



2020 - 2021 Annual Plan

Jul 01, 2020 - Jun 30, 2021

Report Created On: Jun 16, 2020

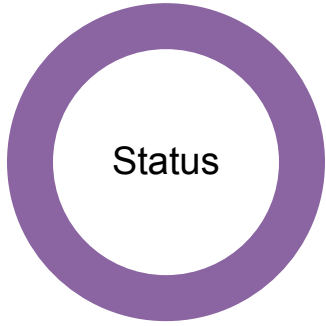
48

Key Focus Area

133

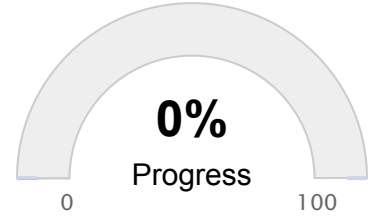
Actions

Overall Summary




● Upcoming

%
100.0



Report Legend

 No Update

 Overdue

 Priority

Key Focus Area 1.1.1

Progress 0%



Communication:

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

Owner: Jayne Richardson

	%	#
● Upcoming	100.0	5

Actions: 5

Actions 1.1.1.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Online Surveys -

Increase the use of surveys in community consultation regarding Council activities including a focus on comparative information.

Owner: Jayne Richardson

Actions 1.1.1.2

Jul 01, 2020 - Dec 31, 2020

Upcoming

Progress 0%

Plain English Communication -

Develop a 'Plain English' approach to Council communications in line with the new Communications Guide.

Owner: Jayne Richardson

Actions 1.1.1.3

Jul 01, 2020 - Sep 30, 2020

Upcoming

Progress 0%

Community Survey -

Develop a community survey to determine the most effective methods of communication.

Owner: Jayne Richardson

Actions 1.1.1.4

Jul 01, 2020 - Sep 30, 2020

Upcoming

Progress 0%

Break O'Day Council (BODC) Website -

Review and develop the BODC website for relevance and accessibility.

Owner: Jayne Richardson

Actions 1.1.1.5

Jul 01, 2020 - Oct 31, 2020

Upcoming

Progress 0%

Communication Activities -

Review and improve the quality of outward Council communications ensuring consistency with the Communications Guide with particular reference to tone.

Owner: Jayne Richardson

Key Focus Area 1.2.1

Progress 0%

Events and Activities:

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

Owner: Chris Hughes

Actions: 4



	%	#
● Upcoming	100.0	4

Actions 1.2.1.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Increasing Volunteers -

Work with community groups and interested parties to hold activities in our Municipality focused on strengthening and increasing our volunteer base.

Owner: Chris Hughes

Actions 1.2.1.2

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Event Capacity Building -

Assist community groups with event planning through mentoring, supporting and facilitating a pathway for event planning.

Owner: Chris Hughes

Actions 1.2.1.3

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Community Event Support -

Work with event organisers to strengthen their capacity to deliver events including events cancelled due to COVID-19 by supporting them through planning for the future events including Public Health requirements.

Owner: Chris Hughes

Actions 1.2.1.4

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Event Attraction -

Work with event organisers and organisations to develop and attract new events to the area.

Owner: Chris Hughes

Key Focus Area 1.3.1

Progress 0%

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

Actions: 4



	%	#
Upcoming	100.0	4

Actions 1.3.1.1

Jul 01, 2020 - Sep 30, 2020

Upcoming

Progress 0%

Community Engagement Framework -

Based on feedback received and involving community consultation, develop and adopt a Community Engagement Framework to support Council activities.

Owner: Jayne Richardson

Actions 1.3.1.2

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Framework Integration -

Embed the Community Engagement Framework within Council activities.

Owner: Chris Hughes

Actions 1.3.1.3

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Local Township Plans -

Develop and review Township Plans; ensure items listed are considered in future budget decisions or source grant funding; report back on a six (6) monthly basis to communities on Township Plan progress.

Owner: Chris Hughes

Actions 1.3.1.4

Jul 01, 2020 - Dec 31, 2020

Upcoming

Progress 0%

Arts & Cultural Strategy -

Work with the Bay of Fires Arts Committee to review the Strategy and reflect changes in an update of the document.

Owner: Chris Hughes

Key Focus Area 2.1.1

Progress 0%

Opportunities:

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

Owner: John Brown

Actions: 8



	%	#
Upcoming	100.0	8

Actions 2.1.1.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Economic Prospectus -

Promote availability of the Economic Prospectus and maintain relevance as additional or updated information becomes available.

Owner: Jayne Richardson

Actions 2.1.1.2

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Irrigation Projects -

Support the investigations by Tas Irrigation for construction of infrastructure servicing the eastern end of the Fingal Valley.

Owner: Tim Gowans

Actions 2.1.1.3

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Agriculture Opportunities -

Research and examine potential opportunities to develop agriculture and horticulture within the Break O'Day Council area with a particular focus on the Fingal Valley.

Owner: Tim Gowans

Actions 2.1.1.4

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Circular Economy -

Participate in projects focused on developing the Circular Economy at the regional and local level.

Owner: Tim Gowans

Actions 2.1.1.5

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Population Strategy -

Provide funding support and participate in the regional approach being delivered by Northern Tasmania Development Corporation (NTDC).

Owner: John Brown

Actions 2.1.1.6

Jul 01, 2020 - Dec 31, 2020

Upcoming

Progress 0%

Growing the Population -

Work with UTas, Institute for the Study of Social Change to develop a clear understanding of the Break O'Day (BOD) situation and potential strategies Council can focus on to meet the challenges of population change.

Owner: John Brown

Actions 2.1.1.7

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Aged Housing -

Pursue investment in construction of Independent Living Units in the area.

Owner: John Brown

Actions 2.1.1.8

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Public Housing -

Lobby and work with the State Government and housing providers to build new public housing.

Owner: John Brown

Key Focus Area 2.1.2

Progress 0%

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: 7



	%	#
● Upcoming	100.0	7

Actions 2.1.2.1

Jul 01, 2020 - Dec 31, 2020

Upcoming

Progress 0%

Visitor Information Provision -

Work with East Coast Tasmania Tourism (ECTT) to strategically review the provision of visitor information services on the East Coast.

Owner: John Brown

Actions 2.1.2.2

Jul 01, 2020 - Sep 30, 2020

Upcoming

Progress 0%

Marketing -

Develop a winter marketing strategy for the area which aligns with Tourism Tasmania and East Coast Tasmania Tourism (ECTT) activities.

Owner: Jayne Richardson

Actions 2.1.2.3

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Mountain Bike (MTB) Data -

Collate Tourism data to develop a report on the impact that the MTB trails are having and identify gaps.

Owner: Jayne Richardson

Actions 2.1.2.4

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Bay of Fires Master Plan -

Liaise with the State Government and other stakeholders to develop a Master Plan for the Bay of Fires area.

Owner: Chris Hughes

Actions 2.1.2.5

Jul 01, 2020 - Sep 30, 2020

Upcoming

Progress 0%

Visitor Information Sites -

Redevelop information for tourism sites.

Owner: Jayne Richardson

Actions 2.1.2.6

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Fingal Valley Tourism -

Support Fingal Valley Community groups to undertake tourism activities and projects.

Owner: Chris Hughes

Actions 2.1.2.7

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

St Helens Destination Action Plan (DAP) -

Review involvement with the DAP Committee.

Owner: Jayne Richardson

Key Focus Area 2.2.1

Progress 0%

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



	%	#
Upcoming	100.0	4

Actions 2.2.1.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Economic Development Assistance -

Provide direct support for new and existing businesses wishing to establish or expand activities.

Owner: Tim Gowans

Actions 2.2.1.2

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Business Enterprise Centre (BEC) -

Support the activities of the BEC with a focus on business start-ups and expansion of existing businesses.

Owner: Tim Gowans

Actions 2.2.1.3

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Jobs Action Package -

Participate actively in the project being facilitated by the Fingal Valley Neighbourhood House (FVNH) which focuses on addressing barriers to employment.

Owner: John Brown

Actions 2.2.1.4

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Business Opportunities -

Research and examine opportunities that could create jobs in Break O'Day (BOD).

Owner: Tim Gowans

Key Focus Area 2.3.1

Brand Development:

Undertake and identify opportunities to develop a positive brand for Break O'Day Council and the area.

Owner: Jayne Richardson

Key Focus Area 2.4.1

Progress 0%

Support:

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

Owner: David Jolly

Actions: 2

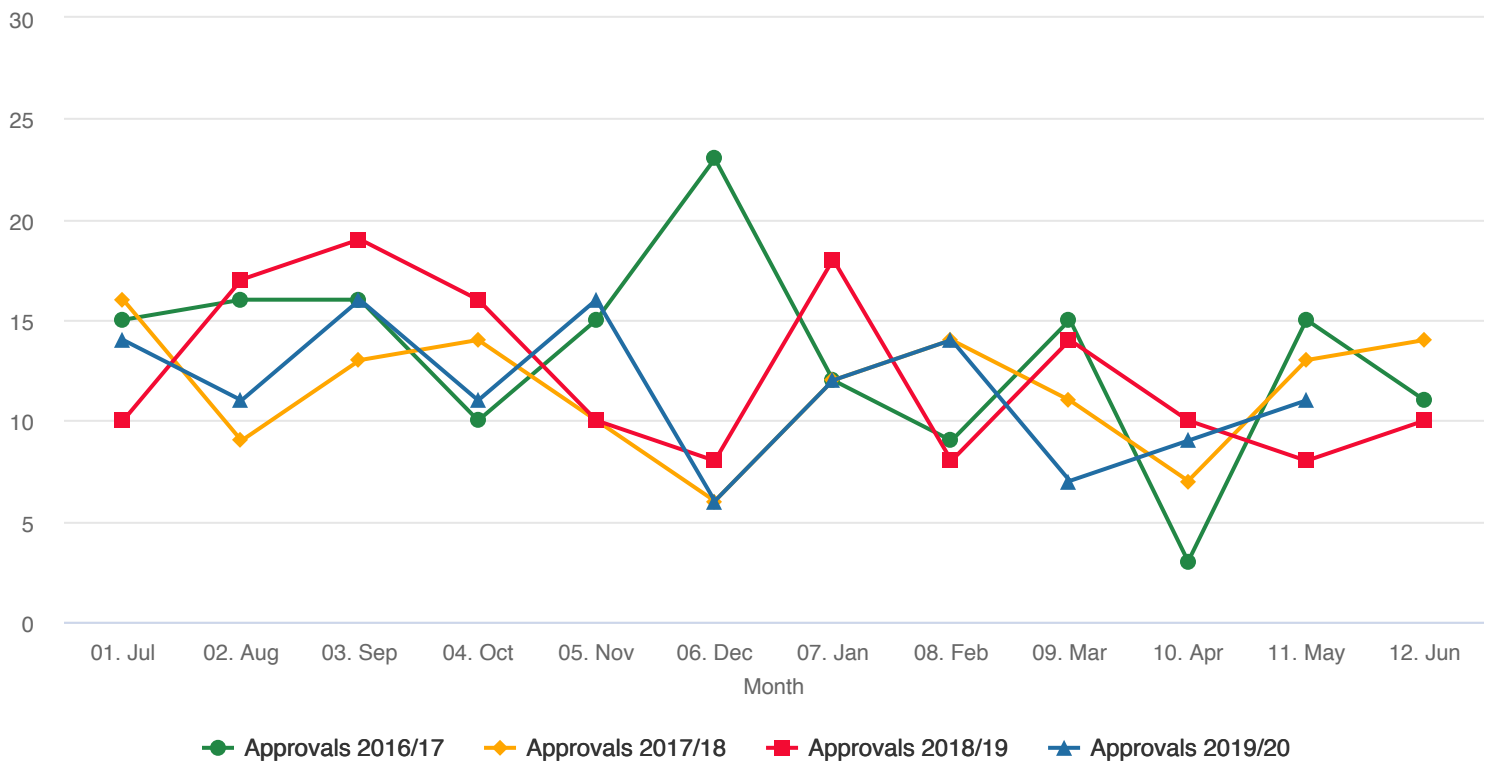


	%	#
Upcoming	100.0	2

Key Focus Area 2.4.1 > KPI

Number of Building Applications Approved

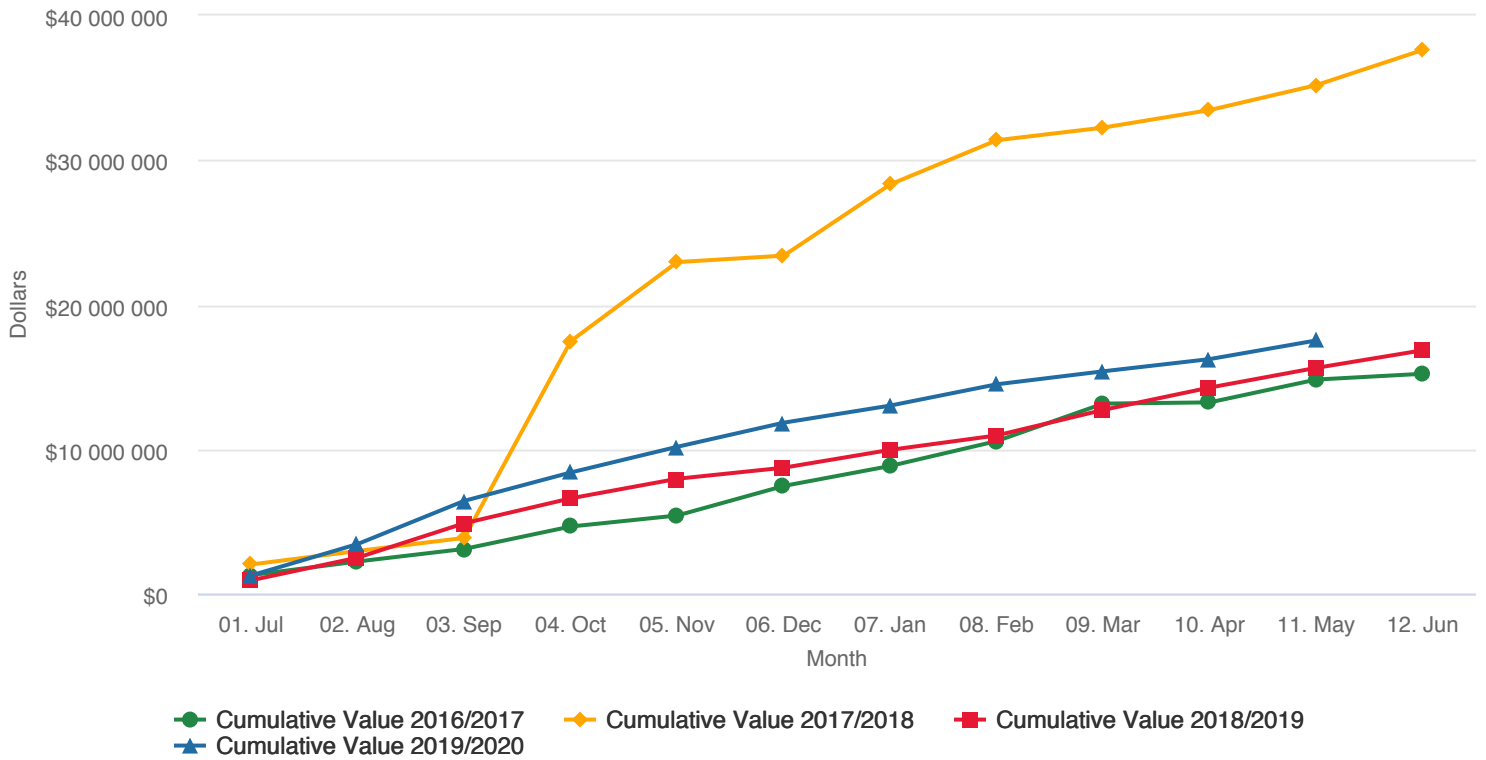
Number of Building Applications Approved



BODC Total number of building applications by month and financial year

Cumulative Value of Building Approvals

Cumulative Value of Building Approvals



Actions 2.4.1.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

I-PLAN -

Participate with the State Government I-PLAN project to enable online development queries and online submission of development applications.

Result - simplified Council processes and integration with I-PLAN.

Owner: Jake Ihnen

Actions 2.4.1.2

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Business Community Leadership -

Support the development of strong leadership in the community to facilitate overall development and growth.

Owner: Tim Gowans

Key Focus Area 3.1.1

Progress 0%

Appropriate Development:

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

Owner: David Jolly

Actions: 5



	%	#
● Upcoming	100.0	5

Actions 3.1.1.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Communication Improvements -

Increase communication with local industry to continue to build an understanding of the critical changes in land use planning and other Development Services activities.

Owner: Jake Ihnen

Actions 3.1.1.2

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Regional Land Use Strategy -

Actively participate in and support the review of the Northern Tasmania Regional Land Use Strategy.

Owner: Jake Ihnen

Actions 3.1.1.3

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Tasmanian Planning Scheme -

Work with the Tasmanian Planning Commission regarding approval of the Local Provisions Schedule (LPS) which have been developed.

Owner: Jake Ihnen

Actions 3.1.1.4

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Strategic Land Use Review -

Commence review of strategic land use strategy with focus on population, township expansion and industrial land availability.

Owner: Jake Ihnen

Actions 3.1.1.5

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Climate Change Action -

Secure financial and human resources for priorities in the Break O'Day Climate Change Action Plan 2020.

Owner: Polly Buchhorn

Key Focus Area 3.2.1

Progress 0%

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: 2

	%	#
Upcoming	100.0	2

Actions 3.2.1.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Community Activation -

Undertake activities which increase awareness and participation in Natural Resource Management and recognition of achievements.

Owner: Polly Buchhorn

Actions 3.2.1.2

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Waste Reduction -

Undertake community education and activities focused on waste reduction and minimisation.

Owner: Jayne Richardson

Key Focus Area 3.3.1

Progress 0%



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

	%	#
● Upcoming	100.0	6

Actions: 6

Actions 3.3.1.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Land Management Activities -

Secure financial and human resources for projects to rehabilitate degraded land and sustain soil productivity.

Owner: Polly Buchhorn

Actions 3.3.1.2

Jul 01, 2020 - Dec 31, 2020

Upcoming

Progress 0%

Activity and Condition Review -

Investigate soil and water management performance by works and land development projects to identify planning and management improvements.

Owner: Polly Buchhorn

Actions 3.3.1.3

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Weed Action Plan -

Implement activities within the plan including control measures; education and compliance.

Owner: Polly Buchhorn

Actions 3.3.1.4

Jul 01, 2020 - Dec 31, 2020

Upcoming

Progress 0%

Best Practice Activities -

Facilitate weed, pest and disease hygiene protocols and best practice in Council operations and promote benefits in industry.

Owner: Polly Buchhorn

Actions 3.3.1.5

Jul 01, 2020 - Dec 31, 2020

Upcoming

Progress 0%

Dog Management Policy -

Secure a formal cooperative dog management arrangement with Parks and Wildlife Services.

Owner: Polly Buchhorn

Actions 3.3.1.6

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Urban Green Infrastructure -

Develop a street guide and survey further "Green Infrastructure" issues and opportunities (ie St Marys as the first township).

Owner: Polly Buchhorn

Key Focus Area 3.4.1

Progress 0%

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: 5



	%	#
Upcoming	100.0	5

Actions 3.4.1.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

George River Catchment and Bay -

Review catchment, water quality and riparian issues and management priorities - action and collaboration on pollution issues and catchment water quality priorities.

Owner: Polly Buchhorn

Actions 3.4.1.2

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

South Esk River -

Review catchment, water quality and riparian issues and management priorities - action and collaboration on pollution issues and catchment water quality priorities.

Owner: Polly Buchhorn

Actions 3.4.1.3

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Catchment Riverworks -

Facilitate projects to stabilise and protect priority stream reaches; identify critical sites threatening the natural stability of river systems from 'rivercare' programs and plans and the status of streams.

Owner: Polly Buchhorn

Actions 3.4.1.4

Jul 01, 2020 - Dec 31, 2020

Upcoming

Progress 0%

St Marys Flood Mitigation -

Complete construction of the St Marys Rivulet Flood Levee and update St Marys Flood Management Plan priorities.

Owner: Polly Buchhorn

Actions 3.4.1.5

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Manage Lower George Flood Risk -

Implement Lower George Floodplain Action Plan with Riverworks Trust and secure funding for flood and river management works as well to undertake flood studies to quantify the risks.

Owner: Polly Buchhorn

Key Focus Area 4.1.1

Progress 0%

Community Facilities:

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

Owner: David Jolly

Actions: 2



	%	#
● Upcoming	100.0	2

Actions 4.1.1.1

Jul 01, 2020 - Mar 31, 2021

Upcoming

Progress 0%

St Helens Sports Complex Master Plan -

Carry out user consultation, review current land use and future land use demands - drafting of concept site plans for future proposals and develop costings for prioritised projects.

Owner: Jake Ihnen

Actions 4.1.1.2

Jul 01, 2020 - Dec 31, 2020

Upcoming

Progress 0%

Old Tasmanian Hotel -

Complete Stage 2 Capital Upgrades to the Old Tasmanian Hotel - lift, disabled access and entrance way).

Owner: Jake Ihnen

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

Actions: 3



	%	#
Upcoming	100.0	3

Actions 4.2.1.1

Jul 01, 2020 - Mar 31, 2021

Upcoming

Progress 0%

Streetscapes -

Prepare a detailed plan and costings for the next stage of the St Helens Streetscape Project, including the upgrade of the intersection of the Esplanade and Cecilia Street.

Owner: David Jolly

Actions 4.2.1.2

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

St Marys Parking Strategy -

Develop a car parking strategy for St Marys providing a long term plan for off-street parking.

Owner: David Jolly

Actions 4.2.1.3

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

St Helens Parking Strategy -

Develop a car parking strategy for St Helens providing a long term plan for off-street parking.

Owner: David Jolly

Key Focus Area 4.2.2

Progress 0%

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



	%	#
● Upcoming	100.0	1

Actions 4.2.2.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Telecommunications -

Monitor the roll-out of the Mobile Black Spot Program and advocate for the installation of small cell technology to service Mangana and the surrounding area.

Owner: David Jolly

Key Focus Area 4.3.1

Progress 0%

Waste Management:

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

Owner: David Jolly

Actions: 6



	%	#
● Upcoming	100.0	6

Actions 4.3.1.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Green Waste Recycling -

Produce weed-free green mulch for sale on a cost recovery basis at the Scamander and St Helens Waste Transfer Stations.

Owner: David Jolly

Actions 4.3.1.2

Jul 01, 2020 - Dec 31, 2020

Upcoming

Progress 0%

Inert Landfill Resource Recovery -

Investigate re-use/recovery options and sales opportunities for concrete, soil and other non-asbestos containing builders waste currently placed at the St Helens Waste Transfer Station.

Owner: David Jolly

Actions 4.3.1.3

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Waste Management -

Participate in the Northern Tasmania Waste Management Group (NTWVG) activities to achieve improvements in waste reduction and resource recovery; improve regional cooperation and coordination of waste services; oversee waste management policy setting and service delivery; and coordinate community education.

Owner: David Jolly

Actions 4.3.1.4

Jul 01, 2020 - Dec 31, 2020

Upcoming

Progress 0%

Inert Waste Landfill -

Develop Scamander Waste Transfer Station as an Inert Landfill Site - address environmental regulatory requirements to enable progression to the design and costing of Inert Waste Cells.

Owner: David Jolly

Actions 4.3.1.5

Jul 01, 2020 - Dec 31, 2020

Upcoming

Progress 0%

Glass Reuse -

Investigate options and verify by Cost Benefit Analysis the separation and re-use opportunities for glass collected in Kerbside Co-mingled Recyclables waste stream and glass collected at Municipal Waste Transfer Stations.

Owner: David Jolly

Actions 4.3.1.6

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Single Use Plastics -

Single-use Plastics Policy approval and implementation.

Owner: David Jolly

Key Focus Area 4.3.2

Progress 0%

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



	%	#
● Upcoming	100.0	4

Actions 4.3.2.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

State Road Network -

Pursue upgrades to State Government road infrastructure assets (Tasman Highway) to improve safety and reliability. Result, network quality.

Owner: David Jolly

Actions 4.3.2.2

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Municipal Road Network -

Complete transfer of the responsibility of Binalong Bay Road to the State Government.

Owner: David Jolly

Actions 4.3.2.3

Jul 01, 2020 - Mar 31, 2021

Upcoming

Progress 0%

Strategic Road Plan -

Update Council's plan to identify routes of strategic importance and urgency for the purpose of securing future road upgrade funding.

Owner: David Jolly

Actions 4.3.2.4

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Scamander Wrinklers Entrance -

Finalise approvals and undertake construction works to enhance the northern entrance of Scamander at Wrinklers Lagoon Bridge.

Owner: David Jolly

Key Focus Area 4.3.3

Progress 0%

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: 12



	%	#
● Upcoming	100.0	12

Actions 4.3.3.1

Jul 01, 2020 - Nov 30, 2020

Upcoming

Progress 0%

Georges Bay Foreshore Trail -

Undertake construction of the trail from St Helens Wharf to Homelea (rock walkway and bridge structures).

Owner: David Jolly

Actions 4.3.3.2

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Walking Trails Network -

Liaise with stakeholders responsible for trails to ensure a coordinated and logical approach to trail upgrading and maintenance for priority trails.

Owner: Ben Pettman

Actions 4.3.3.3

Jul 01, 2020 - Dec 31, 2020

Upcoming

Progress 0%

St Helens to Binalong Bay Link -

Complete the project to a shovel ready stage and pursue funding.

Owner: Ben Pettman

Actions 4.3.3.4

Jul 01, 2020 - Dec 31, 2020

Upcoming

Progress 0%

St Helens MTB Network -

Complete construction of the Network including support infrastructure.

Owner: Ben Pettman

Actions 4.3.3.5

Jul 01, 2020 - Sep 30, 2020

Upcoming

Progress 0%

Bay of Fires Trail -

Complete trail head infrastructure and re-route of the Blue Tier Trail.

Owner: Ben Pettman

Actions 4.3.3.6

Jul 01, 2020 - Dec 31, 2020

Upcoming

Progress 0%

Skills Track / Pump Track -

Examine options to establish a skills / pump track in the St Helens area.

Owner: Ben Pettman

Actions 4.3.3.7

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

St Helens MTB Network -

Increase the engagement of the businesses and the community in the development and operation of the trails.

Owner: Ben Pettman

Actions 4.3.3.8

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

MTB Events -

Identify ongoing opportunities for activation of the MTB Network by identifying Local / State / National / International events.

Owner: Ben Pettman

Actions 4.3.3.9

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Fingal to St Marys Trail -

Develop a Master Plan for a rail trail between St Marys and Fingal.

Owner: Ben Pettman

Actions 4.3.3.10

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

St Marys Trail -

Undertake a Feasibility Study for a walking / bike trail between Mt Nicholas and Elephant Pass subject to receipt of external funding.

Owner: Ben Pettman

Actions 4.3.3.11

Jul 01, 2020 - Dec 31, 2020

Upcoming

Progress 0%

MTB Network Operation -

Develop and implement operational / maintenance plan for the MTB trail networks.

Owner: Ben Pettman

Actions 4.3.3.12

Jul 01, 2020 - Mar 31, 2021

Upcoming

Progress 0%

Recreational Trails Strategy -

Develop a strategy encompassing walking and bike trails for the Break O'Day area.

Owner: Ben Pettman

Key Focus Area 5.1.1

Progress 0%

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

Actions: 4



	%	#
Upcoming	100.0	4

Actions 5.1.1.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Local Services -

Strengthen relations with Royal Flying Doctor Service (RFDS) to increase the number of services to be delivered within our community.

Owner: Chris Hughes

Actions 5.1.1.2

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Old St Helens Hospital -

Lobby and work with the Department of Communities Tasmania to review the outcomes of the community engagement process and to determine the future use of this site.

Owner: Chris Hughes

Actions 5.1.1.3

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Local Service Delivery -

Works with the NGO's on the Mental Health Directory and to undertake a community wide survey to understand the needs of health service delivery within Break O'Day (BOD) along with identified gaps.

Owner: Chris Hughes

Actions 5.1.1.4

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Doctors -

Build on the relationship with OCHRE Health to ensure consistency of Medical Practitioners and service delivery.

Owner: Chris Hughes

Key Focus Area 5.1.2

Progress 0%

Youth

Owner: Chris Hughes

Actions: 2



	%	#
● Upcoming	100.0	2

Actions 5.1.2.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Local Government -

Work with St Helens District High School (SHDHS) and St Marys District School (SMDS) with support of a video conferencing format, to guide them on the functions of Local Government and empower them to engage in workshops and Council Meetings.

Owner: Erica McKinnell

Actions 5.1.2.2

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Work Experience -

Support the development of a work experience program for young people through the Employment Partnership Project.

Owner: Erica McKinnell

Key Focus Area 5.2.1

Progress 0%

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: 2



	%	#
● Upcoming	100.0	2

Actions 5.2.1.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

THRIVE -

Maintain working relationship with THRIVE and participate in their activities.

Owner: Chris Hughes

Actions 5.2.1.2

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Suicide Prevention -

Maintain involvement in the Suicide Prevention Trial and continue to work with the committee on delivering the programs for a further 12 months.

Owner: Chris Hughes

Key Focus Area 5.2.2

Progress 0%

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



	%	#
● Upcoming	100.0	1

Actions 5.2.2.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Employment Partnership Project -

Participate in the project being facilitated by the Fingal Valley Neighbourhood House (FVNH) including supporting the operations of the local steering committee.

Owner: John Brown

Key Focus Area 5.2.3

Progress 0%

Transport:

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

Owner: Chris Hughes

Actions: 3



	%	#
● Upcoming	100.0	3

Actions 5.2.3.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Local Transport Network -

Work with young people through the Employment Partnership Project to address transport barriers.

Owner: Erica McKinnell

Actions 5.2.3.2

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Transport Gap Analysis -

Examine the outcomes of previous engagement activities and work with young people through the Employment Partnership Project to address transport barriers.

Owner: Erica McKinnell

Actions 5.2.3.3

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Learner Driver Mentor Program -

Recruit and train additional mentors to support the program.

Owner: Erica McKinnell

Key Focus Area 5.3.1

Progress 0%

Service Delivery:

Improvement

Owner: Jake Ihnen

Actions: 4



	%	#
● Upcoming	100.0	4

Actions 5.3.1.1

Jul 01, 2020 - Dec 31, 2020

Upcoming

Progress 0%

Service Delivery Improvements -

Review and implement business process improvements to existing planning and building processes with an aim to improving customer service delivery and timeframes for processing.

Owner: Jake Ihnen

Actions 5.3.1.2

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Development Information -

Review and simplify information relating to undertaking development including Fact Sheets and Website information for re-occurring enquiries.

Owner: Jake Ihnen

Actions 5.3.1.3

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Emergency Management Volunteers -

Undertake training with people who have responded to Council's call out for volunteers with regard to emergency situations.

Owner: Chris Hughes

Actions 5.3.1.4

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Municipal Emergency Management Plan -

Review and adopt the Plan in line with the Tasmanian Emergency Management Plan.

Owner: Chris Hughes

Key Focus Area 6.1.1

Progress 0%

Local Government Reform

Owner: John Brown

Actions: 1



	%	#
● Upcoming	100.0	1

Actions 6.1.1.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Northern Region Shared Services -

Pursue joint procurement opportunities and a common IT platform involving northern region Councils.

Owner: John Brown

Key Focus Area 6.1.2

Progress 0%

Break O'Day Organisation

Owner: John Brown

Actions: 1



	%	#
Upcoming	100.0	1

Actions 6.1.2.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Organisational Development -

Integrate the focus on service delivery with a well-being approach based on agreed values and team based activities.

Owner: John Brown

Key Focus Area 6.1.3

Progress 0%

Strategic Plan

Owner: John Brown

Actions: 1



	%	#
Upcoming	100.0	1

Actions 6.1.3.1

Jul 01, 2020 - Mar 31, 2021

Upcoming

Progress 0%

2017 - 2027 Break O'Day Strategic Plan -

Develop a process to review the relevance of the Key Focus Areas within the Plan.

Owner: John Brown

Key Focus Area 6.1.4

Progress 0%

Financial Sustainability

Owner: Bob Hoogland

Actions: 3



	%	#
Upcoming	100.0	3

Actions 6.1.4.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

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.

Owner: Bob Hoogland

Actions 6.1.4.2

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Revenue Generation -

Identify opportunities to generate alternative revenue sources including undertaking roadworks on Department of State Growth projects.

Owner: Bob Hoogland

Actions 6.1.4.3

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Grant Funding -

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.

Owner: Angela Matthews

Key Focus Area 6.1.5

Progress 0%

Financial Management

Owner: Bob Hoogland

Actions: 4



	%	#
● Upcoming	100.0	4

Actions 6.1.5.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Operational Efficiencies -

Examine opportunities for operational cost reductions resulting in reduced waste management costs based on \$/t to landfill.

Owner: David Jolly

Actions 6.1.5.2

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Audit Panel -

Meetings facilitated in accordance with legislative requirements, responding to all recommendations of the Panel.

Owner: Bob Hoogland

Actions 6.1.5.3

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Long Term Financial Plan (LTFP) -

Maintain financial viability and accountability in budgeting and administration.

Regularly review the LTFP to ensure that it accurately reflects the results of Council decision making.

Result, meet or exceed LTFP forecasts for operational results.

Owner: Bob Hoogland

Actions 6.1.5.4

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Internal Audit -

Implement Internal Audits according to the adopted schedule.

Owner: Bob Hoogland

Key Focus Area 6.1.6

Progress 0%

Human Resources

Owner: John Brown

Actions: 2



Actions 6.1.6.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Well-being Program -

Finalise and implement a Mental Health and Well-being Plan with a focus on capacity building across the organisation.

Owner: Jodie Cooper

Actions 6.1.6.2

Jul 01, 2020 - Dec 31, 2020

Upcoming

Progress 0%

Workforce Plan -

Develop a Plan to prepare for and manage succession requirements and an ageing workforce.

Owner: John Brown

Key Focus Area 6.1.7

Progress 0%

Management Systems

Owner: Bob Hoogland

Actions: 3



	%	#
Upcoming	100.0	3

Actions 6.1.7.1

Jul 01, 2020 - Sep 30, 2020

Upcoming

Progress 0%

GIS Services -

Complete review of current arrangements to ensure an effective and cost effective approach is being used.

Owner: Bob Hoogland

Actions 6.1.7.2

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Envisio -

Monitor and refine its role in managing activities.

Owner: Angela Matthews

Actions 6.1.7.3

Jul 01, 2020 - Oct 31, 2020

Upcoming

Progress 0%

Envisio Community Dashboard -

Finalise the operation of the community dashboard on Council's website.

Owner: Jayne Richardson

Key Focus Area 6.1.8

Progress 0%

Elected Members

Owner: John Brown

Actions: 1



	%	#
● Upcoming	100.0	1

Actions 6.1.8.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Professional Development -

Facilitate participation of Councillors in Professional Development.

Owner: Angela Matthews

Key Focus Area 6.1.9

Progress 0%

Council Advocacy

Owner: John Brown

Actions: 1



	%	#
● Upcoming	100.0	1

Actions 6.1.9.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Council Priority Projects -

Finalise project briefs and pursue identified priority projects through State and Federal Budget consultation processes.

Owner: John Brown

Key Focus Area 6.1.10

Progress 0%

Customer Service

Owner: John Brown

Actions: 2



	%	#
● Upcoming	100.0	2

Actions 6.1.10.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Service Improvements -

Encourage ongoing improvement to the customer service approach of the organisation through identified professional development and other activities.

Owner: Bob Hoogland

Actions 6.1.10.2

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Business Customer Experience -

Develop and implement a program focused on service process mapping.

Owner: Bob Hoogland

Key Focus Area 6.1.11

Progress 0%

Asset Management

Owner: David Jolly

Actions: 3



	%	#
● Upcoming	100.0	3

Actions 6.1.11.1

Jul 01, 2020 - Dec 31, 2020

Upcoming

Progress 0%

Building Asset Management -

Update and integration of Building Asset Management and Financial Management Systems.

Owner: Jake Ihnen

Actions 6.1.11.2

Jul 01, 2020 - Dec 31, 2020

Upcoming

Progress 0%

Road Assets -

Complete review of current approach to treatment of road and bridge assets.

Owner: David Jolly

Actions 6.1.11.3

Jul 01, 2020 - Mar 31, 2021

Upcoming

Progress 0%

Asset Management Plan -

Update Asset Management Plan to reflect updated asset information.

Owner: David Jolly

Key Focus Area 6.1.12

Stormwater Management Plan

Owner: Stuart Barwick

Key Focus Area 6.1.13

Progress 0%

Work Health & Safety

Owner: Simone Ewald-Rist

Actions: 2



Actions 6.1.13.1

Jul 01, 2020 - Jul 31, 2021

Upcoming

Progress 0%

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.

Owner: Simone Ewald-Rist

Actions 6.1.13.2

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Well-being Program -

Undertake actions to improve the well-being of workers including appropriate training and awareness sessions.

Owner: Simone Ewald-Rist

Key Focus Area 6.1.14

Progress 0%

Public Health

Owner: Jake Ihnen

Actions: 1



	%	#
● Upcoming	100.0	1

Actions 6.1.14.1

Jul 01, 2020 - Nov 30, 2020

Upcoming

Progress 0%

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.

Owner: Jake Ihnen

Key Focus Area 6.1.15

Progress 0%

Stakeholder Management

Owner: John Brown

Actions: 2



	%	#
● Upcoming	100.0	2

Actions 6.1.15.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Northern Tasmania Development Corporation (NTDC) -

Participate in NTDC activities focused on developing the regional economy.

Owner: John Brown

Actions 6.1.15.2

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

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.

Owner: John Brown

Key Focus Area 6.1.16

Progress 0%

Improvements to Council's Systems and Processes

Owner: Bob Hoogland

Actions: 1



	%	#
● Upcoming	100.0	1

Actions 6.1.16.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

System and Process Improvements -

Undertake an ongoing review of Council's systems and processes with a focus on simplification, time and resource reduction including intra-departmental and inter-departmental processes.

Owner: Bob Hoogland

Key Focus Area 6.2.1

Asset Management Policy

Owner: Bob Hoogland

Key Focus Area 6.2.2

Community Building Policy

Owner: Bob Hoogland

Key Focus Area 6.2.3

Economic Development Policy

Owner: John Brown

Key Focus Area 6.2.4

Environment & Planning Policy

Owner: David Jolly

Key Focus Area 6.2.5

Leadership & Governance Policy

Owner: Bob Hoogland

Key Focus Area 6.2.6

By Laws

Owner: Bob Hoogland

Key Focus Area 6.3.1

Progress 0%

Reporting: To ensure transparency of risk management information across Break O'Day Council, a series of reports will be produced throughout the year.

Owner: Bob Hoogland



	%	#
● Upcoming	100.0	2

Actions: 2

Actions 6.3.1.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Risk Reporting -

Risk updates and activities are regularly reported to management, Council and Audit Panel.

Owner: Simone Ewald-Rist

Actions 6.3.1.2

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Risk Register Review -

Risks in the risk register are reviewed - twice a year for high risks, annually for all others.

Owner: Simone Ewald-Rist

Key Focus Area 6.4.1

Progress 0%

Capital Works and Projects Program

Owner: Bob Hoogland



	%	#
● Upcoming	100.0	7

Actions: 7

Actions 6.4.1.1

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Township Plans -

Delivery of funded Township Plan infrastructure projects.

Owner: David Jolly

Actions 6.4.1.2

Jul 01, 2020 - Dec 31, 2020

Upcoming

Progress 0%

Drought Communities Programme -

Delivery of Project components.

Owner: David Jolly

Actions 6.4.1.3

Jul 01, 2020 - Sep 30, 2020

Upcoming

Progress 0%

CDG St Marys -

Delivery of St Marys Flood Mitigation Infrastructure Projects.

Owner: John Brown

Actions 6.4.1.4

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Roads -

Re-sheeting and re-sealing programs completed as per budget allocations.

Owner: David Jolly

Actions 6.4.1.5

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Bridges -

Part or full replacement works completed as per budget allocation.

Owner: David Jolly

Actions 6.4.1.6

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Stormwater -

Renewal and upgrade works completed as per budget allocation.

Owner: David Jolly

Actions 6.4.1.7

Jul 01, 2020 - Jun 30, 2021

Upcoming

Progress 0%

Kerb & Channel and Footpath -

Renewal and upgrade works completed as per budget allocation.

Owner: David Jolly