



**ORDINARY MEETING  
OF COUNCIL**

**AGENDA  
OPEN MEETING**

**15 July 2019**

15 July 2019

## **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 15 July 2019 with the Business of the meeting to be in accordance with the following agenda paper.

### **General Manager's Certification**

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

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



Shane Crawford  
GENERAL MANAGER

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

15 July 2019

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

Dear Shane,

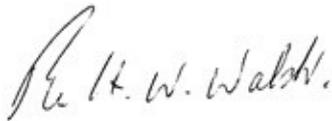
#### **COUNCIL MEETING**

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 15 July 2019 commencing at at the Council Chambers, 21 Saunders Street, Wynyard.

Yours sincerely



Cr Robby Walsh  
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 15 JULY 2019, COMMENCING AT**

	<b>From</b>	<b>To</b>	<b>Time Occupied</b>
Open Council			
Planning Authority			
Open Council			
Closed Council			
Open Council			
TOTAL TIME OCCUPIED			

**AUDIO RECORDING OF COUNCIL MEETINGS POLICY**

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

**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.

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

Cr Kevin Hyland

**1.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED**

Cr Allie House - 7 July 2019 to 18 July 2019 inclusive.

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<b>2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING</b>
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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 17 June 2019, 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.*

## **2.2 CONFIRMATION OF MINUTES OF PREVIOUS SPECIAL COUNCIL MEETING**

### **RECOMMENDATION**

**That the Minutes of the Special Meeting of the Waratah-Wynyard Council held at Council Chambers, 21 Saunders Street, Wynyard on Monday 24 June 2019, 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.*

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<b>3.0 DECLARATIONS OF INTEREST</b>
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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**

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## 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**

11/6/19	Meeting with General Manager
12/6/19	Wynyard High School Year 11 English Class – Speech Making
13/6/19	Meeting with Constituent
17/6/19	Meeting with Constituent
17/6/19	Council Meeting
18/6/19	Meeting with Wynyard Bowls Club re Trade Waste
18/6/19	Meeting with General Manager
19/6/19	DairyTas Board Function
24/6/19	Special Council Meeting
24/6/19	Councillor Workshop
25/6/19	Meeting with General Manager
27/6/19	Meeting with Venture Minerals
1/7/19	Councillor Workshop
2/7/19	Meeting with General Manager
2/7/19	Meeting with Constituent

### 4.3 Reports by Delegates

Nil received.

### 4.4 COUNCILLOR STATEMENTS

Nil received.

### 4.5 NOTIFICATION OF COUNCIL WORKSHOPS

*Legislative Reference:*

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

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

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

#### RECOMMENDATION

**That the Council note the following Councillor Workshops**

24/6/19	Community Working Groups Discussion
24/6/19	Presentation regarding Tourism Opportunity
24/6/19	Waratah-Wynyard Child & Family Learning Centre Initiative
1/7/19	Community Activations Grants review
1/7/19	Zig Zag Track Community Consultation Update
1/7/19	Coastal Pathway Update
1/7/19	Community Survey Review
1/7/19	Review of Local Government Association of Tasmania General Meeting and AGM Agenda items

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### Upcoming Workshops – Indicative only

22/7/19	Review of Playgrounds
22/7/19	Overview of Warawyn Reconciliation Program
22/7/19	Boat Harbour Beach Masterplan – review of community consultation
22/7/19	Planning Review
29/7/19	Wynyard Community Forum – 7UP Youth Centre
30/7/19	Legislative Review
5/8/19	Waste Strategy Update

### Councillor Attendance Record

Meetings attended during 2018/19

	<b>Ordinary Meetings 2018/19 (12)</b>	<b>Special Meetings 2018/19 (1)</b>	<b>Workshops 2018/19 (31)</b>
Mayor Robert Walsh	11	1	24
Deputy Mayor Mary Duniam	10	1	26
Cr Maureen Bradley (finished 30/10/18)	4	0	9
Cr Gary Bramich	11	1	29
Cr Andrea Courtney (commenced 6/11/18)	5	0	14
Cr Celisa Edwards (commenced 6/11/18)	7	1	21
Cr Darren Fairbrother	12	1	31
Cr Alwyn Friedersdorff (retired 30/10/18)	4	0	5
Cr Allie House (commenced 6/11/18)	7	1	22
Cr Kevin Hyland	11	1	13

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## 5.0 PUBLIC QUESTIONS AND STATEMENTS

Legislative Reference:

*Local Government (Meeting Procedures) Regulations 2015 Regulation 31*

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

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

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

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

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

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

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

### **5.1.1 MR P GAYLARD - CAMPING SIGNAGE WEST OF MOORE STREET**

#### **QUESTION**

Mr Gaylard of Boat Harbour Beach asked if Council could please provide evidence that they used to determine existing use when erecting the camping signs west of Moore Street on Port Road (Boat Harbour Beach).

#### **OFFICERS RESPONSE**

Council is undertaking a research process to gather the necessary material which will then be referred to Council's legal representatives for verification of the existing use rights status. Should the legal advice determine that there is sufficient evidence to prove existing use right status, then Council would share that information with you based on the questions you have raised of Council.

### **5.1.2 MR P GAYLARD - DETERMINING EXISTING USE**

#### **QUESTION**

Mr Gaylard of Boat Harbour Beach asked how the planning department handles cases where *existing use* is a factor (in a development application) and are rate payers required to provide evidence of pre-existing use before they can proceed with plans based on *existing use*.

#### **OFFICERS RESPONSE**

Existing use is not often considered in a development assessment. It is considered where conflicting information is provided or available on Council records. For example, a dwelling renovation of an old shack, but the titles identify the site as vacant, and the property is also rated as a vacant property. In such an instance, Council would refer to property files where they exist, and/or seek more information from the applicant regarding the history of the use on the site. Other examples of development, like churches and schools that have also been established for a long time, but an original permit does not exist because they pre-date council records would be considered low risk of not having existing use rights, as there is title information, the site has been classified appropriately under the rates structure, and there is local knowledge of the use being on the property for a long period of time. There is still a chance that the site was developed without necessary approvals, but this would be unlikely and therefore move ahead with the current assessment. It would not be practical to search

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the archives for every site subject to a development. It would be costly, a significant drain on Council resources and would impede the ability to meet the statutory timeframes to assess the application.

So title information, rates information and local knowledge are the initial tools in considering whether or not existing use could be an issue. It is essentially a risk assessment process, a quick pass to determine if there is likely to be an issue.

For the foreshore land at Boat Harbour Beach, the land is not rateable, there are no titles for the Crown land, and there is local knowledge of public camping occurring on the site for a long period of time. Therefore, it was deemed that existing use rights were likely to exist. Since this determination, some community members have questioned the legitimacy of the existing use rights.

As per previous advice provided, Council is of the understanding that the use is an existing use as it pre-dates planning legislation in Tasmania. Legal advice has confirmed that this notion is sound. However, this advice has recommended that the history of the use be documented and recorded, in order to demonstrate existing use status to reply to enquiries such as yours. Council is undertaking a research process to gather the necessary material which will then be referred to Council's legal representatives for verification of the existing use rights status. If there is insufficient evidence to demonstrate existing use, then a planning permit will likely be required. Should you have information that would like to contribute to this process, please forward it to Council.

### **5.1.3 MR C HUTCHISON - PREOLENNA COMMUNITY CENTRE ACCESS**

#### **QUESTION**

Mr Hutchison of Preolenna asked if Council will provide the Preolenna Community access to the Preolenna Community Centre using a new formal lease agreement. If yes, when? If no, why not?

#### **OFFICERS RESPONSE**

The General Manager advised that as stated previously, Council does not have a formal position on the future of the Preolenna Hall. This will be deliberated in July and a direction determined, most likely at the August Council meeting.

### **5.1.4 MR C HUTCHISON - 2420 PREOLENNA ROAD PREOLENNA**

#### **QUESTION**

Mr Hutchison of Preolenna asked if the presence of the Preolenna War Memorial at 2420 Preolenna Road a restriction to the disposal of the Preolenna Community Centre.

#### **OFFICERS RESPONSE**

The General Manager advises that the Memorial and the Hall are two separate matters.

### **5.1.5 MR E NASH - EXERCISE EQUIPMENT SOMERSET FORESHORE**

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## QUESTION

Mr Nash of Somerset asked for an update on when the exercise equipment at Somerset would be repaired/replaced.

## OFFICERS RESPONSE

At this stage the exercise equipment reinstatement has been deferred pending finalisation of the ANZAC Playground footprint and associated works. Following this the exercise equipment reinstatement and location can be determined.

## 5.2 PUBLIC QUESTIONS RECEIVED IN WRITING

### 5.2.1 MR C HUTCHISON - PREOLENNA COMMUNITY CENTRE

#### QUESTION

In June, I received the following information via email from council regarding

- a) The estimated cost of repair to the Preolenna Community Centre, and
- b) The total land & capital value of 2420 Preolenna Road (The Preolenna Community centre local government title) (*see email response & LIST Valuation below*)

I make the following note:

- Between valuations 1997 and 2010, a \$131,000 increase in value. Between valuations 2010 and 2016, a \$91,500 decrease.
- The estimated cost of repair to the hall is approximately \$35,000 to bring it back to public hall standard.

Can council please make comment between the difference of repair costs and the loss in capital value, and how this demonstrates sound financial and organisational management of assets - possibly in relation to the Waratah-Wynyard Council Asset Management Policy (*see below*), specifically subsection 3.1 (a), (b), & (c).

#### OFFICERS RESPONSE

As has been previously advised, Council informally determined not to continue to maintain or repair the Preolenna Hall as the asset showed had limited use/ requirement. Council could not justify spending significant amounts on repairs when other venues with higher use required works.

Since that decision has been taken there is no evidence of a significant rise in community requirement for the hall to be operational.

Section 3.1(a) of the policy clearly states that Council must “...ensure that our infrastructure services are provided in an economically optimal way, with the appropriate level of service to residents, visitors and the environment determined by reference to our financial sustainability....”. The reduction in value of the property, as determined by the Valuer General, may be reflective of building status, but is influenced by other factors including the market and prosperity in the area. The reduction in land value highlights this point.

It should be noted however, as has been previously advised to Mr Hutchison, a review of the hall requirements will be conducted in July along with the feedback regarding the Preolenna War Memorial and a report will be put to the August Council Meeting.

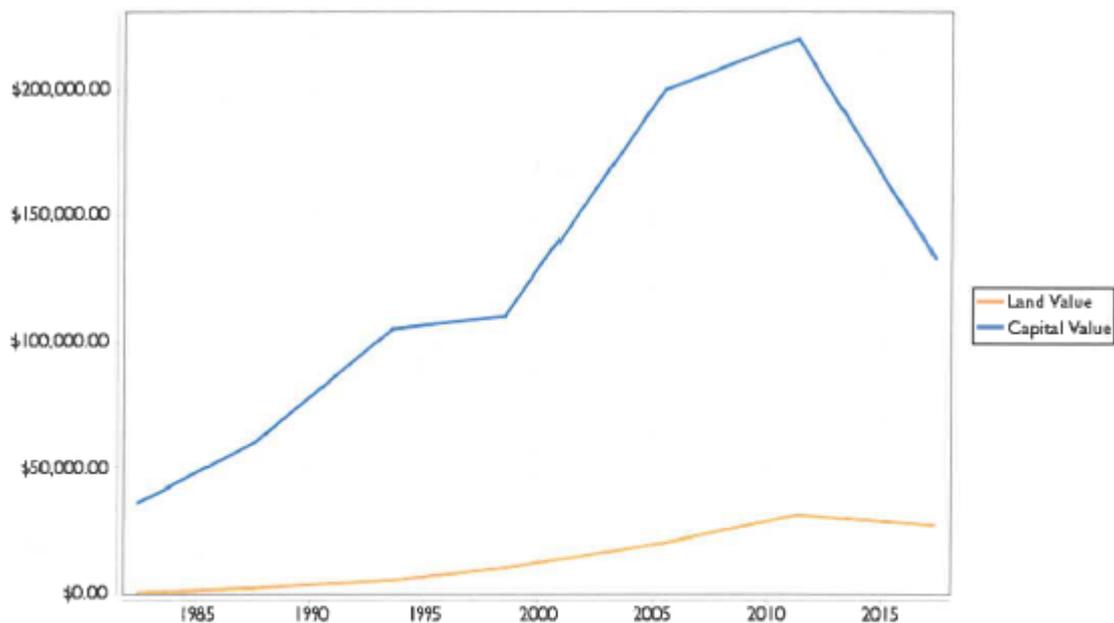
## PREMIUM PROPERTY Information Report

LAST 5 SALES - (Community Services) - PREOLENNA [View in LISTmap](#)

ADDRESS	CONTRACT DATE	SALE PRICE
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PROPERTY VALUATIONS - 2420 PREOLENNA RD PREOLENNA

DATE INSPECTED	LEVELS AT	LAND	CAPITAL	AAV	REASON
17/10/2016	01/07/2016	\$27,000	\$132,500	\$5,300	Revaluation
04/06/2010	01/07/2010	\$31,000	\$220,000	\$8,800	REVALUATION
22/02/2005	01/10/2004	\$20,000	\$200,000	\$8,000	Revaluation
25/02/1998	01/10/1997	\$10,000	\$110,000	\$4,400	Revaluation
04/12/1992	01/07/1993	\$5,000	\$105,000	\$4,200	REVAL 93
20/05/1987	01/07/1987	\$2,000	\$60,000	\$2,400	REVAL 87
21/10/1981	01/07/1983	\$250	\$36,000	\$1,440	REVAL'82



Email response to questions 13/6/2019

**1. What is the total cost of repair to the Preolenna Community Centre to bring it back to public hall standard (please evidence)?**

An estimate only is provided below. If a decision was made to repair the hall formal quotes would be sourced at that time. Estimates are based on previous quotes and our Technical Officers experience in this area. Note that there is a small amount of asbestos in the building however it is in good repair and we would not be doing anything with it at this stage.

**PLEASE NOTE – THESE ARE ESTIMATES ONLY AND NOT BASED ON TRADESMAN QUOTES**

Item needed for repair	Issue	\$Estimated cost Labour	\$Estimated cost Materials
Guttering/ downpipe	Replace damaged guttering/pipe		\$ 3,000
Kitchen Roof	Repair damaged roof		\$15,000
Kitchen Ceiling	Replace damaged ceiling		\$ 4,000
Kitchen Walls	Replace damaged walls		-
Window flashing	Timber frame windows need protection	Need replacing	\$ 8,000
Power re-connection	TasNetworks to re connect meter box	Upgrade mains	\$ 900
	Replace back door		\$ 800
	Water Pump and Tank		\$ 3000
	SUB TOTALS:	\$	\$34,700
	TOTALS:	\$	

**Responding to the following question using the table below, what have the valuations of the Preolenna Community Centre been in the past 25 years**

*Information manually inserted (by Mr Hutchison) based on attachment sent:*

Year of valuation	Total Land & Capital Value	\$Value +Increase/ -Decrease	%Percentage +Increase/ -Decrease
1997	120,000	-	-
2004	220,000	+\$100,000	+84%
2010	251,000	+\$31,000	+14%
2016	159,500	-\$91,500	-36%
2019	?	?	?

As has been previously advised no decision has yet been made on the Preolenna Hall, the memorial will be discussed in July following the closure of the public consultation period, and given the interest in the hall that matter will also be discussed at the same time.

Kind regards.



**1. SCOPE**

- 1.1 The policy applies to allocation of resources, providing high level oversight of the delivery of services and maintaining accountability mechanisms to ensure that Council's resources are appropriately utilised to address its strategic plans and priorities.

**2. PURPOSE**

- 2.1 To ensure sustainable provision of assets designed to meet the service delivery needs of the Waratah-Wynyard Community.

**3. POLICY STATEMENT**

3.1 Council is committed to implementing a systematic asset management framework in order to apply appropriate asset management best practices across all areas of the organisation. This includes ensuring that assets are planned, created, operated, maintained, renewed and disposed of in accordance with Council's priorities for service delivery. Specific requirements are to:

- (a) ensure that our infrastructure services are provided in an economically optimal way, with the appropriate levels of service to residents, visitors and the environment determined by reference to our financial sustainability;
- (b) safeguard our assets including physical assets and employees by implementing appropriate asset management strategies and appropriate financial resources for those assets;
- (c) ensure continuous improvement and seek innovative ways of meeting service delivery requirements;
- (d) Adopt, review and refine a Long Term Financial Management Plan and Strategic Asset Management Plan. These plans then provide the bases for all budget funding and service level decisions;
- (e) ensure that Council budgeting and reporting are categorised in terms of operational, maintenance, renewal, upgrade and new expenditure classifications;
- (f) meet the training needs in financial and asset management practices for councillors and staff;
- (g) ensure resources and operational capabilities are identified and responsibility for asset management is allocated;
- (h) provide high level oversight of financial and asset management responsibilities through Audit Panel/GM reporting to Council on development and implementation of the Strategic Asset Management Plan, Asset Management Plans and Long Term Financial Management Plan;
- (i) ensure appropriate risk management processes are considered and implemented; and
- (j) Meet legislative requirements for asset management.

**LEGISLATIVE REQUIREMENTS**

- *Local Government Act 1993*

**RELATED PROCEDURES/GUIDELINES**

- Waratah-Wynyard Council Strategic Asset Management Plan (2015)
- Waratah-Wynyard Council Long Term Financial Management Plan (2015)

DOC NO: PR.004	VERSION NO: 4	APPROVAL DATE: 17 August 2015
CONTROLLER: General Manager	APPROVED BY: - COUNCIL	REVIEW DATE: August 2019

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## 5.2.2 MR C HUTCHISON

### QUESTION

Given the period for public consultation regarding the Preolenna War Memorial ended on the 30<sup>th</sup> of June 2019, can council please advise the public about the plan & justification of action for the Preolenna War Memorial, and if not, by what date the proposed plan & justification of action will be made publicly available.

### OFFICERS RESPONSE

Now that feedback period for the Preolenna War Memorial has closed – discussions will be held regarding the Preolenna Hall and the Preolenna War Memorial during July with a report detailing feedback and options to go to the August Council Meeting. There is an expectation that a range of options will be considered at the Council meeting.

## 5.3 PUBLIC QUESTIONS WITHOUT NOTICE

Legislative Reference:

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

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

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

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

(5) *The Chairperson may –*

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

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

## 5.4 PUBLIC STATEMENTS RECEIVED IN WRITING

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

Nil received.

## 5.5 PUBLIC STATEMENTS WITHOUT NOTICE

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## **6.0 PLANNING AUTHORITY ITEMS**

Legislative Reference:

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

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

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

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

There are no Planning Authority Items

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

Legislative Reference:

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

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

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

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

*(5) The Chairperson may –*

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

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

Nil received.

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

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

Nil received.

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**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**

Nil received.

**7.2 COUNCILLOR QUESTIONS RECEIVED IN WRITING**

Nil received.

**7.3 COUNCILLOR QUESTIONS WITHOUT NOTICE**

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

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## 8.0 NOTICE OF MOTION

Legislative Reference:

*Local Government (Meeting Procedures) Regulations 2015; Regulation 16*

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

### 8.1 CR BRAMICH - WILKINSON STREET WYNYARD

#### BACKGROUND INFORMATION

Nil provided

#### OFFICERS COMMENT

The current proposal by the Department of State Growth (DSG) to close Wilkinson Street, Wynyard off from access to the Bass Highway has been heavily opposed by community members. Council has a resolution from the December 2018 Council meeting to initiate closure under section 14 of the Local Government Highways Act 1982: -

***“That Council that on receipt of assurances from DSG that council legal expenses associated with any representation and associated legal process will be reimbursed; and***

***1. Support the recommendation of the Department of State Growth to close the Wilkinson Street access to the Bass Highway; and***

***2. Initiate the process of notification of intent to close under section 14 of the Local Government Highways Act 1982; and***

***3. Undertake investigations into relocation of the existing York Street bus stop to another area within the vicinity”.***

DSG have indicated that they would be willing to reimburse legal expenses if Council are successful in section 14 action. Based on the history of similar matters where opposition is received to the notification of intent to close It seems highly likely that a magistrate would find in favour of the representors and not allow closure of Wilkinson Street. Legal advice indicates that if this was to be the case that the Magistrates court (Administrative Appeals Division) would not award the costs of one party to be funded by another. That is to say Council’s costs would be limited to its own.

However, in the likely event that the notice to close would be overturned, it leaves an outcome of no safety improvement to the Oldina/Wilkinson Intersection with the Bass Highway. The intent of this motion is interpreted to provide for an alternative treatment that isn’t impeded by the need to close a road and will provide an improved safety outcome for the community.

#### MOTION

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**That Council delay any decision on the closure of Wilkinson Street at the Bass Highway intersection until the speed limit changes from Bass Highway modifications have been assessed to determine their impact on traffic safety and write to the Department of State Growth seeking: -**

- **Assessment of road safety impacts of the Wilkinson/Oldina Intersection with the Bass Highway following the implementation of the Calder/York intersection roundabout.**
- **Alternative intersection treatment options for the Wilkinson/Oldina intersection including offsetting the Wilkinson and Oldina approach legs, widening to include a right-hand turn lane into Oldina Road from the Bass Highway.**
- **An assessment from Department of State Growth of the relative merits of the current proposal for the Wilkinson St/Oldina intersection against the alternatives.**

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## 9.0 REPORTS OF OFFICERS AND COMMITTEES

### 9.1 COMMUNITY SURVEY 2019

To:	Council
Reporting Officer:	Manager Tourism and Marketing
Responsible Manager:	Director Community and Engagement
Report Date:	3 July 2019
File Reference:	1.0
Enclosures:	1. Waratah-Wynyard Council: Community Satisfaction Survey (insync:June 2019)

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#### RECOMMENDATION

**That Council receive and note the 2019 Waratah-Wynyard community survey results and authorise the communication of key findings and results to the community.**

#### PURPOSE

To review outcomes of the 2019 Community Survey and note strategies for incorporating the feedback into future decision-making including the 2019/20 Annual Plan actions.

#### BACKGROUND

Insync was engaged by Waratah-Wynyard Council to conduct the Community Survey between March and May 2019, with the purpose of measuring community members' views, ideas and suggestions. This is the third survey of its kind conducted by Council. The previous surveys ran in 2014 and 2016.

The objectives of the Community Survey are to:

- Provide the community with the opportunity to communicate openly and candidly with Council
- Identify key issues for Waratah-Wynyard residents
- Measure performance across key areas for Waratah-Wynyard Council
- Use the information from the community survey in a meaningful way to build a stronger and more satisfied community

The 2019 survey was the final survey in which Council are obligated to use the existing external survey provider. Questions used in previous surveys were kept in order to identify trends and analyse movement in the replies.

#### DETAILS

##### Survey Process

Waratah-Wynyard Council community members were given the opportunity to participate in the survey in 28 March to 20 May 2019. In order to maximise the potential for community member's concerns to be captured and identified, the survey was anonymous.

##### Distribution

In order to reach as many community members as possible during a defined time period, to maximise the reliability of the data and to reflect the diversity of the community members that Waratah Wynyard Council serves across a range of demographics – the following distribution methods were used:

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**Email** (with open link) to:

- sporting groups and clubs
- community groups and organisations
- tourism operators
- business owners
- schools

An initial email was sent upon launch of the survey, with a follow-up reminder email towards the end of the survey period.

**Hard copies** (with response boxes) at the following locations:

- Council office in Wynyard
- Council office in Waratah
- Sisters Beach General Store
- Sweet-Ness at The Sea, Boat Harbour
- Somerset Newsagency
- Yolla General Store.

#### **Facebook**

The survey link was posted on Council Facebook page on 29 March announcing the launch of the survey and again on 18 April reminding residents of the closing date. These posts received lower engagement levels compared to posts on other subjects.

#### **Councillors and staff**

All WWC Councillors were given 20 hard copies of the survey to distribute to their own networks and contacts – to use to generate conversations with the community. Staff who frequently engage with the community were given hard copies to take to meetings/functions during the survey period.

#### Responses

Overall, 220 responses were received. This represents a decrease from 2016 and 2014 when 273 and 290 responses were received respectively. With an overall population size of just over 14,000, this is still an appropriate sample which allows for confidence in interpreting the results. Insync advised there is a 90% level of confidence (with a 10% margin of error) which means this survey data can be generalised to the overall population.

#### **Survey results**

The results of the report “Waratah-Wynyard Council: Community Satisfaction Survey” (Insync: June 2019) provide snapshots of areas where Council is perceived as doing well, areas where improvements are needed and areas where there are the largest gaps between community expectations and Council service delivery.

Whilst overall satisfaction with Council and perceived value for money has remained relatively consistent, there were some key areas where residents showed greater concern than in 2016.

“Communicating” and “involving the community in decision making” are the two areas where the largest gaps between importance and performance occurred. Council’s recently adopted Communication and Engagement Strategy will be a key document with defined actions and deliverables that will assist Council to measure performance in this area over the coming years.

The top 5 **areas of importance** to the community were very similar to the 2016 survey:

March-May 2019 Top 5 importance	2019	October 2016 Top 5 importance	2016
Council's financial management	6.32	Council's financial management	6.27
Friendliness of staff at the Council	6.17	Friendliness of staff at the Council	6.18
Consistency of information provided by Council staff	6.13	Appearance of your neighbourhood/district	6.16
Appearance of your neighbourhood/district	6.12	Consistency of information provided by Council staff	6.10
Knowledge and experience of staff at the Council	6.10	Council management of the environment	6.09

Areas where Council was considered to be performing the **highest** were:

March-May 2019 Top 5 performance	2019	October 2016 Top 5 performance	2016
Appearance of Wynyard CBD	5.50	Friendliness of staff at the Council*	5.39
Appearance of Somerset CBD	5.05	Appearance of Wynyard CBD	5.35
Friendliness of staff at the Council*	5.00	Appearance of Somerset CBD	4.71
Appearance of your neighbourhood/district*	4.54	Traffic movement throughout the municipal area	4.70
Knowledge and experience of staff at the Council*	4.42	Knowledge and experience of staff at the Council	4.64

Pleasingly for Council, the top 5 performance list contained three items from the highest importance list – suggesting Council is delivering to community expectations on a number of levels. Notably the appearance of the CBD's of Wynyard and Somerset, and the friendliness of staff at the Council have all scored 5 or above on the 7-point scale – noted by insync as particularly high performance – and were all considered very important by the community.

Conversely, the table below showing the lowest perceived performance by Council included three areas that were also identified in 2016 as the lowest performing areas – suggesting Council still has some work to do in the area of urban and rural land use planning, opportunities for the community to participate in decision-making and after-hours service provision. It is noted however, that none of the lowest performing areas appeared on the highest importance list – which is a positive for Council.

Areas where Council is considered to be performing the **lowest**:

March-May 2019 Lowest 5 performance	2019	October 2016 Lowest 5 performance	2016
Opportunities for the community to participate in decision-making	3.59	Urban and rural land use planning	3.85
After hours service provision by Council	3.76	Elected member (councillor) representation of community issues	4.04
Council reporting to the community through publications and meetings	3.78	After hours service provision by Council	4.10
Urban and rural land use planning	3.80	Opportunities for the community to participate in decision-making	4.25
Council's leadership within the community	3.82	Council support of local industry and business	4.26

To identify the areas where greatest improvement by Council is needed, insync analysed the gaps between performance and importance. With gaps of 2 or more being significant, and gaps of 3 or more representing widespread dissatisfaction, the following results represent the areas of greatest dissatisfaction are the priority areas for Council to address moving forward.

March-May 2019 Top 5 gaps	2019	October 2016 Top 5 gaps	2016
Opportunities for the community to participate in decision-making	2.42	Urban and rural land use planning	1.92
Council reporting to the community through publications and meetings	2.25	Council's financial management*	1.85
Council's leadership within the community	2.22	Council management of the environment *	1.71
Elected member (councillor) representation of community issues	2.21	Timeliness/responsiveness to customer enquiries or requests	1.71
Timeliness/responsiveness to customer enquiries or requests	2.13	Elected member (councillor) representation of community issues	1.70

#### How our facilities and services are performing

Public toilets were a significant concern for residents, with this being the only area to receive a gap score above 2. Toilets also received negative comments in the qualitative section. The Tulip festival and gardens, flowers and trees were areas of highest performance – consistent with the 2016 results.

In summary – the areas of highest importance in services and facilities, all receiving an importance score above 6, indicating high importance were:

- Kerbside garbage and recycling collection
- Parks and reserves
- Public toilets
- Stormwater and drainage
- General customer service

The top 5 areas of highest performance were the same as in the 2016 survey, indicating long-term community satisfaction with how these areas are performing:

- Tulip Festival
- Gardens flowers and trees
- Physical access to Council buildings
- Tourism services, including Wonders of Wynyard
- Cemeteries

Three of the lowest performing areas have remained the same since 2016, with the scores for weed control, and rural unsealed roads scoring even lower than last time. As mentioned, public toilets are the only area to have a significant gap between importance and performance.

- Public toilets/amenities
- Rural unsealed roads
- Building, land use planning and environmental health issues
- Playground equipment
- Weed control

## STATUTORY IMPLICATIONS

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

### Strategic Plan Reference

<b>GOAL</b>
<b>Desired Outcomes</b>
We listen and engage with our community in decision making.
<b>Our Priorities</b>
1.2 Strengthen our communication with the community using diverse communications channels relevant to the demographic.
1.9 Collaborate with, understand and satisfy our external customers' needs and values.

### Sustainable Murchison Community Plan 2040

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

## POLICY IMPLICATIONS

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

## FINANCIAL IMPLICATIONS

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

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## **RISK IMPLICATIONS**

The report provides a community snapshot of Council performance and therefore can be used as a guide in future decision making. Council will face reputational risks if some of the areas of concern are not actioned appropriately

## **CONSULTATION PROCESS**

The results of the survey will be communicated to the community with details of the key outcomes and findings and how these will be addressed through Councils operational activities.

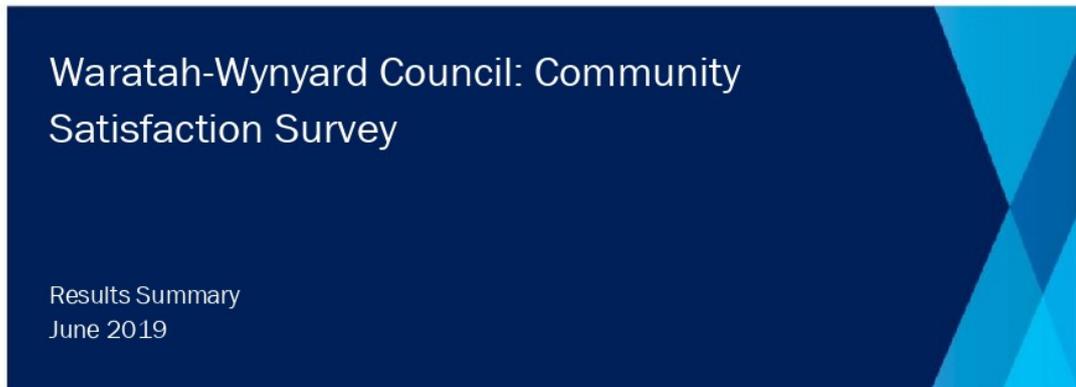
## **CONCLUSION**

The community survey results will be used to improve the Council's future planning to ensure that the areas identified for improvement can be addressed whilst maintaining and/or enhancing the services which are strongly valued by the community.

Notably the key areas for improvement and areas identified as potential future projects including animal control, new/upgraded public toilets, foreshore maintenance, communication with the community, environmental management, new/upgrading playgrounds, sport and recreation and community use of facilities, foreshore development, road safety/upgrades, bike paths and a dog park – all have associated actions in the 2019/20 Annual Plan.

As noted as best practice by Insync, moving forward Council should use these survey results as a guide to what is important to the community – but undertake further in-depth analysis of particular issues in order to determine priorities for action.

As communicating with the community was highlighted as an area where respondents felt Council was underperforming, and also rated this as a high priority, a review of the Community Survey process would be valuable to determine the most efficient and effective means of reaching a broad cross-section of the community into the future.



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## 1. Introduction

### 1.1. Survey objectives

Insync was engaged by Waratah-Wynyard Council to conduct the Community Survey in March 2019, with the purpose of measuring community members' views, ideas and suggestions. This is the third survey of its kind conducted by Council. The previous surveys ran in 2014 and 2016.

The objectives of the Community Survey are to:

- Provide the community with the opportunity to communicate openly and candidly with the Management team & Council staff of Waratah-Wynyard Council
- Identify key issues for Waratah-Wynyard Council's residents
- Measure performance across key areas for Waratah-Wynyard Council
- Use the information from the community survey in a meaningful way to build a stronger and more satisfied community

### 1.2. Survey Process

Waratah-Wynyard Council community members were given the opportunity to participate in the survey in March-May 2019. In order to maximise the potential for community member's concerns to be captured and identified, the survey was anonymous and distributed via email, open link and in hard copy. These methods of delivery were chosen with the following aims:

- to reach as many community members as possible during a defined time period, to maximise the reliability of the data
- to reflect the diversity of the community members that Waratah Wynyard Council serves - across a range of demographics

Overall, 220 responses were received. This represents a sharp decrease from 2016 and 2014 when 273 and 290 responses were received respectively. With an overall population size of just over 14,000, this is still an appropriate sample which allows for confidence in interpreting the results; the reader can have a 90% level of confidence (with a 10% margin of error) which means this survey data can be generalised to the overall population.



The survey was comprised of six sections:

**Section 1, 2 and 3** asked community members to rate how **important** each of the items is to them, on a scale of 1 to 7, where 1=Low and 7=High. Community members were then asked to rate (on the same scale) how they felt Waratah-Wynyard Council was **performing** with regard to each item.

**Section 2** asked community members to respond to questions in relation to how they interact with the Council.

**Section 4** asked community members to respond to questions in regard to themselves and their community.

**Section 5** asked community members to provide open (free-text) comments regarding Waratah-Wynyard Council and to highlight any general concerns and suggestions for improvement that they might have for Council, along with any recommendations.

**Section 6** asked community members to provide some broad demographic information; including locality, gender, age, internet access and employment status.

### 1.3. Respondent characteristics

The table on the following page details the number of responses received from each demographic group. Please note, a number of community members did not specify their demographic information.

Insync received a total of 220 surveys (26 paper surveys, 18 email responses and the remainder via the open link). Readers of this report should be mindful of the characteristics of the respondent profile when interpreting data:

- The majority of the respondents were from Wynyard (59%)
- Approximately 45% of respondents were in the 50-69 years old age bracket, 30% of respondents were aged 35-49 and 15% were aged 69 years and over
- The gender ratio of respondents was relatively equal with 55% female and 45% male
- Almost half (43%) of the respondents reported working full time, 23% were part time and 24% were retired
- Only 1% of respondents reported not having any internet access

Note, the high proportion of online responses received this year is reflected in the respondent characteristics. Namely, they are more likely to have internet access, work fulltime or part time and have internet access than in previous years.



Waratah Wynyard Council Community Survey Results 2019		
Response statistics		
	n	%
Total	220	100%
<b>Suburb/Locality/Village</b>		
Wynyard	109	50%
Somerset	16	7%
Sisters Beach	12	5%
Boat Harbour Beach	9	4%
Yolla	7	3%
Waratah	12	5%
Other rural	21	10%
<b>Employment status</b>		
Full time	81	37%
Part time	44	20%
Student	1	0%
Household	3	1%
Retired	45	20%
Other	10	5%
Unemployed	4	2%
<b>Gender</b>		
Female	103	47%
Male	85	39%
<b>Do you have access to the internet?</b>		
At home	84	38%
At work	3	1%
At home and work	98	45%
None	2	1%
<b>Age</b>		
Less than 19 years old	1	0%
19-24 years old	2	1%
25-34 years old	16	7%
35-49 years old	57	26%
50-69 years old	86	39%
over 69 years old	28	13%



## 2. Summary of results

Waratah-Wynyard has received similar results to those recorded in 2016. Overall satisfaction with Council and value for money remained relatively consistent. However, some key areas appear to be of more concern for residents now than they were in 2016.

### How you're doing

The Council is perceived to be performing very well on maintaining the appearance of the region. The quantitative findings on this area are supported by the comments provided by respondents.

Conversely, the Council is not perceived to be doing as well with communicating and involving the community in decision making.

The areas of highest importance to respondents were:

- Council's financial management
- Friendliness of staff at the Council
- Consistency of information provided by Council staff
- Appearance of your neighbourhood/district
- Knowledge and experience of staff at the Council

The areas of highest performance included<sup>1</sup>:

- Appearance of Wynyard CBD
- Appearance of Somerset CBD
- Friendliness of staff at the Council\*
- Appearance of your neighbourhood/district\*
- Knowledge and experience of staff at the Council\*

The areas of lowest performance included:

- Opportunities for the community to participate in decision-making
- After hours service provision by Council
- Council reporting to the community through publications and meetings
- Urban and rural land use planning
- Council's leadership within the community

The largest gaps between importance and performance included:

- Opportunities for the community to participate in decision-making
- Council reporting to the community through publications and meetings

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<sup>1</sup> Items marked (\*) were also found in the top 5 importance list for that section.



- Council's leadership within the community
- Elected member (councillor) representation of community issues
- Timeliness/responsiveness to customer enquiries or requests

#### Facilities and services

Public toilets are an issue for residents. This was the only area to receive a significant gap score (over 2.0) in this section, and it was also mentioned negatively in the qualitative comments by numerous respondents.

The Tulip Festival was once again a favourite among respondents (backed up by the qualitative comments), as were the gardens, flowers and trees. This is consistent with the results for the overall appearance of the region in the previous section.

The areas of highest importance to respondents were:

- Kerbside garbage & recycling collection service
- Parks & reserves including foreshore areas
- Public toilets / amenities
- Stormwater drainage system
- General customer service enquiries

The areas of highest performance included:

- Tulip Festival
- Urban gardens, flowers & trees
- Physical access to Council buildings (ramps, stairs, handrails)
- Tourism services, facilities & museums, including the Wonders of Wynyard
- Cemeteries

The areas of lowest performance included:

- Public toilets / amenities\*
- Rural unsealed roads
- Building, land use planning & environmental health services
- Playground equipment
- Weed control

The largest gaps between importance and performance included:

- Public toilets / amenities\*
- Monitoring of environmental issues (e.g. water, air quality, noise, fire hazard)
- Parks & reserves including foreshore areas\*
- Building, land use planning & environmental health services
- Roadside management – rural (e.g. trees, slashing, litter)



#### The community

While the proportion of respondents responding positively to questions about the community generally remained high, six of the nine items show a decrease in yes ratings. Housing was the biggest issue: *Choice and availability of housing options* saw the greatest drop, from 73% saying yes in 2016 to just 59% in 2019. Results for *housing affordability* were similar, with 89% saying yes in 2016 to just 80% in 2019.

However, more people are likely to agree that they feel part of the local community, are a member of a community group, and that there are enough jobs in the area than in 2016.

For comprehensive data reporting (including demographic filtering), see the online results portal provided by Insync.



## Section 1: What is on your mind and how are we doing?

### What the community feel is important

The five highest ranked importance variables for Waratah-Wynyard community members (listed in descending priority order) for **Section 1** are reported in the table below, alongside a comparison from 2016.

March-May 2019 Top 5 importance	2019	October 2016 Top 5 importance	2016
Council's financial management	6.32	Council's financial management	6.27
Friendliness of staff at the Council	6.17	Friendliness of staff at the Council	6.18
Consistency of information provided by Council staff	6.13	Appearance of your neighbourhood/district	6.16
Appearance of your neighbourhood/district	6.12	Consistency of information provided by Council staff	6.10
Knowledge and experience of staff at the Council	6.10	Council management of the environment	6.09

Areas of high importance for Waratah-Wynyard community members relate to *Council's financial management*, *Friendliness of staff at the Council*, *Consistency of information provided by Council staff*, *Appearance of your neighbourhood/district*, and *Knowledge and experience of staff at the Council*. Four of the five top five importance scores were the same as in 2016.

All five items attracted mean importance scores above six from a possible score of seven.



**How the community feel Waratah-Wynyard Council is performing**

The table below reports, in descending order, the five variables ranked highest in performance by Waratah-Wynyard community members for **Section 1** of the survey.

March-May 2019 Top 5 performance	2019	October 2016 Top 5 performance	2016
Appearance of Wynyard CBD	5.50	Friendliness of staff at the Council*	5.39
Appearance of Somerset CBD	5.05	Appearance of Wynyard CBD	5.35
Friendliness of staff at the Council*	5.00	Appearance of Somerset CBD	4.71
Appearance of your neighbourhood/district*	4.54	Traffic movement throughout the municipal area	4.70
Knowledge and experience of staff at the Council*	4.42	Knowledge and experience of staff at the Council	4.64

Items marked (\*) were also found in the top 5 importance list

The top five performance list contains three items from the top five importance list, *Friendliness of staff at the Council*, *Appearance of your neighbourhood/district*, and *Knowledge and experience of staff at the Council*. Community members identified these items as both important **and** performing better than the remaining items. Furthermore, scores of five and above on a seven-point scales identify areas of particularly high performance.



At the other end of the scale are the lowest performing variables. The below table shows the five variables given the lowest rankings by Waratah-Wynyard community members in 2019, alongside the results from 2016 for **Section 1**. Please note that the lowest performing variable appears first on the list.

March-May 2019 Lowest 5 performance	2019	October 2016 Lowest 5 performance	2016
Opportunities for the community to participate in decision-making	3.59	Urban and rural land use planning	3.85
After hours service provision by Council	3.76	Elected member (councillor) representation of community issues	4.04
Council reporting to the community through publications and meetings	3.78	After hours service provision by Council	4.10
Urban and rural land use planning	3.80	Opportunities for the community to participate in decision-making	4.25
Council's leadership within the community	3.82	Council support of local industry and business	4.26

Items marked (\*) were also found in the top 5 importance list

The lowest five performing areas are diverse in terms of subject area. Several are also consistent with low performing areas in 2016; as detailed above the lowest scores pertain to *Opportunities for the community to participate in decision-making*, *After hours service provision by Council*, *Council reporting to the community through publications and meetings*, *Urban and rural land use planning*, and *Council's leadership within the community*.

As can be noted from the above table, none of the lowest performing variables are common to the top five importance list, which is a positive result for Council.



**Where community members feel Waratah-Wynyard Council can improve**

In identifying factors for improvement, Insync analyses the perceived difference – or “gap” – between the importance and performance score for each variable. These gaps indicate areas of frustration or dissatisfaction for community members and thus represent improvement opportunities. Based on our research, gaps of or above 2.00 are considered significant, with a gap score of 3.00 or higher generally pointing to widespread dissatisfaction. For the purpose of business improvement, it is important to keep in mind that a larger gap does not indicate a larger problem, rather it indicates an increase in the likelihood that the variable is not meeting the expectation of the community.

March-May 2019 Top 5 gaps	2019	October 2016 Top 5 gaps	2016
Opportunities for the community to participate in decision-making	2.42	Urban and rural land use planning	1.92
Council reporting to the community through publications and meetings	2.25	Council's financial management*	1.85
Council's leadership within the community	2.22	Council management of the environment *	1.71
Elected member (councillor) representation of community issues	2.21	Timeliness/responsiveness to customer enquiries or requests	1.71
Timeliness/responsiveness to customer enquiries or requests	2.13	Elected member (councillor) representation of community issues	1.70

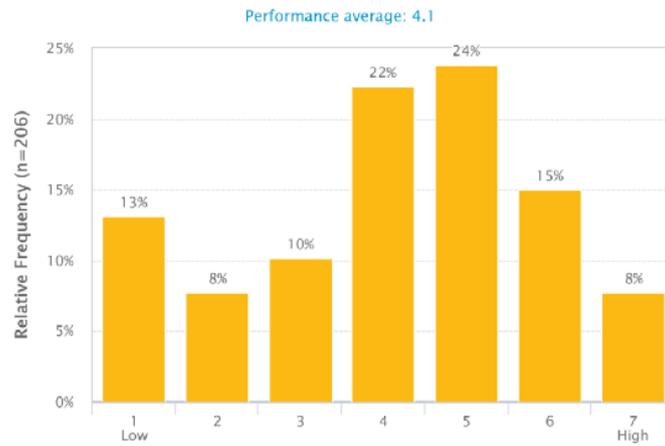
Items marked (\*) were also found in the top 5 importance list

A review of the results across all items found that there were no gap scores of 3.00 or higher. However, the gap scores are notably higher this year, indicating a greater discrepancy between importance and performance. They are also all over 2.0, which indicates they are significant areas of concern.

**Overall satisfaction with Council**

The following graph illustrates the community’s overall satisfaction with the Council, where 1 = Low, and 7 = High. The average satisfaction rating was 4.1, compared to 4.6 in 2016.

Approximately 55% of respondents indicated that they are satisfied overall, providing ratings between five and seven, compared to 59% in 2016.



20. Overall satisfaction with the Council  
Date period: Invited 1 Jan 2019 – 13 Jun 2019  
Response filter: All responses

Thinking about what your household pays on rates and other Council charges, how would you rate the services provided by Council in terms of value for money?

Community members were asked to indicate whether the services and amenities provided by the Council were good value for the rates paid, where 1= very poor value, and 5 = very good value. As can be observed from the graph below, the scores are quite spread, with about a third lying in the middle, or neutral zone (33%). This represents a similar pattern to 2016.



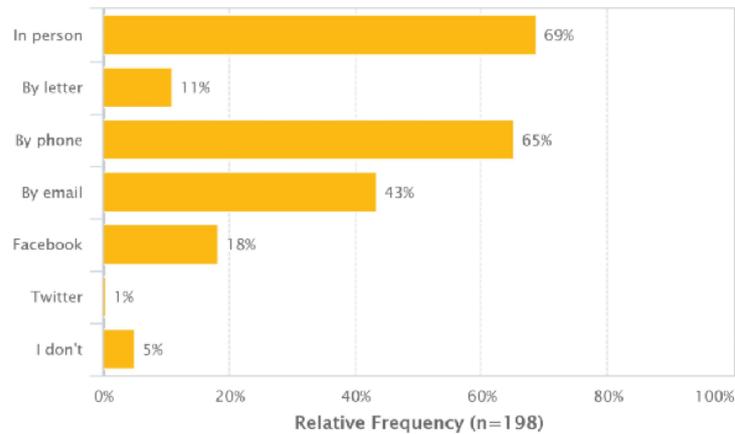
21. Thinking about what your household pays on rates and other Council charges, how would you rate the services provided by Council in terms of value for money?  
Date period: Invited 1 Jan 2019 – 13 Jun 2019  
Response filter: All responses



## Section 2: How do you interact with Council?

### How do you currently contact Council?

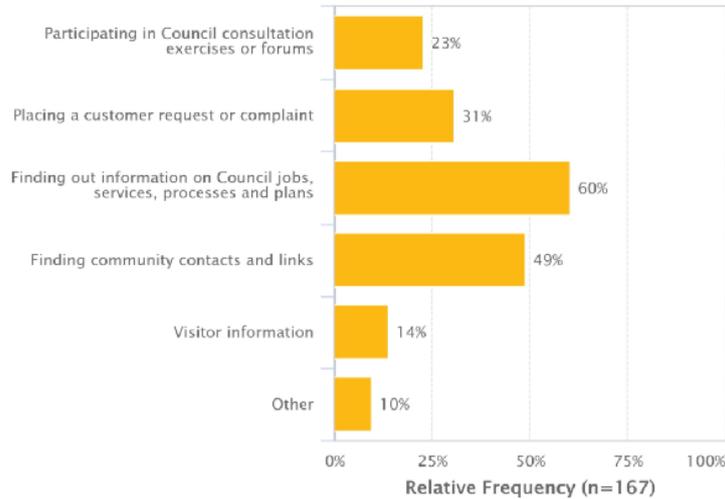
Community members were asked to identify which mode(s) of contact they utilised to contact the Council. The majority of community members contact the Council in person (69%), or by phone (65%).



23. How do you currently contact Council?  
Date period: Invited 1 Jan 2019 - 13 Jun 2019  
Response filter: All responses

### Would you use Council's website for any of the following services?

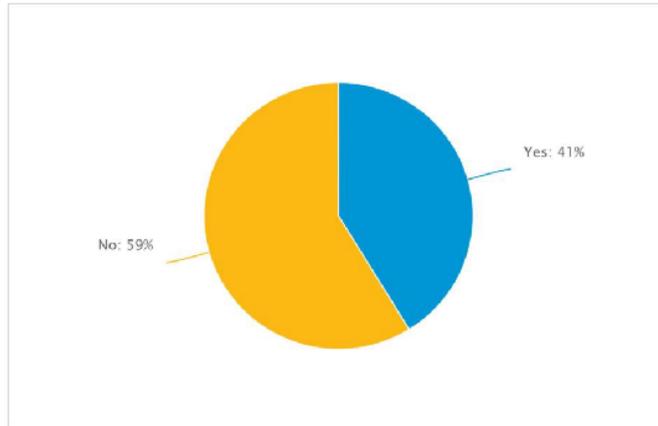
As in 2016, approximately 60% of responses indicated that community members would use the Council website for information on Council jobs, services, processes and plans. To a lesser extent it is also utilised for finding community contacts and links (49%) and placing a customer request or complaint (31%).



24. Do you use the website for any of the following services?  
Date period: Invited 1 Jan 2019 - 13 Jun 2019  
Response filter: All responses

**Have you used Visitor Information Centre within Waratah-Wynyard in the last 12 months?**

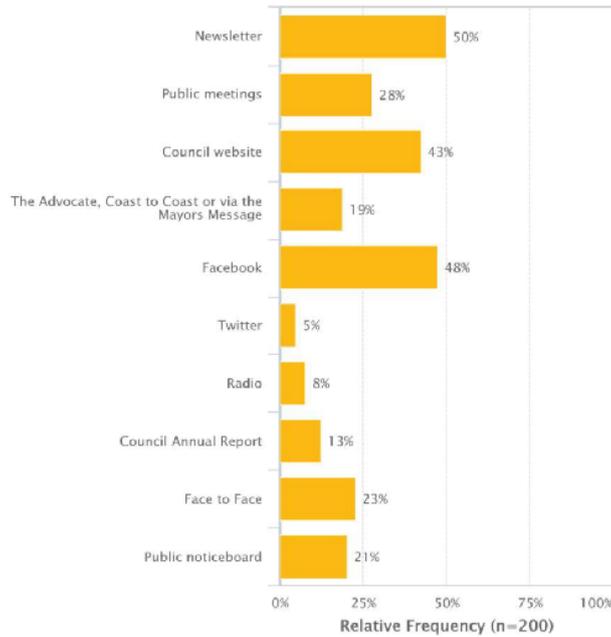
The majority of community members (59%) have not used the Visitor Information Centre within Waratah-Wynyard in the last 12 months. However, this represents an increase in the proportion of respondents who have used the centre compared to 2016 and 2014. There is an upward trend in usage, from 19% in 2014, to 37.5% in 2016 and now 41% in 2019.



25. Have you used a Visitor Information Centre within Waratah-Wynyard in the last 12 months?  
Date period: Invited 1 Jan 2019 - 13 Jun 2019  
Response filter: All responses

**What is your preferred method of receiving information from the council?**

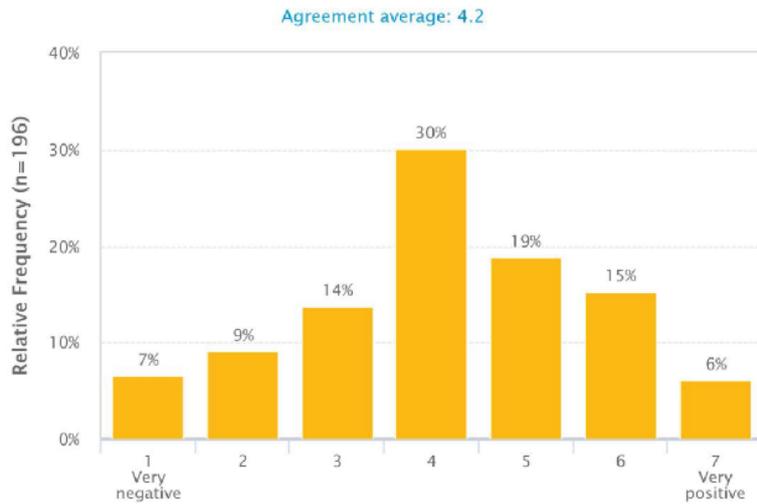
As in 2016, the majority of residents identified Council Newsletters as their preferred method of receiving information through the Council (50%). However, almost the same proportion of respondents identified Facebook as a source of information (48%), followed by the Council website.



26. What is your preferred method of receiving information from the council?  
Date period: Invited 1 Jan 2019 – 13 Jun 2019  
Response filter: All responses

### How do you perceive coverage of Council activities in the media?

As shown in the chart below, the perception of media coverage of Council's activities in the media is largely neutral. The proportion of respondents who provided a negative rating (1 or 2) has increased this year from 3.6% to 16%. This may indicate that there has been a shift in media coverage in the intervening years.



27. How do you perceive coverage of Council activities in the media?  
Date period: Invited 1 Jan 2019 – 13 Jun 2019  
Response filter: All responses



### Section 3: Council facilities and services

#### What the community feel is important

The five highest ranked **importance** items for Waratah-Wynyard residents for **Section 3** (listed in descending priority order) are reported in the table below, and shown alongside the 2016 results.

March-May 2019 Top 5 importance	2019	October 2016 Top 5 importance	2016
Kerbside garbage & recycling collection service	6.31	Public toilets / amenities	6.05
Parks & reserves including foreshore areas	6.23	Waste transfer station	6.02
Public toilets / amenities	6.22	Roadside management – rural (e.g. trees, slashing, litter)	5.98
Stormwater drainage system	6.19	Stormwater drainage system	5.98
General customer service enquiries	6.18	Urban Roads	5.94

Kerbside garbage & recycling collection service and Parks & reserves including foreshore areas were the areas of highest importance to respondents in 2019. Ongoing areas of high importance related to *Public toilets / amenities* and the *stormwater drainage system*.

All five items attracted mean importance scores above six from a possible score of seven, indicating high levels of importance for community members.



**How the community feel Waratah-Wynyard Council is performing**

The table below reports, in descending order, the five facilities and services ranked highest in performance by Waratah-Wynyard community members (**Section 3**), against those highest ranked items in 2016.

March-May 2019 Top 5 performance	2019	October 2016 Top 5 performance	2016
Tulip Festival	5.64	Tulip Festival	5.42
Urban gardens, flowers & trees	5.30	Physical access to Council buildings (ramps, stairs, handrails)	5.38
Physical access to Council buildings (ramps, stairs, handrails)	5.29	Urban gardens, flowers & trees	5.27
Tourism services, facilities & museums, including the Wonders of Wynyard	5.16	Tourism services, facilities & museums, including the Wonder of Wynyard	5.23
Cemeteries	5.03	Cemeteries	5.12

As in 2016, the highest performing areas relate to *The Tulip Festival*, *Urban Gardens* and *Physical access to Council buildings (ramps, stairs, handrails)*. Three areas continue to be the highest performing areas over the last three survey periods, indicating consistently high delivery. Strong performance in these areas is backed up by the fact that they have all consistently scored above 5 on the 7 point rating scale.

The top five performance list contains no items from the top five importance list.



At the other end of the scale are the lowest performing variables. The table below shows the five variables given the lowest rankings by Waratah-Wynyard community members in 2019, alongside those from 2016.

March-May 2019 Lowest 5 performance	2019	October 2016 Lowest 5 performance	2016
Public toilets / amenities*	4.01	Rural unsealed roads	4.11
Rural unsealed roads	4.10	Roadside management – rural (e.g. trees, slashing, litter)*	4.16
Building, land use planning & environmental health services	4.11	Weed control	4.20
Playground equipment	4.13	Monitoring of environmental issues (e.g. water, air quality, noise, fire hazard)	4.24
Weed control	4.14	Building, land use planning & environmental health services	4.32

Items marked (\*) were also found in the top 5 importance list

Three of the lowest performing items have remained the same since 2016. The scores for *weed control* and *rural unsealed roads* have further decreased, indicating that residents are even less satisfied with these areas now than previously.

Public toilets / amenities was rated as one of the top five importance areas, and is the lowest performing item in the 2019 results. This suggests that this should be an area of concern to Council.



**Where community members feel Waratah-Wynyard Council can improve**

The table below reports the five variables with the highest gap scores for **Section 3** of the 2019 survey, with a comparison alongside the 2016 survey.

March-May 2019 Top 5 gaps	2019	October 2016 Top 5 gaps	2016
Public toilets / amenities*	2.20	Roadside management – rural (e.g. trees, slashing, litter) *	1.82
Monitoring of environmental issues (e.g. water, air quality, noise, fire hazard)	1.95	Monitoring of environmental issues (e.g. water, air quality, noise, fire hazard)	1.63
Parks & reserves including foreshore areas*	1.87	Public toilets / amenities*	1.61
Building, land use planning & environmental health services	1.80	Stormwater drainage system*	1.61
Roadside management – rural (e.g. trees, slashing, litter)	1.78	Footpaths	1.55

Items marked (\*) were also found in the top 5 importance list

*Public toilets / amenities* recorded a gap score of 2.20. This represents a stark increase from its gap score of 1.61 in 2016, and is further concerning as it is the third most important area according to respondents. *Parks & reserves including foreshore areas* also appeared in the top five importance list. The other gap scores reported above are also typically higher than those of 2016, indicating a greater discrepancy between community expectations and Council performance.

However, four of the top five gap scores are below 2.00 which indicates they are not necessarily areas of concern.



## Section 4: You and your community

### Items in relation to the Waratah-Wynyard community

The table below shows community members responses to items about their community. The percentages of Yes and No responses to each question were recorded. Items that have decreased since 2016 have been highlighted in red, while those that have increased are shown in green.

Survey Variables	Yes	No	Yes	No	Yes	No
	2019	2019	2016	2016	2014	2014
Do you think land and housing in Waratah-Wynyard is affordable?	80%	20%	89%	11%	81%	19%
Do you think public transport is adequate to meet your needs?	61%	39%	62%	38%	65%	35%
Do you think Waratah-Wynyard is a safe place to live and work?	89%	11%	94%	6%	96%	4%
Do you think Waratah-Wynyard is a healthy community?	69%	31%	74%	26%	76%	24%
Do you think there are enough jobs available in Waratah-Wynyard?	18%	82%	10%	90%	7%	93%
Do you think there is a good choice and availability of housing options in Waratah-Wynyard?	59%	41%	73%	27%	70%	30%
Do you feel that you are a part of your local community?	84%	16%	81%	19%	84%	16%
Are you a member of a community group?	66%	34%	52%	48%	53%	47%
Would you recommend Waratah-Wynyard as a place to live?	91%	9%	95%	5%	94%	6%

Levels of agreement with the above items was generally high, however six of the nine items show a decrease in yes ratings. *Choice and availability of housing options* has seen the greatest drop, from 73% saying yes in 2016 to just 59% in 2019. Results for *housing affordability* were similar, with 89% saying yes in 2016 to just 80% in 2019.

Conversely, more people are likely to agree that they feel part of the local community, are a member of a community group, and that there are enough jobs in the area than in 2016.



## Section 5: General/written comments

The majority of survey respondents provided written comments about at least one of the questions posed. The quantitative results are largely supported by the comments received. All comments can be found on the comprehensive data portal, where they can be filtered by location, age, employment status and gender.

### Thinking of the questions already asked, and anything else that comes to mind, what is ONE area of Council activity where you think improvement is MOST NEEDED?

Respondents identified a variety of issues when asked what council could do to improve. Common suggestions are listed below with illustrative comments.

#### Animal control

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“Dog control-this must be enforced, it has been a huge issue for many years now. I am a responsible dog owner who is frequently confronted by irresponsible dog owners who leave their dogs faeces on our paths and let their dogs roam off leasehes. Enough is enough!”

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“Feral cat cauling, the amount of feral cat's around the place is terrible and not to mention the effect it has on wildlife. Also people who let there house hold cat's roam into neighbours yards! If your pet dog attacks a cat on their property it's the dogs fault. Disgusting !!”

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#### Public toilets

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“Public toilets they are a disgrace to the community.”

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“Cleaning and maintenance of public toilets needs to reviewed and improved”

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#### Foreshore maintenance

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“Foreshore boardwalk is far too dangerous, i.e; slippery & overgrown. The overgrown bushes & shrubs along Bass Hwy (in front of houses near Splash cafe) need severe cutting back. Dogs off leash are becoming a major problem.”

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“Foreshore clean up, some of the best views in Australia spoilt by train lines and weeds they call trees”

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#### Communicaiton with the community

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“Participation of the Mayor and council members in community meetings. It is not sufficient to turn up - their voices need to be heard as well.”



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“Communication and consultation with the community on issues that are identified by the Community as important. A Community Board can only achieve this by having consistent and formalized ways of seeking wider community input and presenting current issues on the table being discussed. The current Community Board has been closed and insular, with little communication to the wider community. Public forums feel unwelcoming and the advertise times and dates of meetings are changed at the last minute.”

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**Environmental management**

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“Environment: Council thinks that "environment" is pollution and weed control, whereas it is actually the condition of the space we live in. I suspect there is no actual environmental understanding within Council. This requires a mindset change.”

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“caring about the environment. get up with the times and start sorting out what your going to do with our beach access getting washed out and paths getting wrecked. this stuff is going to keep happening. theres no excuse for council not to have plans in place already before it happens. i don't think the council do anything to care about proper recycling or green waste.”

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**Upgrade playgrounds**

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“Upgrade of foreshore and children's playgrounds to make it safer and better for child currently very dated”

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“Children’s playground equipment. Very old and outdated and nothing for toddlers. It’s all designed for kids aged 3yrs and upwards, not for under 3yrs.”

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**What is ONE area you believe Council are currently doing well?**

The most commonly mentioned area that respondents identified as Council doing well was maintaining the appearance of the region. In particular, respondents were very positive about the quality and upkeep of the gardens and streetscapes.

Commonly mentioned areas in which Council is doing well are listed below with illustrative comments.

**Appearance of the region**

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*"Council maintains the appearance of urban areas well. Towns are neat, clean and ordered, with little sign of degradation."*

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*"The Council deserves high praise for the management of the parks, gardens and CBD in Wynyard and Somerset."*

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*"Maintaining the overall look of the town, The gardeners need a pat on the back. Very good work."*

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**Tulip Festival**

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*"Tulip festival is brilliant and improves every year, keep up the great work."*

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*"Tulip festival is awesome!"*

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**Wonders of Wynyard**

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*"The wonderful Wonders of Wynyard centre."*

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**Community engagement**

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*"Addressing community cohesion through the support of community organizations and projects"*

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*"Loving the Facebook updates which seem to be more regular. They keep the community updated without having to go searching for information - especially outcomes from Council meetings etc"*

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**What are TWO projects you would like to see included in the next Council budget?**

A wide range of projects were suggested by community members. The most commonly mentioned projects related to the following:

**New playgrounds**

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“A full fenced playground for children is desperately needed in Wynyard! The wharf area fixed up so you can walk through the waterfront motel area to get between the wharf and the yacht club. It feels so dangerous having to walk up on the footpath next to the road, especially if you have a pram or dog with you (I am not sure if this is already included in the budget or not?!)”

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“Upgrade the Children's playground and Sport and Recreation plans moving forward with upgraded facilities and pans for future”

**Sport and recreation**

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“A comprehensive consultation and review of the Open Space Sport and Recreation Plan using in-house resources.”

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“Sporting Precinct re-established & re-engaged. Including Amalgamation of sporting clubs. Improvement to the accessibility of walking/pathways between Gutteridge Gardens & the foreshore boardwalk.”

**Foreshore development**

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“I would like to see the foreshore area upgraded including the Rotary Park with perhaps a few more playground facilities and the removal of the old swimming pool, plus the four ugly pine trees outside the splash restaurant that have been trimmed so much that they serve no purpose being there.”

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“[...]2) Development of the Wynyard Foreshore area.”

**New/upgraded public toilets**

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“1. New toilets and improvements to the historically significant Gorge Picnic Area. Should not be downgraded and closed as it is a significant stop and gathering for tourists and families. 2. Upgrades to the public toilets and overall amenities in Waratah”

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“*Making the public toilets usable.*”

**Road safety/upgrades**



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*“sealing of dirt roads. It is 2019 not 1900.”*

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*“Road shoulder upkeep on rural roads”*

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**Environmental management**

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“1. Overall environmental management policy that is directly related to future proofing our region against the effects of climate change. 2. Undertake a natural assets audit and consequently develop a benefits and protection policy. (Linked to 1)”

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“Provision of training in environmental management and understanding for Councillors, and also for employees. An assessment of environmental values within the Municipality, with management proposals of the identified values.”

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**Bike paths**

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“Adventure tourism Waratah including Mountain bike track Waratah.”

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*“Bike track along the train track.”*

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**Security (e.g. police presence, CCTV)**

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“[...]Surveillance cameras in the main street to catch the many many hoons.”

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“[...]Security cameras in the town.”

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**Dog park**

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“Dog park (fenced/off leash area), with toilets, maybe a playground or activity area for dogs.”

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“The dog park at the old tip site in Wynyard - I believe this would honestly be used frequently!”

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### **3. Next steps for Council**

The current set of results highlights the areas in which Waratah-Wynyard Council is performing very well, and those areas that may be in need of improvement.

Given that some of the highest gaps for Waratah-Wynyard Council relate to communicating with residents, it is imperative that Council share these results with the community. Further, it would be advisable to involve the community in addressing some of the issues raised in the results, as well as celebrating the things that you're doing well. By doing so, Council will not only be able to build upon the insights provided, but will also have the opportunity to strengthen community engagement and increase satisfaction.

As well as examining the overall results, it is also important to consider issues unique to different demographics, e.g. location, age, employment status etc. These demographic differences can be explored using the comprehensive online results portal provided.

When prioritising issues for action, it is recommended that a combination of the provided analyses, comments and focus groups be used to gain a more in-depth understanding of that which underpins or drives community concerns. This course of action represents best practice.

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## 9.2 APPOINTMENT OF ELECTED MEMBERS TO WORKING GROUPS

To: Council  
Reporting Officer: General Manager  
Responsible Manager: General Manager  
Report Date: 1 July 2019  
File Reference: 1111  
Enclosures: Nil

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### RECOMMENDATION

#### That Council:

1. **Appoint Cr Bramich and Cr Fairbrother to a working group to further advance local issues with the community at Sisters Beach.**
2. **Appoint Cr Bramich and Cr Edwards to a working group to progress the masterplan at the Wynyard Showgrounds**
3. **Appoint Cr Fairbrother, Cr Courtney and Cr House to a working group to develop Council's Environmental Plan**
4. **Appoint Cr Duniam and Cr House to a working group developing a masterplan for the Cam River Reserve**
5. **Appoint Cr Duniam and Cr Hyland to a working group to develop and refine Somerset Sporting Precinct Plans**
6. **Note the Mayor as an ex-officio member of all working groups**

### PURPOSE

To appoint elected members to upcoming working groups

### BACKGROUND

Working Groups can be an effective way to engage with the local community. It is imperative the working group has a clear terms of reference, measurable outputs and a finite date to best enhance likelihood of success.

Following favourable consideration of the above recommendation, Council Officers will approach possible members to participate and will draft terms of reference documents for the first meetings of the groups.

### DETAILS

Council first discussed working groups at the June 2019 meeting following a Notice of Motion from Councillor Fairbrother specifically relating to Sisters Beach. Whilst that particular motion was not endorsed, subsequent workshop discussions have clarified the need to progress with working groups for identified projects. At the workshop, Councillors indicated which particular projects they would like to be involved and this is reflected in the recommendation.

A summary of the possible groups is as follows:

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### **Somerset Sporting Precinct**

Purpose - *To develop / refine broader Somerset Sporting precinct concept plans*

Possible members – *Elected members (Clrs Duniam and Hyland), Council Officers, Somerset Primary School, Somerset Football Club, Somerset Cricket Club, Somerset Soccer Club*

### **Sisters Beach Masterplan**

Purpose – *To progress recreation, Community Centre and camping discussions*

Possible members - *Elected Members (Clrs Bramich and Fairbrother), Council Officers, Sisters Beach Community Association Representatives, Community Members*

### **Wynyard Showgrounds**

Purpose – *to progress future showground masterplan and business plan*

Possible members – *Elected Members (Clrs Bramich and Edwards), Council Officers, users/committees of the Showgrounds*

### **Environmental Plan**

Purpose – *to undertake development of environmental plan*

Possible members - *Elected Members (Clrs Fairbrother, Courtney and House), Council Officers, community members, industry experts*

### **Cam River Reserve Masterplan**

Purpose – *to progress a masterplan for the area*

Possible members - *Elected members (Clrs Duniam and House), Council Officers, Building Somerset Futures, Somerset Rotary Club, Community members*

The above members are indicative only and subject to change.

## **STATUTORY IMPLICATIONS**

### Statutory Requirements

Council has the ability under Section 23 of the *Local Government Act 1993* to create Council Committees and under Section 24 to create Special Committees. For the purpose of clarity, these working groups are neither of these committees and will work under a terms of reference for a finite, short project period.

## **STRATEGIC IMPLICATIONS**

### Strategic Plan Reference

<b>GOAL</b>
<b>Desired Outcomes</b>
We listen and engage with our community in decision making.
<b>Our Priorities</b>
1.3 Encourage increased participation by all stakeholders.

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## Sustainable Murchison Community Plan 2040

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

### **POLICY IMPLICATIONS**

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 a number of risks, including reputational and financial should Council proceed with projects and plans that have not had input from relevant community groups and interested parties.

### **CONSULTATION PROCESS**

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

### **CONCLUSION**

To ensure successful delivery of the tasks above, working groups are recommended as a preferred approach

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### 9.3 COMMUNITY ACTIVATION GRANTS ROUND ONE 2019/2020

To: Council  
Reporting Officer: Community and Events Officer  
Responsible Manager: Director Community and Engagement  
Report Date: 9 July 2019  
File Reference: 103.04/19  
Enclosures: Nil

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#### RECOMMENDATION

**That Council allocate community activation grants to the following organisations under round one of the Council’s 2019-2020 Community Activation Grants program:**

Organisation	Recommended for Approval
Somerset Soccer Club Inc.	\$900
Somerset Football Club	\$2,000
Wynyard Basketball Association	\$1,776
Combined Probus Club of Wynyard	\$600
Wynyard Gymnastics Club Inc.	\$2,000
Somerset Community Shed	\$815
Live Well Tasmania Inc.	\$1,900
Wynyard Garden Club Inc.	\$500
Wynyard Baptist Church	\$770
Lobster Ponds Haven	\$2,000
Artscape Wynyard	\$800
Wynyard Municipal Concert Band Inc.	\$1,998
<b>Total</b>	<b>\$16,059</b>

#### PURPOSE

This report has been prepared to assist Council to determine allocation of grant funding to community organisations under Round one of the 2019/2020 Community Activation Grants Program.

#### BACKGROUND

Advertisements appeared in “The Advocate” during March and April 2019, advising local community groups/organisations and events that application forms and policy guidelines were available at the Council office in Wynyard and Waratah or could be downloaded from the Council’s website.

The applications have been categorised under six headings, as follows:

- A. Events
- B. Recreation and Wellbeing
- C. Arts and Culture
- D. Youth and Education
- E. Community Small Grants
- F. Community Support

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## DETAILS

Council received 13 Community Activation Grant applications.

To assist Council in reviewing the applications received, the Grants Committee undertook an initial assessment and provided comments and recommendations. Councillors discussed the grant applications at the Group Discussion held on 1 June 2019.

Each application is assessed against the criteria outlined in the application and applicants must meet the requirements of the Community Activation Grants program to be eligible.

### Assessment Criteria

- benefit to the Waratah-Wynyard community;
- innovation and proactivity;
- an integrated and collaborative approach, avoiding duplication;
- value for money;
- community support for the project, particularly from any partners;
- high levels of other financial or in-kind contributions;
- the ability to build and strengthen community capacity;
- good prospects for successful implementation; and
- volunteer and community involvement with the project.

### Disbursement of Grant

All organisations awarded a grant are required to produce evidence of expenditure, i.e. quotations or accounts for payment, prior to the funds being disbursed.

New Events receiving assistance for a three-year term are required to sign an Event Sponsorship Funding Agreement.

### Acquittal Process

An acquittal report must be submitted for the grant.

All organisations that receives a grant, must lodge an Acquittal Report at the conclusion of the project, detailing how the funds have been spent and outlining the outcomes of the project.

## STATUTORY IMPLICATIONS

### Statutory Requirements

The *Local Government Act 1993* states:

#### ***Grants and benefits***

- 77. (1)** *A council may make a grant or provide a benefit that is not a legal entitlement to any person, other than a Councillor, for any purpose it considers appropriate.*
- (2)** *The details of any grant made, or benefit provided are to be included in the annual report of the council.*

### Strategic Plan Reference

GOAL
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<b>Desired Outcomes</b>
Our community values, encourages and supports physical, social and cultural activities.
<b>Our Priorities</b>
4.5 Collaborate with community organisations that provide recreation opportunities to our community.
3.6 Facilitate activities and events that promote inclusion, health, safety and a sense of place.
3.4 Build community capacity through services and programs that strengthen, support and care for our community.
1.6 Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.

### Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Tourism</b>	<b>Memorable visitor experiences all year round</b> – The must-see destination, quality product, easy access, popular events and festivals with coordinated marketing. A longer season with increasing yields.
<b>Strong communities and social capital</b>	<b>Enduring community capital</b> – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
<b>Health and Wellbeing</b>	<b>Maintaining good health and wellbeing</b> – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.
<b>Education</b>	<b>Lifelong learning and education</b> – Education and lifelong learning is valued and there is access to vocational training and tertiary education. Education retention rates have increased.

### **POLICY IMPLICATIONS**

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

### **FINANCIAL IMPLICATIONS**

The Council currently has an amount of \$40,000 included within the 2019-2020 approved budget for this item. The following reconciliation provides an indication of the budget implications of the recommended approvals:

<b>Budget Allocation:</b>	
Community Activation Grants Program – Round One	\$40,000
Community Support – approved under delegation	\$10,000
<b>Total</b>	<b>\$50,000</b>
Less: Recommendation Round One	\$16,059
Less: Three Year Agreements	\$16,000
<b>Total</b>	<b>\$32,059</b>
<b>Balance Available Community Activation Grants</b>	<b>\$7,941</b>
<b>Balance Community Support</b>	<b>\$10,000</b>

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## **RISK IMPLICATIONS**

There are no significant risk implications identified

## **CONSULTATION PROCESS**

All applicants will be advised of the outcome of the grant process in writing and provided with feedback on their application.

## **CONCLUSION**

That the Council provide community activation grants to the outlined organisations as recommended under round one of the Council's 2019/2020 Community Activation Grants program.

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## 9.4 REMEDIATION OF EROSION OF THE RAIL CORRIDOR BETWEEN WYNYARD AND COOEE

To: Council  
Reporting Officer: Executive Officer  
Responsible Manager: General Manager  
Report Date: 9 July 2019  
File Reference: 0.3 07 2019  
Enclosures: 1. Letter from Minister - Remediation of Erosion of the Rail Corridor Between Cooee and Wynyard

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### RECOMMENDATION

**That following a briefing on the report into Coastal erosion of the Cooee to Wynyard rail corridor, the Mayors from Burnie City Council and Waratah-Wynyard Council seek an urgent meeting with Minister Rockliff to voice their opposition to his expectation that Burnie and Waratah-Wynyard ratepayers will be liable for the multi-million-dollar cost of protecting a state-owned asset from coastal erosion.**

### PURPOSE

Correspondence has been received from the Hon Jeremy Rockliff MP regarding the remediation of erosion of the rail corridor between Cooee and Wynyard (attached).

### BACKGROUND

For the past two years Burnie City and Waratah-Wynyard Councils have been working with the State Government to transfer the management of the section of the rail corridor from Cooee to Wynyard under the *Strategic Infrastructure Corridors Act* for use as a coastal pathway.

Following a storm in August 2018, the councils became aware of significant erosion of the corridor at Ocean Vista and sought reassurances from the State Government that they would not be liable to protect or remediate the corridor from coastal erosion once the corridor came under their management.

Following a meeting with the Minister for Infrastructure, the Mayors' of Burnie City and Waratah-Wynyard Councils wrote to the Minister seeking his confirmation of their understanding of an in-principle agreement for the State Government to meet the current

and futures costs of any erosion to the rail corridor from Cooee to Wynyard before and after it is transferred to Council's management under the Act.

Council has received a response from the Minister, which is not in keeping with the Council's understanding from the meeting.

### DETAILS

It is clear that the Councils are unable to accept the liability for protecting land which they do not own from erosion, particularly when the Minister can at any time cancel the use of the corridor by the Corridor Manager and reinstate it for rail use.

It is not clear from the Minister's proposal whether any construction funds reallocated to protect the corridor from erosion, will be replenished in a future budget. If not, the councils

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will still be indirectly liable for the cost. It is expected the total cost of immediate works will be close to the current funding provided, leaving nothing to actually construct the pathway.

It is also doubtful that any erosion would be significant enough to qualify for disaster relief. If it did qualify Council could ask why the State Government hasn't already made application for the eroded section at Ocean Vista.

Council is in receipt of a confidential report commissioned by the Department of State Growth (DSG) as a coastal erosion audit assessment. In summary, current estimates for mitigating coastal erosion issues in the short-term total approximately \$5.9m. In addition, it is estimated a further \$5.1m will be required in future years.

As a result of the receipt of the Minister's letter and the subsequent DSG report, it is recommended both Mayors meet with the Minister to lobby for funding to cover the cost of remediation works and to confirm future maintenance obligations. Once mutual agreement is reached, the Strategic Corridor Management Plan can recommence.

## **STATUTORY IMPLICATIONS**

### Statutory Requirements

Under the *Strategic Infrastructure Corridors Act* (the Act), council can apply to be the manager of a rail corridor for recreational purposes. However, the rail corridor land continues to vest in the Crown.

The Act sets out the obligations of both parties. While the Act notes that maintenance on substantial fixed infrastructure such as bridges remains the responsibility of the Minister, there is a lack of detail over who is responsible for the protection of the corridor.

The Councils believe that the responsibility for protection of the corridor from coastal erosion should rest with the Crown, however the Minister has interpreted s34(a) of the Act to place responsibility for protection of the corridor on the corridor manager.

While the Councils accept the principle of ensuring any recreational use under its management does not damage the Corridor, they do not believe this includes protecting the Corridor from coastal erosion, as the land on which the corridor sits is itself substantial fixed infrastructure.

## **STRATEGIC IMPLICATIONS**

### Strategic Plan Reference

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

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## Sustainable Murchison Community Plan 2040

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

### **POLICY IMPLICATIONS**

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

### **FINANCIAL IMPLICATIONS**

It is estimated that the cost of mitigating coastal erosion issues in the short term is \$5.9m.

### **RISK IMPLICATIONS**

There is a significant financial risk to both Councils should they accept the Minister's proposal.

Not only is there the known financial risk based on coastal inundation modelling, should the councils accept liability for erosion, they will also accept the financial liability for unknown risks (i.e. if an extreme weather event causes erosion greater or more quickly than the current modelling suggests.)

For this reason, councils should oppose the Minister's proposal, and if required seek to have the *Strategic Infrastructure Corridors Act* amended to make it clear the State is responsible to protect the rail corridor from coastal erosion.

Redesign of the pathway route may be required pending the finalised Corridor Management Agreement and consideration of the DSG report.

### **CONSULTATION PROCESS**

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

### **CONCLUSION**

It is imperative that progress is made on this project as soon as possible. The community has expected delivery for some time. Both Councils need to lobby the Minister to ensure appropriate funding is provided to rectify erosion concerns.

**Deputy Premier  
Minister for Education and Training  
Minister for Infrastructure  
Minister for Advanced Manufacturing and Defence Industries**

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16 MAY 2019

File ref:	
Log Ref:	
Officer:	
cc:	

Mr Robby Walsh  
Mayor  
Waratah-Wynyard Council  
PO Box 168  
WYNYARD TAS 7325

Dear Mayor *(Robby Walsh)*

Thank you for your letter of 22 March 2019 with regard to the remediation of erosion of the rail corridor between Cooee and Wynyard (the Corridor).

As you are aware, the Department of State Growth has commissioned consultants GHD to undertake an audit of the Corridor condition and threats to the Corridor, as well as options for remediation of damaged sections. I am advised that this report is now in the process of being finalised and I would encourage Councils to take up the opportunity to be briefed by State Growth before we proceed further.

I note that the Government has now committed \$6.66 million to enable the completion of the North West Coastal Pathway, including the \$1.86 million commitment for the Corridor through the Community Infrastructure Fund. In order to enable remediation work to commence, and subject to the outcome of discussion on GHD's recommendations, I would be prepared to support the re-purposing of part of the Corridor funding commitment to being immediate remediation works. If this approach is agreed, a revised funding schedule would need to be prepared by the Council for approval by Secretary of the Department. Officers from the Department of State Growth will be able to assist with this process.

It remains the Government's expectation that, in order for the coastal pathway to proceed, that the Burnie Council will assume responsibility as the Corridor Manager, under the *Strategic Infrastructure Corridors (Strategic and Recreational Use) Act 2016* (the Act). As the Corridor Manager, the Burnie Council will have a continuing responsibility to maintain the Corridor, in accordance with the requirements of the Act. This would include monitoring the Corridor condition and undertaking any appropriate maintenance and preventative works necessary to ensure the integrity of the Corridor structure.

In the event of any future damage to the Corridor arising from a natural disaster, the State Government would work with the Council to achieve a resolution and assistance would be available for remediation under usual State and Federal disaster recovery mechanisms.

The Tasmanian Government shares your Councils' desire to see this project underway and delivered. I look forward to an early resolution of the current issues to enable this exciting project to come to fruition.

I trust this information is of assistance to you.

Yours sincerely



Hon Jeremy Rockliff MP  
**Deputy Premier**  
**Minister for Infrastructure**

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## 9.5 DISPOSAL OF COUNCIL BUILDING - HONEYSUCKLE AVENUE

To: Council  
Reporting Officer: Project Support Officer  
Responsible Manager: General Manager  
Report Date: 1 July 2019  
File Reference: 1  
Enclosures: Nil

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### RECOMMENDATION

#### That Council:

1. Authorise an expression of interest process for salvage/relocation of the building at 32 Honeysuckle Avenue, Sisters Beach; and
2. Should the process not be successful, after three months, proceed with demolition; and
3. Allocate necessary funds within the 2019/20 operational budget for completion of the above tasks

### PURPOSE

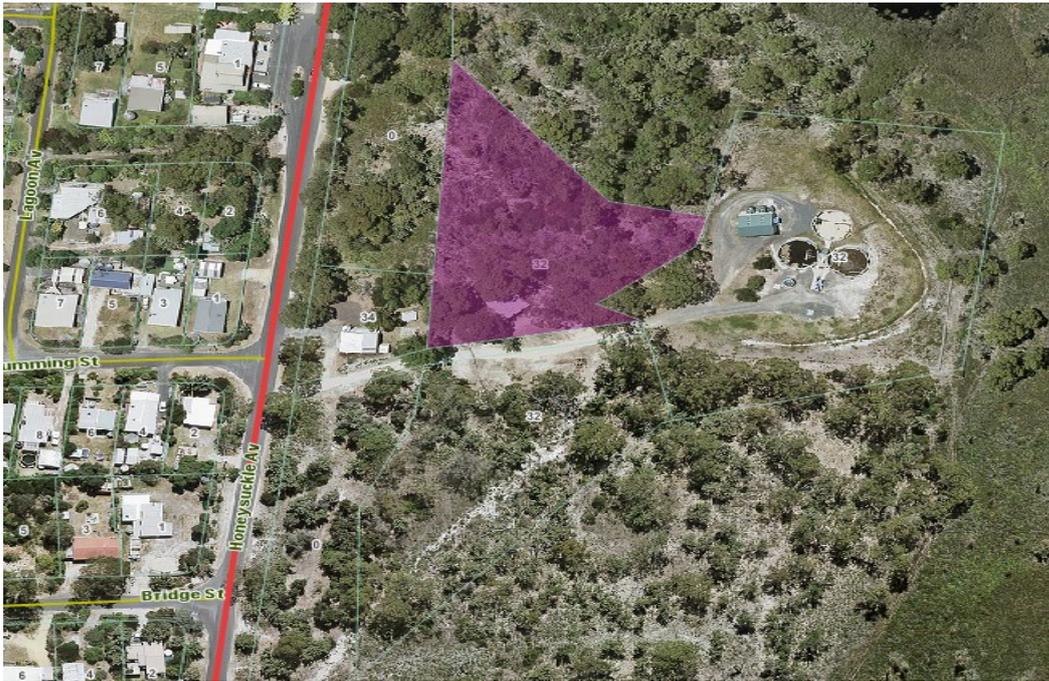
To provide Council with a detailed report on the current state of the building, expenditure, options, legislative requirements and any other considerations.

### BACKGROUND

At the June 2019 Council meeting Cr D Fairbrother put forward a successful motion;

*That Council initiate a process to give effect to the disposal of the Council building located off Honeysuckle Avenue behind the fire station.*

In April 2005, ownership of 32 Honeysuckle Avenue Sisters Beach was transferred to Council consisting of a hall on 0.4908 hectares. In 2006, the hall was utilised for office space during the Sisters Beach sewage upgrade and has sat vacant since this time. The hall was constructed in 1966 being weatherboard with a galvanised iron roof, seated upon a timber floor.





## **DETAILS**

32 Honeysuckle Avenue Sisters Beach is zoned Open Space and is situated between the Sisters Beach Fire Station and the TasWater Treatment Plant. This address consists of two Property Identification Numbers (PID's), 2917760 is the PID containing the Hall, 2917779 is directly opposite with the dividing road as access to the TasWater Treatment Plant.

The most recent valuation data lists the total Capital Value for the property as \$75,000 with the Land Value at \$60,000.

In regards to the future of the building, there are a number of options available for Council to consider.

Option 1 – For Council to leave the property as is for the time being.

Council can leave the building as it has remained since it was last used. There are few complaints about the unused state of the building. The risk with this option remains that the building will continue to deteriorate and will become a likely destination for vandals.

Option 2 – Repair the building for future use.

Within the current 2019/20 Annual Report, a Sisters Beach Masterplan is discussed with consideration for the development of a Community Recreation facility at Sisters Beach. If the Hall was repaired or replaced, this address maybe deemed suitable for the future Community Recreation Facility.

The below estimate for repairs was drafted approximately 8 years ago and is it considered a conservative value to repair the building today. The structure and integrity of the building has deteriorated since this time, along with a rise in the cost of repairs.

1.	Replace existing wooden windows and doors with aluminium and fitted with complying glass and doors wide enough to allow wheelchair access	\$10,000
2.	Replace old nailed roof with colourbond, new gutter with leaf guard fitted and clad walls of hall with colourbond. Also fit insulation to roof and walls	\$30,000
3.	2 wheelchair access toilets attached to main hall.	\$25,000
4.	Small kitchenette that shares hot water with toilets.	\$ 4,000
5.	Cover floorboards and repair same with vinyl.	\$10,000
6.	Painting all insides (with repairs) including new toilets	\$ 5,000
7.	Electrical: New lights and fit out toilets	\$ 2,000
8.	Tank: New poly tank and fittings	\$ 3,000
9.	Construct ramp for wheelchair access	\$ 2,000
10.	Heat Pump	\$ 3,000
	TOTAL	\$94,000

Applying a CPI adjustment for the total of the estimated repair works (2% for 8 years being 1.17 x the total of works) along with a 10% contingency amount;

Total \$94,000

With 8 years of 2% CPI = \$110,000

10% contingency = \$11,000

Adjusted total estimate of repairs = \$121,000

#### Option 3 – Demolition of the hall

As there is known asbestos within the eaves of the building, the demolition of the hall would be sub-contracted. Given the location and asbestos considerations, an estimate of \$10-20,000 would be considered appropriate.

Demolition of the building will tidy the site and remove the risks associated with a derelict building.

An option to reduce costs would be to allow salvage rights to interested parties prior to the demolition. Provided these works are conducted in an approved and safe manner it will allow some benefit from the existing building.

#### Option 4 – List the property for sale

Council may wish to list 32 Honeysuckle Avenue, Sisters Beach on the market for sale as it currently stands for a 12-month period and if no sale eventuates progress Option 3. The building is not likely to be an attractive proposition and ultimately it is in Council's best interests to retain the land for future projects to be considered as part of the masterplan development.

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### Other Considerations;

The current Sisters Beach dump point for caravans and motorhomes is based just outside the hall's perimeter fence. This is gravity fed water from existing water tanks. These two concrete tanks have been previously repaired, yet no longer catching water as the guttering and down pipes have eroded from the Hall. Council Officers believe a MOU could possibly be arranged and water accessed for the dump point from the neighbouring Fire Station.



### **STATUTORY IMPLICATIONS**

Section 177 of the *Local Government Act (1993)* relates to sale and disposal of land:

- (1) A council may sell, lease, donate, exchange or otherwise dispose of land owned by it, other than public land, in accordance with this section.
- (2) Before a council sells, leases, donates, exchanges or otherwise disposes of any land, it is to obtain a valuation of the land from the Valuer-General or a person who is qualified to practise as a land valuer under [section 4 of the Land Valuers Act 2001](#)
- (3) A council may sell –
  - (a) any land by auction or tender; or
  - (b) any specific land by any other method it approves.
- (4) A council may exchange land for other land –
  - (a) if the valuations of each land are comparable in value; or
  - (b) in any other case, as it considers appropriate.
- (5) A contract pursuant to this section for the sale, lease, donation, exchange or other disposal of land which is public land is of no effect.
- (6) A decision by a council under this section must be made by absolute majority.

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## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 4: Community Recreation and Wellbeing</b>
<b>Desired Outcomes</b>
Our community enjoys access to visually appealing safe spaces and facilities for recreation.
<b>Our Priorities</b>
4.2 Focus on the value of recreation in promoting the health and wellbeing of our community.
4.4 Provide and maintain quality and safe places and spaces for physical, social and cultural activities, including shared and multi-use facilities where possible.

### Sustainable Murchison Community Plan 2040

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

## POLICY IMPLICATIONS

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

## FINANCIAL IMPLICATIONS

In the 19/20 budget, it is estimated that this asset will cost Council \$3,675 made up of TasWater costs, land tax and depreciation. This figure is consistent with previous years. Demolition of the building will save Council part of this amount each year.

The financial implication of Council to sub-contract the demolition and asbestos removal of the Hall would be approximately \$10-20,000 whilst repair of the building will be in excess of \$100,000.

## RISK IMPLICATIONS

Council is exposed to risk by allowing the building to remain unused in a derelict state. This will get worse each year and heightens exposure for vandals and arsonists.

## CONSULTATION PROCESS

There are no consultation requirements as a result of this report, however necessary

## CONCLUSION

Consideration and analysis of the options available concludes that demolition of the building is the best course of action for Council at this time.

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## 9.6 QUARTERLY NATURAL RESOURCE MANAGEMENT REPORT

To: Council  
Reporting Officer: NRM Officer  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 4 July 2019  
File Reference: 1.0 - 2019  
Enclosures: Nil

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### RECOMMENDATION

**That Council note the quarterly NRM Report be noted**

### PURPOSE

To provide Council with an update of quarterly actions

### BACKGROUND

Quarterly updates of NRM activity and progress of Council's Weed Management Strategy are regularly provided. It is likely that this report will be updated post the adoption of Council's Environmental Plan as adopted in its 2019/20 Annual Plan.

### DETAILS

Details of activity are provided in the tables at the back of the report.

### STATUTORY IMPLICATIONS

#### Statutory Requirements

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

### STRATEGIC IMPLICATIONS

#### Strategic Plan Reference

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

#### Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Natural resource management	<b>Managing abundant, natural and productive resources</b> – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.

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## POLICY IMPLICATIONS

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

## FINANCIAL IMPLICATIONS

Council approved budgeted amounts in its 2018 / 19 Annual Plan for actions towards the Weed Management Strategy objectives. This is the final report against the 2018/19 Annual plan.

## RISK IMPLICATIONS

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

## CONSULTATION PROCESS

Not Applicable

### Natural Resource Management Activities (including weed control) April – June (2019)

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

### Statutory and related activities

Activity	Liaison (External)	Action
<ul style="list-style-type: none"><li>Keeps abreast with any amendments to Tasmanian <i>Weed Management Act 1999</i> and / or related statutes.</li></ul>	<ul style="list-style-type: none"><li>DPIPWE</li><li>Other public sector stakeholders. (State and Local Government)</li></ul>	<ul style="list-style-type: none"><li>Written and verbal communication with private and public sector stakeholders relating to weed management within Waratah Wynyard Council's municipal boundaries. (Ongoing)</li><li>Discussions with officers within the Invasive species branch as well as officers of various Government departments regarding complaints from residents about weed infestations on Crown Land and road reserves etc. as required. Weed mitigation planning. (Ongoing)</li></ul>
<ul style="list-style-type: none"><li>Permit review to transport declared weeds</li></ul>	<ul style="list-style-type: none"><li>DPIPWE</li></ul>	<ul style="list-style-type: none"><li>Currency confirmed (Annual review and extension process ongoing)</li></ul>
<ul style="list-style-type: none"><li>Undertake Waratah - Wynyard Council (and Circular Head) municipality Weed Inspectorial duties as</li></ul>	<ul style="list-style-type: none"><li>Dept. State Growth</li><li>DPIPWE – Invasive Species Section regional officer</li><li>Tas Rail representatives</li><li>WWC and CHC staff as required.</li></ul>	<ul style="list-style-type: none"><li>Consultations were undertaken with the relevant land owners (including state authorities) to encourage weed control on their land.</li></ul>

<p>prescribed under the <i>Weed Management Act 1999</i>.</p>	<ul style="list-style-type: none"> <li>• Cradle Coast Weeds Authority activity and planning participation</li> <li>• Other Stakeholders</li> </ul>	<ul style="list-style-type: none"> <li>- Programmed response to seasonal weed emergence issues or resident's (and other) enquiries. (Seasonal – ongoing)</li> <li>- Planning and implementation summer weed growth period communication and mitigation strategy (Ongoing)</li> </ul>
<ul style="list-style-type: none"> <li>• Participate in any formal / informal forums – training seminars as requested by DPIPWE or relevant to professional development.</li> </ul>	<ul style="list-style-type: none"> <li>• Appropriate DPIPWE officer – Regional or State wide</li> <li>• Local / State Government and private sector stakeholders as required.</li> </ul>	<ul style="list-style-type: none"> <li>• Participated in Invasive Species Network state wide forum – (Facilitated by Biosecurity Tasmania – DPIPWE)</li> <li>• Participated in the Weed Inspector's Forum (Facilitated by Biosecurity Tasmania – DPIPWE)</li> <li>• Participated in Natural Values Atlas Training facilitated at Cradle Coast NRM offices.</li> </ul>

### Strategic Activities

Activity	Liaison (External)	Action
<ul style="list-style-type: none"> <li>• Review (and implement actions defined in) Waratah - Wynyard Weed Management Strategy</li> <li>• Consider, develop and implement contemporary weed management strategies to comply with the Tasmanian <i>Weed Management Act 1999</i>. (Soon to be the Biosecurity Act)</li> <li>• Identification of potential regional and local ramifications relating to natural resource and weed management from climate change</li> </ul>	<ul style="list-style-type: none"> <li>• Appropriate State Government officers: Biosecurity Tasmania – Crown Land Services.</li> <li>• Appropriate Local Government officers</li> <li>• Representatives of relevant industry bodies</li> <li>• Appropriate representatives of aligned weed management organisations</li> <li>• Local / regional Landcare group representatives</li> </ul>	<ul style="list-style-type: none"> <li>• Discussion with Biosecurity Tasmania Officers and Crown Land Services officers regarding effectiveness of current Weed Management Act and implications of the expected passing of</li> <li>• The Act is currently expected to be law by August this year</li> <li>• Ongoing through formal specified meetings or informal weed management stake holder contacts as required.</li> <li>•</li> </ul>
<ul style="list-style-type: none"> <li>• Keep abreast with Commonwealth and State Government position relating to NRM policy / activities and weed management and funding as required.</li> </ul>	<ul style="list-style-type: none"> <li>• Strategically aligned weed management service delivery providers.</li> <li>• Update on the status of the WONS (Weeds of National Significance) concept.)</li> </ul>	<ul style="list-style-type: none"> <li>• Contact with CCNRM project officers and EO regarding funding and partnership opportunities for weed management or natural resource management projects.</li> <li>• Assist brokering funding sourcing activities for local stakeholders.</li> <li>• Assist in facilitating communication between Government agency staff and local stakeholders as required.</li> </ul>

		<ul style="list-style-type: none"> <li>Ongoing discussions with Chair of Cradle Coast NRM regarding regional approach to weed management within this region as well as issues specific to Waratah Wynyard and Circular Head Municipal areas.</li> </ul>
<ul style="list-style-type: none"> <li>Participates in regional and Statewide natural resource management activities and provides input / advice as required.</li> </ul>	<ul style="list-style-type: none"> <li>Internal WWC staff</li> <li>WWC ratepayers and customers</li> <li>Local Land care group members</li> <li>UTAS Science facility. Virtual fence liaison. Ongoing</li> <li>Bookend Trust: Where? Where? Wedgie project (NRM)- Annual project Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>Address Natural Resource Management issues in Waratah Wynyard and Circular Head Council jurisdictions as directed or required.</li> <li>Liaison with Wynyard Landcare group members and interested persons relating to management of Frenchs Road Reserve</li> </ul>

### Customer Service (Proactive)

Activity	Liaison (External)	Action
<ul style="list-style-type: none"> <li>Participate in local community group discussions as required</li> </ul>	<ul style="list-style-type: none"> <li>Designated Landcare Groups</li> <li>CCNRM</li> <li>Schools</li> <li>TAFE</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing discussions were undertaken with the Landcare groups and educational institutions (TAFE) to support NRM activities.</li> <li>Facilitate meeting with local Landcare groups and individuals, CLS staff, TasRail, Fonterra regarding weed management on non-Council owned / managed land parcels behind Fonterra industrial precinct.</li> </ul>
<ul style="list-style-type: none"> <li>Developing and implementing an “identify, inform and act” process with respect to natural resource management on Public non-Council land</li> </ul>	<ul style="list-style-type: none"> <li>State Authorities</li> <li>Commonwealth Authorities</li> <li>Relevant scientific research bodies. CSIRO, UTAS, TAFE</li> <li>Local community and Land Care groups / individuals as required.</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing discussions undertaken on a planned or ad hoc basis as required.</li> <li>Continual review of land management strategies where relevant within NRM discipline jurisdiction.</li> </ul>
<ul style="list-style-type: none"> <li>Developing and implementing and identify, inform and act process with respect to weed management on private land.</li> <li>Liaise with Public and Private sector land owners / managers with respect to identification and implementation of weed and natural resource management strategies within their jurisdictions</li> </ul>	<ul style="list-style-type: none"> <li>Private landowners</li> <li>DPIPWE Biosecurity Section</li> <li>Crown Land Services</li> <li>Other regional Council Natural Resource Management, Weed Management and associated discipline persons to identify bipartisan approaches to broader regional NRM issues.</li> </ul>	<ul style="list-style-type: none"> <li>Contact property owners / Managers (private or government) by telephone, face to face visit or letter as appropriate to the specific issue. Eg Contact a rural property owner by phone or visit to let them know if there are ragwort plants noted on their property and provide them with technical information relating to the weed, how to deal with it as well as what it’s statutory management plan status is under the Weeds Management Act 1999.</li> <li>Contact with government representatives and other property owners / managers indicating the presence of declared weeds within their boundaries and requesting treatment.</li> </ul>

Activity	Liaison (External)	Action
		<ul style="list-style-type: none"> <li>Issue letters to specific property owners regarding requirement to treat specific weeds within a specified timeframe. (Ongoing, as required)</li> <li>Follow up discussion and site visits with property owners who have been issued with requirement notices.</li> </ul>
<ul style="list-style-type: none"> <li>Seasonally notify targeted residents in known declared weed zones: <ul style="list-style-type: none"> <li>Pampas Grass</li> <li>Ragwort</li> <li>Slender thistles</li> <li>Pampas grass</li> <li>Spanish Heath</li> <li>Others</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Regional Weed Officer – Invasive Weeds Section of DPIPW.</li> <li>Forestry Tasmania officers</li> <li>Land owners, Quarry lease holders</li> </ul>	<ul style="list-style-type: none"> <li>A seasonal inspection of targeted land (including quarries) in WWC municipal area was undertaken during January / March to identify treatment or operational consultations processes.</li> <li>Quarries inspected and owners / leasees consulted.</li> <li>WWC quarries inspected with Council staff and ongoing management strategies identified.</li> <li>Pampas Grass plants (various sizes) mapped and treated immediately (when practical) or responsible leasees / owners notified with required action specified. (Ongoing)</li> </ul>
<ul style="list-style-type: none"> <li>Follow up inspection of all areas known to have infestations of targeted weeds (As above)</li> </ul>	<ul style="list-style-type: none"> <li>Land owners (Including Crown Land)</li> </ul>	<ul style="list-style-type: none"> <li>Seasonal inspection of targeted land (including quarries) in WWC municipal area to identify treatment options or operational consultation processes. (Ongoing)</li> </ul>
<ul style="list-style-type: none"> <li>Personal contact with non-compliant landowners</li> </ul>	<ul style="list-style-type: none"> <li>Crown Land Services</li> <li>Utility service providers.</li> <li>Landowners</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing education and support has been offered to non-compliant landowners on a case by case basis.</li> <li>Issue official requirement to treat weeds where necessary.</li> </ul>
<ul style="list-style-type: none"> <li>Engage appropriate weed management contractors to undertake programmed weed eradication activities.</li> </ul>	<ul style="list-style-type: none"> <li>Approved contractors</li> </ul>	<ul style="list-style-type: none"> <li>Appropriate weed management contractors were engaged as required to spray target weed growth cycle on Council land and some road reserves as required. <ul style="list-style-type: none"> <li>Montbretia</li> <li>Spanish Heath</li> <li>Thistles</li> <li>Sea Spurge</li> <li>Gorse</li> <li>Pampas Grass</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>Undertake natural resource management activities as required.</li> </ul>	<ul style="list-style-type: none"> <li>Appropriate stakeholders.</li> <li>CCNRM project officers.</li> <li></li> </ul>	<ul style="list-style-type: none"> <li>Support was provided to engineering staff to preserve native fauna and undertake vegetation assessment during engineering and construction activities.</li> <li>Preliminary tree surveys</li> <li>Preliminary natural values assessments</li> <li>Discussion with CLS Officers in relation to Crown Land licences and responsibility of management planning and implementation issues.</li> </ul>

## Customer Service (Responsive)

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

## Natural Resource Management Liaison – Internal / External

Activity	Liaison	Activity
<ul style="list-style-type: none"> <li>NRM Project Facilitation – beach erosion at Irby Boulevard, Sisters Creek mouth – Storm damage mitigation (Ongoing)</li> <li>Review Rehabilitation plan for Ballast Pit Quarry.</li> <li>Completed: ongoing monitoring and weed inspection - Quarterly</li> </ul>	<ul style="list-style-type: none"> <li>Manager Digital Innovations and GIS</li> <li>Development Services Officers (Internal)</li> <li>Corporate and Community Services (Internal)</li> <li>Consultants</li> <li>State Government Officers and elected members (as directed)</li> </ul>	<ul style="list-style-type: none"> <li>Inspect and report on beach erosion at Irby Boulevard, Sisters Beach (Ongoing as required)</li> <li>Liaise with Internal and external stakeholders with respect to specific stakeholder communication issues (Ongoing as required)</li> <li>Liaise with consultant representatives regarding contract engagement specifics.</li> </ul>

<ul style="list-style-type: none"> <li>• Participate in Cat Management Plan formal discussion through formal (Cradle Coast Cat Management Working Group) or informal on an ad hoc basis</li> <li>• Climate Change Youth Forum – Burnie High School – Mentor follow-up liaison as required.</li> </ul>	<ul style="list-style-type: none"> <li>• EPA Officers (External) WWC Officers / Managers as required (Ongoing)</li> <li>• Parks and Reserves Coordinator</li> <li>• General Managers of Circular Head and Waratah Wynyard Councils, Director of Development Services (CHC and WWC), Regional Co-ordinator Cat Management, working group members, other stakeholders as required.)</li> <li>• Attends Cradle Coast Regional Cat Management advisory group meetings as chairperson and closely liaises with Haylee Kaplan (Regional Coordinator)</li> <li>• Liaised with Nel Smit (Greening Australia) and other mentors.</li> </ul>	<ul style="list-style-type: none"> <li>• Provide technical information regarding problem specifics as required.</li> <li>• Site meetings and discussion with Crown Land Services officers regarding resident vegetation removal activities on crown coastal reserves (Ongoing)</li> <li>• Provide advice to Waratah Wynyard Council directors / officers regarding environmental matters as required. (Ongoing)</li> <li>• Attend Cradle Coast Cat Management Working Group meetings as required. Has been elected as chair of this working group.</li> <li>• Report to management of CHC and WWC regarding progress as well as seeking guidance with respect to matters both Councils require addressing in the anticipated Cat Management Plan.</li> </ul>
<ul style="list-style-type: none"> <li>• Flood and storm surge mitigation process. (Ongoing as required)</li> </ul>	<ul style="list-style-type: none"> <li>• Development Services (Internal)</li> <li>• Crown Lands Service officers</li> <li>• Parks and Wildlife officers</li> <li>• Corporate and Community Services (Internal)</li> <li>• Consultants</li> <li>• Precinct residents</li> </ul>	<ul style="list-style-type: none"> <li>• Visit site and note landscape issues relating to flooding or bank erosion</li> <li>• Reporting to consultants as well as WWC GIS Coordinator (Completed but follow up as required)</li> <li>• Ongoing consultation with stakeholders in relation to estuarine bank erosion and Bass Strait fore dune collapse</li> </ul>
<ul style="list-style-type: none"> <li>• Environmental Strategy Planning activities – Both Councils</li> </ul>	<ul style="list-style-type: none"> <li>• Internal liaison: Director of Development Services – other Council officers</li> <li>• Waratah Wynyard Council Project Manager</li> <li>• Consultants.</li> </ul>	<ul style="list-style-type: none"> <li>• Attend prescribed formal and informal meetings as required. Provide technical and project planning advice relating to local government perspective to natural resource management.</li> <li>• Participates in Waratah Wynyard Council Environmental Planning Project steering committee activities.</li> </ul>

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## 9.7 TENDER FOR CONTRACT 733 - DESIGN AND CONSTRUCT EAST WYNYARD PLAYGROUND

To: Council  
Reporting Officer: Project Manager  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 11 June 2019  
File Reference: 733

Enclosures:

1. Tender Comparison - Evaluation Contract 733 - Confidential
2. Tender Comparison - Draft Designs Contract 733 - Confidential

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### RECOMMENDATION

**That Council award Contract 733 to A-Space Australia Pty Ltd, as tendered.**

### PURPOSE

To present to Council the tender award recommendations for the design and construction contract in relation to the East Wynyard playground.

### BACKGROUND

The renewal of the play equipment at Rotary Park, Wynyard was scheduled as part of Councils ongoing renewals program. The renewal enables Council to consider current community expectations and values for playground design, whilst delivering a new playground that meets Australian Standards and removes aging infrastructure.

The manufacture, installation and ongoing management of playgrounds are guided by the current Australian Standards to ensure both quality and safety is considered during provision. To guarantee the new playground can meet the strict rules within the standards, contractors who carry the relevant qualifications were invited to tender for the design and construction.

At the close of tenders on Monday 1<sup>st</sup> July 2019, five (5) tender submissions were received for the works from three (3) contractors. All tenders submitted conformed to the requirements and were within the budget allocation for the associated works.

### DETAILS

The contract operates as a lump sum contract, based upon a cost-breakdown of the identified elements associated with the design and construction of playgrounds. Tender price comparison and assessment is based upon the total lump sum including any provisional items offered by the Contractor. Draft designs were submitted by the tenderers to test for value-for-money. These designs are conceptual in nature and demonstrate the vision and range of equipment available for the project. The draft designs will undergo an internal design and safety review prior to public engagement to ensure they meet the required quality standards. The prices received, evaluation summary and draft designs are provided to Councillors as a "Confidential Attachment".

All valid tenders were checked for compliance against pre-determined criteria and evaluated by means of the weighted average from the evaluation panel. Whilst overall price and value-for-money was considered as one of the evaluation criteria, tenders were also assessed based on the understanding of the design brief as well as a demonstrated ability to deliver within the requested timeline.

All tenderers have demonstrated experience within the industry, have established safety management systems in place, and have been assessed as competent and capable in the performance of the works for which they have tendered. All tenderers have and continue to provide similar services to other Councils and private enterprises within Tasmania. Each tenderer has provided sufficient evidence to demonstrate their competence and capability to perform the works within the timeframes and to the quality required. Accordingly, there is no significant alteration to the selection of preferred tenderer based upon these considerations, and therefore is primarily considered as a matter of the understanding of the design brief in this instance.

To summarise the tender options in relation to the overall price;

- Ultimate Play (Option 3) - \$422,406
- Ultimate Play (Option 1) - \$426,142
- A Space Pty Ltd - \$430,000
- Ultimate Play (Option 2) - \$440,710
- Island Recreation - \$466,937

The works associated with the playground renewal will require involvement by both Council and contractors, therefore tenderers were requested to submit prices that would allow additional Council-led works. In doing so, the total project price, being the value of contractor and Council works, was to remain within the allotted budget allocation. In receiving the tenders, some prices were higher than anticipated, therefore creating a potential limit on the ability to deliver on project outcomes.

## STATUTORY IMPLICATIONS

### Statutory Requirements

Council's statutory requirements for public tender under the *Local Government Act 1993* were followed.

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 4: Community Recreation and Wellbeing</b>
<b>Desired Outcomes</b>
We provide recreational opportunities to the community for all ages and abilities.

### Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
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

Community Future Direction Theme	Key Challenges & Opportunities:
	character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.

### **POLICY IMPLICATIONS**

Council's Asset Management Policy is relevant in this instance in ensuring that sustainable provision of assets designed to meet the service delivery needs of the Waratah Wynyard Community. In this regard the recommended tender is within the allotted budget and follow up consultation with the community is planned to ensure the service needs are met.

### **FINANCIAL IMPLICATIONS**

Council has allocated \$500,000 for the purposes of the works associated with the playground renewal. The works are to include a combination of activities to be completed by contractors under this contract alongside those which will be completed by Council staff, such as site decommissioning and path construction.

If the tender is adopted as recommended, the price submitted by the contractor for the design and construction of the project is \$430,000 excl. GST. After allowing for Council works and contingencies, any surplus may be utilised on potential variation to the scope of works, including adjustments to the design upon community consultation and any permit fees that arise from these changes. Continued negotiations with the contractor throughout the project will ensure that Council is able to maximise the value of the playground within the budget allocation.

### **RISK IMPLICATIONS**

In the conduct of any contract there are risks associated to Council including time delays, poor quality of work and budget overruns.

The use of experienced contractors coupled with contract documents are intended to minimise the risk to Council.

### **CONSULTATION PROCESS**

Considerable consultation has already occurred to ensure design objectives are clear and to ensure the technical elements of the project are achievable within the set budget and time allocations.

Extensive consultation will follow upon the award of the contract to determine the design of the playground. This is anticipated to include an additional internal review for safety and maintenance impacts, focus group workshop/s and a broader community feedback period prior to the final design being adopted.

General engagement opportunities will present upon the commencement of the construction and will be used to inform the community of progress.

### **CONCLUSION**

It is therefore recommended that the Council award Contract 733 to A Space Australia Pty Ltd, as tendered.

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## 9.8 FINANCIAL REPORT FOR THE PERIOD ENDED 30 JUNE 2019

To: Council  
Reporting Officer: Accountant  
Responsible Manager: Manager Financial Services  
Report Date: 1 July 2019  
File Reference: 1  
Enclosures: 1. Monthly Capital Reporting

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### RECOMMENDATION

**That Council notes Financial Reports for the period ended 30 June 2019.**

### PURPOSE

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

### BACKGROUND

The financial reports presented incorporate:

- Cash Position
- Rate Summary
- New Capital Reporting (attached)

### DETAILS

Detailed financial reports for year end will be provided to Council at a later date.

### STATUTORY IMPLICATIONS

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

### STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

### POLICY IMPLICATIONS

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

### FINANCIAL IMPLICATIONS

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

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**RISK IMPLICATIONS**

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

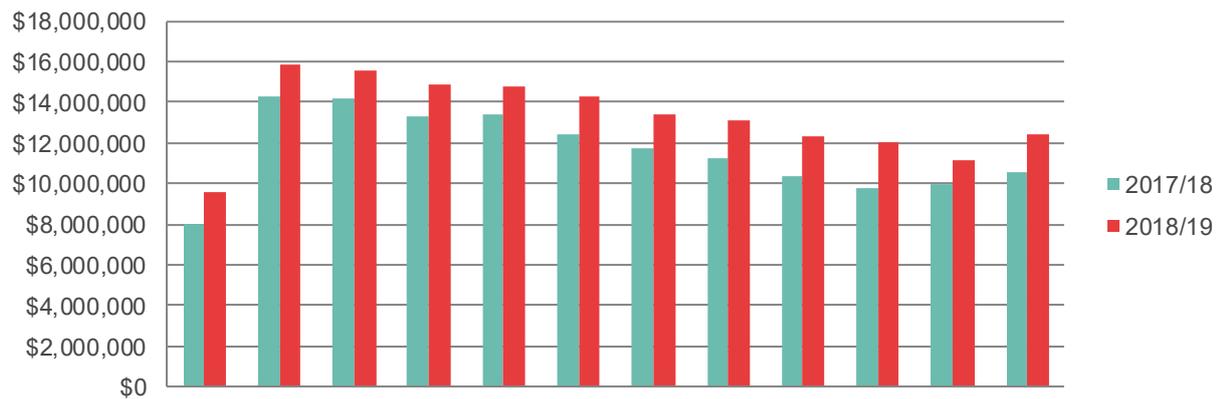
**CONSULTATION PROCESS**

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

**COMMENT**

It is recommended Council accept the Financial Report for the period 30 June 2019.

CASH POSITION		\$	INVESTMENTS	\$	Weighted Average Return
As at 30 June 2019					
Deposits		11,900,000	Commonwealth Bank	541,726	1.00%
			Bankwest	11,900,000	2.09%
<b>Petty Cash and Till Floats</b>					
Petty Cash and Till Floats		1,600	Petty Cash and Till Floats	1,600	
Trading Account		541,726			
<b>BALANCE (ALL ACCOUNTS)</b>		<b>12,443,326</b>		<b>12,443,326</b>	<b>2.05%</b>

**CASH & INVESTMENTS 2018/19**


RBA Cash Rate*	1.250
90 Day BBSWs Rate**	1.205

\*source: [www.rba.gov.au](http://www.rba.gov.au) as at 28 June 2019

\*\*source: <https://www.asx.com.au/data/benchmarks/bbsw-10-day-rolling-history.pdf> as at 28 June 2019

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

<b>RATE SUMMARY</b>		<b>2018/19</b>		<b>2017/18</b>	
<b>For the period 1 July 2018 to 30 June 2019</b>		<b>%</b>	<b>\$</b>	<b>%</b>	<b>\$</b>

Notice Issue Date - 26 July 2018

OUTSTANDING RATE DEBTORS (As at 1 July 2018)	3.90	452,217	4.04	459,917
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ADD CURRENT RATES AND CHARGES LEVIED

(including penalties)	96.10	11,155,881	95.96	10,912,258
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GROSS RATES AND CHARGES DEMANDED	100.00	11,608,098	100.00	11,372,175
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LESS RATES AND CHARGES COLLECTED	92.02	10,681,501	92.05	10,468,479
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REMISSIONS AND DISCOUNTS**	8.35	968,698	8.50	966,325
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	100.36	11,650,199	100.55	11,434,804
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ADD PROPERTIES IN CREDIT	(4.74)	550,217	(4.45)	505,572
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UNPAID RATES AND CHARGES	4.38	508,116	3.89	442,943
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(includes Deferred Rates)

\*\*REMISSIONS AND DISCOUNTS

Discount		388,862		386,956
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Pensioner Rebates		571,003		570,424
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Council Remissions and Abandements		8,833		8,945
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		968,698		966,325
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**Number of Assessments                      379**



## 2019/20 Capital Program Monthly Progress Report

### Executive Summary

Reporting Month: July 19

Reporting Officer: Corey Gould, Manager Engineering Services

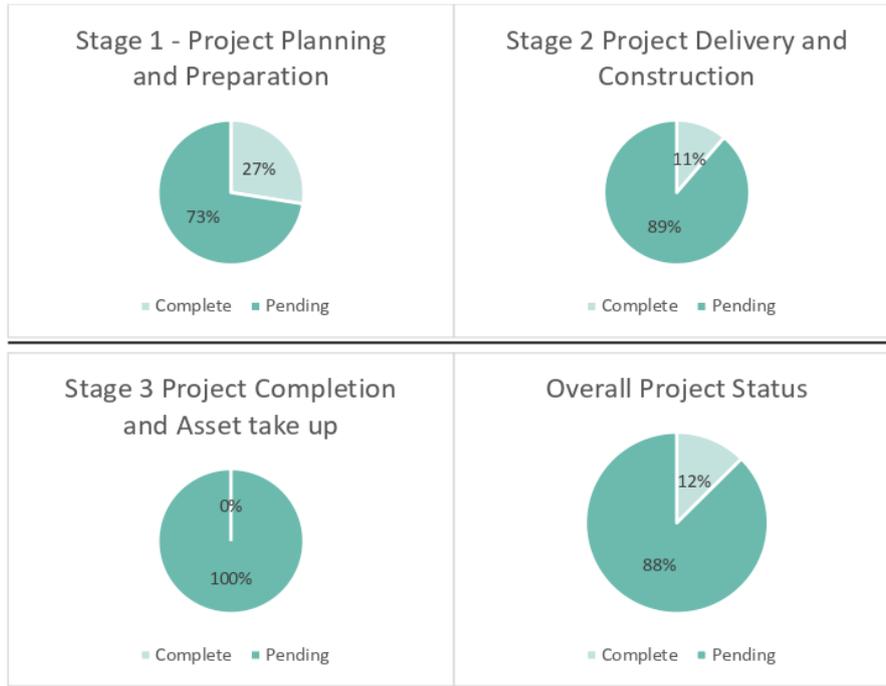
### Current Capital Delivery

Section	Total Project Completion (%)
Governance	12.50
Strategic & Financial Services	1.25
Community Services	0.00
Engineering Services	3.18
Waste Management	5.00
Public Convenience	5.00
Transport	17.78
Sporting Facilities	1.67
Parks and Gardens	11.54
Stormwater Drainage	1.25
Special Projects	1.11

2019/20 Capital Program Monthly Progress Report



**GOVERNANCE**



Projects	Status (%)
Renew Chambers Facia & Eaves	0.00
Replace Chambers Atrium Roof	0.00
Council Chambers Security Improvements	0.00
RSL Honour Board	0.00
Multi Use Community Facility	5.00
Wynyard Wharf Entrance Augmentation	65.00
New Boardwalk and Seawall Renewal	30.00
HR Management System	0.00

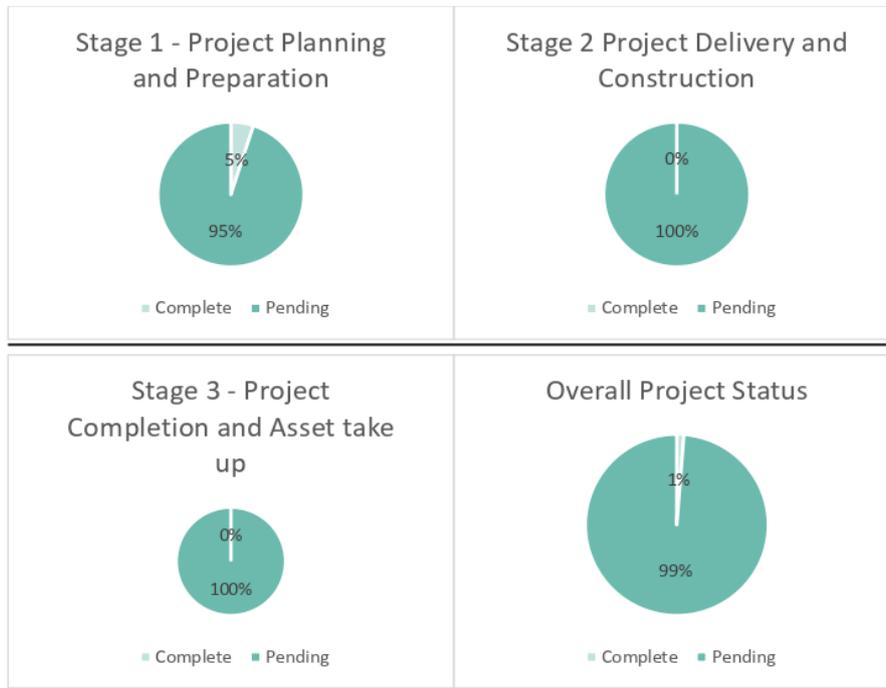
**Key project milestones/updates:**

- Wynyard Wharf Entrance Augmentation currently under construction and nearing completion.
- New Boardwalk and Seawall Renewal currently under construction.

2019/20 Capital Program Monthly Progress Report



**STRATEGIC AND FINANCIAL SERVICES**



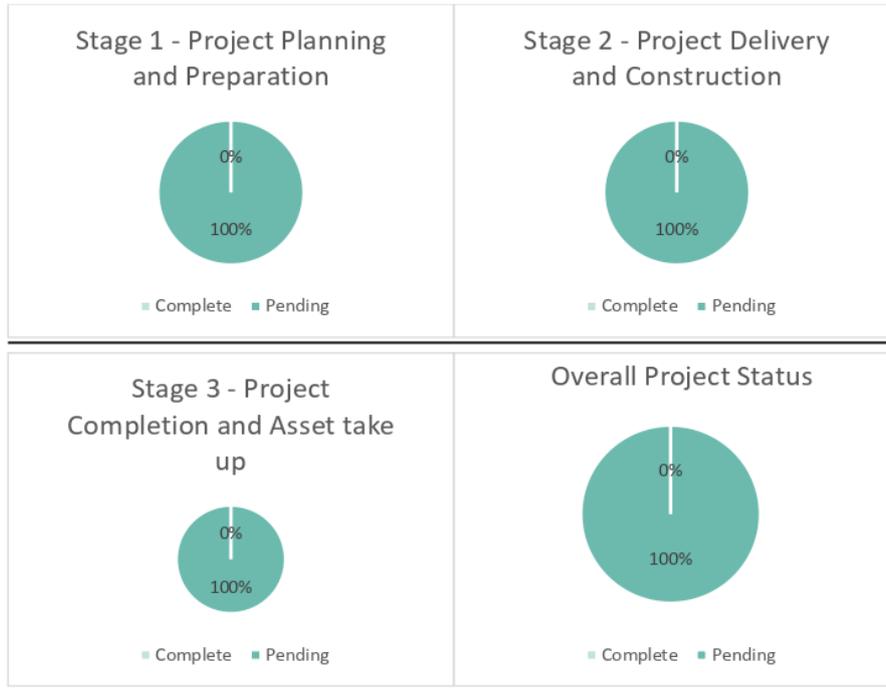
Projects	Status (%)
Finance/Assets Software	0.00
CCTV Cameras	5.00
IT Replacement	0.00
Aerial Imagery Upgrade	0.00

**Key project milestones/updates:**

- No milestones/updates to report in this period.



**COMMUNITY SERVICES**



Projects	Status (%)
Links Child Care Security Door	0.00
Links Child Care Playground Replacement	0.00
Links Child Care Drainage Upgrade	0.00
Duress Alarm – WOW	0.00
Waratah Museum Veranda Enclosure	0.00
Online Booking System	0.00
Public Art	0.00
Somerset Xmas Decorations	0.00
Skate Park Art Boards	0.00

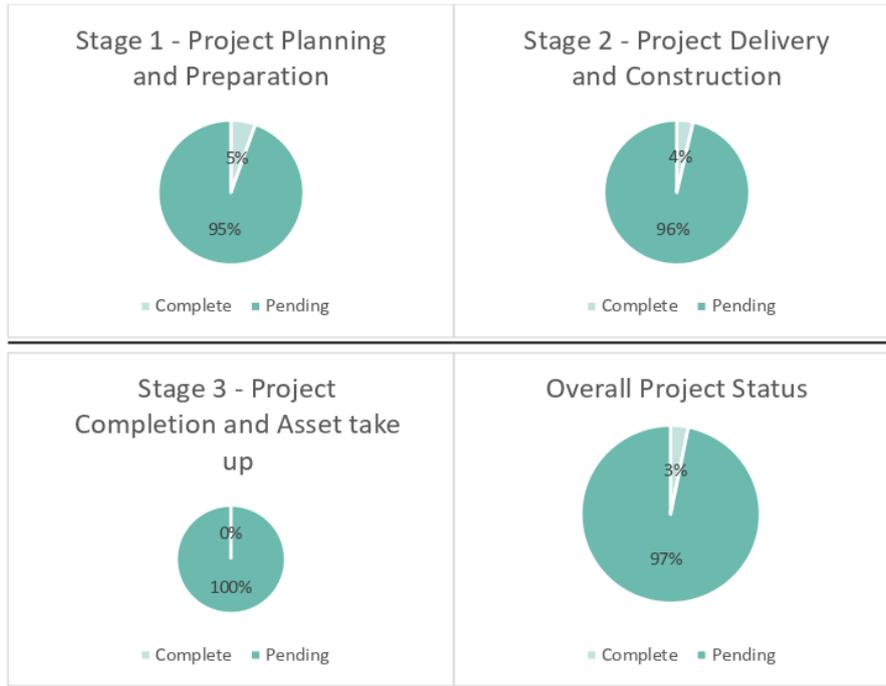
**Key project milestones/updates:**

- No milestones/updates to report in this period.

2019/20 Capital Program Monthly Progress Report



**ENGINEERING SERVICES**



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

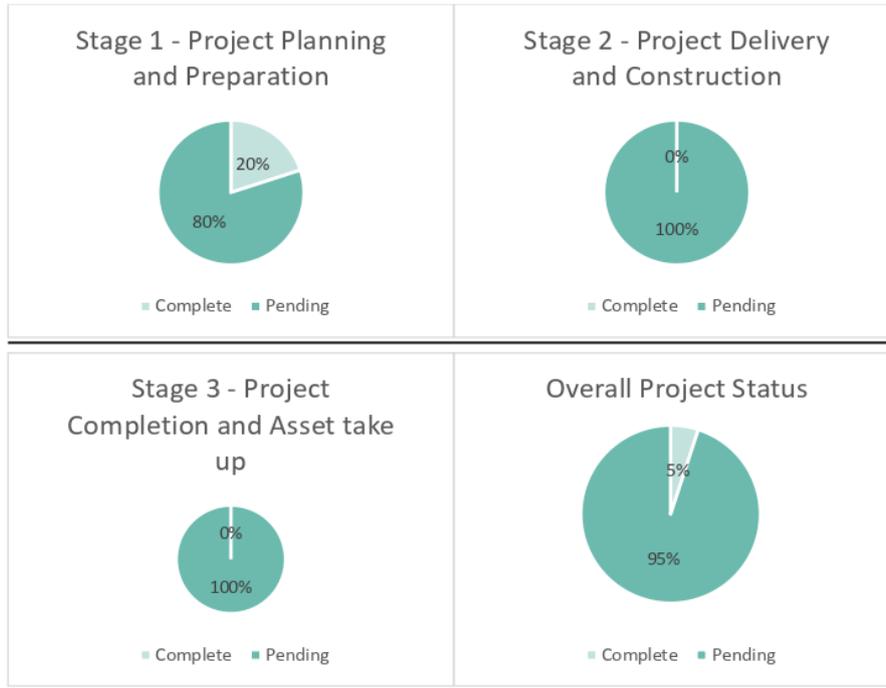
**Key project milestones/updates:**

- Depot car park and security currently under construction and nearing completion.

2019/20 Capital Program Monthly Progress Report



**WASTE MANAGEMENT**



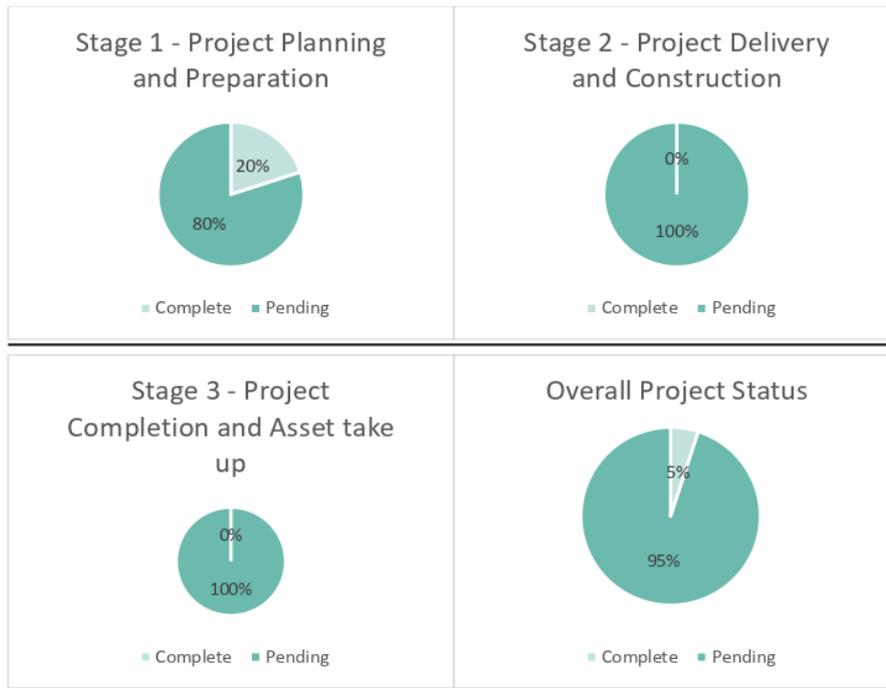
Projects	Status (%)
Relocate RV Dump Point	5.00

**Key project milestones/updates:**

- Concept for RV dump point being progressed.



**PUBLIC CONVENIENCE**



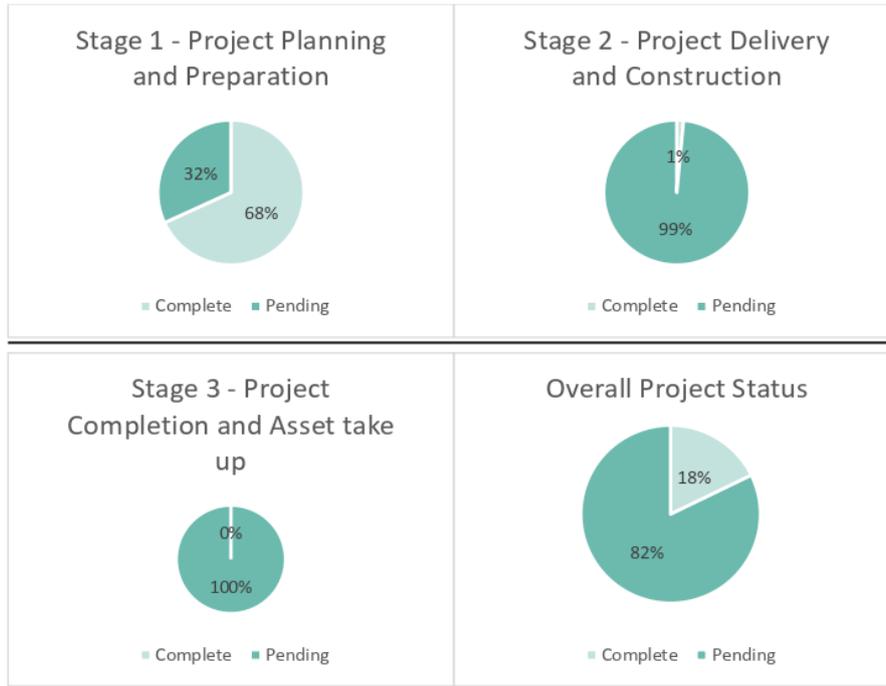
Projects	Status (%)
Boat Harbour Beach Toilets Stainless Steel Lining	5.00
East Wynyard Foreshore Toilets	5.00

**Key project milestones/updates:**

- No milestones/updates to report in this period.



**TRANSPORT**





**TRANSPORT Cont.**

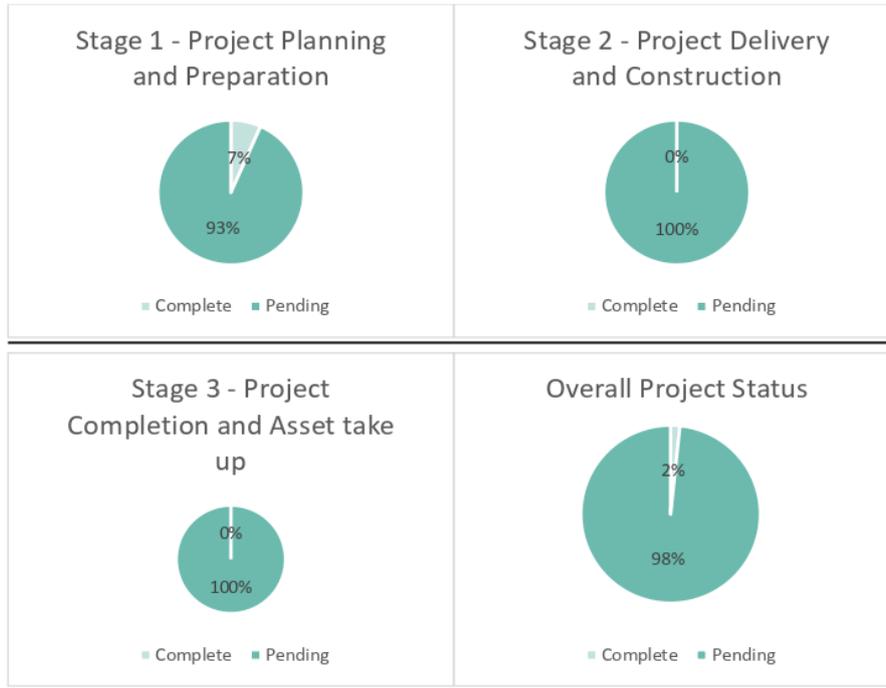
<b>Projects</b>	<b>Status (%)</b>
Re-Sheeting	25.00
Rural Reseals	25.00
Urban Reseals	25.00
Footpath Repairs Dodgin to Wharf Entry	65.00
Urban Footpaths (DDA)	0.00
Belton St/Frederick St Footpath	5.00
Bridge St Footpath	5.00
Woolworths Car Park	20.00
SSet CBD Art	0.00
SSet Master Plan	0.00
Railway Int. Window Replacement	0.00
Rural Road Junctions	0.00
Wynyard CBD Bins	5.00
57 Jackson St Retaining Wall	10.00
96 Jackson St Retaining Wall	0.00
Wynyard CBD Heavy Vehicle Signs	15.00
Jackson St – VRU Link	5.00
Goldie St – Ped Crossing	5.00
Exhibition Link VRU Link	5.00
Tennis Court Road – Speed Humps	5.00
Big Creek Guard Rail (Inglis St)	0.00
Park St – DDA Compliant Parking Bays	5.00
Wynyard CBD Plaza	10.00
Rural Road Bridges – Upgrade Approaches	0.00

**Key project milestones/updates:**

- Contract for reseals awarded
- Footpath repair Old Bass Hwy, Dodgin st to Wharf entry nearing completion
- Several designs substantially commenced



**SPORTING FACILITIES**



Projects	Status (%)
Wynyard Rec Change Rooms	10.00
Wynyard Rec Fence Replacement	5.00
Wynyard Sports Centre Linemarking	5.00
Wynyard Tennis Upgrade Lights	0.00
Wynyard Wharf Damaged Pylons	0.00
Frederick St Underground Irrigation	0.00
SSet Soccer Fence and Security	0.00
SSet Rec Replace Box Gutters	0.00
SSet Rec Install LED Lights West Wing	0.00
Langley Park Grease Trap	0.00
SSet Surf Club Grease Trap	0.00
Cardigan St Underground Irrigation	0.00

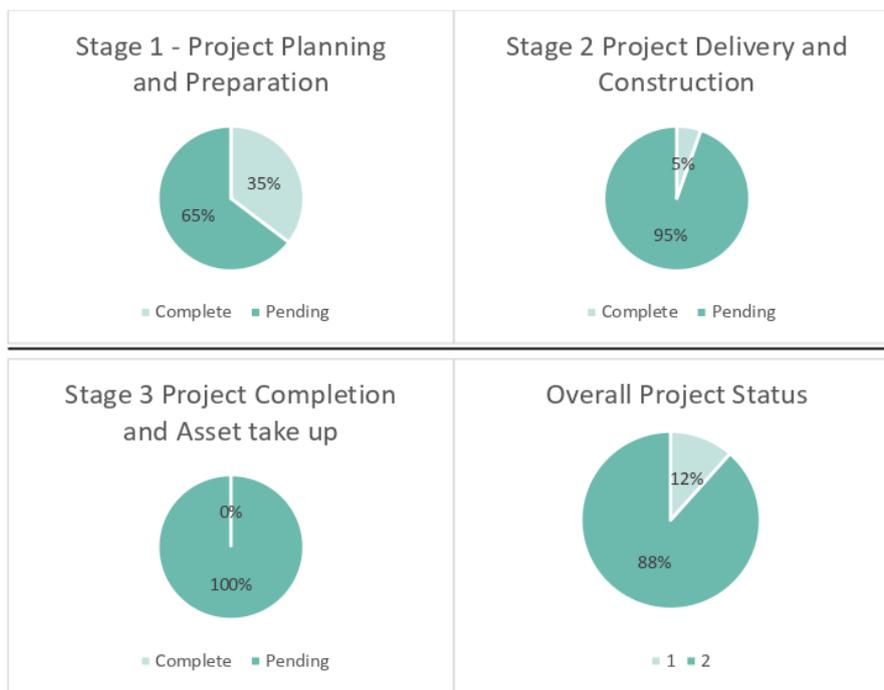
**Key project milestones/updates:**

- No milestones/updates to report in this period.

2019/20 Capital Program Monthly Progress Report



## PARKS AND GARDENS



Projects	Status (%)
Camp Creek Remediation	55.00
Camp Creek Ped Bridge	30.00
East Wynyard Foreshore Playground	5.00
Guttridge Gardens Replace Fence	10.00
Bollard Replacement	0.00
Zig Zag Track	15.00
Inglis River Telford Creek Bridge	0.00
ANZAC Park Playground	5.00
BBQ Renewals	0.00
Parks Furniture Renewals	0.00
Waratah Falls – Lookout Track	0.00
Sisters Beach – Access Repairs	25.00
Sisters Beach Hardstand	5.00

### Key project milestones/updates:

- Camp Creek remediation currently under construction and progressing well.

2019/20 Capital Program Monthly Progress Report

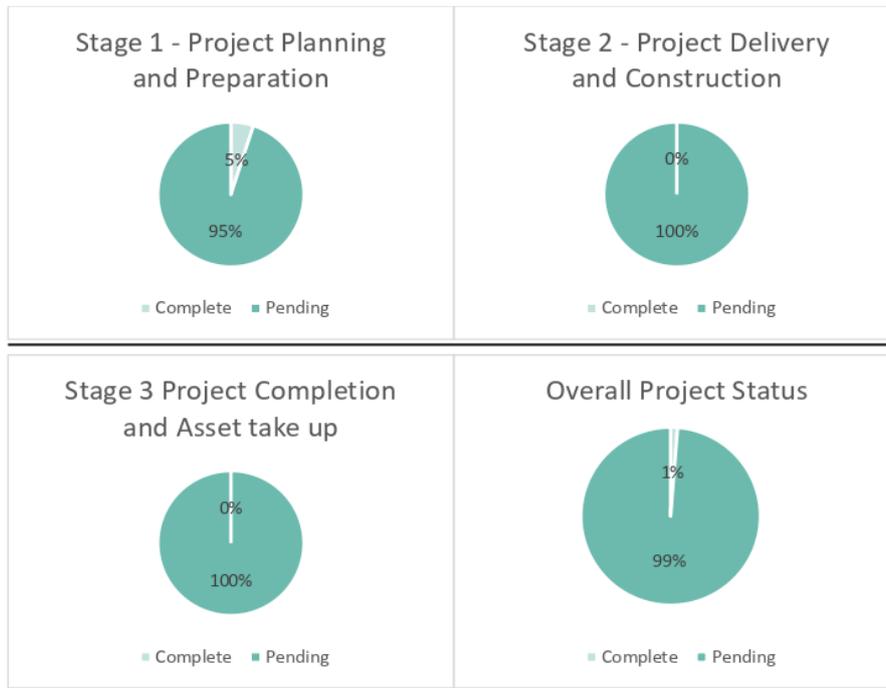


- Camp Creek pedestrian bridge awarded as part of the contract for the Boardwalk and Seawall.

**2019/20 Capital Program Monthly Progress Report**



**STORMWATER DRAINAGE**



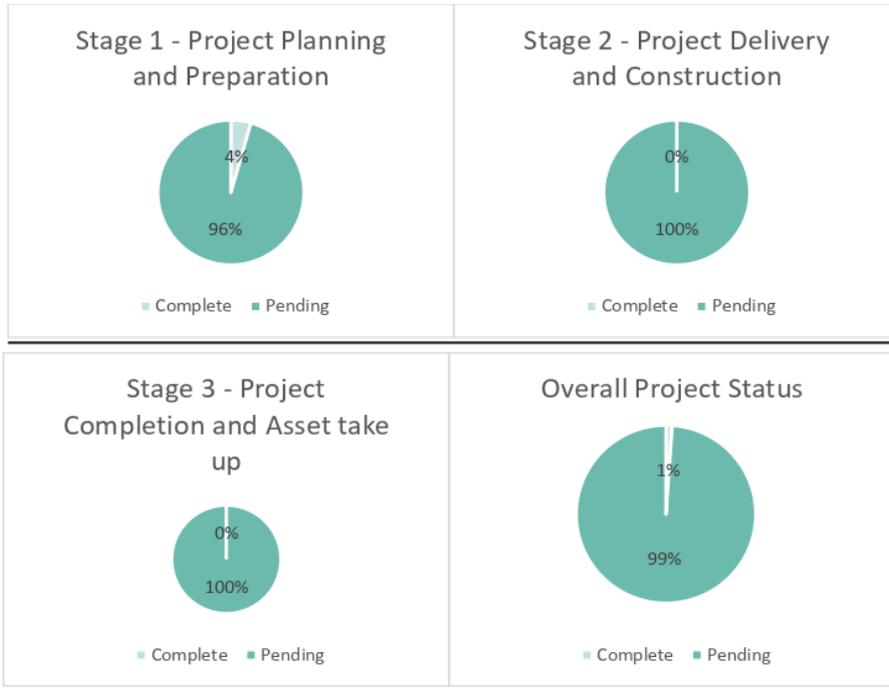
Projects	Status (%)
Rural Road Culverts	0.00
Dart St Outfall	5.00
Gully Pits	0.00
Manhole Covers	0.00

**Key project milestones/updates:**

- No milestones/updates to report in this period.



**SPECIAL PROJECTS**





**SPECIAL PROJECTS Cont.**

<b>Projects</b>	<b>Status (%)</b>
Tulip Festival Reusable Glasses	0.00
Tulip Festival Hats & T-Shirts	0.00
Mural for Market Shed	0.00
Reroof Philosophers Hut	0.00
SES Equipment Replacement	0.00
Waratah Falls Walking Track	0.00
I Am Youth Project	0.00
Council Chamber Lawn	0.00
WOW Gardens & Lawn	0.00
Athenatheum Hall – Bird Proofing	0.00
Lifetime Dog Tags	0.00
Settlement Strategy	0.00
Cam River Master Plan	0.00
Enviro Strategy	0.00
Rural Road Safety Audit	15.00
Depot Special Projects	0.00
1069 Calder Rd Tree Trimming	0.00
Old Pool Demolition	5.00
Wynyard Rec Landscaping	0.00
SSet Surf Club Paint Exterior	0.00
SSet Tennis Club Rewiring	0.00
Waratah Historic Rail Study	0.00
Mt Hick Round About	0.00
FOGO Feasibility	0.00
Inglis/IGA Area – Study	5.00
Digital Innovation	0.00
BHB Master Plan	5.00

**Key project milestones/updates:**

- Rural road safety audit documents ready to go out to public tender.

## 9.9 SENIOR MANAGEMENT REPORT

To:	Council
Reporting Officer:	Executive Officer
Responsible Manager:	General Manager
Report Date:	28 June 2019
File Reference:	0.0
Enclosures:	Nil

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### 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 since the previous Council meeting – 17 June 2019. It also provides information on issues of significance or interest, statistical information and summaries of specific areas of operations.

#### **Corporate**

- Continued to participate in a number of meetings and workshops to progress the IT Shared Services project being undertaken by Burnie, Circular Head and Waratah-Wynyard Council. The three executive teams met together to finalise communication plans and next steps.
- Participated in the recruitment process and interviews for the vacant Manager Community Activation role.
- Met with Minister Roger Jaensch, MP to provide an update on a number of Council projects.

#### **Community**

- Met with representatives of the Wynyard Bowls Club in relation to a number of matters including rates, lighting, grease traps and fencing.
- Met with a community member who wished to discuss a development on their property.
- Met with Tim Lovibond, Communications and Stakeholder Engagement Manager, Cricket Tasmania in relation to the OSSR plan and the current status of the project
- Met with Andrew Radonjic, Managing Director, Venture Minerals who provided an overview of emerging iron ore and tin mining opportunities in the region.
- Provided an opening address to Wynyard High School students participating in Council's Work Inspirations Program.

### **Industry**

- Participated in discussions as part of the Reimagining Our Regions Far North-West Tasmania consultation process. Further reports and information on this project will be available soon.
- Attended the LGAT Annual Conference, AGM and General Meeting. Highlights of the conference were:
  - Mayor Tim Shadbolt (Invercargill, NZ) gave a very entertaining overview of his time in local government as New Zealand's longest serving Mayor
  - A Citizen Engagement Symposium where Director Community and Engagement, Tracey Bradley presented an overview of the Waratah Community Board
  - Workshops relating to enhanced service delivery in future Councils
  - The 2019 Local Government Awards for Excellence
  - Penny Terry providing a key note speech relating to storytelling and communication
- Attended the North West General Managers meeting held at the offices of the Cradle Coast Authority. Discussion items included –
  - Cradle Coast Authority update
  - Greg Preece provided an update on the Waste Governance Project
  - Gerald Monson provided an update on the 2019 Global Platform for Disaster Risk Reduction Conference in Geneva which he attended

### **Other**

Attended a two-day training course on asset management covering topics such as the role of asset management in informing decisions, key asset management documents and links to the long-term financial plan and service sustainability. The course was conducted in house across both Circular Head and Waratah-Wynyard Councils with an abridged version to be coordinated for Councillors.

### **INFRASTRUCTURE AND DEVELOPMENT SERVICES**

The Works Depot held an auction on 22 June to dispose of surplus items. The Wynyard Garden Club also hosted a BBQ on the day.

The auction was well attended with 50 registered bidders and Andrew De Bomford acting as auctioneer. The auction resulted in the sale of 120 items with some of the highlights being:

- Fowler Rex Kerb Machine selling for \$2500
- Truck mounted Auger selling for \$1000
- Hardi 400L Tractor mounted spray unit selling for \$750
- Two box trailers with arrow lights selling for \$900 and \$800

Small plant items also proved to be very popular which resulted in total sales after expenses of \$15,740.

**ADMINISTRATION – USE OF CORPORATE SEAL**

24/6/19	Adhesion Order	1732 Murchison Highway Yolla
1/7/19	Subdivision	Hill Drive, Wynyard SD1902
3/7/19	Grant Deed	Community Road Safety Grants Funding Program 2019-20

**REPORTS OF OFFICERS AND COMMITTEES**

**PLANNING PERMITS APPROVED UNDER DELEGATION – JUNE 2019**

DA No.	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	(D)Discretionary (P)Permitted
DA 72/2019	Abel Drafting Services	178 Myalla Road MYALLA	Dwelling Extension	03.06.2019	11	P
DA 59/2019	Aurecon	Lot 2 SP 141599 Village Lane Somerset	Fixed wireless facility (NBN)	04.06.2019	39	D
DA 56/2019	R Cox	65 Walker Street Wynyard	Dwelling & Shed	11.06.2019	42	D
DA 1/2019 & SD 2068	Wilson Homes	4, 10, 12 Athol Street & 1-3 Murchison Highway Somerset	Subdivision & Consolidation & 16-Unit Development (Staged Development)	13.06.2019	41	D
DA 61/2019 & SD 2073	Paul Allen (PLA Designs)	662 & 664 Waratah Road Waratah	Dwelling & Boundary Reconfiguration	14.06.2019	41	D
DA 58/2019	Abel Drafting Services	26B Lennah Drive Wynyard	Dwelling & Ancillary Dwelling (Staged development)	14.06.2019	42	D
DA 67/2019	P Allen	10 Simpson Street Somerset	Dwelling	18.06.2019	38	D
DA 62/2019	M I Brown	23 Smarts Hill Road Mt Hicks	Carport	14.06.2019	39	D
DA 66/2019	R Cox	144 Baulds Road Table Cape	Dwelling extension	18.06.2019	25	P
DA 80/2019	Yolla District High School	1636 Mount Hicks Road Yolla	Outbuilding (agricultural shed)	18.06.2019	21	P
DA 77/2019	P Allen	775 Mount Hicks Road Mount Hicks	Dwelling extension (deck)	18.06.2019	18	P
DA 74/2019	J F & J R Dobson	164a Goldie Street Wynyard	Storage containers (8 units)	18.06.2019	17	P
SD2072	PDA Surveyors obo Millpond Holdings	1 & 3 Millpond Court & Lot 200/175530 Millpond Court Wynyard	Subdivision	24.06.2019	42	D
DA 55/2019	Systembuilt Homes	21 Banksia Avenue Sisters Beach	Dwelling	20.06.2019	33	D
DA 50/2019	Aurecon Group	74 Smith Street Waratah	Telecommunications tower	25.06.2019	42	D
DA 83/2019	P Allen	77 Timothy Drive Wynyard	Outbuilding (shed)	25.06.2019	19	P
DA 76/2019	P Allen	18247 Bass Highway Sisters Creek	Outbuilding (garage)	25.06.2019	21	P
DA 75/2019	S M & G A Curtis	154 Little Village Lane Somerset	Outbuilding (garage & carport)	27.06.2019	28	P
DA 60/2019	P Allen	45 Serrata Crescent Sisters Beach	Dwelling & shed	26.06.2019	35	D
DA 38/2019	Rosene Cox Building Design	9 Inglis Street Wynyard	Outbuilding & Dwelling Extension	26.06.2019	38	D
DA 78/2019	Jason Birtwistle - Quanex	9 Yulambi Court Wynyard	Outbuilding (Shed)	27.06.2019	34	D

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**REPORTS OF OFFICERS AND COMMITTEES**

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**BUILDING PERMITS APPROVED –JUNE 2019**

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

<b>Permit Number</b>	<b>Applicants Name</b>	<b>Location</b>	<b>Development</b>	<b>Date Permit Issued</b>	<b>No of Days to Process</b>	<b>Related Planning Approval</b>
2019-61-01	Ian Ray – Abel Drafting Services	178 Myalla Road Myalla	Alteration & Addition – Dwelling & Shed	19.06.2019	5	DA 72/2019
2019-62-01	C & A Peake	12 Oonah Crescent Somerest	Dwelling Alterations	25.06.2019	5	NPR

**REPORTS OF OFFICERS AND COMMITTEES**

Meeting Date	Item #	Topic	Action/Status	Officer	Status	Date Closed
19/2/18	10.1	<p>ROC – Proposed East Wynyard Foreshore Masterplan - Motion Carried</p> <p>Adopt the Draft East Wynyard Foreshore masterplan;</p> <ul style="list-style-type: none"> <li>Consider implementation of the proposed playground and landscaping elements for the 2018/19 budget;</li> <li>Consider rationalising the existing 4 local playground sites, 2 at the East Wynyard Foreshore, 1 at 9 Martin Street and 1 at 25 Lockett Street in order to fund the proposed district level playground; and</li> <li>Remain flexible in the implementation of the East Wynyard Foreshore masterplan as it assesses cost and benefits in consultation with the community and users into the future</li> </ul>	<p>Multiple workshops have been held to outline the proposed timetable for this playground project. Preliminary work will continue as part of the project planning and preparatory stage.</p> <p>5/7/19 Report to Council on recommended contractor following tender process to determine value for money. To be followed by further community consultation.</p>	DIDS	Ongoing	
17/9/18	10.1	Freedom Camping	<p>The following motions were carried:</p> <ol style="list-style-type: none"> <li>That Council note the information relating to Freedom Camping; and agree to develop a Freedom Camping Strategy document.</li> <li>That Council proceed with necessary planning for establishment of a site for Freedom Camping at Sisters Beach.</li> </ol> <p>Work will begin soon on working with the community to determine an appetite for camping in the area</p> <ol style="list-style-type: none"> <li>That Council determine that a designated Freedom Camping site will not be provided for in Somerset or Yolla.</li> </ol> <p>Signage to be organised</p> <ol style="list-style-type: none"> <li>That Council Explore low cost camping opportunities at Waratah through the existing caravan park or creation of an overflow area.</li> </ol> <p>No progress to date</p>	EMT	Ongoing	

**REPORTS OF OFFICERS AND COMMITTEES**

			<p>5. That Council liaise with the Show Society to lodge a planning application to amend the use of showgrounds to allow self-contained caravans.</p> <p>No progress to date</p> <p>6. That statutory planning approval be sought for all areas where freedom camping might be located.</p> <p>Planning matters will be actioned as required.</p>			
19/11/18	9.1	Motion – Cr Fairbrother – Coast to Coast Section – Advocate Newspaper	<p>Motion Passed</p> <p>The Mayor raised the matter at the CCA Representatives Meeting and it received support. The editor attended the CCA Reps meeting on 28 February. At the end of the meeting he stated he would explore options for re-introduction of the Coast to Coast section of the newspaper, including the Mayors Message, and options would be presented in the near future.</p> <p>9/7/19 The CCA is pursuing on behalf of all councils. GM asked for update at last reps meeting with nothing reported. Radio seems to be taking a lead role in this space and looking at options to partner with Mayors/Councils.</p>	GM	Ongoing	
19/11/18	10.4	Freedom Camping Boat Harbour	<p>Motion Passed</p> <p>Cr House asked that the implementation plan address traffic management and waste management matters.</p> <p>Cr Duniam asked that full review and considerations of the use of amenities be included.</p> <p>Cr House asked that the Open Space, Sport and Recreation Plan be updated to include changes once the Strategy is completed.</p> <p>4/7/19 Draft Camping Strategy to June Council Meeting, Public consultation now completed and consultants preparing final report.</p>	DCE	Ongoing	
10/12/18	9.2	NOM Cr Edwards – PWS Audit of Sisters Beach properties Carried	<p>That Council request Parks and Wildlife complete their proposed assessment audits of beach front properties at Sister Beach by March/April rather than the proposed 30 June deadline.</p> <p>Council continues to seek progress from PWS on these matters</p>	DIDS	Ongoing	
10/12/18	9.4	NOM Cr House – Communication Strategy Carried	<p>That Council commence the drafting of a Communications Strategy as a matter of priority, and the following are produced as a necessary suite of associated documents;</p>	GM	Ongoing	

**REPORTS OF OFFICERS AND COMMITTEES**

			<p>Draft Communications Policy</p> <ul style="list-style-type: none"> <li>• A paper which reviews the cost-benefit of the Community Survey and alternative options</li> <li>• A report which explores the option of a Waratah Wynyard Council smartphone “app” for the public</li> </ul> <p>The Communication and Engagement Strategy has now been adopted. Council currently has a smart phone app. As part of the website upgrade currently being developed the app will be reviewed and updated. A report will be prepared as requested.</p>			
10/12/18	10.1	Wilkinson Street Highway Junction works Amended Motion carried	<p>That Council on receipt of assurances from DSG that council legal expenses associated with any representation and associated legal process will be reimbursed; and</p> <p>Support the recommendation of the Department of State Growth to close the Wilkinson Street access to the Bass Highway; and</p> <p>Initiate the process of notification of intent to close under section 14 of the Local Government Highways Act 1982; and</p> <p>Undertake investigations into relocation of the existing York Street bus stop to another area within the vicinity</p> <p>State Growth have advised they will cover legal expenses if the closure goes ahead only. Further request made to State Growth as to what potential expenses may be, so a determination can be made by Council.</p> <p>A notice of motion relating to Wilkinson St is included on this agenda</p>	DIDS	Ongoing	
18/2/19	10.2	York Street Bus Stop	<p>Motion Passed</p> <p>Progress design for alternative bus stop, with temporary relocation to be agreed with Dept. of Education</p> <p>6/5/19 – Follow-up observations to date have not revealed any specific safety concerns.</p>	DIDS	Ongoing	
18/3/19	9.1	NOM – Cr Duniam – Somerset Community Board	<p>Original Motion LOST</p> <p>Subsequent Motion CARRIED</p> <p>That Council explore making a formal partnership arrangement with Building Somerset Futures</p> <p>9/7/19 Draft Partnership Agreement developed</p>	DCE	Commenced	

**REPORTS OF OFFICERS AND COMMITTEES**

18/3/19	10.9	ROC – Recreational Vehicle Dump Point	<p>Motion LOST                      Alternate Motion CARRIED                      That Council nominate the site outside the waste transfer station as its preferred site for relocation of the Wynyard Recreational Vehicle dump point and authorise the commencement of design work for this location                      6/5 – detailed design currently being worked on.</p>	DIDS	Ongoing	
15/4/19	9.2	NOM – Cr Fairbrother – Waratah Dam	<p>Motion carried -                      That council liaise with TasWater and the local Waratah community to establish the environmental, cultural and the historical significance of the Waratah Dam; and</p> <p>That council make representation to the owners of TasWater highlighting the significance and exceptional circumstances surrounding the Waratah Dam requesting that the dam be made safe by reinstatement or repair.</p> <p>Action to commence following EOI process closed 22 May. Still awaiting outcome of evaluation process.</p>	GM	Ongoing	
20/5/19	7.3.3	CQWON – Cr Hyland – Preolenna Hall	<p>Cr Hyland asked if tribute/memorial at Meunna could be considered in conjunction with the review of the Preolenna Memorial.</p> <p>This will be factored into discussions as requested</p>	GM	Ongoing	
20/5/19	7.3.6	CQWON – Cr Fairbrother – Crown Land Consent for Signs	<p>(Refer item 7.2.6) Cr Fairbrother asked if copy of crown land approval for signs at Boat Harbour Beach can be provided. The Director of Infrastructure and Development Services advised that a copy of the letter has been sought from Crown Land Services and should be available for this week</p> <p>Council is awaiting receipt of letter</p>	DIDS	Ongoing	
20/5/19	7.3.7	CQWON – Cr Fairbrother - Camping at Boat Harbour Beach	<p>(Refer item 7.2.2) Cr Fairbrother stated that he believed that the response to the previous question was insufficient and asked for clarification as to why previously (in 2012) a planning permit required and one is not required now.</p> <p>Cr Fairbrother also noted change of use from “camping” to “recreation “and stated that he believed that a change from freedom camping to camping is change of use and intensity. He also noted that previously it was agreed that freedom camping would be allowed but not tents.</p> <p>Update provided within agenda</p>	DIDS	Ongoing	

**REPORTS OF OFFICERS AND COMMITTEES**

20/5/19	8.1	NOM – Cr House – Dog Management	<p>Motion Carried That Council:</p> <ol style="list-style-type: none"> <li>1. Commence, this year, the inclusion of a dog management brochure to be issued annually with the dog registration notice, as an improved information and education measure; and</li> <li>2. Within four (4) months, produce a report detailing areas of opportunity to improve animal control, which includes considering; <ul style="list-style-type: none"> <li>- Initiating a compulsory enforcement period or location, regarding public area dog offences.</li> <li>- Feasibility of after-hours animal control patrols (seasonal or ongoing).</li> <li>- Publication of a complaint handling framework.</li> <li>- Development of a suite of dog related resources and education campaign, for print, social media and the council’s website.</li> <li>- Improvement of Councils animal control statistics and data collection</li> </ul> </li> </ol> <p>6/7 – Brochure has been prepared and shown to Councillors. It was included with the registration renewals sent out 28/6/19. A further discussion has been had with Cr House to seek direction on the key matters to be addressed by the animal control report. Council officers have commenced preparation of the animal control report</p>	DIDS		
20/5/19	9.1	ROC – Wynyard Showgrounds	<p>Motion Carried</p> <p>That Council note the submissions received from users of the Wynyard Showgrounds Committees and determine that:</p> <ul style="list-style-type: none"> <li>• There will be no OSSR relocation of users from the showground (unless users request such);</li> <li>• The OSSR plan not be updated or reviewed with the information and recommendations it provides used to inform Council and community in its decision making as it progresses aspects of or variations to OSSR and the commentary against the actions of the OSSR plan are to be updated with sufficient detail to outline the current position of the Showground Committees;</li> <li>• The status quo at the showgrounds will be maintained and Council will support the users strategically, but not financially, in the short term;</li> <li>• When the user’s needs have been clearly identified and concepts, project and business plans agreed on Council might</li> </ul>	GM	Ongoing	

**REPORTS OF OFFICERS AND COMMITTEES**

			<p>become financially involved if it has the capacity and there is an alignment with Council's strategic intent; and</p> <ul style="list-style-type: none"> <li>• Council interest in developing aspects of the Wynyard High School plan that increase community access and use is retained.</li> <li>• Write a letter of support to the Wynyard Show Society for their pending funding application for the Industrial Hall</li> </ul> <p>7/7/19 Working Group to be established to progress a strategic vision. Letter of support finalised.</p>			
20/5/19	9.2	ROC – Waste Strategy	<p>Motion carried</p> <p>That Council approve the release of the Waste Strategy 2019-2024 for public consultation and that this feedback be considered prior to finalising the strategy and for final Council approval.</p> <p>Public consultation has commenced</p>	DIDS		
20/5/19	9.4	ROC – Boat Harbour Beach Masterplan Public Consultation	<p>Motion Carried</p> <p>Consultation has concluded. Workshop scheduled for 22 July 2019 to progress</p>	DOP		
17/6/19	5.3.1	PQWON – P Gaylard – Camping Signage West of Moore Street	<p>Mr Gaylard of Boat Harbour Beach asked if Council could please provide evidence that they used to determine existing use when erecting the camping signs west of Moore Street on Port Road (Boat Harbour Beach).</p> <p>The Manager Development and Regulatory Services took the question on notice. Refer response this agenda</p>	MDRS	Complete	3/7/19
17/6/19	5.3.2	PQWON – P Gaylard – Determining Existing Use	<p>Mr Gaylard of Boat Harbour Beach asked how the planning department handles cases where <i>existing use</i> is a factor (in a development application) and are rate payers required to provide evidence of pre-existing use before they can proceed with plans based on <i>existing use</i></p> <p>The Manager Development and Regulatory Services took the question on notice – refer response this agenda</p>	MDRS	Complete	3/7/19
17/6/19	5.3.3	PQWON – C Hutchison – Preolenna Community Centre Access	<p>Mr Hutchison of Preolenna asked if Council will provide the Preolenna Community access to the Preolenna Community Centre using a new formal lease agreement. If yes, when?. If no, why not?</p> <p>18/6/19 - Refer response this agenda</p>	GM	Complete	18/6/19
17/6/19	5.3.4	PQWON – C Hutchison – 2420 Preolenna Road, Preolenna	<p>Mr Hutchison of Preolenna asked if the presence of the Preolenna War Memorial at 2420 Preolenna Road a restriction to the disposal of the Preolenna Community Centre.</p>	GM	Complete	18/6/19

**REPORTS OF OFFICERS AND COMMITTEES**

			18/6/19 - Refer response this agenda.			
17/6/19	5.3.5	PQWON – E Nash – Exercise Equipment Somerset Foreshore	Mr Nash of Somerset asked for an update on when the exercise equipment at Somerset would be repaired/replaced. The Director of Infrastructure and Development Services took the question on notice to advise when the work would be completed. 5/7/19 At this stage the exercise equipment reinstatement has been deferred pending finalisation of the Anzac park playground footprint. Following this the exercise equipment reinstatement and location can be determined.	DIDS	Complete	5/7/19
17/6/19	8.1	NOM – Cr Fairbrother – Working Group for Sisters Beach	MOTION LOST That Council determine the make-up of and representation of a working party to further advance local issues with the community at Sisters Beach. A revised report is included in this agenda	GM	Complete	17/6/19
17/6/19	8.2	NOM – Cr Fairbrother – Disposal of Council Building	MOTION CARRIED – report provided on this agenda That Council initiate a process to give effect to the disposal of the Council building located off Honeysuckle Avenue behind the fire station.	GM	Complete	4/7/19
17/6/19	9.1	ROC – Freedom Camping	MOTION CARRIED That Council notes the Freedom Camping Options Report and develop and implement plans for public camping within the municipality in line with the guidelines outlined in the report	DCE		
17/6/19	9.2	ROC – Dog Exercise Park	MOTION LOST That Council select the area between the Cemetery and Table Cape Primary School as its preferred site for a dog exercise park and commence consultation with Wynyard Rotary Club and other potential partners to complete a design and cost estimates for the site for further consideration.  Information is currently being sought from the Show Society as to their position	DCE		
17/6/19	9.4	ROC – Community Engagement Forums	MOTION CARRIED Wynyard Date set for 29/7/19 at 7UP Youth Centre Goldie St Wynyard. Advertising and notifications have commenced. Future workshop schedule and venues being finalised.	GM	In Progress	

## QUARTERLY STATS

### ORGANISATIONAL PERFORMANCE

#### Council Land Information Certificates (Certificate of Councils' Power)

Month	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
July	32	32	34	24	39	33	31	16
August	37	20	31	24	23	36	33	24
September	17	16	35	27	31	31	26	20
October	24	23	33	29	36	25	20	29
November	25	26	44	33	36	32	34	27
December	21	24	21	24	26	35	22	16
January	27	21	25	35	26	21	22	22
February	25	25	38	35	31	35	28	26
March	26	31	30	30	39	35	21	26
April	26	25	34	28	33	38	24	18
May	22	28	37	23	35	34	32	27
June	21	25	32	23	33	24	20	13
<b>Total</b>	<b>303</b>	<b>296</b>	<b>394</b>	<b>335</b>	<b>388</b>	<b>379</b>	<b>313</b>	<b>264</b>

#### Ombudsman Investigations

Description	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019 Current YTD
Requests received	1	0	2	1	2
Requests decided	1	0	1	1	2
Requests Withdrawn	0	0	0	0	0

#### Cemetery Statistics

Cemetery	2018/19
Wynyard Lawn	34
Wynyard Ashes in Grave	8
Wynyard Wall Ashes	6
Wynyard Old	0
Flowerdale	0
Somerset	-
Yolla	1
Waratah	-
<b>Total</b>	<b>49</b>

## INFRASTRUCTURE AND DEVELOPMENT SERVICES

### Number of Complaints Received per Operational Area across Council

Year 2018/2019

Operational Area	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Community Services										-	-	-
Corporate Services										-	-	-
Development Services										2	-	-
Engineering (Indoor staff)										1	-	-
Finance										-	-	-
General Managers Unit										-	-	-
Parks and Reserves										-	-	1
Civil Works										-	5	-
<b>Total</b>										<b>3</b>	<b>5</b>	<b>1</b>

## DEVELOPMENT & REGULATORY SERVICES

### Environmental Health - Immunisations

Month	2017/2018		2018/2019	
	Persons	Vaccination	Persons	Vaccination
July	0	0	0	0
August	38	38	0	0
September	53	53	0	0
October	0	0	62	62
November	0	0	0	0
December	0	0	0	0
January	0	0	0	0
February	0	0	0	0
March	78	135	78	145
<i>*School Vaccinations - Burnie City Council are now contracted to run the school program.</i>				
April	0	0	0	0
May	0	0	0	0
<b>JUNE</b>	0	0	0	0
<b>TOTAL</b>	<b>169</b>	<b>226</b>	<b>140</b>	<b>207</b>

NB - Council Staff Influenza Vaccinations May 2018, 63 staff vaccinated.

Public Health / Food Premises Inspections / Abatement Notices

2018/2019	Notifiable Diseases	Inspections Of Registered Food Premises	Abatement Notices Issued
July	0	4	0
August	0	1	0
September	0	5	0
October	0	41	0
November	0	4	0
December	1	5	0
January	0	7	0
February	1	6	0
March	0	6	0
April	2	5	0
May	0	9	0
June	0	10	0
<b>TOTAL</b>	<b>4</b>	<b>103</b>	<b>0</b>

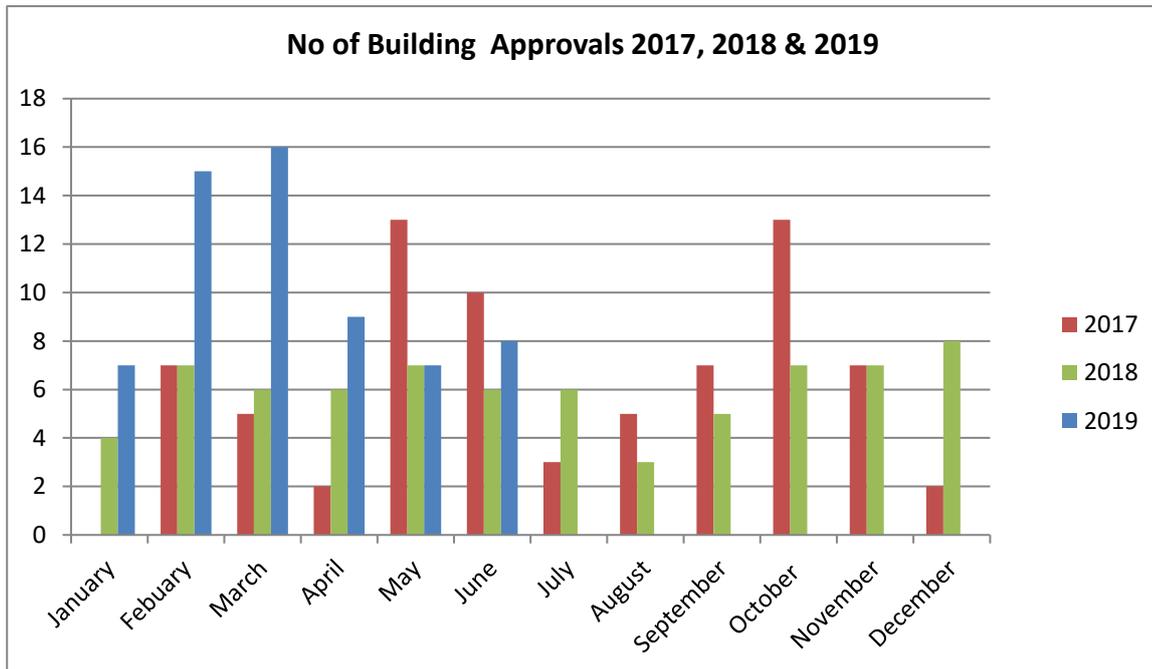
wHealth Approvals – Registrations

Month	Food Premises (FP)	Temporary Food Premises (TFP)	Places of Assembly (PA)	Public Health Risk Activities (PHRA)	Private Water Suppliers (PWS)	Regulated Systems Air Cooling Systems
July	3	3	1	0	30	0
August	60	5	0	0	0	2
September	12	7	1	3	0	6
October	3	2	0	0	0	1
November	5	9	0	0	0	0
December	9	1	0	0	0	0
January	4	4	0	0	0	0
February	1	6	0	0	0	0
March	2	3	0	0	0	0
April	1	2	0	0	0	0
May	1	5	0	0	0	0
June	8	1	0	0	0	0
<b>TOTAL</b>	<b>109</b>	<b>48</b>	<b>2</b>	<b>3</b>	<b>30</b>	<b>9</b>

## Building Approvals

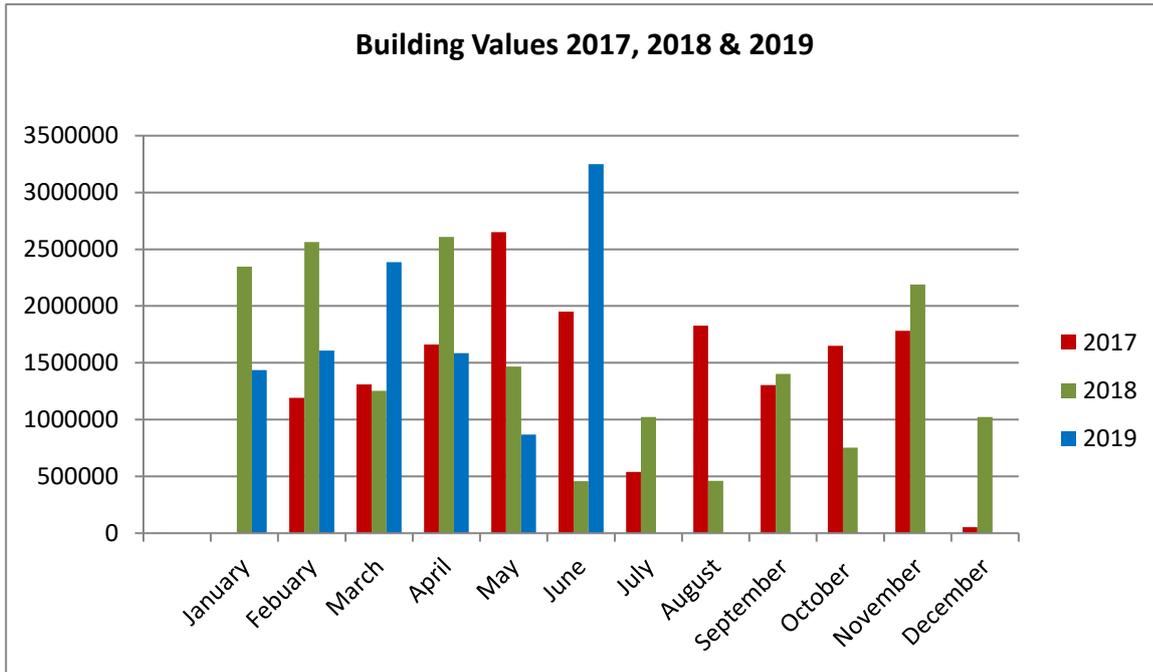
Month	Class 1a	Class 1b	Class 2	Class 3	Class 4	Class 5	Class 6	Class 7b	Class 8	Class 9a	Class 9b	Class 9c	Class 10a	Class 10b
July	5	--	-	-	-	-	-	-	-	-	-	-	3	1
August	2	-	-	-	-	-	-	-	-	-	-	-	2	2
September	4	-	-	-	-	-	-	-	1	-	-	-	1	-
October	5	-	-	-	-	-	-	-	-	-	-	-	2	-
November	11	-	-	-	-	1	-	1	1	-	-	-	7	1
December	3	-	-	-	-	-	-	-	-	-	-	-	4	1
January	4	-	-	-	-	-	-	-	-	-	-	-	5	-
February	6	-	2	-	-	1	1	2	-	-	-	-	6	1
March	9	-	-	-	-	1	1	-	-	-	-	-	6	-
April	6	-	-	-	-	-	-	-	-	-	-	-	5	-
May	4	-	-	-	-	-	-	-	-	-	-	-	4	-
June	7	-	-	1	-	-	2	-	-	-	-	-	6	1
<b>Total</b>	<b>66</b>	<b>-</b>	<b>2</b>	<b>1</b>	<b>-</b>	<b>3</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>51</b>	<b>7</b>

## Building Approval



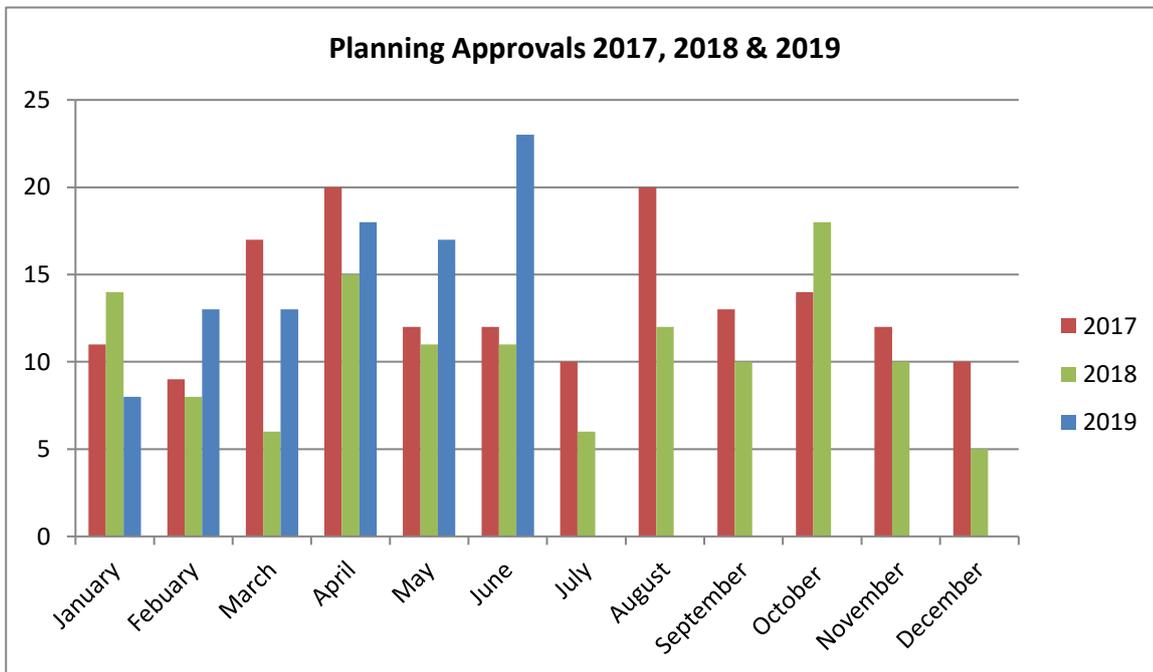
>2018 Building Values includes Building Permits and Notifiable Building Work (Category 3)

**Building Values**



**2018 Building Values includes Building Permits and Notifiable Building Work (Category 3)**

**Planning Approvals**



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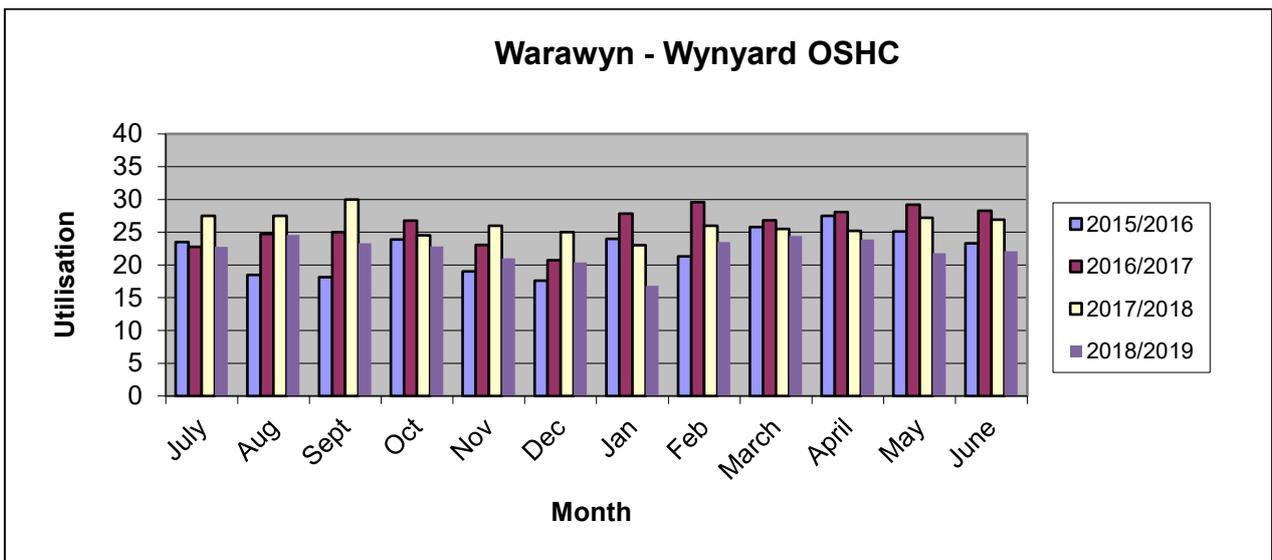
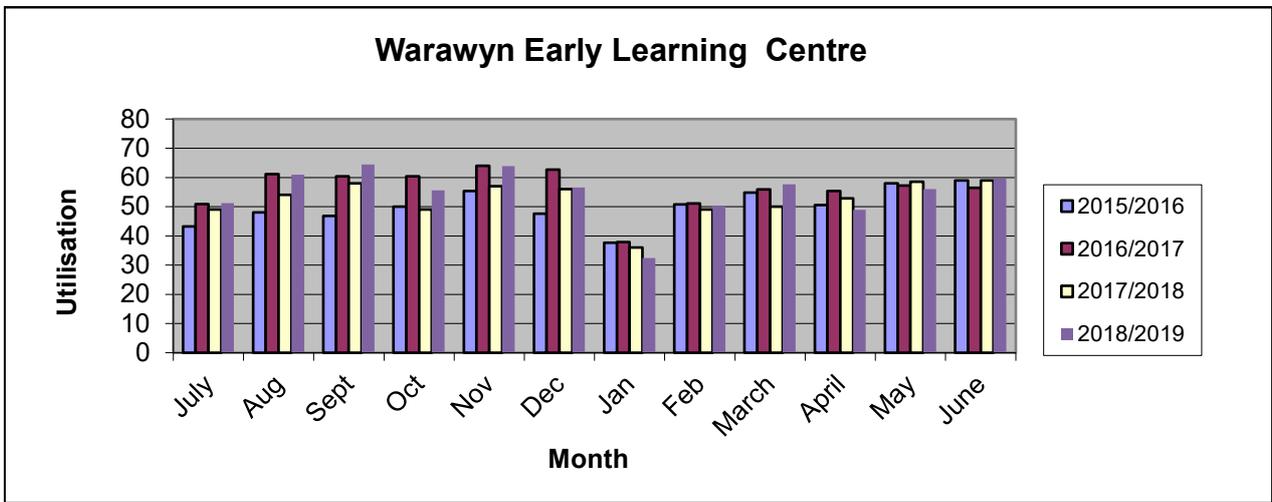
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## Animal Control

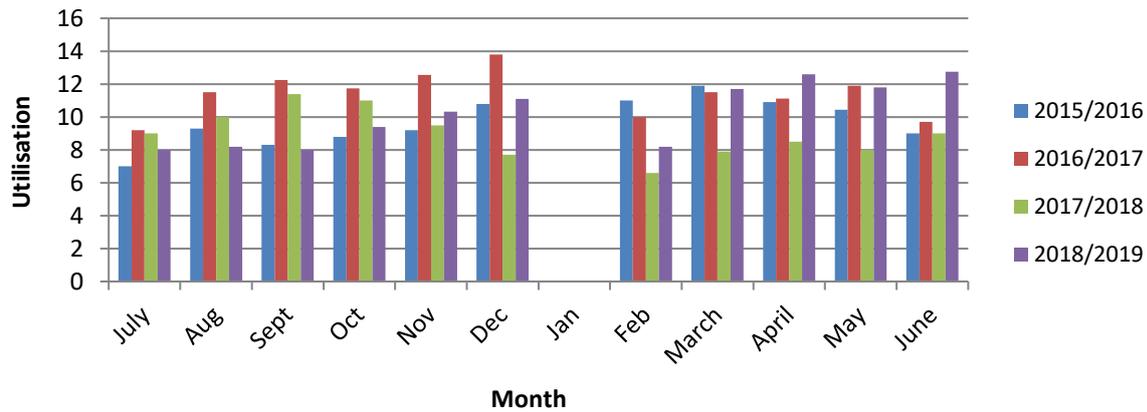
<b>Item</b>	<b>Apr/May/Jun 2019</b>	<b>2018/2019 TOTAL</b>	<b>2017/18 TOTAL</b>
<b>Dogs Registered</b>	41	2033	2022
<b>Dogs Impounded</b>	16	78	53
<b>Dogs Euthanised</b>	0	6	2
<b>Dogs Adopted</b>	5	7	11
<b>New Kennel Licences</b>	0	35	6
<b>Licence Renewals</b>	0	35	30
<b>Dogs Re-Claimed</b>	13	50	59
<b>Livestock Impounded</b>	0	0	0
<b>Infringement Notices</b>	6	22	24

**COMMUNITY AND ENGAGEMENT**

Children's Services



## Warawyn - Boat Harbour After School Care



### Tourism

#### **Wonders of Wynyard**

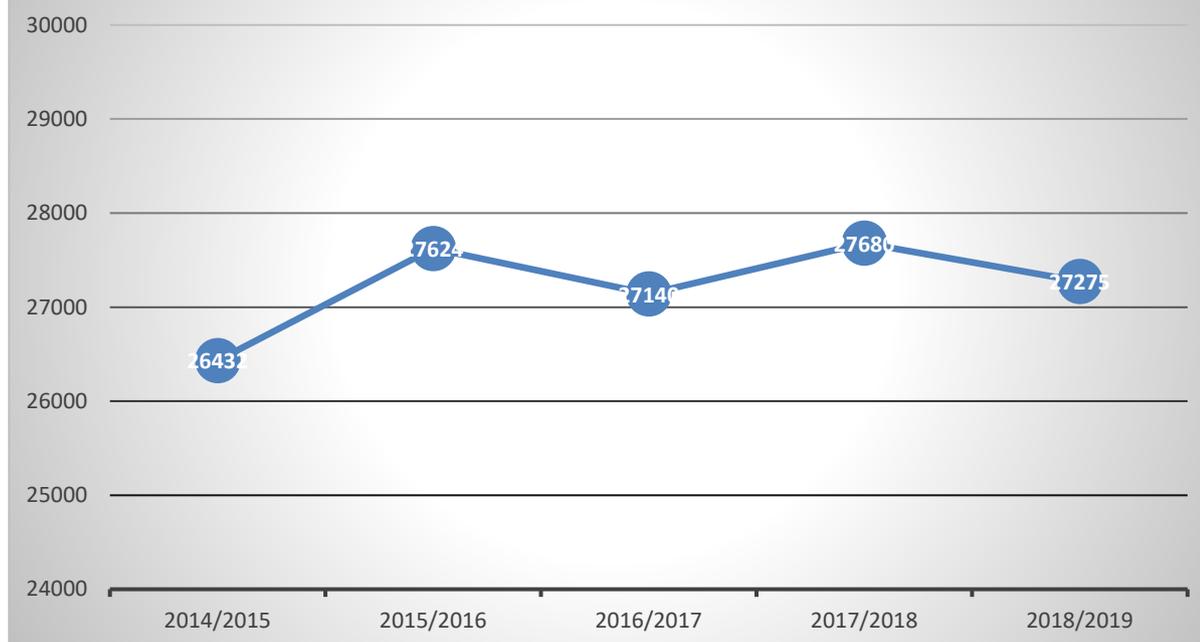
##### **Visitor numbers**

Overall visitor numbers for the year were down 1.4% (405 people). In terms of trends – there has been almost no change in visitor numbers to the WOW over the last five years. Maintaining the visitor numbers we have has been a positive sign. Although the Tourism Tasmania report shows a 3% increase to Cradle Coast region for the YE March 2019 – every town listed on the TVS survey for the North-West shows a DROP in visitation (besides Burnie with a 0.3% increase). Wynyard shows a -6.2% growth, Stanley a -10.9% growth, Ulverstone -8.2%, Latrobe -9.3% and Arthur River -9.3%. ‘Other’ NW shows -22%. Despite these individual town figures – there is apparently an overall increase of 3% to the North-West region. When questioned – the response from Tourism Tasmania Research Officer was:

*“I have looked further into this & consulted with my colleague as to a possible explanation for the observed overall increased in visitation to the Cradle Coast region, despite the predominant trend of declining visitation to places in this region.*

*A potential reason for this observation may be that visitors to the region have grown compared to the previous year, however these visitors are visiting fewer destinations in their trip to the region. This can cause a decline in visitation for the individual towns, but still have a nett increase in visitors for the region. “*

## WOW annual visitation



### TVS DATA - TASMANIA

Tasmanian Visitors survey conducted for Tourism Tasmania by Roy Morgan Research.

Title: Table 1d Places Visited on This Trip

Survey: TASMANIAN VISITORS SURVEY: JULY 2000 - MARCH 2019

Notes: Percentage Growth is calculated on units against the previous column.

Cradle Mountain (Total) (from July 2007)	201052	227351	235355	233785	-0.70%
Latrobe (from July 2003) (Total)	116834	106089	108943	98864	-9.30%
Sheffield (Total)	138536	149872	144159	137948	-4.30%
Devonport (Total)	290404	292842	300821	297072	-1.20%
Ulverstone (from July 2006) (Total)	110084	106567	116215	106632	-8.20%
Penguin (from July 2018) (Total)	-	-	-	91999	
Burnie (Total)	160056	160228	165737	166286	0.30%
Wynyard (Total)	96574	91620	101871	95591	-6.20%
Stanley (Total)	97731	98003	111258	99083	-10.90%
Smithton (Total)	63344	58789	55201	54169	-1.90%
Arthur River (from July 2002) (Total)	35207	40396	39826	36128	-9.30%
Waratah (from July 2018) (Total)	-	-	-	22669	
Other North West (Total)	82546	89074	90733	70666	-22.10%
Total North West (Total)	462623	487581	488095	504696	3.40%
Place/s Not Stated (Total)	490	-	-	-	
	1182713	1265311	1284591	1324110	3.10%

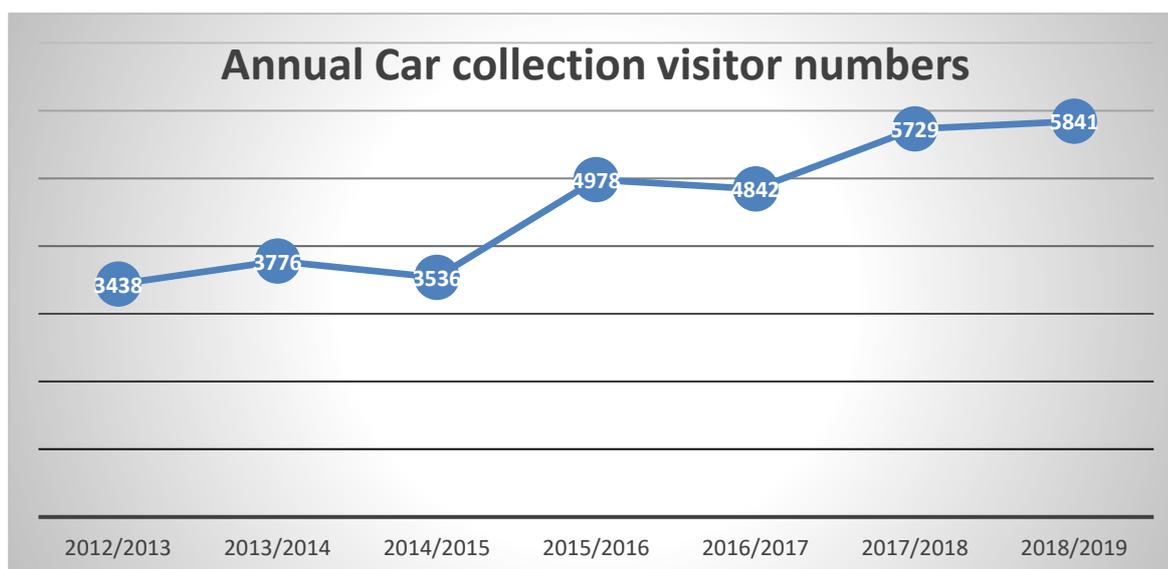
TVS DATA - WYNYARD These figures show an increase of 3.75% in overnight stays in Wynyard and a corresponding decrease of 3.3% in visitors who stopped (but did not stay) – which is good news! There was a decrease in the number of people who ‘passed through’ (without stopping at all).

TASMANIAN VISITORS SURVEY					
Filter: Total Visitors 14+ (S1)	Apr 2014 - Mar 2015	Apr 2015 - Mar 2016	Apr 2016 - Mar 2017	Apr 2017 - Mar 2018	Apr 2018 - Mar 2019
Wynyard (Passed through)	28,899	34,611	35,728	36,774	31,139
Wynyard (Overnight)	24,269	16,797	17,524	21,311	22,111
Wynyard (Visited) (stopped but did not stay)	33,708	44,211	38,812	43,786	42,341
Wynyard (Total)	86,876	95,619	92,064	101,871	95,591

### WOW Car museum visitation

Pleasingly – despite minimal change in total visitor numbers through the doors – there has been further growth in visitation to the cars. Since 2014 there has been a 64% increase in ticket sales (compared to a 3% increase for total visitation to the WOW). This illustrates the success of the marketing for the Veteran Car Collection, and the upselling skills of the staff. Increasing the conversion rate for visitors into car ticket sales has been a focus of our business plan for the past few years – as a way of increasing revenue and the overall sustainability of the WOW.

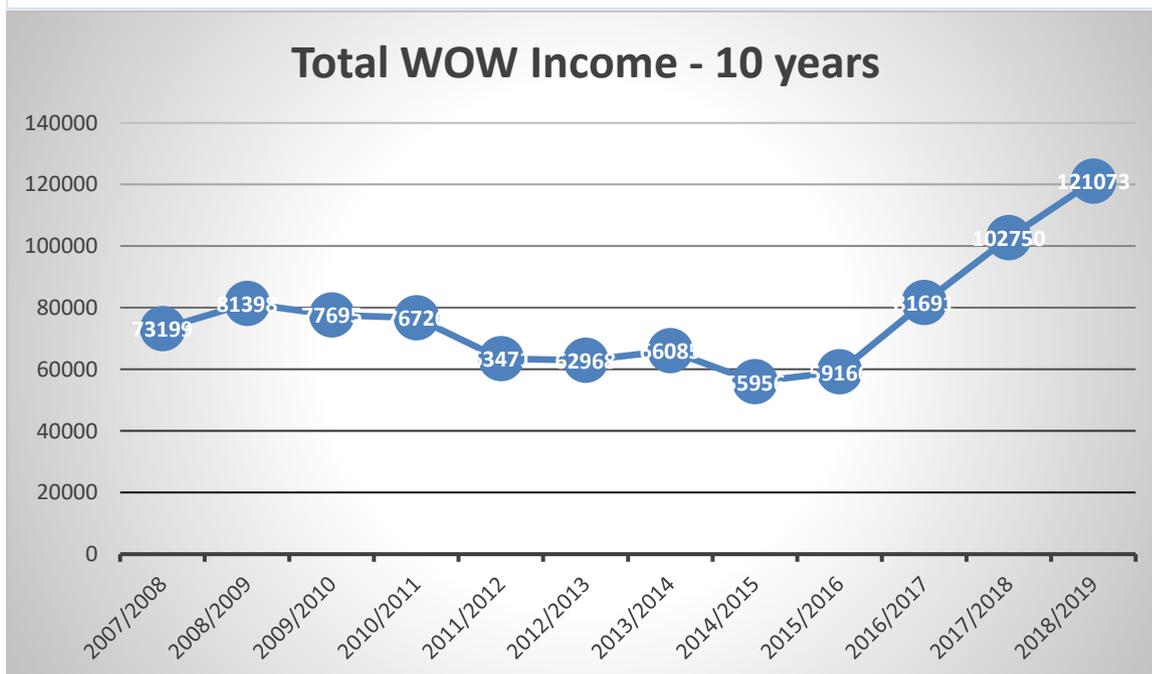
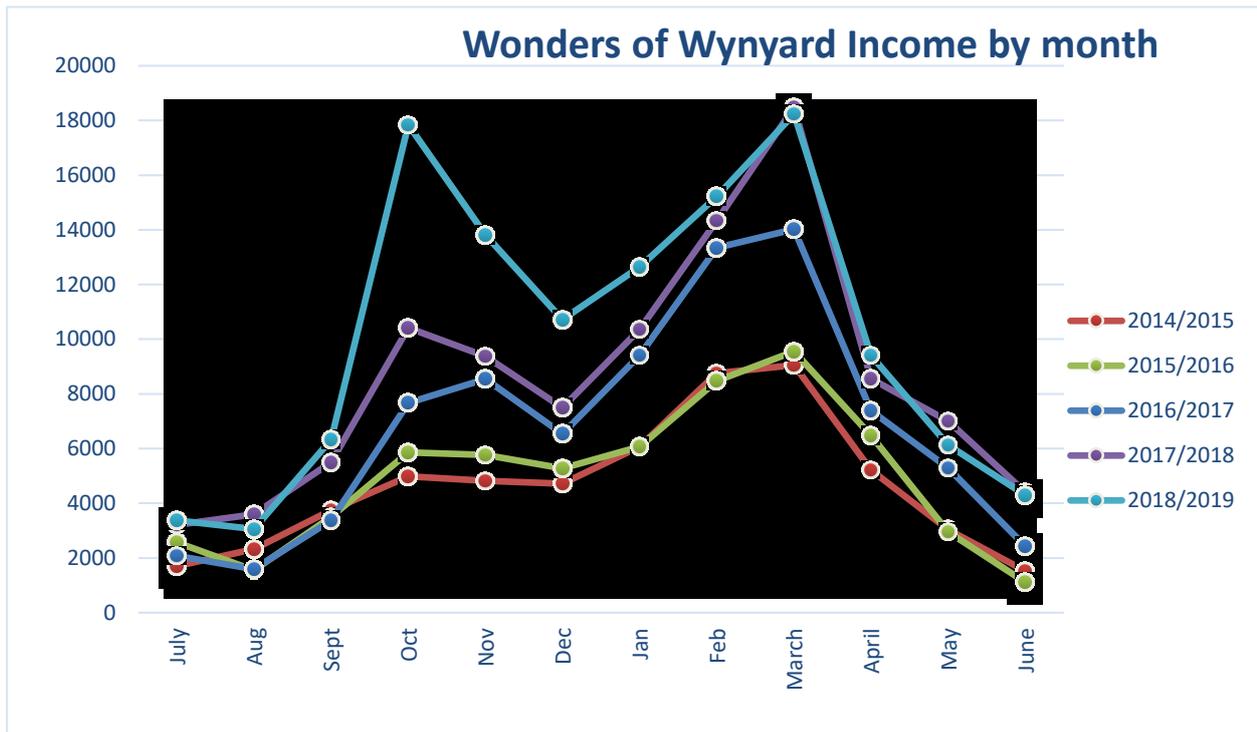
Promotions throughout the year have targeted the local community, car enthusiasts, group tours (including cruises) and intrastate visitors.



## WOW Income

Income has continued to grow exponentially – due in most part to the explosion in merchandise sales. Since 2014 there has been a massive 116% growth in overall income.

The new renovations to the retail area – a capital item in this years budget – had a significant positive impact. Renovations were completed at the end of September, and the graph below illustrates the corresponding immediate growth in sales.



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## Summary – Waratah tourism

Waratah camping ground income was up by 3.4% - with the great Autumn weather impacting positively on camping numbers. The Athenaeum Hall numbers were down 23%, with Museum numbers were down just 1.6%. This suggests that the Athenaeum Hall is not currently meeting the needs of the visitors – with the limited opening hours and visitor experience available.

The biggest news for Waratah was the Accor Hotels/Sunrise ‘Wintervention’ on May 31. This promotion was an outstanding success on all levels – with a level of national and international exposure for the town that our money would simply never be able to buy. News broadcasts across the entire world picked up the quirky story of virtually the whole town being surprised with (an immediate) ‘Wintervention’ holiday to the Gold Coast.

Although this surprise was combined with a Sunrise Sam Mac Weather show – the promotion was actually orchestrated and paid for by Accor Hotels – as a marketing strategy to promote their winter packages (to warm places). In order to maximise the impact of the ‘big reveal’ - the surprise was a tightly held secret with confidentiality agreements in place to ensure the secret was not exposed prior to the reveal.

Quite aside from the incalculable future benefits the town stands to reap from increased tourism (everyone will want to visit the place with the waterfall in the middle of town that got surprised on national TV with a holiday for all!) – the value of the promotion as a community-building tool has been profound. Relationships were formed between neighbours who had never spoken to each other before, people bonded in an environment that was impossible not to be happy in – and the whole town will remember and share this experience forever. Council was promoted by Accor as an integral partner in making the experience happen – and people were extremely grateful to everyone involved for the opportunity they were given.

This experience was, on all levels, a resounding success and a true gift to our local community of



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**9.10 MINUTES OF OTHER BODIES/COMMITTEES**

Nil received.

## 10.0 MATTERS PROPOSED FOR CONSIDERATION IN CLOSED MEETING

Legislative Reference:

*Local Government (Meeting Procedures) Regulations 2015; Regulation 15*

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

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

- (a) personnel matters, including complaints against an employee of the council and industrial relations matters;*
- (b) information that, if disclosed, is likely to confer a commercial advantage on a person with whom the Council is conducting, or proposes to conduct business;*
- (c) commercial information of a confidential nature, that if disclosed, is likely to-
 
  - (i) prejudice the commercial position of the person who supplied it; or*
  - (ii) confer a commercial advantage on a competitor of the council; or*
  - (iii) reveal a trade secret;**
- (d) contracts, and tenders, for the supply and purchase of goods and services and their terms, conditions, approval and renewal;*
- (e) the security of –
 
  - (i) the council, councillors and council staff; or*
  - (ii) property of the council;**
- (f) proposals for the council to acquire land or an interest in the land or for the disposal of land;*
- (g) information of a personal nature or information provided to the council on the condition it is kept confidential;*
- (h) applications by councillors for leave of absence;*
- (i) relating to actual or possible litigation taken, or to be taken, by or involving the council or an employee of the council;*
- (j) the personal hardship of any person who is resident, or is a ratepayer in, the relevant municipal area.*

*A Council may also close a meeting or part of a meeting when acting as a Planning Authority if it is to consider any matter relating to actual or possible legal action taken by, or involving, the council. Any discussions, decisions, reports or documents relating to a closed meeting are to be kept confidential unless the Council or Council Committee, after considering privacy and confidentiality issues, authorises their release to the public.*

*The chairperson is to exclude members of the public from a closed meeting, but may invite any person to remain at the meeting to provide advice or information. The chairperson may authorise the removal of any person from a closed meeting if that person refuses to leave; and request the assistance of a police officer to remove that person.*

### RECOMMENDATION

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

<b>Matter</b>	<b>Local Government (Meeting Procedures) Regulations 2015 Reference</b>
<i>Confidential Report R15 (2) - Confirmation Of Closed Minutes Of Previous Meeting</i>	<i>15 (2)</i>
<i>Confidential Report R15 (2) – Notices Of Motion</i>	<i>15(2)</i>
<i>Confidential Report R15 (2) (c (i)) commercial information of a confidential nature, that if disclosed, is likely to-prejudice the commercial position of the person who supplied it</i>	<i>15 (2) (c (i))</i>
<i>Confidential Report R15 (2) (g) information of a personal nature or information provided to the council on the condition it is kept confidential</i>	<i>15 (2) (g)</i>
<i>Confidential Report R15 (2) (h) - Leave of Absence Request - Councillors</i>	<i>15(2)(h)</i>
<i>Confidential Report R15 (2) - Closed Senior Management Report</i>	<i>15(2)</i>

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**11.0 CLOSURE OF MEETING TO THE PUBLIC**

Legislative Reference:

*Local Government (Meeting Procedures) Regulations 2015; Regulation 15*

**RECOMMENDATION**

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

<b>Matter</b>	<b>Local Government (Meeting Procedures) Regulations 2015 Reference</b>
<i>Confidential Report R15 (2) - Confirmation Of Closed Minutes Of Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) – Notices Of Motion</i>	15(2)
<i>Confidential Report R15 (2) (c (i)) commercial information of a confidential nature, that if disclosed, is likely to-prejudice the commercial position of the person who supplied it</i>	15 (2) (c (i))
<i>Confidential Report R15 (2) (g) information of a personal nature or information provided to the council on the condition it is kept confidential</i>	15 (2) (g)
<i>Confidential Report R15 (2) (h) - Leave of Absence Request - Councillors</i>	15(2)(h)
<i>Confidential Report R15 (2) - Closed Senior Management Report</i>	15(2)

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**12.0 RESUMPTION OF OPEN MEETING**

At ..... pm the Open Meeting was resumed.

**13.0 PUBLIC RELEASE ANNOUNCEMENT**

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

Min. No.	Subject	Decisions/Documents

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