



**ORDINARY MEETING
OF COUNCIL**

**MINUTES
OPEN MEETING**

22 JANUARY 2018

2 January 2018

Notice of Meeting – Ordinary Meeting of Council

In accordance with the *Local Government (Meeting Procedures) Regulations 2015* NOTICE is hereby given that the next Ordinary Meeting of the Waratah-Wynyard Council will be held at the Council Chambers, 21 Saunders Street Wynyard on Monday 22 January 2018 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

2 January 2018

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

Dear Shane,

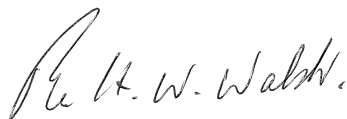
COUNCIL MEETING

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

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


I request that you make the necessary arrangements for the next ordinary meeting of Council to be convened on Monday 22 January 2018 commencing at 6:00 pm at the 21 Saunders Street Wynyard.

Yours sincerely



Cr Robby Walsh
MAYOR

Council discloses the following policy that relates to Audio Recording of Ordinary and Special Council Meetings:

	AUDIO RECORDING OF COUNCIL MEETINGS POLICY	DOC NO: GOV. 017	
		VERSION 1	DATE 18 July 2011
CONTROLLER:	APPROVED BY:	REVIEW DATE:	
GENERAL MANAGER	COUNCIL	November 2011	

1.0 Purpose

- 1.1 This policy provides for digital audio recording of meetings of Council to assist in the preparation of minutes and to ensure that a true and accurate account of debate and discussion at meetings is available.

2.0 Objective

- 2.1 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.

3.0 Scope

- 3.1 This policy applies to all Council Meetings Council of Waratah-Wynyard Council.

4.0 Policy

- 4.1 All meetings of the Council and its standing committees shall be digitally recorded as provided for by Regulation 33 of the *Local Government (Meeting Procedures) Regulations 2015* except for the proceedings of meetings or parts of meetings closed to the public in accordance with Regulation 15 (2).
- 4.2 The Council may, by resolution, determine to digitally record the proceedings of a specific meeting or part thereof that is closed to the public in accordance with Regulation 15 (2) of the *Local Government (Meeting Procedures) Regulations 2015*.
- 4.3 The Chairman is to ensure that no recording is made of the proceedings of a meeting or part of a meeting closed to the public in accordance with Regulation 15 (2) except where the Council has specifically resolved to record the proceedings of that meeting or part thereof.

Access

- 4.4 The General Manager is to retain the digital files of meeting recordings for 6 months in accordance with Regulation 33 and to dispose of the files promptly following the expiry of that period. The General Manager is authorised, pursuant to section 64 of the *Local Government Act 2009*, to delegate these functions to a council officer.
- 4.5 The digital files of meeting proceedings closed to the public will only be available for listening, upon written request, by one or more councillors entitled to be present during the proceedings in question.
- 4.6 The digital files of all other meeting proceedings will be accessible on the Council's website for listening by any person for the period they are retained by the Council. The Council makes this information available as a routine disclosure under the *Right to Information Act 2009*, the objectives of which are to:
- (a) Increase the accountability of the government to the people of Tasmania;
 - (b) Increase the ability of the people of Tasmania to participate in their governance; and
 - (c) Acknowledge that information collected by public authorities is collected for and on behalf of the people of Tasmania and is the property of the State.

Disclosure Of Policy

- 4.7 This policy is to be printed on the agenda of all Council and Special Council meetings to inform the public that the proceedings are recorded.
- 4.8 A notice to inform the public that meeting proceedings are recorded is to be displayed at the entrance to a room in which a meeting, the proceedings of which are to be recorded, is to be held.
- 4.9 At the time of declaring the meeting open, the Chairman is to inform all councillors and any public present that the meeting is being recorded.

5.0 Legislation

- 5.1 Regulation 33 of the *Local Government (Meeting Procedures) Regulations 2015* provides as follows:

33. Audio recording of meetings

- (1) A council may determine that an audio recording is to be made of any meeting or part of a meeting.
- (2) If the council so determines, the audio recording of a meeting or part of a meeting that is not closed to the public is to be:–
 - (a) retained by the council for at least 6 months; and
 - (b) made available free of charge for listening on written request by any person.
- (3) If after the minutes of a Council Meeting have been confirmed as a true record a discrepancy between the minutes and the audio recording of that meeting or part of that meeting is noticed the council, at the next appropriate meeting, is to review the audio recording and either confirm that the minutes are a true record or amend the records to reflect the audio recording and then confirm the minutes as amended to be a true record.
- (4) A council may determine any other procedures relating to audio recording of meetings it considers appropriate.

6.0 Responsibility

- 6.1 The General Manager has the overall responsibility for this policy.

7.0 Minute Reference

Minute No. 12.3

8.0 Council Meeting Date

Amended 14 July 2015 (pending overall Review).

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The Public is advised that it is Council policy to record the proceedings of meetings of Council on digital media to assist in the preparation of minutes and to ensure that a true and accurate account of debate and discussion of meetings is available.
This audio recording is authorised by the *Local Government (Meeting Procedures) Regulations 2015*.

MINUTES OF AN ORDINARY MEETING OF THE WARATAH-WYNYARD COUNCIL TO BE HELD AT THE COUNCIL CHAMBERS 21 SAUNDERS STREET WYNYARD ON MONDAY 22 JANUARY 2018 COMMENCING AT 6:00 PM

	From	To	Time Occupied
Open Council	6.06PM	6.25PM	19MINS
Planning Authority	6.25PM	7.10PM	45MINS
Open Council	7.10PM	7.37PM	27MINS
Closed Council	7.37PM	8.01PM	24MINS
Open Council	8.01PM	8.01PM	0MINS
TOTAL TIME OCCUPIED			115MINS

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 titled '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".

1.0 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED

Legislative Reference:

Local Government (Meeting Procedures) Regulations 2015; 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

Mayor Robby Walsh
Deputy Mayor Mary Duniam
Cr Maureen Bradley
Cr Gary Bramich
Cr Darren Fairbrother
Cr Alwyn Friedersdorff
Cr Kevin Hyland
Cr Stephen Wright

IN ATTENDANCE

Shane Crawford – General Manager
Daniel Summers – Director Infrastructure and Development Services
Tracey Bradley – Director Corporate and Community Services
Ashley Thornton - Acting Manager Development and Regulatory Services
Rebecca Plapp – Town Planner
Sally Blanc – Executive Officer

1.2 APOLOGIES

Nil

1.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED

Nil

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 ORDINARY MEETING OF COUNCIL 11 DECEMBER 2017

MOVED BY	CR DUNIAM
SECONDED BY	CR WRIGHT

That the Minutes of the Ordinary Meeting of the Waratah-Wynyard Council held at Wynyard High School, Church Street, Wynyard on Monday 11 December 2017 a copy of which having previously been circulated to Councillors prior to the meeting, be confirmed as a true record.

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	CR WRIGHT

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

Cr Friedersdorff – Item 19.0 Request for Leave

Mayor R Walsh – Item 19.0 Request for Leave

Staff and Agenda Item Number

Nil

4.0 COUNCILLORS ANNOUNCEMENTS AND REPORT

4.1 ANNOUNCEMENTS BY MAYOR

The Mayor discussed upcoming Australia Day event at Gutteridge Gardens and congratulated all the nominees for this years awards.

4.2 MAYOR'S COMMUNICATIONS

MOVED BY	CR FRIEDERSDORFF
SECONDED BY	CR DUNIAM

That the Council note the Mayor's Diary.

Date	Purpose
4/12/17	FM Radio Interview
4/12/17	Councillor Workshop
5/12/17	Western District Bush watch Meeting
5/12/17	Mayors Message
6/12/17	Childcare Christmas Function
6/12/17	Agenda Review Meeting
8/12/17	Wynyard Community Garden Function
8/12/17	Mayors Radio Show Interview
11/12/17	General Managers Induction and Introductions
11/12/17	Premiers North West Function
11/12/17	CCA Meeting with Premier & Braddon members – Matters of Regional significance
11/12/17	Agenda Settlement Meeting
11/12/17	Annual General meeting and Council Meeting
12/12/17	Audit Panel Meeting
14/12/17	Meeting with Roger Jaensch MP
14/12/17	Meeting with General Manager
18/12/17	Table Cape Primary School – Grade 6 Presentation Ceremony
18/12/17	CCA Meeting – Strategic Planning
19/12/17	Somerset Primary School - Assembly
19/12/17	Meeting with TasWater re Waratah Dam
19/12/17	Business Visit with General Manager
19/12/17	Wynyard High School - Presentations
20/12/17	Meeting with Constituent
21/12/17	Yolla School – Presentation Assembly
21/12/17	Staff Function
2/1/18	Meeting with General Manager

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	CR WRIGHT

4.3 REPORTS OF DELEGATES

Nil

4.4 COUNCILLOR STATEMENTS

4.4.1 CR FAIRBROTHER – AUSTRALIAN OF YEAR AWARDS

Cr Fairbrother noted that local resident Mr Scott Rankin is a nominee for the Australian of the Year award which will be broadcast of the ABC on Thursday Night.

4.5 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.*

MOVED BY	CR HYLAND
SECONDED BY	CR FRIEDERSDORFF

That the Council notes that the following workshops were conducted by Council since its last Ordinary Council Meeting.

15/1/18	Central Area Development Plans – Project Update
15/1/18	Cradle Coast authority Shared Services Report Discussion
15/1/18	Planning Process discussion
15/1/18	Inglis River Walking Track Update

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	CR WRIGHT

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 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 15 minute 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 ORDINARY MEETING OF COUNCIL

5.1.1 MR S WARRINER – TRAFFIC CONTROL ON LOGGING ROADS

Mr Warriner of Calder asked if council stood behind a statement made by a Council officer that the Council has no power to impose speed limits other than 80kmph on West Calder Road.

The Acting General Manager advised that all speed limits on roads are set by the Transport Commissioner. He advised that Council could write to the Commissioner to lobby for a change of speed limit. The Acting General Manager advised he would provide a more detailed written response to Mr Warriner's question.

The Director of Infrastructure and Development services provided Mr Warriner with the following details from the Department of State Growth Website via correspondence on 16 January 2018. (http://www.transport.tas.gov.au/road/network/speed_limits)

Legislative power for speed limits on all public roads resides with the Commissioner for Transport. Typically, the Commissioner will make a decision after considering a recommendation from the relevant road manager as they are best placed to understand the issues.

- The setting of speed limits is a complex matter. Speed limits are set to reflect varying road environments, vehicle types and community needs such as safety, convenience and economics. Speed limit management is about balancing a wide range of objectives and diverse groups of road users and communities. Speed limits are set with the following in mind - although there may be other things to consider:
 - crash history,
 - growth in traffic volumes
 - changes in the environment and roadside development over time,
 - terrain
 - number of accesses onto a road
 - function of the road
 - the road's conditions and specifications

Generally speed limits will be reviewed as a result of public requests or in road project planning. Reviews may include but are not limited to carrying out site investigations and traffic

surveys, undertaking stakeholder consultations, reviewing all previous data including crash history, assessing roadside development and terrain, consulting the latest research and reviewing the operation of new speed limits once implemented.

Furthermore, Australian Standard AS1742.4 provides guidance on how speed limits should be varied to provide the best outcome for the community. Further guidance is provided by Austroads publications and associated research.

5.2 PUBLIC QUESTIONS RECEIVED IN WRITING

Nil

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 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.

5.3.1 MR K. EWINGTON – RURAL ROAD SLASHING

Mr Ken Ewington of Flowerdale noted that Rural Road Slashing is completed in autumn and winter months and that he believed this caused a higher fire risk during some months. He asked if Council had made changes to their management practices since the last major fire on Calder Road. He also asked what assistance Council would provide in the event of a fire being lit on Council managed roads and when Council would manage the high fire risk blocks within built-up area.

The Director Infrastructure and Development Services advised that no changes had been made to general management practices but Council is always open to talking to TasFire Services to discuss any changes they may require. Council works closely with Fire Services in the event of a major fire and Council resources are deployed where required by Police or Fire Services. Fire risks in built-up areas and any other areas within the municipal area are managed with Fire Abatement Notices which have recently been issued. If people do not action appropriately council then has the power to clear blocks and charge any costs to the land owner.

5.3.2 MR K. EWINGTON – STANDARD OF AIRPORT GARDENS

Mr Ken Ewington of Flowerdale asked when the Council would take action to have the Airport Corporation improve their surrounds including lawns, garden beds and signage.

The General Manager advised that he has met with Burnie Airport Corporation and will be holding another meeting in the next few weeks specifically to discuss the maintenance of the site. An update will be provided after this meeting.

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.

Nil

5.5 PUBLIC STATEMENTS WITHOUT NOTICE

5.5.1 MR K EWINGTON – GOALS FOR 2018

Mr Ewington of Flowerdale stated that his goals for 2018 were to assist elderly and disabled in the community by seeking to improve tactile surfaces in Somerset and Wynyard, to provide additional disability parking bays, to have a crossing installed as part of the new car park development in Goldie Street, to improve lighting around the bowls club, to improve weed control, signage upgrades for tourists with more information about points of interest and to encourage others to stand for council to bring new ideas into council.

6.0 PETITIONS / DEPUTATIONS / PRESENTATIONS

Legislative Reference:

Local Government Act 1993; Part 6, Division 1; Sections 57, 58, 59, 60, 60A.

57. Petitions

- (1) A person may lodge a petition with the council by presenting it to a *councillor or the general manager*.

58. Tabling petition

- (1) A councillor who has been presented with a petition is to
- (a) *table the petition at the next ordinary meeting of the council; or*
 - (b) *forward it to the general manager within 7 days after receiving it.*
- (2) A general manager who has been presented with a petition or receives a petition under subsection (1)(b) is to table the petition at the next ordinary meeting of the council.

57(2) A petition is not to be tabled if it does not contain –

- (a) *a clear and concise statement identifying the subject matter; and*
- (b) *a heading on each page indicating the subject matter; and*
- (c) *a brief statement on each page of the subject matter and the action requested; and*
- (d) *a statement specifying the number of signatories; and*
- (e) *the full printed name, address and signature of the person lodging the petition at the end of the petition.*

58(3) A petition is not to be tabled if –

- (b) *it is defamatory; or*
- (c) *any action it proposes is unlawful.*

(4) *The General Manager is to advise the lodger of any petition that is not tabled the reason for not tabling it within 21 days after lodgement. Local Government (Meeting Procedures) Regulations 2015, Regulation 38(1)(a)(b),(2)*

Regulations 2015, Regulation 38(1)(a)(b),(2)

- (1) *The chairperson of a meeting, including a closed meeting, may invite a person –*
- (a) *to address the meeting; and*
 - (b) *to make statements or deliver reports to the meeting.*
- (2) *An invitation under sub regulation (1) may be subject to any condition the council may impose on deputations.*

6.1 PETITIONS

Nil

6.2 DEPUTATIONS AND PRESENTATIONS

Nil

7.0 PLANNING AUTHORITY ITEMS

Legislative Reference:

Local Government (Meeting Procedures) Regulations 2015 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*.

THE PLANNING AUTHORITY COMMENCED AT 6.25PM

7.1 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.

7.1.1 MR P GAYLARD – ITEM 7.4 SD2048 Boat Harbour Beach

Mr Peter Gaylard of Boat Harbour Beach asked for clarification as to whether all vegetation in the road reserve needs be removed to gain line of sight for new driveways.

The Acting Director Development and Regulatory Services advised that all vegetation to front boundary will need to be removed.

7.1.2 MR P GAYLARD – ITEM 7.4 SD2048 Boat Harbour Beach

Mr Peter Gaylard of Boat Harbour Beach asked why the waterway running down the escarpment through lots 315,317 and 307 Port Road was not addressed under E10 Water and Waterways Code.

The Acting Director Development and Regulatory Services advised that the water in question was piped and not a water course, he also noted that the pipes will be upgraded as part of development.

7.2 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

Nil

7.3 DWELLING EXTENSIONS LOCATED AT 13 KENELM AVENUE, SISTERS BEACH – DA 146/2017

To:	Council
Reporting Officer:	Town Planner
Responsible Manager:	Acting Manager Development & Regulatory Services
Report Date:	8 January 2018
File Reference:	7367358
Supporting Documents:	REFER ATTACHMENT A Development Application Form x 4 pages Location Map x 1 page Title Documents x 4 pages Proposal Plans x 16 pages Bushfire Report x16 pages Information Request x 1 page Information Response x 2 pages Representation 1 – D & S Gorringer x 5 pages Agreement for Extension of Time x 1 page

PURPOSE

The purpose of this report is for Council to consider the merits of Development Application DA 146/2017 against the requirements of Council's Planning Scheme.

BACKGROUND

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

The subject property is located at 13 Kenelm Avenue, Sisters Beach, and the site is 726m² in area. The lot is accessed by Kenelm Avenue to the west, with a frontage of 21.5m. The property currently contains a dwelling and outbuilding. The property backs onto Sisters Creek.

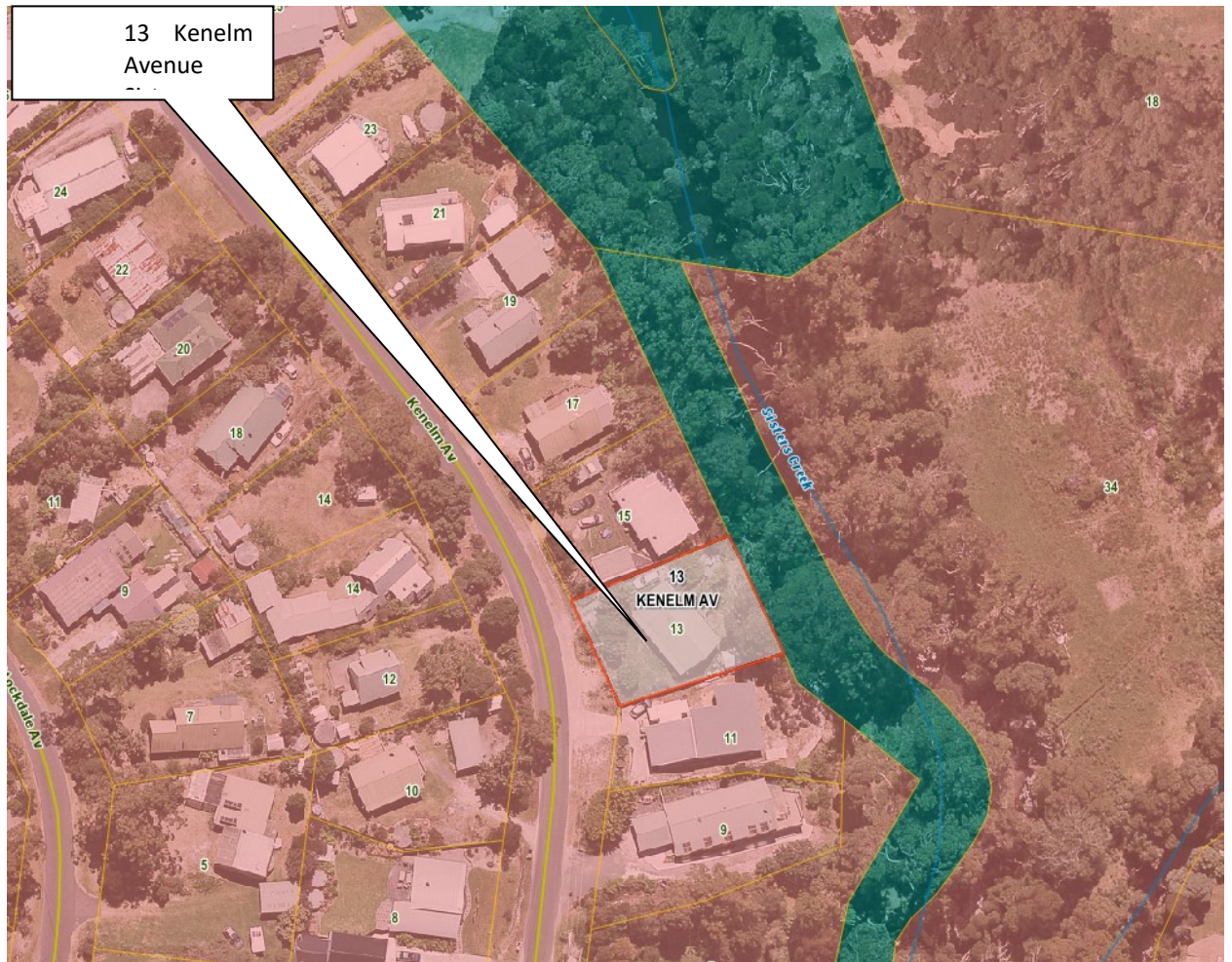


Figure 1- Subject Site with zoning. Source: MapInfo

The site is zoned Low Density Residential, with adjoining land to the south, north and west also zoned Low Density Residential. The land to the east is zoned Environmental Management, being the Crown Reserve.

DETAILS

The applicant is seeking approval for as constructed dwelling extensions located to the north and north east of the existing dwelling at 13 Kenelm Avenue Sisters Beach. The subject extensions include a deck extension covering an area of 6.8m^2 and a dwelling extension of 22.1m^2 . The proposed total site coverage will be 144.6m^2 .

This report assesses the proposal against the *Waratah-Wynyard Interim Planning Scheme 2013* (the Planning Scheme) and takes into account the representation received during the public exhibition period. The proposal is defined as a Residential Use Class, a Permitted Use under the Planning Scheme. The applicant is applying for discretion under the following clauses:-

- 12.4.1 (P1) Suitability of a site or lot for use or development;
- 12.4.2 (P1) Dwelling Density; and

- E10.6.1 (P1) Development in proximity to a water body, watercourse or wetland.

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 18 December 2017. One (1) representation was received. 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.

Representor – D & S Gorringe

Issues Raised

The representors' issues raised have been summarised as the following:

1. The owner of 13 Kenelm Avenue cut all the vegetation along the creek and weeds have grown quickly.
2. Privacy ruined, both neighbouring properties have added extensions to their properties defeating the purpose of the representor building further back on the lot for privacy.
3. Questions if the rear extension and deck to the rear of 17 Kenelm Avenue is Council approved and the representor was not notified if it was approved by Council, as they would not have agreed to it.
4. Concerns regarding the building extensions at 13 Kenelm Avenue were built in a very poor manner. A qualified builder may not have been involved. The new additions do not have gutters or downpipes.
5. The plan was drawn recently, therefore what plan was used approximately 5 years ago?
6. We were told no windows would face us, however two windows directly facing our kitchen have been installed at 13 Kenelm Avenue.
7. The rear deck was built and added to join to the top of the old cement tank and is located next to one of the representors' bedrooms. The tank is old and the representor has concerns the top of this is not designed to support the weight of chairs, tables and people. This is causing a further privacy issue, now resulting in overlooking from both neighbours decks.
8. There is old carpet and furniture placed on the dirt floor.
9. The applicant has changed his driveway with a mini digger to raise the ground level and create a parking space against the boundary fence. It is now approximately 500mm deep against the neighbouring fence. The applicant provided an attachment of an elevation with approximate ground levels.
10. Concerns water damage to the representors house have been caused by the water runoff from the change in ground level, in addition to the water from the roof without gutters and downpipes affecting the flow of rainwater. "We have spent many hours and dollars trying to fix movement of our house caused by water flowing under the house. Stumps have dropped, the floor is now un-level, plaster cracks, cracked floor joists and cracked cypress pine floor boards and cracks in the tiles along with sliding doors that do not shut properly have all resulted from the irresponsible change in ground level."
11. Concerns surrounding the destruction of the eco system and building irresponsibly in such a sensitive area beside a waterbody.

Planning Response:

1. Noted, should clearing occur over Crown Land, Crown Land Services would need to provide consent. Additionally should clearing occur of native species or endangered species a further planning permit may be required. Clearing has not been applied for as part of this application.
2. The application meets the side setback Acceptable Solution, therefore meets the privacy considerations under the Low Density Residential Zone code.
3. A planning permit was granted in 2011 for dwelling extension (deck) for 17 Kenelm Avenue, Sisters Beach and was advertised in accordance with Section 57 of LUPAA.
4. A note will be placed on any permit to ensure the developer is aware to contact a qualified building surveyor and Council's plumbing compliance officer to ensure the development is in accordance with the *Building Act 2016*. The *Building Act 2016* controls the standard a building is required to meet. This is not assessed under the planning scheme.
5. This is not a relevant planning matter. The applicant is seeking approval for two dwelling extensions retrospectively as part of this application. A previous planning permit for dwelling extensions to the north and east of the dwelling was granted in 2009.
6. The proposal does not trigger discretion with regards to overlooking. Overlooking is addressed under the planning scheme at clause 12.4.4 Visual and acoustic privacy for residential development and the application meets the acceptable solution.
7. Further application would be required in order to use the cement tank as private open space and outdoor decking.
8. This is not a relevant planning consideration for the current planning application. However the owner would need to engage a building surveyor to ensure that the development is built in accordance with the Building Act and National Construction Code.
9. The change in ground level matter was passed onto Council's compliance officer for further investigation. It has been confirmed a change in ground level has occurred and does require a planning permit. In response to the representation, the applicant provided an updated site plan and section of the change in ground level. The information provided meets all of the relevant acceptable solutions of the Planning Scheme and therefore a planning permit must be granted.
10. Stormwater from any development on-site will be required to be contained within the property boundaries, and this requirement will form part of the conditions on any permit.
11. The proposed development will be conditioned to prevent any impact on the watercourse.

INTERNAL REFERRALS

Engineering Services Department

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. Stormwater from the development is to be fully contained within the boundaries of the property.

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

Environmental Health

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

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

EXTERNAL REFERRALS

The application was not required to be referred to any external referral bodies.

PLANNING ASSESSMENT

The subject site is zoned Low Density Residential 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 of the relevant acceptable solutions.

The application does not meet all of the acceptable solutions. The application is therefore submitted as a discretionary application under Section 57 of the *Land Use Planning & Approvals Act 1993* 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 relevant discretionary provisions for the Low Density Residential Zone Code and relevant Codes is provided below.

12.4.1 (P1) Suitability of a site or lot for use or development

A1	P1
A site or each lot on a plan of subdivision must – (a) have an area of – (i) not less than 500m ² excluding any access strip; or (ii) if in a locality shown in the Table to this clause, not less than the site area shown for that locality; and (b) contain a building area of not less than 10.0m x 15.0m – (i) clear of any applicable setback from	A site or each lot on a plan of subdivision must (a) be of sufficient area for the intended use or development without likely constraint or interference for – (i) erection of a building if required by the intended use; (ii) access to the site; (iii) use or development of adjacent land;

<p>a frontage, side or rear boundary;</p> <p>(ii) clear of any applicable setback from a zone boundary;</p> <p>(iii) clear of any registered easement;</p> <p>(iv) clear of any registered right of way benefitting other land;</p> <p>(v) clear of any restriction imposed by a utility;</p> <p>(vi) not including an access strip;</p> <p>(vii) accessible from a frontage or access strip; and</p> <p>(viii) if a new residential lot, with a long axis within the range 30° east of north and 20° west of north</p>	<p>(iv) a utility; and</p> <p>(v) any easement or lawful entitlement for access to other land; and</p> <p>(b) if a new residential lot, be orientated to maximise opportunity for solar access to a building area</p>
<p>Planning Comment: Complies</p> <p>The proposal does not comply with the acceptable solution, as the lot size is 726m². Therefore the proposal is required to be assessed against the performance criteria.</p> <p>The site has an existing residential dwelling on site and has sufficient area for the intended development. The dwelling extension to the north of the existing dwelling will house the kitchen and living room. The extensions are located on an area that has been previously used for private open space. The deck extension to the north-east of the existing dwelling will provide a more formal area to be used all year round.</p> <p>The development will not impede access to the site, as the extensions are located to the side and the rear of the existing dwelling.</p> <p>The proposed dwelling will not be likely to constrain or interfere with development of adjacent land or a utility. The lot has no easements and the application is not creating a new residential lot. The lot can be serviced by the reticulated sewerage system, so does not require additional space to provide for an on-site wastewater system.</p> <p>There are no new lots as part of the proposal.</p> <p>The proposal is considered to comply with the performance criteria.</p>	

Table to Clause 12.4.1 A1

Locality	Site area
Sisters Beach	800m ²

12.4.2 Dwelling Density

<p>A1</p> <p>The site area per dwelling must –</p> <p>(a) be not less than 500m² if the site has –</p> <p>(i) connection to a reticulated water supply;</p> <p>(ii) connection to a reticulated sewer system; and</p> <p>(iii) connection to a stormwater system; or</p> <p>(b) if the site is in a locality shown in the Table to this Clause, not less than the site area for that locality.</p>	<p>P1</p> <p>The number of dwellings on a site must be consistent with the capability of the land for residential use in terms of –</p> <p>(a) a suitable building area;</p> <p>(b) access from a road;</p> <p>(c) provision of a water supply;</p> <p>(d) disposal of sewage;</p> <p>(e) disposal of stormwater; and</p> <p>(f) a tolerable level of risk from a natural hazard.</p>
<p>Planning Comment: Complies</p> <p>The proposal cannot meet the acceptable solution as the lot size is 726m² and therefore must address the performance criteria.</p> <p>The subject lot has an existing dwelling on-site. The proposal is for a small increase in footprint. There will continue to be one dwelling on-site, therefore the lot continues to have a suitable building area.</p> <p>The subject lot has a building area that is capable of meeting all setbacks. The lot has direct access from the road, and there is ample room on the block to provide a water supply to the proposal. The lot can be serviced by the reticulated sewerage system, so does not require additional space to provide for an on-site wastewater system.</p> <p>Stormwater will be conditioned accordingly for the new extension, requiring containment within the lot boundaries.</p> <p>The proposal complies with the performance criteria.</p>	

Table to Clause 12.4.3 A2

Locality	Feature	Setback distance (m)
Boat Harbour	a reserve under the <i>Crown Lands Act 1976</i>	6
Sisters Beach	a reserve under the <i>Crown Lands Act 1976</i>	6

Part E Codes

Bushfire-Prone Areas Code

E1 Not applicable to this application.

Airport Impact Management Code

E2 Not applicable to this application.

Clearing and Conversion of Vegetation Code

E3 Not applicable to this application.

Change in Ground Level Code

E4 The proposal complies with the Acceptable Solutions of the Code.

Local Heritage Code

E5 Not applicable to this application.

Hazard Management

E6 Not applicable to this application.

Signs Code

E7 Not applicable to this application.

Telecommunications Code

E8 Not applicable to this application.

Traffic Generating Use and Parking Code

E9 The proposal complies with the Acceptable Solutions of this code.

Water and Waterways Code**E10 E10.6.1 Development in proximity to a water body, watercourse or wetland**

<p>A1</p> <p>There is no acceptable solution</p>	<p>P1</p> <p>Development must –</p> <p>(a) minimise risk to the function and values of a water body watercourse or wetland, including for –</p> <ul style="list-style-type: none">(i) hydraulic performance;(ii) economic value;(iii) water based activity;(iv) disturbance and change in natural ground level;(v) control of sediment and contaminants;(vi) public access and use;(vii) aesthetic or scenic quality;(viii) water quality management arrangements for stormwater and sewage disposal;(ix) modification of a natural drainage channel;(x) biodiversity and ecological function;(xi) level of likely risk from exposure to natural hazards of flooding and inundation; and(xii) community risk and public safety; and <p>(b) be consistent with any advice or decision of a relevant entity administering or enforcing compliance with an applicable protection and conservation regulation for –</p> <ul style="list-style-type: none">(i) impact of the development on the objectives and outcomes for protection of the water body, watercourse or wetland; and(ii) any condition or requirement for protection of the water body, water course or wetland
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Planning Comment: Complies

The proposed deck extension does not meet the acceptable solution as it is located within 30m of a watercourse. Therefore, the application must be assessed against the performance criteria.

The deck extension is located 7.5m from the rear boundary, and approximately 25m from the watercourse identified as Sisters Creek. The proposal is located several metres in elevation above the water level and located behind an existing tank structure on site.

There is negligible impact on hydraulic performance or any water based activity. The deck extension is timber framed above ground, with minimal pads on ground to ensure no change in ground level and no excavation works. This will assist in keeping impact to a minimum.

Public access and scenic quality of the watercourse will not be impacted by the extension. The deck extension will not be visible from the watercourse, as it is located between the existing tank and dwelling.

Sediment and contamination from the site will be conditioned accordingly in order to prevent modification to a drainage channel.

The proposal is for a small dwelling extension on private land. It is not considered to create any further risk to the community or public safety.

The proposal complies with the performance criteria.

STATUTORY IMPLICATIONS**Land Use Planning and Approvals Act 1993**

The Council is established as a Planning Authority by definition under Section 3(1) of LUPAA, and must enforce the Planning Scheme under S.48 of LUPAA.

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 any public representations received. It is noted that one representation was received during the exhibition period.

STRATEGIC IMPLICATIONS

There are no significant strategic implications identified.

POLICY IMPLICATIONS

No policies of Council were identified as being relevant to this matter.

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

The Council.

Acting as a Planning Authority there is limited risk, 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.

The LUPAA provides for penalties against a Planning Authority that fails to enforce its planning scheme (ss. 63a & 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.

The development of the dwelling extension triggers discretions to the Low Density Residential Zone Code due to minimum lot size and required setback relaxation to the watercourse. Due to the location of the structure, the development will not result in further impact on the watercourse. The development meets all other acceptable solutions for residential development within this zone.

The application is considered to comply with the Low Density Residential Zone Code, Water and Waterways Code and all other applicable codes of the *Waratah-Wynyard Interim Planning Scheme 2013*. It is therefore recommended that Council approve a planning permit for the proposed development.



Rebecca Plapp
Town Planner

Date 8 January 2018



Ashley Thornton
Acting Manager Development & Regulatory
Services

Date 9 January 2018

PID 7367358

MOVED BY	CR DUNIAM
SECONDED BY	CR HYLAND

That 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*, approval be granted for dwelling extensions at 13 Kenelm Avenue, Sisters Beach 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 Project Number 17177 as prepared by Abel Drafting Services Pty Ltd and dated 9 January 2018.
- (2) All costs associated with the proposed development including those related to infrastructure extensions or upgrades to Council assets are to be met by the Developer.
- (3) In the course of undertaking the development/use there is to be no damage caused to any Council owned infrastructure or property.
- (4) Loading and un-loading of vehicles is to be confined to within the boundaries of the property.
- (5) Stormwater from the development is to be fully contained within the boundaries of the property.
- (6) Control measures are to be installed for the duration of the construction phase so as to limit the loss of soils and other debris from the site.

Notes: -

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

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- This project must be substantially commenced within two years of the issue of this permit.
 - An “Activity within the Road Reservation” permit must be obtained from Council for all activity within the Road Reservation.
 - The applicant is advised to consult with a building surveyor to ensure the development is constructed in accordance with *Building Act 2016*.
 - The development/use is not to result in the generation of environmental harm or nuisance as defined in the *Environmental Management and Pollution Control Act 1994*.
 - This permit is based on information and particulars set out in Development Application 146/2017. Any variation requires an application for further planning approval of Council.
 - Attention is drawn to existing or proposed electricity infrastructure, please be sure to contact Aurora Energy on 1300 132 003 to ensure these works do not impede on existing electricity easements and are at a safe distance from powerlines. Failure to do so could result in the relocation of electricity assets at your cost.
 - Under Section 61 (4) of the *Land Use Planning and Approvals Act 1993*, the applicant has the right to lodge an appeal against Council’s decision. Notice of appeal should be lodged on the prescribed form together with the required fee within fourteen days after the date on which notice of the decision was served on that person, to the Resource Management and Planning Appeal Tribunal, GPO Box 2036, Hobart, 7001.

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	CR WRIGHT

7.4 SUBDIVISION (5 INTO 21 LOTS) LOCATED AT 293, 305 AND 307 PORT ROAD, AND LOT 26 ON SP61107, BOAT HARBOUR BEACH – SD 2048

To:	Council
Reporting Officer:	Acting Manager Development and Regulatory Services
Report Date:	10 January 2018
File Reference:	3010845
Supporting Documents:	Development Application Form x 4 pages Location Map x 1 page Title documents x 26 pages Proposed Subdivision Plan by CSPP x 1 page Dwelling envelopes plan by PDA Surveyors x 1 page Traffic Impact Assessment by Midson Traffic x 18 pages Bushfire Protection Report by Castellan Consulting x 35 pages Risk Assessment by GHD x 83 pages Supporting Documentation x 13 pages Road Access and Stormwater Drainage Assessment x 12 pages TasWater Submission x 3 pages Information Request x 2 pages Information Response x 3 pages Representation 1 – Daniel Bye x 1 page Representation 2 – Peter Gaylard x 2 pages Representation 3 – Mineral Resources Tasmania x 2 pages Extension of time x 1 page

PURPOSE

The purpose of this report is for Council to consider the merits of subdivision application SD2048 against the requirements of the *Waratah-Wynyard Interim Planning Scheme 2013* (Planning Scheme).

BACKGROUND

The subject site is contained within a total of five lots. The principle portion of the site is within the property at 293 Port Road (lot 1 on SP156080) has an area of 9739m², and has two current accesses to Port Road. The site is currently vacant.

Three lots make up the second portion of the site, being 305 Port Road (lot 2 on SP30609, and two lots described as 307 Port Road (lot 1 on SP197957 and lot 10 on SP12138). The combined area of these titles is 4032m². This site did contain an existing dwelling and motel, but these building are in the process of being demolished.

A fifth lot is included within the proposal, being lot 26 on SP61107. This lot contains a spring, and may supplement the water supply to the proposed lots.

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

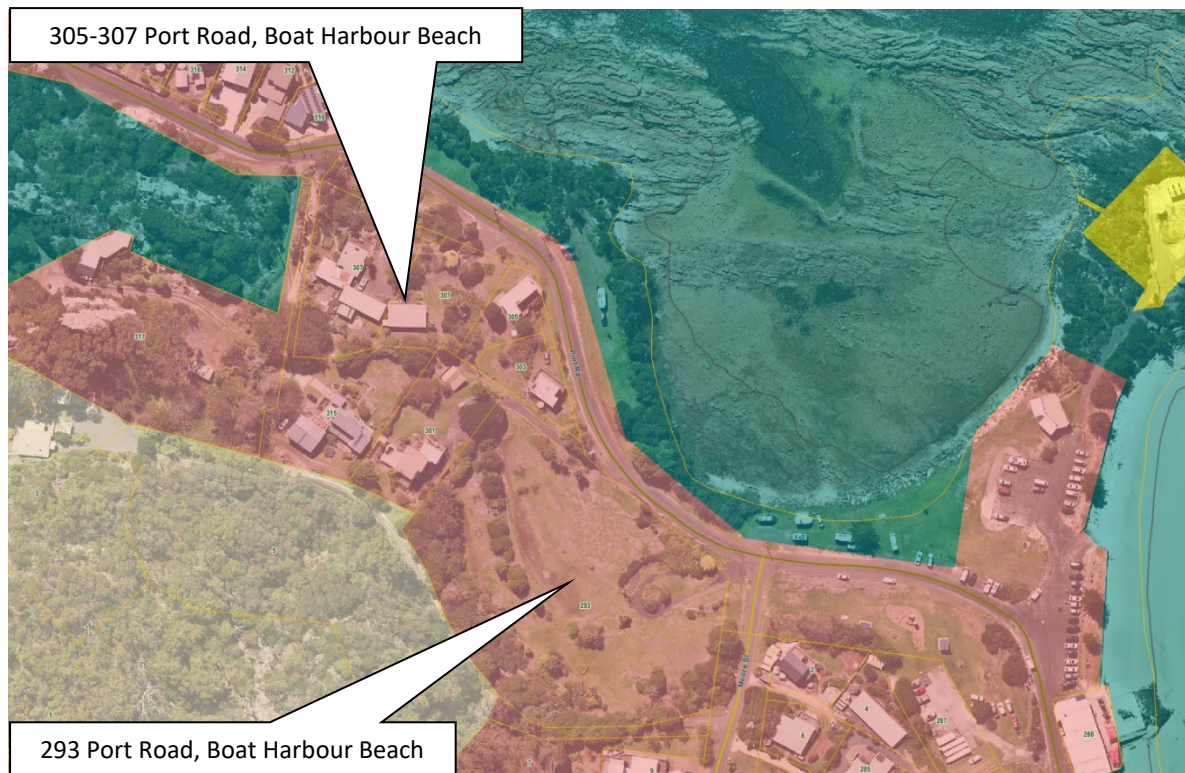


Figure 1- Subject Site with zoning

All sites are within the coastal township of Boat Harbour Beach and are zoned Low Density Residential. Land to the west of the site is zoned Rural Resource. Land to the north is zoned Environmental Management.

DETAILS

The applicant is seeking approval for a subdivision of the properties described as 293, 305 and 307 Port Road, Boat Harbour Beach (CT168041/2). The proposal is seeking approval for the 4 lots to become 20 lots, with 14 of the proposed lots located on 293 Port Road. The first stage of the development is located on 305 and 307 Port Road, encompassing six lots.

A breakdown of the lots is provided below.

Lot number	Lot Size (m ²)	Frontage (m)
1	692	19.5
2	524	13.7
3	556	13.7
4	656	5.8
5	669	7.5
6	719	8.0
7	795	8.4

Lot number	Lot Size (m ²)	Frontage (m)
8	774	4.3
9	523	14.4
10	541	28.8 &19.2
11	500	20.8
12	522	12.3 &24.5
13	594	12.0
14	675	14.1
15	582	3.2
16	615	38.5
17	775	20.3
18	950	6.1
19	504	20.4
20	606	20.4

The 21st lot in this application is Lot 26 on SP61107. This lot does not form part of the subdivision, but has been included within the application as it may be used as a supplementary water source to the development. The boundaries of this lot are not proposed for change.

This report assesses the proposal against the Planning Scheme and takes into account the representation received during the public exhibition period. The proposal is defined as a Residential Use Class, a Permitted Use under the Planning Scheme. The applicant is applying for discretion under the following clauses:-

- Suitability of a site or lot for use or development (12.4.1 P1),
- Subdivision (12.4.8 P2),
- Reticulation of an electricity supply to new lots on a plan of subdivision (12.4.9 P1) and
- Use Likely to be exposed to a natural hazard (E6.5.2)

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 onsite 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 29 November 2017. Three (3) representations were received. However, the third representation from Mineral Resources Tasmania was submitted late, after an earlier submission was deemed to be invalid. In accordance with 57(5) of LUPAA, the late representation was received within 14 days of the notification period, and is therefore accepted as a valid representation.

The representations 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.

Representor – Daniel Bye
<p>Issues Raised</p> <p>The representors' issues raised have been summarised as the following:</p> <ol style="list-style-type: none"> (1) Insufficient detail has been provided regarding the design of the proposed cul-de-sac. What impact will it have upon the road reserve and the property at 303 Port Road? (2) The Bushfire Protection Report states that Lot 15 will require a small area of hardstand suitable for fire appliances be constructed on the road reserve. It is not clear where within the road reserve this is to be located. <p>Planning Response:</p> <ol style="list-style-type: none"> (1) The new road will be required to be designed and constructed in accordance with the Tasmanian Standard Drawings. The permit has been conditioned accordingly. The new road will be required to fit within the site and road reserve, thus not impacting on the adjoining property boundaries. (2) The Bushfire Hazard Management Plan locates the Water Supply remote Access Point on the driveway to lot 15. It is understood that the driveway will act as the hard stand area.

Representor – Peter Gaylard
<p>Issues Raised</p> <p>The representors' issues raised have been summarised as the following:</p> <ol style="list-style-type: none"> (1) The proposed development should improve stormwater drainage in the area, and replace currently inadequate culverts. (2) The Landslide and Dam Hazard Assessment does not accurately describe the path of the creek flowing through 315, 317 and 307 Port Road. The report states that it is piped through the properties and discharges at the shore. This is not the case. (3) The Dam Hazard Assessment, and risk of flooding, does not consider impacts on proposed lots 15-20, as the report is based on a previous report relating to 293 Port Road. (4) The works associated with the proposed development might damage the representor's driveway. (5) Does all the vegetation within the road reserve need to be removed to provide for adequate sight lines distances for the driveways to lots 15 to 20? <p>Planning Response:</p> <ol style="list-style-type: none"> (1) A site inspection has identified five culverts that would require upgrading. The permit has been conditioned for the developer to provide a stormwater management plan that caters for 1 in 20 and 1 in 100 year rain events. (2) The consultants are familiar with the site, are aware of the location of the watercourse/drain, and have walked the site with the author of this report. The watercourse/drain is piped at several locations, and is an open channel between these pipes/culverts. The watercourse/drain is piped under Port Road and discharges to the shore. Drainage is to be upgraded as part of the development. (3) The improvements previously highlighted for the stormwater system will be required to adequately deal with a potential flooding event from the above dam failing. This is to be demonstrated within the Stormwater Management Plan.

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| <ul style="list-style-type: none">(4) This is a civil matter between the property owners. The developer would be required to make good any impacts on adjoining properties.(5) The sight lines have been assessed by Council's Engineering Services Department, and the development of the access to lots 15-20 have been conditioned to remove and maintain vegetation planting back to the property boundary line. |
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Representor – Brett Stewart, Mineral Resources Tasmania
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Issues Raised

The representors' issues raised have been summarised as the following:

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| <ul style="list-style-type: none">(1) It would appear that the assessment is predominantly desktop, with limited time spent on-site. This may be inadequate to sufficiently understand the landslide risks.(2) A good geomorphological understanding of the site has not been demonstrated. The report does not sufficiently discuss the alluvial fan, located on the eastern side of the subdivision (lots 8, 12, 13 and 14).(3) There was no discussion of site history, therefore this information may not have been considered.(4) Rockfall is considered to be a potential danger to the site, and no mitigation measures are considered by the risk assessment.(5) It is best practice to provide regional landslide maps at a sufficiently detailed scale.(6) The report refers to previous reports that were not supplied with the application. |
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Planning Response:

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| <ul style="list-style-type: none">(1) An informal meditation process was held between the representor and applicant, including the applicant's geotechnical consultant. The consultant stated that he had spent many days on-site, with multiple visits.(2) The consultant has advised that no sign of movement has been identified on-site. Construction in accordance with good hillside practices has been recommended for future development. This includes special consideration given to footings, and no excavation deeper than 500mm. The proposed lots are designated as medium landslide, therefore any future development would require a geotechnical assessment specific to the development. The applicant has offered to advise prospective purchasers of this requirement. It is suggested that the applicant include a note on the titles for lots 8, 12, 13 and 14 to inform future owners that development of the lots will require further geotechnical investigations and reporting.(3) The applicant's demonstrated good site knowledge during informal meditation discussions, which eased the concerns of the representor.(4) Rockfall has been considered by the report, which recommends that rock catch fence be constructed along the rear boundaries of proposed lots 4, 5, 6 and 7.(5) Council does require hard copy reports and plans to be provided at a scale of no greater than A3. The applicant was constrained by this requirement.(6) Copies of the previous reports were provided to the representor. |
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As part of the mediation discussions, MRT raised additional concerns regarding the development. These related to the Dam Assessment, within the Risk Assessment. MRT were concerned that the risk associated with a dam wall failure had not been sufficiently considered. There is a dam located above the development site, approximately 450m to the south of the site.

Technically, there is no requirement within the planning scheme to consider such a risk. However, the proposed and subsequently conditioned upgrades to the stormwater infrastructure running through the site are an adequate measure to mitigate flood waters emanating from upstream of the site. MRT have advised that they are satisfied with this treatment, provided that the stormwater infrastructure is designed to cater for such an event.

INTERNAL REFERRALS

Manager Engineering & Projects

Construction of civil engineering work associated with the Development is to comply with the requirements of Council's Policy PR003 Standard requirements for construction of new infrastructure assets and the replacement of existing infrastructure assets.

Relevant engineering plans, specifications, calculations and computations are to be prepared or certified by a Chartered Professional Engineer and submitted to the Director Infrastructure and Development Services for approval. No work is to commence until a Construction Certificate has been issued by the Director Infrastructure and Development Services.

Connection of stormwater drains to Council's drainage network is to occur only in accordance with the requirements and approval of the Director Infrastructure and Development Services.

A twelve (12) month maintenance period is to apply to all works within the development which are to become Council infrastructure. A maintenance bond of 5% of the cost of the civil works as approved by the Director Infrastructure and Development Services is to be lodged with Council prior to:

*the issue of the Maintenance Period Commencement document; or
prior to sealing of the Final Survey Plan.*

New kerb crossovers for lots 1 to 10 are to be constructed off the internal subdivision road in accordance with Tasmanian Standard Drawing TSD-R09-v1, Urban Roads Driveway, TSD-R16-v1 Concrete kerbs and Channels Vehicular Crossings and the conditions in a "Activity in Road Reservation Permit".

Reinforced concrete driveway slabs for lots 1 to 10 are to be constructed between the kerb crossover and the property boundary in accordance with Tasmanian Standard Drawing TSD-R09-v1, Urban Roads Driveways and the conditions in a "Activity in Road Reservation Permit".

Loading and unloading of vehicles is to be confined to within the boundaries of the property.

A stormwater connection point including an accessible inspection opening at ground level is to be constructed at the lowest point of the lot to permit connection to Council's stormwater drainage reticulation network. The connection point is to be inspected and approved by the Director Infrastructure & Development Services before backfilling.

A Stormwater Management Plan is to be provided, including the construction of a reticulated stormwater drainage system with individual lot connections, road drainage and method of discharge in accordance with the reasonable requirements of the Director Infrastructure and Development Services. The design return interval for the reticulation network is to be 1 in 10 year ARI for property only, 1 in 20 Year ARI for road drainage and provision is to be made to contain a 1 in 100 year ARI major overland flow-path. The major overland flow-path is also to be designed to consider a modelled dam break scenario.

Erosion and sediment control measures that meet the reasonable requirements of the Director Infrastructure and Development Services are to be implemented and maintained during the course of the development to minimise downstream sediment transfer, particularly with respect to water courses, stormwater outlets and disturbed ground.

Before site disturbance or construction commences an environmental management plan is to be prepared and submitted for approval by the Director Infrastructure & Development Services, The plan is to outline proposed practices in relation to:

1. Temporary run-off and erosion controls, which are to be installed before the development commences. Controls are to include, but are not limited to:
 - i. Minimisation of site disturbance and vegetation removal;
 - ii. Diversion of up-slope run-off around cleared and/or disturbed areas, areas to be cleared and/or disturbed or filled providing such diverted run-off does not cause erosion and is directed to a legal discharge point;
 - iii. Installation of sediment retention traps (e.g. sediment fences, etc.) at the down slope perimeter of a disturbed area or stockpile to prevent unwanted sediment and other debris escaping from the land;
 - iv. Rehabilitation of all disturbed areas as soon as possible.
2. Weed management
3. Storage facilities for fuels, oils, greases, chemicals and the like
4. Litter management

Erosion control measures are to be maintained at full operational capacity until the land is effectively rehabilitated and stabilised after completion of the development.

A 15m wide road reservation, with lot boundaries splayed where necessary is to be provided and shown as "Road" on the final survey plan lodged for sealing.

The road reservation is to be widened to a minimum of 25m in accordance with Tasmanian Standard Drawing TSD-R07-v1, Urban Roads Cul-De-Sac Turning Heads with lot boundaries splayed where required to accommodate a vehicular turning area and shown as “Road” on the final survey plan lodged for sealing.

The road is to be of compacted crushed rock pavement, designed in accordance with the Austroads Pavement Design Guidelines, with a pavement width of 6m measured lip of kerb to lip of kerb and a minimum total pavement thickness of 300mm plus a 40mm asphalt seal, concrete kerb and channel and footpaths all in accordance with the Tasmanian Standard Drawing TSD-R06-v1, Urban Roads Typical Sections and Pavement Widths, and is to be constructed to the reasonable requirements of the Director Infrastructure & Development Services.

A 40mm asphalt overlay is to be provided on Port Road for the full pavement width, 15m either side of the subdivision road.

Road intersections, both internally and within the Council road network are to be assessed in regard to the various requirements of the Austroads Guide to Traffic Management set. All upgrade and works required to achieve compliance with the Austroads Guide to Traffic Management set are to be addressed

The applicant is to supply and install traffic management devices that include, but are not limited to, signage and line marking in accordance with the suite of AS 1742 standards and which meet the requirements of Department of State Growth. Before a Construction Certificate may be issued, the applicant or his designer is to prepare a set of traffic management drawings that are to be submitted to and approved by Department of State Growth.

Concrete kerb and Channel type KC is to be constructed in accordance with Tasmanian Standard Drawing TSD-R14-v1, approved Concrete Kerbs and Channels Profile Dimensions on both sides of internal roads.

A court bowl of radius 9m and otherwise in accordance with Tasmanian Standard Drawing TSD-R07-v1, Urban Roads Cul-De-Sac Turning Heads is to be provided at the termination of the internal road to facilitate the turning movement of large service vehicles. Construction is to be of equivalent standard to the internal road.

Street lighting is to be provided in accordance with AS 1158 and the requirements of Aurora Energy Pty Ltd and the Director Infrastructure & Development Services. The street lighting is to be designed to minimise off site glare and reflected light. The use of non-standard lighting poles is not permitted in the development.

Power is to be provided to each lot in the development in accordance of the requirements of Aurora Energy and IPWEA standard drawings and specifications.

Before site disturbance or construction commences, a plan of management is to be prepared and submitted for approval by the Director Infrastructure & Development Services. The plan is to provide relevant project management information and outline proposed construction practices, including, but not limited to:

- a. Contact details for principal, consultants and contractors including after-hours numbers;
- b. Traffic management plan including road works signage;
- c. Proposed hours of work (including volume and timing of heavy vehicles entering and leaving the site, and works undertaken on site);
- d. Identification of potentially noisy construction phases, such as operation of rock-breakers, explosives or pile drivers, and proposed means to minimise impact on the amenity of neighbouring buildings;
- e. Site facilities to be provided; and
- f. Procedures for washing down vehicles to prevent soil and debris being carried onto the street.

Notes:

The development is to comply with the Road Access and Stormwater Drainage Assessment dated 23 August 2017.

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

Environmental Health Officer

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

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

EXTERNAL REFERRALS

The application was referred to TasWater on 25 October 2017. The response was received on 1 November 2017 and forms Part B of this permit.

PLANNING ASSESSMENT

The subject site is zoned Low Density Residential under the *Waratah-Wynyard Interim Planning Scheme 2013*.

The application does not meet all of the acceptable solutions. The application is therefore submitted as a discretionary application under Section 57 of the *Land Use*

Planning & Approvals Act 1993 (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 relevant provisions for the Low Density Residential Zone Code and relevant Codes is provided below.

Suitability of a site or lot for use or development (12.4.1 P1)

<p>A1</p> <p>A site or each lot on a plan of subdivision must –</p> <p>(a) have an area of –</p> <ul style="list-style-type: none"> (i) not less than 500m² excluding any access strip; or (ii) if in a locality shown in the Table to this clause, not less than the site area shown for that locality; and <p>(b) contain a building area of not less than 10.0m x 15.0m –</p> <ul style="list-style-type: none"> (i) clear of any applicable setback from a frontage, side or rear boundary; (ii) clear of any applicable setback from a zone boundary; (iii) clear of any registered easement; (iv) clear of any registered right of way benefitting other land; (v) clear of any restriction imposed by a utility; (vi) not including an access strip; (vii) accessible from a frontage or access strip; and (viii) if a new residential lot, with a long axis within the range 30° east of north and 20° west of north 	<p>P1</p> <p>A site or each lot on a plan of subdivision must</p> <p>(a) be of sufficient area for the intended use or development without likely constraint or interference for –</p> <ul style="list-style-type: none"> (i) erection of a building if required by the intended use; (ii) access to the site; (iii) use or development of adjacent land; (iv) a utility; and (v) any easement or lawful entitlement for access to other land; and <p>(b) if a new residential lot, be orientated to maximise opportunity for solar access to a building area</p>
<p>Planning Comment:</p> <p>Proposed lots 4 to 6 do not have sufficient building envelopes to comply with A2(b). Additionally, lots 1 to 6, 9, and 13 to 15 do not comply with A2(b)(viii). Therefore, the subdivision is to be assessed against the performance criteria.</p> <p>It is considered that there is insufficient area within lots 4 and 5 of the subdivision. These lots are constrained, as they have minimal frontages (lot 4 is an internal lot), have steeply sloping land over the rear half of each lot, are designated as high and medium landslide areas, and more than half of each lot is constrained by their BAL rating. As such, it will be conditioned that lot 4 be removed from the subdivision plan, and absorbed within the remaining lots, particularly lot 5, to provide it with a larger building area.</p> <p>With regards to the remaining lots, the design of future dwellings can be considerate of solar access. As the lots are of sufficient size, future dwellings can be orientated to meet the relevant solar requirements of the Building Act 2016 and the National Construction Code. The lot sizes will also allow for adequate separation</p>	

from adjoining buildings.

The proposal is considered to comply with the performance criteria, subject to conditions.

Subdivision (12.4.8 P2)

A2 A lot, other than a lot to which A1(b) applies, must not be an internal lot	P2 (a) An internal lot on a plan of subdivision must be – (i) reasonably required for the efficient use of land as a result of a restriction on the layout of lots imposed by – a. slope, shape, orientation and topography of land; b. an established pattern of lots and development; c. connection to the road network; d. connection to available or planned utilities; e. a requirement to protect ecological, scientific, historic, cultural or aesthetic values, including vegetation or a water course; or f. exposure to an unacceptable level of risk from a natural hazard; and (ii) without likely impact on the amenity of adjacent land
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Planning Comment:

Four internal lots are proposed. Therefore, assessment against the performance criteria is required.

A cul-de-sac is proposed to service one side of the subdivision. It is common practice to have internal lots at the end of a cul-de-sac to maximise lot yield.

In this instance, lot 4 is to be amalgamated into the surrounding lots, removing this internal lot. Lot 8 has access to the road network and all utilities. Setbacks and separation distances will be similar to the surrounding Low Density Residential zoned lots. The lot is designated with medium landslide, but development could be located outside of the landslide area. The Residential lot will not constrain the adjoining Residential uses.

On the western side of the subdivision, lots 15 and 18 are also internal lots. The internal lots are required due to the existing lot shapes, and are required for the efficient use of land. Each lot will have adequate access to the road network and utilities. Lot 18 will be impacted by the future stormwater improvements, but is of sufficient size for development to be located clear of this constraint. The Residential lots will not constrain the adjoining Residential uses.

The proposal is considered to comply with the performance criteria, subject to conditions.

Reticulation of an electricity supply to new lots on a plan of subdivision (12.4.9 P1)

A1	P1
Electricity reticulation and site connections must be installed underground	It must be impractical, unreasonable, or unnecessary to install electricity reticulation and site connections underground
Planning Comment: There are existing overhead electricity reticulation lines. It is unreasonable to request new underground lines be installed underground. Further, it is recommended by the Landslide Risk Assessment that underground service trenches be avoided where possible. The proposal complies with the performance criteria.	

Part E Codes

Bushfire-Prone Areas Code

E1 The proposal included a Bushfire Hazard Management Plan by Castellan Consulting and details the proposal as compliant with the Code.

Airport Impact Management Code

E2 Not applicable to this application.

Clearing and Conversion of Vegetation Code

E3 Not applicable to this application. The development is exempt from the code as the clearing of vegetation is on previously cleared land.

Change in Ground Level Code

E4 The proposal complies with the exemptions from the Code.

Local Heritage Code

E5 Not applicable to this application.

Hazard Management Code

E6 The site includes designated medium and high risk landslide areas, and therefore the code is applicable.

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

A1	P1
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 -	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 -
(a) use must not be for a critical use, a hazardous use, or a vulnerable use;	(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
(b) use must not be residential use if the level of risk is medium or higher; and	(b) if a critical use, a hazardous use, or a

(c) a hazard risk assessment must demonstrate a tolerable level of risk can be achieved and maintained for the nature and duration of the use	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>Planning Comment:</p> <p>The residential subdivision is located on land designated as medium and high risk landslide. Therefore the proposal must be assessed against the performance criteria.</p> <p>A Hazard Risk Assessment has been submitted with the application, demonstrating that a tolerable level of risk can be achieved, subject to conditions. These conditions include:</p> <ul style="list-style-type: none"> • Management of stormwater coming into and through the site, and also generated by future development; • Provision of a rockfall fence along the rear boundary of lots that include the high risk landslide area; • Future development of lots 8, 12, 13 and 14 will need to engage good hillside construction practices, with special consideration given to footings, and no excavation deeper than 500mm; • Lots 1 to 14 will require extensive subsoil drainage; and • The minimisation of any underground service trenches, with all trenches to be designed in conjunction with a practising engineer so that they do not introduce water into the ground, but assist with drainage of the ground. <p>The proposal is not for a critical, hazardous or vulnerable use.</p> <p>The proposal complies with the performance criteria.</p>	

The proposal complies with the relevant acceptable solutions within the development standard E6.6.2.

Signs Code

E7 Not applicable to this application.

Telecommunications Code

E8 Not applicable to this application.

Traffic Generating Use and Parking Code

E9 The proposal complies with the relevant acceptable solutions within the code.

Water and Waterways Code

E10 Not applicable. The proposal is not within 30m of the shoreline, watercourse or waterbody.

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 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 any public representations received. It is noted that three representations were received during the exhibition period, with two of the representations determined to be valid.

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. However, as previously stated, lot 4 is determined to be unduly constrained due to landslide risk, steep slopes and bushfire requirements. Lot 4 is recommended to be removed from the plan of subdivision, with the land to be absorbed into the adjoining lots. This recommendation is consistent with s85(f) of the *Local Government (Building & Miscellaneous Provisions) Act 1993*.

STRATEGIC IMPLICATIONS

There are no significant strategic implications identified.

POLICY IMPLICATIONS

No policies of Council were identified as being relevant to this matter.

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

The Council

Acting as a Planning Authority there is limited risk, 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.

The *Land Use Planning and Approvals Act 1993* provides for penalties against a Planning Authority that fails to enforce its planning scheme (ss. 63a & 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.

The proposal meets the performance criteria by demonstrating the proposed lots can contain suitable building envelopes and be adequately serviced for residential use. The subdivision application has been submitted with a Hazard Risk Assessment that demonstrates that the development will have a tolerable level of risk from landslide.

The application is considered to comply with the Low Density Residential Code, the Hazard Management Code, and all other applicable codes of the *Waratah-Wynyard Interim Planning Scheme 2013*.

It is therefore recommended that Council approve a planning permit for the proposed development.

Reviewed by



Rebecca Plapp
Town Planner

Date 10 January 2018



Ashley Thornton
Acting Manager Development and Regulatory Services

Date 10 January 2018

PID 3010845

MOVED BY	CR HYLAND
SECONDED BY	CR DUNIAM

That 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*, approval be granted for a Subdivision (5 into 20 lots) at 293, 305 and 307 Port Road, and Lot 26 on SP61107, Boat Harbour Beach 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. Subdivision plan with Job Number L17099-D03 as prepared by Campbell, Smith, Phelps and Pedley and dated 12 September 2017.
 - b. Planning report with Reference Number L17099 as prepared by PDA Surveyors and dated 15 October 2017.
 - c. Boat Harbour Risk Assessment as prepared by GHD and dated 19 September 2017.
 - d. Boat Harbour Beach Subdivision Traffic Impact Assessment as prepared by Midson Traffic and dated 4 August 2017.
- (2) The development is to be in accordance with the submitted Bushfire Hazard Management Plan as prepared by Ross Murphy of Castellan Consulting and dated 11 October 2017.
- (3) Before a final survey plan is submitted for sealing by the Council, the applicant is to submit to the Manager Development and Regulatory Services two copies of plans drawn to scale generally in accordance with the plans accompanying the application but amended to show:
 - (a) the removal of lot 4, with the land absorbed within the adjoining lots, particularly lot 5 in order to provide a larger building area. The amended plans will become the endorsed plans of this permit at such time as they meet the reasonable requirements of the Manager Development and Regulatory Services and have been approved.
- (4) New kerb crossovers for lots 1 to 10 are to be constructed off the internal subdivision road in accordance with Tasmanian Standard Drawing TSD-R09-v1, Urban Roads Driveway, TSD-R16-v1 Concrete kerbs and Channels Vehicular Crossings and the conditions in an "Activity in Road Reservation Permit".
- (5) Reinforced concrete driveway slabs for lots 1 to 10 are to be constructed between the kerb crossover and the property boundary in accordance with Tasmanian Standard Drawing TSD-R09-v1, Urban Roads Driveways and the conditions in an "Activity in Road Reservation Permit".
- (6) A 40mm asphalt overlay is to be provided on Port Road for the full pavement width, 15m either side of the subdivision road.

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- (7) A 15m wide road reservation, with lot boundaries splayed where necessary is to be provided and shown as “Road” on the final survey plan lodged for sealing.**
 - (8) The road reservation is to be widened to a minimum of 25m in accordance with Tasmanian Standard Drawing TSD-R07-v1, Urban Roads Cul-De-Sac Turning Heads with lot boundaries splayed where required to accommodate a vehicular turning area and shown as “Road” on the final survey plan lodged for sealing.**
 - (9) Power is to be provided to each lot in the development in accordance of the requirements of Aurora Energy and IPWEA standard drawings and specifications.**
 - (10) The road is to be of compacted crushed rock pavement, designed in accordance with the Austroads Pavement Design Guidelines, with a pavement width of 6m measured lip of kerb to lip of kerb and a minimum total pavement thickness of 300mm plus a 40mm asphalt seal, concrete kerb and channel and footpaths all in accordance with the Tasmanian Standard Drawing TSD-R06-v1, Urban Roads Typical Sections and Pavement Widths, and is to be constructed to the reasonable requirements of the Director Infrastructure & Development Services.**
 - (11) Road intersections, both internally and within the Council road network are to be assessed in regard to the various requirements of the Austroads Guide to Traffic Management set. All upgrade and works required to achieve compliance with the Austroads Guide to Traffic Management set are to be addressed as part of the road design process.**
 - (12) The applicant is to supply and install traffic management devices that include, but are not limited to, signage and line marking in accordance with the suite of AS 1742 standards and which meet the requirements of Department of State Growth. Before a Construction Certificate may be issued, the applicant or his designer is to prepare a set of traffic management drawings that are to be submitted to and approved by Department of State Growth.**
 - (13) A court bowl of radius 9m and otherwise in accordance with Tasmanian Standard Drawing TSD-R07-v1, Urban Roads Cul-De-Sac Turning Heads is to be provided at the termination of the internal road to facilitate the turning movement of large service vehicles. Construction is to be of equivalent standard to the internal road.**
 - (14) Concrete kerb and Channel type KC is to be constructed in accordance with Tasmanian Standard Drawing TSD-R14-v1, approved Concrete Kerbs and Channels Profile Dimensions on both sides of internal roads.**
 - (15) Street lighting is to be provided in accordance with AS 1158 and the requirements of Aurora Energy Pty Ltd and the Director Infrastructure & Development Services. The street lighting is to be designed to minimise off site glare and reflected light. The use of non-standard lighting poles is not permitted in the development.**
 - (16) Connection of stormwater drains to Council’s drainage network is to occur only in accordance with the requirements and approval of the Director Infrastructure and Development Services.**

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- (17) A stormwater connection point including an accessible inspection opening at ground level is to be constructed at the lowest point of the lot to permit connection to Council's stormwater drainage reticulation network. The connection point is to be inspected and approved by the Director Infrastructure & Development Services before backfilling.**
 - (18) A Stormwater Management Plan is to be provided, including the construction of a reticulated stormwater drainage system with individual lot connections, road drainage and method of discharge in accordance with the reasonable requirements of the Director Infrastructure and Development Services. The design return interval for the reticulation network is to be 1 in 10 year ARI for property only, 1 in 20 Year ARI for road drainage and provision is to be made to contain a 1 in 100 year ARI major overland flow-path. The major overland flow-path is also to be designed to consider a modelled dam break scenario.**
 - (19) The use of underground service trenches is to be minimised, with all trenches to be designed in conjunction with a practising engineer so that they do not introduce water into the ground, but assist with drainage of the ground.**
 - (20) The developer is to construct a 1.2m high rock catch fence comprising propped posts, wire and mesh along the rear boundaries of lots 4 to 7, prior to the signing and sealing of the Final Survey Plan for stage 3 of the subdivision.**
 - (21) Relevant engineering plans, specifications, calculations and computations are to be prepared or certified by a Chartered Professional Engineer and submitted to the Director Infrastructure and Development Services for approval. No work is to commence until a Construction Certificate has been issued by the Director Infrastructure and Development Services.**
 - (22) Construction of civil engineering work associated with the Development is to comply with the requirements of Council's Policy PR003 Standard requirements for construction of new infrastructure assets and the replacement of existing infrastructure assets.**
 - (23) In the course of undertaking the development/use there is to be no damage caused to any Council owned infrastructure or property.**
 - (24) On completion of work covered by a Construction Certificate a Chartered Professional Engineer is to certify by declaration that all work has been carried out fully in accordance with the approved plans, specifications, calculations, and computations. "Works as Constructed" drawings that comply with the requirements of Council's "Submission of digital –as-constructed information" template are to be supplied. Template can be obtained from Council's website.**
 - (25) The Final Survey Plan submitted for sealing by the Council is to show all easements required for powerlines, sewerage, water, drainage purposes and legal access.**
 - (26) A twelve (12) month maintenance period is to apply to all works within the development which are to become Council infrastructure. A maintenance bond of**

5% of the cost of the civil works as approved by the Director Infrastructure and Development Services is to be lodged with Council prior to:

- (a) the issue of the Maintenance Period Commencement document; or
- (b) prior to sealing of the Final Survey Plan.

- (27) 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.
- (28) Loading and unloading of vehicles is to be confined to within the boundaries of the property.
- (29) Erosion and sediment control measures that meet the reasonable requirements of the Director Infrastructure and Development Services are to be implemented and maintained during the course of the development to minimise downstream sediment transfer, particularly with respect to water courses, stormwater outlets and disturbed ground.
- (30) Before site disturbance or construction commences an environmental management plan is to be prepared and submitted for approval by the Director Infrastructure & Development Services, the plan is to outline proposed practices in relation to:
 - 1. Temporary run-off and erosion controls, which are to be installed before the development commences. Controls are to include, but are not limited to:
 - Minimisation of site disturbance and vegetation removal;
 - Diversion of up-slope run-off around cleared and/or disturbed areas, areas to be cleared and/or disturbed or filled providing such diverted run-off does not cause erosion and is directed to a legal discharge point;
 - Installation of sediment retention traps (e.g. sediment fences, etc.) at the down slope perimeter of a disturbed area or stockpile to prevent unwanted sediment and other debris escaping from the land;
 - Rehabilitation of all disturbed areas as soon as possible.
 - 2. Weed management
 - 3. Storage facilities for fuels, oils, greases, chemicals and the like
 - 4. Litter management

Erosion control measures are to be maintained at full operational capacity until the land is effectively rehabilitated and stabilised after completion of the development.

- (31) Before site disturbance or construction commences, a plan of management is to be prepared and submitted for approval by the Director Infrastructure & Development Services. The plan is to provide relevant project management information and outline proposed construction practices, including, but not limited to:

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1. Contact details for principal, consultants and contractors including after hours numbers;
 2. Traffic management plan including road works signage;
 3. Proposed hours of work (including volume and timing of heavy vehicles entering and leaving the site, and works undertaken on site);
 4. Identification of potentially noisy construction phases, such as operation of rock-breakers, explosives or pile drivers, and proposed means to minimise impact on the amenity of neighbouring buildings;
 5. Site facilities to be provided; and
 6. Procedures for washing down vehicles to prevent soil and debris being carried onto the street.

PART B CONDITIONS:

- (1) The person responsible for the activity must comply with the conditions contained in Schedule 2 of Permit Part B which the Regulated Entity (trading as TasWater) has required the planning authority to include in the permit, pursuant to section 56Q of the Water and Sewerage Industry Act 2008, reference 2017/01701 WWC (attached).

Notes: -

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

- This project must be substantially commenced within two years of the issue of this permit.
- An "Activity in Road Reservation" permit must be obtained from Council for all activity within the Road Reservation.
- The applicant is advised to include a note on the titles for lots 8, 12, 13 and 14 to inform future owners that development of the lots will require further geotechnical investigations and reporting.
- The development/use is not to result in the generation of environmental harm or nuisance as defined in the *Environmental Management and Pollution Control Act 1994*.
- The development is to comply with the Road Access and Stormwater Drainage Assessment dated 23 August 2017.
- This permit is based on information and particulars set out in Subdivision 2048. Any variation requires an application for further planning approval of Council.
- Attention is drawn to existing or proposed electricity infrastructure, please be sure to contact Aurora Energy on 1300 132 003 to ensure these works do not impede on existing electricity easements and are at a safe distance from power lines. 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.

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- 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, GPO Box 2036, Hobart, 7001.

CR FAIRBROTHER MOVED AN AMENDMENT TO THE MOTION

MOVED BY	CR FAIRBROTHER
SECONDED BY	CR BRAMICH

That Point 9 of Part A Conditions be changed to:

- **Underground** Power is to be provided to each lot in the development in accordance of the requirements of Aurora Energy and IPWEA standard drawings and specifications.

The AMENDMENT TO THE MOTION was put and was CARRIED

IN FAVOUR

	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER			CR WRIGHT

AGAINST

MAYOR WALSH			
	CR FRIEDERSDORFF	CR HYLAND	

THE AMENDED MOTION WAS PUT

That 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*, approval be granted for a Subdivision (5 into 20 lots) at 293, 305 and 307 Port Road, and Lot 26 on SP61107, Boat Harbour Beach 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:
 - e. Subdivision plan with Job Number L17099-D03 as prepared by Campbell, Smith, Phelps and Pedley and dated 12 September 2017.
 - f. Planning report with Reference Number L17099 as prepared by PDA Surveyors and dated 15 October 2017.
 - g. Boat Harbour Risk Assessment as prepared by GHD and dated 19 September 2017.
 - h. Boat Harbour Beach Subdivision Traffic Impact Assessment as prepared by Midson Traffic and dated 4 August 2017.
- (2) The development is to be in accordance with the submitted Bushfire Hazard Management Plan as prepared by Ross Murphy of Castellan Consulting and dated 11 October 2017.
- (3) Before a final survey plan is submitted for sealing by the Council, the applicant is to submit to the Manager Development and Regulatory Services two copies of plans drawn to scale generally in accordance with the plans accompanying the application but amended to show:
 - (a) the removal of lot 4, with the land absorbed within the adjoining lots, particularly lot 5 in order to provide a larger building area. The amended plans will become the endorsed plans of this permit at such time as they meet the reasonable requirements of the Manager Development and Regulatory Services and have been approved.
- (4) New kerb crossovers for lots 1 to 10 are to be constructed off the internal subdivision road in accordance with Tasmanian Standard Drawing TSD-R09-v1, Urban Roads Driveway, TSD-R16-v1 Concrete kerbs and Channels Vehicular Crossings and the conditions in an "Activity in Road Reservation Permit".
- (5) Reinforced concrete driveway slabs for lots 1 to 10 are to be constructed between the kerb crossover and the property boundary in accordance with Tasmanian Standard Drawing TSD-R09-v1, Urban Roads Driveways and the conditions in an "Activity in Road Reservation Permit".
- (6) A 40mm asphalt overlay is to be provided on Port Road for the full pavement width, 15m either side of the subdivision road.
- (7) A 15m wide road reservation, with lot boundaries splayed where necessary is to be provided and shown as "Road" on the final survey plan lodged for sealing.

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- (8) The road reservation is to be widened to a minimum of 25m in accordance with Tasmanian Standard Drawing TSD-R07-v1, Urban Roads Cul-De-Sac Turning Heads with lot boundaries splayed where required to accommodate a vehicular turning area and shown as "Road" on the final survey plan lodged for sealing.
 - (9) **Underground** Power is to be provided to each lot in the development in accordance of the requirements of Aurora Energy and IPWEA standard drawings and specifications.
 - (10) The road is to be of compacted crushed rock pavement, designed in accordance with the Austroads Pavement Design Guidelines, with a pavement width of 6m measured lip of kerb to lip of kerb and a minimum total pavement thickness of 300mm plus a 40mm asphalt seal, concrete kerb and channel and footpaths all in accordance with the Tasmanian Standard Drawing TSD-R06-v1, Urban Roads Typical Sections and Pavement Widths, and is to be constructed to the reasonable requirements of the Director Infrastructure & Development Services.
 - (11) Road intersections, both internally and within the Council road network are to be assessed in regard to the various requirements of the Austroads Guide to Traffic Management set. All upgrade and works required to achieve compliance with the Austroads Guide to Traffic Management set are to be addressed as part of the road design process.
 - (12) The applicant is to supply and install traffic management devices that include, but are not limited to, signage and line marking in accordance with the suite of AS 1742 standards and which meet the requirements of Department of State Growth. Before a Construction Certificate may be issued, the applicant or his designer is to prepare a set of traffic management drawings that are to be submitted to and approved by Department of State Growth.
 - (13) A court bowl of radius 9m and otherwise in accordance with Tasmanian Standard Drawing TSD-R07-v1, Urban Roads Cul-De-Sac Turning Heads is to be provided at the termination of the internal road to facilitate the turning movement of large service vehicles. Construction is to be of equivalent standard to the internal road.
 - (14) Concrete kerb and Channel type KC is to be constructed in accordance with Tasmanian Standard Drawing TSD-R14-v1, approved Concrete Kerbs and Channels Profile Dimensions on both sides of internal roads.
 - (15) Street lighting is to be provided in accordance with AS 1158 and the requirements of Aurora Energy Pty Ltd and the Director Infrastructure & Development Services. The street lighting is to be designed to minimise off site glare and reflected light. The use of non-standard lighting poles is not permitted in the development.
 - (16) Connection of stormwater drains to Council's drainage network is to occur only in accordance with the requirements and approval of the Director Infrastructure and Development Services.
 - (17) A stormwater connection point including an accessible inspection opening at ground level is to be constructed at the lowest point of the lot to permit

connection to Council's stormwater drainage reticulation network. The connection point is to be inspected and approved by the Director Infrastructure & Development Services before backfilling.

- (18) A Stormwater Management Plan is to be provided, including the construction of a reticulated stormwater drainage system with individual lot connections, road drainage and method of discharge in accordance with the reasonable requirements of the Director Infrastructure and Development Services. The design return interval for the reticulation network is to be 1 in 10 year ARI for property only, 1 in 20 Year ARI for road drainage and provision is to be made to contain a 1 in 100 year ARI major overland flow-path. The major overland flow-path is also to be designed to consider a modelled dam break scenario.
- (19) The use of underground service trenches is to be minimised, with all trenches to be designed in conjunction with a practising engineer so that they do not introduce water into the ground, but assist with drainage of the ground.
- (20) The developer is to construct a 1.2m high rock catch fence comprising propped posts, wire and mesh along the rear boundaries of lots 4 to 7, prior to the signing and sealing of the Final Survey Plan for stage 3 of the subdivision.
- (21) Relevant engineering plans, specifications, calculations and computations are to be prepared or certified by a Chartered Professional Engineer and submitted to the Director Infrastructure and Development Services for approval. No work is to commence until a Construction Certificate has been issued by the Director Infrastructure and Development Services.
- (22) Construction of civil engineering work associated with the Development is to comply with the requirements of Council's Policy PR003 Standard requirements for construction of new infrastructure assets and the replacement of existing infrastructure assets.
- (23) In the course of undertaking the development/use there is to be no damage caused to any Council owned infrastructure or property.
- (24) On completion of work covered by a Construction Certificate a Chartered Professional Engineer is to certify by declaration that all work has been carried out fully in accordance with the approved plans, specifications, calculations, and computations. "Works as Constructed" drawings that comply with the requirements of Council's "Submission of digital –as-constructed information" template are to be supplied. Template can be obtained from Council's website.
- (25) The Final Survey Plan submitted for sealing by the Council is to show all easements required for powerlines, sewerage, water, drainage purposes and legal access.
- (26) A twelve (12) month maintenance period is to apply to all works within the development which are to become Council infrastructure. A maintenance bond of 5% of the cost of the civil works as approved by the Director Infrastructure and Development Services is to be lodged with Council prior to:
 - (a) the issue of the Maintenance Period Commencement document; or

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- (b) prior to sealing of the Final Survey Plan.**
- (27) 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.**
- (28) Loading and unloading of vehicles is to be confined to within the boundaries of the property.**
- (29) Erosion and sediment control measures that meet the reasonable requirements of the Director Infrastructure and Development Services are to be implemented and maintained during the course of the development to minimise downstream sediment transfer, particularly with respect to water courses, stormwater outlets and disturbed ground.**
- (30) Before site disturbance or construction commences an environmental management plan is to be prepared and submitted for approval by the Director Infrastructure & Development Services, the plan is to outline proposed practices in relation to:**
- 1. Temporary run-off and erosion controls, which are to be installed before the development commences. Controls are to include, but are not limited to:**
 - Minimisation of site disturbance and vegetation removal;**
 - Diversion of up-slope run-off around cleared and/or disturbed areas, areas to be cleared and/or disturbed or filled providing such diverted run-off does not cause erosion and is directed to a legal discharge point;**
 - Installation of sediment retention traps (e.g. sediment fences, etc.) at the down slope perimeter of a disturbed area or stockpile to prevent unwanted sediment and other debris escaping from the land;**
 - Rehabilitation of all disturbed areas as soon as possible.**
 - 2. Weed management**
 - 3. Storage facilities for fuels, oils, greases, chemicals and the like**
 - 4. Litter management**

Erosion control measures are to be maintained at full operational capacity until the land is effectively rehabilitated and stabilised after completion of the development.

- (31) Before site disturbance or construction commences, a plan of management is to be prepared and submitted for approval by the Director Infrastructure & Development Services. The plan is to provide relevant project management information and outline proposed construction practices, including, but not limited to:**
- 1. Contact details for principal, consultants and contractors including after-hours numbers;**
 - 2. Traffic management plan including road works signage;**

-
3. Proposed hours of work (including volume and timing of heavy vehicles entering and leaving the site, and works undertaken on site);
 4. Identification of potentially noisy construction phases, such as operation of rock-breakers, explosives or pile drivers, and proposed means to minimise impact on the amenity of neighbouring buildings;
 5. Site facilities to be provided; and
 6. Procedures for washing down vehicles to prevent soil and debris being carried onto the street.

PART B CONDITIONS:

- (1) The person responsible for the activity must comply with the conditions contained in Schedule 2 of Permit Part B which the Regulated Entity (trading as TasWater) has required the planning authority to include in the permit, pursuant to section 56Q of the Water and Sewerage Industry Act 2008, reference 2017/01701 WWC (attached).

Notes: -

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

- This project must be substantially commenced within two years of the issue of this permit.
- An “Activity in Road Reservation” permit must be obtained from Council for all activity within the Road Reservation.
- The applicant is advised to include a note on the titles for lots 8, 12, 13 and 14 to inform future owners that development of the lots will require further geotechnical investigations and reporting.
- The development/use is not to result in the generation of environmental harm or nuisance as defined in the *Environmental Management and Pollution Control Act 1994*.
- The development is to comply with the Road Access and Stormwater Drainage Assessment dated 23 August 2017.
- This permit is based on information and particulars set out in Subdivision 2048. Any variation requires an application for further planning approval of Council.
- Attention is drawn to existing or proposed electricity infrastructure, please be sure to contact Aurora Energy on 1300 132 003 to ensure these works do not impede on existing electricity easements and are at a safe distance from power lines. 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.
- 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,
GPO Box 2036, Hobart, 7001.

The AMENDED MOTION was put and was LOST

IN FAVOUR

MAYOR WALSH			CR DUNIAM
	CR FRIEDERSDORFF	CR HYLAND	

AGAINST

	CR BRADLEY	CR BRAMICH	
CR FAIRBROTHER			CR WRIGHT

Discussion was held as to next steps given the tied vote. It was determined that the General Manager would investigate the required action and advise Councillors, it being likely that a Special Council meeting would be required. It was noted that council had until 31/1/18 to make a decision on the application before the applicant can apply for a deemed approval.

THE PLANNING AUTHORITY CLOSED AT 7.10PM

8.0 MATTERS 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.*

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

8.1.1 CR HYLAND – Raw Sewage Calder Road

Cr Hyland asked if anyone was aware that there was a raw sewage problem at the top end of Calder Road.

The Acting General Manager advised the matter is currently being investigated by Council Officers.

The Director Infrastructure and Development Services advised that Council officers have conducted tests to determine if run off was sewage or not. The first test was inconclusive and they are awaiting results of a second test which has been undertaken.

The Director Infrastructure and Development Services advised that incorrect information had been provided for the above response and he had only been advised after the agenda had been issued. He advised that a further update would be provided.

8.1.2 CR FAIRBROTHER – CUMMINGS ST BOAT HARBOUR

Cr Fairbrother asked if Council owned Cummings Street Boat Harbour.

The Acting General Manager advised that it is not unusual that a road can be a public road on private land and took the question on notice to confirm.

The Acting General Manager confirmed that previous legal advice is consistent with the answer provided.

Cr Fairbrother asked for clarification of the ownership of the land and that a copy of the legal advice be provided to Councillors.

The Acting General Manager took the question on notice.

Legal Advice was provided to Councillors on 15 January 2018

Cr Fairbrother stated he was not happy with the response given and was still unsure of ownership status.

The Director of Infrastructure and Development Services advised that the land in question was owned by Council. The legal advice stated that Council can have ownership of a public road if it runs over private land.

The Mayor asked that Cr Fairbrother make an appointment with the Director to further clarify if not clear.

8.1.3 CR HYLAND – SEABROOK GOLF CLUB SUBDIVISION

Cr Hyland asked if council could find out what is holding up the development of the Seabrook Golf Course subdivision. He asked if Council could confirm if TasWater was causing the hold up and if there was anything Council could do to progress the matter.

The Acting General Manager took the question on notice.

The Director of Infrastructure and Development Services advised that Council Officers understand that some delays were experienced by the developer in having the alignment of new sewerage infrastructure approved by TasWater, including negotiations with land owners. It is understood that these matters have now been approved to allow the developer to continue the subdivision works.

8.2 COUNCILLOR QUESTIONS RECEIVED IN WRITING

Nil

8.3 COUNCILLOR QUESTIONS WITHOUT NOTICE

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

8.3.1 Cr Bradley – Thistle Hut Request for Public Toilet Sign

Cr Bradley advised that the owners of the Thistle Hut Café at Boat Harbour have asked that Council provide signage that states where public toilets are available and that their shop does not have public toilets.

The Director of Infrastructure and Development Services advised the matter would be investigated and he would ask the Department of State Growth for what possible signs they could supply on the highway.

9.0 NOTICES 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 sub regulation (6) is to move the motion at the meeting, otherwise it lapses.*

Nil

10.0 REPORTS OF OFFICERS AND COMMITTEES

10.1 CRADLE COAST AUTHORITY - SHARED SERVICES REPORT

To: Council
Reporting Officer: General Manager
Responsible Manager: General Manager
Report Date: 22 January 2018
File Reference:
Enclosures: **REFER ATTACHMENT C**
Cradle Coast Authority Shared Services Report – Final
September 2017.

PURPOSE

This report is provided to assist Council in considering its response to the Shared Services Report prepared on behalf of the nine Cradle Coast Councils.

BACKGROUND

In November 2014, the Minister for Planning and Local Government, The Hon Peter Gutwein wrote to all Tasmanian Mayors and advised them of the State Government's desire to develop a relationship with local government that would assist in making Tasmania the most competitive and attractive jurisdiction in the country to live, work and invest. The Minister indicated that *"A conversation around voluntary amalgamations and resource sharing is a good starting point in pursuing that objective"*.

The Minister suggested that councils needed to take the initiative and seriously consider how they could improve their strategic capacity, financial sustainability and service delivery.

In January 2016 Council determined unanimously:

That the Council:

1. Endorse the Memorandum of Understanding (MOU) between the Tasmanian Government and the nine Cradle Coast Councils to formalise the arrangements for the development of a feasibility study regarding a strategic shared services initiative between all Cradle Coast Councils;
2. Endorse the Project Steering Committee responsible for the management of the MOU, being:
Mayor Anita Dow, Burnie City Council
Mayor Jan Bonde, Central Coast Council
Mayor Duncan McFie, King Island Council
Paul West, General Manager, Devonport City Council
Michael Stretton, General Manager, Waratah-Wynyard Council

Brett Smith, CEO, Cradle Coast Authority (CCA); and

3. Agree to contribute funding for the feasibility study of \$100,000 with the proportion payable by each member Council determined on a population basis as per the current CCA funding model.

Following a formal tender process, the consulting firm Third Horizon was appointed to undertake the study and to provide a report, including recommendations for the future.

Following Third Horizon's appointment in October 2016, there were a number of workshops and discussions with the various member councils which helped them to form the recommendations contained within the report. Unfortunately, the process for undertaking the assignment and finalising the report took far longer than initially indicated, however the final report was provided to the CCA on 8 September 2017.

DETAILS

The Executive Summary in the Report summarises the findings of Third Horizon as follows:

For over two decades the local councils in the Cradle Coast have been collaborating in various forms. Although some sharing exists, and there are instances of broader regional and sub-regional sharing, there is not a whole of Cradle Coast shared services strategy or model in place. Third Horizon's assessment concludes that significant benefits can be realised through a broader application of shared services arrangements across the Authority councils.

Third Horizon was engaged to provide an objective and independent point of view on whether benefits existed for further sharing arrangements across the nine Cradle Coast Councils. This took the form of identifying functions which are suitable for sharing and making a recommendation on which shared services model would best suit each functional area. Third Horizon applied a range of high-level quantitative and qualitative assessments on the functions performed by Cradle Coast Councils. A series of recommended shared service model options and high level implementation strategies were developed for shared services candidates. The completion of this engagement, however, proved to be a challenge on multiple levels. From the beginning there was frank recognition of the tension between different councils and that this tension would come into play and limit agreement on possible sharing arrangements. Furthermore, the level and useability of data provided by councils varied. Some councils provided minimal data, others expressed little confidence in their data, while some councils had limited participation in interview and meetings.

As a result two truths need to be acknowledged. First, many service areas would benefit from shared services arrangements. Second, it may be difficult for any

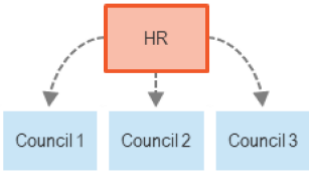
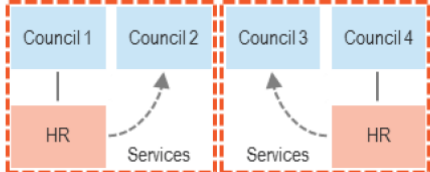
party to let go of local interest on behalf of a shared vision and shared action for the Cradle Coast region as a whole.

Third Horizon recommendations

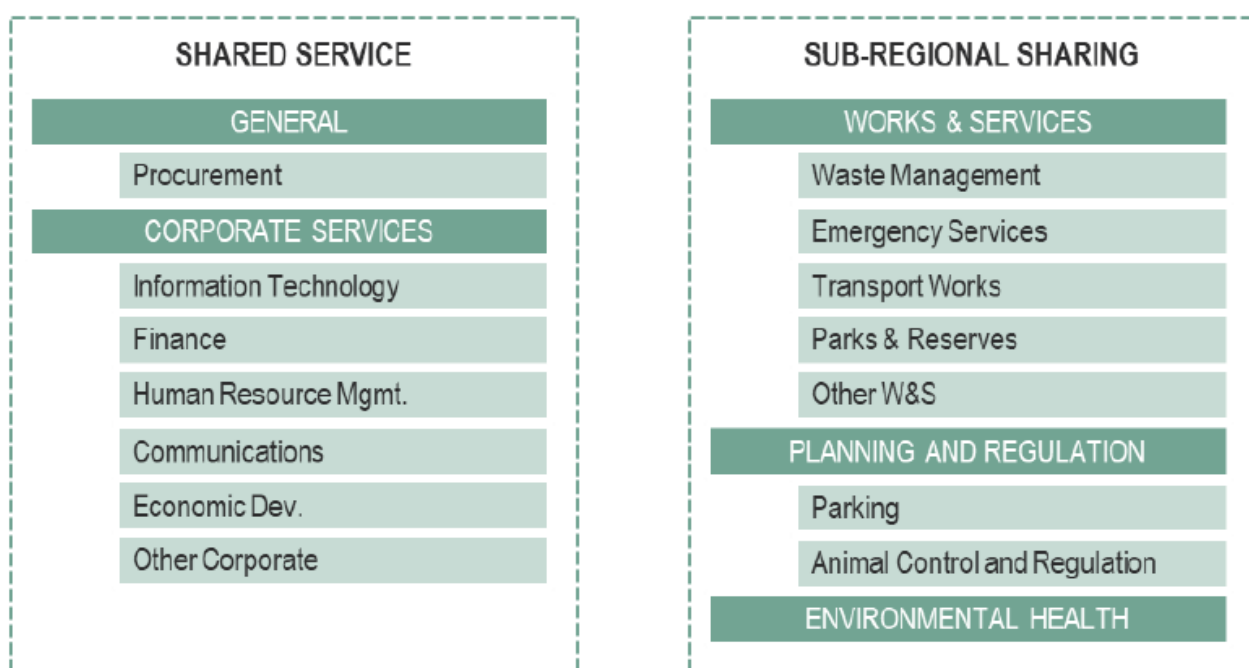
Third Horizon's evaluation indicates that an increase in sharing arrangements across Cradle Coast Councils could provide significant qualitative and quantitative gains. We assessed the high level financial benefits that the councils could collectively realise through shared services and evaluated the expected complexity of implementation. A list of priority functions and indicative benefits is outline in the table below:

Function	Potential Qualitative Benefits	Potential Quantitative Benefits (millions)
Procurement	<ul style="list-style-type: none">> Standardising processes increases efficiency and reduces procurement cycle time> Increased sharing can provide a capability uplift in procurement	\$2.5+
Information Technology	<ul style="list-style-type: none">> A shared IT environment enables process standardisation across councils> Shared IT services can provide an IT capability uplift	34% avoided cost on regional IT upgrade scenario (\$1+)
Finance	<ul style="list-style-type: none">> Reduction in duplication and inefficiencies> An increased scale can enable capability uplift and help attract and retain specialist talent	\$1.5+
Human Resources Management	<ul style="list-style-type: none">> Reduction in duplication and inefficiencies> An increased scale can enable capability uplift and help attract and retain specialist talent	\$0.5+
Waste Management	<ul style="list-style-type: none">> Optimise waste management infrastructure> Sustained operational efficiency and benefits realisation	\$3.5+
Total		\$9+

Based on the operational nature of each service and how benefits could be realised, our final recommendations took the form of two shared services models: independent shared services and sub-regional arrangements.

INDEPENDENT SHARED SERVICES	SUB-REGIONAL ARRANGEMENTS
	
<ul style="list-style-type: none"> > A shared services entity provides the service to all other councils. > Services levels are established. > Fees are incurred based on service levels 	<ul style="list-style-type: none"> > A sub-set of councils share a service > A shared resource provides the service to more than one council, with agreed service parameters. > A cost sharing model is established (e.g. service fees, cost sharing).

Third Horizon recommends that an independent shared services model and sub-regional arrangements are considered as part of the CCA strategy to enable sharing across Cradle Coast Councils. The specific model recommended for each function is based on service factors, such as potential for standardisation and local knowledge requirements. The recommended model for some of the assessed functions is illustrated in the below diagram.



Recommendation: Establish a shared service model

A shared services model would consolidate provision of standardised services to the councils. Standardising these functions into a shared service model would deliver cost efficiencies and improve the quality of outcomes. A shared services model could potentially include strategic and advisory services such as planning and economic development. Removing responsibility for execution of these activities from individual

councils, will also allow them to focus on core strategic activities.

Recommendation: Establish/expand sub-regional sharing arrangements

We recommended that councils work on establishing more structured sharing arrangements for high-potential functions selected for inter-council arrangements. Commencing with higher value functions, councils could either expand or replicate existing sharing arrangements. Once sub-regional sharing has been successfully implemented for prioritised services, councils could seek to expand the sharing across other high-potential functions.

To implement these recommendations Third Horizon suggests a three phased approach.

Phase 1 should focus on standing up a shared service model for the area with the highest potential (based on size of opportunity and ease of implementation) in order to realise short term benefits and build trust among the councils. It is also recommended that Information Technology be addressed in Phase 1 for it would be a key enabler to broader sharing.

Phase 2 and 3 would then focus on medium potential opportunities. A phased strategy would address councils' objectives and maintain focus on longer term possibilities.

Proposed phasing is outlined below:

Model	Phase 1 High Potential Opportunities	Phase 2 Medium Potential Opportunities	Phase 3 Medium-Low Potential Opportunities
Shared Services	<ul style="list-style-type: none">> Procurement> Information technology	<ul style="list-style-type: none">> Finance> Human Resource Mgmt.	<ul style="list-style-type: none">> Economic Development and Communications*> Other Corporate*
Sub-Regional Sharing		<ul style="list-style-type: none">> Waste Management (Works and Services)	<ul style="list-style-type: none">> Other Works and Services> Community Services*

Note that some functions with medium-low potential value are included in Phase 3, which nevertheless could deliver qualitative benefits and cohesion to the region. Third Horizon recommends that Cradle Coast councils consider and revisit this list based on the results of the first two phases.

IMPLICATIONS

The Cradle Coast Councils must be mindful of a number of factors which enable sharing but also present risks which will need to be adequately monitored and managed, notably technology requirements and political support.

Information and communication technologies are critical enablers of inter –organisation sharing, without which most of the potential benefits cannot be realised. In addition,

digital innovation is disrupting the way ratepayers experience the council services and will potentially transform the parameters of council operations. Any sharing initiative will need to account for the development of a coherent ICT platform that support current and future operational demands.

While at no point did this study consider or suggest amalgamation of councils, the potential for political discourse touching on potential amalgamations may arise in the future. In February 2016, Peter Gutwein, the Minister for Planning and Local Government, stated that “the Government is committed to ensuring that ratepayers are receiving the best possible services for the lowest possible rates and it is important that we look at voluntary amalgamations and resource sharing as part of that”. While the Minister noted several factors that work against these, the rhetoric signals the political will to demonstrate action is taken to improve efficiency. Local councils are therefore encouraged to take proactive leadership in realising shared services benefits for their ratepayers and stakeholders.

COMMENTARY

In a lot of ways, the Shared Services Report ‘raises more questions than it answers’. At the recent elected member forums held at the CCA a number of questions were raised by those in attendance regarding the lack of details on how the proposed sharing and cost savings would be achieved. Unfortunately, there appears to be a level of scepticism in the Region as to the value of pursuing Shared Services.

Unless all parties are committed it is likely that little if anything meaningful will be achieved. The purpose of the Study was to identify those areas that could benefit from shared services and provide not only financial results but also make councils more viable in the future, allowing for savings in some cases to be allocated to improved or enhanced services delivered within the community. There was also a view among some of the councils that enhanced/formal shared services would possibly mitigate the State Government’s push for amalgamations.

Whether Council believes that the outcomes suggested can be achieved or not the Report does conclude that there would be significant benefits achieved by pursuing some or all of the recommendations in some form or other. To not do anything now that the Report has been finalised could be short sighted and lead to more questions around the ability of councils to determine their own futures.

The Report raises a number of potential issues particularly for local government employees and there will need to be a level of consultation with all staff if Council supports moving forward with any or all of the recommendations. There will also likely be a requirement for Council to provide additional resources (both financial and employee) in further reviewing and considering the future options available to it.

Council already have various resource sharing type arrangements (some formal other more informal) with other councils. Circular Head and Waratah-Wynyard Councils started

resource sharing in 2008 with the appointment of a joint General Manager. Although the General Manager position is no longer shared, both Councils have expanded resource sharing to a range of roles, projects and procurement in order to improve levels of service and preserve and maintain local representation. Some of these resource sharing activities have included other Councils in the Murchison region, specifically in regards to procurement.

Other examples of resource sharing within the region includes:

- Dulverton Waste Management (Devonport, Latrobe, Kentish & Central Coast);
- Cradle Coast Regional Waste Management Group (Devonport, Latrobe, Kentish, Central Coast, Burnie, Waratah-Wynyard & Circular Head);
- Recycling Contract (Devonport, Latrobe, Kentish, Central Coast, Burnie, Waratah-Wynyard & Circular Head);
- Regional/State-wide Planning (Devonport, Latrobe, Kentish, Central Coast, Burnie, Waratah-Wynyard, Circular Head, West Coast & King Island); and
- Adhoc staffing on an as needed basis.

STATUTORY IMPLICATIONS

Statutory Requirements

There are no specific statutory requirements relating to the content 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.	
1.1	<i>Commit to best practice in community engagement.</i>

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Access and infrastructure	<i>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.</i>
Place making and liveability	<i>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.</i>
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

N/A

FINANCIAL IMPLICATIONS

The Shared Services Project was jointly funded by the nine Cradle Coast Councils and the State Government. The amount of \$12,000 provided by Waratah Wynyard Council was based on the same methodology as the subscription formula for the CCA.

The Shared Services Report outlines anticipated savings of \$9 million across the Region through implementation of the recommendations contained in the Report. These indicative savings are based on the information provided by the council and assessments made by the consultants. Without significant further work it would be difficult to quantify and/or justify the veracity of the numbers.

RISK IMPLICATIONS

The Shared Services Report contains a number of specific recommendations relating to councils further investigating opportunities to move to/participate in shared service delivery programs.

There are obviously a number of risks that could eventuate including but not limited to:

- Community concerns;
- Some councils not being actively engaged;
- Staff concerns as to what impact a move to shared services may have on employment and workloads;
- Time and commitment of resources to further model/pursue shared services.

CONSULTATION PROCESS

No specific community consultation has been undertaken to this time. Any agreement to pursue the recommendations included with the report will require a commitment from the member councils and will no doubt require/involve detailed community consultation strategies.

COMMENT

It is important that the work which has been completed is considered by the member councils and that common agreement if possible is achieved for moving forward.

If Council is not supportive of the recommendation provided an alternative it may like to consider would be:

That Council:

- Note the Cradle Coast Shared Services Report;
- Determine not to further involve itself in exploring the Shared Services recommendations on the basis that it does not accept that the benefits outlined are achievable at this time.

MOVED BY	CR DUNIAM
SECONDED BY	CR FRIEDERSDORFF

That the Council:

- 1. Receive and note the Cradle Coast Authority Shared Services Report as attached;**
- 2. Accept that although there are significant unknowns including issues with the veracity of the data and assumptions made relating to both services/financial comparisons, that it would be in the Council's and community's best interest to agree that further work is undertaken in an attempt to see a broader level of Shared Services implemented at a regional, sub-regional and individual council level; and**
- 3. Commit to working cooperatively with other councils in the region to actively pursue opportunities to progress resource sharing options, which may include the commitment of both financial and staff resources, noting that Council's priority in the first instance will be review and enhancement of the existing resource sharing arrangement with Circular Head Council.**

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	CR WRIGHT

10.2 RECREATION ADVISORY SPECIAL COMMITTEE

To: Council
Reporting Officer: Director Corporate and Community Services
Responsible Manager: Director Corporate and Community Services
Report Date: 11 January 2018
File Reference:
Enclosures:

PURPOSE

This report has been prepared to seek approval from Council to dissolve the Recreation Advisory Special Committee and to enhance other communication and collaboration measures to meet the operating objectives and functions of the Open Space Sport and Recreation plan.

BACKGROUND

In 2011 Waratah-Wynyard Council Sport & Recreation Review, Waratah-Wynyard Council Sport & Recreation Review – Current Situation Analysis and Wynyard Sports and Community Precinct Masterplan were developed to provide direction to Council in the provision and development of recreation opportunities in Waratah-Wynyard.

The Waratah-Wynyard Sport and Recreation Review identified the establishment of a Waratah-Wynyard Sport and Recreation Advisory Group as being critical in the implementation of strategies from the review.

In August 2011 Council adopted a motion to:
Establish the Terms of Reference and endorse the establishment of a Waratah-Wynyard Recreation Advisory Committee.

The Recreation Advisory Special Committee was established in 2012. Under the Terms of Reference for the committee the term of office for each community representative was two (2) years. and the term of office for each Councillor was also two (2) years or as directed by Council.

The Objectives of the Committee were:

1. To assist Council operate at a strategic level and progress the recommendations in the above-mentioned reports, engage with wider regional sport, recreation and leisure plans and strategies and identify and/or explore other opportunities.
2. To provide advice or recommendations to Council on policies and strategies for improving the delivery of recreation provisions.
3. To provide an avenue for consultation and the exchange of ideas between Council and the community in relation to recreation.

-
-
4. To assist other Council special committees, advisory committees and working parties with recreational issues and opportunities within their briefs (an integrated policy approach).

There has not been any change to the Operating Procedures for the Committee since that time however there were extensions of terms for a number of members leading to members continuing to fill positions beyond the official terms.

DETAILS

The development and adoption of the Open Space Sport and Recreation (OSSR) Plan in 2017 has provided a new focus and direction for Councils role in sport and recreation.

The OSSR Plan recognises the change in focus for open space, sport and recreation since the development of previous plans and consultation structures were first established. The approach to collaboration with clubs, facility users and the community more broadly will be determined to ensure the best outcomes can be achieved for the community and are achievable for Council.

The Recreation Advisory Special Committee has been in an informal abeyance whilst the Open Space, Sport and Recreation Plan process was undertaken. The Plan has now been adopted and Council will consider the priorities and input structure required to progress implementation of the OSSR Plan.

The Committee members discussed future requirements in light of the OSSR Plan adoption and considered a formal recess until an appropriate structure could be determined. It was considered more appropriate to dissolve the Committee given the length of time it has been in abeyance and the expiration of the terms of each current member. All community membership terms have expired.

STATUTORY IMPLICATIONS

Statutory Requirements

The *Local Government Act 1993* states:

24.Special committees

(1) *A council may establish, on such terms and for such purposes as it thinks fit, special committees.*

(2) *A special committee consists of such persons appointed by the council as the council thinks appropriate.*

(3) *The council is to determine the procedures relating to meetings of a special committee.*

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 4: Community Recreation and Wellbeing	
Desired Outcomes	
We provide recreational opportunities to the community for all ages and abilities.	
Our community enjoys access to visually appealing safe spaces and facilities for recreation.	
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.
4.2	Focus on the value of recreation in promoting the health and wellbeing of our community.
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:
Place making and liveability	<i>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.</i>

POLICY IMPLICATIONS

There are no significant policy implications identified.

FINANCIAL IMPLICATIONS

There are no significant financial implications identified.

RISK IMPLICATIONS

There are no significant risk implications identified.

CONSULTATION PROCESS

A meeting was held with members of the RAS Committee and it was determined that it was appropriate to recommend to dissolve the committee.

COMMENT

It is therefore recommended that the Council dissolve the Recreation Advisory Special Committee and thank current members for their contribution.

MOVED BY	CR FRIEDERSDORFF
SECONDED BY	CR DUNIAM

That Council dissolve the Recreation Advisory Special Committee and thank current members for their contribution.

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	CR WRIGHT

10.3 BUDGET AMENDMENT – INGLIS RIVER WALKING TRACK

To: Council
Reporting Officer: Director Infrastructure & Development Services
Responsible Manager: Director Infrastructure & Development Services
Report Date: 15 January 2018
File Reference:
Enclosures:

PURPOSE

To seek Council approval for budget amendment to complete the Inglis River Walking Track repair in full within the current financial year.

BACKGROUND

At the time of setting the 2017/18 Annual Budget \$280,000 was allocated to the repair of the Inglis River walking Track. At the time of detailed design it was recognised that this would not allow for full repair and that some additional funding would need to be considered in a future budget to fully restore the northern side, southern side and bridge.

DETAILS

The southern side of the walking track has now been fully repaired and is open for use. The connecting bridge located at the Bass Highway has been designed to be replaced at similar level to the existing Highway road bridge to see it clear of any future similar flood water levels to that experienced during the June 2016 event. These works will fully expense the originally allocated \$280,000.

Such is the popularity of the walking track repair that it is opportune for Council to consider bringing forward the remainder of the works to be completed during the dry weather period of the 2017/18 financial year.

In order to complete the remaining works (the northern side of the river walk) would require an estimated \$120,000 additional funding.

STATUTORY IMPLICATIONS

Statutory Requirements

Local Government Act 1993 Section 82 - Estimates

(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 estimate 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.

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 1: Leadership and Governance	
Desired Outcomes	
We maintain and manage our assets sustainably	
1.6	<i>Maintain accountability by ensuring Council decisions are evidence based and meet all legislative obligations.</i>

POLICY IMPLICATIONS

Council's Asset Management Policy is relevant in this instance in that Council consider ongoing life cycle costs from Capital investment decisions. In this regard the ongoing life cycle costs are nearly fully funded in the 2017/18 operational budget.

FINANCIAL IMPLICATIONS

The proposed budget amendment is a use of cash reserve to invest in renewal of assets. The increase to operational cost by depreciation for the completed northern section can be accounted for from 2018/19 going forward without materially impacting upon the 2017/18 financial operating result.

RISK IMPLICATIONS

There are no significant risks identified

CONSULTATION PROCESS

Anecdotal evidence and enquiry has suggested that restoration of the Inglis River walking track is seen as a high priority within the community though no formal consultation process has been undertaken.

Council's Project Works Manager has estimated that \$120,000 additional funding will be sufficient to complete the remaining river walk restoration works.

COMMENT

It is therefore recommended that the Council by ABSOLUTE MAJORITY amend its 2017/18 Budget & estimates project - Inglis River Walking Track from \$280,000 to \$400,000

MOVED BY	CR BRAMICH
SECONDED BY	CR DUNIAM

That Council by ABSOLUTE MAJORITY amend the 2017/18 Budget for the Inglis River Walking Track project from \$280,000 to \$400,000

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	CR WRIGHT

10.4 CHILDCARE BATHROOM BUDGET ADJUSTMENT 2017/18 BUDGET

To:	Waratah-Wynyard Council
Reporting Officer:	Accountant
Responsible Manager:	Manager Financial Services
Report Date:	11 th January 2018
File Reference:	100.10
Enclosures:	Nil

PURPOSE

This report is provided to formally adjust the 2017/18 Capital Budget to recognise that a bathroom upgrade at Warwyn Childcare Centre will be completed using funding received in the previous financial year.

BACKGROUND

Under AASB 118 *Revenue*, grants are required to be recognised in the financial year they are received.

DETAILS

Application was made to the Department of Education, Child Care Unit for funding to address a range of operational issues in the children's bathroom at Warawyn Early Years centre.

Council was successful in its application and received grant funding for the bathroom upgrade late in the 2016/17 financial year, directly tied to the works to be completed.

The grant of \$24,407.90 will fully fund the capital works upgrade set to be completed during this financial year.

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 1: Leadership and Governance
Desired Outcomes
We make publicly transparent decisions on spending and future directions while encouraging community

feedback.	
Our Priorities	
1.1	<i>Commit to best practice in community engagement.</i>

POLICY IMPLICATIONS

The contents of this financial report are prepared under the guidance of Council policies.

FINANCIAL IMPLICATIONS

No significant financial implications have been identified as the project is funded externally. The change is for reporting purposes and will allow the bathroom upgrade to be reported with other capital projects in this financial year.

RISK IMPLICATIONS

There was a range of risk implications identified which provided the necessity to apply for funding of the project. This included operational issues of safety, for both children and staff.

CONSULTATION PROCESS

Nil

COMMENT

It is therefore recommended that Council adjust the 2017/18 capital Budget to include a bathroom upgrade at Warawyn Early Learning Centre fully funded by an external capital grant received in 2016/17

MOVED BY	CR DUNIAM
SECONDED BY	CR FRIEDERSDORFF

That Council adjust the 2017/18 Capital Budget to include a bathroom upgrade at Warawyn Early Learning Centre fully funded by an external capital grant of \$24,407.90 received in 2016/17.

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	CR WRIGHT

10.5 NATURAL RESOURCE MANAGEMENT QUARTERLY REPORT OCTOBER – DECEMBER 2017

To: Council
Reporting Officer: Natural Resource Management Officer
Responsible Manager: Acting Director Infrastructure & Development Services
Report Date: 11th January 2018
File Reference:
Enclosures: Natural Resource Management (NRM) Activities Report
(including Weed Management)

PURPOSE

To provide Council with a report on actions taken towards its NRM and Weed Management Strategic objectives for the period October – December 2018.

BACKGROUND

Council resource shares a NRM Officer with Circular Head Council to enact its Weed Management strategy objectives.

DETAILS

See attached report for detail of actions taken.

It is noted that the NRM Officer was on leave during August and part of September.

STATUTORY IMPLICATIONS

Statutory Requirements

The *Weed Management Act 1999* is the legislative head of power available to Council to facilitate a strategic and sustainable approach to Weed Management for the Municipal area.

STRATEGIC IMPLICATIONS

Corporate Strategic Plan Reference

GOAL 7: Environment	
Desired Outcomes	
Stewardship of our land, water and marine ecosystems respects past, present and future generations.	
Our Priorities	
7.1	Provide education to facilitate awareness and appreciation of built and natural assets.
7.4	Consider and encourage biodiversity through forward thinking and planning.

Sustainable Murchison 2040 Community Plan

Community Future Direction Theme	Key Challenges & Opportunities:
Natural resource management	<i>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.</i>

The 2005 WWC Weed Management Strategy provides the objectives that are reported against in the attached report.

POLICY IMPLICATIONS

No significant policy implications identified

FINANCIAL IMPLICATIONS

Council has approved budgeted amounts in its 2017/18 Annual Plan of \$ 12,000 for actions toward the Weed Management Strategy objectives.

RISK IMPLICATIONS

No significant risks implications identified.

CONSULTATION PROCESS

Not applicable

COMMENT

It is therefore recommend that Council note the attached action report against Weed Management Strategy objectives. Further action updates to follow on a quarterly schedule.

MOVED BY	CR DUNIAM
SECONDED BY	CR FRIEDERSDORFF

That Council note the attached Natural Resource Management quarterly report.

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	CR WRIGHT

Natural Resource Management Activities (including weed control) October – December (2017)

The **Natural Resource Management (NRM) Officer** addresses weed management issues for both strategic and operational works as well as with Natural Resource Management related activities. The position is resource shared with the Circular Head Council and subsequently has 0.5 of a full time equivalent (FTE) dedicated to Waratah- Wynyard Natural Resource Management (NRM) activities. At times when there is a heavier, seasonally influenced or peak work load in one of the two municipal jurisdictions more time can be dedicated to those activities and the time differentiation noted and resources shared between the two Councils as required.

Statutory (Weed Management)

Activity	Liaison (External)	Action
Keeps abreast with any amendments to Tasmanian Weed Management Act 1999 and / or related statutes.	<ul style="list-style-type: none">DPIPWE	<ul style="list-style-type: none">Written and verbal communication with private and public sector stakeholders relating to weed management within Waratah Wynyard Council's municipal boundaries. (Ongoing)Discussions with Invasive species branch as well as officers of various Government departments regarding complaints from residents about weed infestations on Crown Land and road reserves etc. as required. Ongoing weed mitigation planning. (Ongoing)
Permit review to transport declared weeds	<ul style="list-style-type: none">DPIPWE	<ul style="list-style-type: none">Currency confirmed
Undertake Waratah -Wynyard Council municipality Weed Inspectorial duties as prescribed under the Weed Management Act 1999 .	<ul style="list-style-type: none">Dept. State GrowthDPIPWE – Invasive Species Section regional officerTas Rail representativesWWC and CHC staff as required.Cradle Coast Weeds Authority activity and planning participation	<ul style="list-style-type: none">Consultations were undertaken with the relevant land owners (including state authorities) to encourage weed control on their land.<ul style="list-style-type: none">Programmed response to seasonal weed emergence issues or resident's (and other) enquiries.Planning and implementation for upcoming spring / summer weed growth period
Participate in any formal forums – training seminars as requested by DPIPWE or relevant to professional development.	<ul style="list-style-type: none">Appropriate DPIPWE officer – Regional or State wide	<ul style="list-style-type: none">None scheduled in period from October till December 2017

Strategic Activities

Activity	Liaison (External)	Action
Review (and implement actions defined in) Waratah - Wynyard Weed Management Strategy Consider, develop and implement contemporary weed management strategies to comply with the Tasmanian Weed Management Act 1999 .	<ul style="list-style-type: none"> • Appropriate State Government officers • Appropriate Local Government officers • Representatives of relevant industry bodies • Appropriate representatives of aligned weed management organisations • Local / regional Landcare group representatives 	Ongoing through formal specified meetings or informal weed management stake holder contacts as required.
Keep abreast with Commonwealth and State Government policy relating to weed management and funding	<ul style="list-style-type: none"> • Strategically aligned weed management service delivery providers. 	<ul style="list-style-type: none"> • Ongoing contact with CCNRM project officers and EO regarding funding and partnership opportunities for weed management or natural resource management projects
Participate in natural resource management delivery within both Council jurisdictions.	<ul style="list-style-type: none"> • Internal WWC staff • WWC ratepayers and customers 	<ul style="list-style-type: none"> • Address Natural Resource Management issues as directed or required.
<p>Liaise with scientific researchers developing biological agents for targeted weed management. (Ragwort, English Broom, Montpellier Broom, Gorse & other emerging priority weeds)</p> <p>Provide evidence to Senate enquiry into Mine Rehabilitation (Revegetation and Weed Management)</p>	<ul style="list-style-type: none"> • UTAS Science facility • Tas Landcare Weeds Management Facilitator <p>Senate Committee sitting in Burnie</p>	<ul style="list-style-type: none"> • The product market is continually reviewed to identify environmentally friendly and biodegradable herbicide products for the land owners to minimise impact on the environment. • Attend Senate hearing and give evidence when called

Customer Service (Proactive)

Activity	Liaison (External)	Action
Participate in local community group discussions as required	<ul style="list-style-type: none"> • Designated Landcare Groups • CCNRM • Schools • TAFE 	<ul style="list-style-type: none"> • Ongoing discussions were undertaken with the Landcare groups and educational institutions (TAFE) to support NRM activities. • Liaison with Banksia Park resident and Wynyard Landcare resident regarding a 'Citizen Science' vegetation report and draft management plan for roadside management in Sisters Beach roadside corridor through Rocky Cape National Park and environs. (Ongoing) Roadside remnant vegetation management plan currently being developed with input from stakeholders mentioned above. • Support provided for members of local care groups to attend Landcare forum in Launceston

Activity	Liaison (External)	Action
Developing and implementing an “identify, inform and act” process with respect to natural resource management on Public non Council land	<ul style="list-style-type: none"> State Authorities Commonwealth Authorities Relevant scientific research bodies. CSIRO, UTAS, TAFE 	<ul style="list-style-type: none"> Ongoing
Developing and implementing and identify, inform and act process with respect to weed management on private land.	<ul style="list-style-type: none"> Private landowners DPIPWE Biosecurity Section Crown Land Services 	<ul style="list-style-type: none"> Contact property owners / Managers (private or government) by telephone, face to face visit or letter as appropriate to the specific issue. Eg Contact a rural property owner by phone or visit to let them know if there are ragwort plants noted on their property and provide them with technical information relating to the weed, how to deal with it as well as what it’s statutory management plan status is under the Weeds Management Act 1999. Contact with government representatives and other property owners / managers indicating the presence of declared weeds within their boundaries and requesting treatment. Issue letters to specific property owners regarding requirement to treat specific weeds within a specified timeframe. (Ongoing as required) Follow up discussion and site visits with property owners who have been issued with requirement notices.
Seasonally notify targeted residents in known declared weed zones: Pampas Grass Ragwort Slender thistles	<ul style="list-style-type: none"> Regional Weed Officer – Invasive Weeds Section of DPIPWE. Forestry Tasmania officers Land owners, Quarry lease holders 	<ul style="list-style-type: none"> A seasonal inspection of targeted land (including quarries) in WWC municipal area was undertaken during January / March to identify treatment or operational consultations processes. Quarries inspected and owners / leasees consulted. WWC quarries inspected with Council staff and ongoing management strategies identified. Pampas Grass plants (various sizes) mapped and treated immediately (when practical) or responsible leasees / owners notified with required action specified. (Ongoing)
Follow up inspection of all areas known to have infestations of targeted weeds (As above)	<ul style="list-style-type: none"> Land owners (Including Crown Land) 	<ul style="list-style-type: none"> Seasonal inspection of targeted land (including quarries) in WWC municipal area to identify treatment options or operational consultation processes. (Ongoing)
Personal contact with non-compliant landowners	<ul style="list-style-type: none"> Landowners 	<ul style="list-style-type: none"> Ongoing education and support has been offered to non-compliant landowners on a case by case basis.

Activity	Liaison (External)	Action
		<ul style="list-style-type: none"> Issue official requirement to treat weeds where necessary.
Engage appropriate weed management contractors to undertake programmed weed eradication activities.	<ul style="list-style-type: none"> Approved contractors 	<ul style="list-style-type: none"> Appropriate weed management contractors were engaged as required to spray target weed growth cycle on Council land and some road reserves as required. <ul style="list-style-type: none"> Montbretia Spanish Heath Thistles Sea Spurge Gorse Pampas Grass
Undertake natural resource management activities as required.	Appropriate stakeholders. CCNRM project officers	<p>Support was provided to engineering staff to preserve native fauna and undertake vegetation assessment during engineering and construction activities.</p> <p>Preliminary tree surveys</p> <p>Preliminary natural values assessments</p>

Customer Service (Responsive)

Activity	Liaison (External)	Action
Respond to all customer enquiries relating to weed management	<ul style="list-style-type: none"> Customers / Ratepayers Councillors (via appropriate communication channels) General Manager (As directed) SMT 	<p>Respond to enquiries relating to weed management and NRM issues as required.</p> <p>Ongoing education and support has been offered to customers on a case by case basis.</p> <p>Specific weed management strategies are implemented as appropriate.</p>
Provide technical assistance to customers / ratepayers.	Customers / Ratepayers	Ongoing as required
Inform land owners (public and private) if they have infestations of declared weeds of appropriate management action	Land owners Regional Weeds Officer – Invasive Species Section : DPIPWE	Ongoing education and support has been offered to customers on a case by case basis.
Remove declared weeds identified by customers on Council land or implement appropriate management strategy with the relevant land owner.	Property owners / managers Approved contractors	Where declared weeds are identified immediate treatment (Removal) is undertaken by inspecting officer where practical.
Answer queries from Landcare groups relating to natural resource management issues, weed	Landcare group representatives	Ongoing as required

management planning. Investigate implementation funding sourcing.		
Respond to any natural resource management matters raised by Councillors through appropriate communication channels.	Councillors	•Ongoing as required

Natural Resource Management Internal Liaison

Activity	Liaison	Activity
NRM Project Facilitation – beach erosion at Irby Sisters Creek mouth – Storm damage mitigation	Development Services Officers (Internal) Corporate and Community Services (Internal) Consultants State Government Officers and elected members (as directed)	Inspect and report on beach erosion at Irby Boulevard, Sisters Beach (Ongoing as required) Liaise with Internal and external stake holders with respect to specific stakeholder communication issues (Ongoing as required) Liaise with consultant representatives regarding contract engagement specifics. Provide technical information regarding problem specifics as required. Site meetings and discussion with Crown Land Services officers regarding resident vegetation removal activities on crown coastal reserves (Ongoing)
NRM Project Facilitation – Flood mitigation response Stanwyn Court Wynyard	Development Services (Internal) Corporate and Community Services (Internal) Consultants Precinct residents	Visit site and note landscape issues relating to flooding Interview residents to ‘ground truth’ data relating to flood level rise points as well as other salient points gleaned by residents who were in Stanwyn Court at the time. Reporting to consultants as well as WWC GIS Coordinator

Agricultural Landscape Rehabilitation Scheme (ALRS) Funding Application Facilitation

Facilitation support of WWC preparation of Flowerdale River lower catchment Agricultural Landscape Rehabilitation Scheme funding nomination application process. Project application was successful with 14 private land holders within the Flowerdale flood plain receiving rehabilitation works funding.	WWC General Manager, Executive Officer, GIS Coordinator, others (Internal) CCNRM Project Officer (External) NRM North Project manager (External) Participating stakeholders / property owners as required. (External)	Attend stakeholder briefings (Ongoing) Logistics discussions and enquiry answering with potential participants. Liaise with Federally funded project facilitator (Ongoing during the life of the project)
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10.6 FINANCIAL REPORT FOR THE PERIOD ENDED 31 DECEMBER 2017

To:	Waratah-Wynyard Council
Reporting Officer:	Accountant
Responsible Manager:	Manager Financial Services
Report Date:	11 th January 2018
File Reference:	100.10
Enclosures:	Financial Summary Cash Position Rate Summary Capital Works Summary Quarterly Capital Works Report

PURPOSE

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

BACKGROUND

The financial reports presented incorporate:

- Financial summary
- Cash Position
- Rate Summary
- Capital Works Summary
- Quarterly Capital Works Report

DETAILS

Nil

STATUTORY IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

Key Focus Area:	CIVIC LEADERSHIP AND GOVERNANCE A well-managed Council that services the municipality with integrity and has a strong voice in the region
Outcome 4.3	Council is managed in a financially sustainable and responsible manner
Operational Aim 4.3.2	Establish and maintain systems to support timely and efficient financial reporting

POLICY IMPLICATIONS

The contents of this special purpose financial report are prepared under the guidance of Council policies.

FINANCIAL IMPLICATIONS

No significant financial implications have been identified.

RISK IMPLICATIONS

No significant risk implications have been identified.

CONSULTATION PROCESS

Nil

COMMENT

It is therefore recommended that the Council notes the Financial Reports for the period ended 31 December 2017.

MOVED BY	CR FRIEDERSDORFF
SECONDED BY	CR DUNIAM

That Council note Financial Reports for the period ended 31 December 2017.

The MOTION was put and was CARRIED unanimously

Closed Meeting

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	CR WRIGHT



Waratah-Wynyard Council

FINANCIAL SUMMARY

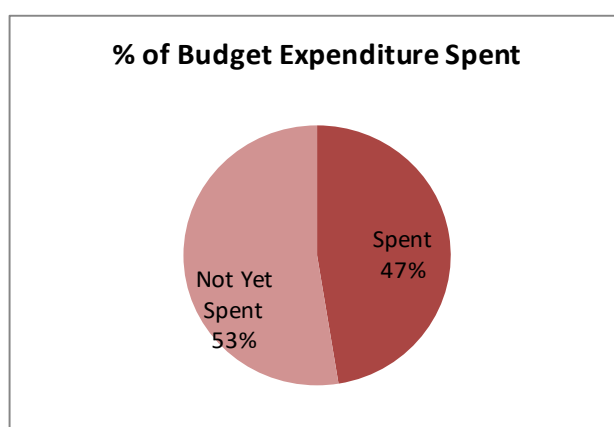
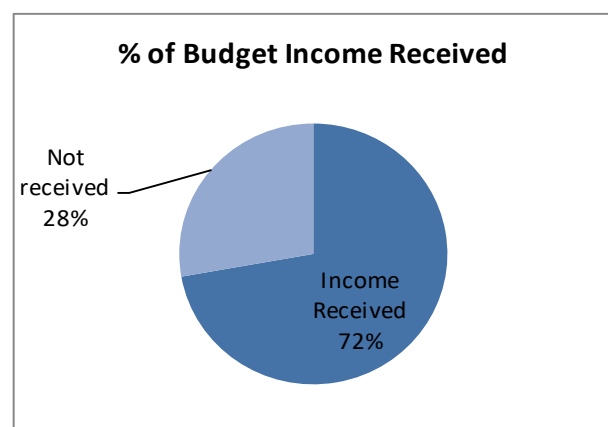
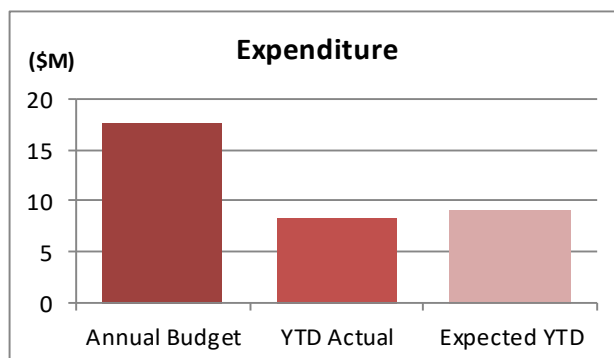
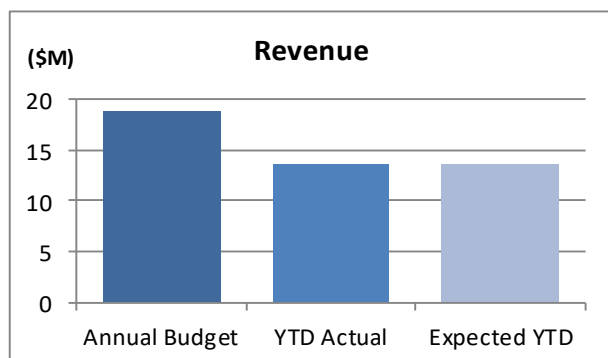
For the period ended 31 December 2017

REVENUE	Annual Budget \$	YTD Actual \$	Expected YTD \$	YTD Actual % of Budget %	Notes
Council & General Manager's Office	8,160	104,096	4,080	1,275.69	1.
Strategic & Financial Services	11,206,903	8,556,068	8,867,529	76.35	
Corporate & Community Services	1,760,959	923,481	858,881	52.44	
Infrastructure & Development Services	5,732,242	3,925,475	3,809,348	68.48	
	18,708,264	13,509,120	13,539,838	72.21	

EXPENDITURE	Annual Budget \$	YTD Actual \$	Expected YTD \$	YTD Actual % of Budget %	Notes
Council & General Manager's Office	1,022,339	472,033	513,453	46.17	
Strategic & Financial Services	1,778,652	956,295	1,024,258	53.77	
Corporate & Community Services	3,414,749	1,660,287	1,714,233	48.62	
Infrastructure & Development Services	11,490,523	5,309,536	5,798,686	46.21	
	17,706,263	8,398,151	9,050,630	47.43	

NET RESULT

1,002,001	5,110,969	4,489,208
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Waratah-Wynyard Council

FINANCIAL SUMMARY NOTES

For the period ended 31 December 2017

Notes to Revenue	Annual Budget \$	YTD Actual \$	Expected YTD \$	YTD Actual % of Budget %
1. Council & General Manager's Office	8,160	100,000	2,040	1,225.49

\$100,000 grant received which was not allocated in 2018 budget. This grant was expected to be received during the 2016/17 financial year.

Notes to Expenditure	Annual Budget \$	YTD Actual \$	Expected YTD \$	YTD Actual % of Budget %
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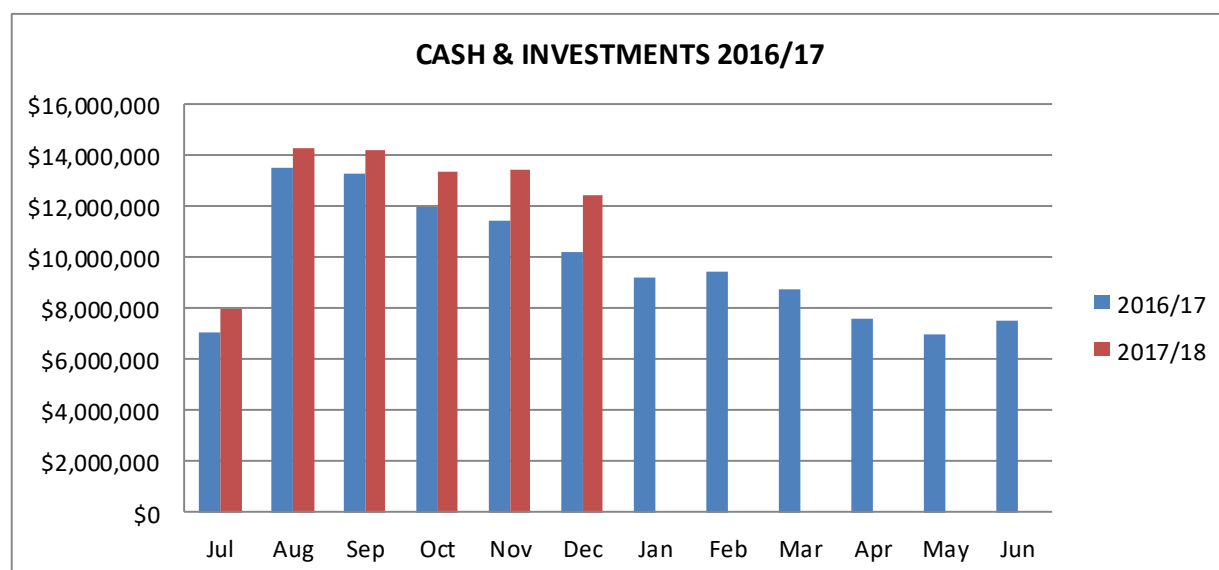


Waratah-Wynyard Council

CASH POSITION

For the period ended 31 December 2017

FINANCIAL INVESTMENTS	\$	INVESTMENTS	\$	Weighted Average
Deposits	12,200,000	Commonwealth Bank	238,828	1.25%
		ANZ	3,000,000	2.48%
		Bankwest	9,200,000	2.41%
Petty Cash and Till Floats	2,420	Petty Cash and Till Floats	2,420	
Trading Account	238,828			
BALANCE (ALL ACCOUNTS)	12,441,248		12,441,248	2.41%



Benchmarks:	RBA Cash Rate*	1.500
	90 Day BBSWs Rate**	1.795

*source: www.rba.gov.au as at 29 December 2017

**source: <http://www.asx.com.au/data/benchmarks/bbsw-10-day-rolling-history.pdf> as at 29 December 2017

All cash investments are in compliance with Council's Investment Policy (FIN.004).



Waratah-Wynyard Council

RATE SUMMARY

For the period 1 July 2017 to 31 December 2017

RATE SUMMARY	2017/18		2016/17	
	%	\$	%	\$
<i>Notice Issue Date - 28 July 2017</i>				
OUTSTANDING RATE DEBTORS (As at 1 July 2016)	4.04	459,917	3.30	363,930
ADD CURRENT RATES AND CHARGES LEVIED (including penalties)	95.96	10,922,421	96.70	10,679,205
GROSS RATES AND CHARGES DEMANDED	100.00	11,382,338	100.00	11,043,135
LESS RATES AND CHARGES COLLECTED	80.73	9,189,420	79.44	8,773,018
REMISSIONS AND DISCOUNTS**	8.44	960,851	8.35	921,636
	89.18	10,150,271	87.79	9,694,654
ADD PROPERTIES IN CREDIT	(2.14)	243,692	(1.94)	214,686
UNPAID RATES AND CHARGES (includes Deferred Rates)	12.97	1,475,759	14.16	1,563,167
**REMISSIONS AND DISCOUNTS				
	2017/18		2016/17	
Discount		386,309		368,582
Pensioner Rebates		565,597		551,649
Council Remissions and Abandements		8,945		1,405
		<u>960,851</u>		<u>921,636</u>



Waratah-Wynyard

CAPITAL WORKS SUMMARY

For the period ended 31 December 2017

Capital Projects 2017/18	Notes	Budget \$	% Spend of Budget
GOVERNANCE			
Wynyard Wharf Entrance Augmentation		450,000	0%
New Board Walk and Seawall Renewal		825,000	1%
Office Refurbishment		850,000	45%
Council - Other		223,492	76%
		2,348,492	24%
STRATEGIC & FINANCIAL SERVICES			
Wynyard Goldie St Carpark Development		897,000	7%
Other		25,000	0%
		922,000	7%
CORPORATE SERVICES			
Information Technology		40,000	18%
		40,000	18%
COMMUNITY SERVICES			
Children's Services		44,000	0%
		44,000	0%
ENGINEERING SERVICES			
Depot & Plant		483,000	34%
Waste Management		7,100	54%
Public Conveniences		10,000	102%
		500,100	35%
TRANSPORT			
Re-Sheeting		482,976	28%
Reseals - Rural		319,140	20%
Reseals - Urban		180,128	29%
Footpaths		114,600	100%
Wynyard Wharf Masterplan Works	1.	122,000	157%
Somerset CBD Masterplan Works		690,000	56%
General - Other & Bridges		649,643	10%
		2,558,487	39%
Sporting Facilities			
Sporting Facilities		52,000	113%
		52,000	113%
PARKS & GARDENS			
Camp Creek Remediation		700,000	6%
Parks & Gardens - Other		360,000	107%
		1,060,000	40%
STORMWATER DRAINAGE			
Stormwater Pipe Replacements and Upgrades		81,250	100%
General		45,625	34%
		126,875	76%
TOTAL CAPITAL WORKS PROGRAM 2017/18		7,651,954	31%

100%

1.Extra design cost for roundabout to bring turning circle up to required standard, land acquisition and legal costs related to increased footprint of roundabout, asphalt laid further up each of three approaches than anticipated to transition to existing surface, in particular Goldie Street..

Closed Meeting

WARATAH-WYNYARD COUNCIL

QUARTERLY CAPITAL WORKS STATEMENT AS AT 31 DECEMBER 2017

	WO NO	Estimate \$	Actual \$	Commit \$	Total	Variation \$	%	Note No.	EMT	Project Delivery	Comments
<u>GOVERNANCE</u>											
Council											
Future Directions Plan	2009	-	18,713	-	18,713	18,713	0%		MS		
Office Refurbishment	916	850,000	380,497	-	380,497	(469,503)	45%		MS		
Boat Harbour Development Plan	2010	18,492	14,328	5,372	19,700	1,208	107%	1.	PS		
Redesigning of Council Branding	2011	45,000	2,246	323	2,569	(42,431)	6%		MS		
Integrated Software Solution	2015	160,000	31,072	58,565	89,638	(70,362)	56%		TB		
Wynyard Wharf Entrance Augmentation	2175	450,000	707	-	707	(449,293)	0%		MS		
New Board Walk and Seawall Renewal	2176	825,000	58,278	5,429	63,707	(761,293)	8%		MS		
		2,348,492	505,841	69,690	575,531	(1,772,961)	25%				
TOTAL GOVERNANCE		2,348,492	505,841	69,690	575,531	(1,772,961)	25%				
<u>STRATEGIC & FINANCIAL SERVICES</u>											
Strategic & Financial Services											
Municipal Revaluation	2012	-	-	-	-	0	0%		PS		
Wynyard Goldie Street Carpark Development	2075	897,000	60,097	-	60,097	(836,903)	7%		PS		
By Law Implementation	2177	25,000	-	-	-	(25,000)	0%		PS		
		922,000	60,097	-	60,097	(861,903)	7%				
TOTAL STRATEGIC & FINANCIAL SERVICES		922,000	60,097	-	60,097	(861,903)	7%				
<u>CORPORATE SERVICES</u>											
Information Technology											
IT Replacement	2178	40,000	6,624	459	7,083	(32,917)	18%		TB		Will be completed by 4th quarter
		40,000	6,624	459	7,083	(32,917)	18%				
TOTAL CORPORATE SERVICES		40,000	6,624	459	7,083	(32,917)	18%				

Closed Meeting

	WO NO	Estimate \$	Actual \$	Commit \$	Total	Variation \$	%	Note No.	EMT	Project Delivery	Comments
<u>COMMUNITY SERVICES</u>											
Childrens Services											
Links Child Care – Replace Clothes Dryer	2179	2,500	-	-	-	(2,500)	0%		TB		completed
Little Goldie Street Replace Stove	2180	1,500	-	-	-	(1,500)	0%		TB		completed
Links Child Care Playground Replacement	2181	40,000	-	-	-	(40,000)	0%		TB		
		44,000	0	-	0	(44,000)	0%				
TOTAL COMMUNITY SERVICES		44,000	0	0	0	(44,000)	0%				
<u>ENGINEERING SERVICES</u>											
Depot											
Depot Concrete Apron Renewal	2182	27,000	33,925	-	33,925	6,925	126%		DS		Complete
Depot Storage Shed Roof Renewal	2183	2,500	-	-	-	(2,500)	0%		DS		
LED Street Lights	2184	22,000	-	-	-	(22,000)	0%		DS		
		51,500	33,925	-	33,925	(17,575)	66%				
Plant											
8 foot Tractor-mounted grader blade for Waratah	2026	5,500	4,400	-	4,400	(1,100)	80%		DS		Complete
Kubota Mower 2504	2027	31,000	-	-	-	(31,000)	0%		DS		
Sepi Mulcher 1523	2028	15,500	12,005	-	12,005	(3,495)	77%		DS		Complete
Sepi Mulcher 1564 - Waratah	2029	16,000	12,855	-	12,855	(3,145)	80%		DS		Complete
Slasher Berrends Warrior 1552	2030	10,500	9,553	-	9,553	(947)	91%		DS		Complete
Grader Sale		(85,000)	-	-	-	85,000	0%		DS		Currently at auction
Light Truck 1232	2185	54,000	-	-	-	(54,000)	0%		DS		
Isuzu Truck 2612	2186	115,000	-	-	-	(115,000)	0%		DS		
Mitsubishi L/T 1222	2187	80,000	-	-	-	(80,000)	0%		DS		
Small Plant Replacement	2188	28,000	2,407	-	2,407	(25,593)	9%		DS		
Subaru Forrester 2345	2189	12,000	15,725	-	15,725	3,725	131%		DS		Complete
Mitsubishi ASX 2327	2190	11,000	-	-	-	(11,000)	0%		DS		
Mitsubishi ASX 2075	2191	11,000	-	-	-	(11,000)	0%		DS		

Closed Meeting

	WO NO	Estimate \$	Actual \$	Commit \$	Total	Variation \$	%	Note No.	EMT	Project Delivery	Comments
Holden Colorado 3048	2192	19,000	-	-	-	(19,000)	0%		DS		
Subaru Forrester 2107	2193	14,000	-	-	-	(14,000)	0%		DS		
Mitsubishi Lancer 2094	2194	14,000	-	-	-	(14,000)	0%		DS		
Subaru Forester	2256	35,000	29,075	-	29,075	(5,925)	83%	2.	DS	Complete	
Ford Ranger	2257	45,000	42,537	-	42,537	(2,463)	95%	2.	DS	Complete	
		431,500	128,558	-	128,558	(302,942)	30%				
TOTAL ENGINEERING SERVICES		483,000	162,483	-	162,483	(320,517)	34%				
<u>WASTE MANAGEMENT</u>											
Waste Station Screening	2195	7,100	3,859	-	3,859	(3,241)	54%		DS	Complete	
TOTAL WASTE MANAGEMENT		7,100	3,859	0	3,859	(3,241)	54%				
<u>PUBLIC CONVENIENCES</u>											
Gutteridge Gardens Toilet Stainless Steel Lining	2196	10,000	654	9,525	10,179	179	102%		DS	Complete	
TOTAL PUBLIC CONVENIENCES		10,000	654	9,525	10,179	179	102%				
<u>TRANSPORT</u>											
<u>Re-Sheeting</u>											
Oonah Road (0320 - 4944m)	2046	36,000	38,463	-	38,463	2,463	107%		DS	Complete	
Strawberry Lane (0000 - 0213m)	2197	14,880	8,014	-	8,014	(6,866)	54%		DS		
Locketts Rd (0000 - 0557m)	2198	19,026	26,991	-	26,991	7,965	142%		DS		
Locketts Rd (0557 - 1369m)	2199	27,157	13,175	-	13,175	(13,982)	49%				
Nunns Rd (1328 - 4784m)	2200	170,566	1,275	2,940	4,215	(166,351)	2%				
Scotts Rd Sec - 1 (0000 - 0621m)	2201	26,087	15,720	-	15,720	(10,367)	60%				
Scotts Rd Sec - 1 (0621 - 1621m)	2202	45,263	7,327	-	7,327	(37,936)	16%		DS		

Closed Meeting

	WO NO	Estimate \$	Actual \$	Commit \$	Total	Variation \$	%	Note No.	EMT	Project Delivery	Comments
Takone Rd (09085 - 11490m)	2203	143,997	19,318	-	19,318	(124,679)	13%		DS		
		482,976	130,283	2,940	133,223	(349,753)	28%				
<u>Reseals - Rural</u>											
Mount Hicks Rd (06023 - 10471m)	2204	161,112	11,907	326	12,233	(148,879)	8%		DS		Prep work complete
Preolenna Rd (12032 - 13516m)	2205	60,746	19,972	-	19,972	(40,774)	33%		DS		Prep work complete
Sisters Beach Rd (1620 - 3064m)	2206	53,986	18,168	4,940	23,108	(30,878)	43%		DS		Prep work complete
Sisters Beach Rd (5195 - 6376m)	2207	43,296	7,291	2,104	9,395	(33,901)	22%		DS		Prep work complete
		319,140	57,338	7,370	64,708	(254,432)	20%				
<u>Reseals - Urban</u>											
Jackson Street Sec - 6	2208	10,601	5,103	-	5,103	(5,498)	48%		DS		Prep work complete
Kingsmill Street Sec - 1	2209	5,088	878	-	878	(4,210)	17%		DS		Prep work complete
Kingsmill Street Sec - 2	2210	3,616	782	-	782	(2,834)	22%		DS		Prep work complete
Lewis Street Sec - 1	2211	11,689	-	-	-	(11,689)	0%		DS		
Sunset Avenue Sec - 1	2212	3,420	769	-	769	(2,651)	22%		DS		Prep work complete
Wilkinson Street Sec - 1	2213	12,058	12,355	-	12,355	297	102%		DS		
Wilkinson Street Sec - 2	2214	11,780	12,196	-	12,196	416	104%		DS		
Wilkinson Street Sec - 3	2215	10,528	-	-	-	(10,528)	0%		DS		
Pelissier St, Raglan to Malakoff	2241	111,348	19,770	-	19,770	(91,578)	18%	3.	DS		Prep work complete
		180,128	51,855	-	51,855	(128,273)	29%				
<u>Footpaths</u>											
New Footpath Goldie Street/Frederick Street	2216	84,600	84,841	-	84,841	241	100%		DS		Complete
Urban Footpaths - DDA compliance	2217	30,000	29,900	-	29,900	(100)	100%		DS		Complete
		114,600	114,741	-	114,741	141	100%				
<u>General</u>											
Wynyard Wharf Masterplan - Dodgin St.	2072	122,000	192,010	-	192,010	70,010	157%		DS		Complete
Somerset CBD Masterplan Works	2074	690,000	323,614	59,371	382,985	(307,015)	56%		DS		
Guard Rail - Lobes Hill, Myalla Rd	2076	20,700	1,354	2,833	4,187	(16,513)	20%		DS		

Closed Meeting

	WO NO	Estimate \$	Actual \$	Commit \$	Total	Variation \$	%	Note No.	EMT	Project Delivery	Comments
Wynyard CADP & Car Park Development	2075	9,193	9,216	-	9,216	23	100%		DS		
Bridge St and Honeysuckle Ave Junction Widening	2218	6,500	8,434	612	9,047	2,547	139%		DS	Complete	
Somerset Surf Club Carpark Resurfacing	2219	26,250	19,281	-	19,281	(6,969)	73%		DS	Complete	
Rural Roads Culvert Replacement	2220	15,000	4,076	-	4,076	(10,924)	27%		DS		
		889,643	557,986	62,816	620,802	(268,841)	70%				
Bridges											
Rural Road Bridges - Upgrade bridge approaches	2221	10,000	-	-	-	(10,000)	0%		DS		
Rural Bridge Barrier Upgrades	2222	562,000	-	-	-	(562,000)	0%		DS		
		572,000	0	0	0	(572,000)	0%				
TOTAL TRANSPORT		2,558,487	912,204	73,127	985,330	(1,573,157)	39%				
SPORTING FACILITIES											
Wynyard											
Wynyard Basketball Centre Renew Scoreboard & Shot Clock	2223	21,000	29,501	26,942	56,443	35,443	269%		DS		NB - Both scoreboards on single order for freight efficiency
Wynyard Showground Irrigation	2224	10,000	-	-	-	(10,000)	0%		DS		
		31,000	29,501	26,942	56,443	25,443	182%				
Somerset											
Somerset Basketball Centre Renew Scoreboard & Shot Clock	2225	21,000	2,461	-	2,461	(18,539)	12%		DS		
		21,000	2,461	-	2,461	(18,539)	12%				
TOTAL SPORTING FACILITIES		52,000	31,962	26,942	58,904	6,904					
PARKS & GARDENS											
Wynyard											
Camp Creek Remediation	2082	700,000	41,983	-	41,983	(658,017)	6%		DS		

Closed Meeting

	WO NO	Estimate \$	Actual \$	Commit \$	Total	Variation \$	%	Note No.	EMT	Project Delivery	Comments
Inglis River Walking Track	2226	280,000	107,724	175,300	283,024	3,024	101%		DS		Southern side of track completed, birdge currently being manufactured offsite
Gutteridge Gardens Drinking Fountains	2227	5,000	-	4,120	4,120	(880)	82%		DS		
Parks BBQ Renewals	2228	10,000	-	-	-	(10,000)	0%		DS		
Parks Furniture Renewals	2229	10,000	8,808	-	8,808	(1,192)	88%		DS		Complete
		1,005,000	158,514	179,420	337,934	(667,066)	34%				
<u>Sisters Beach</u>											
Sisters Beach Pedestrian Bridge	2230	15,000	22,329	-	22,329	7,329	149%		DS		Complete
		15,000	22,329	-	22,329	7,329	149%				
<u>General Parks & Reserves</u>											
Family Recreation Space	2087	40,000	66,859	-	66,859	26,859	167%		DS		Complete, note variation following further communtiy consultation, increase cost due to location change
		40,000	66,859	-	66,859	26,859	167%				
TOTAL PARKS & GARDENS		1,060,000	247,702	179,420	427,122	(632,878)	40%				
<u>STORMWATER DRAINAGE</u>											
<u>Stormwater Pipe Replacements and Upgrades</u>											
Renew Manhole Lids	2231	7,500	7,619	-	7,619	119	102%		DS		
Renew Grated Pits	2232	73,750	66,596	7,137	73,733	(17)	100%		DS		
		81,250	74,215	7,137	81,352	102	100%				
<u>General</u>											
Flood Studies	2090	33,525	15,399	-	15,399	(18,126)	46%		DS		

Closed Meeting

Upgrade Moore St Boat Harbour	1947	12,100	-	-	-	(12,100)	0%	DS	Scope variation, grated pit to be renewed only on landowners consent and remaining reallocated to port Road pathway works
		45,625	15,399	-	15,399	(30,226)	46%		
TOTAL STORMWATER DRAINAGE		126,875	89,614	7,137	96,750	(30,125)	76%		
TOTAL CAPITAL WORKS PROGRAM 2017/2018		7,651,954	2,021,038	366,299	2,387,337.56	(5,264,616)	31%		

Notes:

1. Identified as 2016/17 projects that need to be carried forward at December Council Meeting (item 10.5).
2. Additional Vehicles required and adopted at December Council Meeting (item 10.5).
3. Budget Amendment

10.7 SENIOR MANAGEMENT REPORT

To: Council
Reporting Officer: General Manager
Responsible Manager: General Manager
Report Date: 6 July 2017
File Reference: 009.02
Enclosures:

SUMMARY/PURPOSE

To provide information on issues of significance, matters of interest; statistical information and summaries of specific areas of operations.

WWYL (Waratah Wynyard Youth Leaders) Update

The WWYL members have continued to meet regularly and were presented with logoed polo tops to promote the group and the activities they undertake. WWYL finished the year with an informal meeting and dinner in Wynyard making plans for next year after a short recess over the school holidays.

The group discussed events they would like to hold or be involved in and potential focuses for charity fund raising. Projects for 2018 were also considered as part of the annual planning for the group.

WWYL will be assisting with the SK8 competition the Gone Nuts After Party as part of their community involvement. Other activities considered were doing a scavenger hunt for the young people and a sports expo as well as helping out on Festival Day. WWYL members also identified a range of community activities they would like to be involved in including the Wonders of Wynyard Christmas Wish Tree, Sleeping Rough, White Ribbon Day and Winter Woollies. Members also considered involvement in the 7Up Youth Centre and look at a possible location for Wynyard to have a Mountain Bike track.

Planning has also commenced for a joint leadership camp with the CHYL (Circular Head Youth Leaders).

MOVED BY	CR FRIEDERSDORFF
SECONDED BY	CR WRIGHT

That the monthly Senior Management Report be noted.

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	CR WRIGHT

Closed Meeting

10.7.1 PLANNING PERMITS APPROVED UNDER DELEGATION – DECEMBER 2017

DA No.	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	(D)Discretionary (P)Permitted
145/2017	JM Hardy & JF Hardy	113 Irby Boulevard Sister Beach	Temporary Dwelling (Caravan)	06.12.2017	21	P
147/2017	Hotondo Homes North West	89 Little Village Lane Somerset	Dwelling	6.12.2017	20	P
136/2017	AC and JF McDougall	7 Port Road Wynyard	Outbuilding (shed)	7.12.2017	36	D
139/2017	R C Cox	Pecks Road Flowerdale	Outbuilding (Shed)	8.12.2017	34	D
123/2017	Service Stream c/o Vodafone	631 East Yolla Road Yolla	Telecommunications Tower	11.12.2017	33	D
142/2017	Abel Drafting Services	231 Calder Road Wynyard	Hay Shed	15.12.2017	27	D
115/2017	R C Cox	209 Deaytons Lane Elliott	Dwelling	18.12.2017	36	D
144/2017	PLA Designs	Wragg Street Somerset	Dwelling and outbuilding	20.12.2017	33	D
138/2017	PLA Designs	781 Murchison Highway Elliott	Dwelling extension & shed	20.12.2017	37	D
148/2017	Darren Smith	103 Simpson Street Somerset	Outbuilding	20.12.2017	32	D

10.7.2 BUILDING PERMITS APPROVED – DECEMBER 2017

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
2017-150-01	Somercam Building Service	6/21 Jackson Street Wynyard	Additions – Verandah & Sunroom	12.12.2017	1	124/2017
2017-152-01	Abel Drafting Services	17894 Bass Highway Wynyard	Change of Use & Alterations – Café	21.12.2017	1	93/2017

Other Matters

ACTION LIST –COUNCIL MEETING (DECEMBER 2017) - SUMMARY OF RESOLUTIONS AND ACTIONS UNDERTAKEN

DATE	ITEM	TOPIC	ACTION	WHO	STATUS	CLOSE
11-Dec-17	1.1	Attendance, Leave of Absence previously approved, apologies	Noted		NFA	11-Dec-17
11-Dec-17	2.1	Confirmation of Minutes of Previous Ordinary Meeting 16/10/17	Approved		NFA	11-Dec-17
11-Dec-17	2.2	Confirmation of Minutes of Special Meeting of Council 26/10/17	Approved		NFA	11-Dec-17
11-Dec-17	3.0	Declarations of Interest	Nil		NFA	11-Dec-17
11-Dec-17	4.1	Announcements By Mayor	Refer Minute item 4.1		NFA	11-Dec-17
11-Dec-17	4.2	Mayor's Communications	Noted		NFA	11-Dec-17
11-Dec-17	4.3.1	Reports of Delegates	Refer Minute Item 4.3.1		NFA	11-Dec-17
11-Dec-17	4.5	Councillor Statements	Nil		NFA	11-Dec-17
11-Dec-17	4.4	Notification of Council Workshops	Noted		NFA	11-Dec-17
11-Dec-17	5.1.1	Response to Public Question TON from Previous Meeting - J Overall - Green/Open Space 8 Wragg Street Somerset	Refer Minute Item 5.1.1		NFA	11-Dec-17
11-Dec-17	5.1.2	Response to Public Question TON from Previous Meeting - Mrs L Johns - Wragg Street Kindergarten Building	Refer Minute Item 5.1.2		NFA	11-Dec-17
11-Dec-17	5.1.3	Response to Public Question TON from Previous Meeting - C Osbourne Interim Community Meeting Space Somerset	Refer minute item 5.1.3		NFA	11-Dec-17
11-Dec-17	5.1.4	Response to Public Question TON from Previous Meeting - C Osbourne - Community Meeting Space Somerset	Refer Minute Item 5.1.4		NFA	11-Dec-17
11-Dec-17	5.1.5	Response to Public Question TON from Previous Meeting - K Ewington - Burnie Airport	Refer Minute Item 5.1.5		NFA	11-Dec-17
11-Dec-17	5.2	Public Questions Received in Writing	Nil		NFA	11-Dec-17

Other Matters

DATE	ITEM	TOPIC	ACTION	WHO	STATUS	CLOSE
11-Dec-17	5.3.1	Public Questions Without Notice - K Ewington - Weed Outbreak	Refer minute item 5.3.4		NFA	11-Dec-17
11-Dec-17	5.3.6	Public Questions Without Notice - K Ewington Broad Wash Stutterds Road Moorleah	Refer Minute Item 5.3.2		NFA	11-Dec-17
11-Dec-17	5.4	Public Statements Received in Writing	Nil		NFA	11-Dec-17
11-Dec-17	5.5.1	Public Statements Without Notice - K Ewington - Weed Management	Refer Minute item 5.5.1		NFA	11-Dec-17
11-Dec-17	6.1.1	Petitions -	Nil		NFA	11-Dec-17
11-Dec-17	7.1.1	Public Questions Without Notice - Planning	Nil		NFA	11-Dec-17
11-Dec-17	7.2.1	Public Statements without Notice - Planning	Nil		NFA	11-Dec-17
11-Dec-17	7.3	Planning Matter -	Nil		NFA	11-Dec-17
11-Dec-17	8.1.1	RTQON - Cr Hyland - Raw Sewerage Calder Road	Refer Minute Item 8.1.1		NFA	11-Dec-17
11-Dec-17	8.1.2	RTQON - Cr Hyland - Rails Crossings in Wynyard	Refer Minute Item 8.1.2 DIDS to prepare budget item to deal with all rail crossings in Wynyard	DIDS		
11-Dec-17	8.1.3	RTQON - Cr Bradley Somerset Civic Space	Refer Minute Item 8.1.3		NFA	
11-Dec-17	8.1.4	RTQON - Cr Fairbrother - Cummings Street Boat Harbour	Refer Minute Item 8.1.4	DIDS		
11-Dec-17	8.2.1	CQRW -	Nil		NFA	11-Dec-17
11-Dec-17	8.3.1	CQWN - Cr Fairbrother - Cummins Street Boat Harbour	DIDS to provide copy of Legal Advice	DIDS		11-Dec-17
11-Dec-17	8.3.2	CQWN - Cr Hyland - Seabrook Gold Club Subdivision	Cr Hyland asked if council could find out what is holding up the development of the Seabrook Golf Course subdivision. He asked if Council could confirm if TasWater was causing the hold up and if there was anything Council could do to progress the matter. DIDS took the question on notice	DIDS		11-Dec-17

Other Matters

DATE	ITEM	TOPIC	ACTION	WHO	STATUS	CLOSE
11-Dec-17	8.3.3	CQWN - Cr Bradley- Sisters Beach Erosion	Cr Hyland asked for an update of the status of works to repair erosion at Sisters Beach. Cr Hyland also noted that the hazard fencing had fallen down. The Acting General Manager advised that a report has been prepared and is now with Crown Land Services to take action. He also advised that he had given instructions during the day for the hazard fencing to be re-installed as a matter of urgency.	DIDS		11-Dec-17
11-Dec-17	9.1	NOM -	Nil		NFA	11-Dec-17
11-Dec-17	10.1	ROC - Wynyard Community Hub Proposal	Approved as recommended		NFA	11-Dec-17
11-Dec-17	10.2	ROC -Warawyn Early Learning	Approved as recommended		NFA	11-Dec-17
11-Dec-17	10.3	ROC - Yolla After School Care Program	Approved as recommended		NFA	11-Dec-17
11-Dec-17	10.4	ROC -Council Legislative Authorisations and Delegations	Approved as recommended		NFA	11-Dec-17
11-Dec-17	10.5	ROC - 2017/18 Budget Carry Forward and Amendment	Approved as recommended		NFA	11-Dec-17
11-Dec-17	10.60	ROC - Financial Report to 30/11/17	Approved as recommended		NFA	11-Dec-17
11-Dec-17	10.70	ROC - Senior Management Report	Noted		NFA	11-Dec-17
11-Dec-17	11.0	Matters Proposed for consideration in Closed Meeting	Approved as recommended		NFA	11-Dec-17
11-Dec-17	12.0	Closure of Meeting to the Public	Approved as recommended		NFA	11-Dec-17
11-Dec-17	13.0	Resumption of Open Meeting	Noted		NFA	11-Dec-17
11-Dec-17	14.0	Public Release Announcements	Nil		NFA	11-Dec-17

ADMINISTRATION - USE OF CORPORATE SEAL

27/11/17	Petition to amend sealed plan	Port Road. Boat Harbour Beach – Lot 1 SP197957, Lot 2 SP 30609 & Lot 10 SP 12138
29/11/17	LTO Instrument	Relinquish overriding interest (widening of Irby Boulevard) and allow sale of property Lot 104 on sealed plan 55552
1/12/17	Final Plan & Schedule of Easements	SD2041 – 223 Murchison Highway Somerset - consolidation
1/12/17	Final Plan & Schedule of Easements	SD2035 – 51 Blackabys Road Boat Harbour -1 Lot into 2
1/12/17	Final Plan & Schedule of Easements	SD2020 – 272 Murchison Highway & Lot 1 SP 132018 Murchison Highway Somerset – boundary reconfiguration
3/12/17	Final Plan & Schedule of Easements	SD1934 & 7077617 – 2 Old Bass Highway Subdivision
6/12/17	Final Plan & Schedule of Easements	SD2031 -7041980 1 Esplanade Somerset - 1 lot into 2
6/12/17	Final Plan & Schedule of Easements	SD2032 – 2030414 511 Back Cam Road Somerset – 1 lot into 3
11/12/17	Council Legislative Instruments of Authorisations and Delegations	Approved – Council Meeting 11 December 2017- Minute No 10.4
20/12/17	Instrument of Delegation	Records of Permit Authority
20/12/17	Collection Agency Agreement	Tasmanian Building & Construction Industry Training Board.
21/12/17	Contract of Sale	Moore Court Wynyard - Walkway
21/12/17	Contract	ALRS Funding Agreement NRM North and Waratah-Wynyard Council.

SUMMARY OF CORRESPONDENCE CIRCULATED

Nil

QUARTERLY STATISTICS**INFRASTRUCTURE AND DEVELOPMENT SERVICES****Animal Control**

Item	July/Aug/Sept 2017		2017/2018 YTD	
	No	\$	No.	\$
Dogs Registered	1913	43947	1937	46420
Dogs Impounded	12		22	
Dogs Euthanised	0		0	
Dogs Adopted	1		3	
New Kennel Licences	29	2639	29	2684
Licence Renewals	30	1334	30	1334
Dogs Re-Claimed	11		24	
Livestock Impounded	0		0	
Infringement Notices	4	795	11	2226
Legal Action	0		0	

Cemeteries – Number of Interments

Cemetery	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018
Wynyard Lawn	26	50	52	35	22
Wynyard Ashes in Grave	3	-	4	7	5
Wynyard Wall Ashes	8	13	13	13	3
Wynyard Old	-	-	-	-	-
Flowerdale	1	-	-	-	-
Somerset	-	-	1	-	-
Yolla	1	1	-	1	1
Waratah	-	3	-	1	-
Total	39	67	70	57	31

Works Managers Report - Parks and Reserves

Description	Location	Work Undertaken
Capital Works	Sisters Beach – Pedestrian Bridge	New bridge installed
Oval Maintenance	Wynyard Recreation Ground	Mowing, fertilizing & watering as required
	Langley Park	Mowing & watering as required
	Yolla Recreation Ground	Mowing as required
	Frederick Street Reserve	Mowing & watering as required
	Cardigan Street Reserve	Mowing & watering as required
Cemeteries	Wynyard Cemetery	Mowing & watering as required
Wynyard Walkways	Inglis River Walking Track	Repairs on south side completed
Tree removal		Tree removal as required
Spraying		Spraying as required

Transport and General Services

Description	Location	Work Undertaken
Reseal Preparation	All Reseal Roads	Complete
Grading	Unsealed roads	In Progress (on going works)
Shoulder Grading	Sealed Roads	To resume in March / April
Pot Holing	Various Roads	Elliot By-road, West Calder & Takone complete. More area to undertake in the coming months.

Urban Services

Description	Location	Work Undertaken
<u>Drainage</u>		
Upgrade Stormwater	Moore Street Boat Harbour	Waiting for approval to start work
Renew Manhole Lids	Wynyard & Somerset	Completed
Renew Grated Pits	Wynyard & Somerset	80% Completed
<u>Footpaths</u>		
Upgrade Urban Footpaths DDA compliant ramps	Wynyard, Somerset & Waratah	Completed
<u>General</u>		
Renew Concrete Apron	Depot Workshop	Completed
New Roundabout	Dodgin & Goldie Street	Completed

Tenders

CONTRACT	AWARDED TO	TENDER CLOSED	TENDER ACCEPTED
October 2017			
Contract 22 – Design & Documentation for the Construction of the Wynyard Yacht Club Multiuse Community Facility & Restaurant	6tyo	11 October 2017	26 October 2017

Number of Complaints Received per Operational Area across Council

Year 2017/2018

Operational Area	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Community Services	-	-	-	-	-	-						
Corporate Services	-	-	-	-	-	-						
Development Services	-	-	-	-	1	-						
Engineering (Indoor staff)	-	-	-	-	2	3						
Finance	-	-	-	-	-	-						
General Managers Unit	-	-	-	-	-	1						
Parks and Reserves	-	-	-	-	3	1						
Civil Works	-	2	-	-	-	1						
Total	-	2	-	-	6	6						

Environmental Health - Immunisations

Month	2016/2017		2017/2018	
	Persons	Vaccination	Persons	Vaccination
July	0	0	0	0
August	0	0	38	38
September	43	43	53	53
October	0	0	0	0
November	0	0	0	0
December	0	0	0	0
January	0	0		
February	0	0		
March <i>*School Vaccinations - Burnie City Council are now contracted to run the school program.</i>	57	112		
April	0	0		
May	47	47		
June	0	0		
TOTAL	147	202	91	91

Public Health / Food Premises Inspections / Abatement Notices

2017/2018	Notifiable Diseases	Inspections Of Registered Food Premises	Abatement Notices Issued
July	0	2	0
August	0	8	0
September	1	6	0
October	0	6	0
November	1	4	0
December	1	0	0
January			

Other Matters

2017/2018	Notifiable Diseases	Inspections Of Registered Food Premises	Abatement Notices Issued
February			
March			
April			
May			
June			
TOTAL	3	24	0

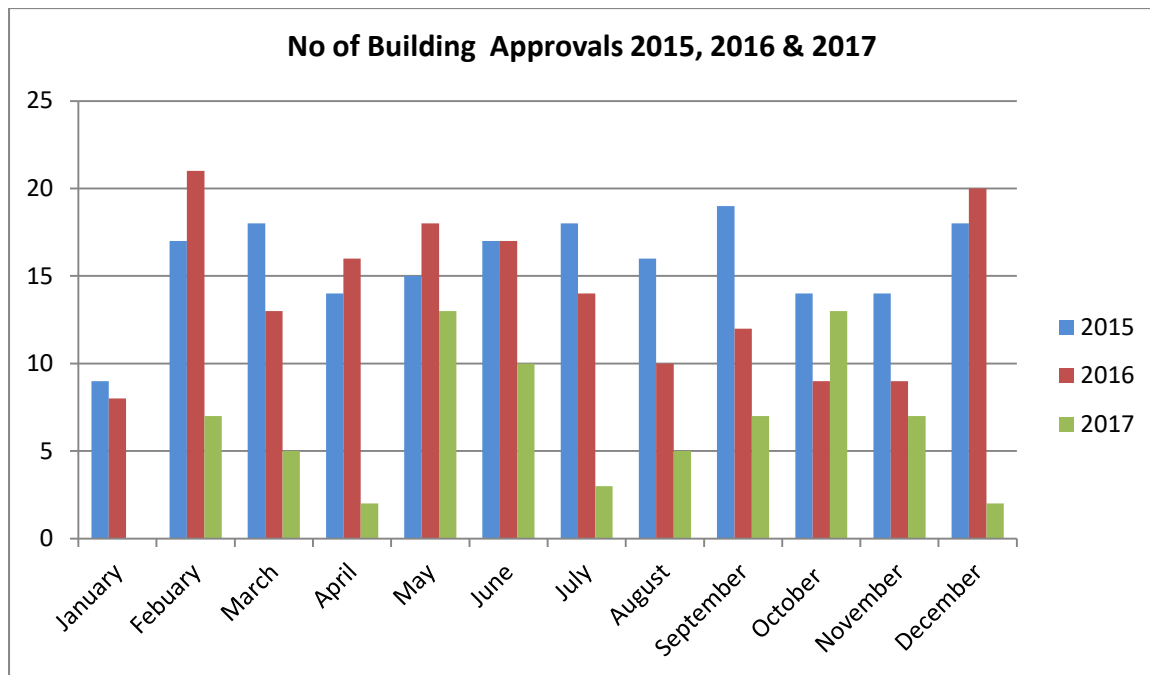
Health Approvals – Registrations

Month	Food Premises (FP)	Temporary Food Premises (TFP)	Places of Assembly (PA)	Public Health Risk Activities (PHRA)	Private Water Suppliers (PWS)	Regulated Systems Air Cooling Systems
July	4	1	0	0	0	0
August	12	9	0	2	0	1
September	2	6	0	1	0	7
October	3	5	1	0	0	0
November	2	8	0	0	0	0
December	14	3	0	0	0	0
January						
February						
March						
April						
May						
June						
TOTAL	37	32	1	3	0	8

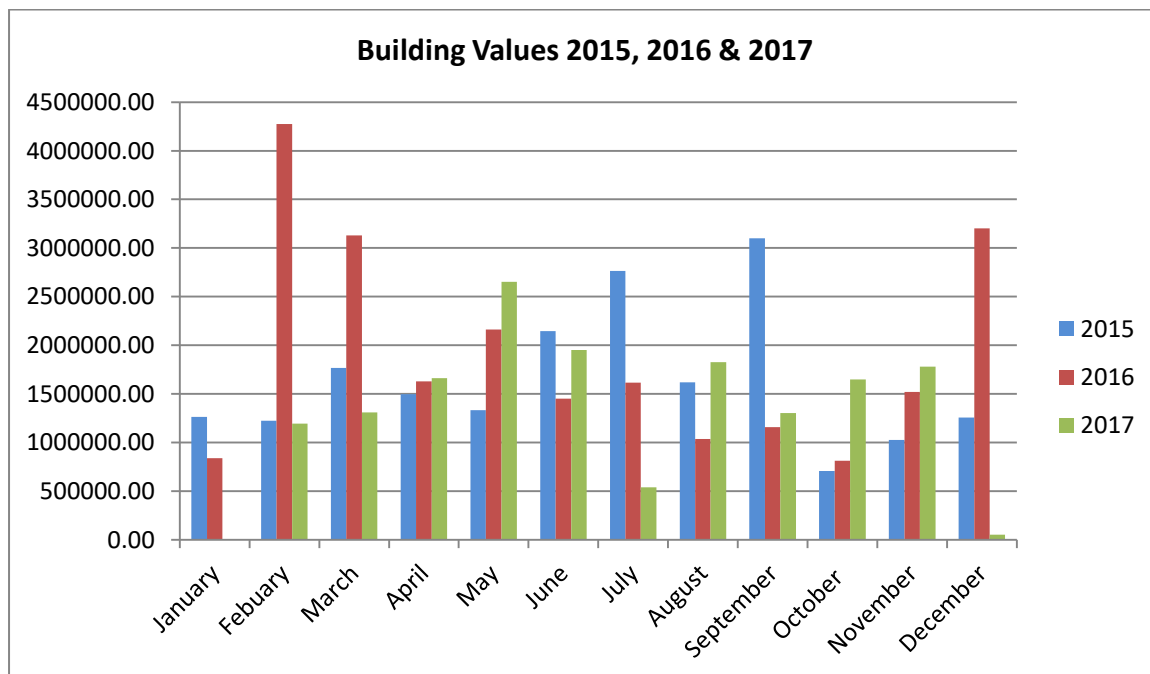
Building Approvals

Month	Class 1a	Class 1b	Class 2	Class 3	Class 4	Class 5	Class 6	Class 7b	Class 8	Class 9a	Class 9b	Class 9c	Class 10a	Class 10b
July	1	-	-	-	-	1	-	-	-	-	-	-	1	-
August	4	-	-	-	-	-	-	-	-	-	-	-	3	1
September	4	-	-	-	-	-	-	1	-	-	-	-	4	1
October	9	-	-	-	-	1	-	-	-	1	-	-	8	-
November	6	-	-	-	-	-	-	-	-	-	1	-	2	-
December	1	-	-	-	-	-	1	-	-	-	1	-	-	-
January														
February														
March														
April														
May														
June														
Total	25	-	-	-	-	2	1	1	-	-	2	-	18	2

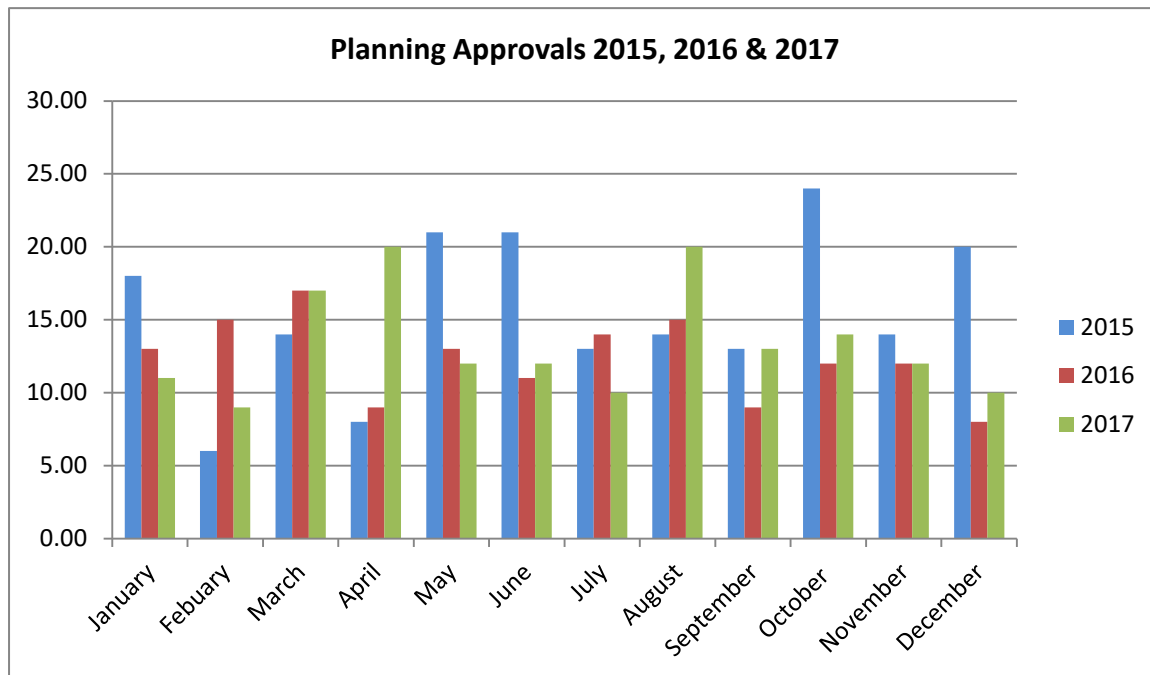
Building Approval Graph



Building Values Graph



Planning Approvals Graph



CORPORATE AND COMMUNITY SERVICES

Staff Turnover October 2017 to December 2017

Arrivals			Departures		
Employee	Position	Date	Employee	Position	Date
Don Russell	Project Works Manager	16/10/17	Michael Stretton	General Manager	13/10/17
Chris Watson	Municipal Employee	20/11/17			
Phil Shackleford	Municipal Employee	20/11/17			
Paul Beer	Municipal Employee	4/12/17			
Joanna Potter	Trainee Admin	4/12/17			
Shane Crawford	General Manager	4/12/17			

Current Recruitment Activity

Graduate Engineer (Resource Shared)

The position has been advertised through Chandler Woods. Applicants are currently being assessed for suitability and progression to interview.

STRATEGIC AND FINANCIAL SERVICES

GOVERNANCE

Right to Information / Assessed Disclosure Requests – September 2017 – January 2018

Description	2013/ 2014	2014/ 2015	2015/ 2016	2016/ 2017	2017/ 2018 Current YTD
Request received	6	0	1	2	1
Request decided	6	0	1	2	1
Outcome – Information provided, request granted	4	0	1	2	1
Outcome – Information part provided/part exempt	0	0	0	0	0
Outcome – Information fully exempt, request refused	2	0	0	0	0
Outcome – Requested Information not held	0	0	0	0	0
Outcome – Additional clarification sought – not provided	0	0	0	0	0
Reviews – No. Internal reviews determined in this period	2	0	0	0	0
Reviews – No. where the original decision upheld in full	2	0	0	0	0

Ombudsman Investigations

Description	2013/2014	2014/2015	2015/2016	2016/2017 Current YTD
Requests received	1	1	0	0
Requests decided	0	1	0	0
Requests Withdrawn	0	0	0	0

Other Matters

Council Land Information Certificates (Certificate Of Councils' Power)

Month	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018
July	32	32	32	34	24	39	33	31
August	41	37	20	31	24	23	36	33
September	23	17	16	35	27	31	31	26
October	23	24	23	33	29	36	25	20
November	29	25	26	44	33	36	32	34
December	32	21	24	21	24	26	35	22
January	24	27	21	25	35	26	21	
February	26	25	25	38	35	31	35	
March	30	26	31	30	30	39	35	
April	13	26	25	34	28	33	38	
May	27	22	28	37	23	35	34	
June	19	21	25	32	23	33	24	
Total	319	303	296	394	335	388	379	166

10.8 MINUTES OF OTHER BODIES/ COMMITTEES – CRADLE COAST AUTHORITY (CCA) REPRESENTATIVES MEETING AND ANNUAL GENERAL MEETING - UNCONFIRMED MINUTES – 23 NOVEMBER 2017

Reporting Officer: General Manager
Responsible Manager: General Manager
Report Date: 2 January 2017
File Reference: 007.17
Enclosures: CCA Representatives Meeting Unconfirmed Minutes 23 November 2017
CCA Representatives Annual General Meeting Unconfirmed Minutes 23 November 2017

BACKGROUND

The unconfirmed minutes of the CCA Representatives Meeting and the CCA Representatives Annual General Meeting held on 23 November 2017, are laid on the table and circulated.

MOVED BY	CR DUNIAM
SECONDED BY	CR FRIEDERSDORFF

That Council note the Unconfirmed Minutes of the CCA Representatives Meeting and the CCA Representatives Annual General Meeting held on 23 November 2017.

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	CR WRIGHT

REPRESENTATIVES MEETING 23 NOVEMBER 2017



MEETING HIGHLIGHTS

Appointment of Board Directors

General Manager Mr Andrew Wardlaw and Mayor Steve Martin were appointed as Directors of the Board of the Cradle Coast Authority. Mr Wardlaw will replace Mr Michael Stretton in the position allocated to General Managers and Mayor Martin will replace Ms Anita Dow in the position allocated to Representatives.

Cruise Ships Growth and Opportunities

Mr Hans van Pelt, Director, Aviation and Access Development, Tourism Tasmania, joined the Representatives to present and discuss the opportunities, issues and challenges associated with the cruise ship industry in Tasmania. Mr van Pelt highlighted the economic contribution by cruise ship visitors with Burnie passengers spending on average \$138.14 per person. International passengers have the highest spend per day at \$163.57.

It was noted that there are 32 cruise ship visits scheduled for Burnie Port in 2017/18 with a mix of large (1000-3000 passengers) and small luxury (<1000 passenger) ships. Data identified that 60% of passengers visiting Burnie were most likely to go on a tour as part of their shore visit of which a majority did not just visit Burnie but the Cradle Coast region, highlighting the opportunity that exists for other parts of the region to benefit from the cruise ships docking in Burnie.

Burnie has the highest satisfaction rating of all Australian ports. The most popular attraction was Wings Wildlife Park tour (50.5%) with other visitors evenly spread across tours of Burnie, Devonport, Penguin, Preston Falls and Gunns Plains.

Cradle Coast Authority Rules

It was agreed that Representatives accepted the proposed changes to the Cradle Coast Authority Rules which have been amended to strengthen the governance and oversight by councils. In accordance with the Local Government Act, the draft amended Rules would be publicly exhibited before being submitted to councils for consideration.

Shared Services

The Shared Services report was agreed by Representatives to be publicly released and presented to Councils for decision in accordance with the Memorandum of Understanding with the Tasmanian Government.

MEETING MINUTES REPRESENTATIVES MEETING



Date: 23 November 2017
Time: 1:30pm
Location: Devonport City Council, Council Chambers.

1. WELCOME/APOLOGIES

1.1. WELCOME/APOLOGIES/PROXIES

Chief Representative and meeting Chair, Mayor Jan Bonde, opened the meeting at 2:07 pm, welcoming attendees and noting apologies.

Attendees and apologies are noted at Attachment 1.

The Chief Representative proposed, and it was agreed to be added to the Agenda, that the final draft amended Cradle Coast Authority Rules be tabled for acceptance by the Representatives and endorsed for public exhibition.

2. PRESENTATIONS

2.1. CRUISE SHIPS GROWTH AND OPPORTUNITIES

Mr Hans van Pelt, Director, Aviation and Access Development, Tourism Tasmania, joined the meeting at 1:21pm.

Mr Hans van Pelt presented and discussed issues and opportunities associated with the cruise ship industry for Tasmania and the Cradle Coast.

A copy of the presentation will be circulated out of session to Representatives.

Action

EA to circulate a copy of the presentation to Representatives

Mr Hans van Pelt left the meeting at 2:04pm.

The Representatives meeting paused at 2:04pm.

The Representatives meeting resumed at 2:07pm.

2.2. LIVING CITY UPDATE – NEW HOTEL

Mr Matthew Atkins, Deputy General Manager, Devonport City Council joined the meeting.

Mr Atkins, discussed the Living City Master Plan which has been worked on by Devonport City Council for the last 5 years, with the Plan adopted in 2014.

The Living City Plan provides opportunities for new and existing retail and business/services with a key focus on expanding and highlighting the tourism, art and food services of the Devonport region.

An economic study estimated that as a result of the Plan there will be 830 new jobs created in the region. There has already been an increase in the number of apprenticeships being offered and an increase in trade work associated with the construction of Living City.

Stage 1 is currently under construction by Fairbrother which includes the;

- Carpark;
- Food pavilion;
- Multi-purpose building / Conference Centre / Gallery and Visitor Information Centre.

Stage 2 of the Plan's focus will be on retail, a key concept is opening the City to the River by including new businesses / services within the existing Library site.

Stage 3 includes the development of a hotel and waterfront development which will continue to open the City to the Mersey River and Bass Strait. The construction of the hotel is planned to begin at the start of 2019 with a completion aimed for 2021.

Research and evidence shows that there is demand for more accommodation in the region and State. The hotel will be a welcomed addition to enabling the multi-purpose building to reach its full potential.

Mayor Thwaites discussed the best place for transport to be located, in particular the bus location, Mr Atkins confirmed the bus mall is intended to remain where it is, with a more pedestrian friendly design.

The meeting paused at 2:31pm.

The meeting resumed at 2:41pm.

Mr Atkins left the meeting at 2:31pm.

2.3. AUSTRALIAN MASTERS GAMES

A video of the Australian Masters Games was viewed at Agenda Item 2.3.

Action

EA circulate AMG video presentation to Representatives

3. STANDING ITEMS

3.1. DECLARATIONS

Mayor Martin and General Manager Wardlaw declared conflicts of interest relating to Agenda Item 5.3. Appointments of Board Directors.

3.2. CONFIRMATION OF MINUTES

Minutes of 24 August 2017 Representatives Meeting were provided at Agenda Item 3.2.

Edits were noted at Agenda Item 3.2.

Action

EA circulate edited minutes to Representatives

Motion

That Representatives ENDORSE the 24 August 2017 Representatives Meeting Minutes.

Moved: Mayor Quilliam / Seconded: Mayor Thwaites / CARRIED

3.3. ACTIVITY REGISTER

A schedule of activities was presented at Agenda Item 3.3.

The Activity Register was discussed with edits noted.

Motion

That the Representatives ACCEPT and NOTE the Activity Register.

Moved: Mayor Martin / Seconded: Mayor McFie / CARRIED

3.4. CORRESPONDENCE

A briefing note was presented at Agenda Item 3.4

Motion

That the Representatives NOTE the Correspondence.

Moved: Mayor Quilliam / Seconded: Mayor Martin / CARRIED

4. CRADLE COAST AUTHORITY UPDATE

4.1. QUARTERLY REPORT & FINANCIAL STATEMENTS – JULY TO SEPTEMBER 2017

The Quarterly Report and Financial Statements were presented at Agenda Item 4.1.

Mr Monson raised that there has been a lot of governance changes and requested that a more detailed summary be provided on each major issue to present to Councillors / Council Workshops.

The format presented was accepted and it was agreed that the additional information would be provided as an addendum.

Mayor Thwaites asked whether there would be a detailed financial analysis of the Masters Games in regard to the expenditure and allocation of the Councils contributions. It was noted that councils' contributions were for a licence fee (sponsorship) and that it was unlikely that the proponents would provide a detailed breakdown as it would be considered *commercial in confidence*. Chief Representative Bonde confirmed that there would be a meeting scheduled by Mr Wade to debrief and update the Representatives on the outcomes / successes achieved by the Australian Masters Games.

Motion

That the Representatives ACCEPT and NOTE the Quarterly Report and July to September 2017 Financial Statements.

Moved: Mayor Walsh / Seconded: Mayor Vickers / CARRIED

5. FOR DECISION

5.1. 2018 MEETING DATES

A briefing note was presented at Agenda Item 5.1.

RECOMMENDATION

That the Representatives **NOTE** and **APPROVE** the recommended meeting dates for 2018.

Moved: Mayor Martin / Seconded: Mayor Thwaites / CARRIED

5.2. NOMINATION OF CRADLE COAST PLANNING GROUP CHAIRPERSON

A briefing note was presented at Agenda Item 5.2.

Chief Representative Bonde sought nominations for the Cradle Coast Planning Group Chairperson.

Mayor Quilliam was nominated and approved.

RECOMMENDATION

That the Representatives **APPROVE** Mayor Quilliam as Chairperson for the Cradle Coast Local Provisions – Planning Scheme Steering Committee

Motion MOVED: Mayor Walsh / Seconded: Mayor Vickers / CARRIED

5.3. APPOINTMENT OF BOARD DIRECTORS

A briefing note was presented at Agenda Item 5.3.

Mayor Martin and Mr Wardlaw left the meeting at 3:03pm

RECOMMENDATION

Representatives **ENDORSE** the appointment of the following nominated candidates to Directors of the Board of the Cradle Coast Authority;

- Mr Andrew Wardlaw in the position allocated to General Managers
- Mayor Steve Martin in one of two positions allocated to Representatives

Moved: Mayor Quilliam / Seconded: General Manager Smart / CARRIED

Mayor Martin and Mr Wardlaw joined the meeting at 3:05pm

Chief Representative Bonde congratulated General Manager Mr Wardlaw and Mayor Martin on their appointment.

5.4. CRADLE COAST AUTHORITY RULES

Chief Representative Bonde discussed with Representatives the need to endorse the Rules Review after the updated documents were circulated out of session.

RECOMMENDATION

Representatives **ENDORSE** the following in relation to the Rules Review;

- Burnie City Council will publicly exhibit the amended draft Rules on behalf of the councils
- A lawyer and General Manager will certify the amended draft Rules following the public exhibition
- The amended draft Rules will be presented to Councils for approval with a simple majority of councils required to give effect to the amendments

Moved: Mayor Vickers / Seconded: General Manager Smart / CARRIED

6. FOR DISCUSSION

6.1. SHARED SERVICES

The Cradle Coast Shared Services: Project Implementation Governance Options and Northern Councils and Cradle Coast Councils Shared Services Feasibilities Studies were presented at Agenda Item 6.1.

Chief Representative Bonde opened the meeting for discussion.

Mayor Thwaites discussed concerns that the shared services plans appeared expensive both in money and time.

Mayor McFie discussed King Island's biggest issue was understanding what their contributions required and how a smaller council will be able to accommodate the costs of the plans.

Mr Dowling raised concerns of what might result if the region does nothing.

Chief Representative Bonde discussed that we won't know the possibilities until we dig deeper and investigate the next steps.

Mr Monson raised his concerns of the enormity of the task and unrealistic expectations.

Mayor Vickers discussed the need to change and start to look at potential opportunities. He raised his concerns but mentioned the need to investigate alternatives outweighs them.

Ms Ayton discussed the time needed to be put into the Shared Services Plan requires a project coordinator rather than a committee of GM's who she is concerned wouldn't have the time to action the report's plan.

Mr Wardlaw raised the issue of commitment levels from each of the councils which need to be overcome.

Mayor Freshney discussed the amount of work that is required to commit to shared services between two smaller councils and raised his concerns for how the shared services will be managed across all nine councils.

Mr West raised his concerns that there are so many unknowns in the report that he is afraid of taking it back to the Council and the report not being accepted as is.

RECOMMENDATION

It was proposed that:

- Councils receive the Report
- The Report be made public with a media release to be issued in consultation with the Local Government Division and Office of the Minister for Local Government
- The Report be presented to councils
- Representatives agree that councils need to commit to investigating the next steps

Motion

Representatives AGREE to explore and develop the next steps for the Shared Services Report.

Moved: Mayor Martin / Seconded: Mayor Quilliam/ CARRIED

Moved and CARRIED

Alderman Ron Blake left the meeting at 3:46pm

Alderman Ron Blake joined the meeting at 3:49pm

7. FOR NOTING

Nil

8. LOCAL GOVERNMENT UPDATE

Nil

9. GENERAL BUSINESS

- Mayor Quilliam requested that it be noted that there were issues between Circular Head and the CCA that need resolving.
- Manager, Regional Tourism Theresa Lord updated the Representatives on what she has been working on regarding tourism for the CCA including a new marketing strategy, events strategy, new website design, partnerships with Tourism Tasmania via social media as well as The Spirit of Tasmania and *We are Explorers* campaign, E-News launch, PR Media Strategy and DAPS planning and support.
- Chief Representative Bonde thanked General Manager Tony Smart for his contributions to the Representatives, recognising his significant input over many years to the region.

10. MEETING CLOSE

Meeting closed at 4:02pm.

The next meeting will be held on 22 February 2018 at Cradle Coast Authority.

Confirmed:

Chief Representative

Date

Attachment 1: Attendees, Observers and Apologies

Representatives

Councillor Alwyn Boyd	Deputy Mayor, Burnie City Council
Councillor Ron Blake	Burnie City Council
Alderman Jan Bonde	Mayor Central Coast Council (Chief Representative)
Ms Sandra Ayton	General Manager, Central Coast Council
Councillor Daryl Quilliam	Mayor, Circular Head Council
Mr Tony Smart	General Manager, Circular Head Council
Alderman Steve Martin	Mayor, Devonport City Council
Mr Paul West	General Manager, Devonport City Council
Councillor Don Thwaites	Mayor, Kentish Council
Mr Gerald Monson	General Manager Kentish and Latrobe Councils
Councillor Jim Cooper	Deputy Mayor, King Island Council (via skype)
Mr David Laughier	General Manager, King Island Council (via skype)
Councillor Peter Freshney	Mayor, Latrobe Council (Deputy Chief Representative)
Councillor Robby Walsh	Mayor, Waratah-Wynyard Council
Councillor Phil Vickers	Mayor, West Coast Council
Mr Dirk Dowling	General Manager, West Coast Council

Cradle Coast Authority

Mr Sid Sidebottom	CCA Board Chair
Mayor Duncan McFie	Director
Mr Rod Stendrup	Director
Mr Brett Smith	Chief Executive Officer
Ms Samantha Lawrence	Executive Assistant
Ms Claire Smith	Finance and Corporate Services Manager
Ms Cat Gale-Stanton	Communications Officer
Ms Theresa Lord	Manager, Regional Tourism

Apologies

Councillor Tim Wilson	Kentish Council
Mr Daniel Summers	Acting General Manager, Waratah-Wynyard Council
Mr Malcolm Wells	CCA Director
Mr Spencer Gibbs	NRM Operations Manager

Observers

Mr Andrew Wardlaw	General Manager, Burnie City Council
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MEETING MINUTES

ANNUAL GENERAL MEETING



Date: 23 November 2017
Time: 1:00pm
Location: Devonport City Council, Council Chambers

1. STANDING ITEMS

1.1. Acknowledgement of Country

The Cradle Coast Authority (CCA) Chief Executive officer (CEO) acknowledged and paid respect to the palawa people as the traditional and original owners, and continuing custodians of this land on which we gather today and acknowledge elders – past, present and emerging.

1.2. Welcome / Apologies

Chief Representative and Meeting Chair, Mayor Jan Bonde, opened the meeting at 1.02pm, welcoming attendees and observers, and noting apologies.

The Attendees, Observers and Apologies are noted at Attachment 1.

1.3. Declarations

Nil.

1.4. Confirmation of 2016/2017 Annual General Meeting Minutes

Minutes of the CCA's 2016 Annual General Meeting, held on 24 November 2016, were provided at the meeting.

Motion

That Representatives ENDORSE the minutes of the CCA's 2016 Annual General Meeting.

Moved: Mayor Walsh / Seconded: Mayor Thwaites / CARRIED.

1.5. Presentation of Annual Report 2016/17

Chief Representative's Report

The Chief Representative's report is contained within the CCA's 2016/17 Annual Report.

Chief Representative Bonde spoke about governance changes to the CCA that have occurred throughout the year, creating opportunities for greater engagement between the CCA and Councils, noting in particular; the CCA Rules Review, new CCA Corporate Plan and Shared Services Report.

Chief Representative Bonde reflected on current projects that will boost tourism and bring economic benefit to the Cradle Coast including the Cradle Mountain Master Plan and North West Coastal Pathway project.

Chief Representative Bonde thanked and congratulated Mr Scott Wade, General Manager, Australian Master Games on a successful event that was a significant highlight for the Cradle Coast with much positive feedback received.

Chief Representative Bonde thanked the CCA CEO and Staff for their contributions throughout 2017 and welcomed new CCA Chairman, Mr Sid Sidebottom.

Cradle Coast Authority Chairman's Report

CCA Chairman, Mr Sid Sidebottom, reiterated the achievements of the Representatives and the CCA over the past year.

Chairman Sidebottom discussed the CCA's interest in reviewing and improving how it engages and works collaboratively with the Councils.

Chairman Sidebottom discussed the political advocacy provided by the CCA on behalf of the region, highlighting recent meetings with the Tasmanian Leader of the Opposition and Federal Member for Braddon at which a number of proposals were put forward.

Chairman Sidebottom thanked the sub-committees of the Board for the input and outcomes they have achieved over the year.

CEO, Mr Brett Smith observed that there have been significant changes within the CCA with the departures of Mr Ian Waller, Manager, Regional Tourism and Mr Richard Ingram, Manager, Natural Resource Management. The departures have enabled the CCA to rethink how it functions in regard to tourism and natural resource management.

The CEO thanked Mrs Cheryl Bellchambers for her contribution as Chairman over the previous 12 months, as well as recognising Mr Sidebottom's energetic approach and contributions in his time as CCA Chairman, expressing his optimism that the CCA will achieve what it has set out to in 2018.

2016/17 Financial Reports

CCA Corporate Services Manager, Ms Claire Smith gave a summary of the Financial Reports and Statements included in the 2016/17 Annual Report.

Questions to Chairman, Board or Representatives

Nil

Motion

That Representatives RECEIVE the Annual Report 2016/17.

Moved: Mayor Thwaites / Seconded: Mayor Vickers / CARRIED

2. FOR DECISION

Other Matters

Nil

3. MEETING CLOSE

Meeting closed at 1.18 pm.

Cradle Coast Authority Representative's Meeting follows in closed session.

Confirmed:

Chief Representative

Date

Attachment 1: Attendees, Observers and Apologies

Representatives

Deputy Mayor Alwyn Boyd	Burnie City Council
Alderman Ron Blake	Burnie City Council
Mayor Jan Bonde	Central Coast Council – Chief Representative
Ms Sandra Ayton	Central Coast Council
Mayor Daryl Quilliam	Circular Head Council
Mr Tony Smart	Circular Head Council
Mayor Steve Martin	Devonport City Council
Mr Paul West	Devonport City Council
Mayor Don Thwaites	Kentish Council
Mr Gerald Monson	Kentish and Latrobe Councils
Mr David Laughher	King Island Council (via skype)
Councillor Jim Cooper	King Island Council (via Skype)
Mayor Peter Freshney	Latrobe Council – Deputy Chief Representative
Mayor Robby Walsh	Waratah-Wynyard Council
Mayor Phil Vickers	West Coast Council
Mr Dirk Dowling	West Coast Council

Cradle Coast Authority

Mr Sid Sidebottom	CCA Board Chair
Mayor Duncan McFie	Director
Mr Rod Stendrup	Director
Mr Brett Smith	Chief Executive Officer
Ms Samantha Lawrence	Executive Assistant
Ms Claire Smith	Manager Corporate Services
Ms Catherine Gale-Stanton	Communications Officer
Ms Theresa Lord	Manager, Regional Tourism

Observers

Alderman Annette Rockliff	Devonport City Council
Councillor Tim Wilson	Kentish Council
Mr Andrew Wardlaw	Burnie City Council

Apologies

Mr Daniel Summers	Waratah-Wynyard Council
Mr Malcolm Wells	CCA Director
Mr Spencer Gibbs	NRM Operations Manager

11.0 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.

Other Matters

MOVED BY	CR BRAMICH
SECONDED BY	CR HYLAND

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

Matter	Local Government (Meeting Procedures) Regulations 2015Reference
<i>Confidential Report R15 (2) – Confirmation of Closed Minutes of Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) - Issues Raised By Councillors</i>	15 (2)
<i>Confidential Report R15 (2) - Councillor Questions Received In Writing</i>	15 (2)
<i>Confidential Report R15 (2) - Response(s) To Councillor Questions Received In Writing</i>	15 (2)
<i>Confidential Report R15 (2) - Response(s) To Councillor Questions Taken On Notice From Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) - Councillor Questions Without Notice</i>	15 (2)
<i>Confidential Report R15 (2) - Notices Of Motion</i>	15 (2)
<i>Confidential Report R15 (2)(h) - Leave Of Absence Request - Councillors</i>	15 (2)(h)
<i>Confidential Report R15 (2)(c) - Cheques And EFT's as at 31 DECEMBER 2017</i>	15 (2)(c)
<i>Confidential Report R15 (2)– Closed Senior Management Report</i>	15 (2)

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	CR WRIGHT

12.0 CLOSURE OF MEETING TO THE PUBLIC

Legislative Reference:

Local Government (Meeting Procedures) Regulations 2015; Regulation 15

MOVED BY	CR DUNIAM
SECONDED BY	CR FRIEDERSDORFF

That the Council RESOLVES BY AN ABSOLUTE MAJORITY to go into Closed Meeting to consider the following matters, the time being 7.37pm:-

Matter	Local Government (Meeting Procedures) Regulations 2015Reference
<i>Confidential Report R15 (2) – Confirmation of Closed Minutes of Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) - Issues Raised By Councillors</i>	15 (2)
<i>Confidential Report R15 (2) - Councillor Questions Received In Writing</i>	15 (2)
<i>Confidential Report R15 (2) - Response(s) To Councillor Questions Received In Writing</i>	15 (2)
<i>Confidential Report R15 (2) - Response(s) To Councillor Questions Taken On Notice From Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) - Councillor Questions Without Notice</i>	15 (2)
<i>Confidential Report R15 (2) - Notices Of Motion</i>	15 (2)
<i>Confidential Report R15 (2)(h) - Leave Of Absence Request - Councillors</i>	15 (2)(h)
<i>Confidential Report R15 (2)(c) - Cheques And EFT's as at 31 DECEMBER 2017</i>	15 (2)(c)
<i>Confidential Report R15 (2)– Closed Senior Management Report</i>	15 (2)

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	CR WRIGHT

13.0 RESUMPTION OF OPEN MEETING
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At 8.01pm the Open Meeting was resumed.

14.0 PUBLIC RELEASE ANNOUNCEMENT

Nil

THERE BEING NO FURTHER BUSINESS THE CHAIRPERSON DECLARED THE MEETING
CLOSED AT .8.01pm.

Confirmed,

MAYOR
19 FEBRUARY 2017