WARATAH WYNYARD COUNCIL

ORDINARY MEETING OF COUNCIL

AGENDA OPEN MEETING

28 April 2025

17 April 2025

Notice of Meeting – Ordinary Meeting of Council

In accordance with the *Local Government (Meeting Procedures) Regulations 2015* NOTICE is hereby given that the next Ordinary Meeting of the Waratah-Wynyard Council will be held at the Council Chambers, 21 Saunders Street, Wynyard on Monday 28 April 2025 with the Business of the meeting to be in accordance with the following agenda paper.

Chief Executive Officer's Certification

"**Legislative terminology – Chief Executive Officer/General Manager**: At the Waratah-Wynyard Council, the title Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993;* and carries the same meaning for the purposes of the *Local Government Act 1993* and all other legislation administered by or concerning the Council."

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

1. Such advice, information and/or recommendation has been given by a person who has the qualifications or experience necessary to give such advice; and

2. Where any advice is given by a person who does not have the required qualifications or experience, that person has obtained and taken into account the advice from an appropriately qualified or experienced person.

Vanessa Adams
CHIEF EXECUTIVE OFFICER

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

17 April 2025

Mrs Vanessa Adams
Chief Executive Officer
Waratah-Wynyard Council
PO Box 168
WYNYARD TAS 7325

Dear Vanessa,

COUNCIL MEETING

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

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

I request that you make the necessary arrangements for the next ordinary meeting of Council to be convened on Monday 28 April 2025 commencing at 6pm6:00 PM at the Council Chambers, 21 Saunders Street, WynyardCouncil chambers, 21 Saunders Street Wynyard.

Yours sincerely,

Cr Mary Duniam
MAYOR

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

AGENDA OF AN ORDINARY MEETING OF THE WARATAH-WYNYARD COUNCIL TO BE HELD AT THE COUNCIL CHAMBERS, 21 SAUNDERS STREET, WYNYARD ON MONDAY 28 APRIL 2025, COMMENCING AT 6:00 PM

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

DIGITAL RECORDING OF COUNCIL MEETINGS POLICY

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

ACKNOWLEDGEMENT OF COUNTRY

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

1.0 RECORD OF ATTENDANCE

1.1 ATTENDANCE

1.2 APOLOGIES

NIL RECEIVED

1.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED

Nil.

2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

2.1 CONFIRMATION OF MINUTES OF PREVIOUS ORDINARY COUNCIL MEETING

RECOMMENDATION
That the Minutes of the Ordinary Meeting of the Waratah-Wynyard Council held at Council Chambers, 21 Saunders Street, Wynyard on Monday 17 March 2025, a copy of which having previously been circulated to Councillors prior to the meeting, be confirmed as a true record.

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

.

2.2 CONFIRMATION OF MINUTES OF PREVIOUS ORDINARY COUNCIL MEETING

RECOMMENDATION
That the Minutes of the Ordinary Meeting of the Waratah-Wynyard Council, which was scheduled for Monday 14 April 2025 but re-scheduled prior to the start of the meeting due to a lack of a quorum, a copy of which having previously been circulated to Councillors prior to the meeting, be confirmed as a true record.

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

3.0 DECLARATIONS OF INTEREST

Councillor and Agenda Item Number

Staff and Agenda Item Number

4.0 COUNCILLORS ANNOUNCEMENTS AND REPORT

4.1 ANNOUNCEMENTS BY MAYOR

Nil received.

4.2 MAYOR'S COMMUNICATIONS

RECOMMENDATION

That Council notes the Mayors Communications:

MAYOR DR MARY DUNIAM	
11/3/25	First Day Introduction new CEO
12/3/25	Cr Workshop
12/3/24	Consultation Workshop – Transforming Lives and Communities Together
13/3/25	ALGWA – Professional Development session
14/3/25	Meeting with Constituent
15/3/25	Wynyard Show
15/3/25	Wynyard Yacht Club – Launch of new Rescue Vessels
17/3/25	Council Meeting
18/3/25	Meeting with constituent
20/3/25	Presentation to U3A
21/3/25	Harmony Day event opening
24/3/25	SeaFM Interview
24/3/25	Cr Workshop
25/3/25	Audit Panel Meeting
25/3/25	20 Year Preventative Health Strategy Online Session
26/3/25	Visit to Depot with new CEO
26/3/25	TasWater Board Selection Committee meeting
28/3/25	Trail Graze Campaign – media event
29/3/25	Mayors Community of Practice - Meeting Psychological Safety
30/3/25	Media Event - Inaugural Q400 flight Qantas
31/3/25	Cr Workshop
1/4/25	CoastFM Radio Interview
2/4/25	LGAT General Meeting
3/4/25	LGAT Mayors & Deputy Mayors Workshop
7/4/25	Cr Workshop

4.3 REPORTS BY DELEGATES

Nil received.

4.4 NOTIFICATION OF COUNCIL WORKSHOPS

RECOMMENDATION

That Council notes the following Workshops:

24/3/25	**LUPPA Development Assessment Panels** **Rates and Charges Policy** **Local Government Election Bill** **LGAT General Meeting Motions** **CCA Community Based Income Project** **Pickleball**
31/3/25	**LUPPA Development Assessment Panels** **Central Business District Service Levels** **Food Security Policy**
7/4/25	**Container Refund Scheme** **Wynyard & Somerset Sports Precinct Update** **SARAH Group – Road Safety Week Priorities** **Councillor Professional Development Training**

Councillor attendance – 1/7/24 - 4/4/2025

	Ordinary Meetings 2023/24 (9)	Special Meetings / AGM 2023/24 (3)	Workshops 2023/24 (22)	Community Conversations 2023/24 (1)	Weeks Leave Approved
Mayor Mary Duniam	9	3	21	0	0
Deputy Mayor Celisa Edwards	7	3	21	1	0
Cr Gary Bramich	9	3	21	0	0
Cr Andrea Courtney	7	3	21	0	0
Cr Kevin Hyland	9	3	21	0	0
Cr Michael Johnstone	9	3	21	0	1
Cr Leanne Raw	6	3	19	1	6
Cr Dillon Roberts	9	3	21	0	0

5.0 PUBLIC QUESTIONS AND STATEMENTS

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

Nil received.

5.2 PUBLIC QUESTIONS RECEIVED IN WRITING

Nil received.

5.3 PUBLIC QUESTIONS WITHOUT NOTICE

5.4 PUBLIC STATEMENTS RECEIVED IN WRITING

Nil received.

5.5 PUBLIC STATEMENTS WITHOUT NOTICE

6.0 PETITIONS / DEPUTATIONS / PRESENTATIONS

6.1 DEPUTATIONS AND PRESENTATIONS

6.1.1 PETITION - REQUEST FOR PUBLIC TOILETS, RUBBISH SERVICES AND SIGNAGE AT BOAT HARBOUR STORE

To:	Council
Reporting Officer:	Executive Officer
Responsible Manager:	Chief Executive Officer
Report Date:	16 April 2025
File Reference:	0404
Enclosures:	1. Petition - Boat Harbour Store - Public Toilets-Signage-Rubbish Collection

RECOMMENDATION

That the Council receive and notes the petition requesting the urgent provisions of public toilet and rubbish facilities near the Boat Harbour Store along with approaching signage on the Highway.

DETAILS

The following petition has been received:

Subject matter	The Petition states that there is a lack of public toilet and rubbish disposal facilities on the Bass Highway at Boat Harbour: Public Toilets – Desperate travellers and tourists currently plead to use the store private toilet causing anger to travellers, safety issues for the owner and his family and embarrassment to all Rubish Disposal – bags of rubbish are often dumped on the highway frontage and school carpark.
Statement of subject matter and action requested	We the petitioners ask Council to consider the urgent provisions of public toilet and rubbish facilities near the Boat Harbour Store along with approaching signage on the Highway"
Signatories	598

A copy of the petition and supporting letter is attached. The petition complies with *s.57 of the Local Government Act 1993.* The petition is accordingly able to be tabled as required under the Act.

The petition is listed on the meeting agenda for receipt and noting.

MANAGEMENT RESPONSE

Council currently provides public toilets in locations that align with: -

- Council owned recreation facilities and open space facilities (Gutteridge Gardens, East Wynyard Foreshore reserve, Cam River reserve, Waratah adjacent Atheneum Hall,

imminent Yolla Memorial hall, Sisters Beach Boat Ramp, Sisters Beach Creek Mouth reserve.

- Residential and commercial areas (Wynyard Woolworths carpark, Wynyard CBD plaza, Somerset north of CBD plaza).
- Servicing playgrounds (East Wynyard Playground, Somerset Anzac Park Playground).

Council currently does not have any plans to provide public toilets on the State Government owned Bass Highway, nor for public waste bins. As such there are no existing feasibility studies or other documented understanding of available land tenure and approvals to build such a facility.

Aside from any unknown land acquisition or purchase costs, likely costs for construction and servicing of public toilets and public waste bins at this location, based on existing costs are in the order of $300-$400k to construct and an ongoing annual cost of approx. $30-$40k per year in life cycle costs through operations, maintenance and depreciation.

These costings include the consideration that there is no water or sewerage reticulation network available for connection at this location.

A similar issue was raised by the Thistle Hut at Boat Harbour in the past and the solution was to install signage advising travellers of where the nearest toilets are (see below street view): -

A similar approach, in providing advisory signage for travellers may alleviate the current interactions and disappointment/anger experienced by the shop owners.

This could be achieved relatively quickly and at a cost of nominally $2,000.

7.0 PLANNING AUTHORITY ITEMS

7.1 PUBLIC QUESTIONS WITHOUT NOTICE – RELATING TO PLANNING MATTERS

Nil received.

7.2 PUBLIC STATEMENTS - RELATING TO PLANNING MATTERS

Nil received.

7.3 DWELLING EXTENSION, OUTBUILDING (SHED) AND 3 X WATER TANKS LOCATED AT 131 IRBY BOULEVARD, SISTERS BEACH - DA 17/2025

To:	Council
Reporting Officer:	Town Planner
Responsible Officer:	Director Infrastructure and Development Services
Report Date:	17 March 2025
File Reference:	7088447
Supporting Documents:	1. Consolidated advertised documents 2. Representation 3. Signed extension of time

RECOMMENDATION

That Council, in accordance with Section 51 and Section 57 of the *Land Use Planning and Approvals Act 1993* and *the Tasmanian Planning Scheme - Waratah-Wynyard*, grants approval for a Dwelling Extension, Outbuilding (Shed) & 3 x Water Tanks at 131 Irby Boulevard, Sisters Beach subject to the following conditions:

CONDITIONS:

(1) The development is to be generally in accordance with the application as submitted and endorsed documents as listed:

a. Proposal plans with Project Number: 23077 and Drawing Numbers: 01 Rev. D, 02 Rev. C, 03 Rev. C, 04 Rev. D, 05 Rev. B and 06 Rev. C as prepared by PLA Designs and dated 7 February 2025.

(2) The shed is appurtenant to the dwelling on the property and is not to be used for the conduct of any commercial or business operations. It is not to be used for habitable purposes.

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

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.

- 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 17/2025. Any variation requires an application for further planning approval of Council.
- This development/use is not to result in the generation of environmental harm or nuisance as defined in the *Environmental Management and Pollution Control Act 1994.*
- Attention is drawn to existing or proposed electricity infrastructure, please be sure to contact TasNetworks on 1300 137 008 to ensure these works do not impede on existing electricity easements and are at a safe distance from powerlines. Failure to do so could result in the relocation of electricity assets at your cost.
- Under Section 61 (4) of the *Land Use Planning and Approvals Act 1993*, the applicant has the right to lodge an appeal against Council's decision. Notice of appeal should be lodged on the prescribed form together with the required fee within fourteen days after the date on which notice of the decision was served on that person, to the Tasmanian Civil & Administrative Tribunal (TASCAT), G.P.O. Box 2036, Hobart, 7001 (mailto:resourceplanning@tascat.tas.gov.au). Updated Notices of Appeal are available on the Tribunal's website at https://www.tascat.tas.gov.au/.

PURPOSE

The purpose of this report is for Council to consider the merits of the application DA 17/2025 against the requirements of the *Tasmanian Planning Scheme - Waratah-Wynyard.*

BACKGROUND

The subject site is located at 131 Irby Boulevard, Sisters Beach and has an area of 911m^2. It is located within the Low-Density Residential zone and has frontage onto Irby Boulevard. The site contains a single dwelling and associated infrastructure. The adjoining titles to the north-west, south-east and to the south-west across Irby Boulevard also contain single dwellings with associated outbuilding development. To the north-east the subject site adjoins a coastal reserve administered by NRE Tas. A locality plan is presented in Figure 1.

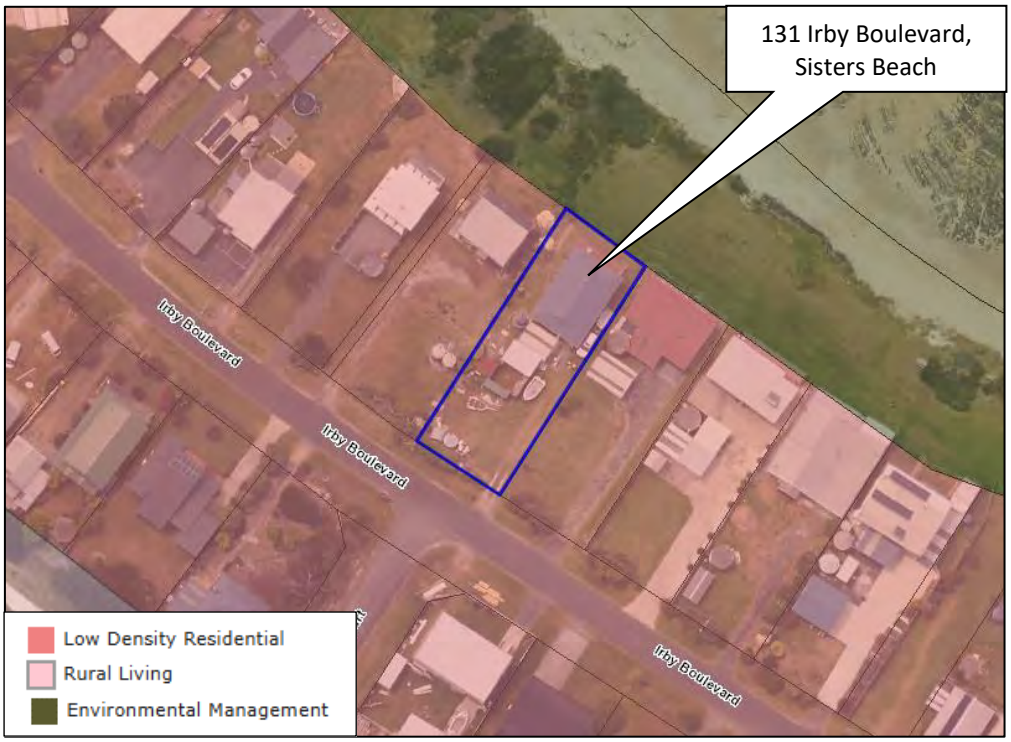


Figure 1: Subject site with zoning

DETAILS

The applicant is seeking approval for a dwelling extension and outbuilding on land at 131 Irby Boulevard, Sisters Beach. The outbuilding takes the form of a shed for domestic storage.

The dwelling extension will increase the floor area of the existing dwelling by 196m^2 and has a maximum height of 4.1m. It comprises an expanded kitchen/dining/living area, hallway, new bedrooms including walk-in-robe for the main bedroom, new main bathroom and small deck extension. The existing freestanding garage is to be converted to a laundry and storeroom and connected to the new kitchen via a butler's pantry.

The extension is clad and roofed to match the existing dwelling and is setback 2.6m from the north-eastern boundary, 1.78m from the north-western boundary, 2.84m from the south-eastern boundary and approximately 20m from the south-western boundary onto Irby Boulevard.

The proposed shed has a floor area of 110m^2 and a maximum height of 4.71m. It is clad and roofed in Colorbond and is setback 6m from Irby Boulevard, 1.5m from the north-western boundary, 5.79m from the south-eastern boundary and approximately 34m from the north-eastern boundary.

The application also includes two 10kL water tanks located between the shed and Irby Boulevard, approximately 2m from the frontage, as well as a 24kL water tank between the shed and dwelling, approximately 1m from the north-western boundary.

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 site is zoned Low Density Residential under the Planning Scheme. The use is a Residential Use Class which is a no permit required use in this zone, if for a single dwelling

(including associated outbuildings) and provided the application meets all the relevant acceptable solutions.

The proposal does not meet all relevant acceptable solutions for development standards. The applicant is applying for discretion under the following Clauses of the Planning Scheme:

- 10.4.3 Setback (P1, P2)
- 10.4.4 Site Coverage (P1)
- 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 4 Pages;
- Planning report x 10 Pages; and
- Proposal plans x 6 Pages.

The period for representations closed on 26 February 2024. One (1) representation was subsequently received from an adjoining landowner.

A map demonstrating the relationship between the subject site and representors land is shown in Figure 2.

Figure 2: Relationship between the subject site and representors' property

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: A & K Jamieson

Issues Raised:	**Response:**
The proposal does not comply with Clause 10.4.3 'Setback' P2. The dwelling currently complies with the permitted 5m setback from the north-west and north-east boundaries. The new plans have the dwelling less than 5m from these boundaries. The design should be modified to enhance amenity for 133 Irby Boulevard. The current design will affect the sea view and view of Sisters Island for the lower level of the dwelling. When the dwelling at 133 Irby Boulevard was constructed in 1992, the representors were required to have a 2.5m setback from side boundaries and 6m from Crown land to the north-east. • The applicants should revise their planned	Council can consider an application for a dwelling which does not satisfy the Acceptable Solution for a Clause provided it complies with the relevant Performance Criteria. Performance Criteria P2 for Clause 10.4.3 is concerned with ensuring that loss of amenity to adjoining properties is not unreasonable, it is not a requirement to avoid loss of amenity or to minimise loss to the furthest extent possible. The extent to which an application deviates from an acceptable solution is not a mandatory consideration when assessing the compliance with corresponding performance criteria. Applications are assessed against the Planning Scheme in force at the time the application is submitted. Since 1992, there have been several changes to planning legislation. The

rear wall location such that the setback to the Crown Land boundary should not change from the current 5.6m. • The applicants should revise their planned building expansion to allow a setback from the north-west boundary of at least 2.5m – and revise their planned deck extension such that the setback from the north-west boundary will be the same as that of the north-west wall of their future dwelling. • The applicant should revise their plan for this shed to allow a setback from the north-west boundary of at least 2.5m.	streetscape of Irby Boulevard has also changed significantly over time. Whilst the setback of the proposed development is different that the representors property, it is considered to be consistent with the setback of surrounding buildings and also with the current character of the area. As outlined in the Planning Assessment section below, dwellings at 125, 127 and 129 Irby Boulevard are within 2m of side boundaries. Loss of amenity for adjoining properties as a result of the proximity of the dwelling and shed to rear and side boundaries is not considered to meet the threshold of being 'unreasonable' given the characteristics of the site and surrounding area. The development is considered to be compatible with the streetscape of Irby Boulevard and meet the intent of Clause 10.4.3. There are no special provisions under the Planning Scheme which apply to Sisters Beach above the standard low density residential zone provisions. Council as a Planning Authority cannot require a higher standard than that set out by the planning scheme and cannot require an applicant to make substantial changes to submitted plans. If it is deemed that the submitted design cannot satisfy relevant performance criteria then the application must be refused.

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 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.

Environmental Health

The following environmental health conditions were recommended.

(1) 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.

Note: 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*.

EXTERNAL REFERRALS

The application did not require any external referrals.

PLANNING ASSESSMENT

The subject site is zoned Low Density Residential under the *Tasmanian Planning Scheme - Waratah-Wynyard*. The use is a Residential Use Class which is a no permit required use in this zone, if for a single dwelling (including associated outbuildings) and provided the application meets all the relevant acceptable solutions.

The proposal does not meet all relevant acceptable solutions for development standards. Therefore, a discretionary application is made under s57 of the *Land Use Planning & Approvals Act 1993* (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 Low Density Residential zone is provided below.

10.4.3 Setback

A1	**P1**
Dwellings, excluding protrusions that extend not more than 0.9m into the frontage setback, must have a setback from a frontage not less than 8m.	The siting of a dwelling must be compatible with the streetscape and character of development existing on established properties in the area, having regard to: (a) the topography of the site; (b) the setbacks of surrounding buildings; (c) the height, bulk and form of existing and proposed buildings; (d) the appearance when viewed from roads and public open space adjacent to the site; and (e) the safety of road users.
Planning Comments: Complies The subject site has frontage onto Irby Boulevard. The proposed shed and water tanks are setback less than 8m from the frontage and require assessment against P1 for this Clause. The shed has been located as far from Irby Boulevard as practicable whilst retaining sufficient separation from the dwelling to allow for private open space. The water tanks are located between the shed and the street and will assist with breaking up the bulk of the shed when viewed from the street. The shed itself is domestic in size and scale, sloping from a wall height of approximately 3.5m to a peak of 4.71m, with the shortest elevation facing the street.	

Properties on the northern side of Irby Boulevard front onto a coastal reserve administered by NRE Tas and the majority of dwellings are located away from the road towards the reserve. The effect of this is that freestanding garages/sheds along this section of Irby Boulevard are built close to frontages. Properties at 119, 125, 137 and 145 Irby Boulevard all contain sheds within 6m of Irby Boulevard. Properties at 108 and 145 also contain one or more water tanks within 3m of Irby Boulevard.

The siting of the shed and water tanks is compatible with other properties in this area of Sisters Beach.

The proposal complies with P1 for this Standard.

A2	**P2**
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.	The siting of a dwelling must not cause an unreasonable loss of amenity to adjoining properties, having regard to: (a) the topography of the site; (b) the size, shape and orientation of the site; (c) the setbacks of surrounding buildings; (d) the height, bulk and form of existing and proposed buildings; (e) the existing buildings and private open space areas on the site; (f) sunlight to private open space and windows of habitable rooms on adjoining properties; and (g) the character of development existing on established properties in the area.

Planning Comments: Complies

The extension is setback 2.6m from the north-eastern boundary, 1.78m from the north-western boundary, 2.84m from the south-eastern boundary and approximately 20m from the south-western boundary onto Irby Boulevard.

The proposed shed is setback 6m from Irby Boulevard, 1.5m from the north-western boundary, 5.79m from the south-eastern boundary and approximately 34m from the north-eastern boundary.

The application also includes two 10kL water tanks located between the shed and Irby Boulevard, approximately 2m from the frontage, as well as a 24kL water tank between the shed and dwelling, approximately 1m from the north-western boundary.

Assessment against P2 for this Clause is required for the dwelling extension, 24kL water tank and shed from the north-western boundary and for the dwelling extension from the north-eastern boundary only.

To the north-east, the subject site adjoins a coastal reserve administered by NRE Tas. The proposed extension does not increase the proximity of the dwelling to this reserve and will not result in a loss of amenity for users of the reserve and adjoining beach. The proximity of the building to the reserve is consistent with buildings on nearby properties at 125, 127, 129, 139 and 141 Irby Boulevard.

Due to the location and floor plan of the existing dwelling, it is not possible to comply with the permitted 5m setback from the north-western boundary. Similarly, the shed has been located closer to the north-west boundary in order to leave adequate room for manoeuvring vehicles entering the site. Both buildings are single storey with an overall maximum height of 4.01m for the extension and 4.71m.

As a result of the apparent migration of the sun across the sun across the sky throughout the day and the angle of the lot, overshadowing of the adjoining lot to the north-west, 133 Irby Boulevard, will only occur during the early morning and will not affect the entire property.

Any shade cast by proposed shed and 20kL tank onto 133 Irby Boulevard will be confined to a small area of the front yard and shade cast by the proposed dwelling extension will be limited to the lower level of the adjacent dwelling. Sunlight to the property at 133 Irby Boulevard will not be unreasonably restricted by the proposed development.

Regarding visual impact, the scale of the proposed works is consistent with the design of other buildings along Irby Boulevard. Although a historical shack area, Sisters Beach and the northern side of Irby Boulevard in particular are characterised by large buildings with sheds/garages located towards the road and dwellings towards the coastal reserve.

The proximity of the dwelling and shed to the north-western boundary is consistent with the setback of adjacent dwellings from their respective side boundaries; dwellings at 125, 127 and 129 Irby Boulevard are within 2m of side boundaries. The adjoining property at 133 Irby Boulevard is also less than 5m from both side boundaries.

The proposal is consistent with the character of development in the surrounding area. The proximity of the dwelling and shed to rear and side boundaries will not unreasonably affect amenity of the coastal reserve or adjoining title at 133 Irby Boulevard.

The proposal complies with P2 for this Standard.

10.4.4 Site Coverage

A1	**P1**
Dwellings must have a site coverage of not more than 30%.	The site coverage of dwellings must be consistent with that existing on established properties in the area, having regard to: (a) the topography of the site; (b) the capacity of the site to absorb runoff; (c) the size and shape of the site; (d) the existing buildings and any constraints imposed by existing development; (e) the provision for landscaping and private open space; (f) the need to remove vegetation; and (g) the site coverage of adjacent properties.

Planning Comments: Complies

Site coverage refers to roofed areas. The area of existing roofed development on the site is 212m^2 and the total roofed area proposed is 408m^2. Site coverage will be increased from 23.3% to 44.8%. and requires assessment against P1 for this Standard.

The subject site has an area of 911m^2 and has existing connections to TasWater's sewer infrastructure. There is no reticulated water or stormwater supply in Sisters Beach. Stormwater runoff from roofed areas is directed into tanks with overflow directed into a soakage drain. The proposed development retains sufficient space for outdoor living and recreation. No native vegetation removal is required as part of the application and the scale of development on the site is consistent with site coverage on adjacent properties at 94 Irby Boulevard (38%), 100 Irby Boulevard (40%), 123 Irby Boulevard (41.5%), 125 Irby Boulevard (40%) and 141 Irby Boulevard (41%). The proposal complies with P1 for this Standard.

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

A1	**P1**
Buildings and works within a waterway and coastal protection area must: (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.	Buildings and works within a waterway and coastal protection area must avoid or minimise adverse impacts on natural assets, having regard to: (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; (k) minimising impacts on coastal processes, including sand movement and wave action; (l) minimising the need for future works for the protection of natural assets, infrastructure and property;

	(m) the environmental best practice guidelines in the Wetlands and Waterways Works Manual; and (n) the guidelines in the Tasmanian Coastal Works Manual.
Planning Comments: Complies The subject site is mapped as being within a waterway and coastal protection overlay due to it being within 50m of the high tide mark. Portions of the extension are within the overlay area. The existing dwelling is setback 2.6m from the north-eastern boundary to the coastal reserve. The proposed development maintains the existing setback to this boundary. The proposed works will not result in any further erosion of the coastal area. No vegetation is to be removed as part of the application and stormwater from rainfall events will be collected by rainwater tanks with overflow directed to a soakage trench. No concentrated runoff will be directed to the beach. There will be no change to tidal movements as a result of the development and no cut or fill. The proposed extension does not increase the proximity of the dwelling to the beach. No protection works are required for the dwelling and the construction will be undertaken with regarding to the requirements of the Tasmanian Coastal Works Manual. The application complies with P1.1 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 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

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.

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 application for a dwelling extension, outbuilding (shed) and 3 x water tanks complies with either the acceptable solution or satisfies the performance criteria for all applicable standards of the Planning Scheme. The siting of the proposed dwelling extension, shed and tanks is compatible with the streetscape and consistent with the established pattern of residential development on the northern side of Irby Boulevard. The level of impact on the amenity of adjoining properties as a result of the siting of proposed development is not considered to be unreasonable. The subject site is located along a beachfront strip of established residential properties. The proposal will not constrain or negatively affect the coastal reserve and associated natural assets.

The application is considered to comply with the Low Density Residential provisions and applicable codes for the *Tasmanian Planning Scheme - Waratah-Wynyard*. It is therefore recommended that Council approve a planning permit for a dwelling extension, outbuilding (shed) and 3 x water tanks.

7.4 DWELLING ADDITIONS & ALTERATIONS AND CHANGE OF USE TO VISITOR ACCOMMODATION LOCATED AT 245 PORT ROAD, BOAT HARBOUR BEACH - DA 125/2023

To:	Council
Reporting Officer:	Town Planner
Responsible Officer:	Director Infrastructure and Development Services
Report Date:	24 March 2025
File Reference:	9372245
Supporting Documents:	1. Consolidated advertised documents

RECOMMENDATION

That Council, in accordance with Section 51 and Section 57 of the *Land Use Planning and Approvals Act 1993* and the Tasmanian Planning Scheme - Waratah-Wynyard, refuses an application for dwelling alterations & works (retrospective) and change of use to visitor accommodation at 245 Port Road, Boat Harbour Beach on the following grounds:

1. **The application does not demonstrate compliance with Clause C15.5.1 P1.1 of the *Tasmanian Planning Scheme - Waratah-Wynyard*. The geotechnical assessment submitted with the application fails to provide essential information to enable it to be considered a 'landslip hazard report' as defined by Table C15.3.1 of the Planning Scheme. The information submitted with the application does not provide an accurate assessment of landslide risk at the site.**
2. **The application does not demonstrate compliance with Clause C15.6.1 P1 of the *Tasmanian Planning Scheme - Waratah-Wynyard*. The geotechnical assessment submitted with the application fails to provide essential information to enable it to be considered a 'landslip hazard report' as defined by Table C15.3.1 of the Planning Scheme. The information submitted with the application does not provide an accurate assessment of landslide risk at the site.**

PURPOSE

The purpose of this report is for Council to consider the merits of the application DA 125/2023 against the requirements of the *Tasmanian Planning Scheme - Waratah-Wynyard*.

BACKGROUND

The subject site is located at 245 Port Road, Boat Harbour Beach and has an area of 930m^2. It is located within the Low Density Residential zone and has frontage onto Port Road. The site contains a dwelling and associated infrastructure. The adjoining titles to the north-west, south-each and to the north-east across Port Road and Fenton Crescent also contain single dwellings. Land to the south-west is zoned Rural and contains native vegetation. A locality plan is presented in Figure 1.

The site is currently subject to compliance action under the *Building Act 2016*. The development application has been submitted to Council as part of resolving this matter and also includes application for approval to use the site for short stay visitor accommodation. It is noted that the retrospective nature of this application is not a relevant planning consideration and that this detail is provided for background purposes only.

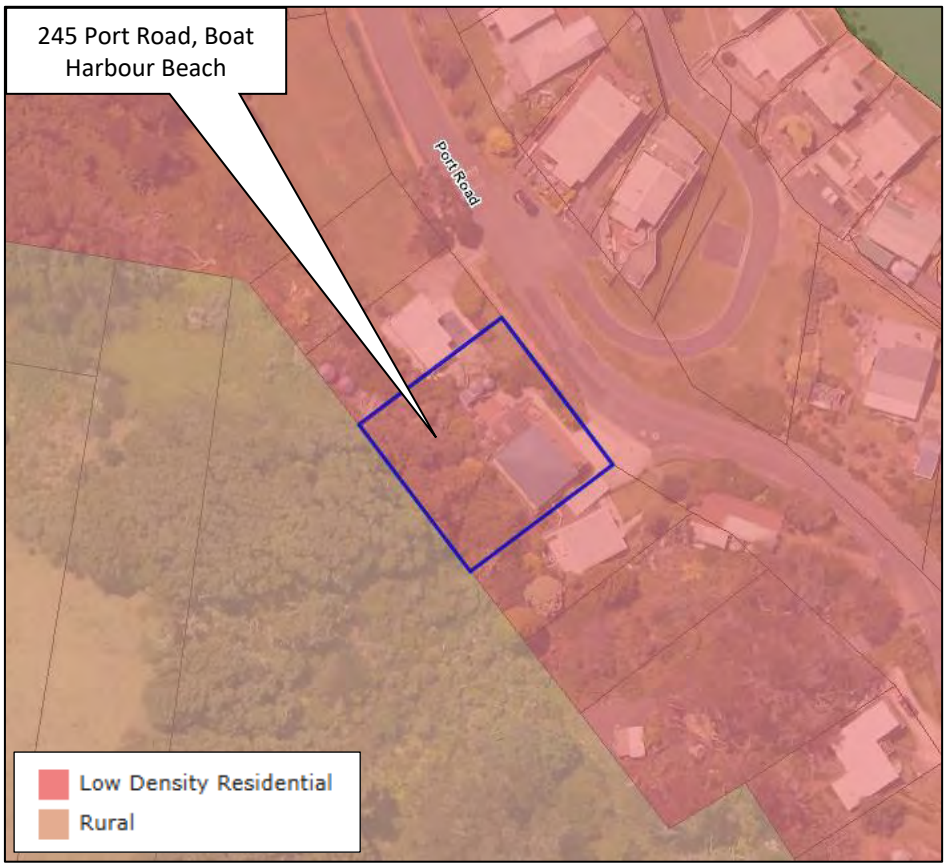


Figure 1: Subject site with zoning

DETAILS

The applicant is seeking retrospective approval of dwelling alterations on land at 245 Port Road, Boat Harbour Beach and approval of the dwelling to be converted to short term visitor accommodation.

The full scope of works requiring retrospective planning approval comprise:

- deck replacement and installation of timber screening on south-eastern side;
- enclosure of below deck area, conversion of garage to bedroom with ensuite;
- new pathway and retaining structure in front of dwelling;
- north-western deck extension with retaining wall behind house & pergola; and
- new stairs, shed and 20kL water tank;

The works are setback at least 3.3m from the frontage to Port Road, 2.5m from the south-eastern boundary, 13.5m from the south-western boundary and 5.5m from the north-western boundary. The maximum height of works is 4.2m.

Also included is an new 10kL, 2.7m high water tank setback 1.6m from the frontage.

A vehicle parking space is proposed to be partially located under the second storey deck. A portion of decking on the ground floor adjacent to the converted garage will need to be removed to provide a parking area of suitable dimensions.

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 site is zoned Low Density Residential under the Planning Scheme. The use is in the Residential and Visitor Accommodation Use classes, which are 'no permit required' and 'permitted' uses respectively, with qualifications and provided the application meets all the relevant acceptable solutions.

The proposal does not meet all relevant acceptable solutions for development standards. The applicant is applying for discretion under the following Clauses of the Planning Scheme:

- 10.4.3 Setback (P1, P2);
- C2.6.2 Design and layout of parking areas (P1);
- C15.5.1 Use within a landslip area (P1); and
- C15.6.1 Building and works within a landslip hazard area (P1).

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;
- Plan of subdivision x 1 Page;
- Supporting report x 60 Pages;
- Development plans x 5 Pages;
- Landslip Hazard Risk Assessment x 13 Pages
- Bushfire hazard management report x 26 Pages

The period for representations closed on 18 March 2025. No representations were received.

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 managed in accordance with Examples of Good Hillside Construction Practice, Australian Geoguide LR8 (Construction Practice).

(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) Vehicle parking spaces and associated driveways and turning areas are to be designed in accordance with AS 2890.1 and be approved by the Director Infrastructure & Development Services.

Environmental Health

The following environmental health conditions were recommended.

Note: 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.*

EXTERNAL REFERRALS

The application did not require any external referrals.

PLANNING ASSESSMENT

The subject site is zoned Low Density Residential under the *Tasmanian Planning Scheme - Waratah-Wynyard* and is located within a mapped high risk landslip hazard area. The application involves both Residential and Visitor Accommodation uses which are no permit required and permitted uses respectively, with qualifications, and provided the application meets all the relevant acceptable solutions of the planning scheme.

The proposal does not meet all relevant acceptable solutions of the planning scheme and is therefore submitted as a discretionary application under s57 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 Low Density Residential zone and relevant Codes is provided below.

10.4.3 Setback

A1	**P1**
Dwellings, excluding protrusions that extend not more than 0.9m into the frontage setback, must have a setback from a frontage not less than 8m.	The siting of a dwelling must be compatible with the streetscape and character of development existing on established properties in the area, having regard to: (a) the topography of the site; (b) the setbacks of surrounding buildings; (c) the height, bulk and form of existing and proposed buildings; (d) the appearance when viewed from roads and public open space adjacent to the site; and (e) the safety of road users.
Planning Comments: Complies Of the works subject to this application, the deck replacement and installation of timber screening on south-eastern side; enclosure of below deck area, conversion of garage to bedroom, retaining structure in front of dwelling, portions of deck extension and pergola and new stairs do not comply	

with the permitted 8m setback from Port Road and require assessment against P1 for this Standard.

The works comprise additions and alterations to an existing dwelling already setback less than 8m from Port Road and do not significantly alter the bulk and visual appearance of the building when viewed from the road. With the exception of the retaining structure in front of the dwelling, the approved building line is maintained, and the dwelling does not further project into the permitted frontage setback. There is no increase in the overall height of the building. Visual impact on the street is not significantly altered by the works subject to this application.

Boat Harbour is characterised by smaller lots with buildings built on or close to a frontage. Adjoining properties at 243 and 249 Port Road contain dwellings setback approximately 3.5m from Port Road, consistent with development on the subject site. Development across the road at 248, 250 and 252 Port Road is also located within 8m of frontage to Port Road.

The proposal complies with P1 for this Standard.

A2	**P2**
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.	The siting of a dwelling must not cause an unreasonable loss of amenity to adjoining properties, having regard to: (a) the topography of the site; (b) the size, shape and orientation of the site; (c) the setbacks of surrounding buildings; (d) the height, bulk and form of existing and proposed buildings; (e) the existing buildings and private open space areas on the site; (f) sunlight to private open space and windows of habitable rooms on adjoining properties; and (g) the character of development existing on established properties in the area.

Planning Comments: Complies

Portions of the deck replacement, including installation of timber screening on south-eastern side and conversion of garage to a bedroom do not comply with the permitted 5m setback from the south-eastern boundary and require assessment against P2 for this Standard. Setbacks of all other development subject to this application meets the acceptable solution.

The deck replacement and screening and garage conversion comply with the permitted 5m setback from the north-western and south-western boundaries. It fronts onto Port Road to the north-east. There will be no negative impact on residential amenity in these directions.

The property to the south-east, 243 Port Road, contains a dwelling and carport and is used for short stay visitor accommodation. The garage conversion and deck replacement maintain the existing building envelope and do not increase the proximity of works to the adjoining property. The deck screen installed on the south-eastern elevation provides privacy between properties. Due to the apparent migration of the sun across the sky throughout the day, shade cast by the screen will be confined to the carport on 243 Port Road and will not result on a loss of amenity for the adjoining property.

The proposal complies with P2 for this Standard.

C2.6.2 Design and layout of parking areas

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

Planning Comments: Complies

The subject site has a single parking space, partially located under the existing deck. The dimensions of the provided parking space do not comply with Table 2.3 and the application requires assessment against P1 for this Standard.

The application is for retrospective approval of dwelling alterations and additions and conversion of a dwelling to visitor accommodation. According to Table 2.1, visitor accommodation use requires 1 parking space.

The proposed parking area is an all weather surface and is located between the existing building and the street. The application includes removal of a ground floor deck to ensure the proposed car park is contained within the property boundaries. The dwelling is not an accessible building and consequently the parking space is unlikely to be used by persons with a disability.

Due to the width of the driveway and location of the existing crossover, it is not possible to for vehicles to enter and exit the site in a forward manner. Reversing into or out of a parking space is common in Boat Harbour Beach and the adjoining property to the south, 243 Port Road is also used for visitor accommodation with a similar parking arrangement.

Port Road is a mixed user road with a low speed limit. The design and layout of the proposed parking space is unlikely to pose a risk to other road users, including pedestrians.

Council's Engineering Department has undertaken an assessment of the nominated parking space and advised there is sufficient space to accommodate a standard vehicle in accordance with the

relevant standards. To ensure compliance, the department requires the following condition to be placed on any permit issued:

> *Vehicle parking spaces and associated driveways and turning areas are to be designed in accordance with AS 2890.1 and be approved by the Director Infrastructure & Development Services.*

The proposal complies with P1 for this Standard.

C15.5.1 Use within a landslip area

A1	**P1.1**
No Acceptable Solution.	A use, including a critical use, hazardous use, or vulnerable use, within a landslip hazard area achieve and maintain a tolerable risk from exposure to landslip, having regard to: (a) the type, form and duration of the use; and (b) a landslip hazard report that demonstrates that: (i) any increase in the level of risk from landslip does not require any specific hazard reduction or protection measure; or (ii) the use can achieve and maintain a tolerable risk for the intended life of the use. **P1.2** If landslip reduction or protection measures are required on land beyond the boundary of the site, the consent in writing of the owner of that land must be provided for that land to be managed in accordance with the landslip reduction or protection measures.

Planning Comments: Does not comply.

The subject site is in a mapped high risk landslip hazard area. In addition to retrospective approval of dwelling additions and alterations, it is also proposed to convert the dwelling to visitor accommodation use. Assessment is required against P1 for this Standard.

Satisfying the requirements of the Performance Criteria for this Standard requires a landslip hazard report to be submitted with the application.

Table C15.3.1 of the code provides a definition of 'landslip hazard report' and includes a list of items a report must include. Should a report be submitted to Council which does not include these items, it cannot be considered to be a suitable landslip hazard report for the purposes of the Landslip Hazard Code.

An extract of Table C15.3.1 is included below:

landslip hazard report	means a report prepared using the methodology of the *Practice Note Guidelines for Landslide Risk Management 2007* by a geotechnical practitioner and must include: (a) details of, and be signed by, the person who prepared or verified the report;

	(b) confirmation that the person has the appropriate qualifications and expertise; (c) confirmation that the report has been prepared in accordance with any methodology specified by a State authority; (d) a report of a geotechnical site investigation undertaken consistent with Australian Standard AS 1726-2017 Geotechnical site investigations; (e) conclusions based on consideration of the proposed use or development: (i) as to whether the use or development is likely to cause or contribute to the occurrence of a landslip event on the site or on adjacent land; (ii) as to whether the use or development can achieve and maintain a tolerable risk for the intended life of the development, having regard to: a. the nature, intensity and duration of the use; b. the type, form and duration of any development; c. the likely change in the risk across the intended life of the use or development; d. the ability to adapt to a change in the risk; e. the ability to maintain access to utilities and services; f. the need for specific landslip reduction or protection measures on the site; g. the need for landslip reduction or protection measures beyond the boundary of the site; and h. any landslip management plan in place for the site or adjacent land; (iii) any advice relating to the ongoing management of the use or development; and (iv) relating to any matter specifically required by Performance Criteria in this code.

A geotechnical assessment from GeoTon Pty Ltd, dated 11 July 2024, was submitted with the application. Whilst the assessment has been undertaken by a suitably qualified individual it does not contain the necessary information for a landslip hazard report as defined by Table C15.3.1 of the Planning Scheme.

The report is not compliant with the *Guidelines for Landslide Risk Management 2007* published by the Australian Geomechanics Society (AGS Guidelines). For example, it does not include a site geotechnical model or site soil or geological information. No published figures showing geomorphology, slope angles, land slide inventory, landslide susceptibility, landslide damage in the local area etc have been included. No site cross sections or models of possible landslide scenarios have been provided. The assessment does not include actual risk assessment modelling including likelihood of a landslide event and associated consequences.

The geotechnical assessment submitted with the application fails to provide essential information to enable it to be considered a 'landslip hazard report' as defined by the Planning Scheme. The information submitted with the application does not provide an accurate assessment of landslide risk at the site.

The application does not include a landslip hazard report as defined by Table C15.3.1 and P1.1 is not satisfied.

C15.6.1 Building and works within a landslip hazard area

A1	P1.1
No Acceptable Solution.	Building and works within a landslip hazard area must minimise the likelihood of triggering a landslip event and achieve and maintain a tolerable risk from landslip, having regard to: (a) the type, form, scale and intended duration of the development; (b) whether any increase in the level of risk from a landslip requires any specific hazard reduction or protection measures; (c) any advice from a State authority, regulated entity or a council; and (d) the advice contained in a landslip hazard report. **P1.2** A landslip hazard report also demonstrates that the buildings and works do not cause or contribute to landslip on the site, on adjacent land or public infrastructure. **P1.3** If landslip reduction or protection measures are required beyond the boundary of the site the consent in writing of the owner of that land must be provided for that land to be managed in accordance with the specific hazard reduction or protection measures.

Planning Comments: Does not comply.

The subject site is in a mapped high risk landslip hazard area. The application includes dwelling alterations and additions. Assessment is required against P1 for this Standard.

Satisfying the requirements of the Performance Criteria for this Standard requires a landslip hazard report to be submitted with the application.

Table C15.3.1 of the code provides a definition of 'landslip hazard report' and includes a list of items a report must include. Should a report be submitted to Council which does not include these items, it cannot be considered to be a suitable landslip hazard report for the purposes of the Landslip Hazard Code.

An extract of Table C15.3.1 is included below:

landslip hazard report	means a report prepared using the methodology of the *Practice Note Guidelines for Landslide Risk Management 2007* by a geotechnical practitioner and must include: (f) details of, and be signed by, the person who prepared or verified the report; (g) confirmation that the person has the appropriate qualifications and expertise; (h) confirmation that the report has been prepared in accordance with any methodology specified by a State authority;	

		(i) a report of a geotechnical site investigation undertaken consistent with Australian Standard AS 1726-2017 Geotechnical site investigations; (j) conclusions based on consideration of the proposed use or development: (v) as to whether the use or development is likely to cause or contribute to the occurrence of a landslip event on the site or on adjacent land; (vi) as to whether the use or development can achieve and maintain a tolerable risk for the intended life of the development, having regard to: i. the nature, intensity and duration of the use; j. the type, form and duration of any development; k. the likely change in the risk across the intended life of the use or development; l. the ability to adapt to a change in the risk; m. the ability to maintain access to utilities and services; n. the need for specific landslip reduction or protection measures on the site; o. the need for landslip reduction or protection measures beyond the boundary of the site; and p. any landslip management plan in place for the site or adjacent land; (vii) any advice relating to the ongoing management of the use or development; and (viii) relating to any matter specifically required by Performance Criteria in this code.

A geotechnical assessment from GeoTon Pty Ltd, dated 11 July 2024, was submitted with the application. Whilst the assessment has been undertaken by a suitably qualified individual it does not contain the necessary information for a landslip hazard report as defined by Table C15.3.1 of the Planning Scheme.

The report is not compliant with the *Guidelines for Landslide Risk Management 2007* published by the Australian Geomechanics Society (AGS Guidelines). For example, it does not include a site geotechnical model or site soil or geological information. No published figures showing geomorphology, slope angles, land slide inventory, landslide susceptibility, landslide damage in the local area etc have been included. No site cross sections or models of possible landslide scenarios have been provided. The assessment does not include actual risk assessment modelling including likelihood of a landslide event and associated consequences.

The geotechnical assessment submitted with the application fails to provide essential information to enable it to be considered a 'landslip hazard report' as defined by the Planning Scheme. The information submitted with the application does not provide an accurate assessment of landslide risk at the site.

The application does not include a landslip hazard report as defined by Table C15.3.1 and neither P1.1 nor P1.2 are satisfied.

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.

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.

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 proposal does not comply with the following clauses; C15.5.1 Use within a landslip hazard area (P1) and C15.6.1 Building and works within a landslip hazard area (P1). The geotechnical assessment submitted with the application fails to provide essential information to enable it to be considered a 'landslip hazard report' as defined by Table C15.3.1 of the Planning Scheme. The information submitted with the application does not provide an accurate assessment of landslide risk at the site.

The application does not comply with the necessary provision of the Landslip Hazard Code under the *Tasmanian Planning Scheme – Waratah-Wynyard*. It is therefore recommended that Council refuse a planning permit for the dwelling alterations & works (retrospective) and change of use to visitor accommodation.

7.5 DWELLING & 2 X WATER TANKS LOCATED AT 7 AZZURE VISTA, BOAT HARBOUR BEACH - DA 233/2024

To:	Council
Reporting Officer:	Town Planner
Responsible Officer:	Director Infrastructure and Development Services
Report Date:	28 March 2025
File Reference:	9320225
Supporting Documents:	1. Consolidated advertised documents
	2. Representation A
	3. Representation B
	4. Representation C
	5. Representation D
	6. Representation E

RECOMMENDATION

That Council, in accordance with Section 51 and Section 57 of the *Land Use Planning and Approvals Act 1993* and *the Tasmanian Planning Scheme - Waratah-Wynyard*, grants approval for a Dwelling & 2 x Water Tanks at 7 Azzure Visa, Boat Harbour Beach subject to the following conditions:

CONDITIONS:

(1) The development is to be generally in accordance with the application as submitted and endorsed documents as listed:

a. Proposal plans with Project Number: 23011 and Drawing Numbers: 01 Rev. D and 02 Rev. D as prepared by PLA Designs and dated 28 January 2025.

b. Proposal plans with Project Number: 23011 and Drawing Numbers: 05 Rev. A as prepared by PLA Designs and dated 16 December 2024.

c. Proposal plans with Project Number: 23011 and Drawing Numbers: 03 Rev. C and 04 Rev. B as prepared by PLA Designs and dated 12 December 2024.

(2) Stormwater from the development is to be connected and discharged into Council's stormwater drainage network in accordance with the *Urban Drainage Act 2013*.

(3) All costs associated with the proposed development including those related to infrastructure extensions or upgrades to Council assets are to be met by the Developer.

(4) In the course of undertaking the development/use there is to be no damage caused to any Council owned infrastructure or property.

(5) Loading and un-loading of vehicles is to be confined to within the boundaries of the property.

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

(7) 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.
- 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 233/2024. 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/.

PURPOSE

The purpose of this report is for Council to consider the merits of the application DA 233/2024 against the requirements of the *Tasmanian Planning Scheme - Waratah-Wynyard*.

BACKGROUND

The subject site is located at 245 Port Road, Boat Harbour Beach and has an area of 500m^2. It is located within the Low-Density Residential zone and is accessed from Azzure Vista, with an additional frontage onto Port Road. It is a vacant residential lot located in a cul-de-sac with a mix of vacant lots, single dwellings and unit development. The lots to the west across Port Road contain a mix of units and multiple dwellings. A locality plan is presented in Figure 1.

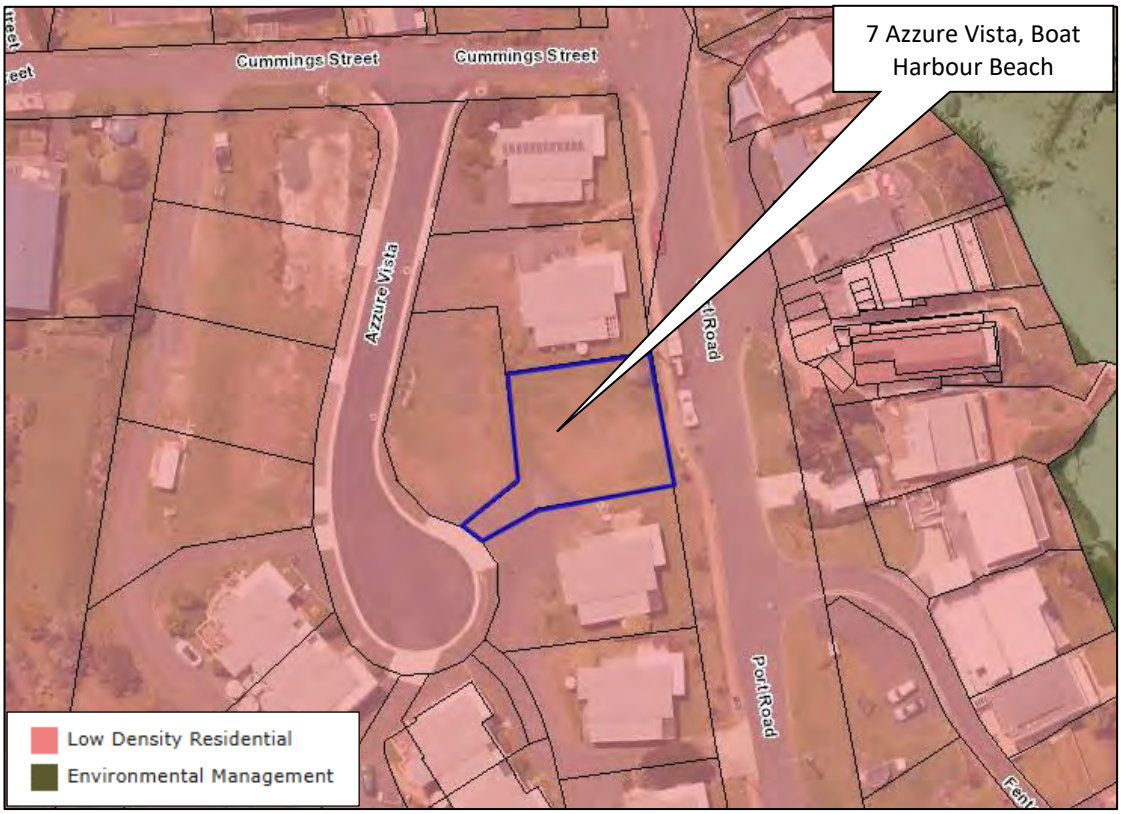


Figure 1: Subject site with zoning

DETAILS

The applicant is seeking approval for a dwelling and two water tanks on land at 7 Azzure Vista, Boat Harbour Beach.

The proposed dwelling has a total area of 218.61m^2 and a maximum height of 6.6m. It comprises single garage, portico, hallway, combined kitchen/dining/living area with pantry, main bedroom with ensuite and walk-in-robe, additional two bedrooms, main bathroom with separate toilet, laundry and verandah.

The dwelling is setback 2.5m from the boundary to Port Road, 0.95m from the southern boundary, 1.35m from the northern boundary and 5.35m from the southern boundary (rear boundary of adjacent lot at 5 Azzure Vista). It is clad and roofed in a mix of brick, weatherboard and Colorbond.

The two water tanks comprise one 10kL tank for firefighting and a 22.5kL tank for domestic supply. Both tanks are in the north-western corner of the lot, adjacent to the northern and western boundaries.

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

The subject site is zoned Low Density Residential under the Planning Scheme. The use is a Residential Use Class which is a no permit required use in this zone, if for a single dwelling and provided the application meets all the relevant acceptable solutions.

The proposal does not meet all relevant acceptable solutions for development standards. The applicant is applying for discretion under the following Clauses of the Planning Scheme:

- 10.4.3 Setback (P1, P2)

- 10.4.4 Site Coverage (P1)

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 9 Pages;
- Planning report x 8 Pages; and
- Proposal plans x 5 Pages.

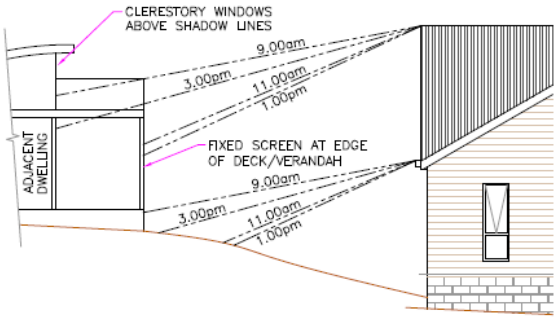
The period for representations closed on 31 March 2024. Four (4) representations were subsequently received from, or on behalf of, adjoining & adjacent landowners:

Representation	Address	Name
A	3 Azzure Vista	R J Archer
B	12 Azzure Vista	J Dalton
C	9 Azzure Vista	JDA Planning
D	9 Azzure Vista	C Hollis & K Titcombe
E	10 Azzure Vista	B & A Wilkinson

A map demonstrating the relationship between the subject site and property of each representor is shown in Figure 2.

Figure 2: Relationship between the subject site and representors

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.

Issues Raised:	Response:
Building height (Representations A, B, C & E) • While the proposed building height of 6.6m is within the 8m legal limit, it significantly exceeds the existing 4.5m heights of surrounding properties. • The height and pitch of the building 6.6m unbalances the aesthetics and general street scape of the adjacent buildings situated along the stretch of Azzure Vista/Port Road. • The height is excessive for a single dwelling and will directly impact the amenity of properties located behind 7 Azzure Vista.	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 discretions being exercised. The maximum permitted height in the Low Density Residential zone is 8.5m. The proposed dwelling has a maximum height of 6.6m and complies with Acceptable Solution A1 for Clause 10.4.2.
Proximity to southern boundary/9 Azzure Vista (Representations A, B, C, D) • The proposed dwelling appears to breach building regulations being less than 1 metre (0.95m) from the boundary to 9 Azzure Vista. It is a significant reduction from the required 5-metre setback under Clause 10.4.3 A2. • The southern boundary elevation of the building reaches a height of 6.6m at its gable, and its face extends a distance of 11.8m parallel to the southern boundary representing a structure of significant bulk and scale in the context of its proposed position and relationship to the adjoining property. • The proposed development will have a significant and unacceptable impact upon the private open space of the adjoining property at 9 Azzure Vista given the north facing orientation of this space. It significantly encroaches on the usable private open space, diminishing its usability and liveability. • The proposal will substantially reduce sunlight to north facing habitable rooms and outdoor areas at 9 Azzure Vista. The impact upon sunlight available to existing north facing rooms is significantly reduced, if the building is setback the required 5 metre distance.	Shading diagrams were submitted with the application. The diagrams are based on the 21st of June, the shortest day of the year i.e. worst case scenario and are shown below in Figures 3 – 6. The diagrams show that a limited amount of shade will be cast onto the northernmost section of the dwelling at 9 Azzure Vista during the late morning – afternoon. The north facing decks which form the private open space areas for the dwelling will only be affected during the late afternoon. Although some windows to the dwelling will be shaded throughout the day, the shading elevation in shown Figure 6 (copy below) demonstrates that solar access for the north facing highlight windows remains unobstructed, ensuring the combined kitchen/dining/living area has access to sunlight throughout the day.  The roof of the proposed dwelling is a gabled design with a peak of 6.6m sloping down to a wall height of 3m – 4m. The 11.8m width of the southern elevation occurs at a maximum height

	of 3.5m, not at the peak height of 6.6m and is of a similar width to the dwelling at 9 Azzure Vista. The southern elevation includes windows to non-habitable rooms only and will not result in overlooking of 9 Azzure Vista, which is used for visitor accommodation rather than residential use. It is not a primary place of residence and is occupied on a short term basis. According to the original plans submitted for the building at 9 Azzure Vista, the nominated private open space comprises two balconies adjoining the western elevation of the building, facing out to the beach and away from the subject site. Only one of these balconies will be shaded by the proposed development and only during the later afternoon. It is considered that while the proposed development result in some loss of amenity to 9 Azzure Vista, the potential loss is not unreasonable having regard to the factors identified under P2(a)-(e).
Proximity to northern boundary/3 Azzure Vista (**Representations A, B**) • The height of the building will appear oppressive when viewed from the bedrooms of 3 Azzure Vista. It is only 2.12m from the boundary and 1.35m from one of the bedrooms.	The portion of 3 Azzure Vista closest to the subject site contains two bedrooms containing windows which look out to 7 Azzure Vista. As demonstrated below in Figures 3 – 4, access to sunlight for these windows will not be affected by the proposed dwelling. The elevation facing 3 Azzure has an articulated design and does not present as a block wall. The area of 3 Azzure Vista between the dwelling on that site and 7 Azzure Vista contains a water tank and an area used for bin storage, it does not form part of the private open space for the site which consist of balconies facing out to the beach. The main bedroom for 3 Azzure Vista contains a glass sliding door onto one of these balconies which will not be affected by the dwelling. The other bedroom also contains a window facing east towards Azzure Vista which is unobstructed by the dwelling. The side setback of buildings addressed to Azzure Vista varies from 0m (10 & 12 Azzure Vista share a party wall) to approximately 2m – 3m for 1, 3 and 9 Azzure Vista. Outside of Azzure Vista and along Port Road many buildings, including 256 Port Road, the units at 260 Port Road, 262 Port Road and 264 Port Road are constructed within 1m of a side boundary.

Proximity to Port Road (Representation B, E) • The structure is not in keeping with the current streetscape as far as setback and the appearance when viewed from Port Road.	The dwelling is setback 2.5m from the boundary to Port Road. It is single storey, with an articulated design and does not present as a block wall to the street. 'Streetscape' refers to the visual quality of a street within 100m of each side boundary of a site. Within 100m of the subject site, properties at 257 Port Road, 259 Port Road, 9 Azzure Vista, 3 Azzure Vista and 1 Azzure Vista are all setback less than 8m from Port Road and have setbacks varying from 2.3m to 3.5m. The proximity of the dwelling to Port Road is consistent with adjacent properties on the higher side of the road.
Site coverage & streetscape (Representations A, C, D & E) • The size shape and orientation of the lot requires careful design to ensure that the impacts of building development upon the amenity of adjoining property is minimised. • The proposed dwelling virtually completely fills the block of land and is out of keeping with the general streetscape. • The positioning of surrounding buildings within the subdivision provide setbacks to side boundaries of between 2-3m and separation between buildings of 5 to 7m. This proposal is inconsistent with the established pattern. • Normal side setbacks are 5 metres, however in Boat Harbour Village, including houses on Azzure Vista, are around 2 to 3 metres. This property proposal is asking for 850mm & 1.7 metre setbacks which are excessive and unnecessary. • The proposal is out of character with existing housing development within the subdivision, where dwellings maintain more generous setbacks and balanced building heights.	The subject site has an area of 500m^2 and a maximum width of 22m. The size and shape of the block constrains the ability of the site to accommodate a dwelling within the permitted setbacks. The 3m wide drainage easement running along the eastern boundary of the subject site further constrains the area available for development. There is a uniformity of design present for established buildings in Azzure Vista, due to their original approval as short term accommodation on a single site. These buildings were converted to a strata development before later conversion to a mix of units and freehold titles. At the time, the subject site was subdivided off (under the *Waratah-Wynyard Interim Planning Scheme 2013*) the minimum permitted lot size was 500m^2 and it is now 1500m^2. Disregarding the requirements in place at the time the lot was created, the proposed development is considered to be consistent with the Boat Harbour Beach area. Site coverage on nearby properties at 260 Port Road (44%), 17 Fenton Crescent (57%) and 19 Fenton Crescent (55%) is comparable to that proposed for the site and buildings at 256 Port Road, 260 Port Road, 262 Port Road and 264 Port Road are all constructed within 1m of a side boundary.

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 connected and discharged into Council's stormwater drainage network in accordance with the *Urban Drainage Act 2013*.

(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.

Environmental Health

The following environmental health conditions were recommended.

(1) 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.

Note: 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*.

EXTERNAL REFERRALS

The application was referred to TasWater on 16 January 2025. A response was received advising that the development did not require a submission from TasWater.

PLANNING ASSESSMENT

The subject site is zoned Low Density Residential under the *Tasmanian Planning Scheme - Waratah-Wynyard*. The application is categorised as being within the Residential Use Class, a no permit required use in the zone, if for a single dwelling, and provided the application meets all the relevant acceptable solutions of the planning scheme.

The proposal does not meet all relevant acceptable solutions of the planning scheme and is therefore submitted as a discretionary application under s57 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 Low Density Residential zone is provided below.

10.4.3 Setback

A1	**P1**
Dwellings, excluding protrusions that extend not more than 0.9m into the frontage setback, must have a setback from a frontage not less than 8m.	The siting of a dwelling must be compatible with the streetscape and character of development existing on established properties in the area, having regard to: (a) the topography of the site; (b) the setbacks of surrounding buildings; (c) the height, bulk and form of existing and proposed buildings;

	(d) the appearance when viewed from roads and public open space adjacent to the site; and (e) the safety of road users.
Planning Comments: Complies The proposed dwelling has frontage onto Port Road but is accessed from Azzure Vista via an access strip. The dwelling is setback 2.5m from the boundary to Port Road and requires assessment against P1 for this Standard. The subject site has an area of 500m^2 and a maximum width of 22m. The size and shape of the block constrains the ability of the site to accommodate a dwelling within the permitted setbacks. The majority of sites in the surrounding area are similarly sized, with properties at 257 Port Road, 259 Port Road, 9 Azzure Vista, 3 Azzure Vista and 1 Azzure Vista are all setback less than 8m from Port Road and have setbacks varying from 2.3m to 3.5m. The proposed dwelling is single storey, with an articulated design and does not present as a block wall to the street. The proximity of the dwelling to Port Road is consistent with adjacent properties on the higher side of the road. Access to the site is from Azzure Vista; the proposal will not affect the safety of road users along Port Road. The siting of the dwelling in relation to Port Road is compatible with the streetscape and character of development in Boat Harbour Beach, which is dominated by dwellings built in close proximity to frontages. The proposal complies with P1 for this Standard.	
A2 Dwellings, excluding outbuildings with a building height of not more than 2.4m and protrusions that extend not more than 0.9m horizontally from the building, must have a setback from side and rear boundaries of not less than 5m.	**P2** The siting of a dwelling must not cause an unreasonable loss of amenity to adjoining properties, having regard to: (a) the topography of the site; (b) the size, shape and orientation of the site; (c) the setbacks of surrounding buildings; (d) the height, bulk and form of existing and proposed buildings; (e) the existing buildings and private open space areas on the site; (f) sunlight to private open space and windows of habitable rooms on adjoining properties; and (g) the character of development existing on established properties in the area.
Planning Comments: Complies The dwelling is setback 2.5m from the boundary to Port Road, 0.95m from the southern boundary, 1.35m from the northern boundary and 5.35m from the southern boundary. The two water tanks are located in the north-western corner of the lot, adjacent to the northern and western boundaries. Assessment against P2 is required for the proximity of the dwelling to the northern, eastern and southern boundaries and for the water tanks from the northern and eastern boundaries.	

Shading diagrams were submitted with the application. The diagrams are based on the 21st of June, the shortest day of the year i.e. worst case scenario and are shown below in Figures 3 – 6.

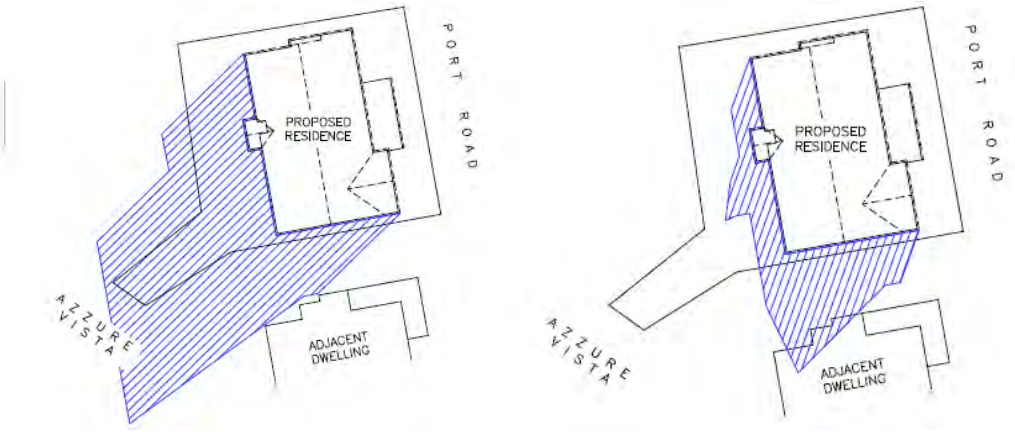


Figure 3: Shading Diagrams: 21st June 9:00am – 11:00am

Figure 4: Shading Diagrams: 21st June 1:00pm – 3:00pm

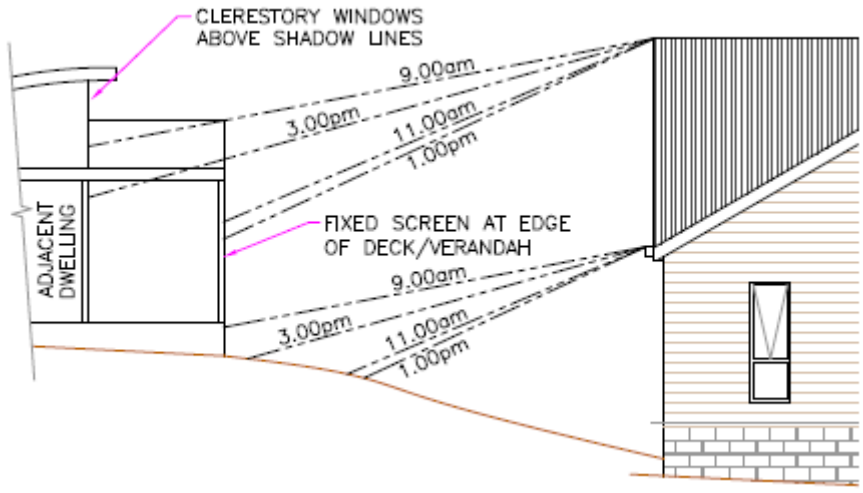


Figure 5: Shadow Lines to Northern Elevation of 9 Azzure Vista

As shown in the above figures, no shade will be cast onto the property to the north of the site, 3 Azzure Vista, and shade cast onto the vacant lot to the west will be confined to a small section of the lot with sufficient to locate a dwelling clear of any negative impact.

Regarding the dwelling to the south, 9 Azzure Vista, a limited amount of shade will be cast onto the northernmost section of the dwelling during the late morning – afternoon. However, the north facing highlight windows to the combined kitchen/dining/living area for 9 Azzure Vista will not be affected at any point by the proposed development. The north facing decks which form the private open space areas for the dwelling will only be affected during the late afternoon. The proposal will not unreasonably affect solar access to adjoining properties.

The subject site has an area of 500m^2 and a maximum width of 22m. The size and shape of the block constrains the ability of the site to accommodate a dwelling within the permitted setbacks. The 3m wide drainage easement running along the eastern boundary of the subject site further constrains the area available for development.

In assessing whether loss of amenity as a result of the reduced setback of the dwelling from side boundaries is unreasonable, the performance criteria requires consideration to be given to the character of development existing on established properties in the surrounding area. 'Surrounding area' is not defined under the planning scheme however the term 'streetscape' is. This refers to the following qualities within 100m of each side boundary of a site:

> *road width, street planting, characteristics and features, public utilities constructed within the road reserve, the setback of buildings and structures from the property boundaries, the quality, scale, bulk and design of buildings and structures fronting the road reserve*

An aerial view demonstrating 100m either side of the side boundaries for the subject site is shown in Figure 3 below.

Figure 6: Extent of streetscape for 7 Azzure Vista

There is a uniformity of design present for established buildings in Azzure Vista, due to their original approval as short term accommodation on a single site. These buildings were converted to a strata development before later conversion to a mix of units and freehold titles. Approximately half of the dwellings in Azzure Vista are a low bungalow design with the remainder two storey buildings with an approximate height of 7m. The side setback of these buildings varies

from 0m (10 & 12 Azzure Vista share a party wall) to approximately 2m – 3m for 1, 3 and 9 Azzure Vista. Outside of proposed addressed to Azzure Vista, many of the properties along Port Road, including 256 Port Road, the units at 260 Port Road, 262 Port Road and 264 Port Road, are constructed within 1m of a side boundary.

The dwelling is single storey and within the permitted height parameters for the zone. The roof is a gabled design with a peak of 6.6m sloping down to a wall height of 3m – 4m. Neither the northern nor southern elevations facing side boundaries present as a block wall and the pitch and design of the roof mitigates the bulk of the building when viewed from adjoining properties.

The southern elevation includes windows to non-habitable rooms only and will not affect privacy for 9 Azzure Vista, which already has privacy screens installed and is used for visitor accommodation rather than residential use. It is not a primary place of residence and is occupied on a short term basis. The northern elevation includes windows to habitable rooms however the main habitable space (kitchen/dining/living) for 3 Azzure Vista is to the north of that lot, away from the subject site.

Both the proposed dwelling and adjacent buildings are orientated towards Port Road and the beach, consistent with the pattern of surrounding development. The nominated private open spaces for both 3 and 9 Azzure Vista consist of balconies adjoining the western elevation of these buildings, facing out to the beach.

The water tanks proposed for the north-western corner are consistent with the setback of water tanks from side boundaries on other properties in Azzure Vista including numbers 3, 9, 10, 12.

It is considered that while the proposed development result in some loss of amenity to adjoining properties, the potential loss is not unreasonable having regard to the factors identified under P2(a)-(e).

10.4.4 Site Coverage

A1	**P1**
Dwellings must have a site coverage of not more than 30%.	The site coverage of dwellings must be consistent with that existing on established properties in the area, having regard to: (a) the topography of the site; (b) the capacity of the site to absorb runoff; (c) the size and shape of the site; (d) the existing buildings and any constraints imposed by existing development; (e) the provision for landscaping and private open space; (f) the need to remove vegetation; and (g) the site coverage of adjacent properties.

Planning Comments: Complies

The total area of roofed building proposed for the site is 238m^2 (including area of water tanks). Total site coverage is approximate 53% and requires assessment against P1 for this Standard.

The subject site has an area of 500m^2 and is the smallest lot in Azzure Vista. It also includes an access strip which must be excluded from the site area when calculating site coverage. the connections to TasWater's sewer infrastructure and Council's stormwater network. There is no reticulated water supply in Boat Harbour Beach. Stormwater runoff from roofed areas is to be

collected by two water tanks with overflow directed into Council's stormwater system. The proposed development retains sufficient space for outdoor living and recreation. No native vegetation removal is required as part of the application.

Although the area is zoned low density residential, Boat Harbour Beach is characterised by small parcels of land with relatively small areas of green space surrounding dwellings and associated infrastructure. Few of the established properties in the area have site coverage of 30% or less. The level of site coverage proposed is consistent with site coverage on adjacent properties at 260 Port Road (44%), 17 Fenton Crescent (57%) and 19 Fenton Crescent (55%).

The proposal complies with P1 for this Standard.

STATUTORY IMPLICATIONS

Land Use Planning and Approvals Act 1993

The Council is established as a Planning Authority by definition under Section 3(1) of the 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 five (5) representations were received during the exhibition period.

STRATEGIC IMPLICATIONS

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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

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

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 dwelling and two water tanks complies with either the acceptable solution or satisfies the performance criteria for all applicable standards of the Planning Scheme. The proposal is for a standard three bedroom house on a small block and is compatible with the streetscape given the density and scale of residential development found in Boat Harbour Beach. The level of impact on the amenity of adjoining properties as a result of the siting of proposed development is not considered to be unreasonable.

The application is considered to comply with the Low Density Residential zone provisions and applicable codes for the *Tasmanian Planning Scheme - Waratah-Wynyard*. It is therefore recommended that Council approve a planning permit for the proposed dwelling and two water tanks.

8.0 MATTER RAISED BY COUNCILLORS

8.1 RESPONSE(S) TO COUNCILLOR QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING

8.1.1 CR EDWARDS - SISTERS BEACH SPEED MITIGATION MEASURES

QUESTION

Cr Celisa Edwards asked if there had been any consideration been given to speed mitigation measures such as speed humps in the Sisters Beach residential area. Cr Edwards asked if a review could be considered

OFFICERS RESPONSE

This matter is included in a Motion carried at the March Council meeting to seek an 80kph speed limit and investigate traffic mitigation measures in the area and surrounds.

This will require a traffic impact assessment which is estimated at $30-40,000 and a report will be presented to Council when complete. Officers will provide recommendations to Council for consideration through the 25/26 budget process as new expenditure.

8.1.2 CR HYLAND - GONE NUTS PRESENTATION TO COUNCILLORS

QUESTION

Cr Kevin Hyland asked if the organisers of the Gone Nuts event could be contacted to make a presentation to Council.

OFFICERS RESPONSE

The event organisers have been contacted and scheduled for a workshop in May.

8.1.3 CR BRAMICH - FOXGLOVE MANAGEMENT

QUESTION

Cr Gary Bramich asked if there would be any funding available for Foxglove management.

The CEO noted that Council could ask for funding and took question on notice.

OFFICERS RESPONSE

Our Natural Resource Management officer will keep an eye out for appropriate grant funding.

8.1.4 CR EDWARDS - ACCESS RAMP BOAT HARBOUR BEACH

QUESTION

Cr Celisa Edwards noted that the access ramp near the Seekers Bar and Café had still not been cleared after several requests since October. She also noted that there had been a fall on the weekend and asked when the ramp would be cleared.

OFFICERS RESPONSE

Following a meeting on site on the 18th of March; the access ramp has now been cleared.

8.2 COUNCILLOR QUESTIONS RECEIVED IN WRITING

Nil received.

8.3 COUNCILLOR QUESTIONS WITHOUT NOTICE

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

9.0 NOTICE OF MOTION

9.1 MAYOR MARY DUNIAM - PLEDGE OF SUPPORT FOR THE "LIFT THE TONE" CAMPAIGN

Enclosures: 1. Key Messages for Lift the Tone Campaign

PROPOSED MOTION

That Council:

1. **Resolves to challenge the normalisation of abuse against elected members and officers and uphold exemplary standards of public and political debate in all it does; and**
2. **2. Further resolves to pledge support for the Local Government Association of Tasmania's Lift the Tone campaign. In supporting the pledge Council commits to:**
   a) **Promoting civility in public debate.**
   b) **Refraining from abusive language and behaviour online or in person.**
   c) **Encouraging others to engage respectfully**

BACKGROUND INFORMATION

Last year council introduced a "Dealing with Unreasonable Customers" policy in response to the increasing abuse directed towards elected representatives and council staff.

Our council and many others are experiencing increasing levels of toxicity in public and political discourse. While ensuring that everyone has a voice, including engaging in debate, is a vital part of democracy, when comments and actions shift from honest and respectful to abusive, they become harmful.

This intimidation of councillors, in person or otherwise, undermines democracy; preventing elected members from representing the communities they serve and deterring individuals from standing for election.

In late 2024 the Local Government Association of Tasmania (LGAT) conducted a survey of elected representatives to seek a better understanding of their experiences of bullying, harassment and intimidation.

The survey found that 78% of respondents had experienced abuse or intimidation from members of the community during the last two years. It was identified that the most common place for this to occur was social media (47%), followed by verbally in public (37%).

LGAT has now developed the Lift the Tone campaign, which aims to raise public awareness of this issue and reduce harassment and abuse directed towards elected representatives and council staff by encouraging constructive and solution-oriented public debate.

The key aim of this campaign is to promote civility in public debate, reduce instances of abuse and encourage respectful engagement in the community. The campaign will roll out across social media, digital platforms, and through Tasmanian councils with a communications materials provided for Council to utilise.

I seek your support for this campaign, and request that Council supports the motion.

OFFICERS COMMENT

Officers support the motion.

10.0 REPORTS OF OFFICERS AND COMMITTEES

10.1 QUARTERLY INFORMATION REPORT FOR COMMUNITY AND ENGAGEMENT

To:	Council
Reporting Officer:	Manager Community Activation
Responsible Manager:	Director Community Services
Report Date:	17 March 2025
File Reference:	001
Enclosures:	Nil

RECOMMENDATION

That Council notes the Quarterly Information Report for the Community and Engagement Department

PURPOSE

To provide statistical information and a quarterly update on the activities of the Community and Engagement Department. This report covers the following areas:

- Community Activation
- Tourism & Corporate Communications
- Wonders of Wynyard
- Warawyn Early Learning

BACKGROUND

The quarterly report is to provide an overview of statistical information on the activities of Council for each department.

Following a review of organisational reporting to ensure consistent and improved information sharing to Council, a quarterly information report is provided for each Directorate with a snapshot of activities undertaken.

DETAILS

This report contains statistical and anecdotal information of the activities, projects and programs being delivered within the Community and Engagement Directorate. The strategic context for these actions comes from a range of strategy documents including the Health and Wellbeing, Age Friendly Communities and Youth Plans, the Open Space Sport and Recreation Plan, Communications and Engagement Plan and Tourism Plan.

COMMUNITY ACTIVATION

RECREATION

Gone Nuts event – 1st March. Approximately 940 participants. 25% intrastate and a handful of international competitors. Council supported with advertising, vendors (food vans) and logistical support to navigate the changing environment at Boat Harbour.

Somerset Family Fun Fair – Somerset ANZAC park. Sold out tickets on many days.

Temporary change rooms – Council organising temporary changerooms for Langley Park as upgrades commence.

Wynyard Yacht Club – new boat shed flooring installed to increase safety for users.

Somerset Sporting Precinct – stakeholder discussions have begun.

PUBLIC ART

Local artisan, Philip Nicholas, had his bespoke wooden seats installed in two locations along the Coastal Pathway. Inspired by wooden trestle bridges, the two benches are a welcome and attractive addition for Coastal Pathway users.

Wooden trestle bench, Philip Nicholas

Christianne Goss created a unique piece of artwork for the Waratah-Wynyard community. Her bespoke ceramic seat features stories inspired by Wynyard's nautical environment. The ceramic masterpiece has become a feature of Wynyard's Coastal Pathway.

Ceramic bench, Christianne Goss

EVENTS

Australia Day – Council worked with community partners, including Wynyard Gymnastics and the Lions Club of Wynyard to deliver a family-friendly, free Australia Day celebration at Gutteridge Gardens. Australia Day Ambassador, Kim Smith, was on hand to honour Australia Day Award recipients, and welcome Waratah-Wynyard's newest citizens.

2025 Australia Day Award Winners with Mayor Mary Duniam

An International Women's Day Morning Tea was held at Council in March to honour and celebrate women from the Waratah-Wynyard community. Over fifty guests were present to hear some inspiring speeches.

Mayor Mary Duniam and Deputy Mayor Celisa Edwards are joined by Burnie Mayor Teeny Brumby and local woman Jemima Bourne for International Women's Day

Waratah Wood Chopping – Waratah came to life with the annual woodchopping carnival. In appreciation and acknowledgement of the classic event, Council presented the Waratah Axemen's Association with funds, along with offering other in-kind support to ensure the event was a magnificent success.

Cr Gary Bramich with the Waratah Axemen's Associations representative, Noel Fagan.

Harmony Day – 21st of March – First Council Harmony Week celebration held in the community. The event consisted of a twilight mini food market and entertainment from local music and dance groups. There was a collaborative community art piece, some cultural activities and the planting of a commemorative Harmony Tree in the community gardens. 7 Performances, 5 Stallholders, 5 Food Vendors. Launch of Pétanque Community Group through onsite event activity. Big hArt Community Collaborative Art piece.

Deputy Mayor Celisa Edwards pictured with Pétanque enthusiasts who will demonstrate the French sport of pétanque as part of Harmony Day celebrations

Gather & Glow – 4th of July – Date and location changed and confirmed. Project Scope Complete. Confirmation received from Insurance broker that the event can be covered.

Tulip Festival – 11th of October - Community-centred workshop complete for strategic direction of the Tulip Festival over the next 2-3 years. 15 attendees from all age groups and backgrounds. Positive and productive – over 150 insights shared. Next Step: Estimated budget and start working groups and conversations with key stakeholders in April

YOUTH

5th March 2025 – Waratah Wynyard Youth Leaders(WWYL) Clean up Australia Day. Two Youth leaders in attendance, 16 members of the public participated. Three bags of rubbish, including 340 cigarette butts collected!

Youth participating in Clean Up Australia activities

7th March 2025 - WWYL International Police Appreciation Day Creative Art Competition. 41 artwork entries, 14 poem entries. Four Youth Leaders judged creative artwork. Two Youth Leaders MC'd the International Police Appreciation Afternoon Tea. Six Police Officers attended the afternoon tea, with seven children in the municipality receiving recognition for their artwork/poems. 40 Attended the afternoon tea. A special highlight was the speech from Commissioner Donna Adams, delivered by Inspector Anthea Maingay, in recognition of one of the artworks created in her honour.

Tasmanian Police pictured alongside the art and poetry competition winners

10th April 2025 - Youth Week. Meetings with local youth agencies about Youth Week have been held. Waratah-Wynyard Youth leaders have also had a number of meetings to discuss Youth Week. Council Officer has attended the local High Schools for input into Youth Week activities. Youth Week Event organisation is ongoing.

HEALTH AND WELLBEING

As an outcome of the Health and Wellbeing Plan and the Accessibility Strategy, Council created and shared a number of social media assets to educate the community about the importance of keeping common spaces, such as pathways and driveway clear.

Cr Andrea Courtney was joined by special guests from Multicap to talk about the importance of accessible common pathways

In February Council held an accessibility-specific community conversation. This was an opportunity for people interested in accessibility to share their questions, concerns and insights with senior Council staff and Councillors.

In February and March, Mike Wall from The Social Planners connected with Waratah-Wynyard and Circular Head communities to ask questions and gather information that will help form the new Waratah-Wynyard and Circular Head Council Health and Wellbeing Plans. The Plans are being created now, based on this feedback, and will be enacted in the 2025/2026 financial year.

AGE-FRIENDLY COMMUNITIES

15th September 2025 - Dementia Action Week. Council Officers are working with Dementia Australia to host an event in the Waratah-Wynyard municipality.

In February Council presented the Wynyard Community Garden with funds to enable them to continue operating their fantastic community garden space in the heart of Wynyard. The community garden volunteers intend to use the funds to create a better storage room to store and protect their equipment. The Wynyard Community Garden has a thriving and active population of volunteers, encompassing many age ranges.

Cr Andrea Courtney with Wynyard Community Garden Members

Farm it Forward Tasmania received funds from Council to build two accessible garden beds in Somerset to enable people who are unable to bend down easily to be able to garden. There are plans underway to create a third bed that is specifically designed for wheelchair users.

Mayor Mary Duniam with Michelle Williamson and other Farm it Forward participants

RECONCILIATION ACTION PLAN (RAP)

As an outcome of the RAP, Local Land Training has been approved and booked for later this year.

The incorporation of an Acknowledgement of Country in staff signatures and on the council website is underway. Planning for a collaborative storybook event with Warawyn Childcare for Reconciliation Week has commenced. Recruitment and Procurement Resources have been reviewed and shared with HR by the RAP Circle. A Local Aboriginal Craft stall has been invited to participate in Council's Harmony Day event.

COMMUNITY ASSISTANCE

Community Group	Provisions	In-Kind Value
Emu Valley Rhododendron Garden	Bean Bags	$100
Wynyard Wildcatz	Bean Bags	$100
Tas Multisport Adventures Pty Ltd	Advertising	$1,000
Leven Pony Club	Chairs	$200
	Trestle Tables	
Wynyard Agricultural & Pastoral Society	Photocopying	$700
	Temporary Fencing	$1000
Wynyard Wildcatz	Pigtail fencing	$250
	Star pickets	
	Bunting	
	TOTAL	$2,350

USE OF FACILITY REQUESTS

22 casual bookings this quarter; 12 events, 3 birthday parties, 3 workshops, 2 school-related activities, 2 family gatherings.

SOCIAL RECOVERY

2nd February 2025 – DPAC Grant for Evacuation Centre resources successful $15,161.30 (inc GST)

3rd February 2025 – Dry lightning strikes affected West Coast – still impacting the area (power outages).

14th February 2025 - Waratah-Wynyard Council on standby to assist with Queenstown Evacuation Centre (did not eventuate).

5th March 2025 – Burnie Airport Emergency Exercise training – Council's role in the case of an airplane incident.

26th February 2025 - Recovery Partners Network meeting – discussing what GNO are available to assist during and after an emergency.

14th March 2025 – The Wonders of Wynyard (WOW) identified as a charging station for those affected by Power Outage from lightning storm on 12th March 2025. Charging supplies from Depot Evacuation Centre/ Recovery Centre supplied to WOW.

Ongoing meetings for Regional Evacuation Centres Guidelines

Deputy Mayor Celisa Edwards with the Wynyard Fire Department, helping Council spread the word about emergency preparedness

Warawyn EARLY YEARS

HOLIDAY PROGRAM

The Holiday Program provided children with opportunities for social interaction, fostering their growth together.

Children learned to negotiate with their peers during group activities and team challenges. They developed empathy, understanding, and respect for others. Through play, they learned to work in a team, resolve conflicts, and value diverse perspectives.

Children were encouraged to make choices, set goals, and take responsibility. The planned activities helped children take risks, use their imagination, and develop agency and self-direction.

The January holiday program catered to children aged 5-12 years and operated for 5 weeks over the December-January period, offering a range of fun activities within the local and broader community.

A key focus of this holiday program was on bush and water safety, family camping holidays, and regular visits to the beach.

Eric Smith from the Somerset Surf Life Saving Club visited the program, educating the children on water safety, swimming between the flags, raising their arm if they got into trouble, and basic first aid skills awareness.

Scott Smith also contributed by educating the children on snake safety during camping or bushwalking, using various reptiles for demonstration.

Additional activities included excursions to Tasmazia, Devonport Putt Putt Golf, and beach outings, providing a well-rounded and enjoyable experience for all participants.

CLEAN UP AUSTRALIA 2025

Educators and children gloved up and got involved in Clean up Australia day by picking up rubbish from around our service and local community.

Clean Up Australia celebrated 35 years of improving and conserving our environments, one piece of litter at a time!

It's hard to believe that what was started thirty-five years ago, by Ian Kiernan, AO, an "average Australian" who had a simple idea to make a difference in his own backyard has now become the nation's largest community-based environmental event.

HARMONY DAY

Our service celebrated with a variety of activities in our care environments, where we focused on embracing the uniqueness of our differences. For the children, this included discussing things like hair colour, eye colour, clothing, and much more. We also emphasized that diversity goes beyond just the physical.

We hosted a morning tea for our families, sharing fruit, cupcakes, and juice. It was wonderful to see everyone come together, especially dressed in orange to mark the occasion.

Warawyn Early Learning

	January	February	March
Total Number of children	927	1102	1057
Average per day	48.94	55.10	55.59

Wynyard OSHC

	January	February	March
Total number of children Before School Care	Closed	171	209
Average per day		8.55	11
Total Number of Children After School / Holiday care	537	594	616
Average per day	28.26	29.7	32.42

Boat Harbour OSHC

	January	February	March
Total Bookings	Closed	263	308
Average per day		14.88	16.26

Comment: Boat Harbour after school care closed due to school holidays. Returned 6th February 2025

TOURISM & CORPORATE COMMUNICATIONS

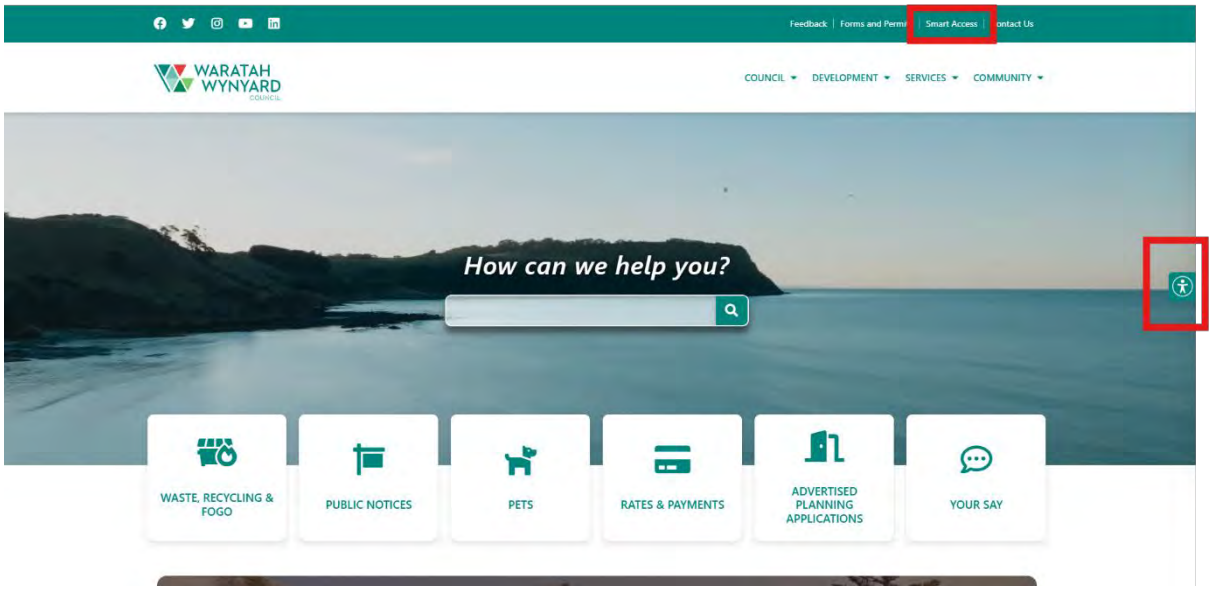
The Wonders of Wynyard Exhibition & Visitor Information Centre has developed and published a new and improved website in- house. The fresh modern look is aligned with branding associations to Waratah-Wynyard Council and with consideration of the broader Tasmanian visitor market. The site has WCAG (Web Content Accessibility Guidelines) compliance and improved accessibility for users. The readability and mobile responsiveness will be a welcome change for users who will overall find a more cohesive narrative about the award-winning visitor service attraction based in the Wynyard CBD.

The website has been developed with entirely new infrastructure that has the capacity to grow and evolve over the next 10 years alongside the Council operated attraction. The site will be regularly updated with exhibition programs, events and linked to key destination websites that support the ability for visitors to plan and book travel to the area.

Pictured: Car Collection website page view

Council's main website has also had an upgrade in accessibility features. The Council website has two new accessibility widgets that have increased usability for the community. The Smart access map of Wynyard will enable website users to navigate a map to plan a safe journey around our community. A targeted service for disabled people, older people or young families, the application lists specific information about public infrastructure such as ramps, parking and gradients to navigate.

The additional accessibility menu on the right hand side of the screen (which also features on the new WOW website) will enable users to access features that make information easier to view and understand, such as by allowing animations to pause or enhancing contrasts or making screen text appear larger on the page.



Pictured: Accessibility features on the website can be accessed via the navigation menu in the header and via the icon on the RH side of each webpage.

Pictured: Smart Access Map of Wynyard.

Top Performing Council Website Pages for this reporting period

Jan-25	**Feb-25**	**Mar-25**
Home Page	Home Page	Home Page
Caravanning and Camping	Advertised Permits	Advertised Permits
Advertised Permits	Caravanning and Camping	Caravanning and Camping
Contact us	Contact us	Contact us
Tulip Festival	jobs	jobs

Council has expanded its reach and communicated across the mediums of radio, digital and print media in this reporting period. For the first time, Council has undertaken print advertorial in the ***Western Echo Newspaper*** which has recently expanded reach across the NW Coast and on to the Spirit of Tasmania in April 2025. This traditional media will have regional reach and tap into the visitor market, supporting collaborative tourism initiatives with Circular Head, as well as meet community needs. Council is noting trends with engagement in digital platforms that are valuable for supporting the strategic direction of our municipality, promoting liveability and positive economic and social outcomes.

All platforms that Council engage with show different patterns and behaviours.

One common variable over all platforms is there is more positive engagement in a narrative that is collaborative, whether that is community, tourism or political, and there is less engagement for administrative posts.

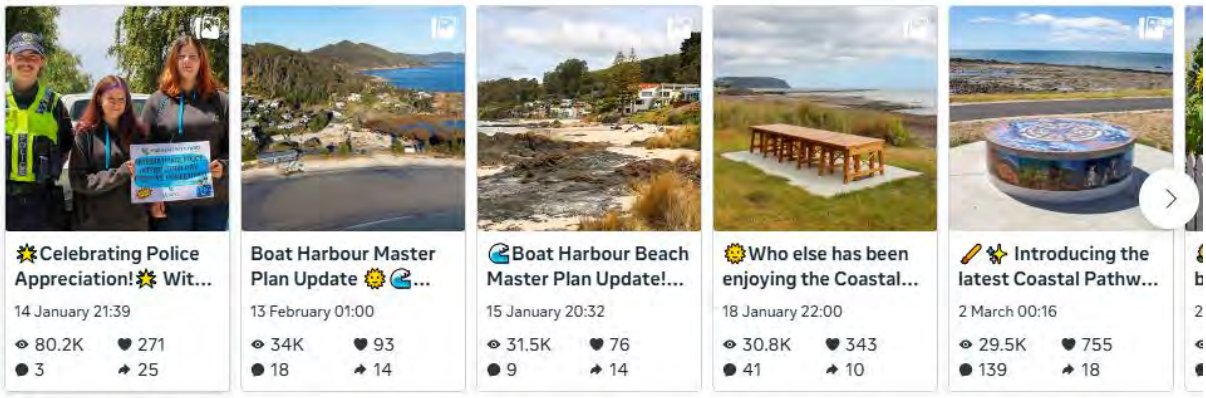
QUICK OVERVIEW OF FACEBOOK (3RD QUARTER JAN – MARCH)

**Community Focused Audience*

Quick Stats

- 11.1% **increase** in our views (from last quarter)
- 18.8% **increase** in reach (from last quarter)
- 137% **increase** in link clicks (from last quarter)

HIGHEST PERFORMING CONTENT



THINGS TO NOTE:

- Boat Harbour Beach Master Plan has been well received by community. Minimal negative feedback.
    - Community stakeholders (Boat Harbour Beach Master Plan and Seeker's café) have been very collaborative with Council on social media platforms which is believed to heavily influence the community's positive response.
- Tas Police re-shared the Youth appreciation day post on their Facebook. (272,000 followers)
- Town beautifying stories continue to perform well, including coastal pathway art chairs (focused on the artists) and depot team workers.

The top posts reflect the need for 'community focused' stories that collaborate and/or feature 'real people'.

The lowest performing posts continue to be administration posts – rate reminders, event reminders, Special days (e.g./ Scleroderma Aus Day) and Public Holiday hours.

Audience

- Continues to grow steadily, **3% growth.** (from last quarter)
- No major change in sex or location of following (female and local suburbs)

QUICK OVERVIEW OF INSTAGRAM (3RD QUARTER JAN – MARCH)

**Tourism Focused Audience*

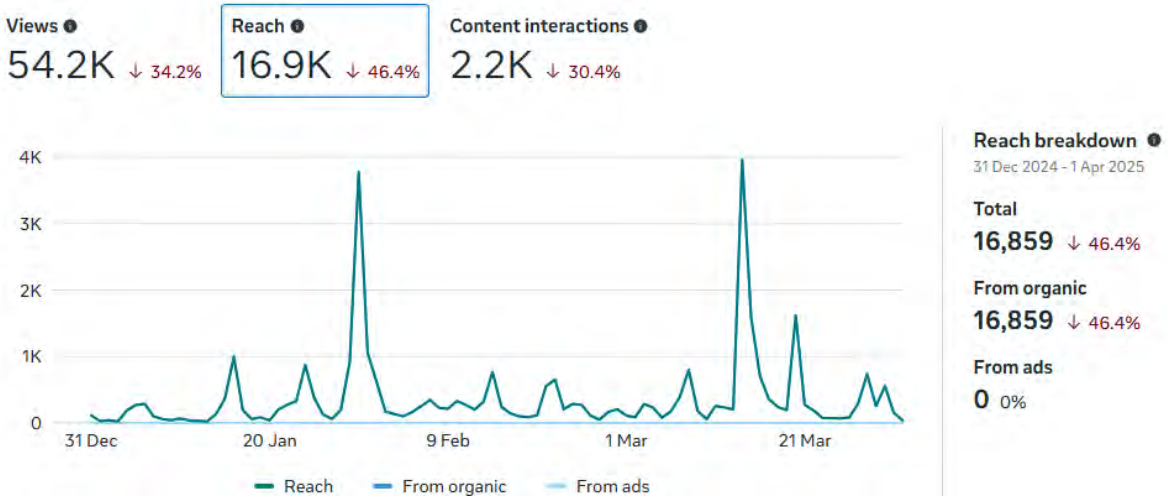
Quick Stats compared to last quarter.

- 34% **decrease** in views
- 46% **decrease** in reach
- 45% **decrease** in profile visits

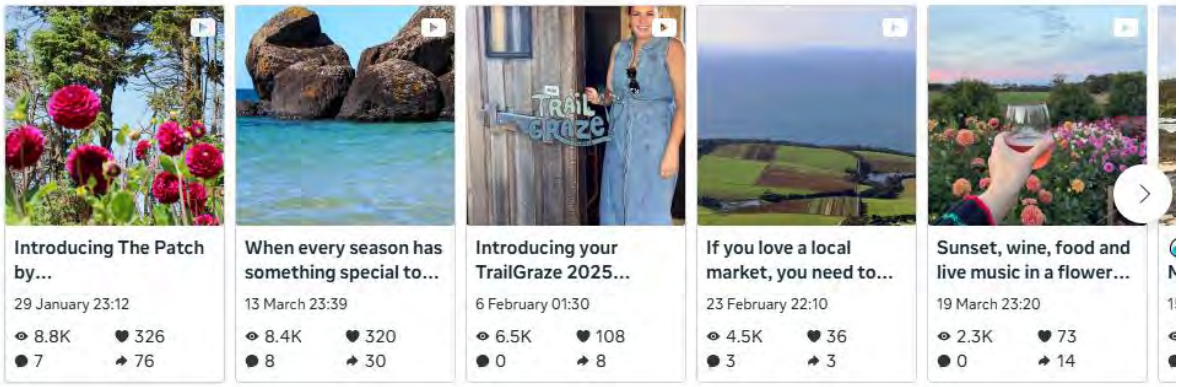
However, compared to last year:

- 250% **increase** in reach

- 100% **increase** in interactions
- **We continued to grow; however, Tulip Festival/Spring and Xmas period is our peak. We are heading into the shoulder and off season, autumn and winter*.



HIGHEST PERFORMING CONTENT



THINGS TO NOTE:

- Destination reels are the **top performing post**
- **Collaborations** include, The Patch, Tasting Trails, The Foreshore Market, Alchymia and Visit Northwest Tasmania
    - *Note, Council has connected with **Tasting Trails at the media launch** which has established a relationship that is forecasted to flow and benefit Tulip Festival*
    - *Many regional producers positively recognise our Council with Tulip Festival and eager to connect and work together.*
- **High engagement and** support from other tourism outlets, including **Discover Tasmania**
- **Lowest performing** posts were Council related post, including Pause Places, Harmony Day, Depot work, Australia Day

Audience

- In just the last month, we have had **108% increase** in followers
- Our reach is made up **of 57% non-followers**
- In just the last month, our **top reaching audience is:**
  - Melbourne & Sydney, followed by Wynyard & Brisbane
  - Our actual **followers remain locals** – Wynyard, Burnie etc

QUICK OVERVIEW OF LINKEDIN (3RD QUARTER JAN – MARCH)

**B2B (Business 2 Business) Focused Audience*

Quick Stats

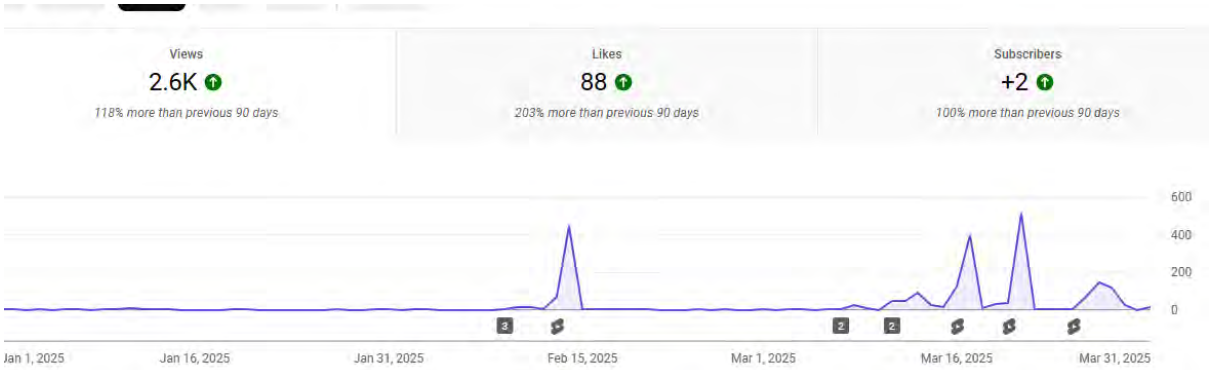
- 14.4% **decrease** in page impressions
- 63% **increase** in comments
- 4**% following growth** in last month
- **Highest follower** audience is Hobart, followed by neighbouring areas (Launceston, Burnie + Devonport)
- **Highest visitor** audience is Sydney, followed by Brisbane and Melbourne

Highest Performing Content

- CEO related posts
- Boat Harbour Beach Master Plan
- Staff, Politician or business-related posts
- **Lowest performing** post are the community focused stories.

QUICK OVERVIEW OF YOUTUBE (3RD QUARTER JAN – MARCH)

**Maintaining a presence – YouTube the 2nd most used search engine*



Highest Performing Posts

Total	**88**	**7,348**	**2,552**	
0:19 Sunsets and flower farms in Tasmania's Northwest! 🍷...	31	35.2%	243	527	20.7%
0:22 Every season is magical in Tasmania! Which is your fav...	23	26.1%	209	529	20.7%
0:16 Places to visit on the North-West of Tasmania! #shorts...	17	19.3%	375	551	21.6%
0:36 Meet Amy from Amy's Kusina! A local business in nort...	3	3.4%	126	357	14.0%
0:47 Harmony Day 2025 is coming up! Celebrate with us at ...	3	3.4%	1,494	167	6.5%

- *All Tourism and Harmony Day related*

Things to note:

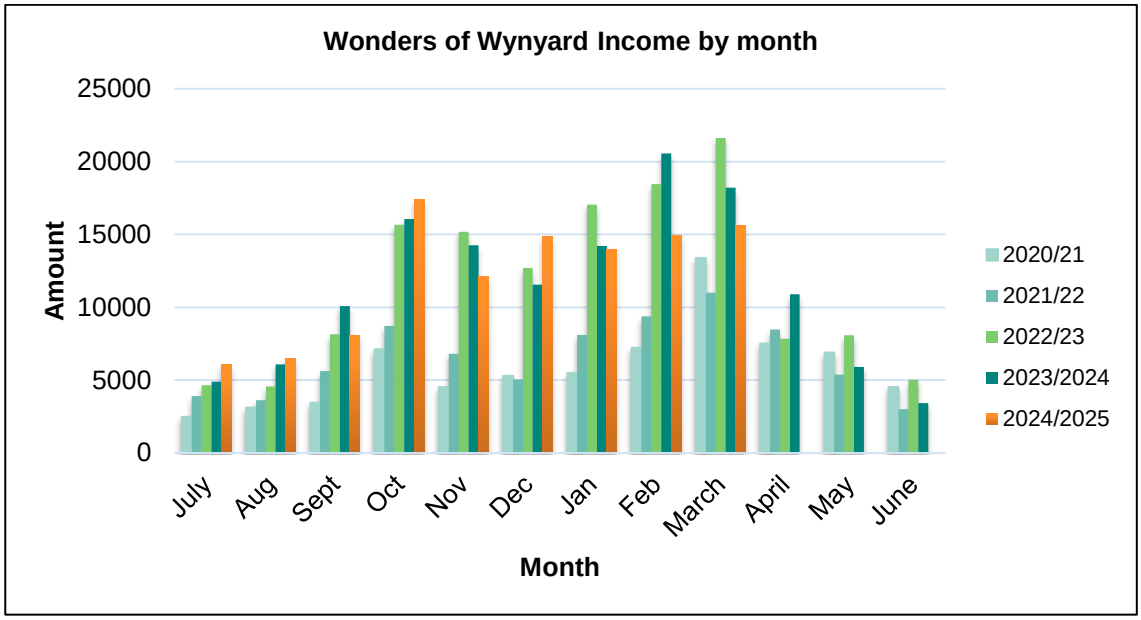
- 'Shorts' are the **highest stream** of viewers (*the algorithm is like TikTok for reference*)
- Our account was found through people searching 'Harmony Day', 'Harmony Day 2025' and 'Tasmania'
    - *This relates back to YouTube having strong search engine capabilities*

WONDERS OF WYNYARD EXHIBITION & VISITOR INFORMATION CENTRE

- **Visitor Numbers**: lower than usual for this period, primarily due to the absence of cruise ship visitors.
- **Overall Spending**: despite lower foot traffic, total revenue is notably higher, indicating strong per-visitor spending.

- **Merchandise Sales**: The second-highest revenue month for merchandise this financial year, following October 2024 record.

- **Car Collection**: Car Collection visitor numbers are down overall but remain steady and on par with 2024 Spring visitation.

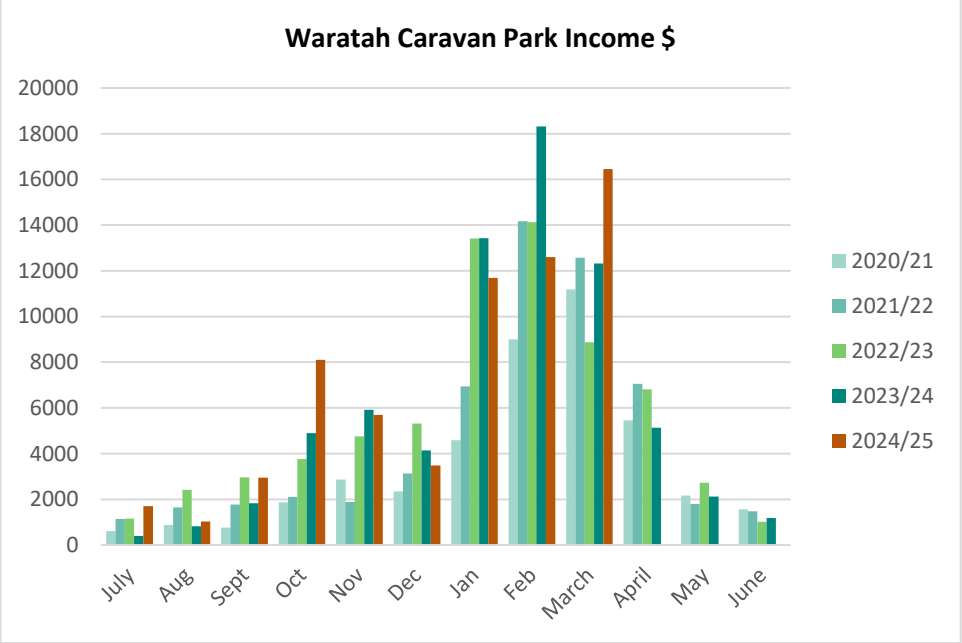


WARATAH CAMPGROUND

- **Revenue Performance**: Achieved the second-highest revenue in its history in March 2025, reflecting strong visitor demand. 30% increase from this time last year.

- **Bushfire Impact –** the road to Corinna and the National Park at Cradle Mtn were closed for a significant part of the Summer which saw a decrease in numbers over Jan/ Feb 2025 but still steady visitation.

- **Growth Trends**: Continued positive momentum in campground usage, reinforcing its appeal as a visitor destination.



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
3.2 We listen and engage with our community in decision making.
Our Priorities
3.5.1 Build community capacity through services and programs that strengthen, support and care for our community.

GOAL 4: Community Recreation and Wellbeing
Desired Outcomes
4.2 Our community values, encourages and supports physical, social and cultural activities.
Our Priorities
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:**
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.

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.
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.

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

The Community and Engagement Department delivers a wide range of activities that directly impact the health and well-being of the community. This report provides an overview of a selection of those activities. It is recommended that the report be noted.

10.2 ANNUAL PLAN PROGRESS REPORT - 1 JULY 2024 TO 31 MARCH 2025

To:	Council
Reporting Officer:	Information Management Officer
Responsible Manager:	Director Governance and Information Systems
Report Date:	2 April 2025
File Reference:	Corporate Management - Planning
Enclosures:	1. Annual Plan Actions Progress Report to end March 2025

RECOMMENDATION

That Council notes the 2024/25 Annual Plan Progress Report for the period 01 July 2024 to 31 March 2025.

PURPOSE

This report is provided as an update on the Annual Plan actions to 31 March 2025.

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

BACKGROUND

The Annual Plan and Budget Estimates is developed by Council each year, outlining key activities and initiatives for the year.

The Council adopted the 2024/25 Annual Plan and Budget Estimates on 17 June 2024.

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

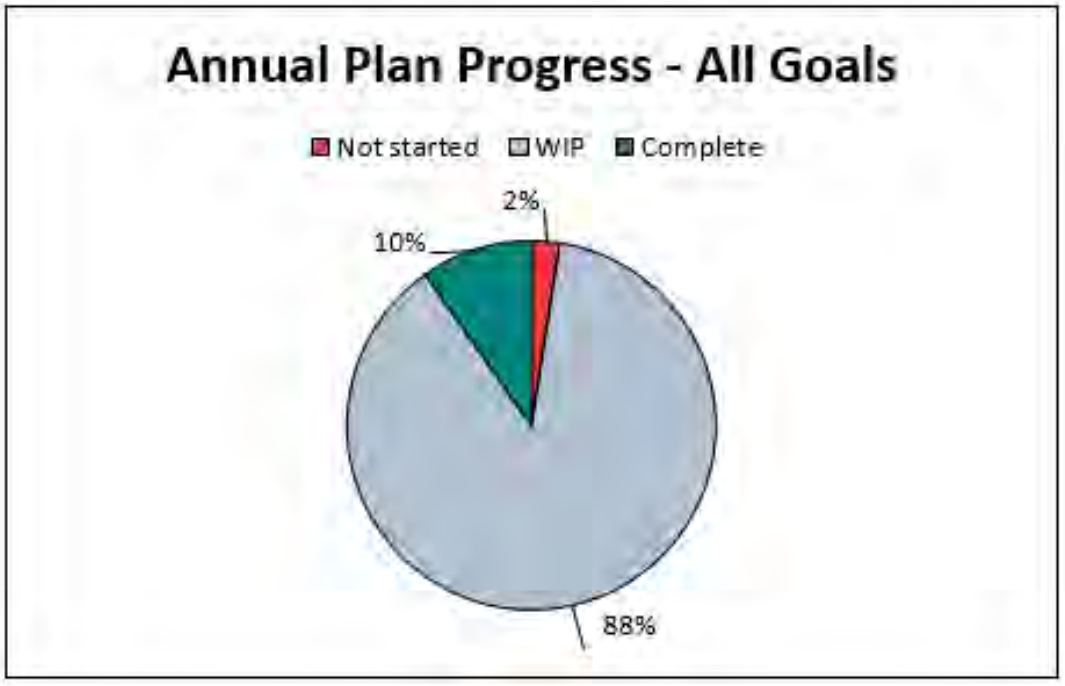
The activities and initiatives included in the Annual Plan and Budget Estimates contribute to achieving the strategic objectives specified in the Strategic Plan.

DETAILS

The attached report provides a progress report of actions against Council's 2024/25 Annual Plan.

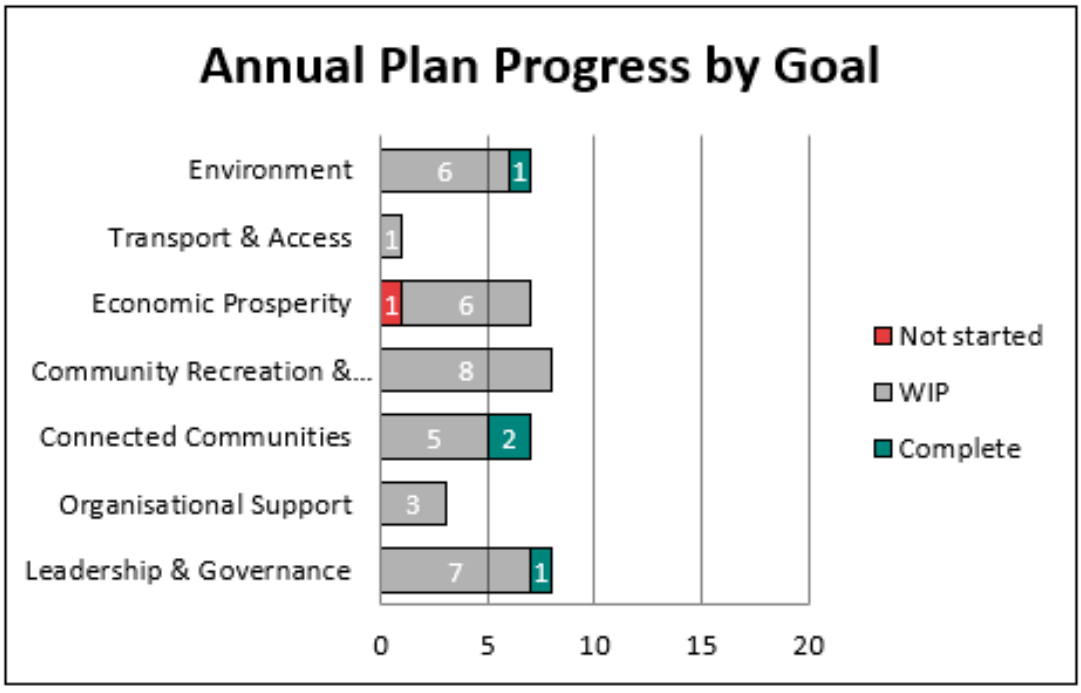
As of 31 March 2025, 4 actions have been completed (10%), 36 actions are in progress (88%) and 1 action has not started (2%).

41 actions were adopted in the Annual Plan and Budget. The below graphs present overall progress to date.



- 4 actions are completed
- 22 actions at least 90% of monthly target
- 1 action is between 70% – 90% complete
- 13 actions are less than 70% complete
- 1 action has not started

The following graph outlines progress against each of Council's strategic goals:



Outstanding Actions Progress 2023/24:

Status on actions which remain uncompleted from the 2023/24 financial year, is provided below -

Action	Progress
Frederick Street Sports Complex Master Plan (4.3.1.1)	Final draft version complete and circulated to the Frederick Street Reserve Working Group for feedback. The next steps include a desk top costing of the project before going to Councillors and Community.
Workforce Development Plan (2.6.1.1)	Work is continuing on the plan; the survey was very successful with a number of participants giving great insights into what is needed into the future, these responses are being put in the plan.
Stormwater modelling for urban catchments (7.3.3.1)	Consultant services being procured to complete.
Review of Waratah Services (1.2.1.1)	Was carried forward to progress in 2024/25 with completion expected June 2025. A comprehensive municipality-wide asset review and analysis will be conducted and presented to Council for evaluation and guidance on the next steps.
Electric car charging stations (5.1.2.1)	Was carried forward to progress in 2024/25. Council endorsed decision to delay introduction of charging infrastructure and reassess upon completion of Council's parking review.
Penguin viewing experiences (7.3.2.1)	Was carried forward to progress in 2024/25. An allocation has been identified in the 2025/26 budget to support the necessary reports and concept designs for the Doctors Rocks area.
Big Creek Flood Mitigation Works (5.4.2.1)	Investigation into alternative design options is being undertaken to provide a more effect flood mitigation outcome. All effected residents have been consulted and now a multi-criteria assessment will be conducted to determine the preferred option

STATUTORY IMPLICATIONS

Statutory Requirements

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

71. Annual plan

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

(2) An annual plan is to –

(a) be consistent with the strategic plan; and

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

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

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

The plan is consistent with the Waratah-Wynyard Corporate Strategic Plan 2017/27 and the Sustainable Murchison Community Plan 2040.

Council Strategy or Plan	Date Adopted:
Annual Plan and Budget Estimates 2024/25	17 June 2024

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

Council provides quarterly reports as part of the Council meeting process to ensure Councillors and the public can see progress against annual plan actions.

CONCLUSION

That Council notes the 2024/25 Annual Plan Action Report for the period 1 July 2024 to 31 March 2025.

10.3 ELECTORAL SIGNAGE POLICY

To:	Council
Reporting Officer:	Governance Officer
Responsible Manager:	Director Governance and Information Systems
Report Date:	28 March 2025
File Reference:	Policies
Enclosures:	1. Electoral Signage Policy

RECOMMENDATION

That Council adopts the new Electoral Signage Policy with immediate effect.

PURPOSE

To implement a new policy to ensure that any form of electoral campaign signage and advertising on Council owned or managed land and buildings is prohibited to enable Council to retain its apolitical status.

BACKGROUND

An electoral signage policy has not previously been in place for the Waratah-Wynyard Council. This new policy has been developed in line with other Council's policies while also considering the relevant planning schemes, the Local Government Act 1993 and the Land Use Planning and Approvals Act 1993.

DETAILS

While prohibiting electoral signage on Council owned, controlled and managed land and buildings, the policy also sets out guidelines for electoral signage during an election campaign period in other areas within the Waratah-Wynyard Municipality.

As stated in the policy all signage must comply with the Tasmanian Planning Scheme State Planning Provisions and Waratah-Wynyard Council Planning Scheme 2023.

It also sets out the steps that will be taken should electoral signage be incorrectly placed on Council owned, controlled or managed land or buildings.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL
Desired Outcomes
1.4 We cherish fairness, trust and honesty in our conduct and dealings with all.
Our Priorities
1.5.2 Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Strong communities and social capital	**Enduring community capital** – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
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

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

CONSULTATION PROCESS

The policy has been through a Senior Leadership Group review and has been authorised for Council endorsement.

CONCLUSION

That Council adopts the new Electoral Signage Policy with immediate effect.

10.4 CONTRACT 833 - PROVISION OF BRIDGE ASSET MANAGEMENT SERVICES

To:	Council
Reporting Officer:	Manager Engineering Services
Responsible Manager:	Director Infrastructure and Development Services
Report Date:	2 April 2025
File Reference:	0401
Enclosures:	1. Contract #833 - Tender Evaluation Cover Page - Confidential

RECOMMENDATION

That Council Award contract 833, Provision of Bridge Asset Management Service to AusSpan.

PURPOSE

To determine Council's position in relation to tender submissions received for contract 833 the Provision of Bridge Asset Management Services.

BACKGROUND

The provision of bridge asset management services is an essential service to ensure the safety and functionality of the bridge stocks within the Waratah-Wynyard municipality. This service involves bi-annual level 2 inspection of Councils entire bridge stock, including large culverts and pedestrian bridges, and the provision of reports to Council outlining the condition of the bridges, any substantial changes and a list of recommended maintenance and replacement works. Supplementary to this, tenderers have also provided call out rates for inspection of bridges following exceptional events such as flood, fire and vehicle impact. A continual and maintained bridge inspection program is critical to ensure the safety and functionality of bridges and is to be undertaken by an external contract provider, owing to the expense of specialist equipment and skills required, the duration over which the works are to be undertaken and the forecast works scheduling of internal staff.

The term of contract #833, Provision of Bridge Asset Management Services is a five (5) year contract, expiring on 30 June 2030, with an option to extend the contract for a further three (3) years based on performance.

A call for tenders for provision of these works was published in the Advocate Newspaper and on the Tenderlink website on Saturday 25 January 2025.

DETAILS

The current contract (#744) for the Provision of Bridge Asset Management Service is due to expire on 30 June 2025. Award of contract 833 and commencement of this contract will begin from 1 July 2025.

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

To investigate potential cost savings, tenderers were invited to provide Council with three options as part of their tender submission;

• Waratah-Wynyard Council Bridge Asset Management Services

• Circular Head Council Bridge Asset Management Services Waratah-Wynyard Council

• Waratah-Wynyard Council and Circular Head Council Combined Bridge Asset Management Services

At the close of tenders on 13 March 2025, twenty three (23) prospective tenderers had accessed the tender documents via Tenderlink and five (5) prospective tenderers submitted tenders for the works. Tender submissions were received from;

- AusSpan
- Agile and Adler
- Bridge Inspection Engineers
- JJ Ryan
- SICC Services

In assessing tender submissions received it has been determined that no tenderer offered any cost saving or benefit by undertaking a joint contract with the Circular Head Council. Accordingly combined tender submissions were not assessed against the weighted key selection criteria and each Council will enter into individual terms of contract for the provision of Bridge Asset Management Services.

Each tender submission received for the Provision of Bridge Asset Management Services was deemed as conforming with the requirements and specifications noted in the tender documents and has been evaluated against a weighted key selection criterion by a selected tender review committee. This weighted key selection criteria comprised the following elements;

• Criteria A (40% weighting) – Total Tender Sum;

• Criteria B (15% weighting) – Project understanding including quality and completeness of submission;

• Criteria C (15% weighting) – Capacity and resource, materials, plant and equipment to complete the works including financial viability;

• Criteria D (20% weighting) – Capability and relevant experience of personnel and management;

• Criteria E (10% weighting) – Quality management systems, including WHS, risk & environmental.

The completed tender assessment documents have been provided to Councillors as a confidential attachment. The lowest cost tender submission received was from AusSpan. AusSpan has been undertaking Bridge Asset Management services on behalf of Council for over ten years and have performed this function to a commendable level. AusSpan has a high level of familiarity with Council's entire bridge stock, current maintenance regime, replacement program and format for presentation of Bridge Asset Management reports. In considering all other matters associated with the project and tender submission it is recommended that AusSpan be awarded the contract.

STATUTORY IMPLICATIONS

Statutory Requirements

Establishing and maintaining an accurate Bridge Asset Management register strongly supports the requirements of the Local Government Act 1993, Division 2, Section 7(B) – Longterm strategic asset management plans

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 6: Transport and Access
Desired Outcomes
1.2 We maintain and manage our assets sustainably.
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

In awarding this contract, to the lowest cost tender submission, an increase of $22,938 per annum is forecast for annual bridge inspections.

RISK IMPLICATIONS

There is a significant public safety and financial security risk should Council not proceed with the engagement of specialist services to undertake regular inspections of its bridge assets.

CONSULTATION PROCESS

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

CONCLUSION

The tender submission by AusSpan for the Provision of Bridge Asset Management Services is considered the best option available to Council, in taking into consideration all aspects of the tender submission. It is recommended that contract #833 be awarded accordingly.

10.5 AUDITOR-GENERAL REPORT ON THE FINANCIAL STATEMENTS OF STATE ENTITIES

To:	Council
Reporting Officer:	Manager Financial Services
Responsible Manager:	Chief Executive Officer
Report Date:	4 April 2025
File Reference:	Financial Management - Audit - Audit Reports
Enclosures:	1. Auditor Generals Report on the financial statements of State Entities - Volume 3 Local Government

RECOMMENDATION

That Council notes the Auditor General's Report on the Financial Statements of State Entities – Volume 3 Local Government tabled in Parliament on 12 March 2025.

PURPOSE

The report is to inform Council of the findings of the Auditor-General on the performance of local government for the year ended 30 June 2023.

BACKGROUND

The Auditor-General is responsible for the audit of financial statements for all Tasmanian State entities including Councils.

Following the audits each year, the Auditor General prepares a report to Parliament providing financial analysis on the performance of the local government sector. The Auditor General tabled his report to Parliament on 12 March 2025.

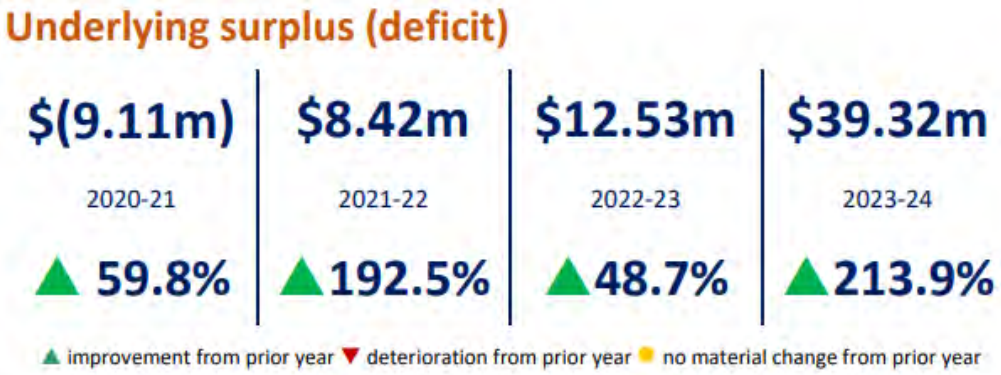
DETAILS

The report contains a financial analysis of the 29 Tasmanian Councils, extracts from the report and additional commentary are provided for the information of Councillors. The full report is **attached**.

Underlying operating results

The underlying result is an important measure of financial sustainability. Councils seek to achieve equity across generations by ensuring that rates are set at a level that ensures each generation pays its way with respect to recurrent expenses being met from recurrent revenue (the full cost of the service it consumes.).

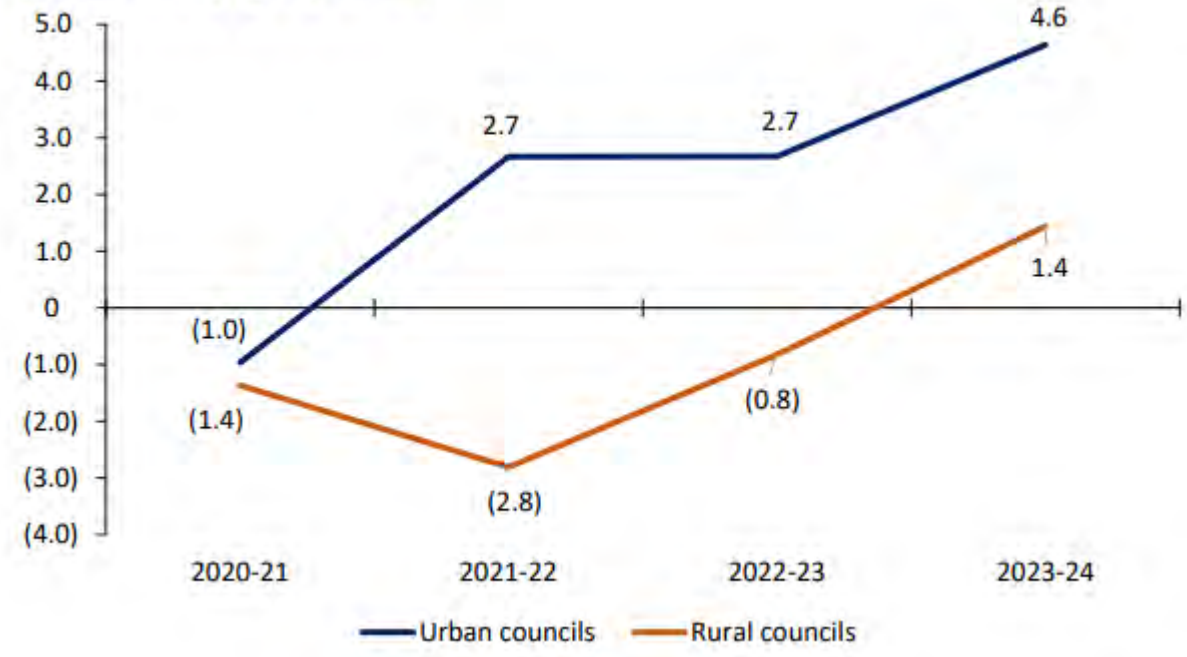
Overall, the financial performance of local government councils for 2023-24 improved, with the sector returning an underlying surplus of $39.320m in the 2023-24 financial year compared with $12.530m surplus in 2022-23.



While the sector as a whole has returned a surplus, the results for urban and rural Councils is vastly different, with Urban Councils having a collective surplus of $33.546m compared to Rural Councils who had a collective surplus of $5.774m in 2023-24. This is the first-year post Covid that rural Councils have collectively returned a surplus, with collective deficits recorded in the 2020-21 to 2022-23 period.

8 out of 10 urban based Councils had a surplus position in 2023-24 compared with only 11 out of 19 rural based Councils. It is pleasing that Waratah Wynyard was one of the 11 rural Council's to have a surplus in 2023-24 and one of only 6 of 29 Council's to record a surplus in all of the past four years.

Figure 2: Underlying surplus ratio



Waratah-Wynyard Council maintains a Financial Management Strategy which underpins Council's long-term financial sustainability. This planning process has been critical in navigating the financial challenges being experienced by the sector for this Council.

Waratah Wynyard 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. Councils operating position has also improved in recent years and is sustainable with its recurrent expenses able to be fully met by its recurrent revenue streams.

Capital Works Spending

The report shows capital expenditure for rural councils increased over the last 4 years, but the level of capital budget underspending reduced, decreasing from $124.663m in 2022-23 to $86.528m in 2023-24.

Waratah-Wynyard Council	(1,745)	893	395	(5,459)

Waratah-Wynyard Council	▼	84.6%	108.9%	103.5%	72.5%

On average the sector spent 81.0% of its budgeted capital expenditure in 2023-24, compared to a 72.5% spend of budgeted works for Waratah Wynyard. Over the 4-year period from 2021-2024, Waratah-Wynyard spent on average 92.4% of its capital program budget.

Waratah Wynyard Council has experienced resourcing pressures and has also experienced delays in some key projects which are proving to take more than 12 months from planning through to completion (for example the shared coastal pathway and the boat harbour beach masterplan).

In 2023 Council reviewed its capital budgeting process and has moved to budget for large projects in a staged approach, recognising that many large capital works projects take a number of years to plan, gain approval and construct. It is hoped that this approach will mean that Council will be able to deliver a higher percentage of capital works which are budgeted for in future years and will mean that less capital works budgets are required to be carried forward.

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
1.5.1 Build our knowledge base to apply in decision-making processes.

Sustainable Murchison Community Plan 2040

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

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

Overall, the financial performance of local government councils for 2022-23 was improved with urban Councils being in a more financial sustainable position than rural Councils, with many Rural Council's facing a number of years of deficit operating positions.

The report shows capital expenditure for rural councils increased over the last 4 years however there is still a gap between budgeted capital expenditure and actual expenditure. Council has taken a number of steps to try and address this issue in the way it budgets for large multi-year capital works projects.

It is recommended that Council notes the Auditor General's Report on the Financial Statements of State Entities.

10.6 FINANCIAL REPORT FOR THE PERIOD ENDED 31 MARCH 2025

To:	Council
Reporting Officer:	Accountant
Responsible Manager:	Director Financial Services
Report Date:	1 April 2025
File Reference:	Financial Management - Reporting - Council
Enclosures:	1. Project Progress Report - March

RECOMMENDATION

That Council notes the Financial Report for the period ended 31 March 2025

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
- Project Progress Report (attached)

DETAILS

Council is currently tracking well against budget with a forecast favourable variance to budget of $165k. 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 2025-2035	Adopted November 2024

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

All details are included in the attached reports.

Income Statement

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

Income Statement as at 31 March 2025

	YTD Actual	YTD Budget	%	YTD Variance	Budget	Forecast	Forecast Variance	
Recurrent Income								
Rate Revenue	14,946,052	13,974,520	7%	971,532	14,838,314	14,945,976	107,662	1
User Charges	2,549,140	2,606,783	-2%	(57,643)	3,419,312	3,501,657	82,345	2
Reimbursements/Contributions	447,200	575,159	-22%	(127,959)	805,622	844,219	38,597	3
Grants and Subsidies	565,029	3,091,782	-82%	(2,526,753)	4,133,146	4,437,054	303,908	4
Interest	543,998	504,540	8%	39,458	673,000	673,000	-	
Distributions from Water Corporation	421,500	421,500	0%	-	674,400	674,400	-	
Total Recurrent Income	**19,472,919**	**21,174,284**	**-8%**	**(1,701,365)**	**24,543,794**	**25,076,306**	**532,512**	
Recurrent Expenditure								
Employee Costs	6,708,178	6,685,435	0%	(22,743)	9,659,746	9,626,525	33,221	4
State Levies	437,010	656,958	33%	219,948	849,748	863,347	(13,599)	
Remissions & Discounts	380,897	354,930	-7%	(25,967)	370,886	390,106	(19,220)	
Materials & Contracts	5,667,968	5,202,041	-9%	(465,927)	6,483,548	6,849,295	(365,747)	5
Depreciation	4,458,584	4,456,431	0%	(2,153)	5,944,300	5,944,300	-	
(Gain)/Loss on Disposal	(1,664)	-	0%	1,664	31,702	31,702	-	
Borrowing Costs	23,926	23,306	-3%	(620)	46,611	46,611	-	
Other Expenses	220,909	243,323	9%	22,414	316,340	318,340	(2,000)	
Total Recurrent Expenditure	**17,895,809**	**17,622,424**	**-2%**	**(273,385)**	**23,702,881**	**24,070,226**	(367,345)	
Surplus/(Deficit)	**1,577,111**	**3,551,860**	**-56%**	**(1,974,749)**	**840,907**	**1,006,078**	**165,171**	
Capital Items								
Capital Grants/Contributions	4,305,490	2,146,775	101%	2,158,715	6,786,001	9,863,881	3,077,880	
Derecognition of Assets	-	-	0%	-	-	-	-	
Asset Recognition	-	-	0%	-	-	-	-	
Comprehensive Surplus/(Deficit)	**5,882,601**	**5,698,635**	**3%**	**183,966**	**7,626,908**	**10,869,959**	**3,243,051**	

Council is forecast to have a favourable variance to the budget of $165k at 30 June 2025. Commentary on variances of $20k or higher are provided below:

1) Rate Revenue

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

2) User Charges

User charges is expecting a favourable variance to budget of $82k due to higher than budgeted subdivision fees, development fees and Tulip Festival income.

3) Reimbursement/Contributions

Reimbursement's income is expecting a favourable variance due to higher than budgeted resource-sharing income.

4) Grants and Subsidies

Grant income is expected to be higher than budget due to timing of Financial Assistance Grant income from the Federal Government (distributed through the State Grants Commission). The additional $302k of grant revenue is due to an increase in the yearly distribution via indexation ($212k), and also a portion of additional grant funding from the final 2023-24 grant allocation which is a one off ($56k).

5) Employee Costs

Employee costs is expecting a favourable variance of $33k due to lower than budgeted wages for Works & Services and IT. A vacant role in the IT department was budgeted as an employee of WWC, however was instead resource shared from CHC.

6) Materials & Contracts

Materials & contracts costs are expecting an unfavourable variance to budget of $366k. This is mainly due to higher then budgeted costs for the following items: repairs & maintenance ($60k), consultant costs ($33k), legal expenses ($35k), equipment hire costs ($73k), training costs ($24k) and water charges (44k).

Balance Sheet

Council continues to be in a financially strong position. Council is forecasting a current ratio of 1.80 as of 30 June 2025 compared to a current ratio of 4.00 as at 31 March 2025.

Balance Sheet as at 31 March 2025

	YTD Actual $	Budget $	Forecast $
Current Assets			
Cash & Cash Equivalents	9,124,747	4,721,629	8,838,589
Receivables	4,678,818	1,178,686	1,178,686
Inventories	120,485	118,042	118,042
Other Current Assets	86,814	417,028	417,028
Total Current Assets	**14,010,865**	**6,435,384**	**10,552,344**
Non-Current Assets			
Property, Plant and Equipment	266,719,262	300,386,893	299,512,984
Investment in Water	47,853,346	47,853,346	47,853,346
Total Non-Current Assets	**314,572,608**	**348,240,239**	**347,366,330**
Total Assets	**328,583,473**	**354,675,623**	**357,918,674**
Current Liabilities			
Payables	2,318,625	3,526,917	3,526,917
Interest-Bearing Liabilities	185,722	382,687	382,687
Provisions	1,000,998	1,967,420	1,967,420
Total Current Liabilities	**3,505,345**	**5,877,024**	**5,877,024**
Non-Current Liabilities			
Interest-Bearing Liabilities	1,728,838	1,395,345	1,395,345
Provisions	1,179,092	280,586	280,586
Total Non-Current Liabilities	**2,907,930**	**1,675,931**	**1,675,931**
Total Liabilities	**6,413,275**	**7,552,954**	**7,552,954**
Net Assets	**322,170,588**	**347,122,669**	**350,365,720**
Equity			
Current Year Result	5,882,118	7,626,908	10,869,959
Accumulated Surplus	171,191,137	169,977,062	169,977,062
Reserves	145,097,333	169,518,697	169,518,697
Total Equity	**322,170,588**	**347,122,669**	**350,365,720**
Current Ratio	**4.00**	**1.10**	**1.80**

Cashflow Statement

As of 31 March Council had $9.124m cash on hand. Based on budgeted income and expenditure, Council is forecast to have $8.839m of cash on hand as of 30 June 2025.

A key assumption of the budget is the completion of the capital works program as set by Council.

Cashflow Statement as at 31 March 2025

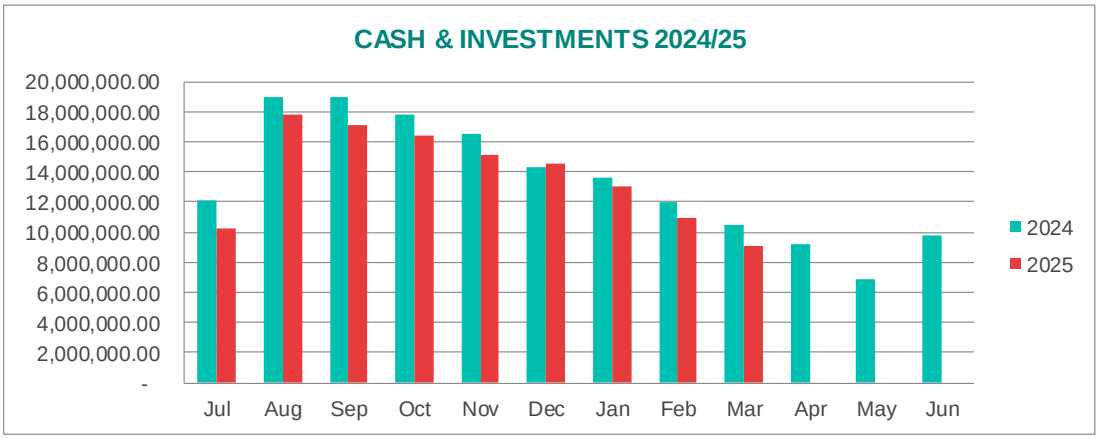
	YTD Actual $	Budget $	%	Balance $	Forecast $
Cash flows from operating activities					
Employee Costs	(6,634,021)	(9,594,450)	69%	(2,960,429)	(9,483,883)
Materials and Contracts	(6,781,501)	(6,345,966)	107%	435,535	(6,714,688)
State Levies	(437,010)	(849,748)	51%	(412,738)	(863,347)
Other Expenses	(601,805)	(687,226)	88%	(85,421)	(708,446)
Rates and Charges	12,408,743	14,801,137	84%	2,392,394	15,908,799
User charges	2,870,288	3,419,312	84%	549,024	3,501,657
Interest	543,998	673,000	81%	129,002	673,000
Reimbursement of Expenses	447,200	805,622	56%	358,422	844,219
Government Grants	565,029	4,133,146	14%	3,568,117	4,437,054
Net Cash provided by (used in) operating activities	**2,380,921**	**6,354,828**	**37%**	**3,973,906**	**7,594,365**
Cash flows from investing activities					
Payments for Property, Plant and Equipment	(7,610,687)	(20,085,405)	38%	(12,474,718)	(19,288,500)
Investment revenue from Water Corporation	421,500	674,400	0%	252,900	674,400
Proceeds from Sale of Property, Plant and Equipment	-	572,690	0%	572,690	572,690
Capital grants	4,305,490	7,786,001	55%	3,480,511	9,863,881
Net cash provided by (used in) investing activities	**(2,883,697)**	**(11,052,314)**	**26%**	**(8,168,617)**	**(8,177,529)**
Cash flows from financing activities					
Borrowing Costs	(23,926)	(46,611)	51%	(22,685)	(46,611)
Loan Drawdowns	-	-	0%	-	-
Loan Repayments	(183,364)	(369,087)	50%	(185,723)	(366,446)
Net cash provided by financing activities	**(207,290)**	**(415,698)**	**50%**	**(208,408)**	**(413,057)**
Net (Decrease) in Cash Held	(710,066)	(5,113,184)	14%	(4,403,118)	(996,224)
Cash at beginning of year	9,834,813	9,834,813	100%	-	9,834,813
Cash at end of period	**9,124,748**	**4,721,629**	**193%**	**(4,403,118)**	**8,838,589**

Investments

The following table provides an outline of Council's cash and investment portfolio as of 31 March 2025. Total cash and investments on hand as of 31 March is $9.124m. The weighted average return on investment earned on Council's investment portfolio is 5.17%.

Investments as at 31 March 2025

	$	INVESTMENTS	$	Weighted Average Return
Deposits	8,000,000	Commonwealth Bank	1,123,247	
Petty Cash and Till Floats	1,500	Investments		
Trading Account	1,123,247	ING	4,500,000	
		WBC	2,500,000	
		BOQ	1,000,000	
		Petty Cash and Till Floats	1,500	
Balance - All Accounts	**9,124,747**		**9,124,747**	**5.17%**



Rates Summary

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

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

6.30% of the total rates levied for the year were outstanding as of 31 March 2025; this includes all aged rates and charges outstanding. This compares with 5.74% outstanding as of 31 March last year.

Rates Summary to 31 March 2025

	2024-25		2023-24	
	%	$	%	$
Notice Issue Date - 16 July 2024				
Outstanding Rates Debtors (1 July 2024)		356,192		778,159
Less: Rates in Credit		(878,209)		(855,516)
NET RATES OUTSTANDING (1 July 2024)	**(3.61)**	**(522,017)**	**(0.56)**	**(77,357)**
Rates and Charges Levied	103.42	14,950,153	100.45	13,935,426
Interest Penalties Charged	0.19	27,080	0.10	14,420
GROSS RATES AND CHARGES DEMANDED	**100.00**	**14,455,216**	**100.00**	**13,872,489**
LESS RATES AND CHARGES COLLECTED	90.35	13,060,106	90.65	12,574,762
REMISSIONS AND DISCOUNTS**	7.77	1,122,745	7.78	1,078,604
	98.12	**14,182,851**	**98.42**	**13,653,366**
ADD PROPERTIES IN CREDIT	(4.41)	637,882	(4.16)	577,146
UNPAID RATES AND CHARGES *	**6.30**	**910,247**	**5.74**	**796,269**
(includes Deferred Rates)				

**REMISSIONS AND DISCOUNTS	2024-25	2023-24
Early Payment Discount	344,602	340,279
Pensioner Rebates	741,849	701,320
Council Remissions and Abandonments	36,295	37,005
	1,122,745	**1,078,604**
Number of Rateable Properties	8,093	8,052
Number of Unpaid Rateable Properties	1,122	1,032
% not fully paid	13.86%	12.82%

Grant Summary

Grant Schedule as at 31 March 2025

	YTD Actual	Budget 2025	Forecast 2025
Capital Grants			
Boat Harbour Beach Masterplan	3,150,000	1,800,000	4,500,000
Roads to Recovery	-	1,298,775	1,298,775
Artscape Fence	-	8,775	8,775
ANZAC Park Staged Development	-	46,000	46,000
ANZAC Park Playground Shade Sails	300,000	-	300,000
Waratah Active Living Projects - Saunders & M	-	116,353	116,353
Warawyn Fence (Partial Replacement)	3,122	5,850	3,122
LRCI - Round 4	608,239	964,400	964,400
Langley Park - Cricket Wicket	16,674	17,160	17,160
Inglis River Walking Track Study	-	184,422	184,422
BBRF - Tablecape Lookout	98,355	302,801	302,801
Pause Places	40,992	40,992	40,992
Wynyard Childcare Centre Expansion	-	500,000	500,000
IGA Carpark	-	320,000	320,000
Recreation Infrastructure	-	20,473	20,473
Dog Park & Freedom Camping	7,500	160,000	160,000
Australian Cricket Infrastructure Fund	17,948	-	17,948
Mt Hicks Road Bridge Replacement	51,560	-	51,560
Safer Rural Roads	11,100	-	11,100
Flood Mitigation	-	1,000,000	1,000,000
	4,305,490	**6,786,001**	**9,863,881**

Operational Performance by Department

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

Directorate/Department	Annual Budget	Forecast	Variance to Forecast	Note
Community & Engagement				
Children's Services	(249,480)	(253,463)	3,983	
Community Activation	651,001	654,002	(3,001)	
Corporate & Community Services	224,675	224,380	295	
Tourism & Marketing	521,407	480,176	41,231	1
Community & Engagement Total	**1,147,603**	**1,105,095**	**42,508**	
Council & General Managers Office				
Council & General Manager's Office	1,216,222	1,202,321	13,901	2
Council & General Managers Office Total	**1,216,222**	**1,202,321**	**13,901**	
Infrastructure & Development Services				
Asset Services	(39,009)	(39,009)	0	
Cemeteries	76,203	90,546	(14,343)	3
Development Services	877,176	840,456	36,720	4
Engineering Services	296,573	314,963	(18,390)	5
Footpaths	347,682	347,682	0	
Garbage	(8,747)	(103,736)	94,989	6
Public Halls	342,394	344,311	(1,917)	
Public Toilets	381,048	387,763	(6,715)	
Recreational Planning	579,230	585,952	(6,722)	
Reserves	1,335,668	1,389,048	(53,380)	7
Sports	1,104,090	1,140,028	(35,938)	8
Stormwater Drainage	(218,216)	(224,178)	5,962	
Transport	3,208,839	3,142,766	66,073	9
Waste	56,264	95,855	(39,591)	10
Works & Services	164,733	252,987	(88,254)	11
Infrastructure & Development Services Total	**8,503,928**	**8,565,434**	**(61,506)**	
Governance & Information Systems				
Governance	341,574	350,374	(8,800)	
Information Systems	1,374	17,704	(16,330)	12
Human Resources	339,885	360,818	(20,933)	13
Governance & Information Systems Total	**682,833**	**728,896**	**(46,063)**	
Financial Services				
Economic Development	78,175	79,702	(1,527)	
Financial Services	(86,725)	(97,919)	11,194	14
General Revenue	(12,772,812)	(12,978,685)	205,873	15
Customer Service	389,865	389,078	787	
Financial Services Total	**(12,391,497)**	**(12,607,824)**	**216,327**	
Total	**(840,907)**	**(1,006,078)**	**165,171**	

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

1) **Tourism & Marketing**
   The favourable variance for the Tourism is due to higher-than-expected resource sharing income and Waratah camping ground income

2) **Council & General Manager's Office**
The favourable variance for the General Manager's office is due to lower than budgeted insurance costs.

3) **Cemeteries**
Cemeteries is expecting an unfavourable variance of $14k due to an increase in garden maintenance costs.

4) **Development Services**
Development services is expecting a favourable variance to budgeted of 37k due to increased revenue from subdivision & development fees.

5) **Engineering Services**
Engineering services has an unfavourable variance of 18k due to an increase in SES costs.

6) **Garbage**
Garbage is expecting to have a favourable variance to budget of $94k due to lower than budgeted contract disposal costs.

7) **Reserves**
The unfavourable variance for reserves of $53k relates to increase costs for tree and garden maintenance.

8) **Sports**
Sports Grounds has an unfavourable variance to budget of $36k due to higher than budgeted water and sewerage costs as well as higher than budgeted repairs & maintenance costs.

9) **Transport**
Transport Services is expecting a favourable variance to budget of $66k due to higher than budgeted financial assistance grant income ($102k), which is partially offset by an unfavourable variance for tree maintenance and verge maintenance costs.

10) **Waste**
Waste is expected to have an unfavourable variance to an increase in operational costs for the Waratah Waste Transfer Station.

11) **Works & Services**
Works & Services is expecting an unfavourable variance to budget of $88k. This is due to increase in employee training costs, increase in plant repairs and maintenance costs and increase in vehicle tyre costs.

12) **Information Systems**

Information Systems is expecting an unfavourable variance due to higher than budgeted consultant costs.

13) Human Resources

The unfavourable variance of $20k is due to higher than budgeted consultant costs.

14) Financial Services

The favourable variance of $11k is due to an increase in court costs reimbursed.

15) General Revenue

General Revenue is expecting a favourable variance to budget of $206k due to higher than budgeted rates income ($70k) and higher than budgeted financial assistance grant income ($147k)

Capital Works Summary

The Capital Works Summary provides a snapshot of the percentage of expenditure against the 2024/25 Capital Works Budget Estimates. Timing of expenditure is based on the works plan and actual spending and is not always reflective of the actual progress of the Capital Works project. The Monthly Progress Report is attached for the information of the Council.

Summary Capital Expenditure Report

	YTD Actual $	Budget Estimate $	Remainng Budget $	% Spent	Forecast $	Forecast Variance $	Note
Buildings							
Amenities	237,073	453,738	216,665	52%	428,938	24,800	1
Community Facilities	2,402,934	4,662,252	2,259,318	52%	4,801,670	(139,418)	2
Childcare	53,560	639,879	586,319	8%	639,879	-	
Council Operational Buildings	51,724	255,937	204,213	20%	248,256	7,681	
Total Buildings	**2,745,291**	**6,011,806**	**3,266,515**	**46%**	**6,118,743**	**(106,937)**	
Parks & Open Spaces							
Other Infrastructure	202,939	823,106	620,167	25%	775,763	47,343	3
Playgrounds	331,512	999,794	668,282	33%	967,692	32,102	4
Walkways & Tracks	273,588	1,556,462	1,282,874	18%	1,550,158	6,304	
Recreational Reserves	580,778	1,106,641	525,863	52%	1,149,308	(42,667)	5
Total Parks & Open Spaces	**1,388,817**	**4,486,003**	**3,097,186**	**31%**	**4,442,921**	**43,082**	
Plant & Equipment							
Other Plant & Equipment	359,230	986,420	627,190	36%	981,032	5,388	
Plant & Vehicle Replacements	142,696	646,623	503,927	22%	707,538	(60,915)	6
Software & IT Replacements	90,848	340,966	250,118	27%	333,238	7,728	
Total Plant & Equipment	**592,774**	**1,974,009**	**1,381,235**	**30%**	**2,021,808**	**(47,799)**	
Sporting Facilities							
Indoor Recreational Facilities	130,314	210,000	79,686	62%	210,000	-	
Outdoor Sporting Facilities	589,538	1,565,506	975,968	38%	1,361,178	204,328	7
Total Sporting Facilities	**719,852**	**1,775,506**	**1,055,654**	**41%**	**1,571,178**	**204,328**	
Stormwater							
Flood Mitigation Works Total	507,079	1,843,075	1,335,996	28%	1,312,688	530,387	8
Other Stormwater Works	20,785	283,340	262,555	7%	259,986	23,354	9
Total Stormwater	**527,864**	**2,126,415**	**1,598,551**	**25%**	**1,572,674**	**553,741**	
Transport							
Bridge Renewals	84,795	60,998	(23,797)	139%	84,378	(23,380)	10
Footpaths & Kerbs	157,197	205,985	48,788	76%	175,064	30,921	11
Other Transport	298,309	588,657	290,348	51%	641,578	(52,921)	12
Resheeting	583,361	1,119,332	535,971	52%	889,594	229,738	13
Rural Upgrades	287,429	578,559	291,130	50%	545,424	33,135	14
Rural Reseals	208,069	315,429	107,360	66%	315,429	-	
Urban Reseals	84,762	270,018	185,256	31%	260,017	10,001	
Total Transport	**1,703,922**	**3,138,978**	**1,435,056**	**54%**	**2,911,484**	**227,494**	
Total	**7,678,521**	**19,512,717**	**11,834,196**	**39%**	**18,638,808**	**873,909**	

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

1) Amenities

Amenities has a favourable variance of $25k due to costs being less than budgeted for the Yolla Public Toilets.

2) Community Facilities

The unfavourable variance of $139k for community facilities mainly relates to higher than budgeted costs for the Athenaeum Hall.

3) **Other Infrastructure**

The favourable variance of $47k for other infrastructure relates to lower than budgeted costs for the Warawyn Fence Replacement and ANZAC Park Erosion Mitigation projects.

4) **Playgrounds**

Playgrounds has a favourable variance of $32k due to the tender for Sisters Beach playground being below budget.

5) **Recreational Reserves**

Recreational Reserves has an unfavourable variance of $43k which is mainly due to the purchase of land, with this being partially offset by lower than budgeted costs for freedom camping site and Wynyard dog park.

6) **Plant & Vehicle Replacements**

Plant and Vehicle Replacements is expecting an unfavourable variance of $61k which mainly relates to higher than budgeted replacement cost of the Isuzu Truck and Hino Tip/Crane Truck.

7) **Outdoor Sporting Facilities**

The favourable forecast variance of $204k mainly relates to the tenders being awarded below budget for the Wynyard Sports Precinct Grandstand Change Rooms & Umpire Facilities and Langley Park Sports Lighting Renewal. This is partially offset by higher than budgeted tender being awarded for the Somerset Sports Precinct Master Plan design.

8) **Flood Mitigation Works Total**

Flood mitigation works has a favourable variance of $530K due to decreased costs this year for Big Creek ($748k) as project is likely to be carried forward. This favourable variance has been partially offset by higher than budgeted costs at Port Creek ($217k).

9) **Other Stormwater Works**

The favourable variance of $23k for other stormwater works is due to lower than budgeted costs for the Lining of the drain at George Street.

10) **Bridge Renewals**

Bridge Renewals has an unfavourable variance of $23k due to higher than budgeted costs for Calder Road Bridge and Waratah Rail Bridge.

11) **Footpaths & Kerbs**

Footpaths and kerbs is expecting a favourable variance of $31k due to lower than budgeted costs for the installation of the new footpath in Athol Street.

12) **Other Transport**

The unfavourable variance for other transport of $53k mainly relates to higher than budgeted cost for the Coopers Lane/Andersons Road Realignment and IGA reconfiguration & carpark projects. This has been partially offset by favourable variances for Raglan/Simpson Street Roundabout Investigation and Design.

13) Resheeting

The reduction in capital expenditure for resheeting is due to costs for multiple resheeting projects being lower than budget. The main resheets under budget include Reservoir Drive ($86k), West Calder Road ($45k) and Deep Creek Road ($32k).

14) Rural Upgrades

Rural upgrades are expecting a favourable variance of $33k, as costs for Rural Culverts Replacements were below budget.

10.7 SENIOR MANAGEMENT REPORT

To:	Council
Reporting Officer:	Executive Officer
Responsible Manager:	Chief Executive Officer
Report Date:	19 March 2025
File Reference:	0304
Enclosures:	1. LG Electroal Bill - Summary of Proposed Changes 2. Discussion Paper - Proposed Electoral Bill 3. Council Response to Proposed Electoral Bill

RECOMMENDATION

That Council notes the Senior Management Report.

PURPOSE

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

CHIEF EXECUTIVE OFFICER

Listed below is a summary of activities undertaken by the Chief Executive Officer from 11 March 2025 to 4 April 2025.

Corporate

- Meetings regarding draft Electoral Bill (detailed in this report)
- Audit Panel meeting
- Meeting regarding Review of Right to Information Framework
- Staff meet and greet

Community

- Attended Waratah Community Conversation
- Meeting with Live Well Tasmania
- Staff meet and greet including childcare

Industry/Infrastructure

- Attended NW General Managers Meeting.
- Staff meet and greet including depot staff
- Regional Land Use Strategy consultation
- Regional Land Use Strategy steering group meetings

Other

- CCA Board Meeting.
- GMs' workshop in Hobart

- State Fire Commission meeting in Hobart
- Cradle Coast Authority - Federal Candidates' Forum

SUBMISSIONS

Local Government Electoral Bill

The Priority Reform Program brings together key recommendations from the Future of Local Government Review. Council has reviewed the proposed amendments and made comment. A copy of the discussion paper and Council's response are attached.

OTHER MATTERS

Christmas Closure – Children's Services

Council's childcare services will be closed for a two-week period from 6.30pm 19 December 2025, returning Monday 5 January 2026.

ADMINISTRATION – Use of Corporate Seal

20/2/25	Final Plan and Schedule of Easements	SD2199 1161 Mt Hicks Rd and 44 Coates Rd Mt Hicks Boundary Adjustment (2 lots into 20 lots)
25/2/25	Final Plan and Schedule of Easements	SD2194 80 Reid Rd & 382 Murchison Highway Somerset Boundary Reconfiguration (2 in 2 lots)
25/2/25	Grant Deed	DSG - $2.7m to progress the implementation of the BHB Masterplan
17/12/24	Final Plan and Schedule of Easements	SD2195 45 Beattie's Road Subdivision (1 into 2 lots)
4/3/25	Final Plan and Schedule of Easements	SD2183 – 3 Aldersons Road, Wynyard (subdivision (1 into 2 lots)
7/3/25	Final Plan, Schedule of Easements & Part 5 Agreement	SD2207 - 201 Gates Road Flowerdale – Subdivision (3 into 3 lots)
19/3/25	Grant Deed	DPAC - $300k ANZAC Park – Installation of Shade Sails
25/3/25	Delegations from Council under LUPAA	Instruments to CEO, DIDS, MDRS, Town Planner approved by Council 17/3/25
2/4/25	Installation and Maintenance Agreement	Agreement with TasWater re Water Refill Stations.

POLICY

Council currently has 41 policies. Fourteen (14) of those policies will need to be reviewed over the next six months; seven policies are outstanding as at the end of March with five of those reviews currently underway. One new policy is proposed for adoption relating to electoral signage.

POLICIES TO BE RESCINDED

NIL		

WORKING GROUPS

	Elected Member Representatives	Responsible Officer(s)	Status
Somerset Sporting Precinct	Cr Johnstone Deputy Mayor Edwards	• General Manager • Manager Community Activation • Manager Recreation Planning and Environment • Recreation Liaison Officer	Council awarded the detailed design for Langley Park Changeroom upgrades at the December council meeting. A design brief is expected to be received in the coming week. The design package for the Somerset Indoor Stadium project was awarded at the January council meeting. The Architect has undertaken stakeholder consultation 12 March 2025 with the Primary school / DCEYP , Council staff and User groups . Design response submitted by Architect 26 March. Internal review has occurred. Stakeholder comment to be sought early April 2025. Site survey and services investigation complete.
Wynyard Sports Precinct	Cr Johnstone Cr Roberts	• Director Infrastructure and Development Services • Strategic Projects Manager • Manager Community Activation	The working group met 5 March 2025 to review the design concept for the indoor training facility. Minor amendments discussed and to be implemented . Final concept shared with working group 12 March 2025. Officers working through stakeholder feedback. DA package to be progressed.
Boat Harbour Masterplan	Cr Hyland Cr Roberts	• General Manager • Executive Officer (GM office) • Strategic Projects Manager	Sewage pump station installed . To be commissioned in April 2025. Precast panels for building have been erected. Civil contractor working toward sealing the southern carpark prior to easter 2025.
Frederick Street Reserve Working Group	Cr Johnstone Cr Roberts	• Director Community and Engagement • Manager Community Activation	A new Master Plan concept has been developed. Modifications are being completed before obtaining costings and going out for further community feedback.

PLANNING PERMITS APPROVED UNDER DELEGATION – March 2025

DA No.	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	(D)Discretionary (P)Permitted
DA 10/2025	D & K Owens	2/4 Freestone Crescent Wynyard	Outbuilding (Shed)	3.03.2025	25	P
DA 6/2025	Matlis (Tas) Pty Ltd	16A Somerset Esplanade Somerset	Upgrade Sports Field Lighting (Demolish x4 Light Towers & Install x4 Light Towers)	4.03.2025	40	D
DA 7/2025	C Kinch	1 Hill Court Wynyard	Outbuilding (Shed)	5.03.2025	42	D
DA 2/2025	Arei Designs	9 Tidal Mews Wynyard	Multiple Dwellings (2x Units – Staged)	12.03.2025	44	D
DA 15/2025	Starbox Architecture	52 Calder Road Wynyard	Outbuilding Extension	12.03.2025	29	P
DA 12/2025	N Cure	68C Irby Boulevard Sisters Beach	Dwelling	18.03.2025	40	D
DA 21/2025	Wilson Homes Tasmania	6 Tidal Mews Wynyard	Outbuilding (Shed)	18.03.2025	28	D
DA 22/2025	D Sonneveld & M Palmer	30 Oldina Road Wynyard	Outbuilding (Shed)	18.03.2025	27	D
SD2212	Planning 4 Bushfire	17 Vincent Street Waratah	Subdivision (1 into 2 lots)	18.03.2025	28	D
DA 23/2025	N+B Design Pty Ltd	8 Beachside Close Wynyard	Frontage Fence	20.03.2025	30	D

BUILDING PERMITS APPROVED – March 2025

Permit Number	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	Related Planning Approval
BLD-W-2025-20-01	Jarrod Wade	90 Mount Hicks Road Wynyard	Storage Sheds x 2	12.03.2025	7	DA 152/2008 & DA 130/2018

COUNCIL MEETING ACTIONS – OPEN COUNCIL

DATE	ITEM	TOPIC	ACTION/STATUS	OFFICER	STATUS
17/6/24	8.1	NOM Cr Raw – Turning Lane Old Bass Highway	MOTION CARRIED: That Council explore the feasibility of adding a turning right lane at the junction of Old Bass Highway and the Watershed access road for traffic travelling west. *Design completed, being costed and prepared to present to Councillors*	DIDS	In Progress
16/12/24	8.1	NOM - Cr Johnstone – Speed Limit Old Bass Highway	MOTION CARRIED: That Council undertake an assessment of the Old Bass Highway for a future report to Council for the consideration of speed limit reduction	MES	In Progress
16/12/24	9.2	ROC – AGM Motion C Hutchison RTI Findings	MOTION CARRIED: Note that parts 1-3 of motion were for noting only. Part 4 of motion: Once appraised of any requirements from the Local Government Priority Reform Program 2024-2026, develop any policies or practices as required by any changes to the *Local Government Act*, that seeks to promote good governance principles of openness, honesty, and transparency, to continually improve existing practices.	AGM	Pending
17/2/25	8.1	NOM – Cr Johnstone Pickleball	MOTION CARRIED That Council work with the Wynyard Pickleball Club and the Wynyard/Somerset Tennis Club towards the sharing of existing facilities and approve the line marking changes, to be funded by Pickleball, at Wynyard Tennis Club. *Discussions with clubs ongoing and work being scheduled with contractor.*	DIDS	In Progress
17/3/25	7.3.1	CQON – Cr Edwards – Speed Mitigation Sisters Beach	Cr Celisa Edwards asked if there had been any consideration been given to speed mitigation measures such as speed humps in the Sisters Beach residential area in particular Irby Boulevard. Cr Edwards asked if a review could be considered. *This matter was included in Motion carried as part of Item 9.5 on the March agenda – see action item below.*		Closed
17/3/25	7.3.8	CQON – Cr Bramich - Foxglove	Cr Gary Bramich asked if there would be any funding available for Foxglove management. *Refer response this agenda*.	CEO	Closed
17/3/25	8.1	NOM Cr Courtney – Transparency Policy	AMENDED MOTION CARRIED: Matter deferred to Councillor Workshop. *Matter has been scheduled for 5 May Workshop*	CEO	In Progress
17/3/25	9.5	ROC - Sisters Beach – Speed Reduction Request	AMENDED MOTION CARRIED - That Council receives and notes the assessment of the speed limit on Sisters Beach Road and determines to reduce the speed limit to 80km/h from the Bass Highway and all connecting roads through to Sisters Beach and forward that recommendation to the commissioner for transport. FORESHADOWED MOTION CARRIED - That Council Officers investigate traffic calming measures at Sisters Beach.	MES	In Progress

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
1.4 We cherish fairness, trust and honesty in our conduct and dealings with all.
Our Priorities
1.5.2 Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	**Key Challenges & Opportunities:**
Governance and working together	**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

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

CONSULTATION PROCESS

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

CONCLUSION

It is recommended that Council notes the Senior Management Report and submission made to the current round of consultation on Legislative Changes (as listed in the report) which are in line with the key recommendations of the Future of Local Government Review.

10.8 MINUTES OF OTHER BODIES/COMMITTEES

10.8.1 MINUTES OF OTHER BODIES/COMMITTEES - AUDIT PANEL COMMITTEE HELD 25 MARCH 2025

To:	Council
Reporting Officer:	Information Management Officer
Responsible Manager:	Director Financial Services
Report Date:	2 April 2025
File Reference:	Audit Panel
Enclosures:	1. Audit Panel Minutes - 25 March 2025

RECOMMENDATION

That Council notes the unconfirmed Minutes of the Audit Panel Committee meeting held on 25 March 2025.

PURPOSE

The Audit Panel met on 25 March 2025 and the unconfirmed Minutes were released by the Chair on 03 April 2025 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 25 March 2025 at the Waratah-Wynyard Council.

The meeting reviewed the following standard agenda items:

- Business arising from previous meetings;
- Chief Executive Officer's Risk and Assurance Certificate;
- Communications from Council;
- Financial Management reports presented to Council;

- Chief Executive Officer'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:

- Financial Management – Budgeting and Forecasting
- Annual Audit and Reporting – Audit Strategy
- Internal Controls and Risk Management – Risk Management Framework, Information Technology Update
- Legal Compliance and Ethics – Policy Reporting

There were no formal recommendations made to Council at the meeting. The Panel's next meeting is scheduled to be held on 10 June 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 notes the Unconfirmed Minutes of the Audit Panel Committee held on 25 March 2025.

11.0 MATTERS PROPOSED FOR CONSIDERATION IN CLOSED MEETING

RECOMMENDATION

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

Matter	***Local Government (Meeting Procedures) Regulations 2015 Reference***
Confidential Report R15 (2) - Confirmation Of Closed Minutes Of Previous Meeting	*15 (2)*
Confidential Report R15 (2) – Notices Of Motion ***NIL***	*15(2)*
Confidential Report R15 (2) (a) personnel matters, including complaints against an employee of the council and industrial relations matters	*15 (2) (a)*
Confidential Report R15 (2) (d) contracts, and tenders, for the supply and purchase of goods and services and their terms, conditions, approval and renewal ***Contract Assessment***	*15 (2) (d)*
Confidential Report R15 (2) (h) - Leave of Absence Request - Councillors	*15(2)(h)*
Confidential Report R15 (2) - Closed Senior Management Report	*15(2)*

12.0 CLOSURE OF MEETING TO THE PUBLIC

Legislative Reference:
Local Government (Meeting Procedures) Regulations 2015; Regulation 15

RECOMMENDATION

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

Matter	***Local Government (Meeting Procedures) Regulations 2015 Reference***
Confidential Report R15 (2) - Confirmation Of Closed Minutes Of Previous Meeting	*15 (2)*
Confidential Report R15 (2) – Notices Of Motion ***NIL***	*15(2)*
Confidential Report R15 (2) (a) personnel matters, including complaints against an employee of the council and industrial relations matters	*15 (2) (a)*
Confidential Report R15 (2) (d) contracts, and tenders, for the supply and purchase of goods and services and their terms, conditions, approval and renewal ***Contract Assessment***	*15 (2) (d)*
Confidential Report R15 (2) (h) - Leave of Absence Request - Councillors	*15(2)(h)*
Confidential Report R15 (2) - Closed Senior Management Report	*15(2)*

13.0 RESUMPTION OF OPEN MEETING

At ……. pm the Open Meeting was resumed.

14.0 PUBLIC RELEASE ANNOUNCEMENT

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

Min. No.	Subject	Decisions/Documents

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