



**ORDINARY MEETING  
OF COUNCIL**

**AGENDA  
OPEN MEETING**

**18 October 2021**

13 October 2021

## **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 18 October 2021 with the Business of the meeting to be in accordance with the following agenda paper.

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

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

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



Shane Crawford  
GENERAL MANAGER

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

13 October 2021

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

Dear Shane,

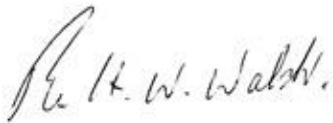
#### **COUNCIL MEETING**

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

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

I request that you make the necessary arrangements for the next ordinary meeting of Council to be convened on Monday 18 October 2021 commencing at 6:00pm at the Council Chambers, 21 Saunders Street, Wynyard.

Yours sincerely



Cr Robby Walsh  
MAYOR

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

**AGENDA OF AN ORDINARY MEETING OF THE WARATAH-WYNYARD COUNCIL TO BE HELD AT THE COUNCIL CHAMBERS, 21 SAUNDERS STREET, WYNYARD ON MONDAY 18 OCTOBER 2021, COMMENCING AT**

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

**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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<b>1.0 RECORD OF ATTENDANCE</b>
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Legislative Reference:

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

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

*(a) attendance and apologies.*

**1.1 ATTENDANCE**

**1.2 APOLOGIES**

**1.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED**

Nil received.

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<b>2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING</b>
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Legislative Reference:

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

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

*(b) Confirmation of the minutes.*

## **2.1 CONFIRMATION OF MINUTES OF PREVIOUS ORDINARY COUNCIL MEETING**

### **RECOMMENDATION**

**That the Minutes of the Ordinary Meeting of the Waratah-Wynyard Council held at Council Chambers, 21 Saunders Street, Wynyard on Monday 20 September 2021, a copy of which having previously been circulated to Councillors prior to the meeting, be confirmed as a true record.**

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



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<b>3.0 DECLARATIONS OF INTEREST</b>
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Legislative Reference:

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

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

**Councillor and Agenda Item Number**

**Staff and Agenda Item Number**

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## 4.0 COUNCILLORS ANNOUNCEMENTS AND REPORT

### 4.1 ANNOUNCEMENTS BY MAYOR

Nil received.

### 4.2 MAYOR'S COMMUNICATIONS

#### RECOMMENDATION

**That Council note the Mayors Communications**

13/9/21	Councillors Workshop
14/9/21	General Manager / Mayor Weekly Meeting
	Advocate Spring Loaded Interview
20/9/21	Tasmanian Advanced Minerals – Business Visit
	Council Meeting
21/9/21	Somerset Time Capsule Opening
	General Manager / Mayor Weekly Meeting
23/9/21	Mayor and General Manager visit to Waratah
27/9/21	Community Conversation – Sisters Beach
28/9/21	General Manager / Mayor Weekly Meeting
30/9/21	Meeting with Gavin Pearce – Wynyard Bowls Club
4/10/21	Councillors Workshop
5/10/21	General Manager / Mayor Weekly Meeting
8/10/21	Radio Interview – Tasmania Talks
	Wynyard Recreation Centre – media with Minister
12/10/21	Meeting with Director Local Government on Vaccination Rates

### 4.3 REPORTS BY DELEGATES

Nil received.

### 4.4 NOTIFICATION OF COUNCIL WORKSHOPS

*Legislative Reference:*

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

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

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

#### RECOMMENDATION

**That Council note the following Councillor Workshop**

4/10/21	General Manager Performance Review
	Wynyard RSL Presentation
	Wynyard Sports Precinct Update
	Financial Management Strategy

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### Upcoming Workshops - Indicative Only

2/11/21	AGM
8/11/21	Spring Loaded Overview Waratah 150 Years Update General Manager's Performance Review

### Councillor Attendance Records

Meetings attended during 2021/22 (14 September 2021 to 7 October 2021)

	Ordinary Meetings 2021/22 (3)	Special Meetings / AGM 2021/22 (0)	Workshops 2021/22 (7)	Community Conversations 2021/22 (2)	Weeks Leave Approved
Mayor Robert Walsh	2	0	5	2	3
Deputy Mayor Mary Duniam	3	0	5	1	
Cr Maureen Bradley	3	0	6	0	
Cr Gary Bramich	3	0	6	2	
Cr Andrea Courtney	3	0	5	1	
Cr Celisa Edwards	3	0	6	2	
Cr Darren Fairbrother	3	0	6	1	
Cr Kevin Hyland	3	0	6	2	

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## 5.0 PUBLIC QUESTIONS AND STATEMENTS

Legislative Reference:

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

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

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

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

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

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

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

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

### **5.1.1 MR V RUFFELS - ALL ABILITIES PLAYGROUND - ANZAC PARK, SOMERSET - CONTRACT #756**

#### **QUESTION**

Mr Ruffles of Burnie made a statement regarding the proposed ANZAC Park design. He stated that he believes that equipment chosen could be better and believes not a full All-ability Playground.

He noted that he believes if built the way currently designed that Fairy Godmothers will be blamed for poor design.

Want the group to have ability to have input/influence in the tender process and what will be purchased.

#### **OFFICERS RESPONSE**

Following the points raised above by Mr Ruffles, the Fairy Godmothers were invited to attend a meeting with Council officers on Tuesday 28 September. Information was presented to clarify all points raised by the Fairy Godmothers in recent discussions.

A subsequent meeting was held on 13 October, firstly with Council Officers and secondly with Councillors to ensure all parties understand the current design. The Fairy Godmothers provided their feedback and requests in relation to playground in writing prior to this meeting.

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

Nil received.

## **5.3 PUBLIC QUESTIONS WITHOUT NOTICE**

Legislative Reference:

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

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

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

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

(5) *The Chairperson may –*

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

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

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#### **5.4 PUBLIC STATEMENTS RECEIVED IN WRITING**

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

Nil received.

#### **5.5 PUBLIC STATEMENTS WITHOUT NOTICE**

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## **6.0 PLANNING AUTHORITY ITEMS**

Legislative Reference:

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

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

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

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

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

Legislative Reference:

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

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

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

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

*(5) The Chairperson may –*

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

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

Nil received.

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

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

Nil received.

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### 6.3 CARAVAN MANUFACTURING BUSINESS AND SHED LOCATED AT 378 MURCHISON HIGHWAY, SOMERSET - DA 146/2021

To: Council  
Reporting Officer: Graduate Town Planner  
Responsible Officer: Manager Development and Regulatory Services  
Report Date: 28 September 2021  
File Reference: 7055354  
Supporting Documents: 1. Consolidated advertised documents   
2. Signed extension of time agreement 

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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 *Waratah-Wynyard Interim Planning Scheme 2013*, refuse an application for a caravan manufacturing business and shed at 378 Murchison Highway, Somerset (Lot 1 on SP 44245) on the following grounds:

1. The application does not demonstrate compliance with Clause 26.3.1 P1(a), P1(c), P1(d)(i) or P1(d)(ii) of the *Waratah-Wynyard Interim Planning Scheme 2013*. The proposed caravan manufacturing business is not consistent with the local area objectives for the Rural Resource zone. There is no direct link between the proposed business and primary industry use. The existing development on the site is not unique to the property and the application does not adequately demonstrate why a caravan manufacturing business is dependent on access to infrastructure that is only available on this site. The proposal will result in the further conversion of land which has potential to be used for more compatible primary industry use in line with the purpose of the zone.

#### PURPOSE

The purpose of this report is for Council to consider the merits of the application DA 146/2021 against the requirements of the *Waratah-Wynyard Interim Planning Scheme 2013*.

#### BACKGROUND

The subject site is located at 378 Murchison Highway, Somerset and has an area of 2.013ha. It is located within the Rural Resource zone and has existing access onto the Murchison Highway. The site contains a single dwelling, garage with ancillary dwelling, carport and two large sheds. The development application is for a caravan manufacturing business to be located in two sheds, one existing and one proposed, and also includes a new access point onto the Murchison Highway, internal driveway, parking area and fencing.

The adjoining titles to the north, 352 Murchison Highway, and west, 382 Murchison Highway, contain single dwellings, associated outbuilding development and cleared land sown to pasture and used for grazing purposes. The adjoining title to the south-west, 380 Murchison Highway, is a small lot and contains a single dwelling and associated outbuilding development. The lot to the south-east across the Murchison Highway comprises cleared land sown to pasture and used for grazing purposes. The subject site and the adjoining property at 382 Murchison Highway also border a pump station administered by TasWater.

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



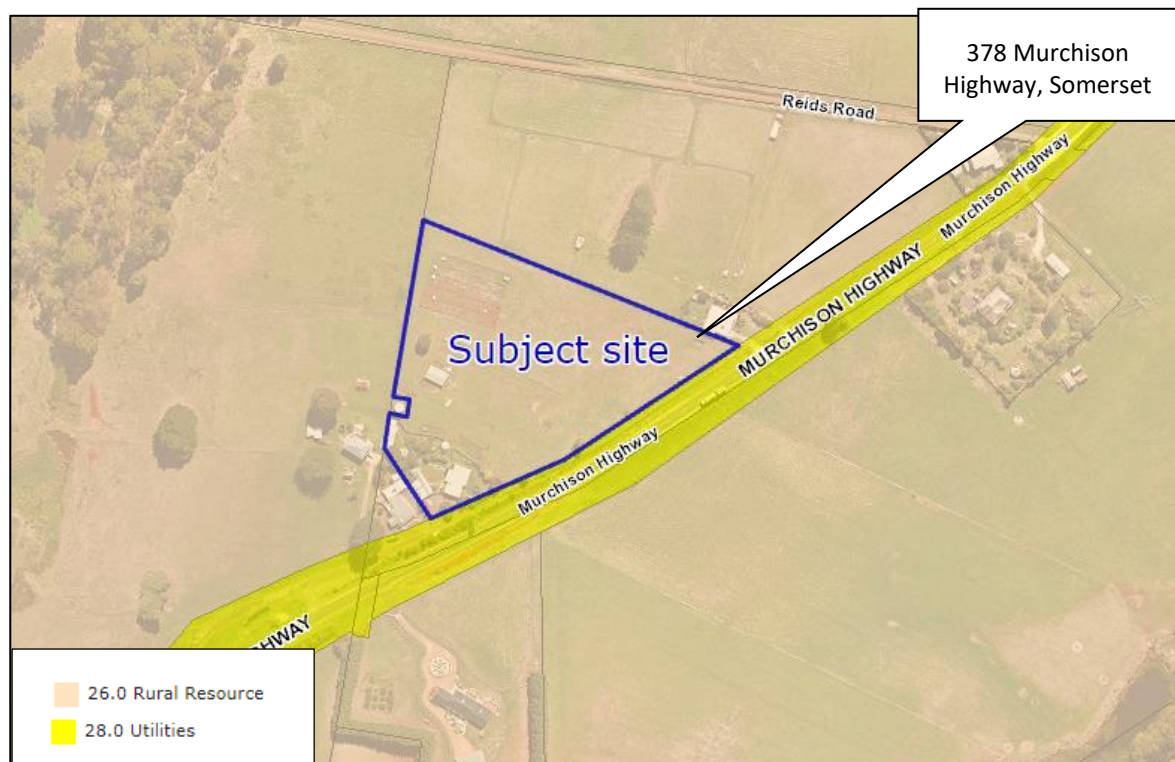


Figure 1: Subject site with zoning

## DETAILS

The applicant is seeking approval for development on land as 378 Murchison Highway, Somerset (CT 44245/1). The proposal is for the establishment of a caravan manufacturing business, including both construction and assembly of all caravan parts as well as the manufacturing of custom designed components for both caravans and motorhomes. The proposed development will introduce a new discretionary non-residential use in a rural area.

An existing shed on the site is to be used for the storage of items associated with the manufacturing business. It is proposed to build a new shed adjacent to the existing one to cater for the construction and assembly portion. The proposed shed has a floor area of 96m<sup>2</sup>, a maximum height of 5.72m and is clad and roofed in Colorbond.

Provision for car parking comprises four car parking spaces to the south-east of the existing shed. Proposed hours of operation are from 7:00am to 6:00pm Monday through Saturday and from 10:00am – 6:00pm Sundays. Only one employee is to be present on the site. No signage was submitted as part of the application.

This report assesses the proposal against the *Waratah-Wynyard Interim Planning Scheme 2013* (the Planning Scheme). The subject property is zoned Rural Resource under the Planning Scheme. The proposal is defined as being within the Manufacturing and Processing Use Class. This is a Discretionary within the zone.

## CONSULTATION PROCESS

The consultation process was the public exhibition period set out in the Land Use Planning and Approvals Act 1993 (LUPAA) and involved notification of adjoining 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;
- Crown Landowner Consent x 2 Pages;
- Title Documents x 2 Pages;
- Supporting Documentation Report x 14 Pages;

- 
- Additional Information Request x 1 Page;
  - Additional Information Response x 3 Pages; and
  - Proposal Plans x 3 Pages.

The period for representations closed on 15 September 2021. No representations were subsequently received.

## **INTERNAL REFERRALS**

### **Engineering Services Department**

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

1. 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.
2. In the course of undertaking the development/use there is to be no damage caused to any Council owned infrastructure or property.
3. Loading and unloading of vehicles is to be confined to within the boundaries of the property.
4. Off street car parking and hardstand areas are to be surfaced in an all-weather material such as concrete, asphalt or bitumen spray seal. All stormwater runoff from the car parking and hardstand areas is to be collected onsite and directed to a stormwater system designed to cater for a 1 in 20 year ARI storm and discharged to a legal point of discharge to the reasonable requirements of the Director Infrastructure & Development Services.
5. Vehicular access to and egress from the site is to occur only in a forward motion.
6. Stormwater from the development to be fully contained within the boundaries of the property.

### **Environmental Health**

The application was referred to Council's Environmental Health Officer. The following 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.

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

A full assessment of the proposed stormwater and rubbish/waste disposal systems will be undertaken at the building/plumbing application stage.

## **EXTERNAL REFERRALS**

The application was referred to TasWater on 31 August 2021. A response was received on 7 September 2021 advising that TasWater had no objections to the proposal. No conditions were recommended.

The application was referred to the Department of State Growth (DSG) on 31 August 2021. A response was received on 31 August 2021 advising that DSG had no objections to the proposal but that a permit from DSG will be required prior to the applicant undertaking any works within the state road reservations.

The application did not require any other external referrals.

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## PLANNING ASSESSMENT

The subject site is zoned Rural Resource under the *Waratah-Wynyard Interim Planning Scheme 2013*. The proposal is categorised as a Manufacturing and Processing use which is a Discretionary Use within the zone.

The proposal does not meet all relevant acceptable solutions of the planning scheme and is therefore submitted as a discretionary application under Section 57 of LUPAA and assessed under the *Waratah-Wynyard Interim Planning Scheme 2013* and relevant State Policies and Acts. Section 57(1) (b) of LUPAA allows Council to relax or waive the provisions of its Planning Scheme under a discretionary status.

An assessment of the proposal against the applicable clauses for the Rural Resource Zone is provided below.

### 26.0 Rural Resource Zone

#### 26.1.2 Local Area Objectives

- (a) The priority purpose for rural land is primary industry dependent upon access to a naturally occurring resource;
- (b) Air, land and water resources are of importance for current and potential primary industry and other permitted use;
- (c) Air, land and water resources are protected against –
  - (i) permanent loss to a use or development that has no need or reason to locate on land containing such a resource; and
  - (ii) use or development that has potential to exclude or unduly conflict, constraint, or interfere with the practice of primary industry or any other use dependent on access to a naturally occurring resource;
- (d) Primary industry is diverse, dynamic, and innovative; and may occur on a range of lot sizes and at different levels of intensity;
- (e) All agricultural land is a valuable resource to be protected for sustainable agricultural production;
- (f) Rural land may be used and developed for economic, community, and utility activity that cannot reasonably be accommodated on land within a settlement or nature conservation area;
- (g) Rural land may be used and developed for tourism and recreation use dependent upon a rural location or undertaken in association with primary industry
- (h) Residential use and development on rural land is appropriate only if –
  - (i) required by a primary industry or a resource based activity; or
  - (ii) without permanent loss of land significant for primary industry use and without constraint or interference to existing and potential use of land for primary industry purposes

#### 26.1.3 Desired Future Character Statements

Use or development on rural land –

- (a) may create a dynamic, extensively cultivated, highly modified, and relatively sparsely settled working landscape featuring –
  - (i) expansive areas for agriculture and forestry;
  - (ii) mining and extraction sites;
  - (iii) utility and transport sites and extended corridors; and
  - (iv) service and support buildings and work areas of substantial size, utilitarian character, and visual prominence that are sited and managed with priority for operational efficiency

- (b) may be interspersed with –
  - (i) small-scale residential settlement nodes;
  - (ii) places of ecological, scientific, cultural, or aesthetic value; and
  - (iii) pockets of remnant native vegetation
- (c) will seek to minimise disturbance to –
  - (i) physical terrain;
  - (ii) natural biodiversity and ecological systems;
  - (iii) scenic attributes; and
  - (iv) rural residential and visitor amenity;
- (d) may involve sites of varying size –
  - (i) in accordance with the type, scale and intensity of primary industry; and
  - (ii) to reduce loss and constraint on use of land important for sustainable commercial production based on naturally occurring resources;
- (e) is significantly influenced in temporal nature, character, scale, frequency, and intensity by external factors, including changes in technology, production techniques, and in economic, management, and marketing systems

**26.3.1 Requirement for discretionary non-residential use to locate on rural resource land**

<p><b>A1</b> There is no acceptable solution</p>	<p><b>P1</b> Other than for residential use, discretionary permit use must –</p> <ul style="list-style-type: none"> <li>(a) be consistent with the local area objectives;</li> <li>(b) be consistent with any applicable desired future character statement;</li> <li>(c) be required to locate on rural resource land for operational efficiency –           <ul style="list-style-type: none"> <li>(i) to access a specific naturally occurring resource on the site or on adjacent land in the zone;</li> <li>(ii) to access infrastructure only available on the site or on adjacent land in the zone;</li> <li>(iii) to access a product of primary industry from a use on the site or on adjacent land in the zone;</li> <li>(iv) to service or support a primary industry or other permitted use on the site or on adjacent land in the zone;</li> </ul> </li> <li>(v) if required –           <ul style="list-style-type: none"> <li>a. to acquire access to a mandatory site area not otherwise available in a zone intended for that purpose;</li> <li>b. for security;</li> <li>c. for public health or safety if all measures to minimise impact could create an unacceptable level of risk to human health, life or property if located on land in a zone intended for that purpose;</li> </ul> </li> <li>(vi) to provide opportunity for diversification, innovation, and value adding to secure existing or potential primary industry use of the site or of adjacent land;</li> <li>(vii) to provide an essential utility or community service infrastructure for the municipal or regional community or that is of significance for Tasmania; or</li> </ul>
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	<ul style="list-style-type: none"> <li>(viii) if a cost-benefit analysis in economic, environmental, and social terms indicates significant benefits to the region; and</li> <li>(d) minimise likelihood for – <ul style="list-style-type: none"> <li>(i) permanent loss of land for existing and potential primary industry use;</li> <li>(ii) constraint or interference to existing and potential primary industry use on the site and on adjacent land; and</li> <li>(iii) loss of land within a proclaimed irrigation district under Part 9 <i>Water Management Act 1999</i> or land that may benefit from the application of broadscale irrigation development</li> </ul> </li> </ul>
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**Planning Comments:** Does not comply

Council is in receipt of an application for a caravan manufacturing business and shed. The proposal is considered to fall within the *Manufacturing and Processing* use category under the Planning Scheme and is a discretionary use in the Rural Resource zone. Assessment against Performance Criteria P1 for this Clause is therefore required.

Performance Criteria P1(a) requires discretionary permit use to be consistent with the local area objectives. Satisfaction of P1(a) requires a proposal to be in harmony with the local area objectives as opposed to merely not directly against, or in contravention of those objectives. However, it is noted that demonstration of ‘consistency’ does not go so far as to require strict compliance with every local area objective listed under Clause 26.1.2. It is only necessary for a proposal to be consistent with the local area objectives when considering those as a whole.

In terms of the application before Council, local area objectives (f)-(h) are largely irrelevant as they relate to use of land for residential, tourism and recreation uses and economic, community, and utility activities. The remaining local area objectives, (a)-(e), are concerned with the protection of agricultural land.

Local area objectives (a), (b) and (c) in particular relate to the importance of preserving natural resources for primary industry use. Primary industry, although not defined in the planning scheme, is generally understood to mean:

Industry, such as agriculture, mining or forestry that is concerned with obtaining or providing natural raw materials for conversion into commodities and products for the consumer.

According to the Land Capability Survey 1999 (Grose CJ, Land Capability Handbook, Guidelines for the Classification of Agricultural Land in Tasmania, DPIWE) the subject title contains class 3 land with a small portion (<800m<sup>2</sup> or approximately 4%) of class 4+5 land in the northernmost portion of the site. Class 3 is defined as land suited to cropping and intensive grazing with moderate limitations to use.

Local area objectives (d) and (e) clearly acknowledge that all agricultural land is valuable and that primary industry use can take many different forms. The existing residential use and TasWater infrastructure constrain the potential for the site to be used for cropping or other broadscale agricultural use, or for intensive animal husbandry uses such as broiler sheds or feedlots. However, the mapped soil quality of the property indicates that there is potential for the site to be used for more complimentary agricultural activities including grazing, hydroponics and/or controlled environment agriculture. Both the adjoining titles to the north, 352 Murchison Highway, and west, 382 Murchison Highway, contain residential uses and are also used for grazing purposes at varying scales.

When considered as a whole, the local area objectives for the Rural Resource Zone are centred around the protection and prioritisation of agricultural land and natural resources for primary industry use, whichever form that use may take. It is not considered that the proposal is consistent with the local area objectives for the zone and therefore cannot satisfy P1(a).

Performance Criteria P1(b) requires discretionary permit use to be consistent with the desired future character statements for the zone. Whereas the local area objectives relate to the types of use occurring in the Rural Resource zone, the desired future character statements are primarily concerned with the physical appearance of development associated with those uses. According to LISTmap, the subject site does not contain any threatened flora or fauna or any threatened native vegetation communities. The site is not subject to any identified landslip or flood risk and the development directly associated with the proposed caravan manufacturing business is comprised primarily of two sheds similar in size and scale to outbuildings found throughout the Rural Resource zone. It is considered that the proposed discretionary non-residential use is broadly consistent with the applicable desired future character statements and satisfies P1(b).

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According to P1(c), discretionary non-residential use must be required to locate on Rural Resource land for operational efficiency due to one of eight reasons.

The subject site is surrounded by dwellings, associated domestic and rural outbuilding development and cleared land sown to pasture. There are no naturally occurring resources or products of primary industry utilised by the proposed development which are produced on the site or on adjacent Rural Resource zoned land. The proposal cannot satisfy either P1(c)(i) or P1(c)(iii).

Although the applicant states that the proposed caravan manufacturing business utilises existing structures on the site and takes advantage of the site's proximity to the Murchison Highway, the relevant test for P1(c)(ii) refers to a requirement to access infrastructure only available on the site or on adjacent land in the zone. The use of the term 'requirement' suggests a degree of necessity rather than mere convenience. The subject site currently contains a single dwelling, garage with ancillary dwelling, carport and two large sheds. None of this infrastructure is unique to either the site or the Rural Resource zone and the application does not adequately demonstrate why a caravan manufacturing business is dependent on access to any of this infrastructure.

Further, none of the existing development on the site forms a key part of the proposed caravan manufacturing business; the existing shed is to be used primarily for storage purposes with a new shed proposed to house equipment needed for the construction and assembly portion of the proposed business. A new vehicle access is proposed as is new car parking and fencing. The proposal utilises little of the existing infrastructure on the site and what it used is commonly available in the area. The application does not adequately demonstrate compliance with P1(c)(ii).

As outlined above, primary industry use on the site and adjacent properties is primarily confined to grazing activities, with limited cropping activities undertaken on the property to the south-east across the Murchison Highway, 319 Murchison Highway. A caravan manufacturing business is not required to service or support these activities and therefore P1(c)(iv) cannot be satisfied.

The proposed business is not required to be located on Rural Resource zoned land for any other reasons under P1(c)(v). The Waratah-Wynyard municipality contains ample industrial zoned land and the proposal is not one which poses a significant risk to public health or safety and thus requires a remote location. Regarding security, there are a number of caravan/trailer manufacturers and sellers throughout Tasmania, including in the north-west region. These businesses are generally located in established industrial/light industrial, business or commercial areas away from both residential and agricultural areas.

The proposed discretionary use has no direct connection to primary industry activities conducted on the site or on adjacent land and will detract from, rather than add to, the potential primary industry use of the site. It is not considered that the proposal will have any substantial bearing on the current or future security of primary industry use on adjacent properties, which is already well established. P1(c)(vi) is not met.

The proposed development cannot satisfy P1(c)(vii) or P1(c)(viii) as no cost-benefit analysis was submitted with the application and a caravan manufacturing business is not the type of use generally considered to be of significant benefit to the north-west region or provide an essential utility or community service infrastructure. It is not considered that the application sufficiently demonstrates compliance with any of the eight options listed under P1(c). A rural location is not required for this type of use and the proposal fails to satisfy P1(c) overall.

Satisfaction of P1(d) requires that a proposal minimise the likelihood for permanent loss of land for primary industry use as well as minimise constraint/interference to primary industry activities, both existing and potential. The use of the word "minimise" imposes a requirement to substantially reduce, rather than eliminate, any possible impact.

The applicant states that the proposal minimises the likelihood of permanent loss of land for existing/potential primary industry use by making use of the existing structures on the site. However, this argument is not adequately demonstrated throughout the application. The proposal is for a manufacturing and processing use which has no direct connection to primary industry use on land which classified as class 3 prime agricultural land.

Although the existing residential use on the site and TasWater infrastructure constrain the potential for the site to be used for cropping or other broadscale agricultural use, as outlined under the discussion around consistency with local area objectives above, the subject site contains prime agricultural land with only moderate limitations for agricultural use. The mapped soil quality of the site indicates it has the potential to be used for other more innovative/intensive primary industry uses beyond just cropping; including grazing, hydroponics or controlled environment agriculture.

The planning scheme does not require consideration of whether primary industry use will be economically viable on a site. The construction of additional buildings and associated infrastructure including parking areas and a large internal driveway will result in the further conversion of land which has potential to be

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<p>used for more compatible primary industry use in line with the purpose of the zone. It is considered that whilst the proposal satisfies P1(d)(iii), neither P1(d)(i) nor P1(d)(ii) are made out.</p> <p>In order to satisfy the Performance Criteria for Clause 26.3.1, a proposal must meet the requirements for P1(a), P1(b), one of P1(c)(i)-(viii) and each of P1(d)(i)-(iii). The current application meets P1(b) but does not meet P1(a), any of P1(c)(i)-(viii), P1(d)(i) or P1(d)(ii) and must therefore be refused.</p>
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## **STATUTORY IMPLICATIONS**

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

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

In accordance with section 57 of this Act and Council's Planning Scheme, this proposal is an application for a discretionary permit. Council may approve or refuse discretionary permit applications after considering both Council's Planning Scheme and the public representations received.

## **STRATEGIC IMPLICATIONS**

There are no strategic 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 for Council 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.

## **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 clause 26.3.1 (Requirement for discretionary non-residential use to locate on rural resource land) of the Planning Scheme.

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The proposal is for a manufacture and processing use which has no connection to primary industry use, and which is able to be accommodated in an area more suited to that type of development. The mapped soil quality of the site indicates it has the potential to be used for primary industry use more in line with the purpose of the zone, even taking into consideration the existing residential use on the site. The existing development on the site is not unique to the property and the application does not adequately demonstrate why a caravan manufacturing business is dependent on access to any of this infrastructure, or otherwise needs to be located in a rural area. The proposal will contribute to the unnecessary conversion of primary industry land.

The application does not comply with the Rural Resource Zone provisions of the *Waratah-Wynyard Interim Planning Scheme 2013*. It is therefore recommended that Council refuse a planning permit for the proposed development.



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#### 6.4 DEMOLITION OF DWELLING & NEW DWELLING WITH POOL LOCATED AT 1/63 IRBY BOULEVARD, SISTERS BEACH - DA 157/2021

To: Council  
Reporting Officer: Town Planner  
Responsible Officer: Manager Development and Regulatory Services  
Report Date: 4 October 2021  
File Reference: 3198358  
Supporting Documents: 1. Consolidated advertised documents   
2. Representation   
3. 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 *Waratah-Wynyard Interim Planning Scheme 2013*, grant approval for demolition of a dwelling and construction of a new dwelling and pool at 1/63 Irby Boulevard, Sisters Beach subject to the following conditions: -

#### CONDITIONS:

1. The development is to be generally in accordance with the application as submitted and endorsed documents as listed:
  - (a) Proposal Plans with Project Number J007015 as prepared by S. Group and dated 9 August 2021.
2. The ensuite bathroom window is to be glazed or otherwise screened to a minimum height of 1.7m and with a transparency of not more than 30%.
3. 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.
4. In the course of undertaking the development/use there is to be no damage caused to any Council owned infrastructure or property.
5. Loading and unloading of vehicles is to be confined to within the boundaries of the property.
6. Off street car parking and hardstand areas are to be surfaced in an all-weather material such as concrete, asphalt or bitumen spray seal. All stormwater runoff from the car parking and hardstand areas is to be collected onsite and directed to a stormwater system designed to cater for a 1 in 20 year ARI storm and discharged to a legal point of discharge to the reasonable requirements of the Director Infrastructure & Development Services.
7. Stormwater from the development is to be connected and discharged into Council's stormwater drainage network.
8. Control measures are to be installed for the duration of the demolition and construction so as to limit the loss of soils and other debris from the site.

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**Notes: -**

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

- An “Activity in Road Reservation” permit must be obtained from Council for all activity within the Road Reservation.
- This project must be substantially commenced within two years of the issue of this permit.
- The applicant is advised to consult with a building surveyor to ensure the development is constructed in accordance with *Building Act 2016*.
- This permit is based on information and particulars set out in Development Application DA 157/2021. Any variation requires an application for further planning approval of Council.
- This development/use is not to result in the generation of environmental harm or nuisance as defined in the *Environmental Management and Pollution Control Act 1994*.
- Attention is drawn to existing or proposed electricity infrastructure, please be sure to contact TasNetworks on 1300 137 008 to ensure these works do not impede on existing electricity easements and are at a safe distance from powerlines. Failure to do so could result in the relocation of electricity assets at your cost.
- Under Section 61 (4) of the *Land Use Planning and Approvals Act 1993*, the applicant has the right to lodge an appeal against Council’s decision. Notice of appeal should be lodged on the prescribed form together with the required fee within fourteen days after the date on which notice of the decision was served on that person, to the Resource Management and Planning Appeal Tribunal, G.P.O. Box 2036, Hobart, 7001. Updated Notices of Appeal are available on the Tribunal’s website at [www.rmpat.tas.gov.au](http://www.rmpat.tas.gov.au).

**PURPOSE**

The purpose of this report is for Council to consider the merits of the application DA 157/2021 against the requirements of the *Waratah-Wynyard Interim Planning Scheme 2013*.

**BACKGROUND**

The subject site is located at 1/63 Irby Boulevard, Sisters Beach and has an area of 611m<sup>2</sup>. It is located within the Low Density Residential zone and has access onto Irby Boulevard. The site currently contains a single dwelling and water tank.

The adjoining titles to the west, 2/63 Irby Boulevard, and east, 59 Irby Boulevard, as well as properties to the south across Irby Boulevard also contain single dwellings with associated outbuilding development. To the north is a coastal reserve administered by DPIPWE (Crown Land Services) and it is zoned Environmental Management.

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 demolition of the existing dwelling on the site and construction of a new dwelling and inground pool. It is also proposed to install an underground water tank in the south-eastern corner of the site and plant trees along the frontage.

The proposed two storey dwelling has a building footprint of approximately 260m<sup>2</sup> and an overall height of 8.2m. The ground floor has an area of 233.54m<sup>2</sup> and comprises a large garage, foyer with stairwell and lift, two bedrooms, bathroom, laundry and studio. The first floor has an area of 186.26m<sup>2</sup> and comprises a combined kitchen/dining/living area with butlers pantry, lift and stairwell, main bedroom with ensuite and walk-in-robe, powder room and a deck.

The dwelling is clad and roofed in a mix of Colorbond, fibre cement, concrete, timber and glass. It is setback 5.25m from Irby Boulevard, 1m from the western side boundary, 0m from the northern rear boundary and 1.39m from the eastern side boundary.

This report assesses the proposal against the *Waratah-Wynyard Interim Planning Scheme 2013* (the Planning Scheme) and takes into account any representations received during the public exhibition period.

The subject property is zoned Low Density Residential under the Planning Scheme. The proposal is defined as a Residential Use Class. This is a Permitted 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:

- 
- 12.4.1 Suitability of a site or lot for use or development (P1);
  - 12.4.2 Dwelling density (P1); and
  - 12.4.3 Location and Configuration of Development (P2, P3, P5).

### CONSULTATION PROCESS

The consultation process was the public exhibition period set out in the *Land Use Planning and Approvals Act 1993* (LUPAA) and involved notification of adjoining 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 6 pages;
- Supporting report x 3 pages; and
- Proposal Plans x 11 pages.

The period for representations closed on 22 September 2021. One (1) representation was subsequently received in two separate parts but from the same representor. A map demonstrating the relationship between the subject site and the representor's property is shown in Figure 2.



**Figure 2: Relationship between the subject site and the representor's property**

The representation and planning responses to the issues raised are provided below. While every effort has been made to include all issues raised, this summary should be read in conjunction with the representation which is included as an enclosure to this report.

## Representors – P O’Boyle

Issues raised:	Response:
<p>12.4.1 P1- The building is not suitable for the building envelope for Sisters Beach locality.</p> <p>12.4.2 P1- The dwelling density is not consistent with the streetscape.</p>	<p>Council can consider an application for a dwelling which does not satisfy the Acceptable Solution for a clause provided it complies with the relevant Performance Criteria. Performance Criteria P1 for clauses 12.4.1 and 12.4.2 are primarily concerned with the ability of a lot to service the requirements of residential use relevant to the available lot area.</p> <p>The subject site is located in an area serviced by Council’s stormwater and TasWater’s reticulated sewerage infrastructure. Water is via on-site supply and the site is not subject to any natural hazards relevant to this Planning Scheme. Existing arrangements for water supply and connections to reticulated sewerage and stormwater infrastructure are to be retained. No change to the location of the existing access on to Irby Boulevard is proposed.</p> <p>The subject site contains an existing dwelling and water tank. The existing dwelling is to be demolished to make way for a new dwelling and pool. There will be no change to the existing dwelling density.</p>
<p>12.4.3 P2- The building is very different in mass compared to the easterly neighbour. It is not in keeping with the predominant scale and massing along the street.</p> <p>Too close to the Eastern side boundary – does not meet the 1.5m Standard. The rear setback does not meet the 4m standard.</p>	<p>Council can consider an application for a dwelling which does not satisfy the Acceptable Solution for a clause provided it complies with the relevant Performance Criteria. Performance Criteria P2 for Clause 12.4.3 is primarily concerned with impact on adjoining habitable rooms and private open space areas and consistency with the area.</p> <p>Indoor living areas and private open space areas for both the representor’s property, 59 Irby Boulevard, and the property to the west, 2/63 Irby Boulevard, are primarily located on the opposite sides of their respective lots from the subject site. Overshadowing from the proposed dwelling is unlikely to significantly affect these areas and will likely be confined to either the morning or afternoon, not both.</p> <p>There are no windows in the elevation of the proposed dwelling closest to the boundary shared with 59 Irby Boulevard, which consists of the garage. The majority of windows in the proposed dwelling face the coastal reserve to</p>

	<p>take advantage of northern sunlight, or are recessed in from the eastern elevation in order to ensure privacy between dwellings. The windows closest to the dwelling at 59 Irby Boulevard front onto the garage of that dwelling on the ground level and are offset in the horizontal plane from windows to habitable rooms in the first floor level.</p> <p>The existing dwelling at 1/63 Irby Boulevard adjoins the northern boundary to the coastal reserve, as does the existing dwelling at 59 Irby Boulevard and the dwelling further west at 65 Irby Boulevard. The proximity of the proposed dwelling to the coastal reserve is consistent with the streetscape, with most dwellings in the street also located to the rear of each block and away from Irby Boulevard.</p> <p>The proposed dwelling is separated from buildings on adjoining lots by a minimum distance of 3.1m. This is consistent with separation between buildings in the area, which varies from 2.5m to 8m.</p>
<p>12.4.7 P1- There will be overshadowing of a ground floor bedroom.</p>	<p>Clause 12.4.7 is not relevant to the application as the subject site is not within 50m of a proclaimed wharf area, railway or the Bass Highway and does not adjoin the General Business, General Industrial, Utilities or Rural Resource zones.</p> <p>Overshadowing is considered in the previous response above, and under clause 12.4.3A2/P2, and is considered in full detail in the planning scheme assessment below.</p>
<p>Will the top floor bathroom window be glazed or have a barrier around it?</p>	<p>A condition will be included on any permit issued requiring the ensuite bathroom window to be glazed or otherwise screened to a minimum height of 1.7m with a transparency of not more than 30%.</p>
<p>Inadequate placement of "application for planning permit" sign. The sign was placed behind a large Electrical power box, low to the ground and not in an obvious position for the neighbour to see.</p> <p>Should signs be bigger and placed in the open space of the owners property (this property has a cleared boundary area over 15m long) or nearest street and cross street.</p>	<p>The application was advertised for two weeks in accordance with the requirements of s57 <i>Land Use Planning and Approvals Act 1993</i>.</p> <p>A notice was placed in The Advocate on 8 September 2021 and a site notice placed on the frontage of the subject site on 8 September 2021. Council's standard site notices consist of an A4 laminated sheet stapled to a wooden stake approximately 1.2m high and placed at the midpoint of public boundaries.</p> <p>In addition to site notices, adjoining land owners and occupiers, including the representor, were notified of the proposal by</p>

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	post. These letters were sent on 8 September 2021. A copy of the application was also available for members of the public to view from 8 – 22 September 2021.
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## **INTERNAL REFERRALS**

### **Engineering Services Department**

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

- (1) 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.
- (2) In the course of undertaking the development/use there is to be no damage caused to any Council owned infrastructure or property.
- (3) Loading and un-loading of vehicles is to be confined to within the boundaries of the property.
- (4) Off street car parking and hardstand areas are to be surfaced in an all weather material such as concrete, asphalt or bitumen spray seal. All stormwater runoff from the car parking and hardstand areas is to be collected onsite and directed to a stormwater system designed to cater for a 1 in 20 year ARI storm and discharged to a legal point of discharge to the reasonable requirements of the Director Infrastructure & Development Services.
- (5) Stormwater from the development is to be connected and discharged into Council's stormwater drainage network.

Note: A "Works within the 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.

Notes:

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

## **EXTERNAL REFERRALS**

The proposal did not require any external referrals.

## **PLANNING ASSESSMENT**

The subject site is zoned Low Density Residential under the *Waratah-Wynyard Interim Planning Scheme 2013*. The use is a Residential Use which is a Permitted use within the Low Density Residential zone, should the application meet all the relevant acceptable solutions of the planning scheme.



The proposal does not meet all relevant acceptable solutions of the planning scheme and is therefore submitted as a discretionary application under Section 57 of LUPAA and assessed under the *Waratah-Wynyard Interim Planning Scheme 2013* and relevant State Policies and Acts. Section 57(1) (b) of LUPAA allows Council to relax or waive the provisions of its Planning Scheme under a discretionary status.

An assessment of the proposal against the applicable clauses for the Low-Density Residential Zone and relevant Codes is provided below.

## 12.0 Low Density Residential Zone

### 12.4.1 Suitability of a site or lot for use or development

<p><b>A1</b></p> <p>A site or each lot on a plan of subdivision must –</p> <ul style="list-style-type: none"> <li>(a) have an area of - <ul style="list-style-type: none"> <li>(i) not less than 500m<sup>2</sup> excluding any access strip; or</li> <li>(ii) if in a locality shown in the Table to this clause, not less than the site area shown for that locality; and</li> </ul> </li> <li>(b) contain a building area of not less than 10.0m x 15.0m <ul style="list-style-type: none"> <li>(i) clear of any applicable setback from a frontage, side or rear boundary;</li> <li>(ii) clear of any applicable setback from a zone boundary;</li> <li>(iii) clear of any registered easement;</li> <li>(iv) clear of any registered right of way benefitting other land;</li> <li>(v) clear of any restriction imposed by a utility;</li> <li>(vi) not including an access strip;</li> <li>(vii) accessible from a frontage or access strip; and</li> <li>(viii) if a new residential lot, with a long axis within the range 30° east of north and 20° west of north</li> </ul> </li> </ul>	<p><b>P1</b></p> <p>A site or each lot on a plan of subdivision must -</p> <ul style="list-style-type: none"> <li>(a) be of sufficient area for the intended use or development without likely constraint or interference for – <ul style="list-style-type: none"> <li>(i) erection of a building if required by the intended use;</li> <li>(ii) access to the site;</li> <li>(iii) use or development of adjacent land;</li> <li>(iv) a utility; and</li> <li>(v) any easement or lawful entitlement for access to other land; and</li> </ul> </li> <li>(b) if a new residential lot, be orientated to maximise opportunity for solar access to a building area</li> </ul>
<p><b>Planning Comments:</b> Complies</p> <p>The minimum lot size in Sisters Beach is 800m<sup>2</sup>. The subject site comprises 611m<sup>2</sup>. The proposal requires assessment against Performance Criteria P1 for this Clause.</p> <p>The subject site contains an existing dwelling and water tank, which are to be demolished to make way for a new dwelling and pool.</p> <p>The site does not contain any registered right of way and proposed works are clear of the power supply easement in the south-western corner of the site. It has frontage onto Irby Boulevard of 18.29m. No changes are proposed for the location of the existing access or existing connections to reticulated sewerage and stormwater infrastructure.</p>	



Regarding adjacent land, the adjoining lots to the west, east, and lots to the south across Irby Boulevard have already been developed for residential use. They contain single dwellings with associated outbuilding development.

The subject site adjoins a DPIPWE administered public reserve to the north. The land is unlikely to be developed for anything other than its current purpose, which is a publicly accessible coastal reserve.

The subject site is adjoined by public land or established residential uses and the proposal is for a single dwelling. There will be minimal impact, if any, on the development potential of adjoining land.

The proposal satisfies P1 for this Standard.

#### 12.4.2 Dwelling Density

<p><b>A1</b></p> <p>The site area per dwelling must –</p> <p>(a) be not less than 500m<sup>2</sup> if the site has –</p> <ul style="list-style-type: none"> <li>(i) connection to a reticulated water supply;</li> <li>(ii) connection to a reticulated sewer system; and</li> <li>(iii) connection to a stormwater system; or</li> </ul> <p>(b) if the site is in a locality shown in the Table to this Clause, not less than the site area for that locality.</p>	<p><b>P1</b></p> <p>The number of dwellings on a site must be consistent with the capability of the land for residential use in terms of –</p> <ul style="list-style-type: none"> <li>(a) a suitable building area;</li> <li>(b) access from a road;</li> <li>(c) provision of a water supply;</li> <li>(d) disposal of sewage;</li> <li>(e) disposal of stormwater; and</li> <li>(f) a tolerable level of risk from a natural hazard.</li> </ul>
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**Planning Comments:** Complies

The minimum lot size in Sisters Beach is 800m<sup>2</sup>. The subject site comprises 611m<sup>2</sup>. The proposal requires assessment against Performance Criteria P1 for this Clause.

The subject site contains an existing dwelling and water tank. The existing dwelling is to be demolished to make way for a new dwelling and pool. There will be no change to the existing dwelling density.

The subject site is located in an area serviced by Council’s stormwater and TasWater’s reticulated sewerage infrastructure. Water is via on-site supply and the site is not subject to any natural hazards relevant to this Planning Scheme. Existing arrangements for water supply and connections to reticulated sewerage and stormwater infrastructure are to be retained. No changes to the location of the existing access on to Irby Boulevard are proposed.

It is considered that the subject site is of sufficient size to cater for a single residential use and satisfies P1 for this Standard.

#### 12.4.3 Location and configuration of development

<p><b>A2</b></p> <p>All buildings must be contained within a building envelope determined by</p> <ul style="list-style-type: none"> <li>(a) the applicable frontage setback;</li> <li>(b) if the site is in a locality shown in the Table to this Clause, not less</li> </ul>	<p><b>P2</b></p> <p>Building height and location of a building in relation to a frontage and site boundaries must</p> <ul style="list-style-type: none"> <li>(a) minimise likelihood for overshadowing of a habitable room</li> </ul>
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<p>than the setback distance specific from the feature specified;</p> <p>(c) projecting a line at an angle of 45° from the horizontal at a height of 3.0m above natural ground level at each side boundary and at a distance of 4.0m from the rear boundary to a building height of not more than 8.5m above natural ground level if walls are setback</p> <p>(i) not less than 1.5m from each side boundary; or</p> <p>(ii) less than 1.5m from a side boundary if wall height is not more than 3.0m; and –</p> <p>a. built against an existing wall of an adjoining building; or</p> <p>b. the wall or walls</p> <p>i. have the lesser of a total length of 9.0m or one third of the boundary with the adjoining land;</p> <p>ii. there is no door or window in the wall of the building; and</p> <p>iii. overshadowing does not result in</p> <p>a. less than 2 hours of continuous sunlight to a required minimum private open space area in an adjacent dwelling between 9.00am and 3.00pm on 21<sup>st</sup> June; or</p> <p>b. a further reduction in continuous sunlight to a required minimum private open space area in an adjacent dwelling if already less than 2 hours between 9.00am and 3.00pm on 21<sup>st</sup> June; or</p> <p>(d) in accordance with any building envelope shown on a sealed plan</p>	<p>or a required minimum area of private open space in any adjacent dwelling;</p> <p>(b) minimise the apparent scale, bulk, massing and proportion relative to any adjacent building;</p> <p>(c) be consistent with the streetscape;</p> <p>(d) respond to the effect of the slope and orientation of the site; and</p> <p>(e) provide separation between buildings to attenuate impact</p>
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**Planning Comments:** Complies

The proposal is for the demolition and replacement of a single dwelling. The proposed dwelling is two storeys with a maximum height of 8.2m. It is setback is setback 5.25m from Irby Boulevard, 1m from the western side boundary, 0m from the rear boundary and 1.39m

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from the eastern side boundary. The dwelling protrudes beyond the permitted building envelope in relation to the side and rear boundaries. It is also located within 6m of a reserve under the *Crown Lands Act 1976*. Assessment against Performance Criteria P2 is therefore required for the proposed dwelling. It should be noted that both the pool and underground tank comply with A2 for this Clause.

To the south, the subject site fronts Irby Boulevard. To the north, the subject site adjoins a public reserve managed by Crown Land Services. The proposal will not affect residential amenity in either of these directions.

The adjoining lot to the east, 59 Irby Boulevard, contains a single, two storey dwelling which is setback 2.26m from the common boundary shared with the subject site and separated by 3.17m from the proposed dwelling. Both the proposed dwelling and the existing dwelling at 59 Irby Boulevard are two storeys in height and are located in close proximity to the coastal reserve to the north.

Due to the apparent migration of the sun across the sky throughout the day, shade will be cast by the proposed dwelling onto 59 Irby Boulevard during the afternoon, however solar access will not be affected by the proposed development during the morning. The ground floor living room and first floor kitchen/dining/lounge area of the dwelling at 59 Irby Boulevard are located on the eastern side of the building and are unlikely to be overshadowed by the proposed development. Private open space comprising two decks and a grassed area will similarly be unaffected by shade cast by the proposed dwelling due to their location on the eastern side of the adjoining lot, away from the subject site.

The adjoining lot to the north-west, 2/63 Irby Boulevard, contains a single, two storey dwelling. Development on this lot is setback 2.1m from the common title boundary shared with the subject site and 3.1m from the proposed dwelling. Due to the location of the existing and proposed development on both lots, and the apparent migration of the sun across the sky throughout the day, any shade cast by the proposed dwelling onto 2/63 Irby Boulevard will be confined to the south-easternmost portion of the site during the morning. This area of 2/63 Irby Boulevard contains a driveway and the ground floor garage and first floor main bedroom; however, there are no windows in the elevation of the adjoining dwelling facing the subject site. The main living spaces and outdoor entertainment area for 2/63 Irby Boulevard are located to the west of the site or otherwise screened from view from the proposed dwelling. Solar access to both the dwelling and private open space area will be largely unaffected by the proposed development, with no shade cast onto 2/63 Irby Boulevard during the afternoon.

The overall size and scale of development is similar to other dwellings along Irby Boulevard and the dwelling does not comprise two storeys for the entire building footprint; the garage portion of the building is single storey. Further, the articulated design and use of contrasting cladding materials help to mitigate the bulk and appearance of the proposed dwelling when viewed from adjoining land and neither the eastern nor western elevations of the proposed building present as a block wall to the adjacent dwellings.

There are no windows in the elevation closest to the western title boundary, which consists of the garage, with the majority of windows facing the coastal reserve to take advantage of northern sunlight or recessed in from the eastern elevation in order to ensure privacy between dwellings. The windows closest to the adjoining dwelling to the east at 59 Irby Boulevard front onto the garage of that dwelling on the ground level and are offset in the horizontal plane from windows to habitable rooms in the first floor of the dwelling.

The existing dwelling at 1/63 Irby Boulevard adjoins the northern boundary to the coastal reserve, as does the existing dwelling at 59 Irby Boulevard and the dwelling further west at 65 Irby Boulevard. The proximity of the proposed dwelling to the coastal reserve is consistent

with the streetscape, with most dwellings in the street also located to the rear of each block and away from Irby Boulevard.

The proposed dwelling is separated from buildings on adjoining lots by a minimum distance of 3.1m. This is consistent with separation between buildings in the area, which varies from 2.5m to 8m.

In this manner, the proposal satisfies P2 for this Standard.

**A3**

Site coverage must –

- (a) not be more than 50%; or
- (b) if the site is in a locality shown in the Table to this Clause, not more than the site coverage for that locality; and
- (c) not include any part of a site required for the disposal of sewage or stormwater; or
- (d) be not more than any building area shown on a sealed plan

**P3**

Site coverage must –

- (a) provide a usable area for private open space, landscaping, and vehicle parking and service activity;
- (b) retain capacity in any area required for disposal of sewage or stormwater; and
- (c) be consistent with the streetscape

**Planning Comments:** Complies

According to Table 12.4.3 A3, the maximum permitted site coverage for the locality of Sisters Beach is 40%. The subject site comprises 611m<sup>2</sup> and the proposed development has a building footprint of approximately 260m<sup>2</sup>. Assessment against Performance Criteria P3 is required as total site coverage exceeds 40%.

Site coverage on other lots along Irby Boulevard varies from approximately 30% to 60%. The proposed dwelling includes a large garage for vehicle parking and a 30m<sup>2</sup> deck which provides space for outdoor dining and entertaining. An additional private open space area is located on the ground floor next to the proposed pool and there is sufficient space between the dwelling and Irby Boulevard for landscaping and planting of trees.

The subject site is located in an area serviced by Council’s stormwater and TasWater’s reticulated sewerage infrastructure and water is via on-site supply. Existing arrangements for water supply and disposal of waste are to be retained. Stormwater runoff from the proposed development is to be directed to the existing stormwater connection within the property. The driveway is to be resurfaced but will remain in its current location.

In this manner, the proposal satisfies P3 for this Standard.

**A5**

Total width of openings in the frontage elevation of a garage or carport (whether freestanding or part of any other building) must be the lesser of –

- (a) 6.0m; or
- (b) half the width of the frontage

**P5**

The frontage elevation of a garage or carport (whether freestanding or part of any other building) must minimise potential to dominate the streetscape.

**Planning Comments:** Complies

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The proposal is for the demolition and replacement of a single dwelling with a new single dwelling and pool. The proposed dwelling includes a garage on the ground floor with a total width of openings of 6.4m. Assessment against Performance Criteria P5 is required.

The openings consist of two separate 3.2m wide garage doors which are recessed into the façade of the garage and finished in a dark colour to blend with the surrounding panelling and create a uniform appearance. The doors do not appear as the dominant feature of the dwelling when viewed from the street in comparison to the lighter colour of the garage's cladding and projecting roofline or the habitable portion of the building, including the two storey glass panelled stairwell.

In this manner, the proposal satisfies P5 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 LUPAA and must enforce the Planning Scheme under s48 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. It is noted that one (1) representation was received during the exhibition period.

## **STRATEGIC IMPLICATIONS**

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

## **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 for Council 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.

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

**COMMENT**

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

It is considered that the proposed demolition of a dwelling and construction of a new dwelling and pool complies with either the acceptable solution or satisfies the performance criteria for all applicable standards of the Planning Scheme. The overall size and appearance of the proposed dwelling is similar to the established pattern of development on the northern side of Irby Boulevard, including the existing dwellings on adjoining lots to the west and east, and the lot is of sufficient size to cater for a single residential use.

The application is considered to comply with the Low Density Residential Zone provisions for the *Waratah-Wynyard Interim Planning Scheme 2013*. It is therefore recommended that Council approve a planning permit for the development.

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<b>7.0 MATTER RAISED BY COUNCILLORS</b>
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Legislative Reference:

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

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

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

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

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

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

Nil received.

**7.2 COUNCILLOR QUESTIONS RECEIVED IN WRITING**

Nil received.

**7.3 COUNCILLOR QUESTIONS WITHOUT NOTICE**

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

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<b>8.0 NOTICE OF MOTION</b>
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Legislative Reference:

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

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

Nil received.






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## 9.0 REPORTS OF OFFICERS AND COMMITTEES

### 9.1 FOSSIL BLUFF AND SURROUNDING TRAILS MASTERPLAN FOR ADOPTION

To:	Council
Reporting Officer:	Contracts and Administration Officer
Responsible Manager:	Director Infrastructure and Development Services
Report Date:	8 October 2021
File Reference:	Fossil Bluff and Surrounding Trails Masterplan
Enclosures:	<ol style="list-style-type: none"><li>1. Fossil Bluff and Surrounding Trails Masterplan </li><li>2. Discussion Paper Community Feedback Themes </li><li>3. Collated Community Feedback with Attachment </li></ol>

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#### RECOMMENDATION

**That Council adopt the Fossil Bluff and Surrounding Trails Masterplan and endorse the action plan contained within.**

#### PURPOSE

To seek Council approval for the adoption of the Fossil Bluff and Surrounding Trails Masterplan.

#### 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. Since the timing of the reserve management plan, Wynyard Landcare, Parks & Wildlife and Council have reached some agreement on the care and conservation of Fossil Bluff Reserve.

A decision was made to include a Reserve Management Plan within a broader Masterplan for the Reserve and surrounds to enhance the entire area through education and exploration. The aim is to develop a well-balanced approach to heighten community education and appreciation for our land, biodiversity and history whilst improving the area for public use and tourism.

Council adopted the draft Masterplan for public consultation in June 2021. Public consultation was conducted during the month of July 2021 and in turn generated 70 responses in total. The consultation period was initiated with the residents of Fossil Bluff receiving early notice of the period by letter drop from 22 June 2021, followed by the broader public on 1 July; notified by social media posts and Council's website. All comments received were considered prior to finalising the plan.

#### DETAILS

The Masterplan will provide a roadmap for the future development and management of the Fossil Bluff Reserve and its surrounding trails. The Masterplan aims to address key

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opportunities and challenges experienced within the reserve to ensure the Council meets the need of the greater community within resource and budgetary limitations.

The Masterplan proposes 19 actions to cover the themes: Land Management / Biodiversity; Geological Interests; Tourism, Lookouts & Trails; Aboriginal & Cultural Heritage; Historical Interests in three key action areas. The actions will address key concerns around maintaining the reserve, safety, infrastructure, tourism and education.

After the draft plan was endorsed by Council in June, it was released to residents and stakeholder groups; followed by the broader community from 1 July 2021. The consultation period ran throughout the month of July with some 70 submissions received. These responses have been provided as an attachment to this report.

The feedback received was generally constructive in nature, offering alternative suggestions where the plan did not meet expectations or desires for the area. Responses mostly focused on four key areas; provision of a toilet block, changes to Golf Links Road, the revegetation plan and pedestrian infrastructure. A few smaller focus themes included road and speed safety suggestions, further design considerations for the Inglisdale lookout, multi-abled accessibility and signage.

Common themes from the feedback are outlined below:

- Although there were some views both for and against having an amenity block; it was widely suggested that the proposed location be revisited. Many respondents providing alternative suggestions for Council consideration.
- Most respondents preferred not to change Golf Links Road but rather focus on improving road safety in the area including replacing a missing speed sign, addressing visibility of one-way signage and consideration of other options for speed mitigation.
- Responses regarding the revegetation of Fossil Bluff were generally supportive of the intention to rehabilitate the area with suitable, low maintenance, appropriately sized plants.

Maintenance of established paths was seen as a priority, followed by more significant upgrades to specified pathways and consideration of new infrastructure.

## **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>
3.1 Waratah-Wynyard is a modern community—moving forward but not forgetting where it started.
3.2 We listen and engage with our community in decision making.
3.3 Our natural and built environment aids the community with an active and healthy lifestyle.
<b>Our Priorities</b>
3.1.1 Deliver planning for activation through effective urban design and planning that promotes liveability, social gathering and connectedness, and which recognises and celebrates local history.

3.1.2 Promote and strengthen community safety to retain and attract families to live and recreate in Waratah-Wynyard.
3.2.1 Deliver engagement strategies that adapt to community needs to ensure effective communication and collaboration.
3.3.2 Facilitate activities and events that promote inclusion, health, safety and a sense of place.

<b>GOAL 4: Community Recreation and Wellbeing</b>
<b>Desired Outcomes</b>
4.1 Our community is welcoming and supportive.
4.2 Our community values, encourages and supports physical, social and cultural activities.
4.3 We provide recreational opportunities to the community for all ages and abilities.
4.4 Our community enjoys access to visually appealing safe spaces and facilities for recreation.
<b>Our Priorities</b>
4.1.1 Collaborate with community organisations that provide recreation opportunities to our community.
4.2.1 Focus on the value of recreation in promoting the health and wellbeing of our community.
4.3.1 Commit to ongoing recreation and open space planning to ensure evidence-based decisions are made about the role of Council and its partners in recreation.
4.4.1 Employ land-use planning strategies to promote connectivity and equity in the allocation or use of open space for recreation purposes.
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 7: Environment</b>
<b>Desired Outcomes</b>
7.1 Council and the community minimise its resource consumption and carbon footprint.
7.2 The community understands its vulnerabilities and strengths when it comes to climate change adaptation and resilience.
7.3 Our natural environment, unique surroundings and community assets are future ready in a changing climate.
7.5 Stewardship of our land, water and marine ecosystems respects past, present and future generations.
<b>Our Priorities</b>
7.1.2 Advocate for effective environmental management and contribute to regional, state, and national climate change initiatives.
7.2.1 Support and foster community led adaption and initiatives.
7.3.1 Facilitate education and awareness of climate change risks to the community and property owners.
7.3.2 Embed environmental considerations and potential climate impacts in Council's infrastructure planning and decision making.
7.3.3 Innovative and sustainable design is encouraged through forward thinking and planning.
7.5.1 Protect, enhance and recover biodiversity through forward thinking and planning.
7.5.2 Mitigate biosecurity risks through landscape restoration and industry collaboration.

### Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<b>Tourism</b>	<b>Memorable visitor experiences all year round</b> – The must see destination, quality product, easy access, popular events and festivals with coordinated marketing. A longer season with increasing yields.
<b>Strong communities and social capital</b>	<b>Enduring community capital</b> – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.
<b>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

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

## **POLICY IMPLICATIONS**

The Asset Management policy is applicable; ongoing management and depreciation out of proposed actions have been estimated where possible to inform Council decision making.

The Brand and Signage policy applies for the development of a marketing plan and proposed signage as part of the actions for this plan. The policy will be particularly relevant where artistic interpretations are incorporated into signage.

## **ENVIRONMENTAL IMPLICATIONS**

The actions within the enclosed masterplan are intended to enhance and protect the environmental values of Fossil Bluff and surrounds.

## **FINANCIAL IMPLICATIONS**

The draft Masterplan proposes the delivery of 19 actions over five (5) years commencing with detailed designing, planning and investigations in year one (1). The total estimated capital expenditure for the plan at this stage is approximately \$230,000; with scope to seek grant funding for some inclusions. Much of the expenditure (approximately 90%) falls within the Safety & Infrastructure actions. Some actions require underpinning investigations be completed before the project extent and associated costs can be fully realised e.g. erosion investigation, revised amenity block location.

An estimated increase of \$15,000 p.a. to Council's ongoing operational costs (depreciation and maintenance) is anticipated as a result of the actions proposed. The budgetary impact is equivalent to 0.18% 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 by way of decreasing expenditure or increasing revenue streams.

## **RISK IMPLICATIONS**

Grant funding opportunities may be actively pursued as an essential funding source for some actions contained in the Masterplan. The timing of the delivery of the Masterplan will be dependent on successful grant funding.

As with all Council Masterplans and Strategies, planned expenditure and associated impacts on Council's operational budget will be included in Council's Financial Management Strategy. The Strategy guides Council in how much it is likely to have at its discretion to allocate in future years based upon community affordability.

## **CONSULTATION PROCESS**

Consultation has been held with key stakeholder groups including Council, Wynyard Landcare, Parks & Wildlife Services and a representative from the Palawa community to develop the initial plan.

A community consultation period was conducted during the month of July 2021 to assess the needs and expectations of the community in relation to the ideas put forward in the draft plan. All feedback submitted by the community was considered in refining the final

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version of the Masterplan. A follow-up engagement period has been undertaken in the last week of September to provide residents of Fossil Bluff with a summary of the key changes resulting from the community's feedback to Council on the draft plan.

**CONCLUSION**

It is therefore recommended that the Council adopt the Fossil Bluff and Surrounding Trails Masterplan and endorse the action plan contained within.

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## 9.2 MOBILE FOOD VENDOR GUIDELINES

To: Council  
Reporting Officer: Economic Development Officer  
Responsible Manager: Director Organisational Performance  
Report Date: 7 October 2021  
File Reference: Governance - Policy - Council Policies  
Enclosures: 1. Mobile Food Vendor Guidelines 

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### RECOMMENDATION

**That Council approve the release of the draft Mobile Food Vendor Guidelines for public consultation for a period of 21 days during November 2021 and instruct that feedback be reported back to Council to inform finalisation and adoption of the Guidelines.**

### PURPOSE

The purpose of this report is for Council consideration of the release of the draft Mobile Food Vendor Guidelines (the Guidelines) for public consultation during November 2021 for a period of 21 days. It is proposed that any feedback received from this process be provided for Council consideration prior to finalising and adopting the Guidelines.

### BACKGROUND

Mobile food businesses operate throughout Tasmania under the *Food Act 2003*. While the *Food Act 2003* covers the provision of the sale of safe food and safe food handling, the act and accompanying guidelines do not regulate where and when mobile food businesses can operate.

Council regularly receives expressions of interest from food vans to trade in the Waratah-Wynyard local government area (LGA).

These requests have prompted Council to review its position regarding when and where these vans can operate. Currently, Council do not have any guidelines in place that allow mobile food vendors to operate from council land, parks, reserves or public roads.

It is recognised that the mobile food vending businesses are a legitimate and emerging segment of the food industry in Tasmania and can add to the vibrancy of the LGA. However, Council is also aware that they need to manage the competing needs and interests of local business, residents, consumers and users of the public spaces.

Currently food vendors are only permitted to operate in the Waratah-Wynyard LGA when they are operating as part of an event (e.g. Tulip Festival), or if they are visiting businesses to serve the business employees directly and are parked on the business's property.

If a mobile food vendor chooses to operate from privately owned or managed land, the mobile food vendor must obtain consent from the property owner/ manager prior to operation. The mobile food vendor must also ensure that mobile food vending is allowable on the site in accordance with the Waratah-Wynyard Interim Planning Scheme. Planning advice should be obtained prior to operation on a private property, as a planning permit may be required depending on the proposed location(s) for mobile food vending.

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The introduction of Mobile Food Vendor Guidelines will allow mobile food vendors to trade on Council owned and/or managed land in pre-approved locations throughout the Waratah Wynyard LGA, through the issuing of a Mobile Food Vendor Permit.

## DETAILS

The purpose of the Guidelines is to provide a framework under which a permit may be granted to allow mobile food vending businesses to operate on council owned and/or managed land in the Waratah-Wynyard municipal area.

The Guidelines propose 15 pre-approved locations to be used for mobile food vending. These locations have been selected based on the following:

1. Health and wellbeing
  - Activation of public use of the area
  - Enhancement of social, economic and cultural diversity opportunities
2. Safety
  - Public safety
  - Must not obstruct pedestrian flow (including disability access), vehicular traffic, driveways (including line of site for motorists), bicycle lanes, queuing and other waiting areas.
3. Existing business operations
  - Impact on existing businesses, including kiosk operations.
  - distance from permanent establishments
  - operating hours of existing business and proposed hours of mobile business
  - Potential for direct conflict with established events and markets.
4. Other
  - Permitted land use under the planning scheme
  - Seasonal impacts
  - Fit with environment and land use

It is proposed that the draft Guidelines and designated locations be released for public consultation during November 2021, for a period of 21 days. Feedback received during this period will be considered prior to completing the Guidelines for final adoption in December 2021.

Some of the proposed locations are on Crown Land, most of which are currently leased by Council. Consultation with Crown Land has taken place and they have given in principle support for the operation of mobile food vendors on their land. Crown Land recognises that the Council leases in question were negotiated before the popularity of food vans and therefore some clauses in the leases may need to be altered or renegotiated to allow for the operation of mobile food vendors. Crown Land are currently reviewing the Guidelines and the applicable proposed pre-approved locations.

LOCATION	ADDRESS	MAXIMUM NO. OF PERMITTED VENDORS
<b>Wynyard</b>		
Port Creek Carpark	Old Bass Highway, Wynyard	2
Nurses Retreat Carpark	Old Bass Highway, Wynyard	2
Cape Bridge Carpark	Saunders Street, Wynyard	2
Fossil Bluff Carpark	Freestone Crescent, Wynyard	2

Frederick Street Sports Precinct	Low Street, Wynyard	3
<b>Somerset</b>		
Somerset Foreshore Carpark 1	Esplanade, Somerset	2
Somerset Foreshore Carpark 2	Esplanade, Somerset	2
Cam River Foreshore Carpark 1	Murchison Highway, Somerset	1
Cam River Foreshore Carpark 2	Murchison Highway, Somerset	2
Fairlands Drive	Fairlands Drive, Somerset	2

<b>Table Cape</b>		
Table Cape Lighthouse Carpark	Lighthouse Road, Table Cape	1
<b>Sisters Beach</b>		
Sisters Beach Boat Ramp Carpark	Irby Boulevarde, Sisters Beach	2
Sisters Beach Carpark	East Boulevard, Sisters Beach	1
<b>Waratah</b>		
Waratah (carpark opposite Athenaeum Hall)	Smith Street, Waratah	2
<b>Boat Harbour</b>		
Boat Harbour Reserve	Port Road, Boat Harbour	2

The Guidelines have been designed to detail the application and permit process, identify pre-approved locations, the number of vendors permitted to trade at each location, explain the booking process, as well as specify operating conditions each permit holder must comply with. It is anticipated that the Guidelines will be reviewed within 6 to 12 months of operation, considering any feedback from operators or the public regarding the operation of mobile food vendors in Waratah-Wynyard LGA.

Mobile food vendors will be required to book online prior to occupying any site. By utilising a booking platform, it allows Council to track how many mobile food vendors are operating throughout the LGA and which mobile food vendor is trading from each site. This is particularly important from a risk and financial perspective if damage was to ever occur as a result of a mobile food vendors operation.

The Guidelines will allow Council to set an annual, seasonal (4-month period) and 3-day fee for mobile food vendor permits. These are proposed as follows:

Annual permit	\$550.00
4-month permit	\$330.00
3-day permit	\$110.00

These fees have been determined by considering officer time required for inspections and administration and other similar municipal areas. It is expected that Council will monitor the operation of mobile food vendors to ensure they operate in accordance with the Guidelines.

The Guidelines also allows for the cancellation of mobile food vendor permits where the General Manager of the Council is satisfied that the permit holder has breached any of the permit conditions listed on their permit and/ or is not operating in accordance with the Guidelines.



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## STATUTORY IMPLICATIONS

### Statutory Requirements

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

## STATUTORY 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>
1.1.1 Commit to best practice in community engagement.

<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>
1.6.1 Encourage increased participation by all stakeholders.

<b>GOAL 3: Connected Communities</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>
3.2.1 Deliver engagement strategies that adapt to community needs to ensure effective communication and collaboration.

<b>GOAL 5: Economic Prosperity</b>
<b>Desired Outcomes</b>
5.1 We understand our local and regional potential, and we plan for and encourage investment in it.
<b>Our Priorities</b>
5.3.2 Assess potential capability for economic expansion.

<b>GOAL 5: Economic Prosperity</b>
<b>Desired Outcomes</b>
5.4 Pathways to improve liveability now and in the future are provided.
<b>Our Priorities</b>
5.3.3 Actively manage community and economic growth through community engagement.

### Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
<b>Business &amp; Industry</b>	<b>Specialised diversity of the economy</b> – Value adding, diversification, innovation and employment. A resilient economy with global brand recognition and growing exports.
<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.

Community Future Direction Theme	Key Challenges & Opportunities:
<b>Place making and liveability</b>	<b>Liveable places for all ages</b> – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.
<b>Governance and working together</b>	<b>Working together for Murchison</b> – Everyone plays a part in achieving the objectives of the Sustainable Murchison Community Plan. There is cooperation, resource sharing and less duplication between Councils. Leadership is provided across all community sectors.

## POLICY IMPLICATIONS

Public consultation will be completed in accordance with Council’s Public Consultation policy. There are no other Policy implications in accepting the proposed recommendation.

## ENVIRONMENTAL IMPLICATIONS

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

## FINANCIAL IMPLICATIONS

The Guidelines will allow Council to set an annual, seasonal (4-month period) and 3-day fee for mobile food vendor permits. These are proposed as follows:

- Annual permit \$550.00
- 4-month permit \$330.00
- 3-day permit \$110

The Guidelines also allows for the cancellation of mobile food vendor permits where the General Manager of the Council is satisfied that the permit holder has breached any of the permit conditions listed on their permit and/ or is not operating in accordance with the Guidelines. Penalties for non-compliance are authorised under the *Waratah-Wynyard Highway, Public Reserves, Parking Areas and Stormwater By-Law No. 1 of 2016*.

## RISK IMPLICATIONS

There is a risk that Crown Land may not formally agree to alter Council’s current leases to allow mobile food vendors to operate on their land and therefore several of the proposed pre-approved locations are subject to change if approval is not received. In principle agreement has been given for altering the leases.

The increased presence of mobile food vendors may be viewed as a threat by existing local businesses. However, mobile food vending is recognised as a legitimate market throughout Tasmania and Council recognises that mobile food vending businesses can add to the vibrancy of the municipal area. Council must balance managing the competing needs and interests of local business, residents, consumers and users of the public spaces.

The development of the Guidelines will allow Council to regulate and respond to the increasing demand for mobile food vending.

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## **CONSULTATION PROCESS**

The objectives of the public consultation will be to seek feedback on the draft Mobile Food Vendor Guidelines and the proposed pre-approved mobile vending locations. It is important that mobile food vendors and the general public can provide input into the Guidelines.

Public consultation will be completed in accordance with Council's Public Consultation policy. Public consultation will be undertaken for 21 days during November 2021.

Consultation opportunities will be publicised on social media and Council's website and Council will also directly contact identified stakeholders to inform them of the consultation process.

## **CONCLUSION**

It is therefore recommended that Council approve the release of the draft Mobile Food Vendor Guidelines for public consultation for a period of 21 days during November 2021 and instruct that feedback be reported back to Council to inform finalisation and adoption of the Guidelines.

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### 9.3 AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021

To: Council  
Reporting Officer: Corporate Accountant  
Responsible Manager: Director Organisational Performance  
Report Date: 28 September 2021  
File Reference: Financial Management - Reporting - Annual Financial Statements

Enclosures:

1. Financial Report 2021 
2. Independent Auditor's Report (Opinion) - for the year ended 30 June 2021 
3. Waratah-Wynyard Council Opinion Cover Letter - 30 June 2021 

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#### RECOMMENDATION

**That Council receive the Annual Audited Financial Report for the year ended 30 June 2021 and note that it will be included in the Annual Report.**

#### PURPOSE

This report is provided to present the Annual Audited Financial Statements to Council for the year ended 30 June 2021.

#### BACKGROUND

The Annual Financial Statements have been prepared in accordance with the requirements of the *Local Government Act 1993*, the *Audit Act 2008* and relevant Accounting Standards.

The Audit Opinion and the Annual Financial Statements are attached to this report and will be made available on Council's website and for viewing at Customer Services.

#### DETAILS

The Annual Financial Report comprises four financial statements, together with notes to the accounts. The 'notes' provide additional detail and explanation to the financial statements.

The Annual Financial Statements fully comply with the accounting standards and Council's statutory obligations.

Council is currently in a strong financial position. Over recent years it has improved its underlying operating position, has strong liquidity and cash flow, relatively low debt levels and its asset renewal requirements are being satisfactorily funded.

#### **Council's Financial Performance**

It is pleasing to report that Council has recorded an underlying operating surplus of \$0.053m for the year ended 30 June 2021 compared to a budgeted deficit of \$0.598m, a favourable variance of \$0.651m.

Council's budgeted deficit was adjusted down due to two items (Thrive and Survive grants and Losses on disposal of asset for abnormal reasons) both these items have been excluded

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from Council's operating surplus and therefore the budgeted expenditure has also been excluded for comparison purposes.

Council's underlying result has been adversely affected by the COVID-19 pandemic, with the main impact being the 50% reduction in TasWater dividends of \$0.281m. Council also had several unquantifiable effects on its underlying result, including:

- providing for no increase in rates and charges in 2020-21
- lower revenue from its childcare operations, information centre and sporting facilities

Council has also provided several one-off measures to support the community in its social and economic recovery, including waiving food license fees and the provision of Survive and Thrive grants. These expenditure items are not included in Council's calculated underlying result due to their one-off nature.

Council's underlying operating position remains sustainable.

The table below outlines the main favourable variances which contributed to Council reporting an operational surplus for 2021.

<b>Initial budgeted deficit</b>	<b>(801)</b>
<b>Less:</b>	
Thrive and Survive grants program	100
Loss on disposal of assets due to abnormal reasons	103
<b>Revised budgeted deficit</b>	<b>(598)</b>
<b>Less:</b>	
Taswater Dividend received	281
Katelyn Drive firebreak expenditure capitalisation	100
Lower depreciation due to delayed capital works	83
Higher than budgeted rates revenue	50
Higher profit from childcare operations	58
Other savings	79
<b>2020-21 operational surplus</b>	<b>53</b>

Council's operating income and expenses continue to be more volatile than usual, with the COVID-19 pandemic providing ongoing uncertainty on required Council expenditures.

Council's ongoing underlying operating position remains sustainable, with Council budgeting for a surplus of \$0.314m in 2020-21 and Financial Management Strategy demonstrating the ability for Council to remain sustainable into the future.

### **Council's Financial Position**

Council's net worth as at 30 June 2021 was \$262.856m (\$250.928m in 2020). Council's net worth includes Property, Plant & Equipment valued at \$213.281m and Council's equity investment in Tas Water valued at \$42.871m.

Council had a cash balance of \$12.313m at 30 June 2021. Council's cash on hand is subject to internal and external restrictions, including \$2.342m for future capital works commitments, \$1.289m for future operational expenditure commitments and \$2.262m of unspent grant funds tied to specific projects. Council had an unrestricted cash balance of \$6.420m as at 30 June 2021.

Council continues to have the capacity to meet its ongoing financial obligations.

### **Financial Management Strategy & Sustainability Targets**

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

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

Council's financial performance and position for 2020-21 continues to be sustainable and consistent with the objectives and targets set in its FMS. However, Council's operating income and expenses continue to be more volatile than usual, with the COVID-19 pandemic providing ongoing uncertainty on required Council expenditures.

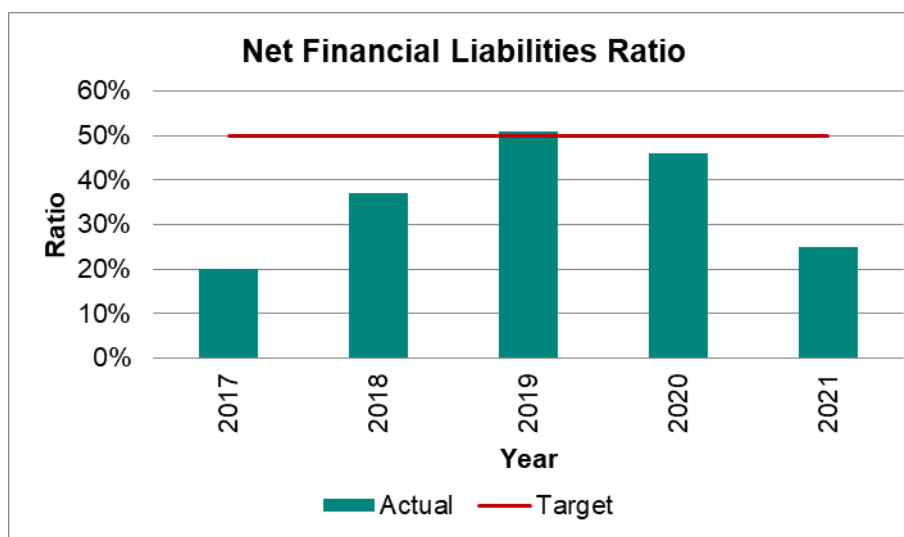
A generally accepted definition of financial sustainability is whether Council has enough financial capacity to meet current and prospective financial requirements. Therefore, to be sustainable, Council needs to have the ability to manage financial risks without adjusting current revenue or expenditure policies radically.

Section 84(2A) of the *Local Government Act*, Local Government (Management indicators) Order (S.R.2014, No. 36) has specified the following indicators of sustainability; the Tasmanian Audit Office has identified benchmarks for each.

#### Net Financial Liabilities Ratio

This ratio indicates the extent to which Council's financial liabilities could be met by recurrent income. A ratio above 50 per cent represents a low sustainability risk and may indicate that Council is holding cash reserves greater than it needs.

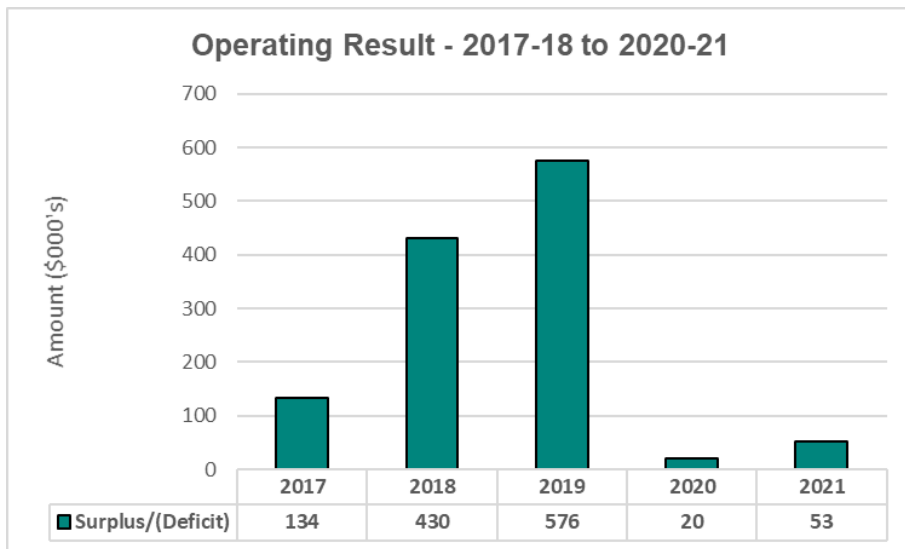
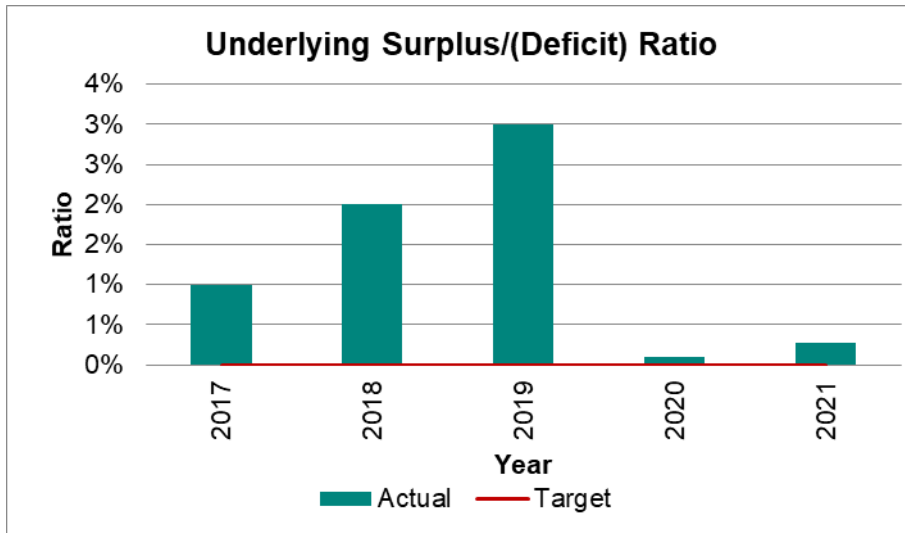
Council's 2020-21 ratio indicates that it is well placed to meet its ongoing financial liabilities.



#### Underlying Surplus or Deficit Ratio

The operating surplus ratio is Council's operating result (surplus/deficit) expressed as a percentage of total revenue.

Council has now had five years of operational surpluses (2016/17 to 2020/21) following a significant period of operating deficits between 2011/12 and 2015/16.



**Asset Consumption Ratio**

The asset consumption ratio indicates the levels of service potential available in existing infrastructure managed by Council.

The higher the percentage, the greater future service potential is available to provide services to ratepayers. A ratio above 60 per cent may represent low sustainability risk and less than 40 per cent high sustainability risk.

Council's ratio as at 30 June 2021 exceeds the benchmark.

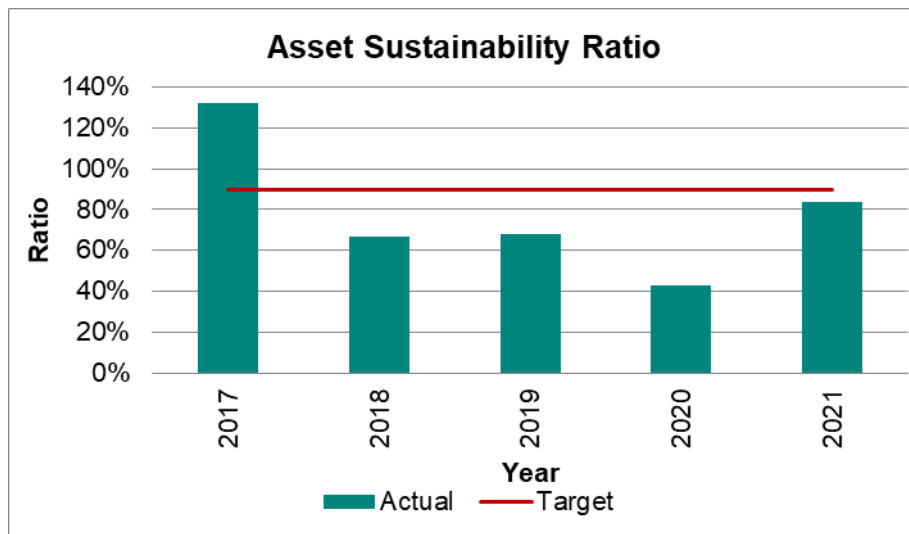


**Asset Sustainability Ratio**

This ratio calculates the extent to which Council is maintaining operating capacity through the renewal of its existing asset base.

It is a measure of asset replacement expenditure relative to depreciation for a period.

Whilst the ratio was not met in 2020-21, it has improved significantly from 2019-20, and FMS modelling predicts Council will be able to meet its renewal needs in the short to medium term.



**STATUTORY IMPLICATIONS**

**Statutory Requirements**

Section 72 of the *Local Government Act 1993* requires Council to prepare an Annual Report containing the Annual Financial Statements and other statutory requirements. The Annual Report must be considered at the Annual General Meeting, which is to be held no later than 15 December.

The Annual Financial Statements are required to be prepared in accordance with applicable Accounting Standards; Section 84 of the *Local Government Act 1993* and the *Audit Act 2008*.



The *Audit Act 2008* requires that the financial statements are to be prepared within 45 days of the end of the financial year and forwarded to the Auditor-General as soon as practicable. The Tasmanian Audit Office then has a further 45 days to complete the audit of the Statements.

Section 84 (4) of the *Local Government Act 1993* requires that ‘the General Manager is to ensure that the certified financial statements are tabled at a meeting of the council as soon as practicable’.

This is the first opportunity for the certified financial statement to be provided formally to Council.

Section 82 (4) of the Act states “a council may alter by absolute majority any estimate referred to in subsection (2) during the financial year”.

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<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>
1.5.1 Build our knowledge base to apply in decision-making processes.
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>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 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 in receiving this report.

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## **CONSULTATION PROCESS**

The draft financial statements were referred to the Audit Panel for review at its meeting on 24 August 2021.

## **CONCLUSION**

It is recommended that Council receive the Annual Audited Financial Report for the year ended 30 June 2021 and note that it will be included in the Annual Report for the year ended 30 June 2021.

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## 9.4 FINANCIAL MANAGEMENT STRATEGY 2022-2032

To: Council  
Reporting Officer: Corporate Accountant  
Responsible Manager: Director Organisational Performance  
Report Date: 28 September 2021  
File Reference: Governance - Policy - Council Policies  
Enclosures: 1. Financial Management Strategy 2022-2032 

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### RECOMMENDATION

**That Council adopt the Financial Management Strategy 2022 to 2032 that defines the principles and strategies that Council will follow, including:**

- 1. a financially sustainable operating position in all years, including an operating margin ratio target of 1.03 by 2024/25;**
- 2. a minimum cash balance of \$4m at 30 June each year;**
- 3. forecast borrowings of \$2.850m in 2023/24 to fund stormwater infrastructure upgrades;**
- 4. a demonstrated strong financial position with Council being able to meet its financial obligations when the fall is due comfortably;**
- 5. continued low rating per head of population, which is well below the state average and neighbouring urban centres; and**
- 6. the need for \$1.550m in operational efficiencies over the next ten years and \$900k over the next three years.**

### PURPOSE

This report is to provide Council with an updated Long-Term Financial Management Strategy, including a 10-year Long Term Financial Plan.

The document will replace Council's existing Financial Management Strategy 2021 to 2031 adopted in March 2021.

The Strategy has been updated to include Council's strategic aspirations and changed operating environment. The Strategy will be updated on an annual basis to reflect any changes in the strategic direction set by Council to ensure that it remains current and relevant in guiding Council decision making.

### BACKGROUND

The Strategy includes Council's Financial Management Strategy and Long-Term Financial Plan for the next 10-year period. It sets the parameters for Council's ongoing financial sustainability and will guide decision making when setting the annual plan and budget estimates.

If the parameters are followed in decision-making Council will be able to demonstrate its financial sustainability in the medium to longer term.

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## DETAILS

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

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

The document includes Council's Financial Management Strategies and Long-Term Financial Plan for the next 10-year period.

The FMS is pivotal in setting the high-level financial parameters that guide the development and refinement of Council's annual plan and budget estimates and generates information that assists decisions about the mix, possible timing and affordability of future capital and operational outlays.

This FMS achieves the following outcomes:

- a financially sustainable operating position in all years, including an operating margin ratio target of 1.03 by 2024/25;
- a minimum cash balance of \$4m at 30 June each year;
- forecast borrowings of \$2.850m in 2023/24 to fund stormwater infrastructure upgrades;
- a demonstrated strong financial position with Council being able to comfortably meet its financial obligations as and when they fall due; and
- continued low rating per head of population, which is well below the state average and neighbouring urban centres.

The Strategy includes operational efficiency targets of \$900k over the next three years to meet the additional operating costs associated with Council's capital works program. Efficiency targets can be achieved by either decreasing expenditure or increasing revenue streams (through development and population growth or rate increases).

If Council follows the modelling parameters when setting its annual plan and budget, it will demonstrate a strong financial position and financial sustainability into the future.

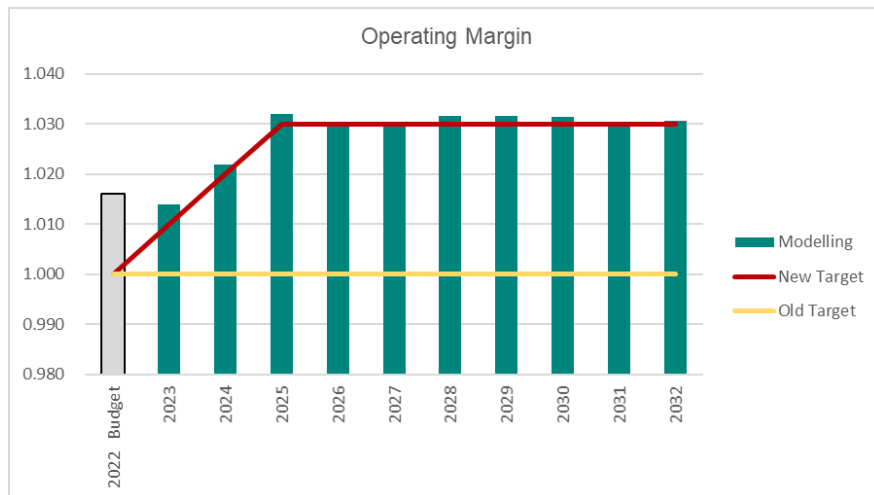
### **Council's Operational Ratio Target**

Council's current FMS includes an operational margin ratio target of 1.00 (or a breakeven). While a target of 1.00 or above would indicate that Council is sustainable and can cover its recurrent operating expenses from recurrent operating revenue., it does not allow Council the flexibility to adapt to changes unexpected events.

One of the principles contained in Council's Financial Management Strategy (FMS) is that "Council's financial position will be robust enough to recover from unanticipated events and absorb the volatility inherent in revenues and expenditures."

COVID-19 is a reminder that increasing extreme events and climate change can significantly impact the Council's finances. Council's recurrent income and expenses continue to be more volatile than usual, with the ongoing COVID-19 pandemic providing ongoing uncertainty.

The Strategy recognises that it would be prudent for Council to move from being financially sustainable (breakeven) to being financially robust to more adequately meet uncertainties arising from the changing operating environment. The FMS, therefore, now includes a transition to an operating margin of 1.03 by 2025 (previously 1.00 across all years). The graph below outlines the change in operational margin ratio target over the life of the Strategy.



### Strategic Projects

Council has adopted a range of Masterplans and strategies in consultation with the community outlining future community aspirations, which require a capital investment of approximately \$49m over the next ten years. In addition to the capital outlays, additional recurrent costs will be incurred and will need to be planned for and carefully managed.

Capital and operational outlays in the immediate years are known with greater certainty. For longer-term projects, the FMS is not about determining what and when Council will spend. The modelling guides Council in how much it is likely to have at its discretion to allocate in future years.

Projects that have a strong community expectation of delivery over the next three years require a further \$20m in capital spending and include the following:

- Table Cape Lookout
- Stage 1 of the East Wynyard Foreshore Masterplan
- Wynyard Childcare Expansion
- Somerset, Sisters & Boat Harbour Beach Stormwater Upgrades
- Commencement of the Boat Harbour Beach Masterplan
- Coastal Erosion Works
- Commencement of the Wynyard Recreation Ground & Wynyard High School Redevelopment

In addition to these projects, Council has several new capital works projects which are currently underway or are scheduled to start in 2021/22, including:

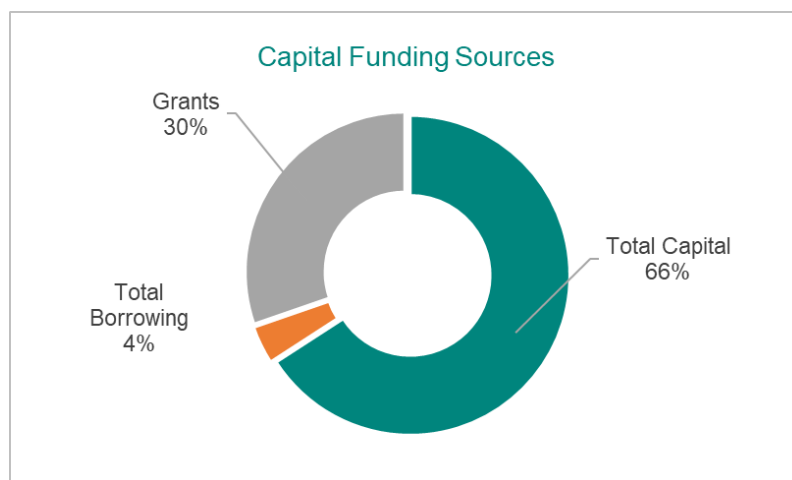
- Completion of the Anzac Park All Abilities Playground
- Coastal Pathway

- Multi-use Yacht Club Facility
- Flood Mitigation Works
- Waratah Bridge
- Cardigan Street Upgrades
- Yolla Toilets
- Commencement of the Boat Harbour Beach Masterplan (retaining wall)
- Coastal Erosion Works to protect Council infrastructure and assets
- IGA Junction Safety Improvements

As a result of current year spending and additional operational costs for future capital projects, Council recurrent expenditure is expected to increase by \$900k over the next three years.

### **Funding of New Capital Works**

Several assumptions have been made about the funding mix for Council’s capital works program over the life of the Strategy. The graph below shows a combination of grant funding, borrowings, and Council’s cash reserves that will be required to fund new capital works. \$2.850m of borrowings have been forecast to be drawn down in the 2023/24 financial year to fund stormwater infrastructure upgrades at Somerset, Sisters & Boat Harbour beaches.



Grant funding opportunities will be actively pursued and an essential funding source for Council to deliver on the above projects in future years. Additional operational costs associated with these projects will also need to be carefully planned and managed to ensure that rate increases are maintained at a reasonable level.

The FMS will be updated on an annual basis to account for changes to Council operating environment and guide Council decision making.

### **STATUTORY IMPLICATIONS**

#### Statutory Requirements

The *Local Government (Miscellaneous Amendments) Act 2013* making it compulsory for Tasmanian Councils to maintain a long-term financial management plan and Strategy. The following sections set out the requirements under the Act: -

## 70. Long-term financial management plans

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

## 70A. Financial management strategies

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

The Minister for Local Government issued a Local Government (Contents of Plans and Strategies) Order 2014 under Section 70F of the Act outlining the minimum requirements of long-term financial management plans and strategies. This Strategy complies with the disclosure requirements of the Order.

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<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>
1.5.1 Build our knowledge base to apply in decision-making processes.

### Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
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.
Governance and working together	<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 environmental implications as a result of this report.

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## **FINANCIAL IMPLICATIONS**

The modelling contained in the FMS is indicative only and informs the Council decision making. Council will consider and decide on what and when capital outlays will occur through the setting of its Annual Plan and Budget Estimates.

Whilst assumptions have been made regarding the future need for rate increases, Council will make decisions about rating increases when setting the budget. Council will continue to consider the current economic climate and capacity of ratepayers to pay for services in its rates and charges decision making.

## **RISK IMPLICATIONS**

The risk of not considering the principles, strategies, and targets of this FMS may result in the deterioration of the organisation's financial sustainability.

Council's recurrent income and expenses continue to be more volatile than usual, with the ongoing COVID-19 pandemic providing ongoing uncertainty. This will be monitored, and the FMS will be updated on an annual basis to consider changes in the operating environment.

If Council is unable to find the operational improvements identified in the FMS, it may be required to increase rates and charges by more than that indicated in the FMS or, alternatively, delay the timing of planned new capital works.

Other material risks that may impact Council's sustainability and/or impact the ability to deliver planned capital works are changes in contract prices for materials and contracts, shortages of critical raw materials such as timber and steel, and labour shortages for specialist staff.

## **CONSULTATION PROCESS**

The Strategy has been developed in consultation with the Executive Management Team and has been workshopped with Councillors.

The Strategy will be presented at the audit panel meeting to be held on 9 November 2021.

## **CONCLUSION**

That Council adopt the Financial Management Strategy 2022 to 2032 that defines the principles and strategies that Council will follow, including:

1. A financially sustainable operating position across all years, including an operating margin ratio target of 1.03 being reached by 2024/25;
2. A minimum cash balance of \$4m at 30 June each year;
3. Forecast borrowings of \$2.850m in 2023/24 to fund stormwater infrastructure upgrades;
4. A demonstrated strong financial position with Council being able to comfortably meet its financial obligations as and when they fall due;
5. Continued low rating per head of population below the state average and neighbouring urban centres; and
6. Note the inclusion of \$900k in operational efficiency targets over the next three years, with operational efficiencies of \$1.550m required over the 10-year Strategy.



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## 9.5 QUARTERLY STATISTICS TO 30 SEPTEMBER 2021

To: Council  
Reporting Officer: Executive Officer - Governance and Performance  
Responsible Manager: Director Organisational Performance  
Report Date: 28 September 2021  
File Reference: 1810  
Enclosures: Nil

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### RECOMMENDATION

**That Council note the Quarterly Statistics Report to 30 September 2021.**

### PURPOSE

To provide statistical information on the activities of Council for each Department.

### BACKGROUND

This report is provided on a quarterly basis to provide statistical information for some of Council's ongoing activities and services.

### DETAILS

The following Departmental Statistical Reports are provided for the information of Council:

Directive	Topic
General Manager's Office	Human Resources: <ul style="list-style-type: none"><li>• Staff numbers and statistics</li><li>• Absenteeism Rate / Labour Hire Engagement</li><li>• New Starters / Departures</li><li>• Turnover rate</li><li>• Recruitment Activity</li></ul> Workplace Health and Safety: <ul style="list-style-type: none"><li>• Incident &amp; Hazard Reporting</li><li>• Lost Time Injury Frequency Rate</li><li>• Workers Compensation Cases</li></ul>
Community & Engagement	Tourism: <ul style="list-style-type: none"><li>• Website Visits / Cumulative</li><li>• Wonders of Wynyard (WOW) – Total visitors by month</li><li>• Wonders of Wynyard (WOW) – Car Collection Visitors</li><li>• Wonders of Wynyard (WOW) – Income by month</li><li>• Waratah Camping Ground – Caravan Park Income</li></ul>
	Children's Services: <ul style="list-style-type: none"><li>• Warawyn Early Learning Centre</li><li>• Warawyn Wynyard OSHC</li><li>• Warawyn Boat Harbour After School Care</li></ul>

Directive	Topic
Infrastructure & Development Services	Animal Control Building: <ul style="list-style-type: none"> <li>• Number of Building Approvals</li> <li>• Building Values</li> </ul>
	Planning: Planning Approvals
	Environmental & Public Health: <ul style="list-style-type: none"> <li>• Number of Vaccinations</li> <li>• Inspections of Registered Food Premises</li> <li>• Health Approvals - Registrations</li> </ul>
	Waste: <ul style="list-style-type: none"> <li>• Waste to Landfill</li> <li>• Cumulative Waste to Landfill</li> </ul>
Organisational Performance	Council and Land Information Certificate (337) Certificate of liabilities (132) Council Meeting Live Stream Views

## GENERAL MANAGER'S OFFICE

### HUMAN RESOURCES

Staff Numbers as at:	30 September 2021					
	Permanent Positions		Temporary Positions			Total
	Full-time	Part-time	Full-time	Part-time	Casual	
Indoor	29	12	4	6	6	57
Outdoor	27	2	3	0	0	32
Childcare	7	8	1	2	9	27
<b>Total</b>	<b>63</b>	<b>22</b>	<b>8</b>	<b>8</b>	<b>15</b>	<b>116</b>
<b>Head Count</b>	Fulltime equivalent (FTE) employees					<b>94.49</b>

Statistics	Ave. Age	Female	Male	Yrs Service
Indoor	47.93	38	19	8.91
Outdoor	44.85	3	29	11.97
Childcare	41.57	27	0	9.95
<b>Total</b>	<b>45.6</b>	<b>68</b>	<b>48</b>	<b>10.0</b>

	Absenteeism Rate				Labour Hire Engagement for period		
	Personal Leave Taken	Hours Worked	Absent Rate	Full Time Equivalent	Total Workers	Hours	Cost (ex. GST)
Indoor	1002	23881	4.0%	0.51	0	0	\$ -
Outdoor	825	16055	4.9%	0.42	2	561.5	\$ 27,023
Childcare	295	9604	3.0%	0.15	0	0	\$ -

New Starters & Departures this financial year							
		Permanent Positions		Temporary Positions			Total
		Full-time	Part-time	Full-time	Part-time	Casual	
New Starters	Indoor	1	0	0	0	0	1
	Outdoor	0	0	1	0	0	1
	Childcare	0	0	0	0	0	0
	<b>Total</b>	<b>1</b>		<b>1</b>		<b>0</b>	<b>2</b>
Departures	Indoor	0	0	0	0	1	1
	Outdoor	3	0	0	0	0	3
	Childcare	0	1	0	0	0	1
	<b>Total</b>	<b>4</b>		<b>0</b>		<b>1</b>	<b>5</b>
<b>Turnover Rate of Permanent Staff</b>							
4.7% Average (Permanent Departure rate divided by total permanent employee rate)							
5.3% Average Turnover for Public Administration							

Recruitment this Quarter			
Position	Open	Closed	Status
Civil Works Supervisor (Roads)	30-Jun-21	27-Sep-21	Not filled
Children's Services Educator (Out of Schools Hours)	22-Jul-21	16-Aug-21	Internal
Children's Services Educator	10-Aug-21	24-Aug-21	Not filled
Children's Services Trainee	10-Sep-21	27-Sep-21	Interview
Civil Works Employee x 2	14-Sep-21	28-Sep-21	Interview
Waratah Customer Service Officer	22-Sep-21	18-Oct-21	Open

## WORK HEALTH AND SAFETY

Incident/Hazard Report Forms received this Quarter							
	Incident	Hazard	Near Misses	Injury/ Illness	Lost Time Injuries (hrs)	Property/ Plant Damage	Total Reports
Indoor	1	1	0	1	0	1	4
Outdoor	1	3	1	6	493.5	7	18
Childcare	0	0	0	0	0	0	0

Lost Time Injury Frequent Rate (LTIFR) for this Quarter						
No. of LTI's	No. of FTE Employees	Weekly Hours	Weeks in Period	Hours Worked in Period	LTIFR	Industry Standard
1	94.49	38	12	43087	23.21	12.6

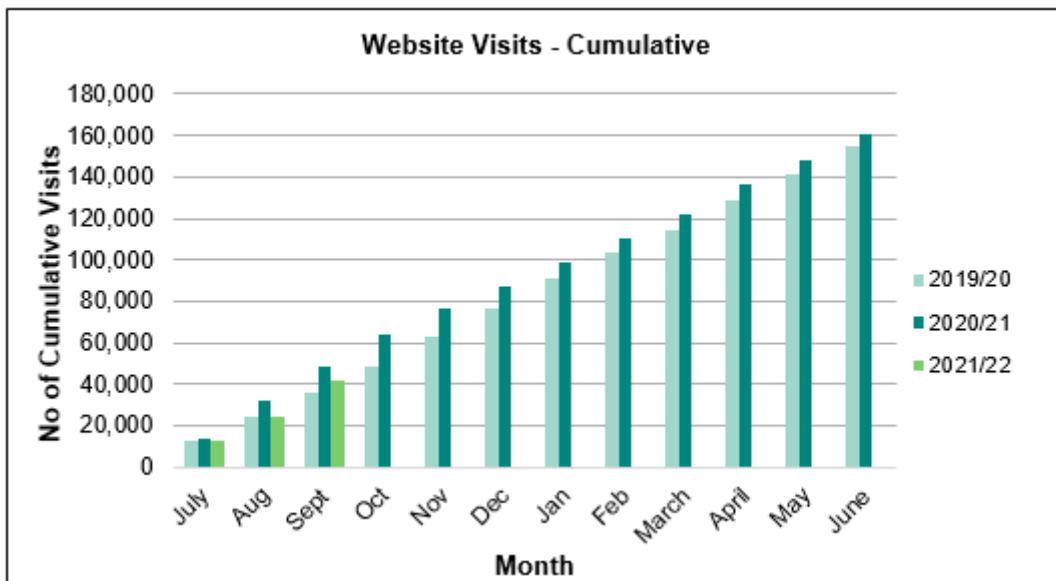
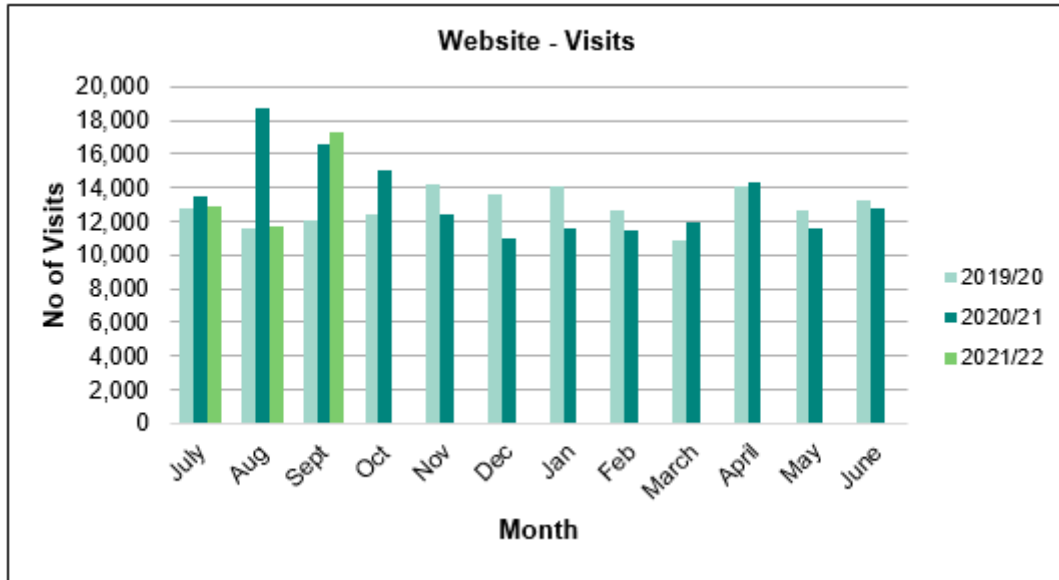
Workers Compensation Cases					
	New	Ongoing	Finalised	Total at EOP	WC Hours
This Quarter	4	0	0	4	494

## COMMUNITY AND ENGAGEMENT

### TOURISM

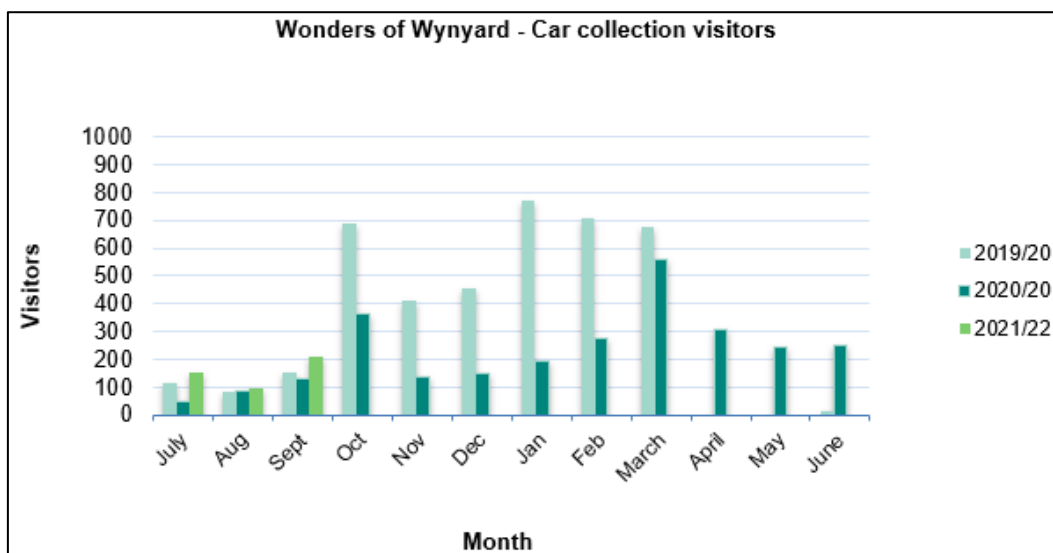
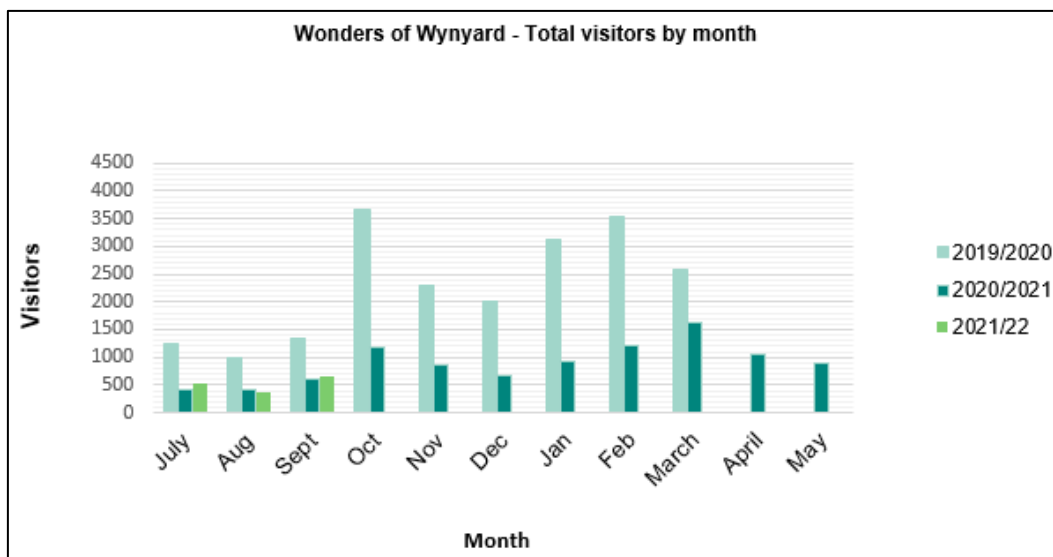
Website Visits:

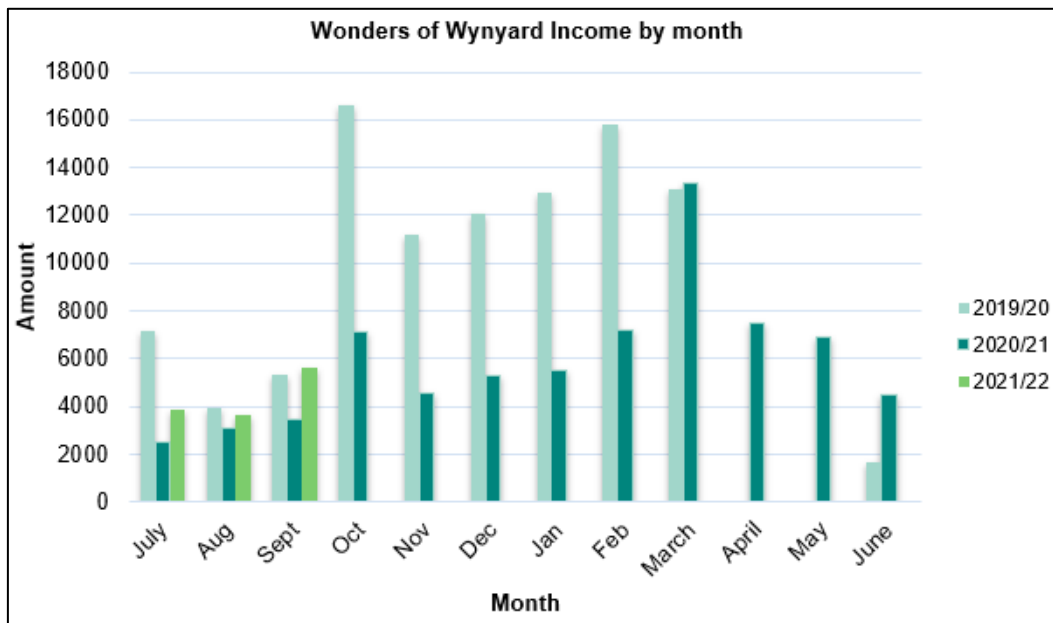
The following graphs indicate the number of website visits to the 30 September 2021:



### Wonders of Wynyard - July - September Summary

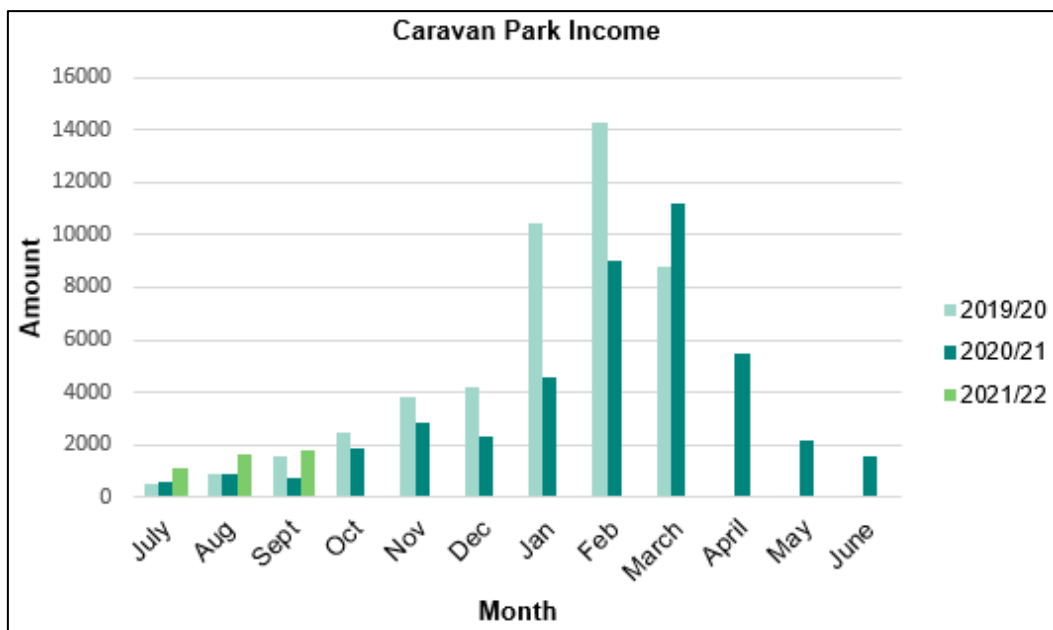
- Total visitor numbers are still low due to border restrictions impacting interstate tourists, however there has been a 6% increase on the same quarter last year.
- Visitation to the car collection has risen by a huge 73% on same quarter last year – reflecting the new target market on intrastate visitors experiencing the cars. We have been advertising the Wonders of Wynyard in Hobart and Launceston and this seems to have paid off. Ticket sales to the cars are back at close to pre-covid highs. To date there have been 61 individuals redeem the free voucher Council mailed with the rates notices this year. Feedback has been overwhelmingly positive from those who have visited.
- Income for the quarter has increased 45% - suggesting intrastate visitors are a much higher yielding target market than our traditional visitors. Income for this quarter is the second highest July-September in the past 10 years.



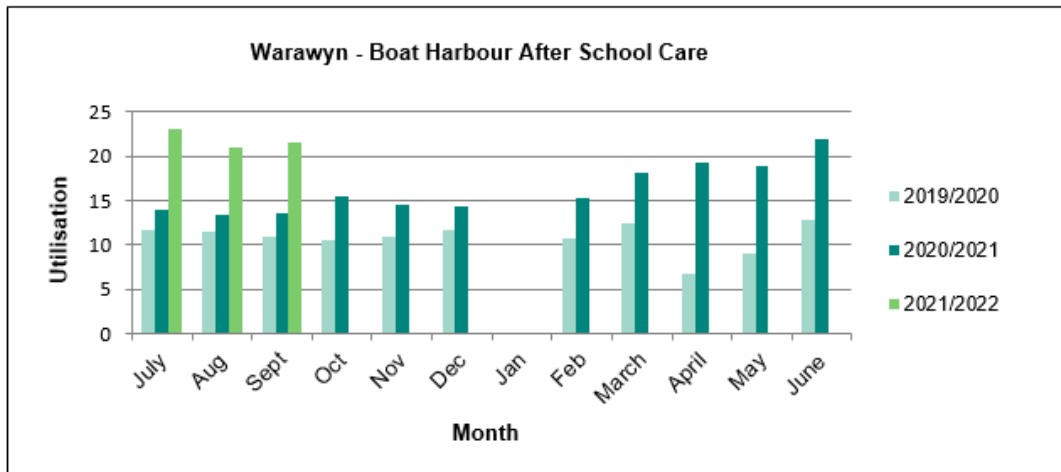
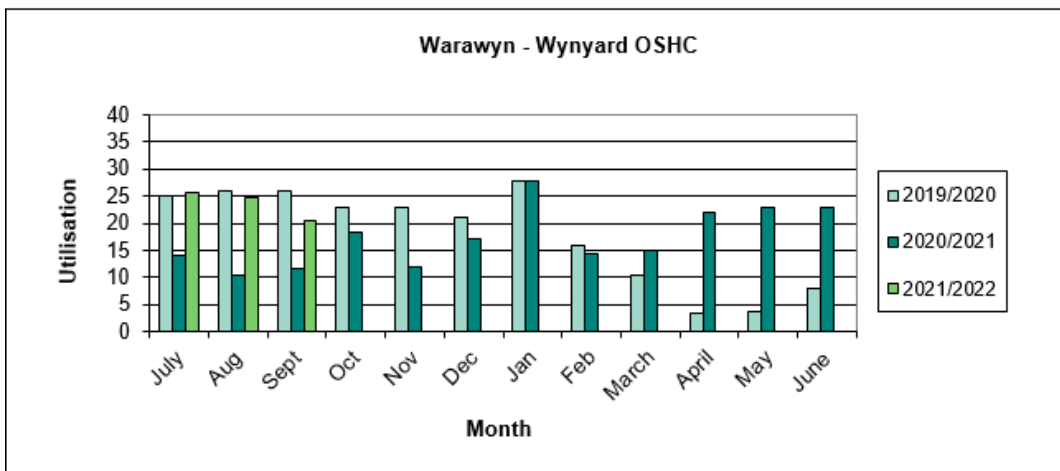
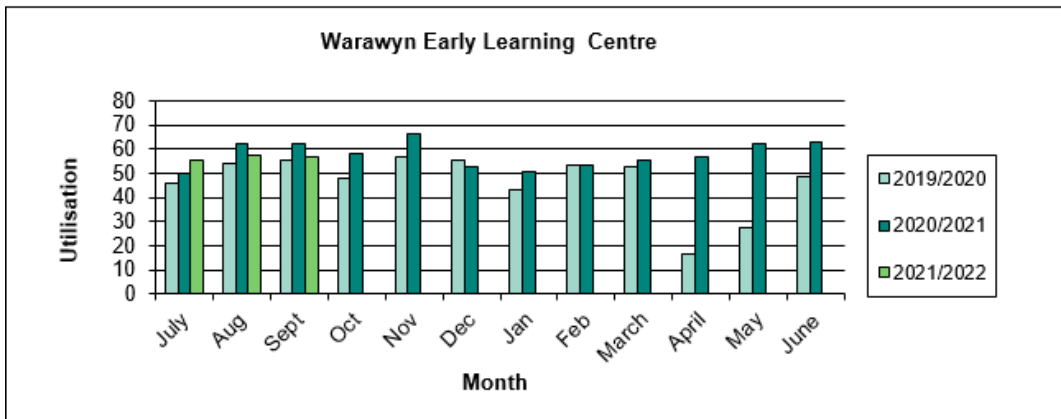


**Waratah - July-September Summary**

- Income from the Caravan Park has increased 103% on same quarter last year. This is the best July-September quarter on record for the caravan park history, again reflecting the demand from intrastate tourists to see their own state during the COVID disruptions.



**CHILDREN'S SERVICES**



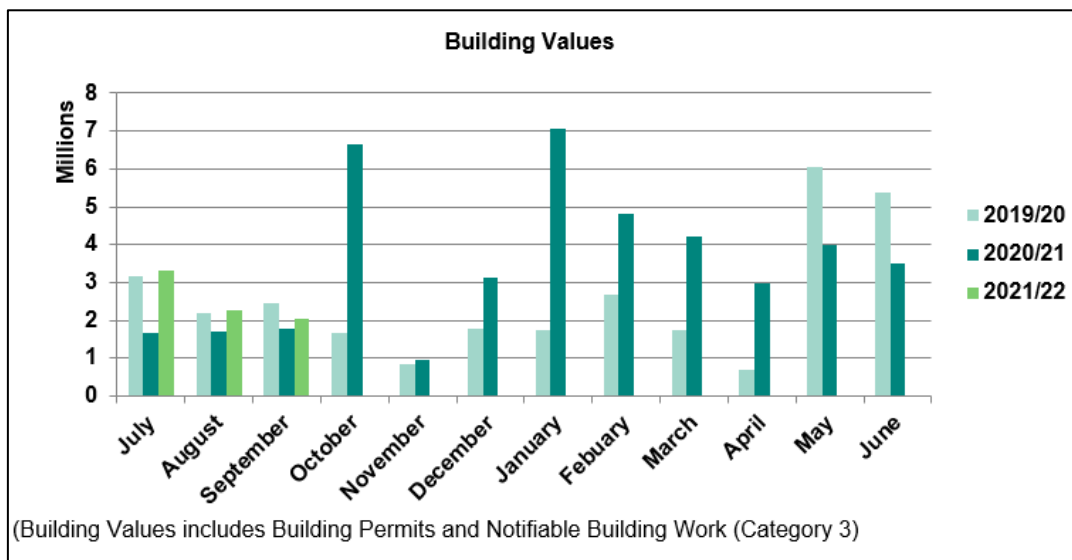
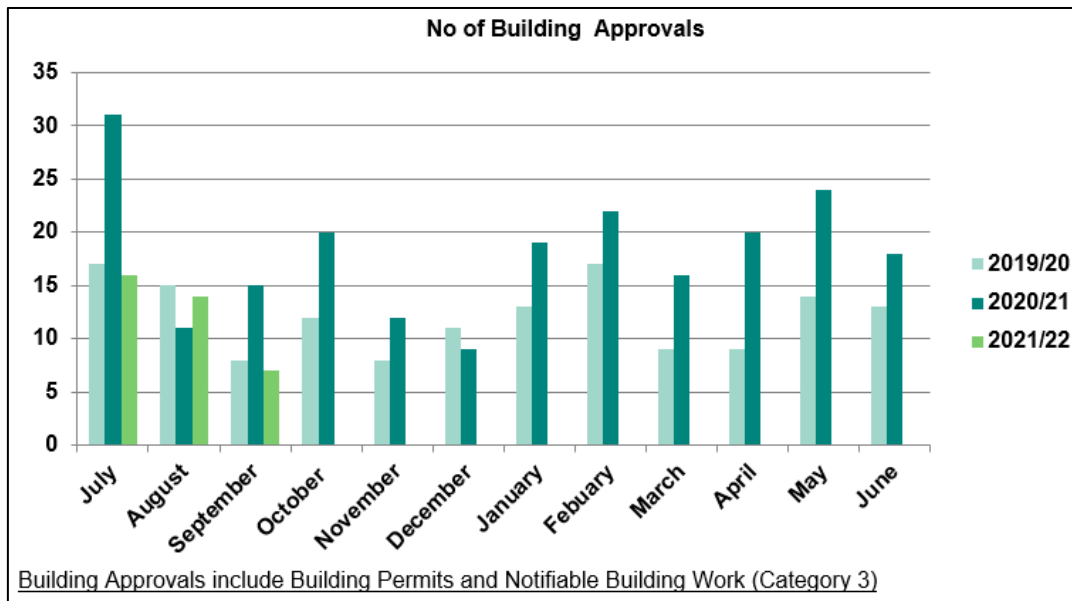


## INFRASTRUCTURE AND DEVELOPMENT SERVICES

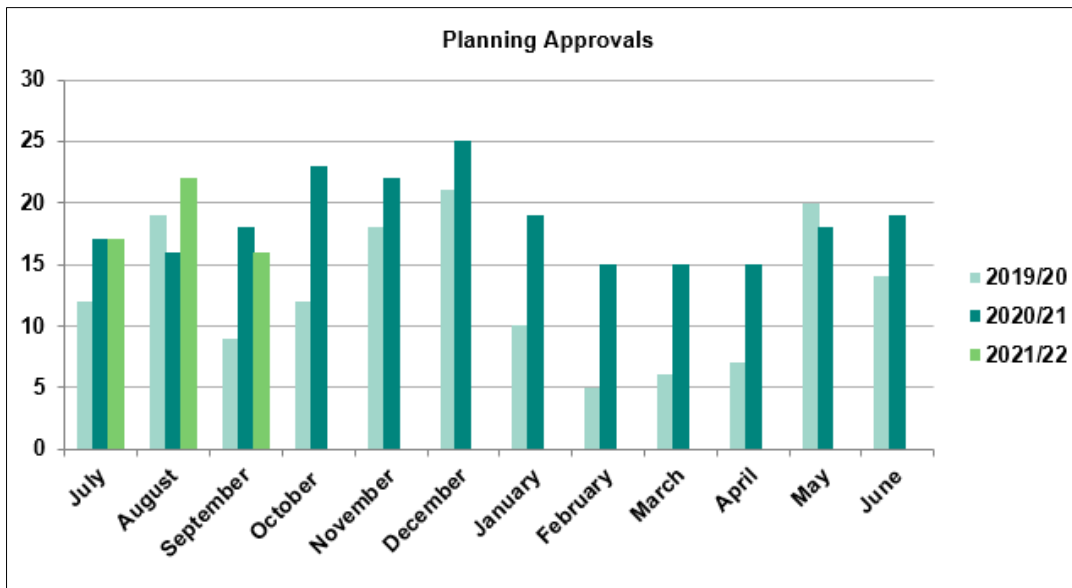
### ANIMAL CONTROL

Item	July / August / September 2021	2021/2022 YTD
	No	No.
Dogs Registered	1858	1858
Dogs Impounded	10	10
Dogs Euthanised	0	0
Dogs Adopted	3	3
New Kennel Licences	0	0
Licence Renewals	39	39
Dogs Re-Claimed	4	4
Livestock Impounded	0	0
Infringement Notices	3	3
Legal Action	0	0

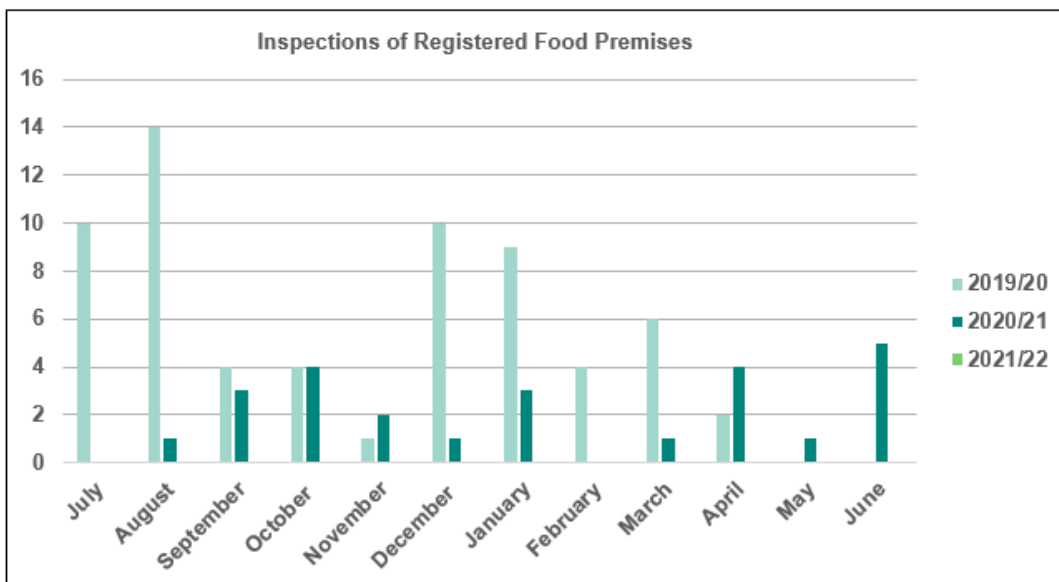
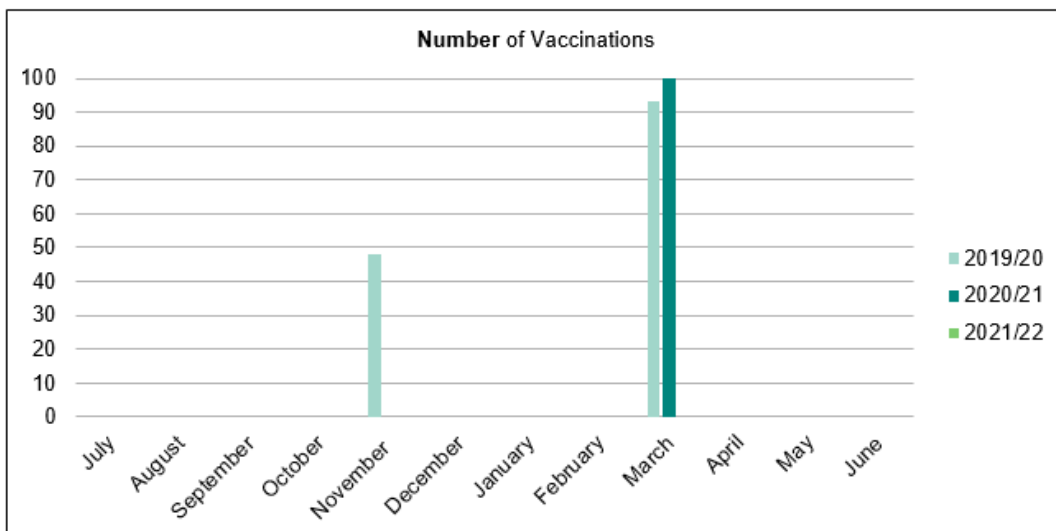
### BUILDING



**PLANNING**



**ENVIRONMENTAL AND PUBLIC HEALTH**

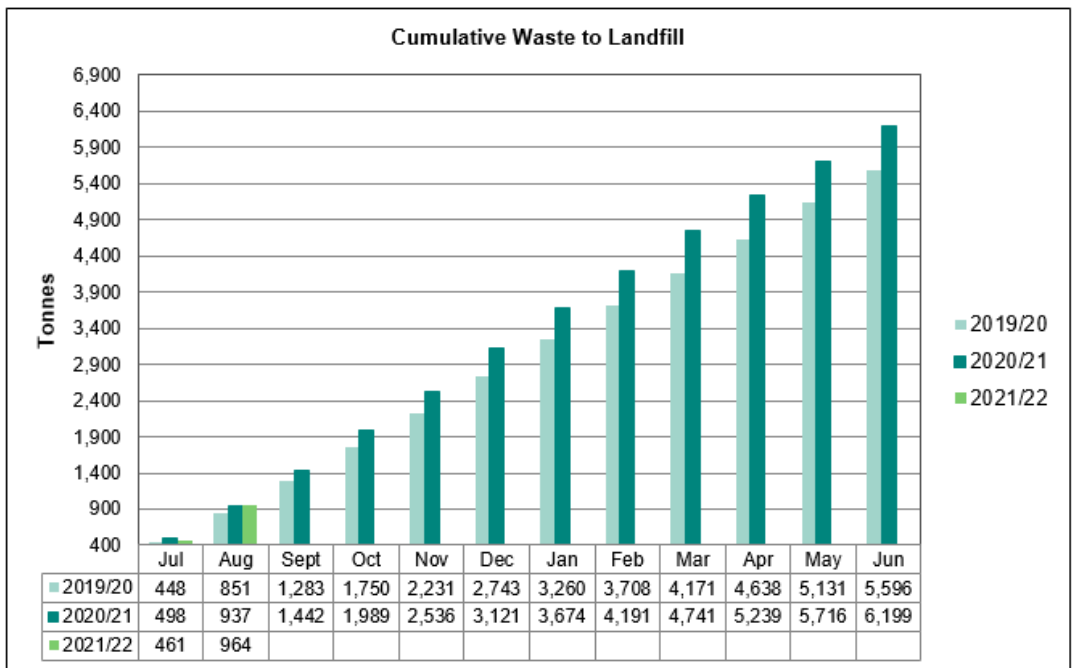
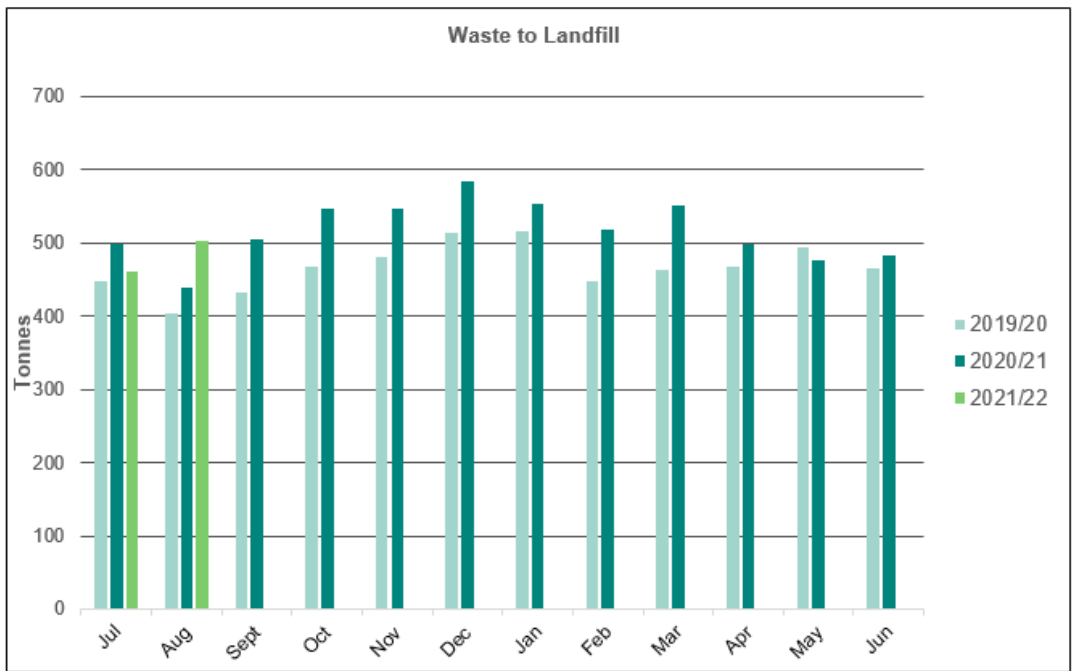


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*Health Approvals – Registrations:*

<b>Month</b>	<b>Food Premises (FP)</b>	<b>Temporary Food Premises (TFP)</b>	<b>Places of Assembly (PA)</b>	<b>Public Health Risk Activities (PHRA)</b>	<b>Private Water Suppliers (PWS)</b>	<b>Regulated Systems Air Cooling Systems</b>
July	25	0	0	0	0	0
August	39	0	0	0	0	0
September	15	1	1	1	0	2
October						
November						
December						
January						
February						
March						
April						
May						
June						
<b>TOTAL</b>	<b>79</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>2</b>

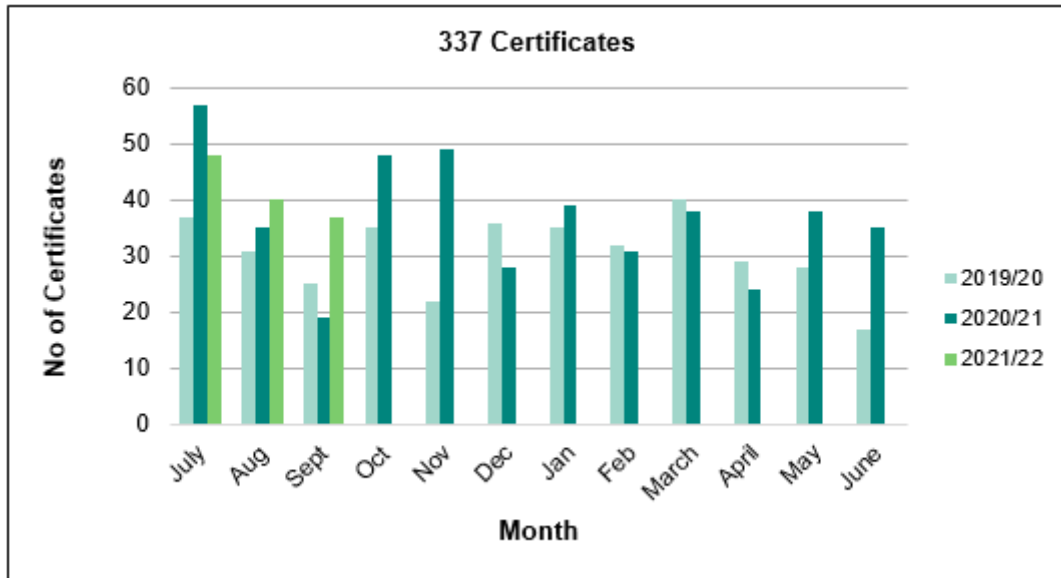
**WASTE**



## ORGANISATIONAL PERFORMANCE

### *Council and Land Information Certificate (337):*

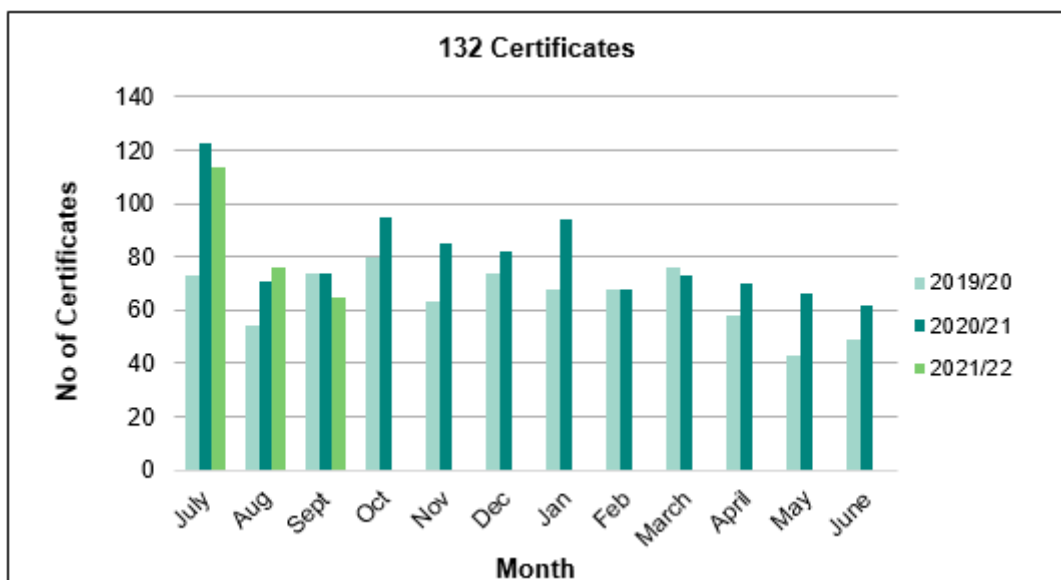
A Council Certificate 337 provides information about whether there are any outstanding notices, permits or orders in relation to a property.



There has been a total of 125 Section 337 certificates issued from 1 July 2021 to 30 September 2021 compared to 111 for the same time in the previous financial year.

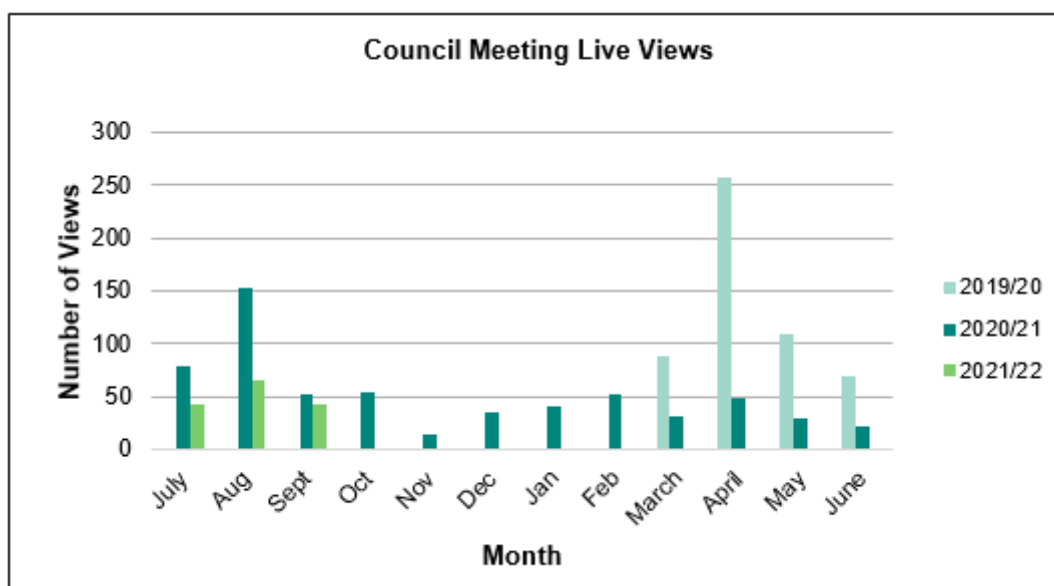
### *Certificate of liabilities (132):*

Section 132 certificates are issued by Council on request usually as a part of selling a property.



There has been a total of 255 Section 132 certificates issued from 1 July 2021 to 30 September 2021 compared to 268 for the same time in the previous financial year.

## COUNCIL MEETING LIVE VIEWS



There was a total of 151 live views of the Council Meetings from the 1 July 2021 to 30 September 2021.

### 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>
We make publicly transparent decisions on spending and future directions while encouraging community feedback.
<b>Our Priorities</b>
1.6 Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.

#### Sustainable Murchison Community Plan 2040

Community Future Direction Theme	Key Challenges & Opportunities:
<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>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

Community Future Direction Theme	Key Challenges & Opportunities:
	supported especially by young people. Multi-purpose recreational and cultural facilities are well utilised.
<b>Governance and working together</b>	<b>Working together for Murchison</b> – Everyone plays a part in achieving the objectives of the Sustainable Murchison Community Plan. There is cooperation, resource sharing and less duplication between Councils. Leadership is provided across all community sectors.

#### **POLICY IMPLICATIONS**

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

#### **ENVIRONMENTAL IMPLICATIONS**

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

#### **FINANCIAL IMPLICATIONS**

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

#### **RISK IMPLICATIONS**

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

#### **CONSULTATION PROCESS**

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

#### **CONCLUSION**

The Departmental Quarterly Statistics Report for the months 1 July 2021 to the 30 September 2021 are presented to Council for noting.

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## 9.6 FIXING OF COUNCIL MEETING DATES

To: Council  
Reporting Officer: Executive Officer  
Responsible Manager: General Manager  
Report Date: 1 October 2021  
File Reference: 0110  
Enclosures: Nil

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### RECOMMENDATION

That Council approve scheduling of Ordinary Council Meetings for the third Monday of each month commencing at 6:00 pm for the period from January 2022 to December 2022, or according to the Schedule below:

DATE OF MEETING	TYPE OF MEETING
Monday 24 January 2022	Ordinary Council Meeting
Monday 21 February 2022	Ordinary Council Meeting
Monday 21 March 2022	Ordinary Council Meeting
Monday 11 April 2022	Ordinary Council Meeting
Monday 16 May 2022	Ordinary Council Meeting
Monday 20 June 2022	Ordinary Council Meeting
Monday 18 July 2022	Ordinary Council Meeting
Monday 15 August 2022	Ordinary Council Meeting
Monday 19 September 2022	Ordinary Council Meeting
Monday 17 October 2022	Ordinary Council Meeting
Monday 24 October 2022	Annual General Meeting
Monday 21 November 2022	Ordinary Council Meeting
Monday 12 December 2022	Ordinary Council Meeting

### PURPOSE

The purpose of this report is for Council to determine meeting dates and times for Council for the 2022 calendar year.

### BACKGROUND

Council has over the past year generally conducted its Ordinary Council Meeting on the third Monday of each month, starting at 6:00pm, and held at the Council Chambers in Wynyard.



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This report has been prepared to enable the timing of Ordinary Meetings to be determined by the elected Council. For Council to be open, accessible and accountable to its community, and to encourage communication and engagement, consistency in the meeting schedule allows residents and stakeholders to know with some certainty when Council meetings are normally held.

## **DETAILS**

The Council may determine the most appropriate timing for Ordinary Meetings. The only provision included within the *Regulations* is that an Ordinary Meeting is to be conducted at least once per month. All meetings are to commence after 5:00pm unless determined otherwise by the Council by absolute majority therefore, Council can determine to commence meetings at any time which suits the majority of Councillors.

A 6:00 pm start for meetings has been in place for some time now to allow both Councillors and residents time to complete normal daily work routines and attend Council meetings in a refreshed and unhurried state of mind.

The proposed dates suggest the April 2022 meeting is held one week earlier due to the Easter Monday and ANZAC Day public holidays. The December meeting is one week earlier to provide the opportunity for leave, heading into the Christmas and New Year Period.

## **STATUTORY IMPLICATIONS**

### Statutory Requirements

Section 18 (3) of the *Local Government Act 1993* provides that a meeting of Council is to be conducted in accordance with the prescribed procedures.

The *Local Government (Meeting Procedure) Regulations 2015* states:

#### **4. Convening meetings of council**

- (1) *The mayor of a council may convene council meetings.*
- (2) *The general manager of an existing council is to convene the first ordinary meeting of a council following an ordinary election.*
- (3) *The Minister is to convene the first ordinary meeting of a newly established council on a date determined by the Minister.*
- (4) *An ordinary meeting of a council is to be held at least once in each month.*
- (5) *The general manager is to convene an ordinary meeting of a council if the mayor has not convened such a meeting in the previous calendar month.*
- (6) *The mayor of a council, or the general manager if the mayor has not done so, must convene a special meeting of the council at the request of a majority of Councillors.*
- (7) *A request for a special meeting of a council must –*
  - (a) be in writing and signed by the Councillors; and*
  - (b) include details of the subject matter and any motion to be dealt with by the meeting; and*
  - (c) be lodged with the mayor.*
- (8) *The mayor of a council, or the general manager if the mayor has not done so, must convene a special meeting of the council if the council so determines.*

#### **6. Times of meetings**

- (1) *A meeting is not to start before 5 p.m. unless otherwise determined by the council by absolute majority or by the council committee by simple majority.*
- (2) *After each ordinary election, a council and a council committee are to review the times of commencement of meetings.*

---

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

<b>GOAL 1: Leadership and Governance</b>
<b>Desired Outcomes</b>
2.1 We are a knowledgeable organisation—we demonstrate best practices in our business processes.
<b>Our Priorities</b>
13.1 Facilitate the meeting of community needs through strong advocacy and local and regional collaboration for shared outcomes.

### 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>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>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

Council meetings are conducted in line with the Waratah-Wynyard Council Meeting Procedures.

## ENVIRONMENTAL IMPLICATIONS

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

## FINANCIAL IMPLICATIONS

The conduct of any Council meeting has costs associated with the development of reports and agendas, their public distribution and the involvement of some Council officers after normal business hours.

The conduct of meetings at venues other than the Council Chambers, if required, would incur additional costs in terms of staff time, transport costs, and setting up of venues suitable for a Council meeting.

## RISK IMPLICATIONS

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

## CONSULTATION PROCESS

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

## CONCLUSION

It is recommended that Council adopt the meeting dates for 2022 as listed.

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## 9.7 AWARD OF CONTRACT 756 - ANZAC PARK ALL ABILITIES PLAYGROUND

To: Council  
Reporting Officer: Manager Engineering Services  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 21 September 2021  
File Reference: .  
Enclosures: 1. Revised tender scope - Hardings Hotmix - ANZAC Park All Abilities Playground - Confidential

---

### RECOMMENDATION

**That Council award Contract #756 – ANZAC Park All Abilities Playground to Hardings Hotmix.**

### PURPOSE

To determine Council's position in relation to tender submissions received for the construction of the All Abilities Playground at ANZAC Park, Somerset.

### BACKGROUND

At the Ordinary Meeting of Council, September 2021 a procedural motion was put and carried to defer the award of Contract #756: -

#### PROCEDURAL MOTION

MOVED BY	CR COURTNEY
SECONDED BY	CR EDWARDS

#### That the MATTER BE DEFERRED

The PROCEDURAL MOTION was put and was CARRIED.

#### IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR COURTNEY
	CR EDWARDS		

#### AGAINST

CR DUNIAM		CR FAIRBROTHER	CR HYLAND

Since this matter was deferred, further meetings between Council Management, The Fairy Godmothers and Council Elected Members have been held to progress the decision to award Contract #756. The report produced for Council consideration at the Ordinary Meeting of September 2021 remains unchanged from this point on.

The construction of an All Abilities Playground at ANZAC Park, Somerset has been adopted in the 2021/22 Annual Plan & Budget of Council.

Provision of these works are to be undertaken by an external contract provider, owing to the nature of specialist equipment and skills required to undertake the scope of works.

---

A call for tenders for the provision of these works was published in the Advocate Newspaper and released on the Tenderlink website on Saturday 12 June 2021.

## DETAILS

The contract operates as a Schedule of Rate (SoR) contract, based upon the estimated quantities to deliver the scope of the project.

At the close of tenders on 23 July 2021, twenty-eight (28) contractors had accessed the tender documents via Tenderlink and one (1) contractor submitted a tender for the works.

The tender received for this project was submitted by Hardings Hotmix and was deemed to be a conforming tender.

Following the September Council meeting, Hardings agreed to extend the tender validity period for the tender submission until 25 October 2021.

## STATUTORY IMPLICATIONS

### Statutory Requirements

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

## 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>
3.3.2 Facilitate activities and events that promote inclusion, health, safety and a sense of place.

### Sustainable Murchison Community Plan 2040

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

## POLICY IMPLICATIONS

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

## ENVIRONMENTAL IMPLICATIONS

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

## FINANCIAL IMPLICATIONS

Council has a total adopted budget for these works of \$2,584,428 funded via the following sources: -

- 
- Council – \$719,428
  - Federal Government Grant to Council - \$1,365,000
  - State Government Grant to the Fairy God Mothers - \$500,000

Costs to date include playground design, tender document preparation, overheads and other preliminaries of \$139,039, leaving a total surplus funding of \$2,445,389.

The original tender submitted by Hardings Hotmix was well above Council budget allocation (\$3,740,736.26). In order to facilitate delivery of this project, scope negotiation has been undertaken with Hardings Hotmix to remove some of the playground elements and modify construction methodologies for other elements.

A full break down of the scope reduction is provided as an attachment to this report, but in essence the scope reduction was based on the removal of sculptural and architectural elements and retaining functional playground equipment items. Should there be a desire to expand upon the playground to include these elements into the future, the design has accounted for future expansion.

---

The following provides a breakdown of the remaining expenses to complete the project if the revised tender amount is accepted by Council:

Council budget allocation remaining - \$2,445,389

Tendered project value - \$2,382,335.88

Remaining Overhead allocation - \$65,404

Anticipated total remaining project delivery cost - \$2,447,799.88

Net variance to budget allocation -\$2,351.88

\*Note: allocation of project contingency has not been assigned to this variance in budget allocation.

### **RISK IMPLICATIONS**

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. The broader tender assessment, beyond just price, is intended to mitigate risk.

### **CONSULTATION PROCESS**

Extensive community consultation and key stakeholder consultation has been undertaken prior to releasing the tender for this project. Before construction commences on site further community notification will occur to advise the public of the pending works and potential disturbance.

### **CONCLUSION**

The tender submitted by Hardings Hotmix along with the revised schedule for the construction of the ANZAC Park All Abilities Playground is considered the best option available to Council, in taking into consideration all aspects of the tenders submitted. It is recommended that contract #756 be awarded accordingly.

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## 9.8 AWARD OF CONTRACT 770 - DESIGN AND CONSTRUCT CARDIGAN STREET SUBSURFACE DRAINAGE

To: Council  
Reporting Officer: Project Manager  
Responsible Manager: Director Infrastructure and Development Services  
Report Date: 21 September 2021  
File Reference: Contract 770  
Enclosures: 1. Tender Evaluation Summary - Confidential

---

### RECOMMENDATION

**That Council award Contract #770 – Design and Construct Cardigan Street Subsurface Drainage to Total Turf Care.**

### PURPOSE

To determine Council’s position in relation to the tenders submitted for the installation of subsurface drainage at the Cardigan Street Recreation Ground.

### BACKGROUND

The Open Space, Sport and Recreation Plan (OSSR), endorsed in 2017, provides key recommendations for the management of open space, sport and recreation in the municipal area. The Somerset Recreation Precinct was highlighted as one of the three key areas that support recreation activities and suggested consolidating sporting venues within the area to co-locate on one or two sites.

After a substantial increase in residential growth within the Somerset area, available land became scarce and it became clear it was not feasible to co-locate all sporting venues. As such, the more immediate need became the Cardigan Street Recreation Ground, which does not currently meet the standards specified by Football Tasmania. At its June 2020 ordinary meeting, the Council endorsed the Master Plan prepared by Sugden & Gee Pty Ltd which aims to address the issues associated with the site. Since its adoption, much of the Master Plan has been completed or committed for completion during the 2021/22 financial year.

At its September 2021 ordinary meeting, the Council endorsed a budget amendment to bring forward the works associated with subsurface drainage installation to avoid significant consequences for the soccer club should the ground be deemed unsuitable for use during the 2022 season:

MOVED BY	CR DUNIAM
SECONDED BY	CR EDWARDS

**That Council amend the 2021/22 Annual Plan and Budget Estimates by \$433,394 to include the installation of subsurface drains at the Cardigan Street Recreation Ground as per the site’s Masterplan.**

The MOTION was put and was CARRIED unanimously.

### IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR COURTNEY
CR DUNIAM	CR EDWARDS	CR FAIRBROTHER	CR HYLAND

A call for tenders was made through Council’s electronic tendering portal ‘Tenderlink’ and advertised through The Advocate. At the close of tenders on the 4 October 2021, one (1) tenderer provided a submission for the works.

## DETAILS

The contract operates as a Lump Sum contract, based upon the anticipated scope of works for the project which includes detailed design and construction. Tender prices and assessment of the tender, based on pre-defined tender criteria, defines the recommendation to Council to award the contract.

All tenders received have been assessed by the evaluation panel against a range of weighted criteria being:

Selection Criteria	% Weighting
Project understanding including quality and completeness of submission	10
Capacity and resources, materials, Plant and Equipment to complete the works including financial viability	20
Capability and relevant experience of personnel and management.	20
Quality Management Systems, including WHS, Traffic, risk and environmental	10
Tender Sum	40
	100

Total Turf Care was the only company to submit a tender in this instance. Whilst only one tender was received, it was still evaluated per the normal process based on the aforementioned criteria.

Total Turf Care have demonstrated experience in 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 tender submitted from Total Turf Care demonstrated an understanding of the project and have indicated they have the resources available to complete the project within the dedicated timeframe.

Total Turf Care has submitted a tender with the lump sum price of \$610,178, which included optional laser grading at a total cost of about \$137,915.

## STATUTORY IMPLICATIONS

### Statutory Requirements

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

## 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>
4.1.1 Collaborate with community organisations that provide recreation opportunities to our community.



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## Sustainable Murchison Community Plan 2040

<b>Community Future Direction Theme</b>	<b>Key Challenges &amp; Opportunities:</b>
<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.

### **POLICY IMPLICATIONS**

Council's Asset Management Policy is relevant in this instance in considering ongoing life cycle costs. In this regard, the selection of the lowest cost tender would give the lowest ongoing life cycle cost.

### **ENVIRONMENTAL IMPLICATIONS**

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

### **FINANCIAL IMPLICATIONS**

Council has allocated \$433,394 (inclusive of overheads) in its 2021/22 Annual Plan and Budget Estimates, to be funded in full by the Council. If the tender is awarded in full, the estimated construction cost is \$610,178, overheads \$46,984 and a contingency allowance \$61,018 giving a total maximum project cost of \$718,180. This is \$284,786 more than the allocated budget amount.

Council officers have negotiated with Total Turf Care to lower the lump sum construction cost by removing the optional laser grading component and altering the design scope to increase the spacings between subsurface drainage pipes from 2.5 metres to 3.0 metres. These changes are not expected to have a material impact on the drainage capabilities of the ground given that they are interconnected with sand banding drains. In doing so, the total estimated construction cost will be \$409,173, overheads of \$31,506 and a contingency allowance \$40,917.

This gives an estimated total project cost of \$481,596 however if no contingency amount is required to be spent the total project cost would be approximately \$440,679.

This will result in an estimated budget shortfall range of between \$7,285 if no contingency is spent and \$48,202 if the full contingency amount is utilised.

It should also be noted that in Council's 2021/22 operational budget, an allocation had been set aside to undertake a turf renovation on the Cardigan Street Recreation Ground. The contractor, as part of the subsurface drainage installation, would complete a turf renovation and effectively maintain grass growth for several weeks post completion of the works to ensure proper grass establishment. Given Council would no longer need to complete the turf renovation, there is an operational saving of \$6,300.

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## **RISK IMPLICATIONS**

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 any risk to Council. The broad tender assessment, beyond just price, is intended to mitigate risk.

## **CONSULTATION PROCESS**

The Somerset Soccer Club and Football Tasmania have been key stakeholders as part of the planning of this project and will continue to be consulted with during the design and construction phase. Adjoining properties will be kept up to date with key construction dates in regard to any impacts that might occur as a result of construction.

## **CONCLUSION**

Based on the tender assessment undertaken by the evaluation panel and the negotiated tender price, it is therefore recommended that the Council award Contract #770 – Design and Construct Cardigan Street Subsurface Drainage to Total Turf Care with an expected budget overrun in the range of \$7,285 to \$48,202 depending upon whether contingency funding is used or not.

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## 9.9 ANNUAL PLAN UPDATE REPORT 1 JULY 2021 TO 30 SEPTEMBER 2021

To: Council  
Reporting Officer: Executive Officer - Governance and Performance  
Responsible Manager: Director Organisational Performance  
Report Date: 7 October 2021  
File Reference: 004.10  
Enclosures: 1. Interplan Report to 30 September 2021 

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### RECOMMENDATION

**That Council note the Annual Plan Update Report for the period 1 July 2021 to 30 September 2021.**

### PURPOSE

This report is provided as an update on the Annual Plan progress as at 30 September 2021. By providing a regular update, Council can see how the organisation is tracking in the delivery of commitments made to the community through the Annual Plan.

### BACKGROUND

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

The Council adopted the 2021/22 Annual Plan and Budget Estimates on 21 June 2021.

Council's 10 Year Corporate Strategic Plan 2017/27 was reviewed and adopted by Council on the 21 May 2021. The Annual Plan and Budget Estimates link to the achievement of the Strategic Plan within an overall planning framework.

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

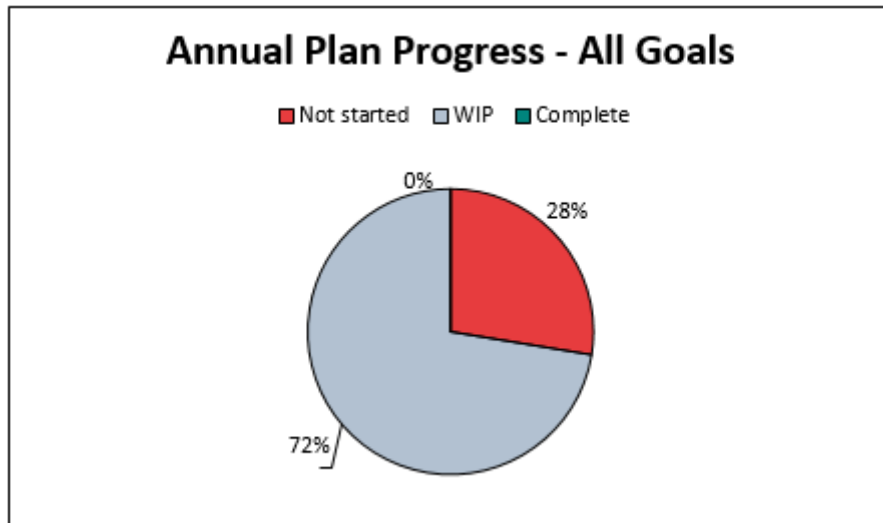
The activities and initiatives included in the Annual Estimates contribute to achieving the strategic objectives specified in the Strategic Plan.

### DETAILS

The **attached** report provides a progress report of actions against the Council's Annual Plan for 2021/22.

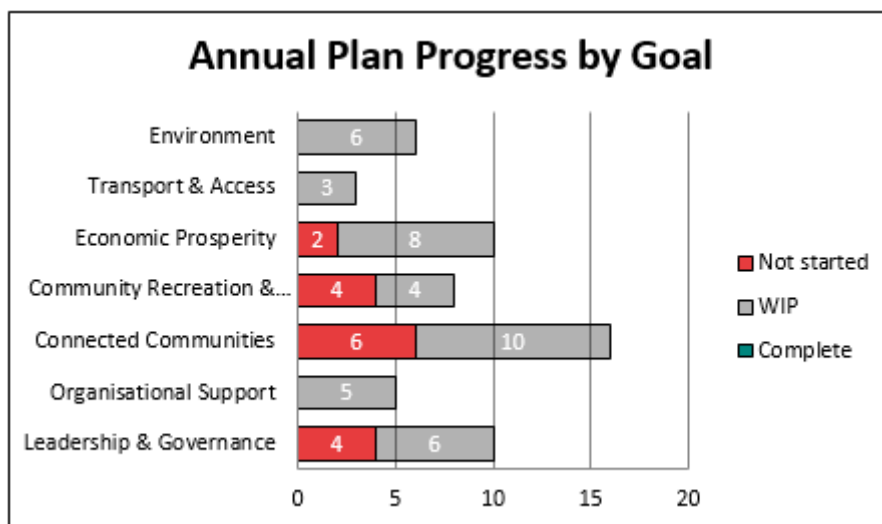
As of 30 September, 72% of actions are in progress. 28% of actions have not yet commenced.

There was a total of 58 actions adopted in the Annual Plan and Budget. The below graph represents progress against the actions.



- 0 actions complete
- 2 actions between 70% – 90% complete
- 40 actions at less than 70% complete
- 16 not started

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



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## STATUTORY IMPLICATIONS

### Statutory Requirements

#### Statutory Requirements

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

#### *71. Annual plan*

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

*(2) An annual plan is to –*

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

## STRATEGIC IMPLICATIONS

### Strategic Plan Reference

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

<b>Council Strategy or Plan</b>	<b>Date Adopted:</b>
Annual Plan and Budget Estimates 2020/21	21 June 2021

## POLICY IMPLICATIONS

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

## ENVIRONMENTAL IMPLICATIONS

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

## FINANCIAL IMPLICATIONS

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

## RISK IMPLICATIONS

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

## CONSULTATION PROCESS


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

## CONCLUSION

That Council note the Annual Plan Report for the period 1 July 2021 to 30 September 2021.

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## 9.10 FINANCIAL REPORT FOR THE PERIOD ENDED 30 SEPTEMBER 2021

To: Council  
Reporting Officer: Corporate Accountant  
Responsible Manager: Director Organisational Performance  
Report Date: 6 October 2021  
File Reference: 6  
Enclosures: 1. Monthly Capital Report - September 

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### RECOMMENDATION

**That Council note the Financial Reports for the period ended 30 September 2021.**

### 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
- Cash Position
- Rate Summary
- Operating Performance by Department
- Tenders and Contracts
- Capital Works Report (attached)

### DETAILS

Council is currently tracking well against budget and forecasting a favourable variance to budget of \$137k. This is made up of several favourable and unfavourable variances across the budget. Commentary on the forecast is provided at both an expenditure type and departmental level further in this report.

### STATUTORY IMPLICATIONS

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

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## 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

<b>Council Strategy or Plan</b>	<b>Date Adopted:</b>
Financial Management Strategy 2021-2031	Adopted March 2021

## POLICY IMPLICATIONS

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

## ENVIRONMENTAL IMPLICATIONS

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

## FINANCIAL IMPLICATIONS

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

## RISK IMPLICATIONS

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

## CONSULTATION PROCESS

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

## CONCLUSION

All details are included in the attached reports.

## Income Statement

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

### Income Statement as at 30 September 2021

	YTD Actual	YTD Budget	%	YTD Variance	Budget	Forecast	Forecast Variance	Note
<b>Recurrent Income</b>								
Rate Revenue	12,092,501	9,777,585	-24%	✓ (2,314,916)	12,046,053	12,157,109	✓ (111,056)	1
User Charges	792,401	778,273	-2%	✓ (14,128)	2,779,866	2,758,893	✗ 20,973	2
Reimbursements/Contributions	54,433	193,911	72%	✗ 139,478	764,355	764,355	✓ -	
Grants and Subsidies	431,108	829,027	48%	✗ 397,920	3,479,313	3,479,313	✓ -	
Interest	24,399	18,492	-32%	✓ (5,907)	74,000	86,000	✓ (12,000)	
Distributions from Water Corporation	140,500	168,600	17%	✗ 28,100	674,400	674,400	✓ -	
<b>Total Recurrent Income</b>	<b>13,535,341</b>	<b>11,765,888</b>	<b>-15%</b>	<b>✓ (1,769,453)</b>	<b>19,817,987</b>	<b>19,920,070</b>	<b>✓ (102,083)</b>	
<b>Recurrent Expenditure</b>								
Employee Costs	1,781,270	1,859,537	-4%	✓ (78,267)	7,898,644	7,898,644	✓ -	
State Levies	-	220,325	-100%	✓ (220,325)	630,703	546,860	✓ (83,843)	3
Remissions & Discounts	448,896	385,172	17%	✗ 63,724	411,436	447,398	✗ 35,962	4
Materials & Contracts	1,416,598	2,091,928	-32%	✓ (675,330)	5,492,642	5,505,060	! 12,418	
Depreciation	1,173,819	1,173,348	0%	✓ 471	4,695,237	4,695,237	✓ -	
(Gain)/Loss on Disposal	-	18,516	-100%	✓ (18,516)	74,102	74,102	✓ -	
Borrowing Costs	-	6,075	-100%	✓ (6,075)	24,307	24,307	✓ -	
Other Expenses	51,443	101,376	-49%	✓ (49,933)	276,450	276,450	✓ -	
<b>Total Recurrent Expenditure</b>	<b>4,872,027</b>	<b>5,856,277</b>	<b>-17%</b>	<b>✓ (984,250)</b>	<b>19,503,521</b>	<b>19,468,058</b>	<b>✓ (35,463)</b>	
<b>Surplus/(Deficit)</b>	<b>8,663,315</b>	<b>5,909,611</b>	<b>-47%</b>	<b>✓ (2,753,704)</b>	<b>314,466</b>	<b>452,012</b>	<b>✓ (137,546)</b>	
<b>Capital Items</b>								
Capital Grants/Contributions	-	1,972,563	100%	✗ 1,972,563	7,893,417	7,893,417	✓ -	
Derecognition of Assets	-	-	0%	✓ -	-	-	✓ -	
Asset Recognition	-	-	0%	✓ -	-	-	✓ -	
<b>Comprehensive Surplus/(Deficit)</b>	<b>8,663,315</b>	<b>7,882,174</b>	<b>-10%</b>	<b>✓ (781,141)</b>	<b>8,207,883</b>	<b>8,345,429</b>	<b>✓ (137,546)</b>	

Explanations are provided below for forecast variance of \$20,000 or greater:

- 1 Rates Revenue – favourable variance \$111,056**

Council's rates and charges income will be higher than the annual budget estimates due to supplementary valuations received by Council late last financial year and after the setting of the budget estimates.
- 2 User Charges – unfavourable variance \$20,973**

User charges are lower than budget due to lower dog licence income.
- 3 State Levies – favourable variance \$83,843**

State Levies are expected to be lower than budget due to the delayed introduction of the State Waste Levy. The budget estimates allowed for the State Government introduction of the levy from 1 November 2021, but this has since been delayed and expected to be introduced to 1 July 2022.
- 4 Remissions & Discounts – unfavourable variance \$35,962**

Remissions & discounts expenditure is higher than budget due to an increased take-up of Council's early payment discount incentive. The budget was set based on historical take-up (2019-20 financial year). 74% of rates and charges were paid by the 31 August compared to only 72% in 2019-20. The total early payment discount incentive has cost Council \$446,500 for the year.



## Balance Sheet

Council continues to be in a financially strong position. Council is forecasting a current ratio of 1.74 as at 30 June 2022 compared to a budgeted ratio of 1.71.

### Balance Sheet as at 30 September 2021

	YTD Actual	Budget	Forecast
	\$	\$	\$
<b>Current Assets</b>			
Cash & Cash Equivalents	18,216,524	5,713,891	5,851,437
Receivables	3,077,449	1,518,603	1,518,603
Inventories	110,373	116,464	116,464
Other Current Assets	4,719	195,825	195,825
<b>Total Current Assets</b>	<b>21,409,064</b>	<b>7,544,783</b>	<b>7,682,329</b>
<b>Non-Current Assets</b>			
Property, Plant and Equipment	213,125,991	227,796,456	227,796,456
Investment in Water	42,870,856	42,870,856	42,870,856
<b>Total Non-Current Assets</b>	<b>255,996,847</b>	<b>270,667,312</b>	<b>270,667,312</b>
<b>Total Assets</b>	<b>277,405,911</b>	<b>278,212,095</b>	<b>278,349,641</b>
<b>Current Liabilities</b>			
Payables	653,124	2,262,172	2,262,172
Interest-Bearing Liabilities	341,895	271,911	271,911
Employee Provisions	1,841,792	1,880,124	1,880,124
Provisions	-	-	-
<b>Total Current Liabilities</b>	<b>2,836,811</b>	<b>4,414,207</b>	<b>4,414,207</b>
<b>Non-Current Liabilities</b>			
Interest-Bearing Liabilities	2,857,001	2,577,165	2,577,165
Employee Provisions	167,122	123,326	123,326
Provisions	26,132	31,058	31,058
<b>Total Non-Current Liabilities</b>	<b>3,050,255</b>	<b>2,731,549</b>	<b>2,731,549</b>
<b>Total Liabilities</b>	<b>5,887,066</b>	<b>7,145,756</b>	<b>7,145,756</b>
<b>Net Assets</b>	<b>271,518,846</b>	<b>271,066,339</b>	<b>271,203,885</b>
<b>Equity</b>			
Current Year Result	8,663,315	1,872,591	1,872,591
Accumulated Surplus	159,524,435	165,862,652	166,000,198
Reserves	103,331,096	103,331,096	103,331,096
<b>Total Equity</b>	<b>271,518,846</b>	<b>271,066,339</b>	<b>271,203,885</b>
<b>Current Ratio</b>	<b>7.55</b>	<b>1.71</b>	<b>1.74</b>

## Cashflow Statement

As of 30 September Council had \$18.217m cash on hand. Based on budgeted income and expenditures, Council is forecast to have \$5.851m of cash on hand as of 30 June 2022.

A key assumption of this forecast is the completion of the capital works program as set by Council. To date, 5% of the capital budget has been spent.

### Cashflow Statement as at 30 September 2021

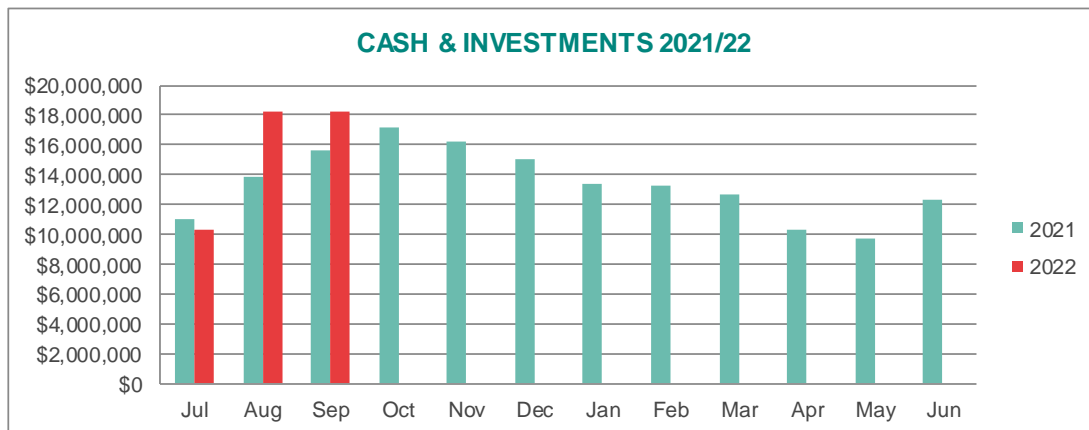
	YTD Actual	Budget		Balance	Forecast
	\$	\$	%	\$	\$
<b>Cash flows from operating activities</b>					
Employee Costs	(1,782,408)	(8,010,210)	22%	(6,227,802)	(8,010,210)
Materials and Contracts	(2,937,725)	(5,297,423)	55%	(2,359,698)	(5,309,841)
State Levies	-	(630,703)	0%	(630,703)	(546,860)
Other Expenses	(500,339)	(687,886)	73%	(187,547)	(723,848)
Rates and Charges	10,513,678	12,046,053	87%	1,532,375	12,157,109
User charges	979,109	2,755,491	36%	1,776,382	2,734,518
Interest	24,399	74,000	33%	49,601	86,000
Reimbursement of Expenses	54,433	788,355	7%	733,922	788,355
Government Grants	431,108	3,479,313	12%	3,048,206	3,479,313
<b>Net Cash provided by (used in) operating activities</b>	<b>6,782,253</b>	<b>4,516,990</b>	<b>150%</b>	<b>(2,265,263)</b>	<b>4,654,536</b>
<b>Cash flows from investing activities</b>					
Payments for Property, Plant and Equipment	(1,019,118)	(19,282,178)	5%	(18,263,060)	(19,282,178)
Investment revenue from Water Corporation	140,500	674,400	0%	533,900	674,400
Proceeds from Sale of Property, Plant and Equipment	-	-	0%	-	-
Capital grants	-	7,893,417	0%	7,893,417	7,893,417
<b>Net cash provided by (used in) investing activities</b>	<b>(878,618)</b>	<b>(10,714,361)</b>	<b>8%</b>	<b>(9,835,743)</b>	<b>(10,714,361)</b>
<b>Cash flows from financing activities</b>					
Borrowing Costs	-	(48,307)	0%	(48,307)	(48,307)
Loan Drawdowns	-	-	0%	-	-
Loan Repayments	-	(353,320)	0%	(353,320)	(353,320)
<b>Net cash provided by financing activities</b>	<b>-</b>	<b>(401,627)</b>	<b>0%</b>	<b>(401,627)</b>	<b>(401,627)</b>
<b>Net (Decrease) in Cash Held</b>	<b>5,903,635</b>	<b>(6,598,998)</b>	<b>-89%</b>	<b>(12,502,633)</b>	<b>(6,461,452)</b>
Cash at beginning of year	12,312,889	12,312,889	100%	-	12,312,889
<b>Cash at end of period</b>	<b>18,216,524</b>	<b>5,713,891</b>	<b>319%</b>	<b>(12,502,633)</b>	<b>5,851,437</b>

## Cash Position

The following table provides an outline of Council's cash and investment portfolio as of 30 September 2021. Total cash and investments on hand as of 30 September is \$18.230m.

### Cash Position as at 30 September 2021

	\$	INVESTMENTS	\$	Weighted Average Return
Deposits	17,402,031	Commonwealth Bank	826,338	0.00%
Petty Cash and Till Floats	1,600	Investments		
Trading Account	826,338	ME Bank	8,100,000	0.44%
		NAB	6,300,000	0.24%
		ING	2,500,000	0.27%
		Bendigo Bank	502,031	0.40%
		Petty Cash and Till Floats	1,600	
<b>Balance - All Accounts</b>	<b>18,229,969</b>		<b>18,229,969</b>	<b>0.33%</b>



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## **Rates Summary**

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

Overall a greater number of properties have paid current year rates in the month of August when compared with last year. Total receipts taken to 30 September totalled \$9,805,860 compared with \$6,012,723 last September. Last year Council extended the early payment discount period to 31 October.

74% of Council's ratepayers elected to take advantage of the early payment discount incentive by paying their rates in full by 31 August.

Council's rates and charges not yet paid in full are due by four equal instalments. The second instalment due date is 31 October 2021, with instalment notices to be issued in early October.

Council has made several policy changes in recent months to assist in debt collections efforts, including the introduction of interest penalties from 1 July, the introduction of financial hardship provisions providing greater 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.

Council Officers are progressing the decision to sell properties for the recovery of rates under Section 137 of the Local Government Act 1993. The first round of properties have completed the statutory 90-day notification process, and online auctions will be advertised in late October.

Where properties are sold, and the owner is unlocatable, Council must keep a register of any money remaining after payments and discharges are made (under section 139 of the Act). The register is required to be advertised at least once per year in the local newspaper, and after three years of the sale, and the money remains unclaimed by the owner, Council can retain the proceeds.

## Rates Summary to 30 September 2021

	2021/22		2020/21	
	%	\$	%	\$
<i>Notice Issue Date - 16 July 2021</i>				
Outstanding Rates Debtors (1 July 2021)		775,169		602,240
Less: Rates in Credit		(715,966)		(608,317)
<b>NET RATES OUTSTANDING (1 July 2021)</b>	<b>0.49</b>	<b>59,203</b>	<b>(0.05)</b>	<b>(6,077)</b>
Rates and Charges Levied	99.40	12,117,277	100.05	11,457,282
Interest Penalties Charged	0.12	14,238	-	-
<b>GROSS RATES AND CHARGES DEMANDED</b>	<b>100.00</b>	<b>12,190,717</b>	<b>100.00</b>	<b>11,451,205</b>
LESS RATES AND CHARGES COLLECTED	71.69	8,739,195	44.89	5,140,618
REMISSIONS AND DISCOUNTS**	8.75	1,066,665	7.62	872,105
	<b>80.44</b>	<b>9,805,860</b>	<b>52.51</b>	<b>6,012,723</b>
ADD PROPERTIES IN CREDIT	(2.18)	266,172	(1.91)	218,587
<b>UNPAID RATES AND CHARGES *</b> (includes Deferred Rates)	<b>21.75</b>	<b>2,651,029</b>	<b>49.40</b>	<b>5,657,069</b>
<b>**REMISSIONS AND DISCOUNTS</b>		<b>2021/22</b>		<b>2020/21</b>
Early Payment Discount		446,500		246,202
Pensioner Rebates		618,740		619,149
Council Remissions and Abandonments		1,425		6,754
		<b>1,066,665</b>		<b>872,105</b>
Number of Rateable Properties		7,932		7,924
Number of Unpaid Rateable Properties		1,870		4,298
% not fully paid		23.58%		54.24%

## 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	(224,783)	(224,783)	-	
Community Activation	732,189	732,189	-	
Corporate & Community Services	450,389	450,389	-	
Tourism & Marketing	557,696	557,696	-	
<b>Community &amp; Engagement Total</b>	<b>1,515,491</b>	<b>1,515,491</b>	<b>-</b>	
<b>Council &amp; General Managers Office</b>				
Council	1,417,780	1,430,198	12,418	1
<b>Council &amp; General Managers Office Total</b>	<b>1,417,780</b>	<b>1,430,198</b>	<b>12,418</b>	
<b>Infrastructure &amp; Development Services</b>				
Asset Services	2,033	2,033	-	
Cemeteries	98,891	98,891	-	
Development Services	681,491	706,964	25,473	2
Engineering Services	136,200	136,200	-	
Footpaths	302,337	302,337	-	
Garbage	(50,434)	(69,797)	(19,363)	3
Public Halls	338,604	338,604	-	
Public Toilets	297,675	297,675	-	
Reserves	1,068,887	1,068,887	-	
Sports	962,758	962,758	-	
Stormwater Drainage	(228,672)	(236,776)	(8,104)	
Transport	3,167,434	3,167,434	-	
Waste	200,058	79,424	(120,634)	4
Works & Services	2,364	2,364	-	
<b>Infrastructure &amp; Development Services Total</b>	<b>6,979,626</b>	<b>6,856,998</b>	<b>(122,628)</b>	
<b>Organisational Performance</b>				
Digital Innovation	20,000	20,000	-	
Financial Services	(10,693,693)	(10,720,729)	(27,036)	5
Organisational Performance	446,330	446,330	-	
<b>Organisational Performance Total</b>	<b>(10,227,363)</b>	<b>(10,254,399)</b>	<b>(27,036)</b>	
<b>Total</b>	<b>(314,466)</b>	<b>(451,712)</b>	<b>(137,246)</b>	

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

**1) Office of the General Manager**

The unfavourable forecast variance to budget for the Office of the General manager of \$12k is predominately due to higher insurance costs for elected members and the GM's Office (\$7k) and increased conferences and training expenses due to the timing and accounting of prior year expenditure.

**2) Development Services**

Development Services is expecting an unfavourable variance to the budget for the year of \$25k due to lower dog licence income (\$26k).

**3) Garbage**

The favourable forecast variance to budget for garbage is higher rate revenue (\$16k) and higher user charges for additional bin collections (\$4k).

**4) Waste**

The favourable forecast variance to budget for waste is due to higher than budgeted rate revenue (\$46k), which is partially offset by higher than budgeted rates discount expenditure (\$9k) and lower state waste levy expenditure (\$84k) due to the delay in the introduction of the levy by the State Government.

**5) Financial Services**

The favourable forecast variance to budget for financial services of \$27k is due to higher than budgeted rates revenue (\$39k), offset by higher rates discount expenditure (\$27k) and higher than budgeted penalty rates interest (\$12k).



## Tenders & Contracts

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

Contract No And Description	Name and Address of Contract Holder	Contract Dates	Contract Extension Options	Contract Value at Start Date
758 – Provision of Bitumen Services	Roadways Pty Ltd PO Box 303 Glenorchy, TAS, 7010	21/01/2022 – 28/02/2022	N/A	\$69,548.38
759 – Takone Rd (Inglis River) Bridge Replacement	TasSpan 27-28 Faulkner Drive Latrobe TAS 7307	17/09/2021 – 3/12/2021	N/A	\$401,690.91
762 – Provision of Roadside Weed Spraying Services	All Weed Solutions 45 Makombe Street Longford, TAS 7301	01/07/2021 – 30/06/2024	3 Years	\$25,088.94 per annum
763 – Cardigan Street Sports Lighting Upgrades	AJR Construct			
764 – Camp Creek Final Rehabilitation	Gradco Pty Ltd 79-81 St Leonards Rd St Leonards, TAS 7250	28/02/2022 – 23/05/2022	N/A	\$297,488.97
766 – Provision of Pavement Stabilisation and Resurfacing	Stabilised Pavements of Australia Pty Ltd Unit 1/27 Crooked Billet Drive Bridgewater, TAS, 7030	16/08/2021 – 30/11/2021	N/A	\$294,420.36
767 – Public Toilet Upgrades	Fairbrother Pty Ltd 183 Macquarie Place Hobart, TAS, 7000	30/08/2021 – 06/10/2021	N/A	\$222,026.00
Non-application of a public tender process under section 27(i)(iii) of the <i>Local Government (General) Regulations 2015</i> - design of flood mitigation works at Big Creek and Port Creek Wynyard.				



## 9.11 SENIOR MANAGEMENT REPORT

To:	Council
Reporting Officer:	Executive Officer
Responsible Manager:	General Manager
Report Date:	13 August 2021
File Reference:	1810
Enclosures:	<ol style="list-style-type: none"> <li>1. Submission to the Regional Telecommunications Review 2021 </li> <li>2. Infosheet - No Planning Approval Required Certificates </li> </ol>

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### RECOMMENDATION

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

### SUMMARY/PURPOSE

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

### GENERAL MANAGERS OFFICE

#### ACTIVITIES SINCE LAST COUNCIL MEETING

Listed below is a summary of activities undertaken by the General Manager during the period 13 September to 8 October 2021:

#### **Corporate**

- preparation and discussion regarding enterprise bargaining for Council's new Enterprise Agreement continued;
- with Councillors, undertook a business visit of Tas Advanced Minerals;
- with Councillors, undertook a business visit of Red Cow Organics;
- undertook staff appraisals; completing reviews for all direct reports;
- continued General Manager performance review process;
- continued to participate in meetings and discussions regarding construction of the multi-purpose facility incorporating the Wynyard Yacht Club; and
- attended the Community Conversation in Sisters Beach.

#### **Community**

- held a number of meetings with the Fairy Godmothers regarding the proposed ANZAC Park Playground in Somerset;
- met with the new owner/managers of the Bischoff Hotel in Waratah;
- met with Sustainable Timbers Tasmania to continue discussions regarding the Oldina Reserve; and

- met with a developer to assist with planning questions and queries.

### Industry

- attended a meeting of the Cradle Coast General Managers. CEO of the Dogs Home of Tasmania, Michael Sertori presented.

### Other

- met with Ruth Forrest, independent member of the Tasmanian Legislative Council, for an update on Council activities.

### ADMINISTRATION – USE OF CORPORATE SEAL

13/9/21	Sale of Land	9 Martin Street Wynyard – Notification to Land Titles Office.
14/9/21	Final Plan & Schedule of Easements	SD2072 9395715 / 2931386 – 1 Millpond Court Wynyard (Sub-division).
15/9/21	Lease	DPIPWE Whyte Hills Lookout.
28/9/21	Instrument of Delegation – adopted by Council 20 September 2021	All of Council's powers and functions as a public authority under the <i>Right to Information Act 2009</i> .
29/9/21	Standard Form Contract for Sale of Real Estate	Waratah-Wynyard Council sale to Benjamin Andrew Sandow and Michelle Rachel Sandow – 57 Walker Street Wynyard.

### POLICIES TO BE RESCINDED

Nil

### TELECOMMUNICATIONS UPDATE

Council Officers continue to advocate for improved telecommunications services within the region to ensure rural communities across Murchison are connected at feasible speeds and communication black spots are removed. This is a priority identified in the Sustainable Murchison Plan.

There continues to be known network and coverage issues within the region which include:

- depth of coverage;
- coverage availability;
- network capacity, particularly in high tourist visitation during peak periods; and
- continued patchy coverage, including on the major transport corridor, the Bass Highway.

Tasmania performs poorly on all measures of digital inclusion. Tasmania's Digital Inclusion Index in 2020 was 59.6, making it the least digitally included state in the nation and 3.6 points below the national average of 63. The Digital Inclusion Index in 2020 for the North West region was 51.5, 11.5 points below the national average. This region is the least digitally included in Australia against all metrics and is therefore socially and economically disadvantaged.

COVID-19 has delivered a step-change in using online approaches for many aspects of day to day life, including education, working, shopping, accessing health services, and accessing government services. This has amplified the importance of digital access and have it recognised as an essential service.

The Tasmanian Premier's Economic and Social Recovery Advisory Council (PESRAC) delivered its Final Report in March 2021. The purpose of the report is to provide advice to the Government on long-term recovery from the COVID-19 pandemic. Digital Infrastructure and Inclusion was identified as a critical enabler to economic and social recovery for Tasmania.

Council Officers recently participated in the Australian Government Regional Telecommunications Review. The Review is conducted every three years under Part 9B of the Telecommunications (Consumer Protection and Service Standards) Act 1999 and considers services in regional, rural and remote parts of Australia.

Council has made a written submission to the Review Committee for consideration outlining current challenges in the Waratah Wynyard Municipal area and North West Region of Tasmania.

In summary, given telecommunications critical role and importance in supporting productivity and well-being in regional, rural and remote areas, Council has advocated for:

- The Government to undertake the required research on the technical and practical solutions on a regional basis in collaboration with service providers, local government and the community (rather than accepting inefficient ad hoc applications and solutions);
- Whole-of-government Key Performance Indicators (KPIs) be set for the provision of a minimum standard of service for all Australians focusing on the areas of affordability, access, and ability to connect; and
- For State and Federal government to fully fund infrastructure gaps to address the KPIs.

Council's written submission will be made publicly available as a part of the review process. A copy of the submission is attached for the information of Councillors.

## **PLANNING – NO PLANNING APPROVAL REQUIRED CERTIFICATES**

### ***ENCLOSURE: INFOSHEET – No Planning Approval Required Certificates***

In January 2021, Consumer, Building and Occupational Services (CBOS), released an Options Paper seeking the views of the public and relevant stakeholders on the options available to potentially facilitate 'no planning approval required certificates' to be issued and then relied upon under the *Building Act 2016*. The changes would allow private planning consultants to provide assessments to issue certificates for developments that comply with the No Permit Required pathway under the planning scheme. Council provided a submission, via LGAT, in February 2021 with a copy provided below.

Council and LGAT were not supportive of the proposal. In summary, the objections to the proposal were:

- Increasing red tape, not reducing. As the name suggests, it is no permit required. Therefore, it shouldn't require a certificate.
- No demonstration of a need to change existing practices. Majority of processing of No Permit Required submissions would be within 1-2 weeks.
- Questionable legality, by making changes to the *Building Act* to demonstrate compliance with the *Land Use Planning and Approvals Act*.
- Competitive neutrality concerns, as most councils currently process with no fee under prelodgement advice, or charge a minimal fee (\$60-\$100) if a certificate is requested. It is anticipated that the private sector would charge substantially more for the same service.

Despite the objections raised, CBOS are progressing with option 2. Option 2 included making an amendment to the Director's Determination – Certificates by Qualified Persons for an Assessable Item to include certificates of 'No Planning Approval Required'. Option 2 also included the licensing of persons who may issue such certificates, which would be achieved via an amendment to the Administrator's Determination – Occupational Licensing (Building Services Work). CBOS are currently consulting on this option, but only in so far as to how the proposal would be best implemented. It is clear that a decision to progress with privatising the assessment of No Permit Required development has been made.

To this end, Council will reiterate its opposition to the proposal for the reasons identified within the previous submission.

### **Previous submission**

*Please find below a response to the Options Paper for No Planning Approval Required Certificates on behalf of Waratah-Wynyard and Circular Head Councils.*

*We do not support the implementation of private certification for No Planning Required Certificates.*

*Review of the options paper has identified that there is a perception that councils are not responding to planning enquiries regarding confirmation of No Planning Required status. However, the reality of this issue has not been verified. There are no statistics that have demonstrated a real issue. Instead, the issue has been described with numerous uses of the words "may" and "can". Unless the issue can be verified, then there is no need to find a solution. Assessment of the issue, and then if it can clearly be defined that there is an issue, an analysis of the root cause is required.*

*It is understood that the industry is seeking certainty and verification of a projects status. This is in an environment where the same industry is also requesting stream lined processes with time and cost savings. The solution for the industry is in the intent, and even the title of the planning pathway – No Permit Required. It is intended to decrease the reliance on assessment, the number of hands involved in a project*

*and paperwork. The options proposed for certification will increase each of these. It increases the number of people looking at the plans, it adds another step into the process, will add paperwork with a certificate issued and potential an additional form (55).*

*NPR's processed at our Councils is kept very simple. Our councils provide free prelodgement assessments. Our regular customers, being designers and architects, send in plans seeking confirmation of NPR. These are assessed and either confirmed via email, or reasons for not complying provided back. The "mum and dad" applicants come in with their plans for a new house or shed in the backyard, and are advised how they can proceed without needing a planning permit. They might then come back via email seeking confirmation of their plans, with email confirmation confirmed. These actions are not always same day, but quite often are. Council also have a customer service charter requiring emails to be responded to within 5 business days. Most assessments would be completed within 10 minutes. Roadblock? We would argue helpful, timely and no cost.*

*We charge a minimal fee of \$50 for an NPR certificate, should the need arise. Our councils have been request for a NPR certificate just once. Once while operating the IPSs for coming up to 8 years. We have recently reviewed a full cost recovery for processing a certificate, which came in at \$97. It is very doubtful that a private consultant would be able to offer the same service at the same cost. This raises another issue – competitive neutrality. It is understood that this was an issue for many councils when building surveying services were privatised, with most councils no longer providing this service. It is foreshadowed that the same would happen should planning assessments become privatised. Consultants will raise concerns of Councils undercutting them, when in reality our overheads are evenly spread across multiple departments, thus equating to lower overheads applying to a minor planning assessment.*

*In direct response to the options proposed, Option 1 adds an extra step into the current process described above, and will add extra cost. The benefits listed include:*

- *Will result in more efficient and timely confirmation that no planning approval is required, resulting in quicker building work commencements.*

*This has not been demonstrated or verified in any way. Consultants are running flat out at the moment as well. We have one consultant in the north-west advising clients that they are 6 months behind schedule.*

*The benefit 'Provides certainty for building approval providers, such as building surveyors and permit authorities, that no planning consent is required' is achieved now with the current process. Email notification is provided to confirm the development's status.*

*To add to the Considerations, or Cons for short, is the potential for the consultants to be running the assessments via Council anyway, but then charging the customer for the benefit.*

*Option 2 will have increased costs on the consultant for insurances, which will be passed on to the customer. Again increasing the overall costs of development, not reducing them. The benefits in efficiency and timing have not been demonstrated. It adds another step into the process. If you don't require a permit, then you don't require a consultant to assess the plans. And benefit 3 is repeated in benefit 7.*

*Option 3, as per the What is the Issue section, is based on "mays" and "cans". No facts are presented. The benefits have been written in a negative light, to skew the argument. The considerations are all saying the same thing, but have been written in five different ways so as to outweigh the benefits. Option 3 should be built on the description provided above of our councils current processes.*

*The best option for improvement is to build on what we have now, and develop education material to identify how easy it can be to design a development to be NPR. Flyers and Facebook posts that raise awareness of the building envelope, and real life examples of compliance. Followed up with explaining the benefits of NPR – no permit required, no advertising required, no fees. Plus targetter consultation at designers and architects, shed companies and the like so that they know how to address the standard requirements of the scheme to achieve NPR. This would be much more beneficial then increasing complexity by bringing in privatisation, insurances, someone to review the certifiers determinations to ensure compliance, the added step and cost for applicants and the ultimate contradiction of requiring a certificate (aka permit) when the development is No Permit Required.*

*The proposed solutions will impose a problem where one currently does not exist. The proposed solutions will add complexity, cost and potentially time, rather than removing them. The proposed solutions will add paperwork and a paper trail, when we would all like to see red tape cut.*

*For these reasons, the option to add private certification into the NPR process would not deliver the desired outcomes and is not supported by the Waratah-Wynyard or Circular Head Councils.*

## COMMUNITY CONVERSATIONS

The next round of Community Conversations commenced in July. The time of forums moved from mornings to evenings and will run for 1.5 hours.

Location	Date	Start Time	Number in Attendance
Boat Harbour Beach	26 July 2021	5.30pm	35
Sisters Beach	22 September 2021	5.30pm	2
Yolla	17 November 2021	5.00pm	
Waratah	19 January 2022	5.30pm	
Wynyard	23 March 2022	5.00pm	
Somerset	18 May 2022	5.00pm	
<b>TOTAL</b>			<b>37</b>

**WORKING GROUPS**

Following a resolution at the July 2019 Council Meeting the following working groups have been/are being established:

	<b>Elected Member Representatives</b>	<b>Responsible Officer(s)</b>	<b>Status</b>
Wynyard Show Grounds	Cr Bramich Cr Edwards Mayor (ex-officio)	General Manager Recreation Liaison Officer Executive Officer (GM office)	No change from last meeting. The Wynyard Sporting Precinct working group continue to meet to progress their concept. Once this process is completed and the Wynyard Cricket Club have made a determination about their future location, meetings of the Wynyard Showgrounds Working Group can recommence.
WWC Environmental Plan	Cr Fairbrother Cr Courtney Cr House Mayor (ex-officio)	Project Manager – Infrastructure & Development Services	No recent meetings. Council are working towards the creation of an Advisory Committee for the adopted Environmental Sustainability Policy.
Somerset Sporting Precinct	Cr Duniam Cr Hyland Mayor (ex-officio)	General Manager Manager Community Activation Recreation Liaison Officer	No recent meetings
ANZAC Park		Director Community & Engagement	Tender presented for approval this agenda.
Boat Harbour Masterplan	Cr Courtney Cr Fairbrother Cr Bradley Mayor (ex-officio)	General Manager Executive Officer (GM office)	Group last met on 22 July. Work is continuing on infrastructure design and approval requirements

**REPORTS OF OFFICERS AND COMMITTEES**

**PLANNING PERMITS APPROVED UNDER DELEGATION – SEPTEMBER 2021**

DA No.	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	(D)Discretionary (P)Permitted
DA 139/2021	PLA Designs Pty Ltd	27 Old Cam Road Somerset	Outbuilding (Garage)	2.09.2021	38	D
DA 137/2021	E & K Joyce	305 Port Road Boat Harbour Beach	Outbuilding (Shed)	2.09.2021	38	D
DA 141/2021	A Parker	52 Calder Road Wynyard	Change of Use – Manufacturing Agricultural Machinery Attachments & Sign	6.09.2021	42	D
DA 152/2021	L Morgan	26 Oldina Road Wynyard	Dwelling (Multi-Generational Home)	8.09.2021	28	P
DA 123/2021	S Group	38-44 Frederick Street Wynyard	Alterations to Existing Church (Internal Works)	8.09.2021	23	P
DA 143/2021	S Groves	30 Alberts Road Somerset	Outbuilding (Shed)	8.09.2021	40	D
SD 2125	PLA Designs Pty Ltd	97-99 Bass Highway Somerset	Subdivision (1 into 2 lots)	15.09.2021	41	D
DA 148/2021	PLA Designs Pty Ltd	97 Doctors Road Somerset	Dwelling Extension (Deck)	15.09.2021	40	D
SD 2128	A Ralston	88 Lennah Drive Wynyard	Subdivision (1 into 2 lots)	16.09.2021	42	D
DA 97/2021	Hotondo Homes North West	6 Shelter Point Court Boat Harbour	Dwelling	17.09.2021	42	D
DA 158/2021	P Patel (PDA Surveyors)	15 Old Bass Highway Wynyard	Demolition	27.09.2021	28	P
DA 155/2021	R Berryman	192 Sisters Beach Road Boat Harbour	Dwelling Extensions & Deck	27.09.2021	47	D
DA 153/2021	G & E Austin	15 Irby Boulevard Sisters Beach	Dwelling Alterations (Art Studio & Garage Extension)	27.09.2021	47	D
SD 2129	S & J Magee	33 Aldersons Road Wynyard	Subdivision (1 into 2 lots)	27.09.2021	47	D
DA 159/2021	PLA Designs Pty Ltd	14 & 14A Table Cape Road Wynyard	Outbuilding (Shed)	27.09.2021	41	D
DA 154/2021	Telstra Corporation Ltd c/o Acquirecomm Pty Ltd Emily Wardlaw	34 Pinnars Road West Takone	Telecommunication Facility Upgrade	27.09.2021	39	D

**BUILDING PERMITS APPROVED –**

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

Permit Number	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	Related Planning Approval
NIL						



## COUNCIL MEETING ACTIONS

DATE	ITEM	TOPIC	ACTION/STATUS	OFFICER	STATUS
10/12/18	10.1	Wilkinson Street Highway Junction works Amended Motion carried	That Council on receipt of assurances from DSG that council legal expenses associated with any representation and associated legal process will be reimbursed. <i>Notification has been received from Magistrates Court advising Wilkinson Street closure to proceed. Officers are liaising with Dept. of State Growth to determine timeline.</i>	MPE	Ongoing
22/6/20	8.2	NOM – Cr Fairbrother – Crown Land	Motion Carried - That Council consider that where areas of Crown land separate a road and a property boundary, for the purposes of planning, that the area be incorporated and or considered as a Part of the road reserve. <i>Council staff met with Minister Jaensch's office and they are going to follow up the option of Crown Land Services essentially providing a waiver that they have no interest where "impact" is limited to an existing access running through Crown Land. No further progress.</i>	MDRS	Progressing
19/10/20	7.3.3	CQWON – Cr Fairbrother – Building and Planning Statistics Reporting	Cr Darren Fairbrother asked if it was possible to have additional information added to building and planning reporting contained within the Senior Management Report each month to enable Councillors to be aware of what is happening with current applications that may not have progressed to advertising. For example, applications received, awaiting additional information or currently on advertising. <i>This request has been factored into the scope for an external planning services review. Given higher than usual volume of work in the planning area, the review has been deferred until later in the financial year</i>	GM	Progressing
16/11/20	7.3.6	CQWON – Cr Courtney – Expenditure Monitoring	Cr Courtney asked if the General Manager could advise how Councillors could be provided with further information and detail of purchases, in light of proposed changes to the purchasing policy. <i>Presentation on reporting and audit framework and how finances are managed to be presented to future Councillor workshop.</i>	DOP	In progress
15/3/21	7.3.4	CQWON – Cr Bramich – Mt Hicks Roundabout	<i>Officers are continuing to follow-up with relative departments and response is pending.</i>	DIDS	In progress
16/8/21	5.2.1	PQRW - Calder Memorial / Gravestone	Has Council Investigated the Calder Memorial / Gravestone, and has a decision been made, or otherwise, to restore / preserve / signpost the Stone. <i>Officers agree that the headstone requires repainting and cleaning. Council officers will seek a grant to restore the headstone, using similar funds to those obtained for the recent restoration of the Preolenna Memorial</i>	MCA	In Progress
16/8/21	9.5	ROC – Archers Road Renaming	That Council note the information provided relating to the renaming of "Archers Road" to "Ramskill Road" and request that Council Officers explore opportunities available to Council to reinstate the name of the Road to Archers Road through Placenames Tasmania <i>Request has been submitted – waiting for reply from Placenames Tasmania</i>	MDI	In Progress

20/9/21	5.5.2	PSWN – Mr V Ruffles – Anzac Park – Fairy Godmothers	Mr Ruffles -requested that the Fairy Godmothers have the ability to have input/influence in the tender process and what will be purchased to ensure there is more equipment, inclusive of everyone. <i>Refer response this agenda</i>	GM	In Progress
20/9/21	9.10	ROC – Award of Contract #756 – ANZAC Park All Abilities Playground	That the matter be deferred. <i>As per 5.5.2 – Council to meet with Fairy Godmothers to discuss. Tender listed again on this agenda</i>	DIDS	In Progress

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**9.12 MINUTES OF OTHER BODIES/COMMITTEES**

Nil received.

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

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Legislative Reference:

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

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

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

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

*A Council may also close a meeting or part of a meeting when acting as a Planning Authority if it is to consider any matter relating to actual or possible legal action taken by, or involving, the council.*

*Any discussions, decisions, reports or documents relating to a closed meeting are to be kept confidential unless the Council or Council Committee, after considering privacy and confidentiality issues, authorises their release to the public.*

*The chairperson is to exclude members of the public from a closed meeting, but may invite any person to remain at the meeting to provide advice or information.*

*The chairperson may authorise the removal of any person from a closed meeting if that person refuses to leave; and request the assistance of a police officer to remove that person.*

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## 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</i>	15(2)
<i>Confidential Report R15 (2) (g) information of a personal nature or information provided to the council on the condition it is kept confidential</i>	15 (2) (g)
<i>Confidential Report R15 (2) (h) - Leave of Absence Request - Councillors</i>	15(2)(h)
<i>Confidential Report R15 (2) - Closed Senior Management Report</i>	15(2)

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**11.0 CLOSURE OF MEETING TO THE PUBLIC**

Legislative Reference:

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

**RECOMMENDATION**

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

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

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<b>12.0 RESUMPTION OF OPEN MEETING</b>
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At ..... pm the Open Meeting was resumed.

<b>13.0 PUBLIC RELEASE ANNOUNCEMENT</b>
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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.