



**ORDINARY MEETING  
OF COUNCIL**

**AGENDA  
OPEN MEETING**

**20 May 2024**

15 May 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 20 May 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

15 May 2024

Mr Shane Crawford  
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 20 May 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 20 MAY 2024, COMMENCING AT**

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

**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.

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## **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**

### **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 15 April 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**

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## 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	
10/4/24	Wynyard Mural Opening
10/4/24	Councillor 2024/25 Budget Workshop
11/4/24	National ALGWA Board meeting
11/4/24	Youth Week Event
12/4/24	Cradle Coast Authority Executive Meeting
15/4/24	Council Meeting
17/4/24	Mayor Forum Devonport
19/4/24	OAM Investiture Ceremony
24/4/24	RDA Meeting
25/4/24	ANZAC Day Services
29/4/24	Waratah community conversation
1/5/25	LGAT General Management Committee Meeting
6/5/24	Consultation – Cr Learning & Development Framework (2)
8/5/24	Consultation – Cr Learning & Development Framework (3)
13/5/24	RAP Workshop
13/5/24	Citizenship Ceremony
13/5/24	Councillor Workshop

### 4.3 REPORTS BY DELEGATES

Nil received.



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#### 4.4 NOTIFICATION OF COUNCIL WORKSHOPS

##### RECOMMENDATION

That Council note the following Workshops:

<b>24/4/24</b>	<b>Budget Workshop</b>
<b>13/5/24</b>	<b>Fossil Bluff – Public Toilet Feasibility Somerset Sports Precinct Reconciliation Action Plan</b>

##### Councillor Attendance Records

Councillor attendance 1 July 2023 – 30 June 2024 (updated to 9/4/24)

	<b>Ordinary Meetings 2023/24 (11)</b>	<b>Special Meetings / AGM 2023/24 (1)</b>	<b>Workshops 2023/24 24</b>	<b>Community Conversations 2023/24 (5)</b>	<b>Leave Taken 2023/24</b>
Mayor Mary Duniam	11	1	23	5	
Cr Gary Bramich	11	1	22	5	
Cr Andrea Courtney	9	1	19	3	
Deputy Mayor Celisa Edwards	8	1	17	3	6 weeks
Cr Kevin Hyland	11	1	23	4	
Cr Michael Johnstone	11	1	24	5	
Cr Leanne Raw	10	1	23	4	3 weeks
Cr Dillan Roberts	9	1	24	5	

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**5.0 PUBLIC QUESTIONS AND STATEMENTS****5.1 RESPONSE(S) TO PUBLIC QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING****5.1.1 C HUTCHISON - CHILDCARE****QUESTION**

Mr Hutchison asked three (3) questions regarding childcare:

1. In response to the incident on March 1st 2023, which saw children in the care of Council run childcare services indecently assaulted inside the Warawyn Childcare facility, can Council please provide a copy of the risk management protocol that the Warawyn Childcare Centre had in place in February 2023, outline if and what changes have been made to this protocol, and provide a copy to the public of the current risk management protocol Council now has in place.
2. The Advocate Newspaper reported on April 10th 2024 that the Department of Education Children and Young People's Education and Care Unit has found that Council breached Section 165 of the Education and Care Services National Law Act 2010, which states it is an offence to inadequately supervise children and carries a penalty of up to \$57,400, can Council please explain to the public if it has been penalised for this breach, and if so, how much it was fined, as well as specifically outline what steps the General Manager took following the incident, if any disciplinary actions were taken against staff and if so, what these actions were?
3. It has been reported that the Council run Warawyn childcare centre "had put strategies in place to reduce the risk of incidents of this nature from re-occurring during the investigation process." How many staff were supervising children at the centre on March 1st 2023, was that below minimum standards, what is the current minimum staff to children ratio now adhered to by the Warayn Childcare Centre, what strategies have been put in place to reduce the risk of indecent assaults from re-occurring, does the Mayor believe that these strategies are adequate, and can the Mayor please provide at least one reason for this belief?

**OFFICERS RESPONSE**

The questions above are answered collectively as follows:

Council were advised by the Department of Education Children and Young People's Education and Care Unit at the end of August that after investigation of the 1 March incident, Warawyn was found to be non-compliant with section 165 (1) of the *Education and Care Services National Law Act 2010*.

In accordance with the Information Sheet on Strict Liability produced by the Education and Care Unit, a strict liability breach does not necessarily mean an approved provider committed a breach intentionally or by any act of negligence or policy failure. It means there was an occurrence that did not meet requirements prescribed in the National Law or National Regulations. An approved provider may take every reasonable step to ensure children are supervised by having robust policy, procedure and training however regardless of the steps taken, if an incident occurs, the approved provider is automatically in breach of section 165(1) of the National Law.

In the notification outlining the breach, the Department of Education Children and Young People's Education and Care Unit advised the investigation was closed and no enforcement action would be taken in relation to the matter. The investigation fully considered systems, processes, resources and policies that were in place the day of the incident.

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To be clear, the review concluded there were no inadequacies in relation to staff ratios, training or policy.

To operate a childcare centre, Council must ensure compliance with the National Quality Framework Regulations and Law. Council is regularly audited and must meet the required standards to operate. Simply, if Council did not meet these requirements the centre would not be open. Warawyn Early Learning Centre is meeting or exceeding all of the Quality Areas as outlined in the National Quality Framework. This assessment is conducted regularly by independent auditors and information publicly available. It is not practical or reasonable to provide all documentation to you to substantiate these risk management practices.

Contrary to the allegations raised by Mr Hutchison at the meeting, Council did act immediately after the incident to modify the exterior fence and surrounds in relevant places and has also implemented additional risk mitigation strategies since that time. Council will continue to explore improvement opportunities into the future.

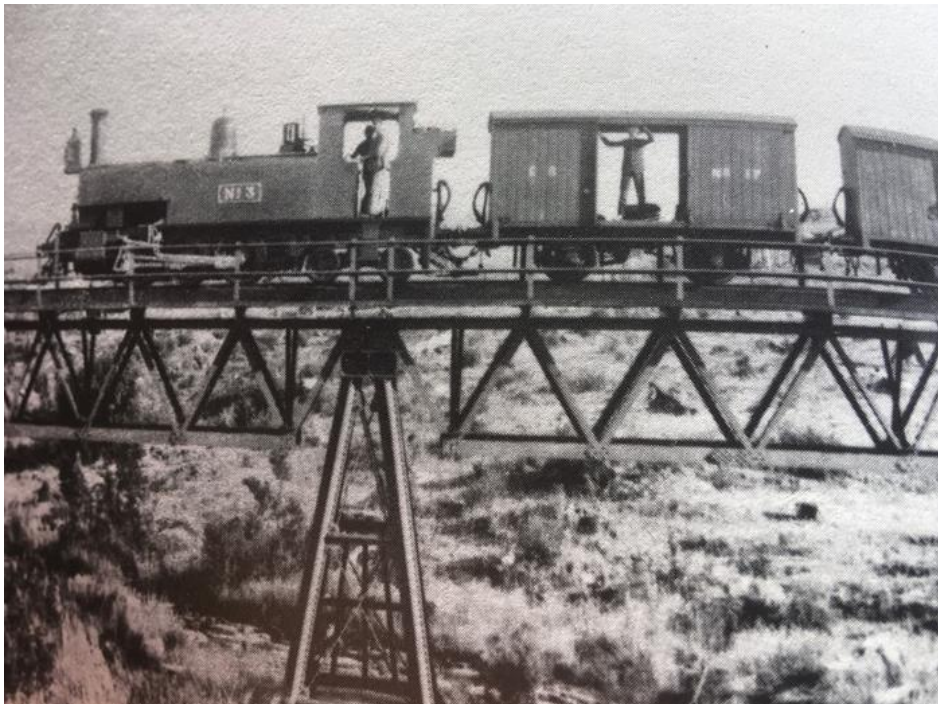
## **5.2 PUBLIC QUESTIONS RECEIVED IN WRITING**

### **5.2.1 J POWELL - WARATAH RAIL BRIDGE**

#### **QUESTION**

Mr Powell of Waratah asked the following questions:

1. Given the new pontoon bridge was not delivered on time and took over 6 months to construct what was the final \$\$ cost compared to budget?
2. What is the Council/Community Board plan for the now destroyed Heritage bridge part of the oldest railway in Tasmania March 1885 (Emu Bay)?





### **OFFICERS RESPONSE**

- 1) Mr Powell is referred to the award of the contract for the Construction of Pontoon Bridge and Viewing Platform in Waratah (contract 798) at the July 2023 Council Meeting. At the time, Council awarded the contract to Tas Marine Construction for the tendered sum of \$722,690. The report further detailed that the total estimated expenditure for project delivery was \$867,725.

It was also noted in the report that \$815,000 in grant funds were received for the two projects, with Council only required to contribute \$52,725 to the project.

There were variations to the contract required post tender award, with a revised eastern approach required and additional costs associated with piles with the pontoon component of the project.

At completion of both projects, total costs are \$852,012, with Council contributing \$37,012. At the time of this report, there are a number of minor invoices outstanding, namely for lighting, seats and signage, which will also be funded via external grant sources.

- 2) The pontoon is specially designed and constructed to allow the history of the old railway to be told with close viewing access to the historical bridge. The Heritage Bridge will remain in situ as always planned.

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**5.3 PUBLIC QUESTIONS WITHOUT NOTICE**

**5.4 PUBLIC STATEMENTS RECEIVED IN WRITING**


Nil received.

**5.5 PUBLIC STATEMENTS WITHOUT NOTICE**

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**6.0 PETITIONS / DEPUTATIONS / PRESENTATIONS****6.1 DEPUTATIONS AND PRESENTATIONS****6.1.1 PETITION - DANGEROUS DOG DECLARATION**

To: Council  
Reporting Officer: Executive Officer  
Responsible Manager: General Manager  
Report Date: 13 May 2024  
File Reference: 0502  
Enclosures: 1. Petition - Dangerous Dog Declaration 

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**RECOMMENDATION**

**That the Council receive and note the petition requesting declaration of a dangerous dog.**

**DETAILS**

The following petition has been received:

Subject matter	The Petition states that three victims have been attacked by the same dog. Council are not declaring it dangerous, even though it has caused serious injury.
Statement of subject matter and action requested	We the petitioners ask Council to have the matter reviewed again taking the seriousness of injuries into consideration. WE want the dog to be declared a “Dangerous Dog”
Signatories	50

A copy of the petition and supporting letter is attached. The petition complies with s.57 of the Local Government Act 1993. The petition is accordingly able to be tabled as required under the Act.

There were photos attached to the petition and these have been excluded from the public report. In addition, officer names have been removed to enable the petition to be listed in the open council meeting.

The petition is listed on the meeting agenda for receipt and noting.

**MANAGEMENT RESPONSE**

Section 19 (3) of the Dog Control Act 2000 (the Act) states “If a dog that is not a dangerous dog or a restricted breed dog attacks or bites any person and causes a serious injury to the person, the owner of the dog is guilty of an offence”.

In accordance with this clause, an infringement has been issued to the owner of the dog.

Section 29 of the Act states: Declaration of particular dangerous dog

- (1) A general manager, by notice served on the owner of a dog –
  - (a) may declare that dog to be a dangerous dog if –
    - (i) the dog has caused serious injury to a person or another animal; or

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(ii) there is reasonable cause to believe that the dog is likely to cause serious injury to a person or another animal; and

(b) is to give reasons for the declaration in the notice; and

(c) is to advise the owner of the right of appeal under section 31.

There is no right of appeal under the *Dog Control Act 2000* (the Act) in instances where a dog has not been declared dangerous.

Details of the incident in question or identifying facts will not be included within the agenda, however it must be noted that at the time of the incident in question no previous complaints had been recorded against this dog.

The three injuries detailed in the petition include two from the incident in question and one alleged historical injury reported following a social media call for response.

Officers have conducted a thorough investigation and are aware of additional control measures at the property and other actions taken by the dog owner following the incident - and are satisfied they are reasonable.

There is no existing relationship between the General Manager and the dog owner or petitioner.

The General Manager has reviewed all information, spoken with all parties and determined not to declare the dog dangerous at this time.

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<b>7.0 PLANNING AUTHORITY ITEMS</b>
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**7.1 PUBLIC QUESTIONS WITHOUT NOTICE – RELATING TO PLANNING MATTERS**

Nil received.

**7.2 PUBLIC STATEMENTS - RELATING TO PLANNING MATTERS**

Nil received.



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### 7.3 MULTIPLE DWELLINGS (ADDITIONAL DWELLING -TRANSPORTABLE HOME) AT 541 CALDER ROAD, CALDER - DA 38/2024

To: Council  
Reporting Officer: Town Planner  
Responsible Officer: Manager Development and Regulatory Services  
Report Date: 29 April 2024  
File Reference: 7083187  
Supporting Documents: 1. Consolidated Advertised Planning Documents   
2. Signed Extension of time 

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#### RECOMMENDATION

That Council, in accordance with Section 51 and Section 57 of the *Land Use Planning and Approvals Act 1993* and the *Tasmanian Planning Scheme - Waratah-Wynyard*, refuse an application for Multiple Dwellings (Additional Dwelling - Transportable Home) at 541 Calder Road, Calder on the following grounds: -

1. The application does not demonstrate compliance with Clause 21.3.1 P4 (b) (iii) of the *Tasmanian Planning Scheme - Waratah-Wynyard*. The proposed additional dwelling is not required as part of the agricultural use and there is no assessment or justification to demonstrate that the proposed additional dwelling that creates multiple dwelling development on the property will not confine or restrain agricultural use on adjoining property. The multiple dwelling is proposed to be located 17m from the boundaries to the neighbouring agricultural use, with no proposed buffer between the opposing uses. Therefore, it is likely the multiple dwelling will result in confining or restraining the neighbouring agricultural use on prime agricultural land.
2. The application does not well demonstrate compliance with Clause 21.4.2 P2 (a) to (f) of the *Tasmanian Planning Scheme - Waratah-Wynyard*. The proposed additional dwelling that creates multiple dwelling development on the property will potentially cause land use conflicts with adjoining agricultural property in seeking to reduce the setback from 200m down to 17m. Moreover, the fact that the proposal will significantly reduce the setback between the existing residential use at the front of the property and adjoining agricultural property will increase the conflict with the adjoining agricultural activities.

#### PURPOSE

The purpose of this report is for Council to consider the merits of the application DA 38/2024 against the requirements of the *Tasmanian Planning Scheme - Waratah-Wynyard* (Planning Scheme).

#### BACKGROUND

The subject site is located at 541 Calder Road, Calder and comprises an area of approximately 1.25ha. It currently contains a single dwelling and associated outbuildings, mostly centralised at the front of the land, and has access onto Calder Road. The site and surrounding properties are located within the Agriculture Zone. The property adjoins an agricultural block

to the north, and a reserved road to the east and south that form part of the agricultural activity of the property at 591 Calder Road.

It is noted that the site is currently used for a residential purpose without agriculture.

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



**Figure 1. Subject site with zoning**

#### **DETAILS**

The applicant is seeking approval for development on land described as 541 Calder Road, Calder. The application is for the establishment of a new dwelling which takes a form of relocatable home. It includes the installation of an on-site wastewater system and two vehicle parking areas to service the new home. These services are located to the west of the new dwelling.

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The subject site currently contains a single dwelling development with associated outbuildings. The residential activity is mostly centralised at the front of the site near the road frontage.

The proposed dwelling comprises a floor area of 58.77m<sup>2</sup> with a maximum height of 4.04m. It includes a bedroom, bathroom, living room and combined dining/kitchen area. Two unroofed decks with floor areas of 7.8m<sup>2</sup> and 1.44m<sup>2</sup> are to be attached to the southern and northern elevations of the dwelling.

A rainwater tank for domestic supply will be installed to the east of the new dwelling.

This report assesses the proposal against the *Tasmanian Planning Scheme – Waratah-Wynyard* (the Planning Scheme) and considers any representations received during the public exhibition period.

The subject property is zoned Agriculture under the Planning Scheme. The proposal is defined as a Residential Use Class for Multiple Dwelling. This is a discretionary use within the zone, should the application meet all the relevant acceptable solutions. The proposal does not comply with all the acceptable solutions. The applicant is applying for discretion under the following Clauses of the Planning Scheme:

- 21.3.1 Discretionary uses (P4); and
- 21.4.2 Setbacks (P2).

## **CONSULTATION PROCESS**

The consultation process was the public exhibition period set out in the *Land Use Planning and Approval Act 1993* (LUPAA) and involved notification of adjoining landowners, public notices on-site and advertising in a daily newspaper. The application was placed on public exhibition for a period of 14 days as required under LUPAA. The following documentation was advertised:

- Development Application Form x 3 pages;
- Title documents x 2 pages;
- Additional information request x1;
- Supporting Documentation addressing the relevant Performance Criteria x2 pages; and
- Proposal Plans x 11 pages.

The period for representations closed on 11 April 2024. No representations were subsequently received.

After the consultation process, applicant was advised that the application was likely to be recommended for refusal due to non-compliance with aspects of the planning scheme. The applicant was advised that they would be able to withdraw the application and could re-design the proposal to comply with the definition of a secondary dwelling, also referred to as a granny flat. This would have involved relocating the dwelling closer to the existing residence, and the secondary dwelling would need to share the services of the principal dwelling. This revised application would then be classed as a Permitted use within the zone. The applicant chose to proceed with the application as submitted.

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## **INTERNAL REFERRALS**

### **Engineering Services Department**

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

- (1) Stormwater from the development is to be fully contained within the boundaries of the property.
- (2) All costs associated with the proposed development including those related to infrastructure extensions or upgrades to Council assets are to be met by the Developer.
- (3) In the course of undertaking the development/use there is to be no damage caused to any Council owned infrastructure or property.
- (4) Loading and un-loading of vehicles is to be confined to within the boundaries of the property.

Note:

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

### **Environmental Health**

The following environmental health conditions were recommended.

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

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

## **EXTERNAL REFERRALS**

The proposal did not require any external referrals.

## **PLANNING ASSESSMENT**

The subject site is zoned Agriculture under the *Tasmanian Planning Scheme (TPS) – Waratah-Wynyard*. The use is Residential, with Multiple Dwellings being a Discretionary use within the Agriculture zone.

The proposal does not meet all acceptable solutions of the planning scheme and is therefore submitted as a discretionary application under Section 57 of LUPAA and assessed under the *TPS – Waratah-Wynyard* and relevant State Policies and Acts. Section 57(1) (b) of LUPAA allows Council to relax or waive the provisions of its Planning Scheme under a discretionary status.

An assessment of the proposal against the applicable clauses for the Agriculture Zone and relevant Codes is provided below.

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## 21.0 Agriculture Zone

### 21.3.1 Discretionary uses (P4)

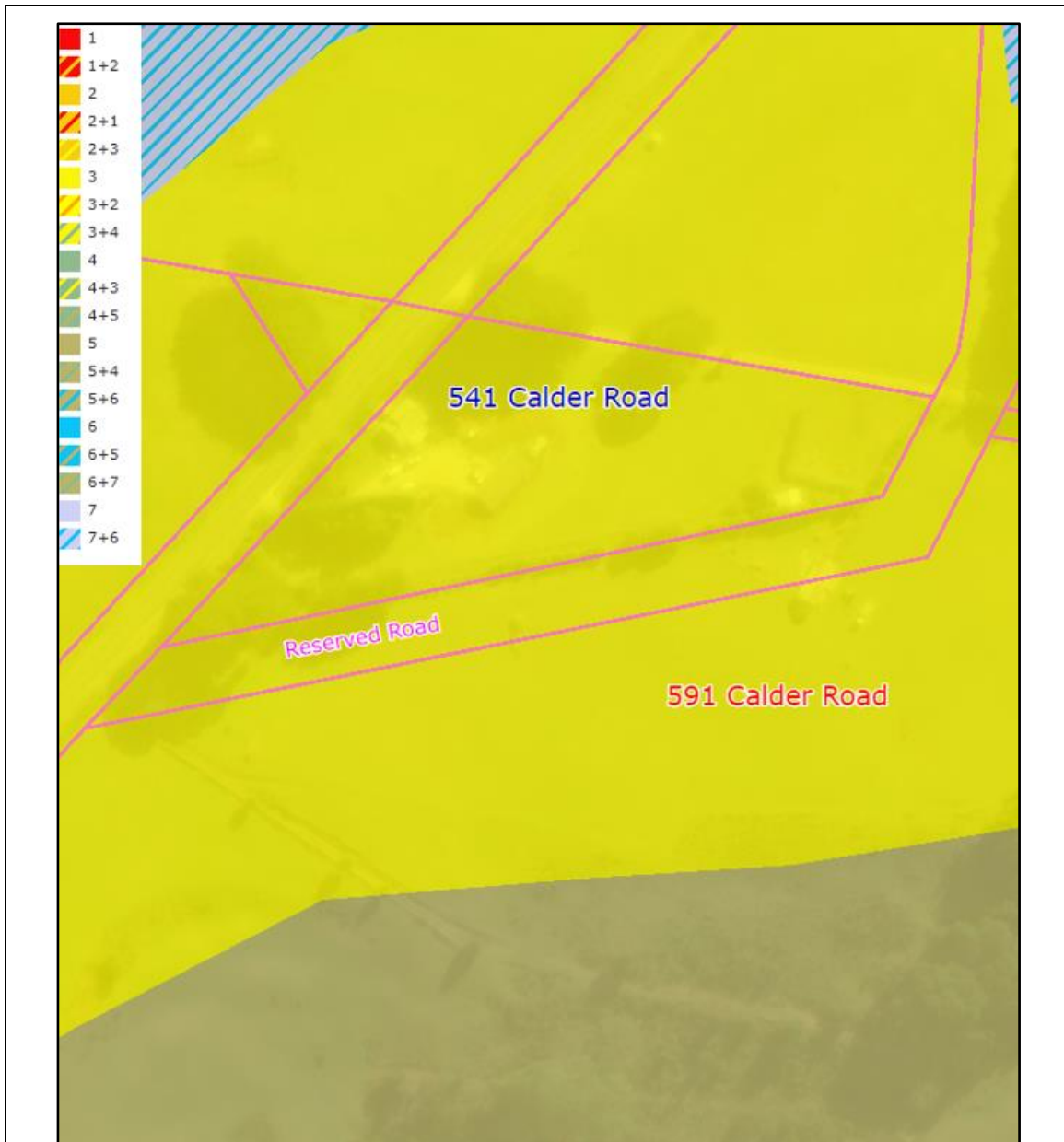
<p><b>A4</b></p> <p>No Acceptable Solution.</p>	<p><b>P4</b></p> <p>A Residential use listed as Discretionary must:</p> <p>(a) be required as part of an agricultural use, having regard to:</p> <ul style="list-style-type: none"><li>(i) the scale of the agricultural use;</li><li>(ii) the complexity of the agricultural use;</li><li>(iii) the operational requirements of the agricultural use;</li><li>(iv) the requirement for the occupier of the dwelling to attend to the agricultural use; and</li><li>(v) proximity of the dwelling to the agricultural use; or</li></ul> <p>(b) be located on a site that:</p> <ul style="list-style-type: none"><li>(i) is not capable of supporting an agricultural use;</li><li>(ii) is not capable of being included with other agricultural land (regardless of ownership) for agricultural use; and</li><li>(iii) does not confine or restrain agricultural use on adjoining properties.</li></ul>
<p><b>Planning Comments:</b> Does not comply.</p> <p>The proposal is for an additional dwelling on the property, that will create a multiple dwelling development. Neither dwelling is considered to be associated with any agricultural activity on the land. The proposal therefore requires assessment against P4(b).</p> <p>Subclause 21.3.1 (P4) (b) (i) has been addressed within the supporting documentation submitted with the proposal, stating the subject site is not currently used for agricultural purpose due to the lot size of ±1.2ha, which is deemed to not be suitable an agricultural use.</p> <p>The proposal is also considered to comply with subclause 21.3.1 (P4) (b) (ii), as the site is bounded by a road reserve. This would make it difficult to include with surrounding properties. It is also unlikely that a neighbouring agricultural use would be interested in consolidating a small property with a residential development, as it would not be economically viable.</p> <p>Compliance with subclause 21.3.1 (P4) (iii) has not been demonstrated. A new residential use must not confine and restrain agricultural use on adjoining property. The adjoining title to the south and east, a reserved road that is utilised by the property at 591 Calder Road, is currently used for an agricultural purpose and is classified as having Class 3 soil. This is classified as prime agricultural land. It is understood that by</p>	

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introducing a sensitive use in an agricultural zone, it has the potential to increase the risks to the adjoining agricultural use, such as for weed infestation, fire outbreak, and other human activity that would negatively impact the livestock. Additionally, it can restrict the free use of the agricultural land, as the farmer may not be able to spray, irrigate or run necessary machinery too close to a sensitive use.

The rear area of the subject land currently provides a buffer area between the existing residential use at the front of the site and adjoining agricultural land, being 591 Calder Road. New development for another sensitive use in this area will significantly reduce this buffer, and also increase to the constraints on the adjoining agricultural activity. There is no assessment within the proposal to address the potential risks to agricultural activity at 591 Calder Road.

Secondly, according to the *Land Capability Survey 1999* (Grose CJ, Land Capability Handbook, Guidelines for the Classification of Agricultural Land in Tasmania, DPIWE), which can be seen through LISTmap and depicted on Figure 2 below, areas between 591 Calder Road and 541 Calder Road are classified as Class 3 land. This means that the land is a prime agricultural land and suited to cropping and intensive grazing with moderate limitations to the uses. There is also no information or justification on the proposal plan submitted with the application to demonstrate that the multiple dwelling development and associated infrastructure will not adversely impact on the fertility of prime agricultural land.



**Figure 2. Land Capability Classification in the area between 541 and 591 Calder Road**

In order to satisfy the Performance Criteria (P4) for Clause 21.3.1, the proposal must meet the requirements either P4 (a) to be required as part of an agricultural use or P4 (b) to be located on a site that:

- (i) is not capable of supporting an agricultural use,
- (ii) is not capable of being included with other agricultural land (regardless of ownership) for agricultural use, and
- (iii) does not confine or restrain agricultural use on adjoining properties.

It is acknowledged that the proposal complies with P4 (b) (i) and (ii) but does not meet P4 (b) (iii) for this Standard. Full compliance with the clause is not demonstrated, and therefore compliance with the planning scheme is not achieved.

**21.4.2 Setbacks (P2)**

<b>A2</b>	<b>P2</b>
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<p>Buildings for a sensitive use must have a setback from all boundaries of:</p> <p>(a) not less than 200m; or</p> <p>(b) if the setback of an existing building for a sensitive use on the site is within 200m of that boundary, not less than the existing building.</p>	<p>Buildings for a sensitive use must be sited so as not to conflict or interfere with an agricultural use, having regard to:</p> <p>(a) the size, shape and topography of the site;</p> <p>(b) the prevailing setbacks of any existing buildings for sensitive uses on adjoining properties;</p> <p>(c) the location of existing buildings on the site;</p> <p>(d) the existing and potential use of adjoining properties;</p> <p>(e) any proposed attenuation measures; and</p> <p>(f) any buffers created by natural or other features.</p>
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**Planning Comments:** Does not comply.

The proposal is for an additional dwelling on the property that results in a multiple dwelling development, and it does not comply with either 21.4.2 A1 (a) or (b) from all directions, except from the front boundary onto Calder Road. Assessment against P2 is required for the setback from the northern, eastern and southern boundaries.

The proposal is setback approximately 17m from the northern, eastern and southern boundaries. The adjoining properties in each direction are zoned Agriculture, with Class 3 soils, which is classified as prime agricultural land. Introducing a new sensitive use within 17m of prime agricultural land has the potential conflict and interfere with agricultural use. The farmer may not be able to spray, irrigate or run necessary machinery too close to a sensitive use for concern of disturbing the sensitive use. As the proposal is within the Agricultural zone, agriculture should have priority, and the farmer should not have to consider changing practices to minimise impact on a sensitive use. Just as the residential use has priority in the residential zones.

With regard to subclause (a), the application has not included any reasoning or justification to be located at the rear of the property, where it would have the greatest impact on neighbouring agricultural properties. A location closer to the existing dwelling on the site would have much less impact on adjoining properties. The proposal does not comply with P2(a) for this clause.

Dwellings along this section of Calder Road are typically located towards the frontage of the property but are less likely to be located close to their side or rear boundaries. There are examples but are not common. There is also no precedence for multiple dwelling development in the area. In this manner, the proposal does not comply with (P2) (b) for this Clause.

The erection of new sensitive use at the rear area of the property will reduce the buffer area between existing residential use on 541 Calder Road and agricultural property at 591 Calder Road, and also increases the risk of land use conflict that can cause detrimental impact to agricultural activities at 591 Calder Road and therefore does not comply with (P2) (c) for this Standard.

The risks from residential uses to the adjoining agricultural property could come with the forms of weed infestation, fire outbreak, and other human activity that would



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negatively impact the livestock. On the other way, agricultural activities, such as spray drift and dust, noise from machinery and livestock, and livestock escape, are not compatible with adjoining residential use. Again, there is insufficient information or assessment on the proposal plan to demonstrate in which way the proposed development would mitigate these kinds of risk. 591 Calder Road comprises an area of approximately 52ha and based on the *Land Capability Survey 1999* (Grose CJ, Land Capability Handbook, Guidelines for the Classification of Agricultural Land in Tasmania, DPIWE), which depicted in Figure 2 above, the area of 591 Calder Road that is in the proximity to 541 Calder Road, is classified as Class 3 land. The land is suited to cropping and intensive grazing with moderate limitations to the uses and most importantly is categorised as a prime agriculture land according to the Planning Scheme. There is no information or assessment on the proposal to support justification against Clause 21.4.2 (P2) (d).

Satisfaction of P2 (e) and (f) requires the proposal to demonstrate any proposed attenuation measures and buffers created by natural or other features. Based on the LISTmap, the only natural buffer between the proposed multiple dwelling development on 541 Calder Road and agricultural property at 591 Calder Road is the slopy area that is classified as strongly steep ( $6^{\circ}$  -  $10^{\circ}$ ) slopes. However, it is not considered sufficient to address the potential risks to the agricultural activity at 591 Calder Road. The proposal will significantly reduce the buffer area between the existing residential use and 591 Calder Road down to 17m. This is exacerbated by increasing residential density with the multiple dwelling development. The proposal does not comply with (P2) (e) and (f) for this Clause.

In this manner, the proposal does not satisfy P2 for this Standard.

## **STATUTORY IMPLICATIONS**

### *Land Use Planning and Approvals Act 1993*

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

In accordance with section 57 of this Act and Council's Planning Scheme, this proposal is an application for a discretionary permit. Council may approve or refuse discretionary permit applications after considering both Council's Planning Scheme and the public representations received. No representations were received during the exhibition period.

## **STRATEGIC IMPLICATIONS**

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

## **POLICY IMPLICATIONS**

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

## **ENVIRONMENTAL IMPLICATIONS**

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

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## **FINANCIAL IMPLICATIONS**

There are no financial implications as a result of this report other than those ordinarily associated with administering the Planning Scheme.

## **RISK IMPLICATIONS**

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

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

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

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

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

## **COMMENT**

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

It is considered the proposal does not comply with the following Clauses: 21.3.1 (Discretionary uses) and 21.4.2 (Setbacks) of the *Tasmanian Planning Scheme – Waratah-Wynyard*.

The proposal does not comply with Clause 21.3.1 P4 (b)(iii) of the Planning Scheme. The proposed additional dwelling is not required as part of the agricultural use and is likely to adversely impact on agricultural activities on adjoining land due to the significantly reduced setback of 17m. The adjoining property at 591 Calder Road has potential to be used for agricultural purposes, such as animal grazing, and is in line with the purpose of the zone. Furthermore, the proposed multiple dwelling that creates a new sensitive use will significantly increase the risks of land use conflict with the adjoining agricultural property and does not necessarily need to be located on Agriculture zone.

The application does not comply with Clause 21.4.2 P2 (a) to (f) of the Planning Scheme. There has been no justification or reasoning for the additional dwelling to be located in the rear of the site, close to adjoining agricultural properties. A sensitive use so close to prime agricultural land with limited natural buffers will increase the likelihood for land use conflict. Agricultural activities, such as spray drift and dust, noise from machinery and livestock, and livestock escape, are not compatible with adjoining residential use. Therefore, the residential should not be located in this area.

For these reasons it is recommended that Council refuse a planning permit for the proposed development.

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<b>8.0 MATTER RAISED BY COUNCILLORS</b>
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**8.1 RESPONSE(S) TO COUNCILLOR QUESTIONS TAKEN ON NOTICE FROM PREVIOUS MEETING**

Nil received.

**8.2 COUNCILLOR QUESTIONS RECEIVED IN WRITING**

Nil received.

**8.3 COUNCILLOR QUESTIONS WITHOUT NOTICE**

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

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**9.0 NOTICE OF MOTION****9.1 MAYOR DUNIAM - CAT CONTAINMENT NEAR PENGUIN ROOKERIES**

Enclosures: Nil

**MOTION**

**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.**

**BACKGROUND INFORMATION**

Under the Cat Management Act 2009 (Tas), a Council may decide to declare an area of land within the authority of the council to be an area where cats are prohibited.

These Cat Prohibited Areas are an important step towards protecting our wildlife that we now know is under increasing pressure from urban development. For example, it is evident that Little Penguin rookeries have been firmly established along our coastal areas but are now moving into sheltered undergrowth areas further along our beaches, including Somerset Beach. Both the Little Penguins and Hooded Plovers which are endemic to our coastal regions are protected species.

We need to send a clear message that all cat owners need to be responsible for their cats, just as dog owners are. This proposal means that residents who live within these designated areas will need to ensure their cats don't roam into these sensitive environments.

As an example in 2018, Kingborough Council established the Bruny Island Cat Management Project in recognition of the potential threat cats pose to the significant biodiversity values of the island. The cat management work on Bruny Island also included the phase-in of By-Laws for cat ownership.

Kingborough Council also prohibited cats from several public reserves, all public beaches and coastal reserves. Under these By-laws cats must not stray from an owner's property. The owner can choose how the cat is contained by keeping the cat in the house, attaching an enclosure to the house, deck or yard; using a fence-top system around a courtyard or garden; or use a harness and lead when outside with the cat.

This proposal is not a ban on domestic cat ownership, but to encourage responsible cat ownership and an endeavour to protect our fragile wildlife from the predatory prowling of these non-contained domestic cats.

**OFFICERS COMMENT**

There have been multiple approaches to Council to undertake Cat Management including declaring Cat prohibited areas for the reasons as put in the background to the motion.

Past reporting to Council has occurred at various stages following these requests, detailing the resourcing requirements for Council if it were to enact any legislative powers under the *Cat Management Act 2009* without any funding support from other levels of government.

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Without resourcing assistance, Council has participated in Cradle Coast Authority Cat Management forums and more recently co funded a Cat de-sexing program to assist in Cat Management improvement.

It is suggested that an officers report to Council to provide detail of the legislative powers available to Council under the *Cat Management Act* such as declaring prohibited areas and the resulting resourcing requirements is a good first step in enacting the motion if passed by Council. This could also involve reporting on the experiences of other Council's such as the Kingborough Council example presented in the background to the motion.

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## 9.2 MAYOR DR M DUNIAM - SARAH GROUP MEMORANDUM OF UNDERSTANDING

Enclosures: Nil

### **MOTION**

**That Council investigate the establishment of a Memorandum of Understanding between the Waratah-Wynyard Council and the SARAH Group (SAFER AUSTRALIAN ROADS AND HIGHWAYS).**

### **BACKGROUND INFORMATION**

The SARAH group was founded by Peter Frazer OAM, whose 23-year old daughter Sarah was killed by a distracted truck driver in 2012 in a completely avoidable road crash on the Hume Highway in regional NSW.

Mr Frazer established National Road Safety Week the following year, which is now recognised annually by Federal, State and local governments across Australia.

The SARAH program seeks to improve road safety outcomes through policy development, community education, advocacy and collaboration with community and government organisations.

The SARAH Group campaigns for changes to policy and legislation to ensure that lives are not lost in preventable and clearly foreseeable situations by lobbying for a commitment to renewing poor infrastructure and asking drivers to take responsibility for their actions on our roads and highways.

Waratah-Wynyard covers an area of over 3,500 km with a considerable country road network used by our agricultural and mining industries and local residents. Waratah-Wynyard is not immune to tragic road accidents and this partnership between Waratah-Wynyard Council and SARAH Group will be a constant reminder that we each have a responsibility to 'Drive So Others Survive' and to help promote safe road practices every single day

### **OFFICERS COMMENT**


The proposed memorandum of understanding is consistent with Council's service aim for Roads and could provide resources and promotional opportunities to improve community road safety awareness and outcomes.

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## 10.0 REPORTS OF OFFICERS AND COMMITTEES

### 10.1 DRAFT SOMERSET SPORTS PRECINCT MASTER PLAN FOR PUBLIC CONSULTATION

To: Council  
Reporting Officer: Manager Recreational Planning and Environment  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 8 May 2024  
File Reference:  
Enclosures: 1. DRAFT Somerset Sports Precinct Master Plan 

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#### RECOMMENDATION

**That Council approve the release of the Draft Somerset Sports Precinct Master Plan for public consultation and feedback.**

#### PURPOSE

To seek Council approval to circulate the Draft Somerset Sports Precinct Master Plan for public consultation, the feedback from which will be considered prior to finalising and endorsing the plan.

#### BACKGROUND

The Open Space, Sport and Recreation Plan 2017-2027 (OSSR) identified a key opportunity in Somerset to develop a vacant parcel of land adjacent the Somerset Primary School into a shared sporting precinct for Somerset. This required a consolidation of sporting facilities into the proposed area in order to meet the objectives of developing quality and safe spaces as well as enhancing recreation opportunities within the area. An early concept plan within OSSR suggested a facility could be developed to house a combination of sports such as football, cricket, tennis and an indoor basketball/netball court alongside the primary school.

However, since the adoption of OSSR, there has been a significantly greater residential growth within Somerset, and this has resulted in a smaller area available for possible recreational development. As such Council, at its 22 June 2020 meeting, endorsed changes to the Somerset Sports Precinct and adopted the Somerset Soccer Master Plan for upgrading the existing soccer facility.

Following this decision, further work needed to be undertaken to investigate the technical feasibility of relocating to the land adjacent the primary school as well as the option to upgrade the existing facilities at Langley Park.

Given the changes in circumstances, the development of a Somerset Sporting Precinct (SoSP) Master Plan is required.

#### DETAILS

Somerset is fast outgrowing its capacity to provide adequate space for the growing variety of sports on offer. Facilities require upgrades as they do not meet current standards, amenity and capacity needs. Once complete, the SoSP will provide a clear strategy for the

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development of fit-for-purpose spaces for recreational pursuits and facilitate community partnerships and enhance lifelong participation in sports.

The SoSP Master Plan aims to provide a diversity of recreation opportunities within Somerset. The proposed facilities shall enhance participation in physical and social activities, liveability, the health and wellbeing of residents and the economic, environmental and social sustainability of the region.

The objectives of the master plan are to:

1. Provide opportunities to enable greater participation in recreational pursuits to improve the potential for personal and community benefits.
2. Increase utilisation of public facilities through consolidation, improved accessibility and shared use.
3. Enhance partnerships between Council, the community and other organisations.
4. Provide quality facilities that are consistent with the asset provision in council's adopted hierarchy for sports and recreation.
5. Integrate school and community facilities to foster lifelong participation in health and wellbeing activities.
6. Establish community facilities that are sustainable and can be managed cost-effectively through shared contributions to the renewal and maintenance of the facilities.

The actions identified in the Master Plan can be categorised into at least one of three key focus areas which align with the objectives of the plan. The focus areas are:

- Plan for and build resilient and sustainable infrastructure
- Promote council, club, community and education collaboration
- Ensure strong futures, shared outcomes and sustained identities

In summary, the key features of the Master Plan are:

1. Retention of Langley Park for active recreation and enhanced participation opportunities, by improving safety and accessibility of the existing structures;
2. Enhanced indoor recreation facilities to meet current demand, including the construction of a new multi-use shared stadium facility;
3. Partnership with the Department for Education, Children and Young People, to utilise the vacant land adjoining the Somerset Primary School for the new shared facility to enhance participation pathways between the school and junior sports; and
4. Maintaining flexibility and resilient futures for recreational pursuits in Somerset, through the consideration of providing community hireable facilities within the new stadium and relocation of tennis.

With a draft Master Plan prepared, it is now time to engage with the broader community around the proposal to understand whether it reflects their expectations and represents value-for-money.



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## STATUTORY IMPLICATIONS

### Statutory Requirements

Whilst there are no statutory implications as a result of adopting the draft for public comment, the proposed upgrades at Langley Park will improve accessibility to the building in compliance with the National Construction Code and the Building Act 2016. All new building construction works will equally comply with the appropriate codes and legislation.

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

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

<b>GOAL 4: Community Recreation and Wellbeing</b>
<b>Desired Outcomes</b>
4.4 Our community enjoys access to visually appealing safe spaces and facilities for recreation.
<b>Our Priorities</b>
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.

<b>GOAL 4: Community Recreation and Wellbeing</b>
<b>Desired Outcomes</b>
4.2 Our community values, encourages and supports physical, social and cultural activities.
<b>Our Priorities</b>
4.2.1 Focus on the value of recreation in promoting the health and wellbeing of our community.

<b>GOAL 1: Leadership and Governance</b>
<b>Desired Outcomes</b>
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.
<b>Our Priorities</b>
1.5.2 Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.

### Sustainable Murchison Community Plan 2040

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

Community Future Direction Theme	Key Challenges & Opportunities:
Natural resource management	<b>Managing abundant, natural and productive resources</b> – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.
Health and Wellbeing	<b>Maintaining good health and wellbeing</b> – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.
Education	<b>Lifelong learning and education</b> – Education and lifelong learning is valued and there is access to vocational training and tertiary education. Education retention rates have increased.
Place making and liveability	<b>Liveable places for all ages</b> – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.

## POLICY IMPLICATIONS

Council’s Asset Management policy is relevant in regards to this report in that the long term life cycle cost of asset investment are considered.

## ENVIRONMENTAL IMPLICATIONS

The state government’s natural values dataset was consulted in the development of this Master Plan to understand the presence of any threatened flora and fauna in the vicinity of the three key sites in question. This information has been used to inform the draft Master Plan and ensure the natural values of the Somerset community are maintained.

Both Langley Park and the Somerset Tennis Courts are located on the foreshore area of Somerset and therefore were subject to a desktop assessment of coastal processes to understand implications for these sites and inform future investment. Of most concern, scientific studies suggest the tennis courts site is at high risk of wave run-up in the next 20 years. Further modelling by the Tasmanian Government supports this research as it indicates the inundation or erosion issues will worsen at this site by 2050. This information has informed the draft Master Plan which has recommended the relocation of the tennis courts away from the foreshore as a result.

Council obtained the school’s permission to seek a natural values assessment by a qualified ecologist to investigate the vegetation band on the southwestern corner of the vacant land adjoining the school. The report concluded the area is largely wetland forest and there was no evidence of burrowing crayfish. The presence of melaleuca ericifolia could be classified as swamp forest (and therefore protected by legislation) if the patch was surveyed as large enough. Whilst the vegetative area was not identified as habitat for threatened wildlife, Council has recognised its biodiversity and educational values given it is a prominent feature in the school’s curriculum and for its location. As such, all proposed developments in the Master Plan have avoided this band of vegetation.

## FINANCIAL IMPLICATIONS

The Master Plan proposes the delivery of 17 action items over eight years, at a total estimated capital expenditure of almost \$27 million. Of this amount, approximately \$5.6 million is planned to be funded by Council, with the remaining \$21.4 million to be sourced by third party grants and contributions.

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Once completed, an additional \$355,000 annually is required to cover depreciation and maintenance (this figure is net of any savings in decommissioning of existing sites). These recurrent costs are equivalent to a 3.8% general rate increase. In line with Council's Financial Management Strategy, operational improvements would need to be achieved to fund the additional cost. This could be achieved through decreasing expenditure or increasing revenue streams.

The estimates assume that most assets become public, owned and maintained by Council. This creates an additional financial burden on the broader community. Council will continue to work with key stakeholders to negotiate asset ownership moving forward, potentially reducing the annual recurrent costs.

The estimates have been prepared based on current market rates and a conceptual understanding of each action. The costs will be revised once detailed design and planning has been completed for each action. Additionally, current estimates do not include inflation or conditions placed on the works by other authorities.

### **RISK IMPLICATIONS**

Not proceeding with facility development will leave users exposed to poor experiences and there is some scepticism in the community that a plan of this nature will not proceed. There may also be some community concern regarding the increased financial implications of this draft plan. Seeking broader community feedback on this project remains a priority throughout the next consultation phase and a communications plan has been developed to ensure appropriate messaging.

### **CONSULTATION PROCESS**


Councillors and various staff across the organisation have been consulted in the process of producing the draft master plan. The initial phase of engagement also included core stakeholders such as: Department for Education, Children and Young People, the Somerset Primary School, Somerset Strikers Cricket Club, Somerset Football Club, Wynyard/Somerset Tennis Club, Somerset Amateur Basketball Association and the Somerset Bowls Club/WDIBBA.

### **CONCLUSION**

It is therefore recommended that the Council approve the release of the Draft Somerset Sports Precinct Master Plan for public consultation and that this feedback be considered prior to finalising the Master Plan.

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## 10.2 FOSSIL BLUFF AND SURROUNDING TRAILS MASTER PLAN - FEASIBILITY REVIEW FOR THE PROVISION OF A PUBLIC TOILET

To: Council  
Reporting Officer: Manager Recreational Planning and Environment  
Responsible Manager: General Manager  
Report Date: 8 May 2024  
File Reference: 0502  
Enclosures: 1. Feasibility Review for the Provision of a Public Toilet - Fossil Bluff 

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### RECOMMENDATION

#### That Council:

1. Note the contents of the attached Feasibility Review report; and
2. Determine not to provide a public toilet at the Fossil Bluff reserve at this time.

### PURPOSE

To determine whether or not to proceed with the planning, design and construction of a public toilet at Fossil Bluff, as outlined within the Fossil Bluff and Surrounding Trails Master Plan.

### BACKGROUND

In 2020 Wynyard Landcare prepared a Fossil Bluff Reserve Management Plan that discussed strategies to enrich the biodiversity of the conservation area and educate the community. The plan considered revegetation, control of invasive weeds, fire management, track maintenance, education and research activities.

In collaboration with Wynyard Landcare, Parks & Wildlife and Council agreement on the care and conservation of Fossil Bluff Reserve was reached. It was determined that a Reserve Management Plan be included within a broader Master Plan for the Reserve and surrounds to enhance the entire area through education and exploration. Following a four-week consultation process, 70 responses were received from the community and considered prior to the Fossil Bluff and Surrounding Trails Master Plan being adopted by Council in October 2021.

One action within the Master Plan required Council to:

*Explore suggested alternative public toilet site with a built into the hillside look so as to provide a suitably camouflaged and accessible option to meet the need of the area. Consider heritage, camouflaging options and environmentally friendly design features.*

This report provides a response to the exploration of the toilet site.

### DETAILS

Whilst public toilets are often a choice of last resort, community's typically regard them as an essential facility. Historically, Waratah-Wynyard residents during satisfaction surveys have ranked public toilets with high importance. Anecdotally this would appear to be consistent today, with public toilets remaining a highly reported customer service request.

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Public toilets help to enhance the liveability and amenity of an area, whether it be for passive or active recreational activity. They are particularly important for children, older people, people with disabilities, people experiencing homelessness and visitors to the area. The absence of public toilets where there is a proven need can contribute to social isolation by limiting an individual's ability to go out, can encourage the unhealthy practice of limiting fluid intake and place people under significant stress.

However, public toilets can be costly to run and consume significant time to maintain. Community expectations for public toilets have far increased from the traditional concrete floor and Besser-block walls to now having facilities that resemble something closer to the provision in a shopping mall. Furthermore, there is significant evidence that public toilets can attract anti-social behaviour, creating additional maintenance issues due to vandalism as well as decreasing the appeal for regular users.

All new public toilets bring an additional cost to the community for its ongoing upkeep. However, the complex technical, cultural and environmental characteristics of the site would require additional funding to ensure the building meets contemporary environmental design principles and legislative requirements.

A desktop review has been undertaken to determine whether it is feasible to construct a toilet at this location. The review considered community sentiment, strategic alignment, financial implications, planning scheme and other legislative requirements as well as any technical challenges in construction. A full copy of the report has been attached to this agenda and a summary of the findings included below:

- The Reserve offers an opportunity to use the rise in grade and vegetation to 'disguise' the public toilet building, however a significant view line to Table Cape (on return leg from the Bluff) would be interrupted.
- There are no legislative requirements for Council to provide public toilets, but once provided they must meet planning, building and plumbing laws.
- Council's current priorities for public toilet provision remain Table Cape and Yolla.
- There are opposing views in the community as to a need for a public toilet at Fossil Bluff.
- There is currently no utilisation data on number of visitors or length of stay to support the construction of a toilet at this site, however anecdotally observation suggests this site is well visited.
- The proposed site has complex characteristics and requires expenditure on various plans, reports and studies to determine feasibility of a toilet at this location. This information would then inform the construction cost of the toilet and therefore whether it could be considered value-for-money for the wider community. The cost of producing these documents is expected to be at least \$20,000 before any design, community consultation or construction could occur.
- If a thorough technical investigation and subsequent community consultation identified a viable way forward, the increase to council's annual expenditure is expected to be the equivalent of approximately 0.31% general rate increase once construction is complete.

- Council has two strategic plans that suggest Fossil Bluff as a possible site for a public toilet – the Open Space, Sport and Recreation Plan (7 years since it was adopted) and the Fossil Bluff and Surrounding Trails Master Plan (3 years since it was adopted). More recently, Council adopted the Inglis River Walking Trail Options Study (less than 1 year since adoption), which also indicated the potential need for a toilet at Fossil Bluff. However it is firmer in its recommendation for a toilet at the Cape Bridge Picnic Ground and it is questionable whether two public toilets are required in close proximity.

## STATUTORY IMPLICATIONS

### Statutory Requirements

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

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

<b>GOAL 1: Leadership and Governance</b>
<b>Desired Outcomes</b>
1.1 We make publicly transparent decisions on spending and future directions while encouraging community feedback.
<b>Our Priorities</b>
1.1.1 Commit to best practice in community engagement.

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

### Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
<b>Tourism</b>	<b>Memorable visitor experiences all year round</b> – The must see destination, quality product, easy access, popular events and festivals with coordinated marketing. A longer season with increasing yields.
<b>Strong communities and social capital</b>	<b>Enduring community capital</b> – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
<b>Natural resource management</b>	<b>Managing abundant, natural and productive resources</b> – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.

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

## POLICY IMPLICATIONS

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

## ENVIRONMENTAL IMPLICATIONS

Environmental implications for any construction project must be considered. Fossil Bluff is a conservation area that is both culturally and environmentally sensitive. It contains geological wonders and cultural significance for the local Aboriginal community. The site has held interest for local environmental management enthusiasts, with a desire to enrich the biodiversity potential of the area through revegetation and control of invasive weed species. Additionally, the proposed site is located in coastal erosion and landslip overlays, and this would present some challenges in approvals and construction.

## FINANCIAL IMPLICATIONS

Over the past five years, Councils operational costs for public toilets has risen from \$231,000 in 2019/20 to \$411,000 in 2023/24. This is a \$180,000 increase in five years, or the equivalent of approximately 1.93% general rate increase in today's dollars. Largely the variation in operational expenditure is due to depreciation as well as changes in service levels for cleaning the toilets in line with community expectations.

Council have also invested significantly in capital projects over the last five years, with a total of four new toilet buildings being constructed:

- East Wynyard Foreshore
- Anzac Park All Abilities Playground
- Wynyard CBD Plaza
- Wynyard Watershed Facility

An additional two public toilets at Yolla and Table Cape have been committed to as part of the 2023/24 budget.

In addition to the new toilet construction, several upgrade projects have also been undertaken in the past five years. These projects include new toilet seats, stainless steel lining, LED lighting and laying of new vinyl. The total capital cost for public toilets over the past five years is almost \$2 million.

Capital construction costs for new toilets vary depending on the size, style, location and service connections. As a rough guide, a simple unisex DDA toilet is estimated to cost in the vicinity of \$180,000 - \$300,000 subject to design. The proposal to build into the hillside is likely to be on the higher end of the scale and potentially more.

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Council's current suite of public toilets cost approximately \$410,000 per year. This includes operational costs, such as lighting, sewerage, water and cleaning, as well as costs associated with general maintenance and depreciation.

This means that on average, a public toilet building will cost about \$25,000-\$35,000 per year, depending on the location and level of service provided. This is the equivalent of an 0.26% - 0.37% general rate increase.

From this, it is clear that the annual cost of public toilets can be considered as being significant for the community. To minimise the cost implications for the community, Council must strategically locate the toilets to ensure financial sustainability and a level of service in which the community can afford.

### **RISK IMPLICATIONS**

There is a risk that some members of the community become dissatisfied with the adoption of this report due to their beliefs regarding the need for a public toilet in this location. However there are others in the community who will be comfortable with this approach due to their own belief system or concerns regarding affordability.

### **CONSULTATION PROCESS**

The Feasibility Review has been underpinned by the feedback received during the development of the *Fossil Bluff and Surrounding Trails Master Plan*, the *Open Space, Sport and Recreation Plan* and the *Inglis River Walking Trails Options Study*.

### **CONCLUSION**

Over the past 5 years, Council has invested in almost \$2 million of capital projects relating to public toilets, including the provision of four new public toilet buildings. The resultant impact of these works and changes to service levels have meant that the annual costs of maintaining council's public toilet portfolio has increased by \$180,000.


Therefore, Council must be strategic in determining whether or not to proceed with the construction of new public toilets in order to make financially sustainable decisions. Council's current priorities for public toilet construction remain Yolla and Table Cape and there are opposing views in the community as to whether a toilet is required at Fossil Bluff. The reserve in both culturally and environmentally sensitive, presenting complex challenges for approvals and construction.

It is therefore recommended that Council determine not to provide a public toilet at the Fossil Bluff reserve at this time.



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### 10.3 COASTAL RISK ASSESSMENT AND TREATMENT PLAN

To: Council  
Reporting Officer: Executive Officer  
Responsible Manager: General Manager  
Report Date: 19 March 2024  
File Reference: 0104  
Enclosures: 1. Waratah-Wynyard Coastal Risk Assessment & Treatment Plan 

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#### RECOMMENDATION

##### That Council:

1. **Receive and note the Coastal Risk Assessment and Treatment Plan prepared by Surf Life Saving Tasmania;**
2. **Determine to develop an implementation plan based on the proposed risk treatments including review of access points;**
3. **Agree to incorporate funding within the 2024/25 Annual Budget for completion of recommended actions relating to safety signage;**
4. **Include maintenance of signs and access in annual maintenance plans as appropriate; and**
5. **Establish a five-year review process for the Coastal Risk Assessment and Treatment Plan.**

#### PURPOSE

A review of aquatic related risks associated with selected beaches within Waratah-Wynyard has been conducted to determine what action is required to update all signage and access areas to ensure Council is meeting public safety obligations.

#### BACKGROUND

Council last completed a Coastal Risk Assessment and Treatment Plan in 2011 which pertains to aquatic related risks associated with selected beaches within its municipality boundaries. Given changes to beach access points, Cam River Reserve modifications and recent public safety incidents it was determined that a new report and treatment plan should be completed.

Many beach visitors may not be aware of hazards and characteristics specific to the beaches. By commissioning Surf Life Saving Tasmania (SLST) to undertake this coastal risk assessment and treatment plan, Council is taking a proactive approach to determining appropriate risk mitigation actions to minimise erosion impacts of development and increased visitation to beaches and to help prevent foreseeable loss of life and injury to visitors (residents and tourists) recreating at various beaches.

The report acknowledges that the North West Coast is undergoing constant development through opening up tracts of coastal land for residential and hospitality based development that will attract more people to the area thereby changing the risk over time.

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Further, the enhancement to infrastructure also attracts increased visitation including day visitors thereby increasing risk pressures on the NW Coast.

As a consequence the report also recommends that Council periodically review this Coastal Risk Assessment and Treatment Plan, in particular when a milestone development occurs or is imminent.

The following data was considered in preparation of the Risk Register, Risk Treatment Plans and Lifesaving Service Level calculations:

- Patrol Incident reports from Surf Life Saving Clubs located within the Boat Harbour and Somerset.
- Population and Growth Trends
- Current Lifesaving Services
- 2023 Tasmanian Coastal Safety Report
- SLSA Summer Drowning Statistics
- High Tourist impact areas.

#### **DETAILS**

The report contains findings and recommendations specific to current standards, guidelines and best practice regarding risk management pertinent to the characteristics and designed applicative use of the assessed beaches. The report contains information specific to seven (7) key beach locations/ clusters within Council boundaries. They are as follows:

- Sister Beach
- Boat Harbour Beach
- Wynyard Yacht Club
- East Wynyard Beach
- Doctors Rocks
- Somerset Beach
- Cam River Reserve



From the beach/area location risk assessments, a set of risk treatments are proposed. The following risk treatments are representative of the key recommendations tabled:

- Adopt safety signage system – a coordinated system of access and control which reflects current best practice.
- Develop and deliver education programmes – these are available through SLST.
- Separate designated swimming and boating areas.
- Control beach access with infrastructure works programme (e.g. Close undefined access points).

The report makes a number of specific recommendations about signage. Implementation of these recommendations would ensure signage will be in line with that used at all other beaches across the state, ensuring consistency.

It should be noted that the majority, 20 of 28, recommended locations for signage are on Crown Land / Parks and Wildlife land and as such will require approval before the works can be completed. This means that while Council will make every effort to have recommendations addressed prior to the next summer period, commencement of work will be dependent on receiving those approvals; historically this can take some months.

## **STATUTORY IMPLICATIONS**

### Statutory Requirements

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

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## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 4: Community Recreation and Wellbeing</b>
<b>Desired Outcomes</b>
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.
<b>Our Priorities</b>
2.2.2 Review and update systems and processes to ensure best practice and customer-centric outcomes.

### Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Access and infrastructure	<b>Local, regional and global transport and infrastructure access</b> – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
Health and Wellbeing	<b>Maintaining good health and wellbeing</b> – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.
Education	<b>Lifelong learning and education</b> – Education and lifelong learning is valued and there is access to vocational training and tertiary education. Education retention rates have increased.

## POLICY IMPLICATIONS

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

## ENVIRONMENTAL IMPLICATIONS

Addressing the recommended actions in the report are in line with Council's Strategic Asset Management Plan and support the recommendations of the Integrated Council Environmental Plan.

## FINANCIAL IMPLICATIONS

To complete the recommended actions (as detailed in the report) the following estimated costs are required:

Installation of recommended signage as per report	28,400
Access and infrastructure risk mitigation work as recommended	20,000
<b>TOTAL</b>	<b>48,400</b>

A detailed budget will be developed and included in the final budget deliberations for 2024/25.

## RISK IMPLICATIONS

Not addressing the recommendations in the report risks council's reputation and its obligations to provide a safe environment for the public.

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## **CONSULTATION PROCESS**

During the onsite visit for the full assessment, consultation with a number of stakeholders was undertaken to ensure the report process was transparent and to gain local knowledge, background and visitor statistics on the areas inspected.

The report notes that the Waratah Wynyard Council does not have a beach safety liaison committee and that establishing one would be beneficial as a forum for bringing issues to the table as well as communicating Council activities and position on beach safety to the grass roots, in particular local safety groups such as surf lifesaving clubs. Consideration regarding resourcing and governance of such a group requires further consideration. Officers will speak with representatives from Local Surf Life Saving Clubs to determine options for a preferred approach.

## **CONCLUSION**

This report provides clear and concise recommendations for improving public safety and management of the coastal environment around public beaches. It is recommended that council note the report and include budget for this key community safety project in the 2024/25 Annual Budget.

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## 10.4 TRANSPORT INFRASTRUCTURE ASSET MANAGEMENT PLAN AND SERVICE LEVEL DOCUMENT REVIEW 2024

To: Council  
Reporting Officer: Manager Asset Services  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 8 May 2024  
File Reference: Transport Assets  
Enclosures: 1. Waratah Wynyard Council Transport Infrastructure Asset Management Plan 2024   
2. Waratah Wynyard Council Transport Infrastructure Service Level Document 2024   
3. Waratah Wynyard Council Nature Strip Mowing Policy 

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### RECOMMENDATION

#### That Council:

1. **Adopt the Transport Infrastructure Asset Management Plan 2024;**
2. **Adopt the Transport Infrastructure Service Level Document 2024; and**
3. **Rescind the Nature Strip Mowing Policy**

### PURPOSE

To seek Council adoption of the Transport Infrastructure Asset Management Plan 2024 and Transport Infrastructure Service Level Document 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 a transport network comprising 543kms of roads and 132 bridges and major culverts with a replacement value in excess of \$240,600,000.

The assets covered by the 2024 Transport Asset Management Plan provide services essential to our community's quality of life. The service aim of our transport assets is to provide a safe, affordable and efficient network for the movement of goods and people.

In addition to the Transport Infrastructure Asset Management Plan, the service level document is the instrument by which Council delivers this service in a transparent and accountable way to the community. There are known gaps of service provision and also future maintenance and renewal requirements as assets are consumed and they reach the point of no longer being able to provide the intended service.

This Asset Management Plan supersedes the previous (2020) plan. The status of improvement plan items identified in the previous plan are shown in the table below:

Task No	Task	Responsibility	Timeframe	Status
1	Estimate new assets from growth factor	Asset Services	2023/24	Commenced
2	Develop Infrastructure Risk Management Plan	Asset Services	2016/17	Complete
3	Investigate remaining fully depreciated assets still in service and reassess remaining lives	Asset Services	2023/24	Complete
4	Prioritised improvements from 2019 Asset Management Maturity Assessment	EMT/SMT	2020/21	Complete
5	Improve confidence level of 10 year works planning	Asset Services	2020/21	Ongoing
6	Review Council's Asset Management Policy	Asset Services	2020/21	Complete
7	Develop resilience measures (ref section 6.3)	Asset Services	2023/24	Commenced

The reviewed Transport Infrastructure Service Level Document has a number of proposed changes driven through customer feedback received and improving transparency and accountability for services to be provided, which can be summarised as: -

1. Council to assume maintenance of culverts for the primary crossover to rural properties.
2. Clarifying Rural Road shoulder maintenance interventions
3. Increasing Roadside slashing width on higher use rural roads.
4. Adding clarity and transparency to a range of transport infrastructure related service matters such as, but not limited to: -
  - a. Car Parking
  - b. Agricultural Waste/Mud on Roads
  - c. Roaming livestock on roads
  - d. Setting of speed limits
5. Incorporating the Content of the Nature Strip Mowing policy in the service level document and reflecting the higher level of service currently and historically provided to Waratah.
6. Adding clarity and transparency to Council's maintenance interventions for retaining wall structures.

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## STATUTORY IMPLICATIONS

### Statutory Requirements

There are many legislative requirements relating to the management of assets. Legislative requirements that impact the delivery of the Transport Infrastructure service are outlined below:

Legislation	Requirement
Local Government Act (1993)	Sets out role, purpose, responsibilities and powers of local governments including the preparation of the financial management strategy supported by asset management plans for sustainable service delivery.
Disability Discrimination Act (1992)	Aims to eliminate discrimination against persons on the ground of disability across a variety of areas, including work, accommodation, education, access to premises, clubs and sport. It also ensures that persons with disabilities have the same rights to equality before the law as the rest of the community; and promotes recognition and acceptance within the community of persons with disabilities having the same fundamental rights as the rest of the community.
Local Government (Highways) Act 1982	Provides for local government and establishes councils to plan for, develop and manage municipal areas in the interests of their communities
Roads & Jetties Act (1935)	Consolidate and amend certain enactments relating to roads and jetties and to make provision for the establishment and maintenance of aerodromes.
Traffic Act (1925)	Consolidate and amend the law relating to vehicular and other traffic

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</b>
<b>Desired Outcomes</b>
We maintain and manage our assets sustainably.
<b>Our Priorities</b>
1.5 Build our knowledge base to apply in decision-making processes.
1.6 Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.
1.8 Review and adjust service levels to provide value for money.
<b>GOAL 6: Transport and Access</b>
<b>Desired Outcomes</b>
Our transport and access network is sustainable, affordable and fit for purpose.
<b>Our Priorities</b>
6.1 Plan for a priority access network for freight.
6.2 Plan for all movements and modes of transport with a fit-for-purpose network.
6.3 Develop service levels to inform the delivery of a transport network that affordably meets demand and transparently communicates accepted risk.



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6.4 Prioritise and address service gaps with a road hierarchy.

Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
Access and infrastructure	<b>Local, regional and global transport and infrastructure access</b> – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
Natural resource management	<b>Managing abundant, natural and productive resources</b> – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.

**POLICY IMPLICATIONS**

Council’s Asset Management Policy is integral in this instance. It is recommended the existing Nature Strip Mowing Policy adopted in 2010 is rescinded as the content is covered within other documents, including the service level document.

**ENVIRONMENTAL IMPLICATIONS**

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

**FINANCIAL IMPLICATIONS**

The projected operating outlays necessary to provide the Transport Infrastructure services covered by this Asset Management Plan includes operations, maintenance and renewal of existing assets and planned new/upgrade assets over the 10-year planning period is \$4,606,751 on average per year.

The projected expenditure requires an additional \$108,020 on average per year to provide the services in the Asset Management Plan. This is due to increased operational expenditure arising from planned new and upgrade works over the planning period. Council’s Financial Management Strategy will explore funding options for the expected costs. The Strategy is updated annually.

As indicated in the Asset Management Plan 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 the both the Financial Management Strategy and the Strategic Asset Management Plan.

It should be noted that there is a forecast increase to annual operational cost in the proposed increases to Council’s level of service, namely Council assuming maintenance of culverts under the Primary access to rural properties (nominally \$50,000 per annum) and the widening of roadside slashing width (nominally \$45,000 per annum). Council will need to generate offsetting operational efficiencies through improved practices or other to avoid cost increases. Through the review of Council’s Transport infrastructure services, officers have been able to recommend increased services that are offset by equivalent efficiencies which avoids an equivalent general rate increase of approximately 1.1%

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## **RISK IMPLICATIONS**

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

An assessment of risks associated with service delivery from transport infrastructure assets aims to identify critical risks that, if not treated, will result in loss or reduction in service from infrastructure assets 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.

There are currently no critical infrastructure risks (high or extreme ratings) identified for this asset class.

There are some operations and maintenance activities and capital projects that are unable to be undertaken within the next 10 years. These include:

- Unable to convert all unsealed roads to sealed roadway.
- Maintain service standards in circumstances such as unforeseen extraordinary heavy vehicle road usage or during extreme weather events.

Operations and maintenance activities and capital projects that cannot be undertaken will maintain or create service consequences for users, namely lower standard of service during unforeseen extraordinary heavy vehicle road usage or during extreme weather events.

The operations and maintenance activities and capital projects that cannot be undertaken may maintain or create risk consequences, namely potentially dissatisfied ratepayers and/or periodic increased maintenance requirements on affected roads.

## **CONSULTATION PROCESS**

Key staff across the organisation, Councillors and industry experts have all been consulted in the process of developing and reviewing these documents. The results from Council's 2016 and 2019 Community Satisfaction surveys were also included along with trends from customer requests.

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* to provide sustainable, value-for-money services.

## **CONCLUSION**

It is recommended that the Council:

1. Adopt the Transport Infrastructure Asset Management Plan 2024;
2. Adopt the Transport Infrastructure Service Level Document 2024; and
3. Rescind the Nature Strip Mowing policy

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

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## 10.5 FORMATION OF SOCIAL AND COMMUNITY ACTIVATION PANEL

To: Council  
Reporting Officer: Manager Community Activation  
Responsible Manager: General Manager  
Report Date: 29 February 2024  
File Reference: 001  
Enclosures: Nil

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### RECOMMENDATION

**That Council defer the decision on the formation of a Social and Community Activation Panel until 2025 following completion of a new suite of community plans.**

### PURPOSE

To determine whether to proceed with the formation of a social and community activation panel at this time.

### BACKGROUND

At the Council Annual General Meeting held on 15 January 2024, Dr Robin Krabbe proposed the formation of a Social and Community Activation Panel to help advance the Council's Health and Wellbeing, Age Friendly Communities and Youth Plans. The motion was carried 20 votes to 2.

At the January 2024 Council meeting, Council voted to defer the decision on creating a Social and Community Activation Panel until further detail can be provided and discussed at workshop regarding the proposed benefits and aims of such a group. A workshop was held on Monday 13 May 2024.

### DETAILS

Council's Health and Wellbeing Plan, Youth Plan, and Age Friendly Plan (the Plans) are due for renewal in the 2024/25 financial year and, in conjunction with Circular Head Council, a public consultation process will take place to engage the community in the development of new strategies and associated work plans.

Council recognises that local people are the experts when it comes to their community. Developing and executing new Plans requires a deep understanding of community, market dynamics, trends, and internal capabilities to create impact and deliver genuine outcomes.

It is likely both councils will engage external expertise to collaborate with the community and key stakeholders to develop effective Plans and a comprehensive roadmap for achieving success.

Recommendations within the final Future of Local Government review report suggest that further work is required to clarify "councils' core functions, principles, and responsibilities, as well as the obligations of the Tasmanian Government when dealing with the sector as a partner in delivering community services and support".

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Formation of a panel prior to the engagement process for the new plans may skew or influence broader feedback. It is recommended this panel formation is not progressed until the plans are developed. The idea may or may not be raised as part of the feedback process and that seems a more appropriate time to make a determination on this matter.

From a resourcing perspective, Council has a small community activation team. This team already attends and convenes the Waratah Community Board; working groups for the Frederick Street, Somerset and Wynyard Sporting Master Plans; and Accessibility. Consideration would need to be given to resources required for another group.

## STATUTORY IMPLICATIONS

### Statutory Requirements

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

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

### Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Strong communities and social capital</b>	<b>Enduring community capital</b> – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
<b>Health and Wellbeing</b>	<b>Maintaining good health and wellbeing</b> – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.

## 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.

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## **CONCLUSION**

It is recommended that Council defer the decision on whether it should form a new Community Activation Panel until after the new Community Plans have been developed, and Council receives further clarification regarding the role of Council in delivering community services and support.

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## 10.6 QUARTERLY REPORT - INFRASTRUCTURE & DEVELOPMENT SERVICES

To: Council  
Reporting Officer: Work Support Coordinator  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 9 May 2024  
File Reference: IDS  
Enclosures: Nil

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### RECOMMENDATION

**That Council note the Quarterly Information Report for the Infrastructure and Development Services Department as of 30 April 2024**

### PURPOSE

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

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

### BACKGROUND

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

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

### DETAILS

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

## Development and Regulatory Services

### Public Health

During the quarter Council issued:

- Certificates of Food Registration: 2 New food Business, 3 transfer of ownership of a food business.
- Temporary Food Premises Permits: 8 One off food permits.
- Certificate of Registration State-wide Mobile Food Permit: 3 renewals of existing permits.
- Food Safety Inspections of Food Business Undertaken: 28 (Ongoing).

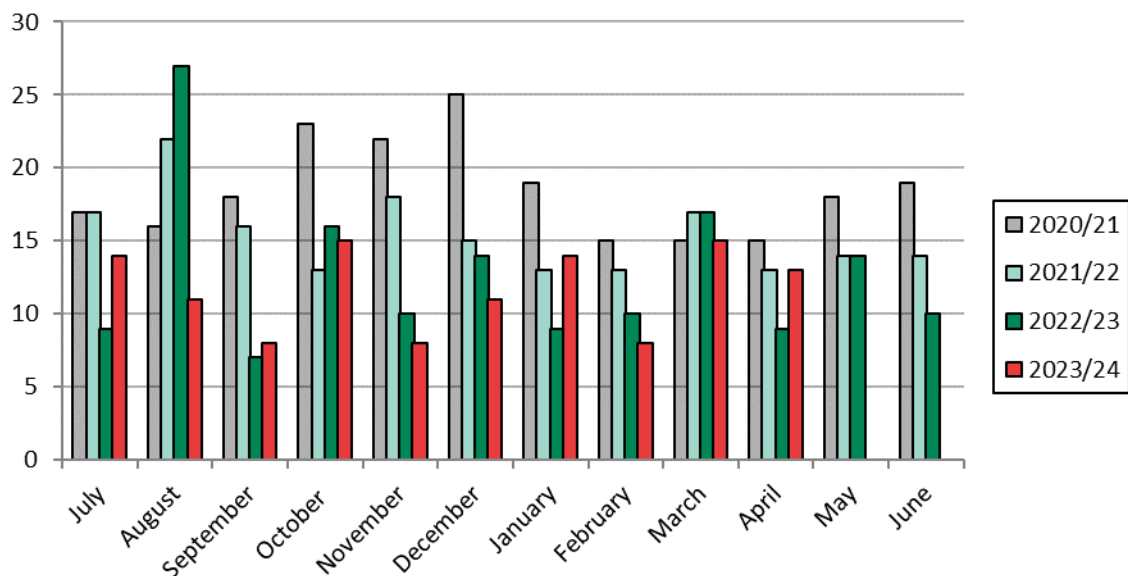
Environmental Health Australia (EHA) are leading the request for review of the Australian Standards 4674-2004 (Construction and fit out of food premises) and requested EHO's show support for the review. This included completing a short online survey so that EHA could show evidence of support and appetite from the profession to have the Standard reviewed and updated.

### Animal Control

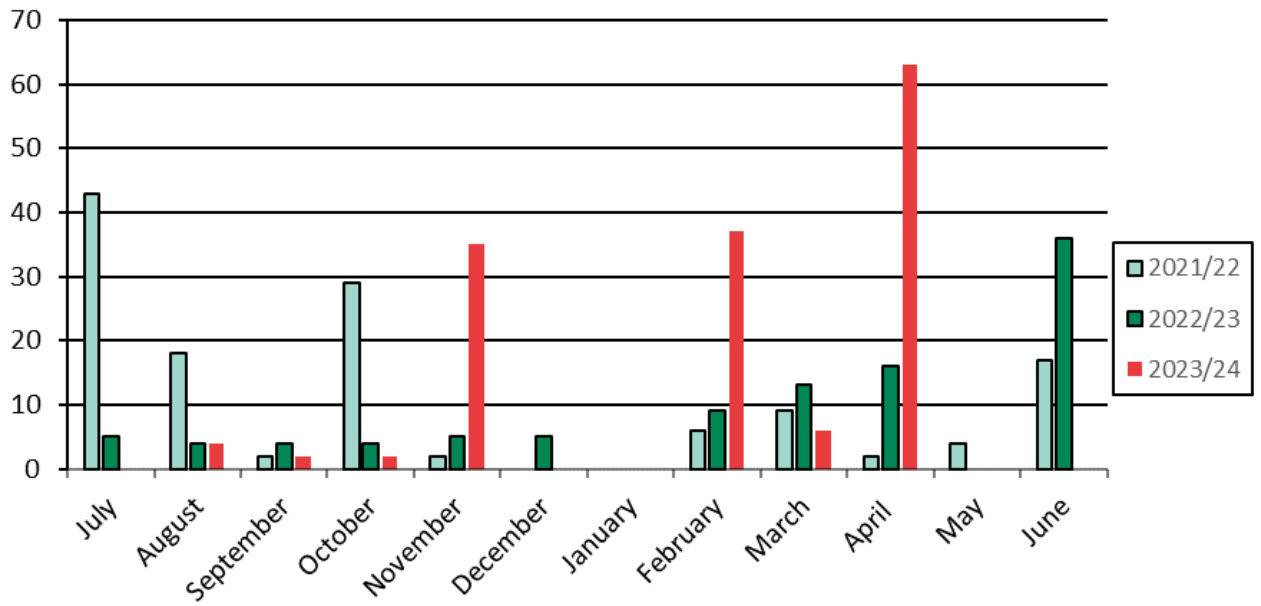
	Feb, March & April 2024	2024 Year to Date
Dogs Registered	26	2016
Dogs Impounded	3	14
Infringement Notices Issued	1	12
New Kennel Licence	0	2

### Statistics

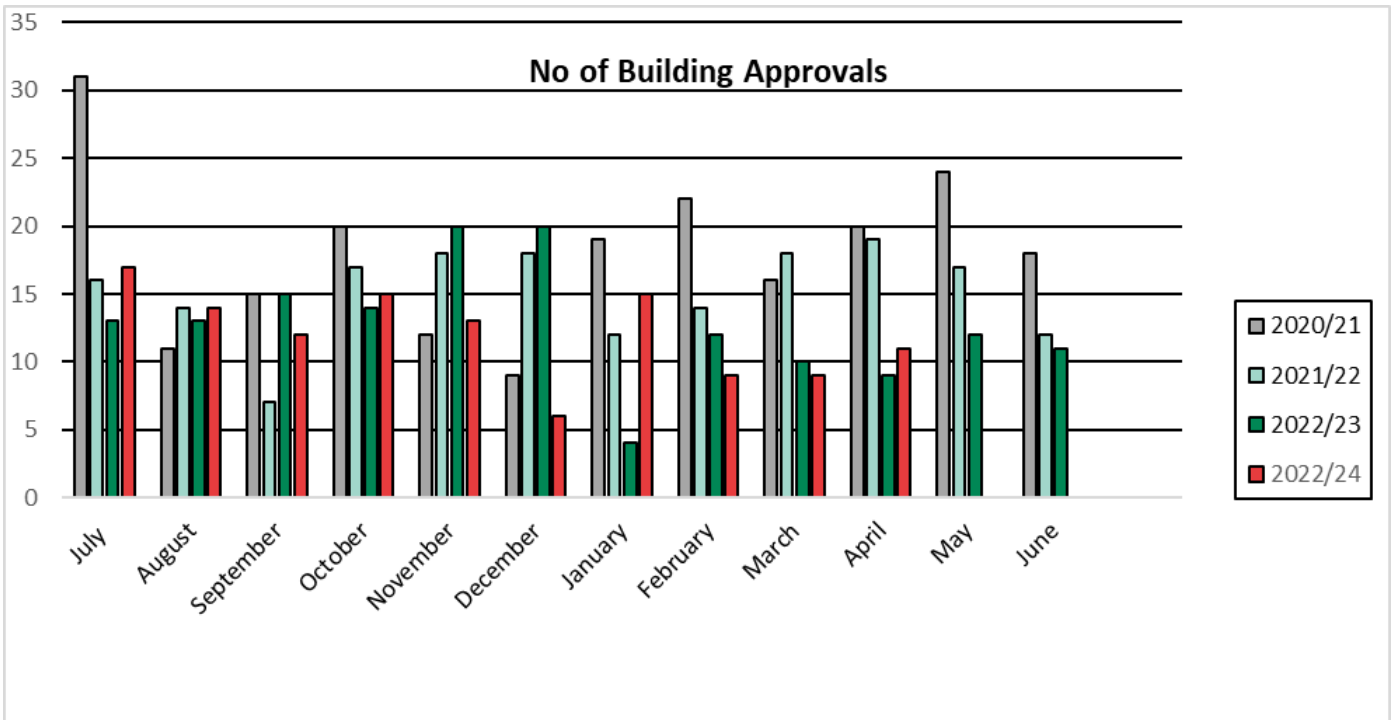
#### Planning Approvals



### Subdivisions - No of new lots created



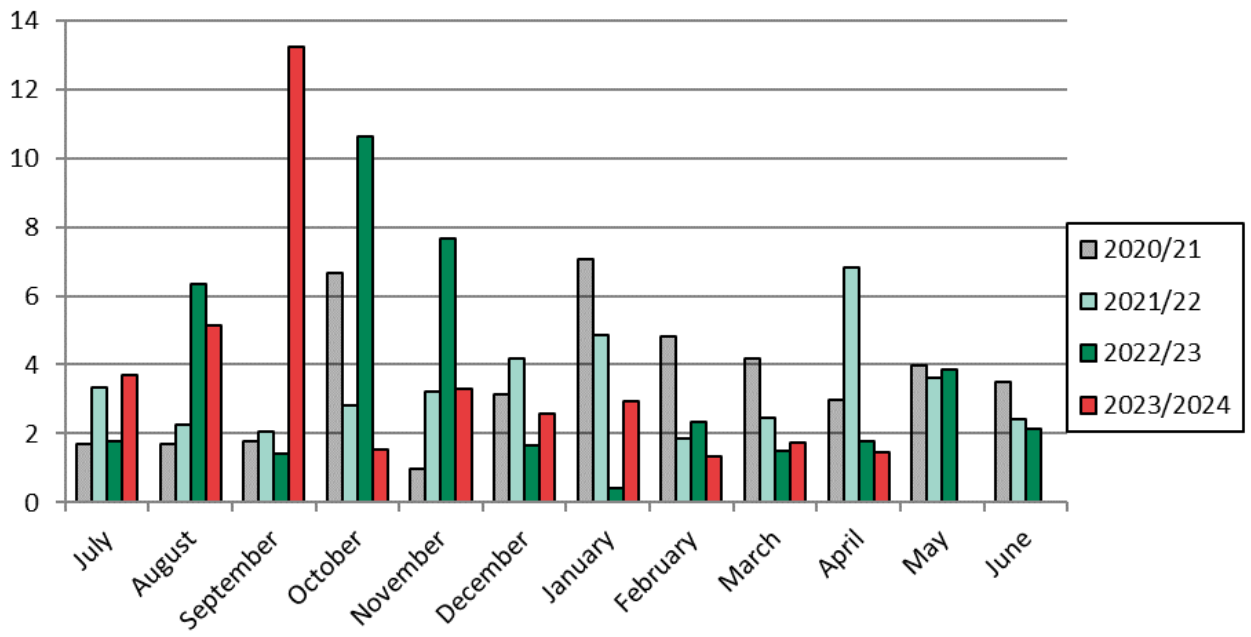
### No of Building Approvals



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



### Building Values



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

## Engineering Services

### Project Updates

Project	Status
Boat Harbour Beach Master Plan Stage 2 of 3	Awaiting final civil drawings
Hepples Road - Repair works	Works complete
Rural Road Safety Audit - Project Delivery	Works complete
Sisters Beach Erosion Works	Working through design scope with consultant
Waratah Rail Bridge	Works underway
Stairway Replacement - Opposite Cumming Street	Works complete
ANZAC Park Erosion Mitigation	Awaiting Crown approval to commence planting and fencing works
Wynyard Cemetery Plinths	Works complete
Coastal Pathway Construction Stage 1 of 2	Works on revetment structures underway
Fossil Bluff Stairway	Works package awarded
Replacement of Boardwalk off Golf Links Road	Seeking to bundle projects and fund through the Urban Rivers and Waterways Grant – currently working through CLS approvals and grant application process.
River Walk Boardwalk Replacement (#152)	
River Walk Bridge Replacement	
River Walk Stairway Replacement	
River Walk Stairway Replacement (#140 Austin Street)	
Somerset Tennis Fencing	Works complete
Wynyard Showground Grandstand Demolition	Tender awarded awaiting Crown approval to commence works
Big Creek Flood mitigation works	Alternative options being investigated
Port Creek Flood mitigation works	Works nearing completion, TasWater main adjustment pending.
Bowick Street - Main Replacement	Works complete, property owner compensation being arranged.
Somerset Stormwater Outlet	Tender awarded, working through Crown approvals to commence works
Kinch's Road Bridge	Works complete
Roundabout Seal - Jackson and Goldie Street	Works complete
Reseals	Works complete
Wragg St pedestrian facility traffic engineering advice	TIA received
Somerset Foreshore - bollards to area west of Tennis court	Works complete
Mt Hicks Road Bridge, Port Creek	Works complete

**National Heavy Vehicle Regulator permit applications**

**Consent Performance**

**Monthly Statistics for Apr 2024**

Based on Received Date  
Based on Completed Date  
Based on both dates



Permit Application Type	Consents Received	%
Truck and dog	7	41.2%
B-Double - Higher Mass Limit (HML)	4	23.5%
Prime and semi-trailer - Higher Mass Limit (HML)	4	23.5%
Oversize and/or Overmass (OSOM)	2	11.8%
<b>Total</b>	<b>17</b>	<b>100.0%</b>

Permit Application Type	Consents Completed	%
Truck and dog	7	33.3%
Prime and semi-trailer - Higher Mass Limit (HML)	6	28.6%
B-Double - Higher Mass Limit (HML)	4	19.0%
Oversize and/or Overmass (OSOM)	3	14.3%
Performance Based Standards (PBS)	1	4.8%
<b>Total</b>	<b>21</b>	<b>100.0%</b>

Completed Status	Completed	%
Granted	21	100.0%
<b>Total</b>	<b>21</b>	<b>100.0%</b>

Vehicle Class	Completed	%
Class 2	11	52.4%
Class 3	7	33.3%
Class 1	3	14.3%
<b>Total</b>	<b>21</b>	<b>100.0%</b>

**Consent Performance**

# Consent Performance by month

## Average days with Road Managers

All figures below are averages for the selected period

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

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

**New Time**

The period between receipt and allocation

**4.30**

**Assessment Time**

The period of assessment prior to completion

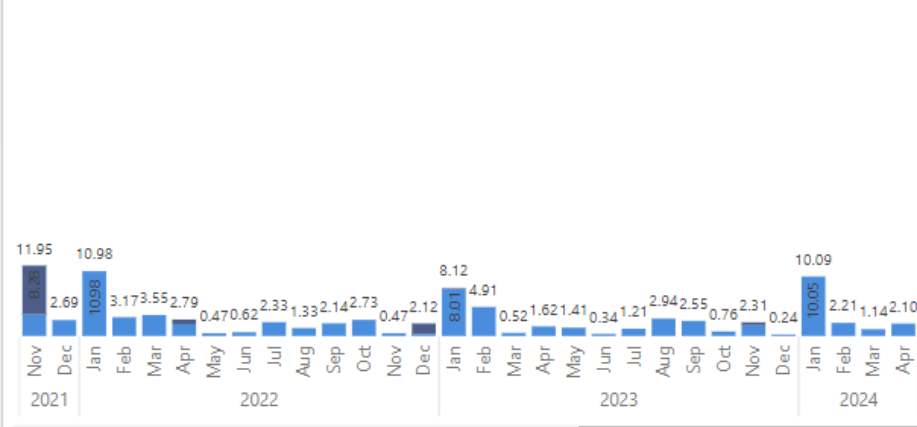
**0.52**

**Total Time**

The total time the consent was in the system

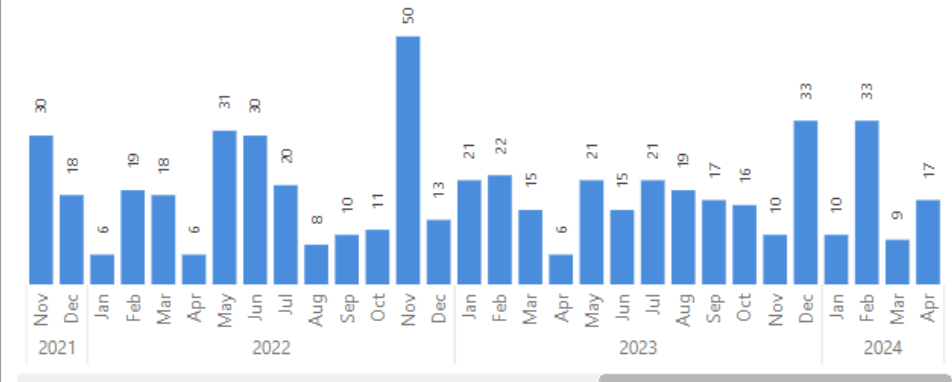
**4.82**

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

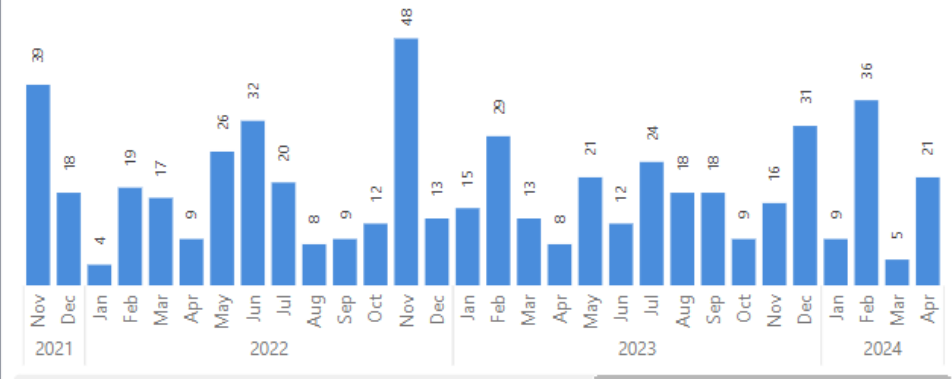


## Total Consents

### Received 1,026



### Completed 1,021



Consent Performance  
Consent Status Comparison

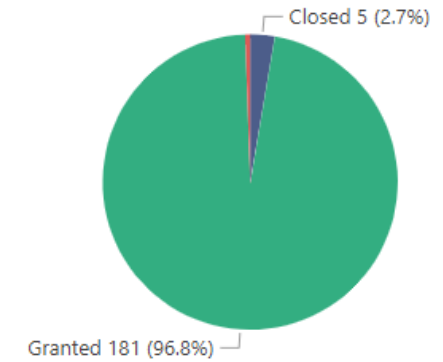
Quarter **Month**

Current Financial Year

Consents Completed by Period

Status	2023-07	2023-08	2023-09	2023-10	2023-11	2023-12	2024-01	2024-02	2024-03	2024-04	Total
⊕ Closed			5								5
⊕ Granted	24	18	13	9	16	31	9	35	5	21	181
⊕ Refused								1			1
<b>Total</b>	<b>24</b>	<b>18</b>	<b>18</b>	<b>9</b>	<b>16</b>	<b>31</b>	<b>9</b>	<b>36</b>	<b>5</b>	<b>21</b>	<b>187</b>

Consents Completed by Status



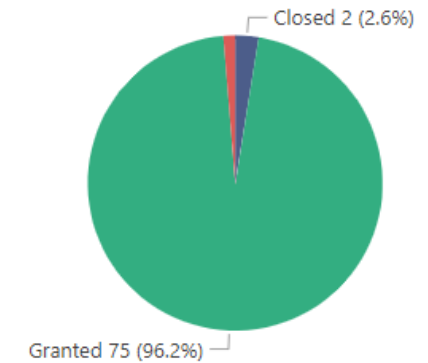
Previous Financial Year

2022-23 2021-22 >

Consents Completed by Period

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

Consent Completed by Status





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## Works and Services

### Operations and Maintenance Updates

Fossil Bluff – Pouring concrete slabs



Wynyard Cemetery – 3x Plinths installed







Apex Park, Wynyard – New slab poured for park bench





Apex Park, Wynyard – New park bench installed



Wynyard Plaza – Pressure cleaning decking boards





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Regrowth Spur – Culvert replacement









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Wynyard Recreation Ground – Installation of new gate



Deaytons Lane – Maintenance Grading





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Reservoir Dr – Maintenance Grading



Wynyard CBD – Prepping plant beds for annuals





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Oval 3 – Installing goal posts



Wynyard CBD – Removing old annuals



## Asset Services

### Project Updates

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

Council's Transport (Roads & Bridges) assets are under review in 2023/24 with Council's Buildings assets the focus in the coming 2024/25 financial year.

*AMP and Service Level (SL) Review* – The Transport Services review has now concluded. Current transport infrastructure risks and service levels were reviewed with a particular focus on the efficiency and effectiveness of Council's roadside drainage, shoulder maintenance and vegetation management practices. Councillor workshops were held to obtain Council's guidance on alternative service level options. Planning has commenced for the 2024/25 review of Buildings services.

*Asset Revaluations* – Council's Transport Infrastructure is due for revaluation during the 2023/24 financial year and is nearing completion. This will impact future annual depreciation costs for this asset class.

*Strategic AMP* – Council's Strategic Asset Management Plan is also reviewed each year to capture the most recently reviewed AMP update and ensure financial management considerations can be updated in the Financial Management Strategy (FMS). This is in progress pending finalisation of the Transport revaluation and AMP review.

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

### **Asset Management Maturity Improvement Plan 2023/24**

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

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

## Recreational Planning and Environment

### Environmental Sustainability Services

The Sustainability and Environmental Advisory Panel (SEAP) meeting in February yielded three new recommendations to Council. Two of those recommendations, relating to Ballad Avenue and a Food Security Project, were endorsed at the March meeting of Council. The third recommendation, which related to developing a position statement opposing offshore oil and gas exploration, was deferred subject to a workshop on the content. The workshop has not yet occurred but will be scheduled in the future for further discussion on the matter.

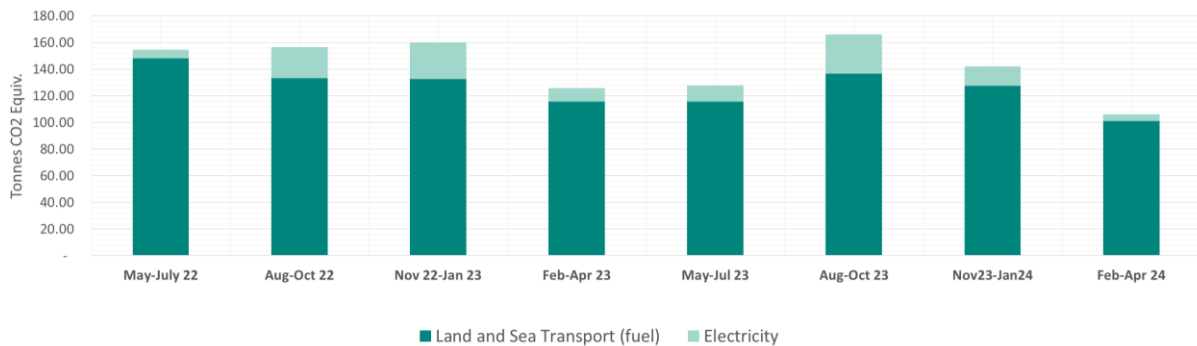
### Emissions Statistics

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

Fuel consumption has decreased by 20% over the previous quarter, and almost 12% less when compared to the same period last year.

Of note, not all electricity details were available during the previous two quarters, these statistics have now been included in this report. The current reporting period data was incomplete at the time of reporting, details for the period will be updated in the next quarter as they become available.

**WWC Quarterly Emissions Trend 2022 - 2024**



### Waste Management Services



The rollout of the Food Organics and Garden Organics (FOGO) to residential properties in the urban collection area is ramping up, with bins and information packs to be delivered from 20



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May 2024. Communications during this period included media attention and local newspaper coverage on the FOGO launch, hosting a stall at the Wynyard Show, social media post with a link to the website for further information and a letter emailed to all clubs/individuals who have registered their details with council. Digital, hardcopy and media communication will continue over the coming months.

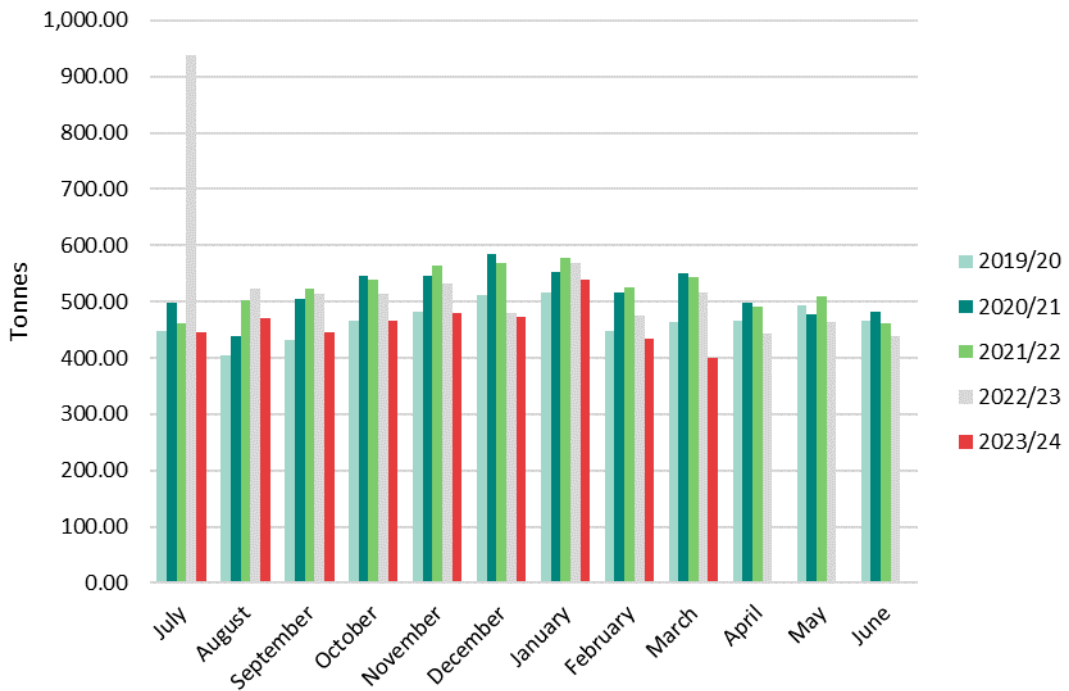


*Wynyard Waste Transfer Station – Green/timber waste chipped and ready for cartage*

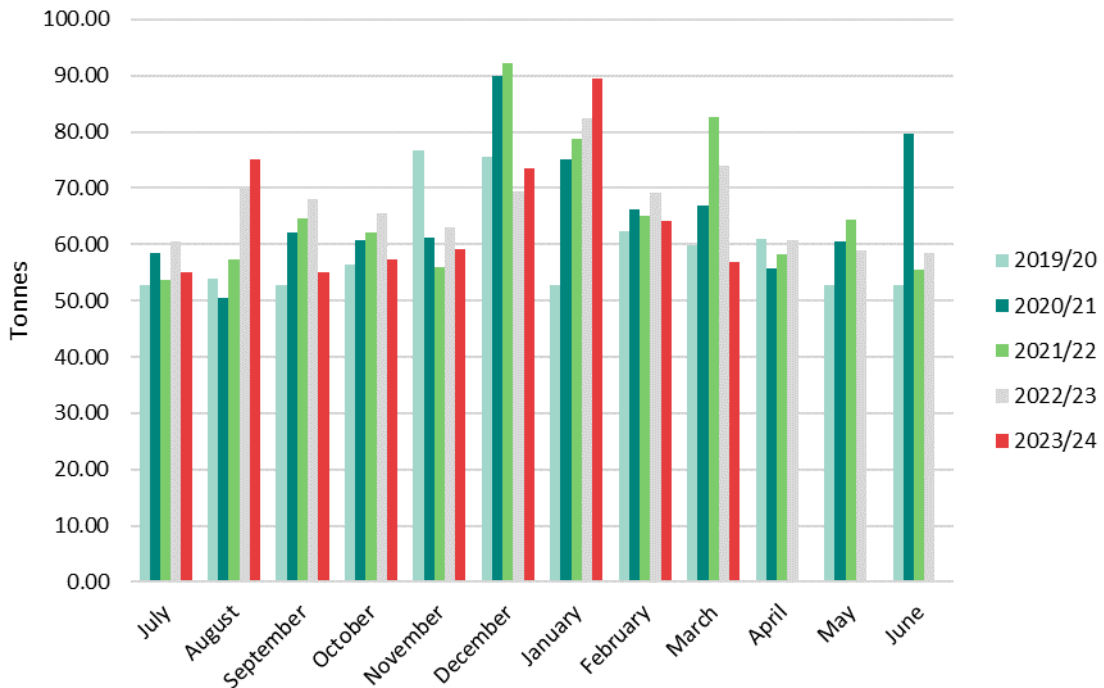
### **Waste Management Statistics**

- At the time of writing this report, data for waste and recycling was only available for the months of February-March for this quarter
- The total waste to landfill from Feb-Mar was 834 tonnes. This is almost 16% less than the same period the previous year. Council officers are exploring some potential anomalies in the data which may have contributed to the significant decline in tonnages.
- The total comingled recycling collected between February and March was 121 tonnes. The total tonnes of comingled recycling had a **decrease** of almost 18% in comparison to the same period last year (143 tonnes). Again, officers continue to explore the root causes of the decline in recycling tonnages.

### Tonnes of Waste to Landfill



### Tonnes of Comingled Recycling

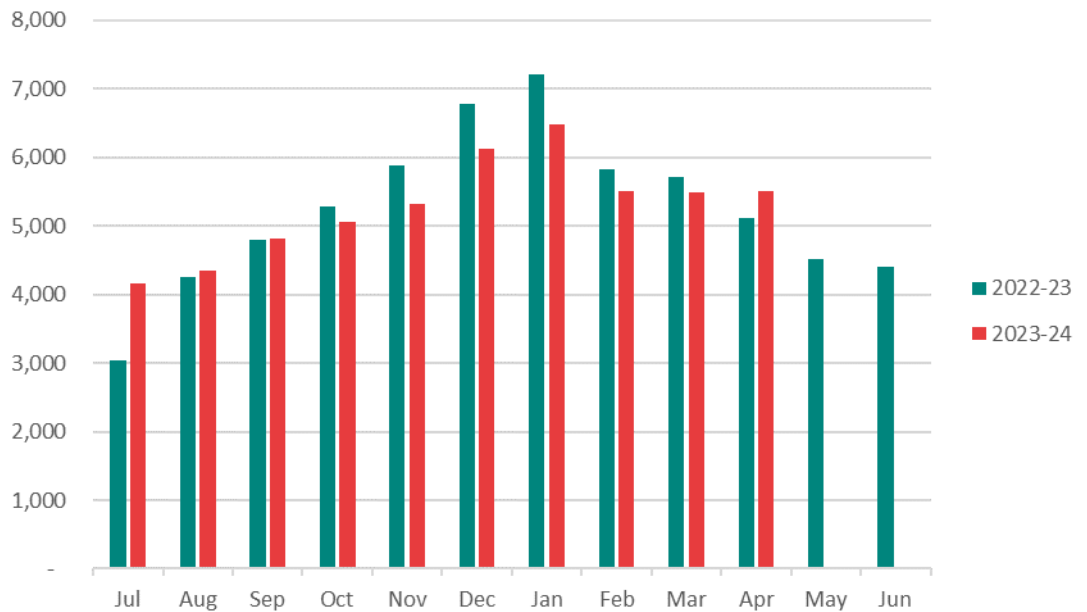


#### Wynyard Waste Transfer Station:

- The total number of customers for the period to the end of April was 16,506.
- Average number of customers/day at the WTS for the period 1 Feb – 30 April was 184 visits, down from 195 visits in the last period (Nov - Jan).
- Overall, between the months July-April, the total number of customers has decreased by 1,105 customers (or 110 customers/month) when comparing with the same period the previous year.

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## Wynyard Waste Transfer Station – Total No. Customers / Month



### **Recreational Planning**

The development of the Somerset Sports Precinct is continuing with ongoing collaboration with key stakeholders. A workshop is scheduled to further progress this project.

Park furniture installation has occurred at Apex Park, Wynyard. Concrete footings are now being installed at Fossil Bluff for the imminent install of the new shelter and tables as part of the Fossil Bluff and Surrounding Trails Master Plan.

Delivery of the Pause Places project occurred during this quarter, with locally sourced log seats and rocks being carefully located in high profile places for attractive rest stops. The project is funded through the Healthy Focus Grant from the Department of Health and is undertaken in partnership with the Cradle Coast Authority. Four of the five pause places have now been installed with plantings to occur in the coming month.



Camp Creek Pause Place

**Buildings and Facilities:**



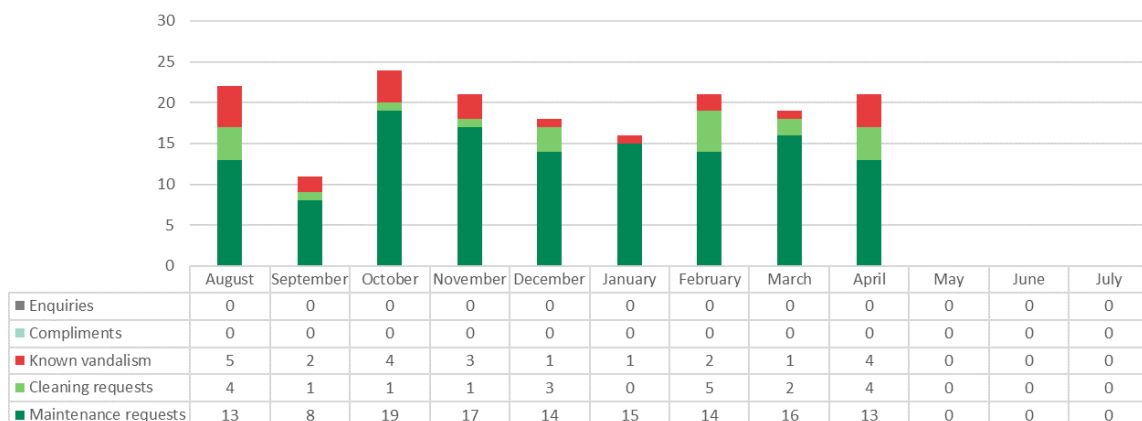
Window Replacement – Wynyard Indoor Sports Centre

**Public Toilets**

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

- Public toilet requests made up 14% of the total customer service requests received between February and March 2024, up three percent from the previous quarter.
- 61 requests relating to public toilets were received during this period (average 0.69/day)
- About 70% of the public toilet requests were for maintenance, with the majority of these due to toilet blockages, through excessive use of toilet paper or flushing of inappropriate item/s (either intentional or unintentional).
- About 18% of public toilet enquiries related to cleaning requests for this quarter; a significant increase of 11% from the previous quarter. The majority of these appear to be inappropriate use and poor hygiene rather than the standard of cleaning.
- ‘Known vandalism’ for this period includes sharps containers being pulled from walls, damaged baby change tables and theft of hand dryers.

**Public Toilets – Number of Service Requests by Type**



## **Contracts and Reporting**

Statistics below describe the contract extensions in the current reporting period, based on the date the extension was approved. During this quarter, seven (7) contract extensions were executed across six (6) separate contracts:

<b>No.</b>	<b>Contract</b>	<b>Contract Start Date</b>	<b>Original Expiry Date</b>	<b>Revised Expiry Date</b>	<b>Update</b>
791	Bridge Maintenance Works	1/05/2023	22/06/2023	29/02/2024	Works are awaiting mainland contractor to repair control joint on Pages Road (likely Feb at this stage) - extension being raised to 29 February 2024 (06/12 KS) - Accepted (13/12 KS)
799	Architectural Services Boat Harbour Beach SLSC New Club Rooms	1/05/2023	10/10/2023	30/01/2024	Project is basically complete, but approval processes are dragging. Of note, the pump station was an addition to the project. Extension being raised to 30 January 2024 (06/12 KS) - Accepted (08/12 KS)
807	Bridge Replacement - Mount Hicks Road (Port Creek)	17/07/2023	15/09/2023	29/03/2024	Combined contract Extension to 29 March 24 sent (31/10 KS) - Accepted 13 Nov (15/11 KS)
776	Calder Road - Bridge Replacement (Blackfish Creek)	29/07/2022	15/02/2023	15/01/2024	Ride quality is still an issue, waiting on contractor to come back with action plan to rectify. Extension raised to 15 Jan 24 to complete rectification works, sent (16/11 KS) - Extension Accepted 28/11/23 (29/11 KS)
765	Port Creek Flood Mitigation	9/10/2023	18/03/2024	3/05/2024	Delays due to weather and TW pipe issues. A revised start date of 11 December 2023 and likely program completion mid-April. Extension being raised to 3 May 2024 by request of PM (5/12 KS) - Extension accepted 8 December (8/12 KS)
RFQ (over 100k)	D&C Somerset Tennis Court Fence Replacement	1/08/2023	31/10/2023	30/04/2024	Currently waiting on TAS Water permit due to rising main running under courts. - Extend to Feb 2024 (20/11 KS) - Extension raised to 29 Feb 24, waiting response (29/11 KS) - Extension accepted (30/11 KS) - Works have just commenced, extend to April 2024. Extension raised to 30 Apr 24 to complete (08/01 KS) - Extension to take effect from 18/01 unless further notice. (09/01 KS) - Extension response agreed (09/01 KS)

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## STATUTORY IMPLICATIONS

### Statutory Requirements

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

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

<b>GOAL 2: Organisational Support</b>
<b>Desired Outcomes</b>
2.1 We are a knowledgeable organisation—we demonstrate best practices in our business processes.
<b>Our Priorities</b>
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.

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

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

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

<b>GOAL</b>
<b>Desired Outcomes</b>
<b>Our Priorities</b>



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## Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Access and infrastructure</b>	<b>Local, regional and global transport and infrastructure access</b> – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
<b>Natural resource management</b>	<b>Managing abundant, natural and productive resources</b> – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.
<b>Governance and working together</b>	<b>Working together for Murchison</b> – Everyone plays a part in achieving the objectives of the Sustainable Murchison Community Plan. There is cooperation, resource sharing and less duplication between Councils. Leadership is provided across all community sectors.

### **POLICY IMPLICATIONS**

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

### **ENVIRONMENTAL IMPLICATIONS**

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

### **FINANCIAL IMPLICATIONS**

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

### **RISK IMPLICATIONS**

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

### **CONSULTATION PROCESS**


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

### **CONCLUSION**

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

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## 10.7 CRADLE COAST AUTHORITY - 2023/24 ANNUAL PLAN PROGRESS REPORT

To: Council  
Reporting Officer: Executive Officer  
Responsible Manager: General Manager  
Report Date: 23 April 2024  
File Reference: 00301  
Enclosures: 1. Cradle Coast Authority 2023/24 Annual Plan Progress Report 

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### RECOMMENDATION

**That Council note the Cradle Coast Authority 2023/24 Annual Plan Progress.**

### PURPOSE

The purpose of this report is to provide Council with an update on the progress of activities undertaken by the Cradle Coast Authority (CCA) in line with the 2023/24 Annual Plan.

### BACKGROUND

The CCA is the regional voice of North West Tasmania, established by nine Local Government Councils to represent and advocate the needs of the region. Membership now consists of eight Councils.

The CCA collaborates and facilitates a diverse range of projects and initiatives involving all tiers of government, industry and the community largely focused on Economic Development and Natural Resource Management.

The activities and strategic direction of the Authority are managed by a Board. Council's General Manager is a current member of this Board. The Mayor and Deputy Mayor are Council's current representatives on the Representatives Group, with the Mayor currently Deputy Chief Representative.

The three key functions of the CCA are Regional Economic Development, Natural Resource Management and Strategic Services: focusing on long-term sustainability and future prosperity.

Quarterly Progress Reports are intended to let stakeholders know how they are progressing against the Annual Plan developed for, and approved by, Member Councils each year.

### DETAILS

The report notes that key focus areas this quarter have been the preparation and submission of grant applications, budget submissions and the major NRM tender for the next five years.

The tender for the Regional Residential Supply and Demand Study has been awarded, with the contract currently being finalised. This critical piece of work will ultimately inform the Cradle Coast Regional Land Use Strategy. In addition, the Regional Planning Group (RPG) is preparing a study of current planning processes along with a review of fees and charges across Member Councils.

The CCA Board is currently working on the development of the next Strategic Plan.



The attached annual plan progress report details the status of actions and initiatives against the CCA's four strategies:

<b>Strategy 1</b>	Regional Economic Development: Making our region an even better place to work, visit, learn, and invest
<b>Strategy 2</b>	Natural Resource Management: Improving the environment and supporting sustainable agriculture
<b>Strategy 3</b>	Strategic Service: Pursuing opportunities for our business, our owners, and our region
<b>Strategy 4</b>	Model best practices in local government and public administration

There are 33 actions with most on track and only six with minor delays.

The report also details a list of current projects and initiatives and other ongoing longer-term initiatives.

## STATUTORY IMPLICATIONS

### Statutory Requirements

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

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

### Sustainable Murchison Community Plan 2040

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

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

Council Strategy or Plan Reference

Nil

**POLICY IMPLICATIONS**

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

**ENVIRONMENTAL IMPLICATIONS**

The 2030 CCNRM Regional Strategy is a significant guiding document intended to lay a blueprint for action based on good science and communication.

**FINANCIAL IMPLICATIONS**

There are no financial implications as a result of this report. Council is a financial member of the CCA.

**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 note the Cradle Coast Authority update report as provided.

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## 10.8 AWARD OF CONTRACT 816 - PORT ROAD DRAINAGE

To: Council  
Reporting Officer: Manager Engineering Services  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 6 May 2024  
File Reference: .  
Enclosures: Nil

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### RECOMMENDATION

**That Council award contract 816 – Port Road drainage to the Hardings Group.**

### PURPOSE

To determine Council's position in relation to tender submissions received for the installation of above ground drainage infrastructure adjacent to Port Road, Boat Harbour Beach.

### BACKGROUND

During a high rainfall event in 2016 Boat Harbour Beach experienced a significant landslide on Port Road. In the aftermath of this event Council commissioned a Geotechnical Assessment of the areas surrounding Boat Harbour to investigate and provide recommendations to prevent future risk of landslide occurring again. The package of works tendered under contract 816 are derived from the recommendations of this report and are critical in providing improvement from landslide risk in Boat Harbour.

Provision of these works is to be undertaken by an external contract provider, owing to the expense of the specialist equipment and skills required to deliver the scope of the project.

A call for tenders for the provision of these works was published in the Advocate newspaper and on the Tenderlink website on Wednesday 6 March 2024.

### DETAILS

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

At the close of tenders on 5 April 2024, thirteen (13) contractors had accessed the tender documents via Tenderlink, and one (1) contractor submitted tenders for the works.

The tender submission was received from the Hardings Group.

The Hardings Group have demonstrated experience within the industry, have established safety and management systems in place and have been assessed as competent and capable in the performance of the works for which they have tendered. The Hardings Group have and continue to provide services associated with this contract to other Councils within Tasmania.

As there was only one tender received for this project a tender evaluation panel was not convened and the tender was not assessed against the range of weighted criteria provided in the tender document, however it has been assessed against the general tender requirements and is deemed as a conforming tender submission.

Generally, the past services provided to the Local Government sector by the Hardings Group have been considered satisfactory, and they have a clear understanding of the established industry requirements associated with the performance of the works under the contract. The Hardings Group has provided sufficient evidence to demonstrate their competence and capability to perform the works, within the nominated timeframes and to the quality required.

The Hardings Group have submitted a conforming tender option with a calculated overall price of \$240,996.03. Upon receipt of this tender submission Council Officers sought a revised tender submission with a reduction in pipe size from 300mm to 150mm, this revised pricing submission was \$219,881.26.

In consideration of the two prices received and the hydraulic advantage of 300mm pipe network it is recommended to proceed with the tender submission received for a 300m pipe, being \$240,996.03.

In considering all other matters associated with the project and tender submissions received it is recommended that the Hardings Group be awarded the project with a calculated tender value of \$240,996.03.

## STATUTORY IMPLICATIONS

### Statutory Requirements

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 6: Transport and Access</b>
<b>Desired Outcomes</b>
1.2 We maintain and manage our assets sustainably.
<b>Our Priorities</b>
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.

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## **ENVIRONMENTAL IMPLICATIONS**

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

## **FINANCIAL IMPLICATIONS**

Council has an adopted budget of \$123,848 to deliver this project. The recommended award of tender (\$240,996) will result in an unfavourable budget variation to deliver this project of \$117,148.

With the forecast capital budget for 2023/24 currently tracking favourably by \$1m, it is anticipated that the unfavourable variation for this project can be funded by favourable variances in other projects.

The expected ongoing lifecycle cost of this new drainage asset is approximately \$3,000 per year over an 80 year asset life. This is significantly less than the cost of slip repairs that are estimated to be in the order of \$500,000 per event.

## **RISK IMPLICATIONS**

As a result of a significant landslide event that occurred on Port Road, Boat Harbour Beach in 2016, council commissioned a geotechnical report to investigate and provide options to improve hillside stability to reduce the risk of future landslide movement in Boat Harbour. These works are one of the recommended projects to deliver from this report.

In the conduct of any contract there are risks to Council, including time delays and poor quality of work. The use of experienced contractors coupled with contract documents will minimise potential risks to Council.

## **CONSULTATION PROCESS**

There are no consultation requirements as a result of this report, however directly affected property owners will be notified of the proposed works schedule prior to commencement of works on site.

## **CONCLUSION**

The tender submitted by the Hardings Group for the installation of a new above ground drainage system is considered the best option presented to Council, in taking into consideration all aspects of the tenders submitted. It is recommended that the associated contract be awarded accordingly.

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## 10.9 FINANCIAL REPORT FOR THE PERIOD ENDED 30 APRIL 2024

To: Council  
Reporting Officer: Director Financial Services  
Responsible Manager: Director Financial Services  
Report Date: 3 May 2024  
File Reference: Financial Management - Reporting - Council  
Enclosures: 1. Capital Works Progress Report 

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### RECOMMENDATION

**That Council note the Financial Report for the period ended 30 April 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 \$1.02m. 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. It is still expected that revaluation notices will be issued to ratepayers sometime in May 2024.

#### **Supplementary Rates**

Council has recently received a number of large supplementary valuation files for new blocks, and the construction of new buildings across the municipality. Council has already exceeded its budgeted supplementary rates income, with the recent supplementary valuations likely to provide Council with a favourable variance to budget in the 2023-24 year.

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## 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 are not currently reflected in the forecast for the capital works program included in this report. The capital forecasts will be updated during May ready for the June Council meeting.

### STATUTORY IMPLICATIONS

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

### STRATEGIC IMPLICATIONS

#### Strategic Plan Reference

<b>GOAL</b>
<b>Desired Outcomes</b>
We make publicly transparent decisions on spending and future directions while encouraging community feedback.
<b>Our Priorities</b>
1.8 Review and adjust service levels to provide value for money.
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 30 April 2024

	YTD Actual	YTD Budget	%		YTD Variance	Budget	Forecast		Forecast Variance	
<b>Recurrent Income</b>										
Rate Revenue	13,808,682	13,626,887	1%	✓	181,795	13,805,376	13,936,428	✓	131,052	1
User Charges	2,675,343	2,531,632	6%	✓	143,711	3,016,688	3,151,356	✓	134,668	2
Reimbursements/Contributions	482,687	558,737	-14%	✗	(76,050)	709,744	771,363	✓	61,619	3
Grants and Subsidies	321,187	2,949,056	-89%	✗	(2,627,869)	3,879,155	4,393,866	✓	514,711	4
Interest	634,311	372,760	70%	✓	261,551	447,500	697,500	✓	250,000	5
Distributions from Water Corporation	421,500	561,780	-25%	✗	(140,280)	674,400	674,400	✓	-	
<b>Total Recurrent Income</b>	<b>18,343,710</b>	<b>20,600,852</b>	<b>-11%</b>	<b>✗</b>	<b>(2,257,142)</b>	<b>22,532,863</b>	<b>23,624,913</b>	<b>✓</b>	<b>1,092,050</b>	
<b>Recurrent Expenditure</b>										
Employee Costs	7,087,831	7,434,273	5%	✓	346,442	8,990,374	8,643,678	✓	346,696	6
State Levies	560,909	449,396	-25%	✗	(111,513)	724,879	721,610	⚠	3,269	
Remissions & Discounts	378,434	350,841	-8%	✗	(27,593)	366,588	385,137	✗	(18,549)	
Materials & Contracts	5,698,873	4,846,632	-18%	✗	(852,241)	6,059,961	6,457,981	✗	(398,020)	7
Depreciation	3,766,462	4,506,778	16%	✓	740,316	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	219,695	250,770	12%	✓	31,075	301,050	294,550	⚠	6,500	
<b>Total Recurrent Expenditure</b>	<b>17,688,723</b>	<b>17,867,595</b>	<b>1%</b>	<b>✓</b>	<b>178,872</b>	<b>21,928,416</b>	<b>21,998,810</b>	<b>✗</b>	<b>(70,394)</b>	
<b>Surplus/(Deficit)</b>	<b>654,987</b>	<b>2,733,257</b>	<b>-76%</b>	<b>✗</b>	<b>(2,078,270)</b>	<b>604,447</b>	<b>1,626,103</b>	<b>✓</b>	<b>1,021,656</b>	
<b>Capital Items</b>										
Capital Grants/Contributions	1,140,898	1,071,085	7%	✓	69,813	7,176,496	7,138,289	✓	(38,207)	
Derecognition of Assets	-	-	0%	✓	-	-	-	✓	-	
Asset Recognition	-	-	0%	✓	-	-	-	✓	-	
<b>Comprehensive Surplus/(Deficit)</b>	<b>1,795,885</b>	<b>3,804,342</b>	<b>-53%</b>	<b>✗</b>	<b>(2,008,457)</b>	<b>7,780,943</b>	<b>8,764,392</b>	<b>✓</b>	<b>983,449</b>	

Council is forecast to have a favourable variance to the budget of \$1.02m 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).



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**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 1.48 as of 30 June 2024 compared to a current ratio of 2.09 as at 30 April 2024.

### Balance Sheet as at 30 April 2024

	YTD Actual	Budget	Forecast
	\$	\$	\$
<b>Current Assets</b>			
Cash & Cash Equivalents	9,182,884	5,852,574	7,594,023
Receivables	1,471,739	1,296,712	1,296,712
Inventories	112,268	113,049	113,049
Other Current Assets	63,307	271,523	271,523
<b>Total Current Assets</b>	<b>10,830,199</b>	<b>7,533,858</b>	<b>9,275,307</b>
<b>Non-Current Assets</b>			
Property, Plant and Equipment	255,468,170	249,388,992	265,082,270
Investment in Water	45,378,608	45,378,608	45,378,608
<b>Total Non-Current Assets</b>	<b>300,846,779</b>	<b>294,767,600</b>	<b>310,460,878</b>
<b>Total Assets</b>	<b>311,676,977</b>	<b>302,301,458</b>	<b>319,736,185</b>
<b>Current Liabilities</b>			
Payables	2,935,985	4,073,100	4,073,100
Interest-Bearing Liabilities	181,037	364,178	364,178
Provisions	2,065,733	1,817,365	1,817,365
<b>Total Current Liabilities</b>	<b>5,182,755</b>	<b>6,254,643</b>	<b>6,254,643</b>
<b>Non-Current Liabilities</b>			
Interest-Bearing Liabilities	2,096,528	1,144,657	1,787,568
Provisions	264,882	359,394	359,394
<b>Total Non-Current Liabilities</b>	<b>2,361,410</b>	<b>1,504,051</b>	<b>2,146,962</b>
<b>Total Liabilities</b>	<b>7,544,164</b>	<b>7,758,694</b>	<b>8,401,605</b>
<b>Net Assets</b>	<b>304,132,813</b>	<b>294,542,764</b>	<b>311,334,580</b>
<b>Equity</b>			
Current Year Result	1,795,885	7,780,943	8,764,392
Accumulated Surplus	166,484,100	169,555,642	166,717,360
Reserves	135,852,828	117,206,179	135,852,828
<b>Total Equity</b>	<b>304,132,813</b>	<b>294,542,764</b>	<b>311,334,580</b>
<b>Current Ratio</b>	<b>2.09</b>	<b>1.20</b>	<b>1.48</b>

## Cashflow Statement

As of 30 April Council had \$9.183m cash on hand. Based on budgeted income and expenditure, Council is forecast to have \$7.594m 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 30 April 2024

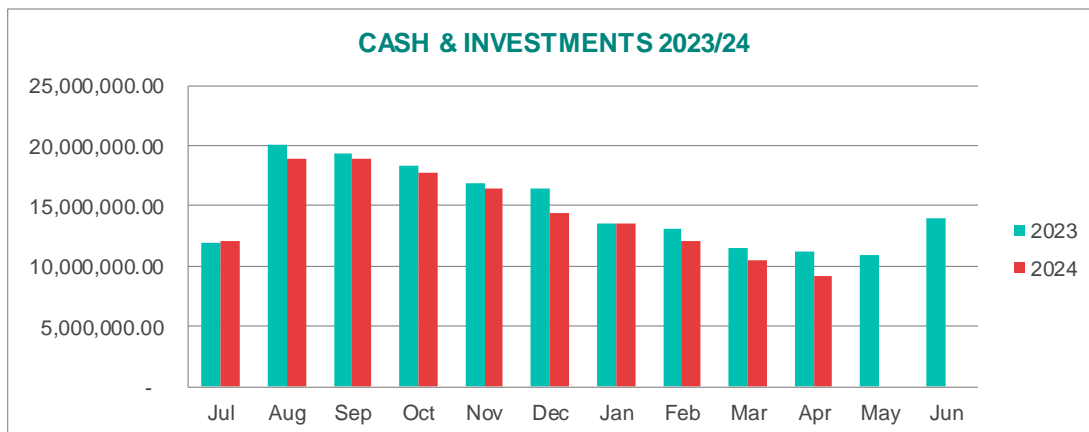
	YTD Actual	Budget		Balance	Forecast
	\$	\$	%	\$	\$
<b>Cash flows from operating activities</b>					
Employee Costs	(6,839,464)	(8,926,163)	77%	(2,086,699)	(8,543,678)
Materials and Contracts	(7,462,795)	(5,914,662)	126%	1,548,133	(7,042,876)
State Levies	(560,909)	(724,879)	77%	(163,970)	(721,610)
Other Expenses	(598,128)	(667,638)	90%	(69,510)	(679,687)
Rates and Charges	13,633,272	13,763,890	99%	130,618	13,936,045
User charges	2,883,558	3,016,688	96%	133,130	3,151,356
Interest	634,311	447,500	142%	(186,811)	697,500
Reimbursement of Expenses	482,687	709,744	68%	227,057	771,363
Government Grants	321,187	3,879,155	8%	3,557,968	4,393,866
<b>Net Cash provided by (used in) operating activities</b>	<b>2,493,719</b>	<b>5,583,635</b>	<b>45%</b>	<b>3,089,916</b>	<b>5,962,279</b>
<b>Cash flows from investing activities</b>					
Payments for Property, Plant and Equipment	(8,598,226)	(21,678,236)	40%	(13,080,010)	(19,942,224)
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	1,140,898	7,176,496	16%	6,035,598	7,138,289
<b>Net cash provided by (used in) investing activities</b>	<b>(7,035,828)</b>	<b>(13,254,650)</b>	<b>53%</b>	<b>(6,218,822)</b>	<b>(11,891,845)</b>
<b>Cash flows from financing activities</b>					
Borrowing Costs	(28,464)	(55,920)	51%	(27,456)	(55,920)
Loan Drawdowns	-	-	0%	-	-
Loan Repayments	(183,141)	(357,089)	51%	(173,948)	(357,089)
<b>Net cash provided by financing activities</b>	<b>(211,605)</b>	<b>(413,009)</b>	<b>51%</b>	<b>(201,404)</b>	<b>(413,009)</b>
<b>Net (Decrease) in Cash Held</b>	<b>(4,753,714)</b>	<b>(8,084,024)</b>	<b>59%</b>	<b>(3,330,310)</b>	<b>(6,342,575)</b>
Cash at beginning of year	13,936,598	13,936,598	100%	-	13,936,598
<b>Cash at end of period</b>	<b>9,182,884</b>	<b>5,852,574</b>	<b>157%</b>	<b>(3,330,310)</b>	<b>7,594,023</b>

## Investments

The following table provides an outline of Council’s cash and investment portfolio as of 30 April 2024. Total cash and investments on hand as of 30 April is \$9.183m. The weighted average return on investment earned on Council’s investment portfolio is 5.25%.

### Investments as at 30 April 2024

	\$	INVESTMENTS	\$	Weighted Average Return
Deposits	8,839,318	Commonwealth Bank	342,066	
Petty Cash and Till Floats	1,500	Investments		
Trading Account	342,066	ING	3,000,000	
		BOQ	2,000,000	
		CBA	2,339,318	
		WBC	1,500,000	
		Petty Cash and Till Floats	1,500	
<b>Balance - All Accounts</b>	<b>9,182,884</b>		<b>9,182,884</b>	<b>5.25%</b>



## 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.

7.56% of the total rates levied for the year were outstanding as at 30 April 2024; this includes all aged rates and charges outstanding. This compares with 8.48% outstanding as at 30 April last year.

### Rates Summary to 30 April 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)
<b>NET RATES OUTSTANDING (1 July 2023)</b>	<b>(0.56)</b>	<b>(77,357)</b>	<b>(0.77)</b>	<b>(99,790)</b>
Rates and Charges Levied	100.43	13,941,744	100.41	12,938,746
Interest Penalties Charged	0.13	17,447	0.37	47,387
<b>GROSS RATES AND CHARGES DEMANDED</b>	<b>100.00</b>	<b>13,881,835</b>	<b>100.00</b>	<b>12,886,343</b>
LESS RATES AND CHARGES COLLECTED	92.38	12,824,476	89.71	11,559,818
REMISSIONS AND DISCOUNTS**	7.78	1,079,796	8.75	1,127,270
	<b>100.16</b>	<b>13,904,272</b>	<b>98.45</b>	<b>12,687,089</b>
ADD PROPERTIES IN CREDIT	(4.16)	577,146	(4.55)	586,114
<b>UNPAID RATES AND CHARGES *</b> (includes Deferred Rates)	<b>4.00</b>	<b>554,709</b>	<b>6.09</b>	<b>785,368</b>
<b>**REMISSIONS AND DISCOUNTS</b>		<b>2023-24</b>		<b>2022-23</b>
Early Payment Discount		341,429		469,977
Pensioner Rebates		701,362		655,868
Council Remissions and Abandonments		37,005		1,425
		<b>1,079,796</b>		<b>1,127,270</b>
Number of Rateable Properties		8,052		8,004
Number of Unpaid Rateable Properties		609		679
% not fully paid		7.56%		8.48%

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## Grant Summary

### Grant Schedule as at 30 April 2024

	YTD Actual	Budget 2024	Forecast 2024
<b>Capital Grants</b>			
Boat Harbour Masterplan	-	900,000	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	200,173	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	2,051,119
	<b>1,142,878</b>	<b>7,176,496</b>	<b>7,138,289</b>

## 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
<b>Community &amp; Engagement</b>				
Children's Services	(207,646)	(259,895)	52,249	1
Community Activation	871,300	886,826	(15,526)	2
Corporate & Community Services	334,946	234,923	100,023	3
Tourism & Marketing	507,805	501,972	5,833	
<b>Community &amp; Engagement Total</b>	<b>1,506,405</b>	<b>1,363,826</b>	<b>142,579</b>	
<b>Council &amp; General Managers Office</b>				
Council & General Manager's Office	1,415,963	1,400,878	15,085	4
<b>Council &amp; General Managers Office Total</b>	<b>1,415,963</b>	<b>1,400,878</b>	<b>15,085</b>	
<b>Infrastructure &amp; Development Services</b>				
Asset Services	402,231	403,023	(792)	
Cemeteries	78,735	78,774	(39)	
Development Services	958,748	847,429	111,319	5
Engineering Services	225,752	227,370	(1,618)	
Footpaths	336,408	336,408	0	
Garbage	150,548	98,465	52,083	6
Public Halls	362,894	340,483	22,411	7
Public Toilets	410,908	410,895	13	
Reserves	1,252,886	1,270,291	(17,405)	8
Sports	1,035,609	1,116,743	(81,134)	9
Stormwater Drainage	(181,228)	(246,419)	65,191	10
Transport	3,043,335	2,938,755	104,580	11
Waste	(111,199)	(73,620)	(37,579)	12
Works & Services	97,370	123,846	(26,476)	13
<b>Infrastructure &amp; Development Services Total</b>	<b>8,062,997</b>	<b>7,872,443</b>	<b>190,554</b>	
<b>Organisational Performance</b>				
Financial Services	(12,003,641)	(12,584,148)	580,507	14
Governance & Information Systems	413,829	320,898	92,931	15
<b>Organisational Performance Total</b>	<b>(11,589,812)</b>	<b>(12,263,250)</b>	<b>673,438</b>	
<b>Total</b>	<b>(604,447)</b>	<b>(1,626,103)</b>	<b>1,021,656</b>	

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).



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## **2) Community Activation**

The unfavourable variance for Community Activation of \$15k 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) Development Services**

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

## **6) Garbage**

Garbage is expected to have an unfavourable variance to budget higher than budgeted overhead allocations of \$52k, this is offset by higher than budgeted rates income (\$16k) and lower than budgeted clearance and disposal costs (\$45k)

## **7) Public Halls**

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

## **8) Reserves**

Reserves is expecting an unfavourable variance of \$17k due to higher than expected tree maintenance and irrigation costs.

## **9) Sports Grounds**

Sports Grounds has an unfavourable variance to budget of \$81k due to higher than budgeted turf maintenance costs (\$54k), mowing and edging costs (\$11k) and irrigation costs (\$20k).

## **10) 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.

## **11) Transport**

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

## **12) Waste**

Waste is expected to have a favourable variance to budget a lower than budgeted overhead allocations of \$99k, this is offset by higher than budgeted green and builders waste disposal and management costs of (\$65k).

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### **13) 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.

### **14) Financial Services**

Financial Services is expecting a favourable variance to budget of \$577k, 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.

### **15) Governance & Information Systems**

Governance & Information Systems is expecting a favourable variance to budget of \$92k which is due 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	Budget	Remaining	%	Forecast	Forecast	
	Actual	Estimate	Budget	Spent		Variance	Note
	\$	\$	\$		\$	\$	
<b>Buildings</b>							
Amenities	103,851	788,225	684,374	13%	589,407	198,818	1
Community Facilities	611,409	975,314	363,905	63%	975,314	-	
Childcare	3,136	105,000	101,864	3%	105,000	-	
Council Operational Buildings	39,170	115,664	76,494	34%	111,331	4,333	
<b>Total Buildings</b>	<b>757,565</b>	<b>1,984,203</b>	<b>1,226,638</b>	<b>38%</b>	<b>1,781,052</b>	<b>203,151</b>	
<b>Parks &amp; Open Spaces</b>							
Other Infrastructure	253,434	1,754,245	1,500,811	14%	1,229,875	524,370	2
Playgrounds	70,884	667,315	596,431	11%	668,523	(1,208)	
Walkways & Tracks	1,283,799	3,332,334	2,048,536	39%	3,314,595	17,739	
Recreational Reserves	173,640	1,095,737	922,098	16%	1,088,718	7,020	
<b>Total Parks &amp; Open Spaces</b>	<b>1,781,756</b>	<b>6,849,632</b>	<b>5,067,876</b>	<b>26%</b>	<b>6,301,711</b>	<b>547,921</b>	
<b>Plant &amp; Equipment</b>							
Other Plant & Equipment	84,197	427,040	342,843	20%	401,040	26,000	3
Plant & Vehicle Replacements	205,099	519,913	314,814	39%	498,375	21,538	4
Software & IT Replacements	102,531	938,421	835,890	11%	938,421	-	
<b>Total Plant &amp; Equipment</b>	<b>391,826</b>	<b>1,885,374</b>	<b>1,493,548</b>	<b>21%</b>	<b>1,837,836</b>	<b>47,538</b>	
<b>Sporting Facilities</b>							
Indoor Recreational Facilities	19,385	133,250	113,865	15%	133,250	-	
Outdoor Sporting Facilities	1,429,553	2,197,998	768,445	65%	2,285,860	(87,862)	5
<b>Total Sporting Facilities</b>	<b>1,448,938</b>	<b>2,331,248</b>	<b>882,309</b>	<b>62%</b>	<b>2,419,110</b>	<b>(87,862)</b>	
<b>Stormwater</b>							
Flood Mitigation Works Total	1,450,949	3,352,656	1,901,707	43%	3,352,656	-	
Other Stormwater Works	83,251	1,456,006	1,372,755	6%	1,117,756	338,250	6
<b>Total Stormwater</b>	<b>1,534,200</b>	<b>4,808,662</b>	<b>3,274,462</b>	<b>32%</b>	<b>4,470,412</b>	<b>338,250</b>	
<b>Transport</b>							
Bridge Renewals	1,581,342	1,999,345	418,003	79%	1,888,935	110,410	7
Footpaths & Kerbs	79,745	107,455	27,710	74%	84,903	22,552	8
Other Transport	174,893	340,241	165,348	51%	258,096	82,145	9
Resheeting	347,248	391,859	44,610	89%	392,906	(1,047)	
Rural Upgrades	37,959	40,204	2,245	94%	40,204	-	
Rural Reseals	85,239	676,172	590,934	13%	558,665	117,507	10
Urban Reseals	333,011	947,668	614,657	35%	597,909	349,759	11
<b>Total Transport</b>	<b>2,639,438</b>	<b>4,502,944</b>	<b>1,863,506</b>	<b>59%</b>	<b>3,821,618</b>	<b>681,326</b>	
<b>Total</b>	<b>8,553,724</b>	<b>22,362,063</b>	<b>13,808,339</b>	<b>38%</b>	<b>20,631,739</b>	<b>1,730,324</b>	

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

### 1) Amenities

Amenities is expecting a favourable variance of \$199k due to lower than budgeted costs for the Yolla Public Toilets as council will no longer build new toilet blocks, instead will renovate existing Memorial Hall toilets.

### 2) Other Infrastructure

The favourable variance of \$524k to budget for other infrastructure relates to lower than budgeted costs for ANZAC park erosion mitigation.

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### **3) Other Plant & Equipment**

The favourable variance to budget of \$26k is due to a budgeted amount for furniture replacements which will no longer occur.

### **4) Plant & Vehicle Replacements**

Plant and vehicles replacement expenditure is expected to be lower than budgeted due to vehicle replacement for former Director of Community Services no longer required.

### **5) 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.

### **6) Other Stormwater Works**

The favourable forecast variance of \$338k is due to tender being awarded below budget for the Somerset Stormwater Modelling.

### **7) Bridge Renewals**

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

### **8) Footpath & Kerbs**

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

### **9) 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.

### **10) 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.

### **11) 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).

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## 10.10 SENIOR MANAGEMENT REPORT

To: Council  
Reporting Officer: Executive Officer  
Responsible Manager: General Manager  
Report Date: 23 April 2024  
File Reference: 1312  
Enclosures: Nil

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### RECOMMENDATION

**That Council note the monthly Senior Management Report.**

### SUMMARY/PURPOSE

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

### GENERAL MANAGERS OFFICE

Listed below is a summary of activities undertaken by the General Manager during the period 6 April 2024 to 10 May 2024

#### Corporate

- Participated in a joint executive team meeting with Circular Head Council as oversight on combined information technology projects
- Participated in a number of budget workshops and meetings in preparation of the draft capital and operational budgets for Council consideration
- Participated in the recruitment process for a new Director Community Services, a shared role with Circular Head Council
- Met with PlanBuild Tasmania to receive an overview and update of the PlanBuild offering and how it will be able to assist customers in the planning, building, plumbing and environmental health space
- With Councillors, attended an industry site visit at Elphinstone's in Terra Nova Drive
- Participated in the Council Consultation session regarding the Councillor Learning and Development Framework
- Participated in an online workshop to discuss climate adaptation work currently underway in Tasmania and future priority areas for adaptation action. This information will help prioritise risks and opportunities within the first statewide risk assessment for climate change, which is currently being developed

#### Community

- Attended the official opening of the public art/mural project on the Lunch Company wall, by Amy Morrow, the founder of Creative Workshops
- Met with a developer about planning related queries.

- 
- Met with representatives from AFL Tasmania and the Somerset Football Club to discuss the Somerset Sporting Precinct and Langley Park
  - Met with Andrew Ollington, Acting Sergeant Wynyard Police, to discuss matters relevant to Council and the police
  - Met with representatives of BighArt as a general catch up on activities

### **Industry**

- Attended a Connectivity Forum, hosted by the Cradle Coast Authority (CCA) with guest speaker Federal Minister for Communications, the Hon. Michelle Rowland MP, who presented on “Driving regional growth and productivity”
- Had an induction meeting as a new member of the Local Government Climate Capability Program Steering Committee, which aims to provide strategic advice and governance oversight of the Tasmanian Local Government Climate Capability Program to ensure it provides the greatest value to councils in their climate responses

### **Other**

- Participated in a Board meeting and workshop of the Cradle Coast Authority
- Participated in the Audit and Risk Committee meeting of the Cradle Coast Authority
- Participated in the Audit and Risk Committee meeting of West by North West
- Had regular meeting with Ruth Forrest to provide an update on Council initiatives and discuss any matter raised by community
- Attended the two day LGAT General Manager workshop. Presentations and discussions centred on insurance, risk mitigation (emergency and floods), SES, local government legislative reviews, telecommunications, learning and development.

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Grants

AMOUNT \$	PROGRAM	PURPOSE
NIL		

**COMMUNITY CONVERSATIONS**

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

**ADMINISTRATION – Use of Corporate Seal**

15/4		

**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
TR.003	Nature Strip Mowing Policy	Policy is no longer necessary as requirements are covered in the Transport Infrastructure Asset Management Plan and Service Level Document. Refer report this agenda.



## WORKING GROUPS

	<b>Elected Member Representatives</b>	<b>Responsible Officer(s)</b>	<b>Status</b>
Wynyard Show Grounds	Cr Bramich Cr Hyland	<ul style="list-style-type: none"> <li>• General Manager</li> <li>• Manager Community Activation</li> </ul>	Tender awarded for demolition of the grandstand. Working through building permit. 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"> <li>• General Manager</li> <li>• Manager Community Activation</li> <li>• Manager Recreation Planning and Environment</li> <li>• Recreation Liaison Officer</li> </ul>	Workshop with councillors held 13 May. Report on this agenda.
Wynyard Sports Precinct	Cr Johnstone Cr Roberts	<ul style="list-style-type: none"> <li>• Director Infrastructure and Development Services</li> <li>• Strategic Projects Manager</li> <li>• Manager Community Activation</li> </ul>	<p>Austin street road closure – to be trialled following LGHA procedure. Approx 1 July 2024. Transport commissioner approval for temporary closure obtained.</p> <p>Practice net relocation – Fire hydrant relocated. Awaiting contractor to progress slab placement.</p> <p>Working group met 20 March 2024. Progressing design brief for training centre.</p> <p>Lease signed with DECYP to formalise occupation of WHS site.</p>
Boat Harbour Masterplan	Cr Hyland Cr Roberts	<ul style="list-style-type: none"> <li>• General Manager</li> <li>• Executive Officer (GM office)</li> <li>• Strategic Projects Manager</li> </ul>	Tender development in progress. Labor and Liberal parties committed funding to this project at the recent election.
Oldina Reserve Stakeholder Group	Cr Courtney Cr Johnstone	<ul style="list-style-type: none"> <li>• Director Community and Engagement</li> </ul>	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"> <li>• Manager Community Activation</li> </ul>	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"> <li>• Director Community and Engagement</li> <li>• Manager Community Activation</li> </ul>	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 – April 2024

DA No.	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	(D)Discretionary (P)Permitted
DA 358/2023	E Knapman	120 Goldie Street Wynyard	Signage & Change of Use (Retail to Food Business)	8.04.2024	45	D
DA 5/2024	Wilson Homes	24a Jackson Street Wynyard	Dwelling	8.04.2024	42	D
SD2187	Michell Hodgetts Surveyors	20 Deep Creek Road Wynyard	Subdivision (1 into 4 lots)	8.04.2024	58*	D
DA 34/2024	A & N Rayner	20 Stockdale Avenue Sisters Beach	Change of Use (Visitor Accommodation)	9.04.2024	42	D
DA 43/2024	PLA Designs Pty Ltd	62 Old Bass Highway Wynyard	Outbuilding (Carport)	10.04.2024	42	D
DA 55/2024	D & S Maclaren	8 Dicks Road Boat Harbour	Change of Use (Visitor Accommodation)	10.04.2024	27	P
DA 49/2024	N+B Design Pty Ltd	6 Brickworks Entrance Wynyard	Multiple Dwellings (3x Units)	10.04.2024	28	P
DA 41/2024	Design to Live	83 Gibbons Street Wynyard	Dwelling & Outbuilding (Carport)	11.04.2024	41	D
DA 48/2024	6ty Pty Ltd	35 Gibbons Street Wynyard	Dwelling Extension (Detached)	11.04.2024	39	D
SD 2190	PDA Surveyors	2 Fosters Road Wynyard	Subdivision (1 into 2 lots)	18.04.2024	34	D
DA 70/2024	Waratah-Wynyard Council	23B Austin Street Wynyard	Storage Shed	23.04.2024	27	P
DA 73/2024	Steve Walker Sails	30A Beaufort Street Somerset	Shade Sail	24.04.2024	19	P
DA 42/2024	BUILDRITE Construction & Project management	314 Port Road Boat Harbour Beach	Outbuilding (Shed)	30.04.2024	41	D

\*extension of time received

BUILDING PERMITS APPROVED – April 2024

Permit Number	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	Related Planning Approval
PSC-W-2024-3-01	GM Medwin Investment Trust	5/267 Port Road Boat Harbour Beach	Dwelling/Visitor Accommodation - As Constructed Alterations/Additions	04.04.2024	1	DA 75/2020

## 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"> <li>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.</li> <li>b. Repair, replacement and renovation of existing buildings in areas of designated landslip A; and</li> </ul> 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, we anticipate receipt of this report towards the end of May.</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
22/1/24	9.1	AGM NOM Officers Response - R Krabbe Formation of Community Activation Panel	Council deferred decision on creation of a Social and Community Activation Panel until further detail can be provided and discussed at workshop regarding the proposed benefits and aims of such a group. <i>Workshop held 13/5. Report on this agenda</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>A community engagement process is underway</i>	DGIS	In Progress
18/3/24	8.2	NOM Cr Courtney Somerset Sporting Precinct	That Council: <ol style="list-style-type: none"> <li>1) Commit to Langley Park as a recreation site and seek funding from relevant peak sporting bodies for required site upgrades; and</li> <li>2) Actively seek funding for remaining elements of the Somerset Sporting Precinct</li> </ol>	DIDS	In Progress

DATE	ITEM	TOPIC	ACTION/STATUS	OFFICER	STATUS
			<i>Report this agenda.</i>		
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
15/4/24	5.3.1 5.3.2 5.3.3	PQTON – C Hutchison – 3 questions regarding Childcare	Refer response this agenda	GM	CLOSED

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## 10.11 MINUTES OF OTHER BODIES/COMMITTEES

### 10.11.1 NOTES OF OTHER BODIES/COMMITTEES - ACCESSIBILITY STRATEGY WORKING GROUP HELD 9 APRIL 2024

To: Council  
Reporting Officer: Manager Community Activation  
Responsible Manager: General Manager  
Report Date: 15 April 2024  
File Reference: 001  
Enclosures: 1. Accessibility Working Group Meeting Notes April 2024 

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#### RECOMMENDATION

**That Council receives the notes of the Accessibility Working Group meeting held on Tuesday 9 April 2024.**

#### PURPOSE

The notes of the meeting of the Accessibility Working Group held on Wednesday 9 April 2024 are presented to Council for information.

#### BACKGROUND

The Waratah-Wynyard Accessibility Strategy Working Group is a collaborative partnership between Council and the community.

The purpose of the Accessibility Strategy Working Group meetings initially is to inform the development of the Accessibility Strategy and Action Plan. The Accessibility Strategy Working Group then advises on the implementation, monitoring, and review of the Accessibility Strategy.

#### DETAILS

At this meeting Working Group members were given an update on the progress of the Inclusion Access Plan. This update focused on website/social media/digital updates.

At the next meeting, a member of Council's Communications Team will attend to give an active demonstration of accessibility improvements that have been made as a result of the Accessibility Strategy.

The meeting was a difficult one, with the group having trouble progressing through the agenda. A decision was proposed by a Council Officer and supported by the majority of the group members not to meet in person in June, and instead continue to liaise via email.

The next meeting of the group will be held in August.

#### STATUTORY IMPLICATIONS

##### Statutory Requirements

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

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## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

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

<b>GOAL 4: Community Recreation and Wellbeing</b>
<b>Desired Outcomes</b>
3.5 Our community uses its voice to shape its future alongside a strong Council willing to listen and implement where reasonable and practical.
<b>Our Priorities</b>
1.6.1 Encourage increased participation by all stakeholders.

### Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Strong communities and social capital</b>	<b>Enduring community capital</b> – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
<b>Access and infrastructure</b>	<b>Local, regional and global transport and infrastructure access</b> – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
<b>Health and Wellbeing</b>	<b>Maintaining good health and wellbeing</b> – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.
<b>Place making and liveability</b>	<b>Liveable places for all ages</b> – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.

## 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.

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**COMMENT**

It is recommended that Council accepts the notes of the Accessibility Working Group meeting held on 9 April 2024.



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## 10.11.2 MINUTES OF OTHER BODIES/COMMITTEES - SUSTAINABILITY AND ENVIRONMENTAL ADVISORY PANEL HELD 16 APRIL 2024

To: Council  
Reporting Officer: Contracts and Administration Officer  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 29 April 2024  
File Reference: SEAP  
Enclosures: 1. DRAFT SEAP Minutes 16 April 2024   
2. Tree and Vegetation Management Policy   
3. Tree and Vegetation Management Guidelines 

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### RECOMMENDATION

#### That Council:

1. **Note the Unconfirmed Minutes of the Sustainability and Environmental Advisory Panel meeting held on 16 April 2024.**
2. **Endorse the following recommendations from the meeting held on 16 April 2024:**
  - (a) **That Council adopt the interim Tree & Vegetation Policy and Guidelines; and**
  - (b) **That Council advocate to the state government to publish the 2024 State of the Environment Report immediately following its release to parliament.**

### PURPOSE

The Unconfirmed/Confirmed Minutes of the Meeting of the Sustainability and Environmental Advisory Panel held on 16 April 2024, are presented for information.

From the meeting of 16 April 2024, the SEAP made two (2) recommendations to Council for consideration.

### BACKGROUND

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

### DETAILS

The Sustainability and Environmental Advisory Panel met on 16 April 2024 at the Waratah-Wynyard Council Chambers.

The meeting reviewed the revised standard agenda items which include:

- Confirmation of previous meeting minutes (20 February 2024),
- Active action updates (based on the action plan),
- Non-active actions noted (based on the action plan),
- New and general business.

The Panel's next meeting is scheduled to be held on 12 June 2024 at the Waratah-Wynyard Council Chambers.

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From the meeting of 16 April 2024, the SEAP made two (2) recommendations to Council for consideration. The recommendations for Council consideration were:

**(a) That Council adopt the interim Tree & Vegetation Policy and Guidelines.**

The SEAP made a recommendation to Council at the January 2024 meeting of Council to review and replace the existing Tree Management Policy with a more comprehensive Tree and Vegetation Management Policy and Strategy. Council endorsed this recommendation.

Since this time, a draft interim Tree and Vegetation Policy and Guidelines has been developed and circulated to the SEAP for review and comment. It is intended that this interim policy suite remains in place until the strategy has been successfully developed and adopted, following which the policy suite can be reviewed and updated as necessary.

During the April 2024 SEAP meeting, the group were presented with a final draft of the interim policy and guidelines for consideration. The panel determined to confirm the contents of the documents and make a recommendation to Council for endorsement.

The updated Tree and Vegetation Management Policy and guidelines are largely the same however they have been re-written to better emphasise the benefits to the community and the environment of tree and vegetation management rather than just focus on the potential risk posed.

**(b) That Council advocate to the state government to publish the 2024 State of the Environment Report immediately following its release to parliament.**

Under the *State Policies and Projects Act 1993* the Tasmanian Planning Commission (TPC) must produce a consolidated State of the Environment (SoE) Report every five years. This report covers the condition of the local environment; trends and changes; the achievement of resource management objectives; and provides recommendations for future action in relation to the management of the environment. Although a national state of the environment was released in 2021, a state focused report has not been produced since 2009.

In early to mid-2023, the SEAP had raised the state of the environment report where at which point the deputy chair took on the task of seeking updates from state, on when this report would be released. The current status of the report remains in progress and due, according to the TPC website, to be released by end of June 2024.

The information in the state of environment report is likely to have far ranging implications that could inform Council's priorities and by extension the SEAP's action plan priorities. It was with this in mind that SEAP has made this recommendation to Council to advocate to the state government that they prioritise the release of the state of the environment this year without exception.

## **STATUTORY IMPLICATIONS**

### Statutory Requirements

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

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

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

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

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

<b>GOAL 7: Environment</b>
<b>Desired Outcomes</b>
7.5 Stewardship of our land, water and marine ecosystems respects past, present and future generations.
<b>Our Priorities</b>
7.5.1 Protect, enhance and recover biodiversity through forward thinking and planning.

### Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Strong communities and social capital</b>	<b>Enduring community capital</b> – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
<b>Access and infrastructure</b>	<b>Local, regional and global transport and infrastructure access</b> – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
<b>Natural resource management</b>	<b>Managing abundant, natural and productive resources</b> – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.

Community Future Direction Theme	Key Challenges & Opportunities:
<b>Health and Wellbeing</b>	<b>Maintaining good health and wellbeing</b> – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.
<b>Education</b>	<b>Lifelong learning and education</b> – Education and lifelong learning is valued and there is access to vocational training and tertiary education. Education retention rates have increased.
<b>Place making and liveability</b>	<b>Liveable places for all ages</b> – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.
<b>Governance and working together</b>	<b>Working together for Murchison</b> – Everyone plays a part in achieving the objectives of the Sustainable Murchison Community Plan. There is cooperation, resource sharing and less duplication between Councils. Leadership is provided across all community sectors.

## ENVIRONMENTAL IMPLICATIONS

The purpose of the SEAP and their subsequent recommendations are intended to advise Council on ways to reduce our environmental footprint, protect and enhance our natural values, provide education and access to relevant environmental information, and improve the community’s adaptability and resilience to climate related risks.

To this end the recommendations to Council are consistent, particularly to review and replace the existing Tree Management Policy with the more detailed interim Tree & Vegetation Management Policy & Guidelines.

In terms of advocating the state government to prioritise the ‘state of the environment’ report, it is imperative that the environmental impacts that Tasmania may or may not have been subject to over the last 15 years, are known and communicated so that an appropriate road map can be built for the future.

## POLICY IMPLICATIONS

Council’s Environmental Sustainability Policy is relevant to the items discussed within this report.

If Council endorse the tabled interim Tree and Vegetation Management Policy and Guidelines, they will supersede the current Tree Management Policy (Feb 2022) and any associated guidelines.

## FINANCIAL IMPLICATIONS

The SEAP recommendations from the April 2024 meeting are not expected to have significant cost implications for Council outside of officer time.

## 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, however the adoption of the Tree and Vegetation Management Policy and Guidelines will signal the commencement

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of the broader strategy development and will be the foundational piece for any upcoming consultation with the community of this nature.

**COMMENT**

It is recommended that Council note the unconfirmed minutes from 16 April 2024 along with endorsement of the recommendations made by the SEAP.

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### 10.11.3 NOTES OF OTHER BODIES/COMMITTEES - WARATAH COMMUNITY BOARD MEETING HELD MONDAY 29 APRIL 2024

To: Council  
Reporting Officer: Manager Community Activation  
Responsible Manager: General Manager  
Report Date: 3 May 2024  
File Reference: 001  
Enclosures: 1. Notes Waratah Board Meeting 29 April 2024 

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#### RECOMMENDATION

**That Council receives the notes from the Waratah Community Board Meeting held on Monday 29 April 2024.**

#### PURPOSE

For Council to receive notes from the meeting of the Waratah Community Board held on 29 April 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 29 April 2024:

- The Board received an update on the Waratah shelter works, the historic rail bridge walkway works, the Waratah waterfall walk, and the Community Hub works.
- The Board received an update on the proposed works for Saunders Park and Smith Street Park.
- Requests for Service were discussed, and Board members will continue to encourage community members to utilise this resource.
- ANZAC Day service was discussed.
- The next meeting will be held on Friday 31 May at 2pm in the Community Hub.

This meeting was followed by Waratah Community Conversations, with Councillors and some senior members of staff present.

#### STATUTORY IMPLICATIONS

##### Statutory Requirements

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

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

<b>GOAL 3: Connected Communities</b>
<b>Desired Outcomes</b>
1.3 We encourage broad community input to create a focussed and strong sense of belonging.
<b>Our Priorities</b>
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:
<b>Tourism</b>	<b>Memorable visitor experiences all year round</b> – The must see destination, quality product, easy access, popular events and festivals with coordinated marketing. A longer season with increasing yields.
<b>Strong communities and social capital</b>	<b>Enduring community capital</b> – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
<b>Access and infrastructure</b>	<b>Local, regional and global transport and infrastructure access</b> – Safe and efficient access alternatives, growing freight capacity, renewable energy, water management and contemporary communications. Community infrastructure that supports economic development.
<b>Natural resource management</b>	<b>Managing abundant, natural and productive resources</b> – Natural resource management is valued and development is environmentally sustainable. The environment is clean and healthy with unspoilt beauty and biodiversity.
<b>Health and Wellbeing</b>	<b>Maintaining good health and wellbeing</b> – Healthy communities, people taking responsibility for their wellness, convenient access to medical services and facilities.
<b>Place making and liveability</b>	<b>Liveable places for all ages</b> – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.

## 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.



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**RISK IMPLICATIONS**

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

**CONSULTATION PROCESS**

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

**COMMENT**

That Council receives the notes of the Waratah Community Board Meeting held on Monday 29 April 2024.

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#### 10.11.4 MINUTES OF OTHER BODIES/COMMITTEES - AUDIT PANEL COMMITTEE HELD 26 MARCH 2024

To: Council  
Reporting Officer: Information Management Officer  
Responsible Manager: Director Financial Services  
Report Date: 6 May 2024  
File Reference: Audit Panel  
Enclosures: 1. Audit Panel Minutes - 26 March 2024 

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#### RECOMMENDATION

**That Council note the unconfirmed Minutes of the Audit Panel Committee meeting held on 26 March 2024.**

#### PURPOSE

The Audit Panel met on 26 March 2024 and the unconfirmed Minutes were released by the Chair on 5 May 2024 and are presented to Council for noting.

#### BACKGROUND

In February 2014, the Tasmanian State Government passed legislation that requires all Tasmanian Councils to establish an Audit Panel.

Along with the King Island and Circular Head Councils, Council appointed a shared Audit Panel on 3 August 2015.

The current members of the Shared Panel are:

- Mr Stephen Allen – Audit Panel Chair
- Mrs Lisa Dixon – Audit Panel Member
- Mr Paul Viney – Audit Panel Member

The Audit Panel must hold at least four meetings per year, with a majority of members constituting a quorum.

#### DETAILS

The Audit Panel met on 26 March 2024 at the Waratah-Wynyard Council.

The meeting reviewed the following standard agenda items:

- Business arising from previous meetings;
- General Manager Risk and Assurance Certificate;
- Communications from Council;
- Financial Management reports presented to Council;
- General Manager's Reports provided to Council;
- Minutes of Safety (OSHWELL) Committee;
- Internal audit progress on supplementary rates;

- Major Initiatives - Annual Plan progress report;
- Quarterly Statistic Reports provided to Council.

The major work plan for the meeting covered:

- Financial Management – Budgeting and Forecasting
- Annual Audit and Reporting – Audit Strategy
- Internal Controls and Risk Management
- Legal Compliance and Ethics

There were no formal recommendations made to Council at the meeting. The Panel's next meeting is scheduled to be held on 4 June 2024.

## STATUTORY IMPLICATIONS

### Statutory Requirements

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

Section 85A of the Act details the Audit Panels' functions to include a review Council's performance concerning financial systems, financial management, governance arrangements, policies, systems and controls, and all plans required under Part 7 of the Act. Section 85B of the Act provides for Ministerial Orders to specify Audit Panels' requirements beyond those required under Section 85A.

The *Local Government (Audit Panels) Amendment Order 2015* was issued on 1 January 2016.

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</b>	
<b>Desired Outcomes</b>	
We maintain and manage our assets sustainably.	
We cherish fairness, trust and honesty in our conduct and dealings with all.	
We highly value the use of an evidence-based approach to the development and implementation of strategies and policies that support and strengthen our decision making.	
We are recognised for proactive and engaged leadership.	
<b>Our Priorities</b>	
1.5	Build our knowledge base to apply in decision-making processes.
1.6	Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.
1.7	Develop leadership that inspires and motivates, and which maintains a strong community and workplace culture.
1.8	Review and adjust service levels to provide value for money.

### Sustainable Murchison Community Plan 2040

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

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**POLICY IMPLICATIONS**

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

**FINANCIAL IMPLICATIONS**

There are no financial implications in this recommendation.

**RISK IMPLICATIONS**

The establishment of an independent Audit Panel provides another layer of risk mitigation by providing independent oversight over Council's risk management framework and policy and procedural compliance.

**CONSULTATION PROCESS**

There are no consultation requirements as a result of this report

**COMMENT**

It is recommended that Council note the Unconfirmed Minutes of the Audit Panel Committee held on 26 March 2024.

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**11.0 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:

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

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**12.0 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:

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

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**13.0 RESUMPTION OF OPEN MEETING**

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

**14.0 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.