



Quarterly Report as at 30/9/19

Date not set

Report Created On: Oct 24, 2019

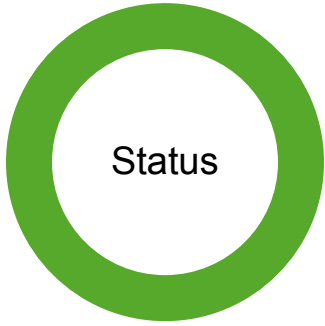
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Key Focus Area

1

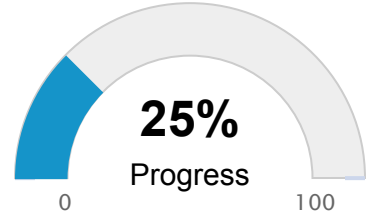
Actions

Overall Summary




● On Track

%
100.0



Report Legend

 No Update

 Overdue

 Priority

Key Focus Area 1.1.1

Progress 13%



Communication:

Improve and develop communication processes that lead to the community feeling more informed and involved.

Owner: Jayne Richardson

	%	#
● On Track	100.0	4

Actions: 4

Update provided by John Brown on Oct 24, 2019 01:03:22

Communication activities will come on line as we progress through the year, there will be a significant focus around community surveys in relation to the MTB project.

Actions 1.1.1.1: Online Surveys - Use surveys in community consultation regarding Council activities and show transparency and accountability of Council (25% completed)

A survey was sent out to our business database, around 200 businesses. This survey was designed to capture data that will help us measure the effect of the MTB visitors on our area. This first survey was to help us establish a benchmark of where businesses in the area are before MTB visitation.

This was completed by 48 businesses. The same survey will be rolled out 2 to 4 times a year.

Actions 1.1.1.2: Council Services Survey - Publish online survey regarding Council services and perception in the community in order to establish a benchmark to gauge brand development. (0% completed)

No progress to date

Actions 1.1.1.3: Plain English Communication - Develop a 'Plain English' approach to Council communications in line with the new Communications Guide. (25% completed)

FAQ sheets and further information has been developed as part of the Local Provisions Schedule Development. As planning is a complicated topic, this information needed to be easy to understand. This information was made available on the website as well as through two community drop-in sessions, as well as over the counter at the main office.

A FAQ sheet and process flow chart has also been drafted and just needs approval and implementation.

A Communications Guide was also designed and implemented which is designed to help staff write plain English documents.

Actions 1.1.1.4: Communication Activities - Examine opportunities to implement new communication activities or develop existing activities to increase engagement with the community and knowledge of Council activities. (0% completed)

no progress to date

Key Focus Area 1.2.1

Progress 31%



Events and Activities:

Creates a culture of volunteering and support to enable vibrant and sustainable events, activities and community groups

Owner: Chris Hughes

	%	#
● On Track	100.0	4

Actions: 4

Update provided by John Brown on Oct 24, 2019 01:05:27

Solid progress in this KFA due to the focus on preparations for event delivery which occurs during the first half of the year. Potential for new Events in the area is strong with increased opportunity with the MTB project.

Actions 1.2.1.1: Increasing Volunteers - Work with Volunteering Tasmania to engage with our community to increase our volunteer pool. (30% completed)

Volunteer pool has increased by 12 to work with Council staff in relation to emergency preparedness. Volunteering Tasmania have advised that they have a pool of volunteers that can be called on to work in Evacuation Centres if required

Actions 1.2.1.2: Event Capacity Building - Build the capacity of the community to conduct events. (25% completed)

Two new events on our calendar organised by outside groups - as part of the event organisation they are utilising community members to assist as well as give experience in relation to the running of events

Actions 1.2.1.3: Community Event Support - Liaise with local organisations to facilitate community events which are held throughout the year with a focus on encouraging sustainability of these events. (32% completed)

Council continues to support and work with community event organisers by stepping them through the appropriate permit process and ensuring that they are aware of the risks and they mitigate against them in their planning.

Actions 1.2.1.4: Event Attraction - Build connections with external event holders to encourage them to host events in our municipality resulting in one (1) new event. (35% completed)

Worked with representatives of Black Dog for a new community event at Fingal - currently planning stages. Continue to work with Louise Foulkes re Dragon Trail MTB event to be held in early 2020 - the relationship built with Louise Foulkes with the past event XPD and this new event has cemented good relationship for future events for our municipality with her company. Other new events for this financial year are – Launceston Church Grammar School Rowing Camp - utilising the Stadium as well, The Australasian Rogaining Championships, Cicrum Tasmania Challenge (Aeroplanes) and AOC2020 - Australian Orienteering Championships. A few of the organisers of these events, Council staff have worked with previously, hence the return our municipality.

Key Focus Area 1.3.1

Progress 23%



Community and Council Collaboration:

Work within a community engagement framework which defines the relationship between the community and Council in decision making and project delivery.

Owner: Chris Hughes

	%	#
● On Track	100.0	4

Actions: 4

Update provided by John Brown on Oct 24, 2019 01:10:55

Progress with actions relating to the Community Engagement Framework will be delayed to some extent due to the Local Government Act Review identifying a Framework as a key part of new legislation potentially. Awaiting greater clarity from this.

Actions 1.3.1.1: Community Engagement Framework - Complete the development of a Community Engagement Framework for consideration and adoption by Council. (18% completed)

Community Engagement strategy has been developed and just needs Council sign off. The strategy itself has been written with the community as our main audience and was designed to clearly outline expectations, process etc. Sitting alongside this is the process document which will be used in house to ensure meaningful consultation occurs.

This document was assessed by Our Say - an organisation dedicated to Community Consultation who scored the document highly.

Actions 1.3.1.2: Framework Integration - Commence the implementation of the Community Engagement Framework in Council activities. (25% completed)

Draft document developed, awaiting new Local Government Legislation as to whether any changes need to be made

Actions 1.3.1.3: Local Township Plans - Work with the community to ensure the identified activities in the Township Plans are addressed. (25% completed)

Scamander drop in session held to develop Scamander Township Plan

Actions 1.3.1.4: Arts & Cultural Strategy - Review the Strategy to reflect changes in community group activity levels. (25% completed)

Continue to work with the new Bay of Fires Arts Committee to develop an event in line with the Art & Cultural Strategy and provide guidance in relation to future events - look at what worked and build on those experiences.

Key Focus Area 2.1.1



Progress 41%



Opportunities:

Prepare and maintain an economic prospectus which details opportunities; infrastructure and land availability; and local resources.

	%	#
● On Track	77.78	7
● Some Disruption	11.11	1
● Completed	11.11	1

Owner: John Brown

Actions: 9

Update provided by John Brown on Oct 24, 2019 02:17:32

Activity has occurred in a number of key areas, increased priority being provided to the Housing related actions which are identified.

Actions 2.1.1.1: Economic Prospectus - Promote availability of economic prospectus and update to maintain relevance. (80% completed)

Prospectus is in final draft. A mini prospectus around the MTB was proposed so it was decided probably best to wait till after the MTB opening o complete the Economic Prospectus so as to include the MTB trails etc.

Actions 2.1.1.2: Irrigation Projects - Support the investigations by Tas Irrigation of infrastructure servicing the eastern end of the Fingal Valley. (16% completed)

Monitoring developments by Tas Irrigation.

Actions 2.1.1.3: Agriculture Opportunities - Research and examine potential opportunities to develop agriculture and horticulture within the Break O'Day Council area with particular focus on the Fingal Valley. (25% completed)

Have met with some local growers and farmers in an attempt to flush out any opportunities. Little gained other than water is the main concern/impediment to expansion or new agricultural developments. Worked with a farmer at Evercreach with expansion/diversification into free range chickens, eggs, pork and future visitor accommodation.

Actions 2.1.1.4: MTB Business Tool Kit - Develop a 'Mini Prospectus' or Business Tool Kit to address business interest arising from the MTB Project. (100% completed)

As part of the MTB project, we designed an Industry Tool Kit in conjunction with Kingthing Marketing which was presented to businesses at a Business Information Session. The tool kit outlined in simple terms how businesses could align with the MTB brand.

We plan to develop a mini prospectus in the coming months once the trails open.

Actions 2.1.1.5: Population Strategy - Participate in regional approach to addressing the population decline of the Break O'Day area. (25% completed)

The NTDC Population Attraction Program has commenced and Council officers have been providing the required information on the BODC area to the NTDC Project Officer. The developed information will form part of an overall State Government website and provide the regional and Local Government area (LGA) focus. The General Manager recently saw a presentation from Dr Lisa Denny, Institute for the Study of Social Change at UTas, which focussed on Tasmanian population trends from a LGA perspective which showed that Break O'Day was classified as being in a population decline. Further work and understanding in this area is of interest and will be pursued with Dr Denny.

Actions 2.1.1.6: Growing the Population - Review the Break O'Day Economic Development Strategy and develop an approach for consideration by Council and subsequent implementation. (13% completed)

Have had a brief review of the Strategy and will soon begin to further assess what is required for Council.

Actions 2.1.1.7: Aged Housing - Investigate the demand for Independent Living Units and explore the possibility of attracting a development(s) to the area. (10% completed)

Some work has been done in looking for appropriate land for this type of development. So far nothing found.

Actions 2.1.1.8: Public Housing - Lobby the State Government and housing providers to build new public housing to replace the houses which have been sold to private buyers. (99% completed)

Council partnered with CatholicCare in the submission of an Expression of Interest to the State Government's regional Affordable Housing Supply program which has been successful in securing funding to build units on a block of land owned by Council at Scamander.

Actions 2.1.1.9: Housing - Review and report to Council on how Council might encourage new housing to be made available for the private rental market. (0% completed)

No progress with this activity. Increased the priority for the next 3 months with a view to a report to Council

Key Focus Area 2.1.2



Progress 10%

Tourism:

Broadening, lengthening and improving the visitor experience through development of attractions and activities; promotion and signage; and great customer service.

Owner: John Brown

Actions: 8



	%	#
● On Track	100.0	8

Update provided by John Brown on Oct 24, 2019 01:17:58

Activity has commenced in a number of areas. Some actions are the responsibility of other organisations which determines the rate of progress.

Actions 2.1.2.1: Visitor Information Provision - Work with East Coast Tourism to strategically review the provision of visitor information services on the East Coast. (0% completed)

No progress to date however the local DAP group have raised interest in this project. ECRTTO has now appointed a new CEO and we expect this project will become more of a focus in the first 6mths of 2020.

Actions 2.1.2.2: Bay of Fires Master Plan - Liaise with the State Government and other stakeholders to develop a Master Plan for the Bay of Fires area. (25% completed)

Letter sent to Premier and Minister for Parks regarding formulation of Plan on 16 August 2019. Arranging conversation with PWS when Regional Manager returns to work

Actions 2.1.2.3: Visitor Information Sites - Review Tourism signage at 'mushrooms' and design new information with updated images where required. (0% completed)

No progress to date.

Actions 2.1.2.4: Fingal Valley Tourism - Support Fingal Valley community groups to undertake tourism activities and projects. (25% completed)

Updated the Let's talk about Fingal Valley Gateway to the East Coast brochure with the tourism group in readiness for printing. Working through projects identified within the DAP plan - upgrade of walks - Drought funding program has assisted in this - walking trails to be promoted once all upgrades of walks have been completed, eg. St Patricks Head and Grey Mares Walk

Actions 2.1.2.5: St Helens Destination Action Plan - Support the business community to finalise and implement a Destination Action Plan (DAP) for St Helens. (25% completed)

Communications Coordinator has attended all DAP meetings and is the designated Scribe. Activities to date include working with the group to develop:

- Student and Business Waste Warriors
- Ask a local campaign
- Looking at how the group can add to the value of the Bay of Fires Winter Arts Festival.

Actions 2.1.2.6: Break O'Day Visitor APP - Examine the validity and develop business case for funding of an APP. (0% completed)

No progress to date.

Actions 2.1.2.7: Tourism Reliance - Develop a greater community understanding of the importance of Tourism to the local economy. (6% completed)

The business information sessions we have been running as part of the MTB opening has been really useful in illustrating to our community the importance of our reliance on tourism as a region. The business survey developed as part of the MTB data collection plan will also be useful in illustrating this reliance.

Actions 2.1.2.8: T21 Review - Participate in the Review of the T21 Strategy being undertaken by the State Government. (0% completed)

Tourism Tasmania have recently commenced the consultation phase of this project, a workshop is scheduled for St Helens on 17/10/19.

Key Focus Area 2.2.1

Progress 21%

Employment:

Create a variety of jobs that will reduce the seasonality of the local economy and provide ample opportunities for youth to remain in the area.

Owner: John Brown

Actions: 4



● On Track	%	#
	100.0	4

Update provided by John Brown on Oct 24, 2019 01:27:59

Activities will be ongoing during the year

Actions 2.2.1.1: Economic Development Assistance - Provide direct support for new and existing businesses wishing to establish or expand activities. (25% completed)

Aside from work in progress with the BEC there are a few projects being discussed. To list just a few - a pool complex at a cabin park, visitor accommodation on Binalong Bay road and Gardens Rd and an expansion of an oyster lease.

Actions 2.2.1.2: Business Enterprise Centre (BEC) - Support the activities of the BEC with a focus on business start ups and expansion of existing businesses. (25% completed)

Meet weekly with BEC discussing new business enquiries and other activity in the business community. Assist the BEC with business activity that relates to Council requirements particularly with respect to the planning scheme. Currently working with the BEC and 3 families relocating from the mainland to establish businesses that are related to MTB.

Actions 2.2.1.3: Business Opportunities - Research and examine business opportunities that could create jobs in Break O'Day. (10% completed)

Preliminary investigations are under way into a biochar facility in BOD. This has potential to be incorporated in a waste to energy facility.

Actions 2.2.1.4: Business Community Leadership - Support the development of strong leadership in the community to facilitate overall development and growth. (25% completed)

Working closely with the Chamber of Commerce to encourage new and existing businesses to become more involved in Chamber activities. The strategy is to change the culture around the Chamber to make it more relevant and useful to businesses. A step towards this is a name change to Business Break O'Day designed to remove old stigma and attract a younger business group.

Key Focus Area 2.4.1

Progress 33%



Support:

Integrate and simplify processes and services to facilitate the development and growth of businesses.

Owner: David Jolly

	%	#
● On Track	100.0	1

Actions: 1

Update provided by John Brown on Oct 24, 2019 01:30:07

This KFA is primarily focused on the implementation of I-Plan.

Actions 2.4.1.1: I-Plan - Participate with the State Government I-PLAN technology to enable online development query and online submission of development applications. Result, simplified Council processes and integration with I-PLAN. (33% completed)

Iplan is currently with the State Government pending the release of the development application module. Timing is in the hands of the state Government however once completed residents will be able to lodge DA's on-line via the web portal.

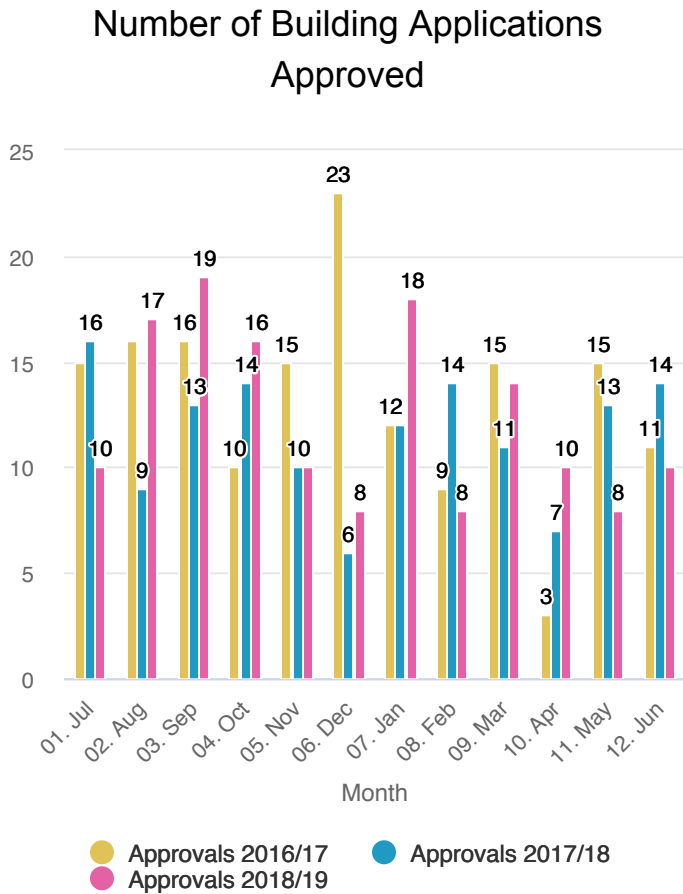
Council is progressing the development of Local Provision Schedules that are intended to apply the State Planning Provisions while meeting local needs and objectives.

The Local Provisions Schedules indicate how the State Planning Provisions will apply in each local municipal area. Draft zone maps and overlay maps and the description of places where the codes apply are currently being developed with the assistance of Insight GIS. Maps contain local area objectives and any planning controls for unique places specific to the local area and are in the form of particular purpose zones, specific area plans, and site-specific qualifications.

The schedules include planning controls to accommodate unique locations such as universities and hospitals, as well as unique development conditions such as building height restrictions. To further meet their communities' needs, councils are responsible for preparing their Local Provisions Schedules in consultation with local stakeholders and community members.

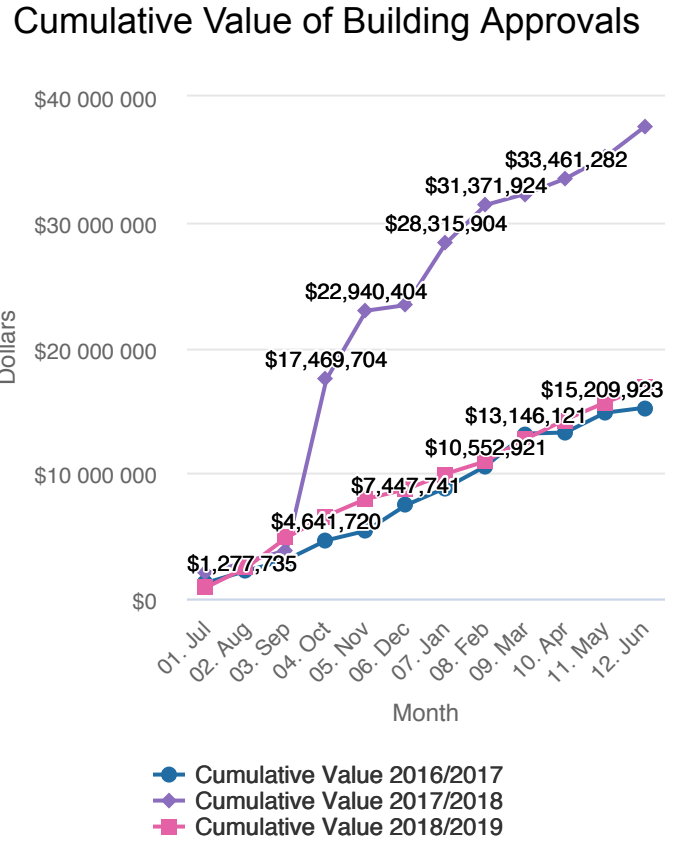
Drafted Local Provisions Schedules are to be submitted to the Tasmanian Planning Commission for consideration prior to the public exhibition and assessment process.

Number of Building Applications Approved



BODC Total number of building applications by month and financial year

Cumulative Value of Building Approvals



Key Focus Area 3.1.1

🕒 Progress 11%

Appropriate Development:

Encourage sensible and sustainable development through sound land use planning, building and design.

Owner: Geraldine O'Connor

Actions: 4



	%	#
On Track	100.0	4

Update provided by John Brown on Oct 24, 2019 02:10:37

The focus of activity in this KFA is firmly on the Local Provisions Schedule and preparation for submission to the Tasmanian Planning Commission.

Actions 3.1.1.1: Local Provisions Schedule (LPS) - Complete and submit LPS to the Tasmanian Planning Commission. (25% completed)

Community engagement with the LPS process underway. Drop-in sessions held at St Marys and St Helens. Draft Maps 90% completed and will be reviewed following community comment. Background report underway. SAP's, PPZ's and Stormwater Code in preparation. Date to be set for councillor workshop for consideration of final draft. Working towards having all material ready for December Council meeting.

Actions 3.1.1.2: Tree Guide - Develop a guide for the municipality to inform street tree establishment and management. (10% completed)

Work to develop as guideline criteria for street trees in towns and integrate with Tree Management Policy started but paused for other priorities.

Actions 3.1.1.3: Communication - Increase communication with local real estate agents to build understanding of the critical changes in land use planning. (10% completed)

Discussion points and agenda currently being collated. Scope of information sessions are proposed to be increased to other building industry groups and stakeholders.

Actions 3.1.1.4: Industrial Land - Develop land use strategy to address immediate and longer term industrial land requirements in the St Helens area. (0% completed)

To be undertaken following the completion of the LPS.

Key Focus Area 3.2.1

Progress 22%

Enjoying our Environment:

Provide opportunities to access and learn more about our environment and the ways it can be enjoyed in a sustainable manner.

Owner: Polly Buchhorn

Actions: 3



	%	#
● On Track	100.0	3

Update provided by John Brown on Oct 24, 2019 02:11:53

Generally these are ongoing activities during the year and progress reflects this.

Actions 3.2.1.1: Community Activation - Produce and provide information, publications and resources on natural resource management and support activities that foster a positive relationship with the environment. (38% completed)

Support provided with promotion and weed mapping resources for a successful larapuna Community Weekend was held with over 130 volunteers over 3 days enjoying and working to protect the larapuna / Bay of Fires coast .

Actions 3.2.1.2: Recognition Program - Recognise significant contributions to the environment and natural resource management with targeted awards, grant programs or events. (3% completed)

Options for recognition activities have been discussed by the NRM Committee for further development.

Actions 3.2.1.3: Waste Reduction - Undertake community education and activities focused on waste reduction and minimisation. (25% completed)

Working with the local DAP group and the ST Helens District High School to implement a student waste warrior program. To date there are 30 students signed up to the program. A teacher is also working with the group and we plan on working with the students and their ideas in the school, community and business sectors.

Key Focus Area 3.3.1

Progress 11%



Land Management:

Develop the financial and human resources to undertake projects and activities which address environmental issues such as weeds and land degradation.

Owner: Polly Buchhorn

Actions: 5

	%	#
● On Track	100.0	5

Update provided by John Brown on Oct 24, 2019 02:22:48

Implementation of outcomes from the Dog Management Policy are resource and time consuming which is having an impact on the opportunity to progress some activities such as the Weed Plan.

Actions 3.3.1.1: Land Management Activities - Secure financial and human resources for projects to rehabilitate degraded land and sustain soil productivity. (25% completed)

Supported two landholders with successful applications for TFGA Landcare grants. Weed Action Fund application for a joint Patersons course control program at Mangana by Upper South Esk Landcare and Productivity group with Council support.

Actions 3.3.1.2: Activity and Condition Review - Investigate soil and water management performance by works and land development projects to identify planning and management improvements. (0% completed)

Scheduling activity for later in the year.

Actions 3.3.1.3: Weed Plan - Update Weed Plan with community consultation. (2% completed)

To evaluate progress over last 3 years and current situation from weed data and draft municipal priorities map.

Actions 3.3.1.4: Best Practice Activities - Facilitate weed, pest and disease hygiene protocols and best practice in Council operations and promote benefits in industry. (5% completed)

Scheduled activity for later in the year, and supporting MTB Trails to apply best practice.

Actions 3.3.1.5: Dog Management Policy - Implement revised Dog Management Policy - signage, education, compliance and new dog exercise facilities. (25% completed)

Community consulted on new dog Exercise Areas for St Marys and St Helens and considered by Council. Options for Binalong Bay being developed further. Operational aspect of cooperation on dog management with PWS is being evaluated.

Key Focus Area 3.4.1

Progress 12%



Water:

Develop and implement strategies and activities to reduce the risk of flooding, inundation and erosion within our rivers, estuaries and coastal areas.

Owner: Polly Buchhorn

Actions: 4

	%	#
● On Track	100.0	4

Update provided by John Brown on Oct 24, 2019 02:23:59

Priority has been given to the St Marys Flood Mitigation actions due to the Community Development Grant funding Council will receive.

Actions 3.4.1.1: George River Catchment - Review issues and their management status in the George River catchment and bay system to identify catchment and water quality priorities. (0% completed)

Yet to commence.

Actions 3.4.1.2: Boat Sewage - Address dumping of boat sewage in Georges Bay by working with the boating community and authorities on use of the wharf sewage pump-out station. (0% completed)

Yet to commence.

Actions 3.4.1.3: St Marys Flood Mitigation - Support implementation of Plan priorities - flood mitigation work, warning system and other strategies. (24% completed)

Assessment by Federal Community Development Programme of our plans for flood mitigation works and warning system have progressed and an outcome to secure the funding is expected soon.

Actions 3.4.1.4: Lower George Riverworks Trust - Support and work with the Trust to implement and secure funding for a works action plan for managing flooding issues. (25% completed)

Supporting Lower George Riverworks Trust for their AGM to adopt the Lower George River Flood and River Management ACTION PLAN 2019-2022. Two landholders secured funding for works stabilizing sediment on the river; planning an impact assessment project for of river channel break-out scenarios.

Key Focus Area 4.1.1

Progress 10%



Community Facilities:

Provide community facilities that encourage participation and supports the lifestyle of residents and growing visitor numbers.

Owner: David Jolly

	%	#
● On Track	100.0	1

Actions: 1

Update provided by John Brown on Oct 24, 2019 02:25:27

The key focus area action is the commencement of external and internal upgrade to the Old Tasmanian Hotel in accordance with grant funding. Planning approvals for the project were obtained in April 2019 and Building and Plumbing Approvals granted at September 2019. A Grant Funding Agreement is currently being negotiated. A Tender for works has been prepared and scheduled for advertising in mid October 2019.

Actions 4.1.1.1: Old Tasmanian Hotel - Commence external and internal upgrade to the Old Tasmanian Hotel in accordance with grant funding. (10% completed)

Key Focus Area 4.2.1

Progress 0%



Towns:

Create townships that are vibrant and welcoming through improvements to infrastructure such as streetscapes, parking, safety and signage.

Owner: David Jolly

	%	#
● Some Disruption	100.0	1

Actions: 1

Update provided by John Brown on Oct 24, 2019 02:26:01

The action item associated with this KFA is to develop a car parking strategy for St Helens providing a long term plan for off-street parking.

Action has not been commenced in the period July to September due to competing priorities and resource availability.

Key Focus Area 4.2.2

Progress 25%



Telecommunications:

Ensure residents and visitors can access telecommunication services such as NBN and mobile phone coverage where they are living and visiting.

Owner: David Jolly

Actions: 1

	%	#
● On Track	100.0	1

Update provided by John Brown on Oct 24, 2019 02:37:21

The Government has committed \$380 million to the Mobile Black Spot Program (the Program) to invest in telecommunications infrastructure to improve mobile coverage and competition across Australia. This Program is supported by co-contributions from state and local governments, mobile network operators (Optus, Telstra and Vodafone), businesses and local communities.

Under the first four rounds of the Program (Round 1, Round 2, the Priority Locations Round and Round 4), the Government's commitment has generated investment of more than \$760 million, delivering a total of 1,047 new base stations across Australia.

On 20 March 2019 as part of the Government's response to the 2018 Regional Telecommunications Review \$160.0 million in funding was allocated to rounds 5 and 6 of this highly successful program.

Council continues to monitor the roll-out of the Australian Government Mobile Black Spot Programme. Round 6 of the programme yet to be announced will provide Council with the opportunity to give consideration to supporting applications and the provision of financial contributions to enable improved mobile coverage at Pyengana, Ansons Bay and The Gardens.

Key Focus Area 4.3.1

Progress 25%



Waste Management:

Provide access to services and facilities which support a sustainable lifestyle.

Owner: David Jolly

Actions: 4

	%	#
● On Track	100.0	4

Update provided by John Brown on Oct 24, 2019 02:38:01

This KFA has three (3) associated Actions to be addresses during the 2019/2020 financial year.

Actions 4.3.1.1: Green Waste Recycling - Produce weed-free green mulch for sale on a full cost recovery basis at the St Helens Waste Transfer Station. (25% completed)

Green waste represents the largest by volume waste stream at Councils Waste Transfer Stations. Material has been traditionally shredded and spread within WTS sites at significant cost. The material however represents a valuable and saleable resource for re-use as a mulch, composting feedstock and soil enhancer.

A pilot trial that commenced in May 2019 at the St Helens WTS to double mulch and age green waste has concluded. The trial was successful in producing an aerobic mulch.

Opportunities to sell the mulch on a cost recovery basis and to establish mulching as a viable proposition longer term are being investigated.

Actions 4.3.1.2: Inert Landfill Resource Recovery - Invoke operational changes at the St Helens Waste Transfer Station to enable the separation and recovery of materials for re-use. (25% completed)

July - September 2019

Operational changes have been implemented at the St Helens Waste Transfer Station that provide users with the opportunity to separate and recover for re-use the following materials from builders waste streams;

1. Untreated and unpainted timber, is stock piled. Attempts to sell the timber for firewood or repurposing at \$2/load with the intent of supporting the St Helens Hospital Auxiliary have received little interest at this stage. Unsold timber will however be converted to woodchip and used by Council, when green waste is next shredded.
2. Scrap Steel is separated and revenue raised when sold as scrap steel.
3. Plaster board containing calcium sulphate is to be separated in the near future and ground for use as a green waste additive.
4. Concrete, bricks, gravel and soil are being stockpiled for re-use/reprocessing. Opportunities exist for excess gravels and soils to be resold as clean fill, pending PC status.

Plastics recovery options are being investigated.

Implemented changes have substantially reduced the type and volume of material being placed at the inert landfill.

Actions 4.3.1.3: Glass Re-Use - Investigate and verify by Cost Benefit Analysis - re-use opportunities for glass collected at Municipal Waste Transfer Stations. (25% completed)

Glass collected at Council's Waste Transfer Stations is transported to the Scamander site and stockpiled. Resource quantity is low and re-use opportunities such as crushing for drainage line fill, road base and sealing additive and sorting by colour for remelt markets are being investigated.

Actions 4.3.1.4: Single Use Plastics - Develop a Municipal Policy position

Actions 4.3.1.2

Jul 01, 2019 - Jun 30, 2020

On Track

Progress 25%

Inert Landfill Resource Recovery -

Invoke operational changes at the St Helens Waste Transfer Station to enable the separation and recovery of materials for re-use.

Owner: David Jolly

Update provided by David Jolly on Oct 10, 2019 01:26:11

July - September 2019

Operational changes have been implemented at the St Helens Waste Transfer Station that provide users with the opportunity to separate the following materials from builders waste streams;

1. Untreated and unpainted timber, is stock piled and made available for purchase at \$2/load with the intent of supporting the St Helens Hospital Auxillary. Interest at this stage has been disappointing. Unsold timber will be converted to woodchip and used by Council.
2. Scrap Steel
3. Plaster board
4. Concrete, bricks, gravel and soil.

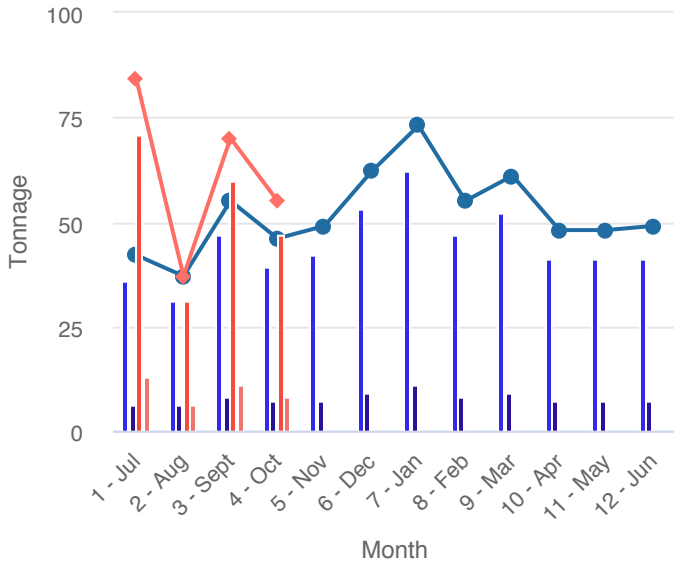
Plastics recovery options are being investigated.

Implemented changes have substantially reduced the type and volume of material being placed at the inert landfill.

Kerbside Recyclables Collection Service

Actions 4.3.1.2 Inert Landfill Resource Recovery - Invoke operational changes at the St Helens Waste Transfer Sta...

Kerbside Recyclables Collection Service

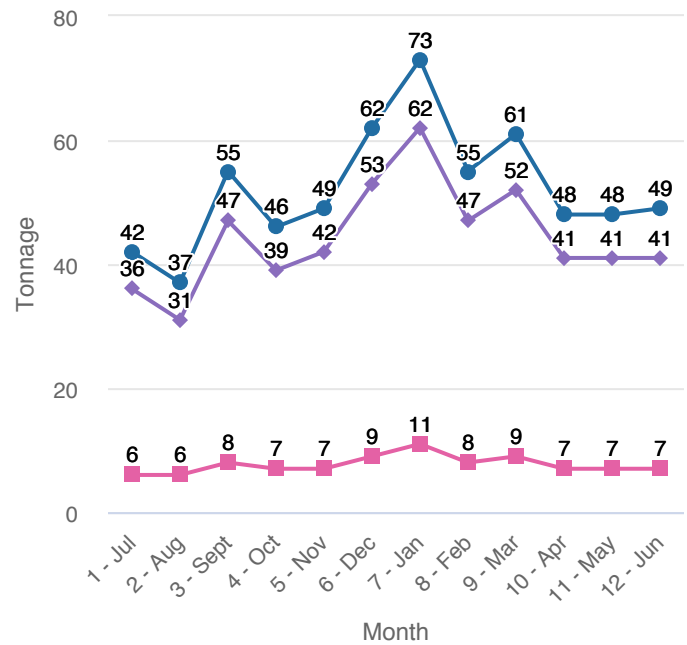


- 2018/2019 Gross
- 2018/2019 Balance to Recovery/Reuse
- 2018/2019 Estimate of Contamination from Landfill
- 2019/2020 Gross
- 2019/2020 Balance to Recovery/Reuse
- 2019/2020 Estimate of Contamination from Landfill

Kerbside Recyclables Collection Service 2018 / 2019

Actions 4.3.1.2 Inert Landfill Resource Recovery - Invoke operational changes at the St Helens Waste Transfer Sta...

Kerbside Recyclables Collection Service 2018 / 2019

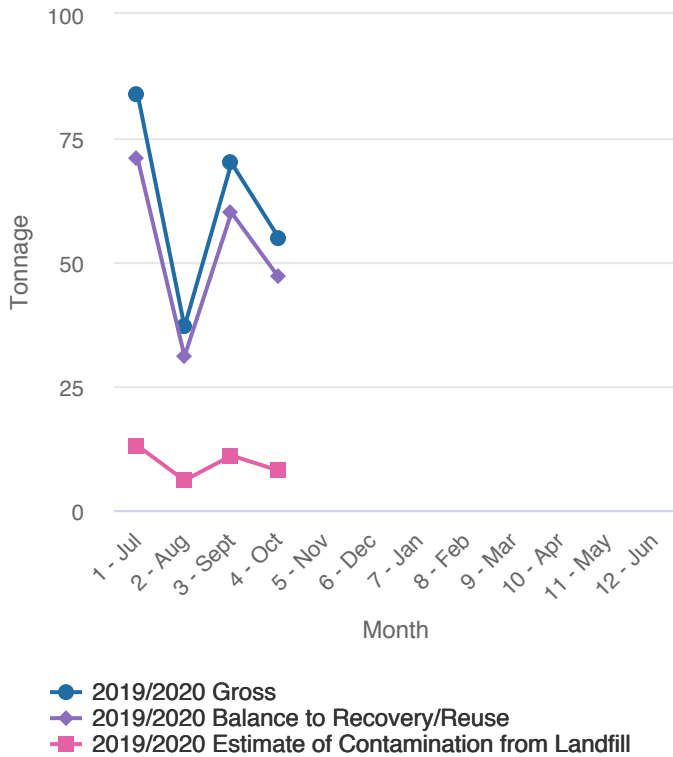


- 2018/2019 Gross
- 2018/2019 Balance to Recovery/Reuse
- 2018/2019 Estimate of Contamination from Landfill

Kerbside Recyclables Collection Service 2019 / 2020

Actions 4.3.1.2 Inert Landfill Resource Recovery - Invoke operational changes at the St Helens Waste Transfer Sta...

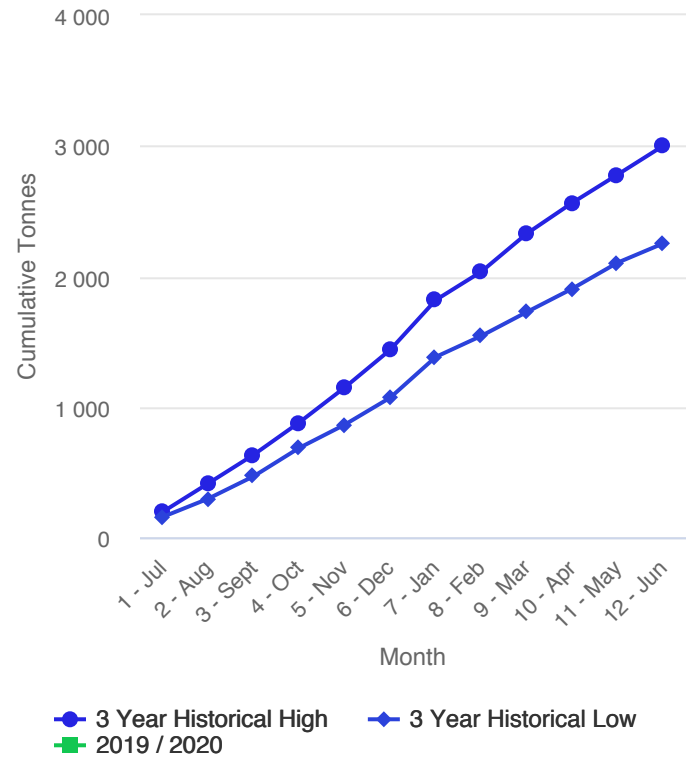
Kerbside Recyclables Collection Service 2019 / 2020



Cumulative Tonnage of Municipal Waste to Copping Landfill

Actions 4.3.1.2 Inert Landfill Resource Recovery - Invoke operational changes at the St Helens Waste Transfer Sta...

Cumulative Tonnage of Municipal Waste to Copping Landfill



Key Focus Area 4.3.2

Progress 11%

Roads and Streets:

Develop a well-maintained road network that recognises the changing demands and requirements of residents and visitors.

Owner: David Jolly

Actions: 4



	%	#
On Track	50.0	2
Some Disruption	50.0	2

Update provided by John Brown on Oct 24, 2019 02:38:51

This KFA has a number of associated Actions for both the State and Council road network within the municipality designed to meet the stated objective of developing a well-maintained road network that recognises the changing demands and requirements of residents and visitors.

Actions 4.3.2.1: State Network - Pursue upgrades to State Government road infrastructure assets (Esk Main Road and Tasman Highway) to improve safety and reliability - result, network quality. (25% completed)

Esk Main Road

The State Government will be undertaking road widening and sealing works from the Cornwall Junction to St Marys (Tinkers Museum) from October 2019. The works include an upgrade of the Cornwall junction .

Tasman Highway

State Growth have commenced upgrade works at the intersection with Flagstaff Road with works to be finished at end of November 2019. This and a second upgrade at the Basin Creek Road intersection are important upgrades that support the advent of the Mountain Bike Trails in the area and provide safe vehicle access to the Tasman Highway.

Great Eastern Drive

Current continues to advocate priorities within the municipality being the upgrade of the Elephant Pass/Tasman Highway intersection and passing bays on the Tasman Highway at access points to the Chain of Lagoons.

Actions 4.3.2.2: Municipal Road Network - Complete transfer of the responsibility of Binalong Bay Road to the State Government. (10% completed)

In a State Government media release on 27 February 2018 an announcement was made that the State Government would be taking over responsibility for a section of Binalong Bay Road from the Break O'Day Council, the release in part stated

"A re-elected majority Liberal Government will write the next chapter in this success story by extending the Great Eastern Drive around 10 kilometres north, from St Helen's to overlooking the globally recognised shores of the Bay of Fires.

We will invest \$4.5 million to improve visitor access at Binalong Bay Road allowing more visitors to enjoy a stretch of coastline named by Lonely Planet as the hottest travel destination in the world.

As part of the Government's road swap program with local government the road from St Helens to Binalong Bay will be brought into the State Road Network. Planning and design will then occur with works expected to commence in 2019-20. This will include road widening, sealing and associated improvements".

Council is seeking an indication from the State Government as to the timing of the road transfer.

Actions 4.3.2.3: Strategic Road Plan - Update Council's Plan to identify routes of Strategic Importance and Urgency for the purpose of securing future road upgrade funding. (0% completed)

The project has not commenced due to other priorities and current resource constraints.

Actions 4.3.2.4: Scamander Wrinklers Entrance - Finalise approvals and undertake construction works to enhance the northern entrance of Scamander at Wrinklers Lagoon bridge. (10% completed)

Project activity is in progress and includes the drafting of a revised site plan based on community feedback and toilet design. Next generation concept to be workshopped with Councillors at a future workshop prior to PWS consent being obtained and a Development Application being lodged which also enables community representation to be made.

There is some disruption to the project due to delays in receiving toilet building design options.

Key Focus Area 4.3.3

Progress 29%

Recreational Facilities:

Support an outdoor, active and healthy lifestyle for residents and visitors through a range of recreational facilities including walking trails, bike trails and other identified infrastructure.

Owner: Ben Pettman

Actions: 8



	%	#
● On Track	100.0	8

Update provided by John Brown on Oct 24, 2019 02:43:40

Primary focus is currently on managing the construction activities of the MTB Trails and the Drought Communities Project. This impacts on our capacity to progress some actions but on the whole good progress is being made.

Actions 4.3.3.1: Short Walks - Develop walking trail inventory for short walks. (10% completed)

Short day walks are being identified between land managers across the municipality that will form the basis of a consolidated list of trails that will be promoted as key destinations for people of all capabilities.

Actions 4.3.3.2: Walking Trails Network - Liaise with stakeholders responsible for trails to ensure a coordinated and logical approach to trail upgrading and maintenance for priority trails. (25% completed)

Service levels will be established and resources provided to keep these trails at agreed service levels. Developed a Walking Trail upgrade project with PWS using Drought Communities Program funding, focus on upgrading key trails in the Fingal Valley, Gray Mares Tail Falls, Mathinna Falls and St Patrick Head Walking Tracks

Actions 4.3.3.3: Georges Bay Foreshore Trail - Secure approvals and commence construction. (25% completed)

Completed flora and fauna assessments, AHT surveys and commenced preparation of relevant Property Services documentation - Funding Agreement currently being finalised and Development Application commenced

Actions 4.3.3.4: St Helens to Binalong Bay Link - Develop the project to a shovel ready stage and pursue funding. (25% completed)

Route options have been researched with an indicative cost for a preferred route prepared and provided to Council. Current activity is focused on project development to a shovel ready state.

Actions 4.3.3.5: St Helens MTB Network - Complete construction of Network including support infrastructure. (40% completed)

Trail construction commenced in April 2019. There is currently 4 trail construction crews working on this network.

Trails completed to date are Loops 1, 3, 8, 9, 10, 4, 5, Town Link trail complete except some retaining and capping in specified locations.

Loops 6 and 7 have also commenced.

Descent 3 is near completed and Descent 2 commenced.

The boardwalk at the St Helens Point Road / Tasman Highway intersection which is the access point of the Town Link Trail is complete.

The pedestrian refuge / road crossing will be installed in October 2019.

Trailhead construction on Flagstaff Road is well underway with hardstand, roads and carparks established. The effluent system is installed and 3 phase power is connected on the site.

The Trail Head features include toilet block, shelters, bike hygiene station and signage.

Construction of toilet block and shelter is on target to be completed for November 2019 trails opening.

The construction program and resources being used puts us on target for a partial opening of the network in November 2019 and all trails completed by mid 2020.

Actions 4.3.3.6: Bay of Fires Trail - Complete construction of Poimena to Swimcart trail including support infrastructure. (75% completed)

Sections completed to date are Sections 1, 4, 5, 6, 7 (no construction required on section 7 as trail is on existing roads / tracks) and section 8 to the Gardens Road. The last section of trail from Gardens Road to Swimcart Beach is planned to be completed in October 2019.

Section 2 and 3 will be constructed post the planned opening on 22 November 2019. These two sections link the trail back onto the existing Blue Tier Trail which will be slightly modified so that the Trail Head for the Poimena to Swimcart Trail will also be the start of the Blue Tier Trail with the existing entrance reverted to a walking track. These changes to occur between March - June 2020.

Negotiations with Parks and Wildlife has defined the car park and Shuttle Bus pick areas at Swimcart Beach and works are planned to be completed by end October 2019

A new car park is to be built at Poimena following negotiations with Parks and Wildlife that will provide extra parking and drop off point for the MTB shuttles and trail users. A temporary toilet will also be installed to provide extra facilities at the trail head.

Actions 4.3.3.7: Rail Trail - Develop a Master Plan for a Rail Trail between St Marys and Fingal. (25% completed)

Flora and fauna report completed, external funding to be sought. Action listed under Valley Destination Action Plan

Actions 4.3.3.8: Walking / Bike Trail - Develop a Feasibility Study for a walking / bike trail between Mt Nicholas and Elephant Pass subject to receipt of external funding. (10% completed)

No action at this stage - currently checking land tenure prior to looking at proposed trail alignments

Key Focus Area 5.1.1

Progress 19%



Health:

Retain and expand local provision of disability, preventative, chronic and acute health care services including pursuing innovative healthcare delivery options.

The provision of health services to be delivered at a local level addressing the community's needs.

Owner: Chris Hughes

	%	#
● On Track	100.0	4

Actions: 4

Update provided by John Brown on Oct 24, 2019 02:44:33

Actions in this KFA are linked closely to and driven by external stakeholders.

Actions 5.1.1.1: Local Services - Work with external health services to expand the delivery of services to our community and seek additional funding by supporting the Royal Flying Doctors Service to ensure services are delivered throughout our municipality. (25% completed)

Continue to work with the Royal Flying Doctors Service in identifying additional services for our area and supporting RFDS in sourcing funding

Actions 5.1.1.2: Old St Helens Hospital - Participate in the engagement process to determine the future use of the site. (25% completed)

Supported Department of Communities Tasmania in undertaking Community Engagement process on 18 July 2019 at St Helens. Community ideas collated and forward to Communities Tasmania for their consideration. Awaiting determination from Communities Tasmania as to the future of the Old Hospital

Actions 5.1.1.3: Local Service Delivery - Work with Government agencies in relation to provision of health services to be delivered at a local level. (2% completed)

No action at this stage - THRIVE looking at being part of the discussion

Actions 5.1.1.4: Doctors - Work with service providers, stakeholders and the State Government to ensure that adequate permanent doctors operate in Break O'Day. (25% completed)

No action at this stage - currently have full contingency of locum doctors - meeting to be arranged with Ochre to seek information re long term plans. Ongoing support with welcoming potential new Doctors is being provided.

Key Focus Area 5.2.1

Progress 31%

Mental Health:

Improve the mental health of our community through stability in service delivery and a holistic approach to the provision of services locally.

Continue to be part of the group which are funded by PHT in relation to suicide in males aged between 40 and 64 and identify learnings that can be shared with the whole community.

Owner: Chris Hughes

Actions: 3



	%	#
● On Track	100.0	3

Update provided by John Brown on Oct 24, 2019 02:45:13

Solid progress with all actions in this KFA.

Actions 5.2.1.1: Mental Health Working Group - Support the Mental Health Services Working Group to map changes if any and seek additional funding through partnerships with external services. (25% completed)

Committee currently in abeyance during the term of the BOD and Bicheno Suicide Prevention Trial

Actions 5.2.1.2: THRIVE - Maintain working relationship with THRIVE and participate in their activities. (30% completed)

THRIVE projects continuing, more specifically Thrive Build, Community Garden, School Mentoring, with a large number of community members volunteering to ensure the continuation of these projects. Thrive Build now has one trainee working to achieve an appropriate Certificate

Actions 5.2.1.3: Suicide Prevention - Maintain involvement in the Suicide Prevention Trial. (39% completed)

Several projects are now up and running under this Trial - Safe Cafe and the Community Suicide Response Group - terms of reference have been approved and currently developing protocols around communication for the Suicide Response

Key Focus Area 5.2.2

Progress 25%

Education & Skills Training:

Improve education and skills training opportunities and encourage greater personal development through delivery of programs locally which meet the needs of industry and the community.

Implement outcomes of the BDO Report.

Owner: John Brown

Actions: 1



	%	#
● On Track	100.0	1

Update provided by John Brown on Oct 24, 2019 02:46:14

Activity in this area is determined by actions of State Government agencies.

Actions 5.2.2.1: Jobs Action Package - Support the implementation of the outcomes of the TasCOSS and TCCI led process addressing employment barriers in the Break O'Day area. (25% completed)

Project proposal developed by local stakeholder group which addresses the key barriers identified through the consultation processes of TasCOSS and TCCI, this was submitted to the overall Steering Committee within State Government in July 2019. Committee have considered the proposal and potentially may go to an open Expression of Interest process. Awaiting discussions with Skills Tasmania.

Key Focus Area 5.2.3

Progress 13%



Transport:

Facilitate a range of transport options that support movement within and outside the Break O'Day area.

Owner: Chris Hughes

	%	#
● On Track	100.0	3

Actions: 3

Update provided by John Brown on Oct 24, 2019 02:49:56

Initial progress made with a number of these items which are generally small in nature.

Actions 5.2.3.1: Local Transport Network - Promote the transport services that are currently available through the development of a community page. (6% completed)

List of all options being generated

Actions 5.2.3.2: Transport Gap Analysis - Work with local community organisations who offer transport to identify where the needs are for additional transport options and work with the current providers on servicing the identified gaps. (9% completed)

Meeting with Josh Madwick, Innovation and Development Manager for CTST to explore the option of running a sister program, like area connect

Actions 5.2.3.3: Learner Driver Mentor Program - Recruit and train additional mentors to support the program. (25% completed)

One Mentor recruited 4.10.2019

Key Focus Area 6.1.1

Progress 25%



Local Government Reform

Owner: John Brown

	%	#
● On Track	100.0	1

Actions: 1

Update provided by John Brown on Oct 24, 2019 02:50:52

Actions 6.1.1.1: Northern Region Shared Services - Pursue joint procurement opportunities and a common IT platform involving northern region Councils. (25% completed)

Regional approach to annual Road Sealing Tender being examined with BODC undertaking work associated with this approach. Common IT platform approach being progressed with information under development through a potential service provider. Joint Legal Services procurement finalised in July 2019 and now in operation, savings to be identified on an annual basis.

Key Focus Area 6.1.2

Progress 25%



Break O'Day Culture

Owner: John Brown

	%	#
● On Track	100.0	1

Actions: 1

Update provided by John Brown on Oct 24, 2019 02:51:04

Actions 6.1.2.1: Organisational Development - Continue focus on service delivery based on agreed values and team based activities. (25% completed)

Work teams continuing to focus on the outcomes identified through the last round of workshops. Consideration being given to working on key areas of improvement and resilience as part of the next stage.

Key Focus Area 6.1.4

Progress 14%

Financial Sustainability

Owner: Bob Hoogland



	%	#
● On Track	100.0	3

Actions: 3

Update provided by John Brown on Oct 24, 2019 02:52:36

Initial focus is in relation to activities associated with Waste Management.

Actions 6.1.4.1: Value for Money Reviews - Undertake reviews of operational activities to identify revenue opportunities, cost savings and / or process improvements. Results, ongoing annual savings of \$50,000 and 500 hours identified and achieved. (17% completed)

Mobile phone/tablet package savings identified, yet to be quantified; LGAT coordinated electricity contract negotiated, savings yet to be quantified; green waste sale as landscape product trial progressing, change in gas energy provider also generated savings, yet to be quantified.

Actions 6.1.4.2: Procurement Processes - Undertake a review of procurement processes with a focus on environmental sustainability - the use of recyclable materials within the products etc which Council procures. (0% completed)

No action to date

Actions 6.1.4.3: Operational Efficiencies - Examine opportunities for operational cost reductions resulting in reduced waste management cost based on \$ / t to landfill. (25% completed)

General waste collected from Councils Waste Transfer Stations and kerbside collection contain materials that can be collected for reprocessing/recycling and reduce the costs associated with transport to and landfilling at Copping. These include, glass, metals, untreated timber, recyclable plastics and e-waste that can be placed into kerbside recyclables bins in the home or at Councils waste transfer stations free of charge.

The current focus is on:

- Council's waste management contracts expire at 30 June 2020. Contract tenders have a focus on competitive pricing, valuable materials recovery, community education and operational efficiencies.
- Waste Transfer Station layouts - changes being implemented to enable more material streams to be segregated and recovered, such as untreated timber and bulk cardboard handling and plastics.
- Updating current waste information/educational packages.

Key Focus Area 6.1.5

Progress 8%

Financial Management

Owner: Bob Hoogland



	%	#
● On Track	100.0	3

Actions: 3

Update provided by John Brown on Oct 24, 2019 02:53:32

A number of Actions are yet to commence in this area, this is not unexpected.

Actions 6.1.5.1: Audit Panel - Audit Panel meetings facilitated in accordance with legislative requirements, responding to all recommendations of the Panel. (25% completed)

October meeting of Audit Panel held, minutes and report being prepared for Council

Actions 6.1.5.2: Financial Viability and Accountability - Maintain financial viability and accountability in budgeting and administration. Regularly review the Long Term Financial Plan (LTFP) to ensure that it accurately reflects the results of Council decision making. Result, meet or exceed Long Term Financial Plan forecasts for operational results. (0% completed)

No action to date until audited 2018/2019 financial statements received

Actions 6.1.5.3: Internal Audits - Implement 2019 / 2020 Internal Audits according to the adopted schedule. (0% completed)

Initial discussions for implementing 2019/2020 audit program held

Key Focus Area 6.1.6

Progress 0%

Human Resources

Owner: Paula Kloosterman



	%	#
● On Track	100.0	1

Actions: 1

Update provided by John Brown on Oct 24, 2019 02:53:48

Actions 6.1.6.1: Workforce Plan - Develop a workforce plan to prepare for and manage succession requirements and ageing workforce. (0% completed)

No action to date.

Key Focus Area 6.1.8

Progress 25%

Elected Members

Owner: John Brown



	%	#
● On Track	100.0	1

Actions: 1

Update provided by John Brown on Oct 24, 2019 02:53:59

Actions 6.1.8.1: Councillors Professional Development - Facilitate participation of Councillors Professional Development. (25% completed)

The Mayor and two (2) Councillors attended the Local Government Association of Tasmania's (LGAT) Annual Conference in July 2019.

The Mayor and four(4) Councillors attended the Local Government Association of Tasmania's (LGAT) Session in regards to the Local Government Legislation Review.

Key Focus Area 6.1.9

Progress 13%

Council Advocacy

Owner: John Brown

Actions: 2



● On Track	%	#
	100.0	2

Update provided by John Brown on Oct 24, 2019 02:54:17

Actions 6.1.9.1: Priority Projects - Pursue identified priority projects through State and Federal Budget consultation processes. (25% completed)

Focus has been on securing the funding committed during the 2019 Federal Election process. Applications submitted for the Drought Communities Program in line with Council's identified projects, funding has been approved and major project commenced. Applications submitted through the Community Development Program with the Old Tasmanian Hotel project Grant Deed being signed. Tasman Highway intersection upgrades south of St Helens has required substantial pressure being exerted to ensure these are completed by mid-November. Binalong Bay road hand over yet to occur but has been raised with the Premier.

Actions 6.1.9.2: Potential Projects - Take a proactive approach with Government agencies by ensuring potential projects are adequately researched and outlined for Minister's consideration. (0% completed)

No action at this stage. Future activity with Council to review priority projects.

Key Focus Area 6.1.10

Progress 0%

Customer Service

Owner: John Brown

Actions: 1



● On Track	%	#
	100.0	1

Update provided by John Brown on Oct 24, 2019 02:54:28

Actions 6.1.10.1: Service Improvements - Encourage ongoing improvement of the customer service approach of the organisation through identified professional development activities. (0% completed)

No action to date

Key Focus Area 6.1.11

Progress 10%

Asset Management

Owner: David Jolly

Actions: 1



● On Track	%	#
	100.0	1

Update provided by John Brown on Oct 24, 2019 02:54:52

A key focus in the current year is the writing of a Building Asset Management Plan that enables Council to better manage the establishment of new assets, asset renewals and upgrades and operational and maintenance budgets in alignment with Councils Long Term financial Plan.

The key activity of updating building asset database to enable accurate financial reporting applies to this KFA.

Council maintains a building register that includes asset financial data and information. Building Asset Data currently being centralised and data gathering in the field to verify and validate asset dimensions and to complete required level of information for building revaluations and the writing of a building asset management plan.

Activity has included the production of a GIS Layer in 'My Maps'.

Key Focus Area 6.1.12

Progress 75%

Stormwater Management Plan

Owner: Stuart Barwick



	%	#
● On Track	100.0	1

Actions: 1

Update provided by John Brown on Oct 24, 2019 02:55:11

Actions 6.1.12.1: Stormwater Priorities Plan - Development and endorsement of the Municipal Stormwater Priorities Plan. (75% completed)

The Urban Drainage Act 2013 ("the Act") requires that all Tasmanian Councils develop Stormwater System Management Plans (SSMPs) for the urban areas within their municipalities. Tasmanian councils have to complete the task by 19th Dec 2019 to satisfy the requirements of the Act.

Progress on councils SSMP has accelerated ahead of anticipated completion by the end of this calendar year.

Specific items have been:

- Completion by Consultants (Water Technologies, Melbourne, "WaterTech") of computer modelling of rainfall and runoff for the whole of the Municipality.
- Transfer of digital results to Council
- Installation by InsightGIS of data onto Council systems
- WaterTech production of their draft Final Report
- WaterTech presentation to Council Staff of methodologies used in the modelling process, with context and reliability of results
- WaterTech training of Council staff on accessing/using data both on Council systems and web-based applications.
- Purchase of additional survey equipment to accelerate the work of updating Councils Storm Water Assets Register.
- Continuing work on preparing the draft SSMP for the Council's endorsement at the December 2019 Ordinary meeting of the Council.
- Continuing work by InsightGIS on the database which holds the Assets Registers.

Key Focus Area 6.1.13

Progress 30%

Work Health & Safety

Owner: Simone Ewald-Rist



Actions: 2

Update provided by John Brown on Oct 24, 2019 02:55:36

Actions 6.1.13.1: Incident Prevention - Take action to reduce the likelihood of incidents of injury and illness in the workplace, including: Review of reported incidents; Audits of staff and contractors; Inductions of staff and contractors; Facilitate WH&S Committee Meetings; Appropriate identified training. (35% completed)

Notification of incidents occurred on 23/9/2019, 25/9/2019 and again on 25/9/2019. All three incidents were discussed with the Works Operation Manager and considering the first two related to self-treatment, no administration action was required. The third incident related to aggressive behaviour by a member of the public (MOP) and hindering the Animal Control Officer to do his job. The ACO reported the incident and the MOP visited Council offices to make a verbal complaint but declined to make it an official written complaint. No further action was required.

As of 3 October a total of eight incidents were reported from three different departments.

No additional audit of staff or contractors took place since the last update.

One new contractor was inducted on 27/9 and three MTBT volunteers were inducted on 1/10/2019.

Refresher first aid training of 20 workers took place on 25/9 and since one worker missed out, alternative arrangements have to be made before end of 2019 or in 2020.

The next WHS / RM Committee meeting is scheduled for THU 31/10 which includes discussions for WHS training in 2020.

- Audiometric testing of 20 outdoor workers
- Skin Cancer Checks for approximately 50 workers/volunteers
- First Aid refresher training for 21 workers in September 2020.

Actions 6.1.13.2: Wellbeing Program - Undertake actions to improve the wellbeing or workers including appropriate training and awareness sessions. (25% completed)

8 October 2019 raise awareness of World Mental Health Day with all staff members.

Key Focus Area 6.1.14

Progress 62%

Public Health

Owner: Paula Kloosterman



Actions: 2

Update provided by John Brown on Oct 24, 2019 02:56:00

Actions 6.1.14.1: On Street Dining - Review Council's policy in relation to on-street dining to encourage a vibrant and inviting streetscape for residents and visitors alike. (99% completed)

Reviewed July 2018 therefore not due for review until July 2021.

Actions 6.1.14.2: Temporary Food Premises - In consultation with stakeholders develop a mobile and temporary food business policy and operator guide, to facilitate the service of food outside the traditional fixed premises model. (25% completed)

Draft guideline has been developed. Will be reviewed and circulated to managers for comment.

Key Focus Area 6.1.15

Progress 25%

Stakeholder Management

Owner: John Brown



	%	#
● On Track	100.0	2

Actions: 2

Update provided by John Brown on Oct 24, 2019 02:56:19

Actions 6.1.15.1: Northern Tasmanian Development Corporation (NTDC) - Participate in NTDC activities focused on developing the regional economy. (25% completed)

Consideration of the Regional Economic Development Plan and endorsement by Council undertaken at September 2019 Council meeting. Review of NTDC operations as part of considering ongoing funding has been requested as council is examining the value for money being received. Mayor and General Manager participating in development of Regional Collaboration Framework.

Actions 6.1.15.2: Local Government Association of Tasmania (LGAT) and Australian Local Government Association (ALGA) - Participate actively at the State and National level in Local Government matters including legislative reviews and policy development. (25% completed)

LGAT Conference attended by Mayor, 2 Councillors and General Manager, BODC received the Award for Excellence in Service Delivery for Small Councils.

Participation in legislative reviews and policy development has included:

- Local Government Act Review
- State Government Draft Waste Action Plan

Key Focus Area 6.1.16

Progress 0%

Improvements to Council's Systems and Processes

Owner: Bob Hoogland



	%	#
● On Track	100.0	1

Actions: 1

Update provided by John Brown on Oct 24, 2019 02:56:32

Actions 6.1.16.1: System and Process Improvements - Undertake an ongoing review of Council's systems and processes with a focus on simplification, time and resource reduction. (0% completed)

No action to date

Key Focus Area 6.2.1

Progress 100%

Asset Management Policy

Owner: Bob Hoogland



	%	#
● On Track	50.0	1
● Completed	50.0	1

Actions: 2

Update provided by John Brown on Oct 24, 2019 03:06:51

Actions 6.2.1.1: Review AM15 Asset Disposal Policy Review Period: 3 years Adopted: 21.08.2014 Date last amendment: 21.03.2016 Renewal Due: November 2019 Source: Policy Review Schedule (100% completed)

Council adopted the amended update to AM15 Disposal Policy at the August 2019 Council Meeting after discussion at the August 2019 Councillor Workshop.

Actions 6.2.1.2: Review AM19 Asset Management Policy Review Period: 3 years Adopted: 15.08.2016 Renewal Due: August 2019 Source: Policy Review Schedule (99% completed)

Council adopted the amended update to AM19 Asset Management Policy at the August 2019 Council Meeting after discussion at the August 2019 Councillor Workshop.

Key Focus Area 6.2.2

Progress 15%

Community Building Policy

Owner: Bob Hoogland



	%	#
● On Track	100.0	1

Actions: 1

Update provided by John Brown on Oct 24, 2019 03:07:05

Actions 6.2.2.1: Review CB04 Youth Policy and Strategy Review Period: 3 years Adopted: 19.03.2012 Date last amendment: 21.03.2016 Renewal Due: April 2020 Source: Policy Review Schedule (15% completed)

No action to date - contact made with Schools to work with SRC committees and invite ScamJam members to be part of the review

Key Focus Area 6.2.4

Progress 0%

Environment & Planning Policy

Owner: David Jolly



	%	#
● On Track	100.0	1

Actions: 1

Update provided by John Brown on Oct 24, 2019 03:07:45

Actions 6.2.4.1: Review EP03 Conservation Covenant Support Policy Review Period: 3 years Adopted: 25.06.2012 Date last amendment: 21.03.2016 Renewal Due: December 2019 Source: Policy Review Schedule (0% completed)

No activity

Key Focus Area 6.4.1

Progress 25%

Grant Submissions

Owner: Angela Matthews



Actions: 1

Update provided by Angela Matthews on Oct 08, 2019 20:57:33

Actions 6.4.1.1: Grant Funding Opportunities - Actively seek and apply for grant funding opportunities which assist Council to achieve its identified priorities. Result(s), overall success rate of 75%, funding received for three (3) identified priorities and grant funding of \$250,000 secured. (25% completed)

Draft Grant Deeds have been received for the Old Tasmanian Hotel Restoration Project - \$500,000

Still waiting on draft Grant Deeds for the St Marys Flood Mitigation Project - Flood Proofing St Marys - \$400,000

Drought Communities Programme - \$1,000,000

- Grant Deeds Executed and works commenced for Enhancing the Fingal Valley

- St Marys Community Space

Advice received that the Recreational Boating Fund for Proposed upgrade to the Scamander Boat Ramp was successful - \$125,000

Key Focus Area 6.5.1

Progress 28%

Capital Works and Projects Program

Owner: Bob Hoogland



Actions: 6

Update provided by David Jolly on Oct 10, 2019 05:22:55

This KFA is supported by four (4) Actions

Council has held several community drop in sessions with the purpose of creating township plans with subsequent endorsement by the Council. Plan items are wide ranging in nature from infrastructure needs, maintenance and regulatory matters and are either being addressed through both the 4 year capital programme and current operational and maintenance budget and legislative frameworks.

A key focus is the delivery of a number of infrastructure projects funded under the Drought Communities Programme, with all projects to be completed by the end of December 2019. At the September quarter end one project has been completed; being the upgrade of the Grey Mares Trail at the top end of St Marys Pass.

In-progress projects are:

- St Marys Cemetery: Drainage and internal road pavement works in preparation for sealing have been completed. Sealing works are scheduled to occur December 2019.
- Fingal Streetscape: The project that commenced on 26 September works comprise the upgrade of the streetscape between Brown and Gleadow Streets on the southern side of Talbot Street and include the replacement of stormwater pipes and the connection of property stormwater points, new kerb and channel, footpath upgrades, property access upgrades and landscaping.
- St Patricks Head Trail Works - the upgrade and repair of the walking trail.
- Mathinna Falls Trail that includes the required upgrade of parts of the access road, the replacement of a vehicle bridge and walking

track repair and upgrade.

- Fingal Park Shelter with a Planning application pending.

The St Mary's Flood mitigation project scopes have been defined and Council has submitted an application for Australian Government funding to enable the implementation of priorities from the St Marys Flood Risk management Plan for the St Marys community. The objective of the flood mitigation projects is to reduce the area of St Marys that is flood prone, reducing flood hazards and impacts for households (including public housing), businesses and public infrastructure and improving.

There are three (3) proposed projects:

1. Establish a flash Flood Warning System, installing one automatic weather station, radio-links with an existing second station, data communications to Bureau of Meteorology and create a local flash flood alert communications system. The flood warning system will detect and warn the community, Council and emergency services, protecting people and property from flood losses by triggering pre-flood preparations and response and recovery actions.
2. Engineering works to raise the deck of 'The Flat' bridge 1 meter, clear of the stream channel to reduce inundation of Main Street.
3. Build a flood levee bank at Groom Street to protect the residential area east of Story Street.

Council has allocated funding in the 2019-2020 Capital budget for road Re-sheeting and Re-sealing projects. The gravel road re-sheeting program is on schedule with projects being delivered within budget. Councils Road Sealing Tender has been awarded to Crossroads with scheduled works to occur during November and December 2019.

During this financial year, several of councils timber bridge decks are to be replaced. Deck timbers have been sourced from the local sawmill and delivered to Councils Works depot. Contractors will undertake required Bridge works during the next quarter. There are no forecast delays to the bridge works program or unforeseen budget variations expected.

Kerb and channel and footpath replacement works are ongoing during the year and are expected to be completed by end of June, 2020 with project delivery within budget.