



**ORDINARY MEETING
OF COUNCIL**

**MINUTES
OPEN MEETING**

15 October 2018

8 October 2018

Notice of Meeting – Ordinary Meeting of Council

In accordance with the *Local Government (Meeting Procedures) Regulations 2015* NOTICE is hereby given that the next Ordinary Meeting of the Waratah-Wynyard Council will be held at the Council Chambers, 21 Saunders Street Wynyard on Monday 15 October 2018 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

8 October 2018

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

Dear Shane,

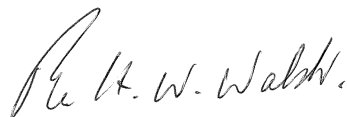
COUNCIL MEETING

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

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


I request that you make the necessary arrangements for the next ordinary meeting of Council to be convened on Monday 15 October 2018 commencing at 6:00 pm at the Council Chambers 21 Saunders Street Wynyard.

Yours sincerely



Cr Robby Walsh
MAYOR

Council discloses the following policy that relates to Audio Recording of Ordinary and Special Council Meetings:

	AUDIO RECORDING OF COUNCIL MEETINGS POLICY		DOC NO: GOV. 017	
			VERSION 1	DATE 18 July 2011
CONTROLLER: GENERAL MANAGER		APPROVED BY: COUNCIL		REVIEW DATE: November 2011

1.0 Purpose

- 1.1 This policy provides for digital audio recording of meetings of Council to assist in the preparation of minutes and to ensure that a true and accurate account of debate and discussion at meetings is available.

2.0 Objective

- 2.1 to record meetings of Council to assist in the preparation of minutes and ensure a true and accurate account of debate and discussion at meetings is available.

3.0 Scope

- 3.1 This policy applies to all Council Meetings Council of Waratah-Wynyard Council.

4.0 Policy

- 4.1 All meetings of the Council and its standing committees shall be digitally recorded as provided for by Regulation 33 of the *Local Government (Meeting Procedures) Regulations 2015* except for the proceedings of meetings or parts of meetings closed to the public in accordance with Regulation 15 (2).
- 4.2 The Council may, by resolution, determine to digitally record the proceedings of a specific meeting or part thereof that is closed to the public in accordance with Regulation 15 (2) of the *Local Government (Meeting Procedures) Regulations 2015*.
- 4.3 The Chairman is to ensure that no recording is made of the proceedings of a meeting or part of a meeting closed to the public in accordance with Regulation 15 (2) except where the Council has specifically resolved to record the proceedings of that meeting or part thereof.

Access

- 4.4 The General Manager is to retain the digital files of meeting recordings for 6 months in accordance with Regulation 33 and to dispose of the files promptly following the expiry of that period. The General Manager is authorised, pursuant to section 64 of the *Local Government Act 2009*, to delegate these functions to a council officer.
- 4.5 The digital files of meeting proceedings closed to the public will only be available for listening, upon written request, by one or more councillors entitled to be present during the proceedings in question.
- 4.6 The digital files of all other meeting proceedings will be accessible on the Council’s website for listening by any person for the period they are retained by the Council. The Council makes this information available as a routine disclosure under the *Right to Information Act 2009*, the objectives of which are to:
 - (a) Increase the accountability of the government to the people of Tasmania;
 - (b) Increase the ability of the people of Tasmania to participate in their governance; and
 - © Acknowledge that information collected by public authorities is collected for and on behalf of the people of Tasmania and is the property of the State.

Disclosure Of Policy

- 4.7 This policy is to be printed on the agenda of all Council and Special Council meetings to inform the public that the proceedings are recorded.
- 4.8 A notice to inform the public that meeting proceedings are recorded is to be displayed at the entrance to a room in which a meeting, the proceedings of which are to be recorded, is to be held.
- 4.9 At the time of declaring the meeting open, the Chairman is to inform all councillors and any public present that the meeting is being recorded.

5.0 Legislation

5.1 Regulation 33 of the *Local Government (Meeting Procedures) Regulations 2015* provides as follows:

33. *Audio recording of meetings*

- (1) *A council may determine that an audio recording is to be made of any meeting or part of a meeting.*
- (2) *If the council so determines, the audio recording of a meeting or part of a meeting that is not closed to the public is to be:–*
 - (a) *retained by the council for at least 6 months; and*
 - (b) *made available free of charge for listening on written request by any person.*
- (3) *If after the minutes of a Council Meeting have been confirmed as a true record a discrepancy between the minutes and the audio recording of that meeting or part of that meeting is noticed the council, at the next appropriate meeting, is to review the audio recording and either confirm that the minutes are a true record or amend the records to reflect the audio recording and then confirm the minutes as amended to be a true record.*
- (4) *A council may determine any other procedures relating to audio recording of meetings it considers appropriate.*

6.0 Responsibility

6.1 The General Manager has the overall responsibility for this policy.

7.0 Minute Reference

Minute No. 12.3

8.0 Council Meeting Date

Amended 14 July 2015 (pending overall Review).

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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.

MINUTES OF AN ORDINARY MEETING OF THE WARATAH-WYNYARD COUNCIL HELD AT THE COUNCIL CHAMBERS 21 SAUNDERS STREET WYNYARD ON MONDAY 15 OCTOBER 2018 COMMENCING AT 6:00 PM

	From	To	Time Occupied
Open Council	6.00PM	7.12PM	72MINS
Planning Authority	N/A		
Open Council	N/A		
Closed Council	7.12PM	7.25PM	13MINS
Open Council	7.25PM	7.25PM	0MINS
TOTAL TIME OCCUPIED			85MINS

Audio Recording of Council Meetings Policy

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

1.0 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED

Legislative Reference:

Local Government (Meeting Procedures) Regulations 2015; 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:

(c) attendance and apologies.

1.1 ATTENDANCE

Mayor Robby Walsh
Deputy Mayor Mary Duniam
Cr Gary Bramich
Cr Maureen Bradley
Cr Darren Fairbrother
Cr Alwyn Friedersdorff
Cr Kevin Hyland

IN ATTENDANCE

Shane Crawford – General Manager
Daniel Summers – Director Infrastructure and Development Services
Tracey Bradley – Director Community and Engagement Services
Sally Blanc – Executive Officer

1.2 APOLOGIES

Nil

1.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED

Nil

2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Legislative Reference:

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

*The agenda of an ordinary meeting of a council is to provide for, but is not limited to, the following items:
(b) Confirmation of the minutes.*

2.1 CONFIRMATION OF MINUTES OF PREVIOUS ORDINARY COUNCIL MEETING

MOVED BY	CR DUNIAM
SECONDED BY	CR FRIEDERSDORFF

That the Minutes of the Ordinary Meeting of the Waratah-Wynyard Council held at the Council Chambers, 21 Saunders Street, Wynyard on Monday 17 September 2018 a copy of which having previously been circulated to Councillors prior to the meeting, be confirmed as a true record.

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	

3.0 DECLARATIONS OF INTEREST

Legislative Reference:

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

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

Councillor and Agenda Item Number

Nil

Staff and Agenda Item Number

Nil

4.0 COUNCILLORS ANNOUNCEMENTS AND REPORT

4.1 ANNOUNCEMENTS BY MAYOR

The Mayor announced that the Keep Australia Beautiful Awards would be held at Smithton on Friday 19 October and that he would be attending.

4.1.1 END OF TERM REPORT

The Mayor read the following statement: -

The past four years have been both challenging and rewarding for Council.

In 2013 we saw the first all in, all out elections and the creation of four-year terms for Councillors.

We have had three changes in General Manager during the election term, with each one bringing their own visions to the table which has delivered some great results for the area:

1. John Martin took over as Acting General Manager following the departure of Greg Winton in 2013 and steered council through the beginning of its organisational review until;
2. Michael Stretton commenced with Council in November 2014. Michael led the implementation of a new Council structure, the introduction of LEAN processes to reduce costs and the development of key strategic plans. Michael then took up a position as General Manager at Launceston City Council; and
3. Shane Crawford commenced in December 2017. Shane's key focus is now to implement the strategic plans and capital projects that have been developed over the last two years.

Some of the plans that have been developed include: -

- The Sustainable Murchison Community Plan 2040 – a key regional document developed with our four neighbouring Councils to give our region one voice on matters of regional significance – over 2000 people across the region participated in the consultation process to develop this plan
- The Wynyard Waterfront and Environs Masterplan was developed – with four of the six stages now funded and detailed design completed.
- Councils Corporate Strategy 2016-2026 was developed.
- Council developed a Long Term Financial Management Plan
- Council developed a Strategic Asset Management Plan
- The Open Sport and Recreation Plan 2017-2027 provides a significant guide for facilities and recreation over the next decade

In 2016 Tasmania experienced its worst flood in nearly 90 years, severely impacting the Waratah-Wynyard area along with 19 other local government areas, causing an estimated damage bill of \$180 million. Residents in areas of our municipal area were severely impacted by the flood and we would like to thank everybody who assisted those people both during the flood and in the recovery process afterwards.

Due to the efforts of staff, critical repair work was carried out to reopen roads to ensure our key industries could keep operating and that residents could get to their homes. The Council's total flood recovery cost was approx. \$3.5 million which included the replacement of three (3) bridges at Lapoinya Road, Smarts Road and Ingleford Road, extensive landslip repair works to Port Road, Boat Harbour, repair of the Wynyard Boat Ramp together with other repair and/or clean-up works. Despite the extensive flood recovery works I am very proud to say that Council still managed to deliver on many of the Annual Plan commitments for the 2016/17 year.

Other projects and activities of note during the Council term include-

- The Tulip Festival continues to go from strength to strength and remains a key drawcard for the region
- Council worked with a group of 14 farmers on the Flowerdale - Inglis River Catchment area and received funding under the Tasmanian State Governments' Agricultural Landscape Rehabilitation Program to complete a series of projects to undertake river restoration works on 27 sites following the 2016 floods and future floodproof the river through rock armouring, re-vegetation and fencing.
- The Wonders of Wynyard has achieved national recognition, being listed as a finalist in the Australian Tourism Awards in both 2016 and 2017. The Wonders of Wynyard was also awarded the State Winner in the 2016 and 2017 Tasmanian Tourism Awards in the Visitor Services category.
- The establishment of the Waratah Community Board leads the way for consultation throughout the State and indeed the Country and will ensure the successful delivery of the Waratah Community Plan
- The signing of a five-year contract with Circular Head Council to continue and enhance the resource sharing arrangement that has existed for ten years
- Working with our neighbouring Council on an event we share with them, the Gone Nuts 101 Adventure Run.

Council sits in a sound financial position, underpinned by focus on containing costs through the implementation of LEAN principles throughout the organisation while maintaining a high level of service standards. Recent underlying surplus results is an indicator of the improvement which is occurring in the organisation's financial performance and sustainability.

I would personally like to thank all our Councillors that have served over the past four years for their commitment to ensuring we always do the right thing by the community even if some of those decisions have been difficult.

Finally, as Mayor I would like to acknowledge and thank Council staff for their continual effort to deliver what we ask of them and their dedication and passion to make our

community a better place.

MOVED BY	CR DUNIAM
SECONDED BY	CR FAIRBROTHER

That Council receive and note the end of term report by the Mayor.

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	

4.2 MAYOR'S COMMUNICATIONS

MOVED BY	CR FRIEDERSDORFF
SECONDED BY	CR BRADLEY

That the Council note the Mayor's Diary.

Date	Purpose
13/9/18	North Eastern Tourism Awards
17/9/18	Advocate Information Session – New Digital Edition
17/9/18	Agenda Settlement
17/9/18	Council Meeting
18/9/18	Meeting with General Manager
19/9/18	Citizenship Ceremony
19/9/18	Meeting with Staff re Governors Visit
20/9/18	Coastal Pathway Presentation
21/9/18	Somerset Tennis Club – Community Grant photo shoot
24/9/18	Wynyard Rotary Club Meeting
25/9/18	Meeting with General Manager
27/9/18	TasWater Owners Reps Special General Meeting
30/9/18	Wynyard Yacht Club Function
2/10/18	Meeting with General Manager
7/10/18	Cr Friedersdorff Bowls Club Opening of New Extension
8/10/18	Councillor Workshop
9/10/18	Meeting with General Manager

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	

4.3 REPORTS OF DELEGATES

Nil

4.4 COUNCILLOR STATEMENTS

4.4.1 CR ALWYN FRIEDERSDORFF – FAREWELL STATEMENT

Cr Friedersdorff made the following final speech following her decision not to re-stand for Council.

My community bestowed on me the honour and trust to be a responsible leader on Waratah-Wynyard Council throughout the past 16 years.

*And as I reflect over that time, I am assured that I have made my own special mark on this wonderful place! I am a participator; I have been not just a name, but a member and very active supporter of the Men's Sheds in both Wynyard and Somerset, the Wynyard Golf Club, the A&P Society, U3A, the BMX Club, Senior Citizens Club, the Yacht Club, BighArt and Project O, Wynyard Garden Club, the Rotary Club, all of the schools and at one point, I was part of the Chamber of Commerce. For I believed that in representing my community I must help keep it a great place to live and work. And to fulfil this role, I still firmly advocate that we must all **undertake training**. We should be **comfortable** working electronically. We should have a **positive outlook** and a can-do attitude and be willing to **work as part of a team**. For this reason, I make no claim to achieving any single issue. I was not alone on this Council!*

At this point, I should say you that we also need a very supportive partner – who may need to put up with odd hours, or perform tasks otherwise done by you, and who guarantees to the community that you are infallible! They become our ambassadors as well as ambassadors for Council. And I remain grateful to my husband Wolfgang for his total commitment.

*I acknowledge Past Cr. Sharon Platts, the first woman elected to this Council in 1971. By 2002, when I was elected, the headlines in the Advocate read, "**In with the old- Again**". I truly hope electors see it differently by now! Indeed, one of the older Councillors, still not able to comfortably deal with women, asked if I might cry if I didn't get my own way! Therein lies one of the differences between men and women. Men see debate as either winning or losing; women simply see it as reaching an outcome. As an avid believer in the right for women to equally represent their communities I have always endeavored to encourage and support another woman. My efforts in this regard have led me State wide, nation-wide and globally.*

For some strange reason I have always aligned myself with artists, and art of all kinds certainly attracts and excites me, whilst I have a very limited amount of artistic skill! But I am acutely aware of the huge value of art in promoting community well-being.

My leadership of the Wynyard Tulip Festival Committee, over a period of ten years before it was handed over as a Council initiative, allowed me to meet and work with many amazing artists from street performers to graffiti artists, crafts people and fine art folk. And I was instrumental in bringing in a resident artist and teacher from Canada for one festival and her impact on our school children, in the tulip fields and amongst local artists was enormous...along with the gift of her large painting that she left us as one of the first in the beginning of an amazing art collection.

I am closely associated with ArtsCape in Wynyard, a meeting place, work space and exhibition space ensuring that its worth to the community continues. And because the greatest percentage of participants in the annual TasArts competition and exhibition have come from the Waratah-Wynyard municipality I initiated and supported a Council promoted prize that recognizes our own artists in this event. And this also includes the inaugural Somerset Arts Festival.

I encouraged locals to donate money towards the importing of some tulip shaped street chairs that will become a functional photographic opportunity when there are no tulips about. I even commandeered a chef to cook up an entrée served in tulip flowers one festive week!

I thank each Councillor and all Staff for friendship, support, laughter and debate and I look forward to the great things that are about to come to fruition in our beautiful place.

MOVED BY	CR DUNIAM
SECONDED BY	CR HYLAND

That Council receive and note the farewell statement from Cr Friedersdorff.

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	

4.5 NOTIFICATION OF COUNCIL WORKSHOPS

Legislative Reference:

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

The agenda of an ordinary meeting of a council is to provide for, but is not limited to, the following items: the date and purpose of any council workshop held since the last meeting.

MOVED BY	CR HYLAND
SECONDED BY	CR DUNIAM

That the Council notes that the following workshops were conducted by Council since its last Ordinary Council Meeting.

8/10/18	Wynyard Agricultural and Pastoral Society
8/10/18	Project Update
8/10/18	Northern Prison Expression of Interest
8/10/18	2017/18 Financial Report and Carry Forwards
8/10/18	St Brigid's Proposal
8/10/18	Drought Relief

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	

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 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 15 minute 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.*

-
- (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 ORDINARY MEETING OF COUNCIL

5.1.1 K. EWINGTON – WEED MANAGEMENT

Mr Ewington of Flowerdale asked at what stage would Council act as per their recorded processes for the treatment and management of Pampas grass. This includes contacting clients, providing processes for treatment and follow-up management.

The Director of Infrastructure and Development Services took the question on notice.

The Director of Infrastructure and Development Services provided a response to Mr Ewington that it is his understanding that the recorded process is being followed though it is acknowledged that enhanced reporting could improve confidence in Council on this matter

5.1.2 K. EWINGTON – WEED MANAGEMENT

Mr Ewington of Flowerdale asked at what stage would Council act as per their recorded processes for the treatment and management of Gorse. This includes contacting clients, providing processes for treatment and follow-up management.

The Director of Infrastructure and Development Services took the question on notice.

The Director of Infrastructure and Development Services provided response to Mr Ewington that it is his understanding that the recorded process is being followed though it is acknowledged that enhanced reporting could improve confidence in Council on this matter

5.1.3 P O'BOYLE – PEDESTRIAN SAFETY SISTERS BEACH

Mr O'Boyle of Sisters Beach referred to his question raised at the August 2018 Council Meeting and noted that the response was that there was no budget to undertake the suggested footpath works. He asked why high priority safety issues were not being addressed in the short term. He noted that the response advising that one or two sections of footpath were upgraded each budget was not addressing the issue regarding safety. He asked that Council supply an evidence-based list which included risk management and timeframes.

The Director of Infrastructure and Development Services took the question on notice. He also advised that the Council's Footpath Service Level Documents detailed a clear process for determining hierarchy.

The Director of Infrastructure and Development Services provided Mr O'Boyle with the following written response regarding pedestrian safety and Sisters Beach: -

"In relation to your question at the 17 September 2018 Council meeting regarding pedestrian safety at the Sisters Creek bridge I provide the following: -

Council adopted its first Footpath Service level document in September 2015, the service aim identified as being "To provide safe pedestrian access in all urban areas, other than industrial". In order to identify areas of higher risk the footpath network is split up into a hierarchy of 1-4 as detailed in the document: -

<http://www.warwyn.tas.gov.au/webdata/resources/files/Footpaths%20Service%20Level%20Document%20-%20Endorsed%20September%202015%20WWC.pdf>

The supporting asset management plan which identifies 17km of missing footpath to achieve the service aim is: -

<http://www.warwyn.tas.gov.au/webdata/resources/files/WWC%20FOOTPATHS%20NAMS%20V2.2%20-%20Sept%202015%20wwc.pdf>

Of relevance to pedestrian safety in Sisters Beach was a number of complaints regarding vehicle speeding in 2014 and strong lobbying to Council and DIER (now the Department of State Growth) from some residents for speed hump installation. In response Council provided some information regarding measured vehicle speeds and conducted a survey of resident's opinion on this request as per the below Council meeting minutes from December 2014.

<http://www.warwyn.tas.gov.au/webdata/resources/minutesAgendas/Council%20Meeting%20Minutes%2015%20December%202014%20-%20PUBLIC.pdf>

Following the survey, the existing footpath link on Bridge Street was constructed during the 2015-16 financial year. Of the missing 17km of footpath across the municipal area identified in the service level and asset management plan, the budgets for footpaths following 2015-16 have included the following locations: -

- Goldie St – Frederick St to Hales St – Wynyard (2017-18)
- Gibbons Street – Austin St to Saunders St – Wynyard (2018-19)"

5.2 PUBLIC QUESTIONS RECEIVED IN WRITING

Nil

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 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.

5.3.1 MR KEN EWINGTON – COUNCILLOR FORUM

Mr Ewington of Flowerdale asked if the Council would be prepared to organise the next Forum in four years' time and provide an event to happen early in the election period as has been requested by the community.

The General Manager advised that a Councillor Election forum is not something Council would run; however Council could liaise with service groups much earlier to facilitate one of those groups organising a forum.

5.3.2 MR KEN EWINGTON – - TULIP FESTIVAL DISABLED PARKING

Mr Ewington of Flowerdale asked why the disabled parking bays were not closer to the venue.

The Director of Community and Engagement Services advised that an investigation on requirements for DDA parking bays was carried out prior to the event and additional bays provided. The review of the festival this year will take into consideration the feedback provided by Mr Ewington.

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

5.5 PUBLIC STATEMENTS WITHOUT NOTICE

5.5.1 MR KEN EWINGTON - WRAGG STREET CROSSING

Mr Ewington of Flowerdale made a statement regarding the crossings in Wragg Street Somerset stating that he believed that they were not suitable for the disabled and elderly and that businesses thought the crossings were unsafe.

6.0 PETITIONS / DEPUTATIONS / PRESENTATIONS

Legislative Reference:

Local Government Act 1993; Part 6, Division 1; Sections 57, 58, 59, 60, 60A.

57. *Petitions*

- (1) A person may lodge a petition with the council by presenting it to a *councillor or the general manager*.

58. *Tabling petition*

- (1) *A councillor who has been presented with a petition is to*

- (a) *table the petition at the next ordinary meeting of the council; or*
(b) *forward it to the general manager within 7 days after receiving it.*

- (2) *A general manager who has been presented with a petition or receives a petition under subsection (1)(b) is to table the petition at the next ordinary meeting of the council.*

57(2) *A petition is not to be tabled if it does not contain –*

- (a) *a clear and concise statement identifying the subject matter; and*
(b) *a heading on each page indicating the subject matter; and*
(c) *a brief statement on each page of the subject matter and the action requested; and*
(d) *a statement specifying the number of signatories; and*
(e) *the full printed name, address and signature of the person lodging the petition at the end of the petition.*

58(3) *A petition is not to be tabled if –*

- (b) *it is defamatory; or*
(c) *any action it proposes is unlawful.*

- (4) *The General Manager is to advise the lodger of any petition that is not tabled the reason for not tabling it within 21 days after lodgement. Local Government (Meeting Procedures) Regulations 2015, Regulation 38(1)(a)(b),(2)*

- (1) *The chairperson of a meeting, including a closed meeting, may invite a person –*

- (a) *to address the meeting; and*
(b) *to make statements or deliver reports to the meeting.*

- (2) *An invitation under sub regulation (1) may be subject to any condition the council may impose on deputations.*

6.1 PETITIONS

Nil

6.2 DEPUTATIONS AND PRESENTATIONS

Nil

7.0 PLANNING AUTHORITY ITEMS

Legislative Reference:

Local Government (Meeting Procedures) Regulations 2015 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*.

Nil

7.1 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.

N/A

7.2 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

N/A

8.0 MATTERS RAISED BY COUNCILLORS

Legislative Reference:

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

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

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

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

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

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

8.1.1 CR G. BRAMICH – BASS HIGHWAY JUNCTION

Cr Bramich asked that the General Manager if he could make a phone call to State Growth to discuss this matter and the community sentiment against the closure of Wilkinson Street as a matter of urgency

The General Manager advised that contact has been made with State Growth as requested.

Cr Bramich asked if any feedback had been received from State Growth regarding response from residents following their receipt of letters regarding the road works.

Feedback has been requested and no information has been provided to date.

8.1.2 CR FAIRBROTHER – CLOSURE OF WILKINSON STREET

Cr Fairbrother asked if State Growth had formally asked for closure of Wilkinson Street.

The Department of State Growth (DSG) has worked closely with Council regarding Bass Highway improvements for a number of years. The closure of Wilkinson Street, through creation of a cul-de-sac, has been clearly outlined in these plans throughout. DSG has maintained they will not close the Wilkinson Street junction without the full support of Council.

8.2 COUNCILLOR QUESTIONS RECEIVED IN WRITING

Nil

8.3 COUNCILLOR QUESTIONS WITHOUT NOTICE

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

8.3.1 CR HYLAND – Seabrook Subdivision

Cr Hyland asked if staff would inspect storm water drainage to ensure adequate.

The Director of Infrastructure & Development Services advised that work has halted on the sub-division, but previously staff had been working with the developers on all aspects of the subdivision to ensure all matters were compliant with permits. The Director of Infrastructure & Development Services advised that while the subdivision was under construction the responsibility is with the Developer.

8.3.2 CR HYLAND – Insurance Cover for Community Groups

Cr Hyland asked what Council's long-term intention was in regard to divesting assets to community groups such as the Yolla Football Club if they have to take on insurance costs. Is there anything council can do to support clubs?

The General Manager advised that the new council would be reviewing this in the short term, as part of an overall fees and charges review for clubs and organisations. Council needs to ensure there is consistency in how clubs are treated. As part of the review of overall fees and charges, insurance would be looked at. Council will work with clubs as part of the review.

8.3.3 CR HYLAND – Goldie Street Carpark

Cr Hyland asked when the Goldie Street Carpark would be completed.

The Director of Infrastructure & Development Services advised that kerbs were being poured at the moment which will then allow asphalt to be laid prior to Christmas.

8.3.4 CR HYLAND – Boardwalk

Cr Hyland asked for update on progress with the Boardwalk planning appeal.

The Director of Infrastructure & Development Services advised that the appeal had been withdrawn.

8.3.5 CR BRAMICH – LINE MARKING GUIDELINES

Cr Bramich asked if there are any guidelines for carpark line markings.

The Director of Infrastructure & Development Services advised that Australian Standard 28.90.1 applies.

8.3.6 CR FAIRBROTHER - TULIP FESTIVAL REVIEW

Cr Fairbrother asked if councillors would have the opportunity to participate in the Tulip Festival review.

The Director of Community and Engagement Services advised that councillors would have an opportunity to comment. Staff will be collecting and collating feedback from businesses, stall holders and visitors and then bringing to a Councillors Workshop. Timing of the workshop will depend on when the information is prepared. Councillors were invited to send in their feedback.

9.0 NOTICES OF MOTION

Legislative Reference:

Local Government (Meeting Procedures) Regulations 2015; Regulation 16

(5) A councillor may give written notice of a motion, together with supporting information and reasons, to be included on the agenda of the next meeting to the general manager at least 7 days before the meeting.

(6) The general manager, after consultation with the chairperson, may refuse to accept a written motion that, in their opinion –

(a) is defamatory; or

(b) contains offensive language; or

(c) is unlawful.

(7) A councillor who has given notice of a motion that has not been refused under sub regulation (6) is to move the motion at the meeting, otherwise it lapses.

NIL

10.0 REPORTS OF OFFICERS AND COMMITTEES

10.1 ESTABLISHMENT OF WYNYARD YOUTH CENTRE – 7UP WYNYARD

To: Council
Reporting Officer: Director Corporate and Community Services
Responsible Manager: Manager Community Activation
Report Date: 4 October 2018
File Reference:
Enclosures: **ATTACHMENT A**
Seven Up Wynyard
Draft Memorandum of Understanding

PURPOSE

To provide Council with details of the draft agreement with Rural Health Tasmania Inc. to enable Council to approve the establishment of the 7UP Wynyard Youth Centre at the Wynyard Community Centre and endorse the Memorandum of Understanding between Rural Health Tasmania Inc. and Council. Additionally, to seek approval of a budget amendment for capital and operation costs for the establishment of the program and ongoing operational costs for the current financial year associated with the running of the 7UP Wynyard Youth Centre.

BACKGROUND

Rural Health Tasmania Inc. (RHT) approached Waratah-Wynyard Council (Council) proposing to establish a Youth Centre in Wynyard to cater for enrolled students between Grades seven (7) and ten (10).

RHT is the largest rural primary health service in Tasmania and provides a range of community and health programs. It has been identified that there is a gap in youth services delivery within the Waratah-Wynyard municipal area.

The establishment of the Wynyard Youth Centre would be known as “7UP Wynyard” and will create a sustainable, youth friendly space where young people in Wynyard can feel safe, supported, included, listened to and welcomed.

Council at the November 2017 meeting resolved to:

- Endorse the proposed establishment of a Youth Centre in Wynyard in partnership with Rural Health Tasmania Inc.
- Approve Council officers to negotiate a proposed agreement with Rural Health Tasmania in relation to the location, funding and operational arrangements for

the Youth Centre with Rural Health Tasmania Inc. prior to final review and adoption by Council.

Council officers have been working with Rural Health Tasmania to develop the agreement and also to transition current users at the Wynyard Community Centre into a consolidated space to allow the Youth Centre to be established.

DETAILS

7UP Wynyard will be a social hub for young people enrolled in grades seven to twelve. The centre staff and committee provide a safe, youth friendly space that respects young people; works with them to support their mental, emotional and physical health and encourages them to try new things and build new skills.

Council has identified the Wynyard Community Centre as a suitable venue to establish the 7Up Wynyard Youth Centre. Discussions have been undertaken with the current tenant to downscale their requirements and access a different location for their operations.

A Memorandum of Understanding (MOU) has been developed between RHT and Council outlining the Statement, Visions and Objectives for the successful management of the 7Up Wynyard Youth Centre. This MOU (attached) provides guidelines, responsibilities and financial commitment for the day to day operations and management of the 7Up Youth Centre.

STATUTORY IMPLICATIONS

Statutory Requirements

There are no statutory implications identified as a part of this report

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 3: Connected Communities	
Desired Outcomes	
We listen and engage with our community in decision making.	
Our natural and built environment aids the community with an active and healthy lifestyle.	
Our strong local economy allows for the development of affordable services and programs for all ages.	
Our community uses its voice to shape its future alongside a strong Council willing to listen and implement where reasonable and practical.	
Our Priorities	
3.1	Promote and work with stakeholders to provide affordable quality services.

3.2	Deliver engagement strategies that adapt to community needs to ensure effective communication and collaboration.
3.4	Build community capacity through services and programs that strengthen, support and care for our community.
3.5	Provide high quality shared and multi-use community hubs that combine a range of recreational, sporting and educational uses.
3.6	Facilitate activities and events that promote inclusion, health, safety and a sense of place.
3.7	Promote and strengthen community safety to retain and attract families to live and recreate in Waratah-Wynyard.
3.8	Support and promote strategies to increase the rate of volunteerism in the community.

GOAL 4: Community Recreation and Wellbeing	
Desired Outcomes	
Our community is welcoming and supportive.	
Our community values, encourages and supports physical, social and cultural activities.	
We provide recreational opportunities to the community for all ages and abilities.	
Our community enjoys access to visually appealing safe spaces and facilities for recreation.	
Our Priorities	
4.2	Focus on the value of recreation in promoting the health and wellbeing of our community.
4.4	Provide and maintain quality and safe places and spaces for physical, social and cultural activities, including shared and multi-use facilities where possible.
4.5	Collaborate with community organisations that provide recreation opportunities to our community.
4.6	Encourage community providers to be welcoming, supportive and inclusive, and to provide for all ages, abilities and cultures.

Sustainable Murchison Community Plan 2040

This process has strong alignment to many themes of Sustainable Murchison.

Community Future Direction Theme	Key Challenges & Opportunities:	Contribution to outcomes:
Strong communities and social capital	Enduring community capital – Growing, proud, self-reliant communities that are inclusive and engaged with volunteers and shared facilities.	The Community Advisory Board is one of the best structures in Australasia of community governance and will focus around a prioritised Community Plan. This community led approach with council as a support is the best approach to community resilience.
Place making and liveability	Liveable places for all ages – Liveable attractive townships, relaxed lifestyles and community pride attract people to Murchison. Communities have history and character that drive their place-making strategies. Sport and recreation is widely supported especially by young people. Multi-purpose	The Community Board are the group to liaise with council in the future development of the community – both councils services, and non-council services. With direct input from a collaborative Board Council will have a clearer idea of priorities, levels of service and work on collaborations for service delivery with other partners.

Community Future Direction Theme	Key Challenges & Opportunities:	Contribution to outcomes:
	recreational and cultural facilities are well utilised.	

POLICY IMPLICATIONS

There are no policy implications identified as part of this report

FINANCIAL IMPLICATIONS

A Council budget amendment will be required to cover the establishment costs of 7Up Wynyard for 2018/2019 and an ongoing financial commitment in the annual budget to cover the operating costs associated with the day to day running of the centre.

Establishment Cost:

COUNCIL		RHT	
	Capital (\$)		Capital (\$)
Carpet	2,665	Furniture	4,000
Glass/aluminium door	1,200	Desks and chairs	1,200
Heating	3,000	Television	1,000
Total	6,865		6200
	Operational (\$)		Operational (\$)
Replace locks	750	Games	5,000
Electrical/NBN/WIFI	700	Miscellaneous	1,000
Signage	400		
ZIP Boiler	300		
Repairs to outdoor sports equipment	950		
Total	3,100		6,000
TOTAL	9,965		12,000

Estimated Operational Cost per annum based on operation (40 weeks x 3 days)

Operational	COUNCIL (\$)	RHT (\$)
Consumables/food	0	3,000
Petty Cash	300	300
Activities (tutoring)	0	10,000
Power	1,800	
NBN connection	600	
Cleaning	1,200	
Insurance	475	
Maintenance	2,000	
Room Hire	1,680	
TOTAL	8,055	13,300

Council total operational expenditure \$11,155

Council total capital expenditure \$ 6,865

Council staff will provide four hours per week of operational delivery time at the 7UP Youth Centre. This will be provided through the current staffing allocation.

RISK IMPLICATIONS

A gap has been identified in the delivery of youth services in the Waratah-Wynyard municipal area; if this is not addressed there is a risk of increasing youth disengagement and perceived increases in antisocial behaviour.

CONSULTATION PROCESS

Consultation has been undertaken with St Johns Ambulance to assist with identify a suitable location for relocating their operations from the Wynyard Community Centre. This will allow for the 7Up Wynyard Youth Centre to operate in one of the rooms that they have been occupying.

COMMENT

It is therefore recommended that Council approve the establishment of the 7UP Wynyard Youth Centre at the Wynyard Community Centre and endorse the associated Memorandum of Understanding with Rural Health Tasmania Inc.

MOVED BY	CR BRAMICH
SECONDED BY	CR FRIEDERSDORFF

That Council, by absolute majority:

- 1. approve the establishment of the 7UP Wynyard Youth Centre at the Wynyard Community Centre;**
- 2. endorse the Memorandum of Understanding between Rural Health Tasmania Inc and Waratah-Wynyard Council;**
- 3. approve a budget amendment of \$6,865 to the capital works budget for modifications to the Wynyard Community Centre as part of the establishment of the program; and**
- 4. approve an additional \$11,155 operational budget allocation for maintenance, minor works and operational costs for the current financial year associated with the 7UP Wynyard Youth Centre**

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	

10.2 WARATAH-WYNYARD COUNCIL 2017/18 FINANCIAL REPORT UPDATE

To:	Council
Reporting Officer:	General Manager
Responsible Manager:	General Manager
Report Date:	17 September 2018
File Reference:	007.17
Enclosures:	ATTACHMENT B Annual Financial Report

PURPOSE

This report is provided to present to Council the Annual Financial Statements for the Year ended 30 June 2018. The report also details information relating to the carried Forward capital works funding as at 1 July 2018 following the completion of the end of year balancing and audit.

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, 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.

The four primary financial statements are:

1. Statement of Profit or Loss and Other Comprehensive Income
2. Statement of Financial Position
3. Statement of Changes in Equity
4. Statement of Cash Flows

The draft financial statements were referred to the Audit Panel for review at its meeting on 28 August 2018.

Below is a summary of the results of Council's financial activities during the year.

UNDERLYING POSITION STATEMENT¹ For the year ending 30 June 2018	ACTUAL 2018	BUDGET 2018	ACTUAL 2017
	\$'000	\$'000	\$'000
INCOME			
Rate Revenue	10,991	10,906	10,721
User Charges	2,291	2,161	2,147
Reimbursements/Contributions	984	660	705
Grants and subsidies	3,150	2,918	2,938
Interest	277	230	240
Proceeds from Sale	176	207	259
Other	846	843	864
	18,715	17,925	17,874
EXPENDITURE			
Employee Costs	6,454	6,425	6,247
State Levies	493	501	481
Remissions & Discounts	398	387	374
Materials & Contracts	6,262	6,366	6,147
Depreciation	4,145	3,633	3,991
Borrowing Costs	40	39	16
Value of sold/write off of assets	493	355	484
	18,285	17,706	17,740
UNDERLYING SURPLUS/(DEFICIT)²	430	219	134

The Underlying Position Statement aligns the comparative actual result to the layout and methodology of how the income statement is presented in Council's Annual Budget 2017/18. This statement should be read in conjunction with Waratah-Wynyard Council's Financial Report 2018 and accompanying notes.

Council has achieved an underlying surplus of \$0.430M for the 2017/18 financial year, compared to a budget position of \$0.219M.

The intent of the underlying result² is to show the outcome of Council's normal usual day to day operations.

The underlying position is contained in the suite of management indicators found in Note 34 of Council's Financial Report 2018, which is required to be included under Section 84(2)(db) of the *Local Government Act 1993* (Tas).

The underlying result can be reconciled back to the Net surplus/(deficit), and Comprehensive result as published in Council's audited Financial Statement.

RECONCILIATION OF UNDERLYING POSITION TO THE AUDITED COMPREHENSIVE RESULT	ACTUAL 2018	BUDGET 2018	ACTUAL 2017
	\$'000	\$'000	\$'000
UNDERLYING SURPLUS/(DEFICIT)	430	219	134
MOVEMENT³			
Capital Grants/Contributions	815	783	958
Capital Reimbursement	552	0	1,353
Financial Assistance Grant Offset	61	(1,426)	1,426
Flood Damaged Assets	0	0	(443)
Depreciation on Assets not to be Replaced	0	(78)	0
NRM ALRS Project Income	421	0	0
NRM ALRS Project Expense	(421)	0	0
NET SURPLUS(DEFICIT)	1,858	(502)	3,428
OTHER COMPREHENSIVE INCOME			
Fair Value Revaluation of NCA	2,689	0	0
Fair Value Adjustment on Available for Sale Assets	578	0	290
COMPREHENSIVE SURPLUS(DEFICIT)	5,125	(502)	3,718

³ Further explanation of the reconciliation can be found in Note 34 of the accompanying notes to Council's Financial Report 2018.

Variations to the income and expenditure has been influenced by a number of factors including:

- Rates paid in advance increased by \$75,000
- User Charges were above budget by \$55,000
- Grants exceed the budgeted figure because of an advanced FAGS payment of \$1.4M, Murchison Strategic Plan funds \$100,000 and the Agricultural Landscape Rehabilitation Scheme funding of \$400,000
- Interest income was slightly higher due to higher than expected cash balance, slower than anticipated capital spend and \$800,000 final flood payment
- Loss on disposal was above budget due to the write off of Inglis River pathways damaged by the floods
- Depreciation was above budget because the road asset lives review was not finalised in time

Capital expenditure

Council spent \$4.9M on capital works during the 2017/18 financial year.

On completed items, there was a \$29,000 overspend on the budget. A carried forward amount of \$3.401M is the balance of funding in the 2017/18 account.

The following table details the carried forward capital works now identified as a result of the finalisation of the year end reports. In addition since the adoption of the budget, other projects/items have progressed sufficiently to recommend adjustment to the adopted budget:

Description	Work Order	Original 2018/19 Budget \$	Original C/FWD 2018/19 Budget \$	Revised C/FWD 2018/19 Budget \$	Additional/Reduced 2018/19 Funding \$	Revised 2018/19 Budget \$
Amendments to Carry Forwards						
Redesigning of Council Branding	2011	35,000	0	0	42,001	77,001
Integrated Software Solution	2015	0	45,000	0	45,985	90,985
Wynyard Wharf Entrance Augmentation	2175	0	446,000	0	(351)	445,649
New Board Walk and Seawall Renewal	2176	0	747,500	0	(7,822)	739,678
Light Truck 1232	2185	0	0	21,136	0	21,136
Isuzu Truck 2612	2186	0	0	90,497	0	90,491
Mitsubishi L/T 1222	2187	0	0	67,924	0	67,924
Holden Colorado 3048	2192	0	0	37,899	0	37,899
Somerset CBD Masterplan Works	2074	0	0	285,459	0	285,459
Wynyard Goldie Street Carpark Development	2075	0	200,000	0	226,449	426,449
Rural Bridge Barrier Upgrades	2222	0	557,000	0	(125,236)	431,764
Camp Creek Remediation	2082	0	632,000	0	(6,727)	625,273
Inglis River Walking Track	2226	0	0	25,000	0	25,000
Flood Studies	2090	0	0	6,826	0	6,826
		35,000	2,627,500	534,741	174,299	3,371,540
Amendments to 2018-19 budget						
Sisters Beach Pedestrian Bridge	2230	30,000	0	0	110,000	140,000
Digital Fuel Bowser System	2288	10,000	0	0	2,000	12,000
Shipping Container – Site office/amenities	2383	0	0	0	4,260	4,260
Youth Centre 7UP		0	0	0	6,865	6,865
		40,000	0	0	123,125	163,125
Total Amendments		75,000	2,627,500	534,741	297,424	3,534,665

The net impact of the changes above is to increase the capital works program by \$832,165 of which \$709,040 was budgeted for in 2017-18 and needs to be carried forward and \$123,125 of additional funding for the 2018-19 budget.

Equity

A summary of Council's equity position at 30 June 2018 compared with the previous year is:

Financial Position	2018	2017
	\$,000	\$,000
Total Assets	213,840	208,972
Total Liabilities	4,602	4,859
Net Community Equity	209,239	204,113
Key Assets and Liabilities		
Cash Assets	10,550	7,525
Property, Plant and Equipment	156,550	154,023
Council borrowings	1,098	1,207

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

There are no policy implications as a result of this report

FINANCIAL IMPLICATIONS

There is a revised Capital Works Budget listed for Council's adoption. The financial implications are listed as part of the report.

RISK IMPLICATIONS

If amendments to the Capital Works budget are not adopted, there will be an impact on the delivery of the capital items as scheduled

CONSULTATION PROCESS

Feedback on Council's Annual Report is the designated process for community comment on Council's financial position.

Council's Annual General Meeting is set for Monday 29 October 2018 commencing at 6pm.

COMMENT

All items are listed in the report above.

MOVED BY	CR DUNIAM
SECONDED BY	CR BRADLEY

That the Financial Update for the year ended 30 June 2018 be received and that Council:

- 1. Receive the Annual Financial Report and note that it will be included as an appendix in the 2018 Annual Report**
- 2. In accordance with section 82(4) of the *Local Government Act 1993* by ABSOLUTE MAJORITY amend the 2018/19 estimates to adjust the capital works project budget as listed in this report to the value of \$825,300.**

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	

10.3 DROUGHT RELIEF ASSISTANCE

To: Council
Reporting Officer: Director Community and Engagement
Responsible Manager: Director Community and Engagement
File Reference:
Council Report Date: 9 October 2018
Enclosures: **REFER ATTACHMENT C**
Correspondence – Circular Head Council – Drought Relief Support

PURPOSE

This report seeks to consider and formalise a Council response to the ongoing drought in New South Wales and Queensland and correspondence forwarded by LGAT from Circular Head Council to challenge all Councils in Tasmania to make a contribution to the Red Cross Drought Appeal fund.

BACKGROUND

Correspondence was received from LGAT on 11 September 2018 on behalf of Circular Head Council advising of a motion adopted at their August Council meeting to support:

- 1. A community donation of \$4000 to the Red Cross Drought Appeal in support of ongoing drought assistance in New South Wales and Queensland;*
- 2. A challenge to all Circular Head Business and Community groups to match the community donation through community fund raising endeavours and donate proceeds to the Red Cross Drought Appeal;*
- 3. A written request to LGAT to be forwarded to all other local Government Councils in the state of Tasmania to challenge them to make a contribution to the Red Cross Drought appeal fund in a combined gesture of goodwill to the respective drought affected communities in NSW and QLD.*

STATUTORY IMPLICATIONS

Statutory Requirements

There are no statutory requirements identified.

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 1: Leadership and Governance	
Desired Outcomes	
We encourage broad community input to create a focussed and strong sense of belonging.	
We are recognised for proactive and engaged leadership.	
Our Priorities	
1.1	Commit to best practice in community engagement.
1.4	Facilitate the meeting of community needs through strong advocacy and local and regional collaboration for shared outcomes.

Sustainable Murchison Community Plan 2040

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

FINANCIAL IMPLICATIONS

A donation could be made from the Community Assistance and Community Support budget allocations.

DETAILS

Circular Head Council requested that LGAT circulate the correspondence to all Tasmanian Councils in an endeavour to challenge other Councils to make a donation to the Red Cross Appeal.

Under the current arrangements the Red Cross Drought Appeal ensure 100% of funds go to farmers and on the ground services which provides the greatest impact of any donation provided from Council. Further, Red Cross is well respected in the humanitarian and social wellbeing area of their work, and this fits well with the objective of Council in supporting the appeal as the benefits will move directly to communities.

RISK IMPLICATIONS

There is possibility that local organisations believe any contribution should be directed towards causes within the local area. Each approach of this nature will need to be considered on its merits and generally through Council's community assistance process.

COMMENT

As a strong farming and agricultural community, Waratah Wynyard support for the drought appeal is reflective of the empathy and capacity demonstrated in Councils values.

It is therefore recommended that Council approve donation of \$4000 to the Red Cross Drought appeal in support of ongoing drought assistance in New South Wales and Queensland.

MOVED BY	CR DUNIAM
SECONDED BY	CR BRADLEY

That Council approve a donation of \$4,000 to the Red Cross Drought appeal in support of ongoing drought assistance in New South Wales and Queensland.

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	

10.4 COUNCIL LEGISLATIVE DELEGATIONS

To:	Council
Reporting Officer:	Executive Officer Governance and Performance
Responsible Manager:	General Manager
File Reference:	009.04
Report Date:	9 October 2018
Encl:	Delegation – Council to General Manager

SUMMARY

The purpose of this report is for the Council to issue appropriate delegation of its powers as a 'Public Authority' under the *Right to Information Act 2009* to enable officers to undertake the day to day conduct of the Council's business.

BACKGROUND

Council maintains a register of the delegations it has approved in relation to the exercise of its legislative powers and functions by Council officers.

Delegations under the *Right to Information Act 2009* were first issued on the 23 December 2015. All delegations under this Act expire every three years.

DETAILS

The primary provisions for delegation of powers and functions are conferred by section 22 of the *Local Government Act 1993*, in the case of a Council.

Basically, section 22 provides for a Council to delegate its powers and functions under any Act to the General Manager, apart from some express exceptions that are outlined in the section, and it also provides that the Council may authorise the General Manager to further delegate those powers and functions to other officers as necessary.

Section 24 of the *Right to Information Act 2009* contains provisions relating to delegation, therefore the general power contained in the *Local Government Act 1993* applies.

This report addresses powers and functions that the Council may delegate directly to the General Manager and also the matter of the Council granting authorisation for the General Manager to further delegate those powers and functions.

Council officers have produced an instrument in relation to the proposed delegation, which is annexed to this report and which will be maintained in a register that is accessible to all staff.

The determination can only be approved by Council resolution for which authorisation is sought for the Council's common seal to be affixed to the relevant instruments.

STATUTORY IMPLICATIONS

Relevant statutes

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

- *Local Government Act 1993*
- *Right to Information Act 2009*

STRATEGIC IMPLICATIONS

Strategic Plan Reference

GOAL 1: Leadership and Governance	
Desired Outcomes	
We are recognised for proactive and engaged leadership.	
Our Priorities	
1.6	Maintain accountability by ensuring council decisions are evidence based and meet all legislative obligations.

POLICY IMPLICATIONS

There are no significant policy implications associated with this delegation.

FINANCIAL IMPLICATIONS

There are no significant financial implications associated with this delegation.

RISK IMPLICATIONS

There are no significant risk implications associated with this delegation. Risk of adverse action does exist where the exercise of Council's legislative powers and functions occurs without proper authorisation or delegation and the purpose of this report is to recommend action that minimises exposure to such risk.

COMMENT

The regular review of Council's Delegations Register is essential to ensuring that delegated functions and powers remain current and appropriate.

Adoption of the recommendation in this report will give effect to change that ensures Council has appropriate delegations in place in relation to Right to Information requests.


MOVED BY	CR FRIEDERSDORFF
SECONDED BY	CR DUNIAM

That Council approve delegation to the General Manager all functions and powers of Council as a public authority under the Right to Information Act 2009 and grant authorisation to further delegate the powers and functions to other Council officers.

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	

	INSTRUMENT OF DELEGATION POWERS AND FUNCTIONS UNDER THE RIGHT TO INFORMATION ACT 2009	DATED: 15 October 2018
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Pursuant to section 22 of the *Local Government Act 1993* Council hereby delegates the following functions and powers upon the following terms:

This delegation is subject to the conditions or restrictions below (if any).

Pursuant to Section 23AA of the *Acts Interpretation Act 1931* a delegation by this Instrument does not prevent the Council from exercising delegated function or power.

RIGHT TO INFORMATION ACT 2009

DELEGATION:

All the functions and powers of Council as a public authority under the *Right to Information Act 2009*.

TO WHOM DELEGATED:

General Manager or a person acting in that position.

CONDITIONS OF DELEGATION:

Nil

IN EFFECT:

This instrument becomes effective on the day it is executed and expires on the 15 October 2021.

REVIEW:

The Council may review this instrument at any time.

REVISION:

The Council may revise any part of this instrument by providing the delegate with written notice of the revision.

TERMINATION:

The Council may revoke, in whole or in part, the delegation of any or all of the powers and duties set out in this instrument by providing the delegate with written notice of the revocation.

DATED AND SIGNED:

The Common Seal of Waratah-Wynyard)
 Council was hereunto affixed pursuant to)
 a Resolution of the Council passed on the)
 15th day of October 2018 in the presence of:)

Mayor:

General Manager:

Date:

Date:

Acknowledgement of Receipt by Delegate:

I, acknowledge receipt of the delegation identified in this document, and undertake to exercise relevant powers and functions in accordance with the conditions prescribed.

Officer:

Date:

10.5 PRIVACY POLICY

To:	Council
Reporting Officer:	Manager Digital Innovation
Responsible Manager:	General Manager
Report Date:	7 September 2018
File Reference:	GOV.006 & GOV.006.1
Enclosures:	REFER ATTACHMENT D Privacy Policy Privacy Guidelines

PURPOSE

The purpose of this policy is to set out Council's approach to managing, handling and protecting the personal information of customers.

BACKGROUND

Council is committed to upholding the right to privacy of all individuals who have business dealings with the Council. Council will take the necessary steps to ensure that the personal information that customers share with us remains confidential.

This Policy will also serve to regulate Council procedures in relation to the handling of personal information.

DETAILS

This Policy applies to all employees, elected members and contractors of the Council.

This Policy covers personal information that is collected, retained, stored and used by Council where it is necessary for one or more of Council's functions or activities.

'*Personal information*' may be defined as:

- Information or an opinion (including information forming part of a database), whether true or not, and whether recorded in a material form or not, about an individual whose identity is apparent, or can reasonably be ascertained, from the information or opinion.

It is, basically, any information that can be used to identify an individual.

Examples of personal information held by the Council include information relating to individual properties and property owners, names of complainants and objectors, dog registration information, rates and charges information and sensitive information relating to insurance claims and health and immunisation records.

STATUTORY IMPLICATIONS

Statutory Requirements

Local Government Act 1993

132. 'Certificate of liabilities'

1. A person referred to in subsection (2) may apply to the general manager for a certificate stating–
 - a) *the amount of any liability for rates, whether due or not on the land and outstanding interest or penalty payable in relation to the land;*
 - b) *any amount received on account of rates that is held in credit against future liabilities for rates in relation to the land; and*
 - c) *the amount of any charge on the land recoverable by the council.*
2. The following persons may apply for a certificate under subsection (1):
 - a) *the owner of a registered estate or interest in the land;*
 - b) *an occupier of the land;*
 - c) *a person who has entered or proposes to enter into a contract to purchase the land;*
 - d) *a mortgagee or prospective mortgagee of the land;*
 - e) *a person authorized to act on behalf of any person referred to in paragraph (a), (b), (c) or (d).*
3. An application is to –
 1. *be in writing; and*
 2. *identify the land to which the application relates; and*
 3. *state the nature of the applicant's interest in the land; and*
 4. *be lodged with the general manager.*
 5.
4. On receipt of an application, the general manager is to issue a certificate *containing the details referred to in subsection (1).*
5. *On the issue of a certificate in relation to land, the council may not claim that a liability, other than a liability disclosed in the certificate, exists in relation to the land at the date of the certificate.*
6. *A council incurs no liability for a certificate issued under this section.*
7. *A prescribed fee is payable in respect of the issue of a certificate.*

Archives Act 1983 (Tasmania)

The *Archives Act 1983* contains numerous provisions that control how Council may deal with the personal records it collects from customers and specifies that disposal of personal records held by Council, either by destruction or by transfer to State Archives Office will be carried out strictly in accordance with the *Act. Disposal Schedule No 11 for Council Records*, as issued by the Archives Office, provides specialised guidance for the disposal of Council records.

Privacy Act 1988 (Commonwealth)

The *Privacy Act 1988 (Commonwealth of Australia)* regulates the handling of personal information about individuals. This includes the collection, use, storage and disclosure of personal information. In terms of access to records about an

individual's time in institutional 'care', the Act may be relevant to records held by a non-government organisation, where the organisation's records are not covered by the state or territory's information privacy laws.

STRATEGIC IMPLICATIONS

Strategic Plan Reference

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

Sustainable Murchison Community Plan 2040

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

POLICY IMPLICATIONS

This policy is to be reviewed every four years.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this policy and guidelines.

RISK IMPLICATIONS

In the absence of a Privacy Policy there is a greater risk that the personal information of Council's customers may either be released incorrectly to third parties or handled inappropriately and not in accordance with legal requirements. There is always the possibility of legal action being taken against Council for incorrectly dealing with personal information and/or the chance of adverse publicity in the media.

CONSULTATION PROCESS

This policy and guidelines were submitted to SMT (Senior Management Team) and EMT (Executive Management Team) for consideration and amended according to their recommendations.

COMMENT

It is recommended that the Privacy Policy and Privacy Guidelines be accepted.

MOVED BY	CR DUNIAM
SECONDED BY	CR FRIEDERSDORFF

That Council adopt the Privacy Policy and the Privacy Guidelines as attached with immediate effect.

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	

10.6 FINANCIAL REPORT FOR THE PERIOD ENDED 30 SEPTEMBER 2018

To:	Waratah-Wynyard Council
Reporting Officer:	Accountant
Responsible Manager:	Manager Financial Services
Report Date:	4 th October 2018
File Reference:	100.10
Enclosures:	Financial Summary Underlying Position Cash Position Rate Summary Capital Works Summary

PURPOSE

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

BACKGROUND

The financial reports presented incorporate:

- Financial Summary
- Underlying Position
- Cash Position
- Rate Summary
- Capital Works Summary

DETAILS

Nil

STATUTORY IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Strategic Plan Reference

Key Focus Area:	CIVIC LEADERSHIP AND GOVERNANCE A well-managed Council that services the municipality with integrity and has a strong voice in the region
Outcome 4.3	Council is managed in a financially sustainable and responsible manner
Operational Aim 4.3.2	Establish and maintain systems to support timely and efficient financial reporting

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

No significant financial implications have been identified.

RISK IMPLICATIONS

No significant risk implications have been identified.

COMMENT

It is therefore recommended that the Council notes the Financial Reports for the period ended 30 September 2018.

MOVED BY	CR HYLAND
SECONDED BY	CR DUNIAM

That Council notes the Financial Reports for the period ended 30 September 2018.

The MOTION was put and was CARRIED unanimously

IN FAVOUR

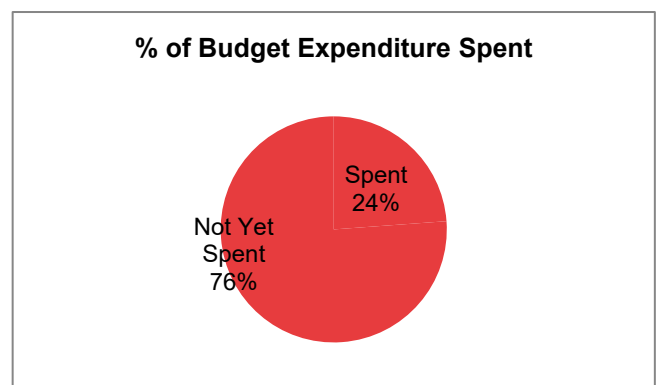
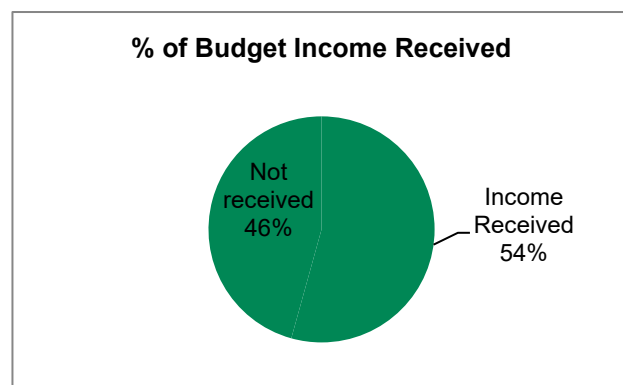
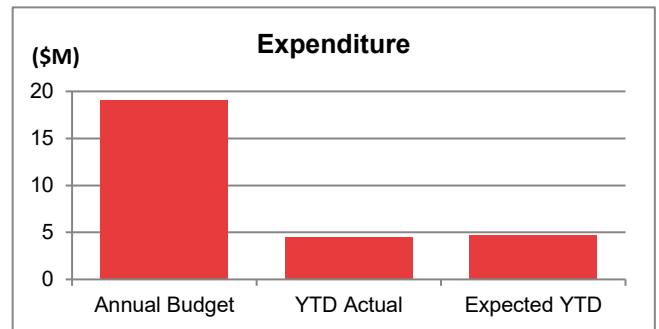
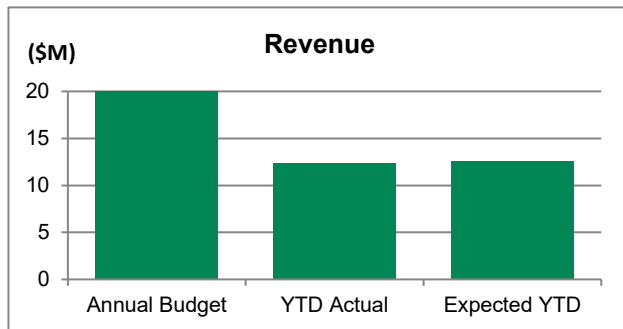
MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	

REVENUE	Annual Budget	YTD Actual	Expected YTD	YTD Actual % of Budget	Notes
	\$	\$	\$	%	
Corporate Governance	50,739	0	4,228	0.00	
Strategic & Financial Services	11,154,307	8,815,627	8,843,031	79.03	
Corporate & Community Services	2,012,653	449,056	446,494	22.31	
Infrastructure & Development Services	9,565,642	3,109,373	3,282,368	32.51	
	22,783,341	12,374,056	12,576,121	54.31	

EXPENDITURE	Annual Budget	YTD Actual	Expected YTD	YTD Actual % of Budget	Notes
	\$	\$	\$	%	
Corporate Governance	1,205,115	298,021	275,998	24.73	
Strategic & Financial Services	1,695,645	432,509	756,632	25.51	
Corporate & Community Services	3,495,588	813,354	849,152	23.27	
Infrastructure & Development Services	12,682,074	3,004,620	2,830,544	23.69	
	19,078,422	4,548,504	4,712,326	23.84	

NET RESULT

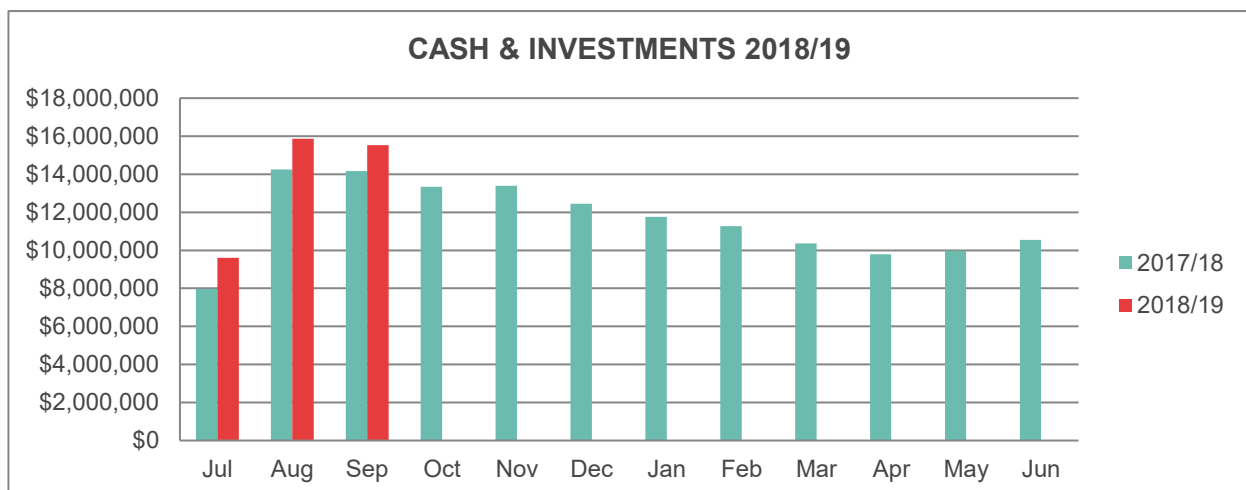
3,704,919	7,825,552	7,863,795
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UNDERLYING POSITION STATEMENT For the month ending 30 September 2018	BUDGET ACTUAL	ACTUAL YTD	BUDGET YTD	Notes
INCOME	\$	\$	\$	
Rate Revenue	11,099,094	11,145,822	10,977,428	
User Charges	2,461,944	575,128	660,016	
Reimbursements/Contributions	739,929	34,370	49,055	
Grants and subsidies	3,821,689	481,490	772,619	
Interest	275,010	90,856	77,003	
Proceeds from Sale	189,500	0	0	
Other	576,000	46,390	40,000	
	19,163,166	12,374,056	12,576,121	
EXPENDITURE	\$	\$	\$	
Employee Costs	6,838,463	1,549,444	1,609,616	
State Levies	531,718	0	113,794	
Remissions & Discounts	397,384	391,214	385,688	
Materials & Contracts	6,956,401	1,596,864	1,589,678	
Depreciation	3,986,635	994,647	994,647	
Borrowing Costs	65,340	16,335	16,329	
Value of sold/write off of assets	302,480	0	2,574	
	19,078,421	4,548,504	4,712,326	
UNDERLYING SURPLUS(DEFICIT)	84,745	7,825,552	7,863,795	
Capital Grants/Contributions	3,620,175	0	0	
Advance Payment of FAGs Grant	(1,406,496)	0	0	
COMPREHENSIVE SURPLUS/(DEFICIT)	2,298,424	7,825,552	7,863,795	

RATE SUMMARY		2018/19		2017/18	
For the period 1 July 2018 to 30 September 2018		%	\$	%	\$
<i>Notice Issue Date - 26 July 2018</i>					
OUTSTANDING RATE DEBTORS (As at 1 July 2018)		3.90	452,217	4.05	459,917
ADD CURRENT RATES AND CHARGES LEVIED (including penalties)		96.10	11,145,522	95.95	10,907,078
GROSS RATES AND CHARGES DEMANDED		100.00	11,597,739	100.00	11,366,995
LESS RATES AND CHARGES COLLECTED		73.02	8,468,215	72.18	8,204,980
REMISSIONS AND DISCOUNTS**		8.28	960,516	8.43	957,706
		81.30	9,428,731	80.61	9,162,686
ADD PROPERTIES IN CREDIT		(1.36)	157,767	(1.32)	149,995
UNPAID RATES AND CHARGES (includes Deferred Rates)		20.06	2,326,775	20.71	2,354,304
**REMISSIONS AND DISCOUNTS			2018/19		2017/18
Discount			385,014		385,156
Pensioner Rebates			569,302		563,605
Council Remissions and Abandonments			6,200		8,945
			<u>960,516</u>		<u>957,706</u>

CASH POSITION As at 30 September 2018	\$	INVESTMENTS	\$	Weighted Average Return
Deposits	15,300,000	Commonwealth Bank	227,765	1.25%
		Bankwest	15,300,000	2.65%
Petty Cash and Till Floats	2,320	Petty Cash and Till Floats	2,320	
Trading Account	227,765			
BALANCE (ALL ACCOUNTS)	<u><u>15,530,085</u></u>		<u><u>15,530,085</u></u>	2.63%



Benchmarks:	RBA Cash Rate*	1.500
	90 Day BBSWs Rate**	1.940

*source: www.rba.gov.au as at 28 September 2018

**source: <https://www.asx.com.au/data/benchmarks/bbsw-10-day-rolling-history.pdf> as at 28 September 2018

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





CAPITAL WORKS SUMMARY
As at 30 September 2018

Notes

Budget
\$

% Spend of Budget

GOVERNANCE

Wynyard Wharf Entrance Augmentation	446,000	1%	
New Board Walk and Seawall Renewal	747,500	4%	
General	163,600	79%	
	1,357,100	10%	






STRATEGIC & FINANCIAL SERVICES

225,000 0%


CORPORATE SERVICES

45,000 15%

COMMUNITY SERVICES

SES	10,600	46%	
Children's Services	70,000	0%	
Tourism	47,000	86%	
General	53,500	14%	
	181,100	29%	

ENGINEERING SERVICES

Depot	129,984	25%	
Plant	426,760	4%	
	556,744	9%	










WASTE MANAGEMENT

25,000 0%




PUBLIC CONVENIENCES

15,000 0%





TRANSPORT

Re-Sheeting	1,072,173	2%	
Reseals - Rural	529,930	0%	
Reseals - Urban	235,550	0%	
Footpaths	84,500	0%	
Coastal Pathway	3,714,440	2%	
Wynyard CADP & Car Park Development	200,000	98%	
Bridges	567,000	48%	
General	229,740	9%	
	6,633,333	9%	




SPORTING FACILITIES

Wynyard	535,500	0%	
Somerset	49,800	82%	
	585,300	7%	

PARKS & GARDENS

Wynyard	1,271,500	2%	
Somerset	150,000	0%	
General	50,000	74%	
	1,471,500	5%	

STORMWATER DRAINAGE

Stormwater Pipe Replacements/Upgrades	117,600	2%	
General	46,000	0%	
	163,600	1%	

TOTAL CAPITAL WORKS PROGRAM 2018/19 **11,258,677** 8%

100%

10.7 SENIOR MANAGEMENT REPORT

To: Council
Reporting Officer: General Manager
Responsible Manager: General Manager
Report Date: 4 October 2018
File Reference: 009.02
Enclosures:

SUMMARY/PURPOSE

To provide information on issues of significance, matters of interest; statistical information and summaries of specific areas of operations.

GENERAL MANAGERS OFFICE

Activities Since Last Council Meeting

Listed below is a summary of activities undertaken by the General Manager during the period since the previous Council meeting - **8 September until 7 October 2018**. It also provides information on issues of significance or interest, statistical information and summaries of specific areas of operations

Corporate

- Continued meetings with neighbouring Councils regarding opportunities for shared services.
- Attended the launch of The Advocate Newspapers subscription service
- Completed a number of human resources tasks and staff performance reviews
- Attended a meeting to progress discussions regarding the Cradle Coast Waste Governance project

Community

- Held a number of discussions with various community members regarding planning matters
- with Michael Wells, Airport Manager, Burnie Airport Corporation, and discussed paid car parking, naming of streets in airport grounds and ground maintenance

Industry

- Attended a LGAT General Manager's Workshop in Hobart. Presenters included:
 - Luke Roberts, Office of Security and Emergency Management
 - Greg Preece, State Grants Commission

-
- Alex Tay, Director of Local Government
 - Peter Sugden, Office of Coordinator General
 - Rob Little, Meander Valley Council
 - City Smart
 - Participated in, and completed associated documentation, for a recruitment process for vacant Board Directors for the Cradle Coast Authority
 - Attended an Economic development forum, hosted by the Cradle Coast Authority, with globally renowned cluster development expert, Ifor Ffowcs-Williams
 - Attended the Special Owners Representatives Group General Meeting of TasWater to consider the proposed ownership model between the State Government and TasWater
 - Participated in two workshops hosted by the Cradle Coast Authority regarding development of the CCA Regional Futures Plan, with the sessions specifically focussed on skills and workforce development

Other

- Attended the Burnie Chamber of Commerce and Industry breakfast meeting with guest speakers James McCormack and Mike Brindley from Regional Development Australia.
- Held discussions with a number of candidates regarding the upcoming Local Government elections.
- Attended the Burnie Chamber of Commerce and Industry breakfast panel forum regarding Renewable Energy projects.

POLICY TO BE RESCINDED

The following Policy is to be rescinded: -

1. **GOV.010 – Smoke Free Area Policy** – this policy has been replaced by legislation and is no longer required.

MOVED BY	CR FRIEDERSDORFF
SECONDED BY	CR HYLAND

That council:

- 1. Note the monthly Senior Management Report; and**
- 2. Note that the following Council policy has been rescinded:**
 - GOV.010 – Smoke Free Area Policy**

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	

10.7.1 PLANNING PERMITS APPROVED UNDER DELEGATION – SEPTEMBER 2018

DA No.	Applicants Name	Location	Development	Date Permit Issued	No of Days to Process	(D)Discretionary (P)Permitted
41/2018 & SD 2055	M Wells (EnviroPlan)	14 Elizabeth Street Somerset	Subdivision (1 into 2 lots) & Carport	04/09/2018	32	D
83/2018	Abel Drafting Services P/L	127 Calder Road Wynyard	Shed	17/09/2018	40	D
56/2018	M Wells (EnviroPlan)	249 Zig Zag Road Calder	Dwelling & Outbuilding	19/09/2018	26	P
72/2018	Rowemac Pty Ltd	28 Gibbons Street Wynyard	Multiple Dwellings (x5)	19/09/2018	26	P
88/2018	M Chopping	10 Pinebrae Road Preolenna	Demolish Dwelling & Outbuildings (x3)	20/09/2018	42	D
82/2018	Robert Rimmelzwaan	10 Bluewater Crescent Wynyard	Dwelling & Outbuilding	24/09/2018	38	D
85/2018	PLA Designs	27 Marshalls Road Flowerdale	Dwelling Extension & Shed	25/09/2018	37	D
91/2018	R P Van Raay	49 Lennah Drive Wynyard	Outbuilding Extension	25/09/2018	32	D
92/2018	B Shearston (Coast FM Inc)	2 Inglis Street Wynyard	Access Ramp	25/09/2018	33	P

10.7.2 BUILDING PERMITS APPROVED – SEPTEMBER 2018

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
2018-88-01	N & H Elmer	77 Lennah Drive Wynyard	Verandah	3/09/2018	3	DA 191/2005
2018-89-01	L Groenewege & C Flight	781 Murchison Highway Elliott	New Building, Demolition & Additions – Deck, Shed & Dwelling	11/09/2018	4	DA 138/2017
2018-92-01	2B Build Pty Ltd	2 Calder Road Wynyard	Shed	11/09/2018	2	DA 31/2018
2018-79-01	Steven Penton	65a Old Bass Highway Wynyard	New Dwelling	17/09/2018	3	DA 155/2017 & SD2051
2018-84-01	Hotondo Homes	111 Little Village Lane Somerset	New Dwelling	26/09/2018	6	DA 86/2018

10.7.3 OPEN ACTION LIST –PREVIOUS COUNCIL MEETINGS - Summary of Matters Requiring Action

Meeting Date	Item #	Topic	Action/Status	Officer	Status	Date Closed
19-Feb-18	10.1	<p>ROC – Proposed East Wynyard Foreshore Masterplan - Motion Carried</p> <p>Adopt the Draft East Wynyard Foreshore masterplan;</p> <ul style="list-style-type: none"> • Consider implementation of the proposed playground and landscaping elements for the 2018/19 budget; • Consider rationalising the existing 4 local playground sites, 2 at the East Wynyard Foreshore, 1 at 9 Martin Street and 1 at 25 Lockett Street in order to fund the proposed district level playground; and • Remain flexible in the implementation of the East Wynyard Foreshore masterplan as it assesses cost and benefits in consultation with the community and users into the future 		DIDS	Not yet commenced	
19/3/18	5.3.1	<p>QON – K Ewington – Transfer Station Opening Hours. Asked if Council could explain how it determined that 10.00am to 4.00pm were best hours of operation for Transfer Station to meet ratepayer needs. He asked if council could consider longer hours for those who work e.g. extend hours during day light savings, opening hours on the weekend, open on public holidays.</p>	15/8/18 - A waste management services review will commence in September, concluding in April 2019. This query will be addressed during this project	DIDS	Ongoing	
21/5/18	5.3.1	<p>QON – Ken Ewington – Wynyard Bowls Club street lighting. Advised has previously raised issue of poor street lighting and asked when council would address the matter.</p> <p>The General Manager took the question on notice.</p>	7/9/18 - The issue when discussed onsite with Mr Ewington appeared to be that of the 2 available DDA spaces adjacent the entry being used frequently. Council officers have consulted with the Bowls club regarding doubling this to 4 spaces. Awaiting any feedback on the detailed drawings before implementing	DIDS	Ongoing	

Meeting Date	Item #	Topic	Action/Status	Officer	Status	Date Closed
21/5/18	5.3.2	QON – K Ewington – Transfer Station Safety Audit. Asked when Council would do a safety audit to address unsafe work practices and ensure the safety of community. He asked for a response to be provided in writing.	15/8/18 - A waste management services review will commence in September, concluding in April 2019. This query will be addressed during this project	DIDS	Ongoing	
20/8/18	8.3.2	CQWN – Cr Bradley - asked if line marking was going to be completed at Reservoir Drive as it was currently very dangerous at night.	The query has been lodged with DSG, no response has been received to date.	DIDS	Ongoing	
20/8/18	9.1	Motion – Acknowledgement of Indigenous Peoples at commencement of Council Meeting	Motion Laid on the Table until after October Election	GM		
20/8/18	9.3	Motion – Amendment to TasWater Customer Service Charter re Waratah Dam	A communication plan has been developed and is being implemented. A letter has been sent to TasWater. No response has been received to date. Media coverage has been achieved.	GM	Ongoing	
20/8/18	10.1	Wynyard Waterfront and Environs Masterplan – Proceed to detailed design for Multi-Purpose Community Facility	Engagement and design planning process has commenced and will continue over coming months.	GM	Ongoing	
17/9/18	5.3.2	PQWON – K Ewington – Weed Management	Mr Ewington of Flowerdale asked at what stage would Council act as per their recorded processes for the treatment and management of Pampas grass. This includes contacting clients, providing processes for treatment and follow-up management. <i>The Director of Infrastructure and Development Services provided response to Mr Ewington that it is his understanding that the recorded process is being followed though it is acknowledged that enhanced reporting could improve confidence in Council on this matter</i>	DIDS	Closed	9/10/18
17/9/18	5.3.3	PQWON – K Ewington – Weed Management	Mr Ewington of Flowerdale asked at what stage would Council act as per their recorded processes for the treatment and management of Gorse. This includes contacting clients,	DIDS	Complete	9/10/18

Meeting Date	Item #	Topic	Action/Status	Officer	Status	Date Closed
			<p>providing processes for treatment and follow-up management.</p> <p><i>The Director of Infrastructure and Development Services provided response to Mr Ewington that it is his understanding that the recorded process is being followed though it is acknowledged that enhanced reporting could improve confidence in Council on this matter</i></p>			
17/9/18	5.3.4	PQWON –P O’Boyle	<p><i>Mr O’Boyle of Sisters Beach noted his question raised at August 2018 Council Meeting and noted that response was that there was no budget. He asked why a high priority safety issues were not being addressed in the short term. He noted that advising that one or two sections of footpath were upgraded each budget was not addressing the issue regarding safety. He asked that Council supply an evidence-based list which included risk management and timeframes.</i></p> <p><i>A follow on detailed written response including the Footpath service level document and Asset Management plan has been provided to Mr O’Boyle.</i></p>	DIDS	Complete	8/10/18
17/9/18	8.1.1	RTCQON – Cr Bradley – Bass Highway Junction Line Marking Reservoir Drive	<p><i>Follow-up action- Cr Bramich noted that the response received from State Growth was unacceptable. The line marking was already fading, and the road surface was inadequate. He stated that an inspection was required.</i></p> <p><i>The feedback has been passed on to the Department of State Growth.</i></p>	DIDS	Complete	4/10/18
17/9/18	8.1.3	RTCQON Cr Bramich – Bass Highway Junctions	<p><i>Follow-up action- Cr Bramich asked if any feedback had been received from State Growth regarding feedback from residents following their receipt of letters regarding the road works.</i></p>	GM	Ongoing	

Meeting Date	Item #	Topic	Action/Status	Officer	Status	Date Closed
			<i>Information has been requested from State Growth and we are awaiting a response</i>			
17/9/18	8.3.1	CQON – Cr Fairbrother – Closure of Wilkinson Street	Cr Fairbrother asked if State Growth had asked for formal closure of Wilkinson Street. <i>Refer Agenda Item 8.1.2 - 15/10/18</i>	GM	Ongoing	
17/9/18	8.3.2	CQON – Cr Fairbrother –Community Councillor Forum re Sisters Beach erosion	An invitation has been extended to key stakeholders for a meeting to discuss all erosion issues at Sisters Beach	GM	Ongoing	
17/9/18	9.1	NOM – Cr Fairbrother – Storm Events CARRIED	That council devise a plan of action with roles, responsibilities and time milestones for the restoration of accesses, repair damage and clean-up of debris from storm events at Somerset, Sisters Beach and Wynyard beaches, and, that the information, once compiled, be provided to councillors and that the work to be undertaken is completed as a matter of priority. <i>Watertech’s Coastal Engineer has visited the various sites with Council officers to determine the range of available options for restoration. All of this information is being compiled for presentation to Council and decision upon actions and budget allocations so that application to Crown Lands can be made for restoration works.</i>	DIDS	Ongoing	
17/9/18	9.2	NOM – Cr Fairbrother –Notification of Events CARRIED	That Councillors be made aware in advance of council/local government related events that may be in the public interest and or in the interest of Councillors.	GM		
17/9/18	9.4	NOM – Cr Fairbrother –Waratah Dam	PROCEDURAL MOTION CARRIED - That matter lay on the table until further information is obtained to deal with the matter	GM	Ongoing	

Meeting Date	Item #	Topic	Action/Status	Officer	Status	Date Closed
			<i>Facilitation, advocacy and negotiations with TasWater and interested stakeholders continues.</i>			
17/9/18	10.1	Freedom Camping	<p>The following motions were carried:</p> <ol style="list-style-type: none"> 1. That Council note the information relating to Freedom Camping; and agree to develop a Freedom Camping Strategy document. 2. That Council proceed with necessary planning for establishment of a site for Freedom Camping at Sisters Beach. 3. That Council determine that a designated Freedom Camping site will not be provided for in Somerset or Yolla. 4. That Council Explore low cost camping opportunities at Waratah through the existing caravan park or creation of an overflow area. 5. That Council <ol style="list-style-type: none"> a) Continue to offer Freedom Camping at the Wynyard Showgrounds until such time that feasibility studies can be completed on Lions Park or any other possible location within the Wynyard area; and b) That council liaise with the Show Society to lodge a planning application to amend the use 	EMT	Ongoing	

Meeting Date	Item #	Topic	Action/Status	Officer	Status	Date Closed
			<p>of showgrounds to allow self-contained caravans.</p> <p>6. That Council DEFER THE MOTION of trailing freedom camping at BHB until a postal survey is conducted by council and that council instructs staff to undertake this survey requesting a yes or no response from the rate payers of the BHB community regarding their opinion on Freedom Camping in their beach side resort.</p> <p>7. That statutory planning approval be sought for all areas where freedom camping might be located.</p> <p><i>The postal survey has been distributed with a return date of 26 October 2018.</i></p>			
17/9/18	10.3	Draft Community Health and Wellbeing Plan, Age Friendly Communities Plan and Youth Plan	<i>The Draft paper has been advertised in the advocate seeking submissions by Wednesday 24 October</i>	DCCS	Complete	29/9/18
17/9/18	10.4	Draft Environmental Issues Paper	<i>The Draft paper has been advertised in the advocate seeking submissions by Tuesday 5 November</i>	DIDS	Complete	9/10/18
17/9/18	10.6	Renewal of Crown Lease – Waratah Falls	Motion Carried	DCCS		

ADMINISTRATION - USE OF CORPORATE SEAL

10/9/18	Retail Agent (Consignment) Agreement	Tas. Parks & Wildlife and WOW 1/7/18 – 30/6/19
17/9/18	Notice to Amend Sealed Plan	Request to Amend Sealed Plan No 175267 SD1977 & SD 2047
25/9/18	Deed of Assignment of Lease	Petrol Station off Jackson St. and Exhibition Link Wynyard. Change of name from Woolworths Group Ltd to Woolworths Petrol Pty Ltd
9/10/18	Facility Lease	Renewal of facility lease Wynyard BMX Club

QUARTERLY STATISTICS

INFRASTRUCTURE AND DEVELOPMENT SERVICES

Animal Control

Item	July/Aug/Sep 2018		2018/2019 YTD	
	No	\$	No.	\$
Dogs Registered	1903	\$43,808	1903	\$43,808
Dogs Impounded	26	\$ 2,486	26	\$ 2,486
Dogs Euthanised	2	-	2	-
Dogs Adopted	2	-	2	-
New Kennel Licences	3	\$ 570	3	\$ 570
Licence Renewals	29	\$1,450	29	\$ 1,450
Dogs Re-Claimed	17	-	17	-
Livestock Impounded	0	-	0	-
Infringement Notices	2	\$ 326	2	\$ 326
Legal Action	0		0	

Cemeteries – Number of Interments

Cemetery	2014/2015	2015/2016	2016/2017	2017/2018	2018/19
Wynyard Lawn	50	52	35	46	8
Wynyard Ashes in Grave	-	4	7	7	2
Wynyard Wall Ashes	13	13	13	6	2
Wynyard Old	-	-	-	-	-
Flowerdale	-	-	-	1	-
Somerset	-	1	-	-	-
Yolla	1	-	1	1	-
Waratah	3	-	1	-	-
Total	67	70	57	61	12

Works Managers Report - Parks and Reserves

Description	Location	Work Undertaken
Oval Maintenance	Wynyard Recreation Ground	Mowing, fertilizing & aerating as required, ground renovated post NWFL season - contractor
	Langley Park	Mowing, fertilizing & aerating as required
	Yolla Recreation Ground	Mowing, fertilizing & aerating as required
	Frederick Street Reserve	Mowing, fertilizing & aerating as required
	Cardigan Street Reserve	Mowing, fertilizing & aerating as required, ground renovated post soccer season - council
Cemeteries	Wynyard Cemetery	Mowing & watering as required
Wynyard Walkways	Inglis River Walking Track	Flood repairs completed
Tree removal		Tree removal as required
Spraying		Spraying as required



Transport Works

Description	Location	Work Undertaken
Culvert maintenance	Various Roads	As per issues identified
Grading	Unsealed roads	As per Conquest and weather conditions
Shoulder Grading	Sealed Roads	Currently on Calder Road
Pot Holing	Various Roads	As per Conquests and resource availability

Urban Services

Description	Location	Work Undertaken
<u>Drainage</u>		
Outfall Upgrade	Dart Street, Wynyard	To be completed
Replace storm water pipe	George Street, Wynyard	To be completed
Replace Manhole & Kerb pit	Inglis Street, Wynyard	To be completed
Misc. Gully pits	Wynyard, Somerset & Waratah	Ongoing through year
Manhole Covers	Wynyard, Somerset & Waratah	Ongoing through year
<u>Footpaths</u>		
Upgrade Urban Footpaths DDA compliant ramps	Wynyard, Somerset & Waratah	Ongoing through year
<u>General</u>		
Goldie St. Car Park Development	Wynyard	Retaining wall and fence close to completion. Job to be complete by year end if paving contract is available
Wharf Entrance Augmentation	Wynyard	To go for Tender
Land Reclamation	Camp Creek	Stage 1 complete. Stage 2 to be completed this year in Crown approval is granted

Tenders

CONTRACT	AWARDED TO	TENDER CLOSED	TENDER ACCEPTED
Contract 726 Provision of Bitumen Surfacing	Hardings Hotmix Pty Ltd	24 August 2018	18 September 2018

Number of Complaints Received per Operational Area across Council

Year 2018/2019												
Operational Area	Jul	Aug	Sep									
Community Services	-	-	-									
Corporate Services	-	-	-									
Development Services	-	-	1									
Engineering (Indoor staff)	-	2	-									
Finance	-	-	-									
General Managers Unit	-	-	-									
Parks & Reserves	2	2	1									
Civil Works	6	5	2									
Total	8	9	4									

DEVELOPMENT & REGULATORY SERVICES

Environmental Health - Immunisations

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

Public Health / Food Premises Inspections / Abatement Notices

2018/2019	Notifiable Diseases	Inspections Of Registered Food Premises	Abatement Notices Issued
July	0	4	0
August	0	1	0
September	0	5	0
October			
November			
December			
January			
February			
March			
April			
May			
June			
TOTAL	0	9	0

Health Approvals – Registrations

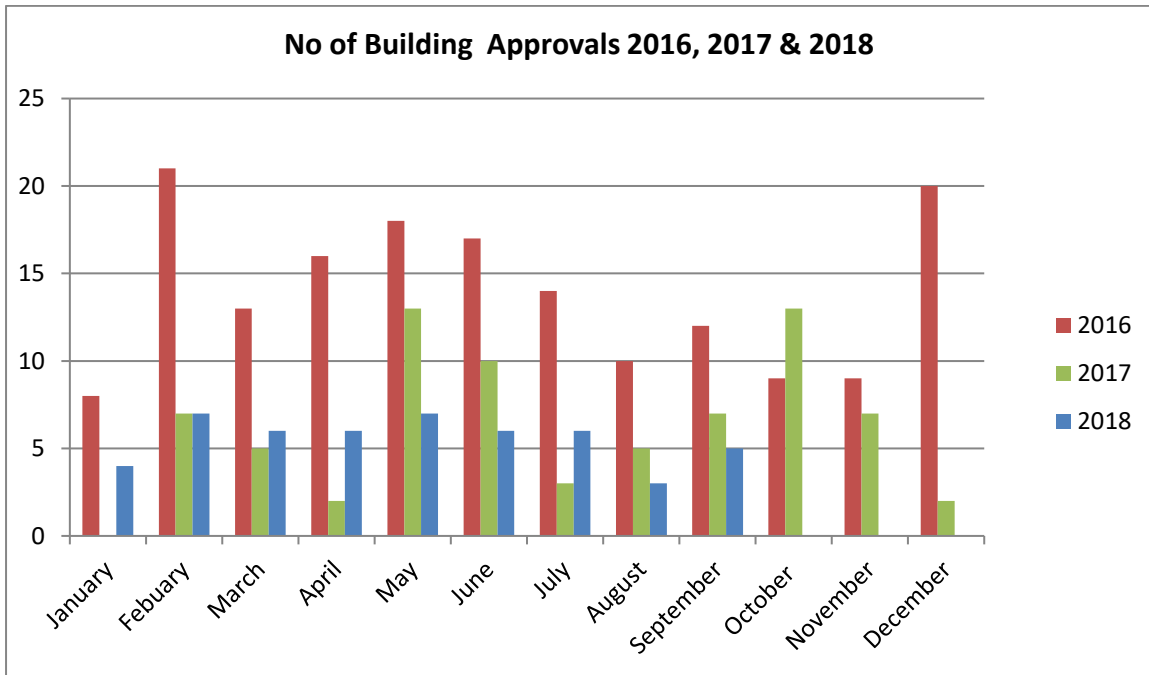
Month	Food Premises (FP)	Temporary Food Premises (TFP)	Places of Assembly (PA)	Public Health Risk Activities (PHRA)	Private Water Suppliers (PWS)	Regulated Systems Air Cooling Systems
July	3	3	1	0	30	0
August	60	5	0	0	0	2
September	12	7	1	3	0	6
October						
November						
December						
January						
February						
March						
April						
May						
June						
TOTAL	75	15	2	3	30	8

Building Approvals

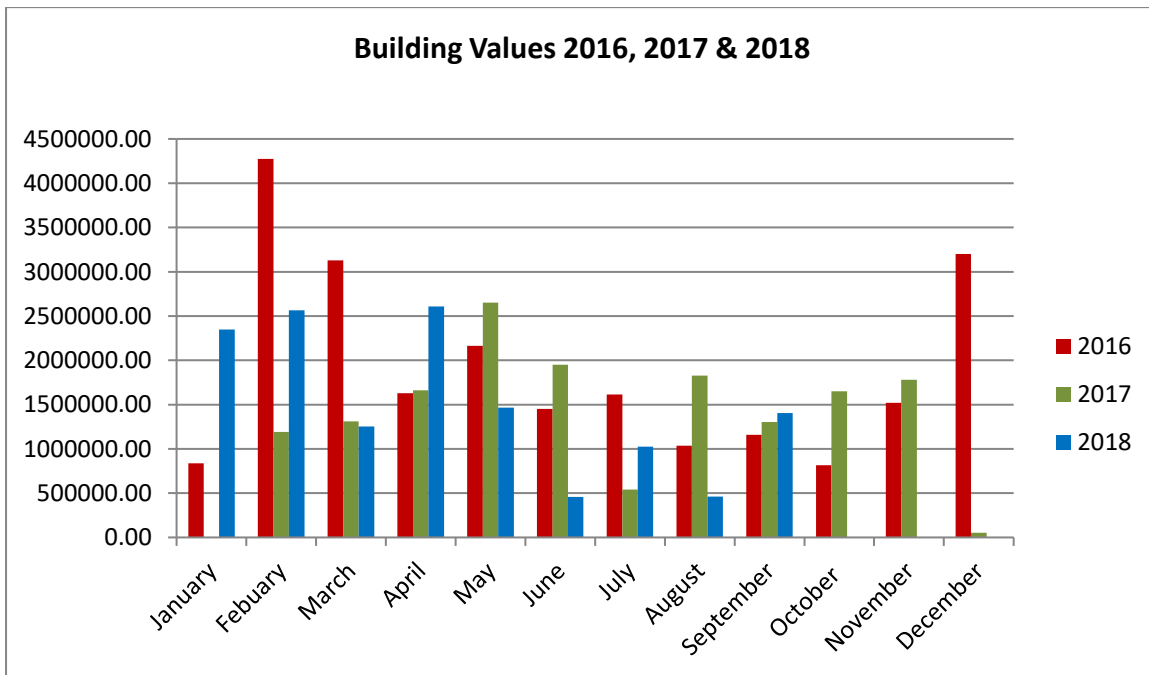
Month	Class 1a	Class 1b	Class 2	Class 3	Class 4	Class 5	Class 6	Class 7b	Class 8	Class 9a	Class 9b	Class 9c	Class 10a	Class 10b
July	5	-	-	-	-	-	-	-	-	-	-	-	3	1
August	2	-	-	-	-	-	-	-	-	-	-	-	2	2
September	4	-	-	-	-	-	-	-	1	-	-	-	1	-
October														
November														
December													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

Total	11	0	0	0	0	0	0	0	0	1	0	0	0	6	3
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Building Approval Graph

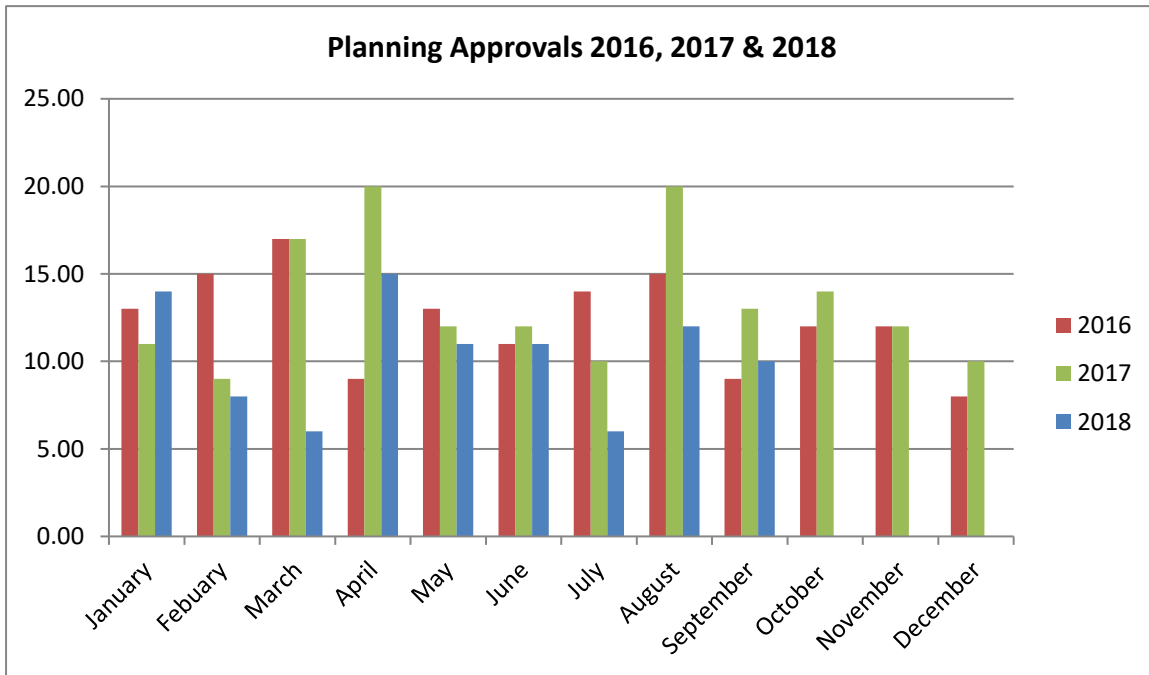


Building Values Graph



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

Planning Approvals Graph



ORGANISATIONAL PERFORMANCE

Staff Turnover July 2018 to September 2018

Arrivals			Departures		
Employee	Position	Date	Employee	Position	Date
Jenna Lucas	Admin & Project Support Officer – Depot	10/9/18	Paul Smith	Director Strategic & Financial Services	1/7/18
			Heather Sheppard	Manager Corporate Services & Risk	31/8/18
			Paul Whitsitt	Urban Works Coordinator	7/9/18
			Darrel McNear	Municipal Employee	7/9/18

Current Recruitment Activity

Manager Development & Regulatory Services

Interviews were conducted and Ashley Thornton was the successful applicant and was officially appointed to the role on 17 July 2018 after acting in the role for some time.

Office Administrator – Infrastructure Services

Interviews were conducted for this position and there were no suitable applicants. A review of this position is being conducted.

Director of Organisational Performance

Claire Smith is the successful applicant and will commence in November.

Town Planner Graduate

Interviews for the Town Planner Graduate have been completed.

WOW Customer Service Officer – Casual X 2

This position has been advertised and closes on 12 October 2018.

Council Trainees

Council currently has four (4) trainees in the following departments:

- Development Services (1)
- Civil Construction (3)

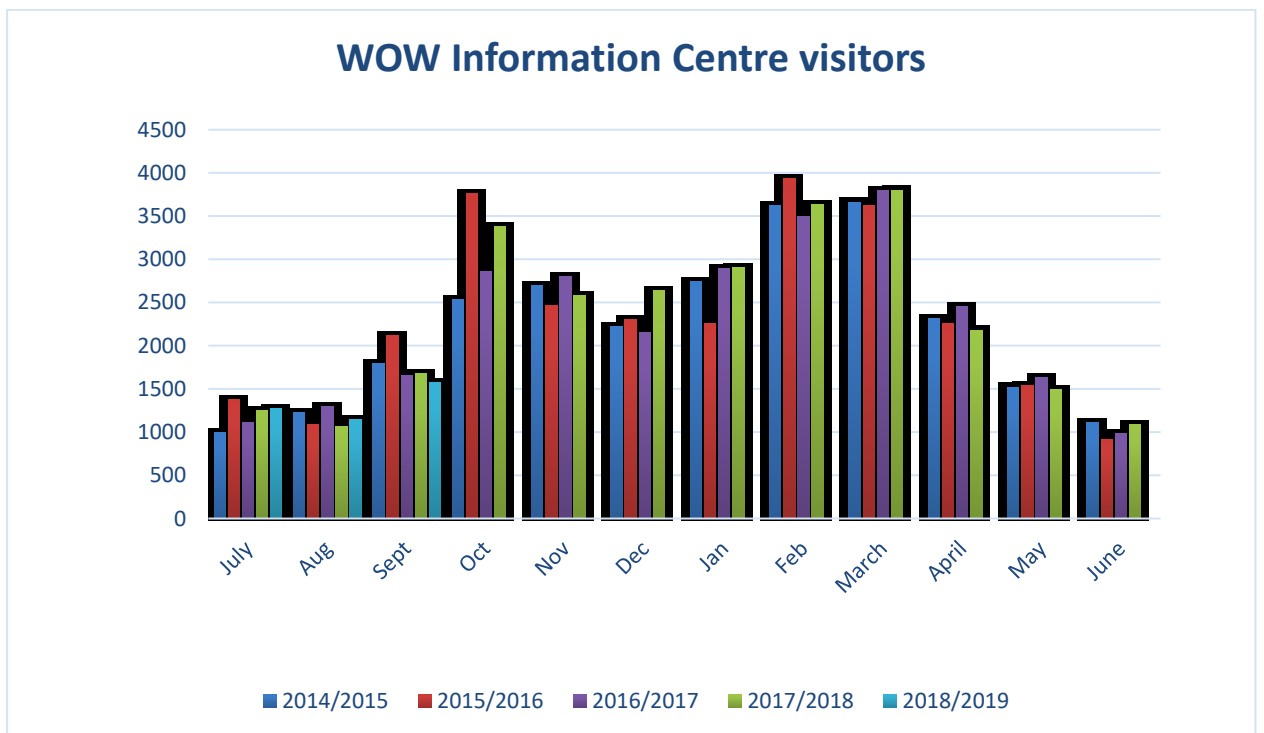
Council Land Information Certificates (Certificate Of Councils' Power)

Month	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
July	32	32	34	24	39	33	31	16
August	37	20	31	24	23	36	33	24
September	17	16	35	27	31	31	26	20
October	24	23	33	29	36	25	20	
November	25	26	44	33	36	32	34	
December	21	24	21	24	26	35	22	
January	27	21	25	35	26	21	22	
February	25	25	38	35	31	35	28	
March	26	31	30	30	39	35	21	
April	26	25	34	28	33	38	24	
May	22	28	37	23	35	34	32	
June	21	25	32	23	33	24	20	
Total	303	296	394	335	388	379	313	60

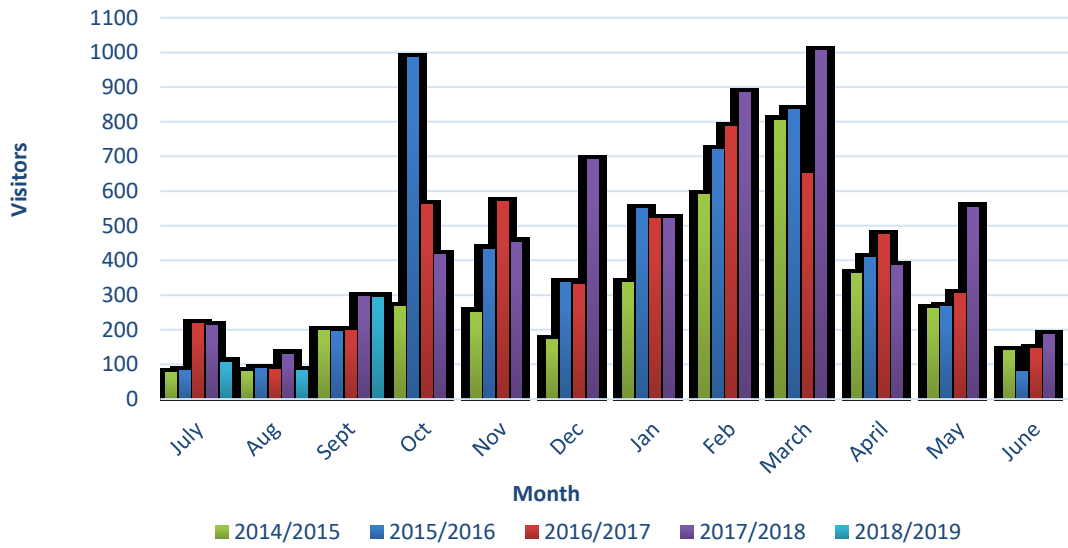
Wonders of Wynyard

Summary - WOW

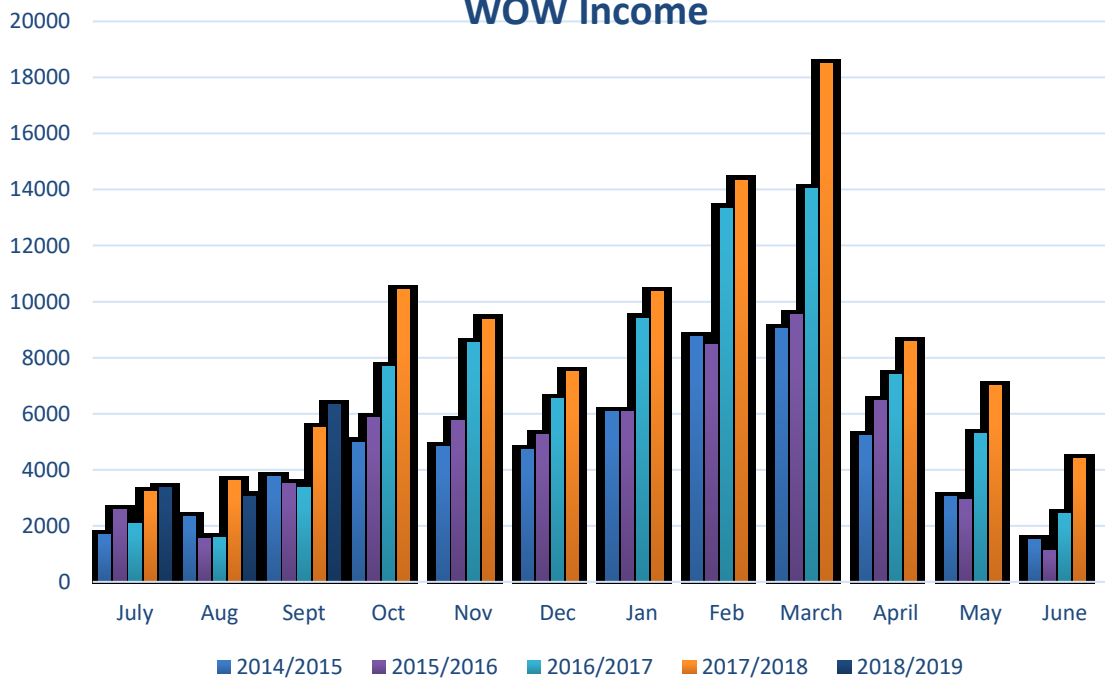
Visitor numbers for September were slightly down on last year (5.9%), however for the quarter (July-Sept) they are identical to last year. Renovations at WOW during September affected the ability to accurately count visitor numbers (no door counter for a week). Numbers for the car collection were identical to the previous year – however this again was affected by the free entry and direct access to the cars for the week of renovations.



WOW Car Collection visitors



WOW Income

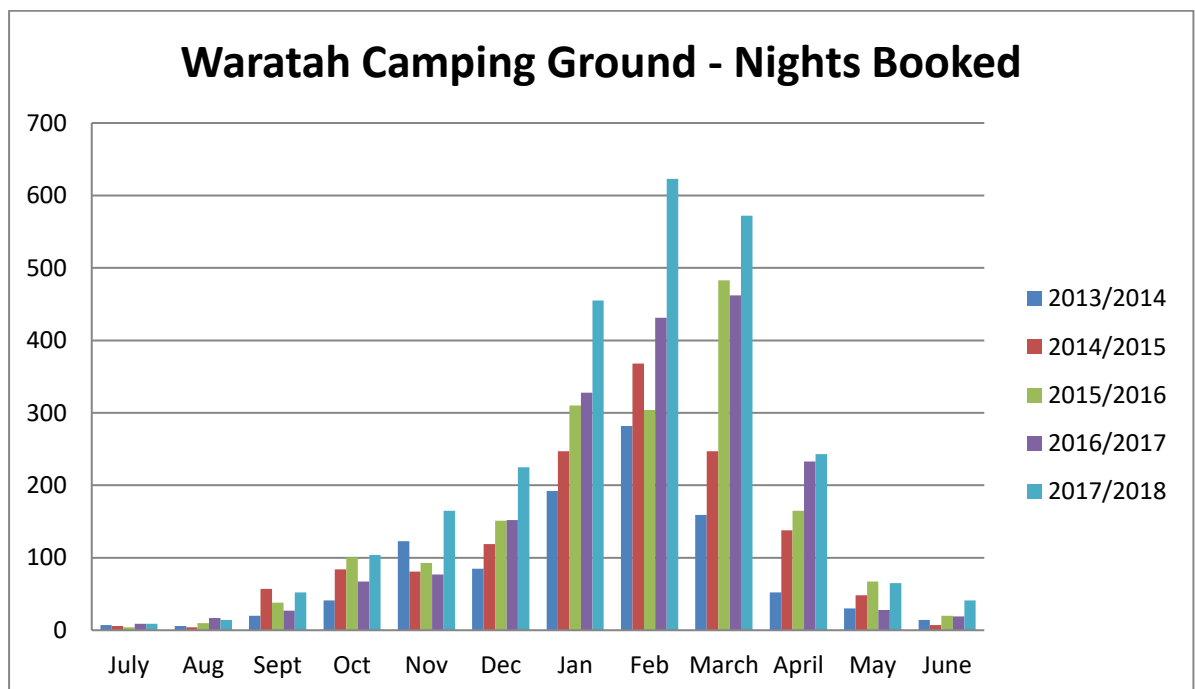


Tourism

Summary - Waratah

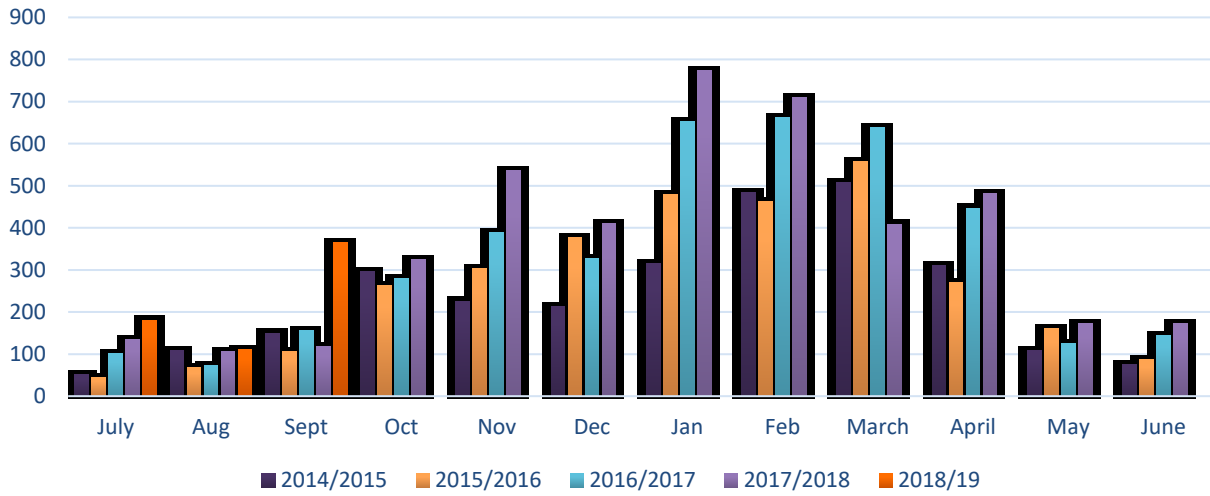
Waratah camping ground income and nights booked were slightly down on last year (\$200 and 9 nights) – possibly a reflection on the cooler weather experienced for the start of Spring.

The museum numbers were up significantly on last September (208%) – again the colder weather and number of ‘snow days’ on weekends have possibly assisted in the day trip visitor numbers to Waratah increasing.

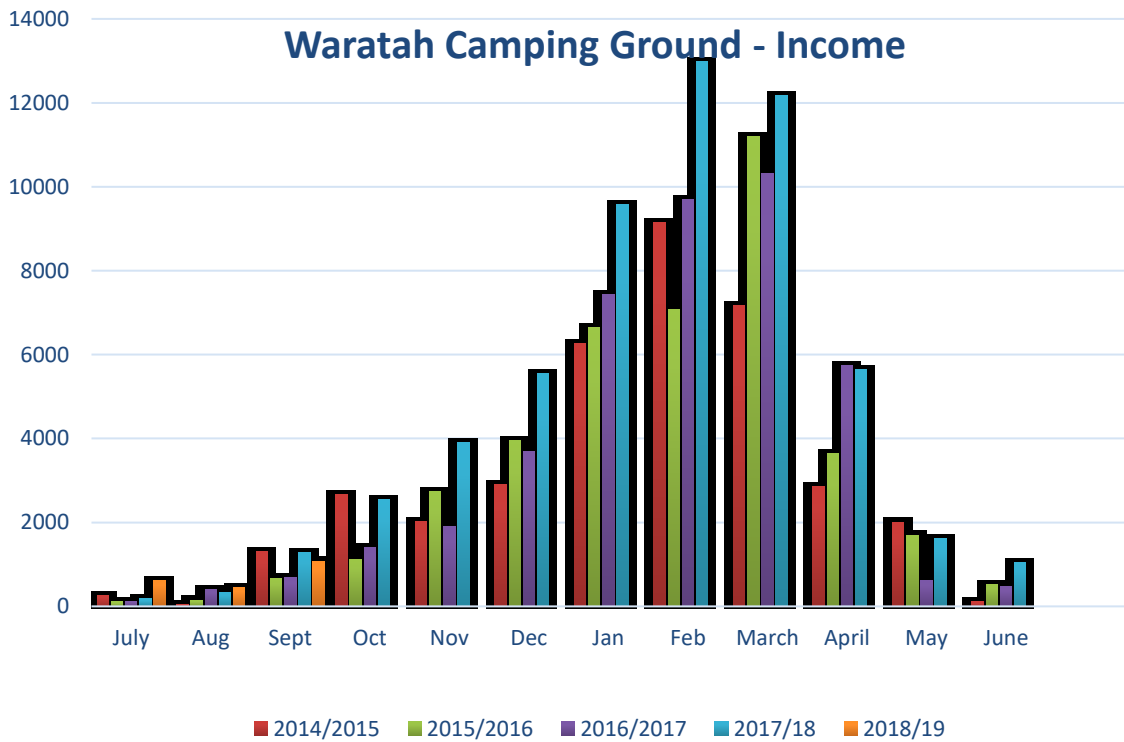


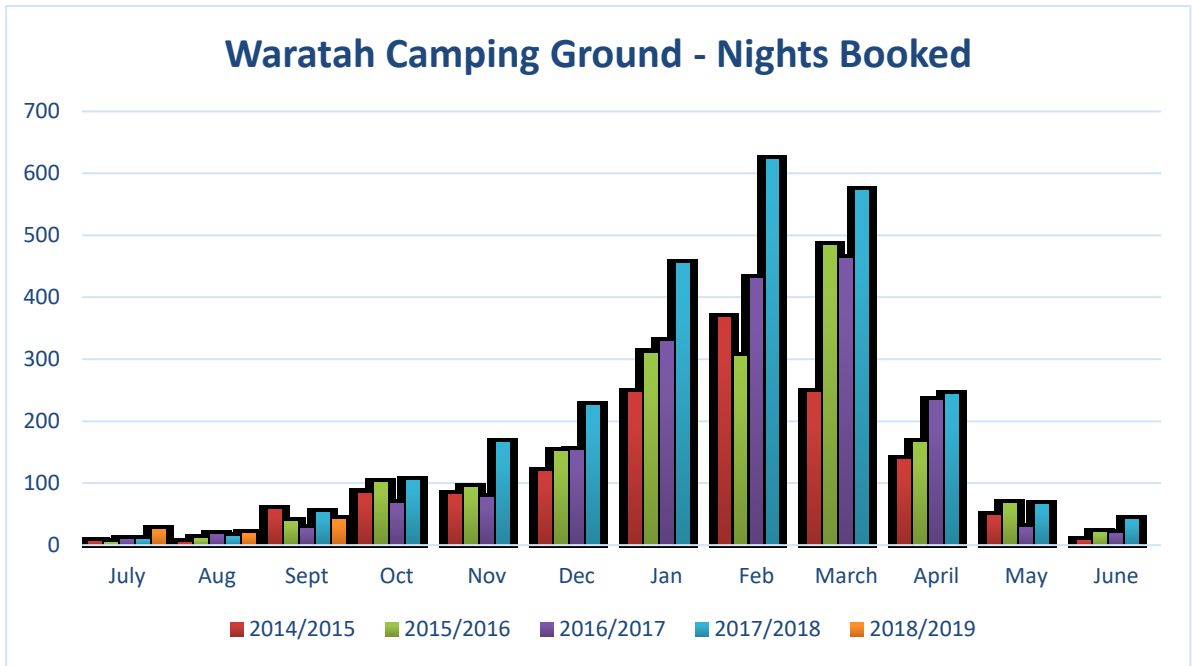
Waratah camping ground nights booked were up on the same time last year (115%).
Income was also up by 122% for June.

Waratah Museum Visitors

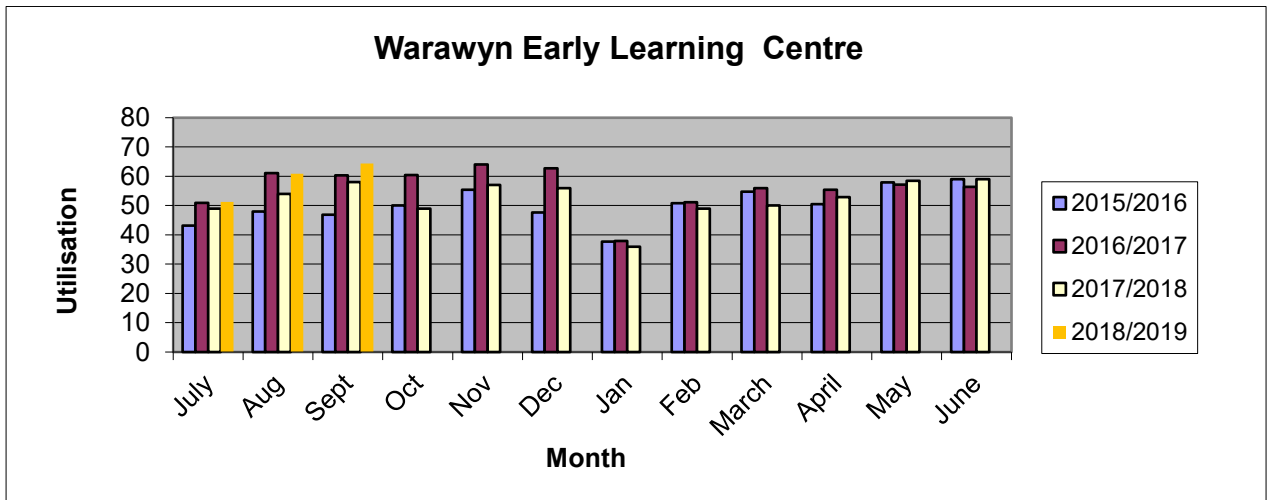


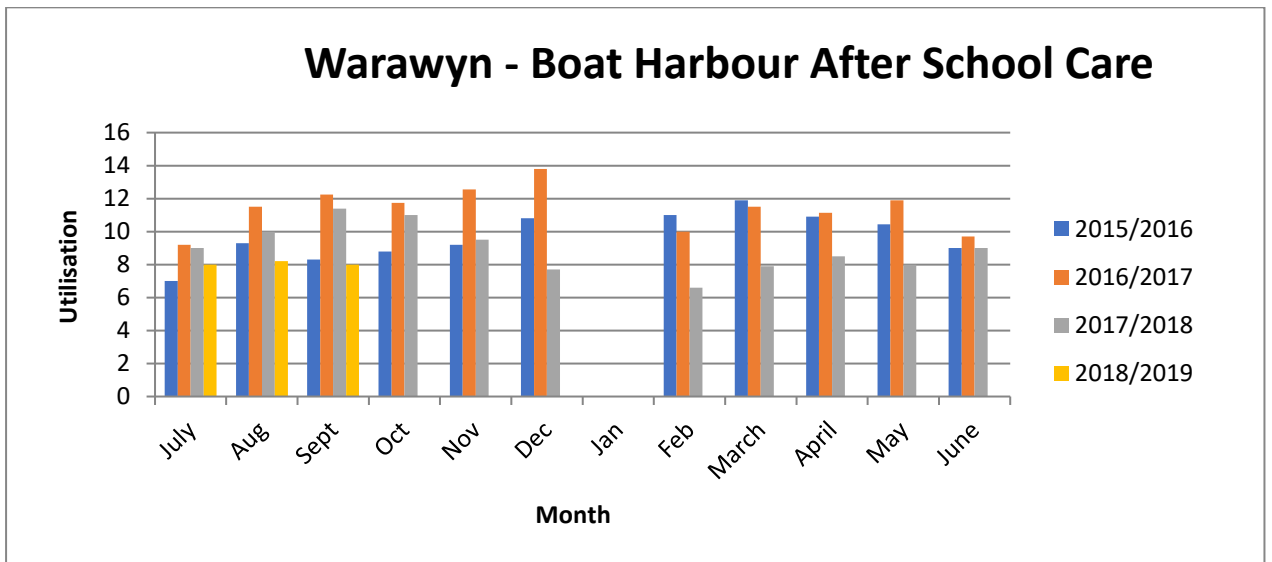
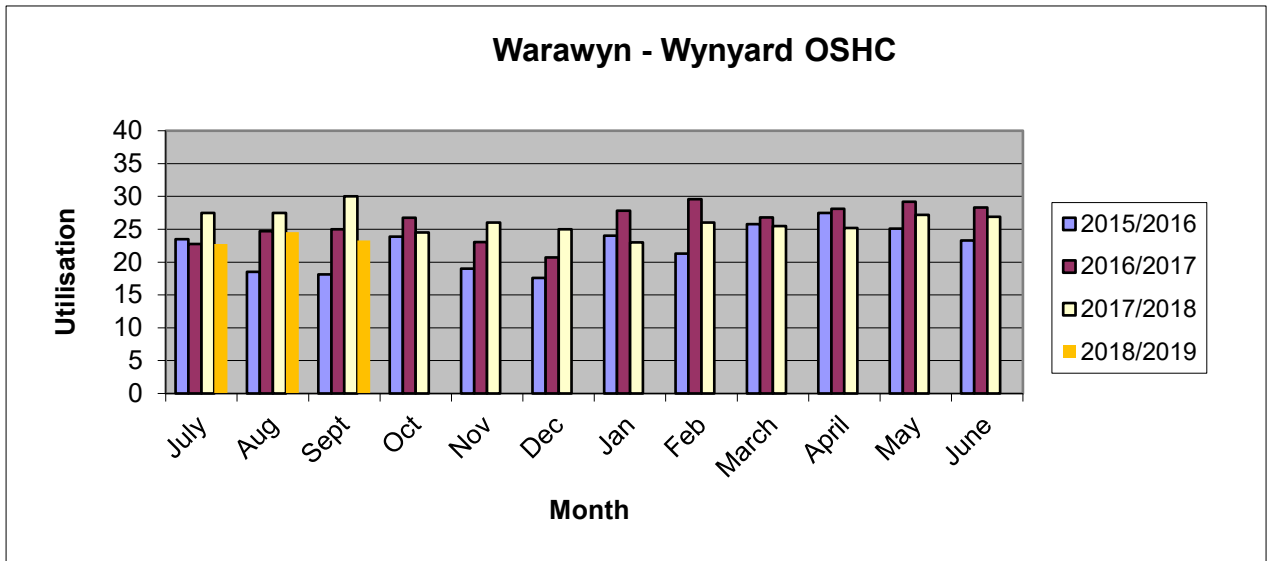
Waratah Camping Ground - Income





Children's Services





11.0 MATTERS PROPOSED FOR CONSIDERATION IN CLOSED MEETING

Legislative Reference:

Local Government (Meeting Procedures) Regulations 2015; Regulation 15

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

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

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

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

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

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

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

MOVED BY	CR HYLAND
SECONDED BY	CR DUNIAM

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

Matter	Local Government (Meeting Procedures) Regulations 2015 Reference
<i>Confidential Report R15 (2) – Confirmation of Closed Minutes of Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) - Issues Raised By Councillors</i>	15 (2)
<i>Confidential Report R15 (2) - Councillor Questions Received In Writing</i>	15 (2)
<i>Confidential Report R15 (2) - Response(s) To Councillor Questions Received In Writing</i>	15 (2)
<i>Confidential Report R15 (2) - Response(s) To Councillor Questions Taken On Notice From Previous Meeting</i>	15 (2)
<i>Confidential Report R15 (2) - Councillor Questions Without Notice</i>	15 (2)
<i>Confidential Report R15 (2) - Notices Of Motion</i>	15 (2)
<i>Confidential Report R15 (2)– Closed Senior Management Report</i>	15 (2)
<i>Confidential Report R15 (2)(c) – Cheques And EFT's</i>	15 (2)(c)
<i>Confidential Report R15 (2)(h) - Leave Of Absence Request - Councillors</i>	15 (2)(h)

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	

12.0 CLOSURE OF MEETING TO THE PUBLIC

Legislative Reference:

Local Government (Meeting Procedures) Regulations 2015; Regulation 15

MOVED BY	CR FRIEDERSDORFF
SECONDED BY	CR DUNIAM

That the Council RESOLVES BY AN ABSOLUTE MAJORITY to go into Closed Meeting to consider the following matters, the time being 7.12PM:-

Matter	Local Government (Meeting Procedures) Regulations 2015 Reference
<i>Confidential Report R15 (2) – Confirmation of Closed Minutes of Previous Meeting</i>	<i>15 (2)</i>
<i>Confidential Report R15 (2) - Issues Raised By Councillors</i>	<i>15 (2)</i>
<i>Confidential Report R15 (2) - Councillor Questions Received In Writing</i>	<i>15 (2)</i>
<i>Confidential Report R15 (2) - Response(s) To Councillor Questions Received In Writing</i>	<i>15 (2)</i>
<i>Confidential Report R15 (2) - Response(s) To Councillor Questions Taken On Notice From Previous Meeting</i>	<i>15 (2)</i>
<i>Confidential Report R15 (2) - Councillor Questions Without Notice</i>	<i>15 (2)</i>
<i>Confidential Report R15 (2) - Notices Of Motion</i>	<i>15 (2)</i>
<i>Confidential Report R15 (2)– Closed Senior Management Report</i>	<i>15 (2)</i>
<i>Confidential Report R15 (2)(c) – Cheques And EFT's</i>	<i>15 (2)(c)</i>
<i>Confidential Report R15 (2)(h) - Leave Of Absence Request - Councillors</i>	<i>15 (2)(h)</i>

The MOTION was put and was CARRIED unanimously

IN FAVOUR

MAYOR WALSH	CR BRADLEY	CR BRAMICH	CR DUNIAM
CR FAIRBROTHER	CR FRIEDERSDORFF	CR HYLAND	

13.0 RESUMPTION OF OPEN MEETING

At 7.25pm the Open Meeting was resumed.

14.0 PUBLIC RELEASE ANNOUNCEMENT

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

Min. No.	Subject	Decisions/Documents
NIL		

THERE BEING NO FURTHER BUSINESS THE CHAIRPERSON DECLARED THE MEETING CLOSED AT 7.25PM.

Confirmed,

MAYOR
19 NOVEMBER 2018