



**ORDINARY MEETING
OF COUNCIL**

**AGENDA
OPEN MEETING**

17 June 2024

12 June 2024

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 17 June 2024 with the Business of the meeting to be in accordance with the following agenda paper.

General Manager's Certification

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

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



Shane Crawford
GENERAL MANAGER

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

12 June 2024

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 17 June 2024 commencing at 6pm at the Council Chambers, 21 Saunders Street, Wynyard Council chambers, 21 Saunders Street Wynyard.

Yours sincerely



Cr Mary Duniam
MAYOR

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

AGENDA OF AN ORDINARY MEETING OF THE WARATAH-WYNYARD COUNCIL TO BE HELD AT THE COUNCIL CHAMBERS, 21 SAUNDERS STREET, WYNYARD ON MONDAY 17 JUNE 2024, COMMENCING AT 6:00PM

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

DIGITAL RECORDING OF COUNCIL MEETINGS POLICY

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

ACKNOWLEDGEMENT OF COUNTRY

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

1.0 RECORD OF ATTENDANCE

1.1 ATTENDANCE

1.2 APOLOGIES

1.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED

Nil received.

2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING
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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 20 May 2024, a copy of which having previously been circulated to Councillors prior to the meeting, be confirmed as a true record.

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

3.0 DECLARATIONS OF INTEREST

Councillor and Agenda Item Number

Staff and Agenda Item Number

4.0 COUNCILLORS ANNOUNCEMENTS AND REPORT

4.1 ANNOUNCEMENTS BY MAYOR

Nil received.

4.2 MAYOR'S COMMUNICATIONS

RECOMMENDATION

That Council note the Mayors Communications:

MAYOR DR MARY DUNIAM	
14/5/24	Coast FM Radio Interview
16/5/24	Tour of Dulverton FOGO Facilities
20/5/24	Council Meeting
21/5/24	Metro Tas Business Breakfast
22/5/24	DEPUTY MAYOR met with SES FOR Volunteer Week Photo
22/5/24	DEPUTY MAYOR Formal opening Oval 3 at Wynyard High School
23/5/24	DEPUTY MAYOR Volunteer Week Morning Tea
24/5/24	ALGWA Meeting
24/5/24	Meeting regarding review of Cradle Coast Authority strategies
27/5/24	National Reconciliation Week - RAP working group
27/5/24	Councillor Workshop
29/5/24	Meeting with Constituent
29/5/24	Somerset Community Shed Photo
29/5/24	Meeting - Natural Capital Roadmap for the Cradle Coast Region
3/6/24	Meeting with Mr Craig Garland MP
4/6/24	Meeting with TasWater and LGAT
4/6/24	Independent Audit Panel Meeting
4/6/24	UTAS Alumni Advisory Committee Meeting
5/6/24	Meeting with the Circular Head Aboriginal Corporation
5/6/24	Business Visit – Blackley Pipelines

4.3 REPORTS BY DELEGATES

Nil received.

4.4 NOTIFICATION OF COUNCIL WORKSHOPS

RECOMMENDATION

That Council note the following Workshops:

22/5/24	Communication and Engagement Strategy 2024/25 Budget Review
27/5/24	Wynyard Youth Leaders Walker Street Numbering Update on current projects

5/6/24	Business Visit Blackley Pipelines Reflect Reconciliation Action Plan Dangerous Dog Matter SEAP Oil and Gas Recommendations
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Councillor Attendance Records

Councillor attendance 1 July 2023 – 30 June 2024 (updated to 7/6/24)

	Ordinary Meetings 2023/24 (11)	Special Meetings / AGM 2023/24 (1)	Workshops 2023/24 (27)	Community Conversations 2023/24 (5)	Leave Taken 2023/24
Mayor Mary Duniam	11	1	26	5	
Cr Gary Bramich	11	1	25	5	
Cr Andrea Courtney	9	1	21	3	
Deputy Mayor Celisa Edwards	8	1	20	3	6 weeks
Cr Kevin Hyland	11	1	26	4	
Cr Michael Johnstone	11	1	27	5	
Cr Leanne Raw	10	1	27	4	3 weeks
Cr Dillan Roberts	9	1	26	5	

5.0 PUBLIC QUESTIONS AND STATEMENTS

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

Nil received.

5.2 PUBLIC QUESTIONS RECEIVED IN WRITING

5.2.1 I BLUCHER (OLDINA LANDCARE) - HEMLOCK

QUESTION

Council has previously been informed (email Weeds Officer 25/05/2021) of the occurrence of a weed that was assumed to be Hemlock (*Conium maculatum*), located on the verge immediately south of the intersection of Oldina and Lowries Rd which is in the vicinity of where primary school children wait for their bus.

Assuming that the observed weed is Hemlock and given that all parts of Hemlock are poisonous to humans and livestock, Oldina Landcare Inc. would like to know what actions Council intends to take to ensure the eradication of this hazard?

OFFICERS RESPONSE

On receipt of question in writing officers visited the site and identified a small number of plants amongst thistle plants over a 12m² area.

A service request was lodged 27 May 2024 for spraying along with some Scotch thistles also identified during the inspection. The works were completed 5 June 2024.



5.3 PUBLIC QUESTIONS WITHOUT NOTICE

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

Nil received.

5.5 PUBLIC STATEMENTS WITHOUT NOTICE

Nil received.

6.0 PLANNING AUTHORITY ITEMS

6.1 PUBLIC QUESTIONS WITHOUT NOTICE – RELATING TO PLANNING MATTERS

Nil received.

6.2 PUBLIC STATEMENTS - RELATING TO PLANNING MATTERS

Nil received.

7.0 MATTER RAISED BY COUNCILLORS**7.1 RESPONSE(S) TO COUNCILLOR QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING****7.1.1 G WEST - FIRE HAZARD BEHIND HILL STREET SUBDIVISION****QUESTION**

Ms West of Wynyard advised that there is a significant fire risk behind the Hill Street subdivision, due to the bush area behind it, and asked if council were responsible for the maintenance of this given they collect rates on the subdivision.

Ms West noted that they have made an effort to contact the Council and Crown Land Services about the issue, but everyone is passing the back to the other organisation. She asked if something could please be done by someone who has some authority.

The Director of Infrastructure and Development Services to the question on notice and agreed to contact Ms West to discuss the matter and options to resolve

OFFICERS RESPONSE

The Director of Infrastructure and Development Services has been in contact with Ms West and has confirmed that the land in question is a 20-metre-wide Crown owned road reserve and not licenced to or under lease to Council.

The following commitments have been made to resolve the concerns raised: -

- Seek from Crown Land/Tasmania Parks and Wildlife Service the criteria upon which vegetation is deemed a hazard for abatement or not as it appears to misalign with community expectations.
- Seek any information in relation to any threatened flora or fauna in the 20m wide Crown owned road reserve that would have an influence on the extent of firebreak clearing or abatement that could be undertaken.
- Seek costs for establishing and maintaining a firebreak in the 20m wide road reserve immediately behind 7 Hill Court and other Hill Court properties.

7.1.2 CR G BRAMICH - FOSSEY RIVER FACILITIES UPGRADE**QUESTION**

Cr Gary Bramich asked if Officers could investigate the planned upgrades to Fossey River rest stop and have facilities moved to Waratah entrance. He advised he foreshadowed a motion for the next meeting.

The question was taken on notice

OFFICERS RESPONSE

Officers have been in contact with State Growth who have provided the following update on the Fossey River Heavy Vehicle Driver Rest Area (HDVRA) project:

-
- *Tender documents for the new HVDRA at the Fossey River site are being developed and it is anticipated that tender and construction will all be completed within FY24-25.*
 - *As such, there is little possibility for the HVDRA to be moved from the currently intended site.*
 - *While a number of potential sites were initially considered, the current Fossey Street site was identified as the preferred site for three main reasons:*
 - *The opportunity to rejuvenate the current light vehicle driver rest area as part of the project was seen as a significant positive.*
 - *The co-location of the Heavy and Light Vehicle driver rest areas, means there are minimal new use impacts on neighbouring properties*
 - *The current site will use otherwise unproductive land, meaning the landholder is very supportive of the necessary acquisition. Additionally, the land-use type means there is minimal impact on neighbouring activities.*

Council previously considered a motion to relocate the Fossey Information Bay to an area beside the Waratah turn off at its Council Meeting on 19 September 2016 with the following resolution:

“That the Council determine not to proceed with the proposal to re-locate the Fossey Information Bay from its current location on the Ridgley Highway to an area beside the Waratah Turn-off as the proposal is not included in the Council’s Strategic Asset Management Plan or Long-Term Finance Plan and will not receive any funding from the Department of State Growth.”

In the report to Council the following information was noted:

“The Department of State Growth has considered the Council’s proposal and advised that it would not be funding any works including any access/road improvements that may be required and that if Council were to decide to relocate the information bay, then it would be expected that Council would be responsible for all work (and costs) associated with the re-location”

7.1.3 CR D ROBERTS - WARATAH CENOTAPH

QUESTION

Cr Dillon Roberts asked if the land where the Waratah Cenotaph was owned by Council and if Council could clean and maintain the Cenotaph.

The question was taken on notice

OFFICERS RESPONSE

Council officers have been in discussion with representatives of Waratah's ANZAC Day Organising Committee regarding maintenance of the Cenotaph.

Council officers do clean (relative to age and condition) the area as part of scheduled maintenance, including the fence, the cenotaph and grounds.

It is acknowledged the Waratah cenotaph and surrounds are in need of renovation and make over. There are grant programs designed for this purpose. The Waratah's ANZAC Day Organising Committee have been encouraged to apply and Council will provide appropriate support and assist in any way to aid the application.

7.2 COUNCILLOR QUESTIONS RECEIVED IN WRITING

Nil received.

7.3 COUNCILLOR QUESTIONS WITHOUT NOTICE

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

8.0 NOTICE OF MOTION

8.1 CR RAW - TURNING LANE - OLD BASS HIGHWAY AND WATERSHED ACCESS ROAD

Enclosures: Nil

BACKGROUND INFORMATION

This road junction has high traffic flow at certain times of the day and with certain events. A great deal of the traffic turning into the Watershed tow boats and yachts. Turning across the line of traffic into the Watershed can be slow, due to the amount of traffic on the Old Bass Highway. There is no space to undertake the vehicles turning right which causes a backlog of traffic.

Traffic travelling in an easterly direction on the Old Bass Highway, turning into the Watershed, has much easier access turning left, which does not hold up traffic.

To add an extra traffic lane at this junction appears not to be easy. There is a telegraph pole with a transformer that would need to be moved. The footpath would need realigning and possibly a barrier fence would also need to be realigned.

Could Council Staff run a total costing for the adding of the turning lane (and provide any other possible solutions that would solve the problem) and present to Council for a robust discussion?

Traffic studies done when planning occurred for the building of the Watershed may enlighten the issue.

Does the addition of the turning lane for safety and better traffic flow warrant the cost and inconvenience of the works?

OFFICERS COMMENT

A preliminary assessment has been made against *Austrroads Guide to Road Design part 4a: unsignalized and signalised intersections*. From this preliminary assessment, it is highly likely that the warrant for a turn facility at this location exists.


If the motion is passed, then the junction can be assessed properly with Traffic engineering advice, along with an assessment of the likely costs to undertake works and a report provided to Council for consideration.

MOTION

That Council explore the feasibility of adding a turning right lane at the junction of Old Bass Highway and the Watershed access road for traffic travelling west.

9.0 REPORTS OF OFFICERS AND COMMITTEES

9.1 ANNUAL PLAN AND BUDGET ESTIMATES 2024/25

To:	Council
Reporting Officer:	Manager Financial Services
Responsible Manager:	General Manager
Report Date:	5 June 2024
File Reference:	Annual Plan and Budget
Enclosures:	1. Draft Annual Plan and Budget Estimates 2024/25 

RECOMMENDATION

1. Adoption of the Annual Plan

1.1 In accordance with Section 71 of the *Local Government Act 1993* (as amended), Council adopts the Annual Plan for 2024/25 and instructs the General Manager to:

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

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

2. Adoption of the Annual Estimates

2.1 In accordance with Section 82 of the *Local Government Act 1993* (as amended), the Council adopts the estimates of revenue and expenditure (including estimated capital works) as detailed in the Annual Plan and Budget Estimates 2024/25; and

2.2 Authorises the General Manager in accordance with Section 82(6) of the *Local Government Act 1993*, to make minor adjustments up to \$20,000 to any individual estimate item as deemed necessary during the financial year so long as the total amount of the estimate is not altered.

2.3 Fees & Charges - In accordance with Section 205 of the *Local Government Act 1993*, and other relevant Acts as detailed in the fees and charges schedule, the Council imposes the fees and charges within the Annual Plan and Budget Estimates 2024/25 financial year.

3. Rates Resolution

4.1 That in accordance with the provisions of Part 9 of the *Local Government Act 1993* ("the Act"), the *Fire Service Act 1979* and the *Waste & Resource Recovery Act 2022*, the Council makes the following Rates and Charges for land within the Council's municipal area for the period 1 July 2024 to 30 June 2025.

4.1.1 Definitions Used in this Resolution

(a) 'AAV' means the assessed annual value as defined in the Act and adjusted under Sections 89 and 89A of the Act.

(b) 'land' means a parcel of land which is shown as being separately valued in the valuation list prepared under the Land Valuation Act 1971;

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

4.2 General Rate

- 4.2.1 Council makes a general rate under Section 90 of the Act of 5.3310 cents in the dollar on all land (excluding land which is exempt pursuant to the provision of Section 87 of the Act) within the Waratah-Wynyard municipal area.
- 4.2.2 Pursuant to Section 107 of the Act, and by reason of the following factors, Council declares, by absolute majority, that the General Rate in clause 4.2.1 is varied as follows:
 - (a) For land used for quarrying or mining purposes in Savage River and Guildford the rate is varied by increasing it by 11.4110 cents in the dollar of assessed annual value to 16.7420 cents in the dollar of assessed annual value of the land.
 - (b) For land within the municipality which is used or predominantly used for primary production - forestry purposes, the rate is varied by increasing it by 1.5490 cents in the dollar of assessed annual value to 6.8800 cents in the dollar of assessed annual value of the land.
- 4.2.3 Council sets a minimum amount payable in respect of that rate of \$350 in accordance with Section 90(4) of the Act.
- 4.2.4 Council elects the AAV to be the basis of the general rate for the purpose of this Rates Resolution.

4.3 Fire Service Levy

In accordance with the requirements of s.81(c) of the *Fire Service Act* the Council levies the following fire service rates:

- 4.3.1 (a) A rate of 0.2900 cents in the dollar of AAV for all land within the township of Somerset and Wynyard; and
- (b) a rate of 0.2850 cents in the dollar of AAV on all General Land.
- 4.3.2 With a minimum amount payable of \$49 for all land.

In accordance with the provisions of Section 107 of the Act and, by an absolute majority, the Council declares that the Fire Service Rate is varied within the municipal area by reason of the location of the land.

4.4 Waste Management Charges

In accordance with the provisions of Section 94 of the Act the Council makes the following waste management charges:

- 4.4.1 \$168 for all land (other than land classified by the Valuer-General as land use code “bush or forestland (L3)” and land that is not used for any purpose listed in Section 107(2) of the Act) for waste management services (other than kerbside collection) provided in the municipal area.
- 4.4.2 \$106 for all land to which the Council provides a fortnightly urban garbage collection.
- 4.4.3 \$147 for all land to which the Council provides a fortnightly rural garbage collection.
- 4.4.4 \$80 for all land to which the Council provides a recyclables collection service.
- 4.4.5 \$95 for all land to which Council provides a food and garden organics (FOGO) collection service.
- 4.4.6 \$28 for all land in the municipal area for the State Government Waste Landfill Levy.

In accordance with the provisions of Section 94(3)(a) and Section 107 of the Act and by an absolute majority, the Council declares that the waste management charges are varied within the municipal area according to the level of services provided.

4.5 Stormwater Service Rates

In accordance with the provisions of Section 93 of the Act, the Council makes the following stormwater service rates:

- 4.5.1 (a) For land within the hatched area shown on the map marked “Wynyard” (*Map 1 in Notes below*) (the location), 1.1110 cents in the dollar of the AAV; and
- (b) For land within the hatched area shown on the map marked “Somerset” (*Map 2 in Notes below*) (the location), 1.1110 cents in the dollar of the AAV; and
- (c) For land within the hatched area shown on the map marked “Sisters Beach” (*Map 3 in Notes below*) (the location), 0.4540 cents in the dollar of the AAV; and
- (d) For land within the hatched area shown on the map marked “Boat Harbour” (*Map 4 in Notes below*) (the location), 0.4540 cents in the dollar of the AAV; and

In accordance with the provisions of Section 107 of the Act and, by an absolute majority, the Council declares that the stormwater service rate is varied within the municipal area by reason of the location of the land.

4.6 Payment Options

4.6.1 Due Dates

- 4.6.1.1 Except where rates and charges are to be paid by instalments the rates and charges are to be paid by 31 August 2024.

4.6.1.1 In accordance with the provisions of Section 124 of the Act, Council determines that all rates and charges are payable either in one payment or by four instalments, if the rates are to be paid by instalments (calculated to the nearest cent) the due date by which they are to be paid are:

1st Instalment - 31 August 2024

2nd Instalment – 31 October 2024

3rd Instalment – 31 January 2025

4th Instalment – 31 March 2025

4.6.2 Discount for Early Payment

In accordance with the provisions of Section 130 of the Act the Council will provide a discount of 3.5% on the total current rates and charges specified in a rates notice, for payment of the total rates and charges (including all arrears) that are paid by 31 August 2024 but excluding the fire service rate and state waste levy.

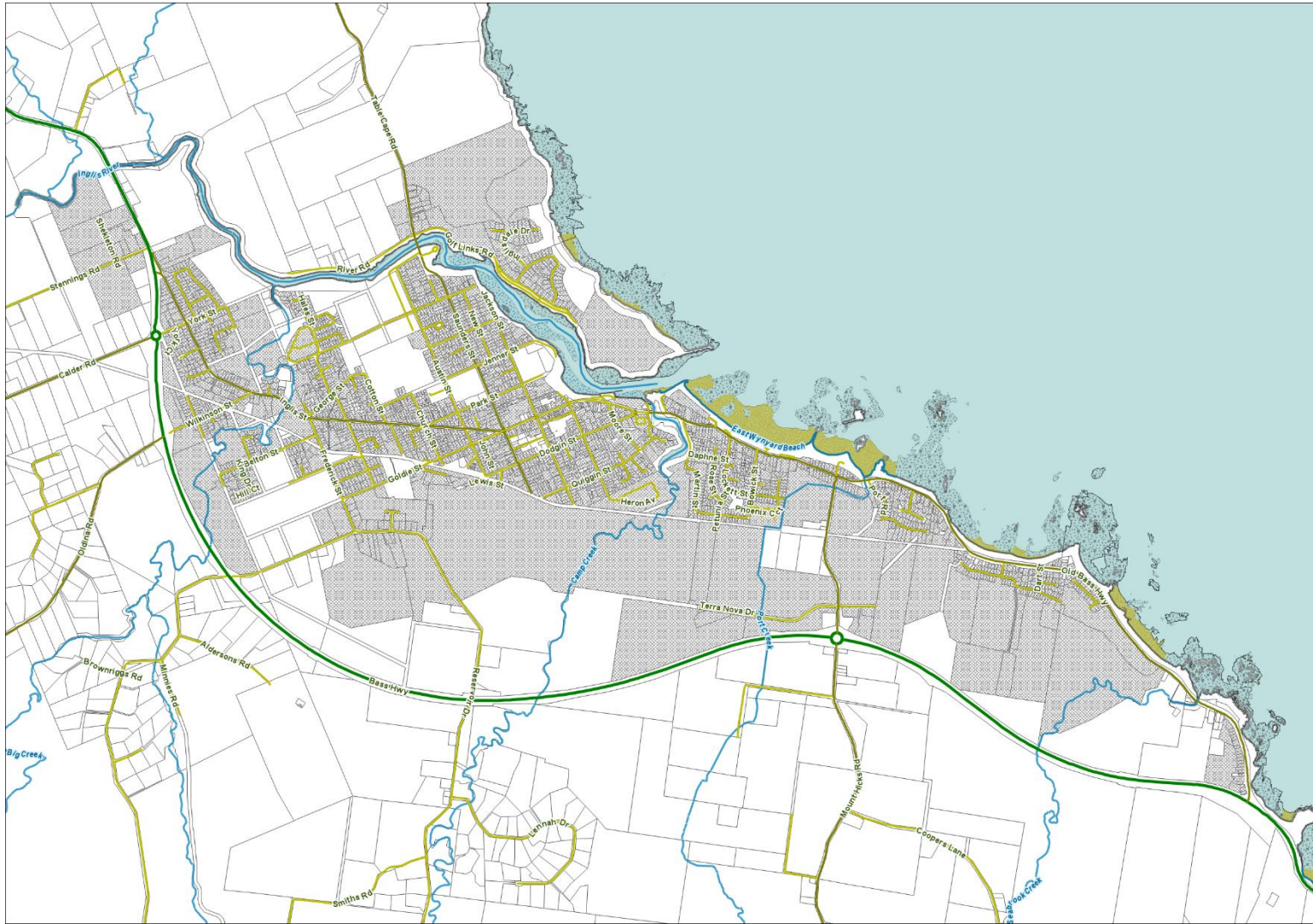
4.6.3 Defaults & Penalties

In accordance with the provisions of Section 128(2) of the Act if any rates and charges or instalment of rates and charges are not paid on or before the date they fall due, then daily interest charged monthly, at the prescribed percentage, is payable from the date they fell due to the date of payment.

In accordance with Section 124(5) of the Act if any instalment is not paid within 21 days of the due date, then the rates and charges for the whole year becomes due and Council may take recovery action without further notice.

4.7 Supplementary Rates

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



Stormwater Service Rates Map 1 – Wynyard Stormwater District

(Includes properties within 30m of stormwater infrastructure)



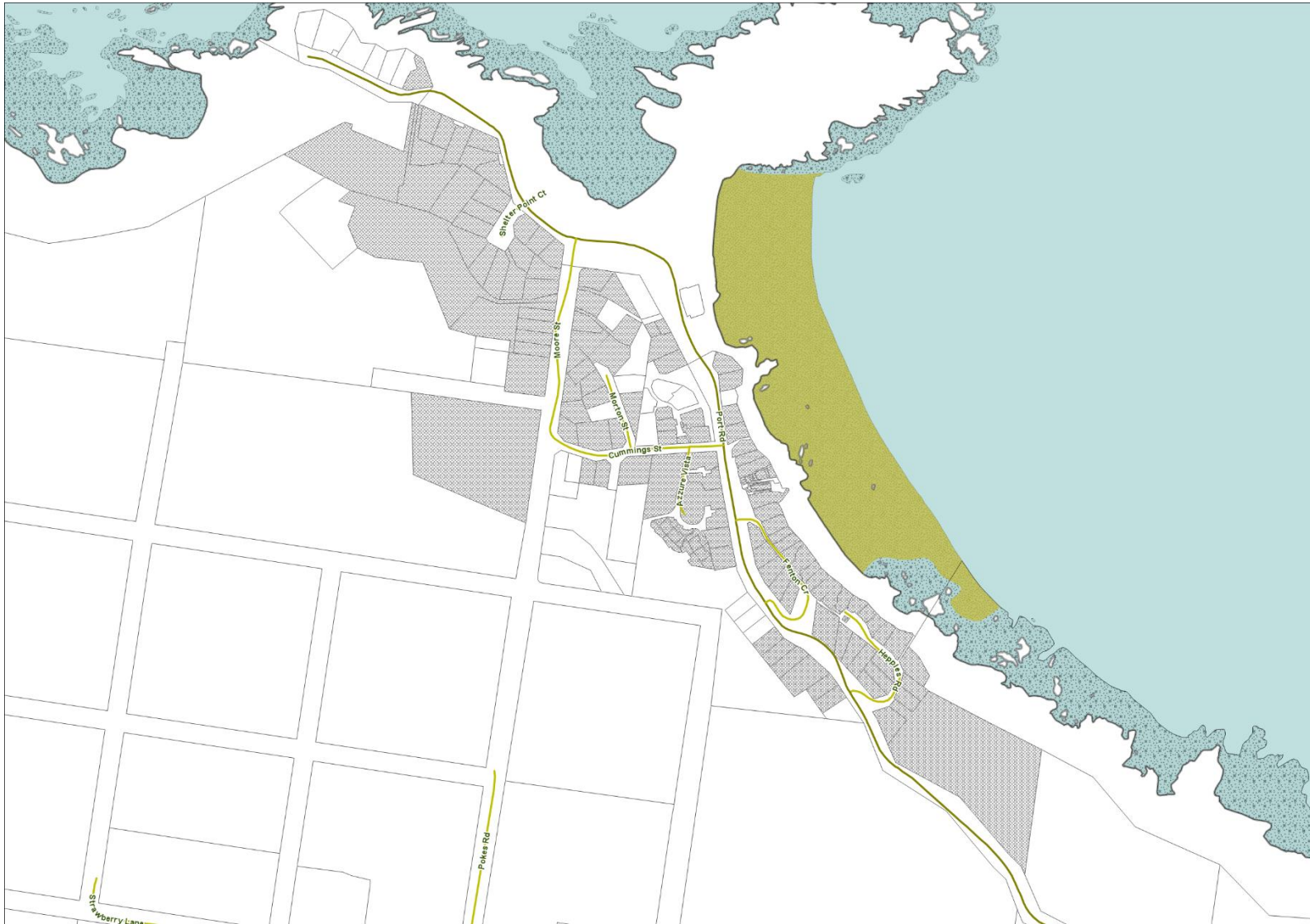
Stormwater Service Rates - Map 2 - Somerset Stormwater District

(Includes properties within 30m of stormwater infrastructure)



Stormwater Service Rates - Map 3 - Sisters Beach Stormwater District

(Includes properties within 30m of stormwater infrastructure)



Stormwater Service Rates - Map 4 - Boat Harbour Beach Stormwater District

(Includes properties within 30m of stormwater infrastructure)

PURPOSE

The Annual Plan and Budget Estimates 2024/25 have been prepared in accordance with the provisions of the *Local Government Act 1993* and applicable Australian Accounting Standards and is presented to Council for consideration.

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

Following adopting of the Annual Plan and Budget Estimates, rates will be levied and issued in respect of the rates and charges in July 2024.

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

BACKGROUND

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

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

The Annual Plan is the key document outlining key initiatives planned to be delivered in 2024/25 and will provide the focus for performance measurement in the 2024/25 Annual Report.

The preparation of the Annual Plan has taken into consideration the Council's adopted Strategic Plan, relevant strategies and action plans.

DETAILS

Council have worked hard to successfully deliver a budget that is balanced and financially responsible.

Waratah-Wynyard's Financial Management Strategy (FMS) is critical to Council's strategic planning process. It underpins our long-term financial sustainability while meeting the needs and expectations of our communities in delivering Council's strategic priorities.

Council's Financial Management Strategy (FMS) sets the parameters for Council's ongoing financial sustainability and guides decision making, particularly when setting the annual plan and budget estimates.

The budget achieves the targets and philosophies contained in the FMS, and Council can demonstrate that it is sustainable both now and in the medium to long term.

Annual Plan & Key Initiatives

Council's annual plan contains several key initiatives it wishes to complete during the 2024/25 year. The Annual Plan actions and highlights for each community are provided within the document.

Operational Budget

Council is expected to deliver an underlying surplus of \$0.841m in 2024/25. Council continues to carefully plan for the delivery of its master plans and strategies. At the time of setting each budget, Council assesses the projected operating costs of any new projects to understand the future cost of those projects to the community.

The underlying surplus will sufficiently cover future operational costs that will arise from new capital works projects committed to by Council in the current and 2024/25 years.

Council will need to continually assess the expected operating cost of additional new capital expenditure to ensure that the operational improvements occur and cover any costs that arise from future new capital infrastructure spending.

Rates and Charges

Through its Financial Management Strategy, Council recognises that incremental rises in rates and charges in line with rising costs are essential. The 2024/25 budget has a focus on ensuring that Council's service rates move to recovering the full cost of service provision.

General Rate

The Estimates include an increase in general rate revenue of 2.95%, well below both the Council Cost Index (3.84%) and Consumer Price Index (Hobart) for March (3.10%). The minimum General rate payable per property will increase from \$250 to \$350.

Stormwater Service Rate

The Stormwater Service Charge covers the cost of maintenance and upgrades of connections, drainage from roads and stormwater removal systems. It also covers flood mitigation works, a growing area of cost for the Council due to changes in the climate.

Council only charges what it needs, and the charges are set at an amount equal to the cost of providing services to each community.

The estimates include an increase in the service charge of 5.26% for Sisters and Boat Harbour Beaches and 3.85% for Wynyard & Somerset.

Waste Charges

Waste charges cover waste collection, including recycling and running the waste management centre and other municipal waste services.

The draft budget estimates for 2024/25 include the following increase for waste services:

- A 77 cents per week increase for properties in the urban collection areas
- A 65 cents per week increase for properties in the rural collection areas
- A 33 cents per week increase for other properties in the municipality

Council will continue free entry to the Waste Transfer Station for all residents.

State Fire Levies

The State Government sets state Fire Levies. Council collects the levies on behalf of the State and passes the amount collected on in full. Fire Levies will not increase in 2024/25.

Financial Position

Council's financial position is strong, and Council is well-positioned to meet its financial obligations comfortably.

The net worth of the Council to the community is expected to increase by \$4.975m to \$314,590m. This is attributable to the Council's ongoing commitment to capital improvements and capital grant funding estimates of \$4.134m.

Cash and Investments

Estimating cash flows for Council is a critical factor in setting the estimates. Council ensures that it retains enough cash in reserve to respond to volatility. It must also ensure that it accumulates and maintains enough financial resources to pay for its financial obligations as and when they fall due.

Council has increased its cash on hand target to \$5m on hand as of 30 June each year in its 2024-2034 Financial Management Strategy. Council is expecting to have \$5.220m cash on hand as at 30 June 2024.

Borrowings

The draft estimates do not include any new borrowings.

Capital Works

The Estimates continue with Council's ambitious plan to deliver on Master Plans and Strategies set in consultation with the community.

This year's capital works expenditure is \$17.670m which includes \$9.508m in new infrastructure spending, \$5.788m in asset renewals, and \$2.374m on upgrading existing assets. Council will receive \$4.134m in capital grant funding.

Renewal expenditure has been prioritised in line with Councils Asset Management Plans ensuring that current services provided are maintained to the standard that residents are accustomed.

STATUTORY IMPLICATIONS

Statutory Requirements

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

Annual plan

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

(2) *An annual plan is to –*

(a) *Be consistent with the strategic plan; and*

(b) *Include a statement of the manner in which the council is to meet the goals and objectives of the strategic plan; and*

-
-
- (c) Include a summary of the estimates adopted under section 82; and*
 - (d) Include a summary of the major strategies to be used in relation to the council's public health goals and objectives.*

- (3) As soon as practicable after a council adopts an annual plan, the general manager is to –*
 - (a) Make a copy of the annual plan available for public inspection at the public office during ordinary business hours; and*
 - (b) Provide the Director of Local Government and the Director of Public Health with a copy of the annual plan.*

Estimates

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

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

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

(3) Estimates for a financial year must –

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

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

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

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

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

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

General Rate

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

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

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

- (a) The land value of the land;*
- (b) The capital value of the land;*
- (c) The assessed annual value of the land.*

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

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

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

Service Rate

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

- (a)*
- (b)*
- (c) Nightsoil removal;*
- (d) Waste management;*
- (e) Stormwater removal;*
- (f) Fire protection;*
- (g) Any other prescribed service.*

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

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

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

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

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

Service Rate for Fire Protection

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

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

Service Charge

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

(2)

(2A)

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

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

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

Related policies include Councils Rates and Charges Policy and the Financial Management Strategy 2024-2034.

FINANCIAL IMPLICATIONS

The financial implications are outlined throughout the document.

RISK IMPLICATIONS

Council has a statutory requirement to annually adopt its Annual Plan and Budget Estimates by 31 August each year.

Council financial sustainability risks are managed through the Financial Management Strategy (FMS) which is updated on an annual basis. The budget estimates achieve the targets and philosophies contained in the FMS, and Council can demonstrate that it is sustainable both now and in the medium to long term

CONSULTATION PROCESS


The preparation of the annual plan and budget estimates begins with staff preparing the operating and capital components during January and February. Draft estimates are then prepared, and various options are considered by Council at informal briefings (workshops) from March through until June.

CONCLUSION

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

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

9.2 RATES AND CHARGES POLICY REVIEW

To: Council
Reporting Officer: Manager Financial Services
Responsible Manager: General Manager
Report Date: 7 June 2024
File Reference: Governance - Policy - Council Policies
Enclosures: 1. DRAFT - Rates and Charges Policy FIN.005 

RECOMMENDATION

That Council adopt the revised Rates and Charges Policy as presented

PURPOSE

This report has been prepared for Council to consider the proposed changes to the Rates and Charges Policy.

BACKGROUND

In accordance with legislation, Council's Rates and Charges Policy must be updated on a regular basis. Council in practice reviews the Policy as a part of its annual plan and budget deliberations.

Section 86 of the *Local Government Act 1993* (the Act) requires councils to implement rates and charges policies to provide transparency in decision making and to educate their communities about how revenue is raised. Council is also required to review its rates policy following any major changes to rates charges.

DETAILS

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

There is one proposed change to the policy for 2024/25, which is shown in the table below:

Clause 3.2.7	Under section 107 of the <i>Local Government Act 1993</i> , Council charges a differential general rate for land used for forestry purposes within the municipality.
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The remainder of the policy remains unchanged from previous years.

STATUTORY IMPLICATIONS

Statutory Requirements

The following Local Government Act 1993 has application to Rates and Charges matters:

General principles in relation to making or varying rates are:

- 86A.** (1) A council, in adopting policies and making decisions concerning the making or varying of rates, must take into account the principles that –
- (a) rates constitute taxation for the purposes of local government, rather than a fee for a service; and
 - (b) the value of rateable land is an indicator of the capacity of the ratepayer in respect of that land to pay rates.

Rating and charging policies to be made available to public

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no direct financial implications of this report.

RISK IMPLICATIONS

There is some reputational risk to Council when making adjustments to Rates and Charges Policy. The proposed changes support the principles of equity and fairness in the application of rates and charges.

The ability to collect rates and charges effectively reduces the financial risk of non-payment of rates and charges to Council. The proposed change outlined in this report reduce the risk to Council.


CONSULTATION PROCESS

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

CONCLUSION

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

9.3 REFLECT RECONCILIATION ACTION PLAN - DRAFT

To: Council
Reporting Officer: Community Development Officer
Responsible Manager: General Manager
Report Date: 5 June 2024
File Reference: Reconciliation Action Plan
Enclosures: 1. DRAFT Reflect Reconciliation Action Plan 

RECOMMENDATION

That Council:

1. Approve the Draft Reflect Reconciliation Action Plan actions to be sent to Reconciliation Australia for approval; and
2. Upon approval from Reconciliation Australia, proceed to public consultation.

PURPOSE

For Council to endorse the draft Reconciliation Action Plan (RAP) actions to be sent to Reconciliation Australia for approval and to proceed to the next step including development of artwork for the RAP.

BACKGROUND

A Reconciliation Action Plan allows organisations to continuously develop their reconciliation commitments through Reconciliation Australia's RAP Framework. The framework provides organisations with a structured four stage approach to advance reconciliation over a three-four year period with each type of RAP designed to suit an organisation at different stages of their reconciliation journey.

The four stages are:

RELECT	<ul style="list-style-type: none">• A Reflect RAP focuses on developing relationships with Aboriginal and Torres Strait Islander stakeholders, deciding on your vision for reconciliation and exploring your sphere of influence.• Understanding what actions to take.
INNOVATE	<ul style="list-style-type: none">• An Innovate RAP runs for two years, and outlines actions for achieving your organisation's vision for reconciliation.• A focus on developing and strengthening relationships with Aboriginal and Torres Strait Islander peoples, engaging staff and stakeholders in reconciliation, and developing and piloting innovative strategies to empower Aboriginal and Torres Strait Islander peoples.
STRETCH	<ul style="list-style-type: none">• A Stretch RAP spans a two-three-year period, and is focused on longer-term strategies, and working towards defined measurable targets and goals.• The Stretch RAP requires organisations to embed reconciliation initiatives into business strategies, so they become 'business as usual'.
ELEVATE	<ul style="list-style-type: none">• organisations that have a proven track record of embedding effective RAP initiatives in their organisation through Stretch RAPs and are ready to take on leadership to advance national reconciliation.

The development of the Waratah-Wynyard Council Reflect Reconciliation Action Plan (RAP) will assist us to scope our capacity for reconciliation and set out actions that will become the base for the development of future RAP's.

Committing to a Reflect RAP has involved partnering with representatives from the local Aboriginal and Torres Strait Islander community, Council staff, elected members and Reconciliation Tasmania.

DETAILS

Process

Waratah-Wynyard Council has been guided in the process to develop a Reflect RAP by Reconciliation Tasmania.

A RAP working group was formed with staff representatives across the organisation including a guide from Reconciliation Tasmania, the Mayor, Parks and Reserves Team, Warawyn Early Learning Centre, Director of Governance and Information, Environment and Sustainability and Planning Team, Asset services, Communications Team, Human Resources Coordinator and Community Development Officer. This group has met to progress the development of the draft Reflect RAP for Waratah-Wynyard Council. Meetings with the Senior Management Team and Council workshops have contributed to the RAP at this milestone.

Aboriginal and Torres Strait Islander organisations and networks across Tasmania were contacted and advised that Council is undertaking this work and are interested in building relationships to foster reconciliation in our area. Historian, Dr Ian McFarlane is engaged in Council's reconciliation journey to support cultural awareness, with his published work, *Short Contact History of the Tommigenner* provided to Council as a resource. The Circular Head Aboriginal Corporation have also committed to support Council's development and delivery of the Reflect RAP.

Staff workshops have been held across the organisation to capture feedback on the key themes for the Reflect RAP, including relationships, respect, opportunities, and governance. These workshops were well attended with over 50% staff participation. Additional to the workshops, staff were encouraged to complete an online survey.

A public survey was sent to Aboriginal and Torres Strait Islander organisations and networks and key community networks including an online social media post. The response to the survey helped form the reflect RAP actions. There were over 40 surveys completed by community members, with many identifying as Aboriginal and/ or Torres Strait Islander. Survey feedback indicated that Council is well positioned to adopt a set of Reflect RAP actions that have cultural learning at the forefront.

Members of the Council's Public Art Advisory Group (PAAG) and local Aboriginal community have met to discuss the artwork commission for Waratah-Wynyard Council's Reflect Reconciliation Action Plan. The discussion was based on Reconciliation Australia's good practice guide engaging Aboriginal and/ or Torres Strait Islander artists during the design of the RAP cover artwork

Where we are now:

Action Plan

The Reflect RAP has been developed in a draft format that is able to be sent to Reconciliation Australia for an initial round of feedback. Guidance from Reconciliation Tasmania has supported this progression.

Artwork and design elements, such as an image library are in development to support the presentation of the final Reflect RAP document. The final document will be formatted after the initial round of feedback from Reconciliation Australia.

Artwork

Council has engaged a local artist to develop a unique series of artwork featuring local place of Tasmanian Aboriginal cultural significance, Fossil Bluff and her artistic practice will be documented in the Reflect RAP.

The inclusion of the artwork provides a strong visual identity to the beginning of Council's reconciliation journey. There will be a framed artwork by the artist to hang in a public place, and digital artwork files to use in relation to RAP digital media and printed materials.

Next Steps:

Consultation

The draft Reflect RAP will be provided to all staff and Aboriginal and/ or Torres Strait Islander peoples and broader community who have expressed an interest in providing further feedback. There was the opportunity to opt in for this next stage of review of the draft Reflect RAP in the online survey.

The opportunity for feedback on the draft Reflect RAP is not exclusive and will be available to the public via the Waratah-Wynyard Council website.

Action Plan

The next steps for the Reflect RAP will include reviewing the draft Reflect RAP feedback that will come from Reconciliation Australia, Waratah-Wynyard Council staff, Aboriginal and/ or Torres Strait Islander peoples and broader community.

The RAP working group will support amendments to the document and propose changes that will be workshopped with Councillors in August, allowing the recommend 4-week period for review from Reconciliation Australia.

The next iteration of the Reflect RAP will be provided to Reconciliation Australia as advised and return to Council workshop in readiness for final endorsement. This final endorsement is proposed for the Council Meeting on 19 September.

The proposed date for the Waratah-Wynyard Council Reflect RAP launch is 31 October

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 3: Connected Communities
Desired Outcomes
1.3 We encourage broad community input to create a focussed and strong sense of belonging.
Our Priorities
1.4.1 Collaborate with, understand and satisfy our external customers' needs and values.

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

There are no policy implications as a result of this report. Development of any new policies and procedures will occur once the RAP has been formally adopted.

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

The development of a RAP can be a contentious, with many different opinions on what should be done. Council needs to ensure that community consultation is extensive and conducted at each step of the process in developing the action plans.

CONSULTATION PROCESS

A working group has been established which includes the Mayor, a representative from Reconciliation Tasmania and staff.

Officers are also in regular contact with the Circular Head Aboriginal Corporation and Elders of the local Aboriginal community. The working group has consulted with key stakeholders including:


- Reconciliation Tasmania
- Circular Head Aboriginal Corporation
- Councillors have been involved in three workshops to date and will continue to be involved in each step in the development of the RAP.

-
- Staff workshops and informal survey opportunities
 - Online public survey, including broader Aboriginal and Torres Strait Islander community networks.

CONCLUSION

It is recommended that Council approve the draft RAP action plan and authorise officers to commence public consultation.

9.4 COMMUNICATION AND ENGAGEMENT STRATEGY 2024-27

To: Council
Reporting Officer: Manager Tourism and Marketing
Responsible Manager: General Manager
Report Date: 27 May 2024
File Reference: Communications - Plans and Strategies
Enclosures: 1. Communication and Engagement Strategy 

RECOMMENDATION

That Council adopt the Communication and Engagement Strategy 2024-27.

PURPOSE

To present to Council for adoption the Communication and Engagement Strategy 2024-27

BACKGROUND

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

The Communication and Engagement Strategy 2024-27 represents a full strategic review and has been updated to reflect Council's learnings, the changing communications landscape and community expectations and to incorporate feedback from the community on Council's existing processes. The document sets out five key objectives to shape the direction of Council's communication and engagement for the next three years.

DETAILS

The Communications and Engagement Strategy 2024-27 has been prepared to support Council's Strategic Plans and to formalise our commitment to encourage open, transparent and active relationships between Council and its stakeholders. The strategy aims to guide meaningful participation that ensures our community is listened to and feels a sense of pride and ownership over community projects and the decision-making processes that precede them.

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL
Desired Outcomes
1.1 We make publicly transparent decisions on spending and future directions while encouraging community feedback.
Our Priorities

1.1.1 Commit to best practice in community engagement.

GOAL
Desired Outcomes
1.3 We encourage broad community input to create a focussed and strong sense of belonging.
Our Priorities
1.6.1 Encourage increased participation by all stakeholders.

GOAL
Desired Outcomes
3.2 We listen and engage with our community in decision making.
Our Priorities
3.2.1 Deliver engagement strategies that adapt to community needs to ensure effective communication and collaboration.

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no financial implications as a result of this report. Priorities will be funded through the annual operational budgets.

RISK IMPLICATIONS

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

CONSULTATION PROCESS

This strategy was formed with consideration of the following research and data:

- Previous Community Satisfaction Surveys (2014, 2016 & 2019).
- Monthly review of social media and website data.
- Feedback from Community Conversations events.
- Have Your Say opportunities.
- Communication and Engagement Survey (2024); and
- Research and professional development in communication best practice.

Council conducted a survey of local residents between March and May 2024. Council officers conducted the survey face to face with residents attending the Wynyard Show on 16 March and at the Wynyard Foreshore Market on 19 May.

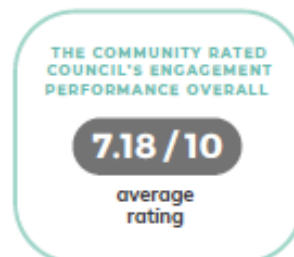
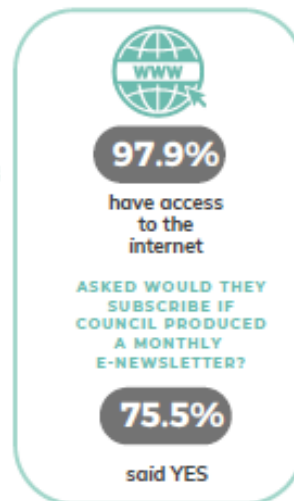
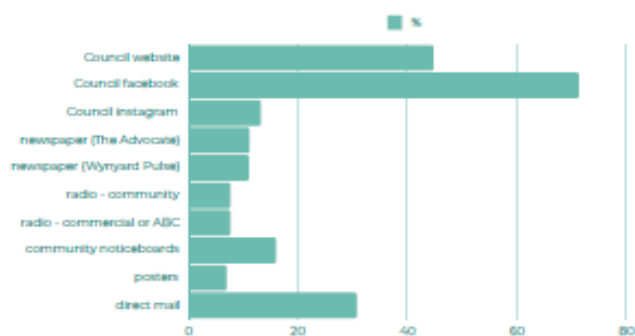
The survey was also promoted online through social media and Councils Have Your Say webpage for the 2 months between those outreach opportunities.

A total of 143 responses were received with the majority of respondents preferring Council Facebook and Website as their preferred method of communications followed by Direct Mail. The overall results are summarised below:

Communication preferences

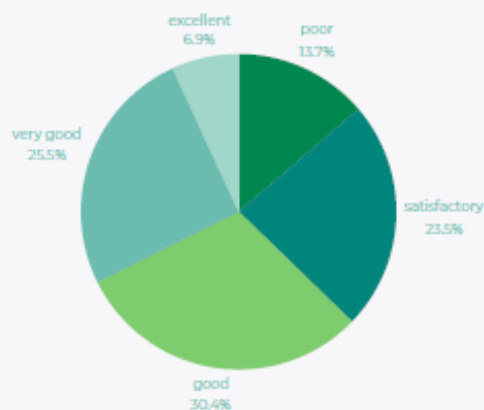


Q: WHAT IS YOUR PREFERRED METHOD OF HEARING FROM COUNCIL ACTIVITIES?



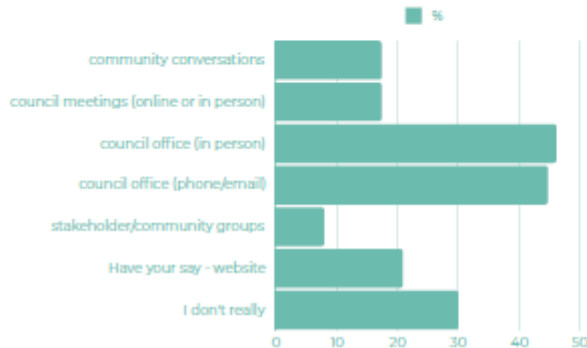
Effectiveness

Q: HOW EFFECTIVELY DOES COUNCIL CONSULT WITH THE COMMUNITY AROUND ALL KEY DECISIONS?



Engagement interest levels

Q: HAVE YOU, IN THE LAST 12 MONTHS, PERSONALLY ENGAGED WITH COUNCIL IN ANY OF THESE WAYS?



Q: WHICH REPRESENTS YOUR ENGAGEMENT LEVEL OF INTEREST IN COUNCIL DECISIONS?


I just like to be informed about what's happening around the community.	43%
I'd like to be consulted with first if the decision will directly impact me, otherwise I'm happy to just hear what's happening.	33%
I want to be involved in the decision-making process by participating in Council engagement opportunities such as Have Your Say surveys, providing feedback, completing polls, attending Council meetings.	16%
I want to collaborate with the Council in all aspects of the decision-making process by providing advice, solutions, feedback and recommendations (eg. being part of a specialised advisory group or participating in community workshops).	8%



CONCLUSION

By adopting robust strategies that clearly outline Council's commitment to communications and engagement with our stakeholders, Council will form connections with the community based on a shared understanding of process and potential outcomes. This Strategy outlines five key focus areas for Council over the next three years, which, in addition to the 'business as usual' activities in this space, will serve to improve service delivery to the community and create sustainable outcomes underpinned by transparency, integrity and trust in Council's processes and intent.

9.5 STRATEGIC ASSET MANAGEMENT PLAN 2024

To: Council
Reporting Officer: Manager Asset Services
Responsible Manager: Director Infrastructure and Development Services
Report Date: 17 June 2024
File Reference: SAMP
Enclosures: 1. WWC Strategic Asset Management Plan 2024 

RECOMMENDATION

That Council adopt the Strategic Asset Management Plan 2024.

PURPOSE

To seek Council adoption of the Strategic Asset Management Plan 2024.

BACKGROUND

Waratah-Wynyard Council is committed to sustainable and affordable service delivery into the future.

A strategic and coordinated, organisation-wide approach to asset management and service delivery is critical. This is achieved through the development of an asset management framework where the organisation's Financial Management Strategy (FMS) is meaningfully integrated with its Strategic Asset Management Plan (SAMP) to inform Council's ongoing resourcing decisions via the Strategic planning and annual budget process.

In this way, Council can provide a transparent, accountable and evidence-based approach to the provision of value-for-money services. This approach will allow Council to communicate the service level and risk consequences of various funding scenarios as it engages with the community to identify agreed levels of service.

DETAILS

Waratah Wynyard Council is responsible for the acquisition, operation, maintenance, renewal and disposal of an extensive range of physical assets with a replacement value in excess of \$353 million.

The assets covered by the 2024/25 – 2033/34 SAMP include roads, bridges, footpaths, drainage, urban stormwater, buildings, parks, reserves, and sporting grounds with associated operating assets and provide services essential to our community's quality of life.

This SAMP takes the organisational objectives in the Strategic Plan and Asset Management Policy and develops the asset management objectives, principles, framework and strategies required to achieve organisational objectives. The plan summarises activities and expenditure projections from individual asset management plans to achieve the asset management objectives.

It is expected that this document will undergo significant review and updating on an annual basis over the next few years as the quality of information improves and the level of integration with the long-term financial planning process increases.

This Strategic Asset Management Plan supersedes the previous plan (2023). The status of improvement plan items identified in previous plans are shown in the table below:

Task No	Task	Responsibility	Timeline	Status
1	AMMA* 19 (2019) Ensure technical LOS are incorporated, monitored and reported at an operational level (1 st cut zero-based budgeting for Works & Services)	AM Steering Committee	2022/23	Substantially Progressed
2	AMMA* 23 (2019) Mapping assets against the GL (Function Code project) for better data integrity between Conquest and Authority	AM Steering Committee	2022/23	On hold
3	AMMA* 23 (2019) Bring non-infrastructure assets across to Authority for asset management (do not need to be in Conquest)	AM Steering Committee	2022/23	On hold
4	AMMA* 23 (2019) Targeted asset data review of useful lives (e.g. 'Heritage Assets', Furniture & Fittings)	AM Steering Committee	2022/23	On hold
5	AMMA* 26 (2019) Prepare or complete inspection manuals for all major asset classes – Stormwater Asset Class.	Infrastructure and Development	2022/23	Complete & Ongoing
6	AMMA* 31 (2019) Undertake a sample-based internal audit to assess service level compliance – Roads Service Levels	Infrastructure and Development	2022/23	Commenced
7	AMMA* 5 (2022) Annual Budget items should be expressed in terms of life cycle cost increase/decrease to Council as a percentage increase/decrease of the general rate.	EMT	2024/25	Complete & Ongoing
8	AMMA* 9 (2022) Review the asset management strategy to fit with the council strategic plans and improve inputs and interface with FMS.	DIDS and Asset Services	2024/25	Complete & Ongoing
9	AMMA* 14 (2022) Continue to improve the formal process for corporate risk reporting for any residual high risks from AMPs to Audit Committee and Council.	Asset Services and Risk Officer	2024/25	Complete & Ongoing
10	AMMA* 15 (2022) AM improvement should continue to be driven by EMT by improving role clarity and responsibility to manage assets to meet service delivery needs.	EMT	2024/25	Complete & Ongoing
11	AMMA* 17 (2022) In future reviews of technical LOS for each of the AMPs ensure that service level targets for the next ten years are achievable and make clear what Council can and cannot do for the likely budget and FMS.	EMT, Asset Service and Financial Services	2024/25	Complete & Ongoing
12	AMMA* 18 (2022) Ensure technical LOS are incorporated, monitored and reported at an operational level.	Asset Service and Works & Services	2024/25	Complete & Ongoing

Task No	Task	Responsibility	Timeline	Status
13	AMMA* 19 (2022) Link community and technical service levels in AMPs to the community strategic plan and corporate plan informed by formal community engagement.	Asset Services	2024/25	In Progress
14	AMMA* 23 (2022) Prepare or complete inspection manuals for all major asset classes as each AMP is reviewed/updated.	Asset Service and Works & Services	2024/25	Complete & Ongoing
15	AMMA* 24 (2022) Progress mobile field technology implementation for more efficient data capture and maintenance.	IT and Works & Services	2024/25	In Progress
16	AMMA* 28 (2022) Service level reporting needs to be implemented using “state of the assets” metrics, reporting on trends for condition, quality, function and capacity for strategic service levels. Continue regular reporting on current maturity and status of AM Improvement Plan implementation.	Asset Services	2024/25	Complete & Ongoing

Note: * AMMA refers to the Asset Management Maturity Assessment (2019 & 2022)

STATUTORY IMPLICATIONS

Statutory Requirements

The Local Government Act 1993 Section:

70B. Long-term strategic asset management plans

- (1) A council is to prepare a long-term strategic asset management plan for the municipal area.
- (2) A long-term strategic asset management plan is to relate to all assets that are within a class of assets specified in an order under section 70F(3) to be major assets.
- (3) A long-term strategic asset management plan is to be in respect of at least a 10 year period.
- (4) A long-term strategic asset management plan for a municipal area is to –
 - (a) be consistent with the strategic plan for the municipal area; and
 - (b) refer to the long-term financial management plan for the municipal area; and
 - (c) contain at least the matters that are specified in an order made under section 70F as required to be included in a long-term strategic asset management plan.

70D. Asset management strategies

- (1) A council is to prepare an asset management strategy for the municipal area.
- (2) An asset management strategy for a municipal area is to –
 - (a) be consistent with the strategic plan for the municipal area; and
 - (b) contain at least the matters that are specified in an order made under section 70F as required to be included in an asset management strategy.

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

GOAL 4: Community Recreation and Wellbeing
Desired Outcomes
4.3 We provide recreational opportunities to the community for all ages and abilities.
Our Priorities
4.3.1 Commit to ongoing recreation and open space planning to ensure evidence-based decisions are made about the role of Council and its partners in recreation.
4.4.2 Provide and maintain quality and safe places and spaces for physical, social and cultural activities, including shared and multi-use facilities where possible.

GOAL 6: Transport and Access
Desired Outcomes
6.1 Our transport and access network can accommodate the changing needs of our industry and community.
6.2 Our transport and access network is sustainable, affordable and fit for purpose.
Our Priorities
6.1.1 Develop service levels to inform the delivery of a transport network that affordably meets demand and transparently communicates accepted risk.
6.1.2 Prioritise and address service gaps with a road hierarchy.
6.2.1 Plan for a priority access network for freight.
6.2.2 Plan for all movements and modes of transport with a fit-for-purpose network.

GOAL 7: Environment
Desired Outcomes
7.3 Our natural environment, unique surroundings and community assets are future ready in a changing climate.
Our Priorities
7.3.2 Embed environmental considerations and potential climate impacts in Council's infrastructure planning and decision making.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Access and infrastructure	Local, regional and global transport and infrastructure access – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
Place making and liveability	Liveable places for all ages – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely

Community Future Direction Theme	Key Challenges & Opportunities:
	supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.

POLICY IMPLICATIONS

Council’s Asset Management Policy is integral in this instance.

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

The projected operating outlays necessary to provide the services covered by this Strategic Asset Management Plan (including operations, maintenance and renewal of existing assets and planned new/upgrade assets over the 10 year planning period) is \$14.5 million on average per year.

Significant levels of new/upgrade capital expenditure forecast over this period also means a proportional increase over current levels of operational and maintenance expenditures into the future. Ways to manage this are to continue to review forecast revenue and/or service levels expenditures via exploration of alternate funding scenarios in the Financial Management Strategy.

As indicated in the SAMP document the confidence level associated with these projections has been assessed as *(C) Medium*. The confidence level will improve with each annual iteration and update of both the Financial Management Strategy and the Strategic Asset Management Plan.

RISK IMPLICATIONS

The decisions made in adopting this SAMP are based on the objective to achieve the optimum benefits from the available resources.

An assessment of risks associated with service delivery from infrastructure assets identifies critical risks that will result in loss or reduction in service or a ‘financial shock’. The risk assessment process identifies credible risks, the likelihood of the risk event occurring, the consequences should the event occur, develops a risk rating, evaluates the risk and develops a risk treatment plan for non-acceptable risks.

At present budget levels there are a number of risks to be considered by Council as either acceptable or not acceptable in the medium term. Critical risks (high or very high ratings) and their treatment plans are shown in the following table:

Service or Asset at Risk	What can Happen	Risk Rating (VH, H)	Risk Treatment Plan
BUILDINGS			
Wynyard Council Office Air Conditioner	<ul style="list-style-type: none"> Inconsistent temperature control. Possible sudden unit failure. Inadequate for purpose – non-compliance with National Construction Code (statutory fresh air exchange requirements) and electrical supply standards. 	H	<ul style="list-style-type: none"> Independent assessment of replacement options Schedule/fund replacement
Langley Park Clubrooms Upstairs Social Space Access, Somerset	<ul style="list-style-type: none"> Not DDA compliant Exposed to complaints Reputational risk 	H	<ul style="list-style-type: none"> Schedule upgrade
Wynyard Squash Centre	<ul style="list-style-type: none"> Not DDA compliant Exposed to complaints Reputational risk 	H	<ul style="list-style-type: none"> Schedule upgrade
Various Buildings Not On Council Key System	<ul style="list-style-type: none"> Key copying is uncontrolled leading to security issues 	H	<ul style="list-style-type: none"> Move to Council key system over time
Council Key System Patent & Issuing of Keys	<ul style="list-style-type: none"> Patent expired Potential for uncontrolled key copying leading to security issues Unauthorised access to Council buildings" 	H	<ul style="list-style-type: none"> Maintain and continue to review the key register Replace key system and revise key procedures Internal & external training Explore alternate locking systems
Somerset Tennis Courts Clubroom	<ul style="list-style-type: none"> Damage due to flooding and/or coastal erosion 	H	<ul style="list-style-type: none"> Consider relocation or defence of the asset (OSSR)
Somerset Surf Lifesaving Clubroom	<ul style="list-style-type: none"> Damage due to flooding and/or coastal erosion 	H	<ul style="list-style-type: none"> Consider relocation or defence of building
PARKS, RESERVES AND SPORTING GROUNDS			
Somerset All Abilities Playground (incl. carparking)	<ul style="list-style-type: none"> Damage due to flooding and/or coastal erosion 	H	<ul style="list-style-type: none"> Coastal erosion defence works (in planning phase)
Coastal Pathway	<ul style="list-style-type: none"> Damage due to flooding and/or coastal erosion 	H	<ul style="list-style-type: none"> Coastal erosion defence works (under construction)
Playgrounds (various locations)	<ul style="list-style-type: none"> Failure due to age or vandalism causing injury 	H	<ul style="list-style-type: none"> Prioritise action Remove or renew More frequent inspections
River Track	<ul style="list-style-type: none"> Infrastructure is susceptible to erosion or flood. 	H	<ul style="list-style-type: none"> Forward renewals of infrastructure are planned in the context of flood or erosion susceptibility.
Timber & Replas Boardwalks (various locations)	<ul style="list-style-type: none"> Get slippery during winter creating slip hazard potentially causing injury 	H	<ul style="list-style-type: none"> Increase signage Education of users Replace with slip resistant materials (e.g. East Wynyard Foreshore Plan) Close boardwalks

Service or Asset at Risk	What can Happen	Risk Rating (VH, H)	Risk Treatment Plan
Inglis River Mouth Breakwater (State Government Asset)	<ul style="list-style-type: none"> Continued undermining forming sink holes and leading to failure of breakwater, with associated risk of shoreline erosion and property damage 	H	<ul style="list-style-type: none"> Continue site hoardings and periodic back-filling Full renewal of breakwater and retaining wall Continue to seek state funding
Cam River Reserve Vehicular Access & Pedestrian Walkways	<ul style="list-style-type: none"> Pedestrians and vehicles in the same area with potential for injury 	H	<ul style="list-style-type: none"> Exclude traffic from reserve as adopted in the Cam River Master Plan
Fence at Boat Harbour Beach Playground	<ul style="list-style-type: none"> Fence is non-compliant - climbable and has potential for fall onto hard surface causing injury 	H	<ul style="list-style-type: none"> Upgrade fence in short term to comply with current standard Remove playground through Boat Harbour Beach Master Plan development
Frederick Street Reserve	<ul style="list-style-type: none"> Golf balls and broken tees causing injury to users, especially equestrian (horse jumping) 	H	<ul style="list-style-type: none"> Schedule more regular inspections Stop golf practice near equestrian centre Relocate equestrian clubs
Unrecognised Assets	<ul style="list-style-type: none"> Understated depreciation Asset renewals unable to be identified from asset register 	H	<ul style="list-style-type: none"> Audit and recognition of all open space assets
TRANSPORT			
There are currently no critical infrastructure risks (high or extreme ratings) identified for this asset class			
URBAN STORMWATER			
Big Creek / Stanwyn Court	Flooding of dwellings	E	<ul style="list-style-type: none"> Implementation of detention basin upstream (dam) Alternative of local flood levy wall
Port Creek	Flooding of dwellings	H	<ul style="list-style-type: none"> Diversion channel and levies to be constructed (under construction)
Drainage from Somerset Soccer Grounds	Concentrated flow through crib wall along Falmouth St, through neighbouring shed, and Pelissier St residence	H	<ul style="list-style-type: none"> Routine cleaning of open drains Redirection of water Further analysis required
Bass Highway, Somerset and surrounding properties	Water entering low lying property	H	<ul style="list-style-type: none"> Construct additional outlet and pipe network (tender awarded) Watch and monitor

CONSULTATION PROCESS

Key staff across the organisation, Councillors and industry experts have all been consulted in the process of reviewing and developing this document. The results from Council's 2016 and 2019 Community Satisfaction surveys were also included.

Future versions and updates will incorporate more input and consultation from the community as the Council undertakes rolling services reviews. These rolling service reviews will be based upon the three guiding principles of good governance: transparency, accountability and evidence-based decision-making with the aim of providing sustainable, value-for-money services.

CONCLUSION

It is recommended that the Council adopt the Strategic Asset Management Plan 2024.

This will provide forward direction and certainty for the provision of infrastructure related services.

9.6 ROLLOUT OF FOOD ORGANICS AND GARDEN ORGANICS (FOGO) COLLECTION - COMMUNICATIONS UPDATE

To: Council
Reporting Officer: Manager Recreational Planning and Environment
Responsible Manager: Director Infrastructure and Development Services
Report Date: 30 May 2024
File Reference: Waste Management - Service Provision
Enclosures: Nil

RECOMMENDATION

That Council note the report from the Cradle Coast Waste Management Group (CCWMMG) which details the Food Organics and Garden Organics (FOGO) communications activities undertaken to date.

PURPOSE

This report provides Council an update on the FOGO launch communication activities carried out to-date which are being undertaken by the CCWMMG (project managed by Dulverton Waste Management (DWM)) with assistance from Council as required.

BACKGROUND

To support the commencement of a regional FOGO collection service (contracted to Veolia) from 1 July 2024, the CCWMMG engaged communications firm The Bravery to provide expertise and assistance.

Underpinned by extensive state-wide and national research about FOGO community engagement and encouraging behavioural change, the FOGO campaign was developed under the following timeline and structure:

- **Nov 2023 – Feb 2024: Planning & Development**
 - *Activity including:* Strategy preparation, the CCWMMG re-brand, stakeholder/partner engagement, audience/community research, and development of needed materials.
- **Feb 2024: Announcement**
 - *Activity including:* Facilitate a public facing announcement through Council channels and earned media to the community about the introduction of FOGO.
- **Late Mar – Apr 2024: Build Up**
 - *Activity including:* Implementation of learnings and feedback throughout assets (brochures, posters and digital content etc) , community engagement tactics such as events and bus tours, including participation at the Wynyard Show on the 16 March, a Dulverton bus tour on 16 May 2024 for Councillors and members from the Sustainability and Environmental Advisory Panel and a dedicated stall at the Wynyard Foreshore Market on 19 May 2024.
- **May – Jun 2024: Launch**
 - *Activity including:* Council social media/website/street signage/poster drops/email activation and media campaign supporting the FOGO bin suite

rolling out to trigger for large scale awareness and education with the community.

- **Aug 2024 onwards: Sustain Behaviour and Evaluation**

- *Activity including:* Continued education and awareness tactics to sustain behaviour change, with evaluation points and focus on contamination levels.

A Council/Community Engagement Group was initially established to review the communications strategy and design concepts which comprised of 3 to 4 Council staff. Elected representatives and members of the Sustainability and Environmental Advisory Panel were kept informed and updated along the way.

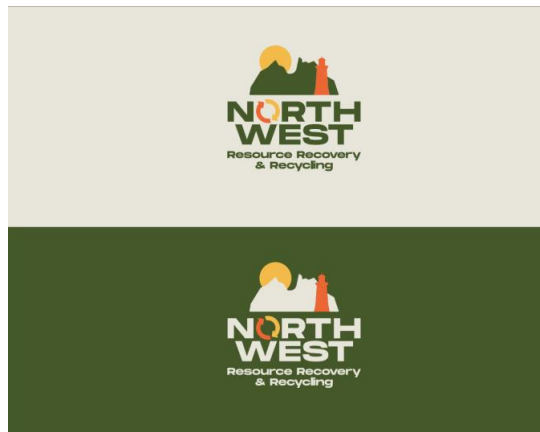
As the rollout planning progressed, a Council Officer Working Group was established to provide feedback at pivotal campaign milestones and to lead Council specific actions. This group was briefed and aligned on the overarching strategy in November 2023 and has received briefings for each key milestone throughout Feb 2024, April 2024 and May 2024, led by DWM and The Bravery representatives.

These briefings have been supported by one-on-one meetings with the communication teams at each council to assist in tailoring the campaign to their channels and specific needs.

Collectively DWM, The Bravery and participating Councils have been involved in sharing the news of the new FOGO collection service across the region.

DETAILS

In February 2024, following a consultation process, the North West Resource Recovery & Recycling branding was established which included a carefully designed logo and supporting website (www.nwrrr.com.au). This branding is being utilised as a touch point for resident enquiries and will be the umbrella the Veolia service call centre falls under for the duration of the contract.



As an extension of the NWRRR brand, the FOGO Logo and campaign branding and imagery was developed.

The FOGO Logo and all campaign key messaging was tested in two in-person focus groups attended by community members and Council staff from every Council included in the roll out. Insights from these sessions were applied to the full suite of assets and key messaging for the campaign.



Between February and May 2024, communication assets were supplied to the Council leads by DWM and The Bravery in line with relevant campaign milestones for implementation across their channels including:

- 2x rounds of website copy;
- Resident email newsletter/mail drop copy;
- 2x rounds of social media assets and draft copy;
- FAQ flyer for distribution and use as digital download;
- Posters;
- FAQ FOGO Illustration for low literacy and CALD groups;
- Community management FAQs to assist frontline staff with enquiries;
- FAQs to underpin council mayoral minutes/newsletters & social media; and
- 3 bin suite installation in high traffic community areas.



Scan the QR code to visit nwrrr.com.au for more information, or visit your Council website.

Never put these in your kerbside bins: Batteries, light globes, paint, steel pots, flares and trowels - they're for free at your local waste transfer station.

Using these assets, Councils were equipped to engage with their communities through:

- Direct to resident mail drops and/or emails;
- Consistent social media activity;
- Mayor's Messages / newsletters;
- Council newsletters; and
- Customer service centres.



Examples of local social media activity in the lead up to bin roll out

Alongside this Council activity, DWM and The Bravery have led a variety of activities to raise awareness across the region that FOGO is coming including:

- Media engagement: including a launch event at the DWM facility (attended by the ABC and The Mercury), media release distribution releases and ongoing pitching into local and state media;
- Facilitation of the ongoing school education program and additional commencement of school assembly engagement;
- Launch of the NWRRR website as a hub for regional waste information (currently being updated);
- Staffing and management of NWRRR call centre and email for community enquiries; and
- Attendance at key local events.

DWM committed to dedicating resources to attend 2 events in each Council area and undertake site tours for community groups, to try and spread the word about FOGO – with information also included about the best way to use the waste and recycling bins also.

As at 20 May 2024 approximately 140 hours has been dedicated to undertaking this activity.

The following table summarises the events attended (or scheduled):

Council Area	Event Attended	# Staff	Total Hours
BCC	Community Engagement Day (26/02/24)	3	16
CCC	Ecofest (06/04/24)	1	9
DCC	Devonport Farmers Market (27/04/24)	2	11
	Devonport Twilight Market (03/05/24)	2	10
KC	Steamfest (09/09/24)	2	20
	Lower Barrington Community Night (30/04/24)	1	2
LC	Port Sorell Community Night (11/04/24)	1	2
	Latrobe Community Night (18/04/24)	1	2
WWC	Wynyard Show (16/03/24)	2	21
	Wynyard Foreshore Market (19/05/24)	2	12
Total Hours:			105



Stalls at the Wynyard Show and the East Wynyard Foreshore Market were two of the community activities undertaken.

The following table summarises the site tours undertaken (or scheduled), where participants are collected by bus from a centralised location within their municipality and escorted to site where they're taken around the landfill and composting facility by a DWM representative.

Council Area	Site Tour Attended by	# Staff	Total Hours
CCC	Central Coast U3A (23/10/23)	1	9
	Ulverstone Garden Club (02/05/24)	1	3
	North West Liliium Society – scheduled for 22nd May 24	1	
	Penguin & Ulverstone Men’s Shed - scheduled for 22nd May 24	1	
DCC	Our Lady of Lourdes School (28/11/23) – was utilised as a staff training activity prior to FOGO kick off.	3	6
	Devonport Probus Club - scheduled for 29th May 24	1	
KC	Kentish Probus Club (16/04/24)	1	2.5
LC	Port Sorell Garden Club (01/02/24)	2	6
	Port Sorell Men’s Shed (29/02/24)	2	6
	U3A – Port Sorell - scheduled for 18th June 24	1	
	Mersey Valley Probus (16/10/23)	1	3
WWC	WWC Councillors, SEAP/Community members and Council staff	1	2.5
Total Hours:			38



Councillors, SEAP members and community representatives at the Dulverton tour on 16.05.24

DWM are continuing to promote the opportunity to participate in a site tour to community groups through social media advertising and request that Councils also encourage people to contact us who may wish to participate.

The CCWMG are also committed to providing ongoing regional support to continue education in this area (through expanding the kerbside recycling assessment to include

FOGO bins and other initiatives), beyond the initial rollout, as part of their regional projects detailed within its Annual Plan and Budget.

CURRENT ACTIVITY

Included with the FOGO bin delivery to residents, DWM and The Bravery have supplied an in-home Information Kit comprising a detailed brochure about the new FOGO bin collection service and four magnets driving awareness of how best to use the three bin (FOGO, Recycling and Waste) suite.

There have been challenges in finalising the collection schedules for all Councils, so transition calendars are currently in development to assist residents in moving to their new schedule and will be finalised by early June for distribution. DWM is committed to getting the correct information directly into the hands of those most affected by changes and will continue to work with Councils to navigate their particular needs.

Veolia have committed to carrying out additional collections during the transition period, at its own cost to ensure that residents do not have a three week break as the switch to the new system commences. This means that some locations may receive an additional collection to enable them to fall into the collection schedule without a negative impact to the resident.

Councils are activating a variety of channels available to them across social media, community groups, signage in high traffic areas, local newsletters and supporting media engagement.

A range of paid and earned media activity across radio, print and online is underway and will continue until mid-July to support both the bin roll out and the collection commencement period.

Alongside the regional activities, Council have directly contacted a number of properties that will not receive a FOGO collection but will have their waste collection reduced to fortnightly from 1 July, such as businesses. All businesses in Somerset, Wynyard, Sisters Beach and Boat Harbour areas that may be affected by the change to a fortnightly waste collection were contacted via hand delivery, email and post during the week of Monday 27 May 2024.



In-home Information Kit supplied during bin roll-out

STATUTORY IMPLICATIONS

Statutory Requirements

Whilst the *Waste and Resource Recovery Act 2022* establishes a compliance regime to improve outcomes across Tasmania in terms of waste generation, tracking and resource recovery initiatives, there are no specific statutory requirements associated with this report.

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

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

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Access and infrastructure	Local, regional and global transport and infrastructure access – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
Education	Lifelong learning and education – Education and lifelong learning is valued and there is access to vocational training and tertiary education. Education retention rates have increased.
Governance and working together	Working together for Murchison – Everyone plays a part in achieving the objectives of the Sustainable Murchison Community Plan. There is cooperation, resource sharing and less duplication between Councils. Leadership is provided across all community sectors.

POLICY IMPLICATIONS

There are no Council policy considerations associated with this report. Importantly however, the FOGO rollout program is consistent with Councils commitment in the *2019 – 2024 Waste and Resource Recovery Strategy*.

The Council strategy aims to achieve a 50% diversion of waste from landfill by 2024 and supports the aligned waste to landfill reduction and resource recovery targets in *The Cradle Coast Waste Management Group (CCWMG) Strategic Plan 2023 – 2028* and new *Tasmania Waste and Resource Recovery Strategy 2023 – 2026*.

The objectives of the *CCWMG Strategic Plan* are:

-
1. By 2028, establish regionally consistent practices for waste management in all member council areas for consistent waste contracts, services and best practice principles
 2. By 2028, target 60% MSW resource recovery
 3. By 2028, target <10% contamination rate in kerbside recycling bins (based on annual kerbside recycling auditing)
 4. By 2028, phase out priority single-use plastics.

The introduction of FOGO and the associated education on resource recovery and recycling activities advances Objectives 1-3 of this Plan.

ENVIRONMENTAL IMPLICATIONS

The environmental implication of the FOGO program is broad and has been discussed in previous Council reports. The principal benefit will be a reduction in organic matter to landfill which reduces landfill/greenhouse gas emissions to the environment.

FINANCIAL IMPLICATIONS

The financial implication of the FOGO rollout program is discussed in the 2024/25 Budget Papers, elsewhere in this agenda. The communications program is substantially funded by the Cradle Coast Waste Management Group supported by State Waste Levy funds.

Ongoing and future education and awareness initiatives will be included in the CCWVG Annual Plan actions.

RISK IMPLICATIONS

The principal risk to manage is to ensure that the education and awareness messaging to our community is accurate and consistent with the practical aspects of the program. Risks are mitigated by a well planned and executed communication plan as outlined in this report.


CONSULTATION PROCESS

Councillors/Officers and Community Representatives were consulted extensively to deliver the planning and rollout campaign, and consultation is ongoing.

CONCLUSION

This report provides Council with an overview of the FOGO campaign initiatives carried out to-date. It is therefore recommended that Council note this report as a summary of the FOGO education campaign.

9.7 AUDITOR-GENERAL REPORT ON THE FINANCIAL STATEMENTS OF STATE ENTITIES

To: Council
Reporting Officer: Manager Financial Services
Responsible Manager: General Manager
Report Date: 29 May 2024
File Reference: Financial Management - Audit - Audit Reports
Enclosures: 1. Auditor General's report on the financial statements of state entities Vol 2 - Local Government 

RECOMMENDATION

That Council note the Auditor General's Report on the Financial Statements of State Entities tabled in Parliament on 23 May 2024.

PURPOSE

The report is to inform the Council of the performance and findings of the Auditor-General on the performance of local government for the year ended 30 June 2023.

BACKGROUND

The Auditor-General is responsible for the audit of financial statements for all Tasmanian State entities including Councils.

Following the audits each year, the Auditor General prepares a report to Parliament providing financial analysis on the performance of the local government sector. The Auditor General tabled his report to Parliament on 23 May 2024.

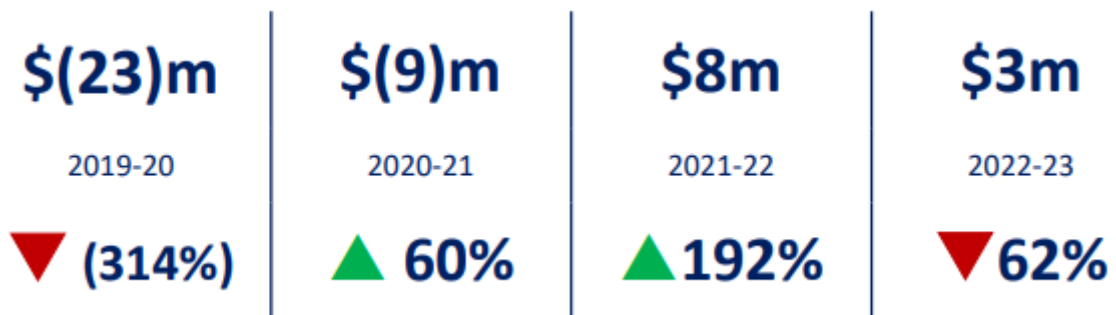
DETAILS

The report contains a financial analysis of the 29 Tasmanian Councils (from page 38 to page 72). Some extracts and additional commentary are provided for the information of Councillors. The full report is attached.

Underlying operating results

The underlying result is an important measure of financial sustainability. Councils seek to achieve equity across generations by ensuring that rates are set at a level that ensures each generation pays its way with respect to recurrent expenses being met from recurrent revenue (the full cost of the service it consumes.).

Overall, the financial performance of local government councils for 2022-23 declined, with the sector returning an underlying surplus of \$3.160m in the 2022-23 financial year compared with \$8.878m surplus in 2021-22.

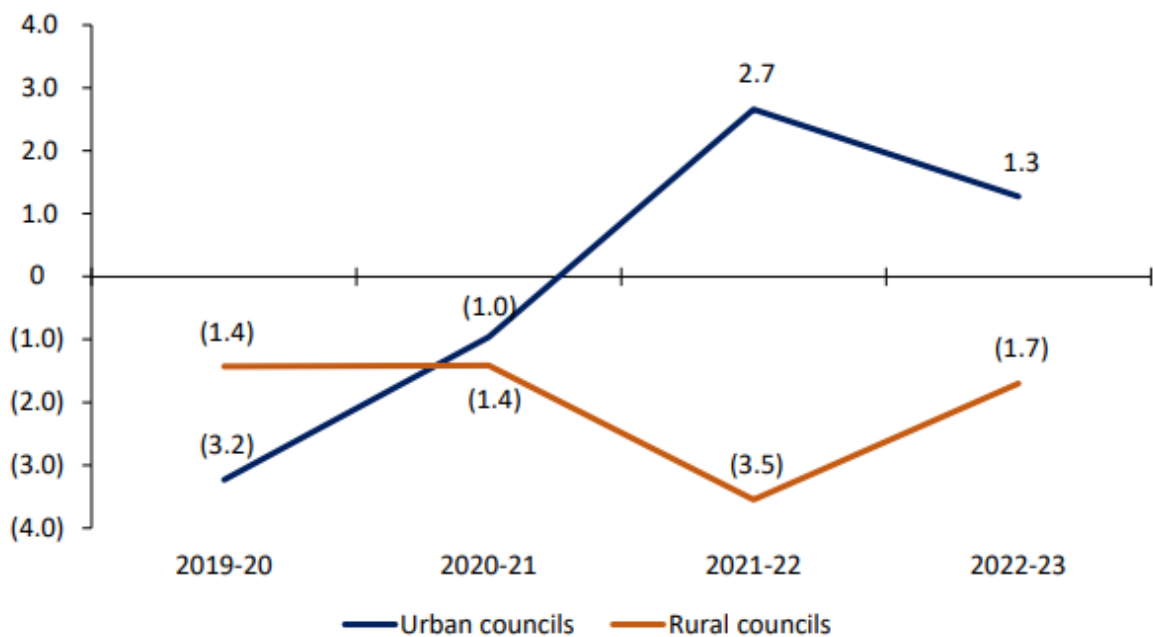


While the sector as a whole has returned a surplus, the results for urban and rural Councils is vastly different, with Urban Councils having a collective surplus of \$8.500m compared to Rural Councils who had a collective \$5.340m deficit in 2022-23.

5 out of 10 urban based Councils had a surplus position in 2022-23 compared with only 9 out of 19 rural based Councils. It is pleasing that Waratah Wynyard was one of the 9 rural Council's to have a surplus in 2022-23 and one of only 6 of 29 Council's to record a surplus in all of the past four years.

Waratah Wynyard had the largest surplus of all 19 rural Councils.

Figure 13: Underlying surplus ratio



Waratah-Wynyard Council maintains a Financial Management Strategy which underpins Council's long-term financial sustainability. This planning process has been critical in navigating the financial challenges being experienced by the sector for this Council.

Waratah Wynyard is currently in a strong financial position with strong liquidity and cash flow, low debt levels, assets in good condition, and an ability to satisfactorily fund its asset renewal requirements. Councils operating position has also improved in recent years and is sustainable with its recurrent expenses able to be fully met by its recurrent revenue streams.

Capital Works Spending

Capital investment

Capital spend compared to budget

\$1.16bn

Total capital spend
last 4 years

\$1.50bn

Total budgeted capital
spend last 4 years

\$84.18m

Average spending
gap last 4 years

The report shows capital expenditure for rural councils increased over the last 4 years, but the level of capital budget underspending increased significantly, increasing from \$67.007m in 2021-22 to \$123.631m in 2022-23.

Waratah-Wynyard Council	(4,994)	(1,745)	893	395	
Waratah-Wynyard Council	▲	57.4%	84.6%	108.9%	103.5%

On average the sector spent 71.6% of its budgeted capital expenditure in 2022-23, compared to a 103.5% spend of budgeted works for Waratah Wynyard. Over the 4-year period from 2020-2023, Waratah-Wynyard spent on average 88.6% of its capital program budget.

Waratah Wynyard Council has experienced resourcing pressures and has also experienced delays in some key projects which are proving to take more than 12 months from planning through to completion (for example the shared coastal pathway).

In 2023 Council reviewed its capital budgeting process and has moved to budget for large projects in a staged approach, recognising that many large capital works projects take a number of years to plan, gain approval and construct. It is hoped that this approach will mean that Council will be able to deliver a higher percentage of capital works which are budgeted for in future years and will mean that less capital works budgets are required to be carried forward.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 1: Leadership and Governance
Desired Outcomes
1.1 We make publicly transparent decisions on spending and future directions while encouraging community feedback.
Our Priorities
1.5.1 Build our knowledge base to apply in decision-making processes.

Sustainable Murchison Community Plan 2040

Governance and working together	Working together for Murchison – Everyone plays a part in achieving the objectives of the Sustainable Murchison Community Plan. There is cooperation, resource sharing and less duplication between Councils. Leadership is provided across all community sectors.
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POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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



CONCLUSION

Overall, the financial performance of local government councils for 2022-23 was slightly declined with urban Councils being in a more financial sustainable position than rural Councils, with many Rural Council's facing a number of years of deficit operating positions.

The report shows capital expenditure for rural councils increased over the last 4 years however there is a widening gap between budgeted capital expenditure and actual expenditure. Council has taken a number of steps to try and address this issue in the way it budgets for large multi-year capital works projects.

It is recommended that Council note the Auditor General's Report on the Financial Statements of State Entities.

9.8 AUDITOR-GENERAL REPORT ON PRIVATE WORKS

To: Council
Reporting Officer: Executive Officer
Responsible Manager: General Manager
Report Date: 29 May 2024
File Reference: Risk Management - Internal Audit - Reports
Enclosures: 1. Auditor-General Report on Private Works Undertaken by Councils May 2024 
2. Draft Private Works Policy 

RECOMMENDATION

That Council:

- Note the Auditor General's Report on Private Works; and
- Adopt the Private Works Policy as presented

PURPOSE

The report is to inform the Council of the performance and findings of a recent audit by the Tasmanian Audit Office to review council's management of Private Works.

BACKGROUND

The role of the Auditor-General and Tasmanian Audit Office is to provide assurance to Parliament and the Tasmanian community about the performance of public sector entities. They achieve this by auditing financial statements of public sector entities and by conducting financial audits and performance audits.

Through their work, they make recommendations that promote accountability and transparency in government and improve public sector entity performance. Findings from Audits are published in reports, which are tabled in Parliament and made publicly available online.

The objective of this particular review was to form a limited assurance conclusion on the effectiveness of councils' management of private works.

DETAILS

The review examined all 29 councils to determine whether their private works processes were transparent and consistent, and whether their charges for private works complied with relevant legislative requirements. The review examined:

- policies and procedures related to the management of private works
- documentation related to private works undertaken in 2021-22
- financial information related to private works undertaken in 2021-22.

Section 21 of the *Local Government Act 1993* establishes council's enterprise power, including the authority to form or participate in corporations, trusts, partnerships or other bodies. These were not considered in this review, which was restricted to private works.

The audit and all findings are detailed in the attached report.

The review evaluated the following criteria:

1. Are private works processes transparent and consistent?
 - Have councils established policies and/or practices to manage private works?
 - Are decisions to undertake private works consistent and/or compliant with policies and procedures?
 - Is a dispute resolution process in place?
 - Do councils manage conflicts of interest in relation to private works?
2. Were councils' private works fees and processes compliant with relevant legislative requirements?
 - Have councils established transparent fees and charges schedules?
 - Have councils complied with the National Competition Policy?

Key Recommendations from the Report were:

1. Councils that undertake or may undertake private works establish private works policies that:
 - are publicly available
 - establish clear and transparent decision-making processes
 - outline or reference existing dispute resolution and conflict of interest policies.
2. Councils implement appropriate controls to ensure compliance with private works policy requirements.
3. Councils that undertake or may undertake private works establish a list of fees and charges and make these available for public inspection.
4. Councils apply the Competitive Neutrality Policy and associated guidance to their private works activities. This includes regularly documenting their reasoning as to whether private works is a significant business activity.

Waratah-Wynyard Council has not completed Private Works since May 2020, following a directive by the General Manager, unless approved by exception. There has not however previously been a formal policy adopted and a draft is attached to this report for consideration.

STATUTORY IMPLICATIONS

Statutory Requirements

Local government councils are responsible for managing private works in accordance with requirements under the *Local Government Act 1993*. Councils are also required to operate in accordance with Department of Treasury and Finance guidance on the application of the *National Competition Policy*.

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 1: Leadership and Governance
Desired Outcomes
1.5 We highly value the use of an evidence-based approach to the development and implementation of strategies and policies that support and strengthen our decision making.
Our Priorities
1.5.1 Build our knowledge base to apply in decision-making processes.

POLICY IMPLICATIONS

Council has had a policy of no Private Works for some time however this policy was not documented. A draft Policy is attached to this report for approval.

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS









There are no consultation requirements as a result of this report. The report was distributed to Council's Independent Audit Panel meeting on 4 June 2024.

CONCLUSION

It is recommended that Council note the Auditor General's Report on Private Works in Local Government dated 21 May 2024 and adopt the Private Works Policy.

9.9 SEABROOK ROAD - SPEED REDUCTION REQUEST

To: Council
Reporting Officer: Manager Engineering Services
Responsible Manager: Director Infrastructure and Development Services
Report Date: 31 May 2024
File Reference: Traffic Management - Speed
Enclosures:

1. Redacted feedback #1 
2. Redacted feedback #2 
3. Redacted feedback #3 
4. Redacted feedback #4 
5. Redacted feedback #5 
6. Redacted feedback #6 
7. Redacted feedback #7 
8. Letter to residents 

RECOMMENDATION

That Council proceed with seeking the support and approval of the Transport Commissioner to reduce the speed limit of Seabrook Road to 80km/h

PURPOSE

To determine Council's position regarding the proposal to reduce the speed limit on Seabrook Road to 80km/h.

BACKGROUND

At the Ordinary meeting of Council March 2024, Council unanimously passed a motion regarding the proposed speed limit reduction on Seabrook Road;

That Council receive and note the information regarding the request to reduce the speed limit on Seabrook Road and:

- (a) **Notify the impacted stakeholders of Councils intent to request a review of the speed limit; and**
- (b) **Should no objectionable feedback be received from stakeholders; request the Transport Commissioner to review the speed limit.**

DETAILS

Upon passing this motion Council Officers have sought the feedback from stakeholders potentially impacted by the proposed speed limit reduction. This feedback was sought by letter dropping all residents, businesses and farms with a frontage onto Seabrook Road. A copy of the correspondence presented to the residents is supplied as an attachment to this report.

A total of 52 letters were sent out to potentially affected properties. Out of the properties invited to provide feedback on the proposed speed limit reduction, seven (7) responses were received (13.5% response rate). Overwhelmingly the feedback received was in support of a speed limit reduction on Seabrook Road to 80km/h. The feedback submissions received, with individual names and addresses redacted are included as an attachment to this report.

In consideration of the responses received from stakeholders on the proposed speed reduction on Seabrook Road, it is recommended the Council proceed with requesting the Transport Commissioner to review and amend the speed limit on Seabrook Road to 80km/h.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There will be some financial implications associated with the purchase and installation of new speed limit signage and infrastructure, in the range of \$5,000.

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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





CONCLUSION

Background and data relating to this matter can be found in previous Council reports. In consideration of feedback received from stakeholders it is recommended that Council

proceed with seeking the support and approval of the Transport Commissioner to reduce the speed of Seabrook Road to 80km/h.

9.10 REALIGNMENT/ADDRESSING WALKER STREET WYNYARD

To: Council
Reporting Officer: IT and Spatial Services Coordinator
Responsible Manager: Director Governance and Information Systems
Report Date: 5 June 2024
File Reference: Roads - Addressing
Enclosures:

1. Letter to Residents - Walker Street 
2. Walker St. Option 1 Map 
3. Walker St. Option 2 Map 
4. Walker St. Option 3 Map 

RECOMMENDATION

That Council adopt OPTION #3 as outlined to use Dune Close as the new datum point for Walker Street.

PURPOSE

To illustrate several options to allow for the allocation of clear and logical addressing to new parcels created as part of Seabrook Estate Stage #2 and some possible options for the alignment of Walker Street.

BACKGROUND

Due to recent subdivision works, Walker Street in Wynyard requires readdressing. This readdressing would mark the third instance necessitating an addressing change due to additional subdivisional works; however, this most recent alignment will make further major readdressing unnecessary.

As the addressing authority, Council is mandated to assign clear, logical, and contiguous addressing to all parcels with the objective to facilitate precise navigation for residents, emergency services, and other stakeholders. All addressing is to be assigned in accordance with Council policy and its referenced Acts, Guidelines and Standards. The report to council in January presented three potential options for the readdressing of Walker Street. As a result of this report more community consultation was actioned.

DETAILS

A letter was sent to all impacted residents and ratepayers of Walker Street (attached for reference) to gather feedback on proposed changes. Multiple options were provided for feedback as attached.

Response Rate: 56% of impacted residents and ratepayers responded.

Options Selected:

- Option 1 - Datum point Dart Street: 8 residents
- Option 2 – Datum Point Shoreline Entrance: 0 residents
- Option 3 – Datum Point Dune Close: 26 residents

- Non-respondents: 27 residents

Based on the feedback, the council officers recommend proceeding with Option 3: Datum Point - Dune Close, which maintains current addresses without change. Although the Australian/New Zealand Standard Rural and Urban Addressing standards (AS/NZ 4819:2011) advise datum points should be selected from a major/main road access point there are allowances for certain circumstances which permits council as the addressing power to acknowledge this and that this option avoids the need for readdressing for current residents and allows for future development adjustments.

Also based on feedback, the council has agreed to ensure there is clear identification of where the road name changes by means of coloured road marking similar to that used on the Esplanade in Somerset.

This recommendation reflects community preferences and aims to balance maintaining current addresses with addressing safety and clarity concerns.

STATUTORY IMPLICATIONS

Statutory Requirements

- *Place Names Act 2022*
- Tasmania Place Naming Guidelines 2022
- Australian/New Zealand Standard Rural and Urban addressing (AS/NZS 4819:2011)

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Tourism	Memorable visitor experiences all year round – The must see destination, quality product, easy access, popular events and festivals with coordinated marketing. A longer season with increasing yields.
Access and infrastructure	Local, regional and global transport and infrastructure access – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
Place making and liveability	Liveable places for all ages – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.

POLICY IMPLICATIONS

The Road Naming and Addressing Policy is applicable to this report.

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

Council must ensure that addressing and Road/Street alignments are logical and contiguous to allow for ease of navigation especially emergency services. It must also ensure that any change aligns with the relevant legislation.

CONSULTATION PROCESS

A letter was sent to all impacted residents and rate payers with multiple options to gain feedback, including:

- Council doorknock - Council Officers (clearly identified in Council uniforms and with Council calling cards), conducted a doorknock to all Walker St properties during the week beginning Monday 13 of May, to discuss the proposals and collect feedback.
- Phone
- Email: council@warwyn.tas.gov.au
- Visit Council Office in person: (21 Saunders St, Wynyard).
- Visit Council's website: www.warwyn.tas.gov.au/haveyoursay and complete the Walker St survey.

The feedback received was from 56% of the total pool of impacted residents and rate payers. 8 residents selected option 1, 0 residents selected option 2, 26 residents selected option 3. With a total of 27 residents not responding.

CONCLUSION

It is recommended that Council progress Option 3 as outlined for the reasons specified within the report. This maintains continuity and simplicity, minimising disruption for residents and is the best balance between alignment to Policy, neatness, and disruption to residents.

9.11 QUARTERLY INFORMATION REPORT - ORGANISATIONAL PERFORMANCE

To: Council
Reporting Officer: Governance Officer
Responsible Manager: Director Governance and Information Systems
Report Date: 31 May 2024
File Reference: Quarterly Statistics
Enclosures: Nil

RECOMMENDATION

That Council note the Quarterly Information Report for the Office of the General Manager and Organisational Performance Department as of 31 May 2024.

PURPOSE

To provide statistical information and a quarterly update on the activities of Council for activities undertaken within the following Directorates and Departments:

Office of the General Manager:

- People and Safety
- Organisational Performance:
- Economic Development
- Governance and Information Systems
- Risk Management

BACKGROUND

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

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

PEOPLE AND SAFETY

People and Safety provide human resource management services including health, safety and wellbeing and advice to maximise the value of Council's significant investment in a skilled workforce. The team has a strong focus on supporting the organisation to attract, retain and develop the workforce we need to deliver services to the community.

Staff Numbers and Statistics

Staff Numbers as at:		24 May 2024					
	Permanent Positions		Temporary Positions			Total	Fulltime equivalent
	Full-time	Part-time	Full-time	Part-time	Casual		
Indoor	30	15	4	4	8	61	49.2
Outdoor	28	2	6	0	0	36	32.3
Childcare	9	10	0	5	6	30	20.3
Total	67	27	10	9	14	127	101.8

As at 24 May 2023 Council employed 127 people equivalent to 101.8 full time employees.

Statistics	Ave. Yrs Service	Gender			Ave. Age
		Female	Male	Other	
Indoor	7.5	39	22	0	45.3
Outdoor	8.2	5	31	0	43.9
Childcare	9.2	30	0	0	38.6
Total	8.3	74	53	0	42.6

Age Demographic			Gender Demographic		Management Demographic		
Under 30 years	33	26%	Female	58%	Female	6	55%
30-45 years	30	24%	Male	42%	Male	5	45%
45-55 years	26	20%	Other	0%	Other	0	0%
55 years and over	38	30%					

Diversity Statistics	Yes	No	Undisclosed
Aboriginal or Torres Strait Islander	5%	91%	4%
Culturally or linguistically diverse	2%	94%	4%
Special needs or additional learning support requirements	2%	94%	4%

ATSI - Aboriginal or Torres Strait Islander, CALD - culturally or linguistically diverse, Special needs or additional learning support requirements

The average age of Council's workforce is 42.6

Overall Council has a gender balanced workforce with 58% female works and 42% male. Leadership roles are gender balanced with 55% female and 45% male representation.

Council has good working conditions and a supportive work environment that assists in the attraction of a diverse workplace. All recruitment and selection decisions reflect Council's commitment to providing equal opportunity by assessing all potential candidates according to their skills, knowledge, qualifications, and capabilities.

Turnover Rate of Permanent Staff

3.2%	WWC Average (<i>Permanent Departure rate divided by total permanent employee rate</i>)
9.5%	Average Turnover (ABS - February 2023)

Council has a good employment retention with the turnover rate continuing to be well below average.

The average years of service provided by the current workforce is 8.3 years.

New Starters / Departures

New Starters & Departures this Quarter							
		Permanent Positions		Temporary Positions			Total
		Full-time	Part-time	Full-time	Part-time	Casual	
New Starters	Indoor	0	0	0	0	0	0
	Outdoor	3	1	0	0	0	4
	Childcare	0	2	0	0	0	2
	Total	6		0		0	6
Departures	Indoor	0	1	1	0	0	2
	Outdoor	1	0	0	0	0	1
	Childcare	0	1	0	0	0	1
	Total	3		1		0	4

Council inducted six (6) new employees throughout the reporting period and had four (4) employee departures. One (1) of the departures was due to the employee relocating to a different part of the state, another one (1) was due to an employee deciding not to return from parental leave.

Recruitment Activity

The following recruitment activity occurred between 1 March 2024 to 31 May 2024:

Recruitment this Quarter

Position	AtR* received	Offer Signed	Working days to fill
Parks & Reserves Employees (x2)	17-Jan-24	07-Mar-24	37
Director Community Services	31-Jan-24	10-May-24	73
Civil Works Employee (Plant Operator)	21-Feb-24	03-Apr-24	31
Civil Works Employee	21-Feb-24	28-Mar-24	27
Children's Services Educators (x2)	20-Mar-24	18-Apr-24	18
Revenue Services Coordinator	27-Oct-23	29-May-24	157
<small>*ATR – Authority to Recruit approved by General Manager</small>			
Average days to fill vacancies this quarter			57

Absenteeism Rate / Labour Hire Engagement

	Absenteeism Rate				Labour Hire Engagement for period		
	Personal Leave Taken	Hours Worked	Absent Rate	Full Time Equivalent	Total Workers	Hours	Cost (ex. GST)
Indoor	606	22153	2.7%	0.31	0	0	\$ -
Outdoor	942	14734	6.0%	0.48	4	878	\$ 51,390
Childcare	351	9251	3.7%	0.18	0	0	\$ -
Total	1899	46138	4.0%	0.96	4	878	\$ 51,390

The absenteeism rate has risen by 1% since the December - February quarter.

WORK HEALTH AND SAFETY

Incident & Hazard Reporting

Incident/Hazard Report Forms received this Quarter							
	Incident	Hazard	Near Misses	Injury/ Illness	Property/ Plant Damage	Other	Total Reports
Indoor	0	0	0	1	0	0	1
Outdoor	3	6	0	4	8	2	23
Childcare	0	0	0	0	0	0	0
Total	3	6	0	5	8	2	24

Reporting contributes to safety improvements and education to improve health and safety outcome for the workforce.

Lost Time Injury and Workers Compensation Cases

Lost Time Injury Frequent Rate (LTIFR) and Workers Compensation Cases for this Quarter

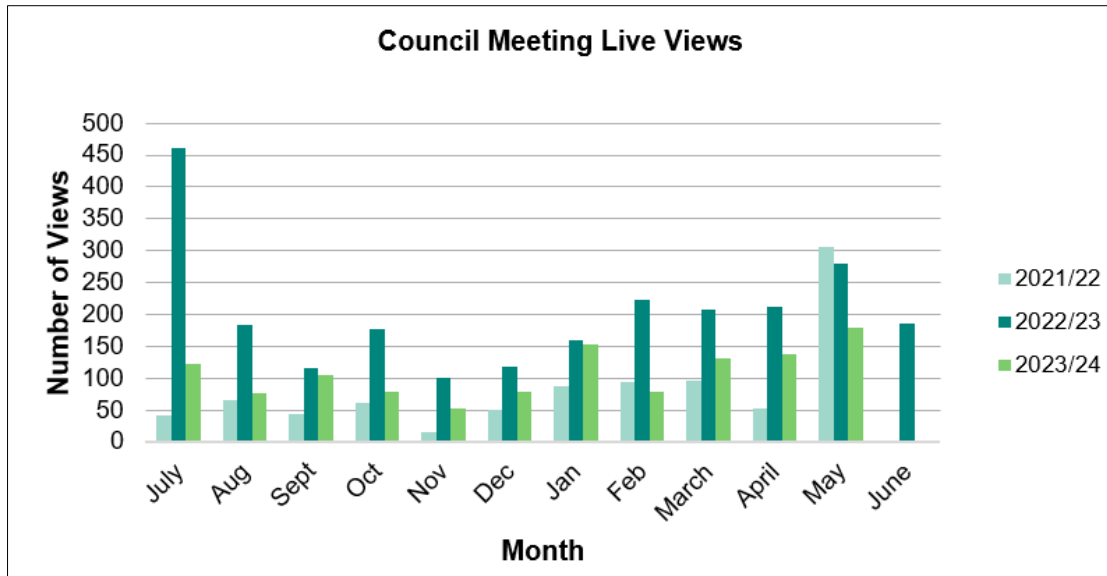
	No. of LTI's	Lost Time Injuries (hrs)	Hours Worked in Period	LTIFR	Total New WC Cases	Ongoing WC Cases	Finalised WC Cases
Indoor	0	0	22153	0.00	0	0	0
Outdoor	1	68	14734	67.87	1	1	0
Childcare	0	0	9251	0.00	0	0	0
Total	1	68	46138	21.67	1	1	0
LTIFR Industry Benchmark				12.6			

Council had four (4) injuries throughout the reporting period. Of those injuries only one (1) resulted in lost time in the workplace of 68 hours and a workers compensation claim.

Drug & Alcohol Testing

Council conducts random Drug & Alcohol testing up to three times per year. Testing was conducted on 10 April 2024 with 10 randomly selected employees from the Works & Services Department and 10 from the Council Chambers. All were negative and Council has not encountered a non-negative test since 2020.

Council Meeting Live Stream Views – Ordinary Meetings



*June 2022 data has been omitted from the graph due to a high level of media interest with total live views being 2,500 distorting other data within the graph.

Policies Adopted by Council

The were no policies adopted by Council for the period 01 March 2024 – 31 May 2024.

Workplace Policies Reviewed

The following workplace policies were reviewed and adopted by the Senior Management Team for the quarter:

- Smoke Free Work Environment Policy
- Signing / Authorising of Documents and Correspondence Procedure

A new Private Works Policy is currently under review.

Complaints

Council received no formal complaints during the period 01 March 2024 – 31 May 2024.

Tenders & Contracts

In accordance with Council's Procurement Policy the following table is provided for all contracts awarded YTD for 2023/24 over \$100,000.

Contract No And Description	Contract Holder	Contract Dates	Contract Extension Options	Contract Value at Start Date
765 – Port Creek Flood Mitigation	Gradco Pty Ltd	09/10/2023 – 18/03/2024	Extension finalised to 30/06/2024	\$1,887,664.97
793 - Architectural Services Table Cape Amenities	Helioptop	16/01/2023 – 20/12/2024	N/A	\$219,685.00
798 – Construction of a Pontoon Bridge and Viewing Platform, Waratah Township	Tas Marine Construction	31/07/2023 – 29/03/2024 Works completed 06/05/2024	N/A	\$722,690.00
800 - Wynyard Sporting Precinct Oval 3 – Design and Construction of Oval Renovation, Training Lights, Subsurface Drainage, Irrigation and Ancillary Works	Total Turf Care	09/10/2023 – 24/03/2024 Works completed 15/04/2024	N/a	\$1,081,493.40
803 – 2023/24 Provision of Bitumen Surfacing Services	Roadways Pty Ltd	29/09/2023 – 29/02/2024	Extension finalised to 19/04/2024	\$1,075,450.81
806 - Bridge Replacement - Kinchs Road (Garner Creek)	BridgePro Engineering	14/07/2023 – 01/09/2023 Works completed 9/10/2023	N/A	\$198,900.00
807 - Bridge Replacement - Mount Hicks Road (Port Creek)	BridgePro Engineering	17/07/2023 – 15/09/2023 Works completed 18/04/2024	N/A	\$427,800.00
810 – Stormwater Main Replacement (Bowick Street)	Batchelor Construction	25/10/2023 – 08/03/2024 Works completed 04/04/2024	N/a	\$263,960
811 - Athenaeum Hall Renewal (Waratah)	RT & NJ Construction Services	05/03/2024 – 31/05/2024 Works completed 16/05/2024	N/A	\$144,340.00
812 - Somerset Stormwater Outlet	Hardings Group (Tas) Pty Ltd	05/03/2024 – 28/06/2024	Extension finalised to 30/11/2024	\$832,231.00
813 - Grandstand Demolition	Demolition Tasmania	18/03/2024 – 18/03/2024	Extension finalised to 30/09/2024	\$127,635.00
814 - Consultant Services Brief - Feasibility and Predesign Design Study Shared User Trail - Wynyard to Stanley & Smithton	Burchills Engineering Solutions	29/04/2024 – 1/06/2024	N/A	\$148,012.00
816 – Port Road Drainage	Hardings Group	Council awarded tender at 20 May 2024 meeting – contract yet to be signed	N/A	\$240,996.03
RFQ - D&C Somerset Tennis Court Fence Replacement	Hardings Hotmix	01/08/2023 – 31/10/2023 Works completed 15/04/2024	29/02/2024 - 30/04/2024	\$179,507.00

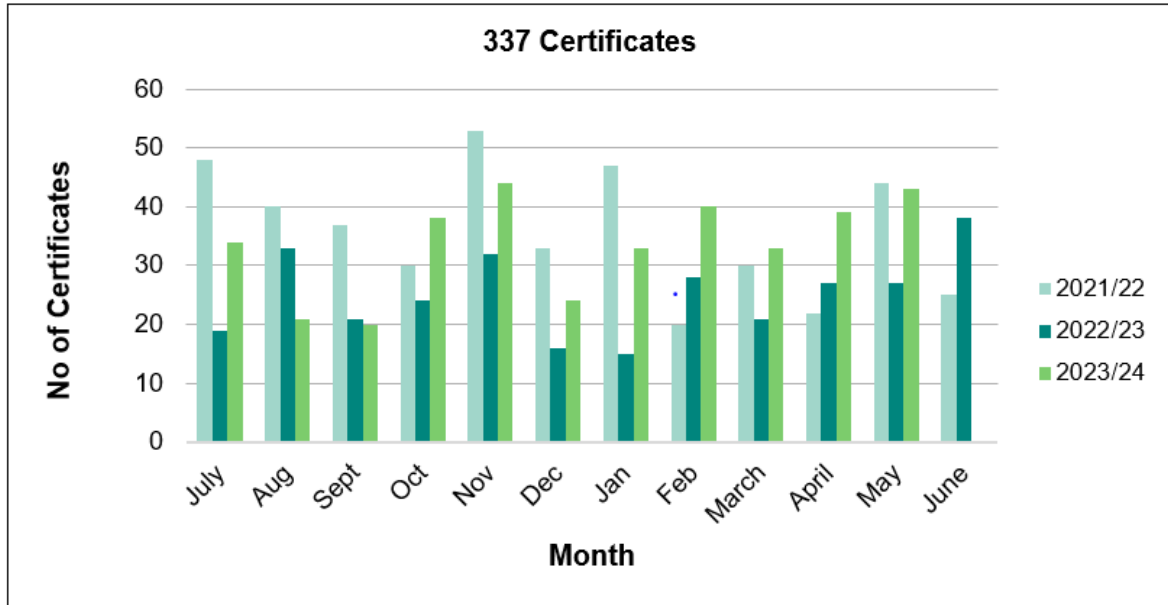
Non-Application of Public Tender Process

Pursuant to Section 72(1)(e) of the *Local Government Act 1993* there were no contracts awarded where the public tender process was not applied.

Council and Land Information Certificates (337)

Graphical analysis is provided demonstrating the total number of certificates issued for the reporting period compared to last year.

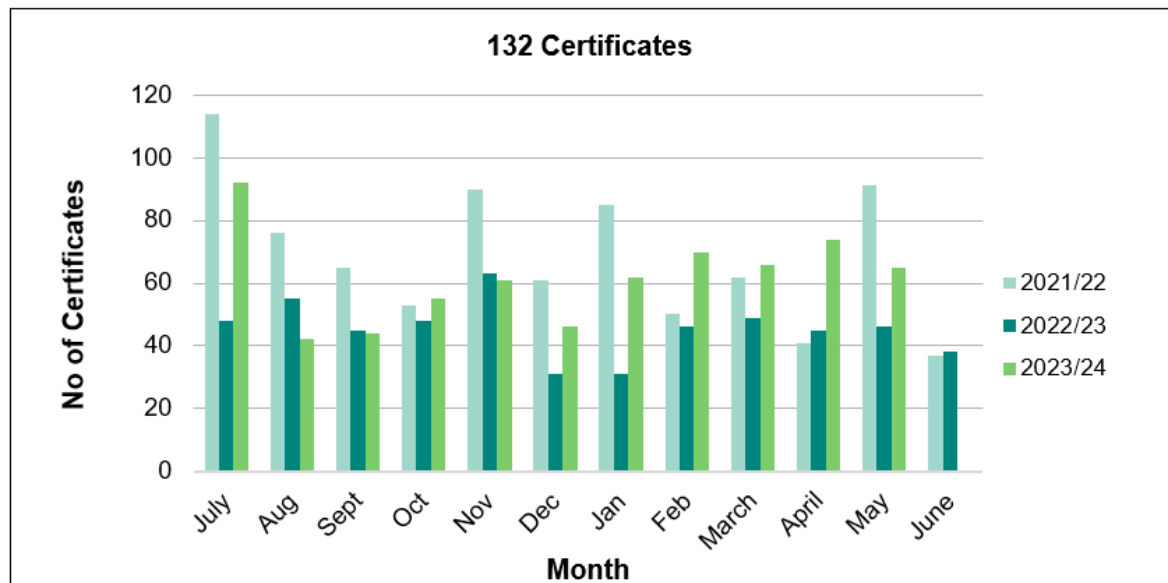
A Council Certificate 337 provides information about whether there are any outstanding notices, permits or orders in relation to a property. For the 2023/24 period there have been 369 Section 337 certificates completed as at 31 May 2024 compared with 263 in May 2023.



Certificate of Liabilities (132)

Graphical analysis is provided demonstrating the total number of certificates issued for the reporting period compared to last year.

Section 132 certificates are issued by Council on request usually as a part of selling a property. The certificate outlines rate and property liabilities. For the 2023/24 period there have been 677 Section 132 certificates completed as at 31 May 2024 compared with 507 in May 2023.



ECONOMIC DEVELOPMENT UPDATE

Key economic development activities undertaken by Council's Economic Development Officers (EDO's) are outlined below:

Public - Electric Vehicle Charging

ICEP Action: 4.9 Investigate opportunities to implement additional charging stations in the Waratah-Wynyard area.

Waratah-Wynyard Council (WWC) has now advertised for expressions of interest from suitably qualified and experienced individuals or businesses to design, build, operate, and manage an electric vehicle fast-charging station in the Wynyard CBD. Investigations by Council identified the Goldie Street Carpark, as the preferred site. EOI close 7 June 2024.

Electric Vehicle Charging Stations - Council Offices and Depot

Council has applied for a Community Energy Upgrades Fund Grant (submission Round 1 2024). If successful, the grant will provide 50 per cent of the total cost of upgrading the Council Offices electrical infrastructure and the supply and installation of three electric charging stations at the Council Offices and Depot. The amount applied for was \$132,689.

Interpretation and Wayfinding Project Waratah

The new interpretation and wayfinding signage is now being installed in Waratah. The interpretation at Whyte Hills lookout has also been replaced after it was removed by persons unknown previously.

Interpretation and Wayfinding Project Shared Coastal Pathway

The draft signage has been designed and now quotes for the printing and installation of the signage are being sought.

Wynyard to Smithton/Stanley Shared User Pathway Feasibility and Predesign Study

Burchills Engineering have commenced the Feasibility and Predesign Study. The study is due to be completed around the end of July 2024.

Business/Industry Visits

01 May 2024 - three (3) Councillors and four (4) staff visited Elphinstone in Wynyard for a site tour and information session.

The next industry visit will be at Blackley Pipeline in Wynyard on 05 June 2024.

Local Business Database

The new business database has commenced with Council's Economic Development Officer initially visiting and engaging with the local Wynyard retailers to obtain their permission to be on the database and to also obtain general feedback on how Council can assist them.

INFORMATION SYSTEMS UPDATE

Key corporate system development projects and their current progress status are outlined below:

Update on Digital Transformation Strategy

Over the past three months, we have focused on strengthening our foundational infrastructure through extensive policy reviews and development. The following key guidelines and policies have been updated or newly developed:

- Acceptable Use of Generative AI Guideline
- Acceptable Use of Information Communication Technology Policy
- Hardware Purchasing Guidelines
- Security Guidelines
- ICT Administration Guidelines
- Purchasing and Accessing Software Guidelines
- ICT Service Desk Operations Guide

We continue to reinforce our partnership with Excite Cyber, aiming to enhance our cyber defences and progress through the Essential 8 modules, thereby increasing our resilience against cyber threats. Additionally, this collaboration has facilitated our engagement with KnowBe4, a critical training partner specialising in cybersecurity training for council staff and elected members.

Information Management

Council's Information Management function provides and manages integrated and secure systems and processes to centralise the collection, storage and retrieval of Council records and associated documentation for Council. The team have been working on several projects to improve the accessibility of information.

Property File Digitisation

Whilst most of Council's property files are digitised some manual files remain. As part of the Digital Transformation Strategy, the remaining files will be digitised to improve access and reduce risk. ZircoData has been engaged, and the scanning of files is in progress. Data entry of the digitised files into Council's electronic records management system remains in progress.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

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

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Business & Industry	Specialised diversity of the economy – Value adding, diversification, innovation and employment. A resilient economy with global brand recognition and growing exports.
Governance and working together	Working together for Murchison – Everyone plays a part in achieving the objectives of the Sustainable Murchison Community Plan. There is cooperation, resource sharing and less duplication between Councils. Leadership is provided across all community sectors.

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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


CONSULTATION PROCESS

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

CONCLUSION

That Council note the Corporate Quarterly Information Report for the General Manager and Organisational Performance Departments.

9.12 POLICY REVIEW - COUNCIL PROPERTIES - BOUNDARY FENCE POLICY

To: Council
Reporting Officer: Asset Services Support Officer
Responsible Manager: Director Infrastructure and Development Services
Report Date: 20 May 2024
File Reference: Policies
Enclosures: 1. Council Properties - Boundary Fencing Policy 

RECOMMENDATION

That Council adopt the revised Council Properties – Boundary Fencing Policy as presented.

PURPOSE

This Policy sets out the conditions under which Council will make a financial contribution toward the erection, repair or replacement of boundary fencing between Council properties and private land and ensures that all applications for such assistance are dealt with in a fair and consistent manner and at a known cost to Council.

BACKGROUND

This policy was last approved in September 2019 and, as such, is due for revision to ensure its contents continue to be relevant and consistent with Council’s current practices, and compliant with current legislation.

DETAILS

The Senior Management Team have reviewed the current policy and propose no changes from the 2019 version.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL
Desired Outcomes
We make publicly transparent decisions on spending and future directions while encouraging community feedback.
Our Priorities
1.6 Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

This policy will replace the 2019 version of the Council Properties – Boundary Fencing Policy effective immediately.

FINANCIAL IMPLICATIONS

There are no changes to the financial implications as a result of this report. Shared boundary fencing contributions are funded through Council’s recurrent operating budget.

RISK IMPLICATIONS

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





CONSULTATION PROCESS

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

CONCLUSION

It is recommended that Council adopt the Council Properties – Boundary Fencing Policy.

9.13 SENIOR MANAGEMENT REPORT

To:	Council
Reporting Officer:	Executive Officer
Responsible Manager:	General Manager
Report Date:	21 May 2024
File Reference:	1312
Enclosures:	<ol style="list-style-type: none">1. Tasmanian and Local Government Area Population Projects 2023-2053 2. Population Projections - Waratah-Wynyard 2023-2053 3. Letter re Funding Allocation under Roads to Recovery Program 4. Letter - Roads to Recovery Reference Amount Review 

RECOMMENDATION

That Council:

1. Note the monthly Senior Management Report; and
2. Rescinding the Playground Management Policy PR.009.

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

Listed below is a summary of activities undertaken by the General Manager during the period 11 May 2024 to 7 June 2024

Corporate

- Met with the Valuer General, Guy Naish, who outlined the findings of the revaluation that will apply to Waratah-Wynyard Council from the new financial year
- Council's Enterprise Agreement has a nominal expiry date of 31 December 2024. Initial discussions have commenced with ASU delegates regarding the proposed negotiation methodology
- Participated in a Steering Committee meeting regarding Council's Digital Transformation Strategy, in conjunction with Circular Head Council
- Council's budget and annual plan preparation continued with workshops and discussions to finalise the document for consideration of Council at the June meeting
- Met with a representative of Simmons Wolfhagen Lawyers to discuss Council's feedback on their services
- Attended a farewell event for departing Latrobe/Kentish General Manager, Gerald Monson, who has worked over 50 years in Tasmanian Local Government

-
- Met with newly appointed Auditor General, Martin Thompson, who provided a high-level overview of current audit activity (performance and financial) relevant to Council
 - Attended the Waratah-Wynyard Council Audit Panel meeting

Community

- Attended the launch of Permission to Trespass

Industry

- Attended a meeting of the Climate Capability Program Steering Committee, of which the General Manager is the North West representative. Also attended the launch webinar of the Tasmanian Local Government Climate Capability Program.
- Participated in an external review process relating to the Cradle Coast Authority
- Attended the North West General Manager Meeting
- Participated in the Cradle Coast Waste Management Group meeting
- With Councillors, participated in a site visit of Blackley Pipelines

Other

- Met with newly elected member of parliament, independent Craig Garland
- Met with newly elected member of parliament, Jacqui Lambie Network's Miriam Beswick

Resource Sharing Agreement with Circular Head Council

In October 2023, Council determined that review of the existing resource sharing Memorandum of Understanding with Circular Head Council, due to expire in December 2023, would be delayed until June 2024.

This was to allow both Councils time to consider the State Government's final response to the Future of Local Government report, originally set to be released in early 2024. The election and absence of the Minister has delayed this response, meaning both Councils are no clearer as to possible future direction.

Given the relationship between both Council's remains healthy, and further deferral of the MOU will not have a detrimental impact, it is suggested both Councils wait until the state government position is released prior to progressing a new MOU. This position can be reviewed at the end of 2024 should no further information be forthcoming.

Tasmanian Population Projects

The Department of Treasury and Finance has prepared the latest population projections for Tasmania and each Local Government Area. This information be a source of information to help council determine its strategic directions over the next 30 years, including where to focus its strategic financial investments.

Roads to Recovery Funding

Council has received advice from the Federal Minister for Infrastructure, Transport, Regional Development and Local Government advising that council will receive \$4,969,233 for the five year period 1 July 2024 – 30 June 2029. This funding is a long-standing program and is provided to allow for effective long-term planning for the maintenance and upgrade of our local roads without being subject to budget cycles.

The amount provided is arbitrary and not based on actual requirements of Council. Council has been lobbying for many years for its reference amounts to be reduced to ensure financially responsible and affordable spending on road assets. A copy of the letter is attached detailing Council's request.

Sponsorships

Tasmanian Representative – Carole Self

Council has awarded a \$100 sponsorship to Carole Self of Waratah, from the Riana Indoor Bowls Club, to assist her in representing Tasmania as part of the Tasmanian Indoor Bias Bowls Team at the Australian National Titles for Indoor Bowls in Tanunda South Australia in August.

Grants

AMOUNT \$	PROGRAM	PURPOSE
22,000	Safer Rural Roads Program 2023-24	For minor works identified across a number of sites in the 2019 Rural Road Network – Rural Safety Audit.
12,000		Indigenous Activities at the Tulip Festival.

COMMUNITY CONVERSATIONS

The next community conversation will be at Somerset, with a time and date to be determined.

24 June 2024	Somerset 5.30-6.30pm	Somerset Primary School Staff Room
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ADMINISTRATION – Use of Corporate Seal

24/4/24	Part 5 Agreement Final Plan and Schedule of Easements	SD1766-A RMPAT 1B Hogg Street Wynyard - subdivision 59 lots
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POLICIES TO BE RESCINDED

As part of council's governance procedures policies are regularly reviewed. As part of that review, policies that are no longer relevant or that have been incorporated into other documents are required to be rescinded.

POLICY NUMBER	POLICY TITLE	COMMENT
PR.009	Playground Management Policy	

WORKING GROUPS

	Elected Member Representatives	Responsible Officer(s)	Status
Wynyard Show Grounds	Cr Bramich Cr Hyland	<ul style="list-style-type: none"> • General Manager • Manager Community Activation 	Grandstand demolition to progress from 11 June 2024. Removal of cricket practice nets in progress as of early June. Crown Land Approval received for RV Parking and Infrastructure. Works underway for dog park and camping.
Somerset Sporting Precinct	Cr Johnstone Deputy Mayor Edwards	<ul style="list-style-type: none"> • General Manager • Manager Community Activation • Manager Recreation Planning and Environment • Recreation Liaison Officer 	Draft plan adopted for public consultation at the May meeting. Public consultation period will close 7 July (extended to enable community conversation).
Wynyard Sports Precinct	Cr Johnstone Cr Roberts	<ul style="list-style-type: none"> • Director Infrastructure and Development Services • Strategic Projects Manager • Manager Community Activation 	Transport commissioner approval for temporary closure obtained. Temporary closure to be progressed in July 2024. Practice net relocation – in progress. Working group met 20 March 2024. Progressing design brief for training centre. Lease signed with DECYP to formalise occupation of WHS site
Boat Harbour Masterplan	Cr Hyland Cr Roberts	<ul style="list-style-type: none"> • General Manager • Executive Officer (GM office) • Strategic Projects Manager 	Tender development in progress. Australian Government funding deed signed. Seeking formal advice on funding process from State Government.
Oldina Reserve Stakeholder Group	Cr Courtney Cr Johnstone	<ul style="list-style-type: none"> • Director Community and Engagement 	Initial meeting of the group has been held. Notes were included in the March 2023 agenda. No further action at this stage
Accessibility Strategy Working Group	Cr Raw Deputy Mayor Edwards	<ul style="list-style-type: none"> • Manager Community Activation 	The Working Group has prioritised the actions in the Strategy and informed the development of a three-year implementation plan. Regular meetings are continuing to update the Working Group on the status of the actions.
Frederick Street Reserve Working Group	Cr Johnstone Cr Roberts	<ul style="list-style-type: none"> • Director Community and Engagement • Manager Community Activation 	The Working Group have created a list of priority areas that they would like to be considered in the creation of a new Master Plan for the Reserve. Based on this feedback, a new Master Plan concept is being developed for presentation to Councillors and the Working Group.

PLANNING PERMITS UNDER DELEGATION – May 2024

DA No.	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	(D)Discretionary (P)Permitted
DA 17/2024	J & A Keygan	4 Bells Parade Somerset	Change of Use (Visitor Accommodation)	1.05.2024	25	P
DA 44/2024	S & R Hyland	15 Moore Street Boat Harbour Beach	Dwelling Extension (Deck), Retaining Walls & Removal of Vegetation	3.05.2024	40	D
SD 2184	CLTP Panel Products	673 & 683 Deep Creek Road Wynyard	Subdivision – Boundary Reconfiguration (2 into 2 lots) & Demolition	8.05.2024	41	D
DA 69/2024	L & B Perry	276 Reservoir Drive Wynyard	Shed Extension and Dwelling	8.05.2024	33	D
DA 64/2024	Captain’s Rest Pty Ltd	17 Smith Street Waratah	Change of Use (Residential)	9.05.2024	49*	D
DA 75/2024	PLA Designs Pty Ltd	21 Bluewater Crescent Wynyard	Dwelling Extension	21.05.2024	33	D
DA 84/2024	E & J Dent	16 Hill Court Wynyard	Outbuilding (Shed)	21.05.2024	32	D
DA 88/2024	L Walker & C Speers	1 Walker Street Wynyard	Outbuilding Combined Shed & Carport)	22.05.2024	30	D
DA 103/2024	Hotondo Homes North West Tas	39a Raglan Street Somerset	Demolition of Dwelling, Garage & Carport	30.05.2024	12	P
SD 2192	S Newman	340 Back Cam Road Somerset	Subdivision (1 into 2 lots)	30.05.2024	23	D

*extension of time received

BUILDING PERMITS APPROVED – May 2024


Permit Number	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	Related Planning Approval
PSC-W-2024-4-01	L R Boyd	10 Gilmour Crescent Somerset	New Shed	09.05.2024	21	DA 247/2023
BLD-W-2024-24-01	J Lantry CLTP Panel Products Pty Ltd	673 Deep Creek Road Wynyard	New Warehouse	20.05.2024	13	DA 314/2023
BLD-W-2024-62-01	Demolition Tasmania	59A Jackson Street Wynyard	Demolition of Grandstand / Repair of Bird Club	30.05.2024	8	DA 225/2023

COUNCIL MEETING ACTIONS – OPEN COUNCIL

DATE	ITEM	TOPIC	ACTION/STATUS	OFFICER	STATUS
22/6/20	8.2	NOM – Cr Fairbrother – Crown Land	Motion Carried - That Council consider that where areas of Crown land separate a road and a property boundary, for the purposes of planning, that the area be incorporated and or considered as a Part of the road reserve. <i>Matter being pursued. No progress to report.</i>	MDRS	In Progress
21/2/22	8.3	NOM – Cr Fairbrother – Planning Matters	1. That Council writes to the respective Ministers and or State Government bureaucrats to request a review of the planning and building rules to provide for the following: <ul style="list-style-type: none"> a. Sufficient water storage for both domestic household use and water storage for firefighting purposes in landslip b areas and suggest as a minimum 20,000 L (10,000+10,000) for this purpose. b. Repair, replacement and renovation of existing buildings in areas of designated landslip A; and 2. Make representation to state cabinet members, local members of the house of assembly and local legislative councillors etc seeking their support for such changes <i>Letter to be drafted</i>	DIDS	Yet to commence
20/2/23	8.1	NOM CR RAW – Request for TIA Junction of Old Bass Highway and Dart Street	Motion Carried <i>A third-party traffic engineer has been engaged to undertake the traffic assessment as a variation to the Somerset CBD traffic assessment. Awaiting final report</i>	MEP	In Progress
15/5/23	9.5	ROC – Public Interest Disclosure Procedures	MOTION CARRIED: That Council adopt the Public Interest Disclosure Procedures as presented and submit to the Office of the Ombudsman for approval. <i>Document has been forwarded to Office of Ombudsman they have advised a considerable backlog and are unable to provide a date when decision will be made.</i>	GM	In progress
22/1/94	9.4	ROC - Realignment of Walker Street Wynyard	That the matter was deferred pending further discussion and public consultation. <i>Refer report this agenda</i>	DGIS	Closed
18/3/24	9.3	ROC – Wynyard Sports Precinct – Austin Street Closure	Three-month trial to be conducted and a report of outcomes to be put to council. <i>Statutory advertising process is underway</i>	SPM	In Progress
18/3/24	9.4	ROC – Seabrook Road Speed Limit Reduction	Impacted stakeholders to be notified and if no objections request to be put to Transport Commission. <i>A notification letter seeking feedback response has been sent to all adjoining land owners – feedback closes on 22 May.</i>	MES	In Progress

DATE	ITEM	TOPIC	ACTION/STATUS	OFFICER	STATUS
20/5/24	5.3.1	PQTON – G West – fire Hazard Hill Street Subdivision	Refer response this agenda	DIDS	
20/5/24	6.1.1	PET – Dangerous Dog Declaration	Petition Noted	GM	Closed
20/5/24	8.3.1	CQTON – G Bramich Fossey River Facilities	Cr Gary Bramich asked if Officers could investigate the planned upgrades to Fossey River rest stop and have facilities moved to Waratah entrance. He advised he foreshadowed a motion for the next meeting. <i>Refer response this agenda</i>	GM	In Progress
20/5/24	8.3.2	CQTON – D Roberts – Waratah Cenotaph	Cr Dillon Roberts asked if the land where the Waratah Cenotaph was owned by Council and if Council could clean and maintain the Cenotaph <i>Refer response this agenda</i>	MCA	Closed
20/5/24	9.1	NOM – Mayor Duniam – Cat Containment	MOTION CARRIED That Council investigate the establishment of Cat Prohibited Areas within designated sensitive habitats of native birds and animals as a positive step to protect and preserve our wildlife. <i>Matter currently being investigated for preparation of Council Report</i>	DIDS	In Progress
20/5/24	9.2	NOM – Mayor Duniam – SARAH group MOU	MOTION CARRIED That Council investigate the establishment of a Memorandum of Understanding between the Waratah-Wynyard Council and the SARAH Group (SAFER AUSTRALIAN ROADS AND HIGHWAYS).	DIDS	Yet to commence

9.14 FINANCIAL REPORT FOR THE PERIOD ENDED 31 MAY 2024

To: Council
Reporting Officer: Director Financial Services
Responsible Manager: Director Financial Services
Report Date: 5 June 2024
File Reference: Financial Management - Reporting - Council
Enclosures: 1. Capital Works Progress Report 

RECOMMENDATION

That Council note the Financial Report for the period ended 31 May 2024

PURPOSE

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

BACKGROUND

The financial reports presented incorporate:

- Income Statement
- Balance Sheet
- Cashflow Statement
- Investments
- Rate Summary
- Grant Summary
- Operating Performance by Department
- Capital Works Summary
- Capital Works Progress Report (attached)

DETAILS

Council is currently tracking well against budget with a forecast favourable variance to budget of \$1.09m. There are several favourable and unfavourable variances across the budget.

Commentary on known forecast variances identified to date is provided throughout the report.

Municipal Revaluation

Council municipal revaluation is currently in its final stages, with Council receiving draft revaluation data in late April. Valuation notices were mailed out to property owners in late May and early June.

2023-24 Capital Works – Carry Forwards

Officers have reviewed Council's 2023-24 Capital Works program and have identified a number of projects which are likely to be carried forward into the 2024-25 financial year. These carry forwards have now been reflected in the forecast for the capital works program included in this report.

STATUTORY IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Council Strategy or Plan Reference

Council Strategy or Plan	Date Adopted:
Financial Management Strategy 2024-2034	Adopted November 2023

POLICY IMPLICATIONS

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

ENVIRONMENTAL IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

CONCLUSION

All details are included in the attached reports.

Income Statement

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

Income Statement as at 31 May 2024

	YTD Actual	YTD Budget	%	YTD Variance	Budget	Forecast	Forecast Variance	
Recurrent Income								
Rate Revenue	13,804,050	13,626,887	1%	✓ 177,163	13,805,376	13,936,428	✓ 131,052	1
User Charges	2,955,864	2,748,366	8%	✓ 207,498	3,016,688	3,165,624	✓ 148,936	2
Reimbursements/Contributions	499,613	599,539	-17%	✗ (99,926)	709,744	780,532	✓ 70,788	3
Grants and Subsidies	413,249	3,879,155	-89%	✗ (3,465,906)	3,879,155	4,393,866	✓ 514,711	4
Interest	674,208	410,036	64%	✓ 264,172	447,500	697,500	✓ 250,000	5
Distributions from Water Corporation	421,500	617,958	-32%	✗ (196,458)	674,400	674,400	✓ -	
Total Recurrent Income	18,768,484	21,881,941	-14%	✗ (3,113,457)	22,532,863	23,648,350	✓ 1,115,487	
Recurrent Expenditure								
Employee Costs	7,801,225	8,252,854	5%	✓ 451,629	8,990,374	8,658,338	✓ 332,036	6
State Levies	570,247	582,723	2%	⚠ 12,476	724,879	721,610	⚠ 3,269	
Remissions & Discounts	378,540	354,426	-7%	✗ (24,114)	366,588	386,122	✗ (19,534)	
Materials & Contracts	6,323,823	5,284,877	-20%	✗ (1,038,946)	6,059,961	6,394,516	✗ (334,555)	7
Depreciation	4,603,453	4,957,456	7%	✓ 354,003	5,384,644	5,394,934	✓ (10,290)	
(Gain)/Loss on Disposal	(51,945)	-	0%	✓ 51,945	45,000	45,000	✓ -	
Borrowing Costs	28,464	28,905	2%	✓ 441	55,920	55,920	✓ -	
Other Expenses	248,484	275,847	10%	✓ 27,363	301,050	294,550	⚠ 6,500	
Total Recurrent Expenditure	19,902,291	19,737,088	-1%	✗ (165,203)	21,928,416	21,950,990	✗ (22,574)	
Surplus/(Deficit)	(1,133,807)	2,144,853	-153%	✗ (3,278,660)	604,447	1,697,360	✓ 1,092,913	
Capital Items								
Capital Grants/Contributions	1,314,931	1,243,138	6%	✓ 71,793	7,176,496	5,347,883	✓ (1,828,613)	
Derecognition of Assets	-	-	0%	✓ -	-	-	✓ -	
Asset Recognition	-	-	0%	✓ -	-	-	✓ -	
Comprehensive Surplus/(Deficit)	181,124	3,387,991	-95%	✗ (3,206,867)	7,780,943	7,045,243	✗ (735,700)	

Council is forecast to have a favourable variance to the budget of \$1.09m as at 30 June 2024. Commentary on variances of \$20k or higher are provided below:

1) Rate Revenue

Rate Revenue is expected to be higher than that allowed for in the budget due to Council's initial rate run generating higher levels of revenue than anticipated. This is due to supplementary valuations received in June and after preparation of the budget estimates (income generated from new property development).

2) User Charges

The favourable variance to budget is due to higher than budgeted plumbing inspection fees and property certificate income.

3) Reimbursements/Contributions

Reimbursement's income is expected to be higher than budget due increase in reimbursements for Childcare (\$18k), trainee wages (\$12k) and workers compensation (\$29k).

4) Grants and Subsidies

Grant income is expected to be higher than budget due to timing of Financial Assistance Grant income from the Federal Government (distributed through the State Grants Commission). The additional \$490k of grant revenue is due to an increase in the yearly distribution via indexation (\$110k), and also a portion of additional grant funding from the final 2022-23 grant allocation which is a one off (\$380k).

5) Interest

Interest income is expected to be higher than budget due to higher interest rates on Council's term deposits and higher levels of cash on hand due to timing of planned capital expenditure. Interest rates are currently higher than long term averages and therefore are likely to drop in future years.

6) Employee Costs

The favourable variance to budget for employee costs is due to a number of vacancies across the Organisational Performance and Community & Engagement directorates during late 2023. All vacancies have now been filled.

7) Materials & Contracts

The unfavourable variance to budget for materials & contracts relates to higher than budgeted expenditure for the management of the waste transfer station, the use of contract labour to cover vacant positions, and higher than budgeted green waste and builders waste disposal costs.

Balance Sheet

Council continues to be in a financially strong position. Council is forecasting a current ratio of 2.16 as of 30 June 2024 compared to a current ratio of 1.64 as at 31 May 2024.

Balance Sheet as at 31 May 2024

	YTD Actual	Budget	Forecast
	\$	\$	\$
Current Assets			
Cash & Cash Equivalents	6,841,298	5,852,574	12,143,200
Receivables	1,431,117	1,296,712	996,712
Inventories	109,958	113,049	113,049
Other Current Assets	200	271,523	271,523
Total Current Assets	8,382,573	7,533,858	13,524,484
Non-Current Assets			
Property, Plant and Equipment	256,224,421	249,388,992	259,058,727
Investment in Water	45,378,608	45,378,608	45,378,608
Total Non-Current Assets	301,603,029	294,767,600	304,437,335
Total Assets	309,985,602	302,301,458	317,961,819
Current Liabilities			
Payables	2,817,363	4,073,100	4,073,100
Interest-Bearing Liabilities	181,037	364,178	369,087
Provisions	2,107,741	1,817,365	1,817,365
Total Current Liabilities	5,106,141	6,254,643	6,259,552
Non-Current Liabilities			
Interest-Bearing Liabilities	2,096,528	1,144,657	1,727,442
Provisions	264,882	359,394	359,394
Total Non-Current Liabilities	2,361,410	1,504,051	2,086,836
Total Liabilities	7,467,550	7,758,694	8,346,388
Net Assets	302,518,052	294,542,764	309,615,431
Equity			
Current Year Result	181,124	7,780,943	7,045,243
Accumulated Surplus	166,484,100	169,555,642	166,717,360
Reserves	135,852,828	117,206,179	135,852,828
Total Equity	302,518,052	294,542,764	309,615,431
Current Ratio	1.64	1.20	2.16

Cashflow Statement

As of 31 May Council had \$6.841m cash on hand. Based on budgeted income and expenditure, Council is forecast to have \$12.143m of cash on hand as of 30 June 2024.

A key assumption of the budget is the completion of the capital works program as set by Council.

Cashflow Statement as at 31 May 2024

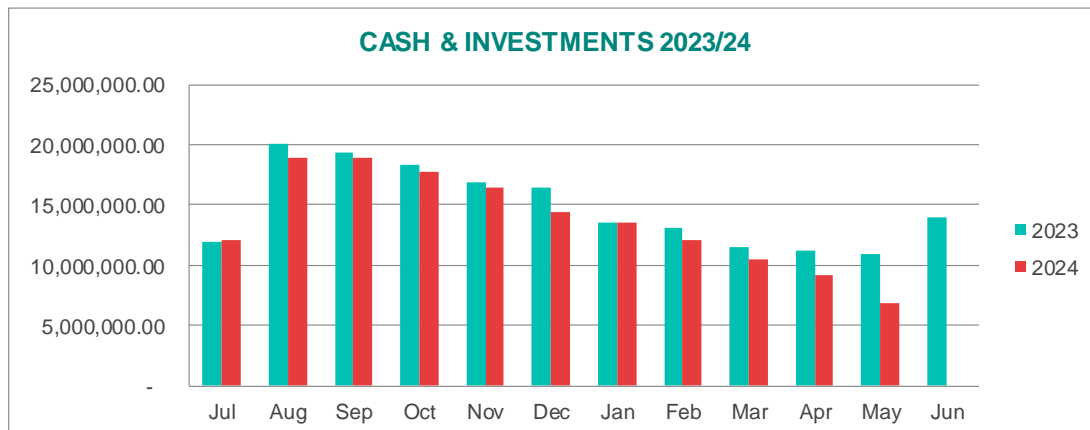
	YTD Actual	Budget		Balance	Forecast
	\$	\$	%	\$	\$
Cash flows from operating activities					
Employee Costs	(7,510,849)	(8,926,163)	84%	(1,415,314)	(8,558,338)
Materials and Contracts	(8,204,057)	(5,914,662)	139%	2,289,395	(6,979,411)
State Levies	(570,247)	(724,879)	79%	(154,632)	(721,610)
Other Expenses	(627,023)	(667,638)	94%	(40,615)	(680,672)
Rates and Charges	13,669,262	13,763,890	99%	94,628	14,236,045
User charges	3,227,187	3,016,688	107%	(210,499)	3,165,624
Interest	674,208	447,500	151%	(226,708)	697,500
Reimbursement of Expenses	499,613	709,744	70%	210,131	780,532
Government Grants	413,249	3,879,155	11%	3,465,906	4,393,866
Net Cash provided by (used in) operating activities	1,571,342	5,583,635	28%	4,012,293	6,333,536
Cash flows from investing activities					
Payments for Property, Plant and Equipment	(10,191,468)	(21,678,236)	47%	(11,486,768)	(13,918,681)
Investment revenue from Water Corporation	421,500	674,400	0%	252,900	674,400
Proceeds from Sale of Property, Plant and Equipment	-	572,690	0%	572,690	237,690
Capital grants	1,314,931	7,176,496	18%	5,861,565	5,347,883
Net cash provided by (used in) investing activities	(8,455,037)	(13,254,650)	64%	(4,799,613)	(7,658,708)
Cash flows from financing activities					
Borrowing Costs	(28,464)	(55,920)	51%	(27,456)	(55,920)
Loan Drawdowns	-	-	0%	-	-
Loan Repayments	(183,141)	(357,089)	51%	(173,948)	(412,306)
Net cash provided by financing activities	(211,605)	(413,009)	51%	(201,404)	(468,226)
Net (Decrease) in Cash Held	(7,095,300)	(8,084,024)	88%	(988,724)	(1,793,398)
Cash at beginning of year	13,936,598	13,936,598	100%	-	13,936,598
Cash at end of period	6,841,298	5,852,574	117%	(988,724)	12,143,200

Investments

The following table provides an outline of Council’s cash and investment portfolio as of 31 May 2024. Total cash and investments on hand as of 31 May is \$6.841m. The weighted average return on investment earned on Council’s investment portfolio is 5.31%.

Investments as at 31 May 2024

	\$	INVESTMENTS	\$	Weighted Average Return
Deposits	6,042,690	Commonwealth Bank	797,108	
Petty Cash and Till Floats	1,500	Investments		
Trading Account	797,108	ING	3,000,000	
		CBA	1,542,690	
		WBC	1,500,000	
		Petty Cash and Till Floats	1,500	
Balance - All Accounts	6,841,298		6,841,298	5.31%



Rates Summary

The following table provides the detail of Council's Rates and Charges levied compared with the same time last year.

Council has several policies to assist in debt collection efforts, including interest penalties, financial hardship provisions providing flexibility for payment arrangements, and the ability for payment of rates and charges by four equal instalments. Ratepayers continue to be encouraged to contact Council if they are having difficulty paying.

3.07% of the total rates levied for the year were outstanding as at 31 May 2024; this includes all aged rates and charges outstanding. This compares with 5.20% outstanding as at 31 May last year.

Rates Summary to 31 May 2024

	2023-24		2022-23	
	%	\$	%	\$
<i>Notice Issue Date - 25 July 2023</i>				
Outstanding Rates Debtors (1 July 2023)		778,159		654,411
Less: Rates in Credit		(855,516)		(754,201)
NET RATES OUTSTANDING (1 July 2023)	(0.56)	(77,357)	(0.77)	(99,790)
Rates and Charges Levied	100.84	13,940,266	100.41	12,938,746
Interest Penalties Charged	(0.28)	- 38,843	0.37	47,387
GROSS RATES AND CHARGES DEMANDED	100.00	13,824,067	100.00	12,886,343
LESS RATES AND CHARGES COLLECTED	93.29	12,896,896	90.60	11,675,379
REMISSIONS AND DISCOUNTS**	7.81	1,079,901	8.75	1,127,270
	101.10	13,976,798	99.35	12,802,649
ADD PROPERTIES IN CREDIT	(4.17)	577,146	(4.55)	586,114
UNPAID RATES AND CHARGES *	3.07	424,414	5.20	669,807
(includes Deferred Rates)				
**REMISSIONS AND DISCOUNTS		2023-24		2022-23
Early Payment Discount		341,535		469,977
Pensioner Rebates		701,362		655,868
Council Remissions and Abandonments		37,005		1,425
		1,079,901		1,127,270
Number of Rateable Properties		8,052		8,004
Number of Unpaid Rateable Properties		444		503
% not fully paid		5.51%		6.28%

Grant Summary

Grant Schedule as at 31 May 2024

	YTD Actual	Budget 2024	Forecast 2024
Capital Grants			
Boat Harbour Masterplan	-	900,000	-
Port Creek Flood Mitigation	-	957,335	957,335
Roads to Recovery	-	1,129,728	1,129,728
Dog Park & Freedom Camping	-	160,000	160,000
Mt Hicks Road Bridge Replacement	372,226	458,252	458,252
James Philosopher Smith	-	110,000	-
Boating, Camping Fishing	30,000	30,000	30,000
Calder Bridge Replacement	427,994	427,994	427,994
ANZAC Park All Abilities Playground	136,500	136,500	136,500
Waterfront Masterplan	-	320,601	320,601
Table Cape Lookout	84,418	302,967	302,967
Australian Cricket Infrastructure Fund	71,793	-	71,793
Shared User Trail	192,000	192,000	192,000
LRCI Funding	-	2,051,119	1,160,713
	1,314,931	7,176,496	5,347,883

Operational Performance by Department

This statement provides an overview of Council's forecast operating performance by department based on year-to-date performance.

Directorate/Department	Annual Budget	Forecast	Variance to Forecast	Note
Community & Engagement				
Children's Services	(207,646)	(259,895)	52,249	1
Community Activation	871,300	888,235	(16,935)	2
Corporate & Community Services	334,946	235,577	99,369	3
Tourism & Marketing	507,805	502,067	5,738	
Community & Engagement Total	1,506,405	1,365,984	140,421	
Council & General Managers Office				
Council & General Manager's Office	1,415,963	1,400,878	15,085	4
Council & General Managers Office Total	1,415,963	1,400,878	15,085	
Infrastructure & Development Services				
Asset Services	402,231	392,149	10,082	5
Cemeteries	78,735	78,774	(39)	
Development Services	958,748	830,045	128,703	6
Engineering Services	225,752	236,217	(10,465)	7
Footpaths	336,408	336,408	0	
Garbage	150,548	20,705	129,843	8
Public Halls	362,894	330,523	32,371	9
Public Toilets	410,908	388,409	22,499	10
Reserves	1,252,886	1,293,091	(40,205)	11
Sports	1,035,609	1,136,862	(101,253)	12
Stormwater Drainage	(181,228)	(246,419)	65,191	13
Transport	3,043,335	2,938,755	104,580	14
Waste	(111,199)	(55,855)	(55,344)	15
Works & Services	97,370	111,834	(14,464)	16
Infrastructure & Development Services Total	8,062,997	7,791,498	271,499	
Organisational Performance				
Financial Services	(12,003,641)	(12,576,618)	572,977	17
Governance & Information Systems	413,829	320,898	92,931	18
Organisational Performance Total	(11,589,812)	(12,255,720)	665,908	
Total	(604,447)	(1,697,360)	1,092,913	

Commentary for departmental forecast variance of \$10,000 or greater is provided below:

1) Children Services

Children Services is expecting a favourable variance of \$52k to budget due to higher than budgeted childcare fee income (\$40k), and lower than budgeted wages (\$16k).

2) Community Activation

The unfavourable variance for Community Activation of \$17k is due to higher than budgeted equipment hire costs for the Tulip Festival and two Bonfire events being held this financial year.

3) Corporate & Community Services

Corporate and Community Services is expecting a favourable variance of \$100k mainly due to the vacant position of Director Community Services.

4) Council & General Manager's Office

The favourable variance for the General Manager's office was due to lower-than-expected insurance costs.

5) Asset Services

The unfavourable forecast variance to budget for Asset Services is due to higher than budgeted light & power costs.

6) Development Services

Development Services is expecting a favourable variance to budget due to higher than budgeted development & plumbing inspection income.

7) Engineering Services

The unfavourable variance of 10K to budget for Engineering Services is due to higher than budgeted wage expenses.

8) Garbage

Garbage is expected to have a favourable variance to budget of \$130k, this is due to higher than budgeted rates income (\$16k) and lower than budgeted clearance and disposal costs (\$45k)

9) Public Halls

Public Halls has a favourable variance to budget due to lower operational expenditure for the proposed Somerset Community Centre.

10) Public Toilets

The favourable forecast variance of \$22k for the Public Toilets is due to lower contract cleaning costs.

11) Reserves

Reserves is expecting an unfavourable variance of \$40k due to higher-than-expected tree maintenance and irrigation costs.

12) Sports Grounds

Sports Grounds has an unfavourable variance to budget of \$101k due to higher than budgeted turf maintenance costs (\$54k), mowing and edging costs (\$11k), irrigation costs (\$20k) and water usage costs (\$15k).

13) Stormwater Drainage

Stormwater drainage is expecting a favourable variance to budget due to higher than budgeted rates income. The higher rates income is due to additional rates from property development within the municipality.

14) Transport

Transport Services is expecting a favourable variance to budget of \$105k due to higher than budgeted financial assistance grant income.

15) Waste

Waste is expected to have an unfavourable variance to budget due to higher than budgeted green and builders waste disposal and management costs.

16) Works & Services

The unfavourable variance for Works & Services is due to the on-call allowances provided to employees being unbudgeted, as well as higher than expected costs for printing & stationery.

17) Financial Services

Financial Services is expecting a favourable variance to budget of \$572k, which is due to higher than budgeted interest income (\$250k), higher than budgeted rates income (\$55k), lower than budgeted wages expenditure (\$106k) and higher than budgeted financial assistance grant income (\$384k).

This is offset by higher employee oncosts of \$178k, due to higher workers compensation premiums, superannuation, and payroll tax expenditure.

18) Governance & Information Systems

Governance & Information Systems is expecting a favourable variance to budget of \$92k which is due to lower than budgeted wages.

Capital Works Summary

The Capital Works Summary provides a snapshot of the percentage of expenditure against the 2023/24 Capital Works Budget Estimates. Timing of expenditure is based on the works plan and actual spending and is not always reflective of the actual progress of the Capital Works project. The Monthly Progress Report is attached for the information of the Council.

Summary Capital Expenditure Report							
	YTD Actual \$	Budget Estimate \$	Remaining Budget \$	% Spent	Forecast \$	Forecast Variance \$	Note
Buildings							
Amenities	104,464	788,225	683,761	13%	474,432	313,793	1
Community Facilities	679,698	975,314	295,616	70%	640,639	334,675	2
Childcare	5,121	105,000	99,879	5%	5,121	99,879	3
Council Operational Buildings	39,170	115,664	76,494	34%	64,264	51,400	4
Total Buildings	828,453	1,984,203	1,155,750	42%	1,184,456	799,747	
Parks & Open Spaces							
Other Infrastructure	260,584	1,754,245	1,493,661	15%	723,231	1,031,014	5
Playgrounds	71,129	667,315	596,186	11%	98,319	568,997	6
Walkways & Tracks	1,237,302	3,332,334	2,095,033	37%	1,367,350	1,964,984	7
Recreational Reserves	196,580	1,095,737	899,157	18%	558,734	537,004	8
Total Parks & Open Spaces	1,765,595	6,849,632	5,084,037	26%	2,747,633	4,101,999	
Plant & Equipment							
Other Plant & Equipment	198,924	427,040	228,116	47%	321,537	105,503	9
Plant & Vehicle Replacements	224,467	519,913	295,447	43%	327,911	192,002	10
Software & IT Replacements	215,088	938,421	723,333	23%	945,160	(6,739)	
Total Plant & Equipment	638,479	1,885,374	1,246,895	34%	1,594,608	290,766	
Sporting Facilities							
Indoor Recreational Facilities	34,795	133,250	98,455	26%	38,500	94,750	11
Outdoor Sporting Facilities	1,449,076	2,197,998	748,922	66%	1,841,178	356,820	12
Total Sporting Facilities	1,483,871	2,331,248	847,377	64%	1,879,678	451,570	
Stormwater							
Flood Mitigation Works Total	2,148,659	3,352,656	1,203,997	64%	2,603,959	748,697	13
Other Stormwater Works	84,829	1,456,006	1,371,177	6%	172,227	1,283,779	14
Total Stormwater	2,233,488	4,808,662	2,575,174	46%	2,776,186	2,032,475	
Transport							
Bridge Renewals	1,809,902	1,999,345	189,443	91%	1,876,948	122,397	15
Footpaths & Kerbs	79,745	107,455	27,710	74%	84,903	22,552	16
Other Transport	188,962	340,241	151,279	56%	214,161	126,080	17
Resheeting	347,248	391,859	44,610	89%	347,248	44,610	18
Rural Upgrades	37,959	40,204	2,245	94%	37,959	2,245	
Rural Reseals	319,206	676,172	356,966	47%	558,833	117,339	19
Urban Reseals	323,213	947,668	624,455	34%	616,068	331,600	20
Total Transport	3,106,236	4,502,944	1,396,708	69%	3,736,121	766,824	
Total	10,056,121	22,362,063	12,305,941	45%	13,918,681	8,443,381	

Commentary for capital work forecast variance of \$20,000 or greater is provided below:

1) Amenities

Amenities is expecting a favourable variance of \$314k due to lower than budgeted costs for the Yolla Public Toilets due to the change in scope of this project.

2) Community Facilities

There is a favourable forecast variance of \$335k for community facilities. This variance relates to amounts budgeted for Boat Harbour Beach Master Plan and Athenaeum Hall being carried forward to next financial year.

3) Childcare

The favourable balance of 100k for Childcare is due to Child Care Upgrade Planning budgeted amounts being carried forward.

4) Council Operational Buildings

Council Operational Buildings has a favourable variance of \$44k due to security upgrades for the Depot being carried forward.

5) Other Infrastructure

The favourable variance of \$1.03m to budget for other infrastructure relates to lower than budgeted costs for ANZAC park erosion mitigation. As well as budgeted amount for Sisters Beach Erosion Works being carried forward.

6) Playgrounds

Playgrounds are expecting a favourable variance due to playground replacements for Waratah, Sisters Beach and Lowe Street being carried forward to next financial year.

7) Walkways & Tracks

Walkways & Tracks have a favourable variance of \$1.9m as budgeted amounts for Coastal Pathway and Inglis River Walking Track will be carried forward.

8) Recreational Reserves

The favourable variance for Recreational Reserves relates to Table Cape Lookout budgeted amount being carried forward.

9) Other Plant & Equipment

The favourable variance is due to a budgeted amount for furniture replacements which will no longer occur and budgeted amounts for EV Charging Stations being carried forward.

10) Plant & Vehicle Replacements

Plant & Vehicle Replacements is expecting a favourable variance due to budgeted amounts for new a new truck and tractor being carried forward.

11) Indoor Recreational Facilities

There is a favourable variance for Indoor Recreational Facilities of \$95K this due to budgeted amount for Recreation Ground Storage Shed being carried forward.

12) Outdoor Sporting Facilities

The increase in capital expenditure for outdoor sporting facilities is due to the tender awarded for the demolition of the Wynyard showground grandstand being above budget.

13) Flood Mitigation Works

Flood Mitigation Works is expecting a favourable variance to the budget of \$749k. This is due budgeted amounts for Big Creek being carried forward to next financial year.

14) Other Stormwater Works

The favourable forecast variance of \$1.2m is due budgeted amount for Somerset Stormwater Outlet being carried forward.

15) Bridge Renewals

Bridge renewals are forecast to be lower than budget due to the lower costs for the bridge replacement at Mt Hicks Road.

16) Footpath & Kerbs

Footpaths and kerbs expenditure is expected to be lower than budget due to lower costs for the Hogg Street footpath.

17) Others Transport

The reduction in expenditure for Other Transport is due to lower-than-expected costs for Hepples Road repair works and Roundabout seal at Jackson & Goldie Street.

18) Resheeting

Resheeting is expecting a favourable variance to budget of \$47k, mainly due to job costs being significantly lower for East Yolla Road, Frenchs Road and Myalla Station Road.

19) Rural Reseals


Rural Reseals is expecting a favourable variance of \$118k, as costs for resealing Calder Road, Seabrook Road and Coopers Lane were all below budget.

20) Urban Reseals

The reduction in capital expenditure for urban reseals is due to costs for multiple urban reseals being lower than budget. The main reseals to be under budget were Freestone Crescent (\$54k), Exhibition Link (\$32k), Fairlands Drive (\$53k) and Mackenzie Drive (\$40k).

9.15 MINUTES OF OTHER BODIES/COMMITTEES

9.15.1 NOTES OF WARATAH COMMUNITY BOARD MEETING - HELD 31 MAY 2024

To: Council
Reporting Officer: Manager Community Activation
Responsible Manager: General Manager
Report Date: 5 June 2024
File Reference: Committees - Waratah Community Board
Enclosures: 1. Waratah Community Board Notes 31 May 2024 

RECOMMENDATION

That Council receives the notes from the Waratah Community Board Meeting held on Friday 31 May 2024.

PURPOSE

For Council to receive notes from the meeting of the Waratah Community Board held on 31 May 2024.

BACKGROUND

The inaugural Waratah Community Board was established by Council in 2019. In July 2022 the 2022-2025 Waratah Community Plan was adopted by Council, and an expression of interest was opened for interested community members to self-nominate for Board membership. In September 2022 Council endorsed the community members of the Board for a three-year term.

DETAILS

Notes from the meeting held on 31 May 2024:

- update from Brian Dalton, Derek Sutton & Kate Reilly regarding the Mount Bischoff Mine closure and environmental works. GHD will undertake community consultation to seek further feedback from the community.
- update on the Waratah shelters, the historic rail bridge walkway, the Waratah waterfall walk, the Community Hub and the Athenaeum Hall works.
- update on the signage being installed.
- update on War Memorial repair – Peter has arranged for someone to come from RSL Hobart to inspect the memorial and make recommendations regarding repair. Teddy Shean and Saluting Their Service Grants to be pursued for funding.

STATUTORY IMPLICATIONS

Statutory Requirements

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 3: Connected Communities
Desired Outcomes
1.1 We make publicly transparent decisions on spending and future directions while encouraging community feedback.
Our Priorities
1.1.1 Commit to best practice in community engagement.

GOAL 3: Connected Communities
Desired Outcomes
1.3 We encourage broad community input to create a focussed and strong sense of belonging.
Our Priorities
1.4.1 Collaborate with, understand and satisfy our external customers' needs and values.

Sustainable Murchison Community Plan 2040

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

ENVIRONMENTAL IMPLICATIONS

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

CONSULTATION PROCESS

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

COMMENT

That Council receives the notes of the Waratah Community Board Meeting held on 31 May 2024.

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

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

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

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

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

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

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

13.0 PUBLIC RELEASE ANNOUNCEMENT

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

Min. No.	Subject	Decisions/Documents

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