



**ORDINARY MEETING
OF COUNCIL**

**AGENDA
OPEN MEETING**

21 August 2023

16 August 2023

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 21 August 2023 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 Duniam
Phone: (03) 6443 8311
Our Ref: 004.01

16 August 2023

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 21 August 2023 commencing at at the Council Chambers, 21 Saunders Street, Wynyard.

Yours sincerely



Cr Mary Duniam
MAYOR

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

AGENDA OF AN ORDINARY MEETING OF THE WARATAH-WYNYARD COUNCIL TO BE HELD AT THE COUNCIL CHAMBERS, 21 SAUNDERS STREET, WYNYARD ON MONDAY 21 AUGUST 2023, COMMENCING AT 6PM

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

DIGITAL RECORDING OF COUNCIL MEETINGS POLICY

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

ACKNOWLEDGEMENT OF COUNTRY

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

1.0 RECORD OF ATTENDANCE

Legislative Reference:

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

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

(a) attendance and apologies.

1.1 ATTENDANCE

1.2 APOLOGIES

1.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED

Nil received.

2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING
--

Legislative Reference:

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

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

(b) Confirmation of the minutes.

2.1 CONFIRMATION OF MINUTES OF PREVIOUS ORDINARY COUNCIL MEETING

RECOMMENDATION

That the Minutes of the Ordinary Meeting of the Waratah-Wynyard Council held at Council Chambers, 21 Saunders Street, Wynyard on Monday 24 July 2023, a copy of which having previously been circulated to Councillors prior to the meeting, be confirmed as a true record.

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

3.0 DECLARATIONS OF INTEREST

Legislative Reference:

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

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

Councillor and Agenda Item Number

Staff and Agenda Item Number

4.0 COUNCILLORS ANNOUNCEMENTS AND REPORT

4.1 ANNOUNCEMENTS BY MAYOR

Nil received.

4.2 MAYOR'S COMMUNICATIONS

RECOMMENDATION

That the Council note the Mayors Communications:

MAYOR DR MARY DUNIAM	
17/7	Councillor Workshop
18/7/23	Meeting with Shadow Minister for Early Childhood, Angie Bell MP and Gavin Pearce MP
18/7/23	Meeting with Scouts Tasmania
20/7/23	TasWater Meeting re Director Recruitment
21/7/23	Meeting re Community engagement for the Tasmanian Yes campaign
22/7/23	ANZAC Park formal opening
24/7/23	Meeting with Roger Jaensch
24/7/23	Photo Shoot on behalf of the Office of Local Government
24/7/23	Council Meeting
25/7/23	Meeting with new Communications team
25/7/23	ALGWA State Presidents Meeting
25/7/23	Meeting with LGAT CEO
26/7/23	LGAT General Management Committee meeting
27/7/23	Premiers Local Government Council meeting
31/7/23	Councillor Workshop
1/8/23	Meeting with constituent
2/8/23	CCA Urban Provocation 4
3/8/23	Meeting with Somerset Newsagency
3/8/23	50 th Anniversary of End of Vietnam War
7/8/23	DPAC Women's Forum
7/8/23	Meeting with RSL
7/8/23	Councillor Workshop
12/8/23	Francis Ransley Memorial Service
12/8/23	Somerset Fire Brigade Annual Dinner
14/8/23	Councillor Workshop

4.3 REPORTS BY DELEGATES

Nil received.

4.4 NOTIFICATION OF COUNCIL WORKSHOPS

Legislative Reference:

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

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

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

RECOMMENDATION

That the Council note the following Workshops:

31/7/23	RSL Wynyard Presentation Live Well Tasmania Presentation
7/8/23	BHB Masterplan – Project Update Major Projects Update Councillor Professional Development Program
14/8/23	Cradle Coast Authority Wynyard Town Centre Development Opportunities

Councillor Attendance Records

Councillor attendance 1 July 2023 – 30 June 2024 (updated to 14/8/23)

	Ordinary Meetings 2023/24 (1)	Special Meetings / AGM 2023/24 (0)	Workshops 2023/24 (5)	Community Conversations 2023/24 (2)	Leave Taken 2023/24
Mayor Mary Duniam	1	0	5	2	
Cr Gary Bramich	1	0	5	2	
Cr Andrea Courtney	0	0	4	0	
Deputy Mayor Celisa Edwards	0	0	1	0	6 weeks
Cr Kevin Hyland	1	0	5	2	
Cr Michael Johnstone	1	0	5	2	
Cr Leanne Raw	1	0	5	2	1 week
Cr Dillon Roberts	1	0	5	2	

5.0 PUBLIC QUESTIONS AND STATEMENTS

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

5.1.1 S ROBERTSON - NOTICE BOARD IN CIVIC SQUARE

QUESTION

Ms Robertson of Wynyard asked why the noticeboard was removed from Civic Square.

The General Manager took the question on notice.

OFFICERS RESPONSE

The noticeboard that was in the Civic Plaza was removed as it was no longer fit for purpose. The noticeboard was old, rusted and very difficult to open and update. In order to safely hang and remove notices it took two staff members – one person to hold the heavy glass cabinet open, one person to hang/remove the poster.

The garden has also grown up around that area, resulting in the public having to walk through the garden bed and lean over the bushes to read the notices.

In determining to remove this noticeboard, and others in similar condition, Council note the following alternate options:

Wynyard - Council encourages the use of the community noticeboard located inside the Wynyard Library. The noticeboard is conveniently situated in the foyer. It is a sheltered, well-kept noticeboard that library staff maintain. Libraries Tasmania welcomes Council to use this as an official place to put Council notices, as well as community notices. The Wynyard library is located next to Council Chambers, at 13 Exhibition Link, and is open from 10am to 5pm Monday to Thursday, 10am – 530pm on Friday and 10am – 12 noon on Saturday.

The Wonders of Wynyard has an area dedicated for posters promoting local events.

Noticeboards are also available in several Council sporting and recreational facilities. These are accessed by user groups and their supporters.

There are also at least 30 shops in the main shopping precinct that permit posters (A4) to be displayed either in their front windows or inside their premises. Nuts About Health has an external noticeboard beside its front entrance where community groups can promote activities and events.

Somerset - A public noticeboard is located in the Somerset Plaza between Wragg and Simpson Streets. Members of the community can place notices here by obtaining the key from the Somerset Brewing Shop.

Waratah - A small noticeboard is located at the Athenaeum Hall under the veranda. Large public noticeboards are located inside the Council Office/Post Office. A small noticeboard is located inside the Waratah Community Hub. The Waratah Roadhouse is used by residents for promoting events, services, and the sale of goods.

Boat Harbour/Sisters Beach/Yolla – General stores in these rural communities all display community notices in their windows or on noticeboards within the premises.

5.1.2S ROBERTSON - DIGITAL NOTICE BOARD

QUESTION

Ms Robertson of Wynyard asked what has happened to the installation of a digital noticeboard talked about by council in 2021/22.

OFFICERS RESPONSE

Councillor Gary Bramich moved a notice of motion in February 2022 that Council:

1. *Install Electronic Signage Boards at Civic Square or the Cow Park in Wynyard and the Somerset CBD; and*
2. *Add purchase, installation, security, and maintenance costs of Electronic Signage Boards to the 2022/23 Annual Budget.*

The motion was not approved, rather, deferred to a workshop for further discussion. Discussion occurred during budget deliberations and no funding allocated towards noticeboards. The matter has not been brought back to a formal council meeting since this time.

Comments included within the February 2022 report stated –

Considerable thought needs to go into the administration and management of such noticeboards. Should the information displayed be from all community groups; it is likely Council officers will take on the associated administrative work associated with this upkeep. For the noticeboards to be effective, they need to be updated regularly.

From previous community surveys Council understands that only 21% the community list noticeboards as their preferred method of communication from Council, with over 50% selecting website, social media, and newsletters as the preferred method. Specific detail was not sought on electronic versus traditional noticeboards.

There are three community noticeboards within 80m of each other in central Goldie Street - one located on the wall in the entry of Woolworths, one outside "Nuts About Health" and one located at Civic Park.

Council has very limited resourcing implications associated with the existing noticeboards and could consider some additional promotion of the boards consisting of:

- *Social Media Posts;*
- *internal education via the staff newsletter;*
- *notification on the digital communication board;*
- *notification sent to community groups such as Live Well, U3A, Rural Health, Garden Club etc.*

The Somerset community plaza has a new notice board in addition to the notice board in the milk bar in Somerset. There is a community noticeboard at the Post Office in Waratah.

5.2 PUBLIC QUESTIONS RECEIVED IN WRITING

Nil received.

5.3 PUBLIC QUESTIONS WITHOUT NOTICE

Presented on the night.

5.4 PUBLIC STATEMENTS RECEIVED IN WRITING

Nil received.

5.5 PUBLIC STATEMENTS WITHOUT NOTICE

Presented on the night.

6.0 PLANNING AUTHORITY ITEMS

THERE ARE NO PLANNING ITEMS ON THIS AGENDA

7.0 MATTER RAISED BY COUNCILLORS

Legislative Reference:

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

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

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

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

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

7.1 RESPONSE(S) TO COUNCILLOR QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING**7.1.1 CR BRAMICH - LIGHTING AT WYNYARD BOWLS CLUB****QUESTION**

Cr Gary Bramich noted that the lighting at the bowls club is poor, and that Councillors had discussed the matter at a workshop this week. He also noted that he had been advised there is a three-month waiting list for streetlights to be repaired. He asked if there was a way to find out if this is correct?

The Director of Infrastructure and Development Services took the question on notice. He did note that an example of current wait lists was a recent capital works job that had a 38 week wait to move a lighting pole.

OFFICERS RESPONSE

Two streetlights at the front of the Wynyard Bowls Club were replaced on Wednesday 26 July 2023.

7.1.2 CR HYLAND - ROAD WORK DELAYS

QUESTION

Cr Kevin Hyland noted that roadworks on the Bass Highway near Tollymore Road were incomplete, but State Growth had removed all their equipment and asked when works would be completed.

The Director of Infrastructure and Development Services noted that the Department of State Growth had advised they were leaving the site during the wetter months as not much could be accomplished. He advised he would get a time frame for completion of works.

OFFICERS RESPONSE

The following has been published by the Department of State Growth, with an intended date to resume works of 14 August 2023, subject to weather: -

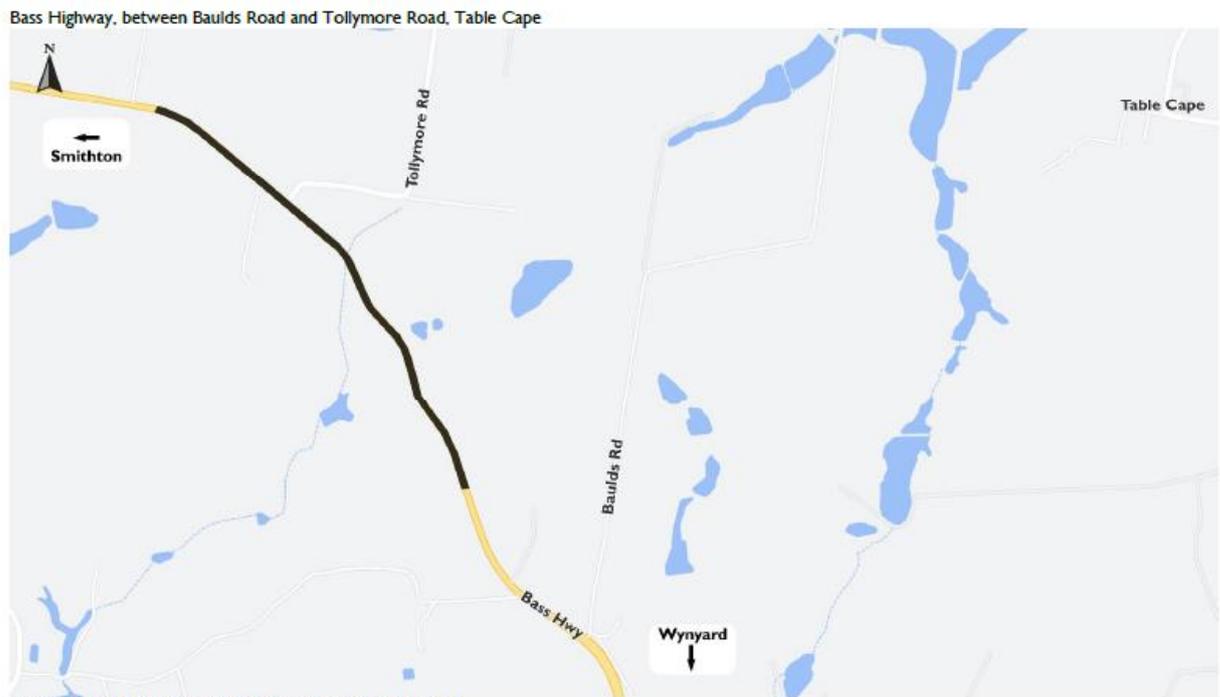


Figure 1: Solid black line illustrates where the works occur.



Project shutdown for winter on the Bass Highway, near Tollymore Road, Table Cape from Monday, 3 July 2023

The Department of State Growth is continuing to deliver the Tollymore Road realignment between Baulds Road and just west of Tollymore Road, Table Cape to improve safety for road users.

During the winter months, we will temporarily shut down the project from **Monday, 3 July** and will resume on **Monday, 14 August 2023**, weather permitting.

Throughout the shutdown, lanes will be open in both directions and the speed limit will be reduced to 40 km/hr for the safety of motorists.

The department's contractor will continue to monitor the site during the shutdown period and maintain the road surface and signage as required.

We have included a map to show the project location in more detail.

Work will resume from **7:00 am on Monday, 14 August 2023**.

Once we start work again on Monday, 14 August, we will be working between **7:00 am and 6:00 pm from Monday to Friday** and should be finished by the **end of 2023**, weather permitting.

We will let you know in advance if we need to do any work outside these times.

For the safety of workers and road users, please keep to speed limits and follow the directions of traffic controllers and signs.

Contact

If you have any questions regarding these works, please contact our Stakeholder Engagement Officer, Allison Madson on 0497 387 017 or tollymoreroadrealignment@stategrowth.tas.gov.au.

For more information on our projects, visit transport.tas.gov.au or scan the QR code.



7.1.3 CR ROBERTS - DDA PARKING

QUESTION

Cr Dillon Roberts asked if any additional DDA Parking could be provided in town.

The General Manager advised that the information on the number of DDA spaces had been considered previously. Council currently has more DDA spaces that required by the Australian Standards. He advised he would provide information to new Councillors.

OFFICERS RESPONSE

In 2019 Councillors explored the provision of disability parking (DDA) within the Wynyard CBD.

At the time, it was demonstrated that Council exceeded the required number of disability spaces within the CBD of Wynyard with 18 disability bays in total against a technical requirement of 7 (Building Code of Australia requirement is for 1 DDA compliant space per 100 spaces for car parks). At the time, there were also an additional four (4) DDA compliant spaces in private car parks in the CBD.

Since that time, more DDA parking has been added in or around the CBD area, including new designated DDA parking at the Yacht Club and IGA. The new CBD car park includes 93 spaces.

As of today, there are 28 DDA parking bays in the Wynyard CBD, again well above the statutory requirements.

Councillors can determine to add further bays should they choose to do so through a motion or via allocation of funds when adopting the capital budget.

7.2 COUNCILLOR QUESTIONS RECEIVED IN WRITING

Nil received.

7.3 COUNCILLOR QUESTIONS WITHOUT NOTICE

Presented on the night.

8.0 NOTICE OF MOTION

Legislative Reference:

Local Government (Meeting Procedures) Regulations 2015; Regulation 16

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

Nil received.

9.0 REPORTS OF OFFICERS AND COMMITTEES

9.1 COOPERS LANE - SPEED LIMIT REDUCTION

To:	Council
Reporting Officer:	Director Infrastructure and Development Services
Responsible Manager:	General Manager
Report Date:	8 August 2023
File Reference:	Transport
Enclosures:	1. Direction Letter - Request for Speed Limit change - Waratah Wynyard Council - Coopers Lane, Wynyard 

RECOMMENDATION

That Council:

1. Note the Direction letter received from the Transport Commissioner; and
2. Proceed with works to reduce the speed limit of Coopers Lane to 80kph as approved by the Transport Commissioner.

PURPOSE

To note the Direction letter received from the Transport Commissioner regarding the speed limit reduction on Coopers Lane, Wynyard and to proceed with works to implement the speed limit change.

BACKGROUND

At the ordinary meeting of Council March 2023, a petition was received by Council to investigate a potential speed reduction on Coopers Lane, Wynyard. At that meeting the following recommendation to Council was provided and carried unanimously: -

That Council

1. receive and note the petition regarding a request for the reduction of the speed limit on Coopers Lane to 80kph; and
2. undertake assessment of the road for a future report to Council for determination.

At the ordinary meeting of Council June 2023, an assessment of Coopers Lane was provided to Council and an amended resolution was put and carried such that:

That Council write to the Commissioner for Transport and request that the current speed limit on Coopers Lane be changed to 80 kph.

DETAILS

Following the Council resolution at the June 2023 meeting a request was made to the Transport Commissioner for review of the Coopers Lane speed limit to 80kph.

On 8 August 2023 correspondence was received from the Transport Commissioner, approving Council's request for speed limit reduction to 80kph on Coopers Lane, Wynyard.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 6: Transport and Access
Desired Outcomes
6.2 Our transport and access network is sustainable, affordable and fit for purpose.
Our Priorities
6.2.2 Plan for all movements and modes of transport with a fit-for-purpose network.

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

There are no significant environmental implications as a result of this report, although the reduced speed limit may lessen the likelihood of wildlife roadkill.

FINANCIAL IMPLICATIONS

There will be financial implications to install the speed reduction treatment on Coopers Lane. This implication includes the purchase and installation of signage to advise and enforce the new speed limit, which is expected to cost approximately \$2000.

RISK IMPLICATIONS

Reduction of a speed limit reduces risk for road users.

CONSULTATION PROCESS

There are no consultation requirements as a result of this report as the Speed limit review requested by petition is consistent with the Transport Commissioner decision.

CONCLUSION

Note the direction letter received from the Transport Commissioner and proceed with works to reduce the speed limit of Coopers Lane.

9.2 ANNUAL PLAN UPDATE REPORT 1 JULY 2022 TO 30 JUNE 2023

To: Council
Reporting Officer: Information Management Officer
Responsible Manager: Manager Governance and Information Systems
Report Date: 2 August 2023
File Reference: Corporate Management - Planning
Enclosures: 1. Annual Plan Report 2022-2023 

RECOMMENDATION

That Council note the 2022/23 Annual Plan Report for the period 1 July 2022 to 30 June 2023.

PURPOSE

This report is provided as a final update on the Annual Plan for the year ending 30 June 2023. By providing a regular update, Council can see how the organisation is tracking in the delivery of commitments made to the community through the Annual Plan.

BACKGROUND

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

The Council adopted the 2022/23 Annual Plan and Budget Estimates on 20 June 2022.

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

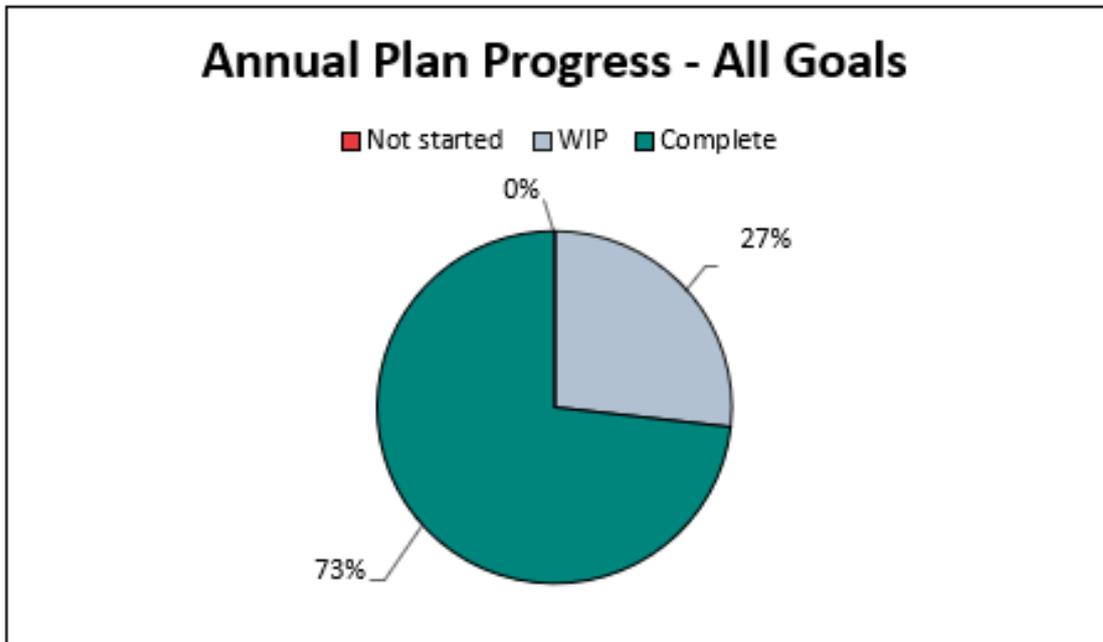
The activities and initiatives included in the Annual Plan and Budget Estimates contribute to achieving the strategic objectives specified in the Strategic Plan.

DETAILS

The attached report provides a final progress report of actions against the Council's Annual Plan for 2022/23.

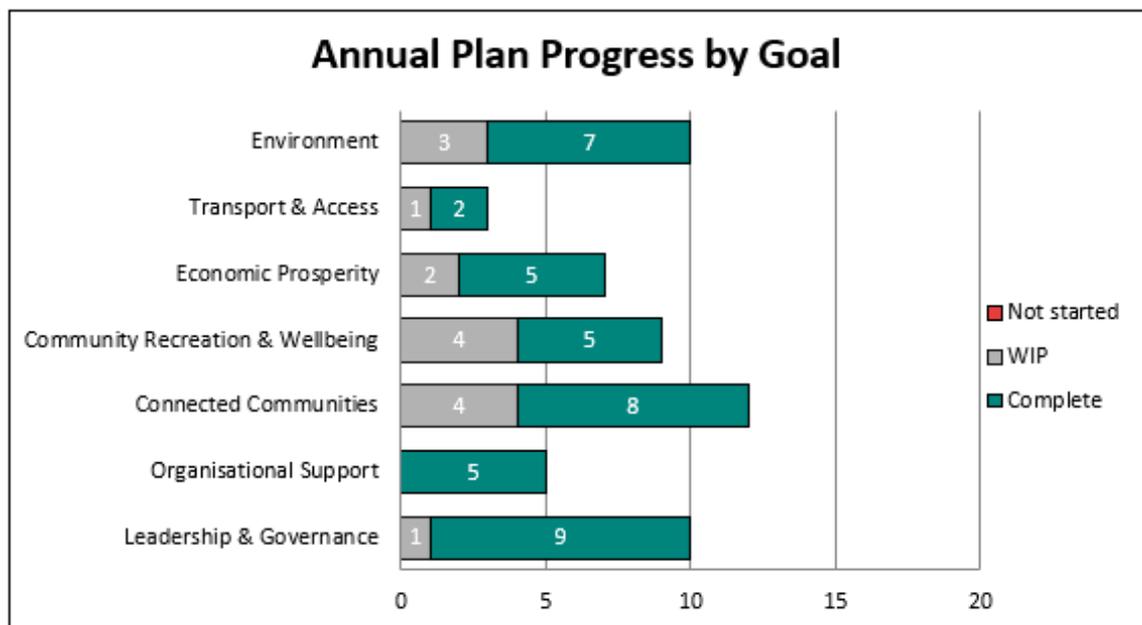
As at 30 June 2023, 73% of actions are fully complete and 27% of actions are in progress. A further update will be provided in Council's Annual Report publication with some outstanding actions carried over and included in the 2023/24 Annual Plan. Whilst there are many incomplete actions as at 30 June, the majority are expected to be completed soon or are well advanced. A summary of these outstanding actions is provided as part of this report.

There was a total of 56 actions adopted in the Annual Plan and Budget. The below graphs present overall progress of the actions to date.



- 41 actions are completed
- 2 actions between 70% – 90% complete
- 11 actions at less than 70% complete
- 2 actions listed as deferred or ongoing

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



Outstanding Actions Progress

Details of each action and their status are provided in the attached report. Actions which remain uncompleted as at the end of the financial year will be delivered. A summary of these items is provided below -

Action	Progress
East Wynyard Foreshore Masterplan	Boardwalk works remain only outstanding item. These works expected to be completed by September
Erosion Mitigation - Somerset	Planning permit completed. Procurement of contract to be undertaken
Cam River Masterplan	Public Art project awarded and expected to be fully installed by January 2024
Rural Road Network Improvements	Tender awarded with works scheduled to commence later in 2023
Camp Creek Biodiversity Project	Discussions continue with relevant stakeholders with aim to have works completed by the end of 2023
Bushfire Risks For Settlement Areas	Little progress on this task undertaken to date and will be given greater focus in coming months
Sustainable Murchison Plan Review	Review was deferred until local government reform process has progressed to decision
Yolla Public Toilet	Council is ready and willing to construct this facility should a suitable site be determined
Enclosed Dog Exercise Area	Progressing negotiations with Wynyard Show Society about establishment of site at showgrounds however progress remains slow due to crown land approval process
Waratah Community Hub Upgrades	These upgrades were deferred so works can be undertaken concurrently with scheduled maintenance tasks in Waratah in the 23/23 financial year
Waratah Rail Bridge	Tender awarded at July 2023 Council meeting with works scheduled to commence later in 2023
Big Creek Flood Mitigation Works	Final designs and associated costings being finalised
Port Creek Flood Mitigation Works	Tender awarded at May 2023 Council meeting with works scheduled to commence later in 2023
Ballad Avenue Use	Council has determined not to proceed with recreational infrastructure on the site and are seeking feedback from the Sustainability Environmental Advisory Panel as to possible uses for the site

STATUTORY IMPLICATIONS

Statutory Requirements

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

71. Annual plan

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

(2) An annual plan is to –

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Council Strategy or Plan	Date Adopted:
Annual Plan and Budget Estimates 2022/23	20 June 2022

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

Council provides quarterly reports as part of the Council meeting process to ensure Councillors and the public can see progress against annual plan actions. On an annual basis Council provides updates on key projects, sorted by settlement areas and are included at the end of this report.

CONCLUSION

That Council note the 2022/23 Annual Plan Action Report for the period 1 July 2022 to 30 June 2023.

financial, social & environmental responsibility

budget highlights 2022/23

STATUS UPDATE - Wynyard

- East Wynyard Foreshore boardwalk & car park upgrade - **CAR PARK COMPLETED, BOARDWALK UNDERWAY**
- Table Cape lookout enhancements - **PARKING & WALKING TRACK COMPLETED END AUGUST 2023**
- Continue exploring community use of Ballad Avenue reserve - **ONGOING**
- New Wynyard Recreation Ground cricket infrastructure. Wynyard High School oval upgrades to enhance football training facilities - **TENDER AWARDED. WORKS TO TAKE PLACE IN 23/34**
- Plan & progress biodiversity enhancements at Camp Creek & Fossil Bluff - **IN PROGRESS**
- Undertake an options study for Inglis River walking track - **DRAFT REPORT COMPLETE**
- IGA Intersection realignment & car park - **COMPLETED**



financial, social & environmental responsibility

budget highlights 2023/24

Wynyard

- Design & planning upgrade of the Warawyn Early Learning Centre
- Deliver an enclosed dog exercise area in Wynyard
- Review Frederick Street Sports Complex Master Plan
- New cricket infrastructure at Wynyard Recreation Ground + upgrades to Wynyard High School oval to enhance football training facilities
- Complete flood mitigation works at Big & Port Creeks
- Commence construction of the Coastal Pathway between Burnie & Wynyard
- Design & planning phase for Table Cape Amenities



financial. social & environmental responsibility

budget highlights 2022/23

STATUS UPDATE - Boat Harbour & Sisters Beach

- Progress Sisters Beach estuary rehabilitation works - **STAGE 1 COMPLETED**
- Design & plan stormwater solutions for Boat Harbour - **COMPLETED**
- Undertake Sisters Beach erosion mitigation works at the creek mouth to protect community infrastructure - **DEFERRED TO 23-24 FY**
- Seek funding to progress the Boat Harbour Beach Master Plan - **\$4.5M FEDERAL FUNDING SECURED**
- Western Seawall repair - **COMPLETED**
- Hepples Road repairs post retaining wall installation - **COMPLETED**



financial. social & environmental responsibility

budget highlights 2023/24

Boat Harbour & Sisters Beach

- Complete Stage 2 of Sisters Beach estuary rehabilitation works
- Progress new playground equipment at Sisters Beach
- Undertake Sisters Beach erosion mitigation works at the creek mouth to protect community infrastructure
- Commence Stage 2 of the Boat Harbour Beach Master Plan



financial, social & environmental responsibility

budget highlights 2022/23

STATUS UPDATE - Somerset

- Complete ANZAC Park All Abilities Playground - **COMPLETED**
- Design & plan stormwater solutions - **COMPLETED**
- Undertake erosion mitigation works to protect community infrastructure around ANZAC Park - **DEFERRED TO 23/24 BUDGET**
- Implement Year 3 actions of the Cam River Master Plan - **ONGOING**
- Stage 1 traffic safety improvements on Somerset Foreshore/ Esplanade - **COMPLETED**
- New boundary fence at Langley Park - **COMPLETED**



financial, social & environmental responsibility

budget highlights 2023/24

Somerset

- Replace fencing at the Somerset Tennis Courts
- Construct a new stormwater outlet to assist with drainage in urban areas
- Undertake erosion mitigation works to protect community infrastructure around ANZAC Park
- Implement actions of the Cam River Master Plan
- Commence construction of the Coastal Pathway between Burnie & Wynyard



budget highlights 2022/23

STATUS UPDATE - Rural areas

- Bridge replacements Oonah Road (Cam River) Bride & West Calder Bridge - **COMPLETED**
- Bridge replacement Calder Rd Bridge (Blackfish Creek) - **UNDERWAY**
- Upgrade of Robin Hill Road - **COMPLETED**
- Introduction of a kerbside waste & recycling collection at Little Village Lane & Lennah Drive - **COMPLETED**
- Rural road safety improvements \$0.225m - **CONTRACT AWARDED. WORK TO BE UNDERTAKEN 23/24**
- \$0.348m in gravel re-sheeting - **COMPLETED**
- Deliver a public toilet & RV dump point at Yolla - **ONGOING**
- Completed sealing approaches to rural bridge - **COMPLETED FOR RULLA RD, COATES RD & TAKONE RD**



financial, social & environmental responsibility

budget highlights 2023/24

Rural areas

- Bridge replacement at Kinchs Road
- Rural road safety improvements \$0.225m
- Continue to investigate options for a public toilet at Yolla
- Seek support & funding for a detailed feasibility study for a Far Western Rail Trail
- \$0.676m in rural & urban reseals program
- \$0.392m in gravel re-sheeting



financial, social & environmental responsibility

budget highlights 2022/23

STATUS UPDATE - Waratah

- Complete construction of the Waratah Bridge - **TENDER AWARDED**
- Commencement of new Board to implement the new community plan - **COMPLETED**
- Upgrades at the Waratah Community Hub facility - **DEFERRED TO 23/24 FY**
- Introduction of kerbside recycling collection service - **COMPLETED**
- Complete Stage 1 of the Waratah Falls Walk - **TENDER AWARDED**
- Waratah Museum painting - **COMPLETED**
- New Christmas decorations & tree - **COMPLETED**



financial, social & environmental responsibility

budget highlights 2023/24

Waratah

- Undertake year two actions of the Waratah Community Plan 2022-2025
- Complete construction of the Waratah Bridge
- Upgrades at the Waratah Community Hub facility
- Upgrades to the Athenaeum Hall
- Complete Stage 1 of the Waratah Falls Walk
- Progress new playground equipment at Waratah Lake playground
- Install shelter replacements



9.3 BIOENERGY FORUM

To: Council
Reporting Officer: Economic Development Officer
Responsible Manager: Strategic Projects Manager
Report Date: 7 August 2023
File Reference: Business and Industry
Enclosures: Nil

RECOMMENDATION

That Council note the successful delivery of the 2023 Bioenergy Forum

PURPOSE

To provide an overview of a Bioenergy Forum held at the Watershed in Wynyard on Thursday July 27 2023.

BACKGROUND

As part of Councils 2022/23 Annual Plan the following action was created.

7.2.1.1 *Coordinate a community forum relating to bioenergy.*

DETAILS

Council staff formed a partnership with Martin Moroni from Renewables, Climate and Future Industries Tasmania (RECFIT) and Veronica Terry from Regional Development Australia (RDA) Northwest Tasmania, to organise and deliver the Bioenergy Forum.

The aim of the Forum was to increase the attendee's knowledge of bioenergy in general, and to link local businesses and industries that produce organic waste, to those with energy needs. The organisers identified key industries, businesses, and stakeholders in the northwest region, that may be interested in and/or benefit from bioenergy and invited them to attend.

The Forum was opened by Councils General Manager, Shane Crawford. Guest speakers from Bioenergy Australia, Optimal Group, Prime Value, and the Department of State Growth covered various topics including:

- Tasmania's huge potential to develop a bioeconomy.
- Projects that are delivering lower cost, lower emissions through bioenergy across Australia, specifically in the industrial, agricultural, waste and manufacturing sector.
- Tools to support project development and funding support for bioenergy projects.
- Opportunities for industry and business to work together for mutual benefit.

Twenty-three (23) people attended the Forum which ran from 9.30am to 1.00pm. A site visit, which was organised for the afternoon and generously hosted by Saputo in Burnie, was attended by seven (7) participants.

Feedback from attendees was extremely positive with many commenting on how much knowledge they have gained and thanking Council for taking the initiative to hold such an event.

The event was free for attendees including lunch and refreshments. Council provided the room and State Growth paid for the catering.

STATUTORY IMPLICATIONS

Statutory Requirements

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

Strategic Plan Reference

GOAL 5: Economic Prosperity
Desired Outcomes
5.3 Long-term sustainable economic growth is achieved through adaptability and innovation.
Our Priorities
5.3.2 Assess potential capability for economic expansion.

GOAL 5: Economic Prosperity
Desired Outcomes
5.2 Education and training opportunities are available and targeted.
Our Priorities
5.3.3 Actively manage community and economic growth through community engagement.

GOAL 7: Environment
Desired Outcomes
7.5 Stewardship of our land, water and marine ecosystems respects past, present and future generations.
Our Priorities
7.4.1 Work with local business and industry to transition to environmentally sustainable operations and identify risk and opportunities from climate change.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Business & Industry	Specialised diversity of the economy – Value adding, diversification, innovation and employment. A resilient economy with global brand recognition and growing exports.
Access and infrastructure	Local, regional and global transport and infrastructure access – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
Natural resource management	Managing abundant, natural and productive resources – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.
Education	Lifelong learning and education – Education and lifelong learning is valued and there is access to vocational training and tertiary education. Education retention rates have increased.
Governance and working together	Working together for Murchison – Everyone plays a part in achieving the objectives of the Sustainable Murchison Community Plan. There is cooperation,

Community Future Direction Theme	Key Challenges & Opportunities:
	resource sharing and less duplication between Councils. Leadership is provided across all community sectors.

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

That Council note the outcome of the 2023 Bioenergy Forum.

9.4 QUARTERLY INFORMATION REPORT - INFRASTRUCTURE & DEVELOPMENT SERVICES

To: Council
Reporting Officer: Manager Engineering Services
Responsible Manager: Director Infrastructure and Development Services
Report Date: 4 August 2023
File Reference: IDS
Enclosures: Nil

RECOMMENDATION

That Council note the Quarterly Information Report for the Infrastructure and Development Services Department as of 31 July 2023.

PURPOSE

To provide statistical information and a quarterly update on the activities of Council for each Department. This report is for the Infrastructure and Development Services Directorate, made up of the following Departments:

- Development and Regulatory Services
- Engineering Services
- Works and Services
- Asset Services
- Recreational Planning and Environment

BACKGROUND

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

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

DETAILS

This report contains information on the activities, projects and programs being delivered by the Infrastructure and Development Services Team.

Development and Regulatory Services

Project Updates

In the last quarter, we have been required to review and comment on a number of State Government policies and strategies. These are summarised below.

The Draft Tasmanian Housing Strategy was released for public comment, with Council making a submission on 17 July 2023. In summary, the feedback provided focussed on drafting issues (e.g. the Vision is not expressed as a vision) and proposed further legislative change to fast track approvals for rezonings and development applications for social and affordable housing. In light of recent announcements, this draft strategy has foreshadowed the Development Assessment Panel. It was highlighted that assessment process is faster in Tasmania than any other state, and that utilising suitably qualified expertise at the planning and design stages of housing Tasmania's projects would deliver the desired certainty and time savings. The system is there, but some of their projects have experienced delays due to engaging contractors that do not regularly work within the system.

It should also be noted that an Action Plan based on the recommendations from the Draft Tasmanian Housing Strategy has already been released, ahead of consideration of feedback and finalising the strategy.

The draft Tasmanian Planning Policies (TPPs) were released for comment by the State Government. Council submitted a response on 27 June 2023. The common themes that come through in our submission were that regional and rural areas are required and are attractive options to facilitate in increase in Tasmania's population. Prioritising growth to just the higher tiers of the settlement hierarchy is not supported. We all have a role to play.

Secondly, the strategies are too prescriptive for the State policy level. Many of the strategies read as performance criteria of a planning scheme. The State Planning Office will now review the submissions, before finalising the TPPs.

The Minister for Planning wrote to Council on 7 June 2023, providing the opportunity to comment on the draft amendments to the Cradle Coast Regional Land Use Strategy. The draft released for consultation was as per the submission made by the Cradle Coast Authority on behalf of the regional councils. As the assessment supports the draft amendment put forward by the Cradle Coast Authority and member councils, we do not feel the need to provide a submission to this process.

Public Health

	Food Premises (FP)	Private Water Suppliers (PWS)	Public Health Risk Activities (PHRA)	Regulated Systems Air Cooling Systems
Renewal notices issued in July 2023	109	17	3	4
Renewal notices received in July 2023	41	4	0	0

During the quarter Council also issued:

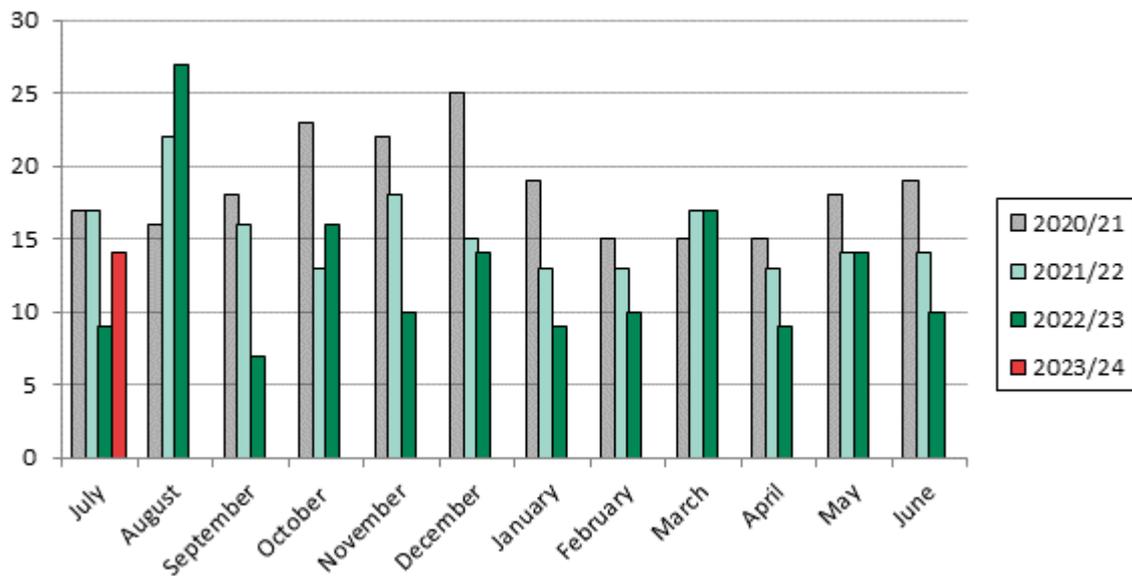
- 2 New Certificates of Food Registration.
- 5 Temporary Food Premises Permits; and
- 2 New State-Wide Mobile Food Certificates.

Animal Control

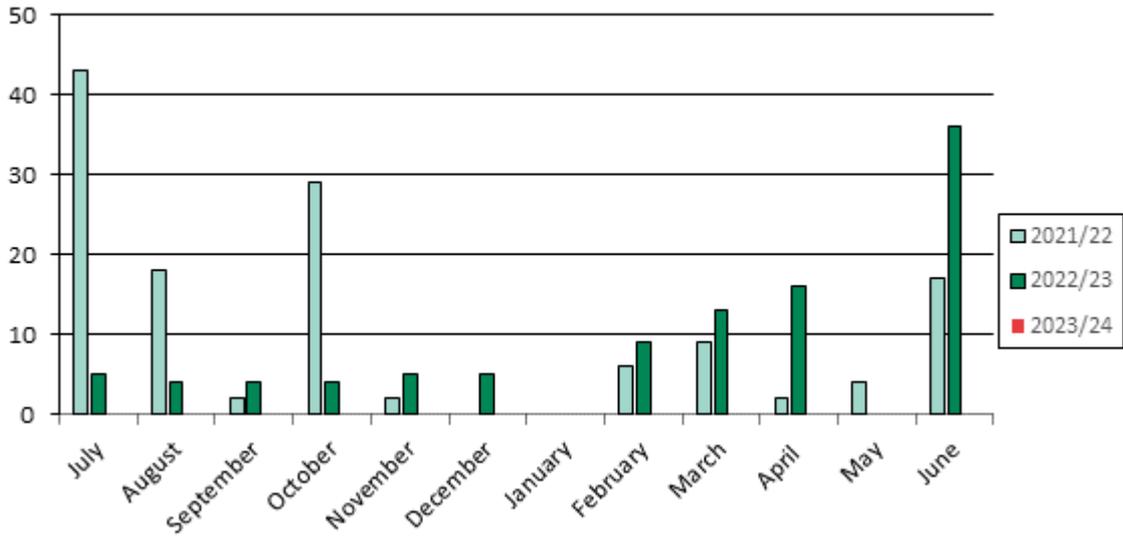
Dogs registration renewal notices issued in July 2023	2198
- Dog renewals notices sent via post	2010
- Dog renewals notices sent via email	188
New dogs registered this quarter (May-June-July)	98
Total number of dogs currently registered by end of July 2023	1162
- Number of registered dogs elected to receive all notification via email.	241
Kennel Licence renewal notices sent out in July	31
- Application for renewal of Kennel Licences received in July 2023	19
Dogs Impounded this quarter (May-June- July 2023)	3

Statistics

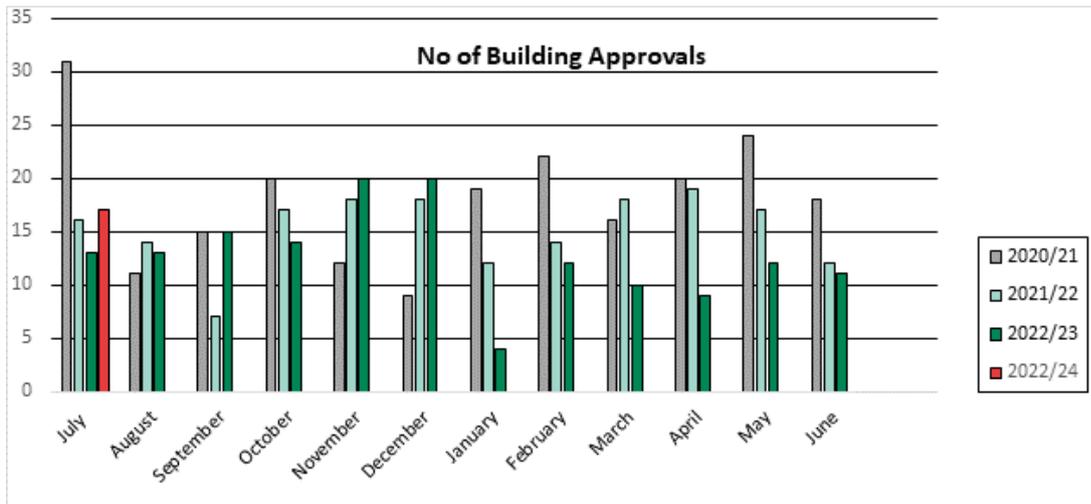
Planning Approvals



Subdivisions - No of new lots created

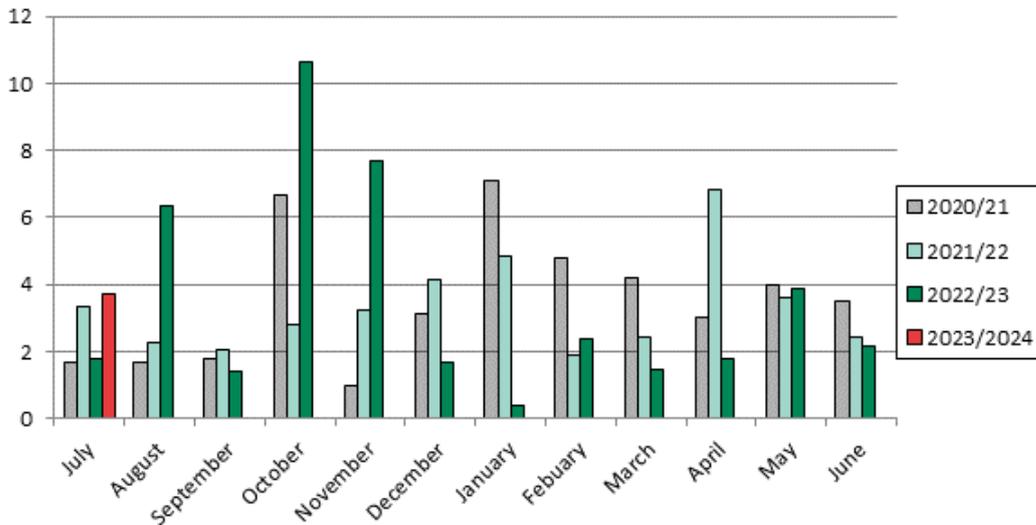


No of Building Approvals



Building Approvals include Building Permits and Notifiable Building Work (Category 3)

Building Values



Building Values includes Building Permits and Notifiable Building Work (Category 3)

Engineering Services

Project Updates

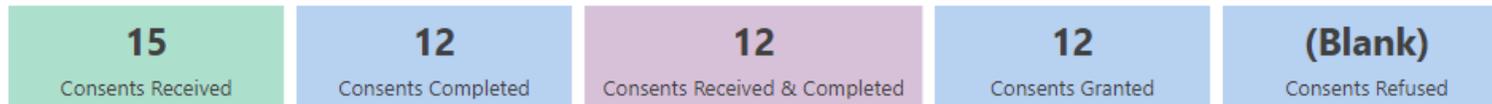
Project	Status
Boat Harbour Beach Master Plan Stage 2 of 3	In the process of developing finals plans and schedules with third party assistance
Hepples Road - Repair works	Generally complete with some minor repair works outstanding
Rural Road Safety Audit - Project Delivery	Procured and expected delivery in Sept-Oct.
Sisters Beach Erosion Works	Procuring the services of a community engagement firm
Waratah Rail Bridge	Tender awarded
Stairway Replacement - Opposite Cumming Street	Procured and expected delivery in Sept-Oct.
ANZAC Park Erosion Mitigation	Currently working through procurement requirements.
Wynyard Cemetery Plinths	Works scheduled for April construction
Coastal Pathway Construction Stage 1 of 2	Contract awarded Shaw contracting, anticipated start date October 2023
Fossil Bluff Stairway	Currently working through procurement requirements.
Replacement of Boardwalk off Golf Links Road	Currently working through procurement requirements.
River Walk Boardwalk Replacement (#152)	Currently working through procurement requirements.
River Walk Bridge Replacement	Currently working through procurement requirements.
River Walk Stairway Replacement	Currently working through procurement requirements.
River Walk Stairway Replacement (#140 Austin Street)	Currently working through procurement requirements.
Somerset Tennis Fencing	Procured and expected delivery in Sept-Oct.
Wynyard Showground Grandstand Demolition	Working through Crown and planning permit requirements
Big Creek Flood mitigation works	Working through Dam permit requirements
Port Creek Flood mitigation works	Procured and expected start works in October
Bowick Street - Main Replacement	Currently working through procurement requirements.
Somerset Stormwater Outlet	Currently working through procurement requirements.
Kinch's Road Bridge	Procured and expected delivery in Feb-March

Project	Status
Roundabout Seal - Jackson and Goldie Street	Procured and expected delivery in Jan-Feb.
Reseals	Procured and expected delivery in Jan-Feb.
Wragg St pedestrian facility traffic engineering advice	Anticipated delivery early 2024
Somerset Foreshore - bollards to area west of Tennis court	Procured and expected delivery in Sept-Oct.
Mt Hicks Road Bridge, Port Creek	Procured and expected delivery in Feb-March

National Heavy Vehicle Regulator permit applications

Consent Performance

Monthly Statistics for Jun 2023



Based on Received Date

Based on Completed Date

Based on both dates

Permit Application Type	Consents Received	%
Prime and semi-trailer - Higher Mass Limit (HML)	6	40.0%
Oversize and/or Overmass (OSOM)	5	33.3%
Truck and dog	2	13.3%
B-Double - Higher Mass Limit (HML)	1	6.7%
Performance Based Standards (PBS)	1	6.7%
Total	15	100.0%

Permit Application Type	Consents Completed	%
Prime and semi-trailer - Higher Mass Limit (HML)	6	50.0%
Oversize and/or Overmass (OSOM)	2	16.7%
Truck and dog	2	16.7%
B-Double - Higher Mass Limit (HML)	1	8.3%
Performance Based Standards (PBS)	1	8.3%
Total	12	100.0%

Completed Status	Completed	%
Granted	12	100.0%
Total	12	100.0%

Vehicle Class	Completed	%
Class 2	8	66.7%
Class 1	2	16.7%
Class 3	2	16.7%
Total	12	100.0%

Consent Performance

Consent Performance by month

Average days with Road Managers

All figures below are averages for the selected period

Due to inconsistencies in consent tracking, Total Time will not currently reflect the sum of New and Assessment time.

New and Assessment times are given for trend level analysis and guidance.

New Time

The period between receipt and allocation

4.71

Assessment Time

The period of assessment prior to completion

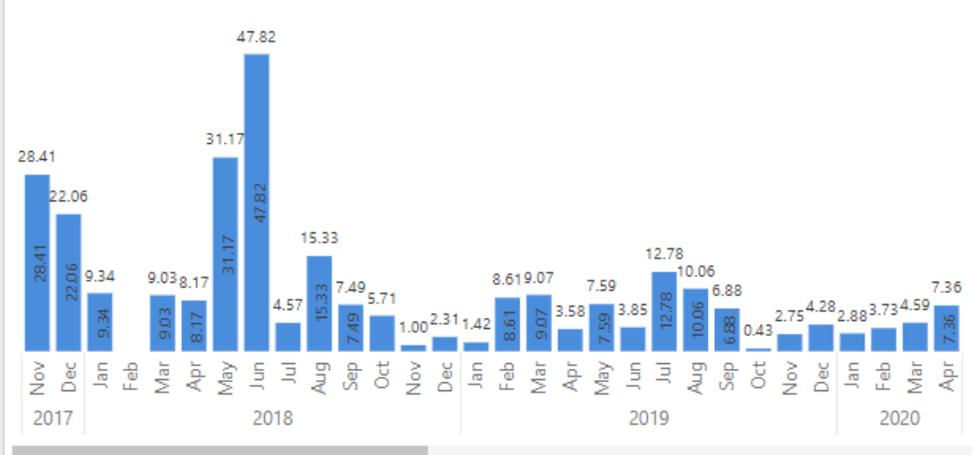
0.61

Total Time

The total time the consent was in the system

5.31

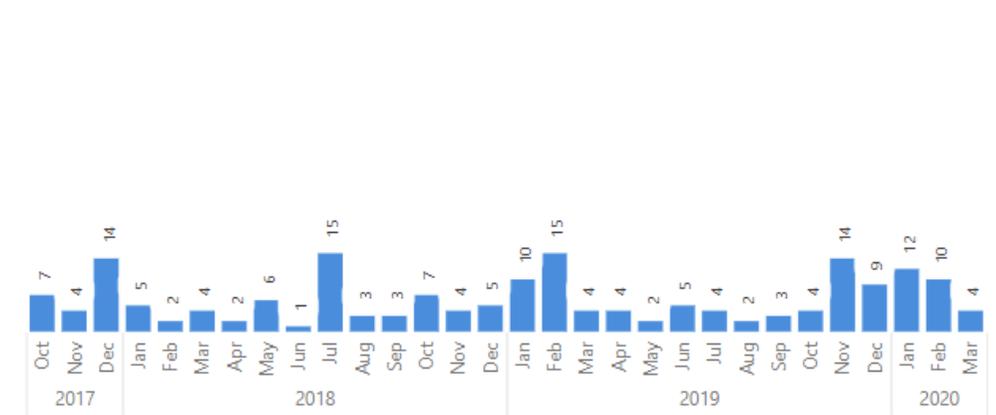
● Avg Days With Road Manager New ● Avg Days With Road Manager Assessment



Total Consents

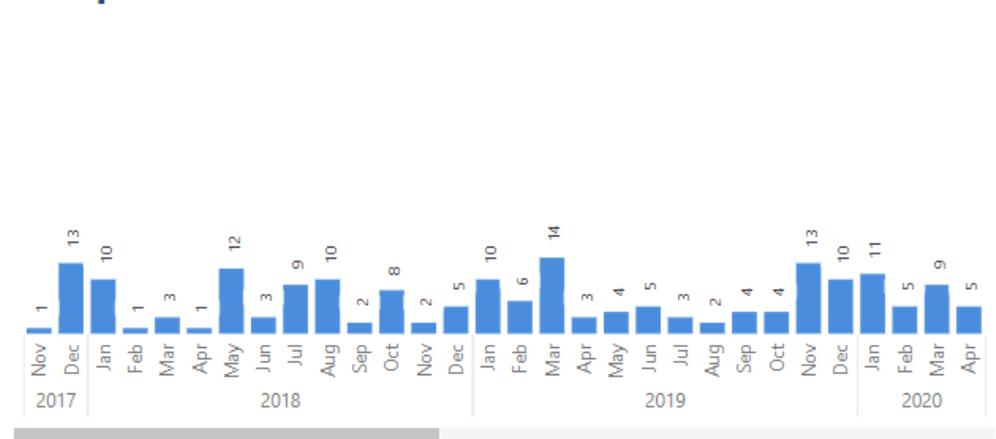
Received

862



Completed

855



Consent Performance
Consent Status Comparison

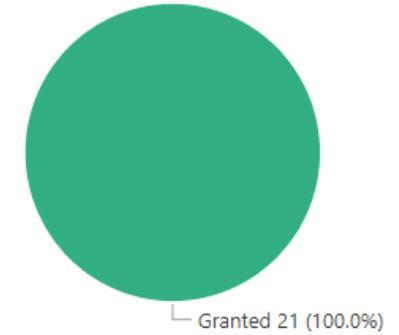
Quarter **Month**

Current Financial Year

Consents Completed by Period

Status	2023-07	Total
⊕ Granted	21	21
Total	21	21

Consents Completed by Status



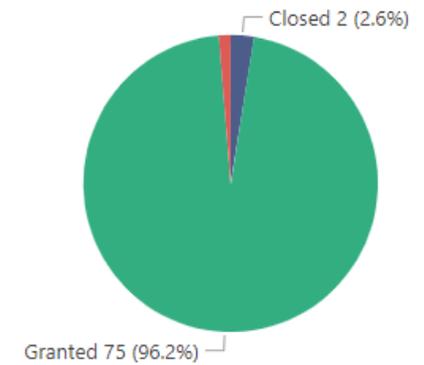
Previous Financial Year

2022-23 **2021-22** >

Consents Completed by Period

Status	2018-07	2018-08	2018-09	2018-10	2018-11	2018-12	2019-01	2019-02	2019-03	2019-04	2019-05	2019-06	Total
⊕ Closed	1											1	2
⊕ Granted	8	10	2	7	2	5	10	6	14	3	4	4	75
⊕ Refused				1									1
Total	9	10	2	8	2	5	10	6	14	3	4	5	78

Consent Completed by Status



Works and Services

Operations and Maintenance Updates

The past quarter is predominantly the 'Winter' quarter and is highly impacted by issues due to inclement weather. There were no significant storm or weather events with some instances of fallen trees/limbs and blocked culverts being the worst of the impacts. The quarter is also the most suitable time to undertake the mandatory training that is required of outdoor roles that would otherwise detract from productivity during drier weather.

Typical works carried out this quarter consist of the following:

- Shoulder grading
- Maintenance Grading on unsealed roads
- Potholing and shoulder repairs
- Signage repair/replacement
- Completion of culvert inspections
- Work on Myalla Recreation Ground access road for freedom camping
- Cleaning of culvert and open drains
- Bridge Approach Sealing
- Serrata Crescent driveways
- Completion of Corrugated gravel road corner improvements
- Completion of the East Wynyard foreshore Carpark
- Installation of new DDA footpath ramps, including TGSIs where required.
- Footpath repairs in various locations
- Sports ground maintenance (mowing, fertilising etc)
- Cricket wicket care at the Wynyard Recreation ground
- Walking track maintenance
- Turf Bay lowering at Wynyard Lawn Cemetery
- Softfall replacement at various playgrounds
- Playground maintenance and inspections including major reporting
- Lots of tree work, both major and minor
- Planting out of Tulips and maintenance of same
- Weed spraying on sports fields, reserves, road shoulders and around culverts and signposts



Figures 1 & 2 Mulching the gardens at InglisDale Drive



Figures 3 & 4 – Maintenance Grading on Frenchs Road and Myalla Recreation ground access road



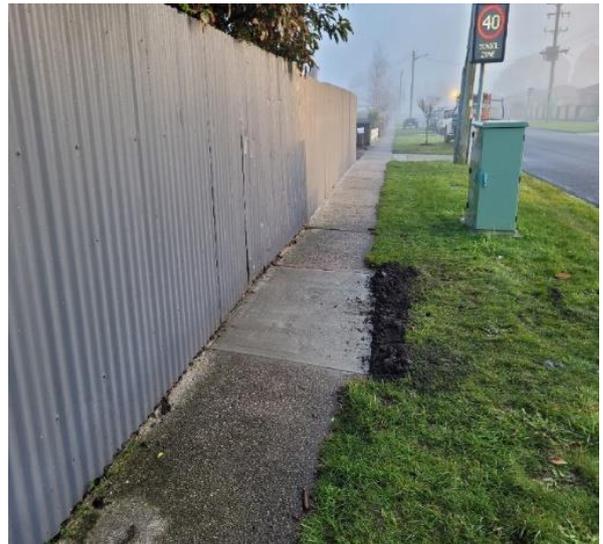
Figures 5 & 6 – Turf Bar Lowering at Wynyard Cemetery



Figures 7, 8 & 9 – Tysons Rd culvert and verge maintenance, typical tree limb hanging that requires attention and section of hot mix replacement over damaged cattle crossing on Nunns Road



Figures 10 & 11 - Removal of tree uprooted on Pages Rd and installation of barrier rocks at Tennis Crt, Somerset



Figures 12 & 13 – Footpath repaired section on Saunders Street and Church Street



Figures 14, 15 & 16 – Cleaning of the pond at Chambers, Wragg St. Azalea planting and mulching and Setting the bonfire on the foreshore

Capital Project Updates

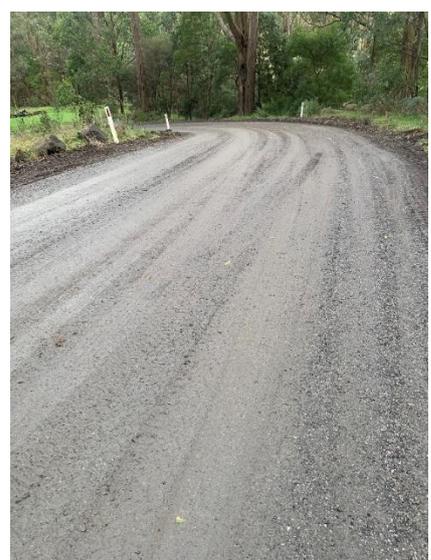


Figure 17, 18 & 19 – Corrugated gravel road corner improvements on Gates, West Calder and Scotts Roads



Figures 20 & 21 – More new driveways at Serrata Crescent



Figure 22, 23, 24 & 25 – New DDA footpath ramps on Saunders & Park St and on the corner of Saunders and Dodgin Street with TGSI's



Figures 26 & 27 – Preparation and final installation of table and chairs at Table Cape Lighthouse



Figure 28 – Bridge approach sealing Takone and Coates Roads



Figures 29 & 30 – One off the three new shelters at Anzac Park and the now finished East Wynyard Car Park

Asset Services

Project Updates

End of 2022/23 Year Asset Take-on – The Asset Services team have been extremely busy over the past several weeks finalising recognition of all assets arising from the past year’s capital expenditure. Significant collaboration has occurred with the Manager Financial Services and the Spatial and IT Services Coordinator during this time to meet the necessary deadlines.

Rolling Service Review - Current practice is to review the Asset Management Plan (AMP) and associated service levels for each major asset class every four years and review the overarching Strategic Asset Management Plan (SAMP) every year. As part of this process (coordinated by the Asset Services team) a multi-disciplinary working team is assembled comprising key staff involved in the delivery of services associated with the asset class under review.

The 2022/23 review of the Urban Stormwater Infrastructure asset class has been completed with revised AMP and Service Level Documents adopted by Council at its June meeting. Council’s Transport (Roads & Bridges) assets are the focus of rolling service review in 2023/24.

AMP and Service Level (SL) Review – The Transport Services review has been planned and is under way. Councillor workshops will be held in due course to obtain Council’s guidance where alternative service level options are identified.

Asset Revaluations – Council’s Transport Infrastructure will be revalued during the 2023/24 financial year. Preliminary work on this is due to commence in the coming weeks.

Strategic AMP – Asset Services also reviews and updates Council’s Strategic Asset Management Plan each year to capture the most recent AMP review and ensure financial management considerations can be updated in the Financial Management Strategy (FMS). This work will occur early in 2024 following finalisation of the revaluation and AMP review.

Asset Management Strategy – Asset Services also coordinates the implementation of Council’s improvement plan from its Asset Management Strategy. A key tool in this strategy is the Asset Management Maturity assessment. This was recently reviewed (2022) and guides the organisation’s Strategic AM Improvement/Action Plan (reproduced below). Many of these actions will be progressed in the course of the Transport Service Review this year.

Asset Management Maturity Improvement Plan 2023/24

Task No	Element	Recommendation	Comments	Action
5	Annual Budgeting	Annual Budget items should be expressed in terms of life cycle cost increase/decrease to Council as a percentage increase/decrease of the general rate.	Achievable	Commit for 2023/24 Budget and Council Reports where applicable
9	Asset Management Strategy	Review the strategy to fit with the council strategic plans and improve inputs and interface with FMS.	Opportunities in Waratah re: buildings assets	Proposed SL changes are run through the FMS to see impact of cost increase/decrease
14	Governance and Management	Continue to improve the formal process for corporate risk reporting for any residual high	Current AMP 4 year review cycle identifies risks to	Ensure communication of AMP Risk reviews to Org Performance

Task No	Element	Recommendation	Comments	Action
		risks from AMPs to Audit Committee and Council.	pass on to operational risk register	
15	Governance and Management	AM improvement should continue to be driven by EMT by improving role clarity and responsibility to manage assets to meet service delivery needs.	Raise as issue to EMT/SMT for direction on staff role clarity	Clarify accountable person for the Transport Asset class - strategic discussion with SMT with formalisation through PDs
17	Levels of Service	In future reviews of technical LOS for each of the AMPs ensure that service level targets for the next ten years are achievable and make clear what Council can and cannot do for the likely budget and FMS.	SAMP/FMS increased integration	Proposed SL changes are run through the FMS to see impact of cost increase/decrease
18	Levels of Service	Ensure technical LOS are incorporated, monitored and reported at an operational level.	Next step improvement is to increase audit of LOS performance	Sample auditing + determine reporting (eg as KPI)
19	Levels of Service	Link community and technical service levels in AMPs to the community strategic plan and corporate plan informed by formal community engagement.	Link to rolling AMP cycle	Incorporate community engagement into development of community levels of service/ willingness to pay
23	Data and Systems	Prepare or complete inspection manuals for all major asset classes as each AMP is reviewed/updated.	Urban Stormwater review in 2022/23; Transport in 2023/24	Eg depth of gravel remaining prior to resheet trigger.
24	Data and Systems	Progress mobile field technology implementation for more efficient data capture and maintenance.	Enable Conquest 4 - roads, footpaths, pits, culverts + ongoing 10 yr works renewal planning	Condition inspections are done using mobile computing in the field (eg with MapInfo access +)
28	Evaluation	Service level reporting needs to be implemented using "state of the assets" metrics, reporting on trends for condition, quality, function and capacity for strategic service levels. Continue regular reporting on current maturity and status of AM Improvement Plan implementation.	Add to 4 yr AMP review cycle	Produce an up-to-date "state of the assets" report for the Transport asset class

Recreational Planning and Environment

Environmental Sustainability Services

The Sustainability and Environmental Advisory Panel (SEAP) meeting in May yielded three new recommendations to Council which were endorsed at the June meeting of Council.

Emissions statistics provided below are based on fuel consumption from council fleet, plant and machinery only (partial scope 1 emissions), as well as electricity consumption (scope 2 emissions) on councils buildings and other assets. Scope 3 emissions have not been included. It is noted that electricity data will be received intermittently throughout the year so it is expected to see variations when comparing one quarter to the next.

Fuel consumption has remained on par with the previous quarter, though reduced over all by approximately 22% when compared to the same period last year.

WWC Quarterly Emissions Trend – 2022/23



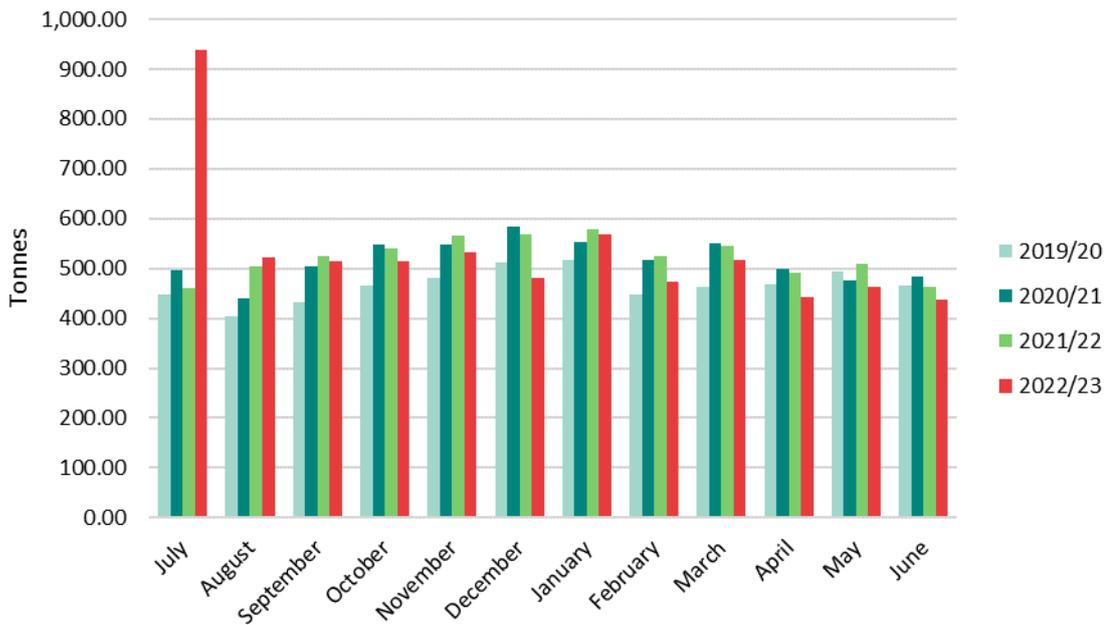
Waste Management Services

Waste management statistics provided below are inclusive of the waste derived from both the kerbside collection services and the waste transfer station (WTS) operations of Council. Tonnes of waste and recycling has been presented up to 30 June 2023, (July data was not available at the time of this report). Not all data for March or April had been received at the time of preparing the previous report, this information has been updated in this report. The number of WTS customers has been provided for the period up to 30 June 2023. To summarise the waste statistics data for this quarter:

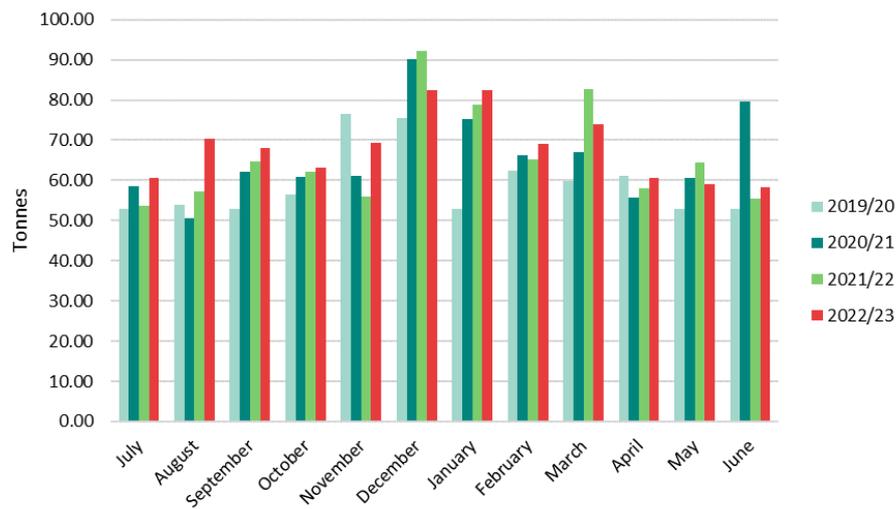
Waste and Recycling

- The total waste to landfill from April to June was 1345 tonnes. This is almost 8% **less** than the same period the previous year.
- The total comingled recycling collected between April and June was 178 tonnes. The total tonnes of comingled recycling had a negligible **increase** of 0.03% in comparison to the same period last year (177.96 tonnes).
- The recycling trend for the whole of the 2022/23 financial year (Jul - Jun 817.3 tonnes) **increased** by approximately 3.2% as compared to the 2021/22 financial year (790.7 tonnes).

Tonnes of Waste to Landfill



Tonnes of Comingled Recycling¹

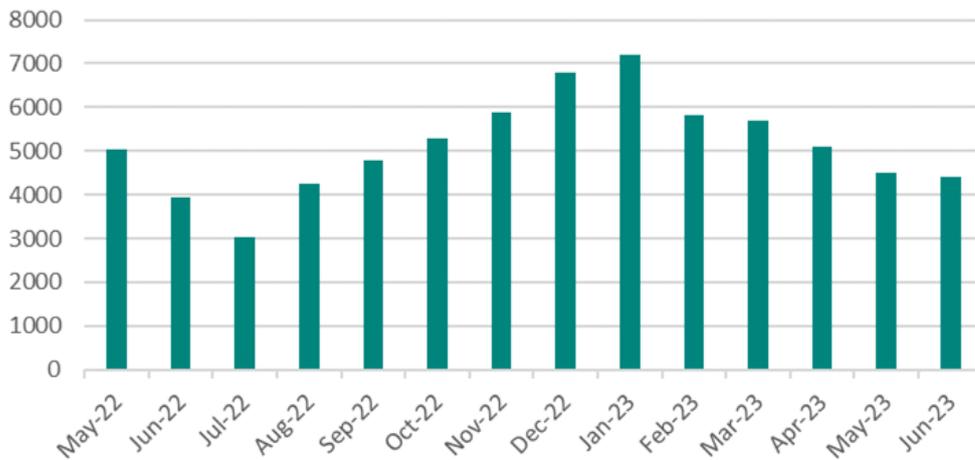


Wynyard Waste Transfer Station:

- The total number of customers for the period to 30 June 2023 was 8,922.
- The busiest day at the WTS during this period was on Sunday 7 May, with 266 customers. This represents on approximately, 11 customers every fifteen minutes while the WTS was open that day
- The slowest day during the period (excluding public holiday closures) was reported on Wednesday 24 May (a reportedly wet day) with 74 customers attending the site, approximately 12 per hour.
- Average number of customers/day at the WTS for the period 1 May – 30 Jun is 146 visits.

¹ Some data points were revised since Q3 reporting resulting in corrections to the comingled recycling graphing.

Wynyard Waste Transfer Station – Total No. Customers / Month

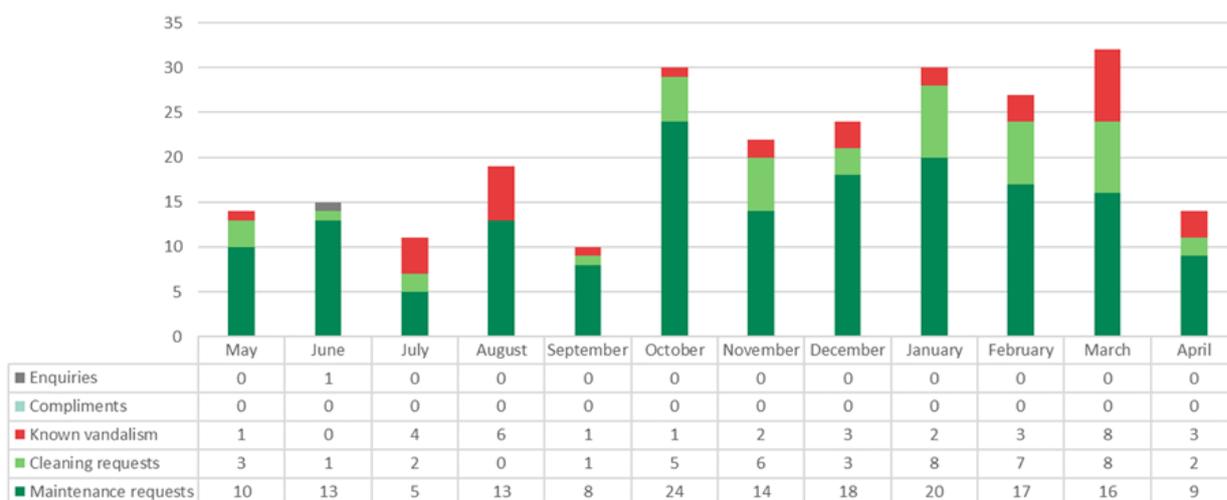


Public Toilets

Statistics included below are all customer service requests for public toilets lodged directly with Council during the reporting period. In summary:

- Public toilet requests made up 10% of the total customer service requests received between May and July, down six percent from the previous quarter.
- 40 requests relating to public toilets were received during this period (average 0.43/day)
- About 70% of the public toilet requests were for maintenance, with 2/3 of those (68%) being due to toilet blockages, through: excessive use of toilet paper or flushing of inappropriate item/s (either intentional or unintentional).
- Other maintenance faults during the period included: running water, leaks, flooding, flush buttons sticking or not flushing and door faults (i.e. broken door closers,)
- About 15% of public toilet enquiries related to cleaning requests for this quarter; down from 23% in the previous quarter. The majority of these concerns appear to be issues arising inbetween scheduled cleans and possibly hooliganism rather than a poor standard of cleaning.
- ‘Known vandalism’ has significantly decreased in the last quarter with a total of five reports between May and July. June having reported zero obvious acts of vandalism. The vandalism consisted of burning of a paper holder, broken doors/locks, holes in walls and a stolen bin from one of the old basket type bin holders.

Public Toilets – Number of Service Requests by Type



Contracts and Reporting

Statistics below describe the contract extensions in the current reporting period, based on the date the extension was approved. During this quarter, four (4) contract extensions were executed across two (3) separate contracts:

No.	Contract	Contract Start Date	Original Expiry Date	Revised Expiry Date	Update
801	Rural Road Safety Audit Project Delivery	1/05/2023	15/06/2023	30/09/2023	Needed to be carried forward to 30 September for completion, extension raised and sent to contractor - accepted 14/06.
784	Hepplles Road Pavement Repair	16/01/2023	24/02/2023	14/07/2023	Contract extension raised due to contractor availability - revised PC 16 Jun 23 - extension raised and sent. - agreement received 2/05 Pavement repairs are basically finished, a couple of small items to tidy up, date should be extended by around 4 weeks. - extension raised to 14 July 2023, sent to contractor - accepted 13 June.
714	Transfer of Waste Transfer Station to Port Latta (Wynyard Compactor) Combined with CHC - Contract 1632	1/09/2017	1/09/2023	1/09/2024	Alternative Tender accepted for 6 years + option for 1 additional year. Suggest Contract be extended for 1 year - extension letter to be created. Contract extension letter raised for both WWC and CHC after a conversation with J. Brewer on 2 May. Content of letter agreed between Council officers, signed off on behalf of both Councils. - Extension taken up 08/05 - No further extensions available on this contract.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

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

GOAL 6: Transport and Access
Desired Outcomes
6.2 Our transport and access network is sustainable, affordable and fit for purpose.
Our Priorities
6.2.2 Plan for all movements and modes of transport with a fit-for-purpose network.

GOAL 7: Environment
Desired Outcomes
7.1 Council and the community minimise its resource consumption and carbon footprint.
Our Priorities
7.1.1 Divert waste from landfill and build awareness around sustainable waster generation and management.

GOAL 7: Environment
Desired Outcomes
7.2 The community understands its vulnerabilities and strengths when it comes to climate change adaptation and resilience.
Our Priorities
7.2.1 Support and foster community led adaption and initiatives.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Access and infrastructure	Local, regional and global transport and infrastructure access – Safe and efficient access alternatives, growing freight capacity, renewable energy, water

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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

The Quarterly Information Report for the Infrastructure and Development Services Department is presented for Council noting. More detailed annual reports for individual Council plans and Strategies are also provided as required.

9.5 COUNCIL ISSUED DELEGATIONS - PLANNING SERVICES COORDINATOR

To: Council
Reporting Officer: Governance Officer
Responsible Manager: Manager Governance and Information Systems
Report Date: 7 August 2023
File Reference: Delegations
Enclosures: 1. Delegations - Council to Planning Services Coordinator (Schedule 'A') 

RECOMMENDATION

That Council:

1. Note that, since the approval of delegations at the June 2023 Council meeting, there has been a position title change from Development Services Coordinator to Planning Services Coordinator; and
2. Approve delegations previously granted for the Development Services Coordinator to the same Officer under the newly titled Planning Services Coordinator.

PURPOSE

The purpose of this report is to advise Council of the title change to a position recently granted delegations under the *Land Use Planning and Approvals Act 1993*. This is an administrative change and there are no changes to the roles and responsibilities of the position.

BACKGROUND

Delegations and authorisations from Council to an Officer can only be granted direct by Council under the *Land Use Planning and Approvals Act 1993*. There are no changes to the delegations which were approved at the June 2023 Council Meeting.

DETAILS

Following an Officer change of title from Development Services Coordinator to Planning Services Coordinator to better reflect the officer's role, Council is required to note that the approved delegations from the June 2023 Council Meeting as outlined in schedule 'A' will be issued to the Planning Services Coordinator.

STATUTORY IMPLICATIONS

Statutory Requirements

The following Acts and regulations include powers and functions that apply to local government, and which may be delegated to Council officers relevant to this report:

Land Use Planning & Approvals Act 1993

Land Use Planning & Approvals Regulations 2014

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

Risk of legal action does exist where the exercise of Council’s legislative powers and functions occurs without proper delegation and the purpose of this report is to recommend action that minimises exposure to such risk.

CONSULTATION PROCESS

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

RECOMMENDATION

It is recommended that Council note the change of position title from Development Services Coordinator to Planning Services Coordinator and approve delegations previously approved in at the June 2023 Council meeting for the Development Services Coordinator, as outlined in schedule ‘A’, will be issued to the Planning Services Coordinator.

9.6 DIGITAL RECORDING OF COUNCIL MEETINGS POLICY

To: Council
Reporting Officer: Executive Officer
Responsible Manager: General Manager
Report Date: 27 July 2023
File Reference: GOV
Enclosures: 1. GOV.017 Digital Recording of Council Meetings 

RECOMMENDATION

That Council adopt the reviewed Digital Recording of Council Meetings Policy.

PURPOSE

Council's existing Digital Recording of Council Meetings Policy is due for review and is presented for Council consideration.

The purpose of this policy is to set out Council's approach to Digital Recording of Council Meetings which includes video recording and live streaming of council meetings.

BACKGROUND

Council initially trialled live streaming of Council meetings in 2019 to further improve the level of transparency and therefore public confidence in the integrity of Council. The live streaming provides an alternative for those wishing to view the meeting rather than having to be on site in the chambers.

This policy allows council to digitally 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.

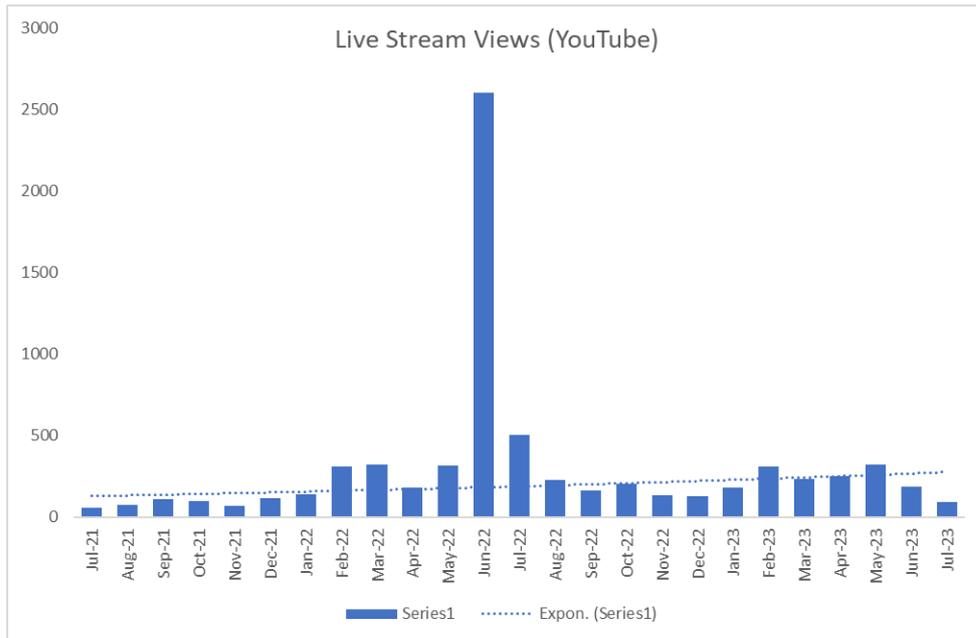
The Policy was last reviewed in August 2020.

DETAILS

The existing policy was specifically targeted at audio recording of meetings. At the last review a change to the name of the policy and minor wording updates allowed for the video and audio recording and the live streaming of Council Meetings.

Live streaming has increased the community's access to meetings and connection with council decision-making processes. It enables access to meetings by people in the community that may not otherwise be able to physically attend.

Statistics show that, since live streaming began on YouTube in July 2021, numbers of views is slowly increasing, with more views when there are matters on the agenda which have a greater direct impact on the community.



There are no changes recommended to the existing policy.

STATUTORY IMPLICATIONS

Statutory Requirements

Local Government (Meeting Procedures) Regulations 2015

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 1: Leadership and Governance
Desired Outcomes
We make publicly transparent decisions on spending and future directions while encouraging community feedback.
Our Priorities
1.2 Strengthen our communication with the community using diverse communications channels relevant to the demographic.

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

The GOV.017 Digital Recording of Council Meeting Policy is an existing policy which reflects current practices.

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

A desk top review of the policy was undertaken by council officers.

CONCLUSION

It is recommended that the Digital Recording of Council Meeting Policy be adopted and renewed.

9.7 SENIOR MANAGEMENT REPORT

To: Council
Reporting Officer: Executive Officer
Responsible Manager: General Manager
Report Date: 25 July 2023
File Reference: 1312
Enclosures: Nil

RECOMMENDATION

That Council note the monthly Senior Management Report.

SUMMARY/PURPOSE

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

GENERAL MANAGERS OFFICE

ACTIVITIES SINCE LAST COUNCIL MEETING

Listed below is a summary of activities undertaken by the General Manager during the period 15 July to 11 August 2023

Corporate

- Participated in the Tasmanian Audit Office biennial stakeholder engagement meeting.
- Attended the Council instigated Bioenergy Forum and completed an opening address.
- Participated in a meeting of the Boat Harbour Beach Masterplan Working Group.
- Participated in regular meeting with the General Manager of Circular Head Council.
- Participated in meeting with the General Managers of Circular Head and West Coast Councils to discuss projects of mutual interest.

Community

- Had regular meeting with Acting Sergeant Neil Evans from Tasmania Police to discuss items relevant to Waratah-Wynyard.
- Met with representatives of the Tasmanian Yes campaign for the Voice to Parliament referendum and discussed opportunities to engage the community during the coming months.
- Attended the official opening of the ANZAC Park All Abilities Playground.
- Participated in meeting with TasNetworks regarding the North-West Transmission Development and specifically worker accommodation options for the construction, staging and design for the Staverton- Hampshire Hills portion of the development.
- Met with representatives of the Wynyard RSL to discuss a range of projects and events.

Industry

- Attended the Business North-West networking and information session with guest speakers Burnie City Council's General Manager, Simon Overland, who discussed the community feedback council received on their Strategic Plan and presented a new draft; and Deputy Prime Minister the Hon Richard Marles MP who spoke about the "*Sovereign Defence Industry and future Security for Australia*".
- Attended a meeting of the North-West General Managers.
- Attended a meeting of the Cradle Coast Waste Management group.
- Attended a roundtable discussion with Minister Julie Collins MP and Senator Anne Urquhart on housing issues within the region.

Other

- Accompanied Gavin Pearce, MP and Shadow Minister for Early Childhood Education, Angie Bell, MP on a tour of the Warawyn facility and participated in a discussion to highlight current barriers within the industry.
- Had a catch-up meeting with Minister Roger Jaensch to discuss projects relevant to Waratah-Wynyard.
- Attended an Audit and Risk Meeting of the Cradle Coast Authority.

COMMUNITY CONVERSATIONS

The next two Community Conversations dates have been set as follows. Venues will be advised on local posters, Council's website and through its social media platforms:

1. Yolla – 11 September 6.00 - 7.30pm
2. Boat Harbour Beach – 27 November 6.00 - 7.30pm

ADMINISTRATION – Use of Corporate Seal

20/07	Strata Plan	DA 209/2021 - 11 Quiggin Street 10 Units
04/08	Adhesion Order	DA 97/2020 – 23-25 Wragg Street Somerset
04/08	Grant Agreement	Dept State Growth – 2021 State Election Commitment Southern Breakwater Repairs Inglis River - \$30,000
10/08/2023	Deed of Indemnity	Dulverton Regional Waste Management Authority Agreement
10/08/2023	Instrument of Contract	Veolia Environmental Services – Recyclable Collection and/or Food Organics and Garden Organics (FOGO) Collection Service

POLICIES TO BE RESCINDED

There are no policies to be rescinded at this meeting.

WORKING GROUPS

	Elected Member Representatives	Responsible Officer(s)	Status
Wynyard Show Grounds	Cr Bramich Cr Hyland	<ul style="list-style-type: none"> • General Manager • Manager Community Activation 	Discussions are continuing with the Show Society. A MOU is currently being drafted.
Somerset Sporting Precinct	Cr Johnstone Deputy Mayor Edwards	<ul style="list-style-type: none"> • General Manager • Manager Community Activation • Manager Recreation Planning and Environment • Recreation Liaison Officer 	Council workshopped this matter on Monday 5 June and developed a clear pathway forward to undertake a consultation process with key stakeholders to identify opportunities, challenges and concerns. Meetings of this group will be convened soon.
Wynyard Sports Precinct	Cr Johnstone Cr Roberts	<ul style="list-style-type: none"> • Director Infrastructure and Development Services • Strategic Projects Manager • Manager Community Activation 	Cricket infrastructure: - Turf wicket constructed and seeded. Practice Net relocation work underway. Austin Street TIA endorsed for public consultation. Works at Wynyard High School to commence in September. Group continues to meet as necessary.
Boat Harbour Masterplan	Cr Hyland Cr Roberts	<ul style="list-style-type: none"> • General Manager • Executive Officer (GM office) • Strategic Projects Manager 	Detailed Design process has commenced with update provided to Councillors at workshop on 7 August. The Group continues to meet to work through design response report and landscaping plans with final detailed design meeting in mid-October.
Oldina Reserve Stakeholder Group	Cr Courtney Cr Johnstone	<ul style="list-style-type: none"> • Director Community and Engagement 	Initial meeting of the group has been held. Notes were included in the March 2023 agenda.
Accessibility Strategy Working Group	Cr Raw Deputy Mayor Edwards	<ul style="list-style-type: none"> • Manager Community Activation 	Nominations for the Working Group have closed and are currently being assessed; the first meeting will be held in due course.
Frederick Street Reserve Working Group	Cr Johnstone Cr Roberts	<ul style="list-style-type: none"> • Director Community and Engagement • Manager Community Activation 	Call for members of this group is underway, nominations close 31 August.

PLANNING PERMITS UNDER DELEGATION – JULY 2023

DA No.	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	(D)Discretionary (P)Permitted
DA 213/2022	D & S Gorringe	5 Elfrida Avenue Sisters Beach	Dwelling & Outbuildings (x3 Shipping Containers)	5.07.2023	43	D
DA 150/2023	RCC Design Pty Ltd	530a Seabrook Road Mount Hicks	Dwelling, Secondary Residence, Outbuildings (2x Sheds, 1x Carport) and Water Tanks	6.07.2023	34	D
DA 154/2023	PLA Designs Pty Ltd	870 Murchison Highway Elliott	Dwelling Extension	12.07.2023	22	P
DA 135/2023	A Flight	24 Irbys Circus Sisters Beach	Outbuilding (Carport)	14.07.2023	39	D
DA 146/2023	S & G Brown	6 Crosby Street Waratah	Outbuilding (Shed)	14.07.2023	38	D
DA 162/2023	Corporate Consultancy & Combined Services	16643 Bass Highway Wynyard	Shed Extension	17.07.2023	26	P
DA 136/2023	RCC Design Pty Ltd	2 Dodgin Street Wynyard	Multiple Dwellings (Additional Unit)	17.07.2023	35	D
DA 156/2023	L Cooksley	368 Tollymore Road Table Cape	Visitor Accommodation (one unit)	24.07.2023	45	D
DA 141/2023	N+B Design Pty Ltd	27 Graylyn Lane Wynyard	Dwelling, Outbuilding (Shed), and Water Tanks (x3)	24.07.2023	56*	D
SD 2176	John Magee (PDA Surveyors)	65a Deep Creek Road & 33 Aldersons Road Wynyard	Subdivision (Boundary Reconfiguration)	26.07.2023	29	P
DA 128/2023	Waratah-Wynyard Council	2A Bells Parade Somerset	Coastal Erosion Protection Works (Localised Buried Seawalls & Sand Fence)	26.07.2023	42	D
DA 157/2023	PLA Designs Pty Ltd	245 Deep Creek Road Wynyard	Dwelling Extension & Outbuilding (Carport)	27.07.2023	39	D
DA 164/2023	I Ray	2 Old Bass Highway Wynyard	Carport Extension	27.07.2023	37	D
DA 13/2023	Elton Homes	28 Bowick Street Wynyard	2x Dwellings	27.07.2023	35	D

* extension of time received

BUILDING PERMITS APPROVED – JULY 2023**NIL BUILDING PERMITS APPROVED IN JULY 2023**

COUNCIL MEETING ACTIONS – OPEN COUNCIL

DATE	ITEM	TOPIC	ACTION/STATUS	OFFICER	STATUS
22/6/20	8.2	NOM – Cr Fairbrother – Crown Land	Motion Carried - That Council consider that where areas of Crown land separate a road and a property boundary, for the purposes of planning, that the area be incorporated and or considered as a Part of the road reserve. <i>Council staff met with Minister Jaensch’s office, and they are going to follow up the option of Crown Land Services essentially providing a waiver that they have no interest where “impact” is limited to existing access running through Crown Land. No further progress.</i>	MDRS	No further progress
16/11/20	7.3.6	CQWON – Cr Courtney – Expenditure Monitoring	Cr Courtney asked if the General Manager could advise how Councillors could be provided with further information and detail of purchases, considering proposed changes to the purchasing policy. <i>The Procurement Policy was adopted by Council in November 2020. There are currently no proposed changes to the policy. It is next scheduled for review by Council in late 2023.</i> <i>Financial reporting to Councillors was discussed in detail at a recent finance training session for Councillors (on 19 January 2023). The outcome of the discussion by those present was the consensus that transactional listings are not a necessary inclusion in agenda reporting. Other mechanisms are in place to provide Councillors with assurance that operations of Council are being managed in accordance with Council’s Policy.</i> <i>Not all Councillors were present for the training session and therefore the matter will be listed for further discussion at earliest available opportunity to enable this action to be close</i>	DOP	Progressing
21/2/22	8.3	NOM – D Fairbrother – Planning Matters	1. That Council writes to the respective Ministers and or State Government bureaucrats to request a review of the planning and building rules to provide for the following: <ul style="list-style-type: none"> a. Sufficient water storage for both domestic household use and water storage for firefighting purposes in landslip b areas and suggest as a minimum 20,000 L (10,000+10,000) for this purpose. 	DIDS	Yet to commence

DATE	ITEM	TOPIC	ACTION/STATUS	OFFICER	STATUS
			<p>b. Repair, replacement and renovation of existing buildings in areas of designated landslip A; and</p> <p>2. Make representation to state cabinet members, local members of the house of assembly and local legislative councillors etc seeking their support for such changes</p>		
20/2/23	8.1	NOM CR RAW – Request for TIA Junction of Old Bass Highway and Dart Street	<p>Motion Carried</p> <p>Affected business owners have been contacted to provide feedback into the process and the remainder of the study can be undertaken when this information is received.</p>	MEP	In Progress
15/5/23	9.5	ROC – Public Interest Disclosure Procedures	<p>MOTION CARRIED: That Council adopt the Public Interest Disclosure Procedures as presented and submit to the Office of the Ombudsman for approval.</p> <p><i>Document has been forwarded to Office of Ombudsman for Approval with no response at date of agenda publication</i></p>	GM	In progress

9.8 FINANCIAL REPORT FOR THE PERIOD ENDED 31 JULY 2023

To: Council
Reporting Officer: Manager Financial Services
Responsible Manager: Manager Financial Services
Report Date: 14 August 2023
File Reference: Financial Management - Reporting - Council
Enclosures: 1. Monthly Capital Works Report - July 

RECOMMENDATION

That Council note the Financial Report for the period ended 31 July 2023

PURPOSE

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

BACKGROUND

The financial reports presented incorporate:

- Income Statement
- Investments
- Capital Works Progress Report (attached)

DETAILS

The Finance Team have been working on Council's statutory financial reports for the 2022/23 financial year. Full reports will be presented to Council for formal adoption following the independent audit. Statements were submitted for audit on 14 August.

Departmental performance against budget for the 2023/24 financial year will be reported from next month following finalisation of the end of year statements.

Council's Income Statement for July 2023 is provided below, there are currently no known variances to budget.

STATUTORY IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Council Strategy or Plan Reference

Council Strategy or Plan	Date Adopted:
Financial Management Strategy 2022-2032	Adopted October 2021

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

All details are included in the attached reports.

Interim Income Statement

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

Income Statement as at 31 July 2023

	YTD Actual	Budget	Forecast	Forecast Variance	
Recurrent Income					
Rate Revenue	13,816,005	13,805,376	13,805,376	✓	-
User Charges	308,027	3,016,688	3,016,688	✓	-
Reimbursements/Contributions	6,219	709,744	709,744	✓	-
Grants and Subsidies	-	3,879,155	3,879,155	✓	-
Interest	49,869	447,500	447,500	✓	-
Distributions from Water Corporation	-	674,400	674,400	✓	-
Total Recurrent Income	14,180,120	22,532,863	22,532,863	✓	-
Recurrent Expenditure					
Employee Costs	851,742	8,990,374	8,990,374	✓	-
State Levies	9,865	724,879	724,879	✓	-
Remissions & Discounts	17,286	366,588	366,588	✓	-
Materials & Contracts	268,415	6,059,961	6,059,961	✓	-
Depreciation	448,720	5,384,644	5,384,644	✓	-
(Gain)/Loss on Disposal	-	45,000	45,000	✓	-
Borrowing Costs	(644)	55,920	55,920	✓	-
Other Expenses	(6,197)	301,050	301,050	✓	-
Total Recurrent Expenditure	1,589,188	21,928,416	21,928,416	✓	-
Surplus/(Deficit)	12,590,933	604,447	604,447	✓	-
Capital Items					
Capital Grants/Contributions	-	6,419,632	6,419,632	✓	-
Derecognition of Assets	-	-	-	✓	-
Asset Recognition	-	-	-	✓	-
Comprehensive Surplus/(Deficit)	12,590,933	7,024,079	7,024,079	✓	-

Investments

The following table provides an outline of Council’s cash and investment portfolio as of 31 July 2023. Total cash and investments on hand as of 31 July is \$12.140m. The weighted average return on investment earned on Council’s investment portfolio is 4.99%.

Investments as at 31 July 2023

	\$	INVESTMENTS	\$	Weighted Average Return
Deposits	11,500,000	Commonwealth Bank	638,741	
Petty Cash and Till Floats	1,500	Investments		
Trading Account	638,741			
		NAB	1,300,000	
		ING	3,000,000	
		BOQ	5,200,000	
		CBA	2,000,000	
		Petty Cash and Till Floats	1,500	
Balance - All Accounts	12,140,241		12,140,241	4.99%



9.9 MINUTES OF OTHER BODIES/COMMITTEES

9.9.1 MINUTES OF OTHER BODIES/COMMITTEES - SUSTAINABILITY AND ENVIRONMENTAL ADVISORY PANEL HELD 18 JULY 2023

To: Council
Reporting Officer: Contracts and Administration Officer
Responsible Manager: Director Infrastructure and Development Services
Report Date: 2 August 2023
File Reference: SEAP
Enclosures: 1. SEAP Unconfirmed Minutes - 18 July 2023 
2. SEAP Proposed Focus Areas - Action plan 

RECOMMENDATION

That Council:

- 1. Note the Unconfirmed/Confirmed Minutes of the Sustainability and Environmental Advisory Panel meeting held on 18 July 2023; and**
- 2. Endorse the SEAP Proposed Focus Areas – Action Plan.**

PURPOSE

The Unconfirmed Minutes of the Meeting of the Sustainability and Environmental Advisory Panel held on 18 July 2023, are presented for information and a revised SEAP Proposed Focus Areas – Action plan is submitted for Council endorsement.

BACKGROUND

After an expression of interest process, Council appointed its first Sustainability and Environmental Advisory Panel (SEAP) at the 26 September 2022 Council meeting.

DETAILS

The Sustainability and Environmental Advisory Panel met on 18 July 2023 at the Waratah-Wynyard Council Chambers.

The meeting reviewed the following standard agenda items:

- Confirmation of meeting minutes from 16 May,
- Updates on recommendations to Council,
- Review of actions, and
- General business.

Further agenda items raised by panel members as well as a special presentation by a Cradle Coast Authority representative were discussed at the July meeting. They included:

- A presentation to the panel on Pause Places,
- Sub-group updates including:
 - food security, and
 - vegetation management strategy.

- SEAP Action Plan updates.

Post the meeting, SEAP members finalised the attached SEAP Proposed Focus Areas – Action plan for Council endorsement.

This Proposed Focus Areas – Action plan is intended to replace the previously prepared 2023-2025 draft action plan and represent the shared commitment between Council and SEAP members.

The Panel’s next meeting is scheduled to be held on 19 September 2023 at the Waratah-Wynyard Council Chambers.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 1: Leadership and Governance
Desired Outcomes
1.3 We encourage broad community input to create a focussed and strong sense of belonging.
Our Priorities
13.1 Facilitate the meeting of community needs through strong advocacy and local and regional collaboration for shared outcomes.

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

GOAL 7: Environment
Desired Outcomes
7.2 The community understands its vulnerabilities and strengths when it comes to climate change adaptation and resilience.
Our Priorities
7.2.1 Support and foster community led adaption and initiatives.

GOAL 7: Environment
Desired Outcomes
7.3 Our natural environment, unique surroundings and community assets are future ready in a changing climate.
Our Priorities
7.3.1 Facilitate education and awareness of climate change risks to the community and property owners.

GOAL 7: Environment
Desired Outcomes
7.5 Stewardship of our land, water and marine ecosystems respects past, present and future generations.
Our Priorities

7.5.1 Protect, enhance and recover biodiversity through forward thinking and planning.

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

COMMENT

It is recommended that Council note the Unconfirmed Minutes of the Sustainability and Environmental Advisory Panel (SEAP) held on 18 July 2023 and endorse the submitted SEAP Proposed Focus Areas – Action plan.

10.0 MATTERS PROPOSED FOR CONSIDERATION IN CLOSED MEETING**RECOMMENDATION**

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

Matter	Local Government (Meeting Procedures) Regulations 2015 Reference
<i>Confidential Report R15 (2) - Confirmation Of Closed Minutes Of Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) – Notices Of Motion NIL</i>	15(2)
<i>Confidential Report R15 (2) (h) - Leave of Absence Request - Councillors</i>	15(2)(h)
<i>Confidential Report R15 (2) - Closed Senior Management Report NIL</i>	15(2)

11.0 CLOSURE OF MEETING TO THE PUBLIC**RECOMMENDATION**

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

Matter	Local Government (Meeting Procedures) Regulations 2015 Reference
<i>Confidential Report R15 (2) - Confirmation Of Closed Minutes Of Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) – Notices Of Motion NIL</i>	15(2)
<i>Confidential Report R15 (2) (h) - Leave of Absence Request - Councillors</i>	15(2)(h)
<i>Confidential Report R15 (2) - Closed Senior Management Report NIL</i>	15(2)

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

13.0 PUBLIC RELEASE ANNOUNCEMENT

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

Min. No.	Subject	Decisions/Documents

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