



**ORDINARY MEETING
OF COUNCIL**

**AGENDA
OPEN MEETING**

22 June 2020

17 June 2020

Notice of Meeting – Ordinary Meeting of Council

In accordance with the *Local Government (Meeting Procedures) Regulations 2015* NOTICE is hereby given that the next Ordinary Meeting of the Waratah-Wynyard Council will be held via video / teleconference on Monday 22 June 2020 with the Business of the meeting to be in accordance with the following agenda paper.

General Manager's Certification

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

1. Such advice, information and/or recommendation has been given by a person who has the qualifications or experience necessary to give such advice; and
2. Where any advice is given by a person who does not have the required qualifications or experience, that person has obtained and taken into account the advice from an appropriately qualified or experienced person.



Shane Crawford
GENERAL MANAGER

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

17 June 2020

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

Dear Shane,

COUNCIL MEETING

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

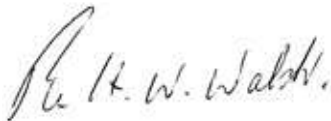
4. *Convening meetings of council*
(1) *The mayor of a council may convene council meetings*

and *S.18(3a) of the COVID Act*, which states:

as determined by notice in writing, delivered, by the person who ordinarily presides over such meetings

I request that you make the necessary arrangements for the next ordinary meeting of Council to be convened on Monday 22 June 2020 commencing at 6.00pm via video / teleconference.

Yours sincerely



Cr Robby Walsh
MAYOR

TABLE OF CONTENTS

1.0	RECORD OF ATTENDANCE	7
1.1	ATTENDANCE.....	7
1.2	APOLOGIES	7
1.3	LEAVE OF ABSENCE PREVIOUSLY APPROVED	7
2.0	CONFIRMATION OF MINUTES OF PREVIOUS MEETING.....	8
2.1	CONFIRMATION OF MINUTES OF PREVIOUS ORDINARY COUNCIL MEETING.....	8
3.0	DECLARATIONS OF INTEREST.....	9
4.0	COUNCILLORS ANNOUNCEMENTS AND REPORT	10
4.1	ANNOUNCEMENTS BY MAYOR.....	10
4.2	MAYOR'S COMMUNICATIONS.....	10
4.3	REPORTS BY DELEGATES.....	11
4.3.1	MAYOR R WALSH - RESIGNATION OF COUNCILLOR HOUSE	11
4.4	NOTIFICATION OF COUNCIL WORKSHOPS.....	12
5.0	PUBLIC QUESTIONS AND STATEMENTS.....	13
5.1	RESPONSE(S) TO PUBLIC QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING	14
5.2	PUBLIC QUESTIONS RECEIVED IN WRITING	14
5.2.1	MR C HUTCHISON - RESOURCE SHARING	14
5.2.2	MR C HUTCHISON - CHANGE TO COUNCIL PRACTICES	16
5.3	PUBLIC QUESTIONS WITHOUT NOTICE	16
5.4	PUBLIC STATEMENTS RECEIVED IN WRITING.....	17
5.4.1	C HUTCHISON - CR HOUSE RESIGNATION	17
5.5	PUBLIC STATEMENTS WITHOUT NOTICE	18
6.0	PLANNING AUTHORITY ITEMS	19
6.1	PUBLIC QUESTIONS WITHOUT NOTICE – RELATING TO PLANNING MATTERS.....	19
6.2	PUBLIC STATEMENTS - RELATING TO PLANNING MATTERS	19
6.3	BOUNDARY RECONFIGURATION (5 INTO 5 LOTS) & NEW DWELLING AT 58 LITTLE VILLAGE LANE & 251 VILLAGE LANE, SOMERSET- SD2088 & DA16/2020	20
7.0	MATTER RAISED BY COUNCILLORS	35
7.1	RESPONSE(S) TO COUNCILLOR QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING.....	35
7.1.1	CR BRAMICH - RUBBISH BIN BOAT HARBOUR SHOP.....	35
7.2	COUNCILLOR QUESTIONS RECEIVED IN WRITING	35
7.3	COUNCILLOR QUESTIONS WITHOUT NOTICE	35

8.0	NOTICE OF MOTION	36
8.1	CR CELISA EDWARDS - VIRTUAL FENCING SISTERS BEACH ROAD	36
8.2	CR FAIRBROTHER - CROWN LAND.....	38
9.0	REPORTS OF OFFICERS AND COMMITTEES.....	40
9.1	RATES AND CHARGES POLICY	40
9.2	ANNUAL PLAN AND BUDGET ESTIMATES 2020/21	45
9.3	COVID-19 COUNCIL UPDATE.....	55
9.4	OPEN SPACE, SPORT AND RECREATION PLAN 2017-2027 - SOMERSET MASTERPLAN REVIEW - SOMERSET SOCCER GROUNDS	64
9.5	SISTERS BEACH PUBLIC CAMPING.....	71
9.6	PUBLIC ART ADVISORY COMMITTEE	75
9.7	REIMAGINING OUR REGIONS - TASMANIA'S FAR NORTH WEST REPORT	79
9.8	COMMUNICATION AND ENGAGEMENT STRATEGY YEAR ONE REVIEW	82
9.9	2020 WASTE SURVEY DETAILED RESULTS REPORT.....	88
9.10	CRADLE COAST WASTE MANAGEMENT GROUP - ANNUAL PLAN AND BUDGET	91
9.11	LGAT - SPECIAL MEETING 26 JUNE 2020.....	94
9.12	AWARD OF CONTRACT #744 - PROVISION OF BRIDGE ASSET MANAGEMENT SERVICES	97
9.13	AWARD OF CONTRACT #745 - OLD BASS HIGHWAY (PORT CREEK) BRIDGE REPLACEMENT	100
9.14	AWARD OF CONTRACT #746 PROVISION OF BITUMEN SURFACING SURFACING.....	104
9.15	FINANCIAL REPORT FOR THE PERIOD ENDED 31 MAY 2020	107
9.16	SENIOR MANAGEMENT REPORT.....	133
9.17	MINUTES OF OTHER BODIES/COMMITTEES	142
	9.17.1 MINUTES OF OTHER BODIES/COMMITTEES - CRADLE COAST AUTHORITY REPRESENTATIVES COMMITTEE HELD 14 MAY 2020.....	142
	9.17.2 MINUTES OF OTHER BODIES/COMMITTEES - WARATAH-WYNYARD COUNCIL AUDIT PANEL COMMITTEE MEETING HELD 9 JUNE 2020	145
10.0	MATTERS PROPOSED FOR CONSIDERATION IN CLOSED MEETING	148
11.0	CLOSURE OF MEETING TO THE PUBLIC.....	149
12.0	RESUMPTION OF OPEN MEETING	150
13.0	PUBLIC RELEASE ANNOUNCEMENT.....	150

**AGENDA OF AN ORDINARY MEETING OF THE WARATAH-WYNYARD COUNCIL
TO BE HELD VIA VIDEO/TELECONFERENCE ON MONDAY 22 JUNE 2020,
COMMENCING AT 6PM**

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

AUDIO RECORDING OF COUNCIL MEETINGS POLICY

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

ANNOUNCEMENT LIVE STREAMING OF COUNCIL MEETING

The Mayor to advise that Council will be Livestreaming the meeting to the public.

ACKNOWLEDGEMENT OF COUNTRY

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

1.0 RECORD OF ATTENDANCE

Legislative Reference:

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

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

(a) attendance and apologies.

1.1 ATTENDANCE

1.2 APOLOGIES

1.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED

Nil received.

2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Legislative Reference:

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

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

(b) Confirmation of the minutes.

2.1 CONFIRMATION OF MINUTES OF PREVIOUS ORDINARY COUNCIL MEETING

RECOMMENDATION

That the Minutes of the Ordinary Meeting of the Waratah-Wynyard Council held via video conference on Monday 18 May 2020, a copy of which having previously been circulated to Councillors prior to the meeting, be confirmed as a true record.

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

3.0 DECLARATIONS OF INTEREST

Legislative Reference:

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

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

Councillor and Agenda Item Number

Staff and Agenda Item Number

4.0 COUNCILLORS ANNOUNCEMENTS AND REPORT

4.1 ANNOUNCEMENTS BY MAYOR

Nil received.

4.2 MAYOR'S COMMUNICATIONS

RECOMMENDATION

That the Council note That the Council note the Mayors Communications

14/5/20	CCA Representatives Meeting
18/5/20	Meeting with Constituent
18/5/20	Council Meeting
21/5/20	COVID-19 Web Conference Minister Shelton
21/5/20	Meeting with General Manager
25/5/20	Councillor Workshop
26/5/20	Meeting with General Manager
27/5/20	Meeting with Constituent
1/6/20	Councillor Workshop
2/6/20	Tasmania Talks Radio Interview
3/6/20	Handover of Funds Raised to Wynyard Rotary Club
3/6/20	Meeting with General Manager
3/6/20	Meeting with Tasmanian Audit Office
4/6/20	Martyn Agatyn Radio Interview
7/6/20	Coastal Pathway Media Event
9/6/20	Audit Panel Meeting
9/6/20	Meeting with General Manager
11/6/20	Meeting with Developer
11/6/20	Meeting with Wynyard Bowls Club

4.3 REPORTS BY DELEGATES

4.3.1 MAYOR R WALSH - RESIGNATION OF COUNCILLOR HOUSE

Supporting Documents: Nil

STATEMENT

Allie House has resigned as Councillor with the Waratah-Wynyard Council, effective 5 June 2020.

Allie was first elected to Council in 2018, following a highly successful campaign, finishing second on first preferences.

She has made a significant impact in her short time on Council with a heightened focus on transparency, communication, engagement and accountability. Projects which Allie has had strong involvement have included animal management - particularly dogs, public camping, live streaming of Council meetings and Council's Environmental Strategy.

The highly successful Community Conversations were instigated following a motion from Cr House.

I wish to thank Allie for her contribution to Council and our community. She has brought a new perspective to our Council table and certainly made a positive difference in her time.

The casual vacancy will be filled by recount conducted by the Electoral Commissioner which is due to be completed on 22 June.

4.4 NOTIFICATION OF COUNCIL WORKSHOPS

Legislative Reference:

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

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

(c) the date and purpose of any council workshop held since the last meeting.

RECOMMENDATION

That the Council note the following Councillor Workshops

25 May 2020	<ul style="list-style-type: none">• Final Review of Draft Annual Plan and Budget• Review of Community Conversations• Review of Communication, Workshops and Meetings when COVID-19 restrictions eased
1 June 2020	<ul style="list-style-type: none">• Draft Settlement Strategy Review• End of Year Councillor Administration Review• COVID-19 Actions Update
15 June 2020	<ul style="list-style-type: none">• 20/21 Budget Review• Tourism Update• Waratah Community Board Presentation

Upcoming Workshops - Indicative Only

29 June 2020	Customer Service Charter Review
--------------	---------------------------------

Councillor Attendance Records

Meetings attended during 2019/20 (to 15 June 2020)

	Ordinary Meetings 2019/20 (11)	Special Meetings 2019/20 (1)	Workshops 2019/20 (36)	Weeks Leave Approved
Mayor Robert Walsh	11	1	36	
Deputy Mayor Mary Duniam	11	1	34	2
Cr Gary Bramich	11	1	35	
Cr Andrea Courtney	8	1	20	2
Cr Celisa Edwards	11	1	30	2
Cr Darren Fairbrother	11	1	35	
Cr Allie House**	9	1	26	2
Cr Kevin Hyland	8	1	18	4

**Note that Cr House resigned as of 5 June 2020

5.0 PUBLIC QUESTIONS AND STATEMENTS

Legislative Reference:

Local Government (Meeting Procedures) Regulations 2015 Regulation 31

- (1) *A member of the public may give written notice to the general manager 7 days before an ordinary meeting of the Council of a question to be asked at that meeting.*
- (3) *The Chairperson at an ordinary meeting of a council must ensure that, if required, at least 15 minutes of the meeting is available for questions to be asked by members of the public.*
- (4) *A question by any member of the public under this regulation and an answer to that question are not to be debated at the ordinary council meeting.*
- (7) *A council is to determine any other procedures to be followed in respect of question time.*

The Council determined (at a meeting held on 20 July 2015) that the following procedures be followed in respect of question time: -

- (1) *In this clause a question includes part of a question (so that a question in 3 parts is to be treated as 3 questions).*
- (2) *A member of the public who wishes to ask a question at a meeting must—*
 - (a) *before the commencement of the meeting, submit their question in writing, on the form provided by the local government, to the General Manager or his or her representative; and*
 - (b) *be present at the meeting when the question is asked, however the person may seek approval from the Presiding Member for their nominated representative to ask the question on their behalf.*
- (3) *A completed question time form must include:*
 - (a) *the name and residential or contact address of the person who wishes to ask the question; and*
 - (b) *the question in a succinct and legible form.*
- (4) *In cases of disability or other extenuating circumstances:*
 - (a) *an officer of the local government, if requested to do so, may assist the person to complete a question time form; and*
 - (b) *in the absence of that assistance, the Presiding Member may permit a person to ask a question that was not included on a question time form.*
- (5) *(a) If more than 2 questions are submitted in writing by any one person, the Presiding Member shall allow that person, in the first instance, to ask a maximum of 2 questions;*
- (b) *If after all other members of the public have asked their questions, and where time permits, the Presiding Member is to allow members of the public who wish to ask more than 2 questions to sequentially ask one further question. This process will continue until the allotted time has expired; and*
- (c) *Where only one person wishes to ask more questions and where time permits, the Presiding Member is to invite that person to ask their additional questions.*
- (6) *The Presiding Member may decide that a question is out of order, and is not to be recorded or responded to—*
 - (a) *if it is not in the form of a question, having regard to its content and length, is essentially a statement of expression of opinion rather than a question, provided that the Presiding Member has taken reasonable steps to assist the member of the public to phrase the statement as a question; or*
 - (b) *if the question uses an offensive or objectionable expression or is defamatory.*
- (7) *The Presiding Member may determine that any question requiring research or investigation be answered in writing as soon as practicable.*
- (8) *Where the necessary information is available at the time the question is posed a response is to be provided by either the General Manager, relevant Member or employee nominated by the Presiding Member.*
- (9) *If the 15minute period set aside for questions from the public is reached, Council, by resolution, may resolve to extend the period for an additional 15 minutes to allow further questions to be asked.*
- (10) *No more than two 15-minute extensions to the time for the public to ask questions are to be permitted.*

The Council determined (at a meeting held on 20 July 2015) that the following procedures be followed in respect of public statements: -

- (1) *Members of the public may, during the public statements or the Planning Authority segments of the order of business, with the consent of the Presiding Member make a public statement on any matter that appears on the agenda for that meeting provided that:*
 - (a) *The member of the public submits to the General Manager prior to the commencement of the meeting the public statement in a form acceptable to the General Manager and which includes the name and residential or contact address of the member of the public;*
 - (b) *The public statement precedes discussion of any matter which requires a decision to be made at the meeting but otherwise at item (11) of order of business at clause 4.2;*
 - (c) *The public statement is limited to a maximum period of 3 minutes, unless otherwise determined by the Presiding Member; and*
 - (d) *No discussion or questions relating to the statement are permitted, unless otherwise determined by the Presiding Member.*
- (2) *Fifteen minutes is to be allocated for the public statement time.*

-
- (3) *Once all statements have been made, nothing prevents the unused part of the statement time period from being used for other matters.*
 - (4) *If the 15-minute period set aside for public statements is reached, Council, by resolution, may resolve to extend the period for an additional 15 minutes to allow statements to be made.*
 - (5) *No more than two 15-minute extensions to the time for public statements are to be permitted.*
 - (6) *Procedures for public statements are to be in accordance with policy adopted from time to time by the Council and, where the policy is silent on a matter, the procedures for that matter are to be determined by the Presiding Member.*

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

Nil received.

5.2 PUBLIC QUESTIONS RECEIVED IN WRITING

5.2.1 MR C HUTCHISON - RESOURCE SHARING

QUESTION

Based on some information that has come to my attention, resource sharing between Waratah-Wynyard Council and Circular Head Council has decreased over the past few years. The origin of this development is unclear.

Can Council please advise:

- How has resource sharing between the Circular Head and Waratah-Wynyard Councils operated in the past 10 years?
- Has money been used to replace these resource sharing roles at each council, specifically Waratah-Wynyard Council? And
- How much money has been used by the Waratah-Wynyard Council to replace these resource sharing roles?

OFFICERS RESPONSE

Council's Annual Report each year outlines the resource sharing arrangement with Circular Head Council. The last Annual Report stated –

Circular Head and Waratah-Wynyard Councils initiated Resource Sharing in 2008. In May 2018 the formal Resource Sharing Agreement was extended for a further five-year period. The Resource Sharing arrangement helps both Councils to:

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

As at 30 June 2019 there were 17 positions shared to varying degrees across the two Councils. Both Councils continue to pursue joint strategic tasks and projects. The scope of resource sharing activities include:

- *Sharing staff*
- *Integrated strategic and operational planning*
- *Joint procurement and shared contract management*
- *Sharing of plant and equipment*
- *Consistent policy and procedures*

Resource shared positions are as follows:

- *HR Coordinator*
- *Director Infrastructure & Development Services*
- *Manager Engineering & Projects*
- *Manager Asset & Services*
- *Asset Service Levels Developer*
- *Manager Development & Regulatory Services*
- *Graduate Civil Engineer*
- *Future Projects and Delivery Coordinator*
- *Engineering Projects Co-ordinator*
- *NRM Officer*
- *Plumbing Compliance Officer*
- *Director Corporate & Community Services*
- *Manager Community Activation*
- *Health and Safety Officer*
- *Communications Officer*
- *GIS Coordinator*
- *IT Coordinator*

Since this report three positions are no longer resource shared, namely the HR Coordinator, Health and Safety Officer and Communications Officer. An additional shared role, Project Officer – Community Health and Wellbeing will soon be added.

With any vacancy, whether resourced shared or not, evaluation and assessment is undertaken to determine the optimum outcome for both Councils. With the three positions outlined above, there has been no detrimental impact on costs to either Council and operational changes have resulted in improved productivity. Costs associated with the replacement are standard recruitment costs such as advertising.

5.2.2 MR C HUTCHISON - CHANGE TO COUNCIL PRACTICES

QUESTION

My question for Councillors and Council staff; what changes should be considered and made by this Council in light of the recent resignation of a Waratah-Wynyard Councillor and the associated comments in my Statement with notice?

OFFICERS RESPONSE

Council officers advise that there are no plans to make any immediate changes as a result of Councillor House's resignation.

At the time of agenda preparation, Allie House has not yet undertaken an exit interview which is likely to occur in coming weeks. It is important a balanced view is taken to any review, not simply the viewpoint of one individual.

5.3 PUBLIC QUESTIONS WITHOUT NOTICE

Legislative Reference:

Local Government (Meeting Procedures) Regulations 2015 Regulation 31(2)(5)

(2) The Chairperson of an ordinary council meeting may –

(b) invite any members of the public present at an ordinary meeting to ask questions relating to the activities of the council.

When dealing with questions that require research or a detailed response –

(5) The Chairperson may –

(b) require a question to be put on notice and in writing to be answered at a later ordinary council meeting.

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

5.4 PUBLIC STATEMENTS RECEIVED IN WRITING

A summary that includes the name of the person making a public statement and subject title of that statement will be recorded in the minutes.

5.4.1 C HUTCHISON - CR HOUSE RESIGNATION

DETAILS

I have included this statement for the agenda so that there is sufficient time to digest what I am saying and what has already been said. This Council has a need for some reflection on existing practice.

Former Councillor, Allie House, resigned in the time since the last meeting, partly for personal reasons. However, according to various statements made, the resignation was primarily due to frustrations with attitudes and council structures in place.

This is a summary of her accusations brought to this Council:

Feedback to Councillors

- Some treat it like a job instead of a little hobby on the side or a retirement pension.
- The calibre of debate is often really poor - a representation that people just didn't understand the content.
- The calibre of debate needs to be better.
- Very few others that put the time and effort into it.
- It gets treated like a hobby by most.
- Retirees and people in there that are just treating it like a hobby don't give it the time and the effort that it needs.
- Perhaps some don't have the contemporary skills or experiences to apply.
- Why are we not across every detail of every paper that comes up?
- You have to tick and flick some of the documents according to some councillors, which is not good enough.

Feedback to Council staff

Limitations

- I couldn't apply my passion, dedication, good governance head, and all that I had to give.
- It is not designed to enable young people or professionals to effectively be in there and achieve good work in their community.
- It is not a usual employment arrangement where you might have a manager or somebody to go to for support or advice.

Time

- I was expected to be a rubber stamp.
- No time to do things effectively.
- Not enough time to go through documentation.
- At council meetings, make really important decisions for the community without having suitable time to consult with the community.
- You spend a lot of time and effort giving people information and no time and effort on actual strategy and really important decision making.

The ABC also interviewed some other commentators, summarised below:

Leon Compton - ABC Radio Hobart

How do we need to change local government to get more young people to put their hands up and stand?

Cr. Luke Edmunds - Clarence City Council

There needs to be a thorough look at what is discouraging people from running for local government and what can be done to support them when they are elected.

Sue Hickey MP

We need to be far more efficient, there are precious dollars, and there is so much to do.

Ruth Forrest MLC

The election outcome showed the Waratah-Wynyard Community were clearly saying that they want change.

Greg Barns SC

This raises the issue of the need for term limits. You've got people in local government who've been in there for a long long time, it must be very frustrating for the new kid on the block when you see entrenched forces.

I expect Councillors to discuss these issues seriously on behalf of ratepayers who have entrusted you to ensure the smooth operation of Council. You can blame the outgoing Councillor, but at the end of the day, the remaining councillors now have the responsibility for the good management and the community demands answers.

Whilst I do not agree with all of the decisions that she made during her short stint, based on my observations of this Council, her comments about Councillors and the lack of time to review and consider documentation are fair and justified.

What more than the resignation of a Councillor will it take to wake up and realise the seriousness of the issues raised? If Councillors cannot address some of these points, maybe they should consider joining the resignation queue also.

5.5 PUBLIC STATEMENTS WITHOUT NOTICE

6.0 PLANNING AUTHORITY ITEMS

Legislative Reference:

Local Government (Meeting Procedures) Regulations 2005 Regulation 25/ Judicial Review Act.

The Chairperson is to advise the meeting if a Council intends to act at a meeting as a Planning Authority under the Land Use Planning and Approvals Act 1993.

25(2) The general manager is to ensure that the reasons for a decision by a Council acting as a Planning Authority are recorded in the minutes.

Any alternative decision the Council may make to a recommendation appearing on the Agenda, requires a full statement of reasons in order to maintain the integrity of the planning approval process and to comply with the Requirements of the *Judicial Review Act*.

6.1 PUBLIC QUESTIONS WITHOUT NOTICE – RELATING TO PLANNING MATTERS

Legislative Reference:

Local Government (Meeting Procedures) Regulations 2015 Regulation 31(2)(5)

(2) The Chairperson of an ordinary council meeting may –

(b) invite any members of the public present at the meeting to ask questions relating to the activities of the council.

When dealing with questions that require research or a detailed response –

(5) The Chairperson may –





(b) require a question to be put on notice and in writing to be answered at a later ordinary council meeting.

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

6.2 PUBLIC STATEMENTS - RELATING TO PLANNING MATTERS

A summary that includes the name of the person making a public statement and subject title of that statement will be recorded in the minutes.

6.3 BOUNDARY RECONFIGURATION (5 INTO 5 LOTS) & NEW DWELLING AT 58 LITTLE VILLAGE LANE & 251 VILLAGE LANE, SOMERSET- SD2088 & DA16/2020

To: Council
Reporting Officer: Town Planner
Responsible Officer: Director Infrastructure and Development Services
Report Date: 11 June 2020
File Reference: 2061886, 2593188, 2593196, 3133343
Supporting Documents: 1. Advertised Documentation 
2. Extension of Time 
3. Representation 
4. Pre-lodgement Road Access and Stormwater Advice 

RECOMMENDATION

That Council, in accordance with Section 51 and Section 57 of the *Land Use Planning and Approvals Act 1993* and the *Waratah-Wynyard Interim Planning Scheme 2013*, approve the boundary reconfiguration (5 into 5 lots) & new dwelling at 58 Little Village Lane & 251 Village Lane Somerset, subject to the following conditions:

PART A CONDITIONS:

- (1) The development is to be generally in accordance with the application as submitted and endorsed documents as listed:**
 - a) Proposal Plans with Drawing Number 19209-01, 03 and 04 Revision E and as prepared by PLA Designs and dated 12 May 2020.**
 - b) Proposal Plans with Drawing Number 19209-02 Revision C as prepared by PLA Designs and dated 19 March 2020.**
 - c) Proposal Plans with Drawing Number 19209-05 and 06 Revision A as prepared by PLA Designs and dated 23 January 2020.**
 - d) Geotechnical Investigation and Landslide Risk Assessment with Project Number GL19550Ab as prepared by Tony Barriera of GeoTon Pty Ltd Geotechnical Consultants and dated 30 January 2020.**
- (2) All costs associated with the proposed development including those related to infrastructure extensions or upgrades to Council assets are to be met by the developer.**
- (3) In the course of undertaking the development/use there is to be no damage caused to any Council owned infrastructure or property.**
- (4) Loading and unloading of vehicles is to be confined to within the boundaries of the property.**

-
- (5) Vehicular access to and egress from the site is to occur only in a forward motion.**
 - (6) The development is to be in accordance with the Bushfire Hazard Management Report and Plan with Report Reference 19209-B as prepared by Jayne Newman, of Planning 4 Bushfire and dated 14 May 2020.**
 - (7) Underground power is to be provided to proposed lot 4 in the development in accordance of the requirements of Aurora Energy and IPWEA standard drawings and specifications.**
 - (8) Control measures are to be installed for the duration of the construction phase so as to limit the loss of soils and other debris from the site.**
 - (9) The location of existing private services on the site are to be identified and where necessary, separate private sewer, water and stormwater services, including on-site disposal systems, so they are contained wholly within the individual lots the serve.**
 - (10) A Final Survey Plan submitted for sealing by the Council is to show all easements required for powerlines, sewerage, water, drainage purposes, vegetation and legal access.**
 - (11) Before the Final Plan may be sealed, all condition of this permits are to be completed.**
 - (12) Road access and stormwater arrangements are to be provided in accordance with pre-lodgement advice dated 13 May 2020.**

Notes: -

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

- An “Activity in Road Reservation” permit must be obtained from Council for all activity within the Road Reservation.
- This project must be substantially commenced within two years of the issue of this permit.
- The applicant is advised to consult with a building surveyor to ensure the development is constructed in accordance with *Building Act 2016*.
- This permit is based on information and particulars set out in Development Application SD2088 & DA16/2020. Any variation requires an application for further planning approval of Council.
- This development/use is not to result in the generation of environmental harm or nuisance as defined in the *Environmental Management and Pollution Control Act 1994*.
- A full assessment of the Onsite Waste Water Disposal System will be undertaken at the Building/Plumbing application stage.
- Attention is drawn to existing or proposed electricity infrastructure, please be sure to contact TasNetworks on 1300 137 008 to ensure these works do not impede on existing electricity easements and are at a safe distance from powerlines. Failure to do so could result in the relocation of electricity assets at your cost.

-
- For letterbox placement please contact 'Australia Post 64345580' for correct guidelines.
 - A further fee is required for the signing and sealing of Final and Strata Plans. Please refer to Council's website for current Planning fees.
 - Any further clearing or development located within 30m of a watercourse is likely to trigger a further planning permit. Please note potentially threatened species have been mapped on the TheList website adjoining the western boundary of the property.
 - Under Section 61 (4) of the *Land Use Planning and Approvals Act 1993*, the applicant has the right to lodge an appeal against Council's decision. Notice of appeal should be lodged on the prescribed form together with the required fee within fourteen days after the date on which notice of the decision was served on that person, to the Resource Management and Planning Appeal Tribunal, G.P.O. Box 2036, Hobart, 7001. Updated Notices of Appeal are available on the Tribunal's website at www.rmpat.tas.gov.au.

PURPOSE

The purpose of this report is for Council to consider the merits of the application SD2088 & DA16/2020 against the requirements of the *Waratah-Wynyard Interim Planning Scheme 2013* (Planning Scheme).

BACKGROUND

The subject site includes titles located at 58 Little Village Lane, 251 Village Lane Somerset and CT 2/141599 and CT 1/207151, Somerset. Currently three of the titles are located within the Rural Resource Zone and two titles are located within the Rural Living zone. Currently the title identified as CT 2/141599 has an existing access and telecommunication tower onsite. The two lots referred to as 251 Village Lane and CT1/207151 do not have legal crossovers to a street access and instead rely on internal access arrangements within the farm. Access is existing for 58 Little Village Lane by a right of way through to Little Village Lane, this will remain unchanged. A second title referred to also as 58 Little Village Lane is currently land locked with no legal access.

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

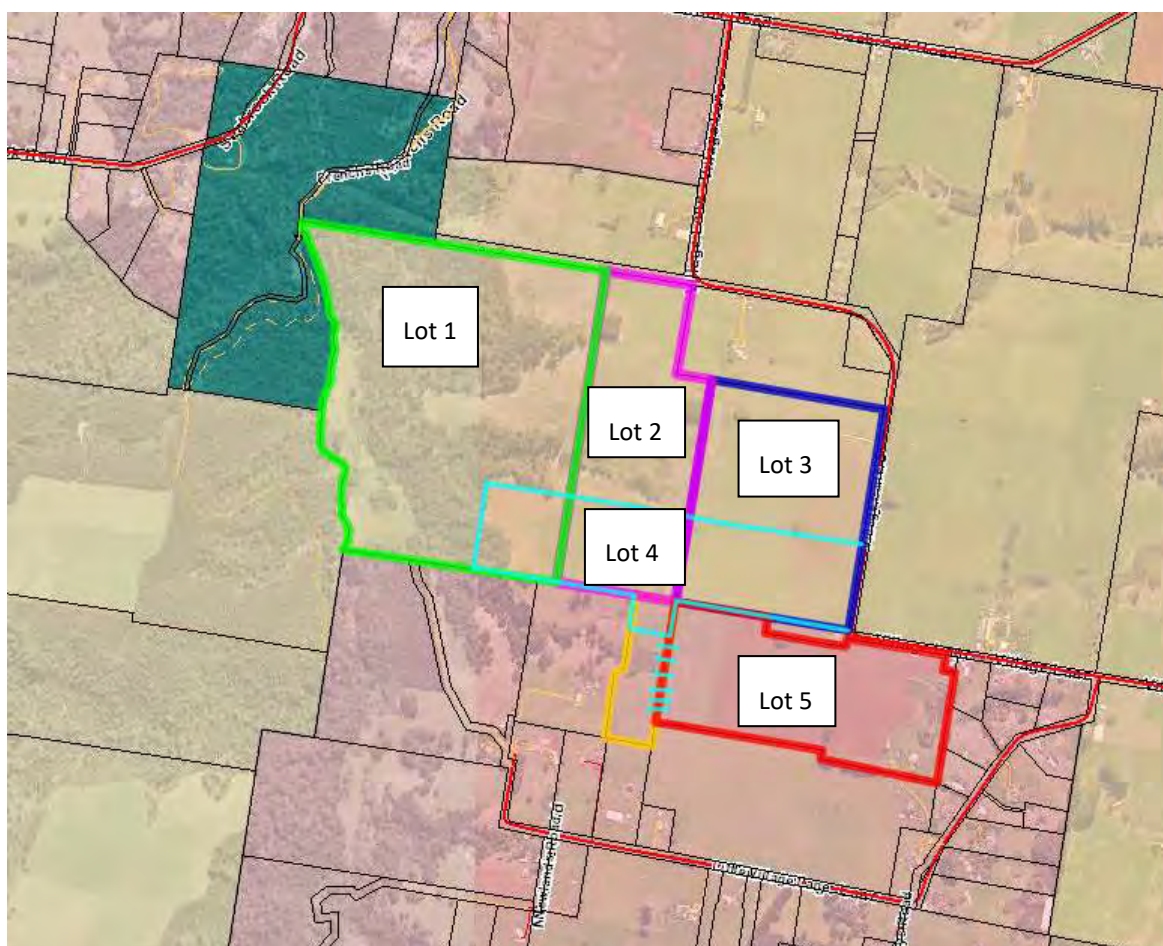


Figure 1: Locality and Zoning map. Sourced TheList Map.

DETAILS

The applicant is seeking approval for a boundary reconfiguration (5 into 5 lots) on property described as 58 Little Village Lane, 251 Village Lane, CT2/141599 and CT 1/207151.

Figure 1 above indicates the proposed Lot 4 (in a pale blue outline) and will create a split zoned title with the balance of the original lot being attached to 58 Little Village Lane (shown in the red outline). The lots identified as green, purple and dark blue will all decrease in size.

A Table is provided below to demonstrate the characteristics of the newly configured lots:

Proposed Lot	Size	Access Arrangement	Zoning	Improvements
Lot 1	42.55ha	Right of way proposed	Rural Resource	Vacant. Partially cleared for agricultural use
Lot 2	13.24ha	Right of way proposed	Rural Resource	Vacant. Cleared agricultural land
Lot 3	12.55ha	Existing crossover from Village Lane	Rural Resource	Telecommunication Tower cleared agricultural land

Lot 4	21ha	New access from Village Lane & right of way to benefit Lot 1 and 2	Rural Resource & Rural Living	Cleared agricultural land and proposed new dwelling on Rural Living portion of site
Lot 5	22.12ha	Existing Right of way	Rural Living	Existing Dwelling and associated outbuildings cleared agricultural land

The application also details a new single storey, 4-bedroom brick dwelling with a Colorbond roof. The subject dwelling has open plan living areas and a double garage, two bathrooms and separate rumpus room. The maximum height to the roof apex is approximately 4.5m. The proposed dwelling is located within the Rural Living zone onsite, making it a permitted residential use in the zone.

This report assesses the proposal against the *Waratah-Wynyard Interim Planning Scheme 2013* (the Planning Scheme) and takes into account any representations received during the public exhibition period. The subject properties are zoned Rural Living and Rural Resource under the Planning Scheme. The proposal includes a boundary reconfiguration for the purposes of agricultural grazing defined as a resource development Use Class and a new residential use in the Rural Living zone. Both of which are considered Permitted uses within the zones, should the application meet all the relevant Acceptable Solutions. The applicant is applying for discretion under the following clauses: -

- Setback of development for sensitive use 13.4.6 (P1);
- Subdivision 13.4.7 (P1, P2);
- Suitability of a site or lot on a plan of subdivision for use or development 26.4.1 (P1, P2);
- Subdivision 26.4.4 (P1); and
- Use likely to be exposed to a natural hazard E6.5.2 (P1)

CONSULTATION PROCESS

The consultation process was the public exhibition period set out in the *Land Use Planning and Approvals Act 1993* (LUPAA) and involved notification of adjoining land owners, public notices on-site and advertising in a daily newspaper. The application was placed on public exhibition for a period of 14 days as required under LUPAA. The period for representations closed on 10 June 2020. One (1) representation has been received. An additional letter was received and subsequently withdrawn.

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

Representation: Mr D Bryan

Concerns Raised:	Planning Response:
Inquiring in relation to the requirements of what impact studies had been undertaken or were required for the subject application in accordance with the <i>Threatened Species Protection Act 1995</i> and the <i>Environment Protection and Biodiversity Conservation Act 1999</i> .	The proposal is for a boundary reconfiguration (involving 5 titles) and a new dwelling. It is noted that the layers identified on TheList mapping is used as a guide to determine the likelihood of threatened or endangered species. As the proposal did not propose any change in use or development of the land located within the proximity of mapped sightings and no clearing or conversion of vegetation has been proposed as part of the application, the subject application has not required further external referrals or further impact studies to be undertaken and submitted with the application.
<p>Species that have been identified from surveys within French's Road Reserve include the following; the Spotted-tailed Quoll, Tasmanian Devil and the Giant Freshwater Crayfish.</p> <p>This reserve also meets criteria as habitat for The Wedge-tailed Eagle and the Tasmanian Masked Owl.</p> <p>How will habitat be impacted as a result of DA16/2020 and SD2088?</p>	<p>Noted. Many of these species have been and mapped as spotted along the banks of Seabrook Creek on TheList mapping layers and further the Threatened Species Link. If clearing were occurring within 30m of this waterbody, the need for further planning permits would be required and external referral bodies may be involved.</p> <p>The application for a new dwelling is located on Rural Living zoned land which is located almost 600m away from the closest identified siting. No further clearing is required for the dwelling and it will be located between 192 Little Village Lane and 141 Village Lane Somerset.</p> <p>No further habitat will be altered as a part of the application, given the land use will not be changing along the identified native vegetation or waterbody.</p> <p>A note can be placed on any permit issued to assist with reminding the developer if further development including clearing is to occur of the native vegetation and mapped fauna sightings to the west of the titles along the waterbody, further permits are likely to be required.</p>

INTERNAL REFERRALS

Engineering Services Department

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

- (1) In the course of undertaking the development/use there is to be no damage caused to any Council owned infrastructure or property.
- (2) Loading and unloading of vehicles is to be confined to within the boundaries of the property.
- (3) Vehicular access to and egress from the site is to occur only in a forward motion.

-
- (4) All costs associated with the proposed development including those related to infrastructure extensions or upgrades to Council assets are to be met by the developer.
 - (5) The location of existing private services on the site are to be identified and where necessary, separate private sewer, water and stormwater services, including on-site disposal systems, so they are contained wholly within the individual lots the serve.
 - (6) Road access and stormwater arrangements are to be provided in accordance with pre-lodgement advice dated 13 May 2020.

Note:

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

Environmental Health

The following environmental health conditions were recommended:

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

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

A full assessment of the Onsite Waste Water Disposal System will be undertaken at the Building/Plumbing application stage.

EXTERNAL REFERRALS

The proposal was not required to be referred to external referral bodies.

PLANNING ASSESSMENT

The subject site is zoned Rural Living and Rural Resource under the *Waratah-Wynyard Interim Planning Scheme 2013*. The use is a Residential Use which is a Permitted use within the zone, should the application meet all the relevant acceptable solutions of the planning scheme. The proposal does not meet all relevant acceptable solutions of the planning scheme and is therefore submitted as a discretionary application under Section 57 of LUPAA and assessed under the *Waratah-Wynyard Interim Planning Scheme 2013* and relevant State Policies and Acts. Section 57(1) (b) of LUPAA allows Council to relax or waive the provisions of its Planning Scheme under a discretionary status.

An assessment of the proposal against the applicable clauses for the Rural Living Zone, Rural Resource Zone and relevant Codes is provided below.

13.4.6 Setback of development for sensitive use

<p>A1</p> <p>A building containing a sensitive use must be contained within a building envelope determined by –</p> <ul style="list-style-type: none">(a) the setback distance from the zone boundary as shown on the Table to this clause; and(b) projecting upward and away from the zone boundary at an angle of 45° above the horizontal from a wall height of 3.0m at the setback distance from the zone boundary	<p>P1</p> <p>The location of a building containing a sensitive use must –</p> <ul style="list-style-type: none">(a) minimise likelihood for conflict, constraint or interference by the sensitive use on existing and potential use of land in the adjoining zone; and(b) minimise likely impact from existing and potential use of land in the adjoining zone on the amenity of the sensitive use
<p>Planning Comments:</p> <p>A new sensitive use in the form of a new dwelling is proposed for the newly reconfigured Lot 4. The dwelling is detailed to be setback approximately 30m from the Rural Resource zone not 50m as is required by the Table subject to this clause, and therefore must address the performance criteria.</p> <p>The proposed dwelling is detailed to be integral and subservient to cattle grazing that will occur on the split zoned title. The dwelling will be used in conjunction with cattle grazing operation occurring on the site, therefore visual surveillance of the site will also be required to manage the agricultural portion of the site (also a permitted use in this zone). A setback of a further 220m is provided to the closest neighbouring Rural Resource zoned lot also used for cattle grazing. This will assist with minimising impact from the separately owned agricultural title.</p> <p>The subject dwelling is considered to be subservient to the farming operation and not further impact the adjoining titles used for agricultural activities.</p> <p>The proposal is considered to comply with the performance criteria.</p>	

13.4.7 Subdivision

<p>A1</p> <p>Each new lot on a plan of subdivision must be –</p> <ul style="list-style-type: none">(a) intended for residential use;(b) a lot required for public use by the State government, a Council, a Statutory authority or a corporation all the shares of which are held by or on behalf of the State, a Council or by a statutory authority	<p>P1</p> <p>Each new lot on a plan of subdivision must be –</p> <ul style="list-style-type: none">(a) for a purpose permissible in the zone
<p>Planning Comments:</p> <p>The proposed lots newly configured in the Rural Living zone are proposed Lot 4 and Lot 5. Proposed Lot 4 has a split zone of Rural Living and Rural resource and proposed Lot 5 is entirely within the Rural Living zone. Although the both will have residential uses located on them, their primary use is resource development use for cattle grazing. The application must address the performance criteria.</p> <p>Resource development use class is a permissible use within the Rural Living zone.</p> <p>The proposal complies with the performance criteria.</p>	
<p>A2</p> <p>A lot, other than a lot to which A1(b) applies, must not be an internal lot</p>	<p>P2</p> <ul style="list-style-type: none">(a) An internal lot on a plan of subdivision must be –

	<p>(i) reasonably required for the efficient use of land as a result of a restriction on the layout of lots imposed by –</p> <p>a. slope, shape, orientation and topography of land;</p> <p>b. an established pattern of lots and development;</p> <p>c. connection to the road network;</p> <p>d. connection to available or planned utilities;</p> <p>e. a requirement to protect ecological, scientific, historic, cultural or aesthetic values, including vegetation or a water course; or</p> <p>f. exposure to an unacceptable level of risk from a natural hazard; and</p> <p>(ii) without likely impact on the amenity of adjacent land</p>
<p>Planning Comments:</p> <p>The proposed boundary reconfigurations will result in the creation of an internal shaped lot in the Rural Living zone therefore the proposal must address the performance criteria.</p> <p>Proposed Lot 4 will be a split zoned title, although it will have frontage onto Village Lane, there will be a portion of the title behind another lot. Currently this title is land locked with no legal access. The Rural living internal portion of the lot is considered reasonably required for the efficient use of the land as a result of established pattern of the lots and providing a connection to the road network.</p> <p>This access will also be used as an internal cattle laneway and will not be likely to impact on the amenity of adjoining land as it will be contained on the newly configured lot.</p> <p>The proposal complies with the performance criteria.</p>	

26.4.1 Suitability of a site or lot on a plan of subdivision for use or development

<p>A1</p> <p>A site or each lot on a plan of subdivision must –</p> <p>unless for agricultural use, have an area of not less than 1 hectare not including any access strip; and</p> <p>if intended for a building, contain a building area –</p> <p>(i) of not more than 2000m² or 20% of the area of the site, whichever is the greater unless a crop protection structure for an agricultural use;</p> <p>(ii) clear of any applicable setback from a frontage, side or rear boundary;</p> <p>(iii) clear of any applicable setback from a zone boundary;</p> <p>(iv) clear of any registered easement;</p>	<p>P1</p> <p>A site or each lot on a plan of subdivision must be of sufficient area for the intended use or development without likely constraint or interference for –</p> <p>erection of a building if required by the intended use;</p> <p>access to the site;</p> <p>use or development of adjacent land;</p> <p>a utility; and</p> <p>any easement or lawful entitlement for access to other land</p>
--	--

<ul style="list-style-type: none"> (v) clear of any registered right of way benefiting other land; (vi) clear of any restriction imposed by a utility; (vii) not including an access strip; (viii) accessible from a frontage or access strip 	
<p>Planning Comments:</p> <p>All lots have a site area greater than 1 hectare not including any access strip. However, a right of way arrangement has been provided over proposed lot 4 to ensure Lot 1 and 2 will have sufficient legal access as stand-alone titles. The performance criteria have been addressed.</p> <p>The use on proposed Lots 1, 2 and 3 will not alter as they remain in a family run agricultural farm for cattle grazing. An existing access is provided to Lot 3 and is used by telecommunications tower onsite. Lots 1 and 2 will have a right of way located to the south of them located over Lot 4.</p> <p>Proposed lot 4 will have suitable area located in the Rural Living portion of the title for a residential use and will be of a sufficient area for the intended use without likely constraint or interference on access to the property, use on adjacent land, as it will be used in conjunction with cattle grazing and the existing telecommunication tower remains 200m away from the development site. No further easements or entitlements are proposed that would interfere or cause further constraint.</p> <p>The proposal complies with the performance criteria.</p>	
<p>A2</p> <p>A site or each lot on a subdivision plan must have a separate access from a road –</p> <ul style="list-style-type: none"> (a) across a frontage over which no other land has a right of access; and (b) if an internal lot, by an access strip connecting to a frontage over land not required as the means of access to any other land; or (c) by a right of way connecting to a road – <ul style="list-style-type: none"> (i) over land not required as the means of access to any other land; and (ii) not required to give the lot of which it is a part the minimum properties of a lot in accordance with the acceptable solution in any applicable standard; and (d) with a width of frontage and any access strip or right of way of not less than 6.0m; and (e) the relevant road authority in accordance with the Local Government (Highways) Act 1982 or the Roads and Jetties Act 1935 must 	<p>P2</p> <ul style="list-style-type: none"> (a) A site must have a reasonable and secure access from a road provided – <ul style="list-style-type: none"> (i) across a frontage; or (ii) by an access strip connecting to a frontage, if for an internal lot; or (iii) by a right of way connecting to a road over land not required to give the lot of which it is a part the minimum properties of a lot in accordance with the acceptable solution in any applicable standard; and (iv) the dimensions of the frontage and any access strip or right of way must be adequate for the type and volume of traffic likely to be generated by – <ul style="list-style-type: none"> a. the intended use; and b. the existing or potential use of any other land which requires use of the access as the means of access for that land; and (v) the relevant road authority in accordance with the Local Government (Highways) Act 1982 or the Roads and Jetties Act 1935 must have advised it is satisfied adequate arrangements can be made to provide vehicular access between

<p>have advised it is satisfied adequate arrangements can be made to provide vehicular access between the carriageway of a road and the frontage, access strip or right of way to the site or each lot on a proposed subdivision plan.</p>	<p>the carriageway of a road and the frontage, access strip or right of way to the site or each lot on a subdivision plan; or</p> <p>(b) It must be unnecessary for the development to require access to the site or to a lot on a subdivision plan.</p>
<p>Planning Comments:</p> <p>Each proposed lot on the plan of subdivision does not provide for a separate access across a frontage over which no other land has access and therefore the proposal must address the performance.</p> <p>Proposed Lot 1,2 and 4 will be accessed via a 6m right of way onto Village Lane. This right of way arrangement has been considered adequate from Council's engineering department as the relevant road authority for the purposes of the to agricultural only titles and the newly reconfigured title for a new dwelling with associated grazing.</p> <p>It is worth noting that proposed Lot 3 has an existing access, which no changes are proposed. Proposed Lot 5 has an existing right of way arrangement from Little Village Lane which is considered to remain adequate and no further changes are considered as part of the application.</p> <p>The proposal complies with the performance criteria.</p>	

26.4.4 Subdivision

<p>A1</p> <p>Each new lot on a plan of subdivision must be –</p> <p>(a) a lot required for public use by the State government, a Council, a Statutory authority or a corporation all the shares of which are held by or on behalf of the State, a Council or by a statutory authority</p>	<p>P1</p> <p>A plan of subdivision to reconfigure land must –</p> <p>(i) be required to restructure, re-size, or reconfigure land for primary industry use; and</p> <p>(ii) not create an additional lot;</p> <p>A plan of subdivision to create a new lot must –</p> <p>(i) be required for a purpose permissible in the zone;</p> <p>(ii) be of a size and configuration that is not more than is required to accommodate the nominated use in accordance with the applicable standards of this planning scheme for such use;</p> <p>(iii) retain the balance area for primary industry use;</p> <p>(iv) minimise unnecessary and permanent loss of rural resource land for existing and potential primary industry use;</p>
--	---

	<p>(v) minimise constraint or interference to existing and potential primary industry use on the site and of adjacent land in the zone; and</p> <p>(vi) minimise unnecessary and permanent loss of land within a proclaimed irrigation district under Part 9 Water Management Act 1999 or land that may benefit from the application of broad-scale irrigation development; or</p> <p>A plan of subdivision to reduce the area of an existing lot on a sealed plan containing a lawful use must –</p> <p>(i) not be land containing a residential use approved by a permit granted under the Land Use Planning and Approvals Act 1993 as a required part of a permitted use;</p> <p>(ii) incorporate the excised area into an existing primary industry lot by amalgamation in a manner acceptable to the Recorder of Titles R32;</p> <p>(iii) minimise likelihood for the existing use on the reduced area lot to further constrain or interfere with use of the balance area or adjacent land for an existing or potential primary industry use; and</p> <p>(iv) retain a lot with a size and shape that –</p> <p>can accommodate the lawful existing use or development in accordance with the applicable standards for that use; or</p> <p>does not further increase any non-compliance for use or development on the existing lot</p>
<p>Planning Comments:</p> <p>The proposal is for a subdivision via a boundary reconfiguration involving five (5) lots. Therefore, the proposal must address the performance criteria. Given the proposed new lot re-arrangement creates a new portion of a title in the Rural Resource zoned land the proposal has been assessed against P1 (b).</p> <p>Proposed Lot 4 is creating a new portion of Rural Resource zoned lot and is to be used for cattle grazing, permissible in the Rural Resource Zone.</p> <p>Currently this portion of the title is separated from the farming titles in this configuration and the proposed new configuration will provide a more logical operation for accessibility and circulation of the new title arrangements. Proposed Lots 1, 2 and 3 will remain as a collective property for an agricultural grazing site. No further changes are proposed to these titles or their current use complying with P1 (i).</p> <p>The proposed Lot 4 has a sensitive use located within the Rural Living Zoned portion of the site and the remainder of the site which is located in the Rural Resource zone will be used for stud cattle grazing, no Rural Resource zoned land will be fettered as a result of the proposal</p>	

The entirety of the Rural Resource zoned land will be used for the purposes of primary production including proposed lot 4, in addition to the family ran farm of lots 1,2 and 3 not just the balance area complying with P1 (iii).

The proposal is for a reconfiguration of boundaries with primary production for agricultural grazing purposes continuing to be the use on all of the titles. Therefore, no permanent loss of rural resource land or potential primary industry use is considered to be occurring as a result of the application, complying with P1 (iv).

The proposed dwelling associated with the application has been located on the Rural Living zoned portion of land to assist with reducing any constraint on the grazing portion of the title at proposed Lot 4. This site is associated with a grazing use and to further assist with minimising the impact on the site a setback of 30m to the zone boundary on the site is proposed with a further setback of approximately 220m to the next Rural Resource zoned title boundary. This will aide in minimising any impact that a new sensitive use in the locality may contribute to existing and potential primary industry use on the site and on adjacent operation grazing lots complying with P1 (v). The proposed reconfiguration will assist in providing a more productive agricultural outcome on the Rural Resource zoned land, with the southern section of what currently are Lot 1 and 2 to be added to Lot 4 which will result in easier accessibility of the farming lots due to the existing native bush, therefore benefiting the portion of primary industry.

The site is not located within an irrigation district and therefore P1 (vi) is not applicable.

The proposal complies with the performance criteria.

E6.5.2 Use likely to be exposed to a natural hazard

<p>A1</p> <p>If a use is on land within an area of risk from exposure to a natural hazard as shown on a map forming part of this planning scheme -</p> <p>use must not be for a critical use, a hazardous use, or a vulnerable use;</p> <p>use must not be residential use if the level of risk is medium or higher; and</p> <p>a hazard risk assessment must demonstrate a tolerable level of risk can be achieved and maintained for the nature and duration of the use</p>	<p>P1</p> <p>If use is on land within an area of risk from exposure to a natural hazard as shown on a map forming part of this planning scheme -</p> <p>(a) a hazard risk assessment must demonstrate a tolerable level of risk can be achieved and maintained for the nature and duration of the use; and</p> <p>(b) if a critical use, a hazardous use, or a vulnerable use, a cost-benefit analysis in economic, environmental, and social terms must establish there is a significant benefit to the community and there is no alternate site</p>
<p>Planning Comments:</p> <p>The subject site is located within an area identified as having medium hazard landslip where the new residential use is proposed, therefore the proposal must address the performance criteria.</p> <p>A hazard risk assessment was provided as part of the application prepared by GeoTon Pty Ltd Geotechnical Consultants. This hazard risk assessment concluded that provided the recommendations in the report were adhered to, the site at the worst-case scenario had a low risk and is considered to be a tolerable level of risk for the proposed new dwelling for the duration of its use.</p> <p>Recommendations in the report included cut and fill limitations, drainage requirements, maintenance of vegetation, lightweight construction techniques to name a few and will assist with maintaining and improving the risk on the site and in proximity to the development.</p> <p>A condition will be placed on any permit that the subdivision and proposed new dwelling be in accordance with the provided report.</p> <p>The proposal does not include a hazardous or vulnerable use and therefore a cost benefit analysis has not been required.</p> <p>The proposal complies with the performance criteria.</p>	

STATUTORY IMPLICATIONS

Land Use Planning and Approvals Act 1993

The Council is established as a Planning Authority by definition under Section 3(1) of the *Land Use Planning and Approvals Act 1993 (the Act)*, and must enforce the *Waratah-Wynyard Interim Planning Scheme 2013* (the Planning Scheme) under S.48 of the Act.

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

Local Government (Building & Miscellaneous Provisions) Act 1993

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

STRATEGIC IMPLICATIONS

There are no relevant strategic implications identified.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no financial implications to Council other than those ordinarily associated with administering the Planning Scheme.

RISK IMPLICATIONS

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

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

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

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

COMMENT

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

It is considered that the proposed boundary reconfigurations (5 into 5 lots) and new dwelling comply with either the acceptable solution or satisfy the performance criteria for all

applicable standards of the Planning Scheme. The proposal creates a more appropriately accessed and therefore a more logically used agricultural parcels of land. The reconfiguration also provides suitable access arrangements for each title ensuring no title is land locked.

The application is considered to comply with the Rural Living Zone provisions, the Rural Resource Zone provisions, the Hazard Management Code provisions of the *Waratah-Wynyard Interim Planning Scheme 2013*. It is therefore recommended that Council approve a planning permit for the proposed Boundary reconfiguration (5 into 5 lots) and new dwelling.

7.0 MATTER RAISED BY COUNCILLORS

Legislative Reference:

Local Government (Meeting Procedures) Regulations 2015; 29 (3)

(3) *The Chairperson must not permit any debate of a question without notice or its answer.*

Local Government (Meeting Procedures) Regulations 2015; 30(1) and (2)

(1) *A councillor, at least 7 days before an ordinary meeting of a council or council committee, may give written notice to the general manager of a question in respect of which the councillor seeks an answer at that meeting.*

(2) *An answer to a question on notice must be in writing.*

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

7.1.1 CR BRAMICH - RUBBISH BIN BOAT HARBOUR SHOP

QUESTION

Cr Gary Bramich raised that a rubbish bin at the Boat Harbour Shop has been removed and not replaced and asked why this has happened.

OFFICERS RESPONSE

Officers have not been able to identify any records that suggest it was a Council provided bin and Council's collection contractors do not have records of collection under Council's current collection route.

7.2 COUNCILLOR QUESTIONS RECEIVED IN WRITING

Nil received.

7.3 COUNCILLOR QUESTIONS WITHOUT NOTICE

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

8.0 NOTICE OF MOTION

Legislative Reference:

Local Government (Meeting Procedures) Regulations 2015; Regulation 16

- (5) *A councillor may give written notice of a motion, together with supporting information and reasons, to be included on the agenda of the next meeting to the general manager at least 7 days before the meeting.*
- (6) *The general manager, after consultation with the chairperson, may refuse to accept a written motion that, in their opinion –*
 - (a) *is defamatory; or*
 - (b) *contains offensive language; or*
 - (c) *is unlawful.*
- (7) *A councillor who has given notice of a motion that has not been refused under subregulation (6) is to move the motion at the meeting, otherwise it lapses.*

8.1 CR CELISA EDWARDS - VIRTUAL FENCING SISTERS BEACH ROAD

MOTION

That Council:

- 1. Give priority to working with the Sisters Beach Community Association to source funding for the installation of virtual fence devices on the Sisters Beach Road between Banksia Park and Lake Llewellyn to ensure this is in place prior to summer 2020; and**
- 2. Consider funding the project, should external funding not be achieved, with a report detailing costs to be provided, no later than September 2020.**

BACKGROUND INFORMATION

Councils Corporate Strategic Plan and current Draft Integrated Community Environmental Plan (iCEP) both advocate Council's position in relation to management of the environment in our municipal area. In particular the following:

Councils Strategic Plan has the following goal

Outcome 7.5 - Stewardship of land, water and marine ecosystems respects past, present and future generations with the following specific action in the draft 20/21 Annual Plan:

- 7.5.1.2 Investigate and implement Virtual fencing in areas of high sensitivity.

Councils draft iCEP plan has an action:

- 38.6 Supporting Biodiversity - Investigate options for reducing the amount of wildlife killed on Waratah-Wynyard's roads.

This is an action which is particularly important to the Sisters Beach community with the following letter provided to me seeking Council's action:

Sisters Beach Community members have identified an area (approx. 2.5kms) between Banksia Park and Lake Llewellyn as a hot spot for Devil Road kill.

*Last year the Sisters Beach Community Association (SBCA) applied for funding for some **Virtual Fence Devices** through the Federal Governments **Communities Environment Program**. Unfortunately, due to the large number of applications, we were unable to secure funding at that time.*

With Summer fast approaching, we would like to ask Council if it would consider funding the installation of the virtual wildlife fencing on Sisters Beach Road for a cost of \$29,000 (cost of equipment \$19,000 plus council cost for installation est \$10,000).

Community members see the mitigation of the long-term effects of road kill on an endangered national icon as a whole of community responsibility and embraces the opportunity to enter a partnership relationship with council.

The aim of the project would be to reduce the number of Tasmanian Devils killed on the road through the Rocky Cape National Park leading into Sisters Beach. Our community has noticed an alarming spike in devil road kills in summer months when the population becomes active due to the 'pups /imps' leaving their birth dens and seeking new territory. During the recent summer dead devils were noticed on a weekly basis (with reports posted on the local community group Facebook page). Council was able to assist at the time via its Facebook page in educating people to slow down from dusk to dawn, however there were still many devils that were lost last summer.

Virtual Fencing is an active electronic protection system that alerts animals before crossing the road when a vehicle is approaching between dusk to dawn. It is proven to be extremely effective in preventing wildlife-vehicle collisions in Australia and around the world. The device is triggered by vehicle headlights and emits a buzzing sound and flashing light to warn nearby wildlife of approaching vehicles. The devices are not visually intrusive and are currently used in Tasmanian National Parks such as Cradle Mountain.

Sam Fox, a wildlife biologist from the Save The Tasmanian Devil Program, was part of the first Australian trial of virtual fencing from 2014 to 2017 on Tasmania's West Coast. "There was a 50 per cent decline in roadkill within the area which had the virtual fencing." – Sam Fox.

Tasmanian-based company Wildlife Safety Solutions sells the technology to local councils and a cost estimate for the equipment is \$19,000 (the cost for the supply of units with flexi-mounted post is \$7,600.00 per km from Wildlife Safety Solutions). Installation by Council and Parks & Wildlife would be in addition and has been estimated at \$10,000.

OFFICERS COMMENT

As outlined in the supporting information, the draft 20/21 Annual Plan includes an action to "Investigate and implement Virtual fencing in areas of high sensitivity." Council officers engaged with the Sisters Beach Community Association in relation to previous grant attempts and would work with the group again to identify upcoming opportunities.

The proposed motion is consistent with the annual plan and strategic direction of Council and narrows the proposed annual plan action to a priority area of focus.

It is agreed that initial actions should be to source external funding prior to consideration of Council funding the project in totality.

MOTION

That Council:

- 1. Give priority to working with the Sisters Beach Community Association to source funding for the installation of virtual fence devices on the Sisters Beach Road between Banksia Park and Lake Llewellyn to ensure this is in place prior to summer 2020; and**
- 2. Consider funding the project, should external funding not be achieved, with a report detailing costs to be provided, no later than September 2020.**

8.2 CR FAIRBROTHER - CROWN LAND

MOTION

That Council consider that where areas of Crown land separate a road and a property boundary, for the purposes of planning, that the area be incorporated and or considered as a Part of the road reserve.

BACKGROUND INFORMATION

In built up residential areas, areas of crown land have been identified by council planners between the road reserve and the true property boundary of residential development.

Council planners are now requiring any potential developers to apply to the crown for consent to access their land adding unnecessary bureaucracy or red tape to the process which has to date been considered as a part of the road reserve.

Council Staff are not accepting development applications without the consent and have advocated to mum and dad developers that this course of action as outlined in the motion be considered by Council.

OFFICERS COMMENT

In accordance with Section 52 of the *Land Use Planning and Approvals Act 1993* if the Applicant is not the owner of the land in respect of which the permit is required, the applicant must include in the application for the permit, a declaration that the applicant has notified the owner of the intention to make the application.

In the event that the property is owned by the Crown, the application is to be signed by the relevant Crown Minister responsible and accompanied by written permission of the Minister to making of the application.

In several cases along Old Bass Highway between Wynyard and Doctors Rocks, a separate title is owned by the Crown between the privately-owned title (of rate payers' property) and Councils maintained road reserve. Where this occurs, a legal access is to be negotiated with the adjoining title (Crown Land). If no arrangement is recorded on the particular individual title, this is likely to occur by the way of a license arrangement.

Unfortunately, a parcel of land that has an identifiable title stating the land owner as Crown cannot be considered to be owned by Council as part of the Road Reserve.

Crown Land Services and the Minister for Crown lands have been contacted by Council officers to ascertain if there is a head of power to consider these Crown Titles as managed by Council or alternatively a title error from the acquired road to alleviate the need for Crown Consent and subsequent access licenses.

The Minister for Crown Lands has confirmed that a process can be achieved to the effect of the proposed notice of motion that will allow easier planning permit application by property owners that have the circumstance of crown land between the council-maintained road reserve and the private property boundary.

Crown Land Services Department have confirmed that a potential final resolution of the crown parcels being sold to another party, such as the title owners or alternatively Council could be undertaken on a case by case basis given the difference recorded on each title.

Council Officers will liaise with Crown Land Services to determine a process for this to occur.

MOTION

That Council consider that where areas of Crown land separate a road and a property boundary, for the purposes of planning, that the area be incorporated and or considered as a Part of the road reserve.

9.0 REPORTS OF OFFICERS AND COMMITTEES

9.1 RATES AND CHARGES POLICY

To: Council
Reporting Officer: Director Organisational Performance
Responsible Manager: Director Organisational Performance
Report Date: 30 April 2020
File Reference: 1111
Enclosures: 1. Revised FIN.005 Rates and Charges Policy 

RECOMMENDATION

That Council:

- 1. Adopt the revised FIN.005 Rates and Charges Policy; and**
- 2. Agree to rescind Policy – C.2.4.5 Rate Remissions for Unsold Fully Serviced Blocks and Multiple Residential Units Policy**

PURPOSE

The purpose of this report is to review Council's Rates and Charges policy in accordance with legislative requirements and in accordance with the 2020/21 Annual Plan and Budget Estimates.

BACKGROUND

In accordance with legislation, Council's Rates and Charges Policy must be updated on a regular basis. Section 86 of the *Local Government Act 1993 (the Act)* requires councils to implement rates and charges policies to provide transparency in decision making and to educate their communities about how revenue is raised. Council is also required to review its rates policy following any major changes to rates charges.

DETAILS

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

Changes to this version include:

1. The inclusion of Council's rating strategy as adopted in the Financial Management Strategy in March 2020.
2. Inclusion of current practice for supplementary valuations and rating
3. Amendments to the instalment due dates
4. Reformatted in line with Councils current Policy Template

Rating Strategy

Council ensures it only raises the revenue it needs and does so in the most efficient and equitable manner possible. Council must balance its service levels with the needs and expectations of the community and set appropriate levels of tax to adequately fulfil its role and responsibilities.

Council seeks to achieve equity across generations by ensuring that rates are set at a level that ensures each generation pays its way with respect to recurrent expenses being met from recurrent revenue (the full cost of the service it consumes).

Council will ensure efficiency in its operations by ensuring that operating costs are reasonable relative to the services that it provides.

Council will benchmark its Rates and Charges against other Tasmanian Councils to ensure that it continues to provide affordable services.

Council will ensure it maintains its rate per head of population at a lower rate than urban centres and well below the state average.

The following factors influence the level of rates and charges:

- Distribution and level of Commonwealth and State funding
- Socio-economic profile of the area (capacity to pay)
- User-pays policies
- Level and range of services including the level of regional responsibility
- Current economic environment

In determining its rates each year Council considers the current economic climate and capacity to pay for services and will always minimise any increase in rates and charges by managing costs where possible throughout the annual budget deliberation process.

The aim of rates and charges decisions-making is to spread the burden fairly across the community with those that have the greatest capacity to pay paying more than those with a lesser capacity to pay.

When considering how the rate burden will be distributed, Council must balance capacity to pay with the benefit principle acknowledging there are some groups of the community that have more access to and benefit from specific services.

Supplementary Valuations

In certain circumstances, valuations must be determined between general revaluations. These are known as supplementary valuations and are required when the circumstances of a property changes which affects the property's value.

A new section has been included in the policy relating to supplementary rates and charges in order to formally cover current practice of Council.

Some circumstances that may trigger a supplementary valuation are as follows:

- Construction of a new building(s) on the land,

-
- Extension to or renovation of existing building(s),
 - Subdivision or consolidation of land,
 - Demolition of a building(s) on land,
 - Other improvements to the land such as out buildings, swimming pools etc,
 - Change in the land's usage,
 - Realignment of the property's boundary,
 - Property becomes rateable.

When any of the above situations arise, a supplementary valuation will be undertaken by the Valuer General. The supplementary valuations will bring the valuation of the property in line with the general valuation of other properties in the municipality. Values are assessed at the same date of the general valuation currently in use.

Where the Valuer-General has undertaken a supplementary valuation, the ratepayer will be issued with a supplementary rate notice. The notice will show the new adjusted valuations for the property and will include any adjustments to the rates and charges affected by the supplementary valuation for the current financial year.

Rescinding Policy C.2.4.5 Rate Remissions for Unsold Fully Serviced Blocks and Multiple Residential Units Policy

This report includes a recommendation to formally rescind an older Council Policy that was adopted in April 2006. The Policy has not since been reviewed.

The C.2.4.5 Policy covers applications for remissions provided to Council by developers requesting a rate remission for unsold fully serviced subdivision blocks and multiple residential unit developments.

In 2012 a statutory requirement was introduced requiring Tasmania Councils have a policy covering all rates and charges to provide transparency in decision making and to educate their communities about how revenue is raised. The Policy also includes all remissions and discounts.

The newer FIN.005 Rates and Charges Policy makes allowance for ratepayers to apply for a rebate and/or a remission from payment of rates by way of application in writing to Council which is to be considered on a case by case basis. It is therefore recommended that the C.2.4.5 Policy be formally rescinded.

STATUTORY IMPLICATIONS

Statutory Requirements

The following statutes have application to the matter:

Local Government Act 1993 -

General principles in relation to making or varying rates

86A.

(1) A council, in adopting policies and making decisions concerning the making or varying of rates, must take into account the principles that –

- (a) rates constitute taxation for the purposes of local government, rather than a fee for a service; and*
- (b) the value of rateable land is an indicator of the capacity of the ratepayer in respect of that land to pay rates.*

Rating and charging policies to be made available to public

86B.

- (2) A council's rates and charges policy must contain–*
 - (a) a statement of the policy that the council intends to apply in exercising its powers, or performing its functions, under this Part; and*
 - (b) a statement of policy in respect of prescribed matters, if any.*
- (3) A council's rates and charges policy in relation to the making or varying of a rate must take into account the principles referred to in section 86A(1).*
- (4) A council must review its rates and charges policy–*
 - (a) by the end of each successive 4-year period after 31 August 2012; and*
 - (b) at the same time as, or before, making a type of rate, charge or averaged area rate in respect of a financial year, if a rate, charge or averaged area rate of that type was not made in respect of the previous financial year; and*
 - (c) at the same time as, or before, making under section 107 a variation of a rate or charge in respect of a financial year, if such a variation of that rate or charge was not made in respect of the previous financial year; and*
 - (d) at the same time as, or before, setting a minimum amount under this Part; and*
 - (e) at the same time as, or before, altering the circumstances in which a rate, charge or averaged area rate, or a variation of a rate or charge, is to apply to rateable land.*
- (5) A council, as soon as reasonably practicable after adopting or altering its rates and charges policy, must make copies of the policy as so adopted or altered available to the public–*
 - (a) in paper form, on payment of a reasonable charge; and*
 - (b) in electronic form, at a website of the council, free of charge.*

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

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

POLICY IMPLICATIONS

There are no policy implications as a result of this report. The Policy is consistent with Council's Financial Management Strategies relating to Rates and Charges.

FINANCIAL IMPLICATIONS

Council must balance its service levels with the needs and expectations of the community and set appropriate levels of tax to adequately fulfil its roles and responsibilities.

RISK IMPLICATIONS

Legislative compliance – Council has an obligation to meet the requirements of the Act in relation to the development and review of a Rates and Charges Policy.


CONSULTATION PROCESS

The review and adoption of the Rates and Charges Policy is an annual process, taking place at the June Council meeting each year. The proposed approach to rating for the 2020/21 financial year has been workshopped with Council.

CONCLUSION

That Council adopt the revised FIN.005 Rates and Charges Policy.

9.2 ANNUAL PLAN AND BUDGET ESTIMATES 2020/21

To: Council
Reporting Officer: Director Organisational Performance
Responsible Manager: General Manager
Report Date: 30 April 2020
File Reference: 1111
Enclosures: 1. Proposed Annual Plan and Budget Estimates 2020/21 

RECOMMENDATION

1. Adoption of the Annual Plan

1.1 In accordance with Section 71 of the *Local Government Act 1993* (as amended), Council adopts the Annual Plan for the 2020/21 and instructs the General Manager to:

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

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

2. Adoption of the Annual Estimates

2.1 In accordance with Section 82 of the *Local Government Act 1993* (as amended), the Council adopts the estimates of revenue and expenditure (including estimated capital works) as detailed in the 2020/21 Annual Plan and Budget Estimates.

2.2 Authorises the General Manager in accordance with section 82(6) of the Act, to make minor adjustments up to \$20,000 to any individual estimate item as deemed necessary during the financial year so long as the total amount of the estimate is not altered.

3. Fees and Charges

3.1 In accordance with Section 205 of the Act, and other relevant Acts as detailed in the fees and charges schedule, Council imposes the fees and charges within the Annual Plan and Budget Estimates 2020/21 financial year .

4. Loan Borrowings

4.1 Council authorises the General Manager to negotiate a debenture loan of up to \$2.4 million in accordance with Section 78 of the Act.

5. Rates Resolution

5.1 That in accordance with the provisions of Part 9 of the *Local Government Act 1993* ("the Act") and the *Fire Service Act 1979*, Council makes the following Rates and Charges for land within the Council's municipal area for the period 1 July 2020 to 30 June 2021.

5.1.1 Definitions Used in this Resolution

-
- a) 'AAV' means the assessed annual value as defined in the Act and adjusted under Sections 89 and 89A of the Act.
 - b) 'land' means as defined in the Act.
 - c) 'General Land' means all land within the municipal area of Waratah Wynyard (the municipal area) that is not within the township of Somerset or the township of Wynyard.
 - d) 'The Act' means the Local Government Act 1993.
 - e) Terms used in this resolution have the same meaning as given to them in Part 9 of the Act, unless it is inconsistent with context of this resolution.
 - f) Each of the rates and charges made by this Resolution may be cited by reference to the heading immediately preceding the clause.

5.2 General Rate

- 5.2.1 Council makes a General Rate under Section 90 of the Act of 6.86 cents in the dollar on all land (excluding land which is exempt pursuant to the provision of s87 of the Act) within the Waratah-Wynyard municipal area.
- 5.2.2 Council sets a minimum amount payable in respect of that rate of \$195 in accordance with Section 90(4) of the Act.
- 5.2.3 Council elects the AAV to be the basis of the general rate for the purpose of this Rates Resolution.

5.3 Fire Service Rates

- 5.3.1 In accordance with the provisions of s107.1 of the Act, the council declares that the general fire protection rate is varied within the municipal area as follows:
 - (a) a rate of 0.385 cents in the dollar of AAV for all land within the township of Somerset and Wynyard; and
 - (b) a rate of 0.368 cents in the dollar of AAV on all General Land.
- 5.3.2 With a minimum amount payable of \$41 for all land.

5.4 Waste Management Charges

- 5.4.1 The following waste management charges are made pursuant to s94 of the Act.
- 5.4.2 \$100 for all land (other than land classified by the Valuer-General as land use code "bush or forestland (L3)" and land that is not used for any purpose listed in section 107(2) of the Act) for waste management services (other than kerbside collection) provided in the municipal area.
- 5.4.3 \$155 for all land to which the council provides a kerbside garbage collection.

5.4.4 \$65 for all land to which council provides a kerbside recyclables collection service.

The waste management charges have been varied in accordance with the powers given to the council by s94(3A) of the Act, such variations made according to the level of services provided.

5.5 Stormwater Removal Service Rate

5.5.1 Council makes the following Stormwater Removal Service Rate under Section 93 of the Act for stormwater removal services for all land that Council supplies or makes available to which the:

- (a) For land within the Wynyard drainage district, 1.4 cents in the dollar of the AAV; or**
- (b) For land within the Somerset district, 1.37 cents in the dollar of the AAV.**

5.6 Payment Options

5.6.1 Due Dates

In accordance with the provisions of Section 124 of the Act Council determines that all rates and charges are payable by two instalments, (calculated to the nearest cent) the due date by which they are to be paid being:

1st Instalment - 31 October 2020

2nd Instalment – 28 February 2021

5.6.2 Discount for Early Payment

In accordance with the provisions of Section 130 of the Act the Council will provide a discount of 5.0% on the total current rates and charges specified in a rates notice, for payment of the total rates and charges (including all arrears) that are paid by 31 October 2020 but excluding the fire protection service rate.

5.7 Supplementary Rates

5.7.1 In accordance with the provisions of Section 92 of the Act Council delegates to the General Manager the power to adjust a rate as a result of a supplementary valuation.

PURPOSE

The 2020/21 Annual Plan and Budget Estimates have been prepared in accordance with the provisions of the *Local Government Act 1993* and Applicable Australian Accounting Standards and is presented to Council for consideration.

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

Following adopting of the Annual Plan and Budget Estimates, rates notices will be raised and issued in respect of the rates and charges in July 2020.

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

BACKGROUND

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

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

The Annual Plan is the key document around key initiatives planned to be delivered in 2020/21 and will provide the focus for performance measurement in the 2020/21 Annual Report.

The preparation of the Annual Plan has taken into consideration the Council's adopted Strategic Plan and Action Plans.

DETAILS

Council and staff have worked hard to successfully develop a budget that is balanced against the targets and philosophies contained in Councils Financial Management Strategy (FMS) whilst also ensuring important support and stimulus is provided to the community in the social and economic recovery of our municipal area from the effects of COVID-19.

Councils operating income and expenses will be more volatile than usual as it supports stimulus measures whilst also endeavouring to retain as many employees as possible during a very challenging period.

The budget contains several measures to assist the community in its social and economic recovery including:

- 0% rates and charges increase
- 0% increase for all user fees and charges
- Community recovery grants of \$0.100m
- Continuation of the Financial Hardship Policy
- An extension of early payment discount period of 60 days (to 31 October)
- Continuation of free entry to the waste transfer station for non-commercial residents
- Waiving food licence fees for 2020/21
- A capital program of \$16.230m includes \$9.644m in new construction projects that will support the use of local employment and resources.

Operational Budget

Council is expected to show an underlying deficit of \$0.801m in 2020/21.

Of Councils \$0.801m deficit, \$0.556m relates to an assumption in the estimates that the Tas Water dividend \$0.556m will not occur for the 2020/21 year. It is expected that this revenue stream will return to Councils recurrent revenue streams from 2021/22.

Child care operations which are ordinarily funded from user fees and return a profit to Council will continue to be impacted by COVID-19 in the short term and the budget estimates do not allow for a profit in the 2020/21 financial year.

Council maintains a strong balance sheet which provides flexibility in times like this and the ability to respond to unanticipated events. Council will reassess its FMS throughout the year and develop a strategy for a return to surplus. It is expected that a return to surplus will be manageable.

Rates and Charges

Rates notices will not increase this year. Council continues to promote the Financial Hardship Policy providing relief to those in the community suffering financial hardship.

Financial Position

Council's financial position continues to be strong and Council will be well placed to meet its financial commitments comfortably.

The net worth of Council is expected to increase by \$6.607m to \$226.150m. This is attributable to Council's capital grants and ongoing commitment to the capital works program.

Cash and Investments

A key principle of the FMS is to maintain a cash balance above \$4.000m. The estimated cash and cash investments as at June 2021 is \$5.609m, higher than the target set in the FMS.

Borrowings

New borrowings of up to \$2.400m have been allowed for in the budget estimates to fund stormwater development projects. Council will take advantage of the state government's interest free loans to bring projects forward and provide increased flood protection to our community.

Capital Works

Economic development opportunities will be boosted by planned capital works valued at \$16.230m which includes \$9.644m in new infrastructure spending, \$4.058m in asset renewals, and \$2.527m on upgrading existing assets. Projects will provide opportunities for local employment. The program includes \$4.893m relating to projects that are ongoing as 30 June 2020 that are due for completion in 2020/21 year.

Council's Asset Management Strategy ensures that renewal expenditure is prioritised ensuring that current services provided are maintained to the standard that residents are accustomed.

Being a modest budget set in an environment with potential for increased volatility due to the COVID-19 pandemic it will require the constant attention of staff and Councillors throughout the year to ensure projects and targets are met within budget.

Annual Plan & Key Initiatives

Council's annual plan has a strong focus on recreation and the environment. Highlights by community are provided within the document (page 8).

The Plan includes a number of key projects from Council's Open Space, Sport and Recreation Plan (OSSR) 2017/27 to provide residents with quality parks and recreational spaces.

Council's Integrated Council Environmental Plan (iCEP), developed in consultation with the community, is Council's roadmap for managing the natural environment and climate change.

STATUTORY IMPLICATIONS

Statutory Requirements

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

Annual plan

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

(2) *An annual plan is to –*

- (a) Be consistent with the strategic plan; and*
- (b) Include a statement of the manner in which the council is to meet the goals and objectives of the strategic plan; and*
- (c) Include a summary of the estimates adopted under section 82; and*
- (d) Include a summary of the major strategies to be used in relation to the council's public health goals and objectives.*

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

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

Estimates

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

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

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

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

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

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

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

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

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

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

General Rate

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

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

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

(a) The land value of the land;

(b) The capital value of the land;

(c) The assessed annual value of the land.

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

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

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

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

Service Rate

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

(a)

(b)

(c) Nightsoil removal;

(d) Waste management;

-
- (e) Stormwater removal;*
 - (f) Fire protection;*
 - (g) Any other prescribed service.*

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

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

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

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

- (a) a waste management service; and*
- (b) the supplying, or making available, of waste management services to land.*

Service Rate for Fire Protection

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

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

Service Charge

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

(2)

(2A)

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

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

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Sustainable Murchison Community Plan 2040

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

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

RISK IMPLICATIONS

Legislative compliance - Council has a statutory requirement to annually adopt its Annual Plan and Budget Estimates.

Councils operating income and expenses will be more volatile than usual as it responds to the COVID-19 pandemic and supports the community in social and economic recovery. Council also endeavours to retain as many employees as possible during this challenging period.

CONSULTATION PROCESS

The preparation of the annual plan and budget estimates begins with staff preparing the operating and capital components during January and February. Draft estimates are then


prepared, and various options are considered by Council at informal briefings (workshops) from March through until June.

CONCLUSION

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

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

9.3 COVID-19 COUNCIL UPDATE

To: Council
Reporting Officer: Executive Officer
Responsible Manager: General Manager
Report Date: 22 June 2020
File Reference: 0420
Enclosures: 1. Economic Outlook 

RECOMMENDATION

That Council note action being taken in relation to the COVID-19 Pandemic.

PURPOSE

To provide Council with an overview and update on action taken in relation to the COVID-19 Pandemic since the last Council Meeting. This report summarises the action taken to protect the health and safety of employees, emergency management practices, maintaining essential services, Council's role in the state-wide or sectoral response, financial stimulus; and community and economic recovery.

BACKGROUND

Council was presented with a report on COVID-19 at the April meeting where a full update of activities was provided, and the first stimulus measures adopted. The issue continues to evolve with regular changes to restrictions and legislation and an update report is provided to Council each month.

The State Government publish data relating to COVID-19 by Local Government area. As at 26 May 2020, Waratah Wynyard is the third worst affected area in the state, with only Burnie and Central Coast having more cases.

REGION	LOCAL GOVERNMENT AREA	NUMBER OF CASES
South	Brighton	2
South	Clarence	5
South	Derwent Valley	4
South	Glenorchy	3
South	Hobart	11
South	Huon Valley	6
South	Kingborough	12
South	Sorell	1
North	George Town	1
North	Launceston	21
North	Meander Valley	2
North	Northern Midlands	3
North	West Tamar	2

REGION	LOCAL GOVERNMENT AREA	NUMBER OF CASES
North-West	Burnie	64
North-West	Central Coast	35
North-West	Circular Head	7
North-West	Devonport	12
North-West	Kentish	2
North-West	Latrobe	4
North-West	Waratah-Wynyard	23
North-West	West Coast	2

Councils role during this crisis are numerous and include:

- to ensure the health and safety of employees
- to fulfil its emergency response role
- to continue to provide, as far as possible, essential services to its community
- to work with other levels of government and those within the industry to form a sectoral response
- to implement measures as enacted by State and Federal Government
- to alleviate the financial burden on the community through stimulus measures
- position the Council and community for economic recovery
- Roadmap to Recovery.

DETAILS

Ensuring the Health and Safety of Employees

The health and wellbeing of employees is paramount through any emergency situation. Council has taken a range of actions to protect staff and provide regular information which were detailed in the last report.

The Business Continuity Plan (BCP) remains enacted with the BCP team meeting regularly to review and assess next steps.

As per last update 29 separate employees have accessed Council's Pandemic Leave. The quarantining of hospital staff and their families following the outbreak in Burnie had a major influence on these numbers as has the reduction in utilisation of children's services.

Staff who can work from home continue to do so and hygiene, cleaning and social distancing requirements are maintained at all worksites.

A COVID-19 Safety Plan has been developed for the organisation and staff are working to ensure compliance with the requirements of the plan is maintained at all times.

Emergency Management

The Tasmanian Government has extended the Declaration of a State of Emergency for four weeks to 9 July 2020. The Government advised this is necessary to uphold the relevant directions in place to respond to the pandemic.

Council's Deputy Municipal Emergency Management Coordinator, Tracey Bradley continues to participate in North West Regional Emergency Management Committee meetings.

Maintaining Essential Services

In line with Government regulations, Council has previously:

- Closed the Council owned caravan park at Waratah
- Closed the Waratah Museum and Athenaeum Hall
- Closed all indoor sporting venues and public halls
- Closed the Wynyard Foreshore Market
- Closed the Wonders of Wynyard
- Council offices at Wynyard and Waratah ceased face to face service interactions for a period, allowing services via phone and email, however have subsequently re-opened
- Childcare operated for children of essential services workers only
- The Works Depot ceased all external party access to the site

As restrictions have eased many of these sites have now reopened for use. Prior to reopening, each site must have a COVID-19 Safe Work Plan and each user group must have a similar document of their own. Council officers to date have developed 27 safe work plans for different Council facilities requirement a significant amount of resource.

Whilst facilities may be reopened, there are restrictions and controls regarding cleaning and numbers of people allowed on site. Some aspects of a facilities may remain closed, such as changerooms.

As at the time of the June Council meeting, the Wynyard Foreshore Market and Waratah Caravan Park remain closed.

The outdoor workforce has continued to operate under controlled conditions.

Soap dispensers are being installed in all public toilets throughout the municipal area.

As mentioned in the last report, Children's Services have been significantly affected by the impacts of COVID-19. As detailed in the Finance report on this agenda, the quarter 4 performance of this area is expected to be negatively impacted by \$139,000. A new financial model will be introduced by the Federal Government on 12 July with a transition back to the former fee subsidy model.

Sectoral Response

The Local Government of Tasmania continues to take a strong leadership position for the sector with regular meetings convened for Mayors, General Managers, Minister Mark Shelton and Director of Local Government.

The following legislative changes, Directions and Notices are currently in place:

2. EMERGENCY MANAGEMENT ACT 2006

The following Directions have been made under the *Emergency Management Act 2006*:

- Direction under Section 40 - Persons arriving in Tasmania - 5 June
- Direction under Section 40 - Regulation of aircraft movement - 27 March
- Direction under Section 42 - Extension of Declaration of State of Emergency - 11 June

3. PUBLIC HEALTH ACT 1997

The following Directions have been made under the *Public Health Act 1997*:

- Direction under Section 15 - Extension of Emergency Declaration
- Direction under Section 16 - Gatherings - No. 11
- Direction under Section 16 - Quarantine - No. 1
- Direction under Section 16 - Isolation - No. 2
- Direction under Section 16 - Residential Aged Care Facilities - No. 7
- Direction under Section 16 - Workplace COVID Plan - No. 1

4. COVID-19 DISEASE EMERGENCY (MISCELLANEOUS PROVISIONS) ACT 2020

- Notice under Section 13 (Extension of statutory timelines) - Constitution Act 1934
- Notice under Section 13 (Extension of statutory timelines) - Land Use Planning Approvals Act 1993
- Notice under Section 15 (Protection from offence against planning law) - Land Use Planning and Approvals Act 1993
- Notice under Section 16 (Extension of period of appointment, employment and certain authorities for benefit of Crown) - Poisons Act 1971
- Notice under Section 17 (Authorisation to take actions electronically) - Local Government Act 1993, Local Government (Meeting Procedures) Regulations 2015
- Notice under Sections 18 (Authorisation for meetings not to be held in person) and 19 (Public exhibition of certain documents) - Local Government Act 1993, Local Government (Meeting Procedures) Regulations 2015
- Notice under Section 19 (Public exhibition of certain documents) - Land Use Planning and Approvals Act 1993, Land Use Planning and Approvals Regulations 2014
- Notice under Section 19 (Public exhibition of certain documents) - Water Management Act 1999
- Notice under Section 19 (Public exhibition of certain documents) - Land Use Planning Approvals Act 1993
- Notice under Section 20 (Proceedings of courts, Tribunals, &c., may be authorised to not be required to be held in public) - Justices Act 1959, Sentencing Act 1997
- Notice under Section 20 (Proceedings of courts, Tribunals, &c., may be authorised to not be required to be held in public) - Justices Act 1959, Criminal Code Act 1924, Sentencing Act 1997, Supreme Court Civil Procedure Act 1932

-
- Notice under Section 22 (Provisions restricting rent increases or termination of commercial tenancies) - Residential Tenancy Act 1997
 - Notice under Section 22 (Provisions restricting rent increases or termination of commercial tenancies)
 - Notice under Section 22 (Provisions restricting rent increases or termination of commercial tenancies) - Residential Tenancy Act 1997
 - Notice under Section 23 (Waiver or refund of certain fees, &c.) - Liquor Licensing Act 1990, Gaming Control Act 1993
 - Notice under Section 23 (Waiver or refund of certain fees, &c.) - Fire Service Act 1979
 - Notice under Section 23 (Waiver or refund of certain fees, &c.) - Taxi and Hire Vehicle Industries Act 2008

Financial Stimulus

Council adopted a range of stimulus measures at the May Council meeting and will confirm these and ore as part of the adoption of the 2020/21 Annual Plan and Budget Estimates.

Council has only received minimal requests under the Financial Hardship Policy.

Community and Economic Recovery

Economic data is starting to become available regarding impacts of COVID-19 on the Waratah-Wynyard Community. Attached is the latest information to hand.

Initiatives that the Council Community team has been developing and delivering include the following. The list does not include those items previously reported to Council in the past two reports.

Community Members

- Printed and distributed hard copies of Waratah-Wynyard Council Community Competitions to Wynyard, Yolla, Sisters beach, Somerset and Boat Harbour
- Attended the North West Regional Social recovery meeting online
- Attended COVID 19 Government Planning meeting online
- Attended Events Academy – Events Sector Bounce Back conference online
- Shared online instructions on how to download the COVID Safe app
- A small group of Council staff responded to a call for donations of blood and plasma
- Continued to update the variable message Board with Public Information Unit approved COVID 19 messaging

Seniors

- Shared online, and with relevant local community groups, a fact sheet and hotline developed by the Australian Government to resource Seniors

-
- Supported members of Wynyard Community Garden to change their model of operation to include rotating garden visitation/working times

Children/Youth

- Liaised with the Deputy Premier's office regarding students in need of additional digital support. Worked with local schools to identify students and families - Education Department have now contacted the families and provided additional resources.
- Attended Zoom meeting YNOT – Young People Social and Economic Recovery
- Community staff attended webinar – Youth Voice & Agency in Recovery

Families

- Council Officer visited the Waratah Community Centre to check on the Waratah Food Bank and provide assistance and support to ensuring that this valuable community resource can continue.
- Shared online and provided hard copies in the community a resource sheet with information on how people on the NW Coast can continue to “do the right thing” with restrictions lifting
- Drew the winners of the Lego and Chalk your Walk competitions

Local Businesses

- Information from State Government regarding the lifting of additional restrictions for the NW printed and distributed to Boat Harbour, Sisters Beach, Somerset and Wynyard
- Mental Health Service Provider updated poster and resource sheet distributed in Council common areas
- Shared online resources developed by the Tasmanian Chamber of Commerce and Industry to help local businesses link with customers online
- Updated Local Business “Opened/Closed” list
- Completed COVID 19 Social Recovery Plan
- Attended the North West Community Service Providers Network meeting
- Attended the Secrets of Grant Giving & Grant Winning Webinar
- Attended the Recovery Leadership by the Australian Institute for Disaster Resilience Webinar
- Attended the North West Regional Recovery Meeting
- Attending Fortnightly meetings North West Social Recovery Meetings
- Completed all facility COVID 19 plans along with signage
- Liaise with all user groups in relation to completing a COVID Safe Plan
- Assessed user groups COVID-19 Safe Plans and provided feedback

-
- Offered to print out any posters that local business need to be compliant through the Wynyard & Surrounds Business group
 - Community team attended Webinar – What We Can Learn From Previous Large Scale Disasters

Waratah

- Supported Waratah Community Board to set up online meeting options
- Visited Waratah Community Food bank to check on safe operating and to ensure compliance of COVID 19 safe operating procedures

The image below shows the Saunders Street Clinic drive through medical appointment option where people can sit in their vehicle while the Doctor comes out to see them. Council has loaned a marquee and witches hats to the clinic. Practice Manager Rebecca Berryman reports that drive through option is working exceedingly well.





STATUTORY IMPLICATIONS

Statutory Requirements

Council is required to follow all statutory requirements instigated by Federal and State Government.

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 1: Leadership and Governance
Desired Outcomes
We highly value the use of an evidence-based approach to the development and implementation of strategies and policies that support and strengthen our decision making.
We make publicly transparent decisions on spending and future directions while encouraging community feedback.
Our Priorities
1.4 Facilitate the meeting of community needs through strong advocacy and local and regional collaboration for shared outcomes.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Access and infrastructure	Local, regional and global transport and infrastructure access – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
Health and Wellbeing	Maintaining good health and wellbeing – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.

POLICY IMPLICATIONS

Council staff are following policy and procedure as dictated by the Business Continuity Plan and Emergency Management Plan as well as policy advised by the State and Federal Governments.

FINANCIAL IMPLICATIONS

Councils operating expenses for the 2020/21 financial year will be higher than usual as it supports agreed industry stimulus measures whilst also endeavouring to retain as many employees as possible during a very challenging period. Council will adopt a deficit budget for the 20/21 financial year.

Council will remain financial sustainable despite these significant and unpredicted impacts.

RISK IMPLICATIONS

As reported previously, there are a range of health and safety risks presented by the pandemic. This includes mental health and the effects of this on both staff and the community.

Financially, Council's long-term financial planning will need to be remodelled once the impact of the virus is known as outlined above.

Community recovery may be long, and some businesses may not be able to reopen. Tourism may also have a long recovery time if border controls remain in place for an extended period.

The risks associated with the pandemic are unprecedented and change very regularly.

CONSULTATION PROCESS





There is significant messaging being undertaken and sometimes the important messages are lost in the vast amount of information available. At times of crisis, the level of consultation normally afforded may not be possible and some decisions need to be made quickly.

CONCLUSION

It is recommended that Council note the actions taken to date in relation to COVID-19.

9.4 OPEN SPACE, SPORT AND RECREATION PLAN 2017-2027 - SOMERSET MASTERPLAN REVIEW - SOMERSET SOCCER GROUNDS

To: Council
Reporting Officer: Executive Officer
Responsible Manager: General Manager
Report Date: 25 May 2020
File Reference: 0601

Enclosures: 1. Somerset Soccer Club Masterplan Part A 
2. Somerset Soccer Masterplan Part B 
3. Somerset Soccer Club Site Investigation 
4. FFT Audit 

RECOMMENDATION

That Council:

- 1) Note and endorse changes to the Open Space, Sport and Recreation 2017-2027 (OSSR) Plan recommendations for the Somerset Recreation Precinct; and
- 2) Endorse the Somerset Soccer Masterplan as prepared by Sugden and Gee dated 7 May 2020

PURPOSE

To provide an updated recommendation for the development of the proposed Somerset Sporting Precinct, and specifically outline a staged plan to upgrade the Somerset Recreation Ground at Cardigan Street.

BACKGROUND

The OSSR Plan was approved in September 2017 and provides key recommendations and a framework for the management of open space, sport and recreation in the municipal area. The master planning identified three key open space, recreation facilities and/or sports grounds precincts, specifically:

- Wynyard Recreation Precinct, including the Showgrounds;
- Frederick Street Reserve, including the BMX track;
- Somerset Recreation Precinct

The Somerset Sporting Precinct concept referenced a consolidation of sporting facilities to the Somerset Primary school area. The OSSR locality analysis stated:

A key opportunity in Somerset is the development of a sports precinct adjacent to the Somerset Primary school – comprising 4 tennis, 1 football/cricket, and 3 football/soccer, with the possible addition of an indoor centre. This could be funded through sale of parts of the existing football and soccer ground, retaining vegetation along foreshore corridor and escarpment. However, if the necessary land cannot be secured by the Council from private ownership and Housing Tasmania, the three soccer grounds would not be able to be relocated to this precinct.

In Somerset all the sporting facilities are reaching the end of their lifespan and are located on separate sites (soccer/football, tennis, Australian rules football/cricket, basketball/badminton, surf lifesaving and boating). Consolidating these into one or two sites and co-locating the sports facilities with the school would renew the assets in a more sustainable way, create a management presence that enhances casual use, and enable the cost-effective maintenance and marketing of these facilities. None of the existing sporting facilities, bar the indoor sports court, is close to the school.

Somerset tennis courts are poorly located on a very exposed and isolated area without good support facilities. They are not correctly oriented and not open for community use. They are not co-located with other facilities, and they don't have facilities that would encourage social use. The club and State Government have invested heavily in these facilities, however.

Langley Park has a large support facility that is ageing and needs refurbishment. It is a single ground and not co-located with other facilities, nor is it in a prominent location that encourages use and it has a substandard scoreboard.

Somerset Soccer Club is an all-year-round soccer club. It is located on a relatively small site and pitches don't run north/south. The soccer facility is too small to enable growth – it will need some investment in support facilities such as lights and in-ground irrigation. The current site is Crown land. There is an opportunity to relocate the club to better facilities in conjunction with the other sports facilities, encourage sharing of fields and support facilities for sustainability and sell most of the existing site for residences/accommodation to pay for the redevelopment.

The indoor sports centre is reaching the end of its functional life. It does not have a management presence, it is poorly located away from other sports facilities and the site has very low amenity value. Its location, however is strategically important. The facility may be better co-located with the school, as indoor activities are likely to increase in demand. This site could become a park as the suburban area lacks a good town park.

Somerset lacks a good diversity of accommodation, and given its beach front location, Langley Park could offer this or a site for a hotel and/or additional residential dwellings if equivalent facilities for cricket and football could be developed.

An early concept is depicted below:



DETAILS

Council officers have pursued the vision of the Somerset Sporting Precinct with mixed results to date. It is to be noted that the area has developed since the creation of this masterplan, with significantly more residential growth in the immediate area.

The Somerset Primary School and Department of Education have been supportive of the concept and during discussions have verbally outlined their requirements and expectations should development proceed. The original concept was dependant on Council being able to acquire additional land adjacent to the school site. This has not eventuated and therefore Council is now required to alter the concept to accommodate the land available. With this in mind, it is recommended that a revised plan be progressed, with soccer to remain in its existing location at Cardigan Street. A previous concept considering this scenario is presented below, noting this is conceptual only:



To progress any development at the school, significantly more work needs to be undertaken, including consultation with affected clubs. Detailed design and costings will need to be prepared. As such, the draft 2020/21 Annual Plan and Budget includes \$20,000 to progress design of the revised precinct area.

Whilst the above can be progressively developed, the more immediate need then becomes the Cardigan Street Soccer facility. There are significant issues with the current site, some which require immediate attention. Recent facility audits are attached for information.

Sugden & Gee Pty Ltd were engaged by Football Tasmania (FT) to prepare a Master Plan and estimates for the development of Cardigan Street Recreation Ground with the project plan identifying the following main priorities:

- Upgrade of lighting for both pitches;
- Sub-soil drainage of both pitches;
- Fencing;
- Pitch realignment and extension to provide for 2 full size pitches; and
- Increased car parking.

The report proposes to complete the development of Somerset Recreation Ground in four stages;

Stage 1 – Temporary lighting;

Stage 2 – Extend main pitch, fencing and car park extension;

Stage 3 – New Lighting;

Stage 4 – Drainage

Stage 1 includes the replacement of existing halogen lamps with LED lamps fixed to the existing light towers. This stage is funded by Council and has been completed following reallocation of 2019/20 capital funds towards the project. A grant has been sought to offset the costs of the works. This project had to be completed immediately to allow for training under lights through the current winter as the existing lighting had deteriorated to a point where it was unusable.

Stage 2 proposes for the main pitch extension to be completed prior to the lighting installation and involves:

- the forming of new subgrade for the construction of the pitch soil profile;
- new fencing (ground perimeter, ball catching and property security fencing);
- new access road (if required)
- extension to irrigation system for additional turfed area; and
- car park extension.

This work is best undertaken during the drier/warmer months, from October to January and therefore the design and tendering work should commence in August of the same year. Completion of this stage in January will allow for adequate grow-in time for the seeded turf to gain strength for playing of football.

To enable the construction of the security fence along the Cardigan Street boundary several trees will need to be removed.

While stage 2 is in progress the lighting design is to be prepared for submitting of a planning application. Once approval is obtained stage 3 can proceed.

Stage 3 involves:

- the removal of the existing light towers; and
- lighting design and construction.

As part of the lighting design it would be necessary to assess the existing power supply to the site to determine if it is adequate for the proposed lighting design.

Stage 4 involves the design and construction of the sub surface drainage system for the entire site.

A concept is as follows:



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
We maintain and manage our assets sustainably.
We make publicly transparent decisions on spending and future directions while encouraging community feedback.
We encourage broad community input to create a focussed and strong sense of belonging.
We highly value the use of an evidence-based approach to the development and implementation of strategies and policies that support and strengthen our decision making.
Our Priorities
1.9 Collaborate with, understand and satisfy our external customers' needs and values.

GOAL 4: Community Recreation and Wellbeing
Desired Outcomes
Our community values, encourages and supports physical, social and cultural activities.
Our Priorities
4.1 Commit to ongoing recreation and open space planning to ensure evidence-based decisions are made about the role of Council and its partners in recreation.

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Financial analysis of the revised Somerset Sporting Precinct is yet to be finalised and will be so once further design is undertaken.

Sugden & Gee's proposed Cardigan Street Masterplan is estimated to cost \$1.35m. External funding will be required to cover some of these costs. A breakdown of the costs per stage are included in the attached report. Council has completed Stage 1 works at an estimated cost of \$13,000 with external grants sought to recover some of these costs.

The 20/21 draft Annual Plan and Budget Estimates include \$200,000 to progress Stage 2 works as follows:

Stage 2	Estimate (\$)
Demolition	5,800
Extension to Main Pitch and Access Road	134,470
Irrigation Extension	10,930
Fencing – boundary and pitch extension	29,400
Project Management	12,351
Contingency	7,049
Total	200,000

The ball catching fences and car park extension can be deferred to a later stage. If Council were to commit to, and deliver, the above, it would allow the club and Football Federation Tasmania to progress securing funding for the stage three lighting component.

A further allocation of \$15,000 has been included in the 20/21 draft Annual Plan and Budget Estimates for replacement of the existing goals.

Further funding by Council for future stages will be considered as part of future budget deliberations.

RISK IMPLICATIONS

There are risks the Somerset Recreation Precinct cannot be delivered for a variety of reasons. Further consultation and detailed design will identify areas of risk. The inability to acquire land has forced a redesign of the original concept plan.

The facilities at the Cardigan Street site have been deteriorating in recent years, largely due to the fact that it was thought a relocation would occur. Now that is not an option in the immediate term, attention must be given to rectification of the issues and constraints of the site.

CONSULTATION PROCESS


Limited consultation has occurred to date in regard to the delivery of the Somerset Recreation Precinct.

There have been extensive rounds of consultation with the Somerset Soccer Club and the Football Federation of Tasmania to work towards getting the best possible outcome available for the Cardigan Street site.

CONCLUSION

The Somerset Recreation Precinct as detailed in OSSR needs amendment to reflect the current situation. The progression of improvements at Cardigan Street then becomes a priority for Council.

9.5 SISTERS BEACH PUBLIC CAMPING

To: Council
Reporting Officer: Director Community and Engagement
Responsible Manager: General Manager
Report Date: 12 June 2020
File Reference: 02
Enclosures: 1. Sisters Beach Freedom Camping Responses 

RECOMMENDATION

That Council:

- 1. Note the feedback from the Sisters Beach public camping discussion paper**
- 2. Commence an expression of interest process for an interested party to develop and operate a public camping site in Sisters Beach.**

PURPOSE

To consider responses to the public camping in Sisters Beach discussion paper and determine further actions.

BACKGROUND

One of the key objectives of the Council formed Sisters Beach Working Group was to assist Council to progress community consultation on public camping at Sisters Beach. The Working Group agreed to provide input into the process however felt that the consultation needed to be driven by Council.

A public camping in Sisters Beach discussion paper was developed and distributed to the community for comment.

DETAILS

The public camping in Sisters Beach discussion paper was developed to enable broad comments rather than yes/no responses. The discussion paper provided background and general information about public camping and asked for feedback. The discussion paper was put on Council's website and promoted through social media, was on the Sisters Beach Community Association site and hard copies were available in the shop. Initially there was planned to be two community sessions at Sister Beach however these did not go ahead due to COVID-19 restrictions. A further offer to phone and be interviewed was provided.

The discussion paper consultation period was one month and closed on April 30. Council received ten written responses, one verbal response and 39 submissions through the website. Most respondents listed a Sisters Beach address.

The comments were constructive and provided details on why public camping at Sisters Beach was supported or not considered appropriate. A total of 66% of respondents supported the idea of public camping at Sisters Beach and 34% were not in favour of the idea.

Importantly the detail in the responses provided good insights into the concerns of the community and the matters that would need to be considered if any action to progress public camping in Sisters Beach were to be taken in the future.

Supporters noted the increase of vibrancy in the community and the economic value to the community as positives. In addition, there were many suggestions on the management of public camping and how to make it work in Sisters Beach.

Opponents sighted issues including traffic management and the impacts on the singular access road into Sisters Beach. Also, of concern was, the impact on wildlife from increase in vehicle movements and the location being close to the National Park. Rubbish and the risk of fire if the site was near bushland and the ability to regulate the area were other concerns raised.

Public camping has been considered as part of several reports relating to Sisters Beach

Sisters Beach Open Space Plan 2015 - recommended exploring options for freedom camping at Sisters Beach.

Open Space Sport and Recreation Plan 2015 – 2026 (Camping Issue Paper) - recommended to evaluate a site for freedom camping at Sisters Beach, along Honeysuckle Ave.

Freedom Camping Options Report 2019 - The report suggests consultation with community to determine need, identifying site requirements, determining the appropriate management model and preparing a budget for development of the site.

That report also proposed a ‘Balanced Welcoming’ approach to public camping which means as a community:

“We seek to be good hosts of our visitors and we seek them to be good guests when they come to our place. To achieve that we’ll give a high level of warm, welcoming support and embrace their cultures, but we will also put in place the measures to protect the values and environments important to us.”

The site identified in the discussion paper was a parcel of land off Honeysuckle Ave behind the fire station. There was investigation of this site several years ago and at the time most requirements could be met however there remains site study work to be completed before TasWater (adjacent property owner) will consider approval for the development. It would cost approximately \$10,000 to have the investigative study completed. This work was not under taken until community consultation was completed.

The public camping discussion paper highlighted that should there be support for public camping in Sisters Beach, Council would consider a proposal by a community group or other organisation to ‘manage’ a site however has not considered developing a site without a partnership such as this.

An expression of interest process would enable Council to consider the viability and public interest in establishing a site at Sisters Beach. A ‘balanced welcoming approach’ to delivery of public camping will enable proponents to develop a proposal that is feasible and meets community expectations. Applications could come from a private provider, a community

group or an individual. The purpose would be to develop a site for which Council has no management responsibility and can set the performance criteria for the operation.

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
Tourists and residents visit and appreciate our natural environmental attractions and unique surroundings.
Our Priorities

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

Council has adopted the following documents in relation to public camping:

- Sisters Beach Open Space Plan 2015
- Open Space Sport and Recreation Plan 2015 – 2026
- Freedom Camping Options Report 2019

FINANCIAL IMPLICATIONS

The establishment of public camping would incur costs associated with any studies required for development of the land near the treatment plant. Some minor works to prepare the site for use will also be required.

RISK IMPLICATIONS

- **Reputational Risk**
Public camping has been a contentious issue and may draw criticism from the community, particularly in areas where public camping does not occur
- **Environmental Impact**
The site nominated borders on national park reserves, the risk to the area was raised by participants as part of the consultation
- **Community and Organisational Safety**
Additional concerns were raised during the consultation in relation to the risk of fire and singular access to Sisters Beach with increased vehicular movements


CONSULTATION PROCESS

The public camping in Sisters Beach discussion paper provided background and general information about public camping and asked for feedback. The discussion paper was put on Councils website and promoted through social media, was on the Sisters Beach Community Association site and hard copies were available in the shop. There were 50 responses received

CONCLUSION

There are a range of views about public camping some positive, some not. Even when there is ample supply in formal parks there is often still some demand for public areas to stay. The provision of a public camping site at Sisters Beach has been discussed for some years. The public camping discussion paper sort feedback from the community which was considered and insightful. Through an expression of interest process proposals to 'manage' a site will be considered.

9.6 PUBLIC ART ADVISORY COMMITTEE

To: Council
Reporting Officer: Manager Community Activation
Responsible Manager: Director Community and Engagement
Report Date: 13 May 2020
File Reference: 001
Enclosures: 1. Public Art Advisory Group Operating Procedure 

RECOMMENDATION

That Council:

1. Endorse the community members of the Public Art Advisory Committee:
 - a. Clare Spillman
 - b. Lara Hardy
 - c. Christine Lilas Matthews
 - d. Svetla Gula
 - e. Alex Downes
 - f. Max Cowin
 - g. Jen Lawes
2. Nominate Councillor _____ to be a part of the Waratah-Wynyard Public Art Advisory Group, in accordance with the Public Art Advisory Group Operating procedure.

PURPOSE

To advise Councillors of the community members of the Public Art Advisory Group and to seek nomination of a councillor to be a part of the newly formed group.

BACKGROUND

At the Council meeting in November 2019 Council adopted a Public Art Policy, Public Art Procedures and a Public Art Advisory Group Operating Procedure.

As part of the Public Art Advisory Group Operating Procedure a definition regarding the makeup of the group was outlined in section 2 –

Membership of the Advisory Group. 2.1:

The Public Art Advisory Group will have at least five (5) members made from the following:

- *WWC Councillor (minimum of one)*
- *Independent Artists*
- *Art teachers, arts academics or individuals with an arts education background*
- *Representatives of Wynyard Artscape*
- *Representatives from the local indigenous community*
- *Community representatives*

DETAILS

The Public Art Policy and associated procedures were created to provide a framework to support the existing budgetary allocation of funds for public art. This is Council's first Public Art policy.

During the consultation phase of developing the Public Art policy expressions of interest were received from two members of the public to be a part of the Public Art Advisory Group. Further expressions of interest were advertised for nominations and applicants self-nominated.

A diverse range of community members self-nominated to be part of the committee and, as their skills and experience met the criteria and the number of positions available, the nominations were accepted.

Community members of the Public Art Advisory Committee include:

- Clare Spillman - Producer, Big hArt
- Lara Hardy - Freelance Graphic Designer
- Christine Lilas Matthews - Artist
- Svetla Gula - Business Owner
- Alex Downes - Principal Wynyard High School
- Max Cowin - Artist
- Jen Lawes - Artscape

There is also an allocated position for a Councillor, which will be filled through a nomination process.

The intended commencement of the Public Art Advisory Committee was scheduled in March 2020; however, this was impacted by COVID-19 restrictions. Appointment of a Councillor to the committee will complete the membership and the functions of the committee can commence.

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
We make publicly transparent decisions on spending and future directions while encouraging community feedback.
Our Priorities
1.4 Facilitate the meeting of community needs through strong advocacy and local and regional collaboration for shared outcomes.

GOAL 3: Connected Communities
Desired Outcomes
Waratah-Wynyard is a modern community—moving forward but not forgetting where it started.
Our Priorities
3.3 Deliver planning for activation through effective urban design and planning that promotes liveability, social gathering and connectedness, and which recognises and celebrates local history.

GOAL 3: Connected Communities
Desired Outcomes
Our community uses its voice to shape its future alongside a strong Council willing to listen and implement where reasonable and practical.
Our Priorities
3.4 Build community capacity through services and programs that strengthen, support and care for our community.

GOAL 4: Community Recreation and Wellbeing
Desired Outcomes
Our community enjoys access to visually appealing safe spaces and facilities for recreation.
Our Priorities
4.5 Collaborate with community organisations that provide recreation opportunities to 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.
Strong communities and social capital	Enduring community capital – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
Place making and liveability	Liveable places for all ages – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.
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,

Community Future Direction Theme	Key Challenges & Opportunities:
	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.

FINANCIAL IMPLICATIONS

There are no financial implications as a result of this report. There is an existing annual budget allocation to support this policy.

RISK IMPLICATIONS

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


CONSULTATION PROCESS

Draft copies of the Public Art Policy and associated procedures were circulated to the community for feedback. Community members self-nominated for the group, and six members of the Waratah Wynyard community would like to be a part of the inaugural group, along with a Council Officer and the Elected Member.

CONCLUSION

Council to endorse the community members of the first Public Art Advisory Group and nominate an Elected Member to be a part of the group. The appointment would be for an initial twelve-month period, with the option to stay on beyond that period, should that opportunity be mutually agreeable. No specific talent in Public Art is required, however a genuine interest in art and an understanding of its value in place making and being an important part of culture in a community will be valued.

9.7 REIMAGINING OUR REGIONS - TASMANIA'S FAR NORTH WEST REPORT

To: Council
Reporting Officer: Manager Tourism and Marketing
Responsible Manager: Director Community and Engagement
Report Date: 2 June 2020
File Reference: 1
Enclosures: 1. Reimagining Our Regions: Tasmania's Far North West 

RECOMMENDATION

That Council:

- 1. Note the Reimagining the Region report; and**
- 2. Endorse the development of a business case for the Loo with a View concept.**

PURPOSE

To provide an update on the status of the State Government's Reimagining Our Regions report and to seek Council's endorsement for proceeding with the development of a business case for the Loo with a View concept.

BACKGROUND

In May 2019 the State Government instigated the 'Reimagining our Regions' project under the T21 Visitor Economy Strategy. The project was led by the Office of the Co-ordinator General in partnership with Tourism Tasmania. The primary objective of the project was to identify product development and investment opportunities that would drive visitor demand into the far north west region of Tasmania. Stage 1 of this project identified the 'transformation of Table Cape into a 'must-stop' hub' as one of the key priorities.

In response to the Stage 1 report, Council considered developing the Loo with a View concept at the July 2019 Council meeting. Council resolved at that meeting not to progress the project at that time.

In February 2020 a draft report was released to the reference group for feedback. Following feedback stage – and a delay due to the COVID-19 crisis - the final report for the Reimagining the Regions was released on 13 May 2020 by John Fitzgerald, CEO of Tourism Tasmania.

DETAILS

The Reimagining Our Regions report now sits with the Regional Tourism Organisation, West x North West, and is a guiding document for planning and advocacy efforts around important investment opportunities for our region.

The 61 product development ideas generated from the Stage 1 Field Trip were all scored against seven assessment criteria. From this process, improved experiences at Table Cape (including Loo with a view) was highlighted as one of the six key priority concepts for the far north west region.

The transformation of Table Cape into a 'must see' iconic signature experience ranked as one of only two of the 61 concepts with the highest score for uniqueness within Tasmania and was also one of the highest-ranking project concepts for 'WOW' factor.

With consideration of this, Council has an opportunity to re-consider the Loo with a View project as a potential economic stimulator and signature tourism experience for the Waratah-Wynyard area.

A cost estimate for the project has already been developed, however this would need to be revisited and adjusted to reflect current conditions.

Should Council decide to progress the Loo with a View idea, the next stage is to develop a business case for the concept. The purpose of the business case is two-fold – to enable Council to determine the economic sustainability and potential positive impacts for tourism in the region should the project proceed and to serve as a supporting document for future funding submissions. The costs for this plan will be covered within the operational budget, estimated to be in the vicinity of \$7,500.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL
Desired Outcomes
We make publicly transparent decisions on spending and future directions while encouraging community feedback.
Long-term sustainable economic growth is achieved through adaptability and innovation.
Tourists and residents visit and appreciate our natural environmental attractions and unique surroundings.
We highly value the use of an evidence-based approach to the development and implementation of strategies and policies that support and strengthen our decision making.
Our Priorities
5.2 Investigate and embrace new economic opportunities.
5.7 Support existing and encourage new innovative activities/industries to the area.

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.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

The cost of the business case will be covered in the operational budget. An annual plan action has been submitted for the 20/21 budget to progress a business case for the Loo with a View project.

RISK IMPLICATIONS

By procuring an independent consultant to produce a business case for the Loo with a View concept, Council will be able to make an informed decision on the perceived risk of accepting the significant on-going costs associated with the Loo with a View concept should these costs be balanced and justified by the economic benefits a signature tourism attraction will bring to the broader community.

CONSULTATION PROCESS

There are no consultation requirements as a result of this report, however should the project proceed beyond the business case stage extensive stakeholder and community consultation will be required prior to Council proceeding to the concept plan stage.

CONCLUSION

It is recommended that Council note the Reimagining Our Regions: Tasmania's Far North West Report and endorse the development of a business case for the Loo with a View project in the 2020/21 budget year.

9.8 COMMUNICATION AND ENGAGEMENT STRATEGY YEAR ONE REVIEW

To:	Council
Reporting Officer:	Manager Tourism and Marketing
Responsible Manager:	Director Community and Engagement
Report Date:	3 June 2020
File Reference:	1
Enclosures:	Nil

RECOMMENDATION

That Council:

1. **Notes the Communication and Engagement Strategy annual review**
2. **Determine to continue with Community Conversations in 20/21 and due to COVID-19 restrictions, agree that the next round will commence after October 2020 at a time determined by the General Manager;**
3. **Agree that 20/21 Community Conversations will be held at each location once per annum with forums occurring every second month;**

PURPOSE

To present Council with a review of the first-year actions from the Communication and Engagement Strategy 19-21 and to recommend Council continues with the Community Conversations strategy initiated as part of the first year plan.

BACKGROUND

At the June 2019 ordinary meeting Council adopted the Communications and Engagement Strategy 2019/2021. This strategy reflects the changing communication landscape and the desire for Council to become more transparent with its community, increase engagement opportunities, encourage greater community participation in Council decision-making and encourage greater collaboration with key stakeholders.

The report outlines some key priority actions for year one as well as providing examples of operational activities delivered to meet the Strategic Objectives and Guiding Principles below:

- We will keep stakeholders **informed** with timely communication about Council projects, events and other newsworthy items.
- We will **listen** to our community by facilitating open, respectful two-way communication in order to build trust, encourage feedback and increase stakeholder understanding and support.
- With consideration for the diversity of our community, we commit to **engaging** with our stakeholders in innovative and meaningful ways that broaden our communication reach and increase the level of stakeholder engagement.
- We will **collaborate** with our stakeholders on major projects from conception to completion, incorporating feedback, advice and recommendations throughout the project lifecycle.

- We will deliver a **consistent** brand message and implement strategies to build awareness and advocacy amongst our stakeholders.

DETAILS

The Strategy set out some performance level goals across 21 different communication components, with a target level of practice set for June 2020. A desktop analysis of progress against those performance targets can be seen in the table below:

COMMUNICATIONS COMPONENT	Level of Practice			
	2010	2019	Goal 2020	Achieved 2020
Written communications plan, flowing from strategic plan	0	1	4	4
Communications style guide	0	2	4	4
Consistent communications style, reinforcing branding (typeface, palette, structure, graphics, logo)	0	1	4	4
Key messages (existing, demonstrated)	0	1	4	4
Defined target audiences	2	4	4	4
Communications objectives	2	2	4	4
Language appropriate to target audiences	2	3	4	4
Appropriate number of communications tools (too many/few)	1	2	3	3
Appropriate application of communications tools	1	2	3	3
Structured implementation of communications (timely, regular, proactive)	2	2	4	4
Engagement with media	3	2	4	4
Image library	3	3	4	4
Agreed responsibilities within staffing structure	2	2	4	4
Management support for communications	4	3	4	4
Organisation-wide embracing of communications (everyone represents the brand; all staff are advocates)	1	2	3	3
Identifiable brand (discernable brand values)	2	2	4	4
Website is easily navigable	4	3	4	5
Website has sensible content flow	4	3	4	5
Analysis of website visits	2	2	4	4
Use of new media	0	2	4	3
Public face engagement: Reception; face-to-face; telephone;	2	3	4	4

LEVEL OF PRACTICE KEY

- 0. Not performed
- 1. Ad hoc/not planned
- 2. Patchy
- 3. Regular/ somewhat strategic
- 4. Demonstrated and strategic
- 5. Optimal practice

The Report also sets out a table of Year One priority actions. Progress against those is summarised below:

Upgrade Council Website

The website project was completed, and the new site went live on April 30, 2020. The new site reflects Council's branding, creates a visually appealing 'digital front door' for Council and integrates user-friendly search tools. The site highlights Council's key projects and showcases news items in a timely and accessible way. Statistics are provided to Council each quarter and monitored regularly by Council Officers. There has been a 38% increase in users, and a 42% increase in new users (which is good news for audience reach) since the introduction of the new site.

Develop a Communication Toolkit

Work on this is on-going. Priority has been given to producing a template Communications Plan for major projects and working with Project Managers to ensure communication goals are considered from the early stages of each project – enabling us to proactively manage the media and public information.

Develop Annual Communications Calendar

The Communications team have an annual calendar which outlines the key touchpoints for the major communications plans for projects, as well as pre-scheduled social media posts. The nature of communications means many things are responsive and reactive, however the overall plan is in place as a guiding document.

Increase Media Coverage

Timely media releases were produced for all major projects and stories and media requests for interviews and information were managed as required. Importantly, the Communications Officer also proactively contacts media to discuss stories not initiated by Council but that have a potential impact through reputation or effect. Council does not currently monitor or evaluate broad media coverage as current resources do not allow – however there are a number of excellent digital platforms that would provide Council with a detailed analysis of the media coverage received should that be a priority. This could potentially be budgeted for in future years.

Grow Our Online Community and Engage more through Social Media

Council Officers have increased the strategic use of Facebook and built an engaged and increasingly positive audience. Followers have increased by 27% in the past 12 months (from 3638 to 4630). In terms of local government comparisons, WWC is third in both number of followers and reach amongst the nine North West Councils.

Council's Twitter account has 770 followers, and in the 91-day period between March 9 – June 7 the account had an average of 166 impressions per day. In April 2020 there were 7,954 impressions compared to 557 in April 2019.

Council's Instagram page was launched in April 2020. The account has 124 followers, with 25 posts made and an average of 39 likes per post to date.

A new LinkedIn page was launched in May 2020 – attracting 52 followers in the first month.

A total of 33 videos have been created and posted to Council's YouTube channel in the 2019/2020 year, with an average of around 150 views per video.

Conduct Audit of Council's Branding to Ensure Consistency

Officers are working their way through documents as upgrades are required to ensure new versions adhere to the brand guidelines and reflect the standard of messaging and design expected of Council communications. There are a number of areas throughout Council where there could be a greater level of consistency and relationship to the brand guidelines, and this work will be on-going.

Conduct Review of Staffing Communications Role to Ensure Adequate Resources to Complete Activities Expected

The Communications Officer part-time role has been backfilled with contract staff on and off since April 2019. This has provided some challenges to maintaining a consistency in standard and output. Since July 2019 the position has been filled at 3 days per week, with this being extended to 4 days per week in March 2020. This would be the minimum staffing requirement to adequately resource the expected output moving forward, with a full-time role allowing for more strategic outcomes.

Increase community participation in public consultation opportunities

Participation on the 'Your Say' page of Councils website has increased exponentially in the last 12 months, and hits to each newly created Your Say pages for each project consistently rank in the top 10 visited pages for the site. Participation in on-line surveys and feedback via Facebook and web have also been popular. Attendance at Council meetings has also increased, with some agenda items creating standing room only crowds. Public consultation has been conducted within communities for specific topics such as the Sisters Beach Public Camping and the Somerset ANZAC Park development - increasing stakeholder engagement and community participation in Council decision making.

New Strategic Initiative - Community Conversations

At the June 2019 Council Meeting, a motion was passed to conduct biennial community engagement forums in Wynyard, Somerset, Yolla, Waratah, Boat Harbour and Sisters Beach, with a review of the success of the program to be conducted after 12 months to determine format going forward.

Following this decision, a series of Community Conversations were planned and conducted. Unfortunately, COVID-19 restrictions resulted in the last four scheduled events being cancelled.

	FORUM 1	FORUM 2
Wynyard	29/7/19 6pm	3/2/19 10.30am
Boat Harbour Beach	26/8/19 6pm	19/2/19 10.30am
Sisters Beach	30/9/19 6pm	Cancelled COVID-19
Yolla	28/10/19 6pm	Cancelled COVID-19
Waratah	25/11/19 6pm	Cancelled COVID-19
Somerset	2/12/19 6pm	Cancelled COVID-19

Objective of Community Forums:

- To give the public the opportunity to meet councillors and staff and discuss ideas or concerns they may have in relation to their local area on a one on one/face to face basis.
- Developing mutual trust and positive relationships with the public and key stakeholders.
- An avenue to gain feedback on specific projects that are happening locally

The community were invited to attend open forums in various locations throughout the municipality to have one-on-one conversations with Councillors and senior Council staff on whatever subjects matter most to them.

To facilitate a relaxed and welcoming event, an informal approach was adopted with community members able drop-in and talk to councillors and staff one on one.

This initiative was a successful way of engaging with community members who prefer face-to-face to digital communication. In the first round of conversations, which were held during the evenings in Wynyard, Waratah, Boat Harbour, Sisters Beach, Yolla, and Somerset, 95 people attended in total. In 2020 the second round of conversations began with daytime sessions in Wynyard and Waratah – with 75 attendees at those two sessions alone. The remainder of the sessions for 2020 were postponed due to the COVID-19 restrictions. A total of 59 issues were recorded for follow-up, with 50 of those either resolved or with action in progress to date.

In addition to raising service requests the forums also generated many ideas for improvements to the community some of which have already been actioned or are included in this year's budget deliberations.

These forums were a useful component of Council's communication suite and reflect Council's commitment to listening to the community by facilitating open, two-way communication and also engaging with the community in innovative and meaningful ways in order to broaden our reach.

The Community Conversation forums are an effective strategy in the suite of communications measures. The continuation of Community Conversations is recommended when public health advice allows.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL
Desired Outcomes
We make publicly transparent decisions on spending and future directions while encouraging community feedback.
We encourage broad community input to create a focussed and strong sense of belonging.
We listen and engage with our community in decision making.
Our Priorities
1.1 Commit to best practice in community engagement.

1.2 Strengthen our communication with the community using diverse communications channels relevant to the demographic.
1.3 Encourage increased participation by all stakeholders.
3.2 Deliver engagement strategies that adapt to community needs to ensure effective communication and collaboration.
3.9 Become a 24/7 accessible council through the use of technology.

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no financial implications as a result of this report as objectives for the 2020/21 financial year have been included in the annual plan and budget where required. Future tasks may require budget allocations in subsequent years.

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 Communications and Engagement Strategy has been prepared to support Council's Strategic Plan and as part of Council's commitment to encourage open, transparent and active relationships between the Council, staff and the Community and to ensure Council is working towards delivering best practice communications and engagement outcomes. The Strategy will be reviewed and updated to reflect learnings from year one and to set new strategic goals and action plans for year two.

It is recommended Council notes this year one annual review and resolves to continue with the Community Conversations initiative when public health advice allows.

9.9 2020 WASTE SURVEY DETAILED RESULTS REPORT

To: Council
Reporting Officer: Project Manager
Responsible Manager: Director Infrastructure and Development Services
Report Date: 10 June 2020
File Reference:
Enclosures: 1. 2020 Waste Survey Detailed Results Report 

RECOMMENDATION

That Council note the 2020 Waste Survey Detailed Results Report.

PURPOSE

The purpose of this report is to advise Council of the results from the waste survey conducted during February and March 2020. This Detailed Results Report provides Council with a copy of the individual comments provided by survey respondents.

BACKGROUND

In Council's 2018/19 Annual Plan, the Council recognised the need to review waste management service opportunities and gaps through balancing the level of service with the community's ability/willingness to pay, in order to maintain sustainable service provision.

As an output to the review, a 5-year Waste and Resource Recovery Strategy (2019-2024) was developed and endorsed in August 2019. The Strategy serves as Waratah-Wynyard Council's commitment to sustainable and affordable service delivery into the future for waste management.

A range of actions within the Strategy require community input to determine expectations and willingness to pay for additional services, such as a food and organics (FOGO) collection or the extension of the Wynyard Waste Transfer Station opening hours. In order to fill the knowledge gap, a survey was conducted in early 2020 through an online platform, phone interviews and paper surveys.

The Summary Results Report was tabled by Council at its May 2020 ordinary meeting of council. Since that time, the individual text-based comments have been provided as an additional data set and these have been used to create the Detailed Results Report.

DETAILS

A total of 604 surveys were completed during the survey period. The survey was largely advertised through a mailout to all ratepayers, however flyers were also distributed from the Wynyard Waste Transfer Station and through social media. The community were encouraged to complete the survey online and a small number chose to complete the survey by paper copies or by telephone interview.

The key demographic and profile data for noting:

- 66% respondents currently receive a kerbside collection service
- 92% respondents own and live in Waratah-Wynyard

- A large minority (38%) of respondents are in the 55-69 age bracket
- 49% respondents were from households with no children living at home

Recorded statistics for the Waratah-Wynyard municipality during the 2016 ABS census concludes that over a quarter of residents (26%) living within the area are renting. However, only 2.3% of respondents in the 2020 Waste Survey were recorded as renters with the large majority owning and living within the municipality.

A large portion of the survey related to the FOGO feasibility study. These questions were designed to determine community values, perceptions and attitudes to resource recovery along with identifying any barriers to increasing participation in resource recovery related activities. These results are currently being reviewed by the consultant engaged for the coordination of the feasibility study.

Other questions contained within the survey sought to determine the community's use of the waste transfer station and to address some community views around inadequacy of the opening hours.

The individual text-based comments provided by some respondents have provided more insight into their attitudes and beliefs around Council's waste management services.

The survey results will be analysed and reviewed in detail to determine the available options and possible impacts to future service delivery. This information will be workshopped with Council in the near future upon the completion of the FOGO feasibility study.

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
We make publicly transparent decisions on spending and future directions while encouraging community feedback.
Our Priorities
1.2 Strengthen our communication with the community using diverse communications channels relevant to the demographic.
1.5 Build our knowledge base to apply in decision-making processes.
GOAL 7: Environment
Desired Outcomes
Our community uses the renewable and natural environment to meet its energy needs and assist in reducing the effects of global warming.
Our Priorities
7.2 Foster opportunity through sustainable development and community engagement.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Natural resource management	Managing abundant, natural and productive resources – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.
Place making and liveability	Liveable places for all ages – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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


CONSULTATION PROCESS

The survey was conducted as part of the consultation process in resolving actions contained within the Waste and Resource Recovery Strategy. Council decisions that are made as a result of future analysis will be communicated to the community, as appropriate.

CONCLUSION

It is therefore recommended that the Council note the 2020 Waste Survey Detailed Results Report.

9.10 CRADLE COAST WASTE MANAGEMENT GROUP - ANNUAL PLAN AND BUDGET

To: Council
Reporting Officer: Project Manager
Responsible Manager: Director Infrastructure and Development Services
Report Date: 10 June 2020
File Reference:
Enclosures: 1. Cradle Coast Waste Management Group Annual Plan and Budget 2020/21 

RECOMMENDATION

That Council note the Cradle Coast Waste Management Group Annual Plan and Budget 2020/21.

PURPOSE

The purpose of this report is to advise Council of the activities to be undertaken by the Cradle Coast Waste Management Group (CCWMG) for the 2020/21 financial year.

BACKGROUND

The CCWMG is responsible for implementing the Cradle Coast Regional Waste Management Strategy 2017-2022.

The CCWMG was formed in 2007 and represents seven northwest Tasmanian municipal councils. It comprises a General Manager, an elected member, Cradle Coast Authority and Dulverton Waste Management representatives, as well as technical staff from the member Councils. The group is currently chaired by Central Coast General Manager, Ms Sandra Ayton.

Each year the CCWMG set an annual plan and budget for the upcoming twelve months aimed at achieving the outcomes of the regional strategy. The annual plan and budget is funded from a voluntary levy of \$5 per tonne of waste delivered to landfill.

This report tables the CCWMG's Annual Plan and Budget 2020/21.

DETAILS

The CCWMG Annual Plan and Budget 2020/21 summarises the planned activities for the year which aim to achieve progress against the 5-year strategy.

The CCWMG 2018/19 Annual Report summarises progress against planned projects contained within the 5-year strategy, with 24 of an identified 52 being completed or ongoing as at 30 June 2019.

With over 18 discrete projects for the CCWMG to undertake, the 2018/19 financial year was completed in a successful manner with a high project completion rate. Three of the planned projects were either carried forward or determined not to proceed.

Funded by the voluntary levy of \$5.00 per tonne of waste delivered to council owned landfills in North West Tasmania, this Annual Plan and Budget includes details on how the strategic actions will be implemented in 2020/21.

Projects have been classified as ‘ongoing’, ‘one-off’, or ‘governance’. Ongoing projects are envisioned to continue at least into the following year, whilst one-off projects are those undertaken in the current year only. Governance relates to the additional reporting tasks carried out by the Cradle Coast Waste Services (CCWS), who provide project management expertise and project delivery for the projects detailed within this Annual Plan and Budget.

There are 18 projects identified as ‘ongoing’ or ‘one-off’ and 7 activities noted under ‘governance’.

In more recent times an optimisation of the governance of the group has been posed, that for projects that require a high level of organisational authority to proceed or prioritise that they be presented to the Cradle Coast Council’s General Managers for decision making. This is seen as an efficiency gain to improve upon the good regional collaboration that exists.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 7: Environment
Desired Outcomes
Our community uses the renewable and natural environment to meet its energy needs and assist in reducing the effects of global warming.
Tourists and residents visit and appreciate our natural environmental attractions and unique surroundings.
Our Priorities
7.1 Provide education to facilitate awareness and appreciation of built and natural assets.
7.5 Facilitate monitoring of pollution trends and events by the relevant authorities in our community environment.

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

It is predicted that \$353,500 will be available from the voluntary waste levy for funding the activities set out in the Annual Plan and Budget. Additionally, \$329,206 of carried forward funds would also be available, amounting to a total \$682,706.

The activities set out within the Annual Plan and Budget equate to \$470,082.

RISK IMPLICATIONS

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



CONSULTATION PROCESS

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

CONCLUSION

It is therefore recommended that the Council note the Cradle Coast Waste Management Group Annual Plan and Budget 2020/21.

9.11 LGAT - SPECIAL MEETING 26 JUNE 2020

To: Council
Reporting Officer: Executive Officer
Responsible Manager: General Manager
Report Date: 26 May 2020
File Reference: 0602
Enclosures: 1. LGAT Special Meeting 26 June 2020 - Agenda 
2. LGAT Special Meeting 26 June 2020 - Attachments 

RECOMMENDATION

That Council:

1. Note the advice related to the conduct of the Local Government Association of Tasmania's (LGAT) Annual General Meeting and July General Meeting remotely;
2. Agree to the West Tamar delegate attending the Special General Meeting and acting as Council's proxy to vote on the motions listed in the agenda; and
3. Note agreement to the proposed rule change.

PURPOSE

A special meeting of LGAT is being held to enable a rule change so that the July Meeting may be conducted remotely.

BACKGROUND

In accordance with *Section 329 of the Local Government Act 1993* (the Act), the Association may make rules relating to, amongst other things, the management of the Association. As the Act does not set out how meetings are to be held and given the Association is not incorporated as a corporation's law company, the LGAT Rules provide how meetings are to be conducted.

However, the LGAT Rules do not permit the AGM to be held online with online voting. Unlike meetings of the General Management Committee, the LGAT Rules do not allow meetings to be held by telephone or other technology, see Rule 22(c) which provides the ability of meetings of the General Management Committee to be held by telephone or other technology.

Therefore, the LGAT Rules will need to be amended to allow for meetings, including the AGM of the Association to be held by telephone or other technology.

Full details are provided in the attached agenda and minutes.

DETAILS

The LGAT special meeting agenda states:

..." In accordance with Rule 10(e), the General Management Committee can call a Special Meeting to consider amending the Rules due to an emergency. It could be argued that the emergency is the inability of the AGM to be held and the consequences that flow from that.

Provided Members agree to do so, the Members can attend the Special Meeting by proxy under clause 14 (each appointing the same person as their proxy) and via their proxy, vote in favour of amending the Rules.

It is proposed that the President, Mayor Holmdahl convene the special meeting at West Tamar Council, with only the West Tamar Delegate and the Launceston Delegate to allow for a mover and seconder and voting by proxy.

For the changes to be passed, at least two-thirds of the Members will need to assign a proxy for voting in the affirmative (Rule 16(f)(iii)).

LGAT may be able to have a face to face meeting in July, depending on public health advice, venue size and gathering limits but this change would provide the flexibility if that were not able to be achieved.

In parallel, LGAT is exploring, with our electronic voting software provider, a mechanism for online weighted voting to have in place for our July meeting. In doing so, we are also looking at whether we could combine face to face voting and remote voting in future to assist our more remote councils in relation to travel costs by allowing them to attend the meeting from a distance where we have the right technological set up and support

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
We are a knowledgeable organisation—we demonstrate best practices in our business processes.
Our Priorities
1.4 Facilitate the meeting of community needs through strong advocacy and local and regional collaboration for shared outcomes.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
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.

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

Due to timeframes this matter was discussed at a Council workshop on 1 June where Councillors agreed to accept rule change and nominated a delegate to act as proxy for Council. This report is for noting only.

9.12 AWARD OF CONTRACT #744 - PROVISION OF BRIDGE ASSET MANAGEMENT SERVICES

To: Council
Reporting Officer: Manager Engineering Services
Responsible Manager: Director Infrastructure and Development Services
Report Date: 23 April 2020
File Reference: 744
Enclosures: 1. Tender Evaluation Summary - Confidential

RECOMMENDATION

That Council award the contract #744, Provision of Bridge Asset Management Services to AusSpan

PURPOSE

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

BACKGROUND

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

The term of contract #744, Provision of Bridge Asset Management Services is a five (5) year contract, expiring on 30 June 2025.

A call for tenders for provision of these works was published in the Advocate Newspaper and on the Tenderlink website on Saturday 11 April 2020.

DETAILS

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

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

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

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

At the close of tenders on 8 May 2020, fourteen (14) prospective tenderers had accessed the tender documents via Tenderlink and four (4) prospective tenderers submitted tenders for the works.

Tender submissions were received from;

- AusSpan
- Integrity Testing Pty Ltd
- Pitt and Sherry
- Wellanbah Industrial Pty Ltd

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

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

- Criteria A (30% weighting) – Total Tender Sum;
- Criteria B (15% weighting) – Project understanding including quality and completeness of submission;
- Criteria C (15% weighting) – Capacity and resource, materials, plant and equipment to complete the works including financial viability;
- Criteria D (30% weighting) – Capability and relevant experience of personnel and management;
- Criteria E (10% weighting) – Quality management systems, including WHS, risk & environmental.

The completed tender assessment documents have been provided to Councillors as a confidential attachment.

The lowest cost tender submission received was from AusSpan for \$32,395 per annum or \$165,975 for the five-year contract term. AusSpan has been undertaking Bridge Asset Management services on behalf of Council for over ten years and have performed this function to a commendable level. AusSpan has a high level of familiarity with Council's entire bridge stock, current maintenance regime, replacement program and format for presentation of Bridge Asset Management reports.

In considering all other matters associated with the project and tender submission it is recommended that AusSpan be awarded the contract with a calculated tender value of \$32,395 per annum over a five (5) year period.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 6: Transport and Access
Desired Outcomes
We maintain and manage our assets sustainably.
Our Priorities
6.2 Plan for all movements and modes of transport with a fit-for-purpose network.

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

The value of this contract \$32,395 per annum or \$165,975 for the five-year contract term.

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

The tender submission by AusSpan for the Provision of Bridge Asset Management Services is considered the best option available to Council, in taking into consideration all aspects of the tender submission. It is recommended that contract #744 be awarded accordingly.

9.13 AWARD OF CONTRACT #745 - OLD BASS HIGHWAY (PORT CREEK) BRIDGE REPLACEMENT

To:	Council
Reporting Officer:	Manager Engineering Services
Responsible Manager:	Director Infrastructure and Development Services
Report Date:	5 June 2020
File Reference:	?
Enclosures:	1. Contract 745 - Tender Assessment Cover Page - Confidential

RECOMMENDATION

That Council award contract #745 – Old Bass Hwy (Port Creek) Bridge Replacement to BridgePro Engineering Pty Ltd

PURPOSE

To determine Council's position in relation to tenders submitted for the replacement of Port Creek Bridge on Old Bass Highway, Wynyard.

BACKGROUND

To maintain the safety and efficiency of Council's road network, periodically bridges will require replacement due to a range of factors including;

- Degradation and aging within elements of the bridge superstructure and substructure;
- Change in demand of traffic and applicable axle loads upon the bridge;
- Unforeseen circumstances such as flood, fire or vehicle impact;
- Regional growth and demand.

The bridge at Port Creek, Old Bass Highway has been identified through routine inspections as a risk of failure and need of replacement due to concrete spalling within bearing members of the bridge superstructure and corrosion intrusion within the tensioned steel of the beams. Furthermore, it has been identified that there is an advantage to Council in replacing this bridge, as the new bridge can be designed and constructed to accommodate the Coastal Pathway link between Wynyard and East Wynyard and have an improved under deck hydraulic capacity for flood waters exiting Port Creek to sea.

Provision of this type of bridge works is to be undertaken by external Contract providers, owing to the expense of specialist equipment and skills required, and capacity to undertake the works.

A combined call for tenders for provision of the Circular Head Council (CHC) & Waratah Wynyard Council (WWC) bridge replacements for the 2020/21 period was made through Councils electronic tendering portal 'Tenderlink'. An option was made available for tenderers to provide a WWC/ CHC combined tender for the replacement of the two CHC bridges and one WWC bridge. At the close of tenders on 29 May 2020, seventeen (17)

perspective tenderers had accessed the documents via the Tenderlink portal and five (5) tenderers provided submissions for the works.

DETAILS

This contract operates as a 'design and construct' contract, based upon the anticipated tendered sum to deliver the scope of the works. Tender price comparison and assessment is based upon the indicative total cost to Council to complete the works, given the unit rates submitted.

Most Tenderers have a 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. Most Tenderers have and continue to provide the services associated with this Contract to other Councils within Tasmania.

Each tender received has been assessed against a range of weighted criteria being:

Criteria A – Tender Sum – 55%

Criteria B – Tenderer's ability to complete works of the quality specified within the contract and within the specified time - 15%

Criteria C – The tenderer's OH&S, environmental, industrial relations and performance records – 15%

Criteria D – The tenderer's Quality System as well as experience and performance – 15%

The five companies to submit a tender in this instance were: -

- TasSpan
- BridgePro
- VEC
- Batchelor
- Gadian

Generally, the past services provided to Council by most of these companies have been considered satisfactory, and they have an understanding of the established requirements associated with performance of the works under this contract. Most tenderers have provided sufficient evidence to demonstrate their competence and capability to perform the works within the 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 Tenderer is considered primarily to be a matter of price for most companies in this instance.

The tender evaluation was carried out by three (3) Council officers and reviewed by Council's Director of Infrastructure and Development Services. In this instance, while tenderers offered price discounts for the case of award of all three bridges (1) WWC & (2) CHC, there was considered to be no benefit, financial or otherwise, for WWC and CHC to award a combined contract based on variability of individual bridge prices submitted by each tenderer.

BridgePro Engineering Pty Ltd have submitted the lowest price tender option for the WWC Port Creek bridge replacement with a calculated overall price of \$367,290. Whilst noting that the scope of this work is inclusive of design it is not foreseen that significant variation from this tendered sum will occur.

BridgePro Engineering Pty Ltd have recently undertaken bridge installation works to re-instate the pedestrian bridge over the Inglis River at the Bass Highway. These works were undertaken in a professional manner and resulted in an overall good end product to Council. There is no hesitation in recommending BridgePro Engineering Pty Ltd as the preferred tenderer to undertake the scope of these works.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Sustainable Murchison Community Plan 2040

Access and infrastructure	Local, regional and global transport and infrastructure access – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
----------------------------------	--

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Council has a budgeted sum \$654,313.00 for the provision of works under this contract. If the Tender is adopted as recommended, the estimated total cost for the replacement of the Port Creek bridge on Old Bass Highway will be \$367,2909.00. Whilst it is not foreseen that significant variation will occur with this contract this will allow for \$287,023 to be used as a contingency should variation be required.

RISK IMPLICATIONS

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

The use of experienced Contractors coupled with contract documents will minimise any risk to Council.

CONSULTATION PROCESS

Whilst there are no direct consultation processes required as a consequence of this report there will be necessitation for community advisement due to the road closure involved with the works. This will encompass at least the minimum mandatory timeframe for advertising road closure, notification to affected resident, emergency services and public transport and notification of the road closure by utilising Council's social portholes, website and placement of Variable Messaging Board prior to the road closure and replacement of the bridge.

CONCLUSION

The tender price submitted by BridgePro Engineering Pty Ltd for the replacement of the Port Creek Bridge on Old Bass Highway is the lowest cost option to Council and it is recommended Contract #745 be awarded accordingly.

9.14 AWARD OF CONTRACT #746 PROVISION OF BITUMEN SURFACING SURFACING

To:	Council
Reporting Officer:	Manager Engineering Services
Responsible Manager:	Director Infrastructure and Development Services
Report Date:	23 April 2020
File Reference:	746
Enclosures:	1. Tender Evaluation Summary Cover Page - Confidential

RECOMMENDATION

That Council award contract #746 – Provision of Bitumen Surfacing Services to Roadways Pt Ltd.

PURPOSE

To determine Council's position in relation to tenders submitted for the provision of Councils 2020/21 road bitumen surfacing services.

BACKGROUND

To maintain the safety and pavement integrity of Councils sealed road network, periodic resealing is essential for both the water-repelling and skid resistance characteristics of the surface. Without periodic resealing, surface cracking from bitumen oxidation allows water ingress within the road pavement, adversely impacting on structural integrity and pavement shape. Wearing and polishing of the old seal aggregates will also lead to decreased skid resistance and an increase in wet-weather vehicle accidents.

Provision of these road surfacing services is 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. The provider is determined through an annual tendering process.

A call for tenders for provision of these works for the 2020/21 period was published in the Advocate Newspaper on Saturday, 25th April 2020. At the close of tenders on 22nd May 2020, four (4) tender submissions were received for the works.

DETAILS

The Contract operates as a Schedule of Rates contract, based upon the anticipated quantities for projects identified within Councils Capital Works Reseal program. Tender price comparison and assessment is based upon the indicative total cost to Council to complete the works, given the unit rates submitted.

All Tenderers have a 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 the services associated with this Contract to other Councils within Tasmania.

Each tender received has been assessed against a range of weighted criteria being:

Criteria A – Tender Sum – 50%

Criteria B – Project understanding, including quality and completeness of submission – 10%

Criteria C – Capacity and resources, materials, plant and equipment to complete the works including financial viability – 10%

Criteria D – Capability and relevant experience of personnel and management – 20%

Criteria E – Quality management, including WHS, risk and environmental – 10%

Generally, the past services provided to Council by each of these companies have been considered satisfactory, and they have an understanding of the established requirements associated with performance of the works under contract. Each tenderer has provided sufficient evidence to demonstrate their competence and capability to perform the works within the 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 Tenderer is considered primarily to be a matter of price in this instance.

Roadways Pty Ltd have submitted the lowest price combined tender option with a calculated overall price of \$575,367. Whilst noting that these total 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 different

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
We maintain and manage our assets sustainably.
Our Priorities
6.2 Plan for all movements and modes of transport with a fit-for-purpose network.

Sustainable Murchison Community Plan 2040

Access and infrastructure	Local, regional and global transport and infrastructure access – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
----------------------------------	--

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Council has a total of \$700,329 budgeted across multiple projects within the Transport Capital budgets, for the purposes of the resurfacing works under this contract. The total

\$700,329 budget includes an allocation of \$119,000 for pre-seal preparation works and line marking. If the Tender is adopted as recommended, the estimated total cost for 2020/21 bitumen resurfacing works, at the rates tendered, will be \$575,367 plus \$119,000 for preparation works and line marking giving a predicted nominal \$5,000 under budget result.

RISK IMPLICATIONS

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

The use of experienced Contractors coupled with contract documents would minimise any risk to Council.

As this contract is set up with a schedule of rates, the exact final cost cannot be determined. The quantities estimated are however thought sufficiently accurate and any variation in the final cost should be contained within budget provisions.

CONSULTATION PROCESS

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

CONCLUSION

The tender price submitted by Roadways Pty Ltd for supply of Sprayed bituminous surfacing services is the lowest cost option to Council and it is recommended Contract #746 be awarded accordingly.

9.15 FINANCIAL REPORT FOR THE PERIOD ENDED 31 MAY 2020

To: Council
Reporting Officer: Accountant
Responsible Manager: Director Organisational Performance
Report Date: 3 June 2020
File Reference: 1
Enclosures: Nil

RECOMMENDATION

That the Council notes Financial Reports for the period ended 31 May 2020.

PURPOSE

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

BACKGROUND

The financial reports presented incorporate:

- Underlying Operating Performance
- Operating Performance by Department
- Balance Sheet
- Statement of Cashflows
- Cash Position
- Rate Summary
- Capital Works Summary

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.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

COMMENT

Council's operations have remained consistent during the month which is a positive given the uncertainty that Covid-19 had presented. The operational forecast of Council continues to remain unchanged, despite the early easing of state enforced restrictions.

Capital works program has been updated to include the additional Planning and Design stages for Port Creek, Big Creek and Cotton Street works in 2020/2021. Forecasts have been revised to reflect anticipated carried forward works into next year.

Operating Performance Statement

The Operating Performance Statement shows the performance of Council's day to day operations.



OPERATING POSITION STATEMENT as at 31 May 2020	Note	YTD Actual	YTD Budget	% Variance	YTD Variance		Budget	Forecast	Forecast Variance
Recurrent Income									
Rate Revenue	1	11,384,715	11,331,753	0%	(52,962)	✓	11,331,753	11,387,366	55,613
User Charges	2	2,043,850	2,406,551	15%	362,701	✗	2,612,127	2,152,599	(459,528)
Reimbursements/Contributions	3	565,263	580,288	3%	15,025	✗	709,309	665,442	(43,867)
Grants and Subsidies	4	2,482,710	2,678,377	7%	195,668	✗	3,935,369	2,645,974	(1,289,395)
Interest		204,331	206,162	1%	1,831	!	225,000	225,000	-
Distributions from Water Corporation	5	281,000	252,900	-11%	(28,100)	✓	562,000	281,000	(281,000)
		16,961,869	17,456,031	3%	494,162	✗	19,375,558	17,357,381	(2,018,177)
Recurrent Expenditure									
Employee Costs	6	6,073,870	6,441,592	-6%	(367,722)	✓	6,997,884	6,648,127	(349,757)
State Levies		409,845	412,790	-1%	(2,945)	✓	530,608	528,650	(1,958)
Remissions & Discounts		396,194	401,695	-1%	(5,501)	✓	401,695	417,749	16,054
Materials & Contracts	7	5,958,108	6,178,736	-4%	(220,628)	✓	6,715,265	6,496,068	(219,197)
Depreciation		3,928,716	3,914,504	0%	14,212	!	4,272,038	4,285,803	13,765
Gain/(Loss) on Disposal		(276,118)	69,157	-499%	(345,275)	✓	75,480	75,480	-
Borrowing Costs		16,357	29,590	-45%	(13,233)	✓	32,293	32,293	-
Other Expenses		200,755	207,548	-3%	(6,793)	✓	264,422	262,922	(1,500)
		16,707,726	17,655,612	-5%	(947,886)	✓	19,289,685	18,747,092	(542,593)
Surplus/(Deficit)		254,143	(199,581)	227%	(453,724)	✗	85,873	(1,389,711)	(1,475,584)
Capital Items									
Capital Grants/Contributions		1,131,284	1,101,447	-3%	(29,837)	✓	2,966,131	1,839,131	(1,127,000)
Derecognition of Assets		-	-						
Asset Recognition		-	-						
Comprehensive Surplus/(Deficit)		1,385,427	901,866	225%	483,561		3,052,004	449,420	-2,602,584

Year to date Council has a surplus of \$1.385m with a forecast of \$0.449m at year end.

Explanations are provided for forecast and budget variances of \$50,000 or more below.

Note	Commentary
1	Rates levied are consistent with the annual budget estimates. Supplementary rates are not allowed for in the budget estimates. As a result, a favourable variance to budget is anticipated for the year for this line item with a favourable variance of \$55,613 expected.
2	User Charges are expected to be lower than budget for the year by around \$459,000. This is predominantly related to child care operations which are discussed in further detail under the departmental summary. The variance in user fees is partly offset by a reduction in employee expenditure for child care operations.
3	Reimbursements will be lower than budget predominantly due to a reduction in resource sharing (due to staff departures).
4	Grants and subsidies will be under budget by approx. \$1.3m due to the timing of FAG grant receipts. \$1.5m of the current year grant was paid in advance last financial year. The budget allows for 100% of the current year funding to be received in the current year.
5	Tas Water have advised that they are not able to distribute the remaining dividend due to Councils in the current financial year. The impact on the current year operating result is \$281k. Some uncertainty remains about Tas Water's dividend intentions next financial year.

Note	Commentary
6	<p>Wages are tracking favourably to budget predominantly due to vacancy savings. Expenditure will increase over the remainder of the year as vacancies are filled.</p> <p>Child care wages have also had to reduce due to a reduction in utilisation of child care services in quarter 4 which partially offsets the above reduction in user fees. More information in relation to child care operations is included in the department summary reporting below.</p> <p>Overall wages across the organisation will be lower than budget by approximately \$349k.</p>
7	<p>Materials & Contracts favourable against budget with seasonal change allowing for increased outdoors maintenance and work and expected to increase in coming months.</p> <p>Materials and contracts expenditure is expected to be \$219k below budget with the main movements being:</p> <p>the Road Safety Audit coming in at \$73k less than budget;</p> <p>the Settlement Strategy will now also be undertaken internally and funded from wages rather than contract expenditure \$60k (offset by an increase in wages expenditure);</p> <p>Other savings across the organisation including consulting for special projects (\$30k) and HR training and uniforms expenditure (\$27k).</p>

Operating Position by Department

This statement provides an overview of the performance and forecast by department.



NET POSITION BY DEPARTMENT As at 31 May 2020	Note	YTD ACTUAL	YTD BUDGET	ANNUAL BUDGET	ANNUAL FORECAST	FORECAST VARIANCE
Community & Engagement						
Children Services	1	53,724	316,176	352,803	(7,841)	(360,644)
Community Activation		(574,024)	(639,764)	(690,746)	(643,120)	47,626
Community Support		(440,240)	(534,306)	(563,347)	(516,511)	46,836
Tourism & Marketing		(408,499)	(445,395)	(479,812)	(471,643)	8,169
Total Community & Engagement		(1,369,038)	(1,303,289)	(1,381,102)	(1,639,115)	(258,013)
Council & General Managers Office						
Council	2	7,864,632	7,733,840	8,690,714	7,757,777	(932,937)
Total Council & General Managers Office		7,864,632	7,733,840	8,690,714	7,757,777	(932,937)
Infrastructure & Development Services						
Asset Services	3	73,399	14,812	44,036	112,840	68,804
Cemetery		(110,302)	(93,984)	(103,836)	(105,942)	(2,106)
Development Services		(545,972)	(644,221)	(707,713)	(663,901)	43,812
Engineering Support Services		114,458	71,127	60,217	108,121	47,904
Footpaths		(300,154)	(292,997)	(319,351)	(338,963)	(19,612)
Garbage		173,490	110,653	23,136	17,486	(5,650)
Public Halls		(150,037)	(176,387)	(192,041)	(169,014)	23,027
Public Toilets		(208,705)	(193,559)	(212,408)	(223,241)	(10,833)
Reserves	4	(928,984)	(575,036)	1,040,721	(119,191)	(1,159,912)
Sports		(806,441)	(795,020)	(880,279)	(849,478)	30,801
Stormwater Drainage		183,870	147,648	86,398	141,397	54,999
Transport	5	(2,924,521)	(3,087,835)	(2,821,984)	(3,399,574)	(577,590)
Waste		22,158	(20,285)	(88,047)	(76,816)	11,231
Works & Services	6	(116,142)	(64,367)	(66,111)	(9,414)	56,697
Total Infrastructure & Development Services		(5,523,884)	(5,599,451)	(4,137,262)	(5,575,690)	(1,438,428)
Organisational Performance						
Administration		413,717	70,766	(120,346)	(93,552)	26,794
Total Organisational Performance		413,717	70,766	(120,346)	(93,552)	26,794
Comprehensive Surplus/(Deficit)		1,385,427	901,866	3,052,004	449,420	(2,602,584)

Explanations are provided for annual forecast variances to budget of \$50k or more. There has been no change in the operational forecast for any of the departments and remains consistent with the commentary from April.

Note	Commentary
1	<p>Children's Services</p> <p>Children's services operations have been materially impacted by the COVID-19 pandemic containment measures.</p> <p>Child care operations from April to June (quarter 4) will have an operating deficit of \$84,935. Quarter 4 would have otherwise returned a surplus of \$54,225. The pandemic is expected to impact quarter 4 financial performance negatively by \$139k.</p> <p>Council has taken several cost containment measures reducing the financial impact to Council.</p>

Note	Commentary
	<p>Without any cost reducing measures, the cost would have been greater and in the order of \$185k (rather than \$85k).</p> <p>The service usually returns a surplus to Council. The challenges currently faced by the centre are temporary in nature and the operations are expected to return to a self-funded sustainable level after restrictions are lifted and pre-existing funding arrangements resume in mid-July.</p>
2	<p>Council</p> <p>This department is where the General-Purpose Financial Assistance Grants (FAG) and Tas Water dividends are captured.</p> <p>Overall the department will have an unfavourable variance to budget of \$932k. \$735k of this relates to timing of grant payments only (paid late last financial year).</p> <p>The unfavourable impact relating to the non-payment of the remaining year dividend by Tas Water is \$281k.</p>
3	<p>Asset Services</p> <p>Asset services costs will be lower than budget due to a redirection of labour. The wages are allocated elsewhere in the budget.</p>
4	<p>Reserves</p> <p>The unfavourable variance to budget relates to timing of capital grant receipts for Anzac Park of \$1.3m. The grant funding will be paid over the course of 2020/21 and 2021/22 in line with planned project completion and grant deed.</p>
5	<p>Transport</p> <p>This department is where the Transport and Bridge Financial Assistance Grants (FAG) are captured.</p> <p>Overall the department will have an unfavourable variance to budget of \$577k. \$670k of this relates to the timing of grant payments only (paid late last financial year).</p>
6	<p>Works & Services</p> <p>The Works and Services department will have a favourable variance to budget of approx.\$57k. There are several contributing factors however the variance can largely be attributed to a lower than expected conference and training expenditure spend (over allowed for in the budget estimates).</p>

Balance Sheet

This report provides a balance sheet of the Council's Assets and Liabilities as at 31 May 2020 and forecast financial position at year end against that budgeted. Councils net assets as at 30 June 2020 is expected to be \$220.5m.



BALANCE SHEET As at 31 May 2020	YTD Actual \$	Budget \$	Forecast \$	Forecast Change on Budget \$
Current Assets				
Cash & Cash Equivalents	13,509,056	6,272,242	12,394,928	6,122,686
Receivables	836,946	891,000	880,000	(11,000)
Inventories	108,080	116,818	108,631	(8,187)
Land For Resale	110,182	110,182	110,182	-
Other Current Assets	3,980	190,000	190,000	-
Total Current Assets	14,568,244	7,580,242	13,683,741	6,103,499
Non-Current Assets				
Property, Plant and Equipment	161,462,646	168,822,714	161,593,419	(7,229,295)
Investment in Water	51,687,318	46,117,782	51,687,318	5,569,536
Total Non-Current Assets	213,149,964	214,940,496	213,280,737	(1,659,759)
Total Assets	227,718,208	222,520,738	226,964,478	4,443,740
Current Liabilities				
Payables	3,393,037	1,418,407	3,503,928	2,085,521
Interest-Bearing Liabilities	58,451	119,862	123,921	4,059
Employee Provisions	1,696,838	1,923,745	1,814,349	(109,396)
Provisions	-	-	-	-
Total Current Liabilities	5,148,325	3,462,014	5,442,198	1,980,184
Non-Current Liabilities				
Interest-Bearing Liabilities	870,174	750,312	746,253	(4,059)
Employee Provisions	63,146	191,123	69,924	(121,199)
Provisions	216,999	215,484	222,546	7,062
Total Non-Current Liabilities	1,150,319	1,156,919	1,038,723	(118,196)
Total Liabilities	6,298,644	4,618,933	6,480,921	1,861,988
Net Assets	221,419,564	217,901,805	220,483,557	2,581,752
Equity				
Current Year Result	1,385,427	3,052,004	449,420	(2,602,584)
Accumulated Surplus	154,110,750	152,951,554	154,110,750	1,159,196
Reserves	65,923,386	61,898,247	65,923,387	4,025,140
Total Equity	221,419,564	217,901,805	220,483,557	2,581,752

Statement of Cashflows

This report provides details of cash movements for the current financial year to 31 May 2020. Total cash and investments as at 31 May 2020 were \$13.5m. The forecast cash on hand as at 30 June 2020 is \$12.4m which is \$6.1m higher than budget.

This cash estimates includes a reassessment of employee provisions, a lower recovery of rates and charges, and revised \$4.8m in capital expenditure that will be carried forward to next financial year.



STATEMENT OF CASHFLOWS As at 31 May 2020	YTD Actual \$	Budget \$	Balance Remaining %	Balance Remaining \$	Forecast \$	Change on Budget \$
Cash flows from operating activities						
Employee Costs	(6,073,870)	(7,003,124)	87%	(929,254)	(6,532,496)	470,628
Materials and Contracts	(5,496,408)	(6,678,143)	82%	(1,181,735)	(5,918,843)	759,300
State Levies	(409,845)	(530,608)	77%	(120,763)	(528,650)	1,958
Other Expenses	(596,949)	(554,435)	108%	42,514	(675,124)	(120,689)
Rates and Charges	11,075,827	11,519,772	96%	443,945	11,035,323	(484,449)
User charges	2,226,396	2,613,127	85%	386,731	2,152,599	(460,528)
Interest	204,331	225,000	91%	20,669	225,000	-
Reimbursement of Expenses	565,263	708,309	80%	143,046	665,442	(42,867)
Government Grants	4,189,201	4,500,053	93%	310,853	4,472,285	(27,768)
Net Cash provided by (used in) operating activities	5,683,946	4,799,951	118%	-883,995	4,895,536	-95,585
Cash flows from investing activities						
Payments for Property, Plant and Equipment	(6,289,055)	(13,939,615)	45%	(7,650,560)	(7,189,414)	6,750,201
Investment revenue from Water Corporation	281,000	562,000	50%	281,000	281,000	(281,000)
Proceeds from Sale of Property, Plant and Equipment	334,800	155,763	215%	(179,037)	395,700	239,937
Capital grants	1,131,284	2,401,447	47%	1,270,163	1,719,311	(682,136)
Net cash provided by (used in) investing activities	-4,541,971	-10,820,405	42%	-6,278,434	-4,793,403	-6,027,002
Cash flows from financing activities						
Borrowing Costs	(16,357)	(32,293)	51%	(15,936)	(32,293)	-
Loan Drawdowns (Repayments)	-	-	#DIV/0!	-	-	-
Loan Repayments	(57,486)	(115,936)	50%	(58,450)	(115,936)	-
Net cash provided by financing activities	-73,843	-148,229	50%	-74,386	-148,229	0
Net (Decrease) in Cash Held	1,068,133	(6,168,683)	-17%	(7,236,816)	(46,097)	6,122,586
Cash at beginning of year	12,440,924	12,440,925	100%	1	12,440,925	-
Cash at end of period	13,509,057	6,272,242	215%	-7,236,815	12,394,828	-6,122,586

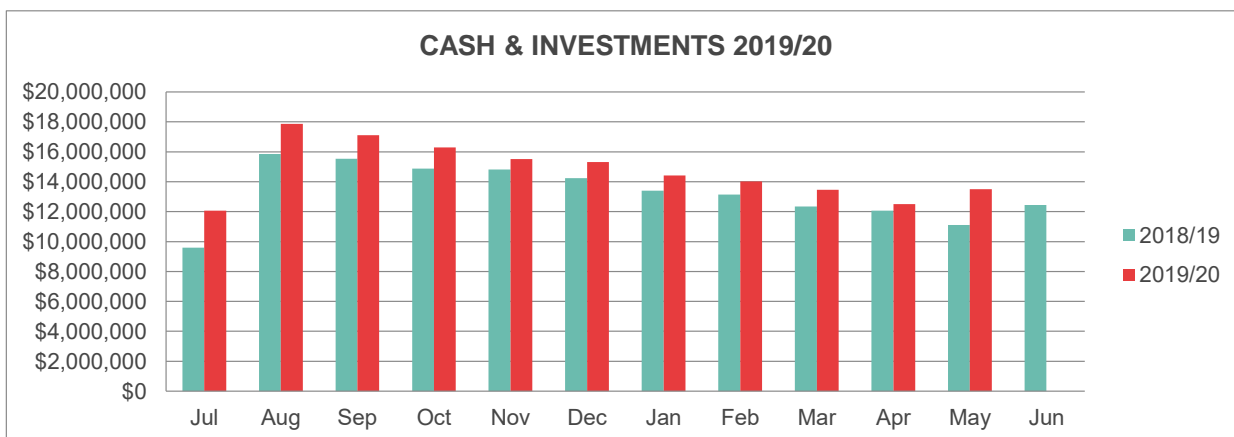
Cash Position

The following table provides an outline of Council's cash and investment portfolio as at 31 May 2020. Total cash and investments on hand as at 31 May 2020 is \$13.5m.

As investments mature, Council's investment portfolio will be diversified in line with the requirements of the newly adopted Investment Policy.



CASH POSITION As at 31 May 2020		\$	INVESTMENTS	\$	Weighted Average Return
Deposits	12,600,000		Commonwealth Bank	907,456	0.00%
			Investments		
			ING	7,000,000	1.31%
			ME Bank	5,600,000	1.26%
Petty Cash and Till Floats	1,600		Petty Cash and Till Floats	1,600	
Trading Account	907,456				
BALANCE (ALL ACCOUNTS)	13,509,056			13,509,056	1.20%



RBA Cash Rate* 0.250
90 Day BBSWs Rate** 0.095

*source: www.rba.gov.au as at 1 June 2020

**source: <https://www.asx.com.au/data/benchmarks/bbsw-10-day-rolling-history.pdf> as at 1 June 2020

Rates Summary

The following table provides the detail of Council's Rates and Charges levied compared with the same time last year. Rates and Charges collected as at 31 May are behind that collected as at the same time last year. During the current month Rates Officers engaged with 189 ratepayers, of which 59 have paid their outstanding rates in full or entered into payment arrangements. Due to current economic conditions it is anticipated that unpaid rates will remain above prior years over the coming months.



RATE SUMMARY For the period 1 July 2019 to 31 May 2020		2019/20		2018/19
	%	\$	%	\$
<i>Notice Issue Date - 2 August 2019</i>				
OUTSTANDING RATE DEBTORS (As at 1 July 2019)	4.27	507,597	3.90	452,217
ADD CURRENT RATES AND CHARGES LEVIED (including penalties)	95.73	11,384,715	96.10	11,155,881
GROSS RATES AND CHARGES DEMANDED	100.00	11,892,312	100.00	11,608,098
LESS RATES AND CHARGES COLLECTED	90.77	10,795,135	91.30	10,597,961
REMISSIONS AND DISCOUNTS**	8.26	982,813	8.32	966,065
	99.04	11,777,948	99.62	11,564,026
ADD PROPERTIES IN CREDIT	(4.64)	551,608	(4.33)	502,175
UNPAID RATES AND CHARGES * (includes Deferred Rates)	5.60	665,972	4.71	546,247
**REMISSIONS AND DISCOUNTS				
		2019/20		2018/19
Discount		388,328		388,862
Pensioner Rebates		587,028		571,003
Council Remissions and Abandonments		7,457		6,200
		<u>982,813</u>		<u>966,065</u>
* Number of Assessments	562			

Capital Works Summary

The Capital Works Summary provides a snapshot of the percentage of expenditure against the 2019/2020 Capital Works program. Timing of expenditure is based on the works plan and actual spend, and not reflective of the actual progress of the Capital Work, which is detailed under Capital Program Monthly Progress.



CAPITAL WORKS SUMMARY		Actual	Budget	% Spend of Budget	Forecast	Forecast	Projected
As at 31 May 2020	Note	\$	\$		\$	Variance	C/Forward
Governance							
Multi Use Community Facility	1	225,897	3,813,698	5.92%	225,897	6,900	3,594,701
New Board Walk and Seawall Renewal	2	1,036,899	495,077	209.44%	1,036,899	541,822	-
Other	1	267,502	381,974	70.03%	281,618	70,356	30,000
		1,530,298	4,690,749	32.62%	1,544,414	478,366	3,624,701
Strategic & Financial Services							
		140,651	320,000	43.95%	191,599	-	128,401
Organisational Performance							
		52,132	99,131	52.59%	69,131	-	30,000
Community Services							
Children Services	1	6,611	69,868	9.46%	9,868	-	60,000
Tourism		2,984	4,500	66.31%	4,500	-	-
General	1	24,120	62,174	38.79%	52,174	-	10,000
		33,714.92	136,542	24.69%	66,542	-	70,000
Engineering Services							
Depot		34,695	98,255	35.31%	98,255	-	-
Plant	3	782,070	791,777	98.77%	838,095	46,318	-
		816,766	890,032	91.77%	936,350	46,318	-
Waste Management							
		34343.83	25,000	137.38%	34,344	9,344	-
Public Conveniences							
		93008.28	115,658	80.42%	115,720	62	-
Transport							
Re-Sheeting	4	522,518	721,288	72.44%	732,703	11,415	-
Reseals - Rural		134,259	234,207	57.33%	254,212	20,005	-
Reseals - Urban		77,318	158,660	48.73%	173,757	15,097	-
Footpaths		115,574	192,605	60.01%	192,605	-	-
Bridges		10,125	10,000	101.25%	10,125	125	-
Somerset CBD		300,310	261,332	114.92%	277,888	28,668	12,112
Wynyard CBD		183,989	500,000	36.80%	300,000	-	200,000
General	5	333,804	538,227	62.02%	501,886	26,545	62,886
		1,677,898	2,616,319	64.13%	2,443,176	101,855	274,998
Sporting Facilities							
Wynyard		765,028	1,022,927	74.79%	918,575	47,221	57,131
Somerset		158,821	199,970	79.42%	200,705	735	-
		923,849	1,222,897	75.55%	1,119,280	46,486	57,131
Parks & Gardens							
Wynyard	1	587,915	1,297,467	45.31%	899,525	49,566	447,508
Somerset	1	15,224	150,000	10.15%	50,000	-	100,000
General	1	113,358	178,708	63.43%	125,435	727	54,000
		716,497	1,626,175	44.06%	1,074,961	50,294	601,508
Stormwater Drainage							
Stormwater Pipe Replacement/Upgrades	6	99,770	74,564	133.80%	353,165	302,921	24,320
General		27,073	46,000	58.85%	46,000	-	-
		126,843	120,564	105.21%	399,165	302,921	24,320
Total Capital Works Program 2019/20	7	6,146,001	11,863,067	51.81%	7,994,681	942,673	4,811,059

Capital Works Summary Cont.

Note	Commentary
1	These projects are planned to carry over into 2020/2021
2	Project over budget due to site conditions and additional foundation works required on the Sea Wall and Board Walk.
3	Forecast updated to include additional capital expenditure associated with the new street sweeper as report to Council on 21/10/2019.
4	Works over budget due to additional works performed at time of work. Expecting some transport capital works to come in under budget with year-end overall transport expenditure to be consistent with year-end budget.
5	Zig Zag track over budget due to the variation of additional drainage works required during construction.
6	Forecast Capital Works Program updated to include Port Road Boat Harbour drainage amendment approved by Council on 21/10/2019, and the planning and design work for Port Creek, Big Creek and Cotton Street works approved by Council on 18/05/2020.
7	Forecast updated to reflect actual expected spend by 30 June 2020, with added Projected Carried Forward spend to 2021. Projected Carried Forward has been updated.

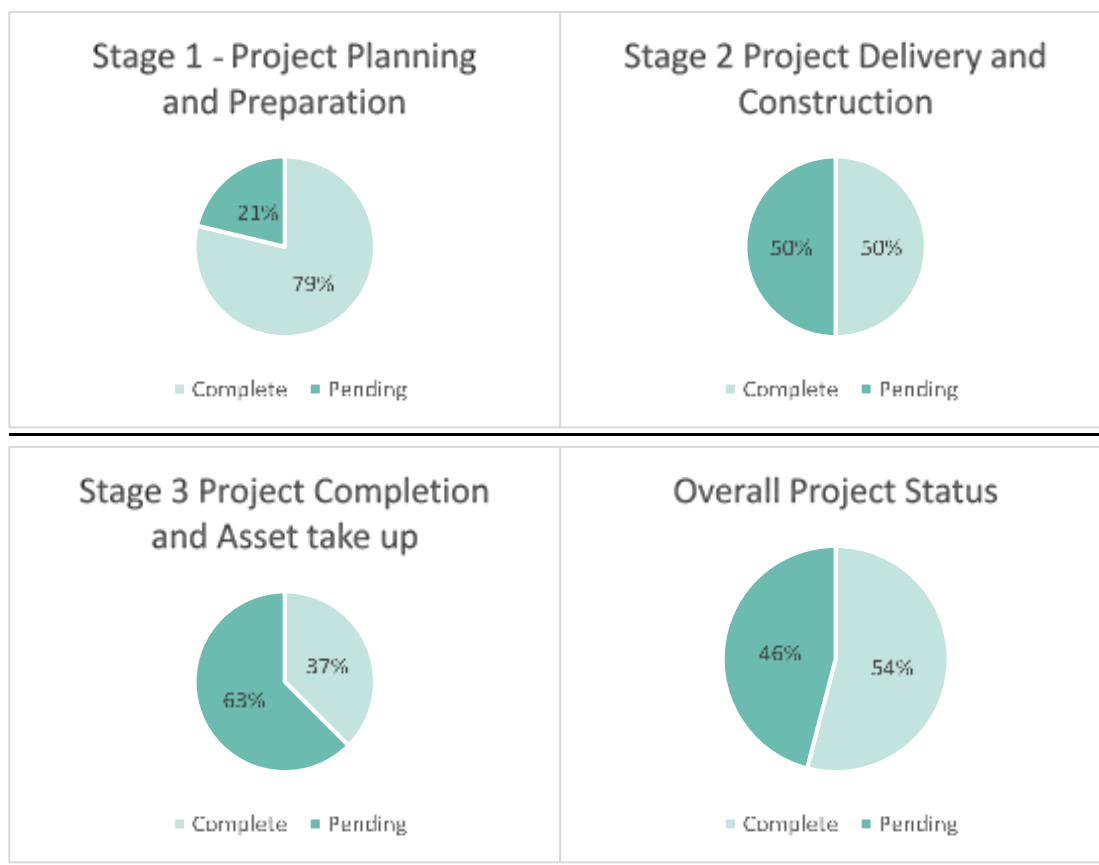
2019/20 Capital Program Monthly Progress Report

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

Section	Total Project Completion (%)
Governance	54.06
Strategic & Financial Services	54.69
Community Services	64.17
Engineering Services	66.59
Waste Management	100.00
Public Convenience	86.25
Transport	88.52
Sporting Facilities	73.54
Parks and Gardens	65.77
Stormwater Drainage	60.00
Special Projects	63.70

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

GOVERNANCE

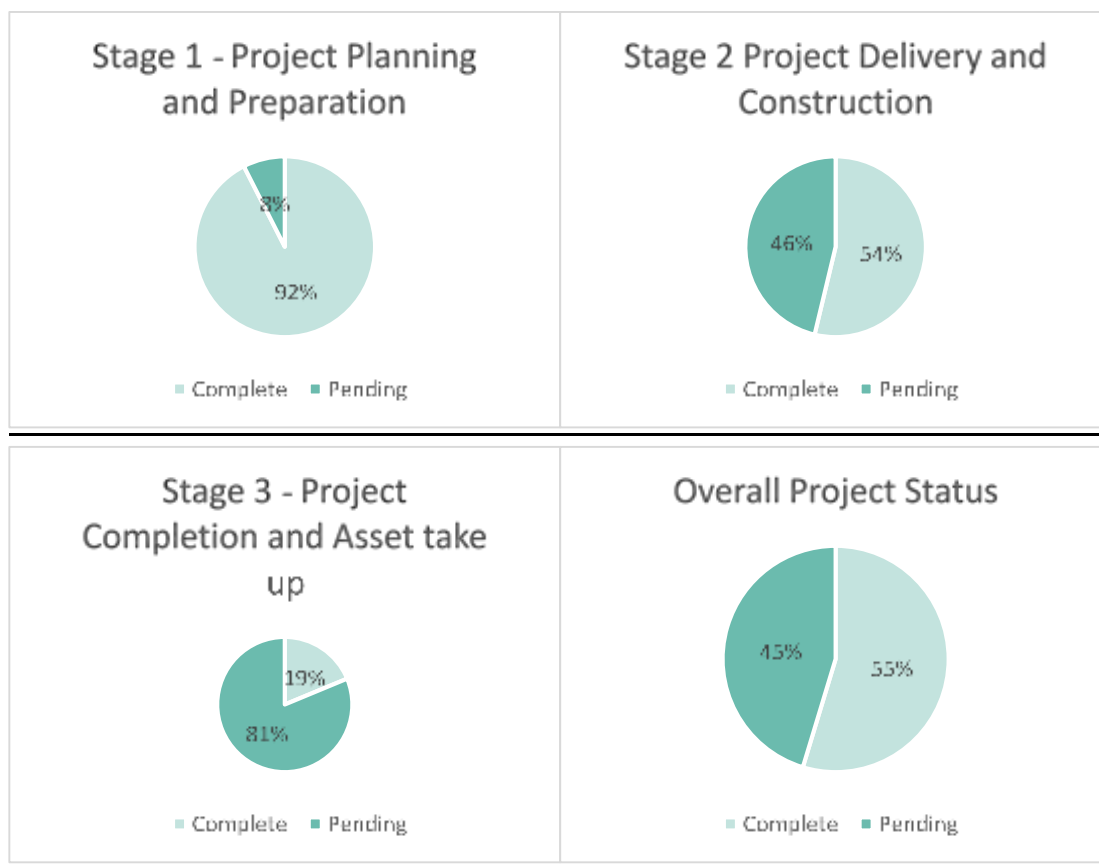


Projects	Status (%)
Renew Chambers Facia & Eaves	17.50
Replace Chambers Atrium Roof	100.00
Council Chambers Security Improvements	100.00
RSL Honour Board	22.50
Multi Use Community Facility	17.50
Wynyard Wharf Entrance Augmentation	100.00
New Boardwalk and Seawall Renewal	75.00
HR Management System	0.00

Key project milestones/updates:

- Council Chambers security improvements complete.

STRATEGIC AND FINANCIAL SERVICES

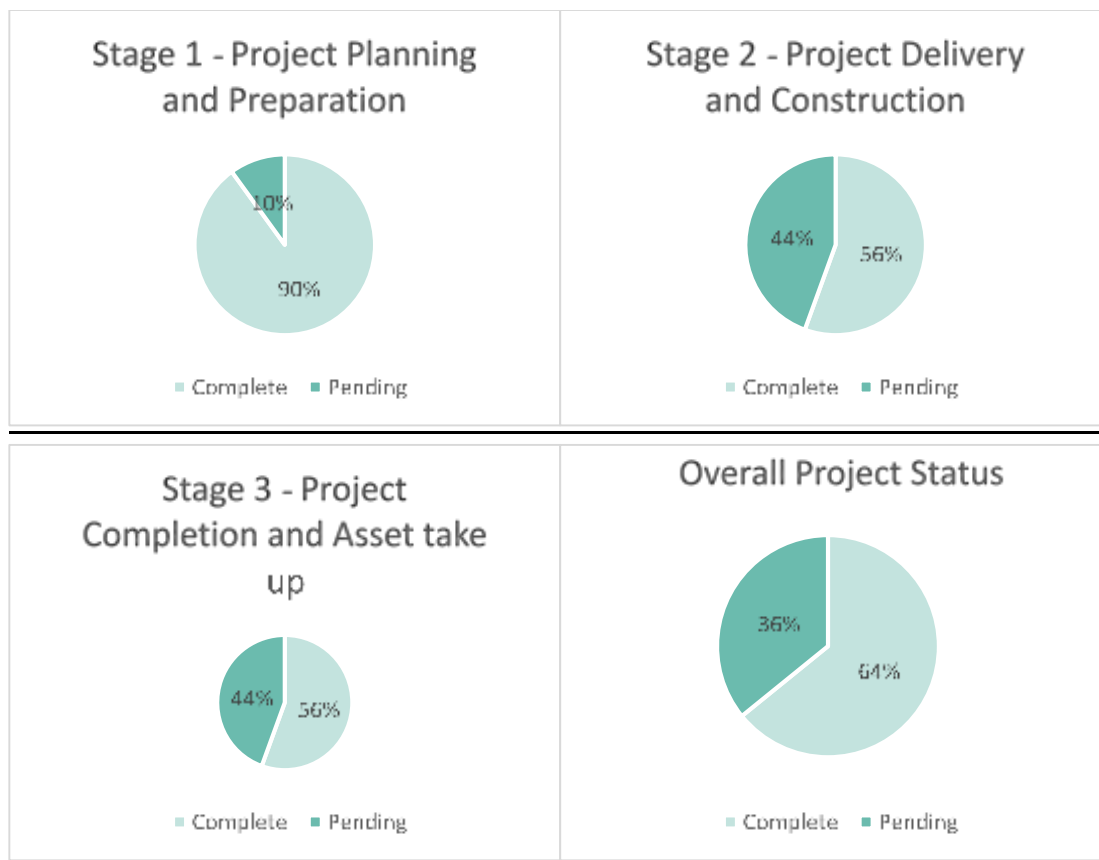


Projects	Status (%)
Finance/Assets Software	40.00
CCTV Cameras	83.75
IT Replacement	70.00
Aerial Imagery Upgrade	25.00

Key project milestones/updates:

- IT replacement progressing forward.
- CCTV Cameras nearing completion.

COMMUNITY SERVICES

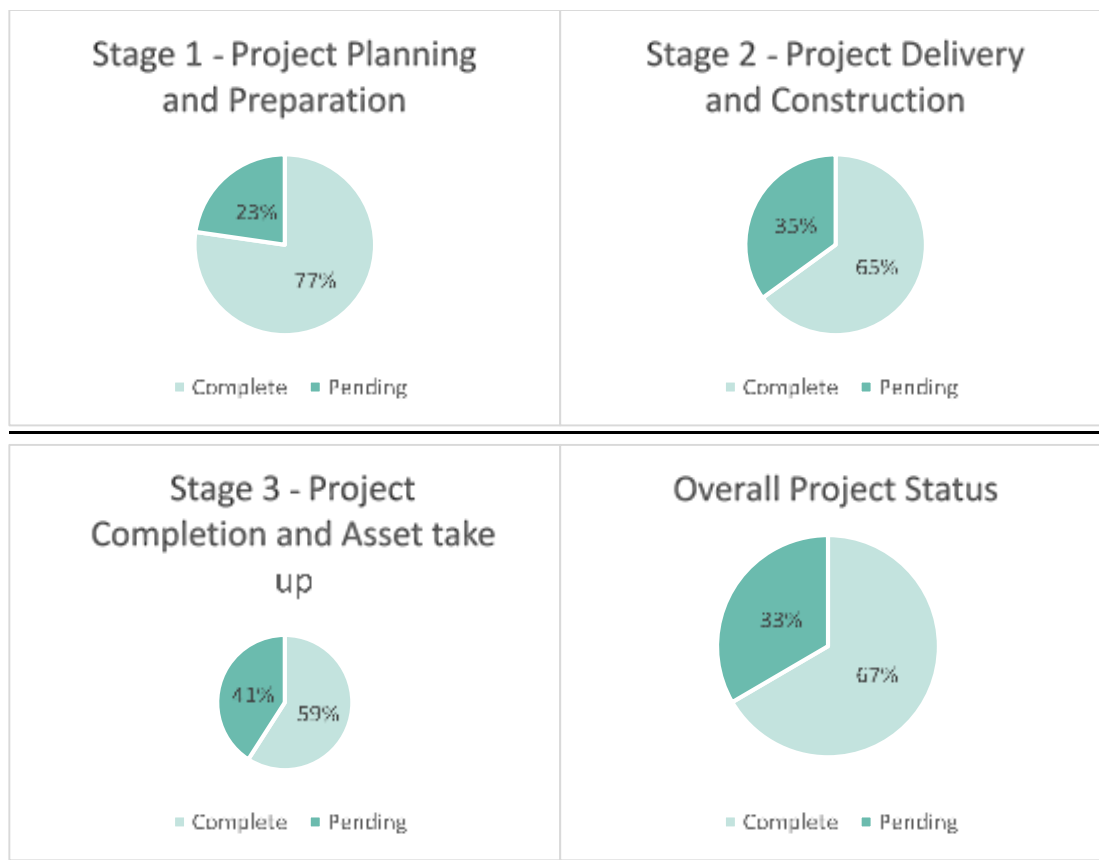


Projects	Status (%)
Links Child Care Security Door	100.00
Links Child Care Playground Replacement	20.00
Links Child Care Drainage Upgrade	100.00
Duress Alarm – WOW	100.00
Waratah Museum Veranda Enclosure	100.00
Online Booking System	20.00
Public Art	12.50
Somerset Xmas Decorations	100.00
Skate Park Art Boards	25.00

Key project milestones/updates:

- Links Child Care Drainage project complete.

ENGINEERING SERVICES

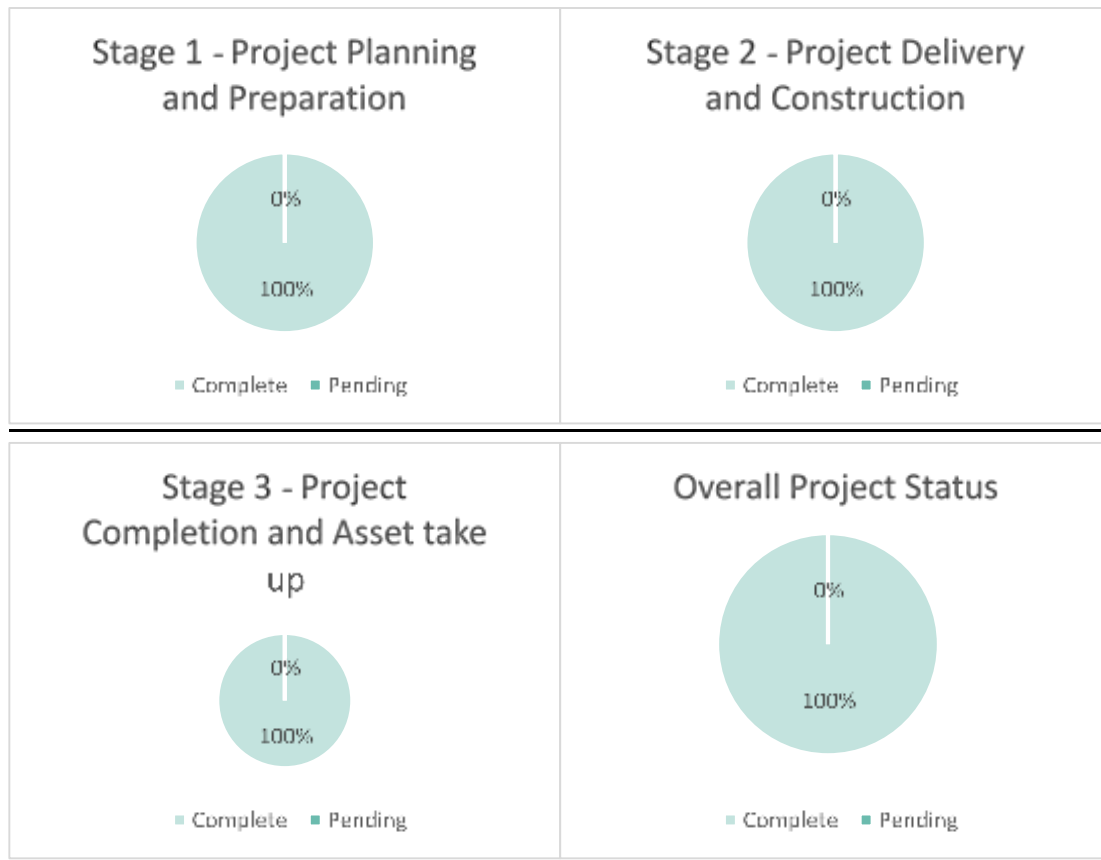


Projects	Status (%)
Asset System Upgrade	45.00
360° Site Camera	100.00
Depot Trade Waste System	32.50
Depot Car Park & Security	100.00
New Radio System	25.00
10' Grader Blade	0.00
8' Grade Blade	0.00
Plant & Fleet Vehicles	77.50

Key project milestones/updates:

- Depot carpark and security complete.
- New Radio System under construction

WASTE MANAGEMENT

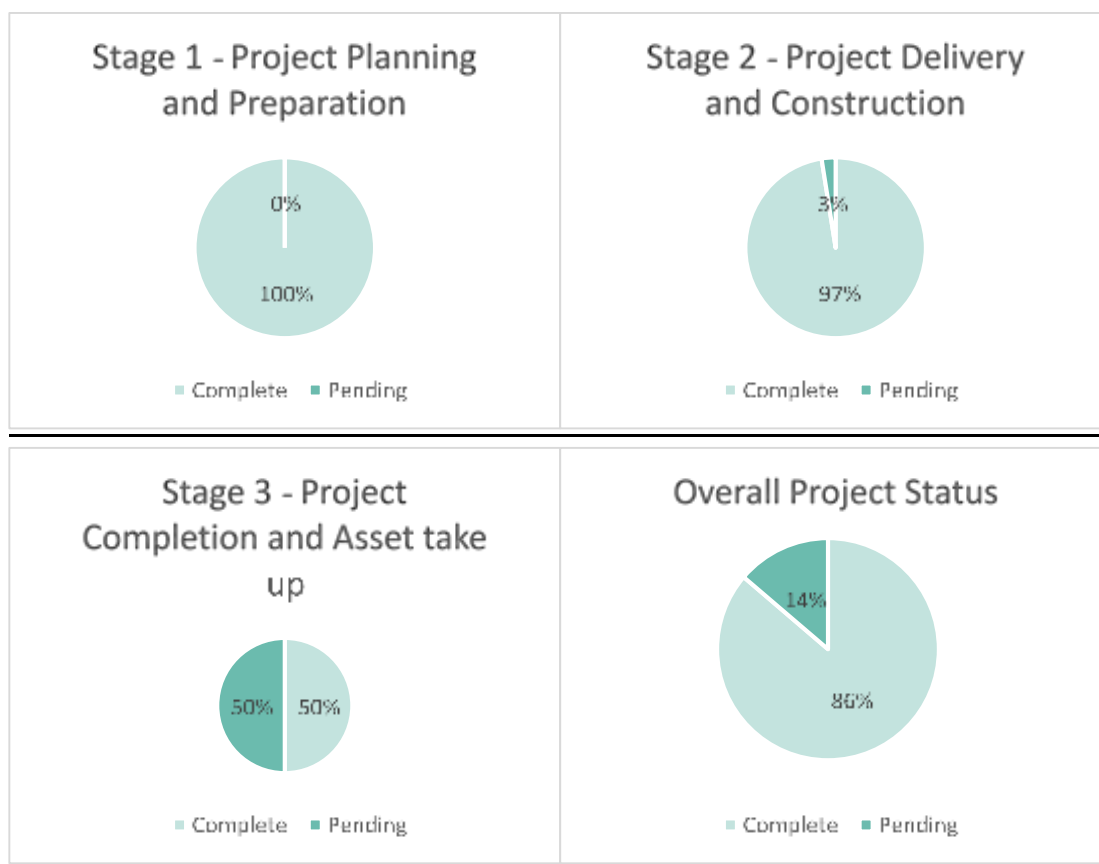


Projects	Status (%)
Relocate RV Dump Point	100.00

Key project milestones/updates:

- RV Dump Point completed and being used

PUBLIC CONVENIENCE

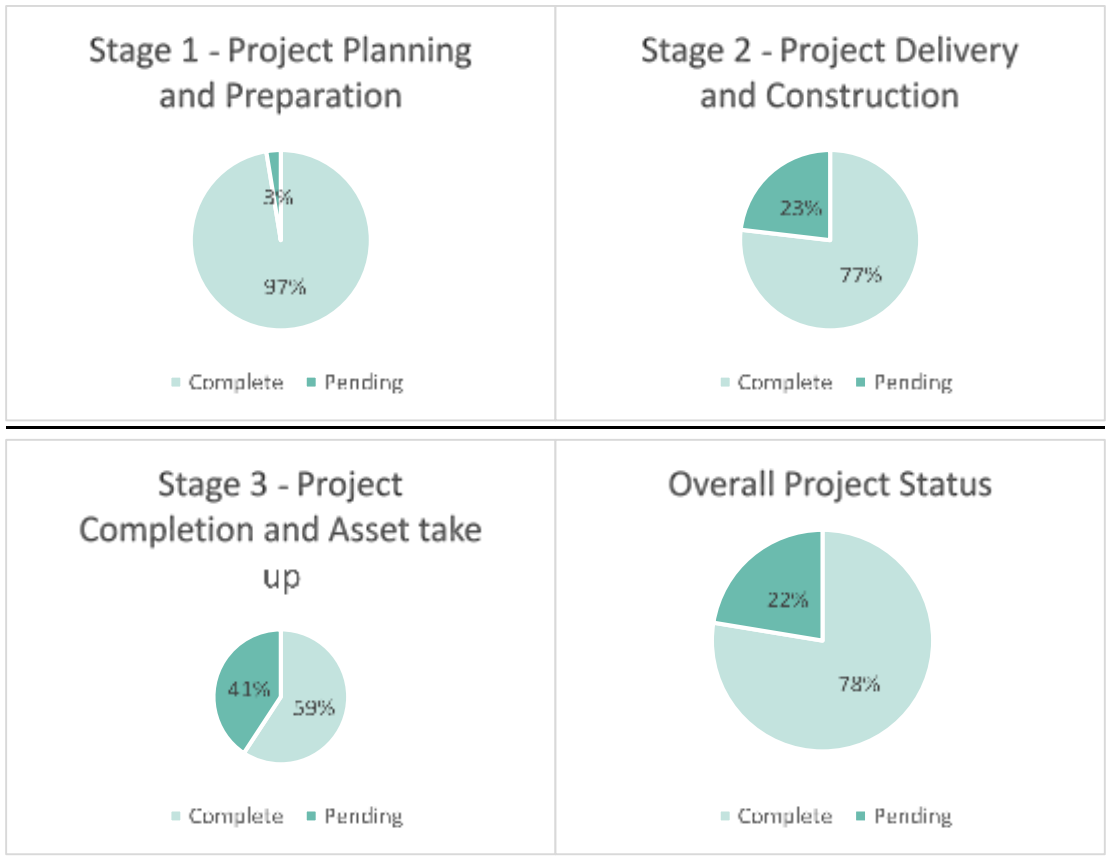


Projects	Status (%)
Boat Harbour Beach Toilets Stainless Steel Lining	100.00
East Wynyard Foreshore Toilets	72.50

Key project milestones/updates:

- East Wynyard Foreshore Toilet construction almost complete.

TRANSPORT



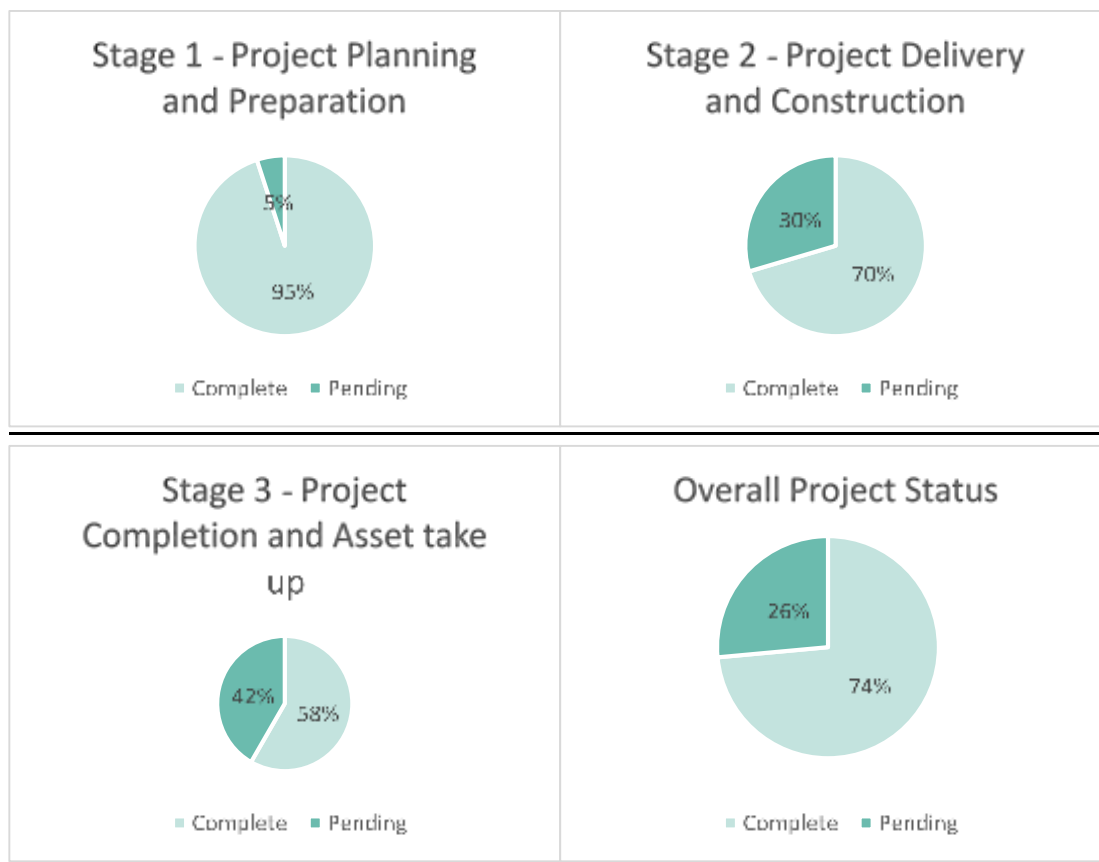
TRANSPORT Cont.

Projects	Status (%)
Re-Sheeting	100.00
Rural Reseals	100.00
Urban Reseals	100.00
Footpath Repairs Dodgin to Wharf Entry	100.00
Urban Footpaths (DDA)	62.50
Belton St/Frederick St Footpath	100.00
Bridge St Footpath	75.00
Woolworths Car Park	100.00
Somerset CBD Art	25.00
Somerset Master Plan	70.00
Railway Int. Window Replacement	100.00
Rural Road Junctions	72.50
Wynyard CBD Bins	100.00
57 Jackson St Retaining Wall	100.00
96 Jackson St Retaining Wall	100.00
Wynyard CBD Heavy Vehicle Signs	100.00
Jackson St – VRU Link	20.00
Goldie St – Ped Crossing	20.00
Exhibition Link VRU Link	20.00
Tennis Court Road – Speed Humps	100.00
Big Creek Guard Rail (Inglis St)	12.50
Park St – DDA Compliant Parking Bays	62.50
Wynyard CBD Plaza	40.00
Rural Road Bridges – Upgrade Approaches	100.00

Key project milestones/updates:

- 96 Jackson St retaining wall complete.
- Awaiting confirmation for Vulnerable Road Users Program projects.
- Wynyard CBD Plaza works commenced.

SPORTING FACILITIES

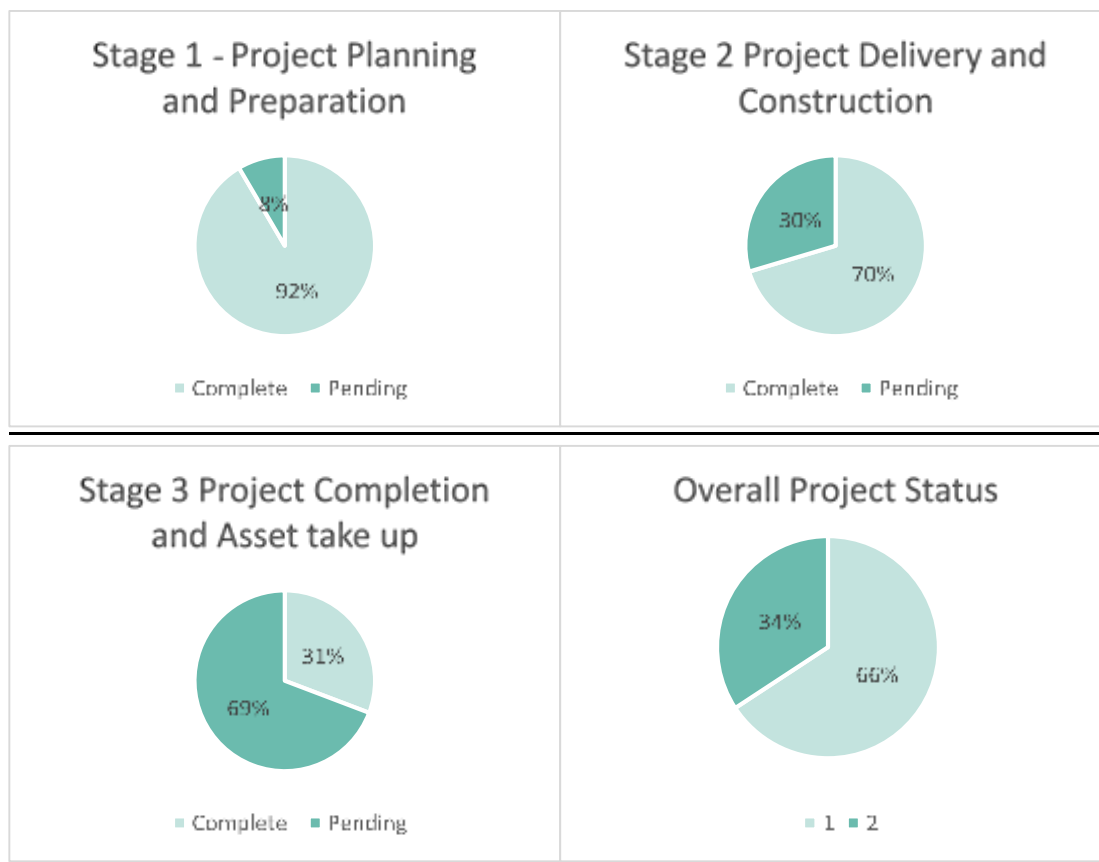


Projects	Status (%)
Wynyard Rec Change Rooms	75.00
Wynyard Rec Fence Replacement	47.50
Wynyard Sports Centre Line marking	100.00
Wynyard Tennis Upgrade Lights	100.00
Wynyard Wharf Damaged Pylons	100.00
Frederick St Underground Irrigation	100.00
Somerset Soccer Fence and Security	22.50
Somerset Rec Replace Box Gutters	100.00
Somerset Rec Install LED Lights West Wing	100.00
Langley Park Grease Trap	17.50
Somerset t Surf Club Grease Trap	17.50
Cardigan St Underground Irrigation	100.00

Key project milestones/updates:

- Frederick St and Cardigan St irrigation projects complete.
- Wynyard Rec Ground fence replacement underway.

PARKS AND GARDENS

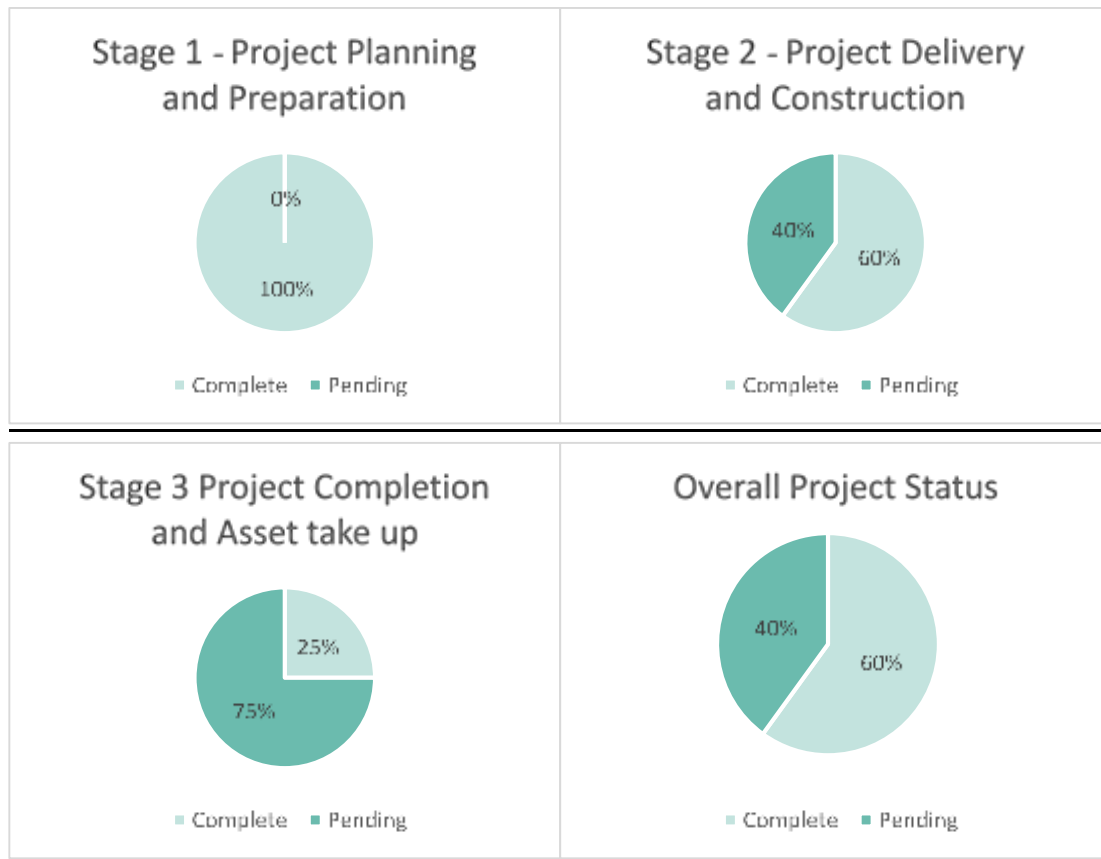


Projects	Status (%)
Camp Creek Remediation	75.00
Camp Creek Ped Bridge	75.00
East Wynyard Foreshore Playground	27.50
Guttridge Gardens Replace Fence	100.00
Bollard Replacement	40.00
Zig Zag Track	75.00
Inglis River Telford Creek Bridge	75.00
ANZAC Park Playground	10.00
BBQ Renewals	100.00
Parks Furniture Renewals	65.00
Waratah Falls – Lookout Track	100.00
Sisters Beach – Access Repairs	100.00
Sisters Beach Hardstand	12.50

Key project milestones/updates:

- Sisters beach hardstand progressing towards tender
- Anzac Park Playground progressing towards tender

STORMWATER DRAINAGE

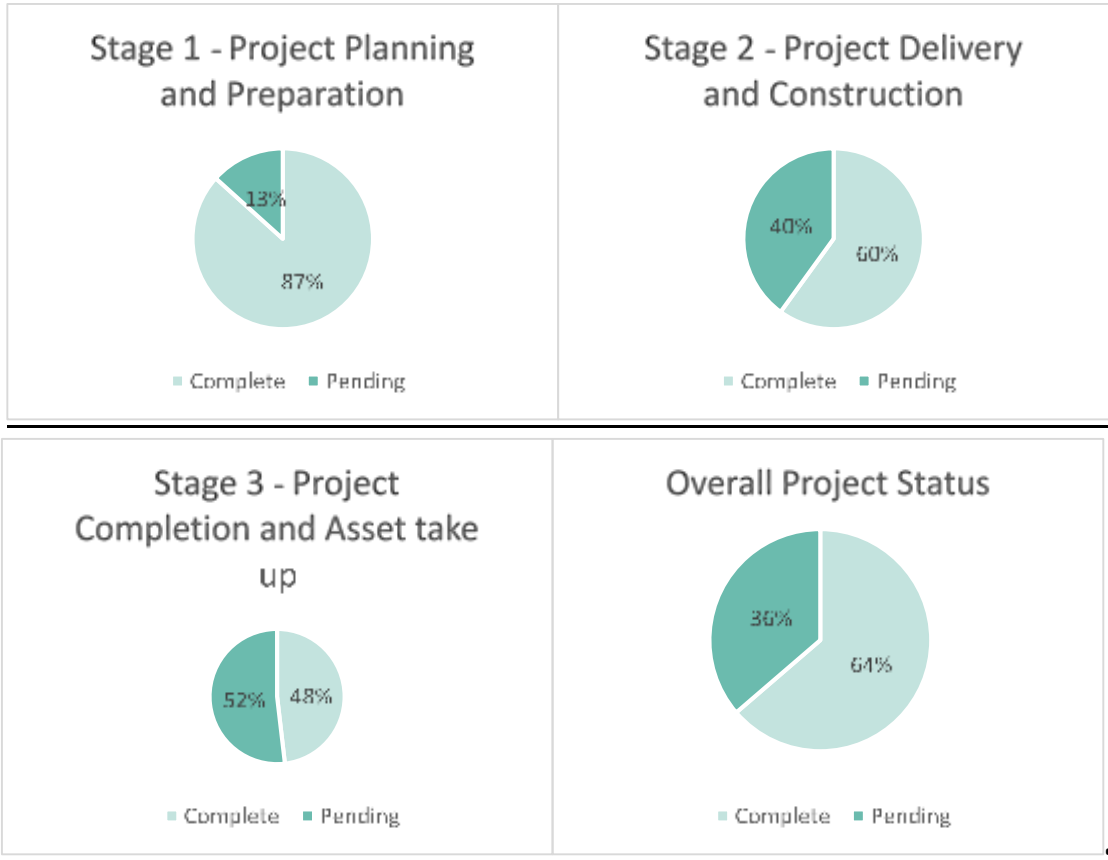


Projects	Status (%)
Rural Road Culverts	40.00
Dart St Outfall	75.00
Gully Pits	50.00
Manhole Covers	50.00

Key project milestones/updates:

- Dart St outfall complete

SPECIAL PROJECTS





SPECIAL PROJECTS Cont.

Projects	Status (%)
Tulip Festival Reusable Glasses	100.00
Tulip Festival Hats & T-Shirts	100.00
Mural for Market Shed	0.00
Reroof Philosophers Hut	100.00
SES Equipment Replacement	22.50
Waratah Falls Walking Track	50.00
I Am Youth Project	20.00
Council Chamber Lawn	70.00
WOW Gardens & Lawn	100.00
Athenaeum Hall – Bird Proofing	0.00
Lifetime Dog Tags	100.00
Settlement Strategy	27.50
Cam River Master Plan	65.00
Enviro Strategy	65.00
Rural Road Safety Audit	100.00
Depot Special Projects	32.50
1069 Calder Rd Tree Trimming	25.00
Old Pool Demolition	25.00
Wynyard Rec Landscaping	0.00
Somerset Surf Club Paint Exterior	100.00
Somerset Tennis Club Rewiring	100.00
Waratah Historic Rail Study	100.00
Mt Hicks Round About	5.00
FOGO Feasibility	60.00
Inglis/IGA Area – Study	12.50
Digital Innovation	25.00
BHB Master Plan	25.00

Key project milestones/updates:

- Old Pool demolition complete.
- Mural for market shed being progressed

9.16 SENIOR MANAGEMENT REPORT

To:	Council
Reporting Officer:	Executive Officer
Responsible Manager:	General Manager
Report Date:	27 May 2020
File Reference:	1202
Enclosures:	<ol style="list-style-type: none">1. 2020 05 29 - Letter of Thanks Dogs Home of Tasmania 2. 2020 05 29 - Letter from Minister Shelton re New Appointments in Department of Premier and Cabinet 

RECOMMENDATION**That Council:**

- 1. Note the monthly Senior Management Report; and**
- 2. Agree to rescind Policy - FIN-001 – Approval of New Expenditure**

SUMMARY/PURPOSE

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

GENERAL MANAGERS OFFICEACTIVITIES SINCE LAST COUNCIL MEETING

Listed below is a summary of activities undertaken by the General Manager during the period 9 May 2020 to 12 June 2020.

Corporate

- Considerable time and effort has been spent on the enactment of Council's Business Continuity Plan (BCP) as a result of COVID-19. Actions are included as a separate report on the agenda. The BCP team meets on a regular basis to discuss actions required
- Continued budget preparation work with the management team. Also held a number of strategic planning sessions with the team
- Discussed and met on current planning appeals
- Participated in software demonstrations to explore opportunities to improve the use of online systems to generate operational efficiencies
- Met with Auditor-General Rod Whitehead and Deputy Auditor-General Ric De Santi to provide the Tasmanian Audit Office with an update of Council activities, specifically the impacts of COVID-19, and discuss upcoming audits
- Attended the Waratah-Wynyard Council Audit Panel meeting

Community

- Held a number of meetings to understand the current status of the Waratah Dam expression of interest process
- Met with residents exploring possible tourism experience at Table Cape
- Met with representatives of the Bowls Club to discuss their future plans and current maintenance concerns

Industry

- Attended a number of meetings relating to COVID-19 including NW General Managers meetings, meetings with LGAT and meetings coordinated by the Minister of Local Government, Mark Shelton.
- Attended the Cradle Coast Authority Representatives meeting. The minutes are included as a separate item on this agenda.
- Held a meeting of the Sustainable Murchison Reference group
- Attended the North West branch meeting of Local Government Professionals. Guest speaker was Linda Manaena who spoke to the group about resilience.

Other

- Attended a strategic workshop with the Cradle Coast Authority Board

Donation to Dogs Home of Tasmania

At the January Council Meeting, Council approved a donation of \$5,000 to the Dogs Home of Tasmania for works to be carried out at the Burnie Dogs Home. A letter of thanks was received and is attached for information.

Update on Administrative and Management Arrangements for the Department of Premier and Cabinet

Letter received 29 May 2020 from Hon. Mark Shelton MP, Minister for Local Government outlines the following appointments (attached for information):

1. Mr Mathew Healy, Director, Policy and Sector Performance (Local Government)
2. Mr Craig Limkin Deputy Secretary Policy and Intergovernmental Relations DPAC, will also take on the role as Director of Local Government.

ADMINISTRATION – USE OF CORPORATE SEAL

4/6/20	Land Transfer	Document resigned - Sale of 11 and 13 Serrata Crescent, Sisters Beach
--------	---------------	---

POLICIES TO BE RESCINDED**FIN.001 Approval of Council Expenditure**

Policy FIN.001 Approval of Council Expenditure relates to the practice of amending budgets and/or the process for making a resolution to amend the budget estimates. The Policy requires:

“3.1 A Councillor who proposes a motion that would, if successful, authorise unbudgeted expenditure is required to identify in the motion a source of funding that would permit that resolution to be implemented.

3.2 A resolution that authorises unbudgeted expenditure is to specify the funding source for that expenditure.

3.3 A motion authorising new expenditure is required to be carried by an absolute majority of council.”

Council’s Procurement Policy sufficiently covers the requirement for expenditure to be within the budget allocation provided by Council for Council officers. Expenditure outside the budget estimates must be approved by Council and Councils powers to amend budget estimates is governed by the Local Government Act 1993 and are broader than that allowed under the Policy. Advice would be provided on a case by case basis if a Councillor were to put forward a motion to amend the budget estimates. This advice would include potential funding sources if one had not been identified by the Councillor. The Policy is not considered contemporary practice and may be seen as a barrier for Councillors to put forward suggestions. It is therefore recommended that the Policy be formally rescinded by Council.

WORKING GROUPS

Following a resolution at the July 2019 Council Meeting the following working groups have been/are being established:

	Elected Member Representatives	Responsible Officer(s)	Status
Sisters Beach	Cr Edwards Cr Fairbrother Mayor (ex-officio)	Director Community & Engagement Community Development Officer	<ul style="list-style-type: none"> A funding application to the Tas Community Fund has been successful The Discussion paper on freedom camping consultation period is completed and a report is in the June Council agenda
Wynyard Show Grounds	Cr Bramich Cr Edwards Mayor (ex-officio)	General Manager Recreation Liaison Officer Executive Officer (GM office)	The working group will be meeting again on 25 June to discuss development of strategic plan and framework for the sustainability of the site and other matters.
WWC Environmental Plan	Cr Fairbrother Cr Courtney Cr House Mayor (ex-officio)	Project Manager – Infrastructure & Development Services	The draft plan was released on world Environment Day 5 June 2020, closing 26 June. The feedback received along with any suggested amendments will be presented at the August meeting
Cam River Reserve	Cr Duniam Cr House Mayor (ex-officio)	Project Manager – Infrastructure & Development Services	The draft plan is currently available for public feedback, closing 3 July. A final report incorporating this feedback and any suggested amendments to come to Council at the August meeting.
Somerset Sporting Precinct	Cr Duniam Cr Hyland Mayor (ex-officio)	General Manager Manager Community Activation Recreation Liaison Officer	Refer report this agenda, a small working group has been focusing on current issues at Langley Park and Cardigan Street Recreation Ground.
ANZAC Park		Director Community & Engagement	Detailed Design work has commenced.
Boat Harbour Masterplan	Cr Courtney Cr Fairbrother Cr House Mayor (ex-officio)	General Manager Executive Officer (GM office)	Crown Land Services reviewing concept plans and list of requests regarding site priorities such as repairs to seawall. Leasing considerations for land are also being reviewed. Next meeting will be in July.

PLANNING PERMITS APPROVED UNDER DELEGATION –MAY 2020

DA No.	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	(D)Discretionary (P)Permitted
DA 51/2020	Russell Masters	278 Reservoir Drive Wynyard	Dwelling & Outbuilding	6.05.2020	28	P
DA 37/2020	Rosene Cox	9 Hill Court Wynyard	Dwelling & Outbuilding	13.05.2020	39	D
DA 38/2020	S Sprouse & M Winskill	276 Reservoir Drive Wynyard	Shed	13.05.2020	28	P
DA 33/2020	Rosene Cox	99 East Yolla Road Yolla	Shed Extension (Bottling Plant)	13.05.2020	44	D
DA 17/2020	J Birtwistle	159 Irby Boulevard Sisters Beach	Outbuilding (Garage)	19.05.2020	42	D
DA 47/2020	PLA Designs Pty Ltd	26C Lennah Drive Wynyard	Dwelling & Outbuilding	19.05.2020	42	D
DA 174/2019 & SD 2086	PLA Designs Pty Ltd	62 Old Bass Highway Wynyard	Subdivision (1 into 2 Lots) & Outbuilding (Shed) – Staged Development	20.05.2020	42	D
DA 50/2020	Abel Drafting Services P/L	181 Port Road Boat Harbour Beach	Outbuilding (Carport)	20.05.2020	42	D
DA 40/2020	Rosene Cox	15 Timothy Drive Wynyard	Dwelling Extension (Carport & Garage)	20.05.2020	42	D
DA 1/2020	R & A Mason	1 Stanwyn Court Wynyard	Dwelling & Shed	21.05.2020	43	D
DA 22/2020	PLA Designs Pty Ltd	202 Myalla Road Myalla	Dwelling extension & boundary adjustment	21.05.2020	49*	D
DA 53/2020	S G Wright	490 Deep Creek Road Wynyard	Outbuilding (Farm Shed)	21.05.2020	40	D
DA 32/2020	Abel Drafting Services	8 Ward Street Wynyard	Retrospective outbuildings (carport & shed)	22.05.2020	55*	D
DA 42/2020	CBM Sustainable Design	10 Aldersons Road Wynyard	Dwelling & Garage	22.05.2020	25	P
DA 46/2020	Abel Drafting Services	13 Port Road Wynyard	Outbuilding (Carport)	26.05.2020	42	D
DA 49/2020	L Bryan (Tascon)	86-92 Inglis Street Wynyard	2 Replacement Silos & Watertank	26.05.2020	54*	D
DA 28/2020	PLA Designs Pty Ltd	123 Oldina Road Wynyard	Dwelling	28.05.2020	25	P
DA 62/2020	R Underwood	340 Myalla Road Myalla	Change of use – Dairy to Ancillary Dwelling	28.05.2020	20	P
DA 71/2019	EnviroPlan	2 Dodgin Street Wynyard	Dwellings (15 Units)	28.05.2020	38	D

BUILDING PERMITS APPROVED – MAY 2020

NPR= No Permit Required under Waratah-Wynyard Interim Planning Scheme 2013 **EXEMPT=**application meets exemptions under LUPA and/or Waratah-Wynyard Interim Planning Scheme 2013

Permit Number	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	Related Planning Approval
2020-22-01	Hotondo Homes	144 Little Village Lane Somerset	Demolition & New Dwelling	1.05.2020	0	DA 8/2020
2020-58-01	S Guard & N Granger	26B Lennah Drive Wynyard	Dwelling & Shed	13.05.2020	0	DA 58/2019-B
PSC-2020-3-01	Waratah-Wynyard Council	47 Jackson Street Wynyard	Public Toilets	20.05.2020	0	DA 88/2017
2020-66-01	Abel Drafting Services	15 Moore Court Wynyard	Dwelling & Shed	21.05.2020	0	DA 19/2020
2020-46-01	David Wakefield & Associates	19 Inglisdale Drive Wynyard	Dwelling	26.05.2020	0	DA 31/2019
2020-70-01	Wynyard Show Society	59A Jackson Street Wynyard	Shed	26.05.2020	0	DA 188/2019


	ITEM	TOPIC	ACTION/STATUS	OFFICER	STATUS
17/9/18	10.1	Freedom Camping	<p>Outstanding motions:</p> <ol style="list-style-type: none"> 1. That Council proceed with necessary planning for establishment of a site for Freedom Camping at Sisters Beach. <i>Report presented to June Council Meeting.</i> 2. That Council determine that a designated Freedom Camping site will not be provided for in Somerset or Yolla. <i>No camping signs are required, location for signs has been identified and are to be ordered.</i> 3. That Council Explore low cost camping opportunities at Waratah through the existing caravan park or creation of an overflow area. <i>Current provision meets demand. No further action required</i> 4. That Council liaise with the Show Society to lodge a planning application to amend the use of showgrounds to allow self-contained caravans. 	EMT	<p>In Progress</p> <p>In Progress</p> <p>Completed</p> <p>To be actioned</p>
10/12/18	9.2	NOM Cr Edwards – PWS Audit of Sisters Beach properties Carried	<p>That Council request Parks and Wildlife complete their proposed assessment audits of beach front properties at Sister Beach by March/April rather than the proposed 30 June deadline.</p> <p>Meeting held with Parks on 5/12 and indication given that a letter would be provided to relevant Sisters Beach residents prior to Christmas. This letter has not been seen by Council if it was completed. <i>Further follow-up is now required.</i></p>	DIDS	Ongoing
10/12/18	10.1	Wilkinson Street Highway Junction works Amended Motion carried	<p>That Council on receipt of assurances from DSG that council legal expenses associated with any representation and associated legal process will be reimbursed; and</p> <p>Support the recommendation of the Department of State Growth to close the Wilkinson Street access to the Bass Highway; and</p> <p>Initiate the process of notification of intent to close under section 14 of the Local Government Highways Act 1982; and</p>	DIDS	Ongoing

			Undertake investigations into relocation of the existing York Street bus stop to another area within the vicinity <i>11/6 – Waiting on hearing date to be reset.</i>		
18/2/19	10.2	York Street Bus Stop	Motion Passed Progress design for alternative bus stop, with temporary relocation to be agreed with Dept. of Education Follow-up observations to date have not revealed any specific safety concerns and no further action to date. Pending decision for Wilkinson Street.	DIDS	Ongoing
15/8/19	7.3.4	CQWN – Cr Fairbrother – Sisters Beach Erosion	Cr Fairbrother asked the General Manager for an update on what was happening in regard to Sisters Beach erosion activities. The General Manager advised that the timing of the proposed individual site assessments and works by Parks and Wildlife Services was being followed up constantly and consistently by officers and would continue to be. Cr Fairbrother then asked that the General Manager or Mayor write to Premier (who is the responsible Minister) seeking his intervention to get action on this matter due to lack of response from Crown Land Services. Meetings continue with SBEG25-43 representatives	GM	Completed
9/12/19	10.1	ROC - Proposed Amendments to Dog Management Policy – Declared Dog Areas	Motion Carried Preliminary designs completed. Signage yet to be ordered	DIDS	In Progress
9/12/19	10.2	ROC – Enclosed Dog Exercise Area	Motion Carried - being considered as part of the 20/21 capital budget	DCE	In Progress
29/1/20	9.1	ROC – Sisters Beach Hardstand Design and Budget	Funding approved from TCF. Planning underway for project delivery	DCE	Complete
17/2/20	9.9	ROC – Management of Public Reserves Policy and Guidelines	Matter deferred pending discussions with relevant surf clubs <i>Meeting with surf clubs yet to occur. Information to be provided by BHBSLSC</i>	DIDS	In Progress
18/5/20	7.3.2	CQWON – Cr Bramich – Rubbish Bin Boat Harbour Beach	Cr Gary Bramich raised that a rubbish bin at the Boat Harbour Shop has been removed and not replaced and asked why this has happened. Refer Item 7.1.1 this agenda.	GM	Complete
18/5/20	9.2	ROC – Draft iCEP Plan – Public Consultation	Motion Carried – Plan to go to public consultation with report to be provided on feedback received.	DIDS	Complete

			<i>Consultation currently in progress finishing 26/6. Report will be provided to council once all feedback has been reviewed</i>		
18/5/20	9.3	ROC – Draft Cam River Reserve Plan – Public Consultation	Motion Carried – Plan to go to public consultation with report to be provided on feedback received. <i>Consultation currently in progress finishing 3/7. Report will be provided to council once all feedback has been reviewed</i>	DIDS	Complete
18/5/20	9.7	ROC – Customer Service Charter	Matter deferred to Councillor Workshop	GM	

9.17 MINUTES OF OTHER BODIES/COMMITTEES

9.17.1 MINUTES OF OTHER BODIES/COMMITTEES - CRADLE COAST AUTHORITY REPRESENTATIVES COMMITTEE HELD 14 MAY 2020

To: Council
Reporting Officer: Executive Officer
Responsible Manager: General Manager
Report Date: 28 May 2020
File Reference: 0604
Enclosures: 1. Unconfirmed Minutes of the CCA Representatives Meeting 14 May 2020 

RECOMMENDATION

That Council note the Unconfirmed Minutes of the Cradle Coast Authority Representatives Committee meeting held on 14 May 2020.

PURPOSE

To note the Unconfirmed Minutes of the Meeting of the Cradle Coast Authority Representatives meeting held on 14 May 2020.

BACKGROUND

The Cradle Coast Authority (CCA) is the regional voice of North West Tasmania, established by nine Local Government Councils to represent and advocate the needs of the region.

The CCA collaborates and facilitates a diverse range of projects and initiatives involving all tiers of government, industry and the community largely focused on Economic Development and Natural Resource Management. The activities and strategic direction of the Authority are managed by a Board

DETAILS

The unconfirmed minutes of the meeting of the CCA Representatives of 14 May 2020 are circulated for noting. Key items discussed at the meeting were:

- The 2020/21 Annual Plan and Budget was endorsed
- The 2020-2025 Strategic Plan was accepted
- David Midson was nominated as the Local Government nominee on the Regional Tourism Organisation Board.
- Discussions were held regarding the coastal pathway in particular the issues relating to the Don to Leith section and it was agreed that all necessary action to be taken to resolve issues and that Mayors would issue joint statement in need.
- General Manager Shane Crawford was appointed as a Director to the CCA Board

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
We highly value the use of an evidence-based approach to the development and implementation of strategies and policies that support and strengthen our decision making.
Our Priorities
1.4 Facilitate the meeting of community needs through strong advocacy and local and regional collaboration for shared outcomes.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Business & Industry	Specialised diversity of the economy – Value adding, diversification, innovation and employment. A resilient economy with global brand recognition and growing exports.
Tourism	Memorable visitor experiences all year round – The must-see destination, quality product, easy access, popular events and festivals with coordinated marketing. A longer season with increasing yields.
Access and infrastructure	Local, regional and global transport and infrastructure access – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
Natural resource management	Managing abundant, natural and productive resources – Natural resource management is valued, and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.
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.
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.

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

COMMENT

It is recommended that the Unconfirmed Minutes of the Meeting of the Cradle Coast Authority Representatives meeting held on 14 May 2020 be noted.

9.17.2 MINUTES OF OTHER BODIES/COMMITTEES - WARATAH-WYNYARD COUNCIL AUDIT PANEL COMMITTEE MEETING HELD 9 JUNE 2020

To: Council
Reporting Officer: Executive Officer - Governance and Performance
Responsible Manager: Director Organisational Performance
Report Date: 12 June 2020
File Reference: 1
Enclosures: 1. Minutes Waratah-Wynyard Council Audit Panel Committee Meeting - 9 June 2020 

RECOMMENDATION

That Council note the Unconfirmed Minutes of the Waratah-Wynyard Council Audit Panel meeting held on 9 June 2020.

PURPOSE

The Minutes of the Meeting of the Waratah-Wynyard Council Audit Panel held on 9 June 2020, are provided for the information of Council.

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 common current Audit Panel members are:

- Mr John Howard – Audit Panel Chair (Asset Management expertise)
- Mrs Lisa Dixon – Audit Panel member (Financial expertise)
- Mr Stephen Allen – Audit Panel member (Financial expertise)

The Audit Panel is required to hold at least four meetings per year, with a majority of members constituting a quorum

DETAILS

The Audit Panel met on the 9 June 2020 via Microsoft Teams.

The Panel's annual work plan includes undertaking the following at each meeting:

Financial Management

- review action taken by Council on previous recommendations from the audit panel, what the action was and the effectiveness of the action

Internal Controls and Risk Management

- Determine whether the council has internal processes for determining and managing material operating risks in the following areas:
 - important accounting judgements or estimates that prove to be incorrect;

-
- litigation claims and complaints against the council;
 - fraud, theft and other illegal and unethical behaviour, and
 - significant business risks, such as workplace health and safety and how these are managed by the council.
- Review summary reports from the council's management on all suspect and actual frauds, thefts and material breaches of legislation, ensuring they have been reported to the council and the relevant authorities.

Legislative Compliance & Ethics

- Ensure council policies and procedures are appropriately designed and implemented and effective systems are in place to monitor compliance with council policies and procedures.

In addition to the above which are considered at every meeting, the work plan includes focus areas for each meeting.

The Panel reviewed several recently adopted documents including the Financial Management Strategy; the Urban Stormwater Asset Management Plan and Service Level Document; and the Transport Asset Management Plan and Service Level Document.

The Panel also reviewed the draft Annual Plan and Budget Estimates for 2020/21 including its alignment with the strategic plan, long term financial plan and strategic asset management plans.

The Panel considered Council's internal culture and commitment to ethical and lawful behaviour and whether the culture is promoted by councillors and management.

Overall the meeting was very positive, and the Panel were complimentary of the initiatives and documents that Council have in place and provided feedback on the continuous improvement of the documents.

The Chair of the Committee, John Howard has advised that he will prepare the Audit Panel's Annual Report which will be available at the July meeting of Council.

The Panel's next meeting is scheduled for 25 August 2020 either in person at the Waratah-Wynyard Council Office or via Microsoft Teams.

STATUTORY IMPLICATIONS

Statutory Requirements

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

Section 85A of the Act details the functions of the Audit Panels to include review Council's performance in relation to financial systems, financial management, governance arrangements, policies, systems and controls as well as all plans required under Part 7 of the Act.

Section 85B of the Act provides for Ministerial Orders to specify requirements for Audit Panels 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	<i>Working together for Murchison – Everyone plays a part in achieving the objectives of the Sustainable Murchison Community Plan. There is cooperation, resource sharing and less duplication between Councils. Leadership is provided across all community sectors.</i>

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Costs associated with the Audit Panel have been minimal, comprising around \$11,000 for payment of fees to independent Audit Panel members.

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

Not applicable.

COMMENT

The unconfirmed minutes of the Waratah-Wynyard Council Audit Panel Committee meeting held on 9 June 2020 and released by the Chair on the 12 June 2020 are attached, and it is recommended that Council note the Minutes as submitted.

10.0 MATTERS PROPOSED FOR CONSIDERATION IN CLOSED MEETING

Legislative Reference:

Local Government (Meeting Procedures) Regulations 2015; Regulation 15

A Council may (by absolute majority resolution) close a meeting or part of a meeting when certain matters are being, or are to be discussed. The grounds for the closure are to be recorded in the minutes of the meeting.

Sub regulation (2) provides the following list of specified matters: -

- (a) personnel matters, including complaints against an employee of the council and industrial relations matters;*
- (b) information that, if disclosed, is likely to confer a commercial advantage on a person with whom the Council is conducting, or proposes to conduct business;*
- (c) commercial information of a confidential nature, that if disclosed, is likely to-
 - (i) prejudice the commercial position of the person who supplied it; or*
 - (ii) confer a commercial advantage on a competitor of the council; or*
 - (iii) reveal a trade secret;**
- (d) contracts, and tenders, for the supply and purchase of goods and services and their terms, conditions, approval and renewal;*
- (e) the security of –
 - (i) the council, councillors and council staff; or*
 - (ii) property of the council;**
- (f) proposals for the council to acquire land or an interest in the land or for the disposal of land;*
- (g) information of a personal nature or information provided to the council on the condition it is kept confidential;*
- (h) applications by councillors for leave of absence;*
- (i) relating to actual or possible litigation taken, or to be taken, by or involving the council or an employee of the council;*
- (j) the personal hardship of any person who is resident, or is a ratepayer in, the relevant municipal area.*

A Council may also close a meeting or part of a meeting when acting as a Planning Authority if it is to consider any matter relating to actual or possible legal action taken by, or involving, the council.

Any discussions, decisions, reports or documents relating to a closed meeting are to be kept confidential unless the Council or Council Committee, after considering privacy and confidentiality issues, authorises their release to the public.

The chairperson is to exclude members of the public from a closed meeting, but may invite any person to remain at the meeting to provide advice or information.

The chairperson may authorise the removal of any person from a closed meeting if that person refuses to leave; and request the assistance of a police officer to remove that person.

RECOMMENDATION

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

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

11.0 CLOSURE OF MEETING TO THE PUBLIC

Legislative Reference:

Local Government (Meeting Procedures) Regulations 2015; Regulation 15

RECOMMENDATION

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

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

12.0 RESUMPTION OF OPEN MEETING

At pm the Open Meeting was resumed.

13.0 PUBLIC RELEASE ANNOUNCEMENT

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

Min. No.	Subject	Decisions/Documents

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