



**ORDINARY MEETING
OF COUNCIL**

**MINUTES
OPEN MEETING**

21 July 2025

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THE PUBLIC IS ADVISED THAT IT IS COUNCIL POLICY TO RECORD THE PROCEEDINGS OF MEETINGS OF COUNCIL ON DIGITAL MEDIA TO ASSIST IN THE PREPARATION OF MINUTES AND TO ENSURE THAT A TRUE AND ACCURATE ACCOUNT OF DEBATE AND DISCUSSION OF MEETINGS IS AVAILABLE. THIS AUDIO RECORDING IS AUTHORISED BY THE *LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2025*

MINUTES OF AN ORDINARY MEETING OF THE WARATAH-WYNYARD COUNCIL TO BE HELD AT THE COUNCIL CHAMBERS, 21 SAUNDERS STREET, WYNYARD ON MONDAY 21 JULY 2025, COMMENCING AT 6:01PM

	From	To	Time Occupied
Open Council	6:01PM	6:49PM	48 MINS
Planning Authority	N/A		
Closed Council	6:49PM	7:06PM	17 MINS
Open Council	7:06PM	7:06PM	0 MINS
TOTAL TIME OCCUPIED			65 MINS

AUDIO RECORDING OF COUNCIL MEETINGS POLICY

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

ACKNOWLEDGEMENT OF COUNTRY

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

1.0 RECORD OF ATTENDANCE

1.1 ATTENDANCE

Deputy Mayor Celisa Edwards
Councillor Andrea Courtney
Councillor Kevin Hyland
Councillor Michael Johnstone
Councillor Leanne Raw
Councillor Dillon Roberts

IN ATTENDANCE

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
Kylie Johnson – Administrative Support

1.2 APOLOGIES

Mayor Mary Duniam
Councillor Gary Bramich
Vanessa Adams – Chief Executive Officer

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 ROBERTS
SECONDED BY	CR JOHNSTONE

That the Minutes of the Ordinary Meeting of the Waratah-Wynyard Council held at Council Chambers, 21 Saunders Street, Wynyard on Monday 23 June 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.

IN FAVOUR

CR COURTNEY	CR EDWARDS	CR JOHNSTONE	CR RAW
CR HYLAND	CR ROBERTS		

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

Nil received.

4.2 MAYOR'S COMMUNICATIONS

MOVED BY	CR ROBERTS
SECONDED BY	CR RAW

That Council notes the Mayor's Communications:

MAYOR DR MARY DUNIAM	
18/6/25	LGAT State Election Priorities Meeting
19/6/25	Somerset Primary School Presentation
20/6/25	Tas. Library Board Meeting
23/6/25	TasWater General Meeting
23/6/25	Filming - Recycle Mate Promotional Video
23/6/25	Council Meeting
24/6/25	ALGWA Board Meeting
25/6/25	Meeting with Anita Dow MP
25/6/25	Cr Workshop
26/6/25	Key Note Speaker – Recycle Rewards Depot
30/6 – 1/7	Cr Professional Development Workshop
4/7/25	Launch Sisters Beach and Boat Harbour Books (Jo Crothers) Wonders of Wynyard
4/7/25	Gather and Glow Event
7/7/25	NAIDOC Week Flag Raising Ceremony – Tas. Aboriginal Centre
7/7/25	Meeting with Constituent
7/7/25	Business Visit
7/7/25	Cr Workshop
ACTING MAYOR CELISA EDWARDS	
12/7/25	The Lions Club of Wynyard 57 th Change-Over Dinner

The MOTION was put and was CARRIED.

IN FAVOUR

CR COURTNEY	CR EDWARDS	CR JOHNSTONE	CR RAW
CR HYLAND	CR ROBERTS		

4.3 REPORTS BY DELEGATES

Nil received.

4.4 NOTIFICATION OF COUNCIL WORKSHOPS

Councillor attendance – 1/7/24 – 30/6/2025

	Ordinary Meetings 2024/25 (12)	Special Meetings / AGM 2024/25 (4)	Workshops 2024/25 (30)	Community Conversations 2024/25 (1)	Weeks Leave Approved
Mayor Mary Duniam	12	3	28	0	1
Deputy Mayor Celisa Edwards	9	4	30	1	0
Cr Gary Bramich	12	4	29	0	0
Cr Andrea Courtney	10	4	26	0	0
Cr Kevin Hyland	12	4	28	0	0
Cr Michael Johnstone	12	4	29	0	0
Cr Leanne Raw	11	4	27	1	3
Cr Dillon Roberts	11	4	27	0	0

Councillor attendance – 1/7/25 – 14/7/2025

	Ordinary Meetings 2025/26 (0)	Special Meetings / AGM 2025/26 (0)	Workshops 2025/26 (2)	Community Conversations 2025/26 (0)	Weeks Leave Approved
Mayor Mary Duniam	0	0	1	0	2
Deputy Mayor Celisa Edwards	0	0	1	0	2
Cr Gary Bramich	0	0	1	0	0
Cr Andrea Courtney	0	0	1	0	0
Cr Kevin Hyland	0	0	0	0	0
Cr Michael Johnstone	0	0	1	0	0
Cr Leanne Raw	0	0	1	0	0
Cr Dillon Roberts	0	0	0	0	0

MOVED BY	CR ROBERTS
SECONDED BY	CR JOHNSTONE

That Council notes the following Workshops:

26/6/25	UTAS Presentation
30/6/25 - 1/7/25	Two Day Professional Development Workshop
7/7/25	Business Visit – Steve Walker Sails Local Government Meeting Procedures – legislative changes Childcare Project Update Council Vision and Charter

The MOTION was put and was CARRIED.

IN FAVOUR

CR COURTNEY	CR EDWARDS	CR JOHNSTONE	CR RAW
CR HYLAND	CR ROBERTS		

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

5.2.1 ROBIN KRABBE - SOCIAL AND COMMUNITY ACTIVATION PANEL

QUESTION

Will the Council consider implementing a Social and Community Activation Panel, modelled on the successful Sustainability and Environmental Panel?

NB this is the same proposal put to the Council in 2024 but was not supported at the time due to the Health and Wellbeing plans being renewed, now that the draft Health and Wellbeing plan has been released, it is timely to revisit this question.

OFFICERS RESPONSE

Council acknowledges the proposal from Robin Krabbe (Live Well Tasmania) to establish a Social and Community Activation Panel, modelled on the existing Sustainability and Environmental Panel. This proposal was previously considered in 2024 but was not supported at the time due to the renewal of the Health and Wellbeing Plan.

With the release of the draft Health and Wellbeing Plan, it is timely to revisit the proposal. The Plan includes several actions that support community involvement and co-design, including:

- **1.1.1** Review and improve Council programs to enhance access, inclusion, and community participation.
- **1.3.1** Involve residents in a range of opportunities, enabling them to inform, shape, and co-design actions that support the health and wellbeing of the community.
- **2.4.4** Facilitate a regular community survey to ensure planning reflects the voices, lived experiences, and emerging priorities of the local community.
- **2.4.5** Continue working with Council's advisory groups to support development of collaborative, community-led solutions to identified issues in the community.

While the proposal aligns with the intent of the Plan, it is noted that the establishment of a Social and Community Activation Panel was not identified as a priority or outcome during the extensive community consultation process. Council's current focus is on delivering the outcomes that were directly shaped by community input.

From a resourcing perspective, Council's Community Activation team is small and currently committed to several ongoing initiatives, including the Waratah Community Board, working groups for Frederick Street, Somerset and Wynyard Sporting Master Plans, Public Art and the Accessibility Working Group (along with other workload including events, cemetery management sports bookings and coordination). Establishing and supporting an additional panel would require careful consideration of available resources and may not necessarily result in improved outcomes beyond those already being pursued.

However, Council would be supportive of a **community-led and community-driven Social and Community Activation Panel**, should there be sufficient interest from residents and agencies. Council is willing to assist Live Well with such an initiative by providing practical support, including access to meeting space and promotion through Council's website. Council could attend as a member group if required.

In summary, while the proposal is appreciated and aligns with the spirit of the Health and Wellbeing Plan, it does not reflect a broader community demand at this time. Council's priority remains the effective delivery of community-driven outcomes already identified in the Plan.

5.3 PUBLIC QUESTIONS WITHOUT NOTICE

5.3.1 ROBIN KRABBE – HEALTH AND WELLBEING PLAN

Robin Krabbe of Oldina and Live Well Tasmania asked how will the needs of the community be identified for the Council's Health and Wellbeing Plan and how can the community get involved in the steering and implementation of the Health and Wellbeing Plan?

The Director of Community Services advised that community driven outcomes have been identified in the plan which is publicly available on Council's website. Those outcomes are broken into specific actions and reported against through annual plan action reporting provided to Council on a quarterly basis and accessible to the community through Council agenda reports.

Community consultation and feedback to Council regarding the plan can occur through various means such as requests for one-on-one meetings, the receipt of written correspondence and presentations to councillors.

5.3.2 ROBIN KRABBE – SOCIAL AND COMMUNITY ACTIVATION PANEL

Robin Krabbe of Oldina and Live Well Tasmania spoke in addition to agenda item 5.2.1 question received in writing.

At the Council Annual General Meeting held on 15 January 2024, the formation of a Social and Community Activation Panel was proposed to help advance the Council's Health and Wellbeing, Age Friendly Communities and Youth Plans. The motion was carried 20 votes to 2. At that time Council resolved to defer the decision until after new community plans had been developed.

Ms Krabbe spoke on the climate, psychological, social and economic matters significantly affecting the community and implored Council to take action to improve lives, foster supportive relationships and create empowerment through greater community input into the delivery of health and wellbeing plans.

Ms Krabbe again asked will the Council consider implementing a Social and Community Activation Panel modelled on the successful Sustainability and Environmental Panel?

Councillors discussed the matter further at agenda item 7.3.4 with the proposal to be discussed further at a councillor workshop.

5.4 PUBLIC STATEMENTS RECEIVED IN WRITING

Nil received.

5.5 PUBLIC STATEMENTS WITHOUT NOTICE

Nil received.

6.0 PLANNING AUTHORITY ITEMS

THERE WERE NO PLANNING MATTERS AT THE MEETING.

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 CARDS****QUESTION**

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

OFFICERS RESPONSE

As per previous responses, the Minister has determined that councillors are not currently required to have WWVP cards as the role of councillor is not constituted for the purposes of providing services to vulnerable people.

7.1.2 CR COURTNEY - SOLAR PANEL GRANTS**QUESTION**

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

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

OFFICERS RESPONSE

The information available for the Federal Governments Cheaper home batteries program points to eligibility for Home owners and business owners only.

7.1.3 CR RAW - INSPECTION CAPS FOR STORMWATER DISCHARGE ONTO BEACH**QUESTION**

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

OFFICERS RESPONSE

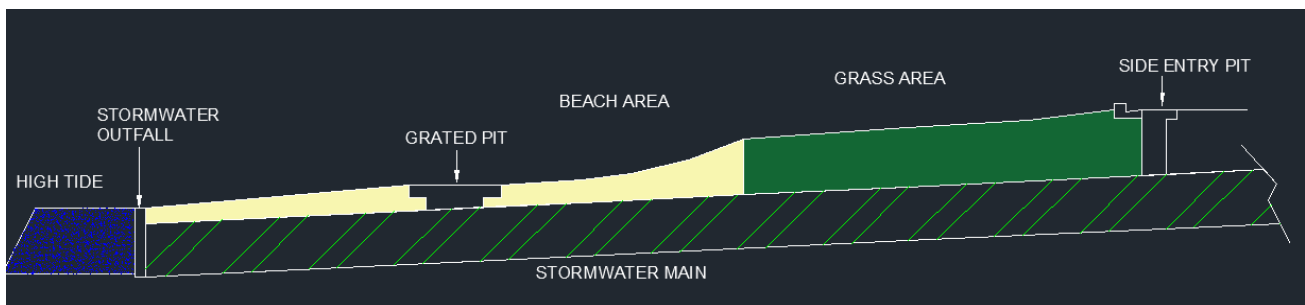
It is understood that the inspection caps referred to in the question are the open grated pits located near certain stormwater outfalls throughout the municipality.

Many points of discharge or outfalls for stormwater throughout the municipality of Waratah-Wynyard are in locations that are subject to tidal influence. In effect this means that during a high tide the hydraulic capacity of the stormwater mains may be impaired, causing the water within the mains to well up and discharge elsewhere in the system, often resulting in localised flooding and inundation.

These open grates act as a point of relief for stormwater discharge during these tidal events, preventing flood impacts further within the system. The locations of these grates are critical to optimise performance of the stormwater system, and they are most commonly located within the beach area to achieve this.

In terms of a hydraulic design perspective the open grate must be located at a point lower than the next available point of opening, this may be a side entry pit or a private stormwater connection. The other consideration when selecting a location for these pits is the land surrounding the pit itself. Typically beach areas are formed of uncompacted sand and free draining, allowing stormwater discharged from the pit to rapidly dissipate it is also a relatively simple process to replenish sand should wash out occur. Grassed areas do not provide the same drainage benefits and may result in ponding water and scour.

The image below provides a pictorial representation of the design intent of these open grates.



7.1.4 CR RAW - COMMEMORATIVE TRIBUTES - END OF USEFUL LIFE ACTION

QUESTION

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.

OFFICERS RESPONSE

The reviewed and adopted Commemorative Tributes Policy (June 2025 meeting), contains relevant matters under the Policy Statement to this question being: -

....

3.8 *All maintenance, repair, servicing and renewal of the tribute/s shall be the responsibility of the donating party.*

3.9 *Tributes which have extended beyond the life of the asset they're attached to or those which present a safety hazard to the public as assessed by Council, shall be removed from its location. Council will not be responsible for the replacement of the tribute.*

....

The above extract from the policy is specific on maintenance and replacement responsibility and infers that tributes remain the property of the individual or organisation who has made the original request to place the tribute (as opposed to the tribute being donated to Council).

While the policy has no further explicit statement around what occurs at the end of life of a tribute, it strongly implies that it is not held or stored by Council.

7.1.5 CR BRAMICH - DRIVEWAYS IN NEW SUBDIVISIONS

QUESTION

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.

OFFICERS RESPONSE

As part of a subdivision approval process the developer is conditioned to ensure each block within that subdivision is provided with lot connections to suit the relative zoning of the land, this includes the provision of vehicle access (driveways).

From time to time a developer may seek to gain early release of title, in which case they may lodge an outstanding bond for works yet to be completed as part of the subdivision. In accordance with Council's Subdivision Development Bond Policy LUP.002 the maximum period that a bond will be held for incomplete works is 12 months.

Holding an outstanding works bond for a period greater than 12 months introduces a financial risk to Council, such that the value of the bond held is not reflective of inflation and increase in market value.

7.1.6 CR COURTNEY - FOGO BINS - USE OF BIODEGRADABLE PLASTIC BAGS

QUESTION

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

OFFICERS RESPONSE

Following consultation with Dulverton Waste Management the position has been made clear that when collected kerbside FOGO material is received at their processing facility, there is no way to distinguish between biodegradable and non-biodegradable bags. Therefore, no bags are allowed in the kerbside bins.

A flyer has been created to go out with rates notices to update on FOGO generally and include advice along these lines.

7.2 COUNCILLOR QUESTIONS RECEIVED IN WRITING

Nil received.

7.3 COUNCILLOR QUESTIONS WITHOUT NOTICE

7.3.1 CR COURTNEY – WORKING WITH VULNERABLE PEOPLE CARDS FOR COUNCILLORS

Cr Courtney noted the response provided on the agenda relating to a previous question on the matter of Working with Vulnerable People Cards WWVP for Councillors, however, strongly believes the role of a Councillor does involve providing services to and representing vulnerable people and requested further clarification on the response provided.

The matter was taken on notice.

7.3.2 CR COURTNEY – SOLAR PANEL PROGRAMS

Cr Courtney asked if officers could investigate whether there are any solar panel programs or grants available specifically for recreational centres.

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

7.3.3 CR COURTNEY – HEALTH AND WELLBEING SUPPORT FOR BRADDON

Cr Courtney referred to Robin Krabbe's question on health and wellbeing and noted data available indicating low levels of literacy and low economic status for the Braddon electorate and asked if staff could write to the relevant Minister to enquire on what outcomes and support are being provided for the mental health and wellbeing of the community in Braddon.

The matter was taken on notice.

7.3.4 CR RAW - SOCIAL AND COMMUNITY ACTIVATION PANEL

Cr Raw asked Council to review the proposal put forward by Robin Krabbe on the creation of a Social and Community Activation Panel and requested the proposal be discussed in more detail at a workshop.

It was agreed to table this item for further discussion at a workshop.

7.3.5 CR RAW – BIODEGRADABLE PLASTIC BAGS FOR FOGO BINS

Following on from the investigation into the use of bags in FOGO bins, Cr Raw asked if officers could write to the company who produce the bags to determine whether producing biodegradable bags in an identifiable colour for use in FOGO bins would be a viable option to assist in distinguishing between biodegradable and non-biodegradable bags.

The Director of Infrastructure and Development took the matter on notice.

7.3.6 CR HYLAND – SPILLAGE INCIDENT – BASS HIGHWAY

Cr Hyland asked whether staff had any details on a spillage of gravel and rocks incident occurring on the Bass Highway near the Calder Road intersection.



The Director of Infrastructure and Development advised he was not aware of any incident and took the matter on notice.

8.0 NOTICE OF MOTION

Nil received.

9.0 REPORTS OF OFFICERS AND COMMITTEES

9.1 COUNCIL MEETING POLICY AND PROCEDURES - LEGISLATIVE AMENDMENTS

To:	Council
Reporting Officer:	Governance Officer
Responsible Manager:	Director Governance and Information Systems
Report Date:	7 July 2025
File Reference:	Council Meetings
Enclosures:	1. Council Meeting Procedures Policy (GOV.009)  2. Council Meeting Procedures (GOV.009.01) 

PURPOSE

Section 18 of the *Local Government Act 1993* requires Council Meetings to be conducted in accordance with prescribed meeting procedures. These prescribed procedures are detailed in the Local Government (Meeting Procedures) Regulations.

The existing Council Meeting Policy and Procedures have been updated to include recent legislative amendments as well as updated terms relating to the title change from General Manager to Chief Executive Officer.

BACKGROUND

Council participated in consultations on proposed amendments to the Local Government (Meeting Procedures) Regulations 2015 and provided submissions in March 2025.

The amendments to the Local Government (Meeting Procedures) Regulations came into effect from 24 June 2025. Note that Council's meeting procedures also cover the management of its Annual General Meetings.

DETAILS

A review of Council's policy and procedures has been undertaken by staff to ensure compliance with the legislative amendments.

In addition, the amendments have been workshopped with the Executive Leadership Team and Councillors.

STATUTORY IMPLICATIONS

Statutory Requirements

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

A meeting of a council is to be conducted in accordance with prescribed procedures.

The *Local Government (Meeting Procedures) Regulations 2025* prescribe council meeting procedures effective from 24 June 2025.

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

The revised policy and procedures will supersede the existing policy and procedure.

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 adopts the updated Council Meeting Policy and Procedures as presented.

MOVED BY	CR RAW
SECONDED BY	CR ROBERTS

That Council adopts the revised Council Meeting Policy and Procedures as presented.

The MOTION was put and was CARRIED.

IN FAVOUR

CR COURTNEY	CR EDWARDS	CR JOHNSTONE	CR RAW
CR HYLAND	CR ROBERTS		

9.2 ANNUAL PLAN PROGRESS REPORT - 1 JULY 2024 TO 30 JUNE 2025

To: Council
Reporting Officer: Information Management Officer
Responsible Manager: Director Governance and Information Systems
Report Date: 2 July 2025
File Reference: Corporate Management - Planning
Enclosures: 1. Annual Plan Progress Report - 1 July 2024 - 30 June 2025



PURPOSE

This report is provided as a final update on the Annual Plan actions for the year ending 30 June 2025.

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

BACKGROUND

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

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

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

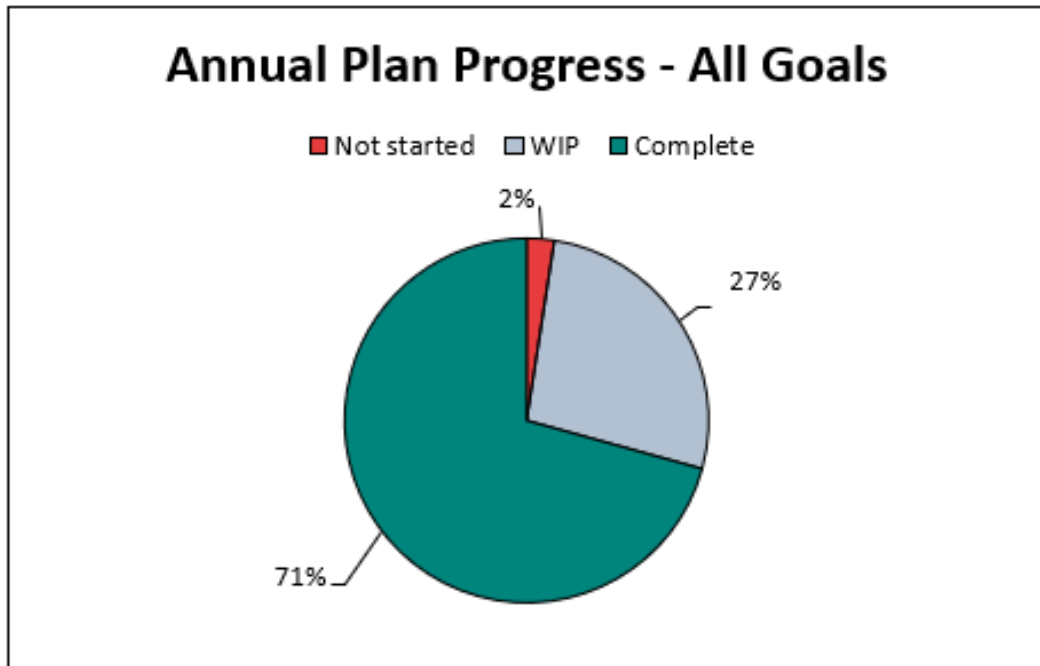
The activities and initiatives included in the Annual Plan and Budget Estimates contribute to achieving the strategic objectives specified in the Strategic Plan.

DETAILS

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

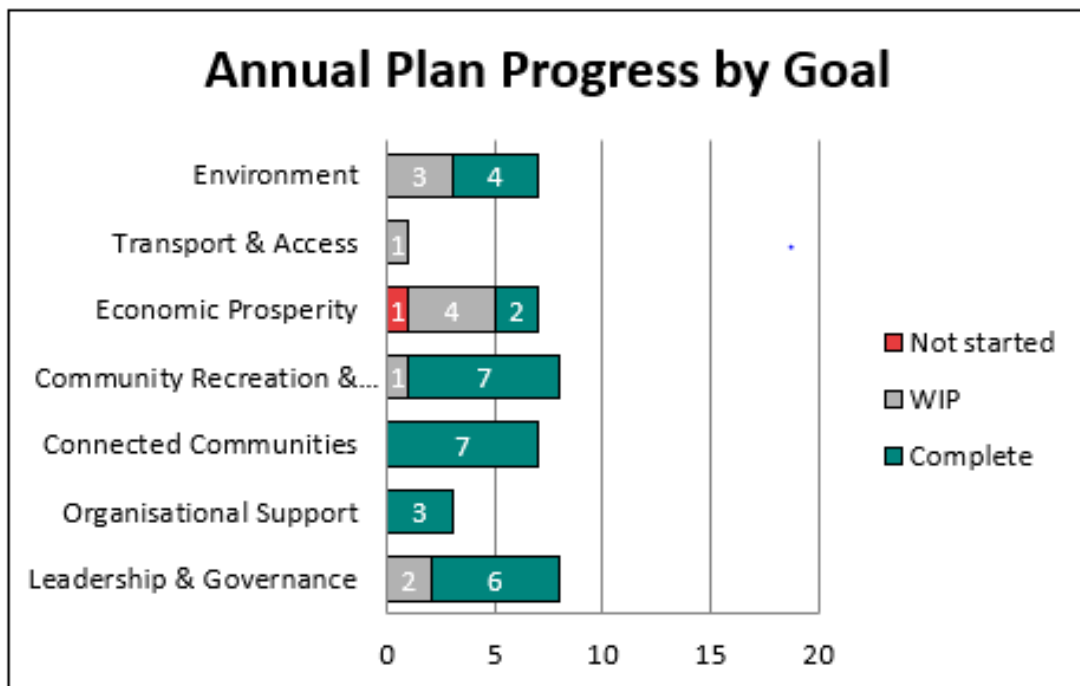
As of 30 June 2025, 29 actions have been completed (71%), 11 actions are in progress (27%) and 1 action has not started (2%).

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



- 29 actions are completed
- 3 actions are between 70% – 90% complete
- 8 actions are less than 70% complete
- 1 action has not started

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



Outstanding Actions Progress 2024/25:

Status on actions which remain uncompleted from the 2024/25 financial year is provided below -

Action	Progress
Frederick Street Sports Complex Master Plan (4.3.1.1)	Plan completed and out for public feedback.
Workforce Development Plan (2.6.1.1)	Completed for 24/25 reporting purposes. Is a new 25/26 action renamed Workforce Development Strategy.
Stormwater modelling for urban catchments (7.3.3.1)	Consultant services being procured to complete. Rolled over to the 25/26 period.
Review of Waratah Services (1.2.1.1)	No further action, completed for the purpose of the asset review.
Electric car charging stations (5.1.2.1)	Council endorsed decision to delay introduction of charging infrastructure and reassess upon completion of Council's parking review. Item has been closed as an annual plan action to be reassessed upon completion of the parking review.
Penguin viewing experiences (7.3.2.1)	Carried forward to 25/26. An allocation has been identified in the 2025/26 budget to support the necessary reports and concept designs for the Doctors Rocks area.
Big Creek Flood Mitigation Works (5.4.2.1)	Investigation into alternative design options is being undertaken to provide a more effect flood mitigation outcome. All effected residents have been consulted and now a multi-criteria assessment will be conducted to determine the preferred option. Rolled over to 25/26 period.

STATUTORY IMPLICATIONS

Statutory Requirements

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

71. *Annual plan*
- (1) *A council is to prepare an annual plan for the municipal area for each financial year.*
 - (2) *An annual plan is to –*
 - (a) *be consistent with the strategic plan; and*
 - (b) *include a statement of the manner in which the council is to meet the goals and objectives of the strategic plan; and*
 - (c) *include a summary of the estimates adopted under section 82; and*
 - (d) *include a summary of the major strategies to be used in relation to the council's public health goals and objectives. The Annual Plan is part of a larger strategic planning framework.*

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

That Council notes the 2024/25 Annual Plan Action Report for the period 1 July 2024 to 30 June 2025.

MOVED BY	CR ROBERTS
SECONDED BY	CR HYLAND


That Council notes the 2024/25 Annual Plan Progress Report for the period 01 July 2024 to 30 June 2025.

The MOTION was put and was CARRIED.

IN FAVOUR

CR COURTNEY	CR EDWARDS	CR JOHNSTONE	CR RAW
CR HYLAND	CR ROBERTS		

9.3 WARATAH COMMUNITY PLAN 2025/2028

To: Council
Reporting Officer: Manager Community Activation
Responsible Manager: Director Community Services
Report Date: 13 May 2025
File Reference: 001
Enclosures: 1. DRAFT Waratah Community Plan 2025 - 2028 

PURPOSE

The 2025-2028 Waratah Community Plan has been developed with the community of Waratah for Council consideration and formal adoption.

BACKGROUND

In 2017 Waratah-Wynyard Council engaged Tourism and Community Plan Specialist, David Hammond, to work with the Waratah community and Council to develop an inaugural Community Plan. This Plan included three priority projects as identified through the development of the Community Plan with the Waratah community.

1. Waratah Waterfall enhancement.
2. Rail Bridge Walkway development.
3. Community facilitator and community services.

The inaugural Board faced many challenges including two years of COVID impact and a major disruption of the decommissioning of a dam near Waratah, however, they achieved significant progress across all priority projects.

- Waratah Waterfall enhancement – Lease secured, and feasibility study undertaken and \$500,00 funding for stage one development.
- Rail Bridge Walkway development – Investigation of option, design development and secured \$300,000 from State Government for design and construct.
- Community facilitator and community services. – Redevelopment of childcare facility to community hub, dedicated community facilitator at Waratah every fortnight and establishment of ADRA food bank and other services.

The 2022/2025 Community Plan was built on the work of the inaugural Board and provided an opportunity for further community-led initiatives.

The 2022-2025 Waratah Community Plan explained Community Planning, the role of community, board members and Council, a summary of previous achievements and details on how the Plan was developed

Based on feedback from the community, the 2022-2025 Waratah Community Plan identified five key themes:

- Social Connection
- Event for the Town – Revitalise Spaces
- Infrastructure

-
- Civic Pride
 - Access to Services

Under each of the themes, key projects were listed. The 2022 – 2025 Plan saw the completion of the following projects of note:

- Completion of the first stage of the Waratah Falls project, including the addition of lights.
- Completion of the rail bridge walkway project and floating pontoon.
- Access to Health Services program being delivered from the Community Hub by Rural Health Tasmania.
- New Playground.
- Refurbishment of “Tyre Park” to have a natural and historical theme showcasing the railway and mining history of the area and highlighting the natural environment. The park has now been renamed “Miners Siding”.
- Addition of Tassie Tiger-themed Public Art
- Replaced the gazebos and furniture
- Creation of a community directory and fridge magnet
- Community Noticeboard at the Post Office

NEW 2025/2028 PLAN DETAILS

Based on the results of the community consultation, the 2025-2028 Waratah Community Plan confirmed the five themes raised by the community in 2022 were still valid. The 2025-2028 projects identified to address the themes include:

- creating a social network and calendar,
- supporting local artists and performers,
- incorporating historical themes into local infrastructure,
- exploring the level of interest in a community newsletter,
- launching community education and beautification projects with financial incentives,
- offering education regarding compliance and housing regulations
- highlighting Waratah’s mining history and connection to the past through dedicated projects, such as the Miner’s Siding Park and the Waratah Pioneer Family Trees
- improving town tidiness by assessing the current state of the tip and proposing a way forward.

Please see the attached 2025-2028 Waratah Community Plan for further details.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 1: Leadership and Governance
Desired Outcomes
1.3 We encourage broad community input to create a focussed and strong sense of belonging.
Our Priorities
1.1.2 Strengthen our communication with the community using diverse communications channels relevant to the demographic.

GOAL 3: Connected Communities
Desired Outcomes
3.1 Waratah-Wynyard is a modern community—moving forward but not forgetting where it started.
Our Priorities
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

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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

This Plan expands on projects identified in the previous Plan, identifies opportunities to seek funding for some new projects and states that any costs associated with future projects need to be determined prior to commencement. Board Members receive a small allowance for each meeting attended which is budgeted for in Council's annual operational budget.

RISK IMPLICATIONS

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

CONSULTATION PROCESS

The Waratah Community was involved in the creation of the 2025-2028 Waratah Community Plan via surveys (paper-based and/online), interviews, a Community Open Day, and the opportunity to provide feedback in writing or via telephone. There was high engagement from the community, with approximately fifty returned surveys. Waratah Community members also wrote notes, attended in-person meetings and telephoned in to pass on their input. Eight community members joined the Waratah Community Board at the Community Centre to receive a copy of the DRAFT Plan and provide feedback.

CONCLUSION

It is recommended that Council adopts the 2025-2028 Waratah Community Plan to enable Waratah to continue to progress the aspirations of the community.

MOVED BY	CR COURTNEY
SECONDED BY	CR HYLAND


That Council adopts the 2025-2028 Waratah Community Plan

The MOTION was put and was CARRIED.

IN FAVOUR

CR COURTNEY	CR EDWARDS	CR JOHNSTONE	CR RAW
CR HYLAND	CR ROBERTS		

9.4 FREDERICK STREET RESERVE MASTER PLAN - RELEASE FOR PUBLIC FEEDBACK

To: Council
Reporting Officer: Manager Community Activation
Responsible Manager: Director Community Services
Report Date: 18 June 2025
File Reference: 001
Enclosures: 1. Revised Frederick Street Reserve Master Plan 

PURPOSE

Waratah-Wynyard Council is committed to improving the sustainability and management of sporting, recreation and open spaces/facilities within the community. The Open Space, Sport and Recreation Plan 2017 -2027 (OSSR) is the overarching document guiding this work. OSSR provides advice on the classification of open space, sport and recreation grounds and facilities by catchment types (local, district or regional), function and purpose.

This master plan relates to the site known as Frederick Street Reserve, which comprises three land titles totalling 16.82 hectares. The Frederick Street Reserve, located on Lowe Street, is one of the largest green spaces serving the Wynyard township.

It is important to note that a master plan is a blueprint for the future development of a site. A master plan is an agreed direction by the owner and users about the best way to develop a site or facility, based on the current demand and condition of facilities. The intent is to be able to fund and develop components of that plan as and when funds become available. A master plan is not a commitment to funds or to undertake immediate works.

BACKGROUND

The Frederick Street Master Plan 2017 was produced by @Leisure Planners to provide an overview of the key issues and directions for the Frederick Street Reserve. The Frederick Street Master Plan 2017 identified the potential to consolidate sports and play infrastructure from the Showgrounds into this site, providing for the possible relocation of major events and clubs with poor quality infrastructure at the reserve and developing Frederick Street as an event space, and social /family recreation area. Ultimately, the users of the Showgrounds decided against this move.

In 2023 Council listed an Annual Plan Action to develop the Frederick Street Reserve area. In recognition of the time that had passed since the 2017 Master Plan development and the dynamic needs of the community, Council officers conducted specific site program analysis and community engagement with the Frederick Street Reserve regular and casual users. This included proactive engagement of the community and a broad range of stakeholders to help identify community needs, interests, and preferences for development and enhancements.

In August 2023 Council called for nominations to form the Frederick Street Reserve Working Group. The members were made up of user groups and the wider community, who met bimonthly to discuss the current needs and future development of the Frederick Street Reserve.

The Working Group discussed how they used the land, what they enjoyed about the area, and what needed to change.

It was acknowledged that principles identified by the Open Space, Sport and Recreation Plan 2022-2027 (OSSR) remained, such as

- extending the range of sporting and recreation activities for visitors and residents in Wynyard,
- protecting the remaining forested areas for recreation, adjacent to the township,
- enhancing the landscape values and amenity of the reserve for users and spectators,

The Frederick Street Reserve Working Group developed and prioritised a list of renovations and other improvements they would like to see occur at the site.

DETAILS

The Frederick Street Reserve is distinct from other reserves in that it includes two forested parcels of land for sport and recreation activities that no other reserve (other than land along the Inglis River) provides close to the Wynyard township. The Reserve enjoys a tranquil, forested feel and aesthetic that is important to retain.

The Wynyard Airport adjoins the site. The Frederick Street Reserve is under the flight path (all areas of the reserve). This provides a major constraint associated with the height of trees, structures and lights.

Usage is currently managed through a Council booking system. Council manages the cleaning of the space and maintains the sports turf.

The Frederick Street Reserve Working Group identified the following priorities for the site

- Trails (including walking/running loops, linking pathways between zones, nature trails, dog walking, mountain biking)
- Toilets, BBQ areas, Wash Station, Showers
- Improved Facilities
- Parking (including trailer/long vehicle parking)
- Common Playground
- Lighting (including lighting for safety)

It is noted that the Reserve is very close to the former railway reservation. This provides an opportunity for a future shared trail access to the reserve from the CBD and the airport.

The Revised Frederick Street Master Plan was developed by @Leisure, based on the original 2017 report, including changes made following the feedback received from the 2024 Frederick Street Reserve Working Group and changes resulting from other actions undertaken as part of the Wynyard Sporting Precinct (WySP) plan.

It is recommended that Council approves the release of the Revised Frederick Street Reserve Master Plan for a period of not less than 3 weeks for further community feedback.

The Master Plan will be on display in the foyer of the Council Chambers, on Council's Website and can be shared via email upon request.

All feedback should be sent via email to Council@warwyn.tas.gov.au with "Frederick Street Reserve Master Plan Feedback" in the subject line.

Community members may also provide written feedback across the counter to Wynyard Council staff.

Feedback for the Plan will close on Thursday 14 August at 4pm.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 1: Leadership and Governance
Desired Outcomes
1.3 We encourage broad community input to create a focussed and strong sense of belonging.
Our Priorities
1.1.1 Commit to best practice in community engagement.

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

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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

A Natural Values Assessment of Frederick Street Reserve was completed by ECOtas in December 2021.

The report noted that there are areas of threatened vegetation at Frederick Street Reserve that have protection under the *Environment Protection and Biodiversity Conservation Act 1999 (EPBCA)*.

There is also a threatened species located along the drainage channel on the western side of the Pony Club/equestrian area according to the Tasmanian *Threatened Species Protection Act 1995 (TSPA)*.

FINANCIAL IMPLICATIONS

The intent is to be able to fund and develop components of the Plan as and when funds become available. The Frederick Street Reserve Master Plan relies upon a 50% contribution from external funding bodies to undertake immediate works.

The masterplan proposes the delivery of 17 actions, at a total estimated cost of \$2.6 million.

Once completed, an additional \$178,000 annually is required to cover depreciation and maintenance. These recurrent costs are equivalent to a 1.9% general rate increase. In line with Council's Financial Management Strategy, operational improvements would need to be achieved to fund the additional cost. This could be achieved through decreasing expenditure or increasing revenue streams.

The estimates assume that most assets become public, owned and maintained by Council. This creates an additional financial burden on the broader community. Council will continue to work with key stakeholders to negotiate asset ownership moving forward, potentially reducing the annual recurrent costs.

The estimates have been prepared based on current market rates and a conceptual understanding of each action. The costs will be revised once detailed design and planning has been completed for each action. Additionally, current estimates do not include inflation or conditions placed on the works by other authorities.

RISK IMPLICATIONS

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

CONSULTATION PROCESS

Extensive targeted community consultation regarding the Reserve has already been undertaken with current users. Community members who are interested in the Reserve are invited to provide comments and feedback on the plan.

CONCLUSION

It is recommended that Council approves the release of the Revised Frederick Street Reserve Master Plan for public review and feedback.

MOVED BY	CR COURTNEY
SECONDED BY	CR ROBERTS

That Council approve the release of the Revised Frederick Street Reserve Master Plan for public review and feedback.

The MOTION was put and was CARRIED.

IN FAVOUR

CR COURTNEY	CR EDWARDS	CR JOHNSTONE	CR RAW
CR HYLAND	CR ROBERTS		

9.5 ANNUAL PROGRESS REPORT - TOURISM PLAN 2022- 2027

To:	Council
Reporting Officer:	Manager Tourism and Corporate Communications
Responsible Manager:	Director Community Services
Report Date:	27 June 2025
File Reference:	1
Enclosures:	Nil

PURPOSE

To provide Council with a summary of progress against the Tourism Plan 2022-27.

BACKGROUND

Council's Tourism Plan 2022 -27 was adopted in August 2022. The Waratah-Wynyard Council Tourism Plan 2022-2027 celebrates achievements from the past decade of tourism planning and provides a summary of Council's key strategic priorities. The plan outlines roles and responsibilities of local government within the strategic framework of Tasmanian tourism. Priorities and recommendations are built around these key roles including the provision of public infrastructure, encouraging economic development, provision of visitor servicing, local marketing, and the support of local events.

Priorities and recommendations are discussed under the three key themes of Support, Grow and Deliver. Importantly, the plan also aligns with the strategic priorities of the State and Regional Tourism bodies, as well as Council's existing strategic plans including its Open Space Sport and Recreation Plan, the Waratah Community Plan, the Wynyard Destination Action Plan, Fossil Bluff, Cam River and Boat Harbour Beach Master Plans and the Inglis River Walking Track Plan.

DETAILS

The Tourism Plan 2022-27 outlines Council's priorities across the three key pillars of Support, Grow and Deliver.

Support – highlights Council's commitment to support a strong, cohesive, brand aligned industry through strategic planning, maintaining strong industry connections at all levels and encouraging innovation and new product development.

Recommendations that have been progressed in the past year include:

Support economic recovery through industry specific grants programs for tourism and events.

- Council continues to encourage participation and support local events through Community Activation Grants.
- Spirit Preparedness Grants from State Government have recently provided an opportunity for a local response from industry and local government, an initiative promoted by Council.

Support and promote innovative new industry offerings that align with our strategic priorities and encourage overnight stays to increase length of stay and spend in the region.

Support local community and sporting groups/ organisations wishing to develop events that have the potential to increase visitation, particularly in winter and shoulder seasons.

- Council has supported and participated in the growth of the Permission to Trespass Campaign, which corresponds with the Offseason Campaign by Tourism Tasmania. The Gather & Glow Night Market is a Council run event that has grown in scope to enhance Goldie Street businesses in a traditionally quiet period as well as provide free entertainment for local community and visitors to the area who might be enjoying other Offseason deals or attending other local events throughout July.
- Council will run the first WOW Tipple & Tour, a ticketed after-hours event at the Wonders of Wynyard on 25 July 2025 as part of Permission to Trespass. The WOW event is one of thirteen unique Waratah-Wynyard Council Local Government Area located experiences that gets locals and visitors out experiencing what our area has to offer.

Support significant tourism product enhancements outside our municipal area that have the potential to provide benefit to Waratah-Wynyard.

Continue to participate in broader industry networking and planning opportunities.

- Waratah-Wynyard Council and Circular Head Council are working closely together in a shared Tourism, Corporate Communications and Visitor Services team. The service sharing undertaken in this area is supporting projects across both Council areas, knowledge sharing and integrated destination promotion. The Councils will share a booth at the Tasmanian Tourism Showcase in July 2025 representing the local industry and north west region.
- Council continues to participate in industry networking and professional development opportunities including TVIN quarterly meetings, WxNW industry events, TICT annual conference and meetings with key stakeholders.

Grow – refers to increasing the supply of attractions and experiences to build a cohesive cluster of products that will appeal to new and existing markets, and growing demand for Wynyard Surrounds as a destination.

Recommendations that have been progressed in the past year include:

Deliver signage, interpretation, and marketing material for the Geological Trail.

- Staff at Wonders of Wynyard have designed and published a second edition of Jo Crothers' popular book, Exploring the Wonders of Wynyard's Geology launched early July at an event at the Wonders of Wynyard. Content from the original book was used to create the information signs supporting the Geotrail from Doctors Rocks to Table Cape. The second edition is centred on the geology of **Boat Harbour & Sisters Beach** and the internationally important geological history of our area.

Continue to look at opportunities to expand and refresh the offerings at Wonders of Wynyard.

Produce a brand aligned destination website.

Recommendations that have progressed in the past year include:

- Council has developed a new website for Wonders of Wynyard Exhibition & Visitor Information Centre, modernising stylistic elements, functionality and creating a digital platform for the car museum, gallery, and gift shop. The website also aligns local visitor

information to partner websites including Tasmania's North West and Discover Tasmania to retain currency with new listings on the Australian Tourism Data warehouse.

- Work is underway to enhance the visual appeal of the Wonders of Wynyard building and interior. A new weatherproof notice board, sharing critical after-hours information has been installed to the exterior of the building. Interior wall decals with destination images are in the process of being updated and vibrant panels will be installed to the exterior of the buildings as part of this visual upgrade project.
- The gift shop continues to refresh merchandise, prioritising quality local products. A new line of 'Wynyard' merchandise highlighting the veteran cars is now instore with further stock to arrive in time for the bumper Spring period.

Market the destination using the branded 'threads' theme, focusing on the key themes of accessible nature, markets and local produce, local culture, and eco-adventure.

Leverage the State Government projects such as Western Wilds, Drive Journey's, tourism agri-business development and tasting trail expansion.

Review and update key destination marketing material.

- Council is continuing to work on marketing the destination using the key themes and current trends that have emerged since the creation of the Tourism Plan in 2022. Trends that are emerging are in sustainability and positive impact tourism, authentic community stories and wellness. Waratah-Wynyard Council is well placed to promote these trends and has recently hosted *Impressions Marketing and Communications* and visiting journalists to the area to look at new products and destination 'stories,' including community events, agri-tourism, sustainability stories and wellness experiences, upcoming regional projects, and our spectacular natural assets.
- Council has supported the expansion of Trail Graze into our area and across the region with new experiences located in the municipality and regional collaboration.
- Council continues to use digital media to share 'user generated content' – from people who are experiencing the area and sharing their stories online. Council has been able to secure event marketing funding to work with other organisations such as WxNW to multiply the impact of event marketing campaigns, such as the Tulip Festival. This can increase the reach and scope of our destination marketing using hero events to support a broader destination narrative.

Deliver – the first priority relates to infrastructure that supports tourism in and around the municipal area including public toilets, playgrounds, pathways, signage, recreational spaces, waste facilities, sporting grounds and picnic areas. Other priority areas include delivering quality visitor services and the delivery of key events.

Recommendations in the Tourism plan that have progressed include:

Deliver new signage for Council recreational facilities and public spaces.

Maintain tourism assets at Waratah including Caravan Park, Kenworthy Stamper Mill and Athenaeum Hall.

Deliver priority projects in the Waratah Community Plan

Progress the Boat Harbour Beach Master Plan

Promote the Wonders of Wynyard, including the Ransley Veteran Car Collection, and build on its reputation for excellence.

Investigate opportunities to enhance delivery of tourism services in Waratah.

Continue to deliver the annual Tulip Festival and associated Spring events.

- The Boat Harbour Beach Master Plan is well underway with the works on track to be completed in 2026.
- Continuing to promote and build on the existing reputation of the Ransley Veteran Car Collection is a priority for our Wonders of Wynyard team. There is new merchandise celebrating the car collection, an Offseason event celebrating the attraction on 25 July 2025 and the new website and visual upgrades to the building and interiors are in progress.
- The promotion and delivery of the annual Wynyard Tulip Festival as a ‘hero’ event for our area continues after 32 years with Council supporting strong participation from community in the facilitation and promotion of a Spring events program.
- Delivery of tourism services to Waratah continues with additional staffing at the Athenaeum Hall on the weekends over the summer period from December to Easter. The number of visitors to the Waratah Caravan Park reached an all-time high for March 2025 and popular merchandise is stocked and has strong sales at the Waratah Post Office, distributed by Wonders of Wynyard.
- Waratah has had playground infrastructure upgrades, improvements to recreational spaces and signage upgrades to support positive impact for the community and visitor experience. The Athenaeum Hall is in the process of having windows refurbished and the Kenworthy Stamper Mill has recently undergone minor works to support ongoing operation.

Design concepts for a Waratah Caravan Park upgrade are in development to support new amenities at this site.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 5: Economic Prosperity
Desired Outcomes
5.1 We understand our local and regional potential, and we plan for and encourage investment in it.
Our Priorities
5.4.1 Develop a recognised brand and actively market the local government area.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Tourism	Memorable visitor experiences all year round – The must see destination, quality product, easy access, popular events and festivals with coordinated marketing. A longer season with increasing yields.
Place making and liveability	Liveable places for all ages – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.

POLICY IMPLICATIONS

There are no policy implications as a result of this report. The recommendations of the plan will be actioned within future operational budgets, with capital or special project budget allocations where appropriate. Some of the recommendations will be reliant on external funding to progress.

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

The Tourism Plan 2022–2027 continues to provide a strong framework for Council’s role in supporting and growing the local visitor economy while delivering infrastructure and experiences that benefit both locals and tourists. This annual update highlights steady progress across key strategic themes of Support, Grow and Deliver, with positive outcomes in destination marketing, event development, infrastructure enhancement and regional collaboration. Council remains well-positioned to leverage emerging trends, strengthen partnerships, and enhance the visitor experience across the Waratah-Wynyard municipal area.

It is recommended that Council notes the annual progress report on the Tourism Plan 2022 -27.

MOVED BY	CR ROBERTS
SECONDED BY	CR HYLAND

That Council:

- 1. Council notes the annual progress report on the Tourism Plan 2022-27.**

The MOTION was put and was CARRIED.

IN FAVOUR

CR COURTNEY	CR EDWARDS	CR JOHNSTONE	CR RAW
CR HYLAND	CR ROBERTS		

9.6 QUARTERLY INFORMATION REPORT FOR COMMUNITY AND ENGAGEMENT

To: Council
Reporting Officer: Manager Community Activation
Responsible Manager: Director Community Services
Report Date: 27 May 2025
File Reference: 001
Enclosures: Nil

PURPOSE

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

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

BACKGROUND

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

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

DETAILS

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

COMMUNITY ACTIVATION

RECREATION

Three new regular users have signed up to utilise Council facilities.

Renovations schedule for Wynyard Recreation Ground and Oval 3 created. This will enable the football and cricket seasons to have a smooth transition.

Slipstream Circus Workshop – free school holiday community event delivered at Gutteridge Gardens. Wednesday 16th April. Approximately 40 were in attendance.

Gone Nuts - planning for 2026 is underway.

PUBLIC ART

In April, Story Seats were placed along the Wynyard Foreshore. Photos and stories that had been thoughtfully curated by the Wynyard Historical Society tell tales of the early history of Wynyard. The seats have been positioned so as to spark conversation and be as practical and functional as they are attractive.



Story Seats at the Wynyard Foreshore

The Cradle Coast Authority celebrated the completion of the Pause Place Project. Cradle Coast Authority, Waratah-Wynyard Council and the Somerset Community Shed worked together to bring these innovative and thoughtful pieces to the community. Pause Places encourage community members to take a moment, enjoy the local landscape and connect.



Members of the Somerset Community Shed at the Somerset Pause Place

Five NBN boxes across the Wynyard Community have been transformed into stunning works of art by local artists, thanks to the NBN Painted Cabinets Project – an initiative of the Waratah-Wynyard Council Public Art Group.



Cr Roberts and Members of the Public Art Advisory Group with one of the NBN Boxes

EVENTS

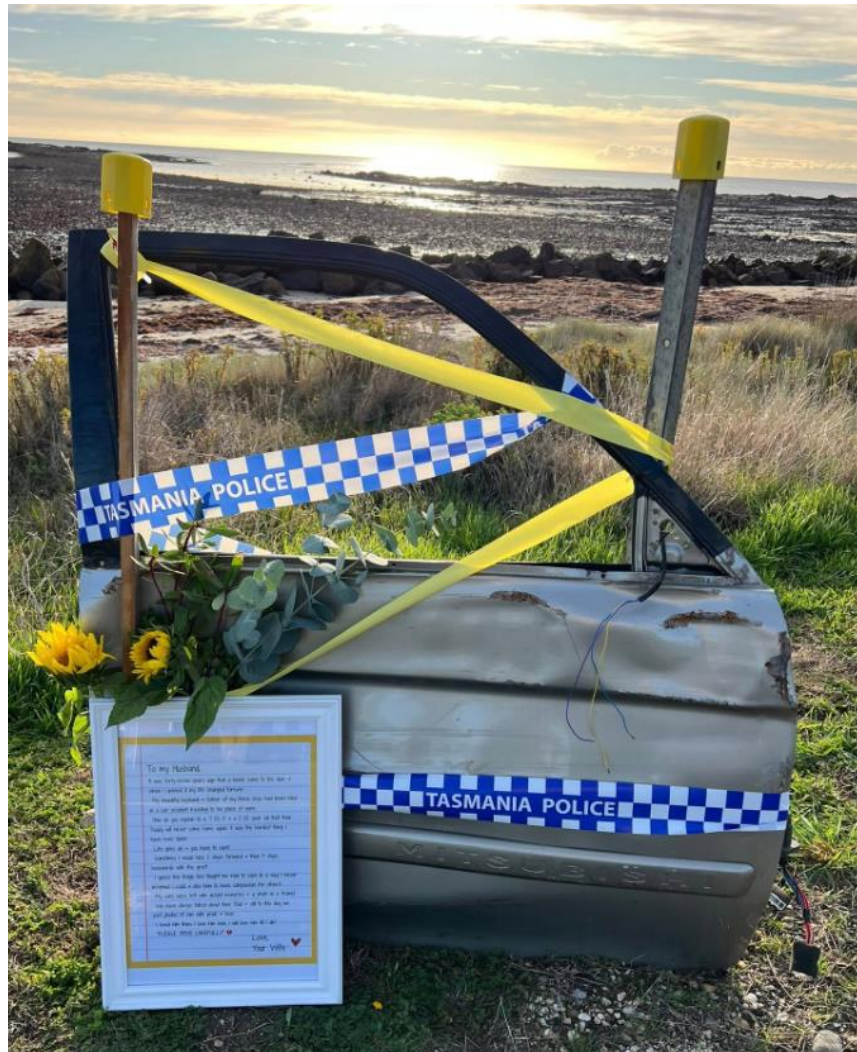
Tulip Festival Creative Workshop – Members of the public joined Council Officers to discuss their ideas for Tulip Festival 2025. As an outcome of this workshop, new initiatives Council will deliver at the Tulip Festival include – more seating and spaces to rest, healthier food options, more support for parents, elevated food experiences, better signage and a better Festival map.

Tulip Festival Stall Holder Applications – Expressions of Interest for local makers, performers, food vendors and community groups opened in May, ready for Tulip Festival 2025. So far, the Event Organisers have confirmed –

- 30 Entertainers
- 138 Stallholder Applicants
- A special guest confirmed as the face of the Eco Village
- Eco Village Working Group – 7 community participants
- Trail Graze initiative at the Yacht Club, supported by WxNW

- Larapi Child Care taking ownership of breastfeeding and rest tent for parents
- Light NC Events taking ownership of Relaxation & Recovery tent.

Drive 4 Us and Others Road Safety Awareness Walk – May 18. Council joined the community in hosting a powerful event for Road Safety Awareness. The awareness walk offered the opportunity for reflection and connection as members of the community joined together to walk along the Coastal Pathway and read life letters that told the story of lives lost due to road incidents.



A Car Door and Poem Display set up as part of the Road Safety Awareness Walk

Gather and Glow – held on Friday 4 July 2025 this fabulous winter event was a real success. Offering the opportunity to connect during the dark days of winter, Glow and Gather lit up Goldie Street for one night only. Participation included –

- 9 food vendors
- 18 arts & crafts
- 1 local Art Exhibition of Metal structures
- 10 brick & mortar partaking (aside from businesses which usually remain open in the evening)
- Amy Pegg & Dudley Billing performing (both from NW Coast)
- Claire Anne Taylor performing in Black Cat Records



YOUTH

Youth Week Event -10th April 2025. The Waratah-Wynyard Youth Leaders (WWYL) planned and assisted with the running of this event. WWYL collaborated with BighART, Live Well, Rural Health Tasmania, plus Youth Services Expo of Anglicare, THEIRS, Headspace and YFCC. There were plenty of free activities on offer, including face painting, colour agility course, community art and the main highlight was seeing Police Officers playing laser tag with the local youth! 100 sausages in bread and 100 ice creams were given out on the day.



Youth, Police and Council staff at the 2025 Youth Week Event

Youth Forum Tasmania in Launceston - 16th May 2025. Representatives from the WWYL and Council staff attended the Tasmanian Youth Forum (TYF), which is one of Tasmania's largest annual youth events for young people aged 12-25 years. TYF brings young people together from across the State to share their views and opinions on youth issues, as well as ideas and solutions for improving outcomes for young Tasmanians. This year's theme was Our Voice in

Action! WWYL shared their views on how decision-makers should engage with, and listen to, young people to help drive positive change.

THEIRS Colour Run Event - 31st May 2025. WWYL assisted the Colour Run event in support of promoting positive mental health.

World Friendship Day- 30th July 2025. WWYL is currently working on a community event to mark this occasion.

HEALTH AND WELLBEING

Staying hydrated on the Coastal Pathway is now a little easier. TasWater has installed this water refill station, supporting Council's commitment to sustainability by reducing plastic waste and providing free, clean drinking water to everyone.



Water Station opposite Bruce's Café

Men's Health Week – Mr Perfect BBQ. Council, along with "Mr Perfect", Men Care Too, hosted a "free" community BBQ at Civic Park. The BBQ was focused on supporting men to have a chat and access to helpful resources. The whole community was invited to attend and start a conversation.



Cr Bramich and members of Men Care Too

Yolla – New public toilet! The much anticipated and long-awaited accessible public toilet opened in Yolla in June. This public facility will provide relief to community members and visitors alike when they are out and about in the Yolla town centre.



Yolla residents outside the new, accessible public toilet

AGE-FRIENDLY COMMUNITIES

Regional Mental Health Group Meeting - 18th June 2025. This meeting is a networking opportunity with other service providers and individuals regarding community mental health.

Waratah Playground – In April the new all ages, all abilities playground at Waratah was opened for business. This project was an outcome of the 2022 – 2025 Waratah Community Plan.



Members of the Waratah Community Board with Cr Edwards at the new Waratah Playground

RECONCILIATION ACTION PLAN (RAP)

Tunapri Tour with local elder Jye Crosswell. Council staff members had the opportunity to increase their knowledge and understanding by participating in this learning event.



WWC staff with Jye Crosswell

Kinship Walk – 2nd of July. The tradition with local school students continues with this year's event scheduled to be held at Wynyard High School.

National Reconciliation Week – WWC Staff and community were invited to reflect on the past, act in the present and shape a better future. Resources were shared online via Council’s Social Media to help interested people access more information.



COMMUNITY ASSISTANCE

Cr Michael Johnstone presented funds to the Wynyard Basketball Association, who were successful in their Community Grant application to purchase a new TV and iPads to help with scoring and results using Play HQ.



Cr Johnstone and members of Wynyard Basketball

Melissa Duniam received funds from the Community Activation Grants to enable her to deliver free training to the community. Her community workshop focused on helping people boost their connection skills, build stronger relationships and understand themselves and each other better.



Melissa Duniam with Cr Edwards

Mayor Mary Duniam presented Community Activation Grant Funds to the North West Vinnies Team so that they can reestablish their community garden in Somerset.



NW Vinnies team members and Mayor Duniam

Cr Dillon Roberts delivered funds to the Wynyard BMX Club to enable them to have essential first aid training, ensuring the club has qualified first aid officers available for race days and training nights.



Cr Roberts and members of Wynyard BMX

Between April and June 2025, Community Activation has accepted and processed the following requests for community support:

Community Support Requests			
Community Group	Event	Provisions	In-Kind Value
Wynyard RSL	Wynyard & Somerset ANZAC Day Service	PA System	\$2,578
		Printing	
		Chairs	
Waratah Community Board	Waratah ANZAC Day Service	PA System	\$638
		Printing	
		Electrical equipment	
		Morning tea costs	
TOTAL			\$3,216

USE OF FACILITY REQUESTS

26 casual bookings this quarter; 11 events, 4 birthday parties, 7 workshops, 2 school-related activities, 2 wedding ceremonies.

SOCIAL RECOVERY

Local Government Emergency Learning Network – 2nd, 9th April and 1st May 2025. Officers attended a series of Webinars in Emergency Management and Social Recovery, as well as learning from Tas Network to understand the transfer of power throughout Tasmania and the impact that weather events have on these systems.

NW Regional Social Recovery - 8th May 2025. WWC Officers joined colleagues to explore priorities for building capacity and increasing recovery preparedness across the NW. Guest Speaker from the Department of Health.

NW Municipal Coordinators Liaison Group Meeting – 14th May 2025. Discussion on the new template: Municipal Emergency Management Situation Report.

Recovery Partners Network – 28th May 2025. Networking with NGO's regarding what assistance these agencies can provide during an emergency.

Thank a First Responder Day – To show gratitude to the first responders in the community Council teamed up with local schools to invite children to write heartfelt letters to the everyday heroes in our community. The letters were collected and delivered directly to the people who save lives, protect homes, and help the community recover as a token of thanks.



SES Wynyard, Local Police and Council Staff

WARAWYN EARLY YEARS

FAMILIES WEEK



Family Meeting

LENDING A HAND TO THRIVE: SUPPORTING EACH OTHER

Supporting one another lies at the heart of strong families and connected communities. When families come together during life's challenges, they build a foundation for resilience and growth. Whether it is parents guiding their children, siblings offering support, or extended family stepping in during difficult times, these acts of care and encouragement strengthen family bonds. A helping hand—whether emotional, practical, or simply by being present—can make a meaningful difference, ensuring no one feels alone in their struggles.

This year's theme, *Lending a Hand to Thrive: Supporting Each Other*, highlights the vital role of connection, compassion, and collective strength within families. At a time when the rising cost of living continues to place pressure on households—impacting everything from rent and groceries to childcare and transport—this message has never been more relevant. Small acts of kindness, such as sharing a meal with a neighbour, offering a carpool, or checking in on a friend, can significantly ease everyday burdens. No one should face hardship alone, and through mutual support, we can help one another navigate difficult times.

Our service proudly celebrated *National Families Week* with a range of activities across our programs. Children participated in meaningful experiences inspired by the theme of lending a hand. At our Outside School Hours Care program, children decorated leaves to add to our Family Tree, symbolising the strength and diversity of family connections. Families were invited to share scones made by the children

MEGAN CURTAIN'S PARTICIPATION IN THE RECONCILIATION SYMPOSIUM – CAIRNS

Megan recently returned from the *Reconciliation Symposium* held in Cairns, an event now in its eleventh year. She attended after successfully receiving a scholarship through **Early Childhood Australia (ECA)**, which supports educators committed to progressing reconciliation in the early childhood education sector.

With eight years of active involvement in the **Warawyn Early Learning Reconciliation Action Plan (RAP)**, Megan found the symposium to be an invaluable professional and personal experience. The event brought together early childhood professionals from across the country to explore and strengthen reconciliation efforts, with a focus on learning from a culture that dates back over **40,000 years**.

The two-day symposium featured **interactive sessions**, including **facilitated table discussions** that encouraged open dialogue, understanding, and collaboration between Indigenous and non-Indigenous participants. Megan also took part in **sector-wide networking**, sharing insights and strategies for embedding reconciliation into early childhood practice.



NATIONAL SIMULTANEOUS STORYTIME (NSS)

National Simultaneous Storytime (NSS) is an annual event coordinated by the Australian Library and Information Association (ALIA). Each year, a picture book by an Australian author and illustrator is read simultaneously across the country in libraries, schools, preschools, early childhood education and care services, homes, bookshops, and various community settings.



This vibrant, engaging initiative aims to foster a love of reading and highlight the importance of literacy. The selected book typically explores age-appropriate themes and aligns with key learning areas of the Australian National Curriculum, from Foundation to Year 6.

The 2025 NSS book is *The Truck Cat*, written by Deborah Frenkel, illustrated by Danny Snell, and published by Hardie Grant Children's Publishing. *The Truck Cat* is a moving story that explores themes of belonging, identity, immigration, and the meaning of home—told through the journey of cats and their human companions.

Our service proudly participated in this nationwide event by sharing the story with children and families, celebrating the joy of storytelling and the value of early literacy.



WARAWYN EARLY LEARNING – EXCEEDING NATIONAL QUALITY STANDARD



Warawyn Early Learning recently completed its Assessment and Rating process under the National Quality Framework (NQF), which evaluates the quality of education and care services across seven key areas.

The NQF is a national system designed to raise quality standards and drive continuous improvement in early childhood education and care services across Australia. It supports educators in delivering high-quality programs and provides families with valuable insights into the standard of care being offered.

The seven Quality Areas assessed under the NQF are:

1. Educational Program and Practice
2. Children’s Health and Safety
3. Physical Environment
4. Staffing Arrangements
5. Relationships with Children
6. Collaborative Partnerships with Families and Communities
7. Governance and Leadership

To be rated as *Exceeding the National Quality Standard*, a service must not only meet all seven quality areas but demonstrate practice that significantly surpasses the standard in at least four of them—two of which must be from Quality Areas 1, 5, 6, or 7.

We are proud to share that Warawyn Early Learning has been rated as **Exceeding the National Quality Standard** across all seven areas by the Australian Children’s Education and Care Quality Authority (ACECQA). This outstanding achievement reflects our team's unwavering commitment to providing exceptional care, education, and support to the children and families in our community.

TOURISM AND CORPORATE COMMUNICATIONS

1. HIGHLIGHTS OF THE QUARTER

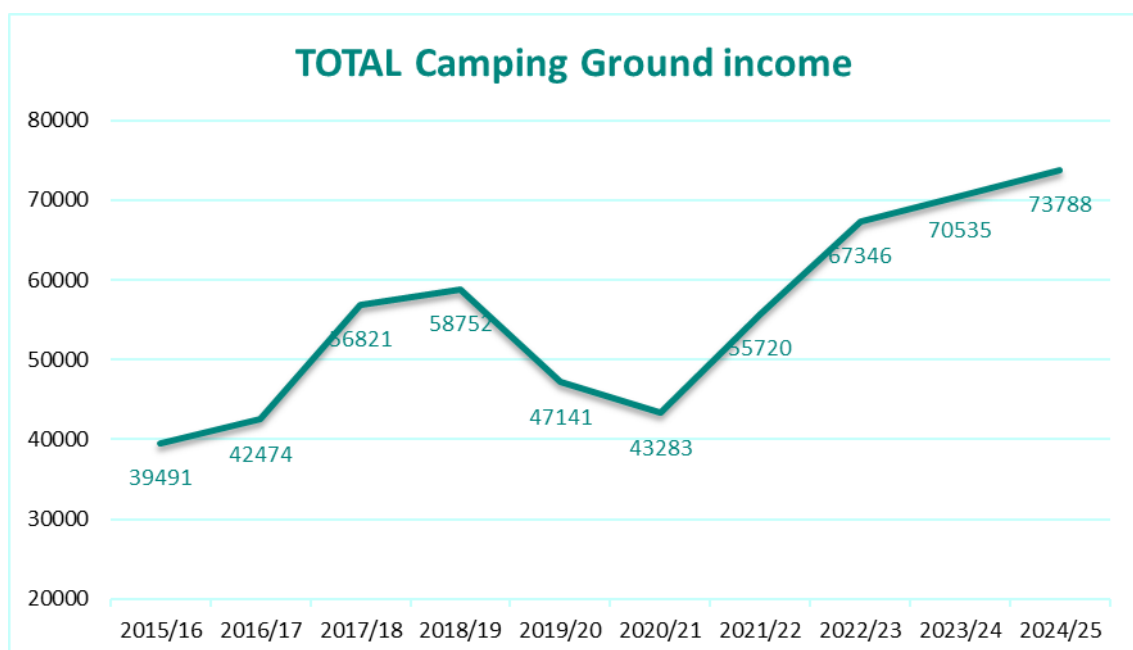
Tourism Update – Wonders of Wynyard, Waratah and broad destination stories

The income from the Wonders of Wynyard Exhibition & Visitor Information Centre was at a record high for June 2025, 63% higher than June 2024, which is a significant increase worthy of mention. This higher expenditure also correlates to stronger visitor numbers in June with a 9% increase despite it being winter in Tasmania.

The offseason is traditionally a quiet period, however with growing awareness due to Tourism Tasmania's Offseason Campaign and grass roots initiatives such as *Permission to Trespass* there has been a marked change in visitor numbers travelling to the state and dispersing to the regions at this time of the year. It was reported that there are 740 winter events/ initiatives listed in the West x North-West region for the Offseason with a strong schedule of events over July in the Waratah- Wynyard area, kicking off with the Gather & Glow Night Market. Council staff attended the TICT conference on July 1-2 to support industry networking, learning and development and greater understanding of trends and strategy at federal and state level.

The Ransley Car Collection visitor numbers in the past quarter have remained steady for the winter months with 198 visitors paying for admission to the exhibition space in May and dropping off overall for winter despite the higher spend per visitor. The ticketed WOW Tipple & Tour after hours event on 25 July will be the first time the WOW has opened the doors after hours for a winter event, to coincide with this State tourism marketing campaign and drive awareness of and visitation to this attraction.

Waratah Camping Ground income for the financial year was up 5% despite the total number of nights stayed tracking less by 4%. The upgrade of the amenities at the Waratah Camping Ground, which has progressed at project design phase, has the potential to support the visitor market in this area. Sales of merchandise for visitors at the Waratah Post Office continue to increase incrementally with tailored products for the visitor market sourced and sold at this site.



Waratah – Wynyard Council hosted *Impressions Marketing and Communications* this quarter to support a public relations campaign for a broad destination narrative (which included Circular Head Council municipality). The PR partnership between Waratah-Wynyard Council, Circular Head Council and the Circular Head Tourism Association has resulted in interest from several media outlets including Tas Weekends, RACT and RACQ and The Hobart magazines as well as several online influencers/ bloggers. Tourism Tasmania has supported the arrangement with additional travel costs covered for journalists. It is expected that there will be destination stories published for up to 12 months that will target key visitor markets to Tasmania, based on this collaborative investment from the North-West coast.



38 JOURNEYS // WINTER 2025

Pictured: RACT winter edition, 2025 with Tunapri Patuyala, Boat Harbour cultural tour.

Overview Of Activity and Key Achievements:

- Hosted journalist Tracey Cockburn for regional familiarisation, resulting in published content in RACT Journeys and upcoming features in Tas Weekend and independent blogs.
- Visual upgrades commenced at Wonders of Wynyard including refreshed internal signage, brochure layouts and gallery display materials to complement the website.
- Waratah Camping Ground design concepts prepared as part of the Spirit of Tasmania Regional Tourism Grant submission.
- WxNW Tourism Forum attended by two staff members with strong local business participation.

Activity Area	Details & Metrics
<i>Media Releases Issued</i>	<i>2 (Budget Estimates and Event at Wonders of Wynyard)</i>
<i>Social Media Posts</i>	<i>Refer to section 3.</i>
<i>Community News - Print Editions</i>	<i>3 – one dual page spread per month in the community newspaper Western Echo</i>

<i>Website Update Schedule</i>	<i>Daily (exc. Weekends and public holidays). Content is scheduled to go live 7 days a week.</i>
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2. MEDIA RELATIONS

Media Releases:

- Total Released: 2
- Key Topics: Annual Plan and Budget Estimates; Event at Wonders of Wynyard.

3. DIGITAL ENGAGEMENT

Social Media Overview			
<i>*LinkedIn and YouTube data was not captured last year</i>			
	FY Q4 3/24	FY Q4 4/25	Growth
Facebook			
Reach (Unique Accounts)	121,141	99,897	-18%
Links clicked	1,923	2,538	32%
Profile visits	23,732	19,604	-17%
New Followers	201	258	28%
Content interaction	6,574	9,759	48%
Instagram			
Reach (Unique Accounts)	5,255	10,404	98%
Profile Visits	413	445	8%
New followers	62	82	32%
Content interaction	916	1,601	75%
LinkedIn			
Impressions		7,130	
Unique Visitors		145	
New Followers		54	
YouTube			
Views		2684	
Impressions		19389	
New subscribers		4	

Following audience (captured July7)

Facebook	9,069	Instagram	1,283	LinkedIn	717	YouTube	259
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SOCIAL MEDIA HIGHLIGHTS

Waratah Community Plan – Call for New Members

- **Platforms:** All (best received on Facebook)
- **Mediums:** Reels and photos
- **Objective:** Strengthen positive brand awareness around Council’s Waratah Community Plan by featuring board members.
- **Audience Tone:** Positive and community-centric
- **Top Performing Content:** Reel featuring Roslyn Rogers’ testimonial
- **Reach:** 24,448 (94.7% non-followers)
- **Views:** 30,226
- **Engagements:** 517

Insight: Real community members sharing personal stories significantly boost reach and audience trust.

Gather & Glow Night Market

- **Platforms:** Facebook, Instagram, YouTube
- **Mediums:** Graphic posters, reels, and carousels
- **Objective:** High exposure to drive attendance and increase awareness of the winter event series
- **Audience Tone:** Positive, vibrant, and engaging

Top Performing Content by Platform:

- **Facebook:** Graphic linked to the event page
- **Reach:** 17,398
- **Views:** 31,268 (74.3% non-followers)
- **Event Responses (unique):** Approximately 1,200
- **Engagements:** 101
- **Instagram:** Carousel featuring The Vault
- **Views:** 5,709 (84% non-followers)

Insight: Trend-aligned content performs better on Instagram, while community-focused and event-linked content is more successful on Facebook.

Destination Promotion

- **Platform:** Instagram and Facebook (best received on IG)
- **Medium:** Reel and carousels
- **Objective:** Promote Waratah-Wynyard as a tourism destination while fostering community pride and maintaining brand alignment with Tourism Tasmania and West by North West
- **Audience Tone:** Positive, scenic, and aspirational
- **Top Performing Content on Instagram:**
- **Performance:**
 - **Reach:** 3,708
 - **Views:** 4,990 (86.5% non-followers)

Insight: Visual storytelling that aligns with regional tourism brands helps extend reach to new audiences.

Additional Noteworthy Posts

- **Traineeship Highlight (Facebook)**
 - **Views:** Over 34,930
 - **Objective:** Build brand awareness around Council’s investment in youth development
 - **Outcome:** Strongly positive public response
- **Somerset Foreshore Works (Facebook)**
 - **Reach:** High
 - **Public Sentiment:** Mixed
 - **Note:** Highlights the importance of managing communications carefully around infrastructure projects and having historical context into past public perception
- **NBN Art Boxes Collaboration (Facebook and LinkedIn)**
 - **Reach:** Over 15,000 unique accounts
 - **Objective:** Promote real community contributions in partnership with Council
 - **Insight:** Authentic, community-led initiatives continue to drive strong engagement.
 - **Notable Feedback:** A LinkedIn comment commended Council for curating posts with a focus on community members over Councillors in its storytelling approach, reinforcing the effectiveness of community-first content. Additionally, other local leaders, including the Central Coast Mayor, publicly expressed interest in adopting similar beautification initiatives in their own municipalities.

4. WEBSITE PERFORMANCE

Metric	This Quarter	Previous Quarter	Change
Total Visits	25820	27481	6% decrease
Unique Visitors	15670	17017	8% decrease
Most Visited Pages	Advertised permits; contact us.	Advertised permits; contact us.	Nil.

5. COMMUNITY ENGAGEMENT

Project Name	Purpose	Engagement Method	Participation/Feedback
Gather & Glow Night Market	Activate town centre and community spirit	On-ground event and social promotion	Approx. 2,500 attendees; strong positive sentiment

Accessibility Working Group EOI	Community representation in accessibility issues	Online form + promotion	EOIs opened 1 July – strong early interest
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6. INTERNAL COMMUNICATIONS

Staff Newsletters

- Editions: 2 (May and June)
- Top Stories: Budget wrap-up; Community project updates; Staff recognition section

7. UPCOMING PRIORITIES

- Tulip Festival Campaign 2025 – Creative rollout mid-July; marketing and tourism promotion extending to statewide partners.
- Destination Content Creation Project – Filming and photography with local operators to feed investment prospectus and tourism centre.
- Spring Loaded Events Program – Cross-promotional toolkit and digital listings to be finalised.

STATUTORY IMPLICATIONS

Statutory Requirements

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 3: Connected Communities
Desired Outcomes
3.3 Our natural and built environment aids the community with an active and healthy lifestyle.
Our Priorities
3.5.1 Build community capacity through services and programs that strengthen, support and care for our community.

GOAL 4: Community Recreation and Wellbeing
Desired Outcomes
4.2 Our community values, encourages and supports physical, social and cultural activities.
Our Priorities
4.2.1 Focus on the value of recreation in promoting the health and wellbeing of our community.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Business & Industry	Specialised diversity of the economy – Value adding, diversification, innovation and employment. A resilient economy with global brand recognition and growing exports.
Tourism	Memorable visitor experiences all year round – The must see destination, quality product, easy access, popular events and festivals with coordinated marketing. A longer season with increasing yields.

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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

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

MOVED BY	CR ROBERTS
SECONDED BY	CR RAW

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

The MOTION was put and was CARRIED.

IN FAVOUR

CR COURTNEY	CR EDWARDS	CR JOHNSTONE	CR RAW
CR HYLAND	CR ROBERTS		

9.7 LETTER OF SUPPORT FOR BRITTONS TIMBERS

To: Council
Reporting Officer: Chief Executive Officer
Responsible Manager: Chief Executive Officer
Report Date: 14 July 2025
File Reference: Brittons
Enclosures: Nil

PURPOSE

To seek Council's endorsement to provide a letter of support.

BACKGROUND

Sustainable Timbers Tasmania (STT) has commenced an expected competitive process for future plantation saw log supply. Britton Timbers is seeking support from Waratah-Wynyard and Circular Head Councils in its efforts to ensure its business case is given the best possible opportunity to succeed.

The sustainable yield from eucalypt in the North West is being reduced by approximately 50% with consequent potential knock-on effect on Britton Timbers native saw log production of up to 40% with a risk of reduction in business activity and employment.

STT hardwood plantation can replace the volume but is out to tender on the open market with the risk that Britton Timber may not be the successful tenderer. If successful, supply would be locked in until 2040 guaranteeing the long-term sustainable of operations in both Smithton and Somerset.

DETAILS

Britton Timbers has requested a letter of support broadly covering the following dot points:

- Acknowledgement of support for an important local business and local timber processing
- Value of local ongoing timber manufacture, economic activity and employment
- The importance of Britton Veneer products for Somerset and wider district through direct and secondary employment and economic activity

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL

Desired Outcomes
5.1 We understand our local and regional potential, and we plan for and encourage investment in it.
Our Priorities
5.1.2 Identify and maximise current industry and resource capacities.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Business & Industry	Specialised diversity of the economy – Value adding, diversification, innovation and employment. A resilient economy with global brand recognition and growing exports.
Access and infrastructure	Local, regional and global transport and infrastructure access – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
Natural resource management	Managing abundant, natural and productive resources – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.

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 authorises the Chief Executive Officer to provide a letter of support.

MOVED BY	CR HYLAND
SECONDED BY	CR ROBERTS

That Council:

- 1. Authorises the Chief Executive Officer to provide a letter of support for Brittons Timbers as an ongoing timber manufacturing entity in Somerset**

The MOTION was put and was CARRIED.

IN FAVOUR

CR EDWARDS	CR ROBERTS	CR JOHNSTONE	CR RAW
CR HYLAND			

AGAINST

CR COURTNEY			

9.8 ASSET MANAGEMENT POLICY

To: Council
Reporting Officer: Governance Officer
Responsible Manager: Director Infrastructure and Development Services
Report Date: 1 July 2025
File Reference: Policies - PR.004
Enclosures: 1. Asset Management Policy (PR.004) 

PURPOSE

This Asset Management Policy is due for review and is presented to Council for consideration.

BACKGROUND

The existing Asset Management Policy is due for revision to ensure its contents continue to be relevant and consistent with Council practices. The policy was developed to ensure the sustainable provision of assets which are designed to meet the service delivery needs of the Waratah-Wynyard community.

The Asset Management Policy sets out the principles by which the organisation intends applying asset management to achieve its organisational objectives. The Policy overarches the Council's asset management system which includes:

- asset management objectives;
- a strategic asset management plan; and
- asset management plans, which are implemented in
 - Operational planning and control
 - Supporting activities
 - Control activities
 - Other relevant processes.

DETAILS

The Asset Management Policy has been reviewed by Asset Services staff and the Senior Leadership Team in line with templates provided by the Institute of Public Works Engineering Australasia (IPWEA) to ensure current best practice.

To ensure the Council's long-term financial sustainability, it is essential to balance the community's expectations for services with their ability to pay for the infrastructure assets used to provide the services. Maintenance of service levels for infrastructure services requires appropriate investment over the whole of the asset life cycle.

STATUTORY IMPLICATIONS

Statutory Requirements

Local Government Act 1993

The *Local Government Act 1993* (s.70(c)) requires Councils to prepare an asset management policy for the municipal Area.

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL
Desired Outcomes
We maintain and manage our assets sustainably.
Our Priorities
1.6 Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.
GOAL
Desired Outcomes
Long-term sustainable economic growth is achieved through adaptability and innovation.
Our Priorities
5.8 Ensure evidence-based allocation of infrastructure and land use to enable sustainable growth.

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

The adoption of this policy will supersede Council’s existing policy.

ENVIRONMENTAL IMPLICATIONS

The Asset Management Policy is explicit in its principles, relevantly, principle 4 i states that “Planning for climate change adaption and mitigation is integrated into the asset management process”.

FINANCIAL IMPLICATIONS

The Strategic Asset Management Plan along with the Financial Management Strategy will outline the financial implications of managing the Council’s assets in the necessary manner.

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

The Asset Management Policy is presented to Council for adoption.

MOVED BY	CR COURTNEY
SECONDED BY	CR ROBERTS

That Council adopts the Asset Management Policy as presented.

The MOTION was put and was CARRIED.

IN FAVOUR

	CR COURTNEY		CR EDWARDS
CR HYLAND	CR ROBERTS	CR JOHNSTONE	CR RAW

9.9 AWARD OF CONTRACT 837 - PROVISION OF BITUMEN SURFACING SERVICES

To: Council
Reporting Officer: Manager Engineering Services
Responsible Manager: Director Infrastructure and Development Services
Report Date: 1 July 2025
File Reference: Tenders & Contracts
Enclosures: 1. Contract 837 Evaluation Summary - Confidential

PURPOSE

To determine Council's position in relation to tenders submitted for the provision of 2025/26 bitumen surfacing services.

BACKGROUND

To ensure the safety and pavement integrity of Council's sealed road network, periodic resealing is essential to maintain both the water-repelling and skid resistant characteristics of the road surface. Without periodic resealing, surface cracking from bitumen oxidation allows water ingress into the road surface, adversely impacting on the structural integrity and formation of the road pavement. Wearing and polishing of the stone aggregate will also lead to decreased skid resistance and an increase in wet weather vehicle accidents.

Provisions of the bitumen surfacing service contract are undertaken by external contract providers, owing to the expense of specialist equipment and skills required and the short duration over which these works are performed.

A call for tenders for the provision of these services was released to the public on Saturday 31 May 2025

DETAILS

The contract operates as a Schedule of Rates (SoR) contract, based upon the anticipated quantities for projects identified within Council's Capital Works reseal program. Tender price comparison and assessment is based upon the indicative total cost to Council to complete the works based in the unit rates submitted. Tenderers were invited to tender for these works based on an individual Council basis or a combined tender with the Circular Head Council (CHC).

At the close of tenders on 23 June 2025 three (3) contractors submitted tenders for the works.

Tender submissions were received from;

- Fulton Hogan Pty Ltd
- Hardings Group
- Roadways Pty Ltd

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

Each tender received has been assessed against a range of weighted predefined criteria, which comprise of the following:

- Criteria A – Tender Sum – 40%
- Criteria B – Project understanding including quality and completeness of submission – 20%
- Criteria C – Capacity and resource, materials, plant and equipment to complete the works including financial viability – 15%
- Criteria D – Capability and relevant experience of personnel and management – 20%
- Criteria E – Quality management systems, including WHS, traffic, risk and environmental considerations – 5%

Generally, the past services provided to Council by each of these companies have been considered satisfactory and they understand the established requirements associated with performance of the works under contract. Each tenderer has provided sufficient evidence to demonstrate competence and capability to perform works within timeframes and to the quality required. Accordingly, there is no significant alteration to the selection of preferred tenderer based upon these considerations and the selection of tender is considered primarily to be a matter of price in this instance.

Hardings Group has submitted the lowest price option to both WWC and CHC, however there was no reduction in price or benefits offered to enter a joint contract arrangement with CHC. The overall contract price offered to WWC, inclusive of the option to utilise crumbed rubber treatment is \$844,839. Whilst noting that these prices are estimates based upon identified areas, comprising of a variety of unit rates priced for each project location, the relativity of pricing is not anticipated to vary to any degree of significance should the final areas be adjusted.

The recommended tender award is inclusive of an option to include a crumbed rubber additive to the bitumen for all the spray seal works, this option is approximately \$18,468 additional to traditional treatments or 2% of the contract value.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 6: Transport and Access
Desired Outcomes
6.1 Our transport and access network can accommodate the changing needs of our industry and community.
Our Priorities
6.2.2 Plan for all movements and modes of transport with a fit-for-purpose network.

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

Council sought pricing from tenderers for the alternative of utilising recycled crumbed rubber on certain sites. The pricing received for this initiative indicated that the alternative recycled crumbed rubber treatment would add approximately \$18,468 or 2% of the contract value for all spray seal sites.

The use of crumb rubber as an additive to road sealing bitumen is known to improve strain alleviating characteristics of the seal which can extend and prolong the asset life which improves Council's whole of life costs in providing a sealed road network. It also provides for a significant diversion of used tyres from landfill and reduction in carbon emissions.

FINANCIAL IMPLICATIONS

Tenderers were invited to supply a tender for these works based on an individual Council basis or a shared contract between CHC and WWC to offer a cost reduction incentive. In this instance tenders did not provide any cost reduction to pursue a joint contract between CHC and WWC and as such the recommendation of this report is to engage the service of the Hardings Group independently of CHC.

With the recommended tender option of \$844,839, inclusive of crumbed rubber treatment, a provision of \$568,847 for preparation works and project management, provides an estimate favourable variation of \$222,944 to adopted budget of \$1,636,630 to undertake the scope of works as tendered.

RISK IMPLICATIONS

In the conduct of any contract or business undertaking there are risks to Council, including time delays, poor quality of work etc.

The use of qualified and experienced contractors coupled with contract documents and project management principles will minimise any risk to Council.

As this contract is defined as a SoR contract, the exact final cost cannot be determined. The quantities estimated are however considered to be sufficiently accurate and any variation to the final cost should be contained within the budget provisions.

CONSULTATION PROCESS

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

CONCLUSION

The tender price submitted by Hardings Group for the provision of bitumen surfacing services is the lowest cost option to Council and it is recommended that contract 837 be awarded accordingly.

MOVED BY	CR HYLAND
SECONDED BY	CR COURTNEY

That Council awards contract 837 for the provision of bitumen surfacing services to the Hardings Group for 2025/26, including the alternate tender option of crumbed rubber additive to all spray seals.

The MOTION was put and was CARRIED.

IN FAVOUR

CR COURTNEY	CR EDWARDS	CR JOHNSTONE	CR RAW
CR HYLAND	CR ROBERTS		

9.10 AWARD OF CONTRACT 834 - PROVISION OF CLEANING SERVICES FOR COUNCIL AND/OR PUBLIC USE FACILITIES

To:	Council
Reporting Officer:	Contracts and Administration Officer
Responsible Manager:	Director Infrastructure and Development Services
Report Date:	7 July 2025
File Reference:	Contract 734
Enclosures:	<ol style="list-style-type: none">1. Summary Tender Assessment - Contract 734 - Option A (Council Facilities) - Confidential2. Summary Tender Assessment - Contract 734 - Option B (Public Toilets and BBQs - excl Waratah) - Confidential3. Summary Tender Assessment - Contract 734 - Option C (Public toilets and BBQs - Waratah) - Confidential4. Summary Tender Assessment - Contract 734 - Option D (Sanitary bins) - Confidential

PURPOSE

To determine Council's position in relation to the tender submissions received for the cleaning of Council-owned buildings and public-use facilities, including public toilets, barbeques, and the supply and servicing of sanitary bins across the municipal area.

BACKGROUND

The cleaning of Council buildings, public amenities, BBQ facilities, and sanitary bin servicing is currently managed through three separate contracts and one ongoing agreement established via quotation.

In recent years, consideration was given on whether to bring these services in-house or continue outsourcing. Ultimately it was resolved to return to market with a consolidated tender, seeking to improve efficiency, test the market for economies of scale, and streamline contract administration.

The aim of the consolidated approach was to deliver better value for money, ensure consistent service levels across all sites, and reduce the complexity of managing multiple contractors. Tenderers were given the flexibility to bid on any or all of four service options:

- Option A – Council facilities (such as the council chambers, depot, childcare, community centre and sports and recreation facilities)
- Option B – Public toilets and BBQs (excluding Waratah)
- Option C – Public toilets and BBQs (Waratah only)
- Option D – Sanitary bin supply and servicing (all facilities, including Waratah)

A call for tenders for the provision of Cleaning Services for Council and/or Public Use Facilities was published in The Advocate Newspaper and released on the Tenderlink website on 12 May 2025.

DETAILS

The contract is offered as a fixed annual price arrangement for an initial period of three (3) years, with an option for Council to extend for a further period of up to three (3) years. Pricing was based on the cleaning and service specifications and the schedule of rates provided by each tenderer.

To promote competition and achieve value for money, contractors were invited to submit tenders for one, some, or all of the four available service options. Each option was assessed independently to ensure fairness, transparency, and the best alignment between service requirements and contractor capability.

At the close of tenders on 13 July 2025, a total of eight (8) conforming submissions were received. One (1) additional late tender was excluded from assessment. The following companies submitted tenders:

- ABC Health Care Services
- CleanPeak
- Command51
- Flick Anticimex
- Jones & Co Cleaning Solutions
- Lazaro
- Northwest Cleaning Services
- Equity Labour Services (ELS)
- DC Dev's Contract Cleaning (excluding due to being submitted beyond the closing date and time)

Of these, only four contractors submitted pricing across all four service options. Tender assessments were conducted by an evaluation panel using the following weighted selection criteria:

Selection Criteria	% Weighting
Project understanding including quality and completeness of submission	15
Capacity and resources, materials, Plant and Equipment to complete the works including financial viability	15
Capability and relevant experience of personnel and management.	25
Quality Management Systems, including WHS, Traffic, risk and environmental	10
Tender Sum	30
Environmental & Sustainability Considerations	5
	100

All conforming tenders were received from established businesses that operate within the commercial cleaning industry. The submissions included a diverse mix of business sizes—ranging from small local providers to large Tasmanian and nationally based companies—all with demonstrated experience servicing other councils or commercial clients in Tasmania and Australia.

Most tenderers submitted strong evidence of capability and experience aligned with Council’s requirements. There was significant variation in the strength and completeness of documentation related to quality, WHS, and environmental management systems. This also resulted in large variations in pricing proposals across each option.

Following evaluation, the panel recommends awarding the contract components as follows:

- Option A – Council facilities: *Command51*
- Option B – Public toilets and BBQs (excluding Waratah): *Northwest Cleaning Services*
- Option C – Public toilets and BBQs (Waratah): *Northwest Cleaning Services*
- Option D – Sanitary bin supply and servicing: *Command51*

While separating the contract to award options to separate contractors may result in a minor loss of potential contract management and administration economies of scale, this approach is expected to offer several key advantages. Specifically, it allows for better alignment between contractor capacity and individual service areas, reduces risk exposure by not relying on a single provider, and is anticipated to improve overall service reliability. The proposed contractors were also able to demonstrate value-for-money in the total costs of cleaning services.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

GOAL 4: Community Recreation and Wellbeing
Desired Outcomes
4.2 Our community values, encourages and supports physical, social and cultural activities.
Our Priorities
4.2.1 Focus on the value of recreation in promoting the health and wellbeing of our community.

GOAL 4: Community Recreation and Wellbeing
Desired Outcomes
4.4 Our community enjoys access to visually appealing safe spaces and facilities for recreation.
Our Priorities
4.4.2 Provide and maintain quality and safe places and spaces for physical, social and cultural activities, including shared and multi-use facilities where possible.

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Award of this contract as recommended is anticipated to result in an improved operational budget position for Council. Indicative calculations suggest that the proposed contract award could result in operational savings of up to \$70,000 per annum (dependent on a number of factors such as consumables costs). This saving, if realised in full, would be the equivalent of avoiding a 0.7% rise of the general rate.

RISK IMPLICATIONS

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

CONSULTATION PROCESS

The development of this consolidated cleaning contract was informed by internal consultation within council to support the decision to streamline service delivery by combining multiple contracts (previously managed separately) into a single procurement process. The contract structure also reflects community feedback, which has historically identified public toilet cleanliness as an important service for the community.

CONCLUSION

It is therefore recommended that Council award the cleaning services contract by service option, based on the evaluation panel’s assessment against the predetermined selection criteria, as follows:

- To Command51 for:
 - Option A – Council Facilities
 - Option D – Sanitary Bin Supply and Servicing
- To Northwest Cleaning Services for:
 - Option B – Public Toilets and BBQs (excluding Waratah)

- o Option C – Public Toilets and BBQs (Waratah)

This multi-award approach is expected to enhance service alignment across facility types while achieving Council’s objectives of value for money, sustainable service delivery, and consistent cleaning standards across all covered sites.

MOVED BY	CR ROBERTS
SECONDED BY	CR COURTNEY

That Council award Contract 834 – Provision of Cleaning Services for Council and/or Public Use Facilities as follows:


1. To Command51 for:
 - (a) Option A – Council facilities
 - (b) Option D – Sanitary bin supply and servicing.
2. To Northwest Cleaning Services for:
 - (a) Option B – Public toilets and BBQs (excluding Waratah)
 - (b) Option C – Public toilets and BBQs (Waratah only).

The MOTION was put and was CARRIED.

IN FAVOUR

CR COURTNEY	CR EDWARDS	CR JOHNSTONE	CR RAW
CR HYLAND	CR ROBERTS		

9.11 FINANCIAL REPORT FOR THE PERIOD ENDED 30 JUNE 2025

To: Council
Reporting Officer: Accountant
Responsible Manager: Director Financial Services
Report Date: 4 July 2025
File Reference: Financial Management - Reporting - Council
Enclosures: 1. Project Progress Report - June 

PURPOSE

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

BACKGROUND

The financial reports presented incorporate:

- Interim Income Statement
- Interim Balance Sheet
- Interim Cashflow Statement
- Investments
- Rate Summary
- Grant Summary
- Project Progress Report (attached)

DETAILS

Council's financial performance is currently tracking well, with a favourable variance of \$13,829. There are several favourable and unfavourable variances across the budget.

At the time of reporting, transactional processing for the 2024/25 financial year is continuing. The reports are therefore interim reports subject to further changes over the coming weeks. The financial reports for the year ending 30 June 2025 will then be independently audited by the Tasmanian Audit Office by 30 September 2025. The final audited financial statements will be presented to Council for formal adoption following receipt of the audit opinion.

STATUTORY IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Council Strategy or Plan Reference

Council Strategy or Plan	Date Adopted:
Financial Management Strategy 2025-2035	Adopted November 2024

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

All details are included in the attached reports.

MOVED BY	CR COURTNEY
SECONDED BY	CR ROBERTS

That Council notes the Financial Report for the period ended 30 June 2025

The MOTION was put and was CARRIED.

IN FAVOUR

CR COURTNEY	CR EDWARDS	CR JOHNSTONE	CR RAW
CR HYLAND	CR ROBERTS		

9.12 SENIOR MANAGEMENT REPORT

To: Council
Reporting Officer: Administration Officer
Responsible Manager: Chief Executive Officer
Report Date: 12 June 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 21 June 2025 to 14 July 2025.

Corporate

- NW General Managers
- Management team building session

Community

- Phil Reid, CCA

Industry/Infrastructure

- Regional Land Use Strategy Steering Committee
- Sam Marshall, NBN Co
- Sean Britton, Britton Timbers
- Retail/Grocery supermarket

Other

- Craig Garland MP
- Anita Dow MP
- Prof Richard Ecclestone, UTAS
- Paul Gardner, GM Circular Head

OTHER MATTERS

Sponsorship

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

1. Nil

Successful Grant Applications

Funding Program	Amount	Purpose
Tasmanian Waste and Resource Recovery Board – Sponsorship Program	\$9,500	Improve waste management practices and promote sustainable waste disposal at the 2025 Tulip Festival.
Department of Premier and Cabinet Evacuation Centre Resource Grant	\$13,783	To purchase specific resources and equipment to support the operation of evacuation and recovery centres for community members impacted by emergencies.

ADMINISTRATION – Use of Corporate Seal

13/6/25	Final Plan and Schedule of Easements	SD2208 108 McKays Road Somerset (2 into 11 lots and road extension)
17/6/25	Final Plan and Schedule of Easements	DA 328/2023 53-55 & 57 Wragg Street Somerset (shop extension and boundary adjustment)
18/6	Grant Deed	Tas Waste and Resource Recovery Board – \$,9500 funding for improvement of waste management practice and promotion of sustainable waste management at the Wynyard 2025 Tulip Festival.
27/6/25	Wonders of Wynyard Re-Sale Agent Agreement	Tasmanian Parks & Wildlife Service – Sale of National Parks Passes.
30/6/25	Final Plan and Schedule of Easements	SD2166 131 Old Bass Highway Wynyard (1 into 2 lots)
3/7/25	Final Plan and Schedule of Easements	SD2201 Village Land Somerset (1 into 7 lots)
15/7/25	Final Plan and Schedule of Easements	DA204/2024 – 219 Reservoir Drive and 13 Lennah Drive Wynyard (Boundary Adjustment)

POLICY

Council currently has 46 policies. Seven (7) of those policies will need to be reviewed over the next six months; five policies are outstanding as at the end of June with the Senior Leadership Team currently in the process of conducting reviews of all outstanding policies.

POLICIES TO BE RESCINDED

NIL		
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REPORTS OF OFFICERS AND COMMITTEES

WORKING GROUPS

	Elected Member Representatives	Responsible Officer(s)	Status
Somerset Sporting Precinct	Cr Johnstone Deputy Mayor Edwards	<ul style="list-style-type: none"> • General Manager • Manager Community Activation • Manager Recreation Planning and Environment • Recreation Liaison Officer 	<p>Council awarded the detailed design for Langley Park Changeroom upgrades at the December council meeting. Design has been informed through sporting stakeholder collaboration and construction drawings will be finalised during July.</p> <p>Preferred Concept design for the Somerset Indoor Stadium project has been selected. Stakeholder feedback on the concept was sought. QS being prepared. Workshop briefing in planning.</p>
Wynyard Sports Precinct	Cr Johnstone Cr Roberts	<ul style="list-style-type: none"> • Director Infrastructure and Development Services • Strategic Projects Manager • Manager Community Activation 	<p>The working group met 28 May2025. Concept design has been endorsed. Surfacing in hall confirmed as sports carpet</p> <p>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"> • General Manager • Executive Officer (GM office) • Strategic Projects Manager 	<p>Café roof poured late June. Formwork being erected to facilitate pouring of the Café first floor of the surf club building (pour mid-July).</p> <p>Retaining wall works Port Road to commence mid-July.</p>
Frederick Street Reserve Working Group	Cr Johnstone Cr Roberts	<ul style="list-style-type: none"> • Director Community and Engagement • Manager Community Activation 	<p>Frederick Street Master Plan Developed and is now being shared with community for feedback. See this agenda.</p>

REPORTS OF OFFICERS AND COMMITTEES

PLANNING PERMITS APPROVED UNDER DELEGATION – June 2025

DA No.	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	(D)Discretionary (P)Permitted
DA 56/2025	S Coward	37 Blackabys Road Boat Harbour	Dwelling & Water Tank	12.06.2025	28	D
DA 34/2025	PLA Designs Pty Ltd	145 Old Bass Highway Wynyard	Café Extension & Outbuilding (Shed)	17.06.2025	35	D
DA 70/2025	G Conti	20 Irbys Circus Sisters Beach	Change of Use (Visitor Accommodation)	17.06.2025	15	P
DA 71/2025	R Milne	31 Goldie Street Wynyard	Display Unit	17.06.2025	21	P
DA 29/2025	PLA Designs Pty Ltd	46-48 Goldie Street Wynyard	Subdivision (2 into 1) & Alterations	19.06.2025	27	P
DA 55/2025	PDA Surveyors Engineers & Planners	16A Somerset Esplanade Somerset	Redevelopment of Sports Facility	30.06.2025	40	D

BUILDING PERMITS APPROVED – June 2025

Permit Number	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	Related Planning Approval
PSC-W-2025-03-01	J Blood	29 Irby Boulevard Sisters Beach	As constructed – Outbuilding with Amenities	03-06-2025	18	DA 108/2024-A
BLD-W-2025-14-01	T Ferguson-Smith	11A Irbys Circus Sisters Beach	Dwelling	03-06-2025	6	DA 180/2024
PSC-W-2025-04-01	R Lonergan	130 Lyons Road Lapoinya	As Built Shed	03-06-2025	10	NPR
PSC-W-2025-05-01	L & D Inkson	8 Beachside Close Wynyard	As Built Front Fence	18-06-2025	6	DA 23/2025

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 was adopted as part of 2025/26 Annual plan & budget. Work will now be scheduled.</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
23/6/25	7.3.1	CQTON - Cr Courtney – FOGO Bins: Use of FOO 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	DIDS	

REPORTS OF OFFICERS AND COMMITTEES

DATE	ITEM	TOPIC	ACTION/STATUS	OFFICER	STATUS
			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 <i>Refer response this agenda</i>		
23/6/25	7.3.2	CQTON - 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. <i>Refer response this agenda</i>	CEO	Closed
23/6/25	7.3.3	CQTON - Cr Courtney – Solar Panels	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. <i>Refer response this agenda</i>	DIDS	
23/6/25	7.3.5	CQTON - 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. <i>Refer Response this agenda.</i>	DIDS	
23/6/25	7.3.6	CQTON - 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? <i>Refer response this agenda</i>	DIDS	
23/6/25	7.3.7	CQTON – 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. <i>Refer response this agenda</i>	DIDS	

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

It is recommended that Council notes the Senior Management Report.

MOVED BY	CR ROBERTS
SECONDED BY	CR RAW

That Council notes the Senior Management Report.


The MOTION was put and was CARRIED.

IN FAVOUR

CR COURTNEY	CR EDWARDS	CR JOHNSTONE	CR RAW
CR HYLAND	CR ROBERTS		

9.13 MINUTES OF OTHER BODIES/COMMITTEES

9.13.1 MINUTES OF OTHER BODIES/COMMITTEES - AUDIT PANEL COMMITTEE HELD 10 JUNE 2025

To: Council
Reporting Officer: Information Management Officer
Responsible Manager: Director Financial Services
Report Date: 14 July 2025
File Reference: Audit Panel
Enclosures: 1. Unconfirmed Audit Panel Minutes - 10 June 2025 

PURPOSE

The Audit Panel met on 10 June 2025 and the unconfirmed Minutes were released by the Chair on 13 July 2025 and are presented to Council for noting.

BACKGROUND

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

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

The current members of the Shared Panel are:

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

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

DETAILS

The Audit Panel met on 10 June 2025 at the Waratah-Wynyard Council.

The meeting reviewed the following standard agenda items:

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

The major work plan for the meeting covered:

- Financial Management – Audit Strategy

- Financial Governance – Annual Plan and Budget, Asset Revaluation Program
- Internal Controls and Risk Management – Outstanding Debts
- Legal Compliance and Ethics – Compliance with Legislation, Policy Reporting

There were no formal recommendations made to Council at the meeting. The Panel's next meeting is scheduled to be held on 26 August 2025.

STATUTORY IMPLICATIONS

Statutory Requirements

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

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

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no financial implications in this recommendation.

RISK IMPLICATIONS

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

CONSULTATION PROCESS

There are no consultation requirements as a result of this report

COMMENT

It is recommended that Council notes the Unconfirmed Minutes of the Audit Panel Committee held on 10 June 2025.

MOVED BY	CR RAW
SECONDED BY	CR ROBERTS

That Council notes the unconfirmed Minutes of the Audit Panel Committee meeting held on 10 June 2025.

The MOTION was put and was CARRIED.

IN FAVOUR

CR COURTNEY	CR EDWARDS	CR JOHNSTONE	CR RAW
CR HYLAND	CR ROBERTS		

10.0 MATTERS PROPOSED FOR CONSIDERATION IN CLOSED MEETING

MOVED BY	CR COURTNEY
SECONDED BY	CR JOHNSTONE

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

<i>Matter</i>	<i>Local Government (Meeting Procedures) Regulations 2025 Reference</i>
<i>Confidential Report R17 (2) - Confirmation Of Closed Minutes Of Previous Meeting</i>	17 (2)
<i>Confidential Report R17 (2) (a) personnel matters, including complaints against an employee of the council and industrial relations matters</i>	17 (2) (a)
<i>Confidential Report R17 (2) – Notices Of Motion</i>	17(2)
<i>Confidential Report R17 (2) (i) - Leave of Absence Request – Councillors</i>	17(2)(i)
<i>Confidential Report R17 (2) - Closed Senior Management Report</i>	17(2)
<i>Confidential Report R17 (2) (h) information of a personal nature or information provided to the council on the condition it is kept confidential</i>	17 (2) (h)
<i>Confidential Report R17 (2) (g) proposals for the council to acquire land or an interest in the land or for the disposal of land</i>	17 (2) (g)
<i>Confidential Report R17 (2) (h) information of a personal nature or information provided to the council on the condition it is kept confidential</i>	17 (2) (h)

The MOTION was put and was CARRIED.

IN FAVOUR

CR COURTNEY	CR EDWARDS	CR JOHNSTONE	CR RAW
CR HYLAND	CR ROBERTS		

11.0 CLOSURE OF MEETING TO THE PUBLIC

MOVED BY	CR COURTNEY
SECONDED BY	CR JOHNSTONE

That the Council RESOLVES BY AN ABSOLUTE MAJORITY to go into Closed Meeting to consider the following matters, the time being 6:49PM

Matter	Local Government (Meeting Procedures) Regulations 2025 Reference
<i>Confidential Report R17 (2) - Confirmation Of Closed Minutes Of Previous Meeting</i>	17 (2)
<i>Confidential Report R17 (2) (a) personnel matters, including complaints against an employee of the council and industrial relations matters</i>	17 (2) (a)
<i>Confidential Report R17 (2) – Notices Of Motion</i>	17(2)
<i>Confidential Report R17 (2) (i) - Leave of Absence Request – Councillors</i>	17(2)(i)
<i>Confidential Report R17 (2) - Closed Senior Management Report</i>	17(2)
<i>Confidential Report R17 (2) (h) information of a personal nature or information provided to the council on the condition it is kept confidential</i>	17 (2) (h)
<i>Confidential Report R17 (2) (g) proposals for the council to acquire land or an interest in the land or for the disposal of land</i>	17 (2) (g)
<i>Confidential Report R17 (2) (h) information of a personal nature or information provided to the council on the condition it is kept confidential</i>	17 (2) (h)

The MOTION was put and was CARRIED.

IN FAVOUR

CR COURTNEY	CR EDWARDS	CR JOHNSTONE	CR RAW
CR HYLAND	CR ROBERTS		

12.0 RESUMPTION OF OPEN MEETING

At 7:06 pm the Open Meeting was resumed.

13.0 PUBLIC RELEASE ANNOUNCEMENT

MOVED BY	
SECONDED BY	

That Council, pursuant to Regulation 17(9) of the *Local Government (Meeting Procedures) Regulations 2025* 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	Cradle Coast Authority - Burnie City Council	Council endorses the re-admission of Burnie City Council to the Cradle Coast Authority
19.3	Purchase of land	Council authorises the CEO to enter a contract for the purchase of land at 16B Wragg Street Somerset

The MOTION was put and was CARRIED.

IN FAVOUR

CR COURTNEY	CR EDWARDS	CR JOHNSTONE	CR RAW
CR HYLAND	CR ROBERTS		

THERE BEING NO FURTHER BUSINESS THE CHAIRPERSON DECLARED THE MEETING CLOSED AT 7:06 pm.

Confirmed,

ACTING MAYOR

18 August 2025