



**ORDINARY MEETING
OF COUNCIL**

**MINUTES
OPEN MEETING**

18 November 2024

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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*

MINUTES OF AN ORDINARY MEETING OF THE WARATAH-WYNYARD COUNCIL TO BE HELD AT THE COUNCIL CHAMBERS, 21 SAUNDERS STREET, WYNYARD ON MONDAY 18 NOVEMBER 2024, COMMENCING AT

	From	To	Time Occupied
Open Council	6.02PM	6.10PM	8 MINS
Planning Authority	6.10PM	6.14PM	4 MINS
Open Council	6.14PM	6.59PM	45 MINS
Closed Council	6.59PM	7.11PM	12 MINS
Open Council	7.11PM	7.11PM	0 MINS
TOTAL TIME OCCUPIED			69 MINS

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

1.1 ATTENDANCE

Mayor Mary Duniam
Deputy Mayor Celisa Edwards
Councillor Gary Bramich
Councillor Andrea Courtney
Councillor Kevin Hyland
Councillor Michael Johnstone
Councillor Leanne Raw
Councillor Dillon Roberts

IN ATTENDANCE

Shane Crawford - General Manager
Sallie Moore-Wood – Director Governance and Information Services
Mitchell Smith – Director – Financial Services
Alan Cattermole – Director Community Services
Mario Ang – Town Planner
Sally Blanc - Executive Officer

1.2 APOLOGIES

Nil received.

1.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED

Nil received.

2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING
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2.1 CONFIRMATION OF MINUTES OF PREVIOUS ORDINARY COUNCIL MEETING

MOVED BY	CR ROBERTS
SECONDED BY	CR BRAMICH

That the Minutes of the Ordinary Meeting of the Waratah-Wynyard Council held at Council Chambers, 21 Saunders Street, Wynyard on Monday 21 October 2024, a copy of which having previously been circulated to Councillors prior to the meeting, be confirmed as a true record.

The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

3.0 DECLARATIONS OF INTEREST

Councillor and Agenda Item Number

Nil

Staff and Agenda Item Number

Nil

4.0 LATE ITEM

4.1 MOTION TO ACCEPT LATE ITEM

MOVED BY	CR BRAMICH
SECONDED BY	CR ROBERTS

That Council:

In accordance with Section 8(6) of the Local Government (Meeting Procedures) Regulations 2015, determine to add a report regarding the Awarding of contract 828 – Coopers Lane Intersection Realignment to the Council agenda noting:

- a) It was not possible to include the matter on the agenda due to the date the tender closed and ensuing assessment process;**
- b) The matter is urgent to maintain tender price validity; and to adhere with proposed tendered time frames to complete the project early in the new year within optimal weather and climatic conditions; and**
- c) Advice has been provided to Council to aid their decision making.**

The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

5.0 COUNCILLORS ANNOUNCEMENTS AND REPORT**5.1 ANNOUNCEMENTS BY MAYOR**

Nil received.

5.2 MAYOR'S COMMUNICATIONS

MOVED BY	CR ROBERTS
SECONDED BY	CR EDWARDS

That Council note the Mayors Communications:

MAYOR DR MARY DUNIAM	
14/10/24	DEPUTY MAYOR – CCA Mayors Meeting re QANTAS
14/10/24	CCA Executive Committee Meeting
15/10/24	LGAT General Management Committee Meeting (x2)
16/810/24	Cr Workshop
17/10/24	Veolia's Material Recovery Facility Opening
21/10/24	Council Meeting
23/10/24	Regional Australia Institute Conference
24/10/24	Opening of Coastal Pathway
24/10/24	Coast FM Radio Interview
24/10/24	Channel 7 Interview
24/10/24	ABC Radio Interview
26/10/24	Somerset Fire Brigade 75 th Medal Ceremony
28/10/24	ABC Radio Interview
28/10/24	TasWater General Meeting
28/10/24	Cr Workshop
30/10/24	Multicap Annual General Meeting
30/10/24	Cr Workshop
31/10/24	ALGWA Meeting
1/11/24	Official Opening – Pride in Art Exhibition Artscape
5/11/24	Photo shoot Boat Harbour
5/11/24	Audit Panel Meeting
6/11/24	Joint Cr Workshop with Circular Head Council
8/11/24	ALGWA Tas Annual General Meeting

The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

5.3 REPORTS BY DELEGATES

Nil received.

5.4 NOTIFICATION OF COUNCIL WORKSHOPS

MOVED BY	CR JOHNSTONE
SECONDED BY	CR EDWARDS

That Council note the following Workshops:

14/10	Resource Sharing West Coast Council Sisters Beach Public Land Tulip Festival Debrief East Yolla Road Bridge Street Sisters Beach – bridge Replacement
16/10/24	General Manager Recruitment Process
28/10	Financial Management Strategy Watershed Lease LGAT General Meeting – Motions review Former Wynyard Jail House
6/11/24	Joint with Circular Head Council Shared Pathway Feasibility Report Community Plans Review
11/11/24	SEAP Presentation Goldie Street Banners Christmas Decorations Child and Youth Safe Framework

The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

6.0 PUBLIC QUESTIONS AND STATEMENTS**6.1 RESPONSE(S) TO PUBLIC QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING**

The General Manager noted that responses had not been provided to questions made by Mr Ian Rowe and that these would be provided at the next council meeting.

6.2 PUBLIC QUESTIONS RECEIVED IN WRITING

Nil received.

6.3 PUBLIC QUESTIONS WITHOUT NOTICE

Nil

6.4 PUBLIC STATEMENTS RECEIVED IN WRITING

Nil received.

6.5 PUBLIC STATEMENTS WITHOUT NOTICE**6.5.1 MR R WALSH - GENERAL MANAGER RESIGNATION**

Ex-Mayor Mr Robby Walsh of Wynyard made a statement regarding the tenure of General Manager Shane Crawford. He noted he had been here for his first Council Meeting and wanted to be here for his last.

Mr Walsh noted the achievements of council during Mr Crawford's seven years at council and the excellent position he was leaving council in and thanked him on behalf of community and wished him well in the future.

7.0 PLANNING AUTHORITY ITEMS

PLANNING AUTHORITY OPENED AT 6.10PM

7.1 PUBLIC QUESTIONS WITHOUT NOTICE – RELATING TO PLANNING MATTERS

Nil received.

7.2 PUBLIC STATEMENTS - RELATING TO PLANNING MATTERS

Nil received.

7.3 SUBDIVISION (1 INTO 2 LOTS), DWELLING AND OUTBUILDING (SHED) AT 1 EDWARD STREET, SOMERSET - SD2204 & DA 166/2024

To: Council
Reporting Officer: Town Planner
Responsible Officer: Manager Development and Regulatory Services
Report Date: 28 October 2024
File Reference: 7220153
Supporting Documents:

1. Consolidated advertised documents 
2. Representation 
3. Signed extension of time 

PURPOSE

The purpose of this report is for Council to consider the merits of the application SD2204 & DA 166/2024 against the requirements of the *Tasmanian Planning Scheme - Waratah-Wynyard* (Planning Scheme).

BACKGROUND

The subject site is located at 1 Edward Street, Somerset, and has an area of 4,236m². It currently contains a single dwelling and associated outbuildings for a domestic use and is located within the Low-Density Residential Zone. The property is a corner lot with two frontages, one onto Edward Street and another onto Murchison Highway. Access to this lot is via Edward Street.

The lot adjoins a residential property to the west at 3 Edward Street; a triangle shaped of LGA road to the east; and the Murchison Highway to the south.

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

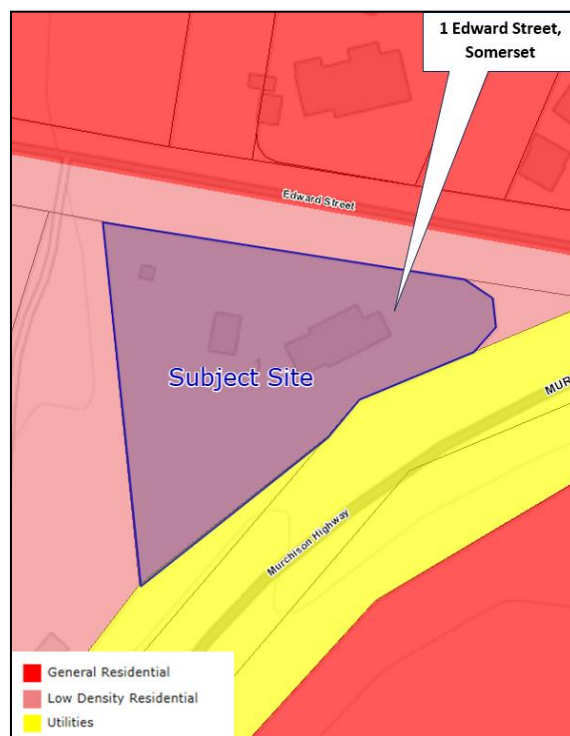


Figure 1: Subject site with zoning

DETAILS

The applicant is seeking approval for development at the property currently identified as 1 Edward Street, Somerset.

The development includes a subdivision of 1 into 2 lots and construction of a new dwelling and associated outbuilding (shed) on the new lot.

Proposed Lot 1 comprises an area of 2,590m² whilst Lot 2 consists of land area of 1,646m². Lot 1 will remain as a corner block with similar frontages and will retain the existing access. Lot 2 will have a single frontage onto Edward Street with a new access to be established. Both lots have a total frontage width not less than 20m each.

Lot 1 contains the existing dwelling and shed.

Lot 2 details construction of a single dwelling, shed and retaining walls, including the installation of on-site services and access.

The proposed new dwelling on Lot 2 is a single storey structure with a total floor area of 199.92m² and a maximum height of 4.9m. The dwelling is 3 bedroom, the main with a walk-in robe and ensuite, a bathroom, toilet, laundry/pantry and open plan dining, lounge, kitchen, and sunroom. A single garage is located at southern elevation of the dwelling providing internal access via a central hallway, with an undercover deck located at the north-western elevation.

The dwelling will be setback 8m from the frontage of Edward Street, 2.6m and 10.2m from the eastern and western side boundaries respectively and more than 25m away from the southern rear boundary.

The new shed on Lot 2 comprises a floor area of 81m² with a maximum height of 4.87m. It will be located 8m to the south of the new dwelling and setback 2.17m and 2.5m from the western and eastern side boundaries respectively but complies the prescribed setback from any other boundaries.

The development includes construction of two retaining walls on Lot 2 for which no planning approval is required. One is located at the northern and eastern sides of the dwelling and another one is to the east and south-east of the shed. The retaining walls meet the exemption under Clause 4.6.8 of the Planning Scheme.

The existing septic tank and sewer dispersion trench are to be decommissioned. New wastewater dispersion area for Lot 1 and 2 is to be installed within the individual lots created in which they serve.

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

The subject property is zoned Low Density Residential under the Planning Scheme. The proposal for subdivision does not need to be categorised into a use class based on provisions in Clause 6.2.6 of the Planning Scheme. The proposal for dwelling and shed on Lot 2 is defined as Residential Use Class. This is a No Permit Required use within the zone, should the application meet all the relevant acceptable solutions.

The proposal does not comply with all the acceptable solutions. The applicant is applying for discretion under the following Clauses of the Planning Scheme:

- 10.4.3 Setback (P2);

- 10.6.1 Lot design (P1); and
- 10.6.3 Services (P2, P3)

CONSULTATION PROCESS

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

- Development Application Form x 3 pages;
- Title documents x 4 pages;
- Proposal Plans x 14 pages;
- Supporting Report x 14 pages;
- Bushfire Hazard Management Report x 21 pages; and
- Site Classification, On-site Wastewater Disposal Assessment & Design x 43 pages.

The period for representations closed on 23 October 2024. One (1) representation was subsequently received. A map demonstrating the relationship between the subject site and the representor's property is provided in Figure 2.



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

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

Representor – G Bultitude

Issues raised	Response:
<p>The new lot 2 will be 1,646 square metres. This appears to be still Low Density (just) but compared to the other blocks in Edward St this will seem out of sort. Other blocks are much larger and there is no subdivision.</p> <p>I bought 3 Edward Street 10+ years ago because of the semi-rural outlook. I am somewhat “concerned” there will be a new house being built overlooking my front pasture.</p> <p>This plan is opening the gate for much more subdivision in the street. Concerning. Disappointing from my perspective.</p>	<p>The proposal meets the acceptable standard of lot size in the zone, being 1,500m². Although it is acknowledged that the new lots are smaller than other lots in Edward Street for residential purpose, there is a pathway in the Planning Scheme to create lots in the Low Density Residential zone that less than the surrounding area provided that it is not less than 1,500m² and meets all the applicable standards for subdivision or not less than 1,200m² and satisfies the performance standards. Council as a planning authority cannot require a greater lot size where the planning scheme permits a smaller one. The proposal only requires assessment against the performance criteria for lot size due to the fact the existing shed on Lot 1 is less than 5m from the new boundary with Lot 2.</p> <p>In regard to the potential of overlooking, the new dwelling on Lot 2 meets the permitted setback of 5m from the western boundary that abuts 3 Edward Street. Council as a planning authority cannot require separation between dwellings in excess of that specified by the planning scheme.</p> <p>Please see the Planning Assessment section below for a full assessment against the discretions for Clause 10.6.1 (P1) (a) to (f).</p>
<p>The wire fence separating 1 Edward St and 3 Edward St is a solid, functional, adequate rural fence. My concern is the new occupants will want to put up a suburban fence. I would be against that which could develop into disputes.</p>	<p>Boundary fencing which is not within 4.5m of a frontage can be erected up to 2.1m solid without requiring a planning permit. The materials and design of the fencing are not a relevant matter to be considered under the Planning Scheme, other than as they relate to height requirements. What is considered a suitable fence is largely a civil issue governed by the <i>Boundary Fences Act 1908</i>.</p>

<p>I am assuming wastewater is/ will be drained off via a stream in my property, 5 Edward and onto the Cam River.</p> <p>My “concern” will the extra volume of wastewater moving across my property be a problem and manageable?</p>	<p>A preliminary on-site wastewater evaluation prepared by GeoTon Pty Ltd was submitted within the application confirming there is sufficient space on Lot 2 to manage wastewater via a secondary treatment system. No wastewater or concentrated stormwater runoff is to be directed to any waterway. A condition to this effect has been included in the list of recommended conditions.</p>
<p>Not much attention seems to be made on the driveway into the new property. There is a drop/rise of up to 60 cm to the road. Storm/Rainwater runs down the street on the side of the road and into the stream. This may become nonfunctional and concrete guttering may be needed.</p>	<p>There is a condition to seal the driveway surface for Lot 2 as per Condition (8) in this permit.</p>
<p>The proposed new house at one corner is less than 10m from my boundary fence. Is this allowed?</p>	<p>The permitted setback for dwelling in the Low Density Residential zone is 5m. The dwelling proposed for Lot 2 complies with this setback. The shed proposed for Lot 2 is less than 5m from boundary shared with the representor’s property. The shed’s proximity to the shared boundary is not considered to cause an unreasonable loss of residential amenity for 3 Edward Street as it is more than 50m from the dwelling on this property. A full assessment against the discretions for Clause 10.4.3 (P2) is provided in the Planning Assessment section below.</p>

INTERNAL REFERRALS

Engineering Services Department

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

- (1) Stormwater from the development is to be fully contained within the respective boundaries of the new lots.
- (2) All costs associated with the proposed development including those related to infrastructure extensions or upgrades to Council assets are to be met by the Developer.
- (3) A driveway with a sealed surface is to be constructed for Lot 2, from the edge of the bitumen surfaced pavement of Edward Street to the property boundary in accordance with Tasmanian Standard Drawing TSD-R03-v3, Rural Roads Typical

Property Access & TSD-R04-v3, Rural Roads Typical Driveway Profile and the conditions in a “Activity in Road Reservation Permit”.

- (4) In the course of undertaking the development/use there is to be no damage caused to any Council owned infrastructure or property.
- (5) A Final Survey Plan submitted for sealing by the Council is to show all easements required for powerlines, sewerage, water, drainage purposes and legal access.
- (6) The location of existing private services on the site are to be identified and where necessary, separate private sewer, water and storm water services, including on-site disposal systems, so they are contained wholly within the individual lots they serve.
- (7) Loading and un-loading of vehicles is to be confined to within the boundaries of the property.

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

Environmental Health

The following environmental health conditions were recommended.

- (1) The location of existing private services on the site are to be identified and where necessary, separate private sewer, water and storm water services, including on-site disposal systems, so they are contained wholly within the individual lots they serve.

Notes:

A full assessment of the on-site wastewater treatment and disposal systems for the existing and new dwellings will be undertaken at the Building and Plumbing application stage.

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

EXTERNAL REFERRALS

The application was referred to TasWater on 24 September 2024. The response was received on 3 October 2024 and forms Part B of this permit.

The application was referred to Tasmanian Gas Pipeline on 24 September 2024. The response was received on 26 September 2024. However, there were no comments or conditions from Tasmanian Gas Pipeline in relation to this development application.

PLANNING ASSESSMENT

The subject site is zoned Low-Density Residential under the *Tasmanian Planning Scheme (TPS) – Waratah-Wynyard*. The use is a Residential which is a No Permit Required use within the Low-Density Residential zone, should the application meet all the relevant acceptable solutions of the planning scheme.

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

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

10.0 Low-Density Residential Zone

10.4.3 Setback (P2)

<p>A2</p> <p>Dwellings, excluding outbuildings with a building height of not more than 2.4m and protrusions that extend not more than 0.9m horizontally from the building, must have a setback from side and rear boundaries of not less than 5m.</p>	<p>P2</p> <p>The siting of a dwelling must not cause an unreasonable loss of amenity to adjoining properties, having regard to:</p> <ul style="list-style-type: none"> (a) the topography of the site; (b) the size, shape and orientation of the site; (c) the setbacks of surrounding buildings; (d) the height, bulk and form of existing and proposed buildings; (e) the existing buildings and private open space areas on the site; (f) sunlight to private open space and windows of habitable rooms on adjoining properties; and (g) the character of development existing on established properties in the area.
<p>Planning Comments: Complies</p> <p>The existing shed to be retained on Lot 1 is setback less than 5m from the new boundary and all proposed new structures (dwelling and shed) on Lot 2 are setback less than 5m from the new eastern side boundary. The proposed shed on Lot 2 is also setback less than 5m from the western side boundary to 3 Edward Street. Assessment against Performance Criteria for this Clause is required for the existing and proposed structures that do not comply with the permitted 5m setback from side boundaries.</p> <p>The setback relaxation for proposed developments on Lot 2 to the eastern boundary will cause minimal impact in regard to the adjoining residential amenity (to Lot 1) as overshadowing to Lot 1 will be limited to the small western open area. Based on the natural movement of the sun throughout the day, shadow from the new dwelling will only cast over the existing non-habitable shed on Lot 1 in the afternoon.</p> <p>New structures on Lot 2 will have minimal visual impact when viewed from adjoining properties as each building does not have bulky appearance, being a single storey structure. The new shed on Lot 2 will not overshadow the dwelling nor private open space of 3 Edward Street as it is separated more than 50m away from the dwelling on this property. The only section of 3 Edward Street which will be shadowed by the</p>	

proposed shed is the small eastern part of open area in the morning, leaving most of the private open space on this property unaffected.

The shed on Lot 1 will shadow the dwelling on Lot 2 in the morning. However, the dwelling proposed for Lot 2 has its main living areas orientated west away from Lot 1.

The character of development on Lot 1 and 2 is consistent with the established buildings in the adjacent area. Developed lots at 2, 4, 6 and 9 Edward Street also contain buildings that are setback less than 5m from the side or rear boundaries.

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

10.6.1 Lot Design (P1)

<p>A1</p> <p>Each lot, or a lot proposed in a plan of subdivision, must:</p> <p>(a) have an area not less than 1,500m² and:</p> <p>(i) be able to contain a minimum area of 10m x 15m with a gradient not steeper than 1 in 5, clear of:</p> <p style="margin-left: 40px;">a. all setbacks required by clause 10.4.3 A1 and A2; and</p> <p style="margin-left: 40px;">b. easements or other title restrictions that limit or restrict development; and</p> <p>(ii) existing buildings are consistent with the setback required by clause 10.4.3 A1 and A2;</p> <p>(b) be required for public use by the Crown, a council or a State authority;</p> <p>(c) be required for the provision of Utilities; or</p> <p>(d) be for the consolidation of a lot with another lot provided each lot is within the same zone.</p>	<p>P1</p> <p>Each lot, or a lot proposed in a plan of subdivision, must have sufficient useable area and dimensions suitable for its intended use, having regard to:</p> <p>(a) the relevant requirements for development of buildings on the lots;</p> <p>(b) the intended location of buildings on the lots;</p> <p>(c) the topography of the site;</p> <p>(d) adequate provision of private open space;</p> <p>(e) the pattern of development existing on established properties in the area; and</p> <p>(f) any constraints to development, and must have an area not less than 1200m².</p>
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Planning Comments: Complies

The proposed lots are not less than 1,500m². However, the existing shed to be retained does not comply with the required setback at Clause 10.4.3 A2. The proposal for subdivision relies on P1 for Lot 1 only.

The bushfire hazard management report submitted with the application demonstrates that a suitable 15m by 20m building envelope can be located on Lot 1 and Lot 2 clear of

any setback requirements with sufficient space left over for private open space and any servicing requirements, such as an on-site wastewater system that has been demonstrated in the preliminary assessment by GeoTon Pty Ltd.

LISTmap does not identify any threatened flora or fauna within the vicinity of the site and a low landslip hazard is identified partially at the rear of the property, however it is exempt for this proposal as it does not include any work. In regard to the bushfire hazard, compliance with the bushfire report will be a condition of any permit issued for a subdivision.

The proposal includes construction of a dwelling and shed on Lot 2, demonstrating that the is of suitable size for its intended residential use. Assessment against the non-compliance for the setback of the existing shed on Lot 1 is discussed in greater detail in the assessment against Clause 10.4.3 (P2) above.

All new lots will have an area greater than the absolute minimum lot size in Low Density Residential Zone of 1,200m² and comply with the minimum size under A1 for this Clause of 1,500m². It is considered that the reduced setback for the shed on Lot 1 still provides sufficient useable area and dimensions for the established residential use on that lot and future dwelling on Lot 2.

Having regard to the reasons above, the proposal satisfies P1 for this Standard.

10.6.3 Services (P2, P3)

<p>A2</p> <p>Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must have a connection to a reticulated sewerage system.</p>	<p>P2</p> <p>Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must be capable of accommodating an on-site wastewater treatment system adequate for the future use and development of the land.</p>
<p>Planning Comments: Complies</p> <p>The subject site is not located in a sewer serviced area and the existing on-site wastewater system will be decommissioned. A preliminary on-site wastewater assessment prepared by GeoTon Pty Ltd was submitted with the application.</p> <p>This report identified that there was sufficient space on Lot 1 and 2 for an on-site wastewater treatment system clear of the building area nominated by the bushfire hazard risk assessment by way of an Aerated Wastewater Treatment System (AWTS) and sub-surface (near surface) irrigation for Lot 1, and an AWTS and a conventional distribution bed raised above the natural ground surface for Lot 2.</p> <p>Compliance with the recommendations of this report will be a condition of any permit issued as follows:</p> <ul style="list-style-type: none"> • The development is to be in accordance with the recommendation contained in the Site Classification, On-site Wastewater Disposal Assessment & Design with Reference Number GL23756Ab as prepared by Raj Sidhu of Geoton Pty Ltd and dated 4 June 2024. 	

The proposal complies with P2 for this Standard.

A3

Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must be capable of connecting to a public stormwater system.

P3

Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must be capable of accommodating an on-site stormwater management system adequate for the future use and development of the land, having regard to:

- (a) the size of the lot;
- (b) the topography of the site;
- (c) soil conditions;
- (d) any existing buildings on the site;
- (e) any area of the site covered by impervious surfaces;
- (f) any watercourse on the land.

Planning Comments: Complies

The subject site is not located in an urban stormwater serviced area and is unable to connect into one. Lot 1 has already been developed for residential use and contains an existing stormwater trench located to the north of the existing dwelling. Assessment against the Performance Criteria for this Standard is therefore required for Lot 2 only.

Council's Engineering Department has reviewed and undertaken an assessment of the proposal and is satisfied that Lot 2 has the capability for the absorption of stormwater as per Condition (6) in the permit reading as follows:

- Stormwater from the development is to be fully contained within the respective boundaries of the new lots.

Additionally, future development in Lot 2 is for a single residential dwelling and the lot is capable to cater stormwater from this type/scale of development.

There are no watercourses within the lots, the topography of the site is elevated and sharply descends to south at the Murchison Highway.

A condition to fully contain the on-site private sewer, water and storm water services, including on-site disposal systems within the individual lots they serve, is recommended for a permit.

The proposal complies with P2 for this Standard.

STATUTORY IMPLICATIONS

Land Use Planning and Approvals Act 1993

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

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

Local Government (Building & Miscellaneous Provisions) Act 1993

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

STRATEGIC IMPLICATIONS

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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

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

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

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

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

COMMENT

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

It is considered that the proposed subdivision (1 into 2 lots), dwelling and outbuilding (shed) comply with either the acceptable solutions or satisfy the performance criteria for all applicable standards of the Planning Scheme. The proposed development is consistent with the intent and provisions of the Low Density Residential zone. Each of the proposed lots contain a suitable building area consistent with setbacks established along Edward Street and contain sufficient space for onsite wastewater and stormwater management within lot boundaries.

The application is considered to comply with the Low Density Residential Zone provisions and all other applicable Codes of the *Tasmanian Planning Scheme – Waratah-Wynyard*. It is therefore recommended that Council approve a planning permit for the proposed subdivision (1 into 2 lots), dwelling and outbuilding (shed).

MOVED BY	CR COURTNEY
SECONDED BY	CR ROBERTS

That Council, in accordance with Section 51 and Section 57 of the *Land Use Planning and Approvals Act 1993* and the *Tasmanian Planning Scheme (TPS) - Waratah-Wynyard*, grant approval for Subdivision (1 into 2 lots), Dwelling and Outbuilding (Shed) at 1 Edward Street, Somerset subject to the following conditions:

PART A CONDITIONS:

- (1) The development is to be generally in accordance with the updated application as submitted and endorsed documents as listed:**
 - a. Proposal plans with Project Number 23070 and Drawing Numbers 02 Rev. B, 03 Rev. D and 05 Rev. C as prepared by PLA Designs Pty Ltd and dated 25 July 2024.**
 - b. Proposal plans with Project Number 23070 and Drawing Numbers 01 Rev. E, 06 Rev. C, 07 Rev. C and 08 Rev. A as prepared by PLA Designs Pty Ltd and dated 28 August 2024.**
 - c. Proposal plans with Project Number 23070 and Drawing Numbers 04 Rev. B as prepared by PLA Designs Pty Ltd and dated 8 November 2024.**
 - d. Outbuilding plans with Quote Number 35357 and Page Number 1 to 6 as prepared by Skyline Sheds and dated 17 June 2024.**
 - e. Geo-Environmental Assessment with Reference Number GL23756Ab as prepared by GeoTon Pty Ltd and dated 4 June 2024.**
- (2) The development is to be in accordance with the submitted Bushfire Hazard Report and Management Plan with Reference Number 23070-B as prepared by Jayne Newman of Planning 4 Bushfire and dated 10 September 2024.**
- (3) The development is to be in accordance with the recommendation contained in the Site Classification, On-site Wastewater Disposal Assessment & Design with Reference Number GL23756Ab as prepared by Raj Sidhu of Geoton Pty Ltd and dated 4 June 2024.**

-
- (4) A final plan of survey must be submitted to Council for signing and sealing prior to a Certificate of Occupancy being issued for any future dwelling on Lot 2.**
 - (5) This permit does not include approval of any water tank(s).**
 - (6) Stormwater from the development is to be fully contained within the respective boundaries of the new lots.**
 - (7) All costs associated with the proposed development including those related to infrastructure extensions or upgrades to Council assets are to be met by the Developer.**
 - (8) A driveway with a sealed surface is to be constructed for Lot 2, from the edge of the bitumen surfaced pavement of Edward Street to the property boundary in accordance with Tasmanian Standard Drawing TSD-R03-v3, Rural Roads Typical Property Access & TSD-R04-v3, Rural Roads Typical Driveway Profile and the conditions in a “Activity in Road Reservation Permit”.**
 - (9) In the course of undertaking the development/use there is to be no damage caused to any Council owned infrastructure or property.**
 - (10) A Final Survey Plan submitted for sealing by the Council is to show all easements required for powerlines, sewerage, water, drainage purposes and legal access.**
 - (11) The location of existing private services on the site are to be identified and where necessary, separate private sewer, water and storm water services, including on-site disposal systems, so they are contained wholly within the individual lots they serve.**
 - (12) Loading and un-loading of vehicles is to be confined to within the boundaries of the property.**

PART B CONDITIONS:

- (1) The person responsible for the activity must comply with the conditions contained in Schedule 2 of Permit Part B which the Regulated Entity (trading as TasWater) has required the planning authority to include in the permit, pursuant to *section 56Q of the Water and Sewerage Industry Act 2008*, reference TWDA 2024/01121-WWC (attached).**

Notes: -

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

- An “Activity in Road Reservation” permit must be obtained from Council for all activity within the Road Reservation.
- This project must be substantially commenced within two years of the issue of this permit.
- The applicant is advised to consult with a building surveyor to ensure the development is constructed in accordance with *Building Act 2016*.
- A full assessment of the on-site wastewater treatment and disposal systems for the existing and new dwellings will be undertaken at the Building and Plumbing application stage.

-
- This permit is based on information and particulars set out in Development Application SD 2204 & DA 166/2024. Any variation requires an application for further planning approval of Council.
 - This development/use is not to result in the generation of environmental harm or nuisance as defined in the *Environmental Management and Pollution Control Act 1994*.
 - Attention is drawn to existing or proposed electricity infrastructure, please be sure to contact TasNetworks on 1300 137 008 to ensure these works do not impede on existing electricity easements and are at a safe distance from powerlines. Failure to do so could result in the relocation of electricity assets at your cost.
 - Under Section 61 (4) of the *Land Use Planning and Approvals Act 1993*, the applicant has the right to lodge an appeal against Council’s decision. Notice of appeal should be lodged on the prescribed form together with the required fee within fourteen days after the date on which notice of the decision was served on that person, to the Tasmanian Civil & Administrative Tribunal (TASCAT), G.P.O. Box 2036, Hobart, 7001 (<mailto:resourceplanning@tascat.tas.gov.au>). Updated Notices of Appeal are available on the Tribunal’s website at <https://www.tascat.tas.gov.au/>.




The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

7.4 VISITOR ACCOMMODATION (8 X CABINS), MANAGER'S RESIDENCE, SIGNAGE AND RETAINING WALLS LOCATED AT 16 ENGLISH STREET, WARATAH - DA 158/2024

To: Council
Reporting Officer: Town Planner
Responsible Officer: Manager Development and Regulatory Services
Report Date: 1 November 2024
File Reference: 2244084
Supporting Documents:

1. Consolidated advertised documents 
2. TasWater Submission to Planning Authority Notice 
3. Representation 

PURPOSE

The purpose of this report is for Council to consider the merits of the application DA 158/2024 against the requirements of the *Tasmanian Planning Scheme - Waratah-Wynyard*.

BACKGROUND

The subject site is a vacant lot 4047m² accessed from English Street. It is adjoined by vacant lots to the east, west and south zoned Village. Land to the north across English Street forms part of the public open space area associated with Waratah River and is zoned Environmental Management zone. A locality plan is presented in Figure 1.

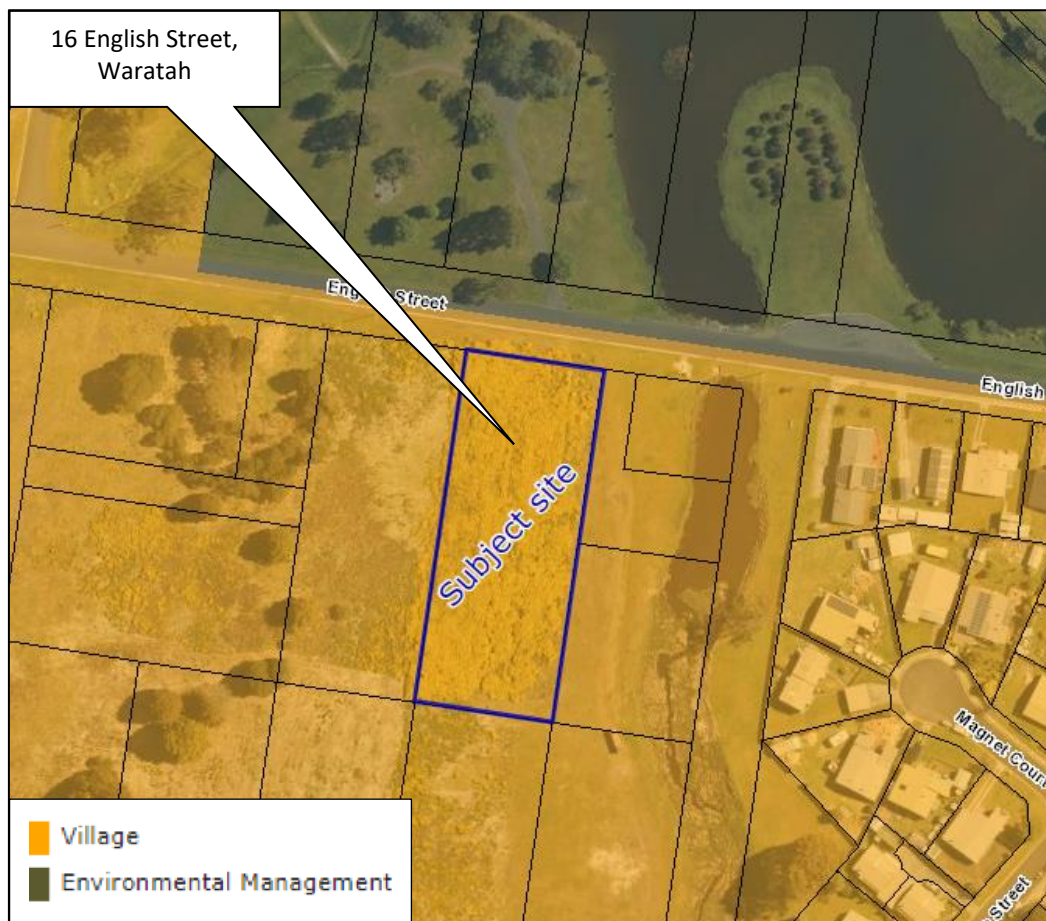


Figure 1: Subject site with zoning

DETAILS

The applicant is seeking approval for visitor accommodation in the form of eight (8) self-contained cabins and an associated manager's residence on vacant land at 16 English Street, Waratah.

The manager's residence, including visitor check-in area, is located at the front of the site towards English Street, with two rows of four cabins to the east and south-west of the residence respectively. A plan showing the proposed layout of the development is shown below in Figure 2.

The manager's residence is comprised of five 9m by 3.4m containers with a combined floor area of 153m² and a maximum height of approximately 4.5m. It contains a kitchen/dining area, den, living room, laundry, two bedrooms, bathroom, workshop/storeroom, office and covered entry area and deck. The building is clad and roofed in Colorbond.

The 30.6m², 2.7m high cabins are identical to each other, each comprising a bedroom, bunk area, bathroom and kitchenette/living space. A roofed carport extends off the side of each cabin. Each cabin is to be clad and roofed in Colorbond. Due to the slope of the site, some cabins will be partially elevated on piers, with the height of a building not exceeding 5m.

The proposed buildings are setback at least 5m from the frontage onto English Street, 3m from the eastern and southern boundaries and 5.5m from the western boundary.

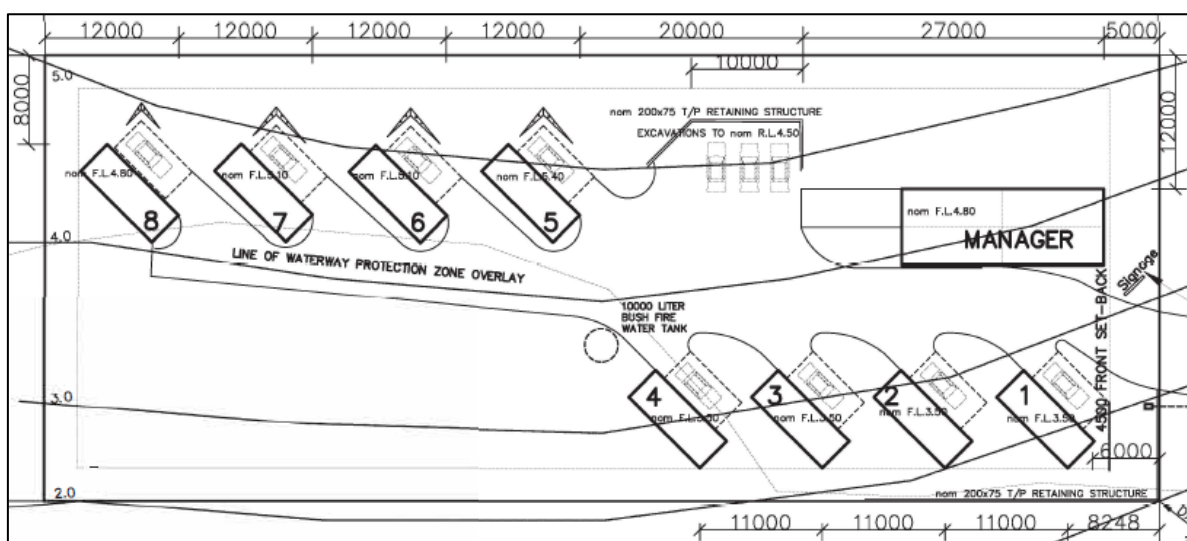


Figure 2: Site plan extract with setbacks

A series of retaining walls are also proposed for the site. The largest wall is centred on the north-eastern corner of the site and runs along the frontage for a length of approximately 9m and along the eastern boundary for approximately 27m. A second retaining wall approximately 20m in length borders the parking area to the rear of the manager's residence. Both walls have an average height of 1.2m. Additional areas of cut and fill are required at the western side of the carports associated with cabins 5 -8.

The application also includes signage comprising a 1.2m by 1.2m panel between the manager's residence and the frontage, approximately 0.5m from the boundary to English Street.

Carparking comprises a single space adjacent to each cabin with an additional three spaces to the rear of the manager's residence for a total of 11 parking spaces.

A 10kL water tank for firefighting purposes is proposed to south of cabin 4 for which no permit is required.

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

The subject property is zoned Village under the Planning Scheme. The proposal is defined as a mix of the Residential and Visitor Accommodation use classes. These are both permitted uses in the zone should the application meet all the relevant acceptable solutions. The proposal does not comply with all the acceptable solutions for development standards and is applying for discretion under the following Clauses of the Planning Scheme:

- 12.3.2 Visitor Accommodation (P1);
- 12.4.3 Setback (P1, P2); and
- C7.6.1 Buildings and works within a waterway and coastal protection area or a future coastal refugia area (P1.1)

CONSULTATION PROCESS

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

The following documentation was advertised:

- Development application form x 3 Pages;
- Title documents x 2 Pages;
- Address of planning criteria x 2 Pages; and
- Proposal plans x 10 Pages.

The period for representations closed on 30 October 2024. One (1) representation was subsequently received.

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

Representor: J Holland & N Gall

Issues Raised:	Response:
<p>Residential Rights</p> <p>The proposal for 16 English St Waratah is the largest visitor accommodation plan so far in Waratah and is not in keeping with primary residential functions or surrounding character of the village. It does not meet the requirements of Clause 12.3.2 (P1).</p> <p>The accommodation is too close to a suburban housing area, it is hard to imagine that 8 to 10</p>	<p>The subject site and surrounding area are zoned 'Village' under the Planning Scheme. The purpose of this zone is to provide for small rural centres with a mix of residential, community services and commercial activities and to provide amenity for residents appropriate to the mixed-use characteristics of the zone.</p> <p>Clause 6.10 of the Planning Scheme sets out the matters which Council must have regard to</p>

<p>Pods full of tourists and their vehicle movements, will have no impact on residents, who may not have adjoining boundaries, but live just 20m away from the proposed site.</p> <p>A retaining wall is unlikely to satisfy the long term residents of English St and Cue St, that will be impacted by the noise and the major increase in tourists wandering about their back fences, increased traffic on small residential roadways and loss of natural surroundings.</p> <p>There are also concerns that the development may expand in future beyond the proposed 8-10 pods.</p> <p>The serenity, beauty and seclusion of Waratah is valued by residents. The number of tourists in Waratah conflicts with the primary residential function of the area. Issues include increased rubbish, roadkill, poor fishing practices and harassment of local wildlife. Visitors monopolise amenities on long weekends, snow days, summer and school holidays.</p> <p>Visitor accommodation should be focused in proximity to highways not small villages.</p>	<p>when determining applications. This includes the content of any representations received, but only insofar as the content relates to the discretions being exercised.</p> <p>The relevant tests set out by Performance Criteria P1 for Clause 12.3.2 is that loss of residential amenity is not unreasonable. What is 'unreasonable' is considered with regarding to the factors set out under P1 (a) to (f).</p> <p>It is not a requirement of the Planning Scheme that any residential impact be avoided, and it is not considered that the fact the accommodation is close to dwellings automatically means the impact is unreasonable. As noted by the purpose of the Village zone, the amenity of residents is to be considered within the context of the mixed uses that can be expected in this type of zone.</p> <p>Waratah is already primarily a tourism town which serves as a base for travellers to the Tarkine region as well as those heading further south to the west coast or to Cradle Mountain. The nearest dwelling is at least 65m from the proposed accommodation. There is a greater separation between the proposed visitor accommodation use and established dwellings than that found elsewhere in Waratah.</p> <p>Council's Engineering Department is satisfied that the road network in Waratah, including English Street, is capable of accommodating the amount of traffic likely to be generated by the proposed development. Both the layout of the carpark and number of spaces provided meet the minimum requirements of the Planning Scheme.</p> <p>The proposed retaining wall at the front of the site is intended to secure the building area for proposed cabins. It is not intended as a privacy measure. Fencing of private land is governed by the <i>Boundary Fences Act 1908</i>. There is no requirement to fence under the Planning Scheme.</p> <p>Potential issues associated with roadkill, illegal fishing and trespass are not relevant considerations under the Planning Scheme. Should the application proceed through the development phase, operators of the proposed accommodation will need to ensure that the requirements of the <i>Environmental Management and Pollution Control (Noise)</i></p>
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	<p><i>Regulations 2016</i> are complied with. These regulations set out prohibited hours of use for common noise sources including sound systems and musical instruments.</p>
<p>Parking</p> <p>The plans show room for only 1 vehicle per pod and then room for 3 vehicles in the Managers space. The carports for visitors are 2.4m high, so will not accommodate large vehicles like 4WDs or wagons that have roof racks or boats on top. Where will extra vehicles and large vehicles park? They will park on the roadway or use the maintenance access road in the Council park opposite and park there, impacting residents use of these areas.</p>	<p>Clause 6.10 of the Planning Scheme sets out the matters which Council must have regard to when determining applications. This includes the content of any representations received, but only insofar as the content relates to the particular discretions being exercised.</p> <p>Table C2.1 for the Parking and Sustainable Transport Code requires 1 car parking space per unit for visitor accommodation use. The manager’s residence as a residential use requires 2 spaces. As 8 units/cabins are proposed this equates to 10 parking spaces. The plans submitted with the application provide for 11 spaces, and exceed the minimum requirements. There is no requirement under the planning scheme for campervan/large vehicle spaces or spaces with a specific height.</p> <p>Council as a Planning Authority cannot impose parking requirements greater than those required by the planning scheme.</p>
<p>Infrastructure</p> <p>The village of Waratah does not have the infrastructure to accommodate any further tourist developments in town.</p> <p>Waratah has very limited facilities. There is only one shop, with limited groceries, food and petrol available. Waratah has trouble already with chartered tourism and day adventure groups who plan stops at Waratah and fail to consider the limited supplies. Fuel rationing has been required before, due to these problems. The closest fuel to Waratah is Rosebery to the south (1 hour), Highclere Roadhouse to the north (30mins) and Cradle Mtn (40min/1hour).</p> <p>Other than the Bischoff Hotel, which puts its hotel customers first, there is nowhere else to buy a hot meal for at least 40mins in any direction of Waratah. Waratah is not equipped for any more tourist accommodation in town.</p> <p>The main tourist activities in Waratah can be done in one day. Waratah village has become a cheap (often free) rest spot for the nearby (and much more expensive) attraction of Cradle Mountain and developers are looking to take</p>	<p>The proposal will be fully serviced by connections to reticulated sewer and water. It is a condition of any permit issued that stormwater from the development is to be fully contained within the boundaries of the property.</p> <p>The application was referred to TasWater who have consented to the development and submitted conditions which will be attached to any permit issued. The developer is to be responsible for connecting to TasWater’s sewerage and water network.</p> <p>Clause 6.10 of the Planning Scheme sets out the matters which Council must have regard to when determining applications. This includes the content of any representations received, but only insofar as the content relates to the particular discretions being exercised.</p> <p>Competition with other tourism ventures is not a relevant consideration under the planning scheme. The emphasis in Clause 12.3.2 P1 is to whether there is an unreasonable loss of residential amenity and the question of compatibility with the</p>

<p>advantage of this, despite the detriment to residents and wildlife.</p> <p>There is already sufficient tourist accommodation in Waratah including the Waratah-Wynyard Caravan/Camping Park, Bischoff Hotel and private rentals on platforms such as STAYZ and Airbnb. There are also other applications for visitor accommodation which are either in consultation or have been approved. If these projects go ahead there may be more tourists than residents in town.</p> <p>The pressure on Waratah's water, waste and parks/maintenance will increase exponentially and at this stage, those pressures are at capacity. The parks and maintenance council crews are struggling with the current requirements, as can be observed, with the current state of park grounds and park rubbish collection being well below previous standards. The increased cost to Waratah-Wynyard Council will far outweigh the revenue raised through tourism.</p>	<p>character and use of Waratah. As stated above, Waratah is already considered a tourism town serving as a base for travellers to the Tarkine region as well as those heading further south to the west coast or to Cradle Mountain. The proposed cabins are self-contained and contain cooking facilities. Users of the site will not necessarily be reliant on the limited facilities in Waratah.</p>
<p>Environment</p> <p>Increasing tourist accommodation in Waratah village endangers native wildlife.</p> <p>The proposed development is on a hillside that slopes down to a waterway frequented by platypus. There is a sign warning that Tasmanian platypus can and do cross roads, just across the street from this proposed site. Last year during the building of the tourist walkway across the lake, the platypus were severely disturbed with dens destroyed and their breeding cycle was impacted. This proposal on English St is likely to cause further disruption by visitors with no knowledge of Tasmanian wildlife.</p> <p>This area is a wetland domain used by pademelons, native ducks and our platypus and needs to remain so. With more land becoming available adjoining this wetland area, concerns need to be raised over development scale.</p> <p>The Applicant cannot ensure that visitors will not increase the risks of road kills, water contamination due to rubbish and other tourist detritus, even with careful planning.</p> <p>Increasing visitor numbers will inevitably bring more rubbish, contamination, cause more road deaths and increase the dangers of fishing and water activities that endanger our native ducks and our platypus, contrary to The Tasmanian Planning Scheme.</p>	<p>The south-eastern portion of the subject site is subject to a waterway and coastal protection area overlay. The easternmost corners of cabins 6 -8, portions of the internal driveway and cabin 4, including the associated carport, are located within this area. Assessment against the Natural Assets Code is required for this portion of the proposed development only.</p> <p>The creek and associated wetland area are at least 24m from the boundaries to the site and 28m from the closest building on the site within the overlay area. For a full assessment of the proposal against the Natural Assets Code see the discussion under Clause C7.6.1 below.</p> <p>The village of Waratah is not subject to any special requirements under the Planning Scheme such as a specific area plan or site-specific qualification. There are no limits on the size or type of development, purposes for which a property can be used or number of people on site other than what is specified in the planning scheme.</p> <p>The proposal includes an onsite manager to assist with ensuring that there will be no visitors to the site other than paying guests and that noise regulations are abided by. The conduct of visitors to Waratah when not on</p>

	<p>private property is not the responsibility of landowners.</p> <p>Potential issues associated with visitor misbehaviour such as littering, increased fishing or roadkill are not relevant considerations under the Planning Scheme. Issues associated with littering or maintenance of public spaces can be reported to Council. Problems with anti-social behaviour should be reported to Tasmania Police. Concerns regarding illegal fishing can also be referred to Tasmania Police via Fishwatch.</p>
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INTERNAL REFERRALS

Engineering

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

- (1) Stormwater from the development is to be fully contained within the boundaries of the property.
- (2) All costs associated with the proposed development including those related to infrastructure extensions or upgrades to Council assets are to be met by the Developer.
- (3) In the course of undertaking the development/use there is to be no damage caused to any Council owned infrastructure or property.
- (4) Loading and un-loading of vehicles is to be confined to within the boundaries of the property.
- (5) A new kerb crossover is to be constructed in accordance with Tasmanian Standard Drawing TSD-R09-v3, Urban Roads Driveway, TSD-R16-v3 Concrete kerbs and Channels Vehicular Crossings and the conditions in a "Activity in Road Reservation Permit".
- (6) A reinforced concrete driveway slab is to be constructed between the kerb crossover and the property boundary in accordance with Tasmanian Standard Drawing TSD-R09-v3, Urban Roads Driveways and the conditions in a "Activity in Road Reservation Permit".
- (7) Vehicle parking spaces and associated driveways and turning areas are to be designed in accordance with AS 2890.1 to the satisfaction of the Director Infrastructure & Development Services.
- (8) Loading and un-loading of vehicles is to be confined to within the boundaries of the property.
- (9) Off street car parking and hardstand areas are to be surfaced in an all-weather material such as concrete, asphalt or bitumen spray seal. All stormwater runoff from the car parking and hardstand areas is to be collected onsite and directed to a stormwater system designed to cater for a 5% AEP rainfall event and discharged to a legal point of discharge to the reasonable requirements of the Director Infrastructure & Development Services or their delegate.

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

Environmental Health

The following environmental health comments were recommended.

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

EXTERNAL REFERRALS

The application was referred to TasWater on 28 August 2024 a response was received on 5 September 2024 and forms Part B of the permit conditions.

No other external referrals were required.

PLANNING ASSESSMENT

The subject site is zoned Village under the *Tasmanian Planning Scheme - Waratah-Wynyard*. The proposal is a mix of Residential and Visitor Accommodation uses classes which are both permitted uses in the zone, should the application meet all the relevant acceptable solutions.

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

An assessment of the proposal against the applicable clauses for the Village zone and relevant Codes is provided below.

12.0 Village zone

12.3.2 Visitor Accommodation

<p>A1</p> <p>Visitor Accommodation must:</p> <ul style="list-style-type: none">(a) accommodate guests in existing habitable buildings; and(b) have a gross floor area of not more than 200m² per lot.	<p>P1</p> <p>Visitor Accommodation must be compatible with the character and use of the area and not cause an unreasonable loss of residential amenity, having regard to:</p> <ul style="list-style-type: none">(a) the privacy of adjoining properties;(b) any likely increase in noise to adjoining properties;(c) the scale of the use and its compatibility with the surrounding character and uses within the area;(d) retaining the primary residential function of an area;(e) the impact on the safety and efficiency of the local road network; and(f) any impact on the owners and users rights of way.
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Planning Comments: Complies

The proposed visitor accommodation takes the form of eight cabins and requires assessment against P1 for this Clause.

Waratah is primarily a tourism town which serves as a base for travellers to the Tarkine region as well as those heading further south to the west coast or to Cradle Mountain. There are a number of types of accommodation offered in the area, including short-stay rentals, the Biscoff Hotel, traditional B&Bs and a campground. Each of these is in close proximity to residential properties as there is no clear delineation between residential and other use areas in the Village zone.

The cabins are single storey and at least 65m from the nearest dwelling in any direction. Impact on residential amenity will be minimal given that there is a greater separation between the proposed visitor accommodation use and established dwellings than that found elsewhere in Waratah.

Regarding neighbouring properties, the subject site is adjoined by vacant lots to the east, west and south. Of these, the lots to the east, although in private ownership, are largely covered by a creek and associated wetland areas. They are unlikely to be developed for residential purposes. The lot to the south does not have frontage onto a road however in the unlikely event it is developed there is sufficient space on the 0.04ha lot to accommodate residential use a suitable distance from accommodation on the subject site. The vacant lot to the west is also of a similar size with ample capacity for future residential use.

The proposed visitor accommodation takes the form of self-contained cabins akin to small dwellings and includes a manager’s residence, retaining a residential presence on the property. The presence of an onsite manager will also assist with ensuring that there will be no visitors other than paying guests and that noise regulations are abided by.

The proposal will not create any burdening easement or right of way to any other properties and Council’s Engineering Department does not have concern in relation to the safety of road users as a result of this development.

The proposal satisfies P1 for this Standard.

12.4.3 Setback

<p>A1</p> <p>Buildings must have a setback from a frontage of:</p> <p>(a) not less than 4.5m;</p> <p>(b) not less than existing buildings on the site; or</p> <p>(c) not more or less than the maximum and minimum setbacks of the buildings on adjoining properties.</p>	<p>P1</p> <p>Buildings must be sited to be compatible with the streetscape and character of development existing on established properties in the area, having regard to:</p> <p>(a) the topography of the site;</p> <p>(b) the setbacks of buildings on adjoining properties;</p> <p>(c) the height, bulk and form of existing and proposed buildings;</p> <p>(d) the appearance of proposed buildings when viewed from roads and public places adjoining the site; and</p> <p>(e) the safety of road users.</p>
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Planning Comments: Complies

The proposal includes a solid retaining wall which runs along the frontage onto English Street and down the eastern boundary. According to s3 LUPAA, the definition of ‘building’ includes retaining

<p>walls. Assessment against P1 for this Clause is required for the retaining wall closest to English Street only. All other development complies with A1(a).</p> <p>The site slopes strongly towards the east. The proposed retaining wall will assist in securing the building area for the proposed cabins, which comply with the permitted setbacks from all boundaries.</p> <p>Adjoining properties to the east, south and west are vacant and the land to the north across English Street forms part of the public open space area associated with Waratah River.</p> <p>The retaining wall is unlikely to negatively affect the visual quality of the streetscape given the maximum height is only 1.2m, consistent with the height of residential fencing.</p> <p>Council’s Engineering Department does not have any concerns for the safety of road users as a result of the retaining wall’s location and the wall will not have any area of influence on public land.</p> <p>The proposal satisfies P1 for this Standard.</p>	
<p>A2</p> <p>Buildings must have a setback from side and rear boundaries of not less than:</p> <p>(a) 3m; or</p> <p>(b) half the wall height of the building, whichever is the greater.</p>	<p>P2</p> <p>Buildings must be sited so that there is no unreasonable loss of amenity to adjoining properties, having regard to:</p> <p>(a) the topography of the site;</p> <p>(b) the size, shape and orientation of the site;</p> <p>(c) the setbacks of surrounding buildings;</p> <p>(d) the height, bulk and form of existing and proposed buildings;</p> <p>(e) the existing buildings and private open space areas on the site;</p> <p>(f) sunlight to private open space and windows of habitable rooms on adjoining properties; and</p> <p>(g) the character of development existing on established properties in the area.</p>
<p>Planning Comments: Complies</p> <p>The proposal includes a solid retaining wall which runs along the frontage onto English Street and down the eastern boundary. According to s3 LUPAA, the definition of ‘building’ includes retaining walls. Assessment against P2 for this Clause is required for the section of the wall running along the eastern boundary.</p> <p>The site slopes strongly towards the east. The proposed retaining wall will assist in securing the building area for the proposed cabins, which comply with the permitted setbacks from all boundaries.</p> <p>The retaining wall has a maximum height of 1.2m, consistent with the height of residential fencing. Adjoining properties to the east, south and west are vacant and the land to the north across English Street forms part of the public open space area associated with Waratah Dam. The proximity of the retaining wall to the eastern boundary will not result in a loss of residential amenity in any direction. The area of influence associated with the wall is constrained to the subject site.</p> <p>The proposal satisfies P2 for this Standard.</p>	

C1.0 Signs Code

The application also includes signage comprising a 1.2m by 1.2m panel between the manager's residence and the frontage, approximately 0.5m from the boundary to English Street. Under Table C1.3 of the Sign Code, this type of sign would be considered as a blade or pole/pylon sign – depending on method of support.

However, both blade and pole/pylon signs are prohibited in the Village zone under Clause 1.6.1 A1(a)/P1(a). This is due to the fact that the Village zone is not an applicable zone for these sign types as set out under Table C1.6 of the Code.

Under Clause 6.11.2 of the Planning Scheme, Council as a Planning Authority may impose conditions and restrictions on a permit including requirements to modify the development in accordance with predetermined triggers, criteria or events.

Given that signage of the type proposed it is suggested that any permit be conditioned to allow a maximum 1m by 1m building fascia sign and/or maximum 1.2m by 1.2m wall sign on the manager's residence. Both of these types of signage require a permit but are permitted in the Village zone. Any condition would include the requirement that a revised signage plan be provided to the Manager Development & Regulatory Services for approval prior to any signage being installed.

C7.0 Natural Assets Code

C7.6.1 Buildings and works within a waterway and coastal protection area or a future coastal refugia area

<p>A1</p> <p>Buildings and works within a waterway and coastal protection area must:</p> <ul style="list-style-type: none">(a) be within a building area on a sealed plan approved under this planning scheme;(b) in relation to a Class 4 watercourse, be for a crossing or bridge not more than 5m in width; or(c) if within the spatial extent of tidal waters, be an extension to an existing boat ramp, car park, jetty, marina, marine farming shore facility or slipway that is not more than 20% of the area of the facility existing at the effective date.	<p>P1.1</p> <p>Buildings and works within a waterway and coastal protection area must avoid or minimise adverse impacts on natural assets, having regard to:</p> <ul style="list-style-type: none">(a) impacts caused by erosion, siltation, sedimentation and runoff;(b) impacts on riparian or littoral vegetation;(c) maintaining natural streambank and streambed condition, where it exists;(d) impacts on in-stream natural habitat, such as fallen logs, bank overhangs, rocks and trailing vegetation;(e) the need to avoid significantly impeding natural flow and drainage;(f) the need to maintain fish passage, where known to exist;(g) the need to avoid land filling of wetlands;(h) the need to group new facilities with existing facilities, where reasonably practical;(i) minimising cut and fill;(j) building design that responds to the particular size, shape, contours or slope of the land;
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	<p>(k) minimising impacts on coastal processes, including sand movement and wave action;</p> <p>(l) minimising the need for future works for the protection of natural assets, infrastructure and property;</p> <p>(m) the environmental best practice guidelines in the <i>Wetlands and Waterways Works Manual</i>; and</p> <p>(n) the guidelines in the <i>Tasmanian Coastal Works Manual</i>.</p>
<p>Planning Comments: Complies</p> <p>The south-eastern portion of the subject site is subject to a waterway and coastal protection area overlay. The easternmost corners of cabins 6 -8, portions of the internal driveway and cabin 4, including the associated carport, are located within this area. Assessment against P1.1 is required for this portion of the proposed development only.</p> <p>Although portions of the site are within a mapped area, the only waterway is the creek to the east which connects to Waratah River. The creek and associated wetland area are at least 24m from the boundaries to the site and 28m from the closest building on the site within the overlay area. The proposed development is sufficiently separated from the watercourse to minimise issues associated with construction such as erosion, siltation, sedimentation, or runoff.</p> <p>Additionally, stormwater from the development is to be fully contained within the boundaries of the property and will not be directed to the creek. There are no retaining walls proposed within the overlay area and the proposed buildings are partially constructed on concrete piers to minimise the amount of fill required. The following condition will be imposed on any permit issued:</p> <ul style="list-style-type: none"> Control measures are to be installed for the duration of the construction phase so as to limit the loss of soils and other debris from the site. <p>No works are proposed to the creek itself and there will be no impact on the natural streambed or streambank condition, including fish passage and in-stream natural habitat. LISTmap does not identify any listed threatened species of flora or fauna adjacent to the site.</p> <p>Waratah is an inland area. Issues pertaining to coastal processes are not relevant to the current application. The following note will be included on any permit issued:</p> <ul style="list-style-type: none"> This development/use is not to result in the generation of environmental harm or nuisance as defined in the <i>Environmental Management and Pollution Control Act 1994</i>. <p>In this manner, the proposal is considered to comply with the performance criteria P1 for this Standard.</p>	

The proposal meets the Acceptable Solution for all other applicable Standards of the Village zone provisions and relevant Codes.

STATUTORY IMPLICATIONS

Land Use Planning and Approvals Act 1993

The Council is established as a Planning Authority by definition under Section 3(1) of the LUPAA and must enforce the Planning Scheme under s48 of the Act.

In accordance with section 57 of this Act and Council's Planning Scheme, this proposal is an application for a discretionary permit. Council may approve or refuse discretionary permit

applications after considering both Council's Planning Scheme and the public representations received. It is noted that one (1) representation was received during the exhibition period.

STRATEGIC IMPLICATIONS

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

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

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

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

COMMENT

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

It is considered that the proposed development complies with either the acceptable solution or satisfies the performance criteria for all applicable standards of the Planning Scheme. The proposal is for visitor accommodation with a permanent onsite manager in a town catering to travellers of the west coast, the north-west coast and Cradle Mountain. It is considered unlikely that the proposal will result in an unreasonable loss of residential amenity to Waratah given the mixed variety of uses that can be expected in Village zones and the separation of the proposed cabins from establish residential uses in the area. It is also considered that the proposed development is sufficiently separated from the watercourse and wetland area to the east of the site, with suitable mechanisms in place to minimise adverse impacts on natural assets.

The application is considered to comply with the Village zone provisions and relevant codes of the *Tasmanian Planning Scheme - Waratah-Wynyard*. It is therefore recommended that

Council approve a planning permit for the proposed visitor accommodation (8 x cabins), manager's residence, signage and retaining walls.

MOVED BY	CR ROBERTS
SECONDED BY	CR HYLAND

That Council, in accordance with Section 51 and Section 57 of the *Land Use Planning and Approvals Act 1993 and the Tasmanian Planning Scheme - Waratah-Wynyard*, grant approval for Visitor Accommodation (8 x cabins), a manager's residence, signage and retaining walls at 16 English Street, Waratah subject to the following conditions:

PART A CONDITIONS:

- (1) The development is to be generally in accordance with the updated application as submitted and endorsed documents as listed:
 - a. Proposal plans with Project Number: 247531 and Drawing Numbers: 1-10 Rev. 5 as prepared by Scoles, Tague & Associates and dates 27 March 2024.****
- (2) A revised sign plan is to be provided to the Manager Development & Regulatory Services for approval prior to any signage being installed. The revised signage is to take the form of a building fascia and/or wall sign.**
- (3) Stormwater from the development is to be fully contained within the boundaries of the property.**
- (4) All costs associated with the proposed development including those related to infrastructure extensions or upgrades to Council assets are to be met by the Developer.**
- (5) In the course of undertaking the development/use there is to be no damage caused to any Council owned infrastructure or property.**
- (6) Loading and un-loading of vehicles is to be confined to within the boundaries of the property.**
- (7) A new kerb crossover is to be constructed in accordance with Tasmanian Standard Drawing TSD-R09-v3, Urban Roads Driveway, TSD-R16-v3 Concrete kerbs and Channels Vehicular Crossings and the conditions in a "Activity in Road Reservation Permit".**
- (8) A reinforced concrete driveway slab is to be constructed between the kerb crossover and the property boundary in accordance with Tasmanian Standard Drawing TSD-R09-v3, Urban Roads Driveways and the conditions in a "Activity in Road Reservation Permit".**
- (9) Vehicle parking spaces and associated driveways and turning areas are to be designed in accordance with AS 2890.1 to the satisfaction of the Director Infrastructure & Development Services.**
- (10) Loading and un-loading of vehicles is to be confined to within the boundaries of the property.**
- (11) Off street car parking and hardstand areas are to be surfaced in an all weather material such as concrete, asphalt or bitumen spray seal. All stormwater runoff**

from the car parking and hardstand areas is to be collected onsite and directed to a stormwater system designed to cater for a 5% AEP rainfall event and discharged to a legal point of discharge to the reasonable requirements of the Director Infrastructure & Development Services or their delegate.

- (12) Control measures are to be installed for the duration of the construction phase so as to limit the loss of soils and other debris from the site.

PART B CONDITIONS:

- (1) The person responsible for the activity must comply with the conditions contained in Schedule 2 of Permit Part B which the Regulated Entity (trading as TasWater) has required the planning authority to include in the permit, pursuant to *section 56Q of the Water and Sewerage Industry Act 2008*, reference TWDA 2024/01041-WWC (attached).

Notes: -

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

- An “Activity in Road Reservation” permit must be obtained from Council for all activity within the Road Reservation.
- This project must be substantially commenced within two years of the issue of this permit.
- The applicant is advised to consult with a building surveyor to ensure the development is constructed in accordance with *Building Act 2016*.
- This permit is based on information and particulars set out in Development Application DA 158/2024. Any variation requires an application for further planning approval of Council.
- This development/use is not to result in the generation of environmental harm or nuisance as defined in the *Environmental Management and Pollution Control Act 1994*.
- Attention is drawn to existing or proposed electricity infrastructure, please be sure to contact TasNetworks on 1300 137 008 to ensure these works do not impede on existing electricity easements and are at a safe distance from powerlines. Failure to do so could result in the relocation of electricity assets at your cost.
- Under Section 61 (4) of the *Land Use Planning and Approvals Act 1993*, the applicant has the right to lodge an appeal against Council’s decision. Notice of appeal should be lodged on the prescribed form together with the required fee within fourteen days after the date on which notice of the decision was served on that person, to the Tasmanian Civil & Administrative Tribunal (TASCAT), G.P.O. Box 2036, Hobart, 7001 (<mailto:resourceplanning@tascat.tas.gov.au>). Updated Notices of Appeal are available on the Tribunal’s website at <https://www.tascat.tas.gov.au/>.

The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

PLANNING AUTHORITY CLOSED AT 6.14 PM

The Town Planner left the chambers at 6.14pm

8.0 MATTERS RAISED BY COUNCILLORS**8.1 RESPONSE(S) TO COUNCILLOR QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING**

Nil received.

8.2 COUNCILLOR QUESTIONS RECEIVED IN WRITING**8.2.1 CR A COURTNEY - REZ ZONE****QUESTION**

Cr Courtney requested that the following questions be answered regarding the construction / introduction of wind turbines, transmission lines, and other renewable energy projects in North West Tasmania. As the following questions pertain to the proposed rezoning of prime agricultural land and rural residential areas (which could also impact on agricultural activities, mountain bike riders, bush walkers, campers, bird watchers, tourists etc) in the Wynyard Waratah Council municipal area:

Question 1

Where are the baseline numbers of the Wedge tail Eagle population coming from for these reports? If it's an evidenced based number

Question 2

How many are likely to be struck, harmed, or die, as a result of the windmills each year?

Question 3

Do we know how many breeding pairs are in the area to be impacted ?

Question 4

Do we know how often they breed successfully.

Question 5

What are Councils obligations if the proposed projects are in our municipality? (to protect a threatened / endangered species - under the Environmental Protection Act)?

Question 6

Are properties which would be impacted by the construction of the proposed transmission lines (including the REZ rezoning and Maranis Link proposal) on record with council? Have we got a list of properties that will be impacted by these projects ?

Question 7

Do Council know how many land owners / property titles including houses, farms, corporate farms and land, commercial and private business properties in the Wynyard Waratah council municipal area, could/would be impacted with the current proposed transmission lines, proposed areas of REZ rezoning, and Maranis Link?

Question 8

Will any upgrades need to be done on any power infrastructure in Council managed areas as a result of same?

Question 9

A resident has asked the following in relation to the proposed projects. Are Council officers able to advise if these following claims being made, are true or not?

- If the 30+ gwph of energy upgrades proposed for the wind power projects for Northern Tasmania, is doubling Australia's current gwph usage.
- That Tasmania currently produces around 100% more than it uses from renewable (energy including Hydro etc).
- That the proposed wind power mills will use over 2,000 litres of oil every 9 to 12 months.
- That the proposed wind power mills are not recyclable.
- That the Australian Energy Market Operator (AEMO) that controls our Tasmanian energy prices (through the National Energy Regulator) is at least 40% owned by the major Australian energy companies (which are majority foreign owned.)

OFFICERS RESPONSE

REZ is being delivered by the Tasmanian Government, not councils and as such Officers have requested a response to all questions listed above from the State Government and will provide the information to Councillors when it is received.

Councils role will be in reviewing any planning applications which may be proposed for any type of renewable energy proposal.

Should a planning application be lodged, Council will be provided with any and all information required to properly assess the application in line with the requirements of the planning scheme, including Natural Values reporting which will include impacts on native vegetation, and endangered species; this would include raptors (Wedge Tail Eagles). The type of application lodged will determine whether EPA requirements are triggered and if they are council will address accordingly.

It is highly recommended Councillors and the public review the information on the official website [Renewable Energy Zones | Renewable Energy Zones](#) which shows factual and supported information; the following documents may be of interest and show the work that has been done and methodologies used to ensure the Natural Values and other key areas of concern or restriction are considered.

- Burnie Community Session Q&A responses - [Burnie Community Information Session QA Responses.pdf](#)
- Fact Sheet Priority Candidate REZ - [Fact sheet - Priority Candidate REZ.pdf](#)
- RecFIT REZ Spatial Webinar 2024 - [Tasmania's renewable energy future](#)

8.3 COUNCILLOR QUESTIONS WITHOUT NOTICE


Nil received.

9.0 NOTICE OF MOTION

Nil received.

10.0 REPORTS OF OFFICERS AND COMMITTEES

10.1 RESOURCE SHARING ARRANGEMENT - CIRCULAR HEAD AND WARATAH-WYNYARD COUNCIL

To:	Council
Reporting Officer:	Executive Officer
Responsible Manager:	General Manager
Report Date:	31 August 2023
File Reference:	1201
Enclosures:	1. Resource Sharing Agreement CHC - Renewal 

PURPOSE

To formally consider an extension of resource sharing arrangements with Circular Head Council.

BACKGROUND

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

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

The formal resource sharing arrangement helps both Councils to:

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

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

In recent years, collaboration continues between the two Councils. As of October 2024, there are 12 shared employees. The two Councils continue to pursue strategic tasks and projects simultaneously and Workforce Planning and policy development are others that benefit from a combined approach

DETAILS

Whilst the resource sharing agreement sets out the intent and purpose of the arrangement, the implementation of the agreement is the responsibility of the respective General Managers. Ongoing discussion will continue surrounding the operational details of resource shared employees, strategic direction and potential to maximise the benefit of this arrangement.

There are currently 12 staff resource shared between the two councils:

Position	Split	Benefits
Employed by Waratah Wynyard Council:		
Director Community Services	0.6 WWC 0.4 CHC	Enables the delivery of joint Community Wellbeing Plans and the collaboration of teams to deliver. Management of the Visitor Information Centre functions, staff and strengthening partnership with Circular Head Tourism Association. Management of corporate communications.
Director Infrastructure & Development	0.2 CHC 0.8 WWC	Collaboration and greater access to technical, strategic, executive and management skills across both Councils. This arrangement shifted with the employment of a dedicated Director at CHC in February 2023. The arrangement continues to evolve given both Directors have experience in complementary areas
Director Governance and Information Systems	0.5 WWC 0.5 CHC	Enables increased alignment of corporate functions in the areas of information technology, governance, risk management and information management
Spatial and IT Coordinator	0.50 WWC 0.50 CHC	Enables increased alignment of corporate functions in the areas of information technology and GIS.
Manager Asset Services	0.5 WWC 0.5 CHC	Each Council access to skills and resources. Same framework used across each Council.
Manager Tourism & Corporate Communication	0.6 WWC 0.4 CHC	Enables increased alignment of tourism and corporate communications.
Communications Officers x2	1.6 WWC	2 officers are employed by WWC, CHC contribute 0.6 towards costs.
Asset Services Officer	0.8 WWC 0.2 CHC	Each Council access to skill and resources. Same framework used across each Council.
Manager Recreation Planning and Environment		Fee for service arrangement based upon project needs

Position	Split	Benefits
Technical Officer – Engineering & Design		Fee for service arrangement based upon project needs
Projects & Asset Review Manager		Fee for service arrangement based upon project needs
Strategic Projects Manager		Fee for service arrangement based upon project needs
Project Engineer		Fee for service arrangement based upon project needs
Employed by Circular Head Council:		
NRM Officer	0.5 CHC 0.5 WWC	Each Council accesses to the function. Similar program can be delivered with shared learning. Single representation at regional level.
Senior Information Technology Officer	0.5 CHC 0.5 WWC	Access to key skills.
Senior Revenue Officer	0.6 CHC 0.4 WWC	Access to key skills. Finishing early Nov.

The following table shows example of joint activities completed over the last year.

Project/Area	Benefits Sought
Shared Plant & Equipment	
Investigating opportunities for sharing equipment.	On an ongoing basis, Works Managers actively investigate options to share equipment, including the ability to reduce reliance on contractors where business cases warrant it and scale support.
Shared Procurement and Contract Management Activities	
Building asset revaluations – shared engagement	Reduction in duplications of effort and cost using one process, advertisement, and assessment panel. Greater value for money achieved in through greater economy of scale. Less cost to suppliers in making one submission rather than two.
Sealed road resurfacing procurement was conducted jointly for the replacement program.	For 2024/25 WWC and CHC made a combined saving of \$177,098 through this procurement mode
Bridge replacement procurement was conducted jointly for the replacement program.	Procurement was again conducted jointly, and this will continue.
Coordination of specialist assessments	Whilst specialists are currently engaged by each Council, there is coordination in the logistics to benefit from travel efficiencies and increasingly over the past year, resources have been shared or supported by both Councils.

Project/Area	Benefits Sought
	This has included the engagement with Excite Cyber and Avec Global
Shared Transactional Services	Circular Head Council provided a period of support to Waratah Wynyard Council in the provision of rates and charges services. This is a specialist skill set unique to local government and the shared arrangement provided benefit to both Councils in sharing an experienced Rates Officer supported by less experienced staff at each Council which allowed on the job training and delivered enhanced business continuity.
Risk Management	<p>Opportunities are being explored to harmonise risk registers and framework across both Councils with the Joint ELT now established as a single Risk Committee</p> <p>Joint Risk Steering Committee has been established, Joint Risk reporting and monitoring has been implemented.</p>
Shared Policies & Procedures	
<p>Legislative Compliance</p> <p>An ongoing program to check each Council's compliance with the various legislative requirements applicable to the sector.</p>	<p>The benefits of undertaking this program together include the efficiency gained from sharing specialized staff knowledge and using a shared audit program and framework. This reduces the preparation time required to prepare and report on findings and makes the audit program cost-effective.</p> <p>The program itself provides the Council with assurance about compliance with its statutory obligations.</p>
Shared Meeting Attendance and Joint Committee Representations	
<p>Joint Executive Meetings</p> <p>Meetings held to explore operational opportunities that could benefit both Councils.</p>	<p>Strategic discussions were held in the following areas:</p> <ul style="list-style-type: none"> • Future of Local Government • Long Term Strategic Projects • Strategic HR matters • Resourcing and Staffing opportunities • Budget and Annual Plan actions that can be coordinated jointly to maximise resources. • Joint corporate training opportunities • Economic Development • Review and alignment of strategic policies including Financial Management Strategies, Child and Youth Safe Framework Activities and Community Plans.
NRM Officer Joint rep on Western Fire Area Management Committee	The NRM Officer's role across both councils enables the representation of both communities in consideration of bushfire planning.
<p>Western Emergency Management Committee</p> <p>The committee is a joint committee of 3 councils: Burnie, Circular Head, & Waratah Wynyard Council</p>	<p>Broader input and sharing of skills and resources for emergency planning continues. There is a single plan and framework.</p> <p>Increased access to other government agencies who can attend one meeting between three rather than three individual meetings. Joint response to State Evacuation plans provided to the state government.</p>

Project/Area	Benefits Sought
Shared Training	
Shared Asset Management Councillor Induction	Single session promoted joint understanding and reduced administration cost and shared experiences and knowledge across both Councils.
Integrated Strategic & Operational Planning	
<p>Digital Connectivity</p> <p>Housing/worker accommodation</p>	<p>Continued to jointly advocate for improved telecommunications, resulting in commitment through the Regional Connectivity Fund Round 2 for</p> <ul style="list-style-type: none"> • North-West Coast Tasmania, Braddon (\$4,624,725) <ul style="list-style-type: none"> • The project will deploy four new Telstra macro mobile sites at Boat Harbour, Port Latta, Marrawah/Redpa and Lower Scotchtown, providing improved coverage across the Northwest Coast of Tasmania • Cradle Coast Agricultural Project, Braddon (\$279,000) <ul style="list-style-type: none"> • The project will deploy a fixed wireless network providing broadband coverage to the Cradle Coast agricultural precinct and neighbouring areas. The network will extend broadband connectivity and voice over LTE in the area. • Support for ongoing advocacy by CCA to address the issue of shortage of housing/worker accommodation across the NW
Governance & Information Systems	<p>This year, we've made considerable strides in aligning governance and information systems to deliver practical improvements across both organisations. By leveraging shared expertise and resources, we've moved the business continuity forward, enriched our knowledge base, and continued to refine our processes to fit evolving needs.</p> <p>Key achievements this year include:</p> <p>Governance Enhancements: Implementing a structured delegations framework and advancing information management practices to enhance accountability and access.</p> <p>IT Developments: Building out our Target Operating Model (TOM), with focused efforts on recruitment and strategic vendor partnerships, to support sustainable IT growth.</p> <ul style="list-style-type: none"> • With direction from the Joint ICT Steering Committee, these advancements are guiding us towards our longer-term vision while addressing immediate operational needs.
Youth Plan	The Youth Plan was developed jointly. The implementation plans for delivery of actions was jointly developed for annual implementation.
Age-Friendly Community Plan	The Age Friendly Communities Plan was developed jointly. The implementation plans for delivery of actions was jointly developed for annual implementation.

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

Project/Area	Benefits Sought
	Preliminary Feasibility Study Completed. Detailed feasibility and options study completed.

In regard to the document, the proposed draft agreement:

- Removes all reference to the previous Resource Sharing Committee and requires the General Managers to hold at least one workshop per year with Councillors to provide an overview of resource sharing initiatives examined and undertaken
- Further defines the scope of the arrangement
- Requires a review of the arrangements twice per year, through the Joint Executive Management team
- Importantly states that the parties recognise and acknowledge that operational efficiencies can be gained by not requiring resource shared staff to travel to either Council when not necessary for certain tasks
- Introduces the concept of a memorandum of understanding for shared employees which outlines the requirements of that particular role, including on-site presence, outputs, communication and any other relevant matter

It is proposed the arrangement is entered for a further five year term.

STATUTORY IMPLICATIONS

Statutory Requirements

Resource sharing is carried out between the Councils within the respective Enterprise Agreements and the relevant workplace legislative framework. There are some legislative changes that have been suggested to the Local Government Division and Local Government Association of Tasmania which would facilitate greater efficiencies for these types of arrangements within the industry.

STRATEGIC IMPLICATIONS

Resource sharing is facilitating a greater strategic alignment between the Councils through joint initiatives such as the Sustainable Murchison Community Plan, occasional combined Council workshops and the combined Executive Management Team between the Councils.

Strategic Plan Reference

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

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Business & Industry	Specialised diversity of the economy – Value adding, diversification, innovation and employment. A resilient economy with global brand recognition and growing exports.
Strong communities and social capital	Enduring community capital – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
Access and infrastructure	Local, regional and global transport and infrastructure access – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
Natural resource management	Managing abundant, natural and productive resources – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.
Health and Wellbeing	Maintaining good health and wellbeing – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.
Place making and liveability	Liveable places for all ages – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.
Governance and working together	Working together for Murchison – Everyone plays a part in achieving the objectives of the Sustainable Murchison Community Plan. There is cooperation, resource sharing and less duplication between Councils. Leadership is provided across all community sectors.

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

While there are no risk implications as a result of this report it should be noted that should the Resource Sharing Arrangement not be renewed there would be significant cost impacts should both council's need to employ more staff to cover the positions.

It should also be noted that Resource Sharing is considered a key strategic tool to ensure the future sustainability of Councils.

CONSULTATION PROCESS

A review of the arrangement was conducted by the Joint Executive Management the Local Government Review and the timeframes for any additional changes that may occur.

CONCLUSION

It is recommended that council adopt the Resource Sharing Arrangement with Circular Head for a further five years.

MOVED BY	CR COURTNEY
SECONDED BY	CR ROBERTS

That Council determine to extend the formal Resource Sharing Agreement with Circular Head Council for a further five year period in accordance with the attached agreement.

The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

10.2 FINANCIAL MANAGEMENT STRATEGY 2025-2035

To: Council
Reporting Officer: Manager Financial Services
Responsible Manager: General Manager
Report Date: 7 November 2024
File Reference: Governance - Policy - Council Policies
Enclosures: 1. Financial Management Strategy - 2025-2035 

PURPOSE

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

The document will replace Council's existing Financial Management Strategy 2024 to 2034 adopted in November 2023.

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

BACKGROUND

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

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

DETAILS

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

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

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

The FMS is pivotal in setting the high-level financial parameters that guide the development and refinement of Council's annual plan and budget estimates and generates information that assists decisions about the mix, possible timing and affordability of future capital and operational outlays.

A review of the Strategy each year allows for the review of Council's operating environment and to account for changes since the Strategy was last updated. The review is an opportunity

ensure that existing strategies remain appropriate in context of changes in the operating environment and adjust where necessary.

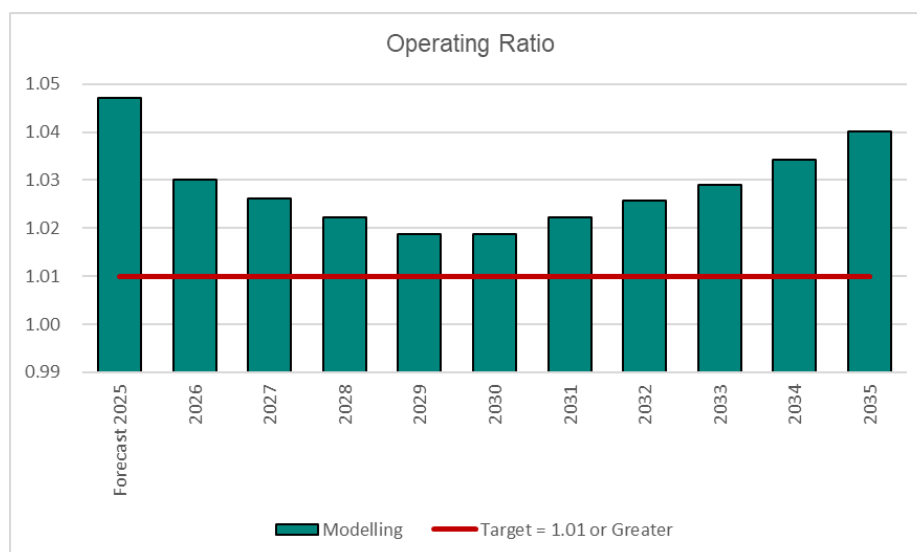
This FMS achieves the following outcomes:

- A financially sustainable operating position in all years.
- A minimum cash target of \$5m at 30 June in most years.
- Forecast borrowings of \$4.2m in 2026-27 & 2027-28 to fund childcare upgrades and upgrades to stormwater infrastructure at Boat Harbour and Sisters Beach.
- A demonstrated strong financial position with Council being able to meet its financial obligations when they fall due comfortably.
- Expected continuation of low rating per head of population, well below the state average and neighbouring urban centres.
- Allows for projects of up to \$78m over the next 10 years.

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

Council's Operational Position

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



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

Rates & Charges

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

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

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

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

Tas Water Dividends

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

Operational Budget Impacts from New Infrastructure Spending

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

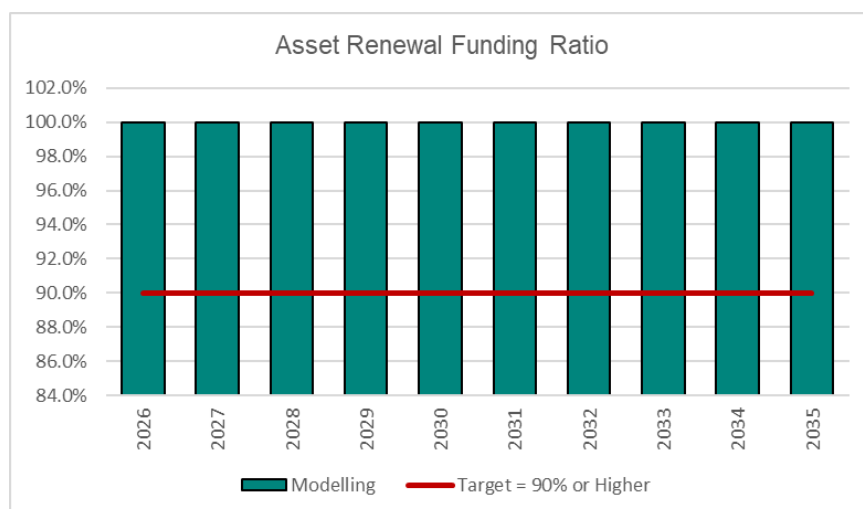
Modelling indicates that the 2024/25 capital program plus planned expenditure of up to \$78m over the next ten years is expected to have an operational budgetary impact of \$1.963m.

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

Capital Expenditure

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

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



Council has adopted a range of Master Plans and Strategies outlining future community aspirations for new and improved infrastructure that requires a capital investment of approximately \$78m over the next ten years.

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

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

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

Funding of New Capital Works

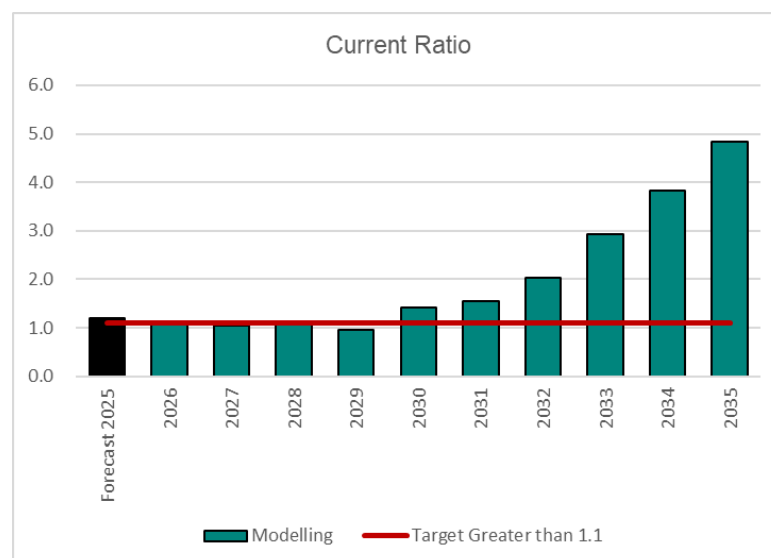
Several assumptions have been made about the funding mix for Council’s capital works program over the life of the Strategy with a combination of grant funding, borrowings, and Council’s cash reserves that will be required to fund new capital works.

\$4.2m of borrowings have been forecast to be drawn down in the 2026-27 and 2027-28 financial years to fund stormwater infrastructure and childcare upgrades. Grant funding opportunities will be actively pursued as an essential funding source for Council to deliver on the above projects in future years.

Current Ratio

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

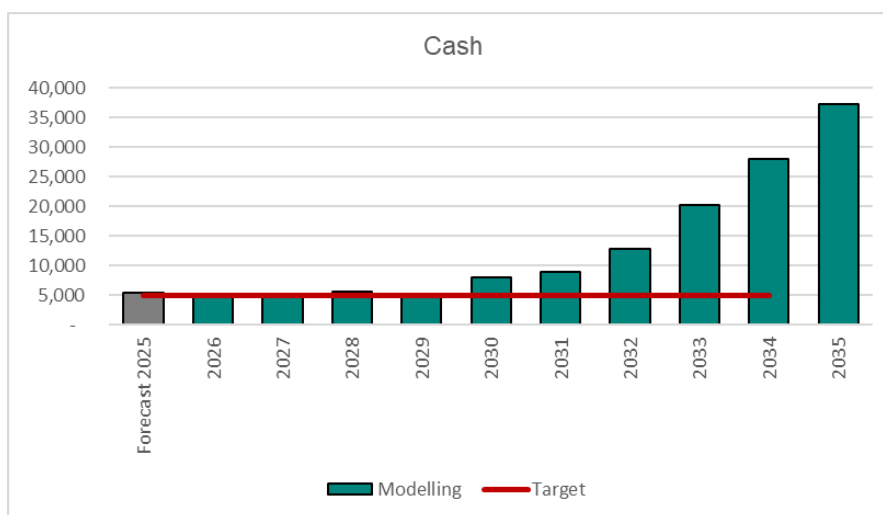
Council is expected to meet its targeted current ratio in 8 of the ten years of the strategy, briefly dipping below its target in 2026-27 and 2028-29 before returning to above target in 2029-30.



Cash and Liquidity

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

Modelling shows that Council will be able to meet its cash target of \$5.0m as of 30 June in 8 out of 10 years, with cash dropping slightly below target to \$4.768m in 2026-27 and \$4.592m in 2028-29.



STATUTORY IMPLICATIONS

Statutory Requirements

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

70. Long-term financial management plans

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

70A. Financial management strategies

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

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

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

RISK IMPLICATIONS

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

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

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

CONSULTATION PROCESS

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

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

CONCLUSION

It is recommended that Council adopt the Financial Management Strategy 2025 to 2035 which defines the principles and strategies that Council will follow to demonstrate continued financial sustainability in its decision-making.

The 10-year Strategy demonstrates:

- A financially sustainable operating position in all years.
- A minimum cash target of \$5m at 30 June in most years.
- Forecast borrowings of \$4.2m in 2026-27 & 2027-28 to fund childcare upgrades and upgrades to stormwater infrastructure at Boat Harbour & Sisters Beach.
- A demonstrated strong financial position with Council being able to meet its financial obligations when the fall is due comfortably.
- Expected continuation of low rating per head of population, well below the state average and neighbouring urban centres.
- Allows for projects of up to \$78m over the next 10 years.

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

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

MOVED BY	CR COURTNEY
SECONDED BY	CR EDWARDS

That Council adopt the Financial Management Strategy 2025 to 2035 that defines the principles that underpin Councils financial decision making.

The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

10.3 TULIP FESTIVAL 2024

To:	Council
Reporting Officer:	Community Development Officer
Responsible Manager:	General Manager
Report Date:	23 October 2024
File Reference:	001
Enclosures:	Nil

PURPOSE

To provide an overview of the 2024 Tulip Festival

BACKGROUND

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

The Covid 19 pandemic prevented the event from going ahead for 2 years and in 2022, the festival was welcomed back for its 30th anniversary with popularity comparable to pre-pandemic years. On 12 October 2024, the Tulip Festival was run for the 32nd time.

DETAILS

The 2024 Wynyard Tulip Festival was the largest Tulip Festival that Wynyard has seen with 150 stallholders, a full schedule of entertainment and the addition of the Festivals Australia funded cultural elements. The event site spanned the entire length of Gutteridge Gardens, with the popular addition of rides on Wynyard Wharf, plus food vendors and classic cars along the closed section of Goldie Street.

Helicopter rides took up air space over Table Cape and shuttle buses ran in a continuous stream to the Tulip Farm throughout the event. For the first time, Waratah-Wynyard Council opened additional car parking spaces at Frederick Street Reserve and ran a parking shuttle bus to and from the event site. The service was well utilised and ran smoothly in its first year.

The fine weather contributed to great site conditions for contractors and stallholders who set up marquees and brought vehicles on to the site. The Eco-Village space drew an enthused audience in 2024 with workshops and discussion that supported Council's values of sustainability, connection, and learning. A traditional Aboriginal bark hut was recreated on the edge of the Inglis River by Palawa man, Jye Crosswell in consultation with Aboriginal community members, one of several cultural elements that added value to the site.

Accessibility was highlighted with additional disabled parking spaces made available in James Muir Community Health Centre car park and Little Goldie Street carpark. There were additional seating areas, port-a-loos, rubbish bins, cleaning and security services provided on site as part of the event operations. Power, technical equipment and lighting infrastructure was positioned on Goldie Street and in Gutteridge Gardens to support smooth event delivery.

Traffic was counted at key access points to Wynyard with a remarkable increase in vehicles noted. Goldie Street had a total of 15,352 vehicles measured on Saturday 12 October 2024. A typical Goldie Street traffic count is around 4,000 – 6,000 per day.

Entering/Exiting Wynyard Township				
	2023 Traffic	2024 Traffic	Volume Increase	Percentage Increase %
Friday	17249	29171	11922	40.9
Saturday	22498	42515	20017	47.1
Sunday	13234	21855	8621	39.4

Community participation at the Wynyard Tulip Festival was at a record high in 2024. There were 28 event sponsors with a total income of \$33,500 and an additional \$22,000 in grant funding applied to the event in 2024 which supported greater inclusion of Aboriginal and Torres Strait Islander activities.

Some quotes from survey data:

“We sold 3 x as much as we did last year, the weather definitely brought more people out”!

“We have 4 new potential members of SES”.

“Had some amazing feedback from community members saying that this was the most culturally respectful event that they ever attended on the NW, with the most Palawa representation they've ever seen from a council run event. I know the Old People would be very happy.”

Volunteers supported the event delivery, with around 30 community members contributing their time to event tasks on the day. There was also a significant contribution from the Council staff.

Survey data has helped inform a breakdown of visitor demographics at the Wynyard Tulip Festival that contributes to the events capacity to support a visitor economy.

Local/ northwest Tasmania	62%
Intrastate/ out of region	31.8%
Interstate & international visitors	6.2%
Total estimated attendance	up to 20,000

Additionally regional visitor survey data from accommodation operators revealed that 28% of visitors staying in the region between September 30 and October 23, 2024, cited the Wynyard Tulip Festival / Farm as their sole reason for visiting the area. The Tulip Farm have reported that it was their second best tourist season ever.

46% of regional visitors will stay for 3 or more nights and 38% of visitors will stay for more than 3 nights based on this key regional attraction.

The Wynyard Tulip Festival had a broad marketing reach in 2024 based on some key actions:

- An interstate/ intrastate marketing campaign was initiated in collaboration with WxNW and funded by a grant from Events Tasmania.

- TV presenter, Hannah Moloney used her social influence and networks to support a broader target market in line with the Wynyard Tulip Festival branding narrative.
- A strong media profile with stories published across print media, a news story on WIN TV, 3 x radio interviews on ABC Northern Tasmania and 7BU and a multimedia advertising campaign.
- 6000 copies of the Tulip Festival Program, including a month of events in October were dispersed state-wide, with over 9000 digital downloads.

The Tulip Farm – Van Diemen Quality Bulbs provided the following update on visitor numbers to the farm during the festival period:

- Visitor numbers for the opening period for 2024 was 20,830 which is similar to last few years.
- The total number of visitors to the farm on Tulip Festival day was 4,300, which is largest number in the history of the event. This number equated to 21% of total visitors an increase from the 17% of recent years.
- The farm Managing Director Mr Robert-Thomson believes the increase in numbers was due to Council marketing and execution of the event added to the weather on the day of the event being perfect.
- The following visitor statistics for the farm were provided:

ORIGIN	NUMBER	%
International	140	1%
NT	7	
NSW	1692	8%
VIC	853	4%
QLD	2213	11%
SA	385	2%
WA	254	1%
TAS	15286	73%
TOTAL	20,830	

- Local Tasmanian Visitor statistics:

TASMANIAN REGION	NUMBER	%
South	3540	23%
Midlands/East Coast	617	4%
North	4406	29%
NW	6576	43%
West Coast	147	1%
Total	15286	

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL
Desired Outcomes
4.1 Our community is welcoming and supportive.
Our Priorities
3.3.2 Facilitate activities and events that promote inclusion, health, safety and a sense of place.

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

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

Sustainable Murchison Community Plan 2040

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

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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

The net cost of delivering the Wynyard Tulip Festival in 2024 is \$62,206 which is within Council’s adopted budget of \$69037.

RISK IMPLICATIONS

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

CONSULTATION PROCESS

Key stakeholders were consulted via survey, phone and email in review of the 2024 Tulip Festival.

RECOMMENDATION

MOVED BY	CR COURTNEY
SECONDED BY	CR ROBERTS


That Council note the 2024 Wynyard Tulip Festival Report

The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

10.4 SPRING LOADED REPORT 2024

To: Council
Reporting Officer: Manager Community Activation
Responsible Manager: Director Community Services
Report Date: 6 November 2024
File Reference: 001
Enclosures: 1. Spring Loaded 2024 Program 

PURPOSE

To provide Council with a summary of the program of events delivered during Spring Loaded 2024.

BACKGROUND

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

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

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

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

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

Covid-19 presented an unprecedented opportunity to change the way councils and communities think and work together. Waratah-Wynyard Council seized this opportunity by tailoring a dynamic solution that resulted in a format that was so popular with the community that it was requested to continue. In 2022, 2023 and 2024 the Spring Loaded program has co-existed with the traditional Tulip Festival one day event.

DETAILS

In 2020, Waratah-Wynyard Council wholehearted embraced the challenge of reimagining the Tulip Festival delivery into a model that enabled the community to come together in a

safe way to celebrate and connect. Since then, Council has continued to work alongside community groups, local businesses and talented individuals to make the Spring Loaded calendar of events come to life.

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

The 2024 October month long program included over 100 events and attended by over 2,000 people (not all events provide attendance data). The Drive in Movie night was once again well supported attended by approximately 400 vehicles.

The full program (which includes the Tulip Festival) is attached.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

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

Sustainable Murchison Community Plan 2040

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

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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There is a financial allocation in the annual operational budget to cover the cost of the Spring Loaded program of \$20, 000. The estimated cost of delivering the month event is \$15,000 (not all invoices received at the time of drafting this report but variations are not expected).

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

It is recommended that the Spring Loaded 2024 report be noted.

MOVED BY	CR ROBERTS
SECONDED BY	CR JOHNSTONE


That Council note the 2024 Spring Loaded Report.

The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

10.5 INTEGRATED COUNCIL ENVIRONMENTAL PLAN (ICEP) - ANNUAL UPDATE

To:	Council
Reporting Officer:	Contracts and Administration Officer
Responsible Manager:	Director Infrastructure and Development Services
Report Date:	30 October 2024
File Reference:	iCEP
Enclosures:	1. iCEP Action Status Report 

PURPOSE

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

BACKGROUND

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

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

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

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

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

DETAILS

Since adopting the iCEP, the research regarding global climate change is continually being updated by the Intergovernmental Panel on Climate Change (IPCC). The latest research, released in March 2023, suggests that global surface temperatures continue to change and increase. Each of the last four decades has been successively warmer than any decade that preceded it since 1850. Global surface temperature in the first twenty years of the 21st Century (2001-2020) was recorded as 0.84 to 1.10 degrees Celsius higher than 1850-1900. With a 1.1 degree increase in global surface temperatures, human-induced climate change is already affecting many weather and climate extremes in every region across the globe. Evidence of observed changes in extremes such as heatwaves, heavy precipitation, droughts and tropical cyclones have strengthened since the last assessment report.

The 2023 report suggested that even if the world rapidly decarbonizes, under all emissions scenarios considered, it is more likely than not that the global surface temperature will reach 1.5°C in the near-term (2021-2040). Additionally, the worst-case scenario predicts that global warming could reach up to 4.4°C in the long-term (2081-2100). For the best-case scenario (very low emissions), global warming would reach 1.5°C during 2021-2040, and it is predicted that the global surface temperature would then decline back to below 1.5°C toward the end of the century.

Information relating to our climate is constantly updated in light of new scientific evidence and we will continue to review new information as it comes to light. The next iteration of the IPCC report is in development with an outline having been agreed during panel sessions between July and August 2024. A special report on climate change in cities was agreed to be included in the next report cycle.

In addition to the IPCC, other sources include the *State of the Climate Report 2024*, which was released in October 2024 and authored by the CSIRO and the Bureau of Meteorology. This report draws on the latest national and international climate research to describe long-term trends in Australia's climate.

The *State of the Climate Report 2024* has confirmed that Australia's climate has in fact warmed by an average of 1.51 degrees Celsius since national records began in 1910, which is consistent with the global predictions under the IPCC report. Sea surface temperatures have increased by an average of 1.08 degrees Celsius since 1900. The continued warming of Australia has led to an increase in extreme fire weather, and longer fire seasons across the country. To further exacerbate the warming conditions, rainfall conditions in south-east Australia has decreased around 9% in the April to October period since 1994. Heavy short-term rainfall events are becoming more intense. The report also finds that sea levels are rising around Australia, including more frequent extreme high levels that increase the risk of inundation and damage to coastal infrastructure and communities.

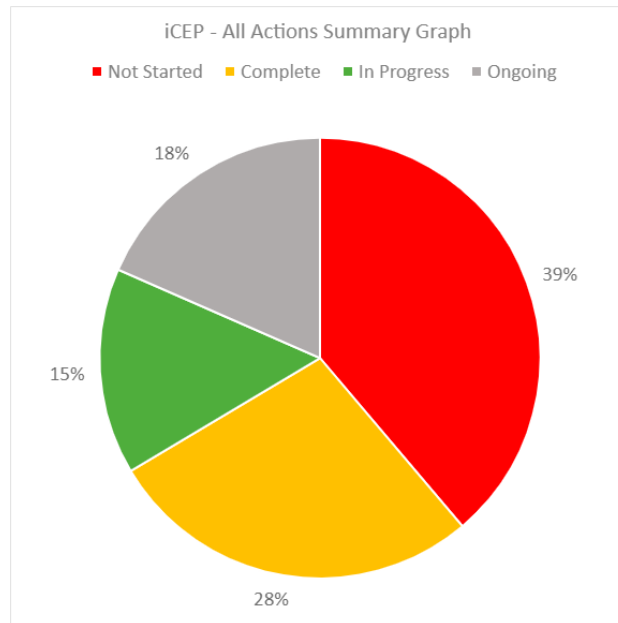
In September 2024, the Tasmanian government released the 2024 State of the Environment report; the first of its kind since 2009. The content of the State of the Environment report is currently being considered in greater detail by officers and the Sustainability and Environmental Advisory Panel, and further details will be provided to Councillors following this review.

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

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

Of the 152 actions recognised within iCEP, 42 of those have been completed, 28 are recognised as "ongoing" activities embedded into standard business practice and 23 are "in progress" at the time of this report. The number of "not started" actions has reduced from

45% (68 actions) in 2022/23 to 39% (59) at the end of the 2023/2024 financial year. Further details on progress is summarised in the graph below.



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

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

1. Completion of coastal erosion works at Boat Harbour.
2. Staged restoration of Camp Creek riparian reserve through revegetation in liaison with landowner/s and partnership with Wynyard Landcare.
3. Continued involvement in the planning reform processes by providing comments on the State Government's draft Tasmanian Planning Policies, State Planning Provisions and Cradle Coast Regional Land Use Strategy. Each of these have a focus on adapting to climate change.
4. Implemented the regional FOGO collection service from 1 July 2024.
5. Site adjustments at the Wynyard Waste Transfer Station to enhance separation of rubble and soils and reduce the potential for green waste contamination.

Some of the key activities planned to be delivered during the **2024/25** financial year are:

1. Staged restoration of the Sisters Beach estuary
2. Continuation of coastal erosion works at Sisters Beach and Anzac Park (Somerset).
3. Development of a Camp Creek Master Plan.
4. Renewal of the French's Road Nature Reserve Management Plan.
5. Development of a Tree and Vegetation Management Framework for the whole of the Waratah-Wynyard municipality.
6. Development of a Food Security Policy, educational materials and project plan for future strategy and mapping partnerships.

7. Improve awareness, education and produce educational materials for the Home Energy Audit Toolkit (HEAT) in the community.
8. Development of a Ballad Avenue Master Plan to enhance the natural values and habitat of the adjacent riparian zone of the Inglis River, incorporating education and connectivity and improve health and wellbeing opportunities for the community.
9. Introduce information about climate change and sustainable living in New Residents' Kits with the assistance of the SEAP group.
10. Begin planning for a Doctors Rocks Master Plan which aims to improve penguin viewing experience, education and introduces park and ride elements.
11. Planning for introduction of EV charging stations for both public and Council.
12. Investigate the feasibility of the next phase of coastal pathway, Wynyard-Smithton-Stanley loop, which will further provide opportunities to reduce transport related carbon emissions.
13. Commence development of a vegetation management plan for the Inglis River riparian reserve following the walking track and associated infrastructure review.
14. Implementation of the regional FOGO collection service from 1 July 2024.
15. Continued utilisation of recycled crumb rubber in urban reseal program (with exception to asphalt works).

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 7: Environment
Desired Outcomes
7.1 Council and the community minimise its resource consumption and carbon footprint.
7.2 The community understands its vulnerabilities and strengths when it comes to climate change adaptation and resilience.
7.3 Our natural environment, unique surroundings and community assets are future ready in a changing climate.
7.4 The natural environment is shared, and land use conflict is reduced through sustainable development.
7.5 Stewardship of our land, water and marine ecosystems respects past, present and future generations.
Our Priorities
7.1.1 Divert waste from landfill and build awareness around sustainable waster generation and management.
7.1.2 Advocate for effective environmental management and contribute to regional, state, and national climate change initiatives.
7.2.1 Support and foster community led adaption and initiatives.
7.3.1 Facilitate education and awareness of climate change risks to the community and property owners.
7.3.2 Embed environmental considerations and potential climate impacts in Council's infrastructure planning and decision making.

7.3.3 Innovative and sustainable design is encouraged through forward thinking and planning.
7.4.1 Work with local business and industry to transition to environmentally sustainable operations and identify risk and opportunities from climate change.
7.5.1 Protect, enhance and recover biodiversity through forward thinking and planning.
7.5.2 Mitigate biosecurity risks through landscape restoration and industry collaboration.

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

There are no directly related environmental implications as a result of this progress update, however actions contained within iCEP are intended to reduce Council’s environmental footprint, provide education and access to relevant environmental information, and improve the community’s adaptability and resilience to climate related risks.

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

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

MOVED BY	CR COURTNEY
SECONDED BY	CR ROBERTS



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

The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

10.6 WARATAH COMMUNITY PLAN - ANNUAL REPORT

To: Council
Reporting Officer: Manager Community Activation
Responsible Manager: Director Community Services
Report Date: 17 October 2024
File Reference: 001
Enclosures: 1. Waratah Community Board Actions 
2. Waratah Community Plan 

PURPOSE

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

BACKGROUND

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

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

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

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

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

The group meets every two months to discuss the progress of the Waratah Community Plan and items of interest for the Waratah Community.

DETAILS

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

The 2022-2025 Waratah Community Plan explains:

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

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

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

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

- The establishment of A2HS (Access to Health Services) at the Community Hub
- Completion of Community Hub upgrades
- Replacement of two shelters
- Athenaeum Hall interior upgrades
- Stage One of Waterfall walk, including the installation of lights
- Viewing pontoon for the Historic Rail Bridge

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

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

GOAL 3: Connected Communities
Desired Outcomes
3.2 We listen and engage with our community in decision making.
Our Priorities
1.4.1 Collaborate with, understand and satisfy our external customers' needs and values.

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

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

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

CONCLUSION

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

MOVED BY	CR HYLAND
SECONDED BY	CR ROBERTS


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

The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

10.7 WASTE AND RESOURCE RECOVERY STRATEGY - ANNUAL UPDATE

To: Council
Reporting Officer: Contracts and Administration Officer
Responsible Manager: Director Infrastructure and Development Services
Report Date: 7 November 2024
File Reference: WARRS
Enclosures: 1. Waste and Resource Recovery Strategy - Action/Objective Status Report 

PURPOSE

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

BACKGROUND

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

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

The strategic aim of the WARRS and its objectives are:

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



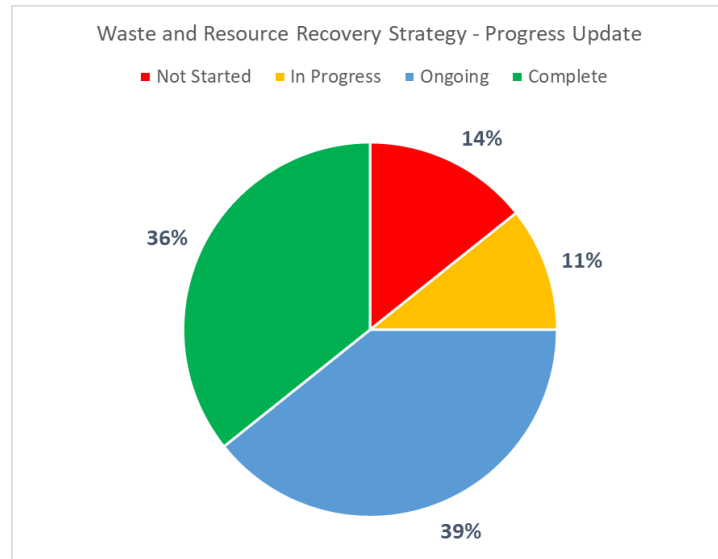
The WARRS was adopted by Council on the 19 August 2019.

DETAILS

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

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

Of the 28 actions, 10 have been completed, three are in progress and 11 are embedded into standard business practices. At the time of writing this report, there remains four actions not started.



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

Waratah-Wynyard's diversion rate remains lower than the 50% target (an estimated 20%), and this is consistent with the regional experience which noted a 38% diversion rate for the 2022/23 financial year. However, it is anticipated the recent introduction of FOGO across much of the region will improve diversion both for Waratah-Wynyard and the broader region.

Further updates about key activities occurring in the waste and resource recovery space are listed below.

Waste to Landfill Reduction

There has been an approximate 20% reduction in waste to landfill over the 2023/24 year vs. 2022/23 primarily due to an increased focus on product recovery and re-use. In particular, at the Wynyard Waste Transfer Station, redirecting wood waste from landfill as a chipped product which is then used for landfill cover. Substantive improvements by City Mission to redirect re-saleable materials from the waste stream are the main contributing factors for these results.

FOGO Implementation

One of the largest components of the Waratah-Wynyard community's waste was food and garden organics (FOGO) material. A statewide landfill levy introduced in the 2022/23 financial year provided a financial incentive for Council to further consider introduction of a FOGO collection service. At the May 2023 Council meeting, Council agreed in principle to implement a FOGO collection service for urban areas via the regional Cradle Coast Waste Services (CCWS). In July 2024, a fortnightly kerbside FOGO collection service was introduced.

During the initial three months of FOGO collections, the region diverted over 1,700 tonnes of waste from landfill. Waratah-Wynyard itself are diverting an average of 33 tonnes/fortnight. In terms of volume, Waratah-Wynyard saw 133% increase in FOGO tonnages between July and September, a significant improvement in the space of 3 months. It is anticipated that tonnages will continue to increase as residents become familiar with the service and as the warmer months allow for more gardening.

Cardboard

A large 24 m3 skip was installed at the Wynyard WTS to replace the 4 small cages to respond to increased disposal demand. The large skip is emptied twice per week and coming into warmer weather has required the introduction of a smaller skip to be on standby to keep up with demand. The volume of cardboard removed from the landfill stream has increased substantially during the past 12 months.

Cooking Oil

Cradle Coast Waste Services via a regional contract will soon implement a free disposal opportunity for cooking oil at the Wynyard WTS.

Data Collection and Reporting

Compliance with data capture and reporting requirements under the Waste and Resource Recovery Act 2022 occurred during this past year, with a new system being installed at the Wynyard Waste Transfer Station to enable reporting compliance by the July timeline and improved data accuracy.

Furthermore, Officers are working with the regional waste management group to improve data reporting across the region, aiming to streamline this process and enhance regional benchmarking opportunities.

Asbestos Acceptance

In recognition of some isolated instances of asbestos being either illegally dumped or mixed with other waste loads entering the Wynyard Waste Transfer Station, as of November 2024 Council implemented safe disposal for domestic quantities of asbestos containing product via a small skip requiring customers to comply with strict disposal requirements.

Amend 2024/25 Waste Fees & Charges Schedule

It is recommended the 2024/25 Fees & Charges Schedule is further amended to add a new charge for the recent inclusion of an asbestos waste disposal option for domestic quantities only at the Wynyard Waste Transfer Station. Another fee for disposal of light truck/4wd tyres on rims is also recommended to assist in recovering increasing costs associated with disposal.

Other alterations to the Fees and Charges Schedule adopted at the September 2024 Council meeting included:

- Clarify charges for car, light truck/4wd, truck and tractor tyres
- New policy to not accept disposal of tyres greater than 1.4m in diameter, scrap vehicles, boats, caravans, buses and similar sized items

For the avoidance of doubt, the fee schedule for all of these items has been provided below:

FEE DESCRIPTION	FEE BASIS	2024/25 FEE
Asbestos disposal (to be adopted)	Per wrapped package	\$45
Tyres - Car tyres on rims	Per tyre	\$20
Tyres - Light truck/4wd on rims (to be adopted)	Per tyre	\$38
Tyres – Truck and larger tyres (up to 1.0m diameter)	Per tyre	\$37
Tyres – Tractor tyres (up to 1.4m in diameter)	Per tyre	\$59
Not Accepted:		
<ul style="list-style-type: none"> • Scrap Vehicles, Boats, Caravans, Buses and similar size items • Tyres larger than 1.4 metres in diameter (eg, Earthmoving tyres) 		

Strategy Review

Consistent with the adopted 2024/25 Annual Plan, the WARRS is undergoing a review this financial year, aiming to implement renewal from 2025. This review process will consider any outstanding actions in the current WARRS and how the new plan will align with the regional waste strategy as well as Tasmanian state policy and legislation.

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

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

It is therefore recommended that Council note the annual status update on the progress of the Waste and Resource Recovery Strategy 2019-2024 and adopt the proposed fees and charges changes for waste services.

MOVED BY	CR EDWARDS
SECONDED BY	CR ROBERTS

That Council:

1. **Note the annual status update on the progress of the Waste and Resource Recovery Strategy 2019-2024; and**
2. **Amend the 2024-25 Waste Fees & Charges Schedule to incorporate new fees for the disposal of domestic quantities of asbestos and light truck/4wd tyres on rims**

10.8 2024 TRY SKILLS REPORT

To: Council
Reporting Officer: Community Development Officer
Responsible Manager: Manager Community Activation
Report Date: 25 October 2024
File Reference: 001
Enclosures: Nil

PURPOSE

To provide an update of the outcomes and successes of the 2024 Try Skills Program.

BACKGROUND

Try Skills is an annual program that has been running for over 20 years. It aims to introduce young people to community activities they may have otherwise never accessed. Try Skills was held during the October school holidays. Clubs run one-hour sessions for young people to participate in over the two weeks. It is open to grades 5, 6 and 7 students from schools within the municipality. The cost to participate in the two-week program is a one-off nominal fee of \$5 per different activity.

DETAILS

For 2024, Waratah-Wynyard Council had volunteers from the following 12 clubs/groups:

- Artscape
- Burnie Archery Club
- Wynyard Somerset Tennis Club
- Samurai Ju Jitsu
- Shim Jang Taekwondo
- Van Diemen's Sword fighting Association
- Girl Guides
- Wynyard Squash Racquets Association
- Wynyard Fitness
- Farm it Forward
- Big hArt
- Fisheries Engagement (Department of Natural Resources and Environment Tasmania)

Overall, Try Skills had 68 students from the municipality participate, 14 more than last year. Seven of the activities were at maximum capacity and some students unfortunately missed out due to the popular demand. Most clubs reported having larger groups compared with previous experiences. In particular, the Wynyard Squash club reported that their sessions were hugely successful, so much so that they have implemented weekly junior clinics.

Once more, many clubs have re-committed to Try Skills for next year showing the success of the program. We welcomed Farm it Forward, Department of Natural Resources and Big hArt, all of which were "sold out" activities.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL
Desired Outcomes
4.3 We provide recreational opportunities to the community for all ages and abilities.
Our Priorities
5.1.3 Support existing and encourage new innovative activities/industries to the area.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Strong communities and social capital	Enduring community capital – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
Health and Wellbeing	Maintaining good health and wellbeing – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Try Skills has an allowance of \$1,000 in the operational budget to run the program. The program has been delivered within budget.

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

The Try Skills Program continues to be successful. There was an increase of absenteeism, particularly in the second week of activities. Council officers are consulting with all groups to implement alternative ideas to help mitigate this issue. Next year all the activities will be held over one week in the school holidays, compared with being spread over two weeks. This will hopefully assist parents/families to timetable their holiday activities.

MOVED BY	CR COURTNEY
SECONDED BY	CR ROBERTS

That Council notes the 2024 Try Skills Report.

The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

10.9 QUARTERLY INFORMATION REPORT - INFRASTRUCTURE & DEVELOPMENT SERVICES

To: Council
 Reporting Officer: Manager Engineering Services
 Responsible Manager: Director Infrastructure and Development Services
 Report Date: 1 November 2024
 File Reference: IDS
 Enclosures: Nil

PURPOSE

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

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

BACKGROUND

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

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

DETAILS

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

Development and Regulatory Services

Public Health

During the quarter Council issued:

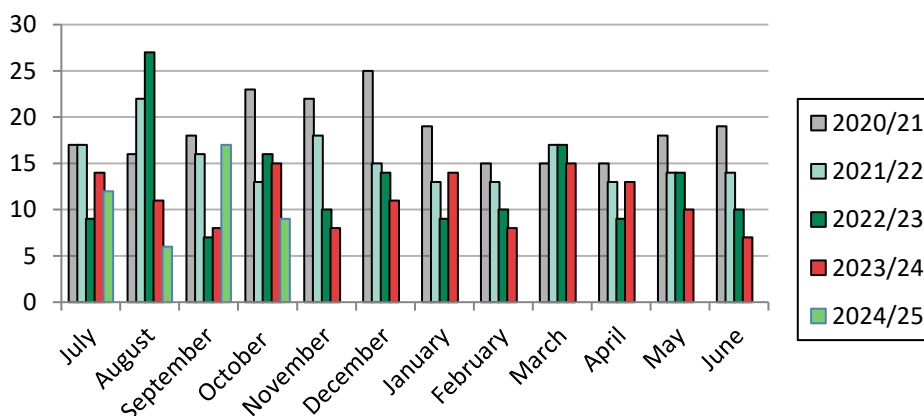
- New Certificates of Food Registration: 3
- Renewed Certificates of Food registration: 96
- Temporary Food Premises Permits: 15
- Certificate of Registration State-wide Mobile Food Permit: 9
- Food Safety Inspections of Food Business Undertaken: 18

Animal Control

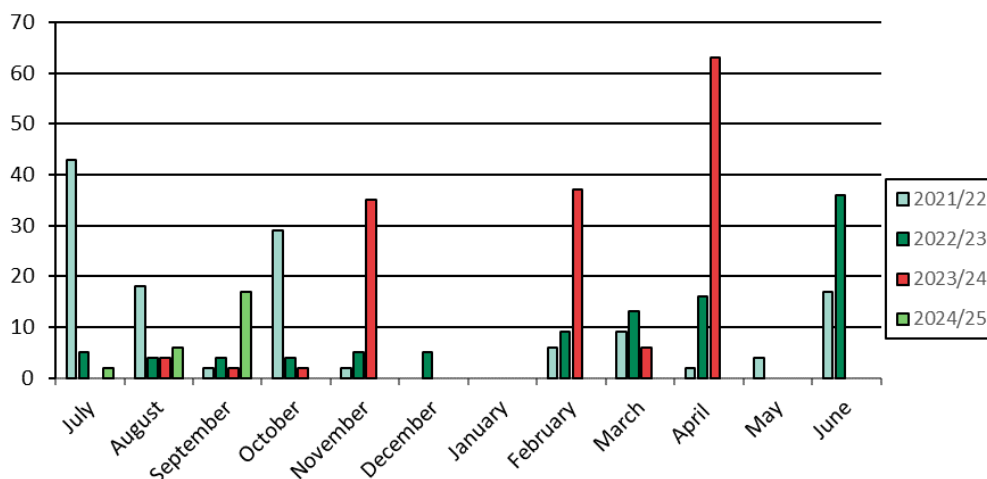
	August, September & October	2024 Year to Date
Dogs Registered	47	1914
Dogs Impounded	3	4
Infringement Notices Issued	8	8
New Kennel Licence	1	30

Statistics

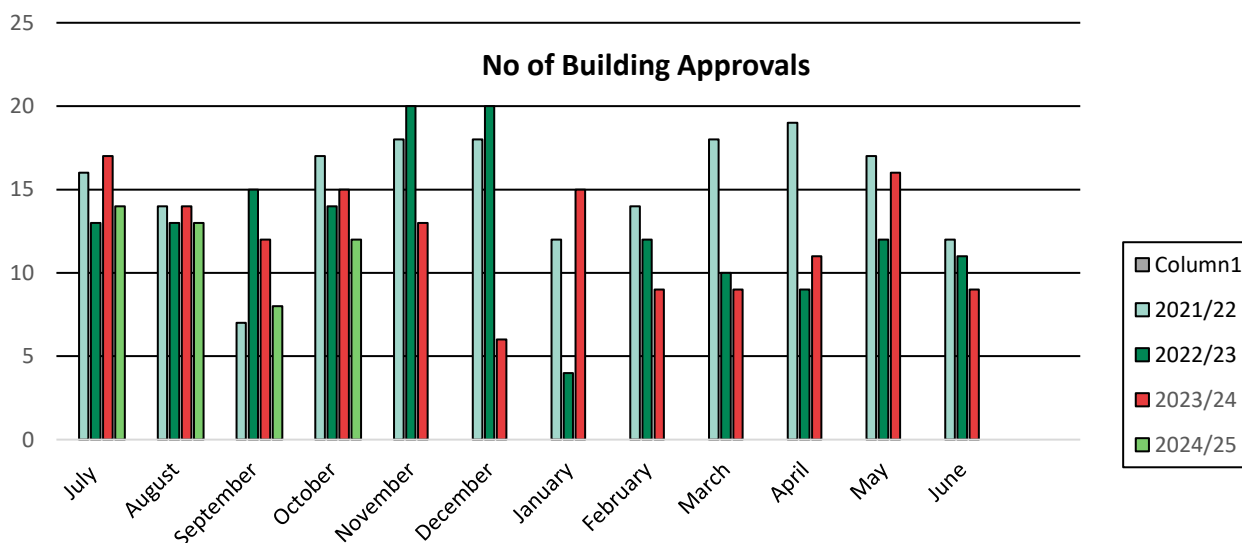
Planning Approvals



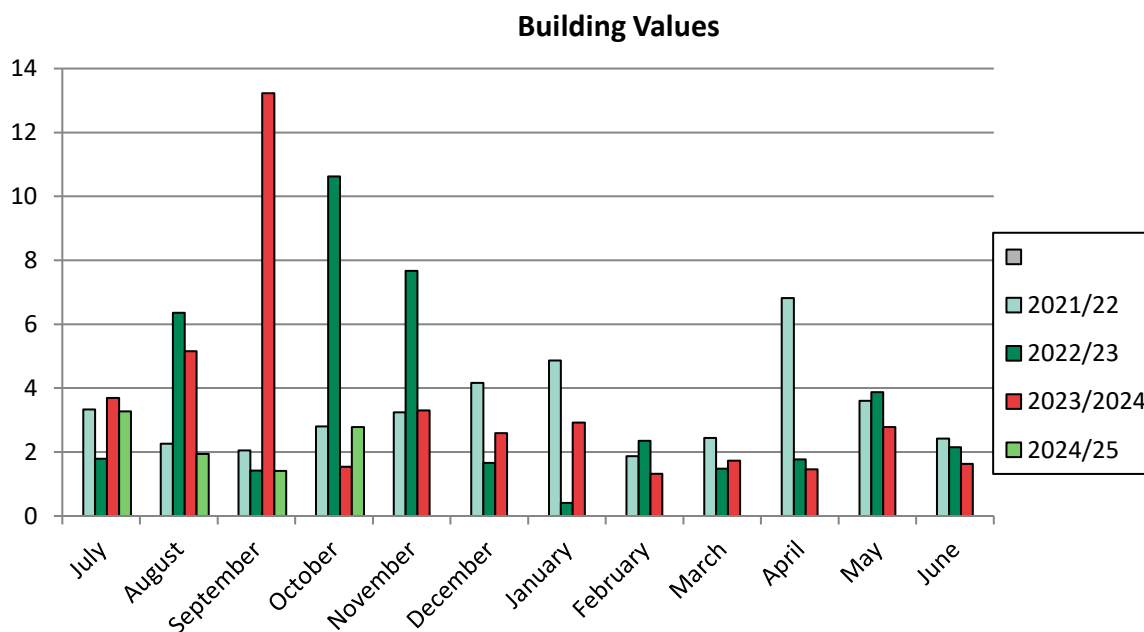
Subdivisions - No of new lots created



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



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



Engineering Services

Project Updates

Project	Status
Resheet	Currently sitting at 50% program completion
Sealed Rural Roads Shoulder Improvements	Mount Hicks Road substantially complete, review for future scheduling underway
Depot Store Room Upgrade	Planning in progress
Depot Security Upgrade	Planning and design currently underway
Re Gravel Roadways - Yolla Rec & Langley Park	Works completed
Install new footpath in Athol Street	Works underway and 30% complete
Footpath Upgrade Inglis and Park St	Works completed
Footpath Upgrades - DDA Compliance	Works commenced sitting at 50%
Irby Blvd Sealing - East	Works scheduled for seal prep in November
Wynyard Cemetery Seal Road	Works scheduled for seal prep in November
Rural Roads Safety Audit Project Delivery	Works to be completed throughout the year
Rural Culverts Replacement	Works to be completed throughout the year
Car Park Works - Wynyard Yacht Club	Works subject to state funding announcement, programmed for February
Lowe Street Playground	Works Complete
Coopers Lane/Andersons Road Realignment	Tendering close, pending award
ANZAC Park Erosion Mitigation	Works substantially completed with linkage to the Cam bridge area to come
Undertake review of CBD parking provision and compliance	Data collection and collation being undertaken
Review and update the Stormwater System Management Plan	Scheduled for February
Create and adopt a Stormwater Policy	Seeking feedback on draft policy from SEAP group, scheduled for February
SLST Coastal Risk Assessment	Works well underway, delays with CLS approvals
Sisters Beach Estuary Stage 3	Working through Crown Land approval to lodge DA
Big Creek Flood mitigation	Consultation and design in progress
15-17 George St - Lining of Drain	Works scoped and being procured
Wynyard Showgrounds - Demolition of Grand Stand	Works complete
Gates Road Sealing - Investigation + Design	Design package to be prepared and tendered
Coastal Pathway Construction	Works substantially complete with some minor and subsidiary elements outstanding
IGA Intersection re Configuration & Carpark	Working through Crownland approval to finalise subdivision and titles
Port Road Boat Harbour Drainage	Working through Crown Land approval to lodge DA
Waratah Road Infrastructure Improvement Design	Works nearing completion
Waratah Falls Walk - Stage one	Works complete
Calder Road - Bridge Replacement (Blackfish Creek)	Works complete
Sisters Beach Erosion Works	In design phase with Parks
Port Creek flood mitigation works	Works substantially complete
Fossil Bluff Stairway	Works complete

National Heavy Vehicle Regulator permit applications

Consent Performance
Monthly Statistics for Sep 2024

Based on Received Date
Based on Completed Date
Based on both dates

22 Consents Received	23 Consents Completed	22 Consents Received & Completed	23 Consents Granted	(Blank) Consents Refused
--------------------------------	---------------------------------	--	-------------------------------	------------------------------------

Permit Application Type	Consents Received	%
Performance Based Standards (PBS)	14	63.6%
B-Double - Higher Mass Limit (HML)	6	27.3%
B-Double	1	4.5%
Prime and semi-trailer - Higher Mass Limit (HML)	1	4.5%
Total	22	100.0%

Permit Application Type	Consents Completed	%
Performance Based Standards (PBS)	14	60.9%
B-Double - Higher Mass Limit (HML)	6	26.1%
B-Double	1	4.3%
Oversize and/or Overmass (OSOM)	1	4.3%
Prime and semi-trailer - Higher Mass Limit (HML)	1	4.3%
Total	23	100.0%

Completed Status	Completed	%
Granted	23	100.0%
Total	23	100.0%

Vehicle Class	Completed	%
Class 2	22	95.7%
Class 1	1	4.3%
Total	23	100.0%

Consent Performance

Consent Performance by month

Average days with Road Managers

All figures below are averages for the selected period

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

New Time

The period between receipt and allocation

3.93

Assessment Time

The period of assessment prior to completion

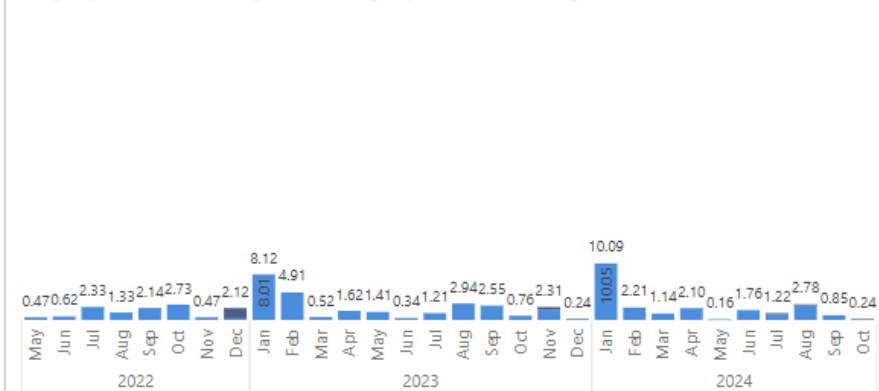
0.47

Total Time

The total time the consent was in the system

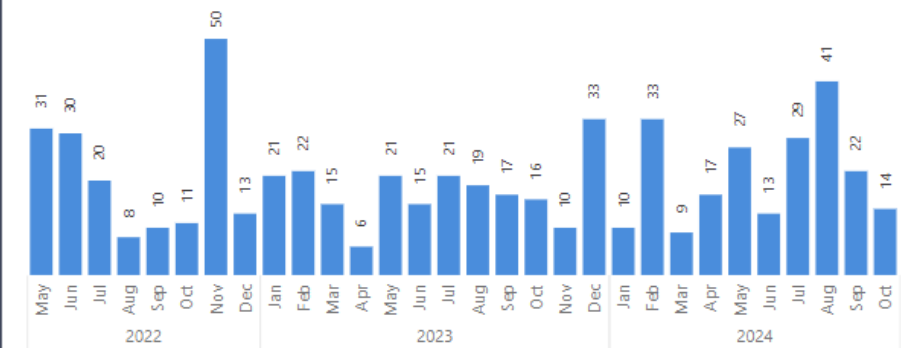
4.39

● Avg Days With Road Manager New ● Avg Days With Road Manager Assessment

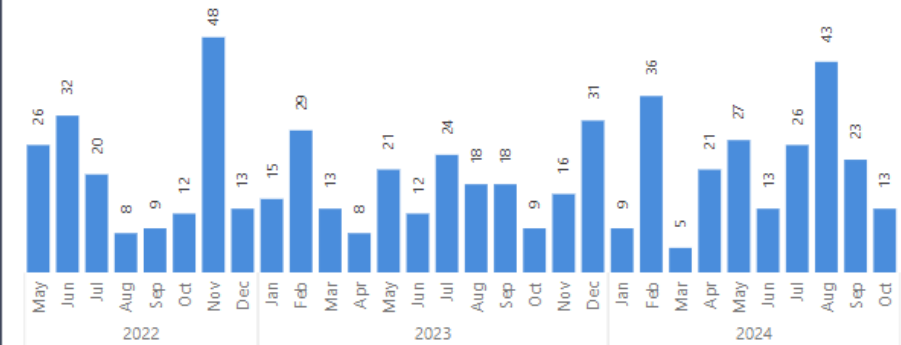


Total Consents

Received 1,172



Completed 1,166



Consent Performance
Consent Status Comparison

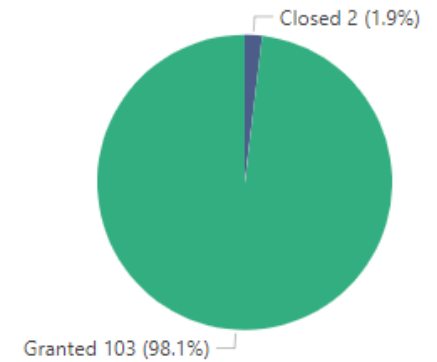
Quarter **Month**

Current Financial Year

Consents Completed by Period

Status	2024-07	2024-08	2024-09	2024-10	Total
☐ Closed				2	2
☐ Granted	26	43	23	11	103
Total	26	43	23	13	105

Consents Completed by Status



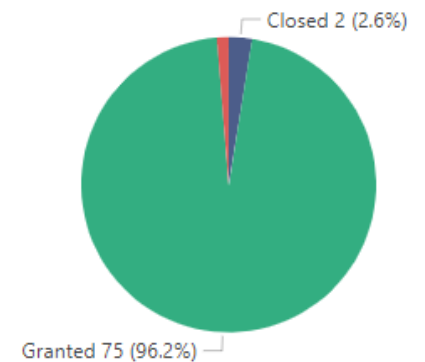
Previous Financial Year

2023-24 2022-23 >

Consents Completed by Period

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

Consent Completed by Status



Works and Services

Operations and Maintenance Updates

Wynyard Rec. Before renovation



Wynyard Rec. After renovation



Turf cutting & removal at Wynyard Rec.



Filling in Patches at Wynyard Rec.



P&R Trainees – cutting lawn



Re-sheeting of Deep Creek Rd



Athol Street Footpath



Athol St Footpath



Wynyard Rec. asphalting



P&R Trainee Libby Haines – Irrigation system



New nursery irrigation system



Athol St driveway repairs



Installation of the new Doctors Rock's seat



River track storm repairs



Re-sheeting of Aitkins Rd



Shoulder grading of Mt Hicks Rd



Pressure cleaning Frederick Street cricket pitch



Leak repair at Gutteridge Gardens



Re-sheeting of Tippets Ln



Installation of new pause place seating



Athol St DDA ramp installation



New seating for coastal pathway track



Inglis St footpath & DDA ramps



Wynyard Rec. cricket pitch renovation



Re-sheeting of Shires Lane



ANZAC Park coastal erosion control planting



Installation of covers during wet conditions



Asset Services

Project Updates

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

Council's Transport (Roads & Bridges) assets were reviewed in 2023/24 with Council's Buildings assets the focus during the 2024/25 financial year.

AMP and Service Level (SL) Review – The Transport Services review has now concluded, and the revised AMP and SL documents adopted by Council. The 2024/25 review of Buildings services has commenced and will progress in earnest now that the completion of the end-of-year asset processes (asset take-on, revaluations, audit etc) has been reached.

Asset Revaluations – 2023/24 saw revaluations for both the Transport (Roads, Footpaths & Bridges) and Buildings asset classes. This will impact future annual depreciation costs for this asset class. Improvements have been made this year to the way we document the revaluation process with particular focus on our own internal scrutiny and review of the accuracy and reasonableness of each revaluation.

Strategic AMP – Council's Strategic Asset Management Plan is also reviewed each year to capture the most recently reviewed AMP update and ensure financial management considerations can be updated in the Financial Management Strategy (FMS). This has also been completed for 2024/25 and adopted in the updated SAMP adopted by council.

Asset Management Strategy – Asset Services also coordinates the implementation of Council's improvement plan from its Asset Management Strategy. A key tool in this strategy is the Asset Management Maturity assessment. This was last reviewed in 2022 and guides the organisation's Strategic AM Improvement/Action Plan (reproduced below). Many of these actions will be carried through the 2024/25 Buildings service review.

Asset Management Maturity Improvement Plan 2024/25

Task No	Element	Recommendation	Comments	Action
5	Annual Budgeting	Annual Budget items should be expressed in terms of life cycle cost increase/decrease to Council as a percentage increase/decrease of the general rate.	Achievable	Commit for 2024/25 Budget and Council Reports where applicable
9	Asset Management Strategy	Review the strategy to fit with the council strategic plans and improve inputs and interface with FMS.	Opportunities in Waratah re: buildings assets	Proposed SL changes are run through the FMS to see impact of cost increase/decrease
14	Governance and Management	Continue to improve the formal process for corporate risk reporting for any residual high risks from AMPs to Audit Committee and Council.	Current AMP 4-year review cycle identifies risks to pass on to operational risk register	Ensure communication of AMP Risk reviews to Org Performance

Task No	Element	Recommendation	Comments	Action
15	Governance and Management	AM improvement should continue to be driven by EMT by improving role clarity and responsibility to manage assets to meet service delivery needs.	Raise as issue to EMT/SMT for direction on staff role clarity	Clarify accountable person for the Transport Asset class - strategic discussion with SMT with formalisation through PDs
17	Levels of Service	In future reviews of technical LOS for each of the AMPs ensure that service level targets for the next ten years are achievable and make clear what Council can and cannot do for the likely budget and FMS.	SAMP/FMS increased integration	Proposed SL changes are run through the FMS to see impact of cost increase/decrease
18	Levels of Service	Ensure technical LOS are incorporated, monitored, and reported at an operational level.	Next step improvement is to increase audit of LOS performance	Sample auditing + determine reporting (eg as KPI)
19	Levels of Service	Link community and technical service levels in AMPs to the community strategic plan and corporate plan informed by formal community engagement.	Link to rolling AMP cycle	Incorporate community engagement into development of community levels of service/ willingness to pay
23	Data and Systems	Prepare or complete inspection manuals for all major asset classes as each AMP is reviewed/updated.	Urban Stormwater review in 2022/23; Transport in 2023/24; Buildings in 2024/25	E.g. condition of roofing materials at time of replacement.
24	Data and Systems	Progress mobile field technology implementation for more efficient data capture and maintenance.	Enable Conquest 4 - roads, footpaths, pits, culverts + ongoing 10 year works renewal planning	Condition inspections are done using mobile computing in the field (e.g. with MapInfo access +)
28	Evaluation	Service level reporting needs to be implemented using "state of the assets" metrics, reporting on trends for condition, quality, function and capacity for strategic service levels. Continue regular reporting on current maturity and status of AM Improvement Plan implementation.	Add to 4-year AMP review cycle	Produce an up-to-date "state of the assets" report for the Transport asset class

Recreational Planning and Environment

Environmental Sustainability Services

The Sustainability and Environmental Advisory Panel (SEAP) meeting in August yielded one new recommendation to Council which resulted in the need for a workshop between councillors and SEAP regarding the position statement on offshore oil and gas exploration.

The SEAP meeting in October resulted in one new recommendation to Council, regarding an extension to the membership term, and is being considered as part of the November Council Meeting.

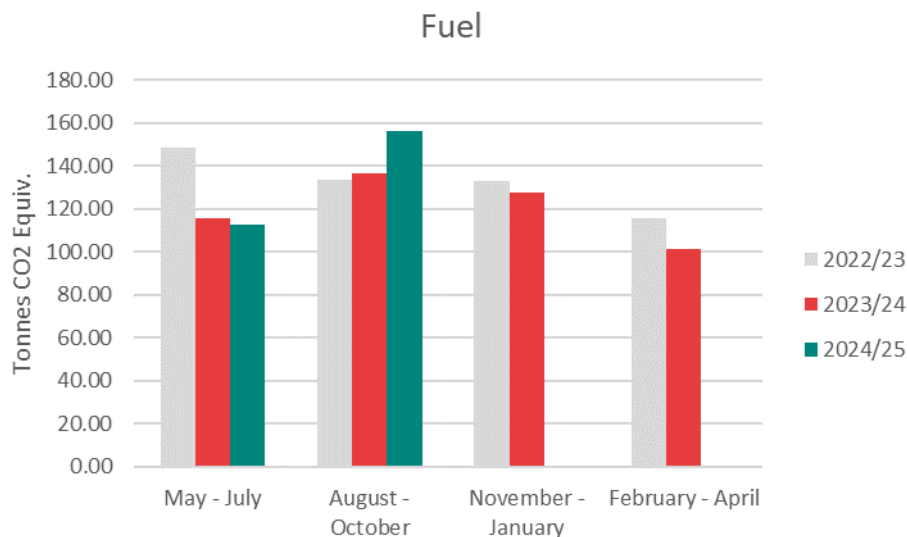
Emissions Statistics

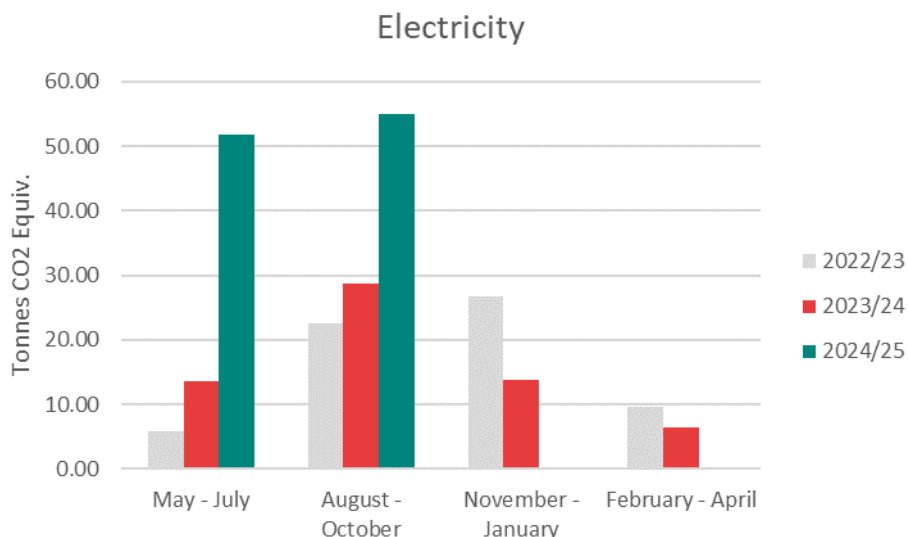
Emissions statistics provided below are based on fuel consumption from council fleet, plant and machinery only (partial scope 1 emissions), as well as electricity consumption (scope 2 emissions) on councils buildings and other assets. Scope 3 emissions have not been included. It is noted that electricity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

Fuel consumption has increased by 28% over the previous quarter, and by 12% when compared to the same period last year.

Of note, not all electricity details were available during the past three quarters, these statistics have been updated and included in this report.

WWC Quarterly Emissions Trend 2022 - 2024

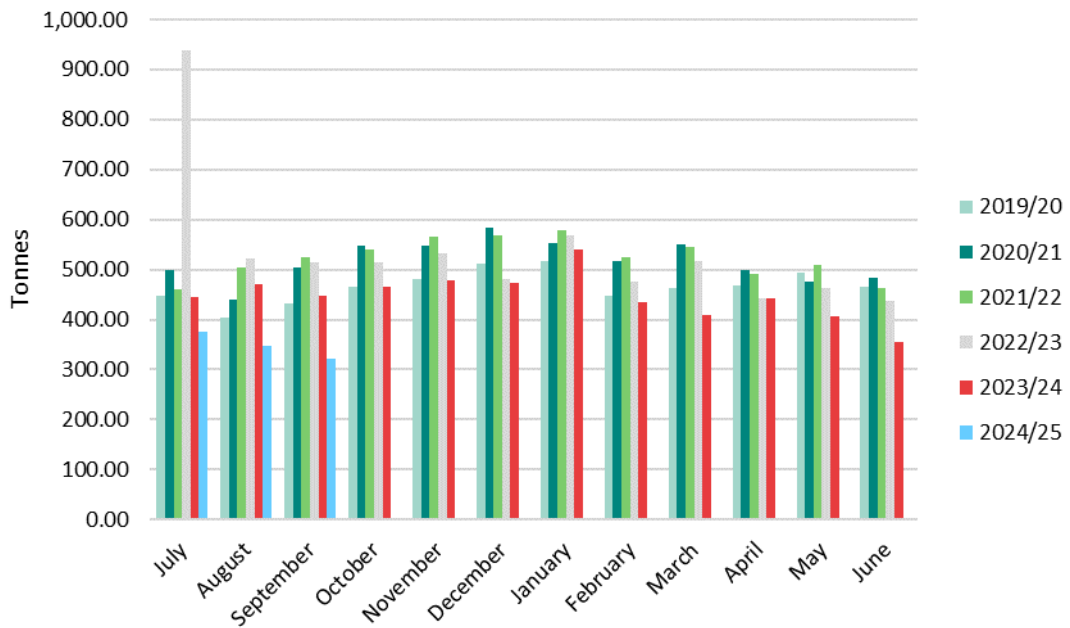




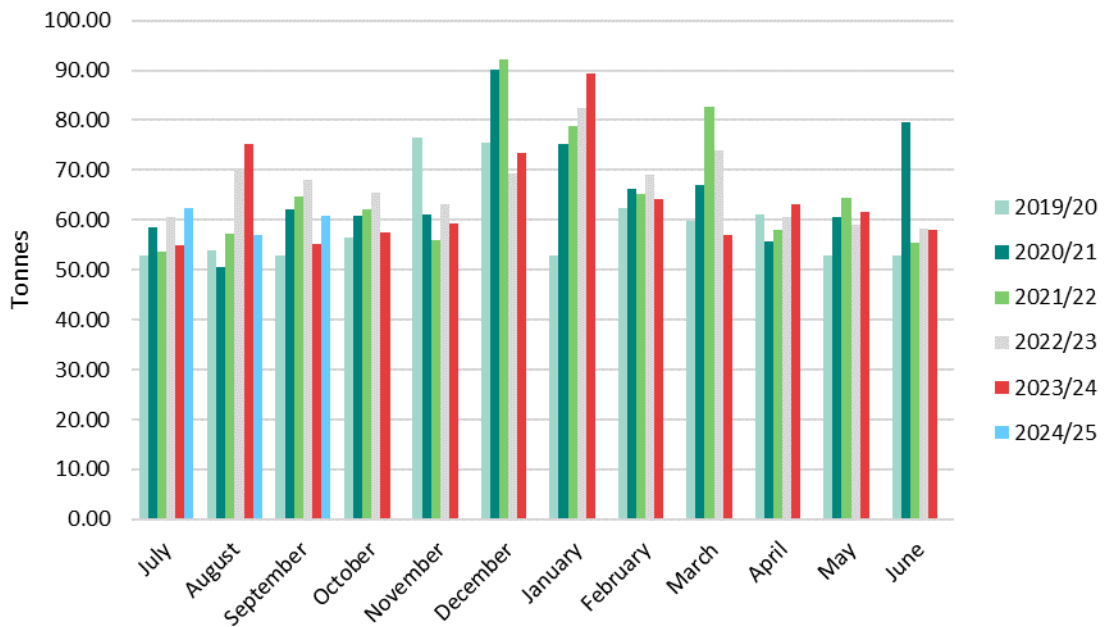
Waste Management Statistics

- The total waste to landfill from July-Sept was 1,041 tonnes. This is approximately 23% less than the same period last year. Generally speaking, community waste appears to be trending down.
- The total comingled recycling collected between July and September was 180 tonnes. This is almost 3% less than the same period last year.
- With regard to the newly implemented FOGO collection service:
 - Since implementation on 1 July through to mid-September, the region has diverted over 1,700 tonnes of waste from landfill
 - Waratah-Wynyard currently diverts on average 36 tonnes of organic product away from landfill each fortnightly collection
 - There has been a 133% increase in tonnages between the first month of implementation (July 51.66t) and the third month (September 120.2t)
 - Contamination remains an issue, with approximately 10.37 tonnes being removed over the July-Sept period (representing 4.4% contamination)
 - From a circular economy perspective, approximately 225 tonnes of compost product has been created from Waratah-Wynyard’s FOGO material

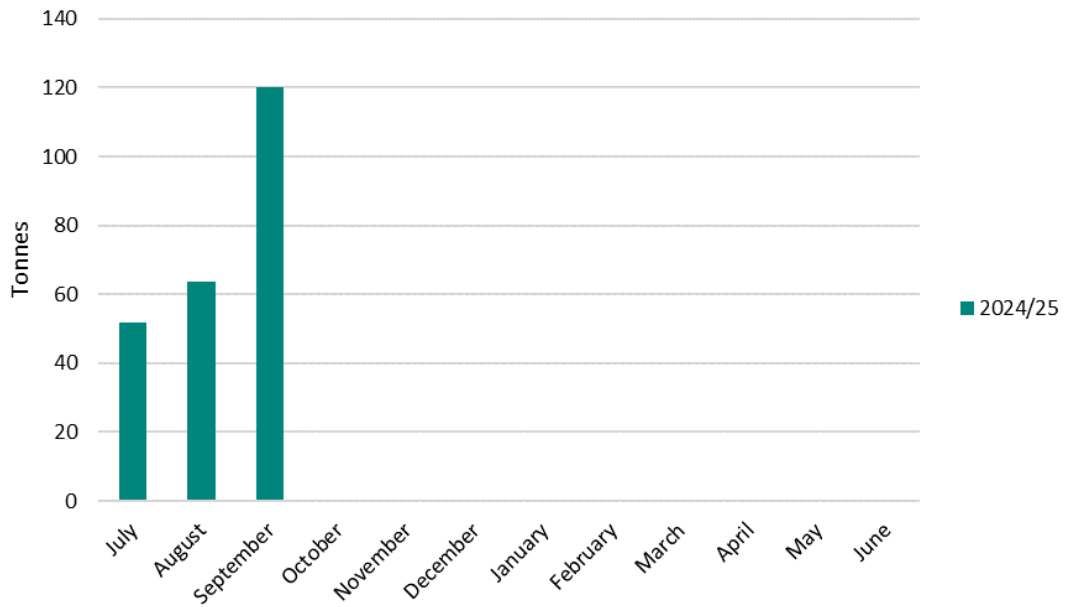
Tonnes of Waste to Landfill



Tonnes of Comingled Recycling



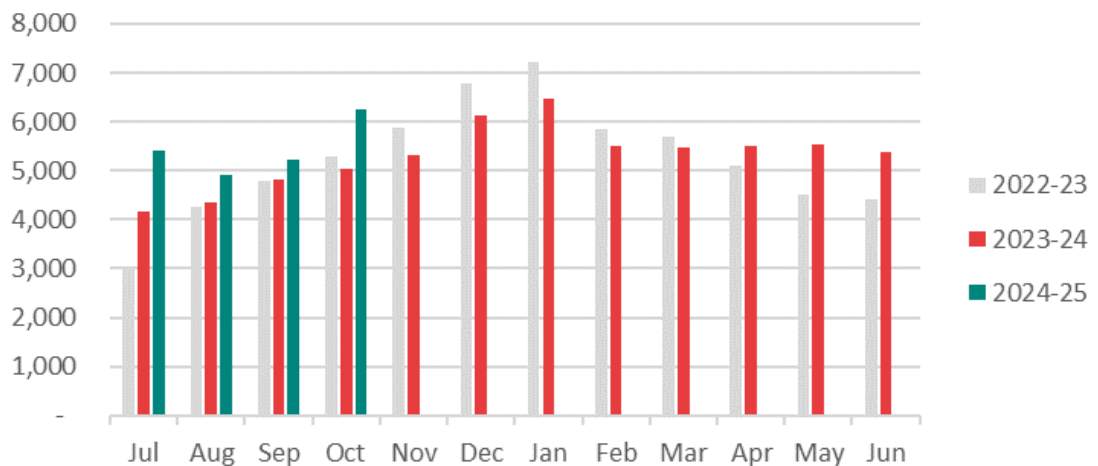
Tonnes of FOGO



Wynyard Waste Transfer Station:

- The total number of customers for the August - October period was 16,389.
- Average number of customers/day at the WTS for the same period was 178 visits, which is up from an average 155/day for the same period last year.

Wynyard Waste Transfer Station – Total No. Customers / Month



Recreational Planning

Following the adoption of the Somerset Sports Precinct Master Plan, the cricket pitch at Langley Park has been upgraded and a recommendation to award a tender for the lighting upgrades at the same facility is noted as a separate agenda item in this report. Officers are currently seeking quotations from suitably qualified consultants for the concept design and traffic impact assessment associated with the proposed development of a new indoor sports stadium, on land adjacent the Somerset Primary School.

The Inglis River Walking Tracks projects are being progressed in partnership with Wynyard Landcare, who will assist Council with weed treatment, species design and plantings as part of significant revegetation opportunities to achieve the improvement objectives including enhancing natural biodiversity and wildlife sanctuary. A focus of the environmental value is to improve and protect habitat for the Azure Kingfisher which lives and breeds along the river. Council commissioned a detailed Natural Values Assessment and Site Condition Report to support the design, approvals and construction processes, to ensure the natural attributes of the walking track are preserved and enhanced into the future.

Contracts and Reporting

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

No.	Contract	Contract Start Date	Original Expiry Date	Revised Expiry Date	Update
812	Somerset Stormwater Outlet	05-Mar-24	25-Jun-24	30-Mar-25	Extension raised to 30 March 2025, sent 15 Oct, deemed accepted if no response received by 22 Oct (15/10 KS) - No changes requested, deemed accepted (22/10 KS)
727	Sports Facility Cleaning, Caretaking and Kiosk Operation	23-Oct-18	23-Oct-21	27-May-25	Special exception extensions implemented to May 2025 to allow for new cleaning contract specifications going forward. Somerset indoor extension in place, waiting for Wynyard Indoor (01/10 KS). Wynyard Sports Centre extension now in place (09/10 KS)
769	Provision of Cleaning Services for Council Facilities	01-Feb-22	15-Jan-25	1-Jun-25	Contract extension to 1 June 2025 raised - sent 11 October (11/10 KS) - accepted (23/10 KS)
793	Architectural Services Table Cape Amenities	16-Jan-23	20-Dec-25	30-Jun-25	Extension raised to 30 June 2025 - sent 15 Oct, deemed accepted if no response received by 22 Oct (15/10 KS) - No changes requested, deemed accepted (22/10 KS)

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

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

GOAL 6: Transport and Access
Desired Outcomes
6.2 Our transport and access network is sustainable, affordable and fit for purpose.
Our Priorities
6.2.2 Plan for all movements and modes of transport with a fit-for-purpose network.

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

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

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Access and infrastructure	Local, regional and global transport and infrastructure access – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
Natural resource management	Managing abundant, natural and productive resources – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.
Governance and working together	Working together for Murchison – Everyone plays a part in achieving the objectives of the Sustainable Murchison Community Plan. There is cooperation, resource sharing and less duplication between Councils. Leadership is provided across all community sectors.

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

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

MOVED BY	CR ROBERTS
SECONDED BY	CR HYLAND

That Council note the Quarterly Information Report for the Infrastructure and Development Services Department as of 31 October 2024

The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

10.10 AWARD OF CONTRACT 825 - LIGHTING INSTALLATION LANGLEY PARK SOMERSET

To:	Council
Reporting Officer:	Contracts and Administration Officer
Responsible Manager:	Manager Recreational Planning and Environment
Report Date:	31 October 2024
File Reference:	Contract 825
Enclosures:	1. Confidential - Tender Evaluation Summary Langley Lighting Upgrades - Confidential

PURPOSE

To determine Council's position in relation to the tender submission received for the installation of lighting at Langley Park, Somerset.

BACKGROUND

The Langley Park Recreation Ground is a Council-owned parcel of land situated on the Somerset Esplanade (PID 7345503). The playing surface and grounds are owned and maintained by the Council. The clubrooms are partially maintained by the main user and by council, the main user is the Somerset Football Club.

This project seeks to upgrade sports lighting to provide more flexibility for rostering of night games and better training conditions. Current lighting provision at the ground is inadequate and non-compliant with current day standards.

A call for tenders was made through Councils electronic tendering portal "TenderLink". At the close of tenders on Monday 24 October 2024, one (1) tenderer submitted for the works.

DETAILS

The contract operates as a lump sum contract, based upon the anticipated scope of works for the project. Tender prices and assessment of the tender, based upon pre-defined tender criteria, defines the recommendation to Council to award the contract.

At the close of tenders on 24 October 2024, seven (7) contractors had accessed the tender documents via Tenderlink, and one (1) contractor submitted a tender for the works.

McWilky's Electrical Contractors was the only company to submit a tender in this instance. They have demonstrated experience in this industry, have established safety and management systems in place and have been assessed as competent and capable in the performance of the works for which they have tendered.

As there was only one (1) tender received for this project, a limited tender evaluation panel was convened to ensure the submission met the general tender requirements and deemed as a conforming tender submission.

Generally, the past services provided to Waratah-Wynyard Council by McWilky's have been considered satisfactory, and they have a clear understanding of the established industry requirements associated with the performance of the works under the contract. McWilky's Electrical Contractors has provided sufficient evidence to demonstrate their competence and capability to perform the works, within the nominated timeframes and to the quality required.

McWilky's have supplied a conforming tender. In considering all other matters associated with the project and tender submission it is recommended that McWilky's Electrical Contractors be awarded the contract totalling \$304,338.80 ex GST.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 1: Leadership and Governance
Desired Outcomes
1.2 We maintain and manage our assets sustainably.
1.4 We cherish fairness, trust and honesty in our conduct and dealings with all.
Our Priorities
1.2.1 Review and adjust service levels to provide value for money.
1.4.1 Collaborate with, understand and satisfy our external customers' needs and values.

GOAL 4: Community Recreation and Wellbeing
Desired Outcomes
4.2 Our community values, encourages and supports physical, social and cultural activities.
4.3 We provide recreational opportunities to the community for all ages and abilities.
4.4 Our community enjoys access to visually appealing safe spaces and facilities for recreation.
Our Priorities
4.2.1 Focus on the value of recreation in promoting the health and wellbeing of our community.
4.3.1 Commit to ongoing recreation and open space planning to ensure evidence-based decisions are made about the role of Council and its partners in recreation.
4.4.2 Provide and maintain quality and safe places and spaces for physical, social and cultural activities, including shared and multi-use facilities where possible.

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

The Langley Park lighting upgrade is part funded through the Local Roads and Community Infrastructure (LRCI) program and a contribution from Council. The total construction budget allocated is \$459,800 to deliver this project. If the tender is adopted based on the recommendation, the estimated total construction cost (excluding overheads) is anticipated to be \$304,338.80. This is \$155,461.20 under budget. The surplus funds would then be allocated as a contingency allowance to account for any variations and reduce Council's contribution to the project

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

Key stakeholders, including the users of Langley Park, and the broader community will be consulted regarding construction timeframes as part of standard practice.

CONCLUSION

The tender submission by McWilky's Electrical Contractors for the design, supply and installation of poles and light fittings to Langley Park football ground Somerset is considered the best option presented to Council. It is recommended that Contract 825 be awarded accordingly.

MOVED BY	CR EDWARDS
SECONDED BY	CR ROBERTS

That Council award Contract 825 - Lighting Installation for Langley Park, Somerset to McWilky's Electrical Contractors

The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

10.11 AWARD OF TENDER - TRUCK REPLACEMENT - ISUZU FVD 1000 WITH LIVE BOTTOM TUB

To: Council
Reporting Officer: Director Infrastructure and Development Services
Responsible Manager: General Manager
Report Date: 7 November 2024
File Reference: Plant & Equipment
Enclosures: 1. Tender Evaluation truck replacement - Isuzu FVD 1000
with live bottom tub - Confidential

PURPOSE

To determine Council's position in regard to tender submissions received for replacement of the Isuzu FVD 1000 with live bottom tub (referred to as 'the asphalt truck' through this report).

BACKGROUND

This report advises Council of the tender process to secure a replacement truck for the asphalt truck.

Tenders were called on 13 September 2024 and closed 18 October 2024. At the close of tender period, 4 submissions were received.

DETAILS

A call for tenders was made through Council's electronic tendering portal "TenderLink". At the close of tenders on 30 August 2024, a total of 4 submissions were lodged, demonstrating project interest.

Submissions were assessed against the tender lodgement criteria and found to be compliant.

Attached is a confidential tender assessment report detailing the assessment process and determining the life cycle cost of each submission.

The recommendation based upon a life cycle cost analysis and timeline for delivery risk assessment is from CJD for the Fuso 1627 Auto Air with AUSROADS maintenance unit.

STATUTORY IMPLICATIONS

Statutory Requirements

Council's statutory requirements for public tender under the *Local Government Act 1993* were followed.

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Our Priorities
1.5.2 Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.

GOAL 1: Leadership and Governance
Desired Outcomes
1.2 We maintain and manage our assets sustainably.
Our Priorities
1.2.1 Review and adjust service levels to provide value for money.

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

Councils Asset Management Policy is relevant in this instance in considering the life cycle cost for plant replacement.

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

The budget adopted by Council in the 2023/24 Annual plan and Budget for net changeover of the asphalt truck was \$360,027. The current internal hire rate for cost recovery of the asphalt truck is \$40/hour.

At the completion of the call for tenders, the net cost of the replacement with changeover offers varied between \$308,357 - \$389,500 and the resultant expected internal hire rates range from \$43.20/hour - \$48.27/km.

Of significance, is the delivery timeframes associated with tender offers. Three of the four offers have delivery timeframes of two years, while one has a timeframe of slightly less than a year.

It was also noted, the current asphalt truck is at an age where the truck and body will need some major repairs in the future, and if held onto longer than one year, may start to cost Council a considerable amount of money to keep the truck in operating condition. Some of these repairs include conveyor belt replacement, with a quoted cost of \$30,150.00 exc. GST.

The total cost of repairs and refurbishment expenses that could be incurred by holding the current asphalt truck for longer than a year and for 2 years could be as high \$99,200 exc. GST

The recommended tender in this instance is not the lowest capital cost to Council but is that which carries the shortest timeframe for delivery and the least risk of incurring expensive repairs to the current truck prior to delivery.

The recommended tender in this instance is the second lowest life cycle cost as per the confidential attachment, but on balance avoids considerable cost risk from a long timeframe for supply and changeover. In accepting the recommended tender option this presents an unfavourable capital budget variance of approximately \$29,120 which will need to be managed in the context of the overall capital budget for 2024/25.

RISK IMPLICATIONS

In the conduct of any contract there are risks associated to Council including time delays, poor quality of work and budget overruns. The use of experienced machinery suppliers in this instance coupled with contract documents are intended to minimise the risk to Council.

Equally, the recommended tender involves the shortest time for delivery which minimises the risks associated with purchase and trade-in costs along with market fluctuations to key material inputs such as steel.

CONSULTATION PROCESS

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

CONCLUSION

It is recommended that, consistent with Council's asset management policy, balancing lowest life cycle and minimised risk of a long delivery timeframe, that the tender be awarded to CJD for the Fuso 1627 Auto Air with AUSROADS maintenance unit for the replacement of the Isuzu FVD 1000 with live bottom tub (asphalt truck).

MOVED BY	CR COURTNEY
SECONDED BY	CR BRAMICH

That Council award the tender for truck replacement of the Isuzu FVD 1000 with live bottom tub to CJD for the Fuso 1627 Auto Air with AUSROADS maintenance unit

The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

10.12 AWARD CONTRACT - ATHENEUM HALL WINDOW REPLACEMENT

To: Council
Reporting Officer: Strategic Projects Manager
Responsible Manager: Director Infrastructure and Development Services
Report Date: 5 November 2024
File Reference: 01
Enclosures: 1. Atheneum Hall builders pricing summary - Confidential

PURPOSE

To determine Council's position regarding the engagement of a builder to replace the window sashes and doors in the Atheneum Hall.

BACKGROUND

Council has allocated funds in the 24/25 Capital Works Budget to replace the windows sashes (24) and doors (4 double sets) in the Atheneum Hall, Waratah.

These building elements have deteriorated over time and are in poor repair. Due to their condition water is penetrating the building fabric leading to degradation of other building elements.

The hall space is heated to protect various displays within.

Replacement of the doors and windows sashes will prevent further decay of the building and improve energy efficiency. Replacement window sashes will be double glazed to further mitigate energy loss.

The Athenaeum Hall is listed on the Tasmanian Heritage Register. Approval from Heritage Tasmania was obtained to replace the window sashes and doors. Key requirements associated with this approval are:

- The replacement window sashes and doors maintain the same appearance as exists, be made of suitable timber and that appropriate construction techniques are used in their fabrication
- A builder with suitable experience in working on heritage building and is familiar with Heritage Tasmania requirements is engaged to undertake the works
- Repair of windowsills or frames is to be match existing conditions
- Appropriate records of the works are maintained.

The replacement window sashes and doors have been fabricated by Sash Windows Tasmania (specialised heritage joiner).

Heritage Tasmania maintains a Heritage Services Directory which contains details of a range of businesses and individuals that have demonstrated experience across a wide range of professions and trades relevant to heritage sites and buildings.

In this instance Council required the services of a very experienced builder with demonstrated experience in heritage building restoration.

Given the relatively small pool of suitable builders to undertake the required works, it was considered more practical to seek pricing directly from several builders listed on the Heritage Services Register rather than a public tender process.

Procurement documents were prepared, and pricing sought from five builders.

Two submissions were received at the close of the procurement period.

DETAILS

As noted above, pricing for the window sash and door replacement works at the Atheneum Hall were sought by selective quotations, drawing upon a pool of suitably qualified /experienced builders listed on the Heritage Tasmania Services Directory.

The scope of works to be undertaken included:

- Record keeping in accordance with Heritage Tasmania requirements
- Erection and maintenance of scaffolding at the worksite
- Removal of window sashes and doors , recovery of all fitting and fixtures
- Maintain security of building
- Repair / replacement of damaged / degraded building elements at windows and doors
- Fit new windows and sashes. Reinstall all door and window furniture
- Paint all new surfaces / repaired surfaces
- Make good site

In undertaking the work, the builder must minimise damage or disturbance to adjacent building elements and salvage and reuse materials where appropriate. The work is time consuming and very manual in nature.

While there was interest expressed by a number of the builders contacted, only two prices were received (refer confidential summary of pricing).

Pricing was based on:

- Site establishment
- Day rate for building works (and indicative time)
- Accommodation / Travel for duration of project

Both builders were able to demonstrate appropriate levels of experience to undertake the works, are suitably resourced and can undertake the works within the required timeframe.

The recommended contractor for this project is Prime Construction and Developments.

STATUTORY IMPLICATIONS

Statutory Requirements

Council's statutory requirements for procurement under the *Local Government Act 1993* were followed.

The conduct of the proposed works is to be in accordance the requirements of the *Historic Cultural Heritage Act 1985* and approvals issued by Heritage Tasmania.

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 1: Leadership and Governance
Desired Outcomes
1.2 We maintain and manage our assets sustainably.
Our Priorities

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.
Place making and liveability	Liveable places for all ages – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Council has allocated \$160,000 to complete this project.

The pricing from the preferred builder to undertake the window and door replacement work is \$165,884 ex GST, based upon time allowed and day rates.

In addition, the following cost need to be provided for:

- Window and door supply (final invoice) \$25,326
- Contingency \$10,000

Allowing for these costs the estimated project cost is \$201,209 (ex GST)

The project spend is estimated to be \$41, 209 over the budget allocation.

This additional cost will be funded via program savings across the capital works budget.

RISK IMPLICATIONS

The primary risks associated with this project are:

Risk	Mitigation Strategy
Compliance with Heritage Tasmania requirements	Approvals obtained from Heritage Tasmania. Use of a builder experience in undertaking work on Heritage buildings.
Impacts on building users	Communicate with building users and Council staff as to work program.
Project timeline (completion prior to winter)	Replacement window sashes and doors have been fabricated. Contractor has confirmed they will meet project timelines.
Working at heights	Use of scaffolds and safe work method statements

CONSULTATION PROCESS

Officers have consulted with Heritage Tasmania as to the proposed works and obtained relevant approvals.

Prior to works commencing building users will be advised of the works.

MOVED BY	CR HYLAND
SECONDED BY	CR EDWARDS

That Council determine to engage Prime Construction and Developments to undertake the replacement of window sashes and doors on the Atheneum Hall for the sum of \$165,884 (ex GST).

The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

10.13 LATE REPORT: AWARD OF CONTRACT 828 - COOPERS LANE INTERSECTION REALIGNMENT

To: Council
Reporting Officer: Manager Engineering Services
Responsible Manager: Director Infrastructure and Development Services
Report Date: 14 November 2024
File Reference: .
Enclosures: 1. Tender evaluation summary - Confidential

PURPOSE

To determine Council's position in relation to tender submissions received for the realignment and prioritisation of the intersection with Coopers Lane and Andersons Road, Wynyard.

BACKGROUND

At the Ordinary meeting of Council 16 October 2023 Councillor Bramich raised a motion:

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

This MOTION was put and CARRIED unanimously.

Subsequent to this motion a project has been adopted as part of the 2024/25 annual plan and budget to achieve the objectives of this motion.

Provision of these works is to be undertaken by an external contract provider, owing to the expense of the specialist equipment and skills required to deliver the scope of the project.

A call for tenders for the provision of these works was published in the Advocate newspaper and on the Tenderlink website on Saturday 28 September 2024.

DETAILS

The contract operates as a schedule of rates (SoR) contract, based upon the 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 this contract.

At the close of tenders on 24 October 2024, fourteen (14) contractors had accessed the tender documents via Tenderlink, and three (3) contractors submitted tenders for the works.

The tender submissions were received from;

- The Hardings Group
- Roadways Pty Ltd
- Walters Contracting Pty Ltd

All three tenderers have demonstrated experience within the industry, have established safety and management systems in place and have been assessed as competent and capable in the performance of the works for which they have tendered. The tenderers have and continue to provide services associated with this contract to other Councils within Tasmania.

As the works associated with this project are deemed low risk and the value of the tender was less than \$250k, a tender evaluation panel was not convened. Each tender was assessed against the range of weighted criteria provided in the tender document by the project manager to derive the recommendation for contract award to Council. All tender submissions have been assessed against the general tender requirements and are deemed as a conforming tender submission.

Generally, the past services provided to the Local Government sector by all tenderers has been considered satisfactory, and they have a clear understanding of the established industry requirements associated with the performance of the works under the contract. Each tenderer has provided sufficient evidence to demonstrate their competence and capability to perform the works, within the nominated timeframes and to the quality required.

Walters Construction Pty Ltd have submitted a conforming tender option with the lowest calculated overall price of \$134,802.50.

In considering all other matters associated with the project and tender submissions received it is recommended that Walters Contracting Pty Ltd be awarded the project with a calculated tender value of \$134,802.50.

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

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.

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Council has an adopted budget of \$90,237 to deliver this project. Tender prices received varied from \$134,802 to \$287,697; the recommended award of tender is \$134,802 and will result in an unfavourable budget variation to deliver this project of \$44,565. It is anticipated that the unfavourable variation for this project can be funded by favourable variances in other projects.

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 potential risks to Council.

CONSULTATION PROCESS

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

CONCLUSION

The tender submitted by Walters Construction Pty Ltd for the realignment and prioritisation of Coopers Lane is considered the best option presented to Council, in taking into consideration all aspects of the tenders submitted. It is recommended that the associated contract be awarded accordingly.

MOVED BY	CR BRAMICH
SECONDED BY	CR HYLAND

That Council award Contract 828 – Coopers Lane intersection realignment to Walters Contracting Pty Ltd.

The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

10.14 FINANCIAL REPORT FOR THE PERIOD ENDED 31 OCTOBER 2024

To:	Council
Reporting Officer:	Accountant
Responsible Manager:	Director Financial Services
Report Date:	6 November 2024
File Reference:	Financial Management - Reporting - Council
Enclosures:	Nil

PURPOSE

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

BACKGROUND

The financial reports presented incorporate:

- Income Statement
- Balance Sheet
- Cashflow Statement
- Investments
- Rate Summary
- Grant Summary
- Operating Performance by Department
- Capital Works Summary

DETAILS

Council is currently tracking well against budget with a forecast favourable variance to budget of \$279k. There are several favourable and unfavourable variances across the budget.

The Council's forecast will continue to be reviewed and any variances identified will be reported in Council as the year progresses.

STATUTORY IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Council Strategy or Plan Reference

Council Strategy or Plan	Date Adopted:
Financial Management Strategy 2024-2034	Adopted November 2023

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

All details are included in the attached reports.

MOVED BY	CR ROBERTS
SECONDED BY	CR HYLAND


That Council note the Financial Report for the period ended 31 October 2024

The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

10.15 SENIOR MANAGEMENT REPORT

To:	Council
Reporting Officer:	Executive Officer
Responsible Manager:	General Manager
Report Date:	21 October 2024
File Reference:	1312
Enclosures:	1. 2024-25 Councillor Allowances Information Sheet 

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

Listed below is a summary of activities undertaken by the General Manager during the period 11 October 2024 to 8 November 2024.

Corporate

- Negotiations regarding the enterprise agreement continued
- Participated in a recruitment process for the vacant Manager Tourism and Corporate Communications role
- As part of Councils, health and safety program, undertook a site safety inspection of the Wonders of Wynyard
- Met with representatives of Active Tasmania who are overseeing the grant deed on behalf of the State Government for the Boat Harbour Beach Masterplan
- Attended the Waratah-Wynyard Council Audit Panel meeting
- Met with the Board of the Burnie Airport Corporation

Community

- Attended the Tulip Festival
- Attended the official opening of the Coastal Pathway
- Attended the Devonport City Council State of the City function.

Industry

- Attended a meeting with State Growth regarding the current condition of the State Road Network and suggestions to maximise its resilience
- Attended (online) the TasWater General Meeting
- The statewide LGAT General Manager's meeting was held at the Wynyard Yacht Club building. Sessions focussed on emergency management, emergency recovery, Homes Tasmania and Child and Youth Safety

Other

- Met with Federal Liberal candidate for Braddon, Mal Hingston to discuss Council's current and future projects

- As part of the Wets by North West Board, received briefings regarding industry support following the recent TT Line / Spirit of Tasmania delays
- Attended an Audit and Risk meeting of the Cradle Coast Authority

Update - Community Activation Grants, Round 1 2024

After successfully being awarded a grant of \$2000, Jacqueline Dortmans, Head of Programming Operations, Ten Days on the Island, contacted Council to advise withdrawal of their application as their planned 2025 program no longer includes activities in the Waratah-Wynyard area.

Councillor Allowances

The Office of Local Government (OLG) has provided the following information:

- The Office of Local Government (OLG) has updated its information sheet on councillor allowances (attached) for the year 1 November 2024 – 31 October 2025, by applying the required inflationary factor to the elected member allowances. A copy of the updated information sheet, including the new allowance figures is attached.

Regulation 42 of the *Local Government (General) Regulations 2015* defines the inflationary factor, in respect of each calendar year, to be the amount ascertained by dividing the Wage Price Index (WPI) figure for the June quarter of that year by the WPI figure for the June quarter of the previous year. The WPI figure for the 2024 June quarter was 155.5 compared to 147.9 for the 2023 June quarter, thus providing an inflationary figure of 5.14%.

ADMINISTRATION – Use of Corporate Seal

11/9/24	Adhesion Order	25 Old Bass Highway
11/9/24	Final Plan and Schedule of Easements	SD2014 – 42 Banksia Avenue (4 into 16 lots)
11/9/24	Final Plan and Schedule of Easements and Part V agreement	SD2182 – 1154 Oldina Road (1 into 2 lots)
11/9/24	Final Plan and Schedule of Easements	DA 88/2020 142 Deaytons Lane and Murchison Highway – Boundary Adjustment
19/9/24	Final Plan and Schedule of Easements	SD2190 – 2 Fosters Road Subdivision (1 Lot into 2)
24/9/24	Crown Land License	15 Falmouth Street Somerset 233719/1 & 233718/1
26/9/24	Adhesion Order and Plan of Survey	SD2202 245 & 247 Port Road Boat Harbour Beach
26/9/24	Final Plan and Schedule of Easements	SD2186 12 Shepperds Lane (1 into 3 lots)
26/9/24	Final Plan and Schedule of Easements	SD2173 10 Ingleside Drive (1 into 2 lots)
26/9/24	Final Plan and Schedule of Easements	SD2096 1699&1659 Murchison Highway (boundary configuration 2 into 2 lots)
7/10/24	Final Plan and Schedule of Easements	DA 118/2024 – 108 McKays Road & 1 Newhaven Drive – boundary adjustment
22/10/24	Transfer of Land	C/T 156344/1, 156344/2, 135488/1 - Part only being Lot 3 on Sealed Plan 187082 (Tom Moores Road)
29/10/24	Transfer of Land (updated document)	C/T 156344/1, 156344/2, 135488/1 - Part only being Lot 3 on Sealed Plan 187082 (Tom Moores Road)
8/11/24	Grant Deed	LGAT – Open Spaces Grant \$100k East Wynyard Dementia Garden

POLICY

Council currently has 40 policies in total. Nine of those policies will need to be reviewed over the next six months; four policies are outstanding as at the end of October with two of those reviews currently underway.

POLICIES TO BE RESCINDED

NIL		
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MOVED BY	CR ROBERTS
SECONDED BY	CR EDWARDS

That Council note the monthly Senior Management Report.

The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

10.16 MINUTES OF OTHER BODIES/COMMITTEES

10.16.1 MINUTES OF OTHER BODIES/COMMITTEES - SUSTAINABILITY AND ENVIRONMENTAL ADVISORY PANEL HELD 22 OCTOBER 2024

To:	Council
Reporting Officer:	Contracts and Administration Officer
Responsible Manager:	Director Infrastructure and Development Services
Report Date:	30 October 2024
File Reference:	SEAP
Enclosures:	1. DRAFT SEAP Minutes October 2024 

PURPOSE

The Unconfirmed/Confirmed Minutes of the Meeting of the Sustainability and Environmental Advisory Panel held on 22 October 2024, are laid on the table and circulated.

BACKGROUND

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

DETAILS

The Sustainability and Environmental Advisory Panel met on 22 October 2024 at the Waratah-Wynyard Council Chambers.

The meeting reviewed the revised standard agenda items which include:

- Confirmation of previous meeting minutes (30 August 2024),
- Active action updates (based on the action plan),
- Non-active actions noted (based on the action plan),
- New and general business.

The Panel's next meeting is scheduled to be held on 17 December 2024 at the Waratah-Wynyard Council Chambers.

From the meeting of 22 October 2024, the SEAP made one (1) new recommendation, in two parts, to Council for consideration. The recommendation is as follows:

- (a) That Council extend the current SEAP membership term to August 2026 for those able to continue on; and**
- (b) Advertise for short term vacancies to be filled in line with the SEAP terms of reference.**

The current term of membership for the SEAP is May 2025. If this term is maintained, a new panel would be advertised and appointed around July 2025. One of the potential challenges with this timeline is the possible loss in momentum that may occur mid-way through the new panels' term as local government elections occur in 2026 and councillor representatives are appointed to the group.

Alternatively, Council could consider extending the panel’s term through to August 2026. An extension could be advantageous in allowing continued momentum for members to see the completion of a number of actions currently listed on the SEAP agenda and allow participation in the prioritisation of iCEP actions.

Furthermore, the adjusted term would enable members to participate in a thorough review of the terms of reference and provide recommendations to Council on any potential improvements.

Discussion with SEAP members highlighted (at the time of the meeting) that the majority indicate they would be willing and able to continue membership through to the proposed 2026 window. Any members unable to continue beyond the original May 2025 commitment would allow for short term vacancies to be advertised and filled, consistent with the terms of reference. The reduced term would conclude in August 2026 to align with the end of the extended term.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

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

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

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

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

Sustainable Murchison Community Plan 2040

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

ENVIRONMENTAL IMPLICATIONS

The purpose of the SEAP and their subsequent recommendations are intended to advise Council on ways to reduce our environmental footprint, protect and enhance our natural values, provide education and access to relevant environmental information, and improve the community’s adaptability and resilience to climate related risks.

POLICY IMPLICATIONS

Council’s Environmental Sustainability Policy is relevant to the items discussed within this report.

FINANCIAL IMPLICATIONS

The SEAP recommendations from the October 2024 meeting are not expected to have significant cost implications for Council outside of officer time.

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

COMMENT

It is recommended that Council note the unconfirmed minutes from 22 October 2024 along with endorsement of the recommendations made by the SEAP.

MOVED BY	CR COURTNEY
SECONDED BY	CR EDWARDS

That Council:


1. **Note the Unconfirmed Minutes of the Sustainability and Environmental Advisory Panel meeting held on 22 October 2024; and**
2. **Endorse the recommendation from the meeting:**
 - (a) **That Council extend the current SEAP membership term to August 2026 for those able to continue on; and**
 - (b) **Advertise for short term vacancies to be filled in line with the SEAP terms of reference.**

The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

10.16.2 NOTES OF OTHER BODIES/COMMITTEES - ACCESSIBILITY WORKING GROUP, 5 NOVEMBER 2024

To: Council
Reporting Officer: Manager Community Activation
Responsible Manager: Director Community Services
Report Date: 6 November 2024
File Reference: 001
Enclosures: 1. Accessibility Working Group Meeting Notes November 2024 

PURPOSE

The notes of the meeting of the Accessibility Working Group held on Tuesday 5 November 2024 are presented to Council for information.

BACKGROUND

The Waratah-Wynyard Accessibility Strategy Working Group is a collaborative partnership between Council and the community.

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

DETAILS

The group received an update on the actioning of items that have been identified in the Inclusion Action Plan.

The group discussed a targeted Community Conversation, to be held in February 2025. Members of the public will be invited to chat with Councillors, the Executive Leadership Team, and the Accessibility Working Group regarding accessibility matters. Engagement and publicising this event to ensure maximum participation was discussed, with the group identifying key community stakeholders to target.

In new business, a request to have a sign installed at the Somerset All Abilities Playground with information about the MLAK key system was brought forward.

The timeline for delivery of the Sensory Garden was discussed.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 3: Connected Communities
Desired Outcomes

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

GOAL 4: Community Recreation and Wellbeing
Desired Outcomes
3.5 Our community uses its voice to shape its future alongside a strong Council willing to listen and implement where reasonable and practical.
Our Priorities
1.6.1 Encourage increased participation by all stakeholders.

Sustainable Murchison Community Plan 2040

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

ENVIRONMENTAL IMPLICATIONS

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

COMMENT

It is recommended that Council accepts the notes of the Accessibility Working Group meeting held on 5 November 2024.

MOVED BY	CR ROBERTS
SECONDED BY	CR EDWARDS


That Council receives the notes of the Accessibility Working Group meeting held on 5 November 2024.

The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

10.16.3 MINUTES OF OTHER BODIES/COMMITTEES - AUDIT PANEL COMMITTEE HELD 5 NOVEMBER 2024

To: Council
Reporting Officer: Information Management Officer
Responsible Manager: Director Financial Services
Report Date: 12 November 2024
File Reference: Audit Panel
Enclosures: 1. Minutes - Audit Panel - 5 November 2024 

PURPOSE

The Audit Panel met on 5 November 2024 and the unconfirmed Minutes were released by the Chair on 12 November 2024 and are presented to Council for noting.

BACKGROUND

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

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

The current members of the Shared Panel are:

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

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

DETAILS

The Audit Panel met on 05 November 2024 at the Waratah-Wynyard Council.

The meeting reviewed the following standard agenda items:

- Business arising from previous meetings;
- General Manager Risk and Assurance Certificate;
- Communications from Council;
- Financial Management reports presented to Council;
- General Manager's Reports provided to Council;
- Minutes of Safety (OSHWELL) Committee;
- Major Initiatives - Annual Plan progress report;
- Quarterly Statistic Reports provided to Council.

The major work plan for the meeting covered:

- Annual Audit and Reporting
- Long Term Planning

- Internal Controls and Risk Management – Procurement Framework and Human Resources Framework
- Legal Compliance and Ethics
- Audit Panel Performance

A subsequent meeting between the Panel, General Manager and Director of Financial Services will be scheduled before the end of 2024 to review the audited financial statements once finalised.

There were no formal recommendations made to Council at the meeting. The Panel's next meeting is scheduled to be held on 25 March 2025.

STATUTORY IMPLICATIONS

Statutory Requirements

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

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

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no financial implications in this recommendation.

RISK IMPLICATIONS

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

CONSULTATION PROCESS

There are no consultation requirements as a result of this report

COMMENT

It is recommended that Council note the Unconfirmed Minutes of the Audit Panel Committee held on 5 November 2024.

MOVED BY	CR RAW
SECONDED BY	CR HYLAND

That Council note the unconfirmed Minutes of the Audit Panel Committee meeting held on 5 November 2024.

The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

11.0 MATTERS PROPOSED FOR CONSIDERATION IN CLOSED MEETING

MOVED BY	CR COURTNEY
SECONDED BY	CR ROBERTS

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

Matter	Local Government (Meeting Procedures) Regulations 2015 Reference
<i>Confidential Report R15 (2) - Confirmation Of Closed Minutes Of Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) – Notices Of Motion NIL RECEIVED</i>	15(2)
<i>Confidential Report R15 (2) (a,d) personnel matters, including complaints against an employee of the council and industrial relations matters; AND contracts, and tenders, for the supply and purchase of goods and services and their terms, conditions, approval and renewal – GENERAL MANAGERS RECRUITMENT PROCESS AND TENDER ASSESSMENTS</i>	15 (2) (a,d)
<i>Confidential Report R15 (2) (g) information of a personal nature or information provided to the council on the condition it is kept confidential GENERAL MANAGERS RECRUITMENT PROCESS</i>	15 (2) (g)
<i>Confidential Report R15 (2) (h) - Leave of Absence Request - Councillors NIL RECEIVED</i>	15(2)(h)
<i>Confidential Report R15 (2) - Closed Senior Management Report</i>	15(2)

The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

12.0 CLOSURE OF MEETING TO THE PUBLIC

MOVED BY	CR COURTNEY
SECONDED BY	CR ROBERTS

That the Council RESOLVES BY AN ABSOLUTE MAJORITY to go into Closed Meeting to consider the following matters, the time being <Enter time> PM

Matter	Local Government (Meeting Procedures) Regulations 2015 Reference
<i>Confidential Report R15 (2) - Confirmation Of Closed Minutes Of Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) – Notices Of Motion NIL RECEIVED</i>	15(2)
<i>Confidential Report R15 (2) (a,d) personnel matters, including complaints against an employee of the council and industrial relations matters; AND contracts, and tenders, for the supply and purchase of goods and services and their terms, conditions, approval and renewal – GENERAL MANAGERS RECRUITMENT PROCESS AND TENDER ASSESSMENTS</i>	15 (2) (a,d)
<i>Confidential Report R15 (2) (g) information of a personal nature or information provided to the council on the condition it is kept confidential GENERAL MANAGERS RECRUITMENT PROCESS</i>	15 (2) (g)
<i>Confidential Report R15 (2) (h) - Leave of Absence Request - Councillors NIL RECEIVED</i>	15(2)(h)
<i>Confidential Report R15 (2) - Closed Senior Management Report</i>	15(2)

The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

13.0 RESUMPTION OF OPEN MEETING

At 7.11pm the Open Meeting was resumed.

14.0 PUBLIC RELEASE ANNOUNCEMENT**RECOMMENDATION**

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

Min. No.	Subject	Decisions/Documents
NIL		

THERE BEING NO FURTHER BUSINESS THE CHAIRPERSON DECLARED THE MEETING CLOSED AT 7.11pm.

Confirmed,

MAYOR

16 December 2024