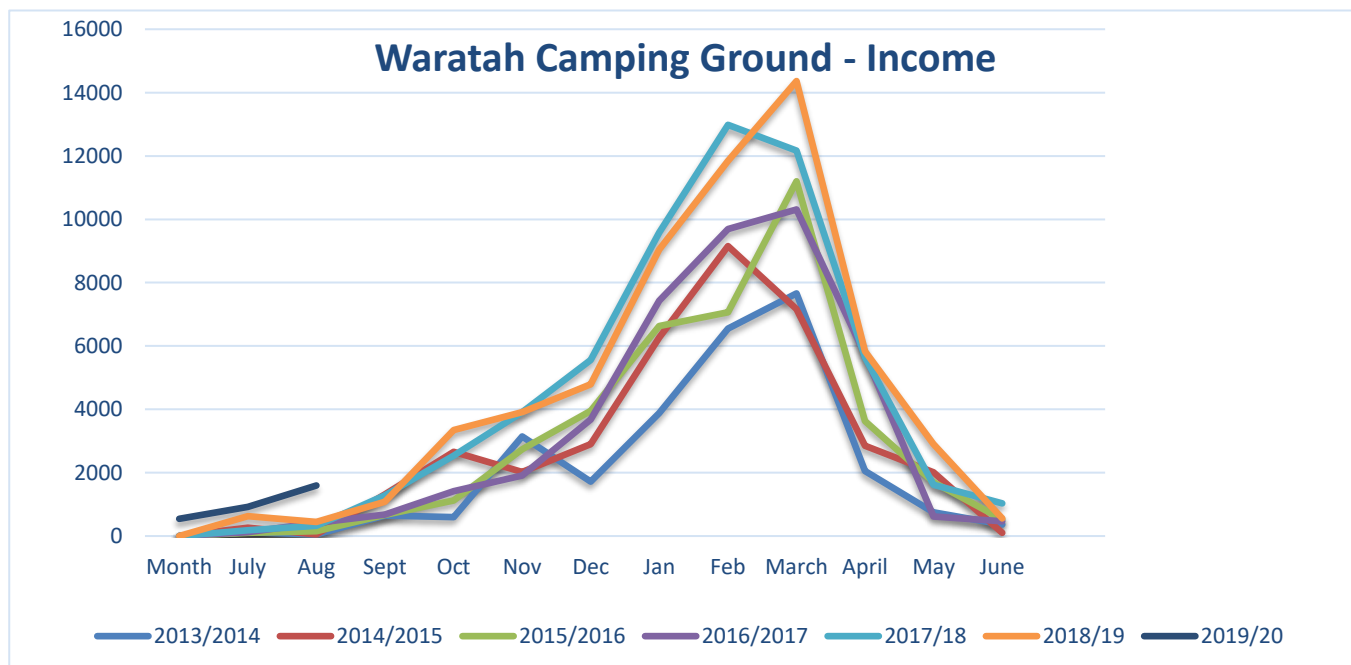
- Overall visitor numbers for September were down 15.6% on last year. Numbers through cars had a significant decrease of 47%.
- Income was also down 16%

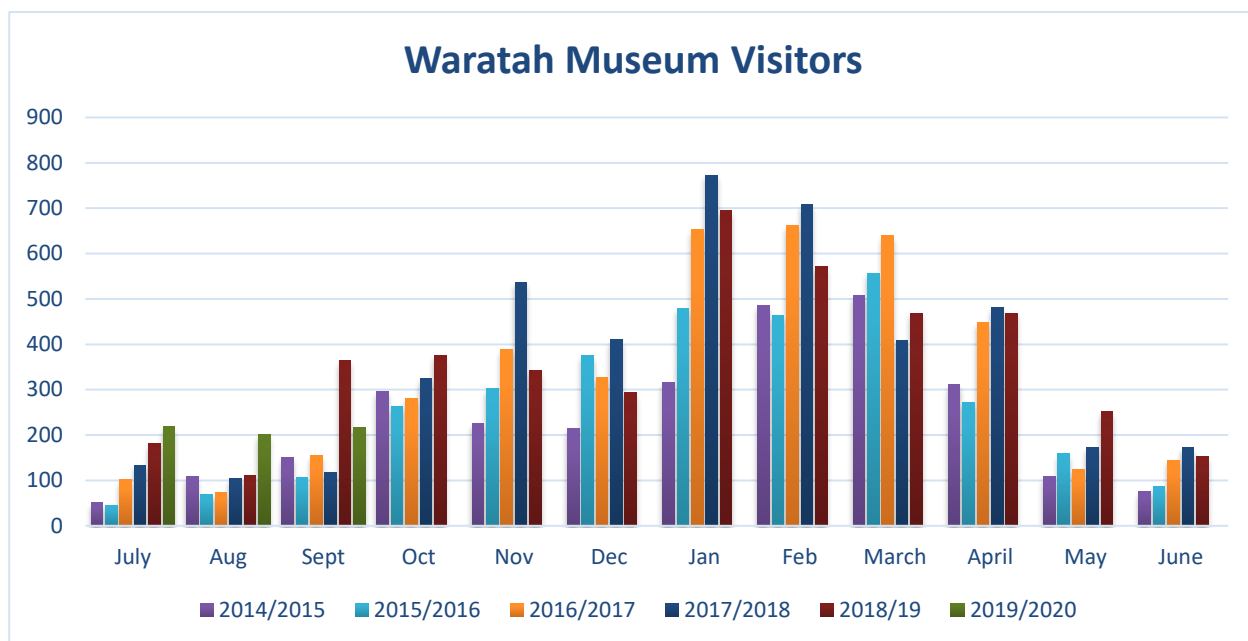




Summary - Waratah

Waratah camping ground income was up 47% on this time last year, and museum numbers were down 40%. The Athenaeum Hall is closed for winter – reopening on Thursday 10th October.





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"> ☐ Consider implementation of the proposed playground and landscaping elements for the 2018/19 budget; ☐ 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 ☐ 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 	<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	Ongoing
17/9/18	10.1	Freedom Camping	<p>Outstanding motions:</p> <ol style="list-style-type: none"> 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 2. That Council determine that a designated Freedom Camping site will not be provided for in Somerset or Yolla. Signage to be organised 11/10/19 Expected to be in place prior to summer 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 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 	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>	GM	Ongoing

			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 role in this space and looking at options to partner with Mayors/Councils. No further information at this stage.		
10/12/18	9.2	NOM Cr Edwards – PWS Audit of Sisters Beach properties Carried	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. 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.	DIDS	Ongoing
10/12/18	10.1	Wilkinson Street Highway Junction works Amended Motion carried	That Council on receipt of assurances from DSG that council legal expenses associated with any representation and associated legal process will be reimbursed; and Support the recommendation of the Department of State Growth to close the Wilkinson Street access to the Bass Highway; and Initiate the process of notification of intent to close under section 14 of the Local Government Highways Act 1982; and Undertake investigations into relocation of the existing York Street bus stop to another area within the vicinity 11/10/19 The legislative notification process will commence in November	DIDS	Ongoing
18/2/19	10.2	York Street Bus Stop	Motion Passed Progress design for alternative bus stop, with temporary relocation to be agreed with Dept. of Education Follow-up observations to date have not revealed any specific safety concerns and no further action to date.	DIDS	Ongoing
18/3/19	10.9	ROC – Recreational Vehicle Dump Point	Motion LOST Alternate Motion CARRIED That Council nominate the site outside the waste transfer station as its preferred site for relocation of the Wynyard Recreational Vehicle dump point and authorise the commencement of design work for this location 4/9/19 – estimate for design work being compiled ready for Councillor workshop Update	DIDS	Ongoing
15/4/19	9.2	NOM – Cr Fairbrother – Waratah Dam	Motion carried - That council liaise with TasWater and the local Waratah community to establish the environmental, cultural and the historical significance of the Waratah Dam; and	GM	Ongoing

			<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>25/9/19 – TasWater advised – <i>Through the Waratah Dam EOI process we have identified a potential applicant to divest the dam to and we are proceeding with more detailed discussions. It should be noted the applicant's proposal entails retaining the dam and we will be able to provide more information as the process continues.</i></p> <p><i>Ongoing activities include the applicant carrying out additional due diligence and TasWater, at the appropriate time, carrying out further community consultation.</i></p> <p><i>We will provide this update to the Friends of Waratah Dam today and will provide updates to Council as further information becomes available</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>Revised concept plans, and further information is currently being sought to present at a future workshop</p>	DCE	In Progress
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>	GM	In progress
19/8/19	8.2	NOM – Mayor – Camping at Boat Harbour Beach	<p>Motion Carried</p> <p>That Council with immediate effect:</p> <ol style="list-style-type: none"> 1. Prohibit and abolish camping, caravan and motorhome overnight occupancy on council-controlled land at Boat Harbour Beach; 	GM	In Progress

			<p>2. Erect signage to that effect at the Port Road Junction in particular and other locations as necessary;</p> <p>3. Commence consultation and communication and investigate options of providing an area at Sisters Beach to accommodate such activities</p> <p>Sisters Beach consultation continues through established Working Group. Comms plan developed for Boat Harbour Beach and signs ordered.</p>		
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>6/9/19 – Not yet progressed due to staff absences.</p>	GM	
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>	DCE	Progressing
16/9/19	5.3.4	PQWN C Hutchison – Preolenna Community Hall	<p>Mr Codie Hutchison of Preolenna asked that considering the number of factors involved in determining the future direction of the Preolenna/Meunna and surrounds, will Council consider a significant delay of the expression of interest process for the Preolenna Community Centre, in order to carefully compose a long term strategic strategy for inland communities and adjacent public reserves w.</p> <p>Council discussed matter at workshop and determined to proceed with the process.</p>	GM	Complete
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> <p>The General Manager took the question on notice</p>	GM	
16/9/19	7.3.3	CQWN – Cr Fairbrother – Potholes	<p>Cr Darren Fairbrother asked if a load of dirt could be provided to fill potholes in the Boat Harbour Beach Surf Club car park and Moore Street.</p> <p>The General Manager advised he would ask officers to investigate.</p> <p>11/10/19 – Work scheduled to occur as soon as possible</p>	DIDS	In Progress
16/9/19	8.1	NOM Cr Fairbrother – Public Statements	<p>Motion Carried – Procedures Updated</p>	DOP	Complete
16/9/19	9.2	ROC – Wilkinson Street Road Closure	<p>Motion Carried</p>	DIDS	
16/9/19	9.3	ROC Animal control	<p>Motion Carried - Subsequent Motions:</p> <ol style="list-style-type: none"> 1) That Review of Dog Management Policy be commenced 2) That motion that Council Extend Western Boundary on dog beach as per PWS requested be deferred to a Council Workshop <p>Workshops conducted on both matters</p>	DIDS	Complete
16/9/19	9.5	ROC – Live Streaming of Council Meetings	<p>Motion Carried</p> <p>11/10 – testing of equipment has commenced</p>	DOP	In-progress

9.10 MINUTES OF OTHER BODIES/COMMITTEES

9.10.1 MINUTES OF OTHER BODIES - WARATAH COMMUNITY BOARD UNCONFIRMED MINUTES 21 SEPTEMBER 2019

To:	Council
Reporting Officer:	Community Development Officer
Responsible Manager:	Director Community and Engagement
Report Date:	14 October 2019
File Reference:	0.0
Enclosures:	Nil

RECOMMENDATION

That Council note the Unconfirmed minutes of the Waratah Community Board meeting held on 21 September 2019.

PURPOSE

For Council to note the unconfirmed Minutes of the Meeting of the Waratah Community Board held on 21 September 2019.

BACKGROUND

The Waratah Community Board was established by Council following a lengthy period of consultation and the adoption of the Waratah Community Plan 2018-2021.

DETAILS

The key outcomes from the Waratah Community Board meeting included:

- **Back to Waratah Celebrations** – presentation on events and activities for Back to Waratah 2021
- **Waterfall** – The concept plan consultant of the original Tarkine walks around waratah, Jenny Evens will talk at the next meeting on progress of review of the waterfall walk. Council funding for the update of this concept.
- **Community Facilitator** – Proposal to be developed to secure funding from State Government for project officer in Waratah to progress community development programs.
- **Railway Bridge** – Budget allocation approved for detailed report on the options to restore or create opportunities for replicating of the bridge.
- **General Business**
 - Amenities block – request for seats on metal toilets
 - ANZAC seats request for near cenotaph
- **Council's 2019/2020 Budget** –

- Reroof Philosopher Smith Hut - \$4000
- Waratah Waterfall Walking track - \$5000
- Athenaeum Hall bird proofing - \$4200
- Report Historical Railway Bridge and options \$20000

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Tourism	Memorable visitor experiences all year round – The must-see destination, quality product, easy access, popular events and festivals with coordinated marketing. A longer season with increasing yields.
Strong communities and social capital	Enduring community capital – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.

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 Council note the Unconfirmed Minutes of the Waratah Community Board meeting held on the 21st September 2019.

Unconfirmed minutes of the
Waratah Community Board meeting
held at the Athenaeum Hall
at 2.00pm on Saturday 21st September 2019.

1. Present

Cr. Kevin Hyland, Tony Schmidt, Neil Thorne, Rosemary Dick & Yvette Ekman
Council Staff: Tracey Bradley & Richard Muir Wilson

2. Apologies

Anne Dunham

3. Declaration of Conflicts of Interest

Nil

4. Presentation

Sue Walsh and Belinda Self, representatives of the Waratah Museum Society Inc. outlined their plans to stage a Back to Waratah event in early 2021.

- WMS received 11 responses from 150 sponsor letters and are continuing to work on sponsorship opportunities. Requested if Council can assist with covering public liability insurance for volunteers
- Proposed dates for Back to Waratah: 26th January 2021 to the 14th February 2021.

ACTION: Council Community & Events Officer could assist plan the event – Tracey

- WMS proposed funding a new picnic shelter for Saunders Park. Council has declined this offer as it was made during the OSSR review.

ACTION: Seek clarification on the project history – Richard

- Wishing Wells. This project is only partially complete. 9 wells are yet to be installed around Waratah.

Board members considered how to assist the WMS Inc. proposal which included several activities including: a progressive dinner, a Town Ball, Disco, Chops carnival, Australia Day events and a Garage Sale. It was noted that there were limited commitments from other parties to assist.

ACTION: Another mail out to residents through the Post Office and that club/groups respond outlining activities/events they could take responsibility for. Richard

5. Confirmation of the Minutes of the Waratah Community Board

Moved Tony Schmidt and Seconded by Rosemary Dick

“That the minutes of the Waratah Community Board meeting held on the 27th July 2019 are a true and accurate record of the meeting.”

CARRIED

6. Correspondence

6.1 Inward

- Suzanne Ashlin, Acting Director, Asset Management Services Department of Health Re: **Sale of the former Health/Ambulance building at 9 Little Quiggin Street.**

Board agreed that the proceeds from the sale be allocated toward a Community Facilitator as per Priority project #2.

MOVED Tony Schmidt and SECONDED by Yvette Ekman "That the Board seek funding from the Department of Health for a Community Facilitator to be based at Waratah for one day a week for 3 years".

CARRIED

- Jen Evans, Consultant

Re: availability to meet with Board re Waratah Falls Walk.

6.2 Outward

- Arnold Siernik, - sale of the former Health/Ambulance building in Quiggin Street
- Jen Evans - attending Board meeting.
- Sue Walsh -attending Board meeting.

7. Business Arising

- 7.1 An invitation to be forwarded to Alisha Goss to attend our next Board meeting and discuss her 35 historic home proposal for Waratah.

ACTION: Richard

- 7.2 Natural Burials.

To be followed up with Council officers

ACTION: Richard

- 7.3 Regional History Centre.

The Smith family are currently developing a business plan. The Waratah Wynyard Council have provided a letter of support for the project conditional on a feasible business plan being completed.

8. Council Update

- 8.1 Council Meeting Update:
No business to report

- 8.2 Council Update:

Tracey reported that the Waratah Museum Society were requested to remove food and other goods from the museum's veranda. The garage at the Community Centre could be available as an alternative venue.

9. Waratah Community Plan

- 9.1. **Priority Project 1: Waratah Falls –**

Jen Evans is working on this project which involves re costing the original project with design adjustments to the walking track and bridge at the base of the falls.

- 9.2. **Priority Project 2: Community Facilitator and community social services**

ADRA have been advised to submit a Use of Facility Form (UFF) to Council before they can commence operating from the Community Centre.

- 9.3. **Priority Project 3: Railway Bridge Restoration -**

Council anticipate an onsite inspection to take place in mid-October and a report to follow detailing various costs/options based on the structural condition of the pylons and beams.

ACTION: The Board members to be advised when this takes place - Richard

10. Update from Waratah Tourism Association

- 10.1 Tony Schmidt reported that the Tourism Association met the previous weekend and a successful Father's Day raffle had been held. Air BNB had recently filmed an advertisement promoting Waratah. This has been scheduled to be aired on AFL Grand Final day.
- 10.2 Paul Ledger has suggested that the information board located at the Mount Bischoff mine be relocated to a more central accessible location in Waratah.
- 10.3 The Waratah Spring Fair was held at St James Church Gallery and History Centre today.
- 10.4 The Cruise ships calendar for the port of Burnie has been circulated. Anticipating 41 vessels.
- 10.5 Whyte Hills Lookout. The site has been selected as the local Western Wild signature stop.
- 10.6 Fossey River Rest Area. Complaints are being received on the condition of the toilets at the rest area. A \$50,000 grant from the State Government is still to be spent on improvements here.

11. General Business

- 11.1 Public Amenities in Waratah. Rosemary asked if the amenities could be maintained in a better condition and cleaned more often.
- 11.2 *Determine if plastic seats are to be installed on the toilet bowls –*

ACTION: Tracey
- 11.3 Amenities at the Camping Ground being accessed by residents to use the laundry and drying facilities.
- 11.4 *Request for permanent seats at the Waratah Cenotaph. Grant to be sourced through the Teddy Sheean grants program.*

ACTION: Richard
- 11.5 Waratah Reservoir- Kevin reported that Tas Water had provided no definitive answers to submissions addressing the future of the reservoir.
- 11.6 Waratah Community Board – Report - Council report on the first 12 months of delivery of the Waratah Community Plan.

ACTION: Circulate draft report to board members - Tracey
- 11.7 Community Conversations comments were received on the perceived lack of transparency in Board business.

ACTION: Schedule a community event to coincide with the next Board meeting. Post key messages from the Board meeting on the notice board and on the Waratah Facebook page. Board members to encourage community participation in the meetings and to distribute information through their local networks. Consider screen with information at the Post Office – Board Members

12. Next Meeting

Saturday 30th November 2019, 1pm Athenaeum Hall

to be followed by a community BBQ at 2:30pm

13. Meeting Closed 4:15pm

Date	Action	Who
21/9/19	Proposed dates for Back to Waratah: 26 th January 2021 to the 14 th February 2021. <i>ACTION: Council Community & Events Officer could assist plan the event</i>	<i>Tracey</i>
21/9/19	WMS proposed funding a new picnic shelter for Saunders Park. Council has declined this offer as it was made during the OSSR review. <i>ACTION: Seek clarification on the project history</i>	<i>Richard</i>
21/9/19	Board members considered how to assist the WMS Inc. proposal which included several activities including: a progressive dinner, a Town Ball, Disco, Chops carnival, Australia Day events and a Garage Sale. It was noted that there were limited commitments from other parties to assist. <i>ACTION: Another mail out to residents through the Post Office and that club/groups respond outlining activities/events they could take responsibility for.</i>	<i>Richard</i>
21/9/19	<i>ACTION: An invitation to be forwarded to Alisha Goss to attend our next Board meeting and discuss her 35 historic home proposal for Waratah</i>	<i>Richard</i>
21/9/19	7.2 Natural Burials. <i>ACTION: To be followed up with Council officers</i>	<i>Richard</i>
21/9/19	Priority Project 3: Railway Bridge Restoration - Council anticipate an onsite inspection to take place in mid-October and a report to follow detailing various costs/options based on the structural condition of the pylons and beams. <i>ACTION: The Board members to be advised when this takes place</i>	<i>Richard</i>
21/9/19	<i>ACTION: Determine if plastic seats are to be installed on the toilet bowls</i>	<i>Tracey</i>
21/9/19	<i>ACTION: Request for permanent seats at the Waratah Cenotaph. Grant to be sourced through the Teddy Sheean grants program.</i>	<i>Richard</i>
	Waratah Community Board – Report - Council report on the first 12 months of delivery of the Waratah Community Plan. <i>ACTION: Circulate draft report to board members</i>	<i>Tracey</i>
21/9/19	Community Conversations comments were received on the perceived lack of transparency in Board business. <i>ACTION: Schedule a community event to coincide with the next Board meeting. Post key messages from the Board meeting on the notice board and on the Waratah Facebook page. Board members to encourage community participation in the meetings and to distribute information through their local networks. Consider screen with information at the Post Office</i>	<i>Board Members</i>

10.0 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:

Matter	Local Government (Meeting Procedures) Regulations 2015 Reference
<i>Confidential Report R15 (2) - Confirmation Of Closed Minutes Of Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) – Notices Of Motion</i>	15(2)
<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)

11.0 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:

<i>Matter</i>	<i>Local Government (Meeting Procedures) Regulations 2015 Reference</i>
<i>Confidential Report R15 (2) - Confirmation Of Closed Minutes Of Previous Meeting</i>	<i>15 (2)</i>
<i>Confidential Report R15 (2) – Notices Of Motion</i>	<i>15(2)</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>

12.0 RESUMPTION OF OPEN MEETING

At pm the Open Meeting was resumed.

13.0 PUBLIC RELEASE ANNOUNCEMENT

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

Min. No.	Subject	Decisions/Documents

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