



**ORDINARY MEETING  
OF COUNCIL**

**MINUTES  
OPEN MEETING**

**23 June 2025**

---

---

**TABLE OF CONTENTS**

<b>1.0</b>	<b>RECORD OF ATTENDANCE .....</b>	<b>6</b>
<b>1.1</b>	<b>ATTENDANCE.....</b>	<b>6</b>
<b>1.2</b>	<b>APOLOGIES .....</b>	<b>6</b>
<b>1.3</b>	<b>LEAVE OF ABSENCE PREVIOUSLY APPROVED .....</b>	<b>6</b>
<b>2.0</b>	<b>CONFIRMATION OF MINUTES OF PREVIOUS MEETING.....</b>	<b>7</b>
<b>2.1</b>	<b>CONFIRMATION OF MINUTES OF PREVIOUS ORDINARY COUNCIL MEETING.....</b>	<b>7</b>
<b>3.0</b>	<b>DECLARATIONS OF INTEREST .....</b>	<b>7</b>
<b>4.0</b>	<b>COUNCILLORS ANNOUNCEMENTS AND REPORT .....</b>	<b>8</b>
<b>4.1</b>	<b>ANNOUNCEMENTS BY MAYOR.....</b>	<b>8</b>
<b>4.2</b>	<b>MAYOR'S COMMUNICATIONS.....</b>	<b>9</b>
<b>4.3</b>	<b>REPORTS BY DELEGATES.....</b>	<b>9</b>
<b>4.4</b>	<b>NOTIFICATION OF COUNCIL WORKSHOPS.....</b>	<b>10</b>
<b>5.0</b>	<b>PUBLIC QUESTIONS AND STATEMENTS.....</b>	<b>11</b>
<b>5.1</b>	<b>RESPONSE(S) TO PUBLIC QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING .....</b>	<b>11</b>
<b>5.2</b>	<b>PUBLIC QUESTIONS RECEIVED IN WRITING .....</b>	<b>11</b>
<b>5.3</b>	<b>PUBLIC QUESTIONS WITHOUT NOTICE .....</b>	<b>11</b>
<b>5.4</b>	<b>PUBLIC STATEMENTS RECEIVED IN WRITING.....</b>	<b>11</b>
<b>5.5</b>	<b>PUBLIC STATEMENTS WITHOUT NOTICE .....</b>	<b>11</b>
<b>5.5.1</b>	<b>M BENTALL - BOUNDARY SUBVISION.....</b>	<b>11</b>
<b>5.5.2</b>	<b>P HOOKWAY - PLANNING MATTER PORT ROAD BOAT HARBOUR.....</b>	<b>11</b>
<b>6.0</b>	<b>PLANNING AUTHORITY ITEMS .....</b>	<b>12</b>
<b>6.1</b>	<b>PUBLIC QUESTIONS WITHOUT NOTICE – RELATING TO PLANNING MATTERS.....</b>	<b>12</b>
<b>6.2</b>	<b>PUBLIC STATEMENTS - RELATING TO PLANNING MATTERS .....</b>	<b>12</b>
<b>6.3</b>	<b>SUBDIVISION (3 INTO 3 LOTS) LOCATED AT 134, 140 AND LOT 1 (CT 199020/1) PORT ROAD, BOAT HARBOUR - SD 2216 .....</b>	<b>13</b>
<b>6.4</b>	<b>MULTIPLE DWELLINGS (ONE ADDITIONAL UNIT) &amp; CARPORT LOCATED AT UNIT 4/12A SOMERSET ESPLANADE, SOMERSET - DA 37/2025.....</b>	<b>22</b>
<b>6.5</b>	<b>PROPOSED DWELLING AND 3 X WATER TANKS LOCATED AT 5 AZZURE VISTA, BOAT HARBOUR BEACH - DA 42/2025 .....</b>	<b>34</b>
<b>7.0</b>	<b>MATTERS RAISED BY COUNCILLORS.....</b>	<b>43</b>
<b>7.1</b>	<b>RESPONSE(S) TO COUNCILLOR QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING.....</b>	<b>43</b>
<b>7.1.1</b>	<b>CR COURTNEY - WORKING WITH VULNERABLE PEOPLE CARD.....</b>	<b>43</b>

<b>7.2</b>	<b>COUNCILLOR QUESTIONS RECEIVED IN WRITING .....</b>	<b>45</b>
<b>7.3</b>	<b>COUNCILLOR QUESTIONS WITHOUT NOTICE .....</b>	<b>45</b>
7.3.1	CR COURTNEY - FOGO BINS - USE OF FOGO APPROVED PLASTIC BAGS.....	45
7.3.2	CR COURTNEY - WORKING WITH VULNERABLE PEOPLE CARDS.....	45
7.3.3	CR COURTNEY – SOLAR PANEL GRANTS.....	45
7.3.4	CR RAW – COMMUNITY PLAN CONSULTATION.....	45
7.3.5	CR RAW - INSPECTION CAPS FOR STORMWATER DISCHARGE ONTO BEACH.....	46
7.3.6	CR RAW - COMMEMORATIVE TRIBUTES - END OF USEFUL LIFE ACTION 46	
7.3.7	CR BRAMICH - DRIVEWAYS IN NEW SUBDIVISIONS.....	46
<b>8.0</b>	<b>NOTICE OF MOTION .....</b>	<b>46</b>
<b>9.0</b>	<b>REPORTS OF OFFICERS AND COMMITTEES.....</b>	<b>47</b>
9.1	ANNUAL PLAN AND BUDGET ESTIMATES 2025/26 .....	47
9.2	RATES AND CHARGES POLICY REVIEW .....	62
9.3	DRAFT OUTLINE DEVELOPMENT PLANS - WYNYARD & SOMERSET.....	65
9.4	DRAFT COMMUNITY WELLBEING PLAN .....	70
9.5	DRAFT BALLAD AVENUE ENVIRONMENT RESERVE MASTER PLAN - FOR PUBLIC CONSULTATION .....	73
9.6	BUILDINGS INFRASTRUCTURE ASSET MANAGEMENT PLAN.....	78
9.7	SUSTAINABILITY AND ENVIRONMENTAL ADVISORY PANEL - NEW APPOINTMENTS.....	84
9.8	ANNUAL REPORT - COMMUNICATION AND ENGAGEMENT STRATEGY 2024-27 .....	88
9.9	QUARTERLY INFORMATION REPORT - ORGANISATIONAL PERFORMANCE.....	99
9.10	URBAN STORMWATER POLICY AND GUIDELINES .....	111
9.11	COUNCILLOR WORK HEALTH AND SAFETY POLICY .....	114
9.12	POLICY REVIEW - COMMEMORATIVE TRIBUTES POLICY .....	116
9.13	POLICY REVIEW - DONATIONS OF ASSETS TO COUNCIL POLICY .....	118
9.14	POLICY REVIEW - WAIVER, REDUCTION AND REFUND OF BONDS OR APPLICATION FEES POLICY AND GUIDELINES .....	120
9.15	POLICY REVIEW - SUBDIVISION DEVELOPMENT BOND POLICY .....	122
9.16	FINANCIAL REPORT FOR THE PERIOD ENDED 31 MAY 2025 .....	124
9.17	SENIOR MANAGEMENT REPORT.....	126
9.18	MINUTES OF OTHER BODIES/COMMITTEES .....	134
9.18.1	NOTES OF THE ACCESSIBILITY WORKING GROUP HELD 10 JUNE 2025 .....	134
9.18.2	NOTES OF WARATAH COMMUNITY BOARD HELD 30 MAY 2025 .....	136
<b>10.0</b>	<b>MATTERS PROPOSED FOR CONSIDERATION IN CLOSED MEETING .....</b>	<b>139</b>
<b>11.0</b>	<b>CLOSURE OF MEETING TO THE PUBLIC.....</b>	<b>140</b>

---

---

<b>12.0</b>	<b>RESUMPTION OF OPEN MEETING .....</b>	<b>141</b>
<b>13.0</b>	<b>PUBLIC RELEASE ANNOUNCEMENT.....</b>	<b>141</b>

---

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

**MINUTES OF AN ORDINARY MEETING OF THE WARATAH-WYNYARD COUNCIL TO BE HELD AT THE COUNCIL CHAMBERS, 21 SAUNDERS STREET, WYNYARD ON MONDAY 23 JUNE 2025, COMMENCING AT 6.00PM**

	<b>From</b>	<b>To</b>	<b>Time Occupied</b>
Open Council	6.00PM	6.09PM	9MINS
Planning Authority	6.09PM	6.20PM	11MINS
Open Council	6.20PM	7.17PM	57MINS
Closed Council	7.17PM	7.44PM	27MINS
Open Council	7.44PM	7.45PM	1MIN
<b>TOTAL TIME OCCUPIED</b>			<b>105MINS</b>

**AUDIO RECORDING OF COUNCIL MEETINGS POLICY**

The Chairman is to declare the meeting open (time), welcome those present in attendance and advise that the meeting will be recorded, in accordance with the Council Policy '**GOV.017 - Audio Recording of Council Meetings**' to "record meetings of Council to assist in the preparation of minutes and ensure a true and accurate account of debate and discussion at meetings is available".

**ACKNOWLEDGEMENT OF COUNTRY**

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

---

---

<b>1.0 RECORD OF ATTENDANCE</b>
---------------------------------

**1.1 ATTENDANCE**

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

**IN ATTENDANCE**

Vanessa Adams – Chief Executive Officer  
Daniel Summers - Director Infrastructure and Development Services  
Sallie Moore-Wood – Director Governance and Digital Information Services  
Alan Cattermole – Director Community Services  
Mitchell Smith – Director Financial Services  
Sally Blanc - Executive Officer  
Jasmin Briggs – Town Planner

**1.2 APOLOGIES**

Nil received.

**1.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED**

Nil received.

---

---

## 2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

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

MOVED BY	CR BRAMICH
SECONDED BY	CR COURTNEY

**That the Minutes of the Ordinary Meeting of the Waratah-Wynyard Council held at Council Chambers, 21 Saunders Street, Wynyard on Monday 19 May 2025, a copy of which having previously been circulated to Councillors prior to the meeting, be confirmed as a true record.**

The MOTION was put and was CARRIED unanimously.

#### IN FAVOUR

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

---

---

## 3.0 DECLARATIONS OF INTEREST

### Councillor and Agenda Item Number

Nil

### Staff and Agenda Item Number

Nil

---

---

## 4.0 COUNCILLORS ANNOUNCEMENTS AND REPORT

### 4.1 ANNOUNCEMENTS BY MAYOR

#### Anna Bosveld

I wish to congratulate Anna Bosveld a 15 year old “wunderkind” from Wynyard who was awarded the Tasmanian Symphony Orchestra’s annual \$2500 Tim Bugg AM Rising Star prize last week in acknowledgement of her exceptional piano playing skills. Last Thursday evening she performed publicly alongside the prestigious orchestra at the Federation Concert Hall in Hobart

#### Vale John Smith

I wish to acknowledge the passing of ex-Councillor John Smith and his contribution to this Council during his time as a Councillor from 2011 to 2014. As a Councillor, John was an exemplary role model who demonstrated responsibility and accountability at all times to the community and Council. John also demonstrated a willingness to invest in respectful dialogue with Council colleagues while honouring differing opinions maintaining high integrity with fairness and honesty. John reluctantly resigned from this Council due to ill-health in 2014. We pass on our condolences to his wife Sylvia and his family.

---

## 4.2 MAYOR'S COMMUNICATIONS

MOVED BY	CR ROBERTS
SECONDED BY	CR EDWARDS

### That Council notes the Mayor's Communications:

MAYOR DR MARY DUNIAM	
14/5/25	CCA Governance Working Group Meeting
14/5/25	LGAT General Management Committee (GMC) Function
15/5/25	LGAT GMC Meeting
19/5/25	Council Meeting
20/5/25	Volunteer Appreciation Week Morning Tea and Presentation
21/5/25	Wynyard Adult Day Care Centre Morning Tea
23/5/25	ALWA Tas General Meeting
26/5/25	Councillor Workshop
27/5/25	Reconciliation Tas – Reconciliation Week Breakfast MC
27/5/25	Civic Reception Her Excellency the Hon Sam Mostyn AC, Governor General Aus
28/5/25	CCA Executive Meeting
28/5/25	CCA Working Group Meeting
29/5/25	ALGWA AGM and Board Meeting
30/5/25	Presentation Yolla High School
2/6/25	Councillor Workshop
4/6/25	CCA Representatives Meeting
10/6/25	Coast FM Radio Interview
11/6/25	Meeting re Councillor Professional Development
12/6/25	CCA Governance Working Group
12/6/25	ALGWA National Master Class
13/6/25	L&D Governance Group
16/6/25	Councillor Workshop
16/6/26	Meeting with Wynyard Police

The MOTION was put and was CARRIED unanimously.

### IN FAVOUR

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

## 4.3 REPORTS BY DELEGATES

Nil received.

---

#### 4.4 NOTIFICATION OF COUNCIL WORKSHOPS

MOVED BY	CR ROBERTS
SECONDED BY	CR BRAMICH

**That Council notes the following Workshops:**

<b>26/5/25</b>	<b>Cradle Coast Authority Briefing Annual Plan and Budget 2025/26</b>
<b>2/6/25</b>	<b>Ballard Avenue Masterplan Development Plans – Residential Municipal Service Levels Professional Development</b>
<b>16/6/26</b>	<b>Frederick Street Reserve Masterplan Wynyard Sports Precinct Storm Water Policy</b>

The MOTION was put and was CARRIED unanimously.

#### IN FAVOUR

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

---

---

**5.0 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**

Nil.

**5.4 PUBLIC STATEMENTS RECEIVED IN WRITING**

Nil received.

**5.5 PUBLIC STATEMENTS WITHOUT NOTICE****5.5.1 M BENTALL - BOUNDARY SUBVISION**

Mr Bentall of Boat Harbour made a statement regarding his application for a subdivision (3 into 3 lots) at Port Road, Boat Harbour. He stated that the use of the property would not change as requested boundaries are as they actually have been for the last 50 years. He noted that there was no intention to reduce the area of land available for agricultural production – it would stay the same as it has always been.

**5.5.2 P HOOKWAY - PLANNING MATTER PORT ROAD BOAT HARBOUR**

Mr Hookway of Boat Harbour made a statement regarding the application for subdivision (3 into 3 lots) at Port Road, Boat Harbour noting that the application was not seeking to expand to new land, thus reducing agricultural use land, he noted that boundary has been in place for 50 plus years and no changes will occur, change is to formalise as is.

---

---

<b>6.0 PLANNING AUTHORITY ITEMS</b>
-------------------------------------

**PLANNING AUTHORITY OPENED AT 6.09PM**

**6.1 PUBLIC QUESTIONS WITHOUT NOTICE – RELATING TO PLANNING MATTERS**

Nil received.

**6.2 PUBLIC STATEMENTS - RELATING TO PLANNING MATTERS**

Nil received.

---

### 6.3 SUBDIVISION (3 INTO 3 LOTS) LOCATED AT 134, 140 AND LOT 1 (CT 199020/1) PORT ROAD, BOAT HARBOUR - SD 2216

To: Council  
Reporting Officer: Town Planner  
Responsible Officer: Manager Development and Regulatory Services  
Report Date: 3 June 2025  
File Reference: 7092438, 1867757, 1867765  
Supporting Documents: 1. Consolidated advertised documents   
2. Signed extension of time 

---

#### PURPOSE

The purpose of this report is for Council to consider the merits of the application SD2216 against the requirements of the *Tasmanian Planning Scheme - Waratah-Wynyard*.

#### BACKGROUND

The application involves land, which is known as 134, 140 and Lot 1 (CT 199020/1) Port Road, Boat Harbour. The current lot configurations are as follows.

134 Port Road, Boat Harbour (Depicted in figure 1 below in yellow)

The land area is currently estimated at 1303m<sup>2</sup>, containing an existing single dwelling located on an internal lot, accessing Port Road to the south.

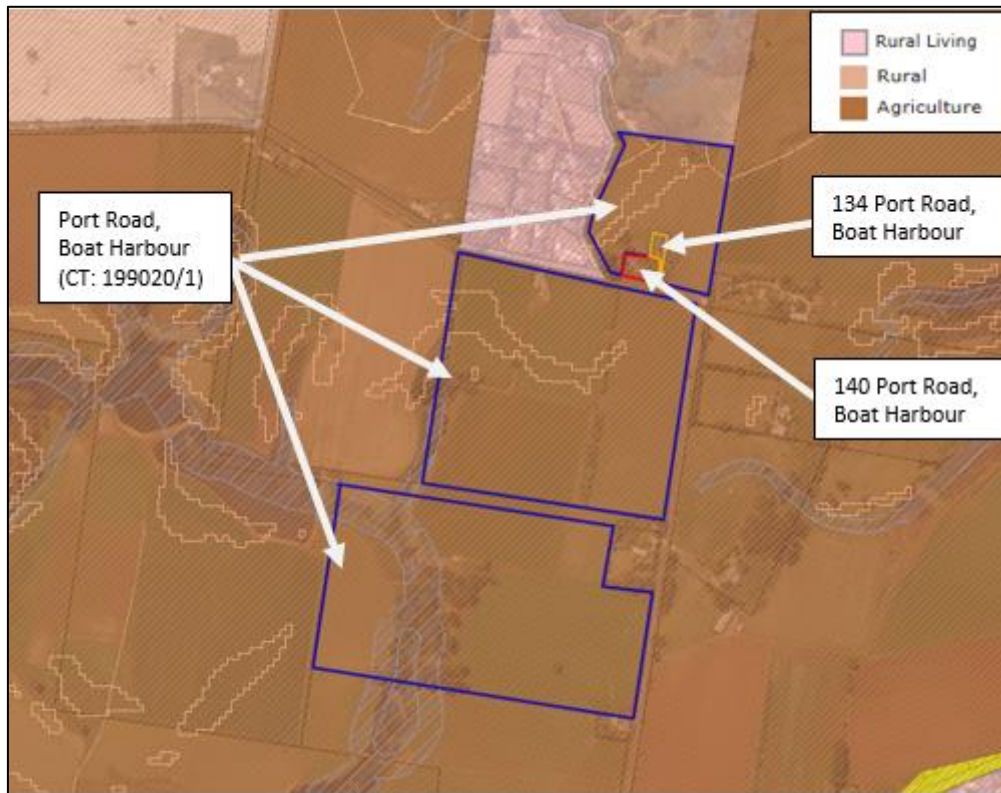
140 Port Road, Boat Harbour (Depicted in figure 1 below in red)

The land area is currently estimated at 2445m<sup>2</sup>. The site contains an existing single dwelling and outbuildings. This land is in the same ownership as the vacant parcel adjoining, identified within CT: 19900/1. The dwelling currently accesses Port Road over the adjoining title.

Port Road, Boat Harbour (CT: 199020/1) (Depicted in figure 1 below in blue)

The land provides for a total area estimated to be 36.98ha. This land is sited in three separate sections, with separation provided through Port Road and an unmade part of Road (crown land). The area south of Port Road has actively been cropped over the years, with street view showing a recent potato crop in situ. The main access to this land is from Port Road, with agricultural sheds to the south and the northern portion accessible via the same access as 140 Port Road, towards the intersection of Sisters Beach Road and Port Road.

All lots, including those containing existing residential uses, are embedded in the Agricultural zone. Land north of the site is zoned Rural with land west of Port Road and Sisters Beach Road, being zoned Rural Living. A map demonstrating the location of the lots involved in the application and zoning is shown below in Figure 3.



**Figure 1: Subject site with zoning - LISTmap**

## DETAILS

The applicant is seeking approval for the subdivision of land at 134, 140 and (Lot 1) Port Road, Boat Harbour, changing the lot areas of three lots into three lots as follows:

- The land shown as lot 1, currently has an area of 1303m<sup>2</sup>, increasing in size to 2830m<sup>2</sup>.
- The land shown as lot 2 currently has an area of 2445m<sup>2</sup>, increasing to a size of 4.71ha.
- The balance area located south of Port Road, shown as lot 3, details a lot area of 32.1ha.

The subject site is zoned Agricultural under the *Tasmanian Planning Scheme - Waratah-Wynyard* (TPS). According to Clause 6.2.6 of the TPS, development for subdivision does not need to be categorised into a Use Class. It is permitted in the zone provided the application meets all the relevant acceptable solutions for development standards.

The proposal does not meet all relevant acceptable solutions for development standards. The applicant is applying for discretion under Clause 21.5.1 Lot design (P1).

It is noted that the application was advertised under clause 21.4.2 (P2), but further consideration and detailed assessment undertaken it is considered the application can achieve compliance with 21.4.2 (A2)(b), as the proposed boundary location for lots 1 and 2 will increase the current setback of the existing dwellings to the adjoining agricultural use.

## 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 10 Pages;
- Supporting Documentation/Planning Submission x 7 Pages;
- Bushfire Hazard Report x 33 Pages; and
- Subdivision Plan/s x 4 Pages.

The period for representations closed on 9 May 2025. No representations were subsequently 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 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) A Final Survey Plan submitted for sealing by the Council is to show all easements required for powerlines, sewerage, water, drainage purposes and legal access.
- (5) 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.

Notes:

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 external referrals.

## **PLANNING ASSESSMENT**

The subject site is zoned Agricultural under the *Tasmanian Planning Scheme - Waratah-Wynyard (TPS)*. According to Clause 6.2.6 of the TPS, development for subdivision does not need to be categorised into a Use Class. It is permitted in the zone provided the application meets all the relevant acceptable solutions for development standards.

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

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

#### 21.4.2 Setbacks

<p><b>A2</b></p> <p>Buildings for a sensitive use must have a setback from all boundaries of:</p> <p>(a) not less than 200m; or</p> <p>(b) if the setback of an existing building for a sensitive use on the site is within 200m of that boundary, not less than the existing building.</p>	<p><b>P2</b></p> <p>Buildings for a sensitive use must be sited so as not to conflict or interfere with an agricultural use, having regard to:</p> <p>(a) the size, shape and topography of the site;</p> <p>(b) the prevailing setbacks of any existing buildings for sensitive uses on adjoining properties;</p> <p>(c) the location of existing buildings on the site;</p> <p>(d) the existing and potential use of adjoining properties;</p> <p>(e) any proposed attenuation measures; and</p> <p>(f) any buffers created by natural or other features.</p>
<p><b>Planning Comments:</b> Complies with Acceptable Solution</p> <p>It is noted that the application was reliant on assessment of this clause as part of the requirements set out within 21.5.1 P1(b)(iii). It is now identified that the proposal can achieve compliance with A2(b), as the land area around each dwelling is increasing. Further, compliance with 21.5.1 P1(b)(iii) cannot be achieved via reliance on P1 or P2 for 21.4.2 and must be achieved via compliance with A1 &amp; A1 for 21.4.2.</p>	

#### 21.5.1 Lot design

<p><b>A1</b></p> <p>Each lot, or a lot proposed in a plan of subdivision, must:</p> <p>(a) be required for public use by the Crown, a council or a State authority;</p> <p>(b) be required for the provision of Utilities or irrigation infrastructure; or</p> <p>(c) be for the consolidation of a lot with another lot provided both lots are within the same zone.</p>	<p><b>P1</b></p> <p>Each lot, or a lot proposed in a plan of subdivision, must:</p> <p>(a) provide for the operation of an agricultural use, having regard to:</p> <p>(i) not materially diminishing the agricultural productivity of the land;</p> <p>(ii) the capacity of the new lots for productive agricultural use;</p> <p>(iii) any topographical constraints to agricultural use; and</p> <p>(iv) current irrigation practices and the potential for irrigation;</p>
---	--

	<p>(b) be for the reorganisation of lot boundaries that satisfies all of the following:</p> <ul style="list-style-type: none"> <li>(i) provides for the operation of an agricultural use, having regard to: <ul style="list-style-type: none"> <li>a. not materially diminishing the agricultural productivity of the land;</li> <li>b. the capacity of the new lots for productive agricultural use;</li> <li>c. any topographical constraints to agricultural use; and</li> <li>d. current irrigation practices and the potential for irrigation;</li> </ul> </li> <li>(ii) all new lots must be not less than 1ha in area;</li> <li>(iii) existing buildings are consistent with the setback required by clause 21.4.2 A1 and A2;</li> <li>(iv) all new lots must be provided with a frontage or legal connection to a road by a right of carriageway, that is sufficient for the intended use; and</li> <li>(v) it does not create any additional lots; or</li> </ul> <p>(c) be for the excision of a use or development existing at the effective date that satisfies all of the following:</p> <ul style="list-style-type: none"> <li>(i) the balance lot provides for the operation of an agricultural use, having regard to: <ul style="list-style-type: none"> <li>a. not materially diminishing the agricultural productivity of the land;</li> <li>b. the capacity of the balance lot for productive agricultural use;</li> <li>c. any topographical constraints to agricultural use; and</li> <li>d. current irrigation practices and the potential for irrigation;</li> </ul> </li> <li>(ii) an agreement under section 71 of the Act is entered into and registered on the title preventing future Residential use if there is no dwelling on the balance lot;</li> <li>(iii) any existing buildings for a sensitive use must meet the setbacks required by clause 21.4.2 A2 or P2</li> </ul>
--	---

	<p>in relation to setbacks to new boundaries; and</p> <p>(iv) all new lots must be provided with a frontage or legal connection to a road by a right of carriageway, that is sufficient for the intended use.</p>
<p><b>Planning Comments:</b> Does not comply</p> <p>The proposal seeks to subdivide the land, providing for an increase in land area for proposed lot 1 to 2830m<sup>2</sup>, increasing land within proposed lot 2 to 4.71ha and a reduction of land area within proposed lot 3 to 32.1ha.</p> <p>Performance Criteria P1(b) allows a planning authority to approve the reorganisation of lot boundaries where it can be demonstrated that each lot or a lot proposed in a plan can comply with each test detailed under P1(b)(i), (ii), (iii), (iv) and (v). It is noted that the criterion is conjunction, therefore if the application fails in one or more of the subcategories, the performance criterion is not met.</p> <p>P1 states, <i>Each lot, or a lot proposed in a plan of subdivision <b>must:</b></i></p> <p><i>(b) be for the reorganisation of lot boundaries that satisfies all of the following:</i></p> <p><b>(i) provides for the operation of an agricultural use, having regard to;</b></p> <p>Regardless of that identified within a, b, d and d, each lot in this subdivision does not provide for the operation of an agricultural use.</p> <p>It is argued within the application that lot 1 will remain for a residential use while lot 2 will be large enough for agricultural use, while lot 3 (balance land) is still sufficient for agricultural use.</p> <p>It is concluded that the land within lot 1 cannot provide for the operation of an agricultural use, therefore fails this test. No information has been provided to support the argument that additional land provided within lots 1 and 2 will not diminish the agricultural productivity of the land. It is shown within Figure 2 below, that land currently contained within the large agricultural title is to be included within both lots 1 and 2.</p> <p><b>(ii) all new lots must be not less than 1ha in area;</b></p> <p>Lot 1 (as shown below) has a total lot area of 2830m<sup>2</sup>, therefore fails to comply. Argument is made within the application that there are no new lots created. As this is a lot which changes in size and forms part of the application it is considered to be a new lot. Clarity on this is formed on the basis when identifying (v) which states that “it does not create any additional lots”. This provides clarity on the assessment of (b)(ii).</p>	

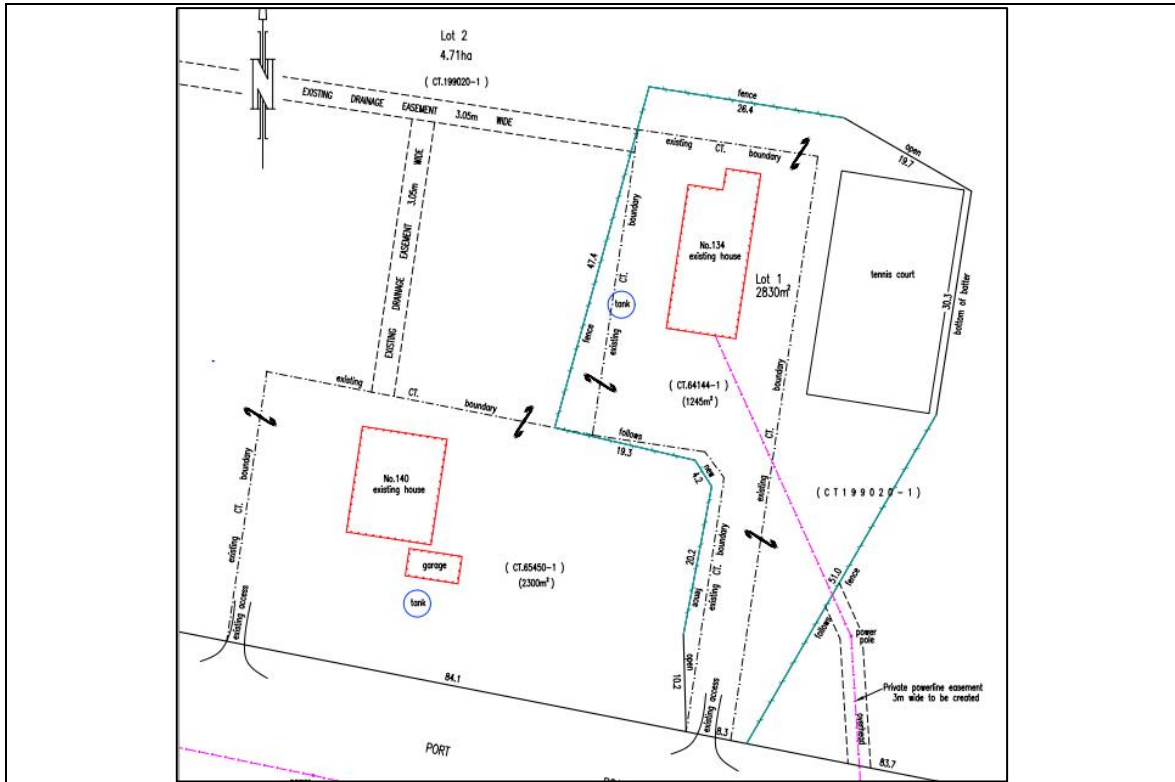


Figure 2 – Source: Sheet 2 of 2 – Michelle Hodgetts Surveyors development plans.

**(iii) existing buildings are consistent with the setback required by clause 21.4.2 A1 and A2;**

As stated separately within clause 21.4.2, the application was incorrectly advertised as being reliant on the Performance Criteria. This is not the case, as the application can achieve compliance with 21.4.2 (A2)(b). As the subdivision increases the land area surrounding both dwellings sited within lots 1 and 2 and not reducing the existing setback in other directions, compliance with both A1 and A2 (b) are achieved.

**(iv) all new lots must be provided with a frontage or legal connection to a road by a right of carrieway, that is sufficient for the intended use; and**

All lots are shown to have a frontage to Port Road, therefore compliant with (iv).

**(v) it does not create any additional lots.**

The application is for the rearrangement of three lots into three lots, therefore achieving compliance with (v).

The proposal cannot satisfy the mandatory tests within P1(b) and specifically fails to meet the requirements of P1(b)(i) and (ii). Therefore the application must be refused.

**STATUTORY IMPLICATIONS**

Land Use Planning and Approvals Act 1993

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

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

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

**STRATEGIC IMPLICATIONS**

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

**POLICY IMPLICATIONS**

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

**ENVIRONMENTAL IMPLICATIONS**

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

**FINANCIAL IMPLICATIONS**

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

**RISK IMPLICATIONS**

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

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

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

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

**COMMENT**

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

It is concluded that the proposal does not comply with the following clause: 21.5.1 Lot design (P1). The application fails on the inability for each lot to be utilised for an agricultural use. Additionally, the proposed new lot identified as lot 1, does not meet the minimum site area of 1ha.

Clause 6.8 of the planning scheme provides Council with the ability to permit a development which relies on an applicable performance criterion or standard, *where it can be achieved*. Where a performance criterion cannot be met, the application cannot be approved. The

---

planning authority has no jurisdiction to approve a subdivision which cannot achieve compliance with the performance criterion.

The application does not comply with the necessary provision of the Agricultural zone under the *Tasmanian Planning Scheme – Waratah-Wynyard*. It is therefore recommended that Council refuse a planning permit for the proposed subdivision.

MOVED BY	CR ROBERTS
SECONDED BY	CR HYLAND

**That Council, in accordance with Section 51 and Section 57 of the *Land Use Planning and Approvals Act 1993* and the *Tasmanian Planning Scheme - Waratah-Wynyard* refuses an application for a subdivision (3 into 3 lots) at 134, 140 and Lot 1 (CT 199020/1) Port Road, Boat Harbour on the following grounds:**

- 1. The application does not demonstrate compliance with Clause 21.5.1 P1(b) of the *Tasmanian Planning Scheme - Waratah-Wynyard*. Specifically, that each lot or a lot on a plan of subdivision under this Clause must:
  - (i) provide for the operation of an agricultural use...".**  
The application details lot 1 as being for the continuation of a residential use.
  - (ii) all new lots must be not less than 1ha in area.**  
Lot 1 is provided with 2830m<sup>2</sup> of land.**




The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

---

## 6.4 MULTIPLE DWELLINGS (ONE ADDITIONAL UNIT) & CARPORT LOCATED AT UNIT 4/12A SOMERSET ESPLANADE, SOMERSET - DA 37/2025

To: Council  
Reporting Officer: Town Planner  
Responsible Officer: Manager Development and Regulatory Services  
Report Date: 4 June 2025  
File Reference: 2726681  
Supporting Documents: 1. Consolidated advertised documents   
2. TasWater SPAN   
3. Representation 

---

### PURPOSE

The purpose of this report is for Council to consider the merits of the application DA 37/2025 against the requirements of the *Tasmanian Planning Scheme - Waratah-Wynyard*.

### BACKGROUND

The application involves land addressed as Unit 4/12A Somerset Esplanade, Somerset.

The site is part of a multiple dwelling development with 4 existing units accessible from the northern boundary adjoining Somerset Esplanade. Land to the east, south and west of the site is zoned General Residential and consists of developed land, with a mix of multiple and single dwelling style houses. The northern portion of land associated with Unit 4 is also impacted by the Coastal Erosion Hazard Code, as depicted below.



Figure 1: Subject site with zoning and overlay

---

## DETAILS

The applicant is seeking approval for a multiple dwelling development consisting of 1 additional unit (unit 5). The unit consists of a single bedroom, study, bathroom and open plan dining, living and kitchen area. The total floor area of the building is 60m<sup>2</sup>.

The unit is sited 1.230m from the western boundary for a length of 3.490 metres with the remainder of the wall sited 1.765m from the boundary. The height of the building is a skillion design, with the northern end having a height of 3.595m sloping down to 2.7 metres at the southern portion of the building.

Construction material is shown to be a mix of clay brick and cement sheet wall cladding with Colorbond roofing.

Also included in the application is a carport for both proposed unit 5 and the existing unit 4. This provides for a structure with a skillion style roof adjoining the existing garage for unit 4, sloping down to a height of 2.540 metres on the southern elevation. The total width of the structure is 7.190m with a length of 5.6m, having a dividing wall separating the two portions of the building, which will be a potential strata 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 General Residential under the Planning Scheme. The use is a Residential Use Class (Multiple Dwellings) which is a permitted use in this zone.

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

- 8.4.2 Setback and building envelopes for all dwellings (P3)
- 8.4.6 Privacy for all dwellings (P3)
- C2.6.2 Design and layout of parking areas (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 5 Pages;
- Additional Information Letter x 1 Page;
- Additional Information Response x 5 Pages; and
- Development Plans x 8 Pages.

The period for representations closed on 2 May. One (1) representation was subsequently received. A map demonstrating the relationship between the subject site and the representors property is shown in Figure 2.



**Figure 2: Relationship between the subject site and representors' property. (Representors property outlined in red, subject site outlined in blue)**

A summary of the issues raised by the representation and planning responses to these issues are 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 appendix to this report.

**Representor: P Wilkie**

Issues Raised:	Response:
<p>Regarding Clause 8.4.2 Setback and Building Envelope For All Dwellings, (P3), the application lists <u>there will be no reduction on a habitable room on the adjoining property</u>, however that is incorrect as the rooms on the Eastern side of my Dining/Lounge area will be directly affected by the proposed building as there will be a significant reduction of natural light within a habitable room. The windows on the plan have been mislabelled, as there are 3 windows affected by the loss of light within the lounge/living area on my property. The photos provided of the windows within the application have been taken from the open space of Unit 3 and provide a misleading angle placement of the windows.</p>	<p>Council has considered the information provided and does agree that the shadow diagrams do show some shading to the eastern side of the adjoining dwelling at 9am. Due to the windowsill height, it is difficult to determine whether shading at this time will impact the window at all and at what level. The question here is whether the level of reduction of sunlight to a habitable room is considered to be unreasonable. The shading diagrams clearly show that the any shading will only be at 9am, with no impact from 10am.</p> <p>The other windows associated with the adjoining dwelling (shown in west view 1) of the application documentation, are covered by a roofed verandah, therefore already shaded from within the site.</p> <p>Please see the full assessment provided at the Planning Assessment.</p>

<p>There will be significant overshadowing of the living area and outdoor patio area, including a loss of amenity to these areas as plans do not show variation in block levels, being that it is at the lowest level of the block, floor level will be considerably higher than shown on the plan. This is an estimate as there are no RF levels supplied within plans.</p>	<p>There is no requirement under the Planning Scheme to show RL (reduced level) and both the subject site and surrounding area are relatively flat. According to Council’s mapping system the location of the proposed additional unit has an elevation between 4.93 – 5.07 AHD &amp; the location of the dwelling at 13 Somerset Esplanade has an elevation of 4.82 – 5.02 AHD. The variation in block levels in not significant enough to warrant specific consideration.</p>
<p>There will be a significant visual impact caused by the apparent scale, bulk and proportions of the dwelling when viewed from my property. Its scale and bulk are not consistent with the existing unit development, the proposed dwelling exceeds the one-third percentage of the block boundary. Part of this impact could be alleviated by a low-pitched hip roof.</p>	<p>The dwelling height is shown to be sited within the building envelope relative to the western side setback. The discretion here is based on the 3.490m width of the most southern portion of the western elevation, which is has a reduced setback of 270mm. The scheme allows for a 9-metre portion to be located within the setback, but as there is an existing portion of building associated with unit 4 that is sited within 9 metres of the boundary, the combined length exceeds 9 metres. A full assessment is provided in the Planning Assessment below.</p>
<p>The separation provided is not consistent with the existing established properties in the area. Minimum setback to existing unit and house ranges from 1500mm minimum, to 1900mm maximum. 1230mm setback is not allowing for size of soffits on the application.</p>	<p>As outlined by Acceptable Solution A3 under Clause 8.4.2 in the planning discussion below, protrusions (e.g. awnings, porches, eaves, fascias, gutters and the like) that extend not more than 0.9m do not apply to the standard setback requirements. For dwellings, this means that setback is typically calculated from the wall, not the edge of the eave.</p> <p>It is considered that the proposed setback of 1.23m is consistent with the setback of established dwellings in the area including the existing unit 4/12A (has a covered area 0m from the western side boundary), the dwelling at 14A Somerset (setback 1m from eastern side boundary) and shed at 13 Somerset Esplanade (setback 0m from the eastern side boundary).</p>
<p>Further to clause C 2.6.2 (P1) the proposed unit 5 requires one additional visitor parking space, all other units on existing site have dedicated parking for visitors. I believe that (a) proposal to use public parking spaces on Somerset Esplanade will not provide usability in all weather conditions. (b) does not provide vehicle and pedestrian safety, especially in the case of elderly residents and visitors. (c) the likelihood of the parking needing to be used by a person</p>	<p>The application requires assessment under C2.5.1 (P1.2) for a dwelling. It is noted that each other unit within the site is either two or three bedrooms, therefore is required to have two vehicle parking spaces each. The site currently does not provide for visitor parking. The level of increase in need for visitor parking from the addition of one additional unit is not considered to be substantial, with the continued use of on-street parking (available)</p>

with a disability, as there is at least a 30m walk to the proposed unit from the proposed parking space. (d) The provision of Aus Standard AS2890.1.2004 does not meet the criteria for parking facilities as per AS2890.2-2002 Parking Facilities, it also does not meet off-street commercial vehicle criteria.	considered to be sufficient in meeting the needs of the site.  There is no need for disability parking under P1.2 for a dwelling.
I believe the sewage easement is incorrectly noted as 2000mm wide on the proposal, as I am of the understanding that the easement is 3000mm wide.	The application was referred to TasWater, who have approved the proposal with conditions.

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

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

### Environmental Health

The following environmental health conditions were recommended.

- (1) 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 14 May 2025. A response was received on 22 May 2025 and forms Part B of the recommended permit conditions.

The application did not require any other external referrals.

**PLANNING ASSESSMENT**

The subject site is zoned General Residential under the *Tasmanian Planning Scheme - Waratah-Wynyard* (TPS). The use is a Residential Use Class (for Multiple Dwellings) which is a permitted use within the zone.

The proposal does not meet all of the acceptable solutions for applicable development standards and is therefore submitted as a discretionary application under Section 57 of LUPAA and assessed under the TPS 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 General Residential zone and relevant Codes is provided below.

**General Residential Zone**

**8.4.2 Setbacks and building envelope for all dwellings**

<p>A3 A dwelling, excluding outbuildings with a building height of not more than 2.4m and protrusions that extend not more than 0.9m horizontally beyond the building envelope, must:</p> <ul style="list-style-type: none"> <li>(a) be contained within a building envelope (refer to Figures 8.1, 8.2 and 8.3) determined by:             <ul style="list-style-type: none"> <li>(i) a distance equal to the frontage setback or, for an internal lot, a distance of 4.5m from the rear boundary of a property with an adjoining frontage; and</li> <li>(ii) projecting a line at an angle of 45 degrees from the horizontal at a height of 3m above existing ground level at the side and rear boundaries to a building height of not more than 8.5m above existing ground level; and</li> </ul> </li> </ul> <p>only have a setback of less than 1.5m from a side or rear boundary if the dwelling:</p> <ul style="list-style-type: none"> <li>(i) does not extend beyond an existing building built on or within 0.2m of the boundary of the adjoining property; or</li> <li>(ii) does not exceed a total length of 9m or one third the length of the side boundary (whichever is lesser).</li> </ul>	<p>P3 The siting and scale of a dwelling must:</p> <ul style="list-style-type: none"> <li>(a) not cause an unreasonable loss of amenity to adjoining properties, having regard to:             <ul style="list-style-type: none"> <li>reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining property;</li> <li>overshadowing the private open space of a dwelling on an adjoining property;</li> <li>overshadowing of an adjoining vacant property; and</li> <li>visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining property;</li> </ul> </li> <li>(b) provide separation between dwellings on adjoining properties that is consistent with that existing on established properties in the area; and</li> <li>(c) not cause an unreasonable reduction in sunlight to an existing solar energy installation on:             <ul style="list-style-type: none"> <li>an adjoining property; or</li> <li>another dwelling on the same site.</li> </ul> </li> </ul>
<p>Planning Comments: Complies The application shows existing development for unit 4 to be sited within 1.5 metres of the western boundary, therefore the applicant has addressed the performance criteria based on the total length of works within 1.5m of that boundary exceeding 9 metres in length. It is identified within the shadow diagrams, that there may be some (small) level of shading occurring to the adjoining dwelling to the west at 9am in the morning. For assessment against this</p>	

clause, consideration needs to be given to what an unreasonable loss of amenity through shading would be. There is shown to be a small level of shading occurring to the adjoining property at 9am. It is unclear whether this shading will reach the windowsill or not, but as this is only for a small portion of the day, and clear from shading by 10am, this is not considered to be unreasonable in a residential setting, where a 2.1m high boundary fence is exempt from requiring a permit and would cause greater shading than that of the development proposed. It is also considered that the area in question is a driveway and garage and therefore not directly utilised for private open space.

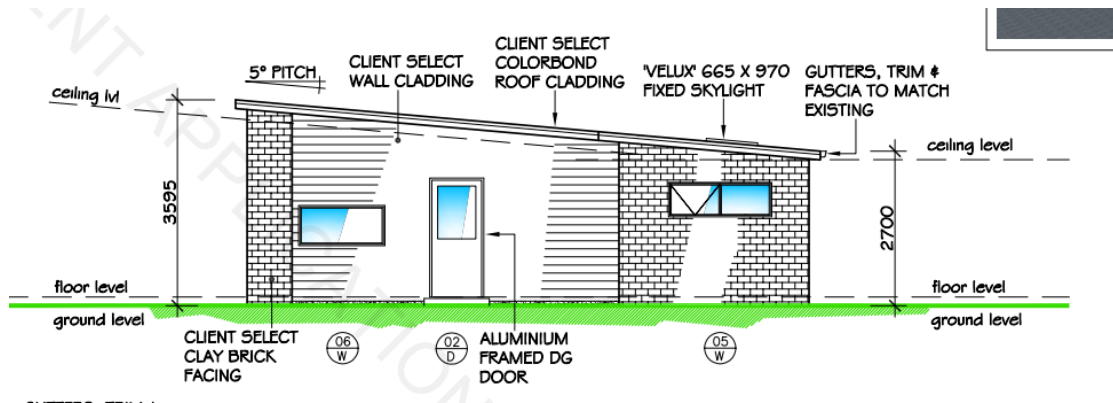


Figure 3 – Western elevation of proposed unit 5.

The above image shows the western elevation of the proposed unit. The area of discretion relates to the section clad in brick on the right-hand side of the image. This is the area which is sited within 1.5 metres of the boundary. This building is not inconsistent with others in the area, which have a similar height (or greater). The level of visibility of the development above a boundary fence is minimal and not considered to be unreasonable for visual bulk and scale when viewed from the adjoining dwelling.

There are no identified solar installations that would be impacted through shading created by the proposal.

The application is considered to have demonstrated compliance with performance criteria P3 and accords with the relative objectives to this clause.

#### 8.4.6 Privacy for all dwellings

<p><b>A3</b></p> <p>A shared driveway or parking space (excluding a parking space allocated to that dwelling) must be separated from a window, or glazed door, to a habitable room of a multiple dwelling by a horizontal distance of not less than:</p> <ul style="list-style-type: none"> <li>(a) 2.5m; or</li> <li>(b) 1m if: <ul style="list-style-type: none"> <li>(i) it is separated by a screen of not less than 1.7m in height; or</li> <li>(ii) the window, or glazed door, to a habitable room has a sill height of not less than 1.7m above the shared driveway or parking space, or has fixed obscure glazing extending to a height</li> </ul> </li> </ul>	<p><b>P3</b></p> <p>A shared driveway or parking space (excluding a parking space allocated to that dwelling), must be screened, or otherwise located or designed, to minimise unreasonable impact of vehicle noise or vehicle light intrusion to a habitable room of a multiple dwelling.</p>
---	--

of not less than 1.7m above the floor level.	
<p><b>Planning Comments:</b> Complies</p> <p>Due to the location of the bedroom and lounge room windows relative to the existing access, discretion is invoked. The applicant has provided demonstration against the performance criteria for by providing double glazed/tinted windows for the bedroom and lounge room.</p> <p>A condition will be included on any permit issued requiring tinting on windows 01 and 03 to have a visible light transference (VLT) of not more that 35% to ensure light spill is sufficiently mitigated through design. Window 2 in the bedroom is north facing and does not directly front onto the shared driveway to the east of the unit.</p> <p>The application is considered to achieve compliance with the performance criteria and relative objectives to this clause.</p>	

### C2.5.1 Car parking numbers

<p><b>A1</b></p> <p>The number of on-site car parking spaces must be no less than the number specified in Table C2.1, less the number of car parking spaces that cannot be provided due to the site including container refund scheme space, excluding if:</p> <ul style="list-style-type: none"> <li>(a) the site is subject to a parking plan for the area adopted by council, in which case parking provision (spaces or cash-in-lieu) must be in accordance with that plan;</li> <li>(b) the site is contained within a parking precinct plan and subject to Clause C2.7;</li> <li>(c) the site is subject to Clause C2.5.5; or</li> <li>(d) it relates to an intensification of an existing use or development or a change of use where: <ul style="list-style-type: none"> <li>(i) the number of on-site car parking spaces for the existing use or development specified in Table C2.1 is greater than the number of car parking spaces specified in Table C2.1 for the proposed use or development, in which case no additional on-site car parking is required; or</li> <li>(ii) the number of on-site car parking spaces for the existing use or development specified in Table C2.1 is less than the number of car parking spaces specified in Table C2.1 for the proposed use or development, in which case on-site car parking must be calculated as follows:</li> </ul> </li> </ul>	<p><b>P1.1</b></p> <p>The number of on-site car parking spaces for uses, excluding dwellings, must meet the reasonable needs of the use, having regard to:</p> <ul style="list-style-type: none"> <li>(a) the availability of off-street public car parking spaces within reasonable walking distance of the site;</li> <li>(b) the ability of multiple users to share spaces because of: <ul style="list-style-type: none"> <li>(i) variations in car parking demand over time; or</li> <li>(ii) efficiencies gained by consolidation of car parking spaces;</li> </ul> </li> <li>(c) the availability and frequency of public transport within reasonable walking distance of the site;</li> <li>(d) the availability and frequency of other transport alternatives;</li> <li>(e) any site constraints such as existing buildings, slope, drainage, vegetation and landscaping;</li> <li>(f) the availability, accessibility and safety of on-street parking, having regard to the nature of the roads, traffic management and other uses in the vicinity;</li> <li>(g) the effect on streetscape; and</li> <li>(h) any assessment by a suitably qualified person of the actual car parking demand</li> </ul>
---	---

<p><math>N = A + (C - B)</math></p> <p>N = Number of on-site car parking spaces required</p> <p>A = Number of existing on site car parking spaces</p> <p>B = Number of on-site car parking spaces required for the existing use or development specified in Table C2.1</p> <p>C= Number of on-site car parking spaces required for the proposed use or development specified in Table C2.1.</p>	<p>determined having regard to the scale and nature of the use and development.</p> <p><b>P1.2</b></p> <p>The number of car parking spaces for dwellings must meet the reasonable needs of the use, having regard to:</p> <p>(a) the nature and intensity of the use and car parking required;</p> <p>(b) the size of the dwelling and the number of bedrooms; and</p> <p>(c) the pattern of parking in the surrounding area.</p>
<p><b>Planning Comments:</b> Complies</p> <p>The application is reliant on the performance criteria as the additional unit would require an additional visitor parking space.</p> <p>The site currently provides for two vehicle parking spaces per unit, with no allocated visitor space. The application provides for an additional parking space for unit 5, which is a single bedroom unit. It is noted that the applicant has referenced the wrong performance solution, but it is considered that the information provided will also suffice P1.2 as required. The applicant has addressed the performance criteria by providing the following statement.</p> <p><i>“The additional Proposed unit (5) is to be one bedroom &amp; requires one dedicated parking space which is provided by a carport to be included in the proposed carport addition for existing unit 4. The Proposed unit 5 also requires one additional visitor parking space, as this is currently unavailable onsite, neither are they for the existing units, it is proposed that the available parking spaces on Somerset Esplanade of which there are 7 bays available to the western end and 6 bays to the Eastern end be utilised for this purpose.”</i></p> <p>Along the Somerset Esplanade, Council has 12 on-street vehicle parking spaces available. It is considered that the need for visitor parking associated with an additional single bedroom unit will be minimal and the existing on-street parking will provide a serviceable area for use when required.</p> <p>The application is considered to comply with P1.2 and accord with the objective to this clause having sufficient parking in the area to meet the need of the use.</p>	

## STATUTORY IMPLICATIONS

### Land Use Planning and Approvals Act 1993

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

In accordance with section 57 of this Act and Council’s Planning Scheme, this proposal is an application for a discretionary permit. Council may approve or refuse discretionary permit applications after considering both Council’s Planning Scheme and the public representations received.

---

## **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 multiple dwelling (one additional unit) complies with either the acceptable solution or satisfies the performance criteria for all applicable standards of the Planning Scheme. The siting and setback of the proposed unit is in keeping with the residential setting and is not considered to cause an unreasonable loss of amenity through shading or bulk and scale.

The additional single bedroom unit provides one vehicle parking space, with need for a visitor space not considered reasonably necessary within the site, taking into consideration the existing circumstance and on-street availability.

The application is considered to comply with the General Residential provisions and applicable codes for the *Tasmanian Planning Scheme - Waratah-Wynyard*. It is therefore recommended that Council approve a multiple dwelling development (one additional unit) at unit 4/12A Somerset Esplanade, Somerset.

---

---

MOVED BY	CR HYLAND
SECONDED BY	CR EDWARDS

**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 Multiple Dwellings (one additional unit) & Carport at Unit 4/12A Somerset Esplanade, Somerset subject to the following conditions:**

**CONDITIONS:**

- (1) The development is to be generally in accordance with the updated application as submitted and endorsed documents as listed:
  - a. Proposal plans with Project Number: 103023 and Drawing Numbers: 02/08, 03/08, 04/08. 05/08 and 06/08 as prepared by Alan Lawler Design & Drafting and dated 21 March 2025.****
- (2) Windows 03 and 01 for Unit 5 are to have a tint with a maximum VLT of 35% installed to a minimum of 1.7m above ground level.**
- (3) Stormwater from the development is to be connected and discharged into Council's stormwater drainage network in accordance with the *Urban Drainage Act 2013*.**
- (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) 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.**
- (7) Loading and un-loading of vehicles is to be confined to within the boundaries of the property.**
- (8) 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.**

**Notes: -**

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

- An "Activity in Road Reservation" permit must be obtained from Council for all activity within the Road Reservation.
- This project must be substantially commenced within two years of the issue of this permit.
- The applicant is advised to consult with a building surveyor to ensure the development is constructed in accordance with *Building Act 2016*.
- This permit is based on information and particulars set out in Development Application DA 37/2025. 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
  - Please refer to the following link [https://auspost.com.au/content/dam/auspost\\_corp/media/documents/Appendix-02.pdf](https://auspost.com.au/content/dam/auspost_corp/media/documents/Appendix-02.pdf) or contact 'Australia Post 13 13 18 for letterbox placement guidelines.
  - A further fee is required for the signing and sealing of Final and Strata Plans. Please refer to Council's website for current Planning fees ([Waratah Wynyard Council fees](#)) .
  - Under Section 61 (4) of the *Land Use Planning and Approvals Act 1993*, the applicant has the right to lodge an appeal against Council's decision. Notice of appeal should be lodged on the prescribed form together with the required fee within fourteen days after the date on which notice of the decision was served on that person, to the Tasmanian Civil & Administrative Tribunal (TASCAT), G.P.O. Box 2036, Hobart, 7001 (<mailto:resourceplanning@tascat.tas.gov.au>). Updated Notices of Appeal are available on the Tribunal's website at <https://www.tascat.tas.gov.au/>

The MOTION was put and was CARRIED unanimously.

IN FAVOUR

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

---

## 6.5 PROPOSED DWELLING AND 3 X WATER TANKS LOCATED AT 5 AZZURE VISTA, BOAT HARBOUR BEACH - DA 42/2025

To: Council  
Reporting Officer: Town Planner  
Responsible Officer: Manager Development and Regulatory Services  
Report Date: 13 June 2025  
File Reference: 9320226  
Supporting Documents: 1. Consolidated advertised documents   
2. Representation 

---

### PURPOSE

The purpose of this report is for Council to consider the merits of the application DA 42/2025 against the requirements of the *Tasmanian Planning Scheme - Waratah-Wynyard*.

### BACKGROUND

The subject site is located at 5 Azzure Vista, Boat Harbour Beach and has an area of 500m<sup>2</sup>. It is located within the Low-Density Residential zone and is accessed from Azzure Vista. It is a vacant residential lot located in a cul-de-sac with a mix of vacant lots, single dwellings, and unit development. A locality plan is presented in Figure 1.

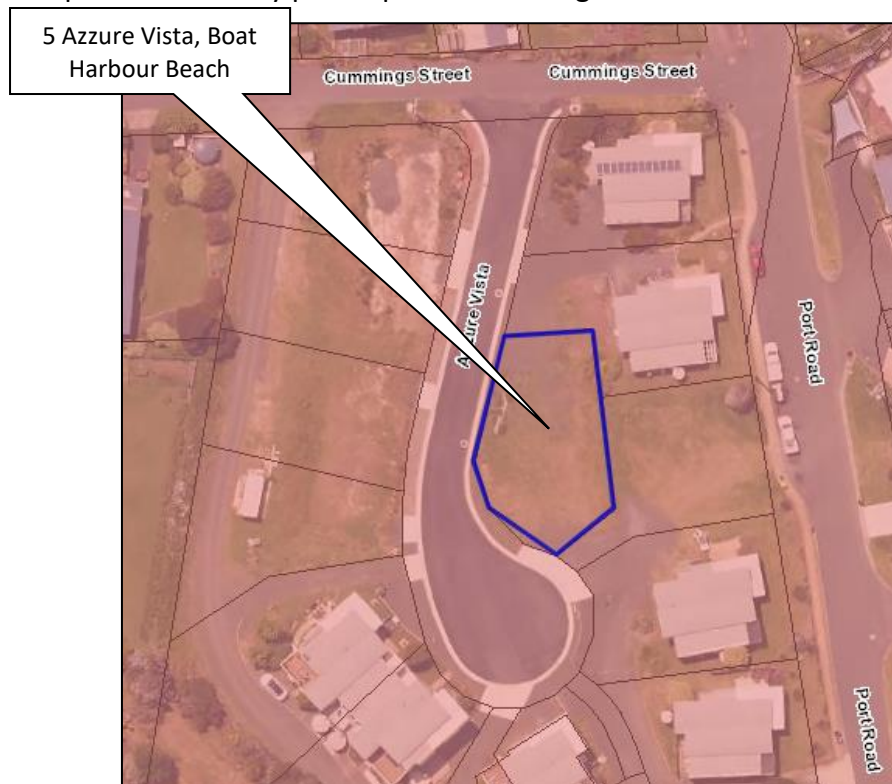


Figure 1: Subject site with zoning (low density residential)

### DETAILS

The applicant is seeking approval for a dwelling and three (3) water tanks on land at 5 Azzure Vista, Boat Harbour Beach.

---

The dwelling has a floor area of 113.6m<sup>2</sup> and a maximum height of 6.815m. It comprises a main bedroom with ensuite, additional two bedrooms, combined kitchen/dining/living area, storeroom, laundry closet and bathroom with separate toilet. Two decks with areas of 20.07m<sup>2</sup> and 7.77m<sup>2</sup> respectively adjoin the eastern and western elevations, only deck 2 is roofed. The dwelling is elevated with provisions for two (2) water tanks and vehicle parking underneath. It is clad in weatherboard and roofed with Colorbond.

The proposed dwelling is setback 3.12m from Azzure Vista, 4.571m from the southern boundary, 3.089m from the eastern boundary and 8.6m from the northern boundary. An additional 10kL firefighting tank is located along the northern boundary, 3m from the frontage.

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 Clause 10.4.3 Setback (P1, P2) of the Planning Scheme.

## **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 3 Pages;
- Cover letter x 3 Pages; and
- Proposal plans x 9 Pages.

The period for representations closed on 12 June 2025. Two submissions were subsequently received from adjoining landowners, only one of which constituted a valid representation based on the discretions being exercised.

A map demonstrating the relationship between the subject site and property of the valid representor 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.

Issues Raised:	Response:
<p>We understand that this is under the building envelope of 8.5 metres but is not in keeping with the streetscape of adjoining properties and there is NO need to be that high and seems to be an excessive height for a single storey dwelling, mainly due to accommodating car parking under the house, thus making the single dwelling higher than two storey dwellings located behind them. This will set a precedence for any future housing renovations if this was to go ahead.</p>	<p>Clause 6.10 of the Planning Scheme sets out the matters which Council must have regard to when determining applications. This includes the content of any representations received, but only insofar as the content relates to the discretions being exercised.</p> <p>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.</p>
<p>10.4.3 (c) - The structure seems to be an excessive height considering all 5 adjoining houses are all of similar height (approx. 4 metres high), which will make this building excessively above the average height of adjoining houses, as well as, directly impacting the amenity of properties located directly behind 5 Azzure Vista.</p> <p>10.4.3 (P2) - It is definitely not compatible with the neighbouring streetscape and is very much out of character with existing housing</p>	<p>The dwelling complies with the permitted height for the area. It has an elevated floor plan with provision for water tanks and car parking underneath the dwelling in order to make efficient use of the limited site area.</p> <p>The proximity of the dwelling to Azzure Vista is consistent with adjacent properties in the cul-de-sac including dwellings at 1 Azzure Vista, 10 Azzure Vista, 12 Azzure Vista and Unit 1/14 Azzure Vista all setback less than 8m from</p>

Issues Raised:	Response:
<p>development within the subdivision. There are no other properties raised up on struts to accommodate an under-house car parking, which then results in the dwelling being a lot higher than surrounding buildings, and will look out of place.</p>	<p>Azzure Vista - with setbacks varying from approximately 1.3m from 6m.</p> <p>As outlined in the planning assessment below, the consideration of impact on residential amenity for adjoining properties for the proposed dwelling itself is limited to the vacant lot at 7 Azzure Vista (to the east and south).</p> <p>The bulk of the proposed dwelling is setback 5.584m from the eastern boundary, compliant with the permitted setback. The protruding portion is confined to the unroofed deck. Similarly, the section of the southern elevation of the proposed dwelling which is less than 5m from the boundary is confined to the south-eastern corner and does not extend along the entire elevation.</p> <p>Due to the apparent migration of the sun across the sky throughout the day and the orientation of the lot, minimal shade will be cast onto 7 Azzure Vista, with the access strip for the property the main area affected. The reduced setback of the proposed dwelling will not unreasonably restrict the development potential of 7 Azzure Vista.</p> <p>Council as a Planning Authority cannot impose a higher standard on development than that permissible under the planning scheme.</p> <p>For a full assessment of the proposal against the relevant performance criteria please see the planning assessment below.</p>

## INTERNAL REFERRALS

### Engineering Services Department

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

- (1) Stormwater from the development is to be 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 did not require any external referrals.

## 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

<b>A1</b> 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.	<b>P1</b> 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: <ol style="list-style-type: none"><li>(a) the topography of the site;</li><li>(b) the setbacks of surrounding buildings;</li><li>(c) the height, bulk and form of existing and proposed buildings;</li><li>(d) the appearance when viewed from roads and public open space adjacent to the site; and</li><li>(e) the safety of road users.</li></ol>
<b>Planning Comments:</b> Complies  The proposed dwelling is setback 3.12m from Azure Vista. Of the three proposed water tanks, the firefighting tank adjacent to the northern boundary and one of the tanks underneath the proposed dwelling also protrude into the permitted frontage setback.  The subject site has an area of 500m <sup>2</sup> and a maximum width of approximately 19m. The size and shape of the block constrains the ability of the site to accommodate a dwelling within the permitted setbacks (8m from a frontage and 5m from rear and side boundaries).	

<p>The dwelling complies with the permitted height for the area and is single storey. It has an elevated floor plan with provision for water tanks and car parking underneath the dwelling in order to make efficient use of the limited site area. The dwelling has been located as far as practicable from the frontage whilst retaining sufficient setback from the opposing boundary.</p> <p>The open space beneath the dwelling means the building does not present as a block wall to the street. The proximity of the dwelling to Azzure Vista is consistent with adjacent properties in the cul-de-sac including dwellings at 1 Azzure Vista, 10 Azzure Vista, 12 Azzure Vista and Unit 1/14 Azzure Vista all setback less than 8m from Azzure Vista - with setbacks varying from approximately 1.3m from 6m.</p> <p>The reduced setback will not affect the safety of road users and is compatible with the streetscape and character of development in Boat Harbour Beach, which is dominated by dwellings on smaller lots built in close proximity to frontages.</p> <p>The proximity of the 10kL tank to Azzure Vista is due to its intended purpose as a dedicated static firefighting supply.</p> <p>The proposal complies with P1 for this Standard.</p>	
<p><b>A2</b></p> <p>Dwellings, excluding outbuildings with a building height of not more than 2.4m and protrusions that extend not more than 0.9m horizontally from the building, must have a setback from side and rear boundaries of not less than 5m.</p>	<p><b>P2</b></p> <p>The siting of a dwelling must not cause an unreasonable loss of amenity to adjoining properties, having regard to:</p> <ul style="list-style-type: none"> <li>(a) the topography of the site;</li> <li>(b) the size, shape and orientation of the site;</li> <li>(c) the setbacks of surrounding buildings;</li> <li>(d) the height, bulk and form of existing and proposed buildings;</li> <li>(e) the existing buildings and private open space areas on the site;</li> <li>(f) sunlight to private open space and windows of habitable rooms on adjoining properties; and</li> <li>(g) the character of development existing on established properties in the area.</li> </ul>
<p><b>Planning Comments:</b> Complies</p> <p>The proposed dwelling is setback 3.12m from Azzure Vista, 4.571m from the southern boundary, 3.089m from the eastern boundary and 8.6m from the northern boundary. An additional 10kL firefighting tank is located along the northern boundary, 3m from the frontage. Assessment against P2 is required for the setback of 10kL tank from northern boundary and the setback of the dwelling from the southern and eastern boundaries.</p> <p>The property to the east and south, 7 Azzure Vista, is currently vacant. It is noted that a planning application for 7 Azzure Vista is currently with TASCAT however for the purposes of assessment against P2 it must be treated as a vacant lot.</p> <p>The bulk of the proposed dwelling is setback 5.584m from the eastern boundary, compliant with the permitted setback. The protruding portion is confined to the unroofed deck which has a maximum height of approximately 4.3m, including balustrade. The lack of roof mitigates the bulk of the deck, as does the use of glass infill panels in the balustrade. Similarly, the section of the</p>	

---

southern elevation of the proposed dwelling which is less than 5m from the boundary is confined to the south-eastern corner and does not extend along the entire elevation.

Due to the apparent migration of the sun across the sky throughout the day and the orientation of the lot, minimal shade will be cast onto 7 Azzure Vista, with the access strip for the property the main area affected. The reduced setback of the proposed dwelling will not unreasonably restrict the development potential of 7 Azzure Vista.

The only portion of the development requiring assessment against P2 for boundaries shared with the adjoining property to the north and north-east, 3 Azzure Vista, is the 10kL firefighting tank. The dwelling itself is more than 5m from boundaries shared with this lot.

The proximity of the tank to northern boundary is consistent with the location of tanks at 10 and 12 Azzure Vista, which, along with the dwellings on those lots, have a 0m setback from side boundaries. The tank at 3 Azzure Vista is also sited within 1m of a side boundary. The location of the tank will not have an unreasonable effect on the residential amenity for 3 Azzure Vista.

It is considered that the siting of the dwelling in relation to side and rear boundaries will not result in an unreasonable loss of amenity for adjoining properties and therefore complies with P2 for this Standard.

## **STATUTORY IMPLICATIONS**

### *Land Use Planning and Approvals Act 1993*

The Council is established as a Planning Authority by definition under Section 3(1) of the 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 proposed dwelling and three water tanks comply with either the acceptable solution or satisfies the performance criteria for all applicable standards of the Planning Scheme. The siting of the dwelling makes efficient use of a block significantly smaller than the current standard for the zone and will not unreasonably affect the amenity of adjoining properties. The proposal is compatible with the size and scale of residential development found in Boat Harbour Beach.

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 three water tanks.

MOVED BY	CR ROBERTS
SECONDED BY	CR HYLAND

**That Council, in accordance with Section 51 and Section 57 of the *Land Use Planning and Approvals Act 1993* and the *Tasmanian Planning Scheme - Waratah-Wynyard*, grants approval for a Dwelling & 3 x Water Tanks at 5 Azzure Vista, 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: AZZR05 and Drawing Numbers: 3/9 R2, 4/9 R2, 5/9 R2, 7/9 R2 and 8/9 R2 as prepared by Design to Live and dated 19 May 2025.**
- (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.**

**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/>.

The MOTION was put and was CARRIED unanimously.

**IN FAVOUR**

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

**PLANNING AUTHORITY CLOSED AT 6.20 PM**

**THE TOWN PLANNER LEFT THE MEETING AT 6.20PM**

---

---

## 7.0 MATTERS RAISED BY COUNCILLORS

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

#### 7.1.1 CR COURTNEY - WORKING WITH VULNERABLE PEOPLE CARD

##### QUESTION

Cr Andrea Courtney noted the response to her question regarding Working with Vulnerable People Cards WWVPC for Councillors on this agenda; and that the Minister had determined that as councillors do not work with children or vulnerable adults closely in the course of their daily activities as councillors, contact is deemed 'incidental' and that the Minister therefore determined that the role of councillor is currently not designated as a regulated activity for the purposes of the *Registration to Work with Vulnerable People Act 2013*. Cr Courtney asked what the definition of "incidental contact" was.

The CEO advised that the key consideration is that councillors are not elected to work with children but she would look into whether a definition of "incidental" was available in this context.

##### OFFICERS RESPONSE

In response to Cr Courtney's request for the definition of "incidental" the following legislative references may assist:

The Tasmanian *Registration to Work with Vulnerable People Act 2013* includes the following definition:

##### **Contact with a vulnerable person defined**

In this Act –

**contact**, between a person and a vulnerable person as part of taking part in a regulated activity, means contact that –

(a) would reasonably be expected as a **normal part** of taking part in the regulated activity; and

(b) is more than incidental, within the meaning of section 6 of the *National Disability Insurance Scheme (Practice Standards – Worker Screening) Rules 2018* of the Commonwealth, to taking part in the regulated activity; and

(c) is one or more of the following:

(i) physical contact, including taking part in the regulated activity at the same place as the vulnerable person;

(ii) oral communication, whether face-to-face or by telephone;

(iii) written communication, including electronic communication.

Section 6 of the *National Disability Insurance Scheme (Practice Standards – Worker Screening) Rules 2018* of the Commonwealth indicates the following:

##### **6 Definitions relating to more than incidental contact**

(1) For the purposes of this instrument:

---

**contact** includes physical contact, face-to-face contact, oral communication, written communication and electronic communication.

(2) Without limiting what may constitute more than incidental contact, the normal duties of a role are likely to require more than incidental contact with a person with a disability if those duties include:

(a) physically touching a person with disability; or

(b) building a rapport with a person with disability as an integral and ordinary part of the performance of those duties; or

*Example 1: The role of a worker involves the delivery of mobility equipment to the homes of people with disability. As a standard part of that role, he provides training and instructions to the customer about how to use the equipment safely and makes adjustments to the equipment to make it suitable for the customer. This role is likely to require **more than incidental contact**. This is because there is ‘contact’ with a person with disability, and the ordinary content of that contact (testing the person’s needs and preferences with them, talking about and responding to the nature of their disability) means that there is a level openness and trust required on the part of the person with disability which would routinely involve the worker building a level of rapport with them.*

*Example 2: An accountant works for a business that supplies custom prosthetics to people with a disability and performs only “back office” duties. The accountant has coincidental contact with people with disability many workdays, when moving through public areas of the business, at which time the accountant nods and says hello to the customers. The accountant’s role does not involve **more than incidental contact** with people with disability. This is because the duties of the role do not require the accountant to have more than polite, functional contact with people with disability, or get to know them in any way.*

(c) having contact with multiple people with disability:

(i) as part of the direct delivery of a specialist disability support or service; or

(ii) in a specialist disability accommodation setting.

## 7.1.2 CR BRAMICH - PROVIDING FOGO INFORMATION WITH RATES NOTICE

### QUESTION

Cr Gary Bramich asked if there was a way to include information on the benefits achieved for FOGO and the recycling program with rates notices.

The Director of Financial Services noted that it may be possible to include the information on an insert with the rates notice and he would investigate the opportunity.

### OFFICERS RESPONSE

Officers are currently working on the content for the 2025-26 Rates Brochures and will incorporate the benefits achieved from the introduction of FOGO in these brochures to be sent with the 2025-26 rates notices.

---

## **7.2 COUNCILLOR QUESTIONS RECEIVED IN WRITING**

Nil received.

## **7.3 COUNCILLOR QUESTIONS WITHOUT NOTICE**

### **7.3.1 CR COURTNEY - FOGO BINS - USE OF FOGO APPROVED PLASTIC BAGS**

Cr Andrea Courtney asked if staff could investigate the use of bags approved in other states for use in FOGO Bins. A local resident received a Tag on her bin advising not suitable for FOGO. If we cannot use these bags in our FOGO bins can we please add information to rates notices with other waste information.

The Director Financial Services took the question on notice.

### **7.3.2 CR COURTNEY - WORKING WITH VULNERABLE PEOPLE CARDS**

Cr Andrea Courtney noted that she has completed two sessions at the library reading to children, and asked for more information and clarification on why councillors were not required to have Working with Vulnerable People Cards (WWVP Cards) when these sorts of requests are received on a regular basis. Cr Courtney noted that she believes Crs are working with vulnerable people.

The CEO advised she would check but advised that she did not believe any further clarification would be available as it is not part of a Councillor's role to work with Vulnerable People.

### **7.3.3 CR COURTNEY - SOLAR PANEL GRANTS**

Cr Andrea Courtney asked if officers could investigate whether council is eligible for rebates on buildings which have solar panels or grants to install solar panels to reduce cost to local clubs.

The Director of Infrastructure and Development Services took the question on notice.

### **7.3.4 CR RAW - COMMUNITY PLAN CONSULTATION**

Cr Leanne Raw asked what community consultation had taken place to get the Community Plan to its current state ready for full public consultation.

The Director of Community Services advised that consultants "The Social Planners" were engaged to conduct research and develop a new community plan. As part of their process extensive public consultation occurred; including 1:1 meetings; targeted working groups with key service providers; community conversations and workshops with schools. There were also remote options for engagement such as phone calls, emails and on-line surveys. In-person interviews and discussions were held outside Woolworths to engage the wider community.

---

### **7.3.5 CR RAW - INSPECTION CAPS FOR STORMWATER DISCHARGE ONTO BEACH**

Cr Leanne Raw noted that inspection caps for the stormwater outlets were located on the beach, she asked if they could be moved back into the grassed area rather than be on the beach.

The Director of Infrastructure and Development Services took the question on notice.

### **7.3.6 CR RAW - COMMEMORATIVE TRIBUTES - END OF USEFUL LIFE ACTION**

Cr Leanne Raw asked what happened to Commemorative Tributes donated to Council when they reached the end of their useful life. Were plaques kept and put somewhere?

The Director of Infrastructure and Development Services noted that this scenario had not yet occurred .

### **7.3.7 CR BRAMICH - DRIVEWAYS IN NEW SUBDIVISIONS**

Cr Gary Bramich noted that currently developers pay to put in new driveways. This is, however, causing problems for new home builders if the design of their homes requires driveways to be in a different position. He asked if Council could consider taking the money for the driveways from the developer and then council constructing driveways in correct location once house plans are known.

The Director of Infrastructure and Development Services took the question on notice.

<b>8.0 NOTICE OF MOTION</b>
-----------------------------

Nil received.

## 9.0 REPORTS OF OFFICERS AND COMMITTEES

### 9.1 ANNUAL PLAN AND BUDGET ESTIMATES 2025/26

To:	Council
Reporting Officer:	Director Financial Services
Responsible Manager:	Chief Executive Officer
Report Date:	26 May 2025
File Reference:	Annual Plan and Budget
Enclosures:	1. Annual Plan & Budget Estimates 2025-26 

#### PURPOSE

The Annual Plan and Budget Estimates 2025/26 have been prepared in accordance with the provisions of the *Local Government Act 1993* and applicable Australian Accounting Standards and is presented to Council for consideration.

The budget estimates have been prepared in consultation with Councillors and staff through a series of workshops over the past few months.

Following adopting of the Annual Plan and Budget Estimates, rates will be levied and issued in respect of the rates and charges in July 2025.

The Annual Plan will be made available for public viewing on the Council's website at [www.warwyn.tas.gov.au](http://www.warwyn.tas.gov.au) or at the Council offices, 21 Saunders Street, Wynyard.

#### BACKGROUND

The Annual Plan and Budget Estimates as presented seeks to satisfy the requirements of the *Local Government Act 1993*.

The document outlines Council's plans for the next financial year and with the allocation of financial resources to achieve those plans.

The Annual Plan is the key document outlining key initiatives planned to be delivered in 2025/26 and will provide the focus for performance measurement in the 2025/26 Annual Report.

The preparation of the Annual Plan has taken into consideration Council's adopted Strategic Plan, relevant strategies and action plans.

#### DETAILS

Council has worked hard to successfully deliver a budget that is balanced and financially responsible.

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

Council's Financial Management Strategy (FMS) sets the parameters for Council's ongoing financial sustainability and guides decision making, particularly when setting the annual plan and budget estimates.

The budget achieves the targets and philosophies contained in the FMS, and Council can demonstrate that it is sustainable both now and in the medium to long term.

### **Annual Plan & Key Initiatives**

Council's annual plan contains several key initiatives it wishes to complete during the 2025/26 year. The Annual Plan actions and highlights for each community are provided within the document.

### **Operational Budget**

Council is expected to deliver an underlying surplus of \$0.450m in 2025/26. Council continues to carefully plan for the delivery of its master plans and strategies. At the time of setting each budget, Council assesses the projected operating costs of any new projects to understand the future cost of those projects to the community.

The underlying surplus will sufficiently cover future operational costs that will arise from new capital works projects committed to by Council in the current and 2025/26 years.

Council will need to continually assess the expected operating cost of additional new capital expenditure to ensure that the operational improvements occur and cover any costs that arise from future new capital infrastructure spending.

### **Rates and Charges**

Through its Financial Management Strategy, Council recognises that incremental rises in rates and charges in line with rising costs are essential. The 2025/26 budget has a focus on ensuring that Council's service rates move to recovering the full cost of service provision.

#### General Rate

The Estimates include an increase in general rate revenue of 3.90%, slightly above the Council cost Index of 3.13% The minimum General rate payable per property will increase from \$350 to \$400.

#### Stormwater Service Rate

The Stormwater Service Charge covers the cost of maintenance and upgrades of connections, drainage from roads and stormwater removal systems. It also covers flood mitigation works, a growing area of cost for the Council due to changes in the climate.

Council only charges what it needs in this regard, and the charges are set at an amount equal to the cost of providing services to each community.

The estimates include an increase in the service charge of 3.60% for Sisters and Boat Harbour Beaches and 3.52% for Wynyard & Somerset.

### Waste Charges

Waste charges cover waste collection, including recycling and running the waste management centre and other municipal waste services.

It is pleasing that Council has been able to hold all waste collection charges at the same level as 2024/25. This is predominately due to lower volumes of waste than expected for all three collection services thanks to successful recycling and FOGO initiatives.

Council will also be able to hold the State Waste Levy at the same level as last year due to lower-than-expected volumes of waste being disposed to landfill. Council will be increasing the Waste Management Charge by \$22 from \$168 to \$190 in the 2025-26 year. This increase will equate to a 42c per week increase for all households.

Council has decided to continue free entry to the Waste Transfer Station for all residents.

### State Fire Levies

The State Government sets state Fire Levies. Council collects the levies on behalf of the State and passes the amount collected on in full. Fire Levies will not increase in 2025/26.

### **Financial Position**

Council's financial position is strong, and Council is well-positioned to meet its financial obligations comfortably.

The net worth of the Council to the community is expected to increase by \$18.822m to \$314,486m. This is attributable to the Council's ongoing commitment to capital improvements and capital grant funding estimates of \$6.348m.

### **Cash and Investments**

Estimating cash flows for Council is a critical factor in setting the estimates. Council ensures that it retains enough cash in reserve to respond to volatility. It must also ensure that it accumulates and maintains enough financial resources to pay for its financial obligations as and when they fall due.

Council has increased its cash on hand target to \$5m on hand as of 30 June each year in its 2025-2035 Financial Management Strategy. Council is expecting to have \$5.042m cash on hand as at 30 June 2026.

### **Borrowings**

The draft estimates do not include any new borrowings.

### **Capital Works**

The Estimates continue with Council's ambitious plan to deliver on Master Plans and Strategies set in consultation with the community.

This year's capital works expenditure is \$25.630m which includes \$15.631m in new infrastructure spending, \$7.696m in asset renewals, and \$2.303m on upgrading existing assets. Council will receive \$6.348m in capital grant funding.

Renewal expenditure has been prioritised in line with Councils Asset Management Plans ensuring that current services provided are maintained to the standard that residents are accustomed to.

## **STATUTORY IMPLICATIONS**

### Statutory Requirements

The *Local Government Act 1993* outlines the responsibility of Council in relation to the preparation, adoption and implementation of its Annual Plan and Budget Estimates as follows:

#### *Annual plan*

71. (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.*

(3) *As soon as practicable after a council adopts an annual plan, the general manager is to –*

- (a) Make a copy of the annual plan available for public inspection at the public office during ordinary business hours; and*
- (b) Provide the Director of Local Government and the Director of Public Health with a copy of the annual plan.*

#### *Estimates*

82. (1) *the General Manager must prepare estimates of the council's revenue and expenditure for each financial year.*

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

- (a) The estimated revenue of the council;*
- (b) The estimated expenditure of the council;*
- (c) The estimated borrowings by the council;*
- (d) The estimated capital works of the council;*
- (e) Any other detail required by the Minister.*

(3) *Estimates for a financial year must –*

- (a) Be adopted by the council, with or without alteration, by absolute majority; and*
- (b) Be adopted before 31 August in that financial year; and*
- (c) Not be adopted more than one month before the start of that financial year.*

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

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

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

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

Part 9 of the *Local Government Act 1993* applies to Council's consideration of the rating provisions, in particular sections 90, 93 and 94 of the Act.

*General Rate*

(90) (1) A council may, not earlier than 1 June and not later than 31 August in any year, in respect of each financial year, make one general rate for that year on all rateable land in its municipal area.

(2) A council may make a general rate on rateable land whether or not it provides any services in respect of that land.

(3) A general rate is to be based on one of the following categories of values of land:

(a) The land value of the land;

(b) The capital value of the land;

(c) The assessed annual value of the land.

(4) In making a general rate, a council may set a minimum amount payable in respect of that rate if that rate does not include a fixed charge.

(5) A minimum amount payable in respect of a general rate may not be set by a council under subsection (4) if the minimum amount would –

(a) in respect of the 2012-2013 financial year, apply to more than the relevant percentage in respect of the council, as determined under section 89B for that financial year, of the number of areas of land that is rateable land to which no variation under section 107 of the general rate applies; or

(b) in respect of any other financial year, apply to more than the relevant percentage in respect of the council, as determined under section 89B for that financial year, of the number of areas of land that is rateable land to which no variation under section 107 of the general rate applies.

*Service Rate*

93 (1) A council may make a service rate for a financial year on rateable land for any, all or a combination of the following services:

(a) .....

(b) .....

(c) Nightsoil removal;

(d) Waste management;

(e) Stormwater removal;

(f) Fire protection;

(g) Any other prescribed service.

(2) A service rate for a financial year is to be based on the same category of value of land as the general rate is based on under section 90(3) for that financial year.

(3) In making a service rate, a council may set a minimum amount payable in respect of that rate.

(4) A council must not make a service rate for a service referred to in subsection (1) in respect of land owned by the Crown if the council does not supply that service to that land.

(5) For the purpose of this Part, establishing, managing, providing or rehabilitating waste management facilities is to be taken to be part of

(a) a waste management service; and

(b) the supplying, or making available, of waste management services to land.

*Service Rate for Fire Protection*

93A (1) A council may make a service rate or several service rates in respect of the fire service contributions it must collect under the Fire Service Act 1979.

(2) A service rate or service rates made under subsection (1) must be for the contribution specified in a notice issued under section 81B of the Fire Service Act 1979.

*Service Charge*

94 (1) In addition to, or instead of, making a service rate under section 93, a council, when making a general rate in respect of a financial year, may make a separate service charge for that financial year for any or all of the services specified in that section which the council supplies or makes available.

(2) .....

(2A) .....

(3) A council may, by absolute majority, declare that a service charge varies within different parts of the municipal area according to any or all, or a combination of any or all, of the factors specified in section 107.

(3A) In addition to the powers conferred on a council under subsection (3), a council may, by absolute majority, vary a service charge according to the level of service provided.

(4) A council must not make a service charge for a service referred to in section 93(1) in respect of land owned by the Crown if the council does not supply that service to that land.

**STRATEGIC IMPLICATIONS**

Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</b>
<b>Desired Outcomes</b>
We make publicly transparent decisions on spending and future directions while encouraging community feedback.
<b>Our Priorities</b>
1.6 Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.
1.8 Review and adjust service levels to provide value for money.
1.9 Collaborate with, understand and satisfy our external customers’ needs and values.

Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Strong communities and social capital</b>	<b>Enduring community capital</b> – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
<b>Access and infrastructure</b>	<b>Local, regional and global transport and infrastructure access</b> – Safe and efficient access alternatives, growing freight capacity, renewable

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

### POLICY IMPLICATIONS

Related policies include Councils Rates and Charges Policy and the Financial Management Strategy 2025-2035.

### FINANCIAL IMPLICATIONS

The financial implications are outlined throughout the document.

### RISK IMPLICATIONS

Council has a statutory requirement to adopt its Annual Plan and Budget Estimates by 31 August each year.

Council’s financial sustainability risks are managed through the Financial Management Strategy (FMS) which is updated on an annual basis. The budget estimates achieve the targets and philosophies contained in the FMS, and Council can demonstrate that it is sustainable both now and in the medium to long term

### CONSULTATION PROCESS

The preparation of the annual plan and budget estimates begins with staff preparing the operating and capital components during January and February. Draft estimates are then prepared, and various options are considered by Council at informal briefings (workshops) from March through until June.

### CONCLUSION

The Annual Plan is a comprehensive document that endeavours to clearly outline the goals and objectives for the coming year and is a legislative requirement.

It is recommended that Council adopts the Annual Plan and Budget Estimates as presented.

MOVED BY	CR ROBERTS
SECONDED BY	CR HYLAND

**1. Adoption of the Annual Plan**

1.1 That in accordance with Section 71 of the *Local Government Act 1993* (as amended), Council adopts the Annual Plan for 2025/26 and instructs the Chief Executive Officer to:

1.1.1 make a copy of the Annual Plan available for public inspection at the Council office; and

1.1.2 provide a copy of it to the Director of Local Government and the Director of Public Health.

**2. Adoption of the Annual Estimates**

2.1 That in accordance with Section 82 of the *Local Government Act 1993* (as amended), Council adopts the estimates of revenue and expenditure (including estimated capital works) as detailed in the Annual Plan and Budget Estimates 2025/26.

2.2 That Council authorises the Chief Executive Officer in accordance with Section 82(6) of the *Local Government Act 1993*, to make minor adjustments up to \$20,000 to any individual estimate item as deemed necessary during the financial year so long as the total amount of the estimate is not altered.

**3. Fees & Charges**

3.1 That in accordance with Section 205 of the *Local Government Act 1993*, and other relevant Acts as detailed in the fees and charges schedule, Council imposes the fees and charges within the Annual Plan and Budget Estimates 2025/26 financial year.

**4. Rates Resolution**

4.1 That in accordance with the provisions of Part 9 of the *Local Government Act 1993* (“the Act”), the *Fire Service Act 1979* and the *Waste & Resource Recovery Act 2022*, Council makes the following Rates and Charges for land within its municipal area for the period 1 July 2025 to 30 June 2026.

**4.1.1 Definitions Used in this Resolution**

(a) ‘AAV’ means the assessed annual value as defined in the Act and adjusted under Sections 89 and 89A of the Act.

(b) ‘land’ means a parcel of land which is shown as being separately valued in the valuation list prepared under the Land Valuation Act 1971;

(c) ‘General Land’ means all land within the municipal area of Waratah-Wynyard (the municipal area) that is not within the township of Somerset or the township of Wynyard.

- (d) '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.
- (e) 'The Act' means the *Local Government Act 1993*.
- (f) Terms used in this resolution have the same meaning as given to them in Part 9 of the Act, unless it is inconsistent with the context of this resolution.
- (g) Each of the rates and charges made by this Resolution may be cited by reference to the heading immediately preceding the clause.

## 4.2 General Rate

4.2.1 Council makes a general rate under Section 90 of the Act of 5.5390 cents in the dollar on all land (excluding land which is exempt pursuant to the provision of Section 87 of the Act) within the Waratah-Wynyard municipal area.

4.2.2 Pursuant to Section 107 of the Act, and by reason of the following factors, Council declares, by absolute majority, that the General Rate in clause 4.2.1 is varied as follows:

- (a) For land used for quarrying or mining purposes in Savage River and Guildford the rate is varied by increasing it by 11.8560 cents in the dollar of assessed annual value to 17.3950 cents in the dollar of assessed annual value of the land.
- (b) For land within the municipality which is used or predominantly used for primary production - forestry purposes, the rate is varied by increasing it by 1.6090 cents in the dollar of assessed annual value to 7.1480 cents in the dollar of assessed annual value of the land.

4.2.3 Council sets a minimum amount payable in respect of that rate of \$400 in accordance with Section 90(4) of the Act.

4.2.4 Council elects the AAV to be the basis of the general rate for the purpose of this Rates Resolution.

## 4.3 Fire Service Levy

In accordance with the requirements of s.81(c) of the *Fire Service Act* Council levies the following fire service rates:

4.3.1 (a) A rate of 0.2900 cents in the dollar of AAV for all land within the township of Somerset and Wynyard; and

(b) a rate of 0.2850 cents in the dollar of AAV on all General Land.

4.3.2 With a minimum amount payable of \$50 for all land.

In accordance with the provisions of Section 107 of the Act and, by an absolute majority, Council declares that the Fire Service Rate is varied within the municipal area by reason of the location of the land.

#### 4.4 Waste Management Charges

In accordance with the provisions of Section 94 of the Act Council makes the following waste management charges:

- 4.4.1 \$190 for all land for waste management services (other than kerbside collection) provided in the municipal area.
- 4.4.2 \$106 for all land to which the Council provides a fortnightly urban garbage collection.
- 4.4.3 \$147 for all land to which the Council provides a fortnightly rural garbage collection.
- 4.4.4 \$80 for all land to which the Council provides a recyclables collection service.
- 4.4.5 \$95 for all land to which the Council provides a food and garden organics (FOGO) collection service.
- 4.4.6 \$28 for all rateable land in the municipal area for the State Government Waste Landfill Levy.

In accordance with the provisions of Section 94(3)(a) and Section 107 of the Act and by an absolute majority, Council declares that the waste management charges are varied within the municipal area according to the level of services provided.

#### 4.5 Stormwater Service Rates

In accordance with the provisions of Section 93 of the Act, Council makes the following stormwater service rates:

- 4.5.1 (a) For land within the hatched area shown on the map marked "Wynyard" (*Map 1 in Notes below*) (the location), 1.1500 cents in the dollar of the AAV; and
- (b) For land within the hatched area shown on the map marked "Somerset" (*Map 2 in Notes below*) (the location), 1.1500 cents in the dollar of the AAV; and
- (c) For land within the hatched area shown on the map marked "Sisters Beach" (*Map 3 in Notes below*) (the location), 0.4700 cents in the dollar of the AAV; and
- (d) For land within the hatched area shown on the map marked "Boat Harbour" (*Map 4 in Notes below*) (the location), 0.4700 cents in the dollar of the AAV; and

In accordance with the provisions of Section 107 of the Act and, by an absolute majority, Council declares that the stormwater service rate is varied within the municipal area by reason of the location of the land.

**4.5.2 Council sets a minimum amount payable in respect of that rate of \$86 in accordance with Section 93(3) of the Act.**

**4.6 Payment Options**

**4.6.1 Due Dates.**

**4.6.1.1 Except where rates and charges are to be paid by instalments the rates and charges are to be paid by 31 August 2025.**

**4.6.1.1 In accordance with the provisions of Section 124 of the Act, Council determines that all rates and charges are payable either in one payment or by four instalments, if the rates are to be paid by instalments (calculated to the nearest cent) the due date by which they are to be paid are:**

- 1st Instalment - 31 August 2025**
- 2nd Instalment – 31 October 2025**
- 3<sup>rd</sup> Instalment – 31 January 2026**
- 4<sup>th</sup> Instalment – 31 March 2026**

**4.6.2 Discount for Early Payment**

**In accordance with the provisions of Section 130 of the Act Council will provide a discount of 3.5% on the total current rates and charges specified in a rates notice, for payment of the total rates and charges (including all arrears) that are paid by 31 August 2025 but excluding the fire service rate and state waste levy.**

**4.6.3 Defaults & Penalties**

**In accordance with the provisions of Section 128(2) of the Act if any rates and charges or instalment of rates and charges are not paid on or before the date they fall due, then daily interest charged monthly, at the prescribed percentage, is payable from the date they fell due to the date of payment.**

**In accordance with Section 124(5) of the Act if any instalment is not paid within 21 days of the due date, then the rates and charges for the whole year becomes due and Council may take recovery action without further notice.**

**4.7 Supplementary Rates**

**4.7.1 In accordance with the provisions of Section 92 of the Act, Council delegates to the Chief Executive Officer the power to adjust a rate as a result of a supplementary valuation.**

The MOTION was put and was CARRIED unanimously.

**IN FAVOUR**

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



(Includes properties within 30m of stormwater infrastructure)



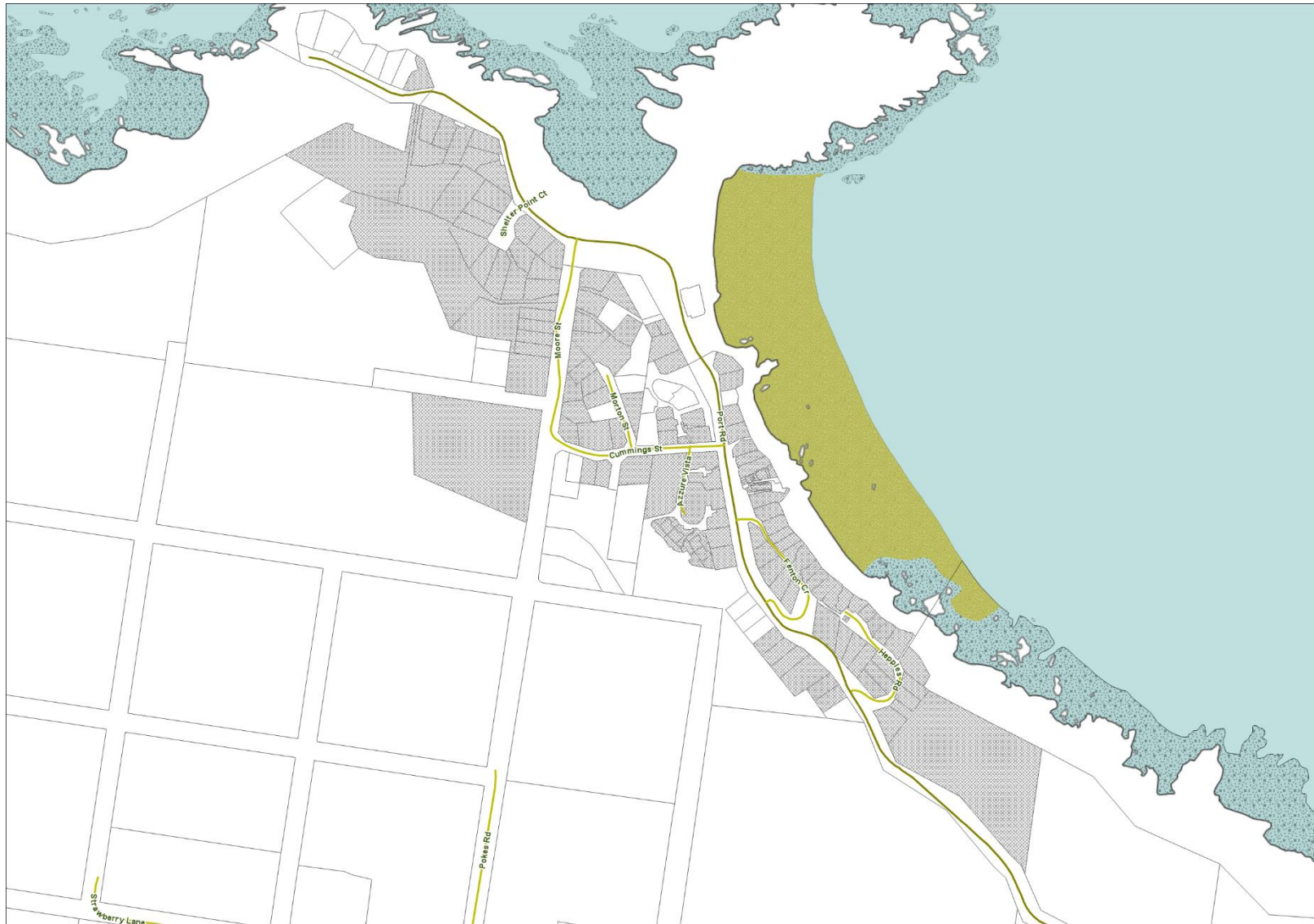
Stormwater Service Rates - Map 2 - Somerset Stormwater District

(Includes properties within 30m of stormwater infrastructure)



Stormwater Service Rates - Map 3 - Sisters Beach Stormwater District

(Includes properties within 30m of stormwater infrastructure)



**Stormwater Service Rates - Map 4 - Boat Harbour Beach Stormwater District (Includes properties within 30m of stormwater infrastructure)**

---

## 9.2 RATES AND CHARGES POLICY REVIEW

To: Council  
Reporting Officer: Director Financial Services  
Responsible Manager: Chief Executive Officer  
Report Date: 26 May 2025  
File Reference: Governance - Policy - Council Policies  
Enclosures: 1. DRAFT - Rates and Charges Policy FIN.005 

---

### PURPOSE

This report has been prepared for Council to consider the proposed changes to the Rates and Charges Policy.

### BACKGROUND

In accordance with legislation, Council's Rates and Charges Policy must be updated on a regular basis. In practice Council reviews the Policy as a part of its annual plan and budget deliberations.

Section 86 of the *Local Government Act 1993* (the Act) requires councils to implement rates and charges policies to provide transparency in decision making and to educate their communities about how revenue is raised. Council is also required to review its rates policy following any major changes to rates charges.

### DETAILS

The Rates and Charges Policy outlines Council's approach towards rating its community. The Policy is reviewed annually to ensure that it reflects the current policy position of Council and is made publicly available on Council's website.

The policy remains unchanged from previous years.

### STATUTORY IMPLICATIONS

#### Statutory Requirements

The following Local Government Act 1993 has application to Rates and Charges matters:

#### ***General principles in relation to making or varying rates are:***

- 86A.** (1) *A council, in adopting policies and making decisions concerning the making or varying of rates, must take into account the principles that –*
- (a) *rates constitute taxation for the purposes of local government, rather than a fee for a service; and*
  - (b) *the value of rateable land is an indicator of the capacity of the ratepayer in respect of that land to pay rates.*

#### ***Rating and charging policies to be made available to public***

- 86B.** (2) *A council's rates and charges policy must contain–*
- (a) *a statement of the policy that the council intends to apply in exercising its powers, or performing its functions, under this Part; and*
  - (b) *a statement of policy in respect of prescribed matters, if any.*
- (3) *A council's rates and charges policy in relation to the making or varying of a rate must take into account the principles referred to in section 86A(1).*

- (4) A council must review its rates and charges policy–
- (a) by the end of each successive 4-year period after 31 August 2012; and
  - (b) at the same time as, or before, making a type of rate, charge or averaged area rate in respect of a financial year, if a rate, charge or averaged area rate of that type was not made in respect of the previous financial year; and
  - (c) at the same time as, or before, making under section 107 a variation of a rate or charge in respect of a financial year, if such a variation of that rate or charge was not made in respect of the previous financial year; and
  - (d) at the same time as, or before, setting a minimum amount under this Part; and
  - (e) at the same time as, or before, altering the circumstances in which a rate, charge or averaged area rate, or a variation of a rate or charge, is to apply to rateable land.
- (5) A council, as soon as reasonably practicable after adopting or altering its rates and charges policy, must make copies of the policy as so adopted or altered available to the public–
- (a) in paper form, on payment of a reasonable charge; and
  - (b) in electronic form, at a website of the council, free of charge.

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</b>
<b>Desired Outcomes</b>
We cherish fairness, trust and honesty in our conduct and dealings with all.
<b>Our Priorities</b>
1.6 Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.

### Sustainable Murchison Community Plan 2040

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

## POLICY IMPLICATIONS

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 direct financial implications of this report.

---

## **RISK IMPLICATIONS**

There is some reputational risk to Council when making adjustments to Rates and Charges Policy. The proposed changes support the principles of equity and fairness in the application of rates and charges.

The ability to collect rates and charges effectively reduces the financial risk of non-payment of rates and charges to Council. The proposed change outlined in this report reduce the risk to Council.

## **CONSULTATION PROCESS**

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

## **CONCLUSION**

MOVED BY	CR ROBERTS
SECONDED BY	CR HYLAND

### **That Council adopts the revised Rates and Charges Policy as presented**


The MOTION was put and was CARRIED unanimously.

#### **IN FAVOUR**

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

---

### 9.3 DRAFT OUTLINE DEVELOPMENT PLANS - WYNYARD & SOMERSET

To: Council  
Reporting Officer: Manager Development and Regulatory Services  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 11 June 2025  
File Reference: IDS  
Enclosures: 1. Draft River Road Outline Development Plan   
2. Draft Malakoff Street Outline Development Plan 

---

#### PURPOSE

For Council to note the draft outline development plans for Wynyard and Somerset and seek public feedback.

#### BACKGROUND

Council adopted the Liveable Waratah-Wynyard Settlement Strategy at the 17 May 2021 Council meeting: -

MOVED BY	CR COURTNEY
SECONDED BY	CR HYLAND

#### That Council:

1. **Adopt the Liveable Waratah-Wynyard Settlement Strategy; and**
2. **Acknowledge the submissions received on the strategy and thank those who took the time to review the documents.**

The MOTION was put and was CARRIED.

#### IN FAVOUR

	CR BRADLEY	CR BRAMICH	CR COURTNEY
CR DUNIAM	CR EDWARDS	CR FAIRBROTHER	CR HYLAND

In adopting the 2024/25 Annual plan and budget, Council scheduled to undertake the following action from the LWWSS: -

LU 2 Outline Development Plans for Residential expansion areas

The two identified areas from the 2021 LWSS are River Road, Wynyard and Malakoff Street, Somerset: -



*River Road, Wynyard*



*Malakoff Street, Somerset*

## **DETAILS**

It must be noted that the draft Outline Development plans do not trigger a rezoning of any land. Rather, they are a strategic guiding document for any landowners wishing to submit planning scheme amendments (rezoning) applications into the future. The Outline Development plans provide a guiding document to ensure residential style planning scheme amendments are considered in appropriate locations within the local government area. The Outline Development plans are the next phase of work from the LWW and is required to ensure the land provides a high amenity, is walkable, accessible, and sustainable development can be realised.

The ODP has been drafted to outline how the development of suitably serviced sites can fulfil the aspirations of the LWWS to ensure there is appropriate land identified and available for the medium term to long term. This provides a tool to assist with development in a

coordinated manner with the potential for achieving an optimum yield, whilst the broader areas amenity value and landscape character can be protected. Values increased through efficient lot layouts and high standard of amenity. Greater certainty is provided for the developer and community, making a more attractive investment and environment.

The LWSS identified residential use for the 18.7ha site at Malakoff Street, Somerset with the potential for a General Residential Zone being the most appropriate zone, based on demand, site conditions and relationship to Somerset and services available in the area.

Whilst River Road has been identified with a mix of Rural Living and Low Density Residential zones.

Matters of consideration have included but not limited to low-risk landslip hazard overlays, watercourses, and proximity to Bushfire Hazard overlays as they lay on the edge of an established settlement pattern. Existing tree canopy considerations have been undertaken, appropriate access and vehicle paths have been noted. Servicing from external stakeholders to ensure water, stormwater and power services are readily available.

## **STATUTORY IMPLICATIONS**

### Statutory Requirements

The LWWSS and subsequent detailed draft Outline Development plans are strategic documents, in place to support draft planning scheme amendments to the planning scheme (rezonings).

The LWWSS is consistent with the Cradle Coast Regional Land Use Strategy as per requirements.

## **STRATEGIC IMPLICATIONS**

### Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</b>
<b>Desired Outcomes</b>
We make publicly transparent decisions on spending and future directions while encouraging community feedback.
<b>Our Priorities</b>
1.1 Commit to best practice in community engagement.
1.3 Encourage increased participation by all stakeholders.
<b>GOAL 3: Connected Communities</b>
<b>Desired Outcomes</b>
Waratah-Wynyard is a modern community—moving forward but not forgetting where it started.
<b>Our Priorities</b>
3.3 Deliver planning for activation through effective urban design and planning that promotes liveability, social gathering and connectedness, and which recognises and celebrates local history.
<b>GOAL 5: Economic Prosperity</b>
<b>Desired Outcomes</b>
Pathways to improve liveability now and in the future are provided.
<b>Our Priorities</b>
5.8 Ensure evidence-based allocation of infrastructure and land use to enable sustainable growth.
<b>GOAL 6: Transport and Access</b>

<b>Desired Outcomes</b>
Our transport and access network is sustainable, affordable and fit for purpose.
<b>Our Priorities</b>
6.4 Prioritise and address service gaps with a road hierarchy.

Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Place making and liveability</b>	<b>Liveable places for all ages</b> – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.

Council Strategy or Plan Reference

<b>Council Strategy or Plan</b>	<b>Date Adopted:</b>
Central Area Development Plan	Adopted May 2019
iCEP (Integrated Council Environmental Plan 2020-2030)	Adopted August 2020
Open Space, Sport and Recreation Plan 2017-2027	Adopted September 2017

**POLICY IMPLICATIONS**

Importantly, the LWWSS and by extension the Outline Development plans do not exist in a policy vacuum. A hierarchy of planning instruments exist across the State government and Council, which is made visual in the below extract from the LWWSS:-



Figure 1.3 The hierarchy of planning controls

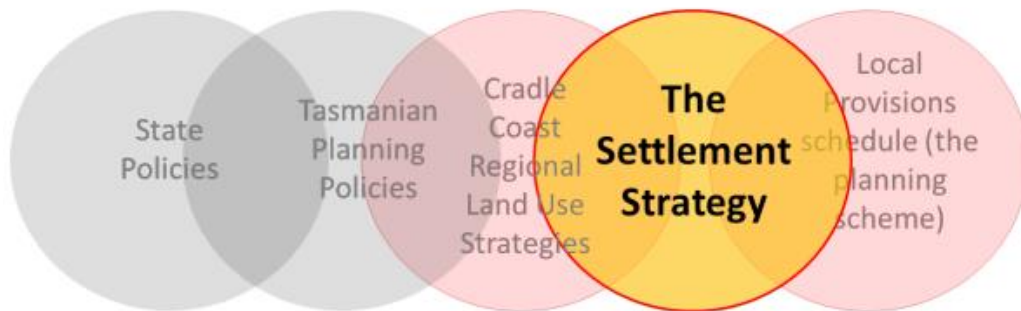


Figure 1.4 The settlement strategy in the hierarchy of planning controls

---

## ENVIRONMENTAL IMPLICATIONS

Integral to the draft outline development plans are guiding principles of the LWWSS derived from iCEP which include protection of ecological and agricultural values surrounding the municipal areas towns and villages.

## FINANCIAL IMPLICATIONS

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

## RISK IMPLICATIONS

- Reputational Risk

With any form of community consultation there is always a risk that some may feel they have been excluded. Direct contact with landholders is intended to ensure those most affected are made fully aware of the opportunity to provide feedback.

## CONSULTATION PROCESS

Council officers will write to landholders within the outline development plan areas directly advising of the draft plan and the opportunity to provide feedback.

Following receipt of any feedback from directly affected landholders and review and consideration, the general public will be consulted.

For the general public, Council website and social media is intended to be used to advise of the opportunity to provide feedback.

All feedback received will be considered alongside the draft plans before a final report is presented to Council recommending either adoption of the draft plans with or without amendment or withdrawal of the draft plans.

## CONCLUSION

The draft Outline Development plans have now proceeded to a sufficient state to be presented to the community. It is important that community views be sought and considered prior to being finalised. Endorsement is therefore sought to take the Plans to community consultation.

MOVED BY	CR HYLAND
SECONDED BY	CR EDWARDS

### That Council:

1. **Notes the draft Outline Development Plans for River Road, Wynyard and Malakoff Street, Somerset and;**
2. **Seeks community feedback on the draft Outline Development Plans**


The MOTION was put and was CARRIED unanimously.

### IN FAVOUR

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

---

## 9.4 DRAFT COMMUNITY WELLBEING PLAN

To:	Council
Reporting Officer:	Manager Community Activation
Responsible Manager:	Director Community Services
Report Date:	14 May 2025
File Reference:	001
Enclosures:	1. Draft Community Wellbeing Plan 2025-2030 

---

### PURPOSE

The DRAFT Community Wellbeing Plan is a major planning initiative of both the Waratah-Wynyard and Circular Head Councils. It will provide an evidence-based long-term direction for the planning and implementation of wellbeing initiatives that will improve outcomes for the whole community.

The Plan covers a five-year period, from 2025 to 2030, and brings together health and wellbeing, age-friendly and youth-specific projects and activities into one, overarching wellbeing plan.

Following a tender process, the Plan was developed by The Social Planners, in conjunction with both communities and Council staff, and funded through both council budgets.

### BACKGROUND

The Community Health and Wellbeing Plan 2019-2024, Age Friendly Communities Plan 2019-2024 and Youth Plan 2019-2024 (YPLAN) ('the Plans') were a major planning initiative of both the Waratah-Wynyard and Circular Head Councils to provide an evidence-based long-term direction for the planning and implementation of health and wellbeing, age-friendly and youth specific projects and activities to improve outcomes for the whole community in both the Waratah-Wynyard and Circular Head Municipal Areas over five year period from 2019 to 2024.

The plans have now concluded, and through a merit-based quotation process, Council engaged "The Social Planners" to conduct research and develop a new community plan. The Social Planners have created an overarching "Wellbeing Plan" that is responsive to the individual needs of both the Waratah-Wynyard and the Circular Head communities.

The attached plan is specific to the Waratah Wynyard Local Government Area.

### DETAILS

The Waratah-Wynyard Community Wellbeing Plan offers a comprehensive roadmap for enhancing health, inclusion, connectedness, and resilience within the community. It acknowledges that wellbeing is influenced by various factors beyond just services, including the environment we live in, our lifestyle, available opportunities, and social connections.

By focusing on the social determinants of health, the Plan considers how elements such as education, employment, safety, culture, and environment contribute to overall quality of life. It integrates community feedback and aligns with broader state and national planning directions, reflecting a growing emphasis on the role of local government in supporting community wellbeing.

Councils are encouraged to adopt a holistic approach, considering how planning, infrastructure, events, services, and partnerships can foster supportive communities. This is particularly relevant in Waratah-Wynyard, where local knowledge and place-based solutions are crucial.

The Plan provides a practical framework for guiding Council's efforts, ensuring alignment with its Mission, Vision, and Values. It promotes informed decision-making and coordinates responses to emerging needs, aiming to strengthen the community over time. Ultimately, the Plan seeks to unite people, support healthy choices, and maintain Waratah-Wynyard as a vibrant place to live at every stage of life.

## STATUTORY IMPLICATIONS

### Statutory Requirements

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

### Strategic Plan Reference

<b>GOAL 3: Connected Communities</b>
<b>Desired Outcomes</b>
3.2 We listen and engage with our community in decision making.
<b>Our Priorities</b>
3.1.1 Deliver planning for activation through effective urban design and planning that promotes liveability, social gathering and connectedness, and which recognises and celebrates local history.
<b>GOAL 1: Leadership and Governance</b>
<b>Desired Outcomes</b>
1.1 We make publicly transparent decisions on spending and future directions while encouraging community feedback.
<b>Our Priorities</b>
1.4.1 Collaborate with, understand and satisfy our external customers' needs and values.

### Sustainable Murchison Community Plan 2040

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

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

Community Activation has an annual operational budget that includes activities and actions associated with the delivery of the Plan. Grants and other resources that may be required will be sought to deliver actions.

### **RISK IMPLICATIONS**

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

The community has the opportunity to provide feedback on the draft plan prior to formal adoption.

### **CONSULTATION PROCESS**

As a result of this report the community will have the opportunity to provide feedback and comment on the DRAFT Plan prior to formal adoption by Council.

### **CONCLUSION**

The DRAFT Wellbeing Plan is a five-year roadmap for promoting and improving the physical, mental and social wellbeing of the community. The Plan has been developed to reflect both research and data and local knowledge and experience.

It is therefore recommended that Council endorses the DRAFT Wellbeing Plan to be released to the public for a three-week period for feedback prior to adoption.

MOVED BY	CR COURTNEY
SECONDED BY	CR RAW

**That Council endorses the DRAFT Community Wellbeing Plan to be released to the public for a three-week feedback period prior to adoption.**


The MOTION was put and was CARRIED unanimously.

### **IN FAVOUR**

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

---

## 9.5 DRAFT BALLAD AVENUE ENVIRONMENT RESERVE MASTER PLAN - FOR PUBLIC CONSULTATION

To: Council  
Reporting Officer: Manager Recreational Planning and Environment  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 11 June 2025  
File Reference:  
Enclosures: 1. Draft Ballad Avenue Environment Reserve Master Plan 

---

### PURPOSE

To seek Council approval to circulate the Draft Ballad Avenue Environment Reserve Master Plan for public consultation, with any feedback to be considered prior to finalising and endorsing the Plan.

### BACKGROUND

Following a public consultation process, Council at its meeting held 21 April 2021, resolved to proceed with the sale of 0 Ballad Avenue. Before determining the most appropriate disposal method, Council authorised the General Manager to undertake an expression of interest process for the sale and development of the land for residential purposes.

Informal advice was then received from the Wynyard Landcare Group (via a Facebook post) to advise the site contained protected species, eucalyptus brookeriana. Subsequently council officers obtained an environmental assessment from a third-party.

This resulted in Council resolving at its 15 November 2021 to:

1. Note the Flora and Fauna Assessment Report for 0 Ballad Avenue, Wynyard.
2. Instruct Council Officers to register the natural values identified at the site with the Department of Primary Industries, Parks, Water and Environment (DPIPWE) to inform future development compliance.
3. Instruct Council Officers to continue to undertake appropriate weed containment management measures to prevent the spread and future occurrence of controlled weeds; and
4. Defer the expression of interest for sale or development of the land for residential purposes in order to undertake an assessment into the site's suitability for other public recreational uses whilst preserving the natural values identified in the flora and fauna assessment.

At the same time, Council through its adoption of the 2022/23 Annual Plan and Budget Estimates, committed to providing an off-leash dog park and freedom camping site in Wynyard. Council engaged an independent consultant to check the compatibility of the Ballad Avenue site to meet the needs of a dog park and freedom camping area. The findings of this work were tabled at the 21 March 2022 meeting and then released for public comment over a five (5) week period. The feedback received up to this point was noted at the 20 June 2022 Council meeting. In July 2022, Council extended an additional opportunity for public comment by contacting neighbouring property owners and tenants directly through mail out and letter drop process.

At the 17 October 2022 ordinary meeting, Council noted a status update regarding the potential use of the Ballad Avenue site for a dog park and freedom camping area. It was

---

determined to defer any decision-making on the use of Ballad Avenue Recreation Reserve for this purpose, pending a discussion with the Wynyard Agricultural and Pastoral Society regarding the use of the Wynyard Showgrounds.

Subsequently a dog park and freedom camping area was established at the Wynyard Showgrounds, and Council sought advice from the Sustainability and Environmental Advisory Panel (SEAP) on the potential future uses for this land acknowledging the natural values highlighted in previous studies. At its 18 March 2024 meeting, Council endorsed the following recommendation put forward by the SEAP:

*“That Council’s Ballad Avenue property be used to enhance the natural values and habitat area of the adjacent riparian zone of the Inglis River.”*

Following the adoption of this recommendation, officers collaborated with the SEAP and a local consultant to develop a master plan that prioritises the protection and restoration of the natural environment, while also being sensitive to the current needs and expectations of the community.

## **DETAILS**

Ballad Avenue Reserve is a striking, predominantly wooded natural space located on the edge of Wynyard and along the banks of the Inglis River. A Flora and Fauna Assessment undertaken by RMCG for Waratah-Wynyard Council identified the Reserve as playing a vital role in supporting the ecological integrity of the broader landscape, with significant potential to further enhance this contribution through thoughtful restoration and protection.

While the Reserve is valued and used by the local community, its greatest strength lies in its role as a living ecosystem and its connection to the broader Inglis River riparian corridor. Its accessible location offers a rare opportunity for people to connect with nature, fostering understanding, respect, and care for the environment—values that underpin a truly sustainable community. Encouraging appropriate visitation not only nurtures environmental awareness but also helps provide informal surveillance to reduce anti-social behaviour that has been prevalent in the past.

This master plan has been developed to strengthen the site’s ecological function through sensitive design and long-term management. It places the needs of nature first, identifying strategies and actions that allow for compatible community use without significantly compromising the site’s biodiversity values. In doing so, the plan aims to secure lasting ecological health while offering meaningful, nature-based experiences for the community.

With a draft plan prepared, it is now time to engage with the broader community around the proposal to understand whether it reflects their expectations and represents value-for-money.

## **STATUTORY IMPLICATIONS**

### Statutory Requirements

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

## **STRATEGIC IMPLICATIONS**

### Strategic Plan Reference

<b>GOAL 7: Environment</b>
----------------------------

Desired Outcomes
7.1 Council and the community minimise its resource consumption and carbon footprint.
7.3 Our natural environment, unique surroundings and community assets are future ready in a changing climate.
7.4 The natural environment is shared, and land use conflict is reduced through sustainable development.
7.5 Stewardship of our land, water and marine ecosystems respects past, present and future generations.
Our Priorities
7.1.2 Advocate for effective environmental management and contribute to regional, state, and national climate change initiatives.
7.2.1 Support and foster community led adaption and initiatives.
7.3.2 Embed environmental considerations and potential climate impacts in Council’s infrastructure planning and decision making.
7.3.3 Innovative and sustainable design is encouraged through forward thinking and planning.
7.5.1 Protect, enhance and recover biodiversity through forward thinking and planning.

Sustainable Murchison Community Plan 2040

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

**POLICY IMPLICATIONS**

Council’s Environmental Sustainability Policy and Asset Management Policy are relevant to this report. These policies ensure that actions taken align with Council’s sustainability principles and that the long-term lifecycle costs of infrastructure are considered.

**ENVIRONMENTAL IMPLICATIONS**

The Ballad Avenue Environment Reserve Master Plan aims to enhance and protect the natural environment. It provides a strategic framework to guide future development and land use in a way that prioritises ecological sustainability. By identifying and preserving key

---

natural features such as native vegetation, waterways, and wildlife habitats, the plan can help maintain biodiversity and ecological health. It also supports sustainable design principles, such as water-sensitive urban design, habitat restoration, and improved landscape connectivity. Ultimately, the master plan promotes responsible stewardship of the land, ensuring that environmental values are embedded in both current and future uses of the site.

### **FINANCIAL IMPLICATIONS**

The draft master plan proposes the delivery of 22 actions over approximately eight (8) years commencing with weed management planning and fuel break investigations in the first year. An estimate of the capital expenditure for the plan at this stage is approximately \$174,000, with almost half of this plan being solely reliant on receiving third-party funding (grants or in-kind support from community groups). Without the shared contribution from other parties this plan cannot be successful. It is noted that Council has received a political funding commitment from the Federal Labour party to go towards biodiversity improvements across four key sites (Ballad Avenue being one of them), however the exact distribution of this funding is yet to be determined.

An increase of \$17,500 p.a. to Council's ongoing operational costs is anticipated as a result of the actions proposed, this is an equivalent general rate increase of 0.19%. In line with Council's Financial Management Strategy, operational improvements would need to be achieved to fund the additional cost. This could be achieved by way of decreasing expenditure or increasing revenue streams.

However, the anticipated increase of \$17,500 does not account for the expected reduction in maintenance needs over time as the land undergoes regeneration. While it is difficult to predict the exact timing or extent of these reductions, it is anticipated that the combination of declining maintenance requirements and ongoing in-kind support from community organisations will help offset costs, resulting in a negligible long-term impact on operational expenses.

### **RISK IMPLICATIONS**

There are no risk implications identified in respect to endorsing the plan for public feedback.

In terms of plan implementation, community partnerships and local leadership play a critical role in the successful regeneration of public land, particularly when guided by a master plan with a strong focus on biodiversity. These collaborations foster shared ownership, encourage stewardship of the natural environment, and leverage local knowledge, skills, and resources to enhance project outcomes. Engaged communities are more likely to contribute in-kind support, assist with ongoing maintenance, and advocate for the site's ecological and social value. However, one of the most prominent risks associated with this approach is the potential difficulty in garnering sufficient community interest or sustained involvement. Without active participation, the burden of implementation and long-term maintenance may fall disproportionately on Council, potentially limiting the plan's effectiveness and long-term viability. Addressing this risk will require ongoing engagement strategies and clear communication of the benefits to the community.

---

## CONSULTATION PROCESS

The development of this plan has been undertaken in close collaboration with Council's Sustainability and Environmental Advisory Panel (SEAP). Initial consultation also took place with adjoining landowners and the local primary school to help inform the plan's direction.

Broader community consultation will now be undertaken to refine the final plan and assess its affordability for the community.

## CONCLUSION

It is therefore recommended that the Council approves the release of the Draft Ballad Avenue Environment Reserve Master Plan for public consultation and that this feedback be considered prior to finalising the master plan.

MOVED BY	CR EDWARDS
SECONDED BY	CR COURTNEY

**That Council approves the release of the Draft Ballad Avenue Environment Reserve Master Plan for public consultation and feedback prior to finalising the master plan.**


The MOTION was put and was CARRIED unanimously.

### IN FAVOUR

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

---

## 9.6 BUILDINGS INFRASTRUCTURE ASSET MANAGEMENT PLAN

To: Council  
Reporting Officer: Asset Services Officer  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 26 May 2025  
File Reference: Buildings AMP  
Enclosures: 1. WWC Buildings Infrastructure Asset Management Plan 2025 

---

### PURPOSE

To seek Council adoption of the Buildings Infrastructure Asset Management Plan 2025.

### BACKGROUND

Waratah-Wynyard Council is committed to sustainable and affordable service delivery into the future.

A strategic and coordinated, organisation-wide approach to asset management and service delivery is critical. This is achieved through the development of an asset management framework where the organisation's Financial Management Strategy (FMS) is meaningfully integrated with its Strategic Asset Management Plan (SAMP) to inform Council's ongoing resourcing decisions via the Strategic planning and annual budget process.

In this way, Council can provide a transparent, accountable and evidence-based approach to the provision of value-for-money services. This approach will allow Council to communicate the service level and risk consequences of various funding scenarios as it engages with the community to identify agreed levels of service.

### DETAILS

Waratah Wynyard Council is responsible for the acquisition, operation, maintenance, renewal and disposal of a building network comprising 87 buildings with a replacement value of \$50,345,289.

This infrastructure is used to provide buildings related services to the Waratah-Wynyard community in a safe, timely, serviceable and cost-effective manner while aspiring to cyclical improvements for the benefit of all stakeholders.

This Asset Management Plan supersedes the previous plan (2021). The status of improvement plan items identified in the previous plan are shown in the table below:

Task No	Task	Responsibility	Timeframe	Status
1	Develop and adopt Levels of Service	Assets Coord	3-5 years	Commenced
2	Estimate new assets from growth factor	Assets Coord	1 - 2 years	On Hold
3	Develop asset condition inspection program	Assets Coord	5+ years	Commenced

Task No	Task	Responsibility	Timeframe	Status
4	Develop Infrastructure Risk Management Plan	Assets Coord	2-3 years	Complete and Ongoing
5	Develop and adopt weighted capital works priority ranking criteria	Assets Coord	1-2 years	Complete and Ongoing
6	Ensure next valuation is informed by asset condition to a greater extent	Asset Services	2025	Complete
7	Expand documented service levels	Asset Services	2025	Commenced
8	Improve 10 year works plan	Asset Services	Annually	Complete and Ongoing
9	Develop Building Act compliant building maintenance schedule	Asset Services	Annually	Commenced
10	Formalise maintenance intervention levels for building infrastructure assets	Assets Coord	2-3 years	Commenced
11	Assess infrastructure needs based on future demand drivers	Asset Services	2026+	Commenced
12	Undertake audit of energy usage in Council building facilities and implement energy efficiencies as per the Integrated Council Environmental Plan (iCEP)	Asset Services	2022	Commenced

## STATUTORY IMPLICATIONS

### Statutory Requirements

There are many legislative requirements relating to the management of assets. Legislative requirements that impact the delivery of the Buildings Infrastructure services are outlined below:

Legislation	Requirement
Local Government Act (1993)	Sets out role, purpose, responsibilities and powers of local governments including the preparation of the financial management strategy supported by asset management plans for sustainable service delivery.
Disability Discrimination Act (1992)	Aims to eliminate discrimination against persons on the ground of disability across a variety of areas, including work, accommodation, education, access to premises, clubs and sport. It also ensures that persons with disabilities have the same rights to equality before the law as the rest of the community; and promotes recognition and acceptance within the community of persons with disabilities having the same fundamental rights as the rest of the community.
Building Act (2000)	Regulates the construction and maintenance of buildings and building and plumbing matters and to provide for permits, enforcement matters and resolution of disputes.

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</b>
<b>Desired Outcomes</b>
1.1 We make publicly transparent decisions on spending and future directions while encouraging community feedback.
1.2 We maintain and manage our assets sustainably.
<b>Our Priorities</b>
1.5.1 Build our knowledge base to apply in decision-making processes.
1.5.2 Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.

<b>GOAL 2: Organisational Support</b>
<b>Desired Outcomes</b>
2.5 We are future-focussed and value continuous improvement.
<b>Our Priorities</b>
2.2.2 Review and update systems and processes to ensure best practice and customer-centric outcomes.
2.6.1 Promote best practice and foster innovation.

<b>GOAL 3: Connected Communities</b>
<b>Desired Outcomes</b>
3.3 Our natural and built environment aids the community with an active and healthy lifestyle.
<b>Our Priorities</b>
3.3.1 Provide high quality shared and multi-use community hubs that combine a range of recreational, sporting and educational uses.

<b>GOAL</b>
<b>Desired Outcomes</b>
4.2 Our community values, encourages and supports physical, social and cultural activities.
4.3 We provide recreational opportunities to the community for all ages and abilities.
<b>Our Priorities</b>
4.3.1 Commit to ongoing recreation and open space planning to ensure evidence-based decisions are made about the role of Council and its partners in recreation.
4.4.2 Provide and maintain quality and safe places and spaces for physical, social and cultural activities, including shared and multi-use facilities where possible.

### Sustainable Murchison Community Plan 2040

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

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

## POLICY IMPLICATIONS

Council’s Asset Management Policy is integral in this instance.

## ENVIRONMENTAL IMPLICATIONS

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

## FINANCIAL IMPLICATIONS

The projected operating outlays necessary to provide the building services covered by this Asset Management Plan includes operations, maintenance and renewal of existing assets, and planned new/upgrade assets over the 10-year planning period is \$7,141,917 on average per year.

The projected expenditure requires an additional \$881,681 on average per year to provide the services in the Asset Management Plan. This is due to increased operational expenditure arising from planned new and upgrade works over the planning period. Council’s Financial Management Strategy will explore funding options for the expected costs. The Strategy is updated annually.

As indicated in the Asset Management Plan the confidence level associated with these projections has been assessed as (C) Medium. The confidence level will improve with each annual iteration and update of the both the Financial Management Strategy & the Strategic Asset Management Plan.

## RISK IMPLICATIONS

The decisions made in adopting this Asset Management Plan are based on the objective to achieve the optimum benefits from the available resources.

An assessment of risks associated with service delivery from building infrastructure assets aims to identify critical risks that, if not treated, will result in loss or reduction in service from infrastructure assets or a ‘financial shock’. The risk assessment process identifies credible risks, the likelihood of the risk event occurring, the consequences should the event occur, develops a risk rating, evaluates the risk and develops a risk treatment plan for non-acceptable risks. All known risks for buildings infrastructure are listed in the Infrastructure Risk Register.

At present budget levels there are a number of risks to be considered by Council as either acceptable or not acceptable in the medium term. Key identified critical risks, and their treatment plans are shown in the following table:

Service or Asset at Risk	What can Happen	Risk Rating (VH, H)	Risk Treatment Plan
Wynyard Council Office Air Conditioner	<ul style="list-style-type: none"> <li>• Inconsistent temperature control.</li> <li>• Possible sudden unit failure.</li> <li>• Inadequate for purpose– non-compliance with National Construction Code (statutory fresh air exchange requirements) and electrical supply standards.</li> </ul>	H	<ul style="list-style-type: none"> <li>• Replacement scheduled</li> </ul>
Langley Park Clubrooms Upstairs Social Space Access, Somerset	<ul style="list-style-type: none"> <li>• Not DDA compliant</li> <li>• Exposed to complaints</li> <li>• Reputational risk</li> </ul>	H	<ul style="list-style-type: none"> <li>• Schedule upgrade</li> <li>• Consider relocation and construction of single level asset</li> </ul>
Wynyard Squash Centre	<ul style="list-style-type: none"> <li>• Not DDA compliant</li> <li>• Exposed to complaints</li> <li>• Reputational risk</li> </ul>	H	<ul style="list-style-type: none"> <li>• Schedule upgrade</li> <li>• Seek advice from building surveyor</li> </ul>
Various Buildings Not On Council Key System	<ul style="list-style-type: none"> <li>• Key copying is uncontrolled leading to security issues</li> </ul>	H	<ul style="list-style-type: none"> <li>• Move to Council key system over time</li> <li>• Undertake review and develop implementation plan</li> </ul>
Council Key System Patent & Issuing of Keys	<ul style="list-style-type: none"> <li>• Patent expired</li> <li>• Potential for uncontrolled key copying leading to security issues</li> <li>• Unauthorised access to Council buildings</li> </ul>	H	<ul style="list-style-type: none"> <li>• Maintain and continue to review the key register</li> <li>• Replace key system and revise key procedures</li> <li>• Internal &amp; external training</li> <li>• Explore alternate locking systems</li> </ul>
Somerset Tennis Courts Clubroom	<ul style="list-style-type: none"> <li>• Damage due to flooding and/or coastal erosion</li> </ul>	H	<ul style="list-style-type: none"> <li>• Coastal erosion protection or Possible future option to plan for relocation of the asset (OSSR)</li> </ul>
Somerset Surf Lifesaving Clubroom	<ul style="list-style-type: none"> <li>• Damage due to flooding and/or coastal erosion</li> </ul>	H	<ul style="list-style-type: none"> <li>• Maintain implemented coastal erosion protection works</li> <li>• Relocation of building when replaced in the future</li> </ul>
Somerset Surf Lifesaving Clubrooms – roof	<ul style="list-style-type: none"> <li>• Roof may fail causing damage to property or injury</li> </ul>	H	<ul style="list-style-type: none"> <li>• Repair corroded section to prevent ongoing deterioration – budgeted for repair</li> </ul>
Elma Fagan Hall – mezzanine floor	<ul style="list-style-type: none"> <li>• Legislative non-compliance</li> <li>• Safety risk due to inadequate guard rail on stairs and mezzanine</li> <li>• Users remove barricade and continue to access</li> </ul>	H	<ul style="list-style-type: none"> <li>• Reiterate to users that barricade is to be replaced, and access ceased via formal communications</li> <li>• Consider removal of stairs if required</li> </ul>
The Watershed - lift	<ul style="list-style-type: none"> <li>• Regularly out of order</li> <li>• Facility not DDA compliant when lift is out of order</li> <li>• Exposed to complaints</li> <li>• Reputational risk</li> </ul>	H	<ul style="list-style-type: none"> <li>• Review option to repair existing and investigate long term solution</li> </ul>

---

There are some operations and maintenance activities and capital projects that are unable to be undertaken within the next 10 years. These include:

- Renewal of building components at 17A Park St, Wynyard (scheduled for demolition)

Operations and maintenance activities and capital projects that cannot be undertaken will maintain or create service consequences for users, namely lower standard of service during unforeseen circumstances such as extreme weather events.

The operations and maintenance activities and capital projects that cannot be undertaken may maintain or create risk consequences, namely potentially dissatisfied ratepayers and/or periodic increased maintenance requirements on affected assets.

### **CONSULTATION PROCESS**

Key staff across the organisation, Councillors and industry experts have all been consulted in the process of developing and reviewing these documents. The results from Council's 2016 and 2019 Community Satisfaction surveys were also included.

Future versions and updates will incorporate more input and consultation from the community as the Council undertakes rolling services reviews. These rolling service reviews will be based upon the three guiding principles of good governance: *transparency, accountability and evidence-based decision-making*, to provide sustainable, value-for-money services.

### **CONCLUSION**

It is recommended that the Council adopts the Buildings Infrastructure Asset Management Plan 2025. This will provide forward direction and certainty for the provision of Building services.

MOVED BY	CR ROBERTS
SECONDED BY	CR JOHNSTONE

### **That Council adopts the Buildings Infrastructure Asset Management Plan 2025**

The MOTION was put and was CARRIED unanimously.

#### **IN FAVOUR**

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

## 9.7 SUSTAINABILITY AND ENVIRONMENTAL ADVISORY PANEL - NEW APPOINTMENTS

To: Council  
 Reporting Officer: Contracts and Administration Officer  
 Responsible Manager: Director Infrastructure and Development Services  
 Report Date: 2 June 2025  
 File Reference: SEAP  
 Enclosures: 1. Selection Panel Report - SEAP - Confidential

### PURPOSE

The purpose of this report is to appoint new community representatives for an interim term on the Panel, spanning July 2025 – 31 August 2026.

### BACKGROUND

At its 20 June 2022 ordinary meeting, Council originally adopted the framework for the first SEAP and authorised officers to commence advertisement for membership nominations.

As part of the Terms of Reference, membership was defined as having a minimum of 8 members, comprising:

MEMBERSHIP	APPOINTMENT & TERM	ROLE/S
Councillor(s)	Up to 2 Councillors appointed by Council for a period of 2 years (typical).	<ul style="list-style-type: none"> <li>▪ Act as Chairperson of the SEAP</li> <li>▪ To be the link between Council and SEAP</li> <li>▪ To table issues and concerns to Council on behalf of SEAP</li> </ul>
Community representative(s)*	A minimum of 6 and up to 10 community representatives appointed by Council, through a registration of interest and selection process (see below), for a period of 2 years (typical).	<ul style="list-style-type: none"> <li>▪ Actively participate in meeting discussions in the interests of the wider community</li> <li>▪ Where appropriate, vote on matters addressed by the SEAP</li> </ul>
Council Staff	A minimum of 2 officers are expected to attend each meeting, although this may vary pending resource availability. The officers who attend may vary from meeting to meeting (without prior approval) depending on the agenda content.	<ul style="list-style-type: none"> <li>▪ To provide advice to the SEAP</li> <li>▪ Reporting on actions and/or matters arising from previous meetings back to the SEAP</li> <li>▪ To provide administrative support to the SEAP, including but not limited to the preparation of agendas and minutes</li> </ul>
<p>* - Community representatives shall live, work or have an active interest in the municipal area. Community representatives will be drawn from a cross-section of the community (where possible) and <u>shall</u> include at least:</p> <ul style="list-style-type: none"> <li>• 1x young person (&lt;24 years) with an interest in developing knowledge and networks within the environmental sector. It is acknowledged that young people may prefer not to attend a panel meeting alone. A young person may attend panel meetings with another young person but shall only hold one vote between them.</li> <li>• 1x community representative with links to the aboriginal community.</li> </ul>		

---

## **DETAILS**

During the month of May, the community were invited to apply for an interim term of SEAP membership which will extend from July 2025 through to August 2026 at which point nominations will be sought once again for the next full SEAP term.

The advertisement for the short-term membership was placed on Council's social media on two separate occasions, with all information and application forms available on Council's website. A news article was also included in the Western Echo newspaper and officers made direct contact with a number of individuals within the community during the advertised period.

At the closing date, two (2) applications were received, both of which addressed the selection criteria. There were no applications received from an aboriginal or youth representative, despite officers directly approaching individuals within the municipality who are connected to these groups.

It is noted that for the first time, one of the applicants nominated interest or a knowledge area within asset management, finance management or risk/insurance.

Each application was assessed against the nominated selection criteria, being:

- a) Demonstrated interest in conserving, maintaining and protecting the natural environment;
- b) Demonstrated experience/knowledge in environmental sustainability issues or asset/finance/risk management;
- c) Ability to achieve positive outcomes in a collaborative team environment;
- d) Demonstrated understanding of local government's role in environmental management; and
- e) Commitment to represent the interest of the community and a willingness to participate in community capacity building in environmental sustainability issues.

The members of the Selection Panel assessed each applicant against the selection criteria, which was then used to inform a discussion around the panel composition. A copy of the Selection Panel Report has been included as a confidential attachment.

Overall, the standard of the applications received were of very high-quality. Whilst the applicants demonstrated a similar skillset to existing members of the panel, they also have established an interest and passion in supporting council constructively in our sustainability journey.

The intended commencement of this term of SEAP is scheduled for July 2025; an informal meet-and-greet session will be held prior to the first meeting with the outgoing and continuing members. This meeting will also be used to familiarise the new membership with the current action plan and Terms of Reference.

## **STATUTORY IMPLICATIONS**

### Statutory Requirements

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

---

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

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

### Sustainable Murchison Community Plan 2040

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

## POLICY IMPLICATIONS

An ongoing SEAP helps Council to continue delivering the objectives of ICEP and the Environmental Sustainability Policy.

## ENVIRONMENTAL IMPLICATIONS

The SEAP aids Council in achieving the sustainability actions set out within the ICEP and provide advice to council on decision-making that could have positive implications for the environment.

## 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

All relevant documentation for nominations to the SEAP were made available through the Council's website and community members were invited to self-nominate.

## CONCLUSION

A sustainability and environmental advisory panel is an action explicitly recommended within ICEP and provides immense value to Council in its current and future decision-making on environmental and sustainability related matters. It is therefore recommended that Council appoints the community representatives as nominated in the body of this report.

MOVED BY	CR EDWARDS
SECONDED BY	CR COURTNEY

**That Council appoints the following community representatives for an interim term (2025-2026) to the Sustainability and Environmental Advisory Panel:**

- 1. Ian Dutton, and**
- 2. Karen Feeney**

The MOTION was put and was CARRIED unanimously.

## IN FAVOUR

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

---

## 9.8 ANNUAL REPORT - COMMUNICATION AND ENGAGEMENT STRATEGY 2024-27

To:	Council
Reporting Officer:	Manager Tourism and Corporate Communications
Responsible Manager:	Director Community Services
Report Date:	12 June 2025
File Reference:	Strategy
Enclosures:	Nil

---

### PURPOSE

To provide an update on the progress of the recommendations and objectives of the Communications & Engagement Strategy 2024-27.

### BACKGROUND

At the May 2024 ordinary meeting, Council adopted the Communications & Engagement Strategy 2024-27. The full strategic review that preceded the updated strategy reflected Council's learnings, the changing communications landscape and community expectations. The document sets out five key objectives to shape the direction of Council's communication and engagement over three years. This report reflects on the progress of the strategy in year 1, highlighting some of the achievements for Council in communications and community engagement

### DETAILS

The Communications and Engagement Strategy 2024–2027 outlines Waratah-Wynyard Council's commitment to building strong, transparent and meaningful connections with the community.

This strategy sets out a clear framework for how Council communicates, engages and fosters trust across a diverse range of stakeholders, recognising that effective communication is essential to good governance, community wellbeing, and civic participation.

This Year 1 Progress Report provides an overview of the actions undertaken during the first 12 months of the strategy's implementation. It highlights key achievements, identifies areas where work is ongoing or deferred, and demonstrates Council's continued focus on improving reach, accessibility, organisational capacity, transparency and brand integrity. The report serves both as a reflection on progress to date and as a guide for future actions as Council continues to strengthen its engagement with the community.

The following terms are used to describe the status of each action.

Complete – task has been completed

Hold – no action at this time

In Progress – action has a start and end date. Action started and not completed.

Ongoing – action continues throughout life of the Strategy.

**OBJECTIVE 1: Improve reach and engagement.**

Action No.	Action description	Status	Highlights
1.1A	Establish a community database and associated protocols for direct communication with stakeholders.	In progress	<ul style="list-style-type: none"> <li>• Exploration is underway of the current contact databases that exist within Council and the access and practice for communicating to external networks in community.</li> </ul>
1.1B	Continue to use traditional media to reach sections of the community not engaged with social media.	Ongoing	<ul style="list-style-type: none"> <li>• Western Echo monthly two-page spread trial underway with 12,000 regional readers.</li> <li>• Regular radio slot with the Mayor on CoastFM (monthly).</li> <li>• Posters and notices displayed for key information and events.</li> </ul>
1.1C	Strengthen partnerships with community newspaper and radio.	Ongoing	<ul style="list-style-type: none"> <li>• Media database reviewed and continually updated.</li> <li>• Coast FM slot established.</li> <li>• Western Echo trial underway.</li> </ul>
1.1D	Explore options for the creation of a community e-newsletter.	In progress	<ul style="list-style-type: none"> <li>• Exploring formats, software.</li> <li>• Western Echo trial underway with regular column to support consistent information sharing on an alternative platform to social media.</li> <li>• Council Information is shared through community networks such as local organisations, clubs, and school communities in liaison with community activation team.</li> </ul>
1.1E	Explore opportunities to increase engagement with youth through the WWYL program.	Ongoing	<ul style="list-style-type: none"> <li>• Youth events and initiatives have been promoted.</li> <li>• Use of digital platforms and school networks to support engagement with youth.</li> <li>• 53 entries in youth-led drive for Police Appreciation Day</li> <li>• Collaboration with other organisations and networks to leverage reach and impact</li> </ul>
1.2A	Optimise use of social media including increased usage of video/stories/reels.	Ongoing	<ul style="list-style-type: none"> <li>• Strongest performing content on Facebook was around the Coastal Pathway artwork, popular on this channel.</li> <li>• Strongest performing content on Instagram, 2024 Tulip Festival Ambassador, Hannah Moloney talking about the festival who</li> </ul>

Action No.	Action description	Status	Highlights
			<p>increased our usual reach by collaborating on this platform (shared post with her followers)</p> <ul style="list-style-type: none"> <li>• Strongest performing content on Linked In, farewell to Shane Crawford had good engagement with this audience of professionals and businesses.</li> <li>• Other social media channels include YouTube – growth opportunity.</li> <li>• Details on the content provided through the Department quarterly reports.</li> </ul>
1.2B	Undertake regular analysis of our social media strategy.	Ongoing	<ul style="list-style-type: none"> <li>• Continual monitoring</li> <li>• Adaption and discernment of approach to communicating different subject matter on social media.</li> </ul>
1.2C	Investigate new ways to increase interactive web feedback options.	In progress	<ul style="list-style-type: none"> <li>• Reviewing tools and pricing options</li> </ul>

### **Focus on Multi- Media Approach to Communications.**

In the past year, Council has created new partnerships across different media platforms with consistent branding and messaging to support a strong multi- media spread of ‘community news’ and information.

With the recent loss of the Wynyard Pulse and Circular Head Chronicle, localised community news has become more piece meal and less accessible for a large cohort of our community who rely upon traditional media, such as the newspaper to understand what’s going on. The Western Echo broadened its reach along the North West coast in early 2025. This presented an opportunity for Council to support a news publication that was free, easily accessible, and local. The newspaper has grown to a reach of 12,000 print copies distributed through various outlets including IGA’s, newsagents and key tourism outlets. The 2000 copies distributed on the Spirit of Tasmania each month has added a valuable tourism marketing opportunity, which Council has focused several articles on in over a three-month paid trial period that is being undertaken.

Each month, the Mayor has a radio slot with local radio station, Coast FM. The radio station reaches around 113,000 listeners with a demographic focused on 35s above. The opportunity to share current news in this media format, reiterates the stories that are being shared through other media channels such as the newspapers, social media and on our website.

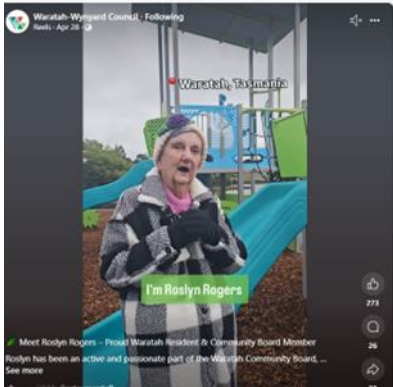
Taking this multi- media approach means that Council is creating opportunities for community to connect to stories that matter to them in the best context for them. It is Council’s objective to engage our community through traditional media channels and digital media channels with consistent messages and information to ensure we have a broad reach that considers different ways of consuming information.

**Figure 1 Western Echo ‘Community News’ feature for Waratah-Wynyard Council**



**OBJECTIVE 2: Be more accessible.**

Priority	Action	Status	Highlights
2.1A	Increase visibility of people with disability in Council publications and online platforms.	Ongoing	<ul style="list-style-type: none"> <li>Working with community with lived experience of accessibility issues to capture authentic stories, e.g. Multicap and Cr Courtney reel to support trimming foliage impeding public footpath access.</li> <li>Smart Access software sourced and uploaded to Council website and promoted across multi-media.</li> <li>Events accessibility guides, parking for events information uploaded to Council website and promoted on social media.</li> </ul>
2.1B	Ensure Council website meets Web Content Accessibility Guidelines (WCAG).	Complete	<ul style="list-style-type: none"> <li>Audit complete</li> <li>Upgrades made to web accessibility on all Council websites.</li> <li>Continue to monitor best practice for ongoing improvements.</li> </ul>
2.1C	Use infographics and simple language in corporate publications.	Ongoing	<ul style="list-style-type: none"> <li>Infographics used across social media platforms, such as for things like power outage updates, evacuation centre updates, missing dogs, and other quick response information.</li> <li>Continued use of brand guide and simple graphics in corporate documentation for consistency.</li> </ul>
2.1D	Support Reconciliation Action Plan outcomes in online/printed material.	In progress	<ul style="list-style-type: none"> <li>Website updated with RAP and Tommeginer film.</li> </ul>

Priority	Action	Status	Highlights
			<ul style="list-style-type: none"> <li>Email signatures created with Acknowledgement of Country</li> <li>National Reconciliation Week communications messages, posters around Council and community.</li> <li>Work in progress on several RAP outcomes.</li> </ul>
2.1E	Support Safeguarding Framework in communication and engagement.	In progress	<ul style="list-style-type: none"> <li>Media consent forms drafted for policy use.</li> <li>Policy review in progress for procedures around photography and media consent.</li> </ul>
2.2A	Promote public opportunities for input into Council decision-making.	Ongoing	<ul style="list-style-type: none"> <li>Community consultation for major projects ongoing – promoted to stakeholder groups and more broadly through other media as relevant.</li> <li>Opportunities such as contribution to the Waratah Community Plan and SEAP group broadly distributed to community.</li> </ul>
2.2B	Consider varying community preferences in communication methods.	In progress	<ul style="list-style-type: none"> <li>The communications team supports staff to consider a range of tools for community engagement.</li> <li>Trialling new communications template to support targeted promotion of projects and other Council initiatives.</li> </ul>
2.2C	Increase use of video to engage visual/audio audiences.	Ongoing	<ul style="list-style-type: none"> <li>Using reels to increase engagement on social media around projects and initiatives.</li> <li>Some of the popular reels have included this interview with Waratah Board members and another favorite included Amy's Kusina promoting a Harmony Week event at the Watershed.</li> </ul>  <p><b>Facebook feature on Waratah community voices</b></p>
2.2D	Incorporate interactive online feedback tools.	Ongoing	<ul style="list-style-type: none"> <li>Researching sophisticated tools and pricing.</li> <li>Use of surveys and forms ongoing.</li> </ul>

Priority	Action	Status	Highlights
2.2E	Increase self-service capabilities via digital access.	In progress	<ul style="list-style-type: none"> <li>Exploring options for online facility booking systems suited to Council assets management.</li> </ul>
2.2F	Increase opportunities for community to connect with Elected Members.	Ongoing	<ul style="list-style-type: none"> <li>Community conversations</li> <li>open days, e.g., Waratah open day</li> <li>Monthly Council meetings and AGM</li> <li>Events and celebrations.</li> <li>grant announcements.</li> </ul>

### Digital Focus on Creating Better Access For our Community With Lived Experience of Disability

There have been several initiatives underway that support accessibility for people in our community with lived experience with disability. Opportunity for community to feel both seen and heard. There is a lot of work that goes into maintaining a website with easy access, clear information, and currency. Waratah-Wynyard Council website has been upgraded to the Web Content Accessibility Guidelines (WCAG) which is an internationally recognised set of recommendations for improving web accessibility. These are technical standards that help make the digital world accessible for people with disabilities such as being able to increase the font size on a web page.

Smart Access is an additional digital service that has been applied to Council's website to support accessibility in our community. A community map allows people with specific needs, such as those in a wheelchair, plan and navigate their movement around the municipality understanding what the terrain looks like, gradients for kerb ramps, parking, and other supportive information. Other initiatives such as a social media collaboration with Multi Cap provided an opportunity for Councillors and people with lived experience to call our community to action around trimming foliage that hangs over footpaths. By using the voices and visuals of community members with lived experience the message was authentic, and community members were empowered to have their voice heard

**Figure 3 - Waratah-Wynyard Council website Smart Access Page found at <http://www.warwyn.tas.gov/smart-access/>**



### OBJECTIVE 3: Be Brand Proud

Priority	Action	Status	Highlights
3.1A	Update corporate style guide and review corporate templates.	Hold	
3.1B	Create a corporate document library that includes appropriate storage, access, and review guidelines for key assets.	Hold	

Priority	Action	Status	Highlights
3.1C	Create a digital asset library and promote availability to all staff to use to ensure consistent professional imagery in all corporate publications.	In progress	<ul style="list-style-type: none"> <li>• Creation of digital asset library is underway within current systems.</li> <li>• Exploration of alternative storage systems underway.</li> <li>• Dropbox files targeted for different needs such as destination marketing or media related files established.</li> </ul>
3.2A	Create communications campaigns around key Council functions, service levels, projects, and strategic plans.	In progress	<ul style="list-style-type: none"> <li>• Some work has been undertaken internally with staff newsletters supporting information sharing.</li> </ul>
3.2B	Where appropriate, align communication messages with corporate strategies and plans.	Ongoing	<ul style="list-style-type: none"> <li>• Communications are aligned with current plans, an example of this is recent messaging around National Reconciliation Week where Council's commitment to reconciliation in relation to establishment of a RAP have been shared.</li> </ul>
3.3A	Promote our natural and built assets through our digital and print assets.	In progress	<ul style="list-style-type: none"> <li>• Audit of flyers and brochures being undertaken to support the creation of new digital and print assets.</li> <li>• Updated information including images have been added to the Council website to share the features of Council owned assets such as parks and reserves and buildings.</li> </ul>
3.3B	Create an ongoing destination focused social media campaign.	Ongoing	<ul style="list-style-type: none"> <li>• Instagram is our key social media channel for destination marketing and regular posts focusing on our key destination assets are strong-performing.</li> <li>• Wonders of Wynyard and the Wynyard Tulip Festival have social media accounts that support our destination brand.</li> </ul>
3.3C	Update New Residents Kit at least annually.	In progress	<ul style="list-style-type: none"> <li>• Updates are underway to support the new residents kit with support from the customer services team.</li> </ul>
3.3D	Share good news stories of community interest.	Ongoing	<ul style="list-style-type: none"> <li>• Stories shared via multi-media platforms such as local club initiatives and celebrations to support a proud community.</li> </ul>

#### **OBJECTIVE 4: Build Organisational Capacity**

Priority	Action	Status	Highlights
4.1A	Ensure communication resourcing is considered at the initial project development and adoption stages through Senior Leadership Team meetings.	Ongoing	<ul style="list-style-type: none"> <li>The Tourism &amp; Corporate Communications Manager is present and engaged in SLT meetings to ensure consideration have been made for key projects.</li> </ul>
4.1B	Develop a template to standardise the process for requesting communication assistance and input.	Complete	<ul style="list-style-type: none"> <li>A new template and process has been created that allows project officers to consider a full suite of communication tools before meeting with the communications team. This has enabled more efficiency, with the team being able to guide officers on a best course of action and support the request.</li> </ul>
4.1C	Create communication plans for all major projects and evaluate for effectiveness- incorporating learnings into future plans.	Ongoing	<ul style="list-style-type: none"> <li>All major projects have a thorough communications plan that has been created in liaison with the Project Manager to support effective delivery of communications at key milestones.</li> </ul>
4.2A	Develop a communication and engagement toolkit for all staff and Councillors to use when considering the level of engagement required for each situation.	Hold	<ul style="list-style-type: none"> <li>Exploration underway for delivery of this action. Some elements in progress but has been prioritised for delivery in full at a later term.</li> </ul>
4.2B	Introduce community engagement framework, customer service charter, social media policy and public consultation policies into staff & Councillor induction program.	Complete	<ul style="list-style-type: none"> <li>These policies and frameworks have become inclusions in the staff &amp; Councillor induction program.</li> <li>There are measures in place to ensure ongoing updates are provided to this documentation to retain currency.</li> </ul>
4.3A	Encourage and enhance Councillor use of intranet.	Hold	
4.3B	Promote Digital Transformation Strategy initiatives such as the collaboration hub.	Hold	
4.3C	Continue weekly internal newsletter, conducting an annual staff survey to inform effectiveness or improvements.	Ongoing	<ul style="list-style-type: none"> <li>Moved to a monthly newsletter that allows for better quality stories and spread of staff resources across both Councils.</li> </ul>

Priority	Action	Status	Highlights
			<ul style="list-style-type: none"> <li>A staff survey has been undertaken in May to get feedback for next year.</li> </ul>

### Celebrating our achievements

The staff newsletter is an important tool for Waratah-Wynyard Council staff to share information, stories and knowledge. In May 2025, a survey was sent out to all Council staff across the organisation to look at the effectiveness of the staff newsletter in its current form and explore any improvements.

Continuous improvements to enable better ways of sharing information internally to an organisation made up of staff from diverse areas of expertise and operation modes is an ongoing challenge.

One clear determinant is that publishing an internal newsletter is seen as a highly valued activity with a majority of respondents giving the newsletter 4 out of 5 stars and preferring it in their inboxes at least monthly, if not more regularly. With some projects on hold in the digital communications space, there may be more improvements seen in the coming years as we roll out new communication channels across Council.

### OBJECTIVE 5: Be Sustainable and Transparent

Priority	Action	Status	Highlights
5.1A	Develop a simple flow chart that outlines each step of the stakeholder engagement process, including clear messages to participants around how their input will be considered, and what level of influence they may have.	Hold	
5.1B	Develop a formal process for 'closing the engagement loop' – by providing feedback either directly to participants or in publicly accessible places such as Council website and Council meeting agenda/ minutes.	Ongoing	<ul style="list-style-type: none"> <li>Continue to 'close the loop' in effective ways that are relevant to different projects and initiatives such as providing meeting agenda and minutes, updates on social media and stakeholder engagement as best appropriate for circumstances.</li> </ul>
5.2A	Undertaken review of Councils advertising practices to ensure best value and broadest reach.	Complete	<ul style="list-style-type: none"> <li>Thorough exploration and report have been completed to support decision making for advertising practices in line with legal requirements.</li> </ul>
5.2B	Develop standard metrics to report on engagement success.	Complete	<ul style="list-style-type: none"> <li>Data is collected quarterly and reported to Council, to quantify and qualify engagement in the content produced by the</li> </ul>

Priority	Action	Status	Highlights
			Tourism and Corporate Communications Team.
5.2C	Review Public Consultation Policy to align with the adopted Communication & Engagement Strategy.	Hold	
5.3A	Promote Councils service levels to clearly inform public of what Council does and why.	Hold	
5.3B	Promote the many and varied ways the community can connect with Council to have their views heard.	Ongoing	<ul style="list-style-type: none"> <li>Continue to inform community how to have their voices heard through varied media – call to action in social media post, posters, emails, community conversations, council meetings, face to face meetings with staff, website.</li> </ul>

The first year of implementation of the Communications and Engagement Strategy 2024–2027 has established a solid foundation for enhancing Council’s communication practices and strengthening community engagement. Considerable progress has been achieved across all five strategic objectives, with key priorities well underway, ongoing and some actions completed.

Council has adopted a multi-channel approach to communication, fostered partnerships across traditional and digital media, and prioritised accessibility to ensure that all community members are informed and able to participate meaningfully. While some actions are ongoing or deferred due to operational considerations, the overall trajectory remains positive and aligned with strategic intent. As Council advances into the second year of this strategy, there remains a clear commitment to continuous improvement, innovation, and transparency in the way we communicate and engage with our community.

## STATUTORY IMPLICATIONS

### Statutory Requirements

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</b>
<b>Desired Outcomes</b>
1.1 We make publicly transparent decisions on spending and future directions while encouraging community feedback.
<b>Our Priorities</b>
1.1.1 Commit to best practice in community engagement.
<b>GOAL 1: Leadership and Governance</b>
<b>Desired Outcomes</b>
1.3 We encourage broad community input to create a focussed and strong sense of belonging.
<b>Our Priorities</b>

1.6.1 Encourage increased participation by all stakeholders.
<b>GOAL 3: Connected Communities</b>
<b>Desired Outcomes</b>
3.2 We listen and engage with our community in decision making.
<b>Our Priorities</b>
3.2.1 Deliver engagement strategies that adapt to community needs to ensure effective communication and collaboration.

### Sustainable Murchison Community Plan 2040

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

### **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 annual progress of the Communications and Engagement Strategy 2024–2027.

MOVED BY	CR COURTNEY
SECONDED BY	CR ROBERTS

### **That Council notes the year 1 progress of the Communication and Engagement Strategy 2024-27.**

The MOTION was put and was CARRIED unanimously.

### **IN FAVOUR**

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

---

## 9.9 QUARTERLY INFORMATION REPORT - ORGANISATIONAL PERFORMANCE

To:	Council
Reporting Officer:	Governance Officer
Responsible Manager:	Director Financial Services
Report Date:	31 May 2025
File Reference:	Quarterly Statistics
Enclosures:	Nil

---

### PURPOSE

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

- Organisational Performance:
  - People and Safety
  - Economic Development
  - Governance and Information Systems
  - Risk Management

### BACKGROUND

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

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

## PEOPLE AND SAFETY

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

### Staff Numbers and Statistics

Staff Numbers as at:		30 May 2025					
	Permanent Positions		Temporary Positions			Total	Fulltime equivalent
	Full-time	Part-time	Full-time	Part-time	Casual		
Indoor	36	16	4	1	9	66	52.0
Outdoor	30	2	2	0	0	34	33.9
Childcare	9	13	0	3	3	28	18.7
<b>Total</b>	<b>75</b>	<b>31</b>	<b>6</b>	<b>4</b>	<b>12</b>	<b>128</b>	<b>104.7</b>

As at 30 May Council employed 124 people equivalent to 104.7 full time employees.

Statistics	Ave. Yrs Service	Gender			Ave. Age
		Female	Male	Other	
Indoor	7.9	43	23	0	45.5
Outdoor	8.7	4	30	0	45.1
Childcare	10.3	29	0	0	40.5
<b>Total</b>	<b>9.0</b>	<b>76</b>	<b>53</b>	<b>0</b>	<b>43.7</b>

Diversity Statistics	Yes	No	Undisclosed
Aboriginal or Torres Strait Islander	6%	91%	3%
Culturally or linguistically diverse	3%	94%	3%
Special needs or additional learning support requirements	1%	95%	4%

### Turnover Rate of Permanent Staff

**1.9%** Average (*Permanent Departure rate divided by total permanent employee rate*)

Council demonstrates strong employee retention, reflected in an impressive average length of service of 9 years across the workforce. This is especially noteworthy in the Childcare team, where staff average 10.3 years of service, highlighting a stable and committed workforce in a sector often characterised by high turnover.

Complementing this is a remarkably low permanent staff turnover rate of just 1.9%, indicating a positive work environment, strong organisational culture, and effective workforce management strategies.

This stability presents an opportunity to further invest in succession planning, leadership development, and employee engagement initiatives to build on the strong foundation already in place.

## New Starters/Departures

		Permanent Positions		Temporary Positions			Total
		Full-time	Part-time	Full-time	Part-time	Casual	
New Starters	Indoor	3	0	2	0	1	6
	Outdoor	3	0	0	0	0	3
	Childcare	0	0	0	0	0	0
	<b>Total</b>	<b>6</b>		<b>2</b>		<b>1</b>	<b>9</b>
Departures	Indoor	0	0	0	0	0	0
	Outdoor	2	0	1	0	0	3
	Childcare	0	0	0	1	0	1
	<b>Total</b>	<b>2</b>		<b>2</b>		<b>0</b>	<b>4</b>

Council inducted nine (9) new employees throughout the reporting period and had four (4) employee departures.

## Recruitment Activity

The following recruitment activity has occurred between 1 March and 30 May 2025.

Position	Date Advertised	Offer Signed	Working days to fill
People & Safety Support Officer	20-Feb-25	02-Apr-25	30
Facility Experience Curator	05-Mar-25	28-Apr-25	34
Customer Services Coordinator	21-Feb-25	30-Apr-25	44
Revenue Officer	21-Feb-25	28-Apr-25	44
Parks & Reserves Employees	15-Apr-25	30-May-25	29
Waste & Sustainability Officer	Ongoing		
Children's Services Administration Officer	Ongoing		
Maintenance Carpenter	Ongoing		
Civil Works Trainee	Ongoing		
Sports Turf Management Apprentice	Ongoing		
Parks & Reserves Trainee	Ongoing		
Children's Services Trainee	Ongoing		
<b>Average days to fill vacancies this quarter</b>			<b>36</b>

## Absenteeism Rate

	Personal Leave Taken	Hours Worked	Absent Rate	Full Time Equivalent
Indoor	857	23,414	3.5%	0.88
Outdoor	637	15,470	4.0%	0.64
Childcare	385	8,528	4.3%	0.39
<b>Total</b>	<b>1879</b>	<b>47,412</b>	<b>3.8%</b>	<b>1.91</b>

## WORK HEALTH AND SAFETY

### Incident/Hazard Report Forms received this Quarter

	Incident	Hazard	Near Misses	Injury/ Illness	Property / Plant Damage	Verbal Abuse	Total Reports
Indoor	0	0	0	0	0	0	0
Outdoor	0	0	3	4	9	6	22
Childcare	0	0	0	1	0	0	1
<b>Total</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>5</b>	<b>9</b>	<b>6</b>	<b>23</b>

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

### Lost Time Injury and Workers Compensation Cases

#### Lost Time Injury Frequent Rate (LTIFR) and Workers Compensation Cases for this Quarter

	No. of LTI's	Lost Time Injuries (hrs)	Hours Worked in Period	LTIFR	Total New WC Cases	Ongoing WC Cases	Finalised WC Cases
Indoor	0	0	0	0.00	0	0	0
Outdoor	0	0	0	0.00	0	0	0
Childcare	0	0	0	0.00	1	0	1
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>1</b>	<b>0</b>	<b>1</b>
<b>LTIFR Industry Benchmark</b>				<b>12.6</b>			

During the reporting period, Council recorded five (5) injuries. Of these, one (1) resulted in workers' compensation claims, with no lost time.

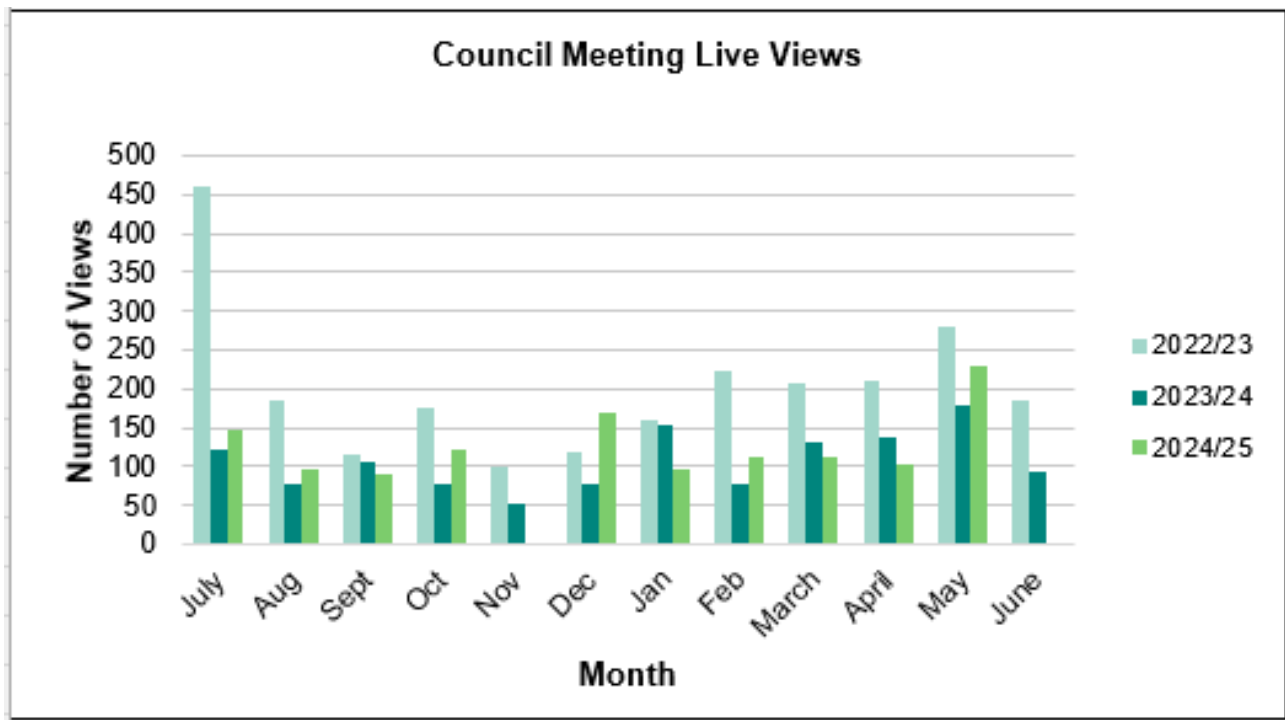
---

## Drug & Alcohol Testing

Council conducts random Drug & Alcohol testing up to three times per year. Testing was conducted on 4 February 2025 with 5 randomly selected employees from the Works & Services Department and 5 from the Council Chambers. All were negative and Council has not encountered a non-negative test since 2020.

## GOVERNANCE

### Council Meeting Live Stream Views – Ordinary Meetings



\*November 2024 stats not available due to technical issues.

### Policies Adopted by Council

There following policies were adopted by Council for the period 01 March 2025 – 31 May 2025:

- Chief Executive Officer Title Policy
- Electoral Signage Policy
- Tree and Vegetation Management Policy & Guidelines
- Environmental Sustainability Policy
- Related Third Party Transactions Policy
- Transparency Policy
- Food Security Policy

---

## **Workplace Policies Reviewed**

The following workplace policies were reviewed and adopted by the Senior Leadership Team for the quarter:

- Power of Entry Guidelines
- Acceptable Use of Generative AI Policy and Guidelines
- Joint ICT Disaster Recovery Plan
- Bring Your Own Device Policy and Guidelines
- Joint ICT Privileged User Policy and Guidelines

## **Complaints**

Council received no formal complaints during the period 01 March 2025 – 31 May 2025.

## **Non-Application of Public Tender Process**

Pursuant to Section 27 of the *Local Government (General) Regulations* one contract was awarded where the public tender process was not applied. At the November 2024 Council meeting Council determined to engage Prime Construction and Developments to undertake the replacement of window sashes and doors on the Atheneum Hall in Waratah

## **Tenders & Contracts**

In accordance with Council's Procurement Policy the following table is provided for all contracts awarded YTD for 2024/25 over \$100,000.

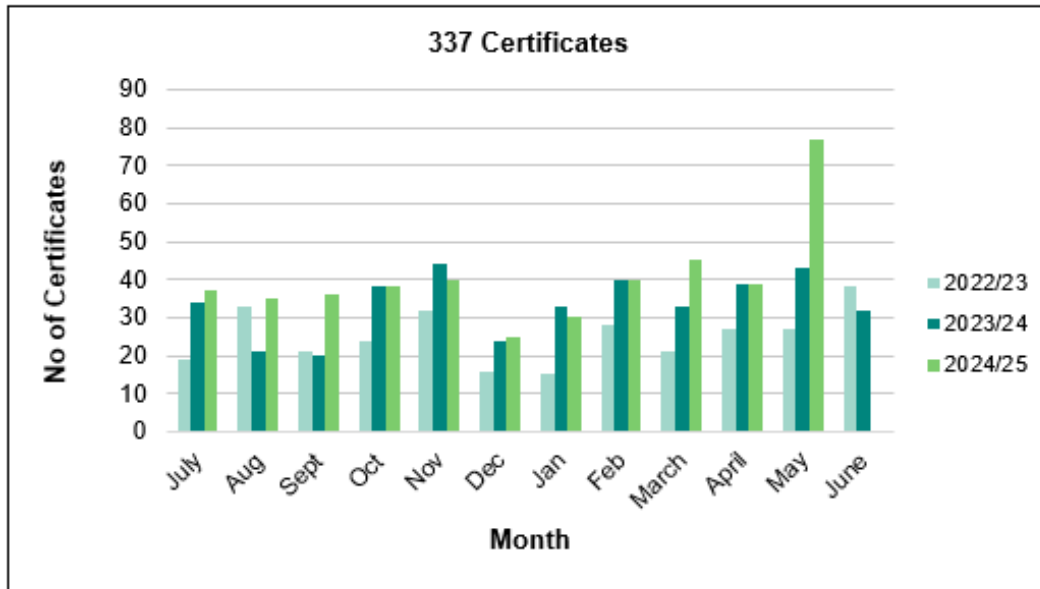
<b>Contract No And Description</b>	<b>Name and Address of Contract Holder</b>	<b>Contract Dates</b>	<b>Contract Extension Options</b>	<b>Contract Value at Start Date</b>
817 – Design and Construction of the Sisters Beach Playground Replacement	Active Areas Pty Ltd	15/07/2024 – 18/08/2024	N/A	\$300,000.00
818 – Design and Construct Waratah Playground	A Space Australia Pty Ltd	03/07/2024 – 06/08/2024	N/A	\$175,000.00
819 – Design of Road Network & Services Waratah	Sustainable Engineering Tas Pty Ltd	30/06/2024 – 12/03/2025	N/A	\$147,440.00
820 – Bitumen Surfacing Services (joint contract basis with CHC)	Roadways Pty Ltd	04/09/2024 – 28/02/2025	N/A	\$421,833.00
821 - Architectural Services – New Childcare Centre	Licht Architecture Pty Ltd	Contract Acceptance Date 16/09/2024	N/A	\$331,012.50
822 - Boat Harbour Beach Community Facility and Foreshore Precinct Development	Fairbrother Pty Ltd	Contract Acceptance Date 16/09/2024	N/A	\$11,569,074.96
823 - Site Main Switchboard Upgrade - Electrical Services	Frontline Electrical	02/10/2024 – 28/02/2025	N/A	\$133,268.55
824 - Consultant Services - Wynyard Indoor Training Facility - Design and Document	ARCH dwp	25/09/2024 – 31/03/2025	N/A	\$167,580.00
825 – Lighting Installation Langley Park Somerset	McWilky's Electrical Contractors	25/11/2024 – 01/06/2025	N/A	\$304,338.80
828 – Coopers Lane Intersection Realignment	Walters Contracting Pty Ltd	21/11/2024 – 28/02/2025	N/A	\$134,802.50
831 - Somerset Sports Precinct – New Stadium and Sports Precinct	Philip Lighton Architects	20/01/2025 – 04/02/2025	N/A	\$923,317.50
832 - Building Design projects various locations	Starbox Architecture	31/01/2025 – 07/08/2025	N/A	\$158,029.30
<b>Request for Quotations</b>				
RFQ Table Cape AR Experience Concept & Design	Sandpit Media Pty Ltd	21/10/2024 – 30/06/2025	N/A	\$106,667.00
RFQ Athenaeum Hall Window Sashes & Door	Prime Construction & Developments	06/01/2025 – 30/06/2025	N/A	\$182,472.00

---

### Council and Land Information Certificates (337)

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

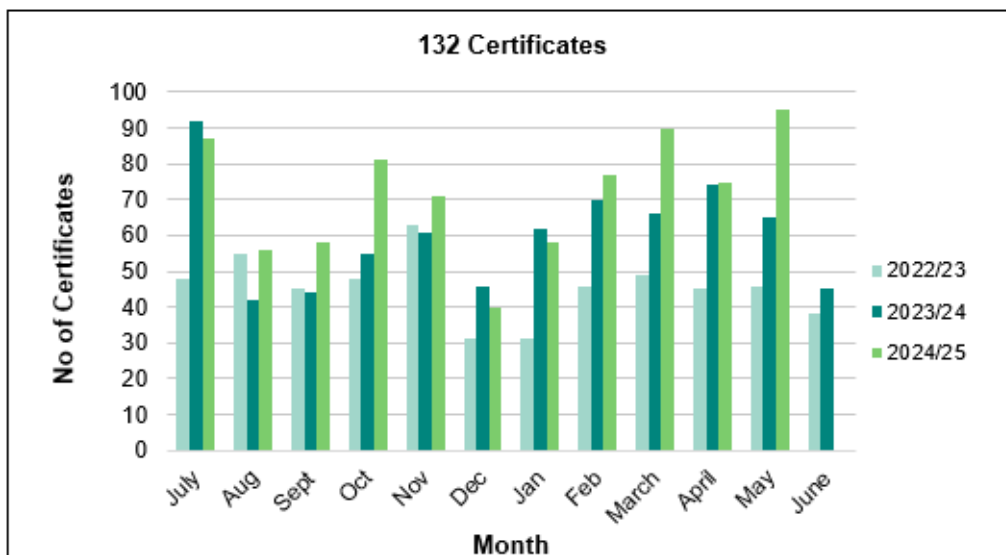
A Council Certificate 337 provides information about whether there are any outstanding notices, permits or orders in relation to a property. For the 2024/25 period there have been 442 Section 337 certificates completed as at 31 May 2025 compared with 369 in May 2024.



### Certificate of Liabilities (132)

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

Section 132 certificates are issued by Council on request usually as a part of selling a property. The certificate outlines rate and property liabilities. For the 2024/25 period there have been 788 Section 132 certificates completed as at 31 May 2025 compared with 677 in May 2024.



---

---

## ECONOMIC DEVELOPMENT UPDATE

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

### Penguin Viewing Experience and Park and Pedal facility

This project has been deferred to the 2025/26 financial year to allow for budget allocation towards a feasibility study, concept designs, and necessary reporting requirements.

### Investment Prospectus

The development of our Investment Prospectus is well underway and progressing strongly. This project will provide potential investors with comprehensive insights into the opportunities available within our municipality.

To further enhance the prospectus, we've committed to creating a dedicated marketing website that will showcase the unique strengths and offerings of our region. As part of this initiative, we've engaged Mason Doherty to produce a series of storytelling videos that will bring our local opportunities to life and add significant value to the online platform.

### Business/Industry Visits

Site visits offer an opportunity for Councillors and the Executive team to tour premises, gain valuable insights into operations and acknowledge the significant contributions businesses make to our local economy. By strengthening connections with local businesses, these visits also highlight what makes our region an exceptional place to live, work, and thrive.

Three business visits are planned for the remainder of 2025.

### Electric Car Charging Stations

- Council EV Charging Station Project

Funding through Community Energy Upgrades Fund Round 1 was unsuccessful.

### Settlement Strategy

An updated report will be tabled at the July Council meeting.

### Sisters Beach Camping and Open Space

A working group has been established to explore freedom camping options at Sisters Beach. This project has been combined with the review of the Sisters Beach Open Space and the need to find an alternative site due to coastal erosion concerns.

The group has identified a suitable parcel of land and is currently working with the landowner. The working group believes this site has the potential to support both camping and future open space needs.

### Sale of properties for unpaid rates

Council has identified eight properties to be sold to recover unpaid rates. Property owners have 90 days to resolve their debt with Council, otherwise, the properties will proceed to sale. Two properties will proceed to the online sale.

### Leases / Licenses

- Watershed

---

BighART's lease expired on 30 May 2025. A working group has been formed to progress a new expressions of interest process for a new commercial lessee.

### Emergency Services Hub

Council has formed a working group to work alongside the relevant stakeholders to identify suitable sites for a new Emergency Services Hub in Wynyard.

## INFORMATION SYSTEMS UPDATE

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

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

Over the past three months, we have continued to prioritise initiatives that strengthen our department's capabilities and align with strategic goals. Key highlights include:

#### **Staff Development and Industry Engagement**

We remain committed to professional development, with team members from Spatial Services attending the recent Spatial Services Forum in Hobart. Also, our Director of Governance and Information Systems participated in the Women in STEMM (Science, Technology, Engineering, Maths and Medicine) event in Melbourne—an invaluable opportunity to connect with peers and explore emerging trends in digital innovation.

#### **Budget Preparation for the New Financial Year**

The capital works program for the upcoming financial year has been finalised and is ready for presentation to the elected members. Concurrently, we are closing out this year's program, which has delivered key outcomes including enhanced CCTV coverage across the municipal area, upgraded AV streaming infrastructure, improvements to foundational ICT systems, and strengthened cybersecurity measures.

#### **Progress on Strategic Projects**

Several major initiatives are nearing completion, contributing to more secure, modern, and connected services across Council. These projects lay the groundwork for future transformation while supporting day-to-day operations.

#### **Continued Collaboration with Elected Members**

Digital engagement tools have helped maintain strong communication and collaboration with elected members, supporting informed decision-making and transparent governance.

Looking ahead, we are excited to build on these achievements as we continue to deliver on our digital transformation strategy—driving innovation, enhancing service delivery, and preparing for the future.

#### **Information Management**

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

---

## Property File Digitisation

Whilst most of Council's property files are digitised some manual files remain. As part of the Digital Transformation Strategy, the remaining files will be digitised to improve access and reduce risk. This work is nearing completion with Officer's currently undertaking cross checking to ascertain the current status of remaining files.

## STATUTORY IMPLICATIONS

### Statutory Requirements

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

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

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

## Sustainable Murchison Community Plan 2040

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

---

## **POLICY IMPLICATIONS**

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

## **ENVIRONMENTAL IMPLICATIONS**

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

## **FINANCIAL IMPLICATIONS**

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

## **RISK IMPLICATIONS**

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

## **CONSULTATION PROCESS**

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

## **CONCLUSION**

That Council notes the Corporate Quarterly Information Report for the Organisational Performance Department.

MOVED BY	CR ROBERTS
SECONDED BY	CR EDWARDS

**That Council notes the Quarterly Information Report for the Organisational Performance Department as of 31 May 2025.**



The MOTION was put and was CARRIED unanimously.

## **IN FAVOUR**

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

---

## 9.10 URBAN STORMWATER POLICY AND GUIDELINES

To: Council  
Reporting Officer: Contracts and Administration Officer  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 29 May 2025  
File Reference: Policies  
Enclosures: 1. Urban Stormwater System Development Policy   
2. Urban Stormwater Policy Guidelines 

---

### PURPOSE

The purpose of the Urban Stormwater Policy and Guidelines is to provide direction and guidance to Council staff in relation to the connection of private stormwater systems to the public network and defines stormwater quality requirements of the Council.

The policy outlines Council's commitment towards mitigating the risks of urban flooding, managing the risks associated with higher stormwater flows associated with major weather events and leadership on effecting environmentally responsible and sustainable provision of public stormwater systems.

### BACKGROUND

In accordance with the *Urban Drainage Act 2013*, Council must provide for public stormwater systems to effectively drain the urban area of the council's municipal area. Council has developed a policy and associated guidelines to assist in meeting its obligations.

### DETAILS

The Urban Stormwater Policy provides guidance to council staff or any person or organisation acting on behalf of the Council, working on Council premises or facilities, or delivering Council activities. It ensures consistency for design of stormwater systems for new developments in accordance with the *Urban Drainage Act 2013*.

### STATUTORY IMPLICATIONS

#### Statutory Requirements

- *Urban Drainage Act 2013*
- *Land Use Planning and Approvals Act 1993*
- *Local Government (Buildings and Miscellaneous Provisions) Act 1993*
- *Environmental Management and Pollution Control Act 1994*

---

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</b>
<b>Desired Outcomes</b>
1.5 We highly value the use of an evidence-based approach to the development and implementation of strategies and policies that support and strengthen our decision making.
<b>Our Priorities</b>
1.5.1 Build our knowledge base to apply in decision-making processes.
1.5.2 Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.
<b>GOAL 7: Environment</b>
<b>Desired Outcomes</b>
7.4 The natural environment is shared, and land use conflict is reduced through sustainable development.
7.5 Stewardship of our land, water and marine ecosystems respects past, present and future generations.
<b>Our Priorities</b>
7.4.1 Work with local business and industry to transition to environmentally sustainable operations and identify risk and opportunities from climate change.
7.5.1 Protect, enhance and recover biodiversity through forward thinking and planning.
7.5.2 Mitigate biosecurity risks through landscape restoration and industry collaboration.

### Sustainable Murchison Community Plan 2040

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

## POLICY IMPLICATIONS

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

## ENVIRONMENTAL IMPLICATIONS

The intent of the policy is to guide future actions and decision-making in relation to environmentally responsible and sustainable provision of public urban stormwater systems.

## FINANCIAL IMPLICATIONS

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

---

## RISK IMPLICATIONS

This policy and associated guidelines have the following risk implications:

- Legislative compliance  
The Policy minimises the risk of non-compliance with Council’s statutory obligations.
- Reputational Risk  
The Policy will assist in managing community expectations in the provision of new urban stormwater systems and providing transparency in the way these services are managed and maintained for the benefit of the community.
- Environmental Impact  
The Policy ensures environmental considerations are considered and catered for in the development of new urban stormwater systems.
- Community and Organisational Safety  
The Policy minimises the risk to people and property by ensuring the effective management of urban stormwater in accordance with the Urban Drainage Act 2013.

## CONSULTATION PROCESS

The policy review has been undertaken through consultation with the Sustainability and Environmental Advisory Panel and Senior Leadership Team.

## CONCLUSION

It is recommended that Council adopts the Urban Stormwater Policy and Guidelines as presented.

MOVED BY	CR JOHNSTONE
SECONDED BY	CR HYLAND

**That Council adopts the Urban Stormwater Policy and Guidelines as presented.**


The MOTION was put and was CARRIED unanimously.

### IN FAVOUR

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

---

## 9.11 COUNCILLOR WORK HEALTH AND SAFETY POLICY

To: Council  
Reporting Officer: Governance Officer  
Responsible Manager: Director Governance and Information Systems  
Report Date: 9 May 2025  
File Reference: Policies  
Enclosures: 1. Councillor Work Health and Safety Policy 

---

### PURPOSE

This new policy is presented to Council for consideration.

### BACKGROUND

This policy has been developed in line with the Office of Local Government's Model Guidelines for Unreasonable Conduct within Councils (Elected Members), Recognition and Response (OLG Guide).

### DETAILS

Adoption of this policy forms part of the recommended actions to meet Council's workplace health and safety duties while eliminating or minimising psychosocial risks.

### STATUTORY IMPLICATIONS

#### Statutory Requirements

Compliance with the Work Health and Safety Act 2012.

### STRATEGIC IMPLICATIONS

#### Strategic Plan Reference

<b>GOAL</b>
<b>Desired Outcomes</b>
1.6 We are recognised for proactive and engaged leadership.
<b>Our Priorities</b>
1.6.2 Develop leadership that inspires and motivates, and which maintains a strong community and workplace culture.

#### Sustainable Murchison Community Plan 2040

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

### POLICY IMPLICATIONS

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

---

## **ENVIRONMENTAL IMPLICATIONS**

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

## **FINANCIAL IMPLICATIONS**

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 template has been provided by LGAT and the Senior Leadership Team has undertaken a review of the proposed policy.

## **CONCLUSION**

That Council adopts the Councillor Work Health and Safety Policy as presented.

MOVED BY	CR COURTNEY
SECONDED BY	CR JOHNSTONE

**That Council adopts the Councillor Work Health and Safety Policy as presented.**


The MOTION was put and was CARRIED unanimously.

## **IN FAVOUR**

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

---

## 9.12 POLICY REVIEW - COMMEMORATIVE TRIBUTES POLICY

To: Council  
Reporting Officer: Governance Officer  
Responsible Manager: Manager Community Activation  
Report Date: 5 May 2025  
File Reference: Policies  
Enclosures: 1. Commemorative Tributes Policy 

---

### PURPOSE

Council's Commemorative Tributes Policy is due for review and is presented for Council consideration.

The purpose of this policy is to govern the provision of commemorative tributes on Council controlled property by way of physical facilities in public buildings and public reserves, including the erection of recognition walls or hanging of plaques, portraits or other memorials honouring individuals, organisations or other entities.

### BACKGROUND

This policy was last approved in March 2019 and is now due for revision to ensure its contents continue to be relevant and consistent with Council's current practices.

### DETAILS

The draft policy contains only minor wording and format changes from the 2019 version. In particular, the wording has been revised to reflect a position title change in Clause 3.10 and legislative terminology has been added in line with Council's CEO title policy.

### STATUTORY IMPLICATIONS

#### Statutory Requirements

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

### STRATEGIC IMPLICATIONS

#### Strategic Plan Reference

<b>GOAL 3: Connected Communities</b>
<b>Desired Outcomes</b>
Waratah-Wynyard is a modern community—moving forward but not forgetting where it started.
<b>Our Priorities</b>
3.4 Build community capacity through services and programs that strengthen, support and care for our community.

#### Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Place making and liveability</b>	<b>Liveable places for all ages</b> – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
	supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.

Council Strategy or Plan Reference

<b>Council Strategy or Plan</b>	<b>Date Adopted:</b>
Strategic Asset Management Plan (SAMP)	Adopted 17 June 2024

**POLICY IMPLICATIONS**

This policy will replace the 2019 version of the Commemorative Tributes Policy, effective immediately.

**ENVIRONMENTAL IMPLICATIONS**

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

**FINANCIAL IMPLICATIONS**

There are no significant financial implications associated with this policy.

**RISK IMPLICATIONS**

There are no significant risk implications associated with this policy.

**CONSULTATION PROCESS**

The policy review has been undertaken with Senior Leadership Team consultation.

**CONCLUSION**

Adoption of the Commemorative Tributes Policy involves no significant change to the current policy. It is therefore recommended that the Council adopt the Commemorative Tributes Policy as attached with immediate effect.

MOVED BY	CR COURTNEY
SECONDED BY	CR ROBERTS

**That Council adopts the revised Commemorative Tributes Policy as presented.**


The MOTION was put and was CARRIED unanimously.

**IN FAVOUR**

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

---

## 9.13 POLICY REVIEW - DONATIONS OF ASSETS TO COUNCIL POLICY

To: Council  
Reporting Officer: Governance Officer  
Responsible Manager: Manager Community Activation  
Report Date: 5 May 2025  
File Reference: Policies  
Enclosures: 1. Donations of Assets to Council Policy 

---

### PURPOSE

The Donations of Assets to Council Policy is due for review and is presented to Council for consideration.

This policy is to provide guidance to staff and Councillors when items and monies are bequeathed or donated to Council or intended to be bequeathed or donated to Council with the exception to public art and items relating to the Wonders of Wynyard Exhibition Centre, which are covered by separate policies.

### BACKGROUND

The existing Gifts, Bequests, Donations and Loans of Items to Council Policy was last approved in June 2021 and is now due for revision to ensure its contents continue to be relevant and consistent with Council's current practices.

### DETAILS

No significant changes to the existing policy have been made.

Legislative terminology has been added to reflect Council's CEO Title Policy.

### STATUTORY IMPLICATIONS

#### Statutory Requirements

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

### STRATEGIC IMPLICATIONS

#### Strategic Plan Reference

<b>GOAL 3: Connected Communities</b>
<b>Desired Outcomes</b>
Waratah-Wynyard is a modern community—moving forward but not forgetting where it started.
<b>Our Priorities</b>
3.4 Build community capacity through services and programs that strengthen, support and care for our community.

#### Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Place making and liveability</b>	<b>Liveable places for all ages</b> – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and

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

Council Strategy or Plan Reference

<b>Council Strategy or Plan</b>	<b>Date Adopted:</b>
Strategic Asset Management Plan (SAMP)	Adopted June 2024

**POLICY IMPLICATIONS**

This policy will replace the 2021 version of the Donations of Assets to Council Policy, effective immediately.

**ENVIRONMENTAL IMPLICATIONS**

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

**FINANCIAL IMPLICATIONS**

There are no significant financial implications associated with this policy.

**RISK IMPLICATIONS**

There are no significant risk implications associated with this policy.

**CONSULTATION PROCESS**

The policy review has been undertaken with Senior Leadership Team consultation.

**CONCLUSION**

It is therefore recommended that the Council adopt the Donations of Assets to Council Policy as presented.

MOVED BY	CR COURTNEY
SECONDED BY	CR ROBERTS

**That Council adopt the Donations of Assets to Council Policy as presented.**

The MOTION was put and was CARRIED unanimously.



**IN FAVOUR**

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

---

## 9.14 POLICY REVIEW - WAIVER, REDUCTION AND REFUND OF BONDS OR APPLICATION FEES POLICY AND GUIDELINES

To: Council  
Reporting Officer: Governance Officer  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 9 May 2025  
File Reference: Council Policies  
Enclosures: 

1. Waiver, Reduction and Refund of Bonds or Application Fees Policy 
2. Waiver, Reduction and Refund of Bonds or Application Fees Guidelines 

---

### PURPOSE

The Waiver, Reduction and Refund of Bonds or Application Fees Policy and Guidelines have been reviewed to ensure ongoing currency. This report has been prepared for Council to consider the revised policy and guidelines.

### BACKGROUND

The current Waiver, Reduction and Refund of Bonds or Application Fees Policy was last adopted by Council on 19 August 2019. The policy applies to all bonds and application fees set by Council.

### DETAILS

There are no significant changes to the existing policy. Legislative terminology and references to the General Manager have been amended to reflect Council's CEO Title Policy.

### STATUTORY IMPLICATIONS

#### Statutory Requirements

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

### STRATEGIC IMPLICATIONS

#### Strategic Plan Reference

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

---

---

## Sustainable Murchison Community Plan 2040

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

### **POLICY IMPLICATIONS**

The adoption of this policy will supersede Council’s existing policy. There are no impacts on any other Council policies.

### **FINANCIAL IMPLICATIONS**

A financial decision will be required in assessing any application made under this policy. The Guidelines provide parameters to assist in making these decisions.

### **RISK IMPLICATIONS**

Reputational risk will need to be considered when making determinations under this policy. The guidelines provide parameters to assist with this decision making.

### **CONSULTATION PROCESS**

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

### **CONCLUSION**

It is recommended that Council adopt the Waiver, Reduction and Refund of Bonds or Application Fees Policy and the associated Guidelines as presented.

MOVED BY	CR COURTNEY
SECONDED BY	CR ROBERTS

**That Council adopts the Waiver, Reduction and Refund of Bonds or Application Fees Policy and the associated Waiver, Reduction and Refund of Bonds or Application Fees Guidelines as presented.**


The MOTION was put and was CARRIED unanimously.

### **IN FAVOUR**

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

---

## 9.15 POLICY REVIEW - SUBDIVISION DEVELOPMENT BOND POLICY

To: Council  
Reporting Officer: Governance Officer  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 14 May 2025  
File Reference: Policies  
Enclosures: 1. Subdivision Development Bond Policy 

---

### PURPOSE

The Subdivision Development Bond Policy is due for review and is presented to Council for consideration.

### BACKGROUND

The existing Subdivision Development Bond Policy is now overdue for revision to ensure its contents continue to be relevant and consistent with Council's current practices.

The policy sets out guidelines for the levying of a monetary bond for the completion of non-constructed subdivision development works and maintenance periods applicable to completed works.

### DETAILS

The purpose of the policy has been amended for improved clarification.

Legislative terminology has been added to reflect Council's CEO Title Policy.

### STATUTORY IMPLICATIONS

#### Statutory Requirements

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

### STRATEGIC IMPLICATIONS

#### Strategic Plan Reference

<b>GOAL</b>
<b>Desired Outcomes</b>
1.2 We maintain and manage our assets sustainably.
<b>Our Priorities</b>
1.5.2 Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.

#### Sustainable Murchison Community Plan 2040

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

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Business &amp; Industry</b>	<b>Specialised diversity of the economy</b> – Value adding, diversification, innovation and employment. A resilient economy with global brand recognition and growing exports.

### **POLICY IMPLICATIONS**

There are no policy implications as a result of this report. The adoption of this policy will supersede Council’s existing policy.

### **ENVIRONMENTAL IMPLICATIONS**

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

### **FINANCIAL IMPLICATIONS**

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

### **RISK IMPLICATIONS**

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

### **CONSULTATION PROCESS**

The policy review has been undertaken with Senior Leadership Team consultation.

### **CONCLUSION**

It is therefore recommended that Council adopts the Subdivision Development Bond Policy as presented.

MOVED BY	CR BRAMICH
SECONDED BY	CR HYLAND

**That Council adopts the Subdivision Development Bond Policy as presented.**


The MOTION was put and was CARRIED unanimously.

### **IN FAVOUR**

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

---

## 9.16 FINANCIAL REPORT FOR THE PERIOD ENDED 31 MAY 2025

To: Council  
Reporting Officer: Accountant  
Responsible Manager: Director Financial Services  
Report Date: 11 June 2025  
File Reference: Financial Management - Reporting - Council  
Enclosures: 1. Project Progress Report - May 

---

### 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's financial performance is currently tracking well, with a favourable variance of \$13,835. 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

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

---

---

Council Strategy or Plan Reference

<b>Council Strategy or Plan</b>	<b>Date Adopted:</b>
Financial Management Strategy 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.

MOVED BY	CR ROBERTS
SECONDED BY	CR COURTNEY

**That Council notes the Financial Report for the period ended 31 May 2025**

The MOTION was put and was CARRIED unanimously.

**IN FAVOUR**

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

### 9.17 SENIOR MANAGEMENT REPORT

To:	Council
Reporting Officer:	Executive Officer
Responsible Manager:	Chief Executive Officer
Report Date:	21 May 2025
File Reference:	0304
Enclosures:	Nil

---

#### **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 20 May 2025 to 20 June 2025

#### **Corporate**

- UTAS reform project meetings
- Emergency Management audit meeting
- Audit Panel

#### **Community**

- Volunteer Appreciation
- Boat Harbour Beach Surf Life Saving Club

#### **Industry/Infrastructure**

- Regional Land Use Strategy

#### **Other**

- NW GM Meeting
- State Fire Commission
- CCA Board meeting and workshop
- CCA Letter of Expectation Working Group

**OTHER MATTERS**

Accessibility Working Group – Expressions of Interest

The Waratah-Wynyard Accessibility Strategy promotes an inclusive and accessible community where all people, including people with a disability, are active, socially connected individuals who can access information, activities, facilities, and services within the community.

In 2023 Council advertised for Expressions of Interest from community members to join the new Accessibility Working Group. The majority of the initial actions arising from the Accessibility Strategy have now been completed.

It is recommended that a new Expression of Interest period be opened to enable interested community members to self-nominate to become members of the next Accessibility Working Group. Current members can renominate.

The establishment of the next Accessibility Working Group will help Council to deliver the objectives of the Accessibility Strategy along with Council’s Health and Wellbeing Plan.

Sponsorship

The following sponsorships have been awarded in line with Council’s Community Activation Grants Policy.

1. **Summah Patterson** - Zodiacs Gymnastics Club. Summah has been selected to represent Tasmania at the upcoming National Gymnastics Championships on the Gold Coast in July and qualifies for a \$100 Community Activation Grant.
2. **Claire Davison** - Hellyer College – Claire has been selected to attend the UN Youth Australian National Conference to be held in Adelaide, South Australia this July and qualifies for a \$100 Community Activation Grant.

Successful Grant Applications

Funding Program	Amount	Purpose
DECYP Education and Care Unit Grant	\$11,410	Playground Safety Upgrade
2025-26 Black Spot Program	\$425,000	Roundabout Raglan and Simpson Streets Somerset
Dept. of Premier and Cabinet – Community Grants Program	\$44,400	To deliver the “Safe Bet: Youth Expo – Bet on Your Future” project, involving the organisation of a one-day youth event with workshops, creative activities, interactive education, and access to support services

**ADMINISTRATION – Use of Corporate Seal**

DATE	DOCUMENT	DETAILS
14/5/25	Petition to Amend Sealed Plan – Boundary Adjustment	DA 118/2024 McKays Road Somerset – Boundary Adjustment
19/5/25	Grant Deed	2025-26 Black Spot Program \$425,000 Roundabout Raglan and Simpson Streets Somerset
19/5/25	Deed of Variation	Variation to workplan and reporting for Wynyard childcare Centre Grant

---

**REPORTS OF OFFICERS AND COMMITTEES**

---

<b>DATE</b>	<b>DOCUMENT</b>	<b>DETAILS</b>
21/5/25	Grant Deed	Deed of Variation (reporting)– Community Childcare Fund Grant (Federal)
21/5/25	Grant Deed	DECYP – Education and Care Unit Grant \$11,410 – Playground Safety Upgrade
22/5/25	Crown Land License - Variation	Foreshore at Boat Harbour Beach (020989)
27/5/25	Final Plan and Schedule of Easements	DA 143/2013 Austins Road Myalla – boundary adjustment
10/6/25	Grant Deed	Community Support Fund \$44,400 - Youth Expo “Bet on Your Future”

**POLICY**

Council currently has 43 policies. Twelve (12) of those policies will need to be reviewed over the next six months; eight policies are outstanding as at the end of May with the Senior Leadership Team currently in the process of conducting reviews of all outstanding policies.

**POLICIES TO BE RESCINDED – NIL**

**REPORTS OF OFFICERS AND COMMITTEES**

**WORKING GROUPS**

	<b>Elected Member Representatives</b>	<b>Responsible Officer(s)</b>	<b>Status</b>
Somerset Sporting Precinct	Cr Johnstone Deputy Mayor Edwards	<ul style="list-style-type: none"> <li>• General Manager</li> <li>• Manager Community Activation</li> <li>• Manager Recreation Planning and Environment</li> <li>• Recreation Liaison Officer</li> </ul>	<p>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.</p> <p>Preferred Concept design for the Somerset Indoor Stadium project selected. Stakeholder feedback on the concept was sought.</p>
Wynyard Sports Precinct	Cr Johnstone Cr Roberts	<ul style="list-style-type: none"> <li>• Director Infrastructure and Development Services</li> <li>• Strategic Projects Manager</li> <li>• Manager Community Activation</li> </ul>	<p>The working group met 28 March 2025 . Concept design endorsed. Surfacing in hall confirmed as sports carpet DA package preparation to be progressed.</p> <p>Replacement of Wynyard Recreation Ground sports field lamps is complete.</p>
Boat Harbour Masterplan	Cr Hyland Cr Roberts	<ul style="list-style-type: none"> <li>• General Manager</li> <li>• Executive Officer (GM office)</li> <li>• Strategic Projects Manager</li> </ul>	<p>Formwork being erected to facilitate pouring of the Café roof and the first floor of the surf club building. Pour to occur mid-June.</p> <p>Sewage pump station commissioned.</p> <p>Work on eastern end of carpark ( Port Road ) have commenced.</p>
Frederick Street Reserve Working Group	Cr Johnstone Cr Roberts	<ul style="list-style-type: none"> <li>• Director Community and Engagement</li> <li>• Manager Community Activation</li> </ul>	<p>A cost estimate and life cycle sheet have been developed. The Master Plan and map has been refined.</p> <p>Next step is the presentation of the conceptual map of the site plus the costing sheet to Councillors, the stakeholder group and the community.</p>

**REPORTS OF OFFICERS AND COMMITTEES**

PLANNING PERMITS APPROVED UNDER DELEGATION – May 2025

DA No.	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	(D)Discretionary (P)Permitted
DA 31/2025	Commercial Project Delivery	2 McKays Road Somerset	Container Deposit Facility	6/5/2025	6	P
DA 32/2025	Tasmanian Consulting Service	86-92 Inglis Street Wynyard	Factory Tower Upgrade	5/5/2025	33	D
DA 33/2025	Tasmanian Consulting Service	28 Calder Road Wynyard	Firefighting Water Storage & Pump Set	6/5/2025	32	D
DA 38/2025	Andrew Smith Architects	17254 Bass Highway Wynyard	Roofed Deck	5/5/2025	21	P
DA 40/2025	R Kingston & S Liu	5 Serrata Crescent Sisters Beach	Visitor Accommodation	5/5/2025	22	P
SD2214	E Soutar	14 Inglisdale Drive Wynyard	Subdivision (1 into 2 Lots)	8/5/2025	42	D
SD2215	PLA Designs Pty Ltd	52 Walker Street Wynyard	Subdivision (1 into 2 lots)	15/5/2025	42	D
DA 36/2025	PLA Designs Pty Ltd	16A Table Cape Road Wynyard	Dwelling & Outbuilding (Shed)	19/05/2025	41	D
DA 8/2025	ERA Planning & Environment	1A Moore Street & 19 Moore Court Wynyard	Redevelopment of Wynyard Care Facility	19/05/2025	52*	D

BUILDING PERMITS APPROVED – May 2025

Permit Number	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	Related Planning Approval
BLD-2025-37-01	R Truman	21 Fists Lane	Shed	02/05/2025	1	DA 8/2025
PSC-W-2024-10-01	M Wilson	33 Bells Parade Somerset	As Built Shed	21/05/2025	5	DA 114/2023 NPR
BLD-2025-56-01	N & C Badcock	24A Jackson Street Wynyard	Shed	21/05/2025	6	NPR
PSC-W-2024-07-01	P Cooper	9 Inglisdale Drive Wynyard	As Constructed Swimming Pool	30/05/2025	10	NPR

**COUNCIL MEETING ACTIONS – OPEN COUNCIL**

DATE	ITEM	TOPIC	ACTION/STATUS	OFFICER	STATUS
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. <i>Assessment in Progress</i>	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 <i>Local Government Act</i> , that seeks to promote good governance principles of openness, honesty, and transparency, to continually improve existing practices.	CEO	Pending
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. <i>Council officers have determined the need for Traffic Engineering advice in order to complete this investigation. A budget amount to this end is part of the recommended 2025/26 Annual plan &amp; budget for Council adoption.</i>	MES	Pending
28/4/25	6.1.1	Petition - Boat Harbour Beach Store Signage, Public Toilets and Rubbish Services	Petition Noted –“Council to consider the urgent provisions of public toilet and rubbish facilities near the Boat Harbour Store along with approaching signage on the Highway”. <i>Officers are progressing the signage option to advise travellers of the nearest public toilet facility. Signage approvals are underway</i>	DIDS	In Progress
28/4/25	8.3.1	CQTON - Cr Courtney – Foreshore Management Plan Sisters Beach	Cr Andrea Courtney noted that the Parks and Wildlife Service has completed a Sisters Beach Foreshore Plan and asked when the plan would be made public. The Director of Infrastructure and Development Services advised he would follow-up and seek that the report be released by the State Government. <i>A copy of the plan has been made available to Council; this plan includes commitments from the State government for foreshore management which may be best called upon following whatever remedy is determined by the Governor of Tasmania to re-establish Government following the recent motion of no confidence passed by MPs.</i>	DIDS	Pending
19/5/25	7.3.1	CQTON - Cr Courtney – Working with Vulnerable People Cards	Cr Andrea Courtney noted the response to her question regarding Working with Vulnerable People Cards WWVPC for Councillors on this agenda; and that the Minister	CEO	Closed

REPORTS OF OFFICERS AND COMMITTEES

DATE	ITEM	TOPIC	ACTION/STATUS	OFFICER	STATUS
			<p>had determined that as councillors do not work with children or vulnerable adults closely in the course of their daily activities as councillors, contact is deemed 'incidental' and that the Minister therefore determined that the role of councillor is currently not designated as a regulated activity for the purposes of the <i>Registration to Work with Vulnerable People Act 2013</i>. Cr Courtney asked what the definition of 'incidental contact' was.</p> <p>The CEO advised that the key consideration is that councillors are not elected to work with children but she would look into whether a definition of "incidental" was available in this context.</p> <p><i>Refer response this agenda.</i></p>		
19/5/25	7.3.4	CQTON – Cr Bramich – Providing FOGO information with Rates Notice	<p>Cr Gary Bramich asked if there was a way to include information on the benefits achieved for FOGO and recycling program with rates notices.</p> <p>The Director of Financial Services noted that it may be possible to include the information on an insert with the rates notice and he would investigate the opportunity.</p> <p><i>Refer response this agenda</i></p>	DFS	Closed

---

## STATUTORY IMPLICATIONS

### Statutory Requirements

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</b>
<b>Desired Outcomes</b>
1.4 We cherish fairness, trust and honesty in our conduct and dealings with all.
<b>Our Priorities</b>
1.5.2 Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.

## 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.

MOVED BY	CR ROBERTS
SECONDED BY	CR JOHNSTONE

### **That Council:**

- 1. Notes the Senior Management Report; and**
- 2. Approves commencement of Expression of Interest process for the Accessibility Working Group.**

The MOTION was put and was CARRIED unanimously.


### IN FAVOUR

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

---

## 9.18 MINUTES OF OTHER BODIES/COMMITTEES

### 9.18.1 NOTES OF THE ACCESSIBILITY WORKING GROUP HELD 10 JUNE 2025

To:	Council
Reporting Officer:	Manager Community Activation
Responsible Manager:	Director Community Services
Report Date:	11 June 2025
File Reference:	001
Enclosures:	1. Accessibility Working Group Meeting Notes June 2025 

---

#### PURPOSE

The notes of the meeting of the Accessibility Working Group held on Tuesday 10 June 2025 are presented to Council for information.

#### BACKGROUND

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

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

#### DETAILS

At this meeting, Working Group members were presented with an update on the Tulip Festival, with a focus on accessibility. The group spoke about their accessibility concerns and raised a number of actions for the event organisers to explore, such as an additional accessible toilet at the top of the gardens, additional seats and tables for event participants, additional park and ride options and better communication regarding traffic management and movement leading up to the Festival.

The Group made a decision to conduct another EOI process to get some additional working group members and the meeting frequency was changed from bi-monthly to quarterly.

The next meeting of the group will be held in November.

#### STATUTORY IMPLICATIONS

##### Statutory Requirements

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

#### STRATEGIC IMPLICATIONS

##### Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</b>
<b>Desired Outcomes</b>
1.3 We encourage broad community input to create a focussed and strong sense of belonging.
<b>Our Priorities</b>
1.4.1 Collaborate with, understand and satisfy our external customers' needs and values.

## Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
<b>Tourism</b>	<b>Memorable visitor experiences all year round</b> – The must see destination, quality product, easy access, popular events and festivals with coordinated marketing. A longer season with increasing yields.
<b>Strong communities and social capital</b>	<b>Enduring community capital</b> – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
<b>Access and infrastructure</b>	<b>Local, regional and global transport and infrastructure access</b> – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
<b>Place making and liveability</b>	<b>Liveable places for all ages</b> – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.

### ENVIRONMENTAL IMPLICATIONS

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

### POLICY IMPLICATIONS

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

### FINANCIAL IMPLICATIONS

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

### RISK IMPLICATIONS

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

### CONSULTATION PROCESS

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

### COMMENT

It is recommended that Council accepts the notes of the Accessibility Working Group meeting held 10 June 2025.

MOVED BY	CR RAW
SECONDED BY	CR HYLAND

**That Council receives the notes of the Accessibility Working Group meeting held on Tuesday 10 June 2025.**


The MOTION was put and was CARRIED unanimously.

### IN FAVOUR

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

---

## 9.18.2 NOTES OF WARATAH COMMUNITY BOARD HELD 30 MAY 2025

To:	Council
Reporting Officer:	Manager Community Activation
Responsible Manager:	Director Community Services
Report Date:	11 June 2025
File Reference:	001
Enclosures:	1. Waratah Community Board Meeting Notes May 2025 

---

### PURPOSE

For Council to receive notes from the meeting of the Waratah Community Board held on 30 May 2025.

### BACKGROUND

The inaugural Waratah Community Board was established by Council in 2019. In July 2022 the 2022-2025 Waratah Community Plan was adopted by Council, and an expression of interest was opened for interested community members to self-nominate for Board membership. In September 2022 Council endorsed the community members of the Board for a three-year term. The Waratah Community Board meet bi-monthly to discuss progress of the Waratah Community Plan.

A new Waratah Community Plan 2025 – 2028 is currently in Draft form. It is on display at the Waratah Post Office, and the public is invited to provide feedback.

A new Expression of Interest round for Waratah Community Board Members has recently closed. There is a recommendation before Council to note the new members of the Waratah Community Board that will be active for the 2025 – 2028 Community Plan.

### DETAILS

The Waratah Community Board discussed the following at their meeting held on 30 May 2025:

- Update on the Mine closure given by Brian from Bluestone Mines.
- Update on Waratah Community Board Capital Works projects, with Waratah shelters, Historic Rail Bridge Walkway, Saunders Street Park (playground) and Athenaeum Hall first stage now complete. Progress on the Smith Street Park (Railway Siding) renewal is continuing as planned.
- Draft Community plan has been circulated to Board Members and is on display at the Waratah Post Office for Public Feedback.
- New Board to be announced and notified following June Council meeting
- The final meeting for the old Board and the first meeting for the new Board will be 25 July.
- Board Members requested that Cr Hyland follow up with CEO the addition of a Waratah Community Liaison Officer
- The meeting was open to the public at 3pm to provide feedback on the Draft Waratah Community Plan.

---

## STATUTORY IMPLICATIONS

### Statutory Requirements

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 3: Connected Communities</b>
<b>Desired Outcomes</b>
3.2 We listen and engage with our community in decision making.
<b>Our Priorities</b>
3.2.1 Deliver engagement strategies that adapt to community needs to ensure effective communication and collaboration.

<b>GOAL 3: Connected Communities</b>
<b>Desired Outcomes</b>
3.5 Our community uses its voice to shape its future alongside a strong Council willing to listen and implement where reasonable and practical.
<b>Our Priorities</b>
3.1.1 Deliver planning for activation through effective urban design and planning that promotes liveability, social gathering and connectedness, and which recognises and celebrates local history.

### Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Tourism</b>	<b>Memorable visitor experiences all year round</b> – The must see destination, quality product, easy access, popular events and festivals with coordinated marketing. A longer season with increasing yields.
<b>Strong communities and social capital</b>	<b>Enduring community capital</b> – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
<b>Health and Wellbeing</b>	<b>Maintaining good health and wellbeing</b> – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.
<b>Place making and liveability</b>	<b>Liveable places for all ages</b> – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.
<b>Governance and working together</b>	<b>Working together for Murchison</b> – Everyone plays a part in achieving the objectives of the Sustainable Murchison Community Plan. There is cooperation, resource sharing and less duplication between Councils. Leadership is provided across all community sectors.

## ENVIRONMENTAL IMPLICATIONS

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

## POLICY IMPLICATIONS

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

---

### **FINANCIAL IMPLICATIONS**

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

### **RISK IMPLICATIONS**

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

### **CONSULTATION PROCESS**

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

### **COMMENT**

That Council receives the notes of the Waratah Community Board Meeting held 30 May 2025.

MOVED BY	CR HYLAND
SECONDED BY	CR BRAMICH

**That Council receives the notes of the Waratah Community Board meeting held on Friday 30 May 2025.**

The MOTION was put and was CARRIED unanimously.

### **IN FAVOUR**

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

## 10.0 MATTERS PROPOSED FOR CONSIDERATION IN CLOSED MEETING

MOVED BY	CR ROBERTS
SECONDED BY	CR EDWARDS

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

<b>Matter</b>	<b>Local Government (Meeting Procedures) Regulations 2015 Reference</b>
<i>Confidential Report R15 (2) - Confirmation Of Closed Minutes Of Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) – Notices Of Motion <b>NIL RECEIVED</b></i>	15(2)
<i>Confidential Report R15 (2) (a) personnel matters, including complaints against an employee of the council and industrial relations matters <b>LGAT Election</b></i>	15 (2) (a)
<i>Confidential Report R15 (2) (h) applications by councillors for leave of absence</i>	15 (2) (h)
<i>Confidential Report R15 (2) (j) the personal hardship of any person who is resident, or is a ratepayer in, the relevant municipal area <b>Various</b></i>	15 (2) (j)
<i>Confidential Report R15 (2) (d,g) contracts, and tenders, for the supply and purchase of goods and services and their terms, conditions, approval and renewal; AND information of a personal nature or information provided to the council on the condition it is kept confidential <b>Request for Tender – VP455605</b></i>	15 (2) (d,g)
<i>Confidential Report R15 (2) (g) information of a personal nature or information provided to the council on the condition it is kept confidential – <b>Waratah Community Board Nominations</b></i>	15 (2) (g)
<i>Confidential Report R15 (2) - Closed Senior Management Report</i>	15(2)

The MOTION was put and was CARRIED unanimously.

### IN FAVOUR

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

---

---

**11.0 CLOSURE OF MEETING TO THE PUBLIC**

MOVED BY	CR COURTNEY
SECONDED BY	CR ROBERTS

**That the Council RESOLVES BY AN ABSOLUTE MAJORITY to go into Closed Meeting to consider the following matters, the time being 7.17PM**

<b>Matter</b>	<b>Local Government (Meeting Procedures) Regulations 2015 Reference</b>
<i>Confidential Report R15 (2) - Confirmation Of Closed Minutes Of Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) – Notices Of Motion <b>NIL RECEIVED</b></i>	15(2)
<i>Confidential Report R15 (2) (a) personnel matters, including complaints against an employee of the council and industrial relations matters <b>LGAT Election</b></i>	15 (2) (a)
<i>Confidential Report R15 (2) (h) applications by councillors for leave of absence</i>	15 (2) (h)
<i>Confidential Report R15 (2) (j) the personal hardship of any person who is resident, or is a ratepayer in, the relevant municipal area <b>Various</b></i>	15 (2) (j)
<i>Confidential Report R15 (2) (d,g) contracts, and tenders, for the supply and purchase of goods and services and their terms, conditions, approval and renewal; AND information of a personal nature or information provided to the council on the condition it is kept confidential <b>Request for Tender – VP455605</b></i>	15 (2) (d,g)
<i>Confidential Report R15 (2) (g) information of a personal nature or information provided to the council on the condition it is kept confidential – <b>Waratah Community Board Nominations</b></i>	15 (2) (g)
<i>Confidential Report R15 (2) - Closed Senior Management Report</i>	15(2)

The MOTION was put and was CARRIED unanimously.

**IN FAVOUR**

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

---

---

**12.0 RESUMPTION OF OPEN MEETING**

At 7.44pm the Open Meeting was resumed.

**13.0 PUBLIC RELEASE ANNOUNCEMENT**

MOVED BY	CR COURTNEY
SECONDED BY	CR ROBERTS

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

Min. No.	Subject	Decisions/Documents
19.2	Request for Tender - VP455605 - Vendor Partnership of Comprehensive ICT Support Services	Tender awarded
19.5	Senior Management Report – specifically Item 19.5.2	Authority to instruct legal representative in Planning Matter.

The MOTION was put and was CARRIED unanimously.

**IN FAVOUR**

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

THERE BEING NO FURTHER BUSINESS THE CHAIRPERSON DECLARED THE MEETING CLOSED AT 7.45pm.

Confirmed,

MAYOR

21 July 2025